

**COMMITTEE OF THE WHOLE AGENDA**

**MONDAY, NOVEMBER 16, 2009 - 6:00 P.M.**

**1. ADOPTION OF MINUTES**

- a) of the November 2, 2009 minutes of the Committee of the Whole meeting - Pages 1 to 3

**2. PUBLIC PRESENTATIONS**

- a) David Shaver - Oceanside Hospice Society - New Programs - Page 4  
*To inform Council of new programs and services being offered at the Parksville facility - 451 Aurora Street.*

**3. CORRESPONDENCE**

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

**5. STAFF PRESENTATIONS**

- a) RCMP - Quarterly Report (verbal)  
*For October, November, December 2009*
- b) Deputy Corporate Administrator - Community Park Concession Policy No. 3.18 - Pages 5 to 10  
*Each year the City awards a lease agreement to provide a food concession service from the City owned building in the Community Park. However, at the same time a lease agreement exists for the concession building, other temporary food concessions are erected periodically in conjunction with designated special events taking place in the Community Park. As special event concessions are not static and do change for very worthwhile causes, it is necessary to address the topic to provide the City more flexibility in allowing temporary food concessions at the same time a concession building lease is in place.*

**Recommendation: THAT the report from the Deputy Corporate Administrator dated October 30, 2009 entitled "Community Park Concession Policy", be received;  
AND THAT "Food Concessions in the Community Park Policy No. 3.18" be amended by approving the draft policy attached to the Deputy Corporate Administrator's report dated October 30, 2009, allowing for other food concessions in the Community Park, not specifically named in the policy.**

- c) Deputy Corporate Administrator - Filming Guidelines and Policy - Pages 11 to 24  
*To develop a policy, guidelines and procedures that will allow filming activity on City owned properties while protecting these assets, operations and maintenance activities, and normal use and enjoyment of residents, visitors and businesses from unacceptable disruption, potential liability and adverse impact on resources.*

**Recommendation: THAT the draft "Filming Policy" attached to the Deputy Corporate Administrator's report dated November 2, 2009, be approved; AND THAT the Vancouver Island North Film Commission be advised of the City's Filming policy.**

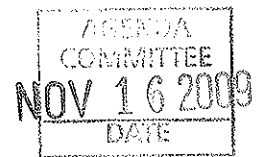
- d) Chief Administrative Officer - Parksville & District Chamber of Commerce 2010 Fee for Services Agreement - Pages 25 to 30  
*The City and the Chamber of Commerce negotiate an annual Fee for Services Contract. The purpose of the document is to formalize requirements the City establishes for performance by the Chamber, provides for a means of evaluating the efforts of the Chamber, and confirms amounts and timing for payments made by the City.*

**Recommendation: THAT the Mayor and Corporate Officer be authorized to sign the 2010 Fee for Services Agreement with the Parksville and District Chamber of Commerce for the annual amount of \$40,000.00.**

6. ADJOURNMENT

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# TO BE ADOPTED



CITY OF PARKSVILLE

November 2, 2009

Minutes of the Committee of the Whole meeting held in the Civic and Technology Centre, 100 E. Jensen Avenue, Parksville, BC, on Monday, November 2, 2009 at 6:00 p.m.

PRESENT: His Worship Mayor E. F. Mayne

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

Staff: F. Manson, Chief Administrative Officer  
G. Jackson, Director of Community Planning  
L. Butterworth, Director of Finance  
D. Banks, Fire Chief  
B. Russell, Manager of Current Planning  
A. Haywood, Executive Assistant

1. **MINUTES**

Lefebvre - Powell

THAT the minutes of the Committee of the Whole meeting held October 19, 2009 be adopted.

CARRIED.

2. **PUBLIC PRESENTATIONS**

- a) Margaret Spruit and Bill McKinney from the Parksville Community and Conference Centre gave an overview of their 2010 Budget.
- b) Brian Johnston from Ventana Projects Inc. on behalf of Chew Excavating Ltd. gave a presentation regarding the Official Community Plan and Zoning Bylaw Amendment Application (off Tuan Road) and provided Council with a brief graphics page to show the site plan and related data of all the dwelling types proposed.
- c) Dave Smith from Focus Corporation and Berni Walsh, property owner, gave a presentation regarding a Zoning Amendment Application for the Parksville Beach Resort Site located at 161 Island Highway West.

3. **CORRESPONDENCE** - Nil

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

5. **STAFF PRESENTATIONS**

Mayor Mayne noted that all recommendations adopted by the Committee at this meeting will be forwarded to Council for consideration at their November 16, 2009 meeting.

**PAGE**

1

**RECOMMENDATIONS:**

- a) Director of Finance gave the Quarterly Budget Report for the 9 months ended September 30, 2009.
- b) **Director of Community Planning - OCP and Zoning Bylaw Amendment Application - Chew Excavating Ltd. - Off Tuan Road**

Powell-Davidson - Patterson

**THAT** the report from the Director of Community Planning dated October 22, 2009 entitled "Consideration of an Official Community Plan and Zoning Bylaw Amendment Application for Lot 1, Block 564, Nanoose District, Plan 21736 (off Tuan Road)", be received;

**AND THAT** the topic of changing the Industrial designation to Residential for Lot 1, Block 564, Nanoose District, Plan 21736 (off Tuan Road) be considered during the upcoming Official Community Plan review;

**AND FURTHER THAT** subsequent to the Official Community Plan review that the application be returned to Council for deliberation.

OPPOSED UNANIMOUSLY.

- c) **Director of Community Planning - Zoning Amendment Application - 161 Island Highway West**

**Main Motion**

**THAT** the report from the Director of Community Planning dated October 20, 2009 entitled "Zoning Amendment Application - Parksville Beach Development Inc. - 161 Island Highway West", be received;

**AND THAT** the zoning amendment application from Parksville Beach Development Inc. for 161 Island Highway West be denied as the application does not meet the requirements of Council Resolution No. 06-304.

**Amended Motion**

Lefebvre - Greir

**THAT** the report from the Director of Community Planning dated October 20, 2009 entitled "Zoning Amendment Application - Parksville Beach Development Inc. - 161 Island Highway West", be received;

**AND THAT** Staff be directed to find options for Council to consider to replace Council Resolution #06-304 as part of the Transportation Study to make access to the property located at 161 Island Highway West clearer;

**AND FURTHER THAT** the processing of the Zoning Amendment Application for the Parksville Beach Development Inc. - 161 Island Highway West be suspended until the access issue has been resolved.

