

## MESSAGE FROM MAYOR STAPLES

Over the past decade our community has been rapidly changing from a small town, where we knew everyone's business, good and bad, to not recognizing the faces that live next door, greet us in stores, or pass us on the streets.

Long-time business owners are retiring and new faces with new business fronts are filling their spaces. The Tulip Deli and Martin's Men's Wear are just a couple that have decided the time has come and we thank them and many others for all of the years. You have helped define our community, fed us, clothed us, and become part of our stories. I can only imagine all of the books that Martin's alone could write about our community throughout the years as they have been an integral part of helping us celebrate the love honoured at weddings and the milestones of graduations. Who will carry those stories and hold those memories for us now?

At the City, our long term and much beloved Fire Chief Mike McKinlay recently retired taking with him 18 years of emergency responses. Mike was front and centre to the most challenging and heartbreaking times faced by people at accident scenes, fires, floods, and storms. He has been a constant calm and familiar face we all know, recognized, and are grateful for him being at the scenes of some of our most devastating moments.

Our museum recently lost one of our communities treasured gems with Kathryn Gagnon leaving and taking with her years of the incredible relationships she has formed, the strong bridges she has built through her work with Cowichan Tribes, and the historical stories and knowledge she holds in her memory.

This past year has been filled with historical moments; climate crisis, global pandemic, opioid crisis, housing and housing affordability crisis, and mental health crisis. This is a past we must be willing to look at, face, and reconcile. Though everything has changed, nothing has; neighbours continue to fight over fence lines and others continue to share what they have.

This holiday season I invite everyone to take the time to reflect on the historic events of this past year, how they have impacted us, individually and collectively. How they have changed the world and the landscapes around us and, how they will help us shape the future we want our children to reflect on when they are adults looking back.

Take care everyone, yourselves and each other.

~ Mayor Michelle Staples

Phone: 250-466-9412 | Email: [mayor@duncan.ca](mailto:mayor@duncan.ca)



## 2022 COUNCIL MEETING SCHEDULE

Duncan City Council meetings will be held at 6:00 p.m. in-person/online on the following dates in 2022:

Council	
January 17	February 7
February 22 (Tues)	March 7
March 21	April 4*
April 19*	May 2*
May 16	June 6
June 20	July 18
August 15	Sept. 6 (Tues)
October 3	October 17
November 7**	November 21
December 5**	December 12

Budget Sessions*	
Feb. 25:	2022 Budget, COW (Noon)
April 4:	2022 Tax Rates, COW (Noon)
April 19:	2022 Tax Rates, Council
May 2:	2022 Tax Rates, Council
Nov. 18:	2023 Budget, COW (Noon)
Dec. 2:	2023 Budget, COW (Noon)

Key Dates**	
October 15:	General Local Election
November 7:	Inaugural
December 5:	Annual Awards

To view Council and COW agendas, minutes, and live stream/recorded meeting videos, please visit the City Portal: [duncan.civicweb.net/Portal/](https://duncan.civicweb.net/Portal/)

To submit questions regarding Council or COW agenda items, please contact Corporate Services at [duncan@duncan.ca](mailto:duncan@duncan.ca) or 250-746-6126. Questions will be answered during the time allotted for question period.

Note: Meeting dates are subject to change and special meetings are scheduled as needed.

## CITY OF DUNCAN 2021 AWARDS

Annually, the City of Duncan presents awards to citizens who demonstrate excellence in the fields of art, sport, and long-term service to the community. On December 6, 2021, at 6:00 pm the City will host the annual awards online. To watch the following awards be presented, please visit:

<https://duncan.civicweb.net/Portal/Video.aspx>

- Chris Irving, Duncan Fire Hall long service award, 20 years
- Alora Killam, The Perpetual Arts Trophy
- Don Bodger, The Perpetual Trophy for Excellence & Sportsmanship
- Mike McKinlay, Scroll of Honour

Congratulations to the award recipients, and thank you for your contribution to the betterment of the Cowichan Valley.

Comments, questions, or concerns?

Visit [www.duncan.ca](http://www.duncan.ca) | Phone 250-746-6126 | Email [duncan@duncan.ca](mailto:duncan@duncan.ca)

### COMPOST PICK-UP

Please put your compost out by 7:00 a.m. the morning of your pickup to ensure it does not freeze in the bin overnight. If it freezes, City crew members may be unable to lift the bins, dump it all out, and ensure that they are empty.

### YARD WASTE & GLASS PICK-UP

Yard waste and glass are collected by a contractor on the first collection day of each month (**March to December; No collection in January or February**). The following can be placed at the curb:

- YARD WASTE** • Up to ten (10) compostable bags or reusable bins of yard waste no larger than 77L and weighing no more than 50lbs/22kg each.
- STICKS** • Up to 2 bundles permitted. Individual sticks in the bundle can be up to 2 inches in diameter, and each bundle no more than 2.5 ft in diameter. Bundles of sticks must be tied with cotton string and not exceed 50lbs/22kg in weight.
- GLASS** • Unlimited glass. Glass must be unbroken, clean and contained in a bin.

