

City of Duncan Regular Council Minutes

The Regular Meeting of City Council was held in the Council Chamber, City Hall, 200 Craig Street, Duncan BC, at 7:36 pm on Monday, November 26, 2007.

Present Mayor Phil Kent
Councillor Ray Cadorette Councillor Mike Caljouw
Councillor Paul Fletcher Councilor Ken Newcomb
Councillor Jesse Winfrey

Absent With Notice Councillor Sharon Jackson

Also Present Tom Ireland – Chief Administrative Officer
Peter de Verteuil – Director of Finance
Lynn Ketch – Acting Director of Corporate Services

His Worship Mayor Kent opened the Council Meeting with an affirmation and called for order.

Approval of Agenda

Agenda Moved Councillor Winfrey
Seconded Councillor Caljouw
R-360-07 **That** the Agenda be approved as circulated.

CARRIED

Adoption of Minutes

Minutes Moved Councillor Newcomb
Seconded Councillor Winfrey
R-361-07 **That** the Minutes of the Regular Council Meeting of November 13, 2007 be adopted.

CARRIED

Public Hearing Minutes Moved Councillor Caljouw
Seconded Councillor Cadorette
R-362-07 **That** the Minutes of the Public Hearing Meeting of November 13, 2007 be adopted.

CARRIED

Report of the Chief Administrative Officer

CAO Report

- Met with Serenity Child and Parent Society and Growing Together representatives to discuss a proposed Family Care Centre.
- Met with School District Secretary Treasurer on behalf of Serenity

- Child and Parent Society.
- Met with Chamber of Commerce project manager for the Visitor Information Centre relocation.
- Participated in a conference call regarding the sewage lagoons.
- Met with Cadillac Home to discuss a proposed development.
- Attended the Lidstone, Young, Anderson Client annual Local Government Law Seminar in Vancouver on November 23, 2007.
- Attended a Pool Design Select Committee meeting.
- Received a Development Permit application for a proposed multi-family development on Queens Street.
- Received a Development Permit application for a proposed multi-family development on Jubilee Street.

Reports of Mayor and Council and Committees

Committee of the Whole Report

R-363-07

Moved Councillor Winfrey
Seconded Councillor Caljow

That the following items 3, 4, 6, 8, 9 of the November 19, 2007 Committee of the Whole Meeting recommendation be adopted:

That the proposed “Downtown Towing Policy” be adopted.

That the Council of the City of Duncan confirm its support of the work of the Cowichan Valley Intercultural and Immigrant Aid Society.

That the Riverstone VIS3090 request for a reduced Building Permit fee be respectfully denied.

That the City of Duncan approve a \$200.00 grant for the year 2008 to the Cowichan Musical Festival for the “Outstanding Intermediate Student in Piano Classes” scholarship to be paid in January of 2008.

That the City approve Duncan Cowichan Chamber of Commerce’s request for reimbursement of the City’s portion \$6,801.64 for Phase One UBCM Community Tourism funding.

CARRIED

Items 1, 2 and 5 of the November 19, 2007 Committee of the Whole Meeting recommendations were discussed separately, resulting in the following resolution being adopted.

Moved Councillor Winfrey
Seconded Councillor Cadorette

That City Council approve a “one time only” grant in the amount of \$1,250 to the DBIAS for the Xmas Kick-off celebrations.

CARRIED

R-364-07

Item 7 of the November 19, 2007 Committee of the Whole Meeting Minutes was discussed separately, resulting in the following resolution being adopted.

R-365-07

Moved Councillor Winfrey
Seconded Councillor Cadorette

That Mr. Bowden's request for a toilet rebate be approved.

CARRIED

COUNCILLOR NEWCOMB OPPOSED

**Special
Committee of the
Whole Minutes**

R-366-07

Moved Councillor Winfrey
Seconded Councillor Cadorette

That the Minutes of the Special Committee of the Whole Meeting of November 15, 2007 be adopted.

CARRIED

**Committee of the
Whole Minutes**

Councillor Cadorette requested that the November 19, 2007 Committee of the Whole Meeting Minutes be amended to reflect his opposition to Resolution No. COW-368-07 (DBIAS – Xmas Kick Off).

Councillor Fletcher queried the Adoption of Resolution No. COW-370-07 (Congestion and Safety – TCH).

Moved Councillor Newcomb
Seconded Councillor Winfrey

R-367-07

That the Committee of the Whole Meeting Minutes of November 19, 2007, as amended, be adopted.

CARRIED

**Mayor and
Council Reports**

- Councillor Newcomb reported that he attended the November 15 DBIAS Board Meeting. The Members expressed appreciation to the City for the Xmas Kick-off funding. They are very pleased that RE/MAX has stepped forward to also assist in funding the pyrotechnics for the event. The Christmas trees have been delivered to the City Square and decorating will take place Tuesday between 5 & 6.
- Councillor Cadorette reported that he attended the Duncan-Cowichan Chamber of Commerce AGM on October 20. It was an excellent event with the addition of many new Board Members. The Vancouver Island Regional Library (VIRL) have partnered with the North American Indigenous Games Society (NAIG) offering the opportunity to register as a volunteer for the August 3 – 10, 2008 Games on line at www.cowichan2008.com. Approximately 3,000 volunteers are needed.
- Mayor Kent noted that Cordell Ensign of RE/MAX is thrilled to be contributing to the DBIAS downtown Xmas light-up celebration.