CARRIED.

d) **Director of Community Planning - Investigation into Possibility of Including Accessibility Standards within the City's Building Bylaw**

Lefebvre - Powell

**THAT** the report from the Director of Community Planning dated October 8, 2009 entitled "Investigation into Possibility of Including Accessibility Standards Within the City's Building Bylaw", be received;

**AND THAT** "Building Bylaw, 2003, No. 1387" and any amendments there to be maintained in their current form;

**AND FURTHER THAT** input be provided on the matter of accessibility during the next Provincial review of the British Columbia Building Code.

CARRIED.

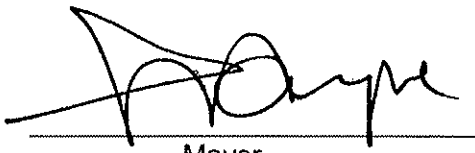
6. **NEW BUSINESS** - Nil

7. **ADJOURNMENT**

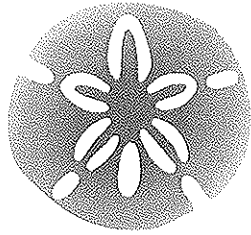
Lefebvre - Greir

Rise and Report to Council at their November 16, 2009 meeting.

The meeting ended at 8:02 p.m.



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Mayor



# City of Parksville

AGENDA  
COMMITTEE  
NOV 16 2009  
DATE

## REQUEST TO APPEAR AS A DELEGATION

TO BE HELD 16 - NOVEMBER, 2009 AT 6:00 P.M.  
Day Date

NAME OF PERSON MAKING PRESENTATION: DAVID SLAVER / ROB DUNCAN  
[Please print]

NAME OF APPLICANT IF OTHER THAN ABOVE: \_\_\_\_\_  
[Please print]

NAME OF ORGANIZATION [if applicable]: Oceanside Hospice Society

Mailing address: 451 AURORA ST., PARKSVILLE V9P1L3

Phone: 250-586-1984 - 250-752-6227 Fax: 250-752-6257  
[Business] [Home]

DETAILS: [Please provide complete information on the nature of your presentation. If applicable, provide one set of submission documents in letter sized format for photocopying purposes. All requests and documentation must be received by the Administration Department by twelve noon on the Tuesday prior to the meeting date for consideration. Delegation requests that do not meet the criteria of *Delegations and/or Presentations to Council or Committee Policy 2.22* will not be processed.]

Oceanside Hospice Society wishes to inform Council regarding new programs and services being offered at our Parksville facility (451 Aurora St.)

**Committee of the Whole Report**

November 2, 2009

**MEMO TO: FRED MANSON, CHIEF ADMINISTRATIVE OFFICER**  
**FROM: LYNN KITCHEN, DEPUTY CORPORATE ADMINISTRATOR**  
**SUBJECT: COMMUNITY PARK CONCESSION POLICY No. 3.18**

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**ISSUE**

To amend Community Park Concession Policy No. 3.18 prior to advertising for the 2010 Community Park Concession building tender.

**EXECUTIVE SUMMARY:**

Each year the City awards a lease agreement to provide a food concession service from the City owned building in the Community Park. However, at the same time a lease agreement exists for the concession building, other temporary food concessions are erected periodically in conjunction with designated special events taking place in the Community Park. As special event concessions are not static and do change for very worthwhile causes, it is necessary to address the topic to provide the City more flexibility in allowing temporary food concessions at the same time a concession building lease is in place.

**REFERENCE**

*Food Concessions in the Community Park Policy No. 3.18*  
Complaints regarding other groups selling food in contravention of Policy No. 3.18

**BACKGROUND**

The City of Parksville "Food and Concessions in the Community Park Policy 3.18" was originally adopted in 1994. At the time of adoption Council consciously provided that a monopoly be awarded to the successful bidder for the annual Community Park Concession Contract. At the time the policy was originally adopted paragraph 6 of the policy prohibited any other food concession in the park during the term of the concession contract. This prohibition was provided to remove competition with the contracted concession provider during the lucrative high volume July and August months in compensation for the requirement that the contractor also remain open during the slower months of May, June, September and October.

Since adoption of the policy in 1994, the policy has been amended in 1995, 1998, 2004 and 2008. Each amendment to the policy was to provide an exception to the prohibition of other food concessions in the Community Park. These exceptions now include:

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- The Annual Ocean Idlers Car Club Show & Shine
- Canada Day Celebrations
- Fish and Game Salmon BBQ
- The opening weekend of Parksville Beach Festival
- Kid's Fist
- Lion's international Kite Festival
- Any Council approved Beer Garden
- A prohibition restricting other food vendors who are allowed during the above exempted events from:
  - Selling items that are in direct competition with those items provided by the contracted concession provider.
  - Locating within 100 meters of the contracted concession.

During this past summer the prohibition against other food servers/vendors was again problematic and primarily revolved around the Parksville Beach Festival activities which were only exempt from the prohibition during the "opening weekend" and the "Cinema under the Stars" special event.

With the policy's current wording, the City was caught in the middle of a three way dispute with the contracted concession provider demanding that the City enforce the agreed upon contract, the Beach Festival Society and Cinema Under the Stars wanting other food vendors as a means to obtain funding for their events, and of course the public who, having overwhelmed the capacity of the concession contractor during these events, complained to the City about the poor service and capacity.

With the current wording of the policy, we anticipate this type of issue to recur.

### OPTIONS

1. Amend "Food Concessions in the Community Park Policy No. 3.18" to add a specific exemption for all Beach Festival and Cinema under the Stars events.
2. Maintain the status quo.
3. Amend "Food Concessions in the Community Park Policy No. 3.18" to allow other food concessions when they are specifically associated with, and authorized by, the organizers of Council approved special events.

### ANALYSIS

Issues for consideration:

1. Maintaining the status quo will mean ongoing tensions between special event organizers who utilize temporary concessions and the operators of the Community Park concession building. This will also continue to result in the unnecessary frustration of visitors to our Community Park who experience long lineups at the Concession building during peak events.

