

The Regular Meeting of City Council was held in the Council Chamber, City Hall, 200 Craig Street, Duncan, BC at 7:30 p.m., October 23, 2006.

**Present:** Mayor Phil Kent; Councillors Ray Cadorette, Mike Caljouw, Paul Fletcher, Sharon Jackson, Ken Newcomb, and Jesse Winfrey.

**Also Present:** Tom Ireland – CAO, Peter de Verteuil – Director of Finance, Lynn Ketch – Director of Corporate Services and Cheryl Wirsz - Incoming Director of Corporate Services.

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

### **Approval of Agenda**

**Agenda** Movd. Councillor Jackson  
Secd. Councillor Newcomb  
THAT the Agenda for the October 23, 2006 Regular Meeting of City Council be approved.

CARRIED

### **Adoption of Minutes**

**Minutes** Movd. Councillor Caljouw  
Secd. Councillor Cadorette  
THAT the Minutes of the Regular Meeting of City Council held October 10, 2006 be adopted.

CARRIED

### **Introduction of Late Items**

**DBIA** Wayfinding Sign Proposal  
**Royal Canadian Legion** Report from Incoming Director of Corporate Services  
**Arcadian Daycare** Report from Incoming Director of Corporate Services

### **Delegations**

**Terri Dame, Safer Futures - Cairnsmore Action Project** Ms Dame introduced the action project team. The project began with a 2003 study of barriers to employment. In 2004 other agencies were invited to participate. Three main issues arose: neighbourhood management, community development, and long term planning. Actions that have followed since then included block watch, community policing, working with landlords, Centennial Park planning, etc. to enhance the quality of life in the area. The project grew from these early steps. The

action project had a ten month time frame and involved training, community consultation, action plan development, and youth involvement. Events and small projects followed to enhance protective factors for youth and families.

It was presented how the project involved the Luxor manager and the 7-11 manager. Four movie nights were held for families in partnership with the Cowichan Centre. Seniors and youth were invited to participate together, especially with park use issues. A community bulletin board will be installed at the Cowichan Valley Open Learning Site.

Further findings were presented on the follow-up with youth at the alternate school, staff at Bruce's grocery, and 7-11.

Possible solutions were presented, which include affordable housing, a laundromat, safe and accessible parks for children, boys and girls clubs, more volunteers with Big Brothers/Sisters, a resource centre for parents and children, and outreach workers to raise the quality of life in the area.

It was asked what steps the City could be directly involved in.

Long term action is needed to facilitate action, meet capacity and link organizations to people. The role of the city, especially with short term problems, could be more clearly spelled out.

Complex solutions are needed for the root problems [*i.e.* needle use]. The mayor will appoint a councillor to ....

**Jennifer Woodard and  
MaryAnn Hartley -  
DBIA**

Ms Woodard advised Council of the DBIA intent to guide people to the downtown with signage on the highway and gateways/wayfinding to the core. The DBIA has invested in a new logo. There four main gateways. Trunk Road would have 5 or 6 signs. The sign near Cowichan Centre may be relocated to the south of the Peter Baljet lot to direct people along Alington and Canada Avenue. This is a \$7000 project. Future gateways are Cowichan Way, Beverly Street, Coronation and James Streets. The DBIA is asking for permission to install 5 or 6 signs along the Trunk Road corridor as signs last longer than banners.

**Report of the Chief Administrative Officer**

**CAO Report**

The CAO updated Council on waterworks projects, general maintenance issues, park, planning and personnel issues. Mr. Ireland attended meeting with VIHA regarding the Margaret Moss lease, the Totem Committee, Social Planning Cowichan, JUB members and ICompass.

**Correspondence****RCMP Community Policing**

Movd. Councillor Jackson  
 Secd. Councillor Winfrey  
THAT the week of November 1 – 7 be proclaimed as  
 Crime Prevention Week,

CARRIED**Cowichan Branch – Royal Canadian Legion, Remembrance Day Celebrations**

Movd. Councillor Newcomb  
 Secd. Councillor Caljouw  
THAT the Cowichan Branch – Royal Canadian Legion be authorized to hold Flag Raising Day on October 29, 2006 at 12.30 pm;  
And That Cowichan Branch – Royal Canadian Legion be authorized to have Tag Day on Saturday October 28, 2006 from 10 am to 4 pm;  
And That The Cowichan Branch – Royal Canadian Legion be authorized to have Tag Day on Saturday, November 4 from 10 am – 4 pm;  
And That the Council of the City of Duncan authorize the Royal Canadian Legion – Cowichan Branch to use Charles Hoey Park for the Remembrance Day celebrations on November 11, 2006 at 10.55 am.

