

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, January 8, 2007.

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

Also Present Tom Ireland – Chief Administrative Office
Peter de Verteuil – Director of Finance
Cheryl Wirsz – Director of Corporate Services

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

Approval of Agenda

Agenda Moved Councillor Jackson
Seconded Councillor Newcomb
That the late agenda be approved as circulated [with the addition of New Business (#13) and a Closed Session (#14)].

CARRIED

Adoption of Minutes

Regular Council Minutes Moved Councillor Cadorette
Seconded Councillor Winfrey
That the minutes of the December 11, 2006 Regular Council meeting be adopted.

CARRIED

Special Council Minutes Moved Councillor Caljouw
Seconded Councillor Jackson
That the minutes of the December 18, 2006 Special Council meeting be adopted.

CARRIED

Report of the Chief Administrative Officer

CAO Report

The Chief Administrative Officer reported that the Pool Working Committee continues to meet. Staff is continuing to meet with North Cowichan regarding Cowichan Place and met with the JUB, Cowichan Tribes and CP3 Holders regarding ongoing use of the lagoons. A strata subdivision on Third Street has not been approved. The purchase of the Canada Building at 225 Canada Avenue is ongoing. The complex care and assisted living facility will be coming forward in the near future as the issues raised by the Ministry of Transportation are resolved, for a decision regarding adoption of the zoning amendment bylaw.

Correspondence

Invitation to meet with School Board Trustees

Moved Councillor Jackson

Seconded Councillor Cadorette

That the letter from the School Trustees inviting Council to attend a meeting regarding school closure consultation be received and filed

CARRIED

CVRD Regional Parks Extended Services Bylaw

Moved Councillor Jackson

Seconded Councillor Newcomb

That the City of Duncan consent to the adoption of CVRD Bylaw 2898 – Regional Parks Extended Service Amendment Bylaw, 2006.

CARRIED

Reports of Mayor, Council and Committees

December 18, 2006 Committee of the Whole Meeting

Moved Councillor Newcomb

Seconded Councillor Jackson

That the minutes of the December 18, 2006 Committee of the Whole meeting and all recommendations therein be adopted;

Surplus Medical Equipment for Meru from VIHA

And That Staff be directed to further investigate the issue of how to obtain surplus medical equipment for our sister city, Meru, with VIHA;

Holiday Policy for CAO, Directors of Finance and Corporate Services, Superintendent of Public Works and Operations Magr.

And That the Committee recommend to Council that the new “Holiday Policies for the Chief Administrative Officer, Director of Finance and Director of Corporate Services” and the “Superintendent, Public Works and Operations Manager” be adopted;

And That the new “Attendance at the Local Government Management Association Conference” Policy be adopted;

C-1 zone and residential use.

And That staff be directed to prepare an amendment to the zoning bylaw that would exclude stand alone [exclusive] residential developments in the C-1 zone.

CARRIED

Reports of Mayor and Council

Mayor Kent wished everyone a Happy New Year.
Councillor Cadorette mentioned that condolences to the EJ Hughes family are in order.
Councillor Fletcher suggested the City consider an honour for Mr Hughes to acknowledge his contributions. Art scholarships are a possibility.

Acknowledgment of the contributions of EJ Hughes

Moved Councillor Fletcher
Seconded Councillor Jackson
That the issue of an acknowledgement for EJ Hughes' contributions to the community be referred to the January 15, 2007 Committee of the Whole meeting.

CARRIED

Reports of Staff

Early 2007 Budget Approval – three filing cabinets

Moved Councillor Jackson
Seconded Councillor Caljouw
That the Council of the City of Duncan grant early 2007 budget approval and authorize staff to purchase three five drawer filing cabinets at a total price not to exceed \$2000.

CARRIED

December 2006 Building Statistics Report

Moved Councillor Jackson
Seconded Councillor Winfrey
That the December 2006 Building Statistics Report be received and filed.

CARRIED

2007 Liability and Property Insurance

Moved Councillor Newcomb
Seconded Councillor Winfrey
That Council confirm the renewal of the property insurance portion of its policy with Zurich Canada for 2007;
And That the Property Insurance for the City be re-tendered for 2008;
And that Council authorize the Director of Finance to remove the liability portions of its insurance policies with Zurich Canada and St Paul's effective February 1, 2007 and secure liability insurance with the Municipal Insurance Association of BC, effective February 1, 2007 with a commitment of three [3] years.

CARRIED

Question Period

The status of the left turn lane at Coronation and the TCH was queried. It was asked if the City could have a special meeting if necessary for the complex care and assisted living facility approvals. The CAO explained that this is a building code issue as opposed to a zoning issue.

The outstanding issue of the gates at Coronation Park was raised and it was explained that the subcontractor has been changed to ensure the gates are locked.

It was asked that the information regarding the complex care and assisted living facility not be placed on a late agenda. It was asked if a summary of the material could be submitted to the Committee of the Whole agenda for January 15, 2007. The CAO passed out some information for Council's consideration. It was suggested that the applicant be invited to the upcoming committee meeting.

New Business

**Cowichan
Community
Centre Meeting of
January 11, 2006**

Moved Councillor Jackson

Seconded Councillor Newcomb

That Councillor Fletcher replace Councillor Newcomb at the Cowichan Community Centre Commission meeting of January 11, 2006.

Resolve to go into Closed Meeting

Closed Session

Moved Councillor Winfrey

Seconded Councillor Cadorette

That this regular council meeting be closed to the public to consider Property Issues and Legal Issues as per Sections 90[1] [e] and [g] of the *Community Charter*.

CARRIED

Adjournment

Moved Councillor Newcomb

Seconded Councillor Jackson

That this meeting be adjourned.

CARRIED

The meeting adjourned at 8:20 p.m.

Phil Kent
Mayor

Cheryl Wirsz
Director of Corporate Services