

COUNCIL MEETING AGENDA - MONDAY, OCTOBER 18, 2010
Immediately following the adjournment of the Committee of the Whole Meeting

Knox United Church - 345 Pym Street

1. **ADOPTION OF MINUTES**

- a) of the Council meeting held October 4, 2010 - Pages 1 to 7

Recommendation: THAT the minutes of the Council meeting held October 4, 2010 be adopted.

2. **APPROVAL OF AGENDA**

3. **PRESENTATIONS**

4. **DELEGATIONS**

5. **UNFINISHED BUSINESS**

6. **CORRESPONDENCE**

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

8. **REPORTS**

- a) Committee of the Whole - October 4, 2010 - Pages 8 to 9

- (1) Parksville Community & Conference Centre Society - 2010 Operating Subsidy

Recommendation: THAT the request from the Parksville Community & Conference Centre Society for an increase of \$16,048.11 in the 2010 operating subsidy for the Centre be referred to staff for review and report back to the Committee of the Whole.

- (2) Director of Community Planning - Parksville Beach Motel Zoning Amendment Application (161 Island Highway West)

Processing of the Parksville Beach Motel zoning amendment application has resulted in some significant issues being identified.

Recommendation: THAT the report from the Director of Community Planning dated September 23, 2010 entitled "Parksville Beach Motel Zoning Amendment Application on Lot 1, District Lot 89, Nanoose District, Plan VIP78996 (161 Island Highway West)" be received.

- (3) Parksville Beach Motel Zoning Amendment Application (161 Island Highway West)

Recommendation: THAT the zoning amendment bylaw for the Parksville Beach Motel rezoning application be brought forward for first and second reading consideration at the October 18, 2010 meeting of Council; AND THAT outstanding issues contained in the report from the Director of Community Planning dated September 23, 2010 be satisfactorily addressed prior to the zoning amendment bylaw being brought forward for third reading and adoption.

- (4) Director of Community Planning - Amendment to the Advisory Design Panel Terms of Reference and Appointment of a New Panel Member

The Measuring Up Parksville Committee has requested, through Councillor Marc Lefebvre, that the Advisory Design Panel include representation of a person with expertise on the topic of accessibility and universal design.

Recommendation: THAT the report from the Director of Community Planning dated September 22, 2010 entitled "Amendment to the Advisory Design Panel Terms of Reference and Appointment of a New Panel Member" be received; AND THAT the Advisory Design Panel Terms of Reference be amended by replacing them with Schedule "A" attached to and forming part of the report from the Director of Community Planning dated September 22, 2010; AND FURTHER THAT Gerry Price be appointed to the Advisory Design Panel for the remainder of the current term of Council.

- (5) Director of Community Planning - Development Permit Application (148 Weld Street)

On May 14, 2010 the City received a development permit application from Carsten Jensen of Carsten Jensen Architect Inc. on behalf of the property owner 619270 B.C. Ltd. The applicant requests issuance of a development permit to facilitate construction of a three storey mixed use building with ground floor commercial and two residential floors comprised of 10 units.

Recommendation: THAT the report from the Director of Community Planning dated September 23, 2010 regarding the issuance of a development permit at 148 Weld Street be received; AND THAT a development permit be issued to 619270 B.C. Ltd. on Lots 20 and 21, District Lot 13, Nanoose District, Plan 1565 (148 Weld Street); AND THAT a landscaping letter of credit in the amount of \$13,623.00 be received prior to the issuance of the permit, for the purpose of assuring the completion of site landscaping; AND FURTHER THAT as a term of permit, proof of lot consolidation be received prior to building permit issuance.

- b) Grant-in-Aid Select Committee - Fall 2010 Grant-in-Aid Applications - Pages 10 to 11
Under the provisions of the City's Grant-In-Aid Application policy the City of Parksville may provide direct financial assistance to community groups and organizations for events and projects that will benefit the citizens and visitors of the municipality contingent upon provisions being included in the annual operating budget. The 2010 budget for this purpose is \$5000.00. As provided under the policy the award of grants is split into a spring and fall intake. The deadline

for fall intake was September 3, 2010. The purpose of this report is to establish the allocation of the \$2,500.00 budgeted funds for the applications received by the fall deadline.

Recommendation: THAT the Grant-In-Aid applications received for the period ending September 3, 2010 be approved as follows:

Name of Organization	Approved
Arrowsmith Potters' Guild	Withdrew application
"C-Zone" (a Building Learning Together initiative)	600.00
Oceanside Community Network	500.00
Parksville & District Association for Community Living	500.00
Parksville Seniors Activity & Drop in Centre Society	500.00
Rough Diamond Creative Arts	250.00
Vancouver Island Opera	150.00
Total	\$2,500.00

AND THAT \$2,500.00 be allocated from the 2010 Grants-In-Aid budget.

- c) Director of Community Planning - Issuing a Development Variance Permit to Permit Alteration to the proposed Fire Hall Tower (160 Jensen Avenue West) - Pages 12 to 16
The City initiated a development variance permit amendment in order to facilitate modifications to the proposed height of the Fire Hall Hose Tower. The modifications are intended to screen the telecommunication antennas and equipment that are proposed by Telus to serve downtown Parksville.

