



PO Box 1390, 100 Jensen Avenue East
Parksville, BC V9P 2H3
Telephone: 250 248-6144 Fax: 250 248-6650
www.parksville.ca

COUNCIL MEETING AGENDA

MONDAY, NOVEMBER 2, 2009

Immediately following the adjournment of the Committee of the Whole Meeting

1. **ADOPTION OF MINUTES**

- a) of the Council meeting held October 19, 2009 - Pages 1 to 3

Recommendation: THAT the minutes of the meeting of Council held October 19, 2009 be adopted.

2. **APPROVAL OF AGENDA**

3. **PRESENTATIONS**

4. **DELEGATIONS**

5. **UNFINISHED BUSINESS**

6. **CORRESPONDENCE**

- a) Solicitor General Kash Heed - User Fee for Police Records Information Management Environment of British Columbia (PRIME-BC) - Pages 4 to 5

Recommendation: THAT the correspondence from Solicitor General Kash Heed dated September 22, 2009 regarding the user fee for Police Records Information Management Environment of British Columbia (PRIME-BC), be received.

- b) Arrowsmith Search & Rescue - Thank you for Grant-in-Aid - Page 6

Recommendation: THAT the correspondence from the Arrowsmith Search & Rescue dated October 19, 2009 thanking the City for its grant to the organization, be received.

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

8. REPORTS

a) Committee of the Whole - October 19, 2009 - Page 7

(1) Chief Administrative Officer – Geothermal Heating Utility Infrastructure Planning Grant and Feasibility Study

At Councils request staff have been exploring options for a Municipal Geothermal Heating Utility. To further this initiative a council resolution is required to provide both authority for the preparation and submission of an Infrastructure Planning Grant application and to show Council's commitment to funding the City's share of the proposed feasibility study.

**Recommendation: THAT the report from the Chief Administrative Officer dated September 22, 2009 entitled "Geothermal Heating Utility Infrastructure Planning Grant and Feasibility Study", be received;
AND THAT Council approve the expenditure of a maximum of \$1,000.00 for preparation of an Infrastructure Planning Grant application for the purpose of determining the feasibility of a geothermal municipal heating utility for the proposed Renz Road and Despard Avenue subdivisions;
AND FURTHER THAT staff be directed to include \$2,500.00 in the 2010 annual budget representing the City's commitment to the proposed Geothermal Municipal Heating Utility Feasibility Study.**

b) Director of Finance – 2009-10 Water Utility Rates for Large Families – Pages 8 to 13

At the September 21 Council meeting staff were directed to explore options for a per capita adjustment for large and extended families by the November 2, 2009 Council meeting.

**Recommendation: THAT the report from the Director of Finance dated October 27, 2009 entitled "2009-10 Water Utility Rates for Large Families", be received;
AND THAT staff be directed to bring forward for Council's consideration an amendment to "Water Service System Bylaw, 1999, No. 1320" to include a separate rate for large families as per the rates contained in Appendix A attached to the report from the Director of Finance dated October 27, 2009.**

9. BYLAWS

a) "Downtown Revitalization Tax Exemption Amendment Bylaw, 2009, No. 1433.1"

In response to Council Resolution #09-246 Staff has amended Schedule A contained in the "Downtown Revitalization Tax Exemption Bylaw No. 1433" to include Weld Street and the west side of Corfield Street between Jensen Avenue and Highway 19A for Council's consideration. Notice for the proposed bylaw amendment has been given in accordance with Section 227 of the Community Charter.

(i) Recommendation: THAT "Downtown Revitalization Tax Exemption Amendment Bylaw, 2009, No. 1433.1" be adopted.

b) "Zoning and Development Amendment Bylaw, 2009, No. 2000.75"

To facilitate bumper cars and to allow for other future amusement activities such as a games room [1000 Resort Drive]. The bylaw has received approval under the Transportation Act by the Provincial Approving Officer for Ministry of Transportation and Infrastructure as the lands

under consideration are in proximity to the intersection of Highway 19A and Plummer Road in the San Paniel area of Electoral Area "G" of the Regional District of Nanaimo.

- (i) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2009, No. 2000.75" be adopted.**

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

October 19, 2009

Minutes of the meeting of Council held in the Civic and Technology Centre, 100 E. Jensen Avenue, Parksville, BC, on Monday, October 19, 2009 at 6:30 p.m.

