



City of PARKSVILLE

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COUNCIL MEETING AGENDA

MONDAY, JULY 7, 2008 – 6:00 P.M.

1. ADOPTION OF MINUTES

- a) of the Public Hearing held June 16, 2008 – Pages 1 to 3
"Zoning and Development Amendment Bylaw, 2008, No. 2000.62", "Zoning and Development Amendment Bylaw, 2008 No. 2000.63", "Zoning and Development Amendment Bylaw, 2008 No. 2000.64", "Zoning and Development Amendment Bylaw, 2008 No. 2000.65", "Zoning and Development Amendment Bylaw, 2008 No. 2000.66", "Zoning and Development Amendment Bylaw, 2008 No. 2000.67", "Zoning and Development Amendment Bylaw, 2008 No. 2000.68"

Recommendation: THAT the minutes of the Public Hearing held June 16, 2008 be adopted.

- b) of the regular meeting of Council held June 16, 2008 – Pages 4 to 9

Recommendation: THAT the minutes of the regular meeting of Council held June 16, 2008 be adopted.

- c) of the special meeting of Council held June 23, 2008 – Page 10

Recommendation: THAT the minutes of the special meeting of Council held June 23, 2008 be adopted.

2. APPROVAL OF AGENDA

3. PRESENTATIONS

4. DELEGATIONS

5. UNFINISHED BUSINESS

6. CORRESPONDENCE

- a) Regional District of Nanaimo – Regional Growth Management Service Establishment Bylaw No. 1553 – Pages 11 to 13
Proposed bylaw to include Area "B" of the RDN in the Regional Growth Strategy Function.

Recommendation: THAT the Council of the City of Parksville consents to the adoption of "Regional Growth Management Service Establishment Bylaw No. 1553" and the Regional District be notified accordingly.

- b) Malaspina University-College Foundation – City of Parksville Bursary – Pages 14 to 15

Recommendation: THAT the correspondence from the Malaspina University-College Foundation, dated June 18, 2008, regarding the award of the City of Parksville Bursary be received for information.

7. DISCUSSION RELATED TO DELEGATIONS OR CORRESPONDENCE

8. REPORTS

- a) Special Committee of the Whole – June 18, 2008 – Page 16

- (1) Reduce or Eliminate New Single Family Subdivisions

Recommendation: THAT staff prepare an updated water capacity study by September 30, 2008, based on the current OCP, growth projections and demands, to determine whether we have sufficient water to continue pre-zoned growth.

- (2) Director of Community Planning - Consideration of Options to Reduce or Eliminate New Single Family Subdivisions (dated July 25, 2007)

Recommendation: THAT further consideration of the report dated July 25, 2007 from the Director of Community Planning entitled "Consideration of Options to Reduce or Eliminate New Single Family Subdivisions" be tabled until after the receipt of the water capacity study to be submitted to Council by September 30, 2008.

- b) Committee of the Whole – June 23, 2008 – Pages 17 to 18

- (1) Oceanside Tourism Association - 2008 Budget Presentation and 2008 Marketing Plan

Recommendation: THAT the Oceanside Tourism Association 2008 Budget and 2008 Marketing Plan be approved.

- (2) Parksville Community and Conference Centre – Parking Issues

Recommendation: THAT staff be requested to meet with representatives from the Parksville Community and Conference Centre to discuss options to address parking problems at the PCCC site and report back to Council on what solutions can be implemented on a short-term basis and what solutions can be implemented in the longer term.

- (3) Manager of Engineering – Allwood Road, Young Street and Rushton Avenue – Road and Utility Improvements

Project includes replacing watermain, sanitary sewers and drainage systems along Allwood Road, Young Street and Rushton Avenue.

Recommendation: THAT the tender for the "Allwood Road, Young Street and Ruston Avenue Road and Utility Improvements", in the amount of

\$2,556,992.03 (including GST) be awarded to Knappett Industries (2006) Ltd.

(4) Director of Administrative Services – Optional Changes to the Election Procedures Bylaw

Proposed changes to the election procedures bylaw resulting from the review done by the Citizens Advisory Committee. Any changes to the bylaw must be in place by August 1, 2008.

Recommendation: THAT the recommendation from the Citizens Advisory Committee to increase the number of nominators required for nomination to an office from 2 to 10 be defeated.

Recommendation: THAT the following recommendations from the Citizens Advisory Committee be approved:

- a) **THAT additional public access to nomination documents be provided by posting them on the City's website.**
- b) **THAT additional public access to campaign financing disclosures be provided by posting them on the City's website.**
- c) **THAT the City not implement a mail ballot voting system for the 2008 election but that it be reviewed for future elections.**
- d) **THAT special voting opportunities be continued and offered at Arrowsmith Lodge, Trillium Lodge, Stanford Place and Halliday House.**
- e) **THAT the appropriate election bylaw amendments be forwarded to Council for reading consideration.**

(5) OCP amendment referral from the Special Committee of the Whole June 18, 2008.

Recommendation: THAT Staff be directed to prepare a report on the feasibility of an Official Community Plan amendment bylaw which has the affect of adding a 'sustainability' section to the OCP which conveys the message that, at this time, zoning amendment applications and applications to amend the OCP are not invited due to a need to re-evaluate the carrying capacity of City infrastructure and due to the belief that each of the following land use categories [commercial, industrial, multiple family, resort] has a sufficient supply to meet the community needs at this time

c) Planner – Development Permit Application [1143 Franklin's Gull Road] – Pages 19 to 32

On April 30, 2008 the City received a development permit application from Timberlake-Jones Engineering on behalf of the owners of the property. The applicant requests the issuance of a development permit to permit an industrial building for handling and storage of party rental equipment and supplies with a 2nd floor caretaker residence and related site improvements. The subject property is fronted by Franklin's Gull Road to the southwest and backs onto a

developed industrial site. The balance of land use adjacencies comprise both vacant and developed industrial properties.

Recommendation: THAT a development permit be issued to 0818118 B.C. Ltd., Inc. No. BC0818118 to permit an industrial building with a 2nd floor caretaker residence and implementation of the overall site plan on Lot 5, Block 564, Nanoose District, Plan VIP79328 (1143 Franklin's Gull Road) subject to:

- (a) **A landscaping bond in the amount of \$9,082.50 be received prior to the issuance of the permit.**

9. **BYLAWS**

- a) "Zoning and Development Amendment Bylaw, 2008, No. 2000.62"
Definition of Affordable Housing - Text Amendment.
 - (i) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.62" be read a third time.**
 - (ii) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.62" be adopted.**

- b) "Zoning and Development Amendment Bylaw, 2008, No. 2000.63"
Amendment to C-3 Downtown Commercial to add single family residential as a permitted land use.
 - (i) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.63" be read a third time.**
 - (ii) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.63" be adopted.**

- c) "Zoning and Development Amendment Bylaw, 2008, No. 2000.64"
Amendment to CS-1 Highway Commercial to add single family residential as a permitted land use.
 - (i) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.64" be read a third time.**
 - (ii) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.64" be adopted.**

- d) "Zoning and Development Amendment Bylaw, 2008, No. 2000.65"
Amendment to the Agricultural A-1 Zone to change the minimum lot size for a single family dwelling from 560m² to 4 hectares.
 - (i) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.65" be read a third time.**
 - (ii) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.65" be adopted.**

- e) "Zoning and Development Amendment Bylaw, 2008, No. 2000.66"
Amendment to General Regulations, Division 600 to prohibit the storage of fireworks in all zones containing residential uses except I-1 Zone.
 - (i) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.66" be read a third time.**
 - (ii) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.66" be adopted.**

- f) "Zoning and Development Amendment Bylaw, 2008, No. 2000.67"
Amendment to the Division 100: Scope and Definitions to revise the definition of exterior lot line.
 - (i) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.67" be read a third time.**
 - (ii) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.67" be adopted.**

- g) "Zoning and Development Amendment Bylaw, 2008, No. 2000.68"
Amendment to Secondary Suites by changing the maximum size from 60m² to 90m².
 - (i) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.68" be read a third time.**
 - (ii) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2008, No. 2000.68" be adopted.**

- h) "Election Procedures and Automated Voting Authorization Bylaw, 2008, No. 1446" – Pages 33 to 40
To provide the use of an automatic voting system and establish various procedures for the conduct of local government elections and other voting.
 - (i) **Recommendation: THAT "Election Procedures and Automated Voting Authorization Bylaw, 2008, No. 1446" be read a first time.**
 - (ii) **Recommendation: THAT "Election Procedures and Automated Voting Authorization Bylaw, 2008, No. 1446" be read a second and third time.**

- i) "Officers Amendment Bylaw, 2008, No. 1326.2" – Pages 41 to 42
Amendment to the Officers Bylaw to clarify position titles and the method of appointment.
 - (i) **Recommendation: THAT "Officers Amendment Bylaw, 2008, No. 1326.2" be read a first time.**
 - (ii) **Recommendation: THAT "Officers Amendment Bylaw, 2008, No. 1326.2" be read a second and third time.**

- j) "Outdoor Burning Amendment Bylaw, 2008, No. 1428.1" – Pages 43 to 44
Amendment to the Outdoor Burning Bylaw to include agricultural clearing waste fires and the conditions under which they will be permitted.

July 7, 2008

Council Agenda cont'd.

- (i) **Recommendation: THAT "Outdoor Burning Amendment Bylaw, 2008, No. 1428.1" be read a first time.**
- (ii) **Recommendation: THAT "Outdoor Burning Amendment Bylaw, 2008, No. 1428.1" be read a second and third time.**

10. **NEW BUSINESS**

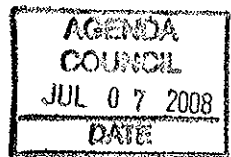
11. **NOTICE OF MOTION**

12. **SPECIAL BUSINESS (Closed/In Camera)**

13. **ADJOURNMENT**

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TO BE ADOPTED



CITY OF PARKSVILLE

JUNE 16, 2008

Minutes of the Public Hearing held in the Civic and Technology Centre, 100 E. Jensen Avenue, Parksville, BC, on Monday, June 16, 2008 at 6:00 pm.

PRESENT: Her Worship Mayor S. R. Herle

Councillors: C. R. Burger
M. Lefebvre
T. C. Patterson
S. E. Powell
C. Robinson

Staff: G. O'Rourke, A/Chief Administrative Officer
L. Taylor, Director of Administrative Services
L. Butterworth, Director of Finance
B. Russell, Manager of Current Planning
M. Squire, Manager of Engineering

1. Mayor Herle called the Hearing to order at 6:00 p.m.
2. Mayor Herle advised the purpose of the Public Hearing was to consider certain bylaws which, if adopted, will amend the "Zoning and Development Bylaw, 1994, No. 2000", and all submissions either in writing or verbally, will be taken into consideration by the Municipal Council when the proposed bylaws are presented for third reading at a future date. The Chair introduced the bylaws on the Public Hearing agenda that will be considered concurrently.

3. ZONING AND DEVELOPMENT AMENDMENT BYLAW, 2008, NO. 2000.62

To amend the definition of "affordable housing".

ZONING AND DEVELOPMENT AMENDMENT BYLAW, 2008, NO. 2000.63

To amend Section 213.1 – DOWNTOWN COMMERCIAL (C-3) ZONE – PERMITTED LAND USES by adding Single Family Residential as a principal use.