Recommendation: THAT the report from the Director of Community Planning dated October 7, 2010 entitled "Consideration of Issuing a Development Variance Permit to Permit Alteration to the Proposed Fire Hall Tower" on Lot A, District Lot 14, Nanoose District, Plan EPP7534 (160 Jensen Avenue West) be received; AND THAT contingent upon consideration of public comment received, Council issue a Development Variance Permit to the City of Parksville for the purpose of granting a Zoning Bylaw relaxation which will permit a fire hall hose tower to a height of 20 m and a reduction to the setback for commercial communications antenna from 50 m to 10 m in order to conceal telecommunications antennas and equipment within the Fire Hall addition on Lot A, District Lot 14, Nanoose District, Plan EPP7534 (160 Jensen Avenue West).

- d) Director of Community Planning - Parksville Beach Motel Zoning Amendment Application (161 Island Highway West) - Pages 17 to 27
The Advisory Planning Commission reviewed the Watermark Project zoning amendment application on October 7, 2010. A recommendation was not generated at that meeting.

Recommendation: THAT the report from the Director of Community Planning, dated October 7, 2010 entitled "Parksville Beach Motel Zoning Amendment Application on Lot 1, District Lot 89, Nanoose District, Plan VIP78996 (161 Island Highway West)" be received for information.

- e) Fire Chief - Contract Award for Electrical Works for Fire Hall Expansion Project - Pages 28 to 30

On September 30, 2010, Liberty Contract Management provided a recommendation for the award of the contract for the electrical works required for the fire hall expansion. The recommendation was that the contract be awarded to Den Mar Electric.

Recommendation: THAT the report from the Fire Chief, dated October 5, 2010, entitled "Contract Award for Electrical Works for the Fire Hall Expansion Project", be received;

AND THAT Council award the contract for the required Electrical Works for the Fire Hall Expansion Project to Den Mar Electric Ltd. in the pre-tax amount of \$322,976.00;

AND THAT staff be directed to look for cost saving measures for the purchase of the emergency generator component of the contract.

9. BYLAWS

- a) "Permissive Taxation Exemption Bylaw, 2010, No. 1467"
Annual taxation exemptions provided under the Community Charter. In order for 2011 taxation exemptions to take effect, the bylaw must be adopted in the preceding year, on or before October 31, 2010.

(i) **Recommendation: THAT "Permissive Taxation Exemption Bylaw, 2010, No. 1467" be adopted.**

- b) "Zoning and Development Amendment Bylaw, 2010, No. 2000.81" - to be distributed

(i) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2010, No. 2000.81" be read a first time.**

(ii) **Recommendation: THAT "Zoning and Development Amendment Bylaw, 2010, No. 2000.81" be read a second time;
AND THAT "Zoning and Development Amendment Bylaw, 2010, No. 2000.81" be advanced to a public hearing.**

10. NOTICE OF MOTION

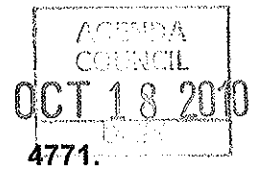
11. NEW BUSINESS

12. SPECIAL BUSINESS (Closed/In Camera)

13. ADJOURNMENT

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TO BE ADOPTED



CITY OF PARKSVILLE

October 4, 2010

Minutes of the meeting of Council held at the Civic and Technology Centre, 100 Jensen Avenue East, Parksville, BC, on Monday, October 4, 2010 at 7:44 p.m.

PRESENT: His Worship Mayor E. F. Mayne

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

Staff: F. Manson, Chief Administrative Officer
L. Kitchen, Deputy Corporate Administrator
D. Banks, Fire Chief
L. Butterworth, Director of Finance
G. Jackson, Director of Community Planning
B. Russell, Manager of Current Planning
D. Tardiff, Communications Officer

1. **ADOPTION OF MINUTES**

Lefebvre - Powell
10-249 THAT the minutes of the Council meeting held September 20, 2010 be adopted.
CARRIED.

2. **APPROVAL OF AGENDA**

Lefebvre - Patterson
10-250 THAT the October 4, 2010 Council meeting agenda be approved. CARRIED.

3. **PRESENTATIONS** - Nil

4. **DELEGATIONS** - Nil

5. **UNFINISHED BUSINESS** - Nil

6. **CORRESPONDENCE**

a) **Oceanside Development & Construction Association - Concern for the Integrity of the Democratic Process and Sam D. Cosco - Official Community Plan Advisory Committees**
Greir - Lefebvre
10-251 THAT the correspondence from the Oceanside Development & Construction Association dated September 22, 2010 regarding concern for the integrity of the democratic process, be received;
AND THAT the correspondence from Sam D. Cosco dated September 20, 2010 regarding the Official Community Plan Advisory Committees, be received.
CARRIED.