Residents can also dispose of yard waste, soft plastics, and glass for free at the Bings Creek Transfer Station, year-round. Please contact Bings Creek Transfer Station to ensure they are accepting: 250-746-2540.

### RECYCLING CONTAMINATION

What exactly is contamination in the context of residential recycling? Simply put, contamination is material that is not accepted for collection such as glass, plastic bags, food waste, hazardous waste such as paint and automotive fluids, and bio-hazardous waste such as diapers, syringes, or needles.

Why does it matter? When the occurrence of contaminants in a load of recycling becomes too great, the items will be sent to the landfill. It also presents a hazard to the collector. It defeats the purpose of recycling.

Within the garbage schedule, you can find a good description of the items that can be recycled. Let's make sure that we recycle the right items! For more information, please visit:

<https://duncan.ca/garbage-recycling/>

### TREE PROTECTION BYLAW

The Tree Protection Bylaw has been updated to clearly outline the permissible reasons for when a protected tree may be removed and the requirements for replacement trees to be replanted after a protected tree has been removed. For more information, please visit the City's website [www.duncan.ca](http://www.duncan.ca) under Urban Forest Strategy and Tree Protection page.

### SNOW CLEARING

Winter is coming and we all have a part to ensure everyone's safety. During snow and ice conditions, the City works extra hard to maintain a safe City for all residents and visitors. Municipal roadways are cleared on a priority basis; arterial first and then side roads.

Residents and Business Owners/Occupants are required to:

- Remove snow and ice from sidewalks that border their property by 10:00 a.m. each morning, and
- Keep snow and ice within the confines of their property (not on the street).

Bylaw Enforcement will be pro-actively patrolling critical pedestrian corridors to ensure the safety and mobility of all citizens.

Be a good neighbour! Please offer to help clear your neighbour's sidewalks if they are away or have difficulty shoveling snow.

**BEST WISHES FOR A SAFE & HAPPY HOLIDAY SEASON!**

### CITY OF DUNCAN ANNUAL FOOD & TOY DRIVE DECEMBER 6 - 9, 2021

The Public Works crew will be picking up donations of non-perishable food items and/or new unwrapped toys for the local foodbank again this year.

Please place your donations, clearly marked **FOOD/TOY DRIVE**, curbside on your scheduled garbage collection day for the week of December 6-9, 2021, or call Public Works at 250-746-5321 to arrange to have your donation picked up during regular hours.

Alternately, you may drop off in-person donations at City Hall, 200 Craig Street.

### OUTSTANDING UTILITY BILL

Please pay your utility bill, and ensure your payment has been received by the City no later than December 31, 2021. Any outstanding balance on a utility bill as at December 31, 2021, will be transferred to the property tax account and will incur daily interest starting January 1, 2022.

Questions? Please email [utilities@duncan.ca](mailto:utilities@duncan.ca)

### AUTOMATIC PAYMENT PLAN

The City has an Automatic Payment Plan available to all customers who receive City of Duncan water bills. This optional payment plan automatically withdraws the balance of your bill from your bank account on the bill due date. You will continue to receive a copy of your bill before the due date so you can review it before the payment is withdrawn.

To sign up, download the Automatic Payment form from the City's website at [www.duncan.ca](http://www.duncan.ca) and email it to [utilities@duncan.ca](mailto:utilities@duncan.ca)

### OFFICIAL COMMUNITY PLAN & TRANSPORTATION MOBILITY STRATEGY

The Official Community Plan review and Transportation and Mobility Strategy development have undergone the first phase of public engagement. Please connect on

- [placespeak.com/duncanocp](https://placespeak.com/duncanocp) and
- [placespeak.com/duncantransportation](https://placespeak.com/duncantransportation)

to receive updates and notifications for upcoming participation opportunities this winter.

For further information please email:

[developmentsservices@duncan.ca](mailto:developmentsservices@duncan.ca)

### BUSINESS AND DOG LICENCE REMINDER

Business and Dog Licence invoices have been mailed out. If your business information has changed, or you no longer have your dog or have moved, please notify City Hall.

Phone: 250-746-6126 | Email: [licence@duncan.ca](mailto:licence@duncan.ca)

### CITY OF DUNCAN HOLIDAY HOURS 2021/2022

City Hall – 200 Craig Street

- December 24 Closing at 2:00 pm
- December 27 – January 3 Closed

Public Works – 1091 Marchmont Road

- December 24 Closing at 2:00 pm
- December 27 Closed
- December 28 Closed
- January 3 Closed

After hours Public Works, please call 250-746-7192