ZONING AND DEVELOPMENT AMENDMENT BYLAW, 2008, NO. 2000.64

To amend Section 214.1 – HIGHWAY COMMERCIAL (CS-1) ZONE – PERMITTED LAND USES by adding Single Family Residential as a principal use.

ZONING AND DEVELOPMENT AMENDMENT BYLAW, 2008, NO. 2000.65

To amend Section 210.1 – AGRICULTURAL (A-1) ZONE – PERMITTED LAND USES by changing the minimum lot size for Single Family Dwelling from 560 m² to 4 ha.

ZONING AND DEVELOPMENT AMENDMENT BYLAW, 2008, NO. 2000.66

To amend Section 604 – PROHIBITED USES OF LAND, BUILDINGS AND STRUCTURES by adding the storage of fireworks and/or explosives in all zones containing residential uses, excepting "accessory residential" in the I-1 and IN2 Zones.

ZONING AND DEVELOPMENT AMENDMENT BYLAW, 2008, NO. 2000.67

To amend Section 104 – DEFINITIONS of DIVISION 100: SCOPE AND DEFINITIONS by amending the definition of "exterior lot line".

ZONING AND DEVELOPMENT AMENDMENT BYLAW, 2008, NO. 2000.68

To amend Section 613 – SECONDARY SUITES of DIVISION 600, GENERAL REGULATIONS, by changing the maximum size of a secondary suite from 60 m² to 90 m².

The Director of Administrative Services advised notice of this Public Hearing was advertised by being posted on the notice board at the Parksville Civic and Technology Centre on June 6, 2008 and by being in *The News* issues of June 6, 2008 and June 10, 2008.

The Director of Administrative Services advised that as of June 16, 2008 the following piece of correspondence had been received and that it was included as a late item in the Public Hearing Document Book for viewing by members of the public.

Bylaw No. 2000.65:

Email received June 3, 2008 from the Agricultural Land Commission advising they had no objection to the change in lot size bearing in mind s. 603 of the Zoning Bylaw.

No other correspondence was received.

The Chair invited views and comments from persons present in the gallery who would be affected by proposed Zoning and Development Amendment Bylaw 2008, No. 2000.62, Zoning and Development Amendment Bylaw, 2008, No. 2000.63, Zoning and Development Amendment Bylaw, 2008, No. 2000.64, Zoning and Development Amendment Bylaw, 2008, No. 2000.65, Zoning and Development Amendment Bylaw, 2008, No. 2000.66, Zoning and Development Amendment Bylaw, 2008, No. 2000.67, and Zoning and Development Amendment Bylaw, 2008, No. 2000.68.

Charlie Stone, 624 Island Highway West

Bylaw 2000.65

Does not remember seeing any correspondence in the public hearing book when he viewed it today in the Planning Department.

Bylaw 2000.63 and Bylaw 2000.64

He appreciates that the Planner has reasons for putting forth this amendment but he feels that it would be good to have a business district.

Murray LaPlante, 270A Shelly Road

Bylaw 2000.65

Noted that the RDN's regional growth strategy is under review and that this bylaw should be deferred so that it can be considered by the RDN's new Agricultural Advisory Committee.

The Chair invited views and comments from the gallery a second time.

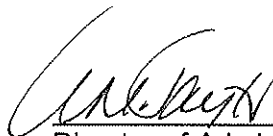
The Chair invited views and comments from the gallery a third time.

4. Before declaring the hearing adjourned, Mayor Herle advised that Council cannot entertain further submissions or correspondence from the public on the proposed bylaws.
5. ADJOURNMENT

Mayor Herle declared the Hearing adjourned at 6:16 p.m.

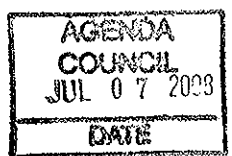
Certified Correct.

Chair



Director of Administrative Services

TO BE ADOPTED



CITY OF PARKSVILLE

**4497.
June 16, 2008**

Minutes of the regular meeting of Council held in the Civic and Technology Centre, 100 E. Jensen Avenue, Parksville, BC, on Monday, June 16, 2008 at 6:00 p.m.

PRESENT: Her Worship Mayor S. R. Herle

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

Staff: G. O'Rourke, A/Chief Administrative Officer
L. Taylor, Director of Administrative Services
L. Butterworth, Director of Finance
B. Russell, Manager of Current Planning
M. Squire, Manager of Engineering

1. PUBLIC HEARING

Lefebvre - Powell
08-144 THAT Council resolve into a Public Hearing for "Zoning and Development Amendment Bylaw, 2008, No. 2000.62", "Zoning and Development Amendment Bylaw, 2008, No. 2000.63", "Zoning and Development Amendment Bylaw, 2008, No. 2000.64", "Zoning and Development Amendment Bylaw, 2008, No. 2000.65", "Zoning and Development Amendment Bylaw, 2008, No. 2000.66", "Zoning and Development Amendment Bylaw, 2008, No. 2000.67" and "Zoning and Development Amendment Bylaw, 2008, No. 2000.68". CARRIED.

Time 6:00 p.m.

The Council meeting reconvened at 6:17 p.m.

2. ADOPTION OF MINUTES

Burger - Powell
08-145 THAT the minutes of the Public Hearing held June 2, 2008 be adopted. CARRIED.

Lefebvre - Robinson
08-146 THAT the minutes of the regular meeting of Council held June 2, 2008 be adopted. CARRIED.

3. APPROVAL OF AGENDA

Lefebvre - Patterson
08-147 THAT item 10(a) "Zoning and Development Amendment Bylaw, 2008, No. 2000.60" and item 10(b) "Zoning and Development Amendment Bylaw, 2008, No. 2000.61" be withdrawn from the agenda;
AND THAT the June 16, 2008 Council meeting agenda be approved as amended. CARRIED.

4. PRESENTATIONS – Nil

5. DELEGATIONS - Nil

6. UNFINISHED BUSINESS

Councillor Lefebvre asked when Council could expect the zoning amendment bylaw regarding carriage homes to come forward. He was advised it would be within one or two months.

7. CORRESPONDENCE - Nil

8. DISCUSSION RELATED TO DELEGATIONS OR CORRESPONDENCE - Nil

9. REPORTS

a) Committee of the Whole – June 9, 2008

08-148 THAT the report of the Special Committee of the Whole meeting held June 9, 2008 be received and the following recommendations considered:

(1) **Manager of Budgets and Special Projects – Development Cost Charge (DCC) Program Revisions**

Patterson - Burger

THAT the report from the Manager of Budgets and Special Projects dated June 4, 2008 entitled "Development Cost Charge (DCC) Program", be received;

AND THAT staff prepare the relevant bylaws to revise the DCC program, for Council consideration, based on the DCC program presented to Council in January 2008, and the revisions presented in the report from the Manager of Budgets and Special Projects dated June 4, 2008 entitled "Development Cost Charge (DCC) Program Revisions". CARRIED.

Burger - Lefebvre

(a) THAT Staff be requested to prepare a policy requiring an annual review of the development cost charges. CARRIED.

(2) **Director of Finance - 2007 Statement of Financial Information**

Powell - Robinson

THAT the report from the Director of Finance dated June 3, 2008 entitled "2007 Statement of Financial Information", be received;

AND THAT the Statement of Financial Information for the Year Ended December 31, 2007 be approved. CARRIED.

(3) **Planner – Development Permit Application (103, 105, 111 & 125 McMillan Street)**

Lefebvre - Burger

THAT the report from the Planner dated May 28, 2008 entitled "Issuance of Development Permit (103, 105, 111 & 125 McMillan Street)", be received;

AND THAT a development permit be issued to 0799424 B.C. Ltd., Inc. No. BC0799424 to permit a 71-unit apartment type building with

requested variances which include a relaxation from 6.0 metres to 4.78 metres for a roof overhang of 1.22 metres and front lot line relaxation from 6.0 metres to 0.0 metres for an entry canopy at the primary building entry on McMillan Street and implementation of the overall site plan on Lots 2, 3, and 4, District Lot 89, Nanoose District, Plan 6265 and Lot 1, District Lot 89, Nanoose District, Plan 5232 and That Part of Parcel G (DD1582ON), District Lot 89, Nanoose District, shown outlined in Red on Plan 801-R (103, 105, 111 and 125 McMillan Street) subject to:

- (a) A landscaping bond in the amount of \$108,700.00 be received prior to the issuance of the permit.

CARRIED.

(4) Manager of Engineering – 2008 Supply of Asphalt Services

Powell - Burger

THAT the report from the Manager of Engineering dated June 3, 2008 entitled "2008 Supply of Asphalt Services", be received;
AND THAT the tender for the "2008 Supply of Asphalt Services", in the amount of \$937,020.00 (including GST), be awarded to Haylock Bros. Paving Ltd. CARRIED.

(5) Manager of Engineering – McCarter Street & Stanford Avenue West Road & Watermain Improvements

Powell - Lefebvre

THAT the report from the Manager of Engineering dated June 3, 2008 entitled "McCarter Street & Stanford Avenue West Road & Watermain Improvements", be received;
AND THAT the tender for the "McCarter Street & Stanford Avenue West, Road & Watermain Improvements project", in the amount of \$251,893.25 (including GST), be awarded to Windley Contracting Ltd.;
AND FURTHER THAT staff amend the 2008 Financial Plan to reflect the actual cost of the works for the "McCarter Street & Stanford Avenue West, Road & Watermain Improvements" capital project. CARRIED.

(6) Director of Administrative Services – Special Events Applications

Burger - Powell

THAT the report from the Director of Administrative Services dated May 27, 2008 entitled "2008 Special Events Applications", be received;
AND THAT the following organizations be permitted use of the identified areas of the Community Park for special events during the specified times and in the areas outlined in the application forms attached to the report from the Director of Administrative Services dated May 27, 2008 entitled "2008 Special Events Applications":

Parksville Golden Oldies Sport Association (PGOSA) Seniors Outdoor Volleyball on Tuesday and Thursday evenings in June, July & August, 2008; and

Nanaimo Sport and Social Club Beach Soccer Tournament on July 19 & 20, 2008;

AND THAT the following organizations be granted use of the Gazebo and grass area in Foster Park:

Sunrise Preschool for a Preschool Graduation on June 20, 2008 from 5:00 p.m. to 7:00 p.m.; and

Little Promises Childcare for a Preschool Picnic on June 26, 2008 from 5:00 p.m. to 8:00 p.m. including a pony ride with Tiger Lily Farms from 6:00 p.m. to 7:30 p.m.;

AND THAT the Home Hardware be granted use of the parking spaces on the Alberni Highway (HWY 4A) next to the CIBC and partial use of the sidewalk and overhang in front of the Home Hardware building for the Cooking Ladies "On the Road" on June 30, 2008 from 10 a.m. to 3 p.m.;

AND FURTHER THAT the approval for each event be granted on condition that the organizers adhere to their signed Terms and Conditions forms attached to the report from the Director of Administrative Services dated May 27, 2008 entitled "2008 Special Events Applications".

