



# City of Parksville

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## **SPECIAL COUNCIL MEETING AGENDA**

**WEDNESDAY, AUGUST 5, 2009**

Immediately following adjournment of  
Special Committee of the Whole Meeting

### **1. ADOPTION OF MINUTES**

- a) of the special meeting of Council held July 15, 2009 - Pages 1 to 4

***Recommendation: THAT the minutes of the special meeting of Council held July 15, 2009 be adopted.***

### **2. APPROVAL OF AGENDA**

### **3. PRESENTATIONS**

### **4. DELEGATIONS**

### **5. UNFINISHED BUSINESS**

### **6. CORRESPONDENCE**

- a) Regional District of Nanaimo - Northern Community Sewer LS Apportionment Amendment Bylaw No. 889.50 - Pages 5 to 7

*This bylaw proposes to include three properties in the Surfside Sewer LSA in the Northern Community Sewer Local Service Area.*

***Recommendation: THAT the Council of the City of Parksville consents to the adoption of "Northern Community Sewer LS Apportionment Amendment Bylaw No. 889.50", and the Regional District be notified accordingly.***

### **7. DISCUSSION RELATED TO DELEGATIONS OR CORRESPONDENCE**

## 8. REPORTS

- a) Manager of Operations - Funding for the Deconstruction of the Buildings at 114 Jensen Avenue West - Pages 8 to 10

*The City has recently acquired the property located at 114 Jensen Avenue West. It is the intention to deconstruct the buildings on this property. As this project is not contained in the 2009 budget Council's direction is being sought regarding the funding for the deconstruction of the buildings.*

**Recommendation: THAT the report from the Manager of Operations dated July 9, 2009 entitled "Funding for the Deconstruction of the Buildings at 114 Jensen Avenue West" be received;**

**AND THAT staff are authorized to proceed with the deconstruction of the buildings located at 114 Jensen Avenue West;**

**AND FURTHER THAT staff be directed to prepare the appropriate land sale reserve expenditure bylaw.**

- b) Director of Community Planning – Unsightly Lot – 33 Ponderosa Drive – Pages 11 to 13

*This vacant property is the source of complaints regarding overgrown grass and weeds. Staff are following Council Policy 3.14 and Property Maintenance Bylaw, 2003, No. 1383 in attempting to gain compliance from the property owner.*

**Recommendation: THAT the report from the Director of Community Planning dated July 21, 2009 entitled "Unsightly Lot – 33 Ponderosa Drive" be received;**

**AND THAT if Council is not satisfied with the explanation, or if there is no explanation from the above property owner, Council may direct staff to proceed with direct enforcement by giving the owner and/or occupier written notice of ten (10) days from the date of this Council meeting to clean up the property themselves;**

**AND THAT the notice advises of specific clean up requirements, indicate the specific area requested to be cleaned up and the consequences if the requested work is not completed;**

**AND FURTHER THAT at the expiration of the ten (10) days following delivery of the notice, if clean up has not been completed, either City staff or a private contractor shall undertake the specified clean up and expenses incurred shall be listed with an invoice directed to the registered owner. If such expenses are not paid by the end of the current year, the cost will be added to the property taxes pursuant to Sections 64 and 258 of the Community Charter.**

- c) Director of Community Planning – Unsightly Lot – 28 Ponderosa Drive – Pages 14 to 16

*This vacant property is the source of complaints regarding overgrown grass and weeds. Staff are following Council Policy 3.14 and Property Maintenance Bylaw, 2003, No. 1383 in attempting to gain compliance from the property owner.*

**Recommendation: THAT the report from the Director of Community Planning dated July 21, 2009 entitled "Unsightly Lot – 28 Ponderosa Drive" be received;**

**AND THAT if Council is not satisfied with the explanation, or if there is no explanation from the above property owner, Council may direct staff to proceed with direct enforcement by giving the owner and/or occupier written notice of ten (10) days from the date of this Council meeting to clean up the property themselves;**