- b) **Michele Deakin - Mid Vancouver Island Habitat Enhancement Society (MVIHES)**
Lefebvre - Powell
10-252 THAT the correspondence from the Mid Vancouver Island Habitat Enhancement Society (MVIHES) dated September 28, 2010 regarding shoreline property on Parksville Bay, be received;
AND THAT a representative from MVIHES be invited to a future Committee of the Whole meeting to discuss the Society's concerns. CARRIED.

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

8. **REPORTS**

- a) **Appointments to Official Community Plan Advisory Committees**
Lefebvre - Powell
10-253 THAT Sam Cosco, Gerald Beaudry, Mary Beil, Joseph Forsyth, Marilyn Hahn, Don Luke, Charna Macfie, John O'Brien and Carolyn Waters be appointed to the Official Community Plan Citizen's Advisory Committee for an eighteen (18) month term ending April 30, 2012;
AND THAT Gary Child, Michele Deakin, Manley LaFoy, Doug O'Brien, Norman Patterson, Faye Smith, Maggie Towns, Anthony Veselisin and David Wallace be appointed to the Official Community Plan Community Advisory Committee for an eighteen (18) month term ending April 30, 2012. CARRIED.

- b) **Director of Community Planning - Addition of Advertising Component to Permit Alteration to the Proposed Fire Hall Tower (160 Jensen Avenue West)**
Lefebvre - Greir
10-254 THAT the report from the Director of Community Planning dated September 28, 2010 entitled "Addition of Advertising Component to Permit Alteration to the Proposed Fire Hall Tower on Lot A, District Lot 14, Nanoose District, Plan EPP7534 (160 Jensen Avenue West)" be received;
AND THAT the recommendation coming forward to Council from the September 20, 2010 Committee of the Whole meeting be amended to read as follows:
AND THAT staff commence notification based on the fact that Council intends to consider granting a Development Variance Permit to the Parksville Volunteer Fire Department for the purpose of granting a Zoning Bylaw relaxation and which would facilitate a contemplated amendment to the Development Permit No. 10-04 to permit a hose tower structure shielding an antenna system at a height of 20m and a reduction to the setback for commercial communications antennas from 50m to 10m. CARRIED.

- c) **Committee of the Whole - September 20, 2010**
10-255 THAT the report from the Committee of the Whole meeting held September 20, 2010 be received and the following recommendations considered:

(1) **Bev Harrison - Craig Bay Residents' Association - Stage II Water Restrictions**

Lefebvre - Powell

THAT the matter of watering restrictions in Craig Bay be referred to staff for review and recommendation and report back to Committee of the Whole. CARRIED.

Mayor Mayne declared a conflict of interest as he has a business relationship with the applicant. He left the Committee of the Whole meeting at 7:54 p.m.

Acting Mayor Lefebvre assumed the Chair.

(2) **Director of Community Planning - Application to Amend to Official Community Plan to Change the Future Land Use Designation from Rural to Commercial (1000 Island Highway East)**

Powell - Greir

THAT the report from the Director of Community Planning dated September 9, 2010 entitled "Application to Amend the Official Community Plan to Change the Future Land Use Designation from Rural to Neighbourhood Commercial on Lot A, District Lot 123, Nanoose District, Plan VIP57926 (1000 Island Highway East)" be received;

AND THAT the application to amend the Official Community Plan Future Land Use map from Rural to Neighbourhood Commercial on Lot A, District Lot 123, Nanoose District, Plan VIP57926 (1000 Island Highway East) be denied;

AND FURTHER THAT the topic of changing the designation from Rural to Neighbourhood Commercial for Lot A, District Lot 123, Nanoose District, Plan VIP57926 (1000 Island Highway East) be considered during the upcoming Official Community Plan review. CARRIED.

Mayor Mayne returned to the Committee of the Whole meeting at 7:55 p.m. and resumed the Chair.

(3) **Director of Community Planning - Development Permit Amendment Application with Variances to Permit Alteration to the Proposed Fire Hall Tower and Inclusion of Equipment Room (160 Jensen Avenue West)**

Lefebvre - Powell

THAT the report from the Director of Community Planning dated September 13, 2010 for Development Permit Amendment application with variances to permit alteration to the proposed fire hall tower and inclusion of an equipment room on Lot A, District Lot 14, Nanoose District, Plan EPP7534 (160 Jensen Avenue West) be received;

AND THAT staff commence notification based on the fact that Council intends to consider granting a Development Variance Permit to the Parksville Volunteer Fire Department for the purpose of granting a Zoning Bylaw relaxation and which would facilitate a contemplated amendment to the Development Permit No. 10-04 to permit a hose tower structure shielding an antenna system at a height of 20m and a reduction to the setback for commercial communication antennas from 50m to 10m. CARRIED.

(4) **Chief Administrative Officer - Consideration of Delivery Methods for a Development Process Review**

Greir - Powell-Davidson

THAT the report from the Chief Administrative Officer dated September 15, 2010 regarding the City's Development Process Review be received; AND THAT staff be authorized to proceed with a development process review through an open request for proposals with the Terms of Reference and expected deliverables as those outlined in "Schedule A" attached to the report from the Chief Administrative Officer dated September 15, 2010;

AND FURTHER THAT staff be directed to include in the revised 2010 – 2014 financial plan funding in the amount of \$50,000.00 for the review with funding to be provided from prior years' surpluses. CARRIED.