CARRIED.

b) **Building Inspector – Summary of Permit Types May 2008**

Patterson - Lefebvre
08-149 THAT the Building Inspector's Summary of Permit Type report for May 2008 showing a cumulative year to date value of \$8,072,915, be received. CARRIED.

c) **Fire Chief – Monthly Incident and Inspection Reports May 2008**

Powell - Burger
08-150 THAT the Fire Chief's Summary of Incident Type report for May 2008 showing a total of 50 calls and the monthly Inspection Report for May 2008 showing 23 inspections, be received. CARRIED.

d) **Director of Administrative Services – Election Cost Sharing Agreement with School District No. 69**

Powell - Lefebvre
08-151 THAT the report dated June 10, 2008 from the Director of Administrative Services entitled "Election Cost Sharing Agreement with School District No. 69" be received for information;
AND THAT Council approve a cost sharing agreement with School District No. 69 (Qualicum) for the School Trustee portion of the 2008 election conducted by the City of Parksville requiring the School Board to pay one-third of the election costs including: rental and programming of electronic voting machines, ballots, facility rentals, election official wages and meals;
AND THAT the Mayor and Director of Administrative Services be authorized to execute the 2008 Election Cost Sharing Agreement with School District No. 69 (Qualicum) on behalf of the City of Parksville. CARRIED.

10. **BYLAWS**

a) **"Zoning and Development Text Amendment Bylaw, 2008, No. 2000.60"**

WITHDRAWN

b) **"Zoning and Development Amendment Bylaw, 2008, No. 2000.61"**

WITHDRAWN

c) **"Official Community Plan Amendment Bylaw, 2008, No. 1370.8"**

08-152 Lefebvre - Powell
THAT "Official Community Plan Amendment Bylaw, 2008, No. 1370.8" be read a third time. CARRIED.

08-153 Patterson - Lefebvre
THAT "Official Community Plan Amendment Bylaw, 2008, No. 1370.8" be adopted. CARRIED.

d) **"Official Community Plan Amendment Bylaw, 2008, No. 1370.9"**

08-154 Lefebvre - Powell
THAT "Official Community Plan Amendment Bylaw, 2008, No. 1370.9" be read a third time. CARRIED.

08-155 Lefebvre - Powell
THAT "Official Community Plan Amendment Bylaw, 2008, No. 1370.9" be adopted. CARRIED.

11. NEW BUSINESS - Nil

a) **Vancouver Island North Film Commission**

08-156 Lefebvre - Powell
THAT Councillor Burger be appointed as the Council representative to the Vancouver Island North Film Commission. CARRIED.

12. NOTICE OF MOTION

a) **Councillor Burger – DCCs for Employee Housing** – *From June 2, 2008 Regular meeting of Council*

08-157 Burger - Powell
THAT the following motion be forwarded to UBCM:
WHEREAS municipalities who have received a resort region designation under Section 6.8 of the Local Government Act have the ability to impose development cost charges to provide funds to assist in paying the capital costs of providing, constructing, altering or expanding employee housing to service directly, or indirectly, the operation of resort activities;
AND WHEREAS one of the largest segments of the population that requires access to affordable housing are service industry workers and the ability of a municipality to fund this type of housing is limited:
THEREFORE BE IT RESOLVED that amendments be made to the Local Government Act to permit all municipalities, not just municipalities with a resort region designation, to impose development cost charges for the purpose of providing, constructing, altering or expanding employee housing in order to help address the issue of affordable housing. CARRIED.

13. SPECIAL BUSINESS (Closed/In Camera)

08-158 Powell - Lefebvre
THAT Pursuant to Sections 90 (1) (c) of the *Community Charter* Council proceed to a closed meeting to consider an item relating to personal information and labour. CARRIED.

Time 6:35 p.m.

Council reconvened at 7:01p.m.

14. ADJOURNMENT


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

The meeting adjourned at 7:01 p.m.

Certified Correct.



Mayor



Director of Administrative Services

CITY OF PARKSVILLE

TO BE ADOPTED

June 23, 2008

Minutes of the special meeting of Council held in the Civic and Technology Centre, 100 E. Jensen Avenue, Parksville, BC, on Monday, June 23, 2008 at 5:45 p.m.

PRESENT: Her Worship Mayor S. R. Herle

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

Staff: G. O'Rourke, A/Chief Administrative Officer
L. Taylor, Director of Administrative Services
D. Banks, Fire Chief
L. Butterworth, Director of Finance
G. Jackson, Director of Community Planning
M. Squire, Manager of Engineering

1. REPORTS

a) **Director of Administrative Services – 2007 Annual Report**

08-159 Johnston - Powell
THAT the 2007 Annual Report be received. CARRIED.

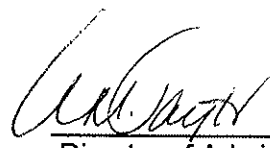
2. ADJOURNMENT

It was moved by Councillor Burger and seconded by Councillor Powell that the meeting adjourn. CARRIED.

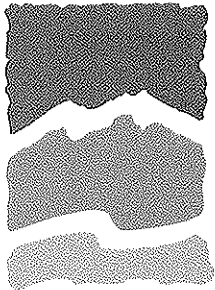
The meeting adjourned at 5:49 p.m.

Certified Correct.

Mayor

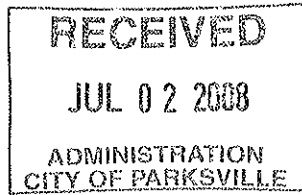


Director of Administrative Services



REGIONAL
DISTRICT
OF NANAIMO

June 23, 2008



City of Parksville
PO Box 1390
Parksville, BC
V9P 2H3

**Attention: Laurie Taylor, Director
Administrative Services**

Dear Ms. Taylor:

Re: Regional Growth Management Service Establishment Bylaw No. 1553

The Board at its regular meeting of May 27, 2008 introduced and read three times the above noted amendment bylaw (copy attached). This bylaw proposes to include Electoral Area 'B' in the Regional Growth Strategy function. As part of the approval process the District requires the City's consent to this bylaw.

It would be appreciated if your Council would endorse the following resolution:

MOVED _____, SECONDED _____, that the Council of the City of Parksville consents to the adoption of "Regional Growth Management Service Establishment Bylaw No. 1553, 2008" and FURTHER that the Regional District be notified accordingly.

Would you please return your consent to us following your next Council meeting.

If you have any questions, please do not hesitate to contact this office.

Sincerely,

Maureen Pearse
Sr. Mgr. of Corporate Administration

MMP:nat

Attachments

6300 Hammond Bay Rd.
Nanaimo, B.C.
V9T 6N2

Ph: (250)390-4111
Toll Free: 1-877-607-4111
Fax: (250)390-4163

RDN Website: www.rdn.bc.ca

REGIONAL DISTRICT OF NANAIMO

BYLAW NO. 1553

**A BYLAW TO ESTABLISH THE SERVICE OF
REGIONAL GROWTH MANAGEMENT**

WHEREAS under section 796 of the *Local Government Act*, a regional district may, by bylaw, establish and operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Board of the Regional District of Nanaimo wishes to establish a service pursuant to section 800.1(2)(b) of the *Local Government Act* for the purpose of coordination, research and analytical services relating to the development of the regional district;

AND WHEREAS the Board of the Regional District of Nanaimo has adopted a Regional Growth Strategy, which does not apply to Electoral Area B which is included in the Islands Trust Area;

AND WHEREAS the Director for Electoral Area B considers the overall program of coordination, research and analytical services relating to the development of the regional district to be of benefit to Electoral Area B;

AND WHEREAS the approval of the municipal participating areas has been obtained under section 801.4 of the *Local Government Act*;

AND WHEREAS the approval of the electoral participating areas has been obtained under section 801.5(b) of the *Local Government Act*;

AND WHEREAS the approval of the Inspector of Municipalities has been obtained under section 801 of the *Local Government Act*;

NOW THEREFORE, the Board of the Regional District of Nanaimo, in open meeting assembled, enacts as follows:

1. **Service**

The service being established and to be operated is the service of coordination, research and analytical services relating to the development of the regional district (the "Service").

2. **Service Area Boundaries**

The boundaries of the Service Area are coterminous with the boundaries of the Regional District of Nanaimo (the "Service Area").

3. **Participating Areas**

The municipalities of Nanaimo, Lantzville, Parksville and Qualicum Beach and Electoral Areas 'A', 'B', 'C', 'E', 'F', 'G' and 'H' are the "Participating Areas" for the Service.

4. **Cost Recovery**

As provided in section 803 of the *Local Government Act*, the annual cost of providing this service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division 4.3 of Part 24 of the *Local Government Act*;
- (b) fees and charges imposed under section 363 of the *Local Government Act*;
- (c) revenues raised by other means authorized under this or another Act;
- (d) revenues received by way of agreement, enterprise, gift, grant or otherwise.

5. **Apportionment**

The costs shall be apportioned among the participating areas on the basis of 50% pro-rata to each participant using the converted values for land and improvements in the Service area and 50% pro-rata to each participant on the basis of the most recent census population for each participant in the Service area.

6. **Maximum Requisition**

The maximum amount that may be requisitioned for the cost of the Service is the greater of:

- (a) Three Hundred and Fifty Five Thousand (\$355,000.00) Dollars, or
- (b) The value obtained by applying a rate of \$0.015 per thousand dollars to the net taxable value of land and improvements in the Service Area.

7. **Citation**

This bylaw may be cited for all purposes as the "Regional Growth Management Service Establishment Bylaw No. 1553, 2008".

Introduced and read three times this 27th day of May, 2008.

Received the approval of the Inspector of Municipalities this _____ day of _____, 20__.

Adopted this _____ day of _____, 20__.

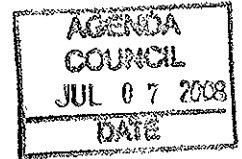
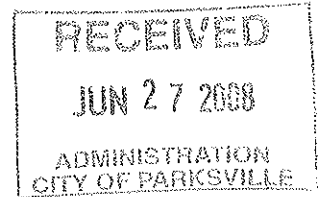
CHAIRPERSON

SR. MGR., CORPORATE ADMINISTRATION



MALASPINA
UNIVERSITY-COLLEGE
FOUNDATION

114 — 59 Wharf Street, Nanaimo, British Columbia, Canada V9R 2X3
Phone 250.740.6212 • Fax 250.740.6491
E-mail foundation@mala.ca



June 18, 2008

City of Parksville
Laurie Taylor
PO Box 1390
Parksville, BC V9P 2H3

Dear Ms. Taylor,

Re: City of Parksville Bursary

It is my pleasure to inform you on behalf of the Malaspina University-College Foundation that a student has been selected to receive the City of Parksville Bursary for 2008. Our Scholarship & Bursary Committee has approved the selection of Cheryl Keck to receive an award of \$500. Cheryl is in the Interior Design program.

Wherever possible, scholarships and awards will be presented to students in faculty and department settings. Bursary funds are issued directly to eligible students through our Financial Aid & Awards office, as are awards and scholarships when there is no departmental setting in which to do so. If you would like to meet the recipient or present the award personally, please get in touch with us. Students are also notified of the name of the donor or source of their funds, if appropriate.

As you know, scholarships and awards provide recognition for outstanding student achievement and encourage students to maintain high standards. The contributions of the individuals and organizations providing funding for scholarships and awards are recognized by the Malaspina University-College Foundation. We are very grateful for, and rely on the financial contributions of our many generous private donors to provide these awards. As we have mentioned in other correspondence, your name will be included in our published lists of this year's donors, unless you have specified otherwise.