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2. Policing the activities of temporary concessions to ensure compliance with the restrictions contained in the policy is very problematic as these events typically take place on weekends which are outside of normal City Hall office hours.
3. Amending the policy to include all Beach Festival activities and Cinema Under the Stars as exempt events will only address the issue for these particular events and will not address the issue of other vendors possibly selling products in direct competition with the contracted concession provider.
4. Amending the Food Concession Policy to allow direct competition with the contracted concession provider's products and allowing other food vendors during special events will resolve the current capacity issues. By requiring that other vendors be specifically associated with and authorized by the organizers of special events will continue to provide a restriction against food vendors setting up in the park outside of special event activities, and will also provide the City with overall control as special event applications still must be approved by the City.
5. Amending the policy as outlined in point 4 above will also further reduce the monopoly that is currently provided to the contracted concession provider. As was mentioned in the background of this report, the current monopoly was provided as compensation to the contractor for the less lucrative shoulder periods of May and the second half of September and October. Reducing the current monopoly will likely lead to increased competition and capacity which could in turn result in lower peak season revenues for the contracted concession provider. As a consequence, it is reasonable to assume that any prospective contractor, bidding on the concession lease under a reduced policy, would lower their lease tender bid to compensate for this possibility. For Council's information the total 2009 lease amount was \$17,000.

#### **FINANCIAL IMPLICATIONS:**

It is reasonable to assume that reducing the current monopoly on the Community Park concession would lead to reduced revenues from the concession, which in turn would lead any prospective contractor bidding on the concession tender to lower their lease bid to compensate for the possibility of reduced revenues. However, until actual tender bids are received, staff cannot validate this assumption or provide an estimate of the possible reduction.

#### **RECOMMENDATION:**


THAT the report from the Deputy Corporate Administrator dated October 30, 2009 entitled "Community Park Concession Policy", be received;  
AND THAT "Food Concessions in the Community Park Policy No. 3.18" be amended by approving the draft policy attached to the Deputy Corporate Administrator's report dated October 30, 2009, allowing for other food concessions in the Community Park, not specifically named in the policy.

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Respectfully submitted,

  
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**LYNN KITCHEN**  
Deputy Corporate Administrator

**CHIEF ADMINISTRATIVE OFFICER COMMENTS**

  
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**FRED C. MANSON, CGA**  
Chief Administrative Officer

Attachment

CITY OF PARKSVILLE  
DRAFT POLICY

SUBJECT:	<b><i>Food Concessions in the Community Park</i></b>	POLICY NO:	3.18
		RESO. NO:	94-508(3)
		CROSS REF:	
EFFECTIVE DATE: October 3, 1994		APPROVED BY:	Council
REVISION DATE:	December 18, 1995	RESO. NO:	Administrator
	February 16, 1998	RESO. NO:	98-068
	December 20, 2004	RESO. NO:	04-402
		CROSS REF:	
		PAGE	1 OF 1

PURPOSE

To establish procedures with respect to tendering the municipal concession building and to allow other food concessions to operate during specific times in the Community Park.

POLICY

1. The operation of the concession building in the Community Park shall be decided by way of a public tendering process.
2. The request to submit tenders to operate the concession building shall be published in the local newspapers in January of each year when required.
3. The request for tenders may indicate that tenders will be considered for a one or two year season submission.
4. All complete tenders are to be submitted to Council for consideration. Council reserves the right to refuse any or all of the submitted tenders.
5. Once a tender is accepted the successful applicant is required to enter into a contract with the City as directed by Council and prepared by staff.
6. ~~No other food concessions shall be permitted in the Community Park during the term of an existing concession contract except during the following special events:~~
  - ~~Annual Ocean Idlers Car Club Show & Shine;~~
  - ~~Canada Day Celebrations;~~
  - ~~Fish and Game Salmon BBQ;~~
  - ~~Parksville Beach Festival [opening weekend only];~~
  - ~~Kid's Fest;~~
  - ~~Lion's International Kite Festival; and~~
  - ~~Any licenced and Council approved Beer Garden event(s).~~

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DRAFT Food Concessions in the  
Community Park Policy No. 3.18

-2-

6. No food concessions shall be permitted in the Community Park during the operating period of any existing Community Park Concession Lease except when they are specifically associated with and have been authorized by the organizers of a Council approved special event. Any such concession must have a valid "Temporary Food Concession Permit" issued from the Vancouver Island Health Authority and must not be located within a radius of 100 meters from the Community Park Concession Building unless they have received prior permission in writing from the Community Park Concession Lease Contractor.

~~Authorization for non-profit food concessions during any of the special events must be granted by the organizers of the respective events and such concessions must be part of that event and be in possession of a "Temporary Food Concession Permit" from the Vancouver Island Health Authority. The non-profit concessions will be permitted to sell items that are not in direct competition with the concession operator and are not to be located within a radius of 100 metres from the concession building.~~

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**COMMITTEE OF THE WHOLE**

November 2, 2009

**MEMO TO: FRED MANSON, CHIEF ADMINISTRATIVE OFFICER**

**FROM: L. KITCHEN, DEPUTY CORPORATE ADMINISTRATOR**

**SUBJECT: FILMING GUIDELINES AND POLICY**

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**ISSUE:**

Commercial and non commercial filming on City properties.

**EXECUTIVE SUMMARY:**

To develop a policy, guidelines and procedures that will allow filming activity on City owned properties while protecting these assets, operations and maintenance activities, and normal use and enjoyment by residents, visitors and businesses from unacceptable disruption, potential liability and adverse impact on resources.

**REFERENCES:**

*Community Charter, Part 2, Section 8*  
Town of Ladysmith Film Industry Permit Package  
Draft Filming Guidelines and Policy

**BACKGROUND:**

The City was approached recently by representatives of the Vancouver Island North Film Commission (InFilm) as they had a client interested in possibly utilizing Top Bridge Park for a filming project. InFilm provided the City with copies of their promotional booklet entitled "A World of Looks" featuring photographs of potential filming locations throughout Vancouver Island North.

In 2008 the City financially supported InFilm by contributing \$5,000 and Councillor Burger was subsequently appointed Council Liaison to this organization. InFilm has operated since 1996 coordinating the production of feature films, commercials, documentaries, television series, music video's and still shoots that have brought over \$70 million to the communities of northern Vancouver Island. This organization works with the Greater Victoria Film Commission towards attracting production companies to the Island. The City of Parksville stands to benefit from Infilm's promotion of our area and we should be prepared for when a production company approaches us to utilize a City of Parksville asset for filming.

The only policy the City currently has that applies to groups requesting use of municipal property for specific events is "Applications for Special Events Policy No. 8.22." This Policy permits safe and orderly special events on City streets, parks and on other municipally owned facilities and property however, it does not adequately address the magnitude of unique circumstances that could arise from a filming production utilizing City facilities and property.

