

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, July 14, 2008.

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

Absent With Notice Councillor Mike Caljouw

Also Present Tom Ireland – Chief Administrative Officer
Peter de Verteuil – Director of Finance
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 Jackson
Seconded by Councillor Winfrey
R-194-08 **That** the Agenda be approved with the addition of a CLOSED SESSION.

CARRIED

Adoption of Minutes

Minutes Moved by Councillor Winfrey
R-195-08 Seconded by Councillor Newcomb
That the Minutes of the June 23, 2008 Regular Council Meeting be adopted.

CARRIED

Introduction of Late Items

Late Items Moved by Councillor Jackson
R-196-08 Seconded by Councillor Winfrey
That a delegation of three staff members from Cowichan Lodge be added under section **5.3 DELEGATIONS**.

CARRIED

Delegations

Canada World Youth

Anne-marie Henry, Canadian Project Supervisor, from Canada World Youth, provided an update to those present regarding Canada World Youth's operations in the Cowichan Valley this year. She noted that from early September until late-November, the Valley will host nine youth from across Canada and nine youth from Kenya to live and volunteer their services before departing to Kagwe, Kenya for a reciprocal three month period.

Automated Voting Bylaw

Margo Iazard spoke in opposition to Automated Voting Bylaw No. 2056, 2008 and in particular to items 27 and 28 of the proposed Bylaw.

Councillor Winfrey left the Council meeting at 7:55 p.m.

Cowichan Lodge Closure

Kathy Sharp, Audrey Lyon and Nora Murphy each addressed Council requesting that Council petition the Province of BC or VIHA for a Town Hall meeting to review the proposed closure of Cowichan Lodge.

Report of the Chief Administrative Officer

CAO Report

The CAO gave his report for the previous month.

Unfinished Business

2008 UBCM Conference Attendees

It was confirmed that Councillor Cadorette would be attending the 2008 UBCM Conference in Penticton, BC September 22 – 26, but that Councillor Fletcher was no longer able to attend.

R-197-08

Moved by Councillor Fletcher

Seconded by Councillor Jackson

That Councillor Caljouw be permitted to attend the 2008 UBCM Conference.

CARRIED

Correspondence

Glenda Harling – Opposition to Automated Voting Bylaw No. 2056, 2008

R-198-08

Moved by Councillor Jackson

Seconded by Councillor Newcomb

That the e-mail correspondence from Glenda Harling, wherein she expresses her opposition to Automated Voting Bylaw No. 2056, 2008, be received and filed.

CARRIED

Councillor Winfrey returned to the Council meeting at 8:35 p.m.

Reports of Mayor and Council and Committees

Committee of the
Whole Report

R-199-08

Moved by Councillor Jackson
Seconded by Councillor Newcomb

That items 1 – 8 and item 10 of the July 7, 2008 Committee of the Whole Meeting Report be adopted:

1. **That** the “1986 Tree Cutting Policy” be deleted and replaced with the following:

“**That** all pruning and removal of trees on public property be done only with the approval of the CAO **or** the Director of Public Works” as an interim measure for Council’s review of the City’s Bylaw and current policy related to tree pruning and removal.”
2. **That** Council approve the removal and replacement of three cedar trees, and the topping of three Douglas Firs, in the undeveloped portion of the College Street road allowance, as referenced in the memo to the Operations Manager from the City’s Arborist.
3. **That** Councillor Ray Cadorette be appointed to represent the City of Duncan on the North Cowichan Parks and Recreation Commission.
4. **That** September 22 – 26, 2008 be declared “Learn @ Work Week” in the City of Duncan.
5. **That** Council advise the Liquor Licensing and Control Branch that it has no objection to a temporary extension of the Licensed Area of Just Jakes Restaurant on July 18 & 19, 2008 from 11:00 a.m. to 11:00 p.m. each day to include the paved area of Craig Street adjacent to the Craig Street Brew Pub and Just Jakes Restaurant (25 & 45 Craig Street – less a lane for emergency vehicle access), in order to accommodate street entertainment, BBQ food service and to create a festive atmosphere during the 2008 Summer Festival;
And That this approval is subject to a deposit of \$300 for any and all cleanup costs that may be incurred in this area by the City of Duncan.
6. **That** Council approves the removal of the Pin Oak tree located at the south side of the Train Station, and the same type of tree being planted.
7. **That** Council approves the removal of the two Birch trees from

the planter in City Square in front of “Studio One” (261 Craig Street), and replace them in the fall with more appropriately sized trees, as referenced in the approved downtown planting plan.