While we can never respond to all requests for student support, nor recognize all student achievement, we are grateful for your generous contribution, which has enabled us to meet some of the need. Therefore, please accept our thanks, on behalf of the students, for generously supporting the Scholarship, Award and Bursary program again this year.

Sincerely,

Connie Kovalenka
connie.kovalenka@viiu.ca
www.mala.ca/foundation

April 10, 2008

Dear: City of Parksville and Karen Stant, Coordinator

Please accept my sincere thank you for selecting me as a recipient of The City of Parksville Bursary. I am so honoured to be selected for your bursary. Your generosity will help me to continue my education at the post-secondary level by providing me with additional financial support. I plan on continuing my education at Malaspina University-College and completing my Bachelor of Interior Design; an exciting new program made available at Malaspina University-College just this year.

Throughout my educational career I have worked very hard to prove myself as a responsible and dedicated student by devoting many hours and hard work towards my studies and educational goals.

Receiving this bursary means a great deal to me because college is a very expensive time. Your generosity will help ease my financial burden. I plan to put the funds towards my tuition in the fall 2008 semester.

Thank you again for honouring me with this bursary. Your support is greatly appreciated.

With sincerest thanks,


Cheryl Keck

June 19, 2008

REPORT TO: MAYOR AND COUNCIL
FROM: COMMITTEE OF THE WHOLE
SUBJECT: JUNE 18, 2008 MEETING RECOMMENDATION

The following item was considered by the Committee of the Whole at its special meeting held Wednesday, June 18, 2008:

RECOMMENDATIONS

1) **Marc Lefebvre - To Reduce or Eliminate New Single Family Subdivisions**

THAT staff prepare an updated water capacity study by September 30, 2008, based on the current OCP, growth projections and demands, to determine whether we have sufficient water to continue pre-zoned growth.

2) **Director of Community Planning - Consideration of Options to Reduce or Eliminate New Single Family Subdivisions (dated July 25, 2007)**

THAT further consideration of the report dated July 25, 2007 from the Director of Community Planning entitled "Consideration of Options to Reduce or Eliminate New Single Family Subdivisions" be tabled until after the receipt of the water capacity study to be submitted to Council by September 30, 2008.



MAYOR SANDY HERLE, Chair
COMMITTEE OF THE WHOLE

June 24 2008

REPORT TO: MAYOR AND COUNCIL
FROM: COMMITTEE OF THE WHOLE
SUBJECT: JUNE 23, 2008 MEETING RECOMMENDATION

The following item was considered by the Committee of the Whole at its special meeting held Monday, June 23, 2008:

RECOMMENDATIONS

1) Oceanside Tourism Association - 2008 Budget Presentation and 2008 Marketing Plan

THAT the Oceanside Tourism Association 2008 Budget and 2008 Marketing Plan be approved.

2) Parksville Community and Conference Centre – Parking Issues

THAT staff be requested to meet with representatives from the Parksville Community and Conference Centre to discuss options to address parking problems at the PCCC site and report back to Council on what solutions can be implemented on a short-term basis and what solutions can be implemented in the longer term.

3) Manager of Engineering – Allwood Road, Young Street and Rushton Avenue – Road and Utility Improvements

THAT the tender for the "Allwood Road, Young Street and Ruston Avenue Road and Utility Improvements", in the amount of \$2,556,992.03 (including GST) be awarded to Knappett Industries (2006) Ltd.

4) Director of Administrative Services – Optional Changes to the Election Procedures Bylaw

THAT the recommendation forwarded from the Citizens Advisory committee to increase the number of nominators required for nomination to an office from 2 to 10 be DEFEATED.

THAT the following recommendations from the Citizens Advisory Committee be approved:

- a) **THAT** additional public access to nomination documents be provided by posting them on the City's website.
- b) **THAT** additional public access to campaign financing disclosures be provided by posting them on the City's website.

- c) THAT the City not implement a mail ballot voting system for the 2008 election but that it be reviewed for future elections.
- d) THAT special voting opportunities be continued and offered at Arrowsmith Lodge, Trillium Lodge, Stanford Place and Halliday House.
- e) THAT the appropriate election bylaw amendments be forwarded to Council for reading consideration.

5) OCP amendment referral from the Special Committee of the Whole June 18, 2008.

That Staff be directed to prepare a report on the feasibility of an Official Community Plan amendment bylaw which has the affect of adding a 'sustainability' section to the OCP which conveys the message that, at this time, zoning amendment applications and applications to amend the OCP are not invited due to a need to re-evaluate the carrying capacity of City infrastructure and due to the belief that each of the following land use categories [commercial, industrial, multiple family, resort] has a sufficient supply to meet the community needs at this time



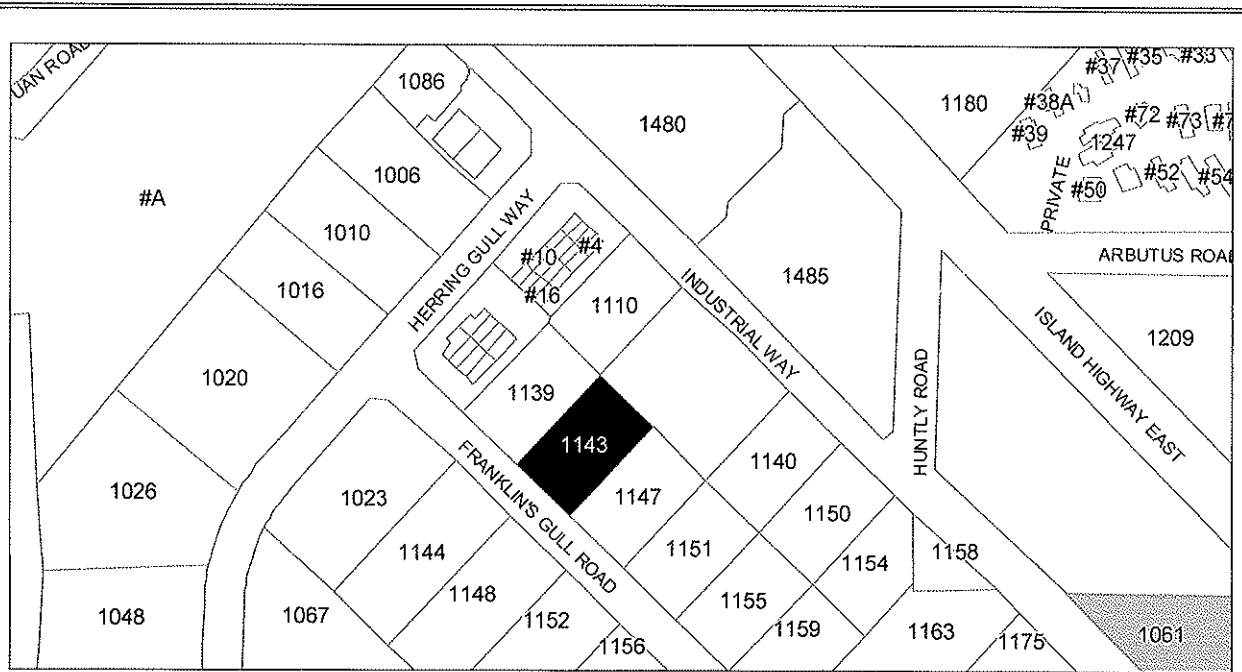
MAYOR SANDY HERLE, Chair
COMMITTEE OF THE WHOLE

COUNCIL REPORT

AGENDA
COUNCIL
JUL 07 2008
DATE

June 24, 2008

REPORT TO: F. C. MANSON, C. G. A., CHIEF ADMINISTRATIVE OFFICER
FROM: N. GRAY, MBCSLA, PLANNER
SUBJECT: DEVELOPMENT PERMIT FOR LOT 5, BLOCK 564, NANOOSE DISTRICT, PLAN VIP79328 [1143 FRANKLIN'S GULL ROAD] REGISTERED OWNER: 0818118 B.C. LTD., INC. NO. BC0818118 APPLICANT: TIMBERLAKE-JONES ENGINEERING FILE: 3060-08-05



Issue:

Consideration of issuing a development permit to permit an industrial "Black and White Party Rentals" building.

Executive Summary:

On April 30, 2008 the City received a development permit application from Timberlake-Jones Engineering on behalf of the owners of the property. The applicant requests the issuance of a development permit to permit an industrial building for handling and storage of party rental equipment and supplies with a 2nd floor caretaker residence and related site improvements. The subject property is fronted by Franklin's Gull Road to the southwest and backs onto a developed industrial site. The balance of land use adjacencies comprise both vacant and developed industrial properties.

References:

Official Community Plan Bylaw, 2002, No. 1370 excerpt – 5.2.14 Development Permit Area No. 14 - INDUSTRIAL PARK;
Schedule "A" – Development Permit Guideline Evaluation;
Architectural Perspective - Front Pergola – prepared by Gary Carniato, date stamp received June 24, 2008;
Architectural Plan – prepared by Gary Carniato, date stamp received June 13, 2008;
Tree Survey Plan – prepared by Timberlake-Jones Engineering, date stamp received April 30, 2008;
Grading and Drainage Plan – prepared by Timberlake-Jones Engineering, date stamp received April 30, 2008;
Sustainable Community Builder Checklist – Timberlake-Jones Engineering, date stamp received April 30, 2008.

Background:

The subject property is within Development Permit Area No. 14 - INDUSTRIAL PARK. The development permit designation is under the form and character category. The attached Schedule "A" provides a brief point form summary of the guideline evaluation for the proposed development.

The proposal was reviewed by the Advisory Design Panel on May 22, 2008. The applicant was asked to return to a subsequent panel meeting with revisions to the building façade treatments. The design was reviewed again by the Advisory Design Panel on June 12, 2008. The recommendation to Council from the Advisory Design Panel is as follows:

"That Council should accept the design proposal based on drawings and presentations provided at the Advisory Design Panel for Lot 5, Block 564, Nanoose District, Plan VIP79328 (1143 Franklin's Gull Way), subject to a Staff review considering the addition of a pergola (free standing) along the front façade to reinforce dual entries and to soften the building. CARRIED."

The applicant has made the revisions that are, in Staff's opinion, consistent with the subjects of the Advisory Design Panel resolution and the development permit guidelines. Please refer to the attached building elevation plans for details.

The proposal is consistent with Zoning and Development Bylaw, 1994, No. 2000 and no relaxations or variances are required.

Options:

Council may:

1. Authorize issuance of a development permit.
2. Deny issuance of a development permit.

Analysis:

One 2 storey building and associated site improvements are proposed for the subject property; a property which is located within Development Permit Area No. 14 – INDUSTRIAL PARK. The stated objective of the development permit area is to ensure that the development of the Industrial Park is done in a uniform and orderly manner. As such the form and character of the proposal, as established through the development permit area guidelines, is to be considered.

1. Acceptance of the size, shape and exterior finish of buildings as well as the proposed landscaping. The proposed form and character of the building and related site treatments have been reviewed through the Advisory Design Panel. The applicant has revised the building façade and frontage landscape design in response to the Panel's recommendations. For these reasons, Staff is of the opinion that the development permit guidelines have been met and that it is appropriate for Council to issue a development permit to the applicant. A detailed analysis of the development permit guidelines is provided in Schedule "A" of this report.
2. Should a development permit be denied by Council, the decision must be based on the application not meeting the development permit guidelines or that insufficient information has been provided to Council. Application deficiencies in meeting the guidelines would have to be clearly communicated to the applicant so that they may be addressed and made satisfactory. The *Local Government Act* does not provide Council with the discretionary ability to deny permit issuance. Denial may keep the location in its present state for a longer duration.

