

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

The Special Committee of the Whole Meeting of City Council was held in the Council Chamber, City Hall, 200 Craig Street, Duncan, BC, at 5:13 pm on Monday, March 28, 2011.

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

**Absent With Notice** Councillors Paul Fletcher and Tom Duncan

**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 Thorne  
**COW-95-11** Seconded by Councillor Winfrey

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

**CARRIED**

**Late items**

**Late Items** Moved by Councillor Winfrey  
**COW-96-11** Seconded by Councillor Thorne

**That** the following late item be added to the Agenda:

- Incorrect water rates outside the City.

**CARRIED**

**Reports of Staff**

**Incorrect Water Rates Outside the City** Moved by Mayor Kent  
**COW-97-11** Seconded by Councillor Thorne

**That** the next water bills sent to water use customers outside of the City show a credit for the amount that was incorrectly charged on the previous water bill due to an error in the recent Water Regulation Bylaw calculation.

**CARRIED**

**2011 Capital Budget**

The Director of Finance reviewed the summary of 2011 Capital Projects.

**New City Flag  
COW-98-11**

Moved by Councillor Winfrey  
Seconded by Councillor Thorne

**That** \$1,000 for the new City flag come from the Centennial Celebration Committee Fund and not from prior years' surplus.

CARRIED

**Canada/Govt/  
Allenby/ Duncan  
St Upgrades**

It was agreed to remove \$346,750 for the Canada/Government/Allenby/ Duncan Street Upgrades (round-about).

**City Hall  
Modifications**

Accessibility modifications to City Hall in the amount of \$75,000, to be paid by a grant, was added to the 2011 Capital Projects Budget.

- **Paving Gov't Station**
  - **East side Bundock St**
  - **Govt/Station Intersection**
  - **Govt St median Landscape/Traffic Calm**
- COW-99-11

Moved by Mayor Kent  
Seconded by Councillor Cadorette

**That** the following items be removed from the 2011 Capital Projects Budget:

Paving Government/Station Intersection (portion)	\$28,000
Bundock Street east side sidewalk	\$15,000
Government/Station Intersection	\$65,000
Government Street Median landscaping/traffic calming	\$90,000.

CARRIED

- **West-end Station St Paving**
  - **New Drinking Water Fountain**
  - **PW Portable Welder**
- COW-100-11

Moved by Mayor Kent  
Seconded by Councillor Thorne

**That** the following items be removed or reallocated from the 2011 Capital Projects Budget:

- Remove the west-end of Station Street paving in the amount of \$9,000;
- Reallocate the new City Square drinking water fountain in the amount of \$2,500 to the Centennial Celebrations Committee fund;
- Remove the Public Works portable welder in the amount of \$4,000.

CARRIED

- **Caboose**
  - **Litter Baskets**
  - **Christmas Decorations**
- COW-101-11

Moved by Mayor Kent  
Seconded by Councillor Thorne

**That** the following items be removed (or reduced) from the 2011 Capital Projects Budget:

- Caboose (removed) \$5,000

- Litter baskets (removed) \$6,000
- Christmas decorations (reduced by) \$5,000.

CARRIED

**Jubilee/4<sup>th</sup>  
Street Traffic  
Calming  
COW-102-11**

Moved by Mayor Kent  
Seconded by Councillor Cadorette

**That** the Jubilee and 4<sup>th</sup> Street traffic calming in the amount of \$15,000 be removed from the 2011 Capital Projects Budget.

CARRIED

**Ypres/Trunk  
Raised Median  
COW-103-11**

Moved by Mayor Kent  
Seconded by Councillor Cadorette

**That** the Ypres/Trunk raised median in the amount of \$10,000 be removed from the 2011 Capital Projects Budget pending further information from Boulevard Transportation with regard to risk management.

CARRIED

**Wharnclyffe St.  
Paving and  
Station St/ Govt  
St Intersection  
Paving  
COW-104-11**

Moved by Mayor Kent  
Seconded by Councillor Thorne

**That** the Wharnclyffe Street paving be reduced to \$20,000 and the Station Street/Government Street intersection paving in the amount of \$22,000 (remaining portion) be eliminated.

CARRIED

The Committee requested a revised summary of 2011 Capital Project showing the items that were amended or deleted.

**Tax Rates**

The Director of Finance noted the following:

- Commercial assessments have increased 6.9%;
- Residential assessments have gone up 4% from the year before;
- Last year, the City's commercial multiple was 125<sup>th</sup> out of 160 municipalities in the Province; and this year we could be around 108<sup>th</sup> out of 160;
- The residential increase is projected to be 12.3% for 2011 with 8.2 % due to policing
- The commercial increase is projected to be just under 10% with 7.5% due to policing
- The Provincial Home Owner Grant has been increased by \$200.00 for our area for 2011
- With the increase in the Home Owner Grant most home owners will be paying less in property taxes this year than they did last year. This will not be the case with those that have rentals or with the commercial properties as they are not eligible for a Home Owner Grant.

**Adjourn**  
COW-105-11

Moved by Councillor Winfrey  
Seconded by Councillor Thorne

**That** this meeting be adjourned.

CARRIED

The meeting adjourned at 8:43 p.m.

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Lynn Ketch  
Director of Corporate Services

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Mayor Phil Kent  
Chair