**AND THAT the notice advises of specific clean up requirements, indicate the specific area requested to be cleaned up and the consequences if the requested work is not completed;**

**AND FURTHER THAT at the expiration of the ten (10) days following delivery of the notice, if clean up has not been completed, either City staff or a private contractor shall undertake the specified clean up and expenses incurred shall be listed with an invoice directed to the registered owner. If such expenses are not paid by the end of the current year, the cost will be added to the property taxes pursuant to Sections 64 and 258 of the Community Charter.**

- d) Director of Community Planning – Unsightly Lot – 424 Rosewood Close – Pages 17 to 19

*This vacant property is the source of complaints regarding overgrown grass and weeds. Staff are following Council Policy 3.14 and Property Maintenance Bylaw, 2003, No. 1383 in attempting to gain compliance from the property owner.*

**Recommendation: THAT the report from the Director of Community Planning dated July 21, 2009 entitled "Unsightly Lot – 424 Rosewood Close" be received; AND THAT if Council is not satisfied with the explanation, or if there is no explanation from the above property owner, Council may direct staff to proceed with direct enforcement by giving the owner and/or occupier written notice of ten (10) days from the date of this Council meeting to clean up the property themselves;**

**AND THAT the notice advises of specific clean up requirements, indicate the specific area requested to be cleaned up and the consequences if the requested work is not completed;**

**AND FURTHER THAT at the expiration of the ten (10) days following delivery of the notice, if clean up has not been completed, either City staff or a private contractor shall undertake the specified clean up and expenses incurred shall be listed with an invoice directed to the registered owner. If such expenses are not paid by the end of the current year, the cost will be added to the property taxes pursuant to Sections 64 and 258 of the Community Charter.**

- e) Director of Community Planning – Unsightly Lot – 813 Island Highway West – Pages 20 to 22

*This vacant property has been the source of complaints regarding overgrown grass and weeds for the past 3 years. Staff are following Council Policy 3.14 and Property Maintenance Bylaw, 2003, No. 1383 in attempting to gain compliance from the property owner.*

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**Recommendation: THAT the report from the Director of Community Planning dated July 21, 2009 entitled "Unsightly Lot – 813 Island Highway West" be received;**

**AND THAT if Council is not satisfied with the explanation, or if there is no explanation from the above property owner, Council may direct staff to proceed with direct enforcement by giving the owner and/or occupier written notice of ten (10) days from the date of this Council meeting to clean up the property themselves;**

**AND THAT the notice advises of specific clean up requirements, indicate the specific area requested to be cleaned up and the consequences if the requested work is not completed;**

**AND FURTHER THAT at the expiration of the ten (10) days following delivery of the notice, if clean up has not been completed, either City staff or a private**

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**contractor shall undertake the specified clean up and expenses incurred shall be listed with an invoice directed to the registered owner. If such expenses are not paid by the end of the current year, the cost will be added to the property taxes pursuant to Sections 64 and 258 of the Community Charter.**

- f) Director of Community Planning – Unsightly Lots – 41 Lots – Pages 23 to 25  
*These 41 vacant properties owned by the same company have been a source of complaints regarding overgrown grass and weeds over the past 2 years. Staff are following Council Policy 3.14 and Property Maintenance Bylaw, 2003, No. 1383 in attempting to gain compliance from the property owner.*

**Recommendation: THAT the report from the Director of Community Planning dated July 20, 2009 entitled "Unsightly Lots – 2, 5, 6, 7, 8 Joshua Tree Place, 604, 600, 596, 592, 588, 584, 580, 572, 568, 564, 560, 556, 552, 599, 579 Sandlewood Drive, 383, 387, 391, 395, 399 Kingsley Street, 359, 348, 352, 356, 367, 363 Hackberry Place, 21, 24, 30, 37 Ponderosa Drive, and 400, 408, 412, 416, 420, 421 Rosewood Close" be received;**