Sustainability/Environmental Analysis:

The attached Sustainable Community Builder Checklist has been completed in detail by the applicant. Retention of protected *Arbutus menziesii* (Pacific Madrone) trees and reclamation of native plant materials is proposed. Xeriscape™ techniques will be used to limit water use in the landscape. Storm water infiltration was a consideration during the design.

Financial Implications:

There are no financial implications other than the cost of processing this permit.

Recommendation:

That the report from the Planner dated June 24th, 2008 for the issuance of a Development Permit at 1143 Franklyn's Gull Road be received;
And That a development permit be issued to 0818118 B.C. Ltd., Inc. No. BC0818118 to permit an industrial building with a 2nd floor caretaker residence and implementation of the overall site plan on Lot 5, Block 564, Nanoose District, Plan VIP79328 (1143 Franklin's Gull Road);

And Further That a landscaping bond in the amount of \$9,082.50 be received prior to the issuance of the permit.



N. GRAY, MBCSLA



G. JACKSON

NG/sh
Attachments

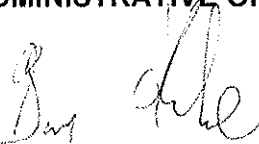
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DIRECTOR OF ADMINISTRATIVE SERVICES' COMMENTS:



L. TAYLOR

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:



F. MANSON, C.G.A.

SCHEDULE "A"
Development Permit Guideline Evaluation

5.2.14. Development Permit Area No. 14 - INDUSTRIAL PARK

Category: Form and Character of Commercial Development

Guidelines have been addressed by the following:

1. Form and character and architectural design are consistent with similar building forms in the Parksville Industrial Park.
2. The exterior finishes of buildings and structures shall be complementary to adjacent developments and natural colour palettes of the area.
3. Landscaping employs native and drought tolerant plants and is designed to blend with adjacent parcels.

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THE SUSTAINABLE COMMUNITY BUILDER CHECKLIST



The Sustainable Community Builder
 Checklist

Environmental Protection and Enhancement				
Please explain how the development protects and/or enhances the natural environment. For example does your development:				
		YES	NO	EXPLANATION
1.	Conserve, restore, or improve native habitat?	✓		Retaining trees where possible
2.	Remove invasive species?	✓		All invasive plants to be removed.
3.	Involve innovative ways to reduce waste, and protect the air quality?		✓	
4.	Include an ecological inventory?		✓	
Please explain how the development contributes to the more efficient use of energy. For example does your development:				
		YES	NO	EXPLANATION
5.	Use climate sensitive design features (passive solar, minimize the impact of wind, and rain, etc.)?		✓	
6.	Provide onsite renewable energy generation such as solar energy or geothermal heating?		✓	
7.	Propose buildings constructed in accordance with LEED, and the accepted green building standards?		✓	Green site Development Standards.

Please explain how the development facilitates good environmentally friendly practices. For example does your development:

		YES	NO	EXPLANATION
8.	Provide onsite composting facilities?		✓	
9.	Provide an area for a community garden?		✓	
10.	Include a car free zone?		✓	
11.	Include a car share program?		✓	

Please explain how the development contributes to the more efficient use of water. For example does your development:

		YES	NO	EXPLANATION
12.	Use drought tolerant plants?			
13.	Use rocks and other materials in the landscaping design that are not water dependant?	✓		
14.	Recycle water and wastewater?	✓		Runoff collected in cistern to be used for irrigation.
15.	Provide for zero stormwater run-off?	✓		stormwater infiltration system design to stored retain 100yr storm onsite.
16.	Utilize natural systems for sewage disposal and storm water?	✓		INFILTRATION
17.	Use low flush toilets?	✓		

Please explain how the development protects, enhances or minimizes its impact on the local natural environment. For example does your development:

		YES	NO	EXPLANATION
18.	Provide conservation measures for sensitive lands beyond those mandated by legislation?		✓	
19.	Cluster the housing to save remaining land from development and disturbance?		✓	
20.	Protect groundwater from contamination?		✓	

Please explain how the development protects a 'dark sky' aesthetic by limiting light pollution and light trespass from outdoor lighting. For example does your development:

		YES	NO	EXPLANATION
21.	Include <u>only</u> "Shielded" Light Fixtures, where 100% of the lumens emitted from the Light Fixture are projected below an imaginary horizontal plane passing through the highest point on the fixture from which light is emitted?		✓	

Community Character and Design

Does the development proposal provide for a more "complete community" within a designated Village Centre? For example does your development:

		YES	NO	EXPLANATION
22.	Improve the mix of compatible uses within an area?		✓	
23.	Provide services, or an amenity in close proximity to a residential area?		✓	
24.	Provide a variety of housing in close proximity to a public amenity, transit, or commercial area?		✓	

Please explain how the development increased the mix of housing types and options in the community. For example does your development:

		YES	NO	EXPLANATION
25.	Provide a housing type other than single family dwellings?	✓		ALLOWANCE FOR CARETAKER SUITE TO BE COMPLETED IN FUTURE.
26.	Include rental housing?		/	
27.	Include seniors housing?		/	
28.	Include cooperative housing?		/	

Please explain how the development addresses the need for attainable housing in Parksville. For example does your development:

		YES	NO	EXPLANATION
29.	Include the provisioning of Affordable Housing units?		/	

Please explain how the development makes for a safe place to live. For example does your development:

		YES	NO	EXPLANATION
30.	Have fire protection, or include fire prevention measures such as removal of dead fall, onsite pumps, etc?	✓		AUTOMATIC SPRINKLER SYSTEM
31.	Help prevent crime through the site design?		✓	
32.	Slow traffic through the design of the road?		✓	

Please explain how the development facilitates and promotes pedestrian movement. For example does your development:

		YES	NO	EXPLANATION
33.	Create green spaces or strong connections to adjacent natural features, parks and open spaces?		✓	
34.	Promote, or improve trails and pedestrian amenities?		✓	
35.	Link to amenities such as school, beach & trails, grocery store, public transit, etc.? (provide distance & type)		✓	

Please explain how the development facilitates community social interaction and promotes community values. For example does your development:

		YES	NO	EXPLANATION
36.	Incorporate community social gathering places? (village square, halls, youth and senior facilities, bulletin board, wharf, or pier)		✓	
37.	Use colour and public art to add vibrancy and promote community values		✓	
38.	Preserve heritage features?		✓	

Economic Development

Does the development proposal infill an existing developed area, as opposed to opening up a new area to development? For example does your development:

		YES	NO	EXPLANATION
39.	Fill in pre-existing vacant parcels of land?	✓		DEVELOPMENT OF VACANT LAND
40.	Utilize pre-existing roads and services?	✓		ALL ROADS AND SERVICE ARE EXISTING
41.	Revitalize a previously contaminated area?		✓	

Please explain how the development strengthens the local economy. For example does your development:

		YES	NO	EXPLANATION
42.	Create permanent employment opportunities?	✓		BLACK & WHITE PARTY RENTALS RELOCATION.
43.	Promote diversification of the local economy via business type and size appropriate for the area?	✓		
44.	Increase community opportunities for training, education, entertainment, or recreation?		✓	
45.	Use local materials and labour?	✓		
46.	Improve opportunities for new and existing businesses?	✓		
B O N U S	Please explain if there is something unique or innovative about your project that has not been addressed?		✓	

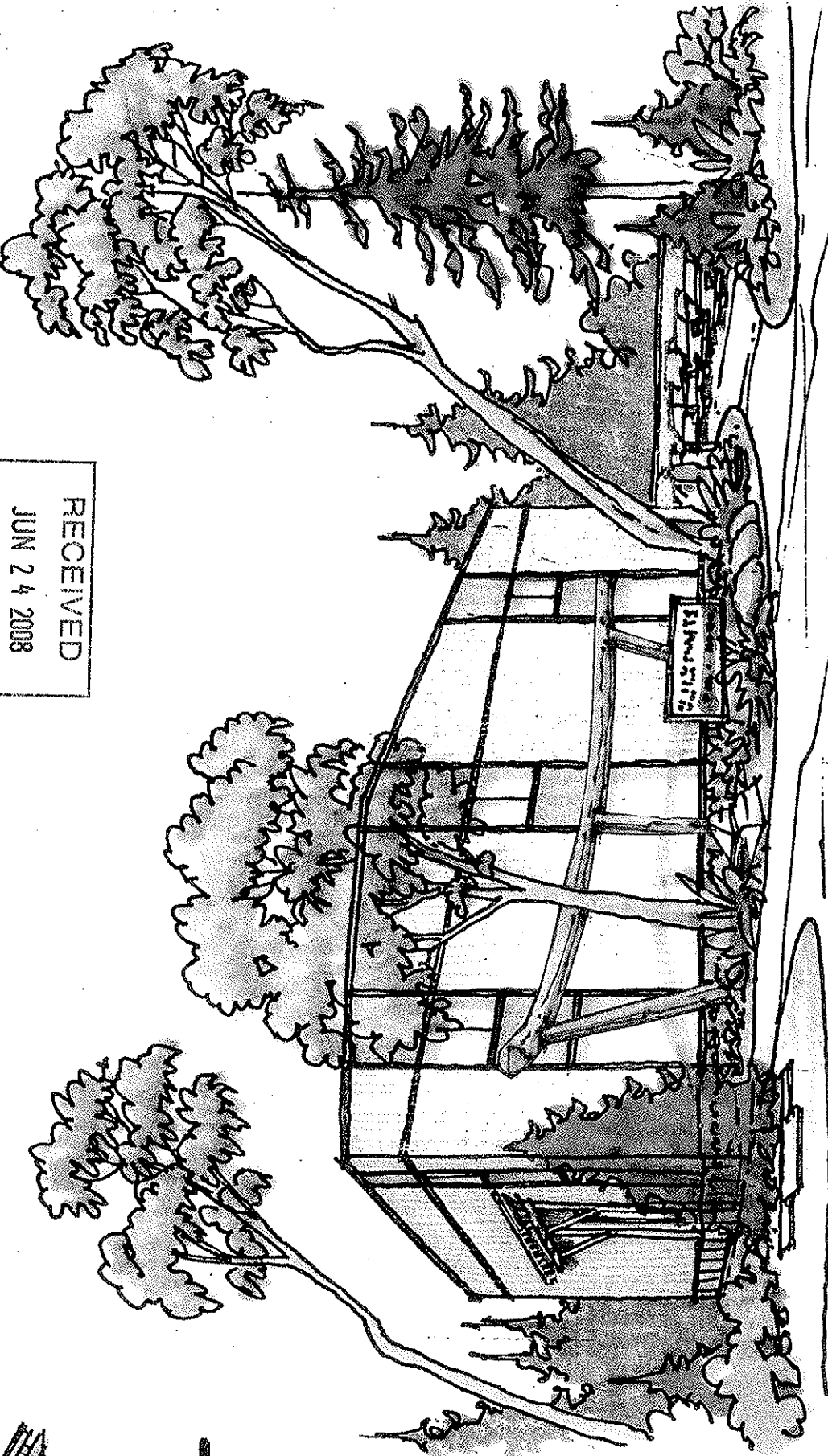
Total Number of "Yes"

15
/46

SCORE

33
%

Disclaimer: Please note that Staff is relying on the information provided by the applicant to complete the sustainability checklist analysis. The City of Parksville does not guarantee that development will occur in this matter.