**OPTIONS:**

1. Approve the proposed Filming Guidelines and Filming Policy attached to this report and advise the Vancouver Island North Film Commission that the City is "open for business" to the film production industry.
2. Maintain the status quo.

**ANALYSIS:**

1. The proposed Filming Guidelines and Filming Policy establish the requirements, fees, guidelines and procedures by which filming activities on City assets will occur. Research conducted into other British Columbia municipalities that have such policies in place revealed that there are common basic requirements such as indemnification, liability insurance, business licence, WorkSafe coverage and recovery of any costs to the City, to name a few. Further, the guidelines address many of the questions that may arise when a production company expresses interest in utilizing a City asset for filming. As the City is responsible for the maintenance and care of municipal assets, the municipality is protecting itself and its assets by specifically outlining the requirements that need to be met prior to filming activities taking place on City owned properties.
2. Maintaining the status quo means the municipality will not have requirements specific to production companies interested in filming on City of Parksville properties. Each application would have to be reviewed and negotiated without consistent, specific basic requirements common to all applications received from such companies.

**SUSTAINABILITY/ENVIRONMENTAL IMPLICATIONS:**

Having specific requirements that need to be adhered to regarding noise levels and timeframes, construction, refurbishment of property and infrastructure, litter collection, use of chemicals, animals, etc. that must be agreed to by a film production company, protects not only Parksville residents, but also the City's assets.

**FINANCIAL IMPACT:**

The City could generate revenues from the fees associated with a filming company obtaining a permit and a business licence to film on City properties. Further, the spin off economic benefit to the City in the form of food, accommodation and goods expenditures could prove substantial.

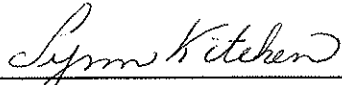
**STAFF RECOMMENDATION**

**THAT** the report from the Deputy Corporate Administrator dated September 9, 2009 entitled "Filming Guidelines and Policy", be received;

**AND THAT** the draft "Filming Policy" attached to the Deputy Corporate Administrator's report dated November 2, 2009, be approved;

**AND FURTHER THAT** the Vancouver Island North Film Commission be advised of the City's Filming Policy.

Respectfully submitted,

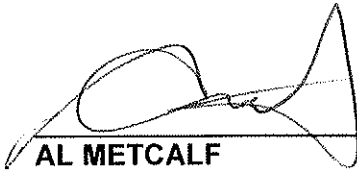


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**LYNN KITCHEN**  
Deputy Corporate Administrator

Attachments

ENGINEERING & OPERATIONS



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**AL METCALF**  
Manager of Operations

PARKSVILLE VOLUNTEER FIRE DEPARTMENT



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**DOUG BANKS**  
Fire Chief

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:



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**FRED C. MANSON, CGA**  
Chief Administrative Officer

Attachments

CITY OF PARKSVILLE

DRAFT POLICY

SUBJECT: <b>Filming Policy</b>	POLICY NO: RESO. NO: CROSS REF:
EFFECTIVE DATE:	APPROVED BY:
REVISION DATE:	RESO. NO: CROSS REF: PAGE 1 OF 1

PURPOSE

To establish requirements, fees, guidelines and procedures by which filming activities on City properties will occur.

To allow filming activity while protecting City properties, operations and maintenance activities, and normal use by residents, businesses and visitors from unacceptable disruption, potential liability and adverse impact on resources.

To recover City costs associated with filming and to generate net revenues.

POLICY

It is the policy of the City of Parksville to support the British Columbia film industry by accommodating commercial and non-commercial filming on City properties while protecting the City's assets and avoiding disruption to our businesses and use by residents and visitors. The City requires that anyone planning a film production on City property, including streets, sidewalks and other public space, agree to certain guidelines (Appendix A) and obtain a permit. There is not necessarily a right to use roads or to film in locations which limit access to sections of the City. Filming locations must not compromise safety of participants or the public and must be approved in advance by the City. Procedures, guidelines and conditions specific to individual City sites, areas or premises may be developed to ensure implementation of Filming Policy objectives.

The following describes the requirements and restrictions applicable to permitting commercial and non-commercial filming on City of Parksville premises.

1. Once a completed application is received, a report will be forwarded at the earliest opportunity to a regular meeting of Council for consideration.
2. The City retains the right to suspend or terminate filming activities and/or immediately evict the applicant in case of emergency or contravention of the permit conditions. Applicants must designate a named on-site liaison person with authority to intervene and/or stop the event if necessary at any time during filming. Filming privileges may be reinstated after re-submission of an application.



3. The applicant shall not use the site/route for any other purpose than that stated in the permit and must submit for authorization to the Chief Administrative Officer or his designate all filming schedule or activity changes at least 24 hours prior to the commencement of such schedule or activity changes.
4. The applicant shall be responsible for maintaining the site/route in a clean condition, and for any clean-up following.
5. The applicant shall ensure the safety of all equipment and other chattels of the City, and if any such equipment/chattel is damaged or missing, the applicant shall be responsible for replacement.
6. The applicant shall not construct, erect or attach or cause or permit to be constructed, erected or attached, any device, fixture or other things of whatsoever nature, including anything nailed to or hung from boulevard trees, planters, etc., without the prior written consent of the Chief Administrative Officer or their designate.
7. The applicant shall not stop the normal flow of traffic at any time without prior authorization and must station flag persons prior to road closures at road closure boundaries.
8. The applicant shall not bring any animals of any kind onto City premises without prior approval and the City reserves the right to require a veterinarian's letter certifying that the animal is free from disease causing bacteria and parasites.
9. The applicant shall not use, or permit to be brought onto City premises, any chemicals, including but not limited to black powder, propane, naphtha, diesel fuel and gasoline or other hazardous materials, except as authorized by the Chief Administrative Officer or their designate.
10. The City will charge fees for filming on municipal properties to recover costs (Appendix B). Fees are set to reflect a fair charge for services, sites and facilities offered the industry.
11. The *Film Permit* Application (Appendix C) will become an approved permit when it is returned to the applicant organization dated and signed by the Chief Administrative Officer or their designate.

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## Filming Guidelines

The City of Parksville encourages and supports the film industry in the Oceanside region. The following general conditions apply to all Film Applications. Conditions specific to individual locations will be noted on the back of each Location Sheet Permit and signed and dated when approved.