(5) **GIS Specialist on behalf of the Municipal Information System Committee - Municipal Information System RFP: Purchase of Financial System and Property Management System**

Lefebvre - Greir

THAT the report from the GIS Specialist on behalf of the Municipal Information System Committee dated September 10, 2010 entitled "Municipal Information System RFP: Purchase of Financial System and Property Management System" be received;

AND THAT the City of Parksville purchase and implement Tempest Development Group as a new Land/Revenue System at the submitted price of \$326,957.00 (plus taxes) plus travel per diem costs as contained in the 2010 Capital Budget;

AND FURTHER THAT the City of Parksville purchase and implement Diamond Municipal Solutions as a new core Financial System at the submitted price of \$118,057.00 (plus taxes) plus travel per diem costs as contained in the 2010 Capital Budget. CARRIED.

d) **Fire Chief - Contract Award for Mechanical Works for Fire Hall Expansion Project**

Lefebvre – Powell-Davidson

10-256 THAT The report from the Fire Chief dated September 27, 2010 entitled "Contract Award for Mechanical Works for the Fire Hall Expansion Project", be received;

AND THAT Council award the contract for the required Mechanical Works for the Fire Hall Expansion Project to Archie Johnstone Plumbing and Heating in the pre-tax amount of \$247,600.00. CARRIED.

e) **Executive Assistant - Silver Spur Riding Club - Annual Equestrian Toy Ride**

Burger - Greir

10-257 THAT the report from the Executive Assistant dated September 27, 2010 entitled "Silver Spur Riding Club - Annual Equestrian Toy Ride", be received;

AND THAT the Silver Spur Riding Club be permitted to hold an Equestrian Toy Ride on Sunday November 14, 2010 between the hours of 11:30 a.m. and 12:30 p.m. following a designated route through City streets as indicated on the map attached to Event Application Form (1B);

AND THAT the approval be granted on condition that the organizers adhere to the signed Terms and Conditions form dated September 12, 2010 attached to the report from the Executive Assistant dated September 27, 2010 entitled "Silver Spur Riding Club - Annual Equestrian Toy Ride";
AND FURTHER THAT staff be directed to bring forward a report to Council reviewing the Special Event policy requirement that all event applications are to be approved by Council. CARRIED.

f) **Chief Administrative Officer - TM Mobile Inc. (TELUS) Site Licence Agreement**

10-258 Lefebvre - Greir
THAT the report from the Chief Administrative Officer dated September 27, 2010 entitled "TM Mobile Inc. (TELUS) Site Licence Agreement", be received;
AND THAT the proposed lease agreement with TM Mobile Inc. (TELUS) for a portion of Parkland on Lot 15, Block 564, Plan 33339 (5 Chattell Road), as outlined in red on the Schedule A attached to this report, to be used for the installation of telecommunications equipment, be approved for the period December 1, 2010 to November 30, 2015 at an annual rate of \$10,000.00 (plus applicable harmonized sales tax) and the rights to extend the term of this agreement for five (5) further and consecutive period(s) of five (5) years each without notice, only if TM Mobile Inc. (TELUS) is not in default of the agreement. CARRIED.

9. **BYLAWS**

a) **"Water Service System Amendment Bylaw, 2010, No. 1320.18"**

10-259 Greir - Lefebvre
THAT "Water Service System Amendment Bylaw, 2010, No. 1320.18" be adopted. CARRIED.

b) **"Permissive Taxation Exemption Bylaw, 2010, No. 1467"**

Main Motion

Lefebvre – Powell-Davidson
THAT "Permissive Taxation Exemption Bylaw, 2010, No. 1467" be read a first time.

Amendment

Burger - Powell
THAT "c) Roll No. 125.250 – Lot 2, District Lot 13, Nanoose District, Plan VIP71491 – 250 Craig Street [Stanford Place Holdings Ltd. and Vancouver Island Health Authority" be removed from Schedule "F" of "Permissive Taxation Exemption Bylaw, 2010, No. 1467". DEFEATED

Amendment

10-260 Powell-Davidson – Lefebvre
THAT "Permissive Taxation Exemption Bylaw, 2010, No. 1467" be amended as follows:

(a) The addition of Item 1 (a) that states:

“Those certain parcels or tracts of land and improvements, situated, lying and being in the City of Parksville, as described in Schedule “G”, attached hereto and forming part of this bylaw, shall be provided an 82% exemption from taxation for the municipal portion for the year 2011 providing such properties are used for the purposes set out in Sections 220 and 224(2) of the *Community Charter*.

- (b) The removal of item (c) from Schedule “F”;
- (c) The addition of Schedule “G” Taxation Exemption Properties for 2010 Section 224(2)(j) a) Roll No. 125.250 – Lot 2, District Lot 13, Nanoose District, Plan VIP71491 – 250 Craig Street [Stanford Place Holdings Ltd. and Vancouver Island Health Authority]. CARRIED.