MAIL ROOM

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CITY OF PARKSVILLE



DEVELOPMENT STATISTICS

LOCAL JURISDICTION: ...
 LOT 5, BLOCK ...
 ZONING: ...
 AREA: ...
 BUILDING FOOTPRINT: ...
 COVERAGE: ...
 PROJECT DESCRIPTION: ...
 TOTAL BUILDING FLOOR AREA: ...
 PERMITTED: ...

PROJECT DESCRIPTION:

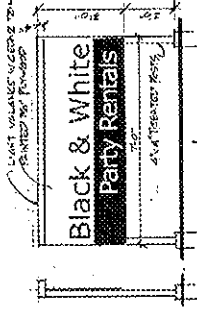
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LANDSCAPE NOTES:

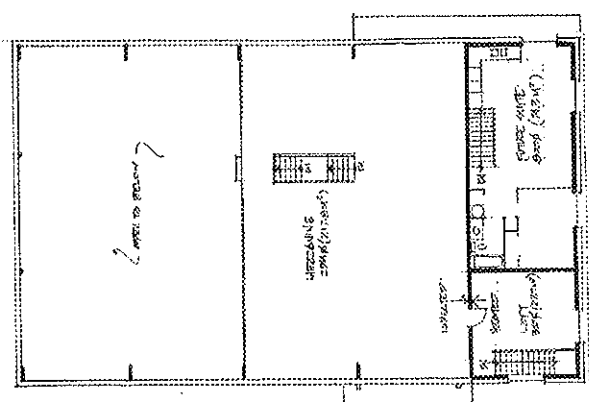
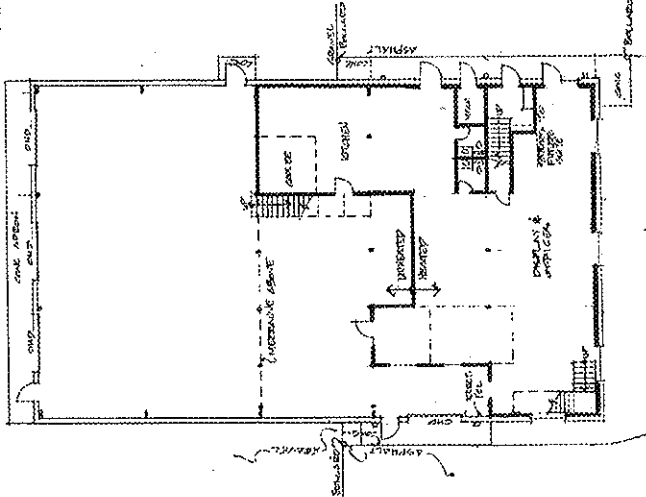
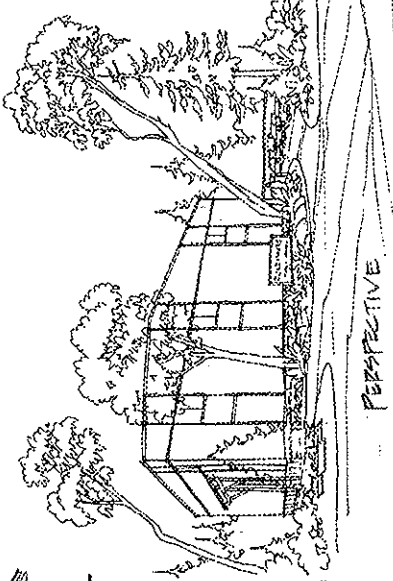
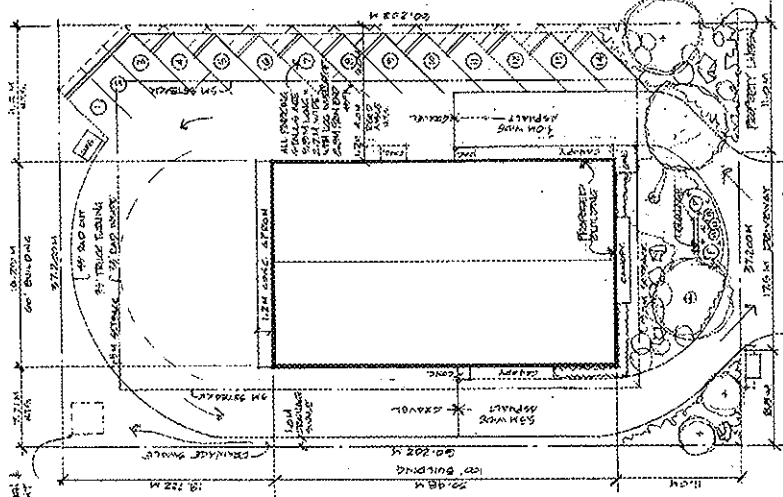
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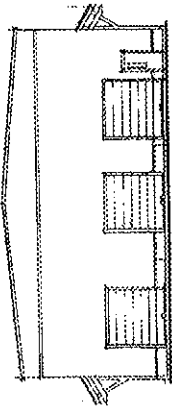
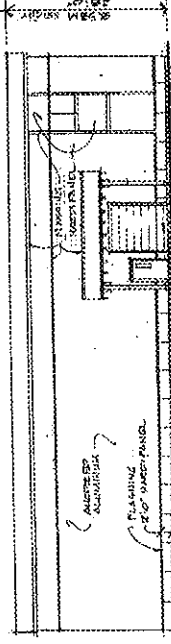
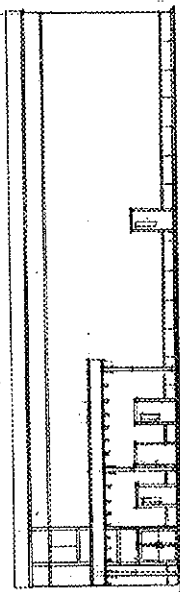
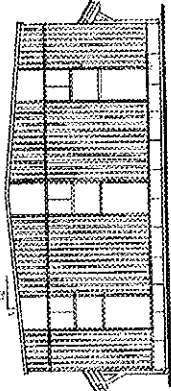
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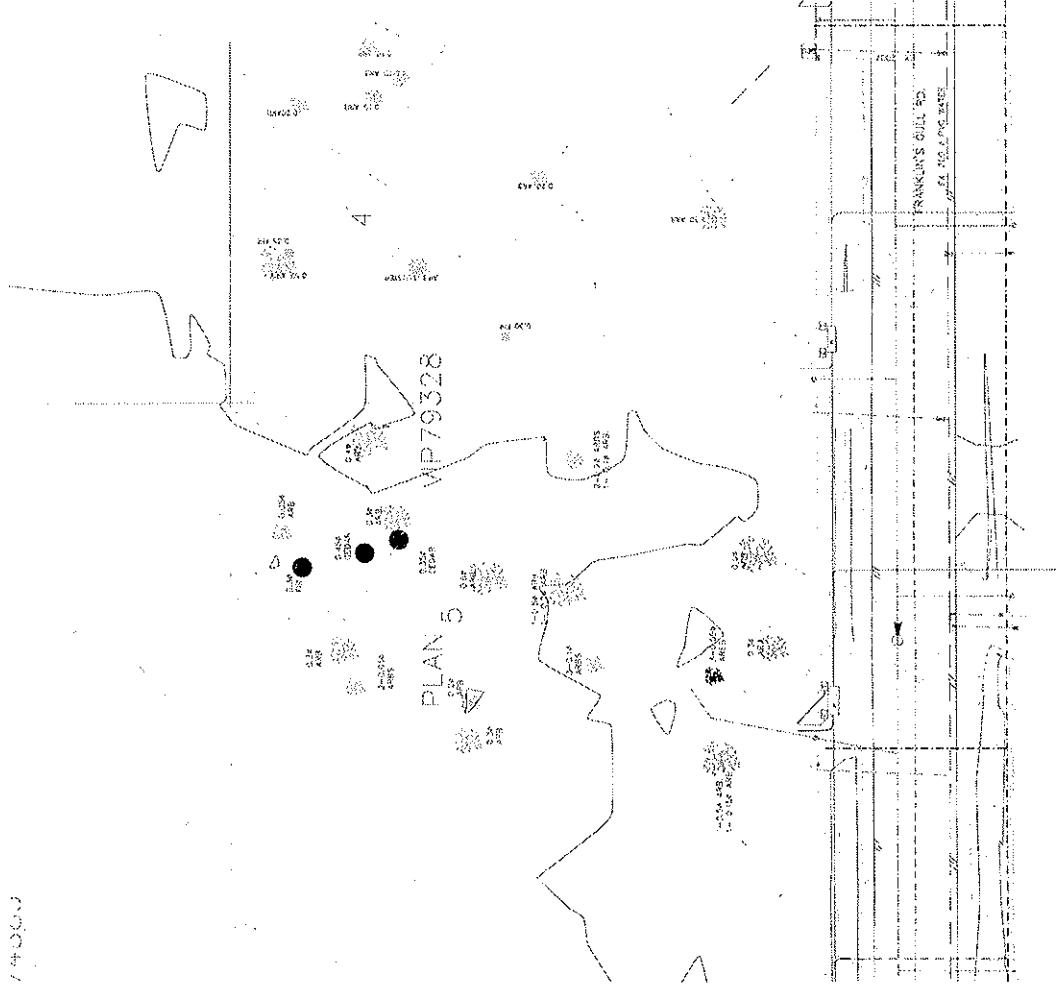
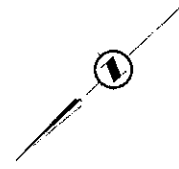


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DATE: 10/15/10

74000



TREE TO BE SAVED
TREE TO BE REMOVED

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APR 30 2008
PLANNING
CITY OF PARKSVILLE



Scale 1:250
74000

Timberlake-Jones
317-837-1539

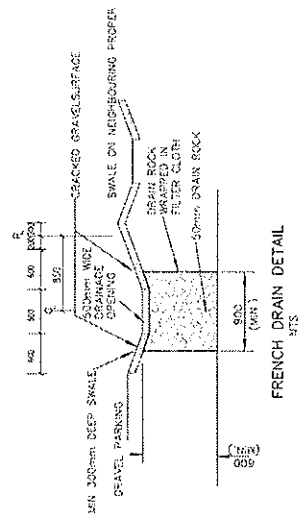
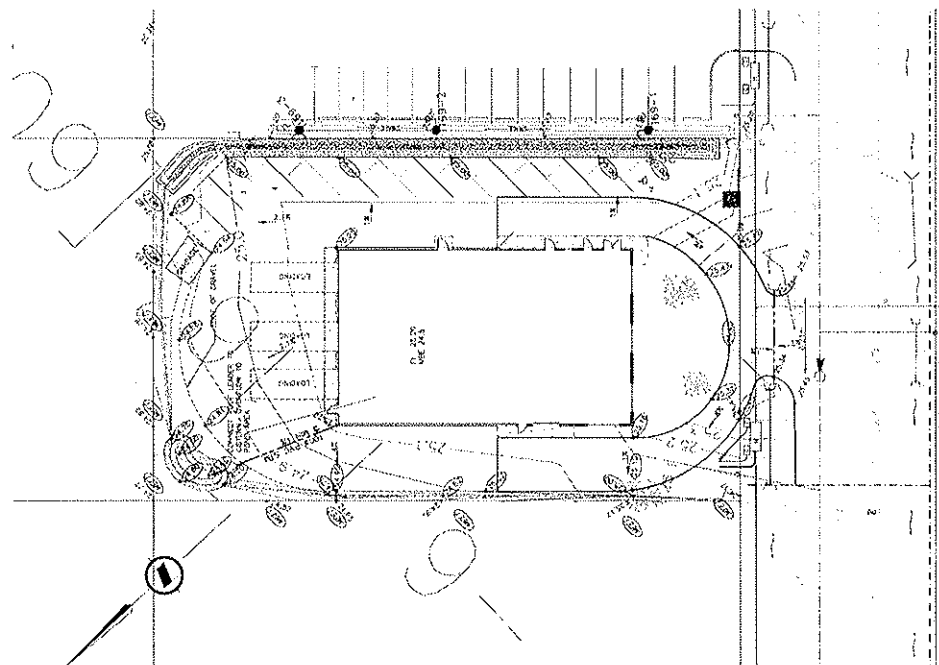
State 324 - 198 E. 4000 Highway
Lawrence Center
PO Box 239
Lawrence, MO 64503
Phone 316-846-2020
Fax 316-846-2025
Email: info@tj-jones.com

