

**City of Duncan**  
**Minutes**  
**Committee of the Whole Meeting**  
**Monday, January 8, 2018 at 6:00 PM**  
**Committee Room, City Hall, 200 Craig Street, Duncan, BC**

**Present**                      Councillor Michelle Bell, Chair              Councillor John Horgan  
   Councillor Roger Bruce                      Councillor Sharon Jackson  
   Councillor Tom Duncan                      Councillor Michelle Staples

**Absent**                      Mayor Phil Kent

**Also Present**              Peter de Verteuil, Chief Administrative Officer  
   Talitha Soldera, Director of Finance  
   Jane Armstrong, A/Director of Corporate Services  
   Emmet McCusker, Director of Public Works & Development Services  
   Michelle Geneau, Manager of Planning

**Call to Order**

**Call to Order**              The Chair called the meeting to order at 6:54 pm.

**Introduction of Late Items**

**Late Items**                      None.

**Adoption of Agenda**

**Adopt Agenda**              It was moved and seconded:  
CW-1-18

**That the January 8, 2018 Committee of the Whole agenda be adopted, as circulated.**

**CARRIED**

**Staff Reports**

**Zoning Amendment**              It was moved and seconded:  
**Bylaw**

CW-2-18  
CW-3-18  
CW-4-18

**That the Committee of the Whole approve the proposed wording to amend Zoning Bylaw No. 3166, 2017, to include a site specific amendment to include automobile sales for 439 and 461 Trans Canada Highway;**

**And That the existing set-backs for these properties remain for automobile sales only.**

CARRIED

It was moved and seconded:

**That the Committee of the Whole direct staff to bring back options to allow reconstruction of an existing single unit or two unit dwellings in the case of destruction.**

CARRIED

It was moved and seconded:

**That the Committee of the Whole direct staff to review and reduce the proposed Minimum Floor Area Ratio regulations in all of the zones in which they apply, based on the information in the January 8, 2017 report by the Manager of Planning.**

CARRIED

~~2007 Honda Civic  
Repainting  
Quotations  
CW-5-18~~

~~It was moved and seconded:~~

~~**That the Committee of the Whole direct staff to include \$35,000 for the purchase of a new bylaw vehicle in the 2018 capital plan with funds to come from the Equipment Replacement Reserve.**~~

DEFEATED

~~Cowichan  
Sportsplex Funding  
CW-6-18~~

~~It was moved and seconded:~~

~~**That the Committee of the Whole direct staff to include a total contribution of \$32,000 (\$15,000 public use funding plus \$17,000 funding for water) to the Sportsplex in the 2018 financial plan.**~~

CARRIED

~~Non Market Change  
CW-7-18~~

~~It was moved and seconded:~~

~~**That the Committee of the Whole direct staff to increase the contribution to capital funds for 2018 by the value of property taxes collected from increased assessments due to new construction (approximately \$54,275).**~~

CARRIED

~~Opposed: Councillor Bruce~~

~~Downtown Parking  
Next Steps  
CW-8-18~~

~~It was moved and seconded:~~

~~**That the Committee of the Whole recommend to Council:**~~

~~**That Council approve the terms of reference for the Parking Advisory Committee, as attached to the January 8, 2018 report of the CAO.**~~