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COUNCIL MEETING AGENDA

MONDAY, JUNE 2, 2008 – 6:00 P.M.

1. PUBLIC HEARING

"Official Community Plan Amendment Bylaw, 2008, No. 1370.8" – the purpose of the proposed text amendment is to add a policy statement requiring developments which when complete will have 10 or more employees to address employee housing at the rezoning stage of the project.

"Official Community Plan Amendment Bylaw, 2008, No. 1370.9" – the purpose of the proposed text amendment is to allow for the inclusion of a watercourse protection development permit area consistent with the provincial Riparian Areas Regulation.

[Public Hearing Agenda to be Distributed]

2. ADOPTION OF MINUTES

- a) of the regular meeting of Council held May 21, 2008 – Pages 1 to 5

Recommendation: THAT the minutes of the regular meeting of Council held May 21, 2008 be adopted.

3. APPROVAL OF AGENDA

4. PRESENTATIONS

5. DELEGATIONS

6. UNFINISHED BUSINESS

7. CORRESPONDENCE

8. DISCUSSION RELATED TO DELEGATIONS OR CORRESPONDENCE

9. REPORTS

- a) **Special Committee of the Whole – May 22, 2008** – Page 6

- (1) **Oceanside Development & Construction Association – Affordable Housing**

Recommendation: THAT Council direct staff to investigate the possibility of including a Small Lot zoning category in the "City of Parksville Zoning and Development Bylaw, 1994, No. 2000".

b) **Committee of the Whole – May 26, 2008 – Pages 7 to 8**

(1) **Oceanside Affordable Housing Society**

John Olsen, President of Oceanside Affordable Housing - delegation from May 26, 2008 Committee of the Whole meeting with correspondence regarding the development of affordable housing the Oceanside area.

Recommendation: THAT Council direct City Staff to work with the Oceanside Affordable Housing Society to pursue opportunities to provide multi family housing for low income workers.

(2) **Manager of Budgets and Special Projects – DCC Open House Update and Recommendations**

Late 2007, City staff undertook a complete review of the Development Cost Charges program. The DCC Program review was presented to council for their consideration in December 2007. Public consultations were set up for January and February 2008 in order to give and receive information. Several recommendations were noted upon review of the input. The results of those recommendations are now being presented to Council for their consideration.

Recommendation: THAT consideration of the report from the Manager of Budgets and Special Projects dated May 13, 2008 entitled "DCC Open House Update and Recommendations", be postponed until the Committee of the Whole meeting on June 9, 2008.

(3) **Planner – Issuance of Development Permit [1152 Herring Gull Way]**

On March 6, 2008 the City received a development permit application from Valliere Construction Inc. on behalf of the owners of the property. The applicant requests the issuance of a development permit to permit a 446 m², 2-storey building for handling and storage of furniture with a 2nd floor caretaker residence and related site improvements. The subject property is fronted by Herring Gull Way to the northwest and backs onto the E&N rail corridor to the rear. There is a narrow undeveloped parcel along the north property line. The balance of land use adjacencies is developed industrial properties.

Recommendation: THAT the report from the Planner dated May 12, 2008 entitled "Issuance of Development Permit (1152 Herring Gull Way)", be received;

AND THAT a development permit be issued to St. George Transportation Nanaimo Ltd., to permit a 446 m², 2-storey building for handling and storage of furniture with a second floor caretaker residence, and implementation of the overall site plan on Lot 1, Block 564, Nanoose District, Plan 49409 (1152 Herring Gull Way) subject to:

- (a) **A landscaping bond in the amount of \$14,962.40 be received prior to the issuance of the permit.**

(4) **Manager of Current Planning – Consideration of a Request to Discharge Restrictive Covenant G54355**

The City has received a request from the owners of the above noted properties (Pioneer Plaza) to discharge restrictive covenant (G54355) that is registered on title. The restrictive covenant prohibits undertaking parlors, theaters, restaurants, hotel, bus terminal, recreation and places of amusement; refer to the attached covenant for details. The request to remove the covenant is intended to allow for a takeout and delivery pizza deli restaurant in a vacant unit of the existing building. The City is a signatory to the covenant and therefore must consent to its discharge.

