

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 7:30 pm on Monday, June 23, 2008.

Present Mayor Phil Kent
Councillor Paul Fletcher Councillor Sharon Jackson
Councillor Ken Newcomb Councillor Jesse Winfrey

Absent With Notice
Also Present Councillors Ray Cadorette and Mike Caljouw
Lynn Ketch - Director of Corporate Services

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

Approval of Agenda

Agenda Moved by Councillor Winfrey
R-173-08 Seconded by Councillor Jackson
That the Agenda be approved as circulated.

CARRIED

Adoption of Minutes

Minutes Moved by Councillor Newcomb
R-174-08 Seconded by Councillor Jackson
That the following Council Meeting Minutes be adopted:

- Regular Council Meeting of May 26, 2008;
- Special Council Meeting of June 9, 2008; and
- Special Council Meeting of June 16, 2008.

CARRIED

Introduction of Late Items

Late Items Moved by Councillor Winfrey
R-175-08 Seconded by Councillor Jackson
That the Report of the Select Environment Committee Meeting of June 23, 2008 be added to the Agenda under **Reports of Committees Item 9.8.**

CARRIED

Reports Committees

Committee of the Whole Report

R-176-08

Moved by Councillor Jackson
Seconded by Councillor Newcomb

That the following items 3, 4, 5, 6 & 8 of the June 2, 2008 Committee of the Whole Meeting Report be adopted:

3. **That** Council advise the District of North Cowichan that it supports the proposed fees for the new Cowichan Aquatic Centre as outlined in the report dated April 28, 2008, from Don Stewart, Deputy Parks and Recreation Director;
And that Council supports the discounted recreation fees (Recreation Access Program) for low-income families outlined in the report dated April 25, 2008, from Steve Knoke, Aquatic Complex Manager.
4. **That** the request from Jessica Weicker to purchase a City of Duncan flag for her family to display in Beijing, China, be approved.
5. **That** Council approves the following recommendations for improving the safety and visibility at the Government Street and Dogwood Avenue pedestrian crosswalk:
 1. Install crosswalk ahead signs on the approaches to the crosswalk
 2. Install additional crosswalk signs (i.e. back to back).
 3. Increase the size of the zebra crosswalk paint lines "speed appropriate zebra X-Walk marking".
 4. Enforce no parking restrictions minimum 30 meters on the approaches to the crosswalk.
6. **That** approval be given to Fire Chief Mike McKinlay to have the hedge trees removed from the Fire Hall entrance as outlined in his letter dated May 6, 2008.
8. **That** the paving contract with Duncan Paving be extended for one year only.

CARRIED

R-177-08

Moved by Councillor Jackson
Seconded by Councillor Newcomb'

That Item 2 of the June 2, 2008 Committee of the Whole Meeting Report be TABLED pending clarification from the Director of Finance:

2. **That** the remainder of the 2008 Capital Funding for Paving be retained in a **Pothole Filling Fund**.

CARRIED

R-178-08 Moved by Councillor Jackson
Seconded by Councillor Newcomb
That the following remuneration for Election Officials for the November 15, 2008 Municipal Election be approved.

Chief Election Officer	\$970
Deputy Chief Election Officer	\$723
Election Officials (4)	\$250;

And that the purchase of Premier Election Solutions automated ballot counting system and services be approved in the amount of \$7,972 (including ballots and programming).

CARRIED

Committee of the Whole Minutes

R-179-08 Moved by Councillor Jackson
Seconded by Councillor Winfrey
That the Minutes of the Committee of the Whole Meeting of June 2, 2008 be adopted.

CARRIED

R-180-08 Moved by Councillor Jackson
Seconded by Councillor Newcomb
That the Minutes of the Special Committee of the Whole Meeting of June 9, 2008 be adopted.

CARRIED

R-181-08 Moved by Councillor Jackson
Seconded by Councillor Newcomb
That items 1 and 2 of the May 12, 2008 Committee of the Whole Meeting Report Additions be adopted:

1. **That** the following April 24, 2008 Junior Council resolution be referred to the Provincial Court Community Services department:
“**That** the Junior Council of the City of Duncan request that City Council require persons guilty of littering in the City to perform community service work such as picking up garbage.”
2. **That** in response to the following April 24, 2008 Junior Council resolution, the Junior Council be advised that City Council does not support reinstating the annual garbage pickup day;
And That the Junior Council also be advised that the City currently has an agreement with the Canadian Mental Health Association “Clubhouse” for litter pickup in the City:
“**That** in an effort to keep the City clean, the annual garbage pickup day be reinstated.”

CARRIED

Moved by Councillor Newcomb
Seconded by Councillor Winfrey

That the Minutes of the May 12, 2008 Committee of the Whole Minutes, be adopted, as amended, to reflect the insertion of resolution numbers **COW-136-08** and **COW-137-08**.

CARRIED

**Mayor and
Council Reports**

Mayor Kent reported on the following:

- On June 19, he attended the Harold Joe presentation on homelessness at the Cowichan Theatre and noted that the film was very well received.
- He noted that the new homeless shelter site ground breaking event will take place on July 8.

Councillor Winfrey reported on the following:

- On June 1, he attended the annual 744 Squadron Air Cadets parade and inspection.
- On June 17, he presented the City's 1st annual Wayne Blacklock-Schroeder Bursary to Stephane Gaulin-Brown, the 2008 Junior Council Mayor.
- On June 25, he attended the BC Forest Discovery appreciation evening, honouring several long-time contributors and benefactors.
- The proposed closing of the Cowichan Lodge.
- Bursaries were presented by the Cowichan Centre to 4 honours students (2 for academic and 2 for athleticism).