Reports of Staff

**Building
Statistics Report
– October 2007**
R-368-07

Moved Councillor Newcomb
Seconded Councillor Cadorette
That the Building Statistics Report for the month of October 2007 be received and filed.

CARRIED

**Zoning Bylaw
Process**
R-369-07

Moved Councillor Caljouw
Seconded Councillor Cadorette
That staff prepare a new Zoning Bylaw for Council's consideration, to appropriately reflect contemporary Planning principles and practices and to reflect the recently adopted Official Community Plan;

And That any developments proposed prior to the adoption of the new Zoning Bylaw, that may be in conflict with the proposed Zoning Bylaw, be referred to Council for its direction.

CARRIED

**October 2007
Warrant**
R-370-07

Moved Councillor Winfrey
Seconded Councillor Caljouw
That the October 2007 Warrant be received and filed.

CARRIED

**Director of
Finance – Transit
Funding Proposal**

R-371-07

Moved Councillor Newcomb
Seconded Councillor Fletcher
That the City Council approve an application to the UBCM for the \$225,161 in Public Transit Infrastructure Program funding for a commuting trailway between the District of North Cowichan and the City of Duncan, and in particular the connection of the Cowichan Commons to downtown Duncan utilizing the E & N Rail Right of Way.

CARRIED

Bylaws

**2008 Water Rates
Amend. Bylaw
No. 2044, 2007**
R-372-07

Moved Councillor Newcomb
Seconded Councillor Caljouw
That City of Duncan Water Rates Amendment Bylaw No. 2044, 2007 be introduced and given first, second and third reading.

CARRIED

**2008 Sewer Rates
Amend. Bylaw
No. 2045, 2007**
R-373-07

Moved Councillor Caljouw
Seconded Councillor Cadorette
That City of Duncan Sewer Rates Amendment Bylaw No. 2045, 2007 be introduced and given first, second and third reading.

CARRIED

Question Period

Councillor Winfrey asked the Director of Finance for an explanation on where the information comes from for the number of hospital beds used in calculating the sewer and water rates for billing purposes and was advised that the number of beds would be those at full capacity.

Councillor Fletcher questioned the use of the terms “water/sewer within” and “water/sewer without” in the Water and Sewer Rates Amendment Bylaws and was advised that the terms had been used for many years. He also questioned the definitions of “pyrotechnics” vs. “fireworks” and opined that we are not having fireworks at the downtown Xmas Kick-off on November 30, but are using pyrotechnics.

Councillor Fletcher questioned which trees were removed in Centennial Park. The Director of Finance advised that he would find out and get the information to him.

Resolve to go into Closed Meeting

Closed Session

R-374-07

Moved Councillor Newcomb
Seconded Councillor Winfrey
That this Regular Council Meeting be closed to the public to consider Labour Issues (s.90(1)(c) - *Community Charter*, Property Issues (s.90(1)(e) - *Community Charter*, and Legal Issues (s.90(1)(g) – *Community Charter*.

CARRIED

At 8:35 pm, City Council resolved into a Closed Council Meeting.

At 10:46 pm, the following Motions were Reported Out from the Closed Council Meeting:

Reporting Out

Management Salaries

R-375-07

Moved Councillor Caljouw
Seconded Councillor Winfrey
That in order to recognize the increased cost of living, that the City Management staff receive an increase in salary of 2.1% (the BC Consumer Price Index for December 2005 to December 2006) retroactive to January 1, 2007, calculated based on their actual earnings to date.

CARRIED

Serenity Child and Parent Society – Grant Application

R-376-07

Moved Councillor Winfrey
Seconded Councillor Cadorette
That City Council provide a letter of support, in principle, to the Serenity Child and Parent Society for its grant application to the Ministry of Child and Family for a \$750,000 capital funding grant for a family resource facility in the Cairnsmore neighbourhood.

CARRIED

BC Hydro Beautification Project – Government St. Corridor

R-377-07

Moved Councillor Newcomb
Seconded Councillor Winfrey
That City Council include the BC Hydro beautification project for the Government Street corridor in the 2008 Budget.

CARRIED

COUNCILLOR FLETCHER OPPOSED

Staff Appointment

R-378-07

Moved Councillor Newcomb
Seconded Councillor Caljouw
That City Council appoint Lynn Ketch as Acting Director of Corporate Services for the City of Duncan, effective November 15, 2007.

CARRIED

Adjournment

Adjournment

R-379-07

Moved Councillor Caljouw
Seconded Councillor Winfrey
That this Regular Meeting of City Council be adjourned.

CARRIED

The meeting adjourned at 10:50 p.m.

Phil Kent
Mayor

Lynn Ketch,
Acting Director of Corporate Services