PRESENT: His Worship Mayor E. F. Mayne

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

Staff: F. Manson, Chief Administrative Officer
L. Kitchen, Deputy Corporate Administrator
G. Jackson, Director of Community Planning

1. ADOPTION OF MINUTES

- 09-259 Burger - Lefebvre
THAT the minutes of the Public Hearing held October 5, 2009 be amended to include comments made by Charlie Stone of 624 Island Highway West that there should be a covenant that goes further than just not permitting combustion engines, the City should have negotiated for resort housing and that the mini golf was not zoned correctly in the first place;
AND THAT the minutes of the Public Hearing held October 5, 2009 be adopted as amended. CARRIED.
- 09-260 Lefebvre - Burger
THAT the minutes of the meeting of Council held October 5, 2009 be adopted. CARRIED.

2. APPROVAL OF AGENDA

- 09-261 Lefebvre – Powell-Davidson
THAT the October 19, 2009 Council meeting agenda be approved. CARRIED.

3. PRESENTATIONS - Nil

4. DELEGATIONS - Nil

5. UNFINISHED BUSINESS - Nil

6. CORRESPONDENCE - Nil

7. DISCUSSION RELATED TO DELEGATIONS OR CORRESPONDENCE - Nil

8. REPORTS

a) Committee of the Whole – October 5, 2009

09-262 THAT the report of the Committee of the Whole meeting held October 5, 2009 be received and the following recommendations considered:

(1) Director of Community Planning - Zoning Amendment Application [451, 461 and 465 Hirst Avenue West]

Powell-Davidson - Greir

THAT the report from the Director of Community Planning dated July 23, 2009 entitled "Follow-up Report – Zoning Amendment Application - 451, 461 and 465 Hirst Avenue West" be received;

AND THAT the zoning amendment application for Lot 1, Plan 17579 and Lot A, Plan 17962 and Lot 4, Plan 18691, District Lot 106, Nanoose District [451, 461 and 465 Hirst Avenue West], be denied. CARRIED.

(2) Director of Community Planning - Update on Implementing an Accessibility Upgrade Incentive Program

Lefebvre - Burger

THAT the report from the Director of Community Planning dated September 24, 2009 entitled "Up-Date on Implementing an Accessibility Upgrade Incentive Program" be received;

AND THAT the Draft Accessibility Upgrade Rebate Policy No. 4.30 attached to the Director of Community Planning's report dated September 24, 2009, be approved. CARRIED.

(3) Deputy Corporate Administrator - Review of Corporate Policy Manual Section 9 - Computer Security Related Policies

Greir – Powell-Davidson

THAT the report from the Deputy Corporate Administrator dated September 1, 2009 entitled "Review of Corporate Policies Applicable to Computer Security", be received;

AND THAT the amended policies presented as Amended Computer Internet Security Policy No. 9.10, Amended Computer System Security Policy No. 9.11 and Amended Computer System Backup Procedures Policy No. 9.12, attached to the Deputy Corporate Administrator's report dated September 1, 2009, be approved;

AND FURTHER THAT the Draft E-Mail Management Policy No. 9.14 attached to the Deputy Corporate Administrator's report dated September 1, 2009, be approved. CARRIED.

9. BYLAWS

a) "Permissive Taxation Exemption Bylaw, 2009, No. 1456"

09-263 Lefebvre - Burger
THAT "Permissive Taxation Exemption Bylaw, 2009, No. 1456" be adopted. CARRIED.

b) **"Zoning and Development Amendment Bylaw, 2009, No. 2000.75"**

09-264 Greir - Patterson
THAT "Zoning and Development Amendment Bylaw, 2009, No. 2000.75" be read a third time. CARRIED.

c) **"Downtown Revitalization Tax Exemption Amendment Bylaw, 2009, No. 1433.1"**

09-265 Lefebvre – Powell-Davidson
THAT "Downtown Revitalization Tax Exemption Amendment Bylaw, 2009, No. 1433.1" be read a first time. CARRIED.

09-266 Burger – Powell-Davidson
THAT "Downtown Revitalization Tax Exemption Amendment Bylaw, 2009, No. 1433.1" be read a second and third time. CARRIED.

10. **NEW BUSINESS** - Nil

11. **NOTICE OF MOTION**

a) **Councillor Greir - Cyclone Taylor Cup Financial Support**

09-267 Greir - Lefebvre
THAT the matter of the City financially supporting the Cyclone Taylor Cup in the amount of \$5,000.00 be deferred to a future meeting of Council. CARRIED.