Councillor Newcomb reported on the following:

- The Outreach Worker for Duncan has reported increased success on youth participation in programs and services.
- The DBIAS is reviewing their support of graffiti cleanup efforts of the City through Bylaw enforcement.

Councillor Jackson reported on the following:

- She attended the BC Women's Institute of BC 100th anniversary events recently staged in Duncan, including the Coronation Oak tree planting in McAdam Park.
- On June 21, she participated in the graffiti removal event.
- On June 20, she attended Mary Dolan's retirement gathering at the Growing Together Early Learning Centre.

Mayor Kent thanked all those who participated in the June 21 graffiti and garbage cleanup.

Reports of Staff

Building Statistics Report – May 2008

R-183-08

Moved by Councillor Winfrey
Seconded by Councillor Jackson
That the Building Statistics for the month of May 2008 be received
and filed.

CARRIED

DP-2008-01 – 941/951 Trunk Road

R-184-08

Moved by Councillor Jackson
Seconded by Councillor Winfrey
That Council authorize issuance of a Development Permit for 941 &
951 Trunk Road (Lots 1 & 2, Section 17, Range 7, Quamichan
District, Plan10539) as shown on the plans and samples presented to
Council (Schedules A-1 to A-8) subject to:

1. approval of the stormwater management plan by Les Morris, P.
Eng by the City prior to connection to services;
2. provision of garbage and recycling space within the fenced
area;
3. undergrounding of the hydro, Telus and cable services from
Trunk Road;
4. registration of a geotechnical covenant under Section 56 of the
Community Charter prior to building permit issuance.

CARRIED

DP-2007-01 – 560 Jubilee Street

R-185-08

Moved by Councillor Jackson
Seconded by Councillor Newcomb
That Council authorize issuance of a Development Permit for 560
Jubilee Street (Lot 1 , Section 18, Range 7, Quamichan District, Plan
11088) as shown on the plans and samples presented to Council
(Schedules A-1 to A-10) subject to:

1. approval of the stormwater management plan by the City prior
to connection to services;
2. undergrounding of the hydro, Telus and cable services from
Jubilee Street.

CARRIED

DVP-2008-02 – 460 Whistler Street

R-186-08

Moved by Councillor Jackson
Seconded by Councillor Newcomb
That Council authorize issuance of Development Variance Permit No.
DVP-2008-02 (attached) for 460 Whistler Street subject to the
applicant planting three boulevard trees in front of the building.

CARRIED

Totem Committee Report

R-187-08

Moved by Councillor Fletcher
Seconded by Councillor Jackson

That City staff investigate the cost and feasibility of a Coast Salish welcoming figure at the entrance to the City of Duncan, south of the Silver Bridge.

CARRIED

Select Environment Committee

R-188-08

Moved by Councillor Fletcher
Seconded by Councillor Jackson

That the following items 1 – 3 of the June 23, 2008 Select Environment Committee Report be adopted:

1. **That** the Committees Terms of Reference be approved by Council.
2. **That** Council have staff prepare a proposal for consideration of the Provincial Woodstove Exchange Program for consideration by the Committee at least one week prior to the deadline of July 25, 2008.
3. **That** recommendation be made to consider proceeding with the grant application process, and request that the Director of Finance report to the Committee in due course with respect to advancement of the grant application.

CARRIED

Bylaws

Elections and Other Voting Procedure Bylaw No. 2055, 2088

R-189-08

Moved by Councillor Jackson
Seconded by Councillor Newcomb

That City of Duncan Elections and Other Voting Procedure Bylaw No. 2055, 2088 be introduced and given 1st, 2nd and 3rd reading.

CARRIED

Automated Voting Machines Authorization and Procedures Bylaw No. 2056, 2008

R-190-08

Moved by Councillor Newcomb
Seconded by Councillor Winfrey

That City of Duncan Automated Voting Machines Authorization and Procedures Bylaw No. 2056, 2008 be introduced and given 1st, 2nd and 3rd reading.

CARRIED

New Business

NAIG Parade

R-191-08

Moved by Councillor Newcomb
Seconded by Councillor Jackson

That Council spend up to \$3,000 to participate in the 2008 North American Indigenous Games (NAIG) Parade, with a parade entry

stationed at Charles Hoey, VC, Memorial Park; the costs being reimbursed by NAIG at the conclusion of the 2008 Games;
And that Charles Hoey, VC, Memorial Park space be reserved for the City of Duncan's use on Sunday, August 3, 2008.

CARRIED

Resolve to go into Closed Meeting

Closed Session

R-192-08

Moved by Councillor Newcomb
Seconded by Councillor Jackson

That this Regular Council meeting be closed to the public to consider Property Issues (s.90(1)(e) - *Community Charter*) and Information Supplied in Confidence from a government, council or organization listed in section 16(1)(a) of the FOIPP as per s.90(1)(j) - Community Charter.

CARRIED

Adjournment

Adjourn

R-193-08

Moved by Councillor Winfrey
Seconded by Councillor Jackson

That this meeting be adjourned.

CARRIED

The meeting adjourned at 8:20 p.m.

Phil Kent
Mayor

Lynn Ketch
Director of Corporate Services