PROJECT: TREE SURVEY PLAN

CLIENT: BLACK & WHITE PARTY RENTALS

Drawn By: MTJ Date: APR 2008
Crazing No: 0180-TREE
Rev.No.: A

LEGEND
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 --- --- --- EXISTING GRADE
 (---) DESIGN GRADE
 --- DESIGN SLOPE
 P PERMEAMETER TEST



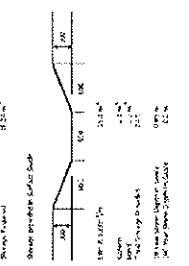
PERMEAMETER TESTS

LOCATION	DEPTH (cm)	K _{sat} (meas) (m/s)	K _{sat} (Design) (m/s)
169-1	75	6.33E-04	
169-2	75	6.10E-04	
169-3	80	5.71E-04	2.85E-04

Soil Permeability
 Project No. 1143 FRANKLINS GULL ROAD
 Client: PARKVILLE
 Date: 2008-01-02

Soil No.	Soil Name	Soil Type	Soil Description	Soil Color	Soil Moisture (%)	Soil Density (g/cm ³)	Soil Specific Gravity	Soil Liquid Limit (%)	Soil Plastic Limit (%)	Soil Shrinkage (%)
169-1	CLAY	CL	CLAY	10YR 5/1	25.5	1.98	2.70	25.5	15.0	15.0
169-2	CLAY	CL	CLAY	10YR 5/1	25.5	1.98	2.70	25.5	15.0	15.0
169-3	CLAY	CL	CLAY	10YR 5/1	25.5	1.98	2.70	25.5	15.0	15.0

Soil No.	Soil Name	Soil Type	Soil Description	Soil Color	Soil Moisture (%)	Soil Density (g/cm ³)	Soil Specific Gravity	Soil Liquid Limit (%)	Soil Plastic Limit (%)	Soil Shrinkage (%)
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169-2	CLAY	CL	CLAY	10YR 5/1	25.5	1.98	2.70	25.5	15.0	15.0
169-3	CLAY	CL	CLAY	10YR 5/1	25.5	1.98	2.70	25.5	15.0	15.0



RECEIVED
APR 30 2008
 PLANNING
 CITY OF PARKVILLE

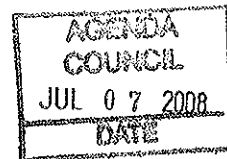
1143 FRANKLINS GULL ROAD
 DEVELOPMENT PERMIT APPLICATION
 GRADING & DRAINAGE PLAN

Parkville

BALCK & WHITE PARTY RENTALS
 LOT 5, BLOCK 564
 MOOSE DISTRICT, PLAN VP79328

APR 29 2008
 APR 29 2008
 APR 29 2008
 APR 29 2008

Timbertake-Jones
 1143 FRANKLINS GULL ROAD
 PARKVILLE, ONTARIO
 L4W 5G1



CITY OF PARKSVILLE

BYLAW NO. 1446

A BYLAW TO PROVIDE FOR THE USE OF AN AUTOMATIC VOTING SYSTEM AND ESTABLISH VARIOUS PROCEDURES FOR THE CONDUCT OF LOCAL GOVERNMENT ELECTIONS AND OTHER VOTING.

WHEREAS under the *Local Government Act*, the Council may, by bylaw, determine various procedures and requirements to be applied in the conduct of local government elections and other voting;

AND WHEREAS the Council may, by bylaw, provide for the use of automated voting machines, voting recorders or other devices for voting in an election;

AND WHEREAS the Council of the City of Parksville wishes to establish various procedures and requirements under that authority and use automated voting machines in local government elections;

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

1. TITLE

1.1 This bylaw may be cited for all purposes as "Election Procedures and Automated Voting Authorization Bylaw, 2008, No. 1446".

2. DEFINITIONS

1.2 In this bylaw all definitions shall be as provided in the *Local Government Act* except for the following:

AUTOMATED VOTING COUNTING SYSTEM means an automated system that records and counts votes and processes and stores election results. The system is comprised of three components, one being the vote counting unit, one being the ballot box and one being the emergency ballot box on which the vote counting unit sits.

BALLOT means a single ballot card designed for use in an automated vote counting system containing spaces in which the electors mark their votes and shows:

- a) the names of all of the candidates for each of the offices of Mayor, Councillor and School Trustees, if applicable; and
- b) all of the choices on all of the referendum questions on which the opinion of or consent from the electors is sought.

BALLOT ACCOUNT means an account of ballots prepared in accordance with Section 131 of the *Local Government Act*.

BALLOT BOX means the container for ballots that have been marked by electors.

BALLOT RETURN OVER-RIDE PROCEDURE means the use, by an election official, of a device on a vote counting unit which causes the unit to accept a returned ballot.

CHIEF ELECTION OFFICER means the election official appointed under Section 41 of the *Local Government Act* to conduct the election.

DEPUTY CHIEF ELECTION OFFICER means the election official(s) appointed under Section 41 of the *Local Government Act* to assist the Chief Election Officer in administering the conduct of the election.

ELECTION means an election for the number of persons required to fill a local government office.

ELECTION HEADQUARTERS means a location designated by the Chief Election Officer and used for the preparation and operation of the election.

ELECTION OFFICIALS means individuals appointed by the Chief Election Officer to assist the presiding election officials at election proceedings and act as alternate presiding election officials.

ELECTOR means a resident elector or property elector of the jurisdiction as defined under the *Local Government Act*.

EMERGENCY BALLOT COMPARTMENT means a designated compartment box under each vote counting unit into which voted ballots are temporarily deposited in the event that the unit ceases to function.

GENERAL LOCAL ELECTION means the elections held for the Mayor and all Councillors of the municipality which must be held in the year 1993 and every third year after that.

GENERAL VOTING DAY means:

- a) for a general local election, the 3rd Saturday of November in the year of the election;
- b) for other elections, the date set under Sections 37 or 38 of the *Local Government Act*;
- c) for other voting, the date set under Section 162 of the *Local Government Act*.

JURISDICTION means, in relation to an election, the municipality for which it is held.

LEGIBLE MARK means a mark in the space provided on the ballot opposite a candidate's name or a question that the vote counting unit is able to read and count.

LOCAL GOVERNMENT means in relation to a municipality, the Council.

MEMORY CARD means a computer software cartridge which is inserted into the vote counting unit and into which is preprogrammed:

- a) the names of all of the candidates for each of the offices of Mayor, Councillors and School Trustees, if applicable;
- b) the alternative "yes" or "no" for each of the referendum questions on which the opinion of or consent from the electors is sought; and
- c) a mechanism to record and retain information on the number of acceptable marks made for each.

OTHER VOTING means voting on a matter referred to in Section 158 of the *Local Government Act* and includes voting on a referendum under Section 245 of that Act.

PORTABLE BALLOT BOX means a ballot box which is used in the election where a vote counting unit is not being used at the time of voting.

PRESIDING ELECTION OFFICIAL means the election official appointed by the Chief Election Officer to conduct election proceedings where the Chief Election Officer is not acting as presiding election official.

RESULTS TAPE means the printed record generated from a vote counting unit at the close of voting on general voting day which shows:

- a) the number of ballots received;
- b) the number of ballots accepted;
- c) the number of ballots rejected;
- d) the number of votes for each candidate; and
- e) the number of votes for and against each referendum question on which the opinion of or consent from the electors is sought.

RETURNED BALLOT means a voted ballot inserted into the vote counting unit but not accepted and was returned with an explanation of the ballot marking error which caused the ballot not to be accepted.

SECRECY SLEEVE means an open-ended folder or envelope used to cover ballots to conceal the choices made by each elector.

VOTE COUNTING UNIT means the device into which voted ballots are inserted and which scans each ballot and counts and records the number of votes for each candidate and for and against each referendum question on which the opinion of or consent from the electors is sought.

VOTING BOOK means the book for recording the names of electors.

3. USE OF PROVINCIAL LIST OF VOTERS AS THE REGISTER OF RESIDENT ELECTORS

- 3.1 For the purposes of all local elections and submissions to the electors under Parts 3 and 4 of the *Local Government Act*, the most current available Provincial List of Voters prepared under the *Election Act*, shall become the register of resident electors for the City of Parksville on the 52nd day prior to the general voting day for such elections and submissions to the electors.

3.2 For the purposes of all local elections and submissions to the electors under Parts 3 and 4 of the *Local Government Act*, a person may register as an elector only at the time of voting.

3.3 Registration as an elector under Section 3.2 of this bylaw is effective only for the voting or other matters on which the opinion of the electors is being sought at the time of voting.

4. ACCESS TO NOMINATION DOCUMENTS

4.1 As authorized under Section 73 of the *Local Government Act*, nomination documents will be made available for public inspection at Parksville City Hall during its regular office hours and on the City's website from the time of delivery until 30 days after the declaration of the election results.

5. USE OF AUTOMATED VOTING SYSTEM

5.1 The Chief Election Officer is hereby authorized to conduct any local government election and referendum questions to the electors using an automated voting system.

5.2 The Chief Election Officer must conduct a test of the automated voting system before each local government election and referendum questions to the electors and must be satisfied that it is in good working order.

5.3 As soon as the test of the automated voting system is completed, the Chief Election Officer must secure the memory cards and ensure they will remain secured until the local government elections and referendum questions vote are taken.

6. FORM OF BALLOT

6.1 The Chief Election Officer may provide for use of composite ballots on which an elector votes on two or more elections.

6.2 If a ballot is in the form of a composite ballot, each portion of the ballot that deals with a single election is to be considered a separate ballot.

6.3 Each ballot shall contain a space for a "legible mark" opposite each candidate's name or opposite "yes" or "no" when the vote is on a referendum question.

6.4 The order of names of candidates on the ballot will be alphabetical in accordance with Section 106 of the *Local Government Act*.