**Recommendation: THAT the report from the Manager of Current Planning dated May 14, 2008 entitled "Consideration of a Request to Discharge Restrictive Covenant G54355", be received;
AND THAT restrictive covenant G54355, which restricts the uses permitted on the subject properties, be discharged from the title of the properties legally described as that part of Lot 4, District Lot 4, Nanoose District, Plan 5772, lying to the north of the northerly boundary of Plan 638 RW and Lot 5, District Lot 4, Nanoose District, Plan 5772, except that part lying to the south of Plan 638 RW (281 Island Highway East) subject to lot consolidation or the registration of a restrictive covenant in favour of the City prohibiting independent sale of the properties while the current building remains standing.**

10. BYLAWS

- a) "Municipal Ticket Information Bylaw, 2008, No. 1444"
To implement a Municipal Ticketing System.

(i) **Recommendation: THAT "Municipal Ticket Information Bylaw, 2008, No. 1444" be adopted.**

- b) "Firehall Addition Loan Authorization Bylaw, 2008, No. 1443" – Page 9
To authorize the borrowing in the amount of \$5,400,000.00 for the construction of an addition to the City of Parksville Firehall.

(i) **Recommendation: THAT "Firehall Addition Loan Authorization Bylaw, 2008, No. 1443" be read a first time.**

(ii) **Recommendation: THAT "Firehall Addition Loan Authorization Bylaw, 2008, No. 1443" be read a second and third time.**

11. NEW BUSINESS

12. NOTICE OF MOTION

- a) Councillor Lefebvre – Affordable Housing Garden Suites – From May 21, 2008 Regular meeting of Council

Recommendation: THAT staff be directed to prepare an amendment to the Zoning Bylaw that would permit secondary suites in carriage homes separate from the primary residence, or a secondary suite above a detached garage, on a homeowners property, the size of which could be up to 90 square metres.

13. SPECIAL BUSINESS (Closed/In Camera)

14. ADJOURNMENT

CITY OF PARKSVILLE

TO BE ADOPTED

**4488.
May 21, 2008**

Minutes of the regular meeting of Council held in the Civic and Technology Centre, 100 E. Jensen Avenue, Parksville, BC, on Wednesday, May 21, 2008 at 6:00 p.m.

PRESENT: Her Worship Mayor S. R. Herle

Councillors: C. R. Burger
J. B. Johnston
M. Lefebvre
T. C. Patterson
S. Powell
C. Robinson

Staff: F. C. Manson, Chief Administrative Officer
G. O'Rourke, Director of Engineering & Operations
D. Banks, Fire Chief
B. Russell, Manager of Current Planning
L. Kitchen, Deputy Corporate Administrator

1. ADOPTION OF MINUTES

- 08-124 Powell - Patterson
THAT the minutes of the regular meeting of Council held May 5, 2008 be adopted. CARRIED.
- 08-125 Lefebvre - Johnston
THAT the minutes of the special meeting of Council held May 12, 2008 be adopted. CARRIED.

2. APPROVAL OF AGENDA

- 08-126 Lefebvre - Powell
THAT the May 21, 2008 Council meeting agenda be approved. CARRIED.

3. PRESENTATIONS - Nil

4. DELEGATIONS

- a) Gerard LeBlanc from Landworks Consultants Inc. gave a presentation on the Green Bylaws Toolkit advising the purpose is to provide local governments with practical tools that make our communities better places to live and thanked the City for agreeing to host a Green Bylaws Toolkit Workshop on June 17, 2008.
- b) Mark McGorman from McGorman, MacLean Chartered Accountants gave a presentation of the City's 2007 Audited Financial Statements.

5. UNFINISHED BUSINESS - Nil

6. CORRESPONDENCE - Nil

7. DISCUSSION RELATED TO DELEGATIONS OR CORRESPONDENCE - Nil

8. REPORTS

a) Committee of the Whole – May 12, 2008

08-127 THAT the report of the Committee of the Whole meeting held May 12, 2008 be received and the following recommendations considered:

Mayor Herle declared a conflict of interest as her commercial enterprise is located in the building that is part of the development that is the subject of the letter from Russell Stubbs and Kenneth Henderson. She left the Council meeting at 6:27 p.m.