**AND THAT if Council is not satisfied with the explanation, or if there is no explanation from the above property owner, Council may direct staff to proceed with direct enforcement by giving the owner and/or occupier written notice of ten (10) days from the date of this Council meeting to clean up the properties themselves;**

**AND THAT the notice advises of specific clean up requirements, indicate the specific area requested to be cleaned up and the consequences if the requested work is not completed;**

**AND FURTHER THAT at the expiration of the ten (10) days following delivery of the notice, if clean up has not been completed, either City staff or a private contractor shall undertake the specified clean up and expenses incurred shall be listed with an invoice directed to the registered owner. If such expenses are not paid by the end of the current year, the cost will be added to the property taxes pursuant to Sections 64 and 258 of the Community Charter.**

- g) Manager of Operations - 2008 Annual Water Report – Pages 26 to 27  
*The Engineering and Operations Department would like to inform Council of the 2008 Annual Water Report prior to publishing it on the City's web page.*

**Recommendation: THAT the report from the Manager of Operations dated July 20, 2009 entitled "2008 Annual Water Report" be received by Council for information and published on the City's website.**

- h) Executive Assistant - Vancouver Island Young Music Festival Special Event Application - Pages 28 to 32  
*Under the provisions of the City's Special Events Policy organizations proposing to hold an event on municipal property, streets or parks are required to apply for a special events permit. All events covered in the policy must be approved by Council and event organizers must fulfill the requirements outlined in the policy.*

**Recommendation: THAT Rough Diamonds Creative Arts Society be granted permission to hold the "Vancouver Island Young Music Festival" special event at the Picnic Shelter located in the Parksville Community Park on Sunday, August 30, 2009 from 12:00 p.m. until 11:00 p.m.;**

**AND THAT the approval be granted on condition that the organizers adhere to the signed Terms and Conditions form signed July 16, 2009 attached to the report from the Executive Assistant dated July 23, 2009 entitled "Vancouver Island Young Music Festival Special Event Application".**

**9. BYLAWS**

- a) "Development Cost Charges Waiver Bylaw for Eligible Developments, 2009, No. 1448"  
*To waive or reduce a development cost charge for qualifying affordable housing developments.*
  - (i) **Recommendation: THAT "Development Cost Charges Waiver Bylaw for Eligible Developments, 2009, No. 1448" be adopted**
  
- b) "Five Year Financial Plan Amendment Bylaw, 2009 - 2013, No. 1451.2"  
*To add Objectives and Policies for Revenue Sources, Tax Classes and Permissive Tax Exemptions to form part of this bylaw.*
  - (i) **Recommendation: THAT "Five Year Financial Plan Amendment Bylaw, 2009 - 2013, No. 1451.2" be adopted.**

**10. NEW BUSINESS**

**11. NOTICE OF MOTION**

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

Pursuant to Sections 90 (1) (e) and (g) of the *Community Charter* Council proceed to a closed meeting to consider items relating to legal and land matters.

**13. ADJOURNMENT**

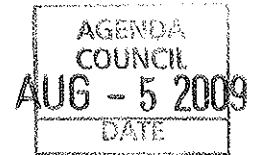
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# TO BE ADOPTED

CITY OF PARKSVILLE

4637.  
July 15, 2009

Minutes of the special meeting of Council held in the Civic and Technology Centre, 100 E. Jensen Avenue, Parksville, BC, on Wednesday, July 15, 2009 at 6:00 p.m.



**PRESENT:** His Worship Mayor E. F. Mayne

Councillors: C. R. Burger  
M. Lefebvre  
T. C. Patterson  
C. J. Powell-Davidson

Staff: G. Jackson, Acting Chief Administrative Officer  
L. Kitchen, Deputy Corporate Administrator  
M. Squire, Manager of Engineering

1. **ADOPTION OF MINUTES**

Lefebvre - Patterson  
09-178 THAT the minutes of the special meeting of Council held July 6, 2009 be adopted. CARRIED.