7. AUTOMATED VOTING PROCEDURES

7.1 Upon entering the polling station, the elector shall proceed as instructed to the election official responsible for issuing ballots, who:

- a) shall ensure the elector is qualified to vote in the election;
- b) shall ensure the elector signs the voting book; and
- c) shall provide a ballot to the elector and, if requested, provide a secrecy sleeve.

- 7.2 Immediately after receiving the ballot, the elector must proceed to a voting compartment to vote, or if the elector is unable to mark a ballot because of a physical disability or difficulties in reading or writing, or is unable to enter the voting place because of a physical disability or impaired mobility, he or she may vote in accordance with the procedures outlined in Sections 121 and 122 of the *Local Government Act*.
- 7.3 The elector shall vote by making a legible mark on each ballot beside the chosen candidate (or candidates where there is more than one vacancy), or beside the "yes" or "no" when the vote is on a referendum question. An elector may mark only up to the same number of spaces on the ballot as the number of vacancies in office and may not mark more than one space on a ballot for a referendum question.
- 7.4 Once the elector has finished marking the ballot he or she must proceed to the vote counting unit and under the supervision of the election official in attendance, insert the ballot directly into the vote counting unit without the acceptable marks on the ballot being exposed.
- 7.5 If:
- a) before inserting the ballot into the vote counting unit, an elector determines that a mistake has been made when marking the ballot; or
 - b) the ballot is inserted into the vote counting unit and returned
- the elector may request a replacement ballot by advising the election official in attendance. The presiding election official shall issue a replacement ballot to the elector and mark the returned ballot "spoiled" and shall retain all such spoiled ballots separately from all other ballots and they shall not be counted in the election.
- 7.6 If an elector declines the opportunity to obtain a replacement ballot and has not damaged the ballot to the extent that it cannot be reinserted into the vote counting unit, the election official shall, using the ballot over-ride procedure, reinsert the returned ballot into the vote counting unit to count any acceptable marks.
- 7.7 Any ballot accepted by the vote counting unit is valid and any acceptable marks contained on such ballots will be counted in the election results subject to any determination made by the Chief Election Officer on a recount.
- 7.8 Once the ballot has been inserted into the vote counting unit and the unit indicates that the ballot has been accepted, the elector must immediately leave the voting place.
- 7.9 During any period that a vote counting unit is not functioning, the election official supervising the unit shall direct electors to insert their ballots into the emergency ballot compartment on the understanding that if the vote counting unit:
- a) becomes operational; or
 - b) is replaced with another vote counting unit

the ballots in the emergency ballot compartment shall, as soon as reasonably possible, be removed by an election official and, under the supervision of the presiding election official, shall be inserted into the vote counting unit to be counted.

7.10 Any ballots which were temporarily stored in the emergency ballot compartment during a period when the vote counting unit was not functioning, which are returned by the vote counting unit when being counted, shall, through the use of the ballot over-ride procedure and, under the supervision of the presiding election official, be reinserted into the vote counting unit to ensure that any acceptable marks are counted.

8. ADVANCE AND SPECIAL VOTING OPPORTUNITIES AND PROCEDURES

8.1 As authorized under Section 97 of the *Local Government Act*, the following required advance voting opportunities are established for each election to be held in advance of general voting day:

- a) on the 10th day before general voting day from 8:00 a.m. to 8:00 p.m.; and
- b) on the 3rd day before general voting day from 8:00 a.m. to 8:00 p.m.

8.2 As authorized under Section 99 of the *Local Government Act*, the following special voting opportunities are established for each election to be held in advance of general voting day:

- a) at Arrowsmith Lodge, Trillium Lodge, Halliday House and Stanford Place

8.3 The Chief Election Officer is authorized to establish the voting hours within the limits set out in Section 99 of the *Local Government Act* for the special voting opportunities.

8.4 The only electors who may vote at the special voting opportunities are electors, who on the date on which the special voting opportunities are held, are residents, patients or workers at the location.

8.5 Vote counting units shall be used at all advance and special voting opportunities and voting procedures at all advance and special voting opportunities shall follow as closely as possible those described in Section 7.

8.6 During any period that a vote counting unit being used at an advance or special voting opportunity is not functioning, the provisions of subsections 7.10 and 7.11, so far as applicable, shall apply.

8.7 At the close of voting at each advance and special voting opportunities, the presiding election official in each case shall ensure:

- a) any remaining ballots in the emergency ballot compartment are inserted into the vote counting unit;
- b) secure the vote counting unit so that no more ballots can be inserted;
- c) the results tape in the vote counting unit is not generated; and
- d) deliver the vote counting unit, together with the memory pack and all other election materials, to the Chief Election Officer at election headquarters.

9. PROCEDURES AFTER THE CLOSE OF VOTING ON GENERAL VOTING DAY

9.1 After the close of voting on general voting day, each presiding election official, shall undertake all of the following generally in the order stipulated:

- a) ensure that any remaining ballots in the emergency ballot compartment are inserted into the vote counting unit;
- b) secure the vote counting unit so that no more ballots can be inserted;
- c) generate two copies of the results tape from the vote counting unit;
- d) remove the memory pack from the vote counting unit and deliver it with one copy of the results tape to the Chief Election Officer;
- e) account for the unused, spoiled and voted ballots and place them, packaged and sealed separately, into the election materials transfer box;
- f) complete the ballot account and place the copy in the election materials transfer box;
- g) place the voting books, list of electors, completed registration cards and all other election materials in the supplied marked envelopes and place in the election materials transfer boxes.

9.2 After the close of voting on general voting day, the Chief Election Officer shall direct the presiding election officials to undertake the procedures in subsection 9.1, so far as applicable, for both the advance and special voting opportunities.

10. RECOUNT PROCEDURE

10.1 If a recount is required it shall be conducted under the direction of the Chief Election Officer using the automated vote counting system and generally in accordance with the following procedure:

- a) the memory cards of all vote counting units will be cleared;
- b) vote counting units will be designated for each voting place;
- c) all voted ballots will be removed from the sealed ballot boxes;
- d) all voted ballots, except spoiled or rejected ballots, will be reinserted in the appropriate vote counting units under the supervision of the Chief Election Officer;
- e) any ballots returned by the vote counting unit during the recount process shall, through the use of the ballot return over-ride procedure, be reinserted into the vote counting unit to ensure that any acceptable marks are counted.

11. RESOLUTION OF TIE VOTES AFTER JUDICIAL RECOUNT

11.1 In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with Section 141 of the *Local Government Act*.

12. NUMBER OF SCRUTINEERS AT VOTING PLACES

12.1 As authorized under Section 110(2)(d) of the *Local Government Act*, the number of scrutineers for each candidate that may attend at an election is a maximum of one scrutineer for each ballot box in use.

12.2 As authorized under Section 99(3) of the *Local Government Act*, at least one candidate representative is entitled to be present at a special voting opportunity for the election, with that candidate representative chosen by agreement of the candidates for that election or, failing such agreement, by the Chief Election Officer.

13. ACCESS TO CAMPAIGN FINANCING DOCUMENTS

13.1 As authorized under Section 93 of the *Local Government Act*, public access to disclosure statements, signed declarations and supplementary reports required under Sections 90 and 90.1 of the *Local Government Act* will be provided by making them available at Parksville City Hall during the regular office hours and on the City's website, from the time of filing until 7 years after general voting day for the election to which they relate.

14. GENERAL PROVISIONS

14.1 Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.

14.2 If any part, section, sentence, clause, phrase or word of this bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder which shall continue in full force and effect and be construed as if the bylaw had been adopted without the invalid portion.

15. REPEAL OF PREVIOUS BYLAWS

15.1 "Election Procedures and Automated Voting Bylaw, 2002, No. 1371" and all amendments are hereby repealed.

READ A FIRST TIME this day of

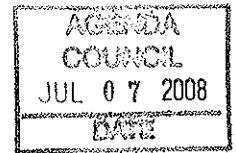
READ A SECOND TIME this day of

READ A THIRD TIME this day of

ADOPTED this day of

Mayor

Director of Administrative Services



CITY OF PARKSVILLE

BYLAW NO. 1326.2

A BYLAW TO AMEND "OFFICERS BYLAW, 1999, NO. 1326."

WHEREAS the Municipal Council deems it desirable and necessary to amend "Officers Bylaw, 1999, No. 1326;

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

1. That wherever the words "Director of Corporate Administrative Services and City Clerk" appear they be replaced with the words "Director of Administrative Services and Corporate Officer".

2. That wherever the words "Director of Financial Services" appear they be replaced with the words "Director of Finance".

3. That the following section be added:

"6.1 Method of Appointing Officers

The appointment of any officer position identified in Sections 1(a) to 1(e) inclusive, must be by resolution of Council."

4. That the following section be added:

"6.2 Financial Disclosure

All persons employed in the positions identified in Sections 1(a) to 1(e) inclusive, are designated to be "municipal employees" for the purpose of the *Financial Disclosure Act*."

5. That the following section be added:

"6.3 Acting/Deputy Capacity

Words in this bylaw referring to a municipal officer, by name of office or otherwise, also apply to the officer's deputy or the person designated to act in the officer's place."

6. This bylaw may be cited for all purposes as "Officers Amendment Bylaw, 2008, No. 1326.2".

READ A FIRST TIME this

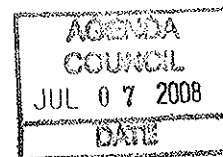
READ A SECOND TIME

READ A THIRD TIME this

ADOPTED this

Mayor

Director of Administrative Services



CITY OF PARKSVILLE

BYLAW NO. 1428.1

A BYLAW TO AMEND OUTDOOR BURNING BYLAW, 2007, NO. 1428

WHEREAS it is necessary to amend the Outdoor Burning Bylaw, 2007, No. 1428;

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

1. That " Outdoor Burning Bylaw, 2007, No. 1428" be amended as follows:
 - a) Section 1 by adding the following definition of "Agricultural Clearing Waste Fire" in the appropriate location:

""**Agricultural Clearing Waste Fire**" means an outdoor fire in which only waste originating and resulting from agricultural activities or from brush clearing, tree clearing or stump removal to facilitate agricultural use of the land zoned for such use, is burned."
 - b) Section 4 by adding the following subsection:

"g) Agricultural Clearing Waste Fire subject to the conditions in Sections 4.1 and 4.2 of this bylaw."
 - c) By adding the following new Section:
 - "4.1 No person shall start, maintain or permit an agricultural clearing waste fire other than:
 - a) during the period October 15 to November 15 in each year; and
 - b) with the prior written approval of the Fire Chief of the City of Parksville;
 - 4.2 An agricultural clearing waste fire shall only be conducted in conformance with the *Open Burning Smoke Control Regulation 145/93*, as amended or replaced from time to time, enacted by the Province of British Columbia under the provisions of the *Environmental Management Act* including but not limited to:
 - a) the smoke release period being not greater than 72 consecutive hours; and
 - b) burning prohibited during times of an inversion, when local winds are inadequate to disperse the smoke or the ventilation index is poor."

d) By adding the following new Section:

"5.1 No person shall start or maintain a fire permitted under this bylaw unless a person eighteen years of age or older is, at all times, present at the burning site when the fire is burning for the purposes of supervising and extinguishing the fire."

2. This bylaw may be cited for all purposes as "Outdoor Burning Amendment Bylaw, 2008, No. 1428.1".

READ A FIRST TIME this

READ A SECOND TIME this

READ A THIRD TIME this

ADOPTED this

Mayor

Director of Administrative Services