

Minutes of the regular meeting of Council held in the Civic and Technology Centre, 100 E. Jensen Avenue, Parksville, BC, on Monday, November 3, 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: F. Manson, Chief Administrative Officer  
L. Taylor, Director of Administrative Services  
L. Butterworth, Director of Finance  
G. Jackson, Director of Community Planning  
G. O'Rourke, Director of Engineering & Operations  
A. Metcalf, Manager of Operations

**1. ADOPTION OF MINUTES**

08-311 Burger - Powell  
THAT the minutes of the regular meeting of Council held October 20, 2008 be adopted. CARRIED.

**2. APPROVAL OF AGENDA**

08-312 Lefebvre - Powell  
THAT the November 3, 2008 Council meeting agenda be approved. CARRIED.

**3. PRESENTATIONS - Nil**

**4. DELEGATIONS**

- a) Denyse Morrow gave a report from the Council of Senior Citizens Organizations of BC Conference she attended on September 15 and 16, 2008.
- b) Parksville Community and Conference Centre gave a presentation of their Budget.

**5. UNFINISHED BUSINESS**

08-313 a) **UBCM Community Health Promotion Fund**  
Lefebvre - Powell  
THAT the City of Parksville endorse the full application to the Union of British Columbia Municipalities being submitted by the Town of Qualicum Beach for funding under the Community Health Promotion Fund for a jointly sponsored "Falls Prevention Clinic Pilot Project" in the Parksville/Qualicum Beach area. CARRIED.

**6. CORRESPONDENCE**

a) **Parksville & District Historical Society - Grant to Historical Society**

08-314 Patterson - Lefebvre  
THAT the letter dated October 25, 2008 from the Parksville & District Historical Society requesting that their 2008 grant in aid be given to another cause, be received;  
AND THAT the current Grant in Aid Committee be reconvened to allocate the \$350 to another applicant. CARRIED.

**7. DISCUSSION RELATED TO DELEGATIONS OR CORRESPONDENCE - Nil**

**8. REPORTS**

a) **Committee of the Whole – October 27, 2008**

08-315 THAT the report of the Special Committee of the Whole meeting held October 27, 2008 be received and the following recommendations considered:

(1) **Fire Chief - JEPP Grant Applications for 2009**

Powell - Burger  
THAT the report from the Fire Chief dated October 21, 2008 regarding the Joint Emergency Preparedness Program (JEPP) Grant for 2009 be received;  
AND THAT Council direct staff to make 2 separate applications to the JEPP program for amateur radio equipment to be used to enhance the emergency preparedness of the City. One application for Emergency Coordination Centre radio equipment and one application for alternate Emergency Coordination Centre radio equipment, each to not exceed \$4500.00;  
AND FURTHER THAT a budget be developed and brought forward for the 2009 budget deliberations to cover City of Parksville in-kind contributions that may be incurred. CARRIED.

(2) **Fire Chief - Automatic Response Agreement**

Lefebvre - Patterson  
THAT the report from the Fire Chief dated October 9, 2008 regarding the adoption of an Automatic Response Agreement be received;  
AND THAT the Mayor and Director of Administrative Services be authorized to sign an Automatic Response Agreement with the Town of Qualicum Beach and the Regional District of Nanaimo, for provision of emergency resources, on behalf of the City of Parksville. CARRIED.

(3) **Director of Community Planning - Consideration of Revision to the Exemption Clause in the City's Works and Services Bylaw**

Lefebvre - Powell  
THAT the report from the Director of Community Planning dated October 23, 2008 for consideration of revisions to the exemption clause in the City's Works and Services Bylaw be received;

AND THAT the City's Works and Services Bylaw, 1995, No. 1235 and Subdivision Servicing Bylaw, 1996, No. 1261 be amended to change the threshold value that triggers works and services from \$50,000 to \$200,000; provide exemptions for subdivisions where only one additional single family lot is created; and to exempt sustainability retrofits as outlined in Appendix A attached to the report from the Director of Community Planning dated October 23, 2008. CARRIED.

b) **Manager of Operations - Canada Geese in Parks**

Powell - Burger  
08-316 THAT the report from the Manager of Operations dated October 30, 2008, entitled "Canada Geese in Parks", be received;  
AND THAT Council direct staff to pursue the option of using volunteer dog teams to chase geese away from the PCTC Park on a trial period, subject to confirmation of permitting requirements from regulatory agencies;  
AND FURTHER THAT Council provide a letter of support for Nature's Trust application to the Habitat Conservation Trust Foundation (HCTF) for funding assistance to develop a goose management and estuary recovery, and provide financial support in the amount of \$3,000 towards the 2009 egg addling program. CARRIED.

c) **Manager of Operations - Rotary Peace Park**

Mayor Herle declared a conflict of interest as she is the President Elect of the AM Rotary Club. She left the meeting at 6:51 p.m. Councillor Robinson assumed the Chair.

Patterson - Powell  
08-317 THAT the report from the Manager of Operations dated October 30, 2008 entitled "Rotary Peace Park", be received;  
AND THAT Council direct staff to take over the maintenance of the Rotary Peace Park;  
AND FURTHER THAT \$10,000 be included in the 2009 Budget for the maintenance of the Park. CARRIED.

Mayor Herle returned to the meeting at 6:56 p.m. and resumed the Chair.

d) **Chief Administrative Officer - PCTC Technology Space Lease**

Lefebvre - Burger  
08-318 THAT the report from the Chief Administrative Officer dated October 29, 2008 entitled "PCTC Technology Space Lease", be received;  
AND THAT the Mayor and Director of Administrative Services be authorized to sign a five year lease with Bravenet Web Services Ltd. for those parts of the first and second floors of the Parksville Civic and Technology Centre located at 100 Jensen Avenue East currently occupied by Bravenet Web Services Ltd. commencing August 1, 2008 and terminating July 31, 2013 at an annual base rate rental of \$12 per sq/ft plus triple net. CARRIED.

**9. BYLAWS**

a) **"Works and Services Amendment Bylaw, 2008, No. 1235.2"**

*Amendment to change the threshold value that triggers works and services from \$50,000 to \$200,000; provide exemptions for subdivisions where only one additional single family lot is created; and to exempt sustainability retrofits as outlined Appendix A attached to the report from the Director of Community Planning dated October 23, 2008.*

08-319 Lefebvre - Powell  
THAT "Works and Services Amendment Bylaw, 2008, No. 1235.2" be read a first time. CARRIED.

08-320 Powell - Burger  
THAT "Works and Services Amendment Bylaw, 2008, No. 1235.2" be read a second and third time. CARRIED.

b) **"Subdivision Servicing Amendment Bylaw, 2008, No. 1261.9"**

*Amendment related to the amendment of the Works and Services Bylaw to provide exemptions for subdivisions where only one additional single family lot is created.*

08-321 Powell - Lefebvre  
THAT "Subdivision Servicing Amendment Bylaw, 2008, No. 1261.9" be read a first time. CARRIED.

08-322 Lefebvre - Burger  
THAT "Subdivision Servicing Amendment Bylaw, 2008, No. 1261.9" be read a second and third time. CARRIED.

**10. NEW BUSINESS - Nil**

**11. NOTICE OF MOTION - Nil**

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

**13. ADJOURNMENT**

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

The meeting adjourned at 7:05 p.m.

Certified Correct.

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Mayor

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Director of Administrative Services