2. **APPROVAL OF AGENDA**

Lefebvre - Burger  
09-179 THAT the July 15, 2009 Special Council meeting agenda be approved. CARRIED.

3. **PRESENTATIONS** - Nil

4. **DELEGATIONS** - Nil

5. **UNFINISHED BUSINESS** - Nil

6. **CORRESPONDENCE**

- a) **Regional District of Nanaimo - Northern Community Sewer LS Apportionment Amendment Bylaw No. 889.51**

Lefebvre - Burger  
09-180 THAT the Council of the City of Parksville consents to the adoption of "Northern Community Sewer LS Apportionment Amendment Bylaw No. 889.51", and the Regional District be notified accordingly. CARRIED.

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

8. **REPORTS**

- a) **Committee of the Whole – July 6, 2009**

09-181 THAT the report of the Committee of the Whole meeting held July 6, 2009 be received and the following recommendations considered:

(1) **Director of Community Planning - Consideration of Outstanding Housing Proposals with Respect to Affordable Housing**

Lefebvre - Patterson

THAT the report from the Director of Community Planning dated June 25, 2009 for the reconciliation of outstanding affordable housing proposals be received;

AND THAT Council consider the affordable housing policy along with the development cost charges exemption bylaw to constitute the City's participation in affordable housing;

AND FURTHER THAT Council consider that all outstanding requests (noted below) for City participation in affordable housing that exceed this policy, be denied.

Proposal to construct and operate an affordable housing project on Lots 1 and 2, District Lot 123, Nanoose District, Plan 4091 [1350 Greig Road];

Consideration of support for motel conversion to affordable housing at Lot 1, District Lot 89, Nanoose District, Plan 5722, except Parts in Plans 10153 and VIP52582 [272 Island Highway West];

Consideration of a long term lease on behalf of the Oceanside Affordable Housing Society of 183 McVickers Street or determine an alternate site, if available, through the transfer of property title of the land or the air rights to the Oceanside Affordable Housing Society.

CARRIED.

(2) **Executive Assistant - 2009 Beer Garden Applications**

Lefebvre - Burger

THAT the following organizations be permitted to conduct a beer garden special event in the Community Park Lacrosse Box at the specified time and dates outlined in the applications attached to the report from the Executive Assistant dated June 19, 2009 entitled "2009 Beer Garden Special Event Application":

District 69 Mixed Slo-Pitch Playoffs – Saturday, July 25 and Sunday, July 26, 2009, 12:00 PM till 6:00 PM;

Parksville Lions Club – August 1, 2, and 3, 2009, 12:00 PM till 6:00 PM;

AND THAT the approval be granted on condition that the organizers ensure that any temporary food concessions associated with the event are in compliance with Community Park Food Concessions Policy No. 3.18;

AND FURTHER THAT the approval be granted on condition that the organizers adhere to the signed Terms and Conditions forms attached to the report from the Executive Assistant dated June 19, 2009 entitled "2009 Beer Garden Special Event Application". CARRIED.

(3) **Executive Assistant - 2009 Beer Garden Applications**

Lefebvre - Burger

THAT the report from the Executive Assistant dated June 30, 2009 regarding a beer garden application for August 2, 2009 at the Oceanside Overdrive Car show, be received;

AND THAT the Beer Garden Event Application received from the Oceanside Overdrive Car Show for a beer garden in conjunction with the car show August 2, 2009 from noon to 4:00 p.m., be denied;

AND FURTHER THAT the Oceanside Overdrive Car Show organizers be advised that they may want to contact the Parksville Lions Club who are conducting a Beer Garden Event in conjunction with a baseball tournament August 1, 2, and 3, 2009 in the Community Park, to determine if they can merge these events. CARRIED.

b) **Manager of Engineering - Tender Pre-Qualifications for the Waterfront Walkway**