Acting Mayor Patterson assumed the Chair.

(1) Russell Stubbs & Kenneth Henderson – Park Island Properties Ltd – Development Permit Application, Engineering Review

Lefebvre - Powell

THAT the correspondence from Park Island Properties Ltd., dated May 5, 2008, regarding the development permit application for the Thrifty Foods Store expansion, be referred to staff for comment and a detailed breakdown of the development costs. CARRIED.

Mayor Herle returned to the Council meeting at 6:29 p.m. and resumed the Chair.

(2) Director of Administrative Services – 2008 Special Events Application

Burger - Powell

THAT the report from the Director of Administrative Services dated May 5, 2008 entitled "2008 Special Events Applications", be received;
AND THAT Oceanside Outdoor Sport be granted use of the beach volley ball courts on the east side of the road, and the surrounding lawns in the Community Park, to hold volleyball league and tournament events on the dates and during the times indicated on Schedule 1 attached to the Park Use Application Form dated April 29, 2008;
AND FURTHER THAT the approval be granted on condition that the organizers adhere to the signed Terms and Conditions form dated April 29, 2008 attached to the report from the Director of Administrative Services dated May 5, 2008 entitled "2008 Special Events Applications".
CARRIED.

(3) Director of Administrative Services – Municipal Ticket Information Bylaw No. 1444

Burger - Powell

THAT the report from the Director of Administrative Services dated May 6, 2008 entitled "Municipal Ticket Information Bylaw No. 1444", be received for information;
AND THAT the fine for cutting trees without a permit be increased to \$1000;
AND FURTHER THAT "Municipal Ticket Information Bylaw, 2008, No. 1444" be advanced for reading consideration. CARRIED.

(4) Chief Administrative Officer – Employee Code of Conduct

Lefebvre - Patterson

THAT the report from the Chief Administrative Officer dated May 7, 2008 entitled "Employee Code of Conduct", be received;

AND THAT the Code of Conduct be amended to add the words "or inflexible" in the second sentence of the third paragraph of the Purpose after the words "be exhaustive" so the sentence now reads "This code is not meant to be exhaustive or inflexible and the City will continue to establish work rules on various matters as necessary."

AND FURTHER THAT the revised Policy No. 7.16 "Employee Code of Conduct" as attached to the report from the Chief Administrative Officer, dated May 7, 2008 entitled "Employee Code of Conduct", be approved as amended. CARRIED.

(5) Chief Administrative Officer – Lease Agreement with the Parksville Lawn Bowling Club

Johnston - Powell

THAT the report from the Chief Administrative Officer dated April 29, 2008 entitled "Lease Agreement with the Parksville Lawn Bowling Club", be received;

AND THAT the proposed draft 2008 – 2013 Parksville Lawn Bowling Club Lease for Lot 1, District Lot 13, Nanoose District, Plan VIP 71491 (149 E. Stanford Avenue) for the period September 1, 2008 and ending August 31, 2013 as attached to the April 29, 2008 memo to Council from the Chief Administrative Officer titled "Lease Agreement with the Parksville Lawn Bowling Club" be amended to exclude section 17.8 and that section 17.7 be amended to remove the proposed change to "may" from "will";

AND FURTHER THAT the Mayor and Director of Administrative Services be authorized to sign the 2008 – 2013 Parksville Lawn Bowling Club Lease for Lot 1, District Lot 13, Nanoose District, Plan VIP 71491 (149 E. Stanford Avenue) for the period September 1, 2008 and ending August 31, 2013 as amended. CARRIED.

b) Building Inspector – Summary of Permit Types April 2008

Lefebvre - Powell

08-128 THAT the Building Inspector's Summary of Permit Type report for April 2008 showing a cumulative year to date value of \$6,622,670, be received. CARRIED.