**Initial contact for filming in Parksville should be directed to:**

**City of Parksville  
PO Box 1390, 100 E. Jensen Avenue  
Parksville BC V9P 2H3  
Phone: 250 954-4666 or email at [fmanson@parksville.ca](mailto:fmanson@parksville.ca)**

### 1. **Application to Film (Attachment #1)**

The City of Parksville requires that anyone planning a film production on City property, including streets, sidewalks, parks, and other public space, have a permit. The film company must submit the permit application form to the City of Parksville at least 30 working days before the planned filming date.

### 2. **Insurance**

a) Prior to filming, the applicant must provide proof of valid public liability insurance of at least \$5,000,000 against claims for personal injury, death or property damage occurring upon, in, or about the site. The policy will include the City of Parksville as additional named insured and contain a cross liability clause.

**Additional insurance may be required as specified by the Chief Administrative Officer. Determination of the amount of the insurance will be confirmed upon review of the scope of the production.**

b) The Company must provide proof of WorkSafe BC registration in good standing and provide WorkSafe BC coverage for all workers on the payroll. The Company shall indemnify and save harmless the City from any and all liability whatsoever that might result from the Company's failure to pay WorkSafe BC assessments or any other assessment or taxation that arises out of the Company providing the service under this agreement.

### 3. **Business Licence (Attachment #2)**

Any business working in the City of Parksville requires a current business licence including all sub-trades. As part of the film application, an "Out of Town" Business Licence application must be completed and submitted to the City of Parksville Community Planning Department for approval.

**4. Fees & Charges (Attachment #3)**

The film permit fee is \$200 and includes permission for street closures and use of City property. This is an annual fee and remains separate from rental costs and costs for recovery of wages.

An estimate sheet will be provided by the City outlining rental rates for City property or buildings and other charges for City services or costs directly incurred as a result of the production.

A deposit (payable by certified cheque) will be required prior to filming for the estimated cost of all City services that will be necessary. When all filming in the City is complete, an invoice or refund for the balance will be issued.

**5. RCMP**

Policing for the City of Parksville is under the jurisdiction of the Royal Canadian Mounted Police (RCMP). The City will coordinate all RCMP requirements, including filming involving gunfire, vehicle crashes and traffic control and disruption through the permitting process.

**6. Fire Department**

The City of Parksville has its own Fire Department. Call out fees will apply if the services of the Parksville Volunteer Fire Department are required.

**7. Noise**

General prohibitions contained in the City Parksville Noise Bylaw include:

- a) Playing or operating any radio, stereophonic equipment, television receiving set or other instrument or any apparatus for the production or amplification of sound, where the noise or sound is clearly audible at a Point of Reception in a Residential Area between the hours of 11:00 p.m. and 9:00 a.m. daily, or creates or emits a noise or sound which is audible beyond 61 metres (200 feet) in any direction between 9:00 a.m. and 11:00 p.m., daily
- b) Erecting, demolishing constructing, reconstructing, altering or repairing of any building or other structure within the City or the excavating or filling of any, highway, or other land before 7:00 a.m. or after 9:00 p.m., Monday to Saturday and before 9:00 a.m. or after 6:00 p.m., on Sundays and Statutory Holidays.
- (c) Using lawn and/or yard maintenance equipment before 7:00 a.m. or after 9:00 p.m. daily.
- (d) Loading, unloading, delivering, collection, packing, unpacking, or otherwise handling any containers, products, materials, or refuse whatsoever before 7:00 a.m. or after 9:00 p.m. daily in any Residential Area.
- (e) Creating noise or sound by blasting or the operation of drills, compressors or other equipment used to prepare land for blasting before 7:00 a.m. or after 5:00 p.m., Monday to Saturday and at all times on Sundays and Statutory Holidays.

Outside of these times, your application must include the details so the City can review and approve or deny any exemptions.

**8. Use of Civic Properties**

The City of Parksville owns buildings and properties that could be available to film companies. Use of these buildings and properties will require prior approval.

**9. Parking**

A map must be submitted showing the dates, locations and types of vehicles to be parked on public streets or City operated parking lots. There are fees associated with parking on a City block or City lot. The City of Parksville's Engineering and Operations Department will supply and install no parking signs for a fee.

Only vehicles essential to filming should be parked on the street. Non-essential vehicles should be parked off the street.

**10. Use of City Hydrants**

Access to the City's water system is available through fire hydrants. To use a hydrant, you must have permission from the City. The fee for hydrant use is based on usage and location.

**11. Historical Buildings**

There are many buildings in Parksville of historical significance. For filming at these sites, written permission is required from the property owner. To learn more about these buildings, it is suggested you contact the Parksville and District Historical Society at 250-248-6966.

**12. Access and Notification**

Access to businesses, residences and churches should be considered and maintained (including deliveries). The applicant is responsible for notifying residents and/or merchants who will be affected by the filming. A flyer or information leaflet must be distributed. Pertinent information about the event should be included: date, time, durations, area, temporary traffic or parking regulations. A record of who was notified is required. Large or disruptive productions may require advertisements in newspapers and other local media as well.

**13. Cancellation**

Applicants must designate a named on-site liaison person with authority to intervene and/or stop the event if necessary at any time during filming.

**14. Road Closures**

City of Parksville will coordinate all road closure requirements for all municipal streets. Highways #4A and 19A will require approval from the Ministry of Transportation, 3<sup>rd</sup> Floor, 2100 Labieux Road, Nanaimo BC, phone 250-751-3246. *Note: Provincial highways approval is not handled by the City.*

**15. Electrical Permit Requirements**

Any electrical permits must be obtained from the BC Safety Authority in Nanaimo located at #301 - 155 Skinner Street, Nanaimo BC, phone 250-716-5200.

*Note: Electrical Permits are not handled by the City.*

**NOTE: ADDITIONAL SPECIFIC CONDITIONS AND COMMENTS WILL BE INCLUDED IN THE APPROVED FILM PERMIT.**



PO Box 1390, 100 E. Jensen Avenue  
Parksville BC V9P 2H3  
Phone: 250 954-4666 Fax: 250 248-6650

**FILMING PERMIT FEES**

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# Application Fees

The Application Fees relate to the approvals and permits required to film in Parksville. A full list of requirements is located under Filming Guidelines.

