

## 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, Duncan BC, at 7:13 p.m. on Monday May 3, 2010.**

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

**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

### **Approval of Agenda**

**Agenda**  
COW-94-10  
Moved by Councillor Jackson  
Seconded by Councillor Cadorette

**That** the Agenda be approved as circulated.

**CARRIED**

### **Introduction of Late Items**

**Late Items**  
COW-95-10  
Moved by Mayor Kent  
Seconded by Councillor Cadorette

**That** the following items be accepted as late items:

- Plaque in City Square for Mary Smith – Mayor Kent – New Business 12.3;
- Local Government Leadership Academy (LGLA) Forum in June 16-18, 2010 – Mayor Kent – New Business 12.4;
- Clarification of April 6, 2010 COW Resolution No. 43-10 re: Tourism Advisory Committee meeting with the Totem Committee – Mayor Kent – Unfinished Business 12.3.

**CARRIED**

### **Delegations**

**Canadian Cancer Society – Outdoor Smoking Restrictions**  
Nancy Falconer, Community Action Coordinator of the Canadian Cancer Society Vancouver Island Region, gave a PowerPoint presentation in support of a comprehensive outdoor smoking ban bylaw in Duncan, which was discussed later in the Agenda.

### **Closed Session**

**Closed Session**  
COW-96-10

Moved by Councillor Jackson  
Seconded by Councillor Winfrey

**That** the meeting be closed to the public to consider the following:

- The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose (s.90(1)(i) - Community Charter)
- Potential litigation affecting the municipality s.90(1)(g) - Community Charter)

**CARRIED**

The meeting recessed to the Closed Committee of the Whole meeting at 7:29 p.m.

The regular COW meeting reconvened at 8:02 p.m.

### **Unfinished Business**

**Controlled Species**  
COW-97-10

Moved by Councillor Jackson  
Seconded by Councillor Cadorette

**That** staff be requested to draft a Bylaw prohibiting the sale of exotic species with similar wording to that used by the Northwest Territories.

**CARRIED**

**Totem Collection Condition Report**  
COW-98-10

Moved by Mayor Kent  
Seconded by Councillor Jackson

**That** a representative of the Totem Committee, knowledgeable with the totem pole condition report form, meet with the Director of Public Works to collectively develop a Totem Pole Condition Report Form and a routine for annual Totem inspections that is acceptable to both and take the final results back to the Totem Committee.

**CARRIED**

**Committee of the Whole Meeting Start Time**

After a short discussion, it was the consensus of those Committee Members present that the time of the Committee of the Whole meetings remains at 6:45 p.m.

**Commercial Decals and Taxis Only**  
COW-99-10

Moved by Councillor Winfrey  
Seconded by Councillor Jackson

**That** City Council approve amending the Commercial Plates Only

parking space at the south end of Craig Street, adjacent to 25 Craig Street to 'Commercial Decals and Taxis Only (24 Hrs – 7 Days) 15 Min. Max.'

CARRIED

**Revitalization Tax  
Exemption Review  
COW-100-10**

Moved by Councillor Jackson  
Seconded by Councillor Cadorette

**That** Mayor and Council review the report prepared by Michelle Geneau regarding Revitalization Tax Exemptions in British Columbia (distributed separately) and then discuss whether the City should pursue developing a Tax Exemption plan for the City and that staff provide a date for that meeting.

CARRIED

**Bright Ideas  
and/or Dedicated  
Commitment  
Policy  
COW-101-10**

Moved by Councillor Jackson  
Seconded by Councillor Cadorette

**That** the Committee of the Whole recommend that Council adopt the attached Bright Ideas and/or Dedicated Commitment Policy in order to stimulate and recognize the submission of cost saving ideas by staff and employee dedication to the cause of serving Council and the public.

CARRIED

**Public Health  
Smoking  
Protection Bylaw  
COW-102-10**

Moved by Councillor Cadorette  
Seconded by Councillor Jackson

**That** the following resolution be forwarded to Council for consideration:

**That** "City of Duncan Public Health Smoking Protection Bylaw No. 2084, 2010-Draft 1" be presented to the Chamber of Commerce and the Duncan Business Improvement Area Society (DBIAS) for comment;

**And That** a Notice be placed in the newspaper and on the City's website encouraging feedback from residents of the City, visitors, parks users and all other interested parties prior to considering the Bylaw."