c) Fire Chief – Monthly Incident and Inspection Reports April 2008

Powell - Burger

08-129 THAT the Fire Chief's Summary of Incident Type report for April 2008 showing a total of 43 calls and the monthly Inspection Report for April 2008 showing 21 inspections, be received. CARRIED.

d) Fire Chief – Fire Hall Expansion Project

Lefebvre - Patterson

08-130 THAT the report from the Fire Chief dated May 13, 2008, entitled "Fire Hall Expansion Project" be received;

AND THAT Council supports the option of constructing the fire hall expansion as designed with the exception of the completion of the interior Dorm Space, the Curved Metal Roof, and the Undergrounding of the Hydro lines;
AND FURTHER THAT Council direct staff to prepare the necessary Loan Authorization Bylaw to secure funding for the project in an amount not exceeding \$5,423,734.00. CARRIED.

9. BYLAWS

a) **"Fireworks Regulation Amendment Bylaw, 2008, No. 1427.1"**

08-131 Lefebvre - Johnston
THAT "Fireworks Regulation Amendment Bylaw, 2008, No. 1427.1" be read adopted. CARRIED.

b) **"Municipal Ticket Information Bylaw, 2008, No. 1444"**

08-132 Patterson - Burger
THAT "Municipal Ticket Information Bylaw, 2008, No. 1444" be read a first time. CARRIED.

08-133 Lefebvre - Powell
THAT "Municipal Ticket Information Bylaw, 2008, No. 1444" be read a second and third time. CARRIED.

10. NEW BUSINESS

a) **Social planning and Research Council of British Columbia (SPARC BC) – Requesting Proclamation of Access Awareness Day – June 7, 2008**

WHEREAS all community members should have equity in opportunities and full participation in community life;
AND WHEREAS it is instrumental to educate and inform all our citizens of our community of the important part they play in making it accessible to all;
AND WHEREAS providing designated parking spaces is essential to the economic, social, and physical well-being of all British Columbians (both able and with disabilities) in order to contribute and remain active in their community;
AND WHEREAS the citizens of Parksville recognize the call for individual and group action by government, disability organizations, and the driving public to reserve the use of the available specially designated spots for those who indeed require this benefit;
NOW THEREFORE BE IT RESOLVED THAT I, Sandy Herle, Mayor of the City Parksville, do hereby proclaim Access Awareness Day Saturday June 7, 2008 in the City of Parksville, a day of individual and group action to provide equitable opportunities and an accessible community for all of our citizens

11. NOTICE OF MOTION

a) **Councillor Lefebvre – Affordable Housing Garden Suites**

Councillor Lefebvre gave notice that he will be bringing forward a motion at the June 2, 2008 Council meeting regarding an amendment to the Zoning Bylaw which would have the effect of creating affordable housing by allowing small, energy efficient, attractive garden suites by eliminating the requirement for the

dwelling to be owner occupied, increasing the maximum allowable size to 90 square metres and permitting suites to be in a separate building.

12. SPECIAL BUSINESS (Closed/In Camera)

08-134 Lefebvre - Burger
THAT Pursuant to Sections 90 (1) (c) of the *Community Charter* Council proceed to a closed meeting to consider an item relating to labour. CARRIED.

Time 7:44 p.m.

Council reconvened at 8:04 p.m.

13. ADJOURNMENT

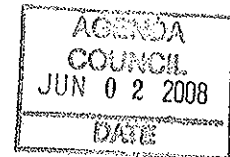
It was moved by Councillor Robinson and seconded by Councillor Lefebvre that the meeting adjourn. CARRIED.

The meeting adjourned at 8:04 p.m.

Certified Correct.

Mayor


Deputy Corporate Administrator



May 23, 2008

REPORT TO: MAYOR AND COUNCIL
FROM: COMMITTEE OF THE WHOLE
SUBJECT: MAY 22, 2008 MEETING RECOMMENDATION

The following item was considered by the Committee of the Whole at its special meeting held Thursday, May 22, 2008:

RECOMMENDATIONS

1) Oceanside Development & Construction Association – Affordable Housing

THAT Council direct staff to investigate the possibility of including a Small Lot zoning category in the "City of Parksville Zoning and Development Bylaw, 1994, No. 2000".