8. **That** issuance of a Development Permit be authorized for 460 Whistler Street (Lot B, Section 17, Range 7, Quamichan District) as presented subject to:
 - Planting of the street trees as required by DVP-2008-02.
10. **That** Council decline to advertise in the Citizen Press Souvenir Book for the NAIG Games.

CARRIED

Item #9 from the Committee of the Whole meeting of July 17, 2008 was then discussed and voted on.

**NAIG – Payment
for Field Use**

R-200-08

Moved by Councillor Jackson
Seconded by Councillor Winfrey
That Council approve refunding the payment of \$2,040 received from the Cowichan 2008 NAIG for use of McAdam and Rotary Parks August 3 – 10, 2008.

DEFEATED
Councillor Fletcher voted in favour

It was clarified that the Cowichan Valley Regional District granted funds to NAIG in the amount of \$500,000 for their use in securing and paying rental fees for all playing field facilities during the 2008 Games.

**Committee of the
Whole Minutes**

R-201-08

Moved by Councillor Jackson
Seconded by Councillor Newcomb
That the Minutes of the Committee of the Whole Meeting of July 7, 2008 be adopted.

CARRIED

**Totem Committee
Meeting Report**

R-202-08

Moved by Councillor Fletcher
Seconded by Councillor Jackson
That Council have staff complete an inventory of the Maquettes, City-owned poles, and the community poles.

CARRIED

Councillor Fletcher noted that the community poles inventory list request is part of the long-range plan and is not required immediately.

Mayor and Council Reports

- Mayor Kent reported that he recently attended the Pool Design Select Committee, the Community Leaders' lunch, Cowichan Secondary School walkup, Community Safety Advisory Committee workshop, NAIG orientation, Ground Breaking Ceremony – Homeless Shelter, 2010 Legacies Now 10 x 10 Challenge Workshop, Joint Meeting with Chief Hwitsum, RCMP and Safer Futures and local press regarding race violence in the community, and CVRD Kinsol Trestle workshop.
- Councillor Winfrey noted he attended the renaming of the Cowichan Centre to the "Island Savings Centre". During his break from the Council meeting this evening, he accepted a plaque naming the hockey stick on the side of the "Island Savings Centre" on James Street as the World's Largest Hockey Stick according to the Guinness Book of World Records.
- Councillor Fletcher met with representatives of NAIG today and made suggestions around signage and involvement of the City regarding the possibility of transportation problems during the Games.

Traffic Concerns in the City During NAIG

R-203-08

Moved by Councillor Fletcher
Seconded by Councillor Jackson

That the City provide a staff member to the NAIG Emergency Services Committee and request that they put the issue of traffic congestion on their agenda.

CARRIED

Reports of Staff

Building Statistics Report – June 2008
R-204-08

Moved by Councillor Jackson
Seconded by Councillor Cadorette

That the building statistics report for the month of June 2008 be received and filed.

CARRIED

Bylaws

Elections and Other Voting Procedure Bylaw No. 2055, 2008
R-205-08

Moved by Councillor Jackson
Seconded by Councillor Fletcher

That "Elections and Other Voting Procedure Bylaw No. 2055, 2008" be adopted.

CARRIED

**Automated Voting
Bylaw No. 2056,
2008
R-206-08**

Moved by Councillor Jackson
Seconded by Councillor Fletcher
That "Automated Voting Machines Authorization and Procedures
Bylaw No. 2056, 2008" be referred back to the next Committee of the
Whole meeting for further deliberation.

CARRIED

Question Period

The Director of Finance and the CAO advised that staff is unable to provide all the information required to make application for the Provincial Woodstove Exchange Program by the required date of July 25, 2008.

Councillor Fletcher advised that the community poles inventory to be prepared by staff is specific to totem poles within City limits.

Resolve to go into Closed Meeting

**Closed Session
R-207-08**

Moved by Councillor Jackson
Seconded by Councillor Newcomb
That this regular Council meeting be closed to the public to consider
Property Issues (s.90(1)(e) - *Community Charter*) and Legal Issues
(s.90(1)(g) – *Community Charter*).

CARRIED

Adjournment

**Adjourn
R-208-08**

Moved by Councillor Winfrey
Seconded by Councillor Newcomb
That this meeting be adjourned.

CARRIED

The meeting adjourned at 9:16 p.m.

Phil Kent
Mayor

Lynn Ketch
Director of Corporate Services