CARRIED

Councillor Fletcher Opposed

**COW Resolution  
- Tourism  
Advisory  
Committee**

It was determined that the Totem Committee would review the Tourism Committee Terms of Reference and provide feedback to COW regarding their involvement with the Tourism Committee, and if they wish to be involved that a meeting would be convened to bring

the Totem Committee together with other possible Tourism Committee members.

### **Correspondence**

**Proclamation of National Public Works Week: May 16 – 22, 2010**  
COW-103-10

Moved by Councillor Jackson  
Seconded by Councillor Winfrey

**That** May 16 – 22, 2010 be proclaimed as 'National Public Works Week' in the City of Duncan.

**CARRIED**

**Proclamation – May 2010 as Falun Dafa Month**  
COW-104-10

Moved by Councillor Cadorette  
Seconded by Councillor Jackson

**That** May 2010 be proclaimed as Falun Dafa Month in the City of Duncan.

**CARRIED**

**Corporate Votes**

It was noted that the Mayor and Councillors were previously invited to make individual submissions to the LGMA's Election Committee regarding the Corporate Vote.

**Pacific Blue Cross – Generic Drug Pricing**  
COW-105-10

Moved by Councillor Duncan  
Seconded by Councillor Jackson

**That** a letter be written to the Honourable Kevin Falcon expressing Council's support for equitable and consistent generic drug pricing for all stakeholders, including the public payers, private payers and consumers.

**CARRIED**

### **Environment Services**

**Environment Committee – Solar Hot Water Ready Regulations**  
COW-106-10

Moved by Councillor Jackson  
Seconded by Mayor Kent

**That** the Committee of the Whole recommends:

**That** City Council enact the City's inclusion in the Solar Hot Water Ready Regulation prior to the June 1, 2010 deadline.

**CARRIED**

### **Public Works**

**Operational Planning & Activities Report**

Moved by Councillor Cadorette  
Seconded by Councillor Winfrey

COW-107-10

**That** the April 2010 Operational Planning & Activities Status Report prepared by Abbas Farahbakhsh, Director of Public Works, be received.

CARRIED

**Northern Hydraulic Consultants – Lee St. Area Flood Mitigation**  
COW-108-10

Moved by Mayor Kent  
Seconded by Councillor Jackson

**That** City Council authorize Public Works to retain the Northwest Hydraulic Consultants for a complete hydrological study of the Rotary Side Channel (Fish Gut Alley) and development of a Conceptual Design of Flood Mitigation Works for this area;

**And That** the cost of this project be covered by the 2010 Capital Budget;

**And That** the Purchasing Policy requirement for three written quotations be waived for this project.

CARRIED

### New Business

**Junior Council**  
COW-109-10

Moved by Councillor Jackson  
Seconded by Mayor Kent

**That** Councillors Jackson and Winfrey recommend disposition of the April 29, 2010 Junior Council recommendation to the next Committee of the Whole meeting.

CARRIED

**Junior Council Dinner**  
COW-110-10

Moved by Councillor Jackson  
Seconded by Councillor Winfrey

**That** the City of Duncan host a jointly attended dinner for City Council and the Junior Council at 6 p.m., Thursday, May 27, 2010 at City Square Grill.

CARRIED

**Building Sustainable Communities Conference**  
COW-111-10

Moved by Councillor Cadorette  
Seconded by Councillor Duncan

**That** two Councillors be authorized to attend the “Building SustainAble Communities” conference November 15 – 18, 2010 in Kelowna, BC.

CARRIED

**Local Government Leadership Academy (LGLA)**

Moved by Councillor Winfrey  
Seconded by Councillor Jackson

COW-112-10

**That** Mayor Kent be authorized to attend the Local Government Leadership Academy forum June 16-18, 2010 at the Delta Vancouver Airport Hotel, Richmond, BC.

CARRIED

**Mary Smith  
Plaque – City  
Square  
COW-113-10**

Moved by Councillor Jackson  
Seconded by Councillor Duncan

**That** the City support the initiative of the Duncan Farmers' Market to install a plaque in City Square commemorating Mary Smith, who passed away from H1N1 in 2009, pending design and location.

CARRIED

### **Adjournment**

**Adjourn  
COW-114-10**

Moved by Councillor Duncan  
Seconded by Councillor Winfrey

**That** this meeting be adjourned.

CARRIED

The meeting adjourned at 9 58 p.m.

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Lynn Ketch  
Director of Corporate Services

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Councillor Paul Fletcher  
Chair