

City of Duncan Committee of the Whole Minutes

A Committee of the Whole Meeting was held in the Committee Room, City Hall, 200 Craig Street, BC, at 6:45 pm on Monday, February 1, 2010.

Present	Councillor Duncan, Chair	Councillor Joe Thorne
	Mayor Phil Kent	Councillor Sharon Jackson
	Councillor Paul Fletcher	Councillor Jesse Winfrey

Absent with Notice Councillor Ray Cadorette

Also Present Tom Ireland – Chief Administrative Officer
Peter de Verteuil, Director of Finance
Lynn Ketch, Director of Corporate Services
Abbas Farahbakhsh, Director of Public Works
Kathleen Jory, Work Experience Student
James van Hemert, Director of Development Services

Approval of Agenda

Agenda
COW-20-10 Moved by Councillor Thorne
Seconded by Councillor Jackson

That the Agenda be approved as circulated.

CARRIED

Introduction of Late Items

Late Items
COW-21-10 Moved by Councillor Winfrey
Seconded by Councillor Thorne

That the following late items be accepted:

- Paragon Strategic Planning Facilitation
- Urban Forest Strategy Survey.

CARRIED

Delegations

**Cowichan
Community
Kitchens - Manual**

Lori Iannidinardo, Program Coordinator, Cowichan Community Kitchens, presented the draft manual and reviewed the successful Field to Table project, development of the manual and acknowledged the many people who made it all possible.

Gina Talbot reviewed parts of the manual, including the composting section. She noted that the manual and other useful information is on

their website at www.cowichancommunitykitchens.org.

Christy Thomson of VIHA, handed out several brochures including the Physical Activity Guide 'Eating Well with Canada's Food Guide'. She noted that healthier choices are available in the vending machines in local schools.

The group was thanked for their presentation and Ms. Iannidinaro and Ms. Thomson left the meeting.

Closed Session

Closed Session
COW-22-10

Moved by Councillor Winfrey
Seconded by Councillor Thorne

That the meeting be closed to the public under the following section of the Community Charter and that Kathleen Jory, Work Experience Student be permitted to attend the Closed session:

- Property Acquisition/Disposition Issues (s.90(1)(e).

CARRIED

The meeting recessed to the Closed Committee of the Whole meeting at 7:07 p.m.

The regular COW meeting reconvened at 7:22 p.m.

Unfinished Business

Cowichan River
Dyking
COW-23-10

Moved by Councillor Fletcher
Seconded by Councillor Jackson

That the Committee of the Whole recommend the following resolution to City Council:

That City Council supports an integrated approach and process to flood management and will await support of any project pending release of the findings of the Integrated Flood Management Plan and the review of recent flooding study, both prepared by Northwest Hydraulic Consultants Ltd."

CARRIED

Finance and Administration

Streets Bylaw
1127; Traffic
Control
COW-24-10

Moved by Councillor Jackson
Seconded by Councillor Jackson

That the Committee of the Whole recommend the following resolution to City Council:

“That Delegation Amendment Bylaw 2082, 2010 be given 3 readings.”

CARRIED

Councillor Fletcher Opposed

**Smoking
Regulation Bylaw
COW-25-10**

Moved by Councillor Jackson
Seconded by Councillor Thorne

That the Committee of the Whole request the Director of Corporate Services to draft a Smoking Regulation Bylaw for City-Owned or Operated Parks, Gazebos, Bus Shelters, the Downtown Core, including Roads, Sidewalks, City Square and Stage, Planters and Boulevards.

CARRIED

Councillor Fletcher Opposed

Totem Committee Meeting Recommendations

Moved by Councillor Fletcher
Seconded by Councillor Jackson

COW-26-10

Griffith's Pole

1. **That** the Committee of the Whole request staff to prepare a written report of the status of Griffith's pole relocation and landscaping and supply the Totem Committee with copies of all correspondence regarding it;

And That the Committee of the whole request staff to inform the totem Committee of any new developments both City owned and private for any opportunities for totem placement.

**Cowichan Valley
Arts Café –
Copyright Policy**

2. That the Committee of the Whole direct staff to write a letter to Ron Greenway of the Cowichan Valley Arts Café informing him that there is a Copyright Policy that needs to be followed if he is using the Totem images.

CARRIED

**Centennial Park
Phase 2**

Peter de Verteuil, Director of Finance, reviewed the details for Phase 2 of the Centennial Park Revitalization Project, including the west side access trail, the sport court, the parking lot expansion, cairn plaque relocation, picnic structure and washroom building; noting that Western Economic Diversification grant amendment was approved to increase the eligible project costs from \$750,000 to \$971,000 and increase the grant amount from 33% to 49%; this increases the grant amount from \$250,000 to \$471,000.

**Urban Forest
Strategy Survey**

James van Hemert, Director of Development Services, gave a brief overview on the proposed surveys for citizen, City staff and stakeholders' related to the Urban Forest Strategy and he requested feedback and names of stakeholders from the Committee members.

Public Works

Operational Planning & Activities Status Report

The Public Works Operational Planning & Activities Status Report for the month of January 2010 was reviewed and a copy is on file at City Hall.

The Director of Public Works left the meeting at 9:17 p.m.

Sustainable Development

Review of Planning Application Fees COW-27-10

Moved by Mayor Kent
Seconded by Councillor Jackson

That the Committee of the Whole direct staff to prepare amendments to the Fees and Charges Bylaw No. 1759, 1995 (as amended) for consideration at the next Council meeting based on the recommended fee schedule shown as Table 1 in the Request for Decision from James van Hemert dated January 26, 2010 regarding Planning Application Fees.

CARRIED
Councillor Fletcher Opposed

OCP Amendment – Green Communities Act (Bill 27) COW-28-10

Moved by Mayor Kent
Seconded by Councillor Winfrey

That the Committee of the Whole direct staff to engage community stakeholders, neighbouring governments, and the general public and draft an OCP Amendment Bylaw, to incorporate Greenhouse Gas reduction targets and action, in advance of the required public hearing to adopt the OCP amendment bylaw that fulfills the requirements of Bill 27.

CARRIED

New Business

Strategic Planning COW-29-10

Moved by Councillor Jackson
Seconded by Mayor Kent

That the Committee of the Whole recommend the following resolution to City Council:

“**That** City Council accept the January 2010 Proposal for Strategic Planning Facilitation from Paragon Strategic Services Ltd. with a date to be determined.”

CARRIED

Adjournment

Adjourn
COW-30-10

Moved by Councillor Winfrey
Seconded by Mayor Kent

That this meeting be adjourned.

CARRIED

The meeting adjourned at 9:50 p.m.

Lynn Ketch
Director of Corporate Services

Councillor Tom Duncan
Chair