Main Motion as amended

10-261 Powell-Davidson - Greir
THAT “Permissive Taxation Exemption Bylaw, 2010, No. 1467” be amended as follows:

- (a) The addition of Item 1 (a) that states:

“Those certain parcels or tracts of land and improvements, situated, lying and being in the City of Parksville, as described in Schedule “G”, attached hereto and forming part of this bylaw, shall be provided an 82% exemption from taxation for the municipal portion for the year 2011 providing such properties are used for the purposes set out in Sections 220 and 224(2) of the *Community Charter*;
- (b) The removal of item (c) from Schedule “F”;
- (c) The addition of Schedule “G” Taxation Exemption Properties for 2010 Section 224(2)(j) a) Roll No. 125.250 – Lot 2, District Lot 13, Nanoose District, Plan VIP71491 – 250 Craig Street [Stanford Place Holdings Ltd. and Vancouver Island Health Authority];

AND THAT “Permissive Taxation Exemption Bylaw, 2010, No. 1467” be read a first time as amended. CARRIED.

10-262 Greir - Lefebvre
THAT “Permissive Taxation Exemption Bylaw, 2010, No. 1467” be read a second and third time. CARRIED.

10. NOTICE OF MOTION

a) **Councillor Powell-Davidson – Christmas Lights Downtown**

10-263 Powell-Davidson - Powell
THAT with the relocation of the Kris Kringle Craft Fair to Parksville and the increasing popularity of events such as the Bethlehem Walk and the Christmas Parade, staff be directed to investigate the reintroduction of Christmas lights back into the downtown core areas decorated by the City in past years. CARRIED.

11. NEW BUSINESS

12. SPECIAL BUSINESS

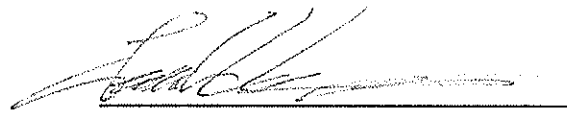
13. ADJOURNMENT

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

The meeting adjourned at 8:31 p.m.

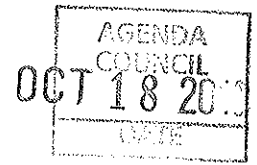
Certified Correct.

Mayor



Corporate Officer

October 5, 2010



REPORT TO: MAYOR AND COUNCIL

FROM: COMMITTEE OF THE WHOLE

SUBJECT: OCTOBER 4, 2010 MEETING RECOMMENDATIONS

The following items were considered by the Committee of the Whole at its meeting held Monday, October 4, 2010:

RECOMMENDATION

(1) Parksville Community & Conference Centre Society – 2010 Operating Subsidy

THAT the request from the Parksville Community & Conference Centre Society for an increase of \$16,048.11 in the 2010 operating subsidy for the Centre be referred to staff for review and report back to the Committee of the Whole.

(2) Parksville Beach Motel Zoning Amendment Application (161 Island Highway West)

THAT the report from the Director of Community Planning dated September 23, 2010 entitled "Parksville Beach Motel Zoning Amendment Application on Lot 1, District Lot 89, Nanoose District, Plan VIP78996 (161 Island Highway West)" be received.

(3) Parksville Beach Motel Zoning Amendment Application (161 Island Highway West)

THAT the zoning amendment bylaw for the Parksville Beach Motel rezoning application be brought forward for first and second reading consideration at the October 18, 2010 meeting of Council;

AND THAT outstanding issues contained in the report from the Director of Community Planning dated September 23, 2010 be satisfactorily addressed prior to the zoning amendment bylaw being brought forward for third reading and adoption.

(Councillors Burger and Powell voted against the recommendation.)

(4) Amendment to the Advisory Design Panel Terms of Reference and Appointment of a New Panel Member

THAT the report from the Director of Community Planning dated September 22, 2010 entitled "Amendment to the Advisory Design Panel Terms of Reference and Appointment of a New Panel Member" be received;

AND THAT the Advisory Design Panel Terms of Reference be amended by replacing them with Schedule "A" attached to and forming part of the report from the Director of Community Planning dated September 22, 2010;

AND FURTHER THAT Gerry Price be appointed to the Advisory Design Panel for the remainder of the current term of Council.

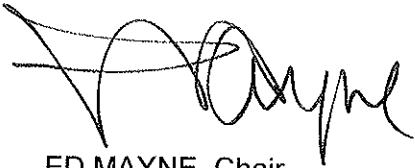
(5) **Development Permit Application (148 Weld Street)**

THAT the report from the Director of Community Planning dated September 23, 2010 regarding the issuance of a development permit at 148 Weld Street be received;

AND THAT a development permit be issued to 619270 B.C. Ltd. on Lots 20 and 21, District Lot 13, Nanoose District, Plan 1565 (148 Weld Street);

AND THAT a landscaping letter of credit in the amount of \$13,623.00 be received prior to the issuance of the permit, for the purpose of assuring the completion of site landscaping;

AND FURTHER THAT as a term of permit, proof of lot consolidation be received prior to building permit issuance.