### Film Permits

Filming Permit - Primary Location	\$ 200.00
Additional Locations	\$ 100.00 per location

### Parking

City Block	\$ 250.00 / side /day
City Lot	\$ 500.00 / day

### Parks

Major	\$ 500.00 / day
Neighbourhood	\$ 300.00 / day
Photography	Simple: \$ 70.00 / day Complex: \$ 160.00/day

### Fire Department

Pumper & Staff	\$450.00 (min. call out is four hours)
Ladder Truck, Additional equipment & Staff	\$600.00 (min. call out is four hours)
<b>Operations</b> Equipment & staff	To be negotiated (min. call out is four hours)
Fire Hydrants	To be negotiated – based on usage and location

\*GST will be added to all services.



PO Box 1390, 100 E. Jensen Avenue  
Parksville BC V9P 2H3  
Phone: 250 954-4666 Fax: 250 248-6650

**FILMING PERMIT - CHECKLIST AND PERMIT APPROVAL**

CHECKLIST:

- Site meeting with Filming Company representative(s)
- Completed and signed Filming Permit Application
- Completed and signed Terms and Conditions
- Completed and signed Indemnification Agreement
- Proof of acquisition of Business Licence
- Proof of adequate Liability Insurance
- Proof of WorkSafeBC coverage for workers, contractors, volunteers
- Security Deposit

The applicant agrees that if permission to film is granted pursuant to this application it will abide by the City of Parksville Filming Policy and City of Parksville Bylaws in matters related to the exercise of the permission so granted.

The applicant also agrees to pay any legal costs that may be incurred by the City of Parksville in connection with any amendments to the City of Parksville requirements, proposed by the applicant.

Dated at \_\_\_\_\_ B.C. this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

Name of Production Company: \_\_\_\_\_

Per: \_\_\_\_\_  
Authorized Signatory – Print Name and Title and sign

*This portion to be completed by City of Parksville*

Authorized Filming Permit:

Dated at \_\_\_\_\_ B.C. this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

Approval:  Yes  No

Per: \_\_\_\_\_  
Authorized Signatory – Print Name and Title and sign



PO Box 1390, 100 E. Jensen Avenue  
Parksville BC V9P 2H3  
Phone: 250 954-4666 Fax: 250 248-6650

**FILMING PERMIT**

Date: \_\_\_\_\_ Production Title: \_\_\_\_\_

1. Company: \_\_\_\_\_ Production Contact: \_\_\_\_\_

2. Address: \_\_\_\_\_ Tel. No/Fax No.: \_\_\_\_\_

3. Location Manager: \_\_\_\_\_ Tel: \_\_\_\_\_ e-mail: \_\_\_\_\_

Production Manager: \_\_\_\_\_ Tel: \_\_\_\_\_ e-mail: \_\_\_\_\_

4. If TV Commercial name product: \_\_\_\_\_

5. City Employees Required - Please specify on attached. Anticipated Budget \$ \_\_\_\_\_

6. Location(s) - Specify on Location Worksheet (over)

7. TYPE OF PRODUCTION

- |  |                                      |                                     |
|--|--------------------------------------|-------------------------------------|
| <input type="checkbox"/> Feature           | <input type="checkbox"/> TV Pilot    | <input type="checkbox"/> Video      |
| <input type="checkbox"/> Movie of the Week | <input type="checkbox"/> Documentary | <input type="checkbox"/> Short      |
| <input type="checkbox"/> TV Series         | <input type="checkbox"/> Animation   | <input type="checkbox"/> Commercial |
| <input type="checkbox"/> Mini Series       | <input type="checkbox"/> Photo       | <input type="checkbox"/> Other      |

8. PROPOSED LOCATION (Address): \_\_\_\_\_

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Street Occupancy | <input type="checkbox"/> Private Property    | <input type="checkbox"/> Municipal Park     |
| <input type="checkbox"/> Studio           | <input type="checkbox"/> Commercial Property | <input type="checkbox"/> Municipal Property |

9. PROPOSED ACTIVITIES

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Gun Fire             | <input type="checkbox"/> Drive By                  | <input type="checkbox"/> Wet Down                  |
| <input type="checkbox"/> Fire                 | <input type="checkbox"/> Helicopter/aircraft/boats | <input type="checkbox"/> Stunt                     |
| <input type="checkbox"/> Rain or Snow         | <input type="checkbox"/> Tow Shot                  | <input type="checkbox"/> Animal                    |
| <input type="checkbox"/> Explosion/Loud Noise | <input type="checkbox"/> Car Stunt                 | <input type="checkbox"/> Exterior Set Construction |

10. SCHEDULE (Time & Dates)

Prep: From _____ To _____	Total No. of Days _____
Shoot: From _____ To _____	Total No. of Days _____
Wrap: From _____ To _____	Total No. of Days _____

11. PARKING REQUIREMENTS (Include copy of map)

- On-street: \_\_\_\_\_ (ft.)  Private Parking Lot  Municipal Parking Lot

12. BUSINESS LICENCE

The Out of Town Business Licence application (Attached) must be completed and submitted to the City of Parksville Community Planning Department for approval.

_____ Name/Title	_____ Signature of Authorized Representative	_____ Date
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1. Ensure the site/route is not used for any other purpose than that stated in the Filming Permit and provide all of the necessary traffic controls, parking and emergency access acceptable to the City;
2. No construction, erection or attachment of any device, fixture or other things of whatsoever nature without the prior written consent of the City. This includes nailing or hanging anything from boulevard trees, planters etc.
3. Maintain and, if required, refurbish all municipal property and infrastructure to an equal or better condition than that which existed prior to the filming activity.
4. Ensure collection of litter from the site/s, arranging with a waste disposal company for removal/dumping of bins following the activity;
5. Make arrangements for installation of portable toilets, in quantity suitable to the expected attendance, for the duration of the filming activity;
6. Submit for authorization all filming schedule or activity changes at least 24 hours prior to the commencement of such schedule or activity changes.
7. Agree to indemnify and save harmless the City in respect of any and all claims, demands, suits and costs arising out of any act or omission of the applicant or of any servant, agent or officer of the applicant arising out of or resulting from the use of the site/route by the applicant (Page 5).
8. Obtain and maintain during the term of this event, a comprehensive general liability insurance policy providing coverage of not less than \$5,000,000.00, naming the City of Parksville as an additional insured. A copy of the policy shall be delivered to the City prior to the commencement of filming;
9. Be responsible for the health and safety of the production company's employees, agents, contractors and volunteers and ensure Workers' Compensation coverage is provided for its employees, agents and contractors.
10. Adhere to any additional specific conditions and comments included in the approved Film Permit.
11. Approval for use of private property is the sole responsibility of the applicant.