12. **SPECIAL BUSINESS**

09-268 Lefebvre - Burger
Pursuant to Section 90 (1) (j) of the *Community Charter* Council proceed to a closed meeting to consider an item relating to third party interest. CARRIED.

Time 6:40 p.m.

Council reconvened at 7:03 p.m.

13. **ADJOURNMENT**

It was moved by Councillor Powell-Davidson and seconded by Councillor Greir that the meeting adjourn. CARRIED.

The meeting adjourned at 7:03 p.m.

Certified Correct.

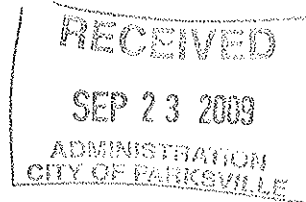
Mayor



Corporate Officer



September 22, 2009



His Worship Ed Mayne
Mayor of the City of Parksville
PO Box 1390
Parksville BC V9P 2H3

Dear Mayor Mayne:

I am writing regarding the user fee for the Police Records Information Management Environment of British Columbia (PRIME-BC). The government committed to implementing an on-line records management system that would provide police with seamless, real-time access to information on criminals and crime across British Columbia. I am pleased to inform you that this goal has been realized.

PRIME-BC now links 9,000 police officers from 13 independent policing agencies and over 140 RCMP detachments and forms the basis for an intelligence lead approach to policing. British Columbia has the most extensive police integration in Canada, per capita, with over 600 provincial and municipal officers and support staff comprising 10 major, integrated teams such as the Integrated Homicide Investigation Team and the Integrated Gang Task Force. PRIME-BC provides the environment for these teams to operate, share information and accomplish their successes to date. The ability to share information in this manner is unprecedented elsewhere in North America and remains the envy of other jurisdictions across Canada.

To support this initiative, this government provided over \$40 million to ensure that the infrastructure for both a records management environment and a computer aided dispatch environment were put in place and that implementation was carried out across the Province. As full implementation has been accomplished, it is now timely to revisit the user fee that must offset the annual operating costs of this system.

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By way of background, a \$500 user fee per officer was introduced in 2006. Municipalities and policing agencies were advised at that time that effective January 1, 2008, the PRIME user fee would be based on full cost recovery. Subsequent to this, all policing agencies were advised in late 2007 that the \$500 user fee would be maintained through 2008/09. Assistant Deputy Minister Kevin Begg has also kept the BC Chiefs of Police apprised of the need to move to full cost recovery at regular meetings of this Association.

We are now at the point where the system has matured, enhancements have been made, and final operating costs can be determined. As you are aware, the RCMP utilize PRIME within British Columbia but elsewhere across Canada utilize and support another records management system, the Police Occurrence and Reporting System (PROS). We have formally requested that the RCMP "HQ" support PRIME to the same extent as the support given to PROS. We have estimated that support at approximately \$3 to \$4 million annually and are confident that this funding or services in kind will be provided by RCMP "HQ".

The annual cost of operating PRIME-BC for 2009/10 is \$12 million. In recognition of the anticipated RCMP "HQ" support, the operating cost for user fee calculation for 2010/11 will be \$9 million. Therefore, effective January 1, 2010, the user fee for PRIME-BC will be adjusted to \$1000 per officer to offset this operating cost.

I appreciate the impact this will have on policing budgets and would like to stress that this state of the art records management system provides unprecedented advantage to police in investigating and solving crimes, and provides municipalities throughout British Columbia with an effective, accountable police service. If you have any questions regarding the user fee, I would invite you to contact Assistant Deputy Minister, Kevin Begg, at 250 387-1100 or at Kevin.Begg@gov.bc.ca.

Yours truly,



Kash Heed
Solicitor General

pc: Mr. Kevin Begg
British Columbia Municipal Chief Constables
Deputy Commissioner Gary Bass
British Columbia Municipal RCMP Detachments

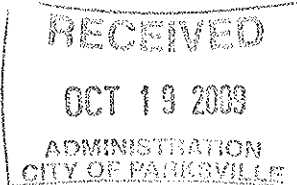


AGENDA
COUNCIL

3237 Alberni Highway
Qualicum Beach, B.C.
V9K 1Y6

Phone: 250-752-7774
Website: www.asar.ca

October 19, 2009



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

Attention: Mayor Ed Mayne

On behalf of Arrowsmith Search and Rescue Society, I would like to thank the City of Parksville for your generous grant of \$425 to our organization.

