

Minutes of the Committee of the Whole meeting held in the Civic and Technology Centre, 100 E. Jensen Avenue, Parksville, BC, on Monday, May 12, 2008 at 6:00 p.m.

PRESENT: Her Worship Mayor S. R. Herle

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

Staff: F. Manson, Chief Administrative Officer
L. Taylor, Director of Administrative Services

1. **MINUTES**

Patterson - Lefebvre

THAT the minutes of the Committee of the Whole meeting held April 28, 2008 be adopted.

CARRIED.

2. **PUBLIC PRESENTATIONS**

3. **CORRESPONDENCE**

a) **Colin Stewart – Staples McDannold Stewart – Legal Opinion – Storage of Fireworks and Explosives in Residential Zones**

Johnston - Powell

THAT the correspondence from Staples McDannold Stewart, dated May 6, 2008, regarding the storage of fireworks and explosives in residential zones, be received for information.

CARRIED.

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 6:01 p.m.

Acting Mayor Patterson assumed the Chair.

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

Burger - 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 received for information.

CARRIED.

4. DISCUSSION RELATED TO DELEGATIONS OR CORRESPONDENCE

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

Burger - 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 6:06 p.m. and resumed the Chair.

5. STAFF PRESENTATIONS

Mayor Herle noted that all recommendations adopted by the Committee at this meeting will be forwarded to Council for consideration at their May 21, 2008 meeting.

RECOMMENDATIONS:

a) **Director of Administrative Services – 2008 Special Events Application**

Patterson - Lefebvre

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 west 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.

b) **Director of Administrative Services – Municipal Ticket Information Bylaw No. 1444**

Main Motion:

Powell - Lefebvre

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 "Municipal Ticket Information Bylaw, 2008, No. 1444" be advanced for reading consideration.

CARRIED.

Amendment:

Burger - Johnston

THAT the fine for cutting trees without a permit be increased to \$1000.

CARRIED.

Main Motion as Amended:

Burger - Johnston

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.

c) **Chief Administrative Officer – Employee Code of Conduct**

Main Motion:

Lefebvre - Burger

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

AND 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.

CARRIED.

Amendment:

Johnston - Lefebvre

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."

CARRIED.

Main Motion as Amended:

Johnston - Lefebvre

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.

d) **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.

6. **NEW BUSINESS**

7. **ADJOURNMENT**

Powell - Johnston

Rise and Report to Council at their May 21, 2008 meeting.

The meeting ended at 6:38 p.m.

Mayor