A handwritten signature in cursive script that reads "Sandy Herle".

MAYOR SANDY HERLE, Chair
COMMITTEE OF THE WHOLE

May 27, 2008

REPORT TO: MAYOR AND COUNCIL

FROM: COMMITTEE OF THE WHOLE

SUBJECT: MAY 26, 2008 MEETING RECOMMENDATION

The following item was considered by the Committee of the Whole at its special meeting held Monday, May 26, 2008:

RECOMMENDATIONS

1) **Oceanside Affordable Housing Society**

THAT Council direct City Staff to work with the Oceanside Affordable Housing Society to pursue opportunities to provide multi family housing for low income workers.

2) **Manager of Budgets and Special Projects – DCC Open House Update and Recommendations**

THAT consideration of the report from the Manager of Budgets and Special Projects dated May 13, 2008 entitled "DCC Open House Update and Recommendations", be postponed until the Committee of the Whole meeting on June 9, 2008.

3) **Planner – Issuance of Development Permit [1152 Herring Gull Way]**

THAT the report from the Planner dated May 12, 2008 entitled "Issuance of Development Permit (1152 Herring Gull Way)", be received;

AND THAT a development permit be issued to St. George Transportation Nanaimo Ltd., to permit a 446 m², 2-storey building for handling and storage of furniture with a 2nd floor caretaker residence, and implementation of the overall site plan on Lot 1, Block 564, Nanoose District, Plan 49409 (1152 Herring Gull Way) subject to:

- (a) A landscaping bond in the amount of \$14,962.40 be received prior to the issuance of the permit.

4) **Manager of Current Planning – Consideration of a Request to Discharge Restrictive Covenant G54355**

THAT the report from the Manager of Current Planning dated May 14, 2008 entitled "Consideration of a Request to Discharge Restrictive Covenant G54355", be received;

AND THAT restrictive covenant G54355 which restricts the uses permitted on the subject properties, be discharged from the title of the properties legally described as that part of Lot 4, District Lot 4, Nanoose District, Plan 5772, lying to the north of the northerly boundary of Plan 638 RW and Lot 5, District Lot 4, Nanoose District, Plan 5772, except that part lying to the south of Plan 638 RW (281 Island Highway East)

subject to lot consolidation or the registration of a restrictive covenant in favour of the City prohibiting independent sale of the properties while the current building remains standing.

A handwritten signature in cursive script, reading "Sandy Herle".

MAYOR SANDY HERLE, Chair
COMMITTEE OF THE WHOLE



CITY OF PARKSVILLE

BYLAW NO. 1443

A BYLAW TO AUTHORIZE THE BORROWING OF THE ESTIMATED COSTS OF CONSTRUCTION AN ADDITION TO THE CITY OF PARKSVILLE FIREHALL

WHEREAS it is deemed desirable and expedient to construct an addition to the City of Parksville's Firehall located at 160 West Jensen Avenue, Parksville;

AND WHEREAS the estimated cost of construction of an addition to the firehall, including incidental expenses, is the sum of Five Million Four Hundred Thousand Dollars (\$5,400,000.00) which is the amount of debt created by this bylaw;

NOW THEREFORE the Council of the City of Parksville in open meeting assembled enacts as follows:

1. The Council is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of an addition to the firehall generally in accordance with plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) to borrow upon the credit of the municipality a sum not exceeding Five Million Four Hundred Thousand Dollars (\$5,400,000.00);
 - b) to acquire all such real property, easements, rights-of-way, licences, rights or authorities as may be requisite or desirable for or in connection with the construction of the said addition to the firehall.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty-five (25) years.
2. This bylaw may be cited for all purposes as "Firehall Addition Loan Authorization Bylaw, 2008, No. 1443".

READ A FIRST TIME this

READ A SECOND TIME this

READ A THIRD TIME this

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this

RECEIVED THE ASSENT OF THE ELECTORS OF THE CITY OF PARKSVILLE this

ADOPTED BY COUNCIL this

Mayor

Director of Administrative Services