\_\_\_\_\_  
Printed Name of Authorized Representative

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Date Signed





**Location Worksheet**

**Location Map**

Production Company: \_\_\_\_\_ Office Phone: \_\_\_\_\_

Production Title: \_\_\_\_\_ Episode No.: \_\_\_\_\_

Locations Manager: \_\_\_\_\_ Phone: \_\_\_\_\_

Location: \_\_\_\_\_ Date(s): \_\_\_\_\_

Move in Time: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_ Move out Time: \_\_\_\_\_

Noise Bylaw extension required: Yes  No

**Scenes to be Filmed**

Include detailed description and requirements of scenes (a separate page may be used to replace this section)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Crew & Vehicles**

Total # of Cast & Crew \_\_\_\_\_

Total # of Crew Vehicles \_\_\_\_\_

Total # of Unit Vehicles \_\_\_\_\_

Proposed Locations for Vehicle Parking: \_\_\_\_\_

**Traffic Control / Road Closures** (List with times and dates)

Street/Lane \_\_\_\_\_ Time/Date \_\_\_\_\_  
*(specify and name)*

Sidewalk \_\_\_\_\_ Time/Date \_\_\_\_\_  
*(specify which)*

**Lighting**

Include equipment positions, area to be illuminated, type of light, ancillary equipment (stands, cranes, reflectors, etc.) Include positions on map and attach.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Cameras**

Include equipment positions, ancillary equipment (tripod, dolly tracks, cranes etc.) Include positions on map and attach.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Indemnification Agreement**

The undersigned Production Company (the "Applicant") has made application to the City of Parksville to carry out certain filming activities on certain lands and premises owned by or under the control of the City of Parksville known as the "Premises".

The undersigned Indemnitor will benefit directly or indirectly from such filming activities.

In consideration of being permitted to use the Premises and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by each of the Applicant and the Indemnitor, the undersigned agree as follows:

1. The Applicant and the Indemnitor will jointly and severally save harmless and indemnify the City of Parksville, its officers, employees, agents, tenants, licensees and contractors (the "Indemnified Parties") from and against all actions, claims, demands, proceedings, suits, losses, damages, costs and expenses of whatsoever kind or nature (including but not limiting the generality of the foregoing, in respect of death, injury, loss or damage to any person or property) arising in any way out of or in any way connected with the use of the Premises by the Applicant except to the proportionate extent that such actions, claims, demands, proceedings, suits, losses, damages, costs and expenses were caused by the Indemnified Parties or any of them.
2. The Applicant will obtain and maintain at its own expense, for so long as the Applicant uses the Premises, a Comprehensive General Liability Insurance Policy with limits in an amount of not less than \$5,000,000 providing coverage against all claims for personal injury, death or property damage suffered by others arising directly or indirectly out of the use of the Premises by the Applicant. Such policy or policies shall have the City of Parksville and the Indemnified Parties added as Additional Insureds. The policy or policies shall be endorsed as follows:

It is hereby understood and agreed that this policy will not be cancelled, reduced, materially altered or amended without the insurer giving at least thirty (30) days prior written notice by registered mail to the City of Parksville.

The provision of such insurance shall not limit the indemnity provided in paragraph 1 above.

3. The Applicant will provide and maintain WorkSafe BC coverage and do everything reasonably practicable to establish and maintain a system to ensure compliance with Part 3 of the Workers' Compensation Board Amendment Act and the WCB OH&S Regulation.

Signed at \_\_\_\_\_, B.C. this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Name of the Production Company \_\_\_\_\_

Per: \_\_\_\_\_

Authorized Signatory  
Print Name and Title: \_\_\_\_\_

Name of Indemnitor: \_\_\_\_\_

Per: \_\_\_\_\_

Authorized Signatory  
Print Name and Title: \_\_\_\_\_

November 4, 2009

**MEMO TO: HIS WORSHIP THE MAYOR AND MEMBERS OF COUNCIL**

**FROM: FRED MANSON, CHIEF ADMINISTRATIVE OFFICER**

**SUBJECT: PARKSVILLE & DISTRICT CHAMBER OF COMMERCE 2010 FEE FOR SERVICES AGREEMENT**

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ISSUE

Renewal of the Chamber of Commerce Fee for Services Agreement.

REFERENCE

2010 Fee for Service Agreement

BACKGROUND

The City and the Chamber of Commerce negotiate an annual Fee for Services Contract. The purpose of the document is to formalize requirements the City establishes for performance by the Chamber, provides for a means of evaluating the efforts of the Chamber, and confirms amounts and timing for payments made by the City.

Staff has been negotiating the 2010 Fee for Service Agreement with the Chamber's Executive Director. The new Fee for Service Agreement only includes operation of the Business/Visitor Information Centre.

In comparison to the 2009 Agreement, other than house keeping and changes to the rates and applicable date for payments, the only changes are the removal of the City's share of the Economic Development Joint office base rent, a reduction to the hours of operation for the Visitor Information of approximately 206 hours and amending the joint meeting dates to "as required".

Schedule A summarizes the changes to the hours of operation for the Visitor Information Center.

With the elimination of the joint office rent and Councils direction to reduce the Visitor Information Center Fee for Service amount the overall cost of the agreement have been reduced from \$75,887 to \$40,000. (2009 Business Visitor Center \$68,624 + 2009 Base Rent \$7263 = \$75,887).

OPTIONS

Council may:

1. Accept the Agreement as negotiated.
2. Provide staff with specific direction for continued negotiations.
3. Defer deliberations until budget discussions.

ANALYSIS


The contract as currently presented was negotiated as per Council's direction to reduce the City's contribution to the Visitor Information Center to \$40,000. To accommodate the fee reduction, the Chamber has reduced the annual hours of operation by approximately 206 hours from approximately 2670 to approximately 2480.

BUDGET IMPLICATIONS

The 2010 provisional budget includes \$40,000 for the Chamber Fee for Service Agreement.

RECOMMENDATION

That the Mayor and Corporate Officer be authorized to sign the 2010 Fee for Services Agreement with the Parksville and District Chamber of Commerce for the annual amount of \$40,000.00.