09-182 Powell-Davidson - Patterson  
THAT Barnes Landscape Contractors Ltd.; CMF Construction Ltd.; Easy Living Holdings Ltd.; Fournier Excavating Ltd.; Hub Excavating Ltd.; Island West Coast Developments Ltd.; Locar Industries Ltd.; Triple H Construction; SupErb Construction Ltd.; and Windley Contracting Ltd. be invited to submit bids for the Waterfront Walkway Project. CARRIED.

c) **Director of Community Planning - Consideration of Removal of Redundant Statutory Right of Way [280 Island Highway East]**

09-183 Burger - Powell-Davidson  
THAT the removal of the statutory right of way discharge over Lot 1, District Lot 4, Nanoose District, Plan VIP86650 [280 Island Highway East] be granted. CARRIED.

d) **Director of Community Planning - Deputy Approving Officer Appointment**

09-184 Burger - Lefebvre  
THAT Fred Manson, Chief Administrative Officer, be appointed Deputy Approving Officer. CARRIED.

9. **BYLAWS**

a) **"Development Cost Charges Waiver Bylaw for Eligible Developments, 2009, No. 1448"**

09-185 Lefebvre - Patterson  
THAT third reading of "Development Cost Charges Waiver Bylaw for Eligible Developments, 2009, No. 1448" given July 6, 2009 be rescinded;  
AND THAT "Development Cost Charges Waiver Bylaw for Eligible Developments, 2009, No. 1448" be amended to include the definition of "Affordable Housing";  
AND THAT "Development Cost Charges Waiver Bylaw for Eligible Developments, 2009, No. 1448" be read a third time as amended. CARRIED.

b) **"Five Year Financial Plan Amendment Bylaw, 2009 - 2013, No. 1451.2"**

09-186 Powell-Davidson - Lefebvre  
THAT "Five Year Financial Plan Amendment Bylaw, 2009 - 2013, No. 1451.2" be read a first time. CARRIED.



09-187 Lefebvre - Burger  
THAT "Five Year Financial Plan Amendment Bylaw, 2009 - 2013, No. 1451.2" be read a second and third time. CARRIED.

10. NEW BUSINESS - Nil

11. NOTICE OF MOTION

a) Councillor Lefebvre - Downtown Revitalization

09-188 Lefebvre - Burger  
WHEREAS the Strategic Plan has identified Downtown Revitalization as a priority in the City of Parksville, and the Downtown Revitalization Tax Exemption Bylaw No. 1433 was adopted in 2007;  
AND WHEREAS the Weld and Corfield Street Corridors are recognized as likely redevelopment areas within the downtown core;  
NOW THEREFORE BE IT RESOLVED that staff be directed to report back on the implications of expanding the exemption area to include the area bounded by Highway 19A, Jensen Avenue and Corfield Street. CARRIED.

b) Mayor Ed Mayne - Access to Businesses on the South Side of Highway 19A Immediately West of the Englishman River Bridge

09-189 Mayne - Lefebvre  
WHEREAS the recent improvements to Highway No. 19A immediately west of the Englishman River Bridge have had a negative impact on the businesses along the south side of the Highway by restricting access by west bound vehicles;  
AND WHEREAS there has been no apparent history of traffic related incidents along that section of Highway 19A to warrant the restricted access;  
NOW THEREFORE BE IT RESOLVED that staff be directed to review the technical issues of the signage and traffic configuration currently restricting such access and provide Council with alternatives and a recommended course of action. CARRIED.

12. SPECIAL BUSINESS - Nil

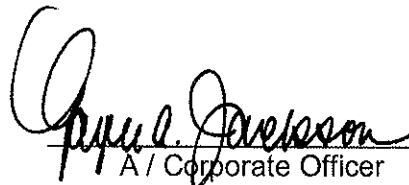
13. ADJOURNMENT

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

The meeting adjourned at 6:21 p.m.

Certified Correct.

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Mayor

  
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A / Corporate Officer