

**City of Duncan
Special Committee of the Whole Minutes**

A Special Committee of the Whole Meeting of City Council was held in the Committee Room, City Hall, 200 Craig Street, Duncan, BC, at 5:06 pm on Tuesday, April 5, 2011.

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

Absent With Notice Councillor Paul Fletcher

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
 Christopher Paine - Accountant

Approval of Agenda

Agenda Moved by Councillor Winfrey
COW-120-11 Seconded by Councillor Thorne

That the Agenda be approved as circulated.

CARRIED

2011 Capital Budget The Director of Finance distributed and reviewed the summary of 2011 Capital Projects with amendments from previous 2011 Budget meetings and the summary of Revenues and Expenditures for 2010 with 2011 Budget amounts.

The Director of Finance noted that since the last meeting revenues were carefully reviewed and adjusted.

The handouts included the following additional reductions:

- Snow clearing
- Casual staff hours
- Overtime for Engineering
- The amount of taxes being used for Capital was reduced by \$10,000, and the use of Surplus was increased to compensate for this amount.

The following suggestions were made by the committee for consideration:

- Reduce Legislative Conferences and Travel
- Reduce Administrative Conferences and Travel (the Director of Finance will review the budgets for each of the proposed 2011

- Conferences and perhaps amend this amount)
- Reduce or delete summer students
 - Consider a Nuisance Bylaw to recover costs – the CAO was requested to bring this forward to the next meeting (May 2).

It was noted that without further changes, the increase stands at 11.94% for residential properties and 9.07% for commercial properties.

It was also noted that with the \$200 increase in the Provincial Home Owner Grant for 2011, the majority of eligible property owners will pay less for their property taxes in 2011 compared to 2010, however, this is not applicable to rental properties and commercial properties.

The Director Finance noted that he will continue to review the Operating Budget prior to the next meeting.

Next Meeting

The next meeting for the 5-year Budget will be scheduled for Monday, April 11 at 5:00 p.m. and the public meeting for Thursday, April 14 at 5:00 p.m.

Adjourn
cow-121-11

Moved by Councillor Winfrey
Seconded by Councillor Duncan

That this meeting be adjourned.

CARRIED

The meeting adjourned at 6:38 p.m.

Lynn Ketch
Director of Corporate Services

Councillor Sharon Jackson
Chair