ED MAYNE, Chair
COMMITTEE OF THE WHOLE

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COUNCIL REPORT

September 28, 2010

REPORT TO: HIS WORSHIP THE MAYOR AND MEMBERS OF COUNCIL

FROM: GRANT-IN-AID SELECT COMMITTEE

SUBJECT: FALL 2010 GRANT-IN-AID APPLICATIONS

ISSUE

Grant-In-Aid applications and recommended financial allocations.

EXECUTIVE SUMMARY

Under the provisions of the City's Grant-In-Aid Application policy the City of Parkville may provide direct financial assistance to community groups and organizations for events and projects that will benefit the citizens and visitors of the municipality contingent upon provisions being included in the annual operating budget. The 2010 budget for this purpose is \$5000.00. As provided under the policy the award of grants is split into a spring and fall intake. The deadline for fall intake was September 3, 2010. The purpose of this report is to establish the allocation of the \$2,500.00 budgeted funds for the applications received by the fall deadline.

REFERENCE

*Grant-In-Aid Application Policy No. 3.26.
Seven (7) Grant-In-Aid submissions.
Council Resolution No. 10-224 appointing a Grant-In-Aid Select Committee.*

BACKGROUND

At the September 13, 2010 Council meeting, a resolution was passed to appoint a Grant-In-Aid Select Committee to be comprised of the Chief Administrative Officer and two Councillors appointed by the Mayor. Councillors Patterson and Powell were appointed. The Select Committee was to review and recommend back to Council on the allocation of the \$2,500.00 budgeted funds for the submissions received for the period ending September 3, 2010. Council is not obligated to allocate all or any of the budgeted funds.

OPTIONS

1. Approve the Select Committee recommended allocations.
2. Refer the submissions back to the Select Committee for further consideration.

RECOMMENDATION

THAT the Grant-In-Aid applications received for the period ending September 3, 2010 be approved as follows:

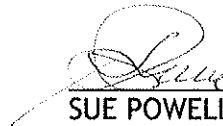
Name of Organization	Approved
<i>Arrowsmith Potters' Guild</i>	<i>Withdrew application</i>
"C-Zone" (a Building Learning Together initiative)	600.00
Oceanside Community Network	500.00
Parksville & District Association for Community Living	500.00
Parksville Seniors Activity & Drop in Centre Society	500.00
Rough Diamond Creative Arts	250.00
Vancouver Island Opera	150.00
Total	\$2,500.00

AND THAT \$2,500.00 be allocated from the 2010 Grants-In-Aid budget.