---

FRED C. MANSON  
Chief Administrative Officer

Attachment

THIS AGREEMENT made the \_\_\_\_\_ day of January, 2010

BETWEEN:

THE CITY OF PARKSVILLE  
PO BOX 1390  
PARKSVILLE, BC V9P 2H3

(hereinafter called the "City")  
OF THE FIRST PART

AND

THE PARKSVILLE AND DISTRICT CHAMBER OF COMMERCE  
PO BOX 99  
PARKSVILLE, BC V9P 2G3

(hereinafter called the "Chamber")  
OF THE SECOND PART

**WHEREAS** the City and the Chamber share a common goal to promote and improve trade and commerce as well as to improve the economic and civic welfare of the community;

**AND WHEREAS** the Chamber has in past years provided services to the City in operating a tourist information service in the Business/Visitor Centre situated on the Island Highway and in handling the organization and promotion of community events;

**AND WHEREAS** the parties hereto desire to formally establish the terms and conditions and the dates for the advances of portions of the said Fee for Service;

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that for and in consideration of the City resolving to make the Fee for Service Contract with the Chamber, as hereinbefore recited and in consideration of the mutual promises hereinafter appearing, the parties hereto covenant and agree each with the other as follows:

The Chamber shall:

1. (a) Open and appropriately staff the Business/Visitor Centre for the benefit of the public to the extent it determines necessary and affordable. Notwithstanding the above, except for statutory holidays, as a general guide the Business/Visitor Centre shall be open:
  - o January 1 to February 28, five days a week, Monday to Friday, 9am to 5pm
  - o March 1 to April 30, six days a week, Monday to Friday 9am to 5pm and Saturday, 10 am to 4 pm.
  - o May 1 to June 30, seven days a week, 9 am to 5 pm
  - o July 1 to August 31, seven days a week, 9am to 6pm
  - o September 1 to September 14, seven days a week, 9am to 5pm
  - o September 15 to September 30, seven days a week, Monday to Friday, 9am to 5pm, Saturday & Sunday, 10am to 4pm
  - o October 1 to October 31, 6 days a week, Monday to Friday, 9am to 5 pm and Saturday, 10am to 4pm
  - o November 1 to December 31, 5 days a week, Monday to Friday, 9am to 5pm

- (b) Arrange for the Chamber Board to meet with City Council to discuss contractual obligations and matters of mutual concern at any time deemed necessary.
- (c) Ensure that the President of the Chamber presents an evaluation of the past year's activities and presents the next year's programs and budgets to the whole City Council prior to January 30, 2010;
- (d) Not without the written consent of the City incur any expense for which the City shall be required to reimburse the Chamber or for which the City in any other way shall become liable to any other person, company or governmental agency;

The City shall:

- 2. In consideration for the Chamber operating the Business/Visitor Centre as outlined in Section 1(a) , the City hereby agrees to pay to the Chamber the sum of FORTY THOUSAND DOLLARS (\$40,000.00) plus GST payable on the following dates:

February 1, 2010	\$10,000.00 + GST
April 1, 2010	10,000.00 + GST
July 1, 2010	10,000.00 + GST
October 1, 2010	10,000.00 + GST

Provided always, however, that nothing herein shall or be deemed to require the City to make any payments pursuant to the Fee for Service Contract which in the aggregate will exceed the sum of FORTY THOUSAND DOLLARS (\$40,000.00) plus GST for the year. The Chamber has the exclusive authority to determine the most suitable ways to expend the City Funds.

- 3. This Agreement shall remain in force only during the calendar year 2010. Future agreements shall be subject to results of an annual review by the municipality.
- 4. The Chamber Executive Director and the Chief Administrative Officer shall exchange information on a regular basis concerning current issues.

5. The City and the Chamber agree that the provisions of this Agreement shall be given such reasonable interpretation as will facilitate a proper carrying out of the aforementioned services.

**IN WITNESS WHEREOF** the parties have hereunto caused their presents to be executed under the hands of their proper officers duly authorized in that behalf.

**SIGNED ON BEHALF OF THE PARKSVILLE  
AND DISTRICT CHAMBER OF COMMERCE**

\_\_\_\_\_

Authorized Signatory

\_\_\_\_\_  
Authorized Signatory

**SIGNED ON BEHALF OF THE  
CITY OF PARKSVILLE**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director of Administrative Services

Visitor Information Center Hours

Schedule A

	Sun	Mon	Tues	Wed	Thur	Fri	Sat	Hours per Week	Approximate Hours per Month	Difference Per Month
January										
2009		9-5	9-5	9-5	9-5	9-5	10-4	46	204	
2010		9-5	9-5	9-5	9-5	9-5		40	177	27
February										
2009		9-5	9-5	9-5	9-5	9-5	10-4	46	184	
2010		9-5	9-5	9-5	9-5	9-5		40	160	24
March										
2009		9-5	9-5	9-5	9-5	9-5	10-4	46	204	
2010		9-5	9-5	9-5	9-5	9-5	10-4	46	204	0
April										
2009	9-5	9-5	9-5	9-5	9-5	9-5	9-5	56	240	
2010		9-5	9-5	9-5	9-5	9-5	10-4	46	197	43
May										
2009	9-5	9-5	9-5	9-5	9-5	9-5	9-5	56	248	
2010		9-5	9-5	9-5	9-5	9-5	10-4	46	204	44
June										
2009	9-5	9-5	9-5	9-5	9-5	9-5	9-5	56	240	
2010		9-5	9-5	9-5	9-5	9-5	10-4	46	197	43
July										
2009	9-6	9-6	9-6	9-6	9-6	9-6	9-6	63	279	
2010	9-6	9-6	9-6	9-6	9-6	9-6	9-6	63	279	0
August										
2009	9-6	9-6	9-6	9-6	9-6	9-6	9-6	63	279	
2010	9-6	9-6	9-6	9-6	9-6	9-6	9-6	63	279	0
Sept 1 - 14										
2009	9-5	9-5	9-5	9-5	9-5	9-5	9-5	56	112	
2010	9-5	9-5	9-5	9-5	9-5	9-5	9-5	56	112	0
Sept 15 - 30										
2009	10-4	9-5	9-5	9-5	9-5	9-5	10-4	52	119	
2010	10-4	9-5	9-5	9-5	9-5	9-5	10-4	52	119	0
October										
2009		9-5	9-5	9-5	9-5	9-5	10-4	46	204	
2010		9-5	9-5	9-5	9-5	9-5	10-4	46	204	0
November										
2009		9-5	9-5	9-5	9-5	9-5	10-4	46	197	
2010		9-5	9-5	9-5	9-5	9-5		40	171	26
December										
2009		9-5	9-5	9-5	9-5	9-5		40	177	
2010		9-5	9-5	9-5	9-5	9-5		40	177	0
Total										
2009									2686	
2010									2480	206