CARRIED**Donald Allan – Use of McAdam Field**

Movd. Councillor Jackson  
 Secd. Councillor Caljouw  
That the Over 40's Soccer Players be authorized to use McAdam Field for soccer on Thursday evenings from 6 pm to 9 pm during the months of April to June 2007.

CARRIED**Reports of Committees, COTW and Commissions****Aquatic Centre Theme**

Movd. Councillor Jackson  
 Secd. Councillor Winfrey  
THAT a Cowichan Tribes groundbreaking ceremony, and First Nations exterior & foyer theme for the new aquatic centre be supported by City Council.

CARRIED**Arcadian Daycare Landscaping - 5650 Club Road**

Movd. Councillor Jackson  
 Secd. Councillor Newcomb  
THAT the landscape plan for the Arcadian Daycare at 5650 Club Road be adopted;  
And That the 5 year landscaping and planting plan at 5650 Club Road be approved.

CARRIED



**Sewer Rehabilitation  
Project – Tender  
Award**

Movd. Councillor Newcomb  
Secd. Councillor Jackson

THAT the tender from Knappet Industries for the 2006 Sewer Rehabilitation in the amount of \$174, 004.30 be accepted.

CARRIED

**Totem Select  
Committee Meeting of  
October 17, 2006 –  
Trans Canada  
Highway Totem  
Refurbishing**

Movd. Councillor Fletcher  
Secd. Councillor Jackson

That John Livingston's quote of \$15, 000 to refurbish the nine [9] TCH Totem Poles be accepted;

And that the Director of Finance be authorized to initiate the contract and coordinate the project with Public Works;

CARRIED

Movd. Councillor Newcomb  
Secd. Councillor Jackson

That the committee motion for Council to endorse the relocation of the eight [8] totem poles from the Highway into the landscape design plan for Centennial Park, utilizing the cluster and elevation concept, be tabled pending referral to committee.

CARRIED

**Totem Inventory**

An inventory of the city poles is to be conducted regarding location and ownership. The City is not yet in receipt of a Heritage Canada report on the status of the poles.

**Reports from Council**

- Mayor Kent, Councillor Newcomb and the CAO attended UBCM sessions today. Mayor Kent attended housing and treaty settlement sessions.
- Councillor Newcomb attended a field trip on the HMCS Regina in Esquimalt Harbour. Councillor Newcomb also attended a Community Kitchen session in the past week.

**Reports from Staff**

**Outstanding Business  
License Fees**

Movd. Councillor Jackson  
Secd. Councillor Winfrey

That the report from the Director of Finance recommending that the Fees and Charges Bylaw be amended to permit the collection of outstanding business license fees be received.

CARRIED

**Bylaws**

**Amendment to Fees and Charges Bylaw 2013, 2006**

Movd. Councillor Caljouw  
Secd. Councillor Newcomb  
That "City of Duncan Amendment to Fees and Charges Bylaw No. 2013, 2006", be read a first, second and third time.  
CARRIED

**Exemption from Taxation Bylaw No. 2010, 2006 (Not-for-Profit/Places of Worship)**

Movd. Councillor Jackson  
Secd. Councillor Caljouw  
THAT "City of Duncan Exemption from Taxation Bylaw No. 2010, 2006 (Not-for-Profit/Places of Worship)" be given final adoption.  
CARRIED

**Exemption from Taxation Bylaw No. 2011, 2006 (Parks and Parking Leases)**

Movd. Councillor Newcomb  
Secd. Councillor Winfrey  
THAT "City of Duncan Exemption from Taxation Bylaw No. 2011, 2006 (Parks and Parking Leases)" be given final adoption.  
CARRIED

**Exemption from Taxation Bylaw No. 2012, 2006 [Train Station Museum]**

Movd. Councillor Winfrey  
Secd. Councillor Cadorette  
That "City of Duncan Exemption from Taxation Bylaw No. 2012, 2006 [Train Station Museum]" be given final adoption.  
CARRIED

**Question Period - Council**

The status of the lock at the washrooms at Centennial Park was discussed. The locks have been changed.

The washing and sanding of the sidewalk in City Square was discussed with regards to the strength of the cleaning process and the oil stains.

**Closed Session**

Movd. Councillor Jackson  
Secd. Councillor Winfrey  
THAT this Regular Council meeting be closed to the public to consider an item under Section 90(1)(c) - labour relations or other employee relations of the Community Charter.  
CARRIED

The meeting was closed to the public at 9.28 p.m. and Council rose without reporting at 10.40 p.m.

**Adjournment**

Movd. Councillor Jackson

Secd. Councillor Fletcher

THAT this Meeting of City Council adjourn.

CARRIED

**Confirmed:**

**Certified Correct:**

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**Phil Kent, Mayor**

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**Lynn Ketch, Director of  
Corporate Services**