Your donation will be used to help finance our new Command Vehicle. Construction has begun on the custom truck body for the chassis purchased last year. Upon completion of this initial phase of the work we shall begin work on the interior outfitting of the vehicle.

The support of the City of Parksville is essential in allowing us to continue to provide volunteer Ground Search and Rescue services to the Oceanside area of Vancouver Island and we hope you will continue to support our organization in the future.

Thank you very much for your support of our fundraising efforts.

Yours truly,

Greg Field
Treasurer, Arrowsmith Search and Rescue

Cc: Gordon Yelland, President
Vicki Porteous, Secretary

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October 20, 2009

REPORT TO: MAYOR AND COUNCIL
FROM: COMMITTEE OF THE WHOLE
SUBJECT: OCTOBER 19, 2009 MEETING RECOMMENDATION

The following items were considered by the Committee of the Whole at its special meeting held Monday, October 19, 2009:

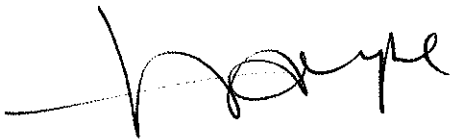
RECOMMENDATIONS

(1) Chief Administrative Officer – Geothermal Heating Utility Infrastructure Planning Grant and Feasibility Study

THAT the report from the Chief Administrative Officer dated September 22, 2009 entitled "Geothermal Heating Utility Infrastructure Planning Grant and Feasibility Study" be received;

AND THAT Council approve the expenditure of a maximum of \$1,000.00 for preparation of an Infrastructure Planning Grant application for the purpose of determining the feasibility of a geothermal municipal heating utility for the proposed Renz Road and Despard Avenue subdivisions;

AND FURTHER THAT staff be directed to include \$2,500.00 in the 2010 annual budget representing the City's commitment to the proposed Geothermal Municipal Heating Utility Feasibility Study.



MAYOR ED MAYNE, Chair
COMMITTEE OF THE WHOLE

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DATE: OCTOBER 27, 2009

MEMO TO: FRED MANSON, CHIEF ADMINISTRATIVE OFFICER

FROM: LUCKY BUTTERWORTH, DIRECTOR OF FINANCE

SUBJECT: 2009-10 WATER UTILITY RATES FOR LARGE FAMILIES

Issue:

2009-10 Water and Sanitary Sewer Utility Rates bylaw.

References:

Recommendation from the September 21/09 Council meeting.

Executive Summary

At the September 21st meeting of Council, the new tiered water rates were given first 3 readings by Council. Due to complaints from some citizens about the unfairness of the tiers for large family groups after this meeting, staff was directed by Council to explore options for a per capita adjustment for large or extended families.

Staff met and propose to extend the size of the block tiers for "Large" families of 5 family members or more. The proposed rates will allow large families to consume a higher amount of water for basic needs at the lowest rate.

Background:

On August 5 and 17, 2009 Council was presented with various options regarding the City's water rate billing system and a new tiered billing structure was developed by staff and presented to Council. Council decided that a tiered rate system was appropriate to promote water awareness and conservation and the 3 year model that phases in the tiered rates was selected.

The newspaper published several news stories about the new rates, so the public had a chance to see them. Some members of the public raised the issue that the tiers may work fine for small family groups or seniors, but they are not fair if you have a large family. It would not be possible to have low water consumption as a certain amount of water is required per person for basic needs. Staff had considered this issue when the water rates were under review and being developed but it was not pursued further as special rates for certain groups would be difficult to implement.

Staff came up with a list of 12 families with family sizes of 5-7 to review their average water consumptions over the last 2 years. The list showed that the average winter consumption for 5 person families was 161 m³ (sample size of 5) and for 6-7 person families was 196 m³

(sample size of 7). Since the majority of winter consumption represents indoor water use, these consumptions show that larger families are well above the average Parksville water use of 120 m³ and higher consumption tiers are warranted for the basic water needs of these large households. Based on the sample, the lower rate tier is proposed to expand to 165 m³ every 6 months based on an average of 5.5 persons in a larger household (at 30 m³ per person usage for basic needs). The existing tiers allow 120 m³ every 6 months at the lower rate which is based on 4 persons at 30 m³ each.

The middle rate tier was also expanded for large families to allow for some over consumption at the middle rate. Appendix A has the tier rates and tier blocks proposed. Appendix B is the adopted tier rates and is attached for comparative purposes

The water awareness and water rates group met and discussed options about whether the new tier rates placed an undue hardship on large families and if a special rate was warranted at what level the tiers should be set at. The group also discussed who should be included in the family group. One "Large" family rate is proposed based on an average of 5.5 persons in a large household. Staff also propose that the "Large" family would only apply to families of 5 or more.

