

**THE THREE HUNDRED AND EIGHTY-SECOND REGULAR MEETING OF
THE PROVINCIAL CAPITAL COMMISSION**

613 PANDORA AVENUE

TUESDAY, JANUARY 28, 2003

MINUTES

ATTENDANCE:

BILL WELLBURN, CHAIR.....
GORDON LEIGHTON, VICE CHAIR.....regrets
ROB FLEMING, EXECUTIVE MEMBER.....regrets
JUDY BROWNOFF, EXECUTIVE MEMBERregrets
RUSS IRVINE, EXECUTIVE MEMBER.....
BARBARA BRINK.....
BETH CAMPBELL.....
JANE DURANTE.....
CHRISTOPHER FAIRBANK.....
HELEN HUGHES.....regrets
ROB HUNTER.....
JACKIE NGAI.....to 3:40 pm
DARWIN ROBINSON.....regrets
CHRISTA WILLIAMS.....

LARRY BERES, EXECUTIVE DIRECTOR.....
BRIAN ROWBOTTOM, DIRECTOR, PROGRAMS AND PROJECTS.....
DEBORAH EDDY, DIRECTOR, FIN. SERVICES, PROPERTY AND PLANNING /SECRETARY

Bill Wellburn called the meeting to order at 2:26 p.m. and the agenda was approved for consideration.

AGENDA ITEM 1 – MINUTES

It was moved, seconded and carried:

That the minutes of the PCC regular meeting held December 17 , 2002 be adopted as amended.

AGENDA ITEM 2 - FINANCIAL REPORT

Larry Beres reviewed P.C.C.'s 9-month operating results.

It was requested that more detailed financial information be provided to members in the in-camera agenda package and that a full financial and budget information package be sent to members before the planning session in February.

The December 2002 Financial Report was received and filed.

AGENDA ITEM 3 - EXECUTIVE COMMITTEE REPORT

The report (minutes) of the January 21, 2003 Executive Committee meeting was received and filed.

Item Other – Public Market

Bill Wellburn spoke to the matter and said that the Executive Committee denied the request to appear before Commission because the request was not consistent with Commission's policy regarding the use of its open-space property.

It was agreed that Commission's policy and procedures manual will be reviewed at the planning session in February.

AGENDA ITEM 4 – STANDING COMMITTEE APPOINTMENTS

The Chair proposed that no decision be made regarding standing committee appointments until after the planning session in February.

AGENDA ITEM 5 – HIGHWAY APPROACHES – MEDIAN MAINTENANCE

Members reviewed the memorandum from staff and discussed median maintenance issues affecting the Capital's arterial approaches.

It was agreed that the issue will be discussed as part of Commission's Strategic Planning.

AGENDA ITEM 6 – PCC SERVICE PLAN

After a brief discussion, it was moved, seconded and carried:

That the attached Service Plan Framework be adopted for presentation with the budget documents on February 18, 2003.

AGENDA ITEM 8 – MISCELLANEOUS CORRESPONDENCE

The following item was received and filed:

- OIC 1122 dated December 18, 2002 re: Appointments to the Provincial Capital Commission.

With no further business, the meeting was adjourned at 2:55 p.m.

Chair