Respectfully submitted,



TERESA PATTERSON
Councillor



SUE POWELL
Councillor



FRED MANSON
Chief Administrative Officer

COUNCIL REPORT

AGENDA
COUNCIL
OCT 18 2010
DATE

October 7, 2010

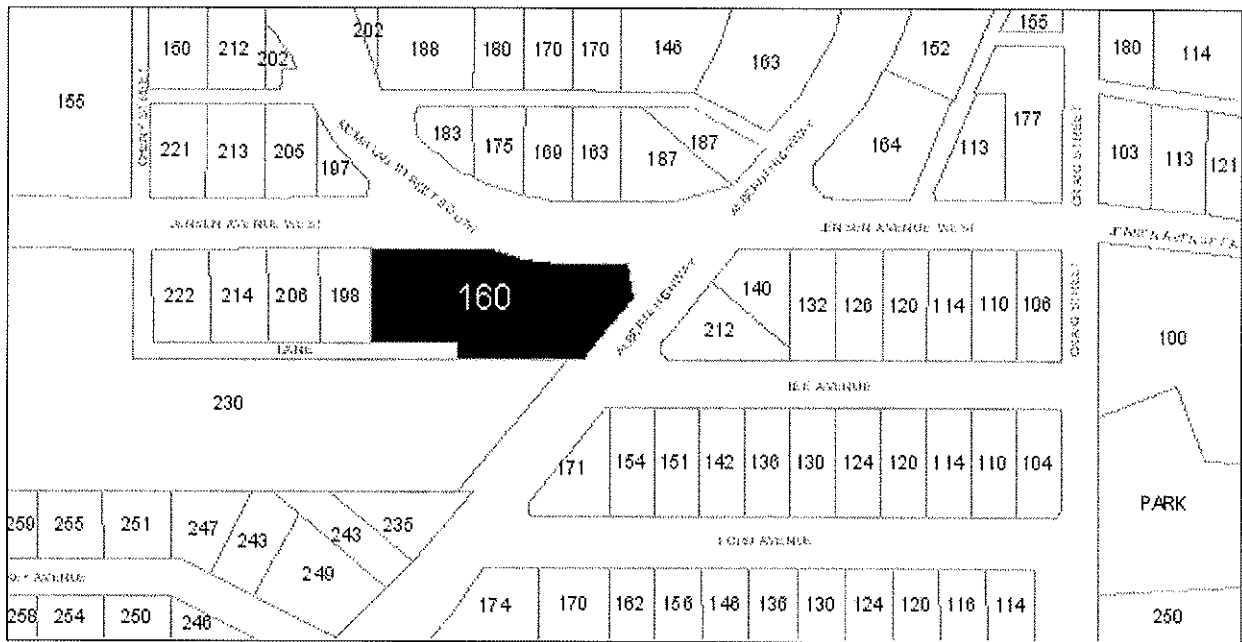
REPORT TO: F. C. MANSON, C.G.A., CHIEF ADMINISTRATIVE OFFICER

FROM: G. A. JACKSON, DIRECTOR OF COMMUNITY PLANNING

SUBJECT: CONSIDERATION OF ISSUING A DEVELOPMENT VARIANCE PERMIT TO PERMIT ALTERATION TO THE PROPOSED FIRE HALL TOWER ON LOT A, DISTRICT LOT 14, NANOOSE DISTRICT, PLAN EPP7534 (160 JENSEN AVENUE WEST)
OWNER: CITY OF PARKSVILLE
APPLICANT: PARKSVILLE VOLUNTEER FIRE DEPARTMENT
FILE NO: 3090-10-03

Issue:

Consideration of issuing a development variance permit to facilitate the construction of a Fire Hall Hose Tower 20 metres in height concealing telecommunication antennas and equipment.



Executive Summary

The City initiated a development variance permit amendment in order to facilitate modifications to the proposed height of the Fire Hall Hose Tower. The modifications are intended to screen the telecommunication antennas and equipment that are proposed by Telus to serve downtown Parksville.

CONSIDERATION OF ISSUING
A DEVELOPMENT VARIANCE PERMIT
TO PERMIT ALTERATION TO THE
PROPOSED FIRE HALL TOWER

References:

Public Notice

Background:

At the regular Council meeting held on Monday, October 4, 2010 the following resolution was adopted:

10-254 *THAT* the report from the Director of Community Planning dated September 28, 2010 entitled "Addition of Advertising Component to Permit Alteration to the Proposed Fire Hall Tower on Lot A, District Lot 14, Nanoose District, Plan EPP7534 (160 Jensen Avenue West)" be received;
AND THAT the recommendation coming forward to Council from the September 20, 2010 Committee of the Whole meeting be amended to read as follows:
AND THAT staff commence notification based on the fact that Council intends to consider granting a Development Variance Permit to the Parksville Volunteer Fire Department for the purpose of granting a Zoning Bylaw relaxation and which would facilitate a contemplated amendment to the Development Permit No. 10-04 to permit a hose tower structure shielding an antenna system at a height of 20m and a reduction to the setback for commercial communications antennas from 50m to 10m.

CARRIED.

Since the October 4, 2010 Council meeting, Staff has notified the neighbouring property owners and tenants in accordance with the legislation. At this meeting, prior to Council's resolution, Council must give those persons present in the gallery an opportunity to speak on this matter and shall also take written submissions into consideration.

Sustainability Implications:

A Sustainable Community Builder Checklist was submitted with the original development permit application that was approved by Council. The proposed design alterations appear neutral with respect to sustainability.

Financial Implications:

There are no financial implications associated with this application other than the cost of processing this permit including notification. Costs associated with the modification to the Fire Hall tower and the inclusion of an equipment room would form part of the negotiations with Telus for a rental/lease agreement.

Options:

Council may:

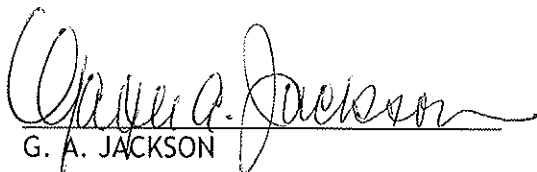
1. Authorize issuance of a development variance permit;
2. Not approve issuance of a development variance permit.

**CONSIDERATION OF ISSUING
A DEVELOPMENT VARIANCE PERMIT
TO PERMIT ALTERATION TO THE
PROPOSED FIRE HALL TOWER**

Recommendation:

That the report from the Director of Community Planning dated October 7, 2010 entitled "Consideration of Issuing a Development Variance Permit to Permit Alteration to the Proposed Fire Hall Tower" on Lot A, District Lot 14, Nanoose District, Plan EPP7534 (160 Jensen Avenue West) be received;

And That contingent upon consideration of public comment received, Council issue a Development Variance Permit to the City of Parksville for the purpose of granting a Zoning Bylaw relaxation which will permit a fire hall hose tower to a height of 20 m and a reduction to the setback for commercial communications antenna from 50 m to 10 m in order to conceal telecommunications antennas and equipment within the Fire Hall addition on Lot A, District Lot 14, Nanoose District, Plan EPP7534 (160 Jensen Avenue West).

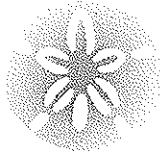

G. A. JACKSON

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Attachment

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CHIEF ADMINISTRATIVE OFFICER COMMENTS:

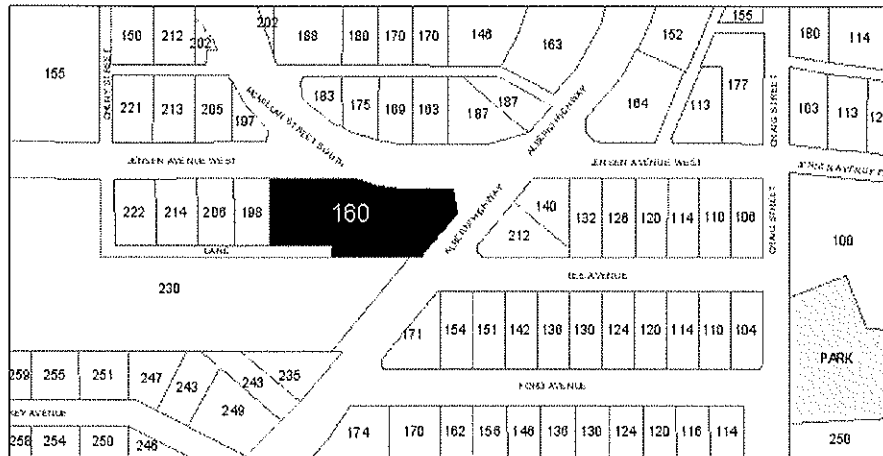

F. MANSON, C.G.A.



Public Notice is hereby given that the Municipal Council intends to consider whether to issue a Development Variance Permit during the regular meeting of Council, to be held Monday, October 18, 2010 at 6:00 pm at the Parksville Civic and Technology Centre, 100 Jensen Avenue East, Parksville, BC.

The Development Variance Permit, if approved, will apply to Lot A, District Lot 14, Nanoose District, Plan EPP7534 (160 Jensen Avenue West) for the purpose of varying the requirements of "Zoning and Development Bylaw, 1994, No. 2000" Sections 202.2 and 604(j) to permit a relaxation to the maximum height of a principal building from 7.5 to 20 metres and to permit a relaxation to the minimum distance for commercial communications antenna from the boundary of a residential property from 50 to 10 metres to facilitate the construction of a Fire Hall Hose Tower concealing telecommunications antennas and equipment, see reverse for elevation plans. The fire hall addition adjacent the proposed hose tower is designed to accommodate a second storey in the future.

The subject property is shown shaded black on the map below:



Council's decision shall apply to subsequent owners of the property.

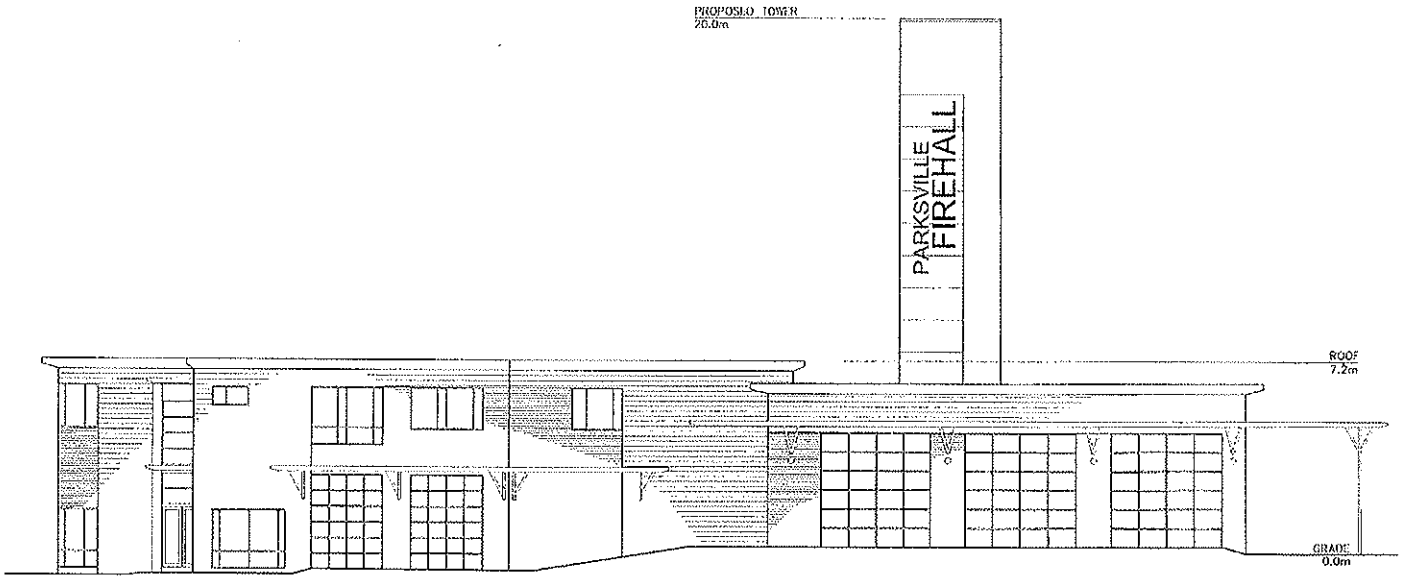
Copies of the permit application are available for viewing at the Community Planning Department, at the Parksville Civic and Technology Centre, 100 Jensen Avenue East, Parksville, BC, Monday to Friday, between the hours of 8:00 a.m. and 4:00 p.m., from Friday, October 8, 2010 to and including Monday, October 18, 2010 (excluding statutory holidays).

GAYLE A. JACKSON
Director of Community Planning