Proposed family definition is for "parents and their dependent children". Dependent children would include children and step children under 19 who reside with the parent(s) and dependents under 25 living at home (year round) and in full time attendance at a post secondary institution. It was also thought that "senior" parents living in the home or foreign exchange students would not qualify to create a "large" family as they have income coming into the household to cover their expenses. Where children move between separated parents houses, only one "Large Family" designation will be allowed.

Financial Implications:

The 2006 Census indicates there are between 135 and 175 households with 5 or more persons living in the house.

The financial implication for a large family is an average reduction of \$184 per year (using the sample of 12 identified by City staff) from the regular tiered rate. Multiplied by the total large families from the 2006 census there would be a total revenue loss to the City of \$25,000 to \$32,000 from our original tiered rate projections.

Staff time will be required to set up and maintain a database of properties that qualify for the large family rate. It is anticipated that the initial set up may require some casual worker time (depending on the number of applications received) and the future ongoing maintenance of the database would be absorbed into our work processes.

Sustainability Considerations:

The tiered rate structure should promote water conservation. A family rate will reduce the burden on families and could reduce the incentive for families to conserve. However, the family tiered rates still place large water increases on some families so there will still be incentive for families to reduce their water consumption.

Options

1. Amend the bylaw to establish a new tiered family rate.
2. Not amend the bylaws and retain the one rate block tiered system.

Analysis

Option 1: Establishing a family rate will reduce the burden of the escalating water rates on large family households. A certain amount of water is required for basic human consumption and it is reasonable that basic consumption be charged at a lower rate. Larger families are going to need more water for their basic needs, so expanding the tiers for this group will allow for a greater usage at the lower rates.

On the downside, establishing a special family rate (or any other special rate) sets a precedent that other special interest groups may use to justify bringing other requests to Council for relief from the new tiered rates (such as urban food gardens). This could lead to a proliferation of rates if Council were to accept their arguments for a special rate. City staff time will also be needed to obtain and maintain a database of large families.

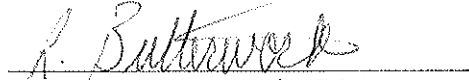
Option 2. If we do not change to tier rates then large family households will be penalized with progressive water rates for their basic water needs. The average annual water bill for our sample of 12 is an annual increase of \$907 with the existing tier rates compared to our old rate system (assuming no consumption decreases).

On the other side, keeping one set of tier rates will be easier for staff to invoice and there will be no requirement to maintain a database of large families.

Recommendation

THAT the report from the Director of Finance dated October 27, 2009 entitled "2009-10 Water Utility Rates for Large Families", be received;

AND THAT staff be directed to bring forward to Council's for consideration an amendment to "Water Service System Bylaw, 1999, No. 132" to include a separate rate for large families as per the rates contained in Appendix A attached to the report from the Director of Finance dated October 27, 2009.



G. Lucky Butterworth, CGA.
Director of Finance

DIRECTOR OF COMMUNITY PLANNING COMMENTS:



Gayle Jackson.
Director of Community Planning

CHIEF ADMINISTRATIVE OFFICER COMMENTS:



Fred Manson, CGA
CAO

<u>Usage</u>	<u>Current System</u>	<u>Tiered System</u>	<u>Billing Incr (Decr)</u>
60 m ³	\$ 134.92	\$ 110.70	\$ (24.22)
120 m ³	\$ 144.66	\$ 146.70	\$ 2.04
150 m ³	\$ 180.83	\$ 182.70	\$ 1.88
200 m ³	\$ 241.10	\$ 263.70	\$ 22.60

Volume (m ³)	Price (\$)	Price (\$)	Price (\$)
60 m ³	\$ 138.96	\$ 97.50	\$ (41.46)
120 m ³	\$ 149.00	\$ 153.75	\$ 4.75
150 m ³	\$ 186.26	\$ 191.25	\$ 5.00
200 m ³	\$ 248.34	\$ 297.50	\$ 49.16

Volume (m ³)	Price (\$)	Price (\$/m ³)
60 m ³	\$ 143.25	\$ 85.80
120 m ³	\$ 153.48	\$ 166.20
150 m ³	\$ 191.85	\$ 206.40
200 m ³	\$ 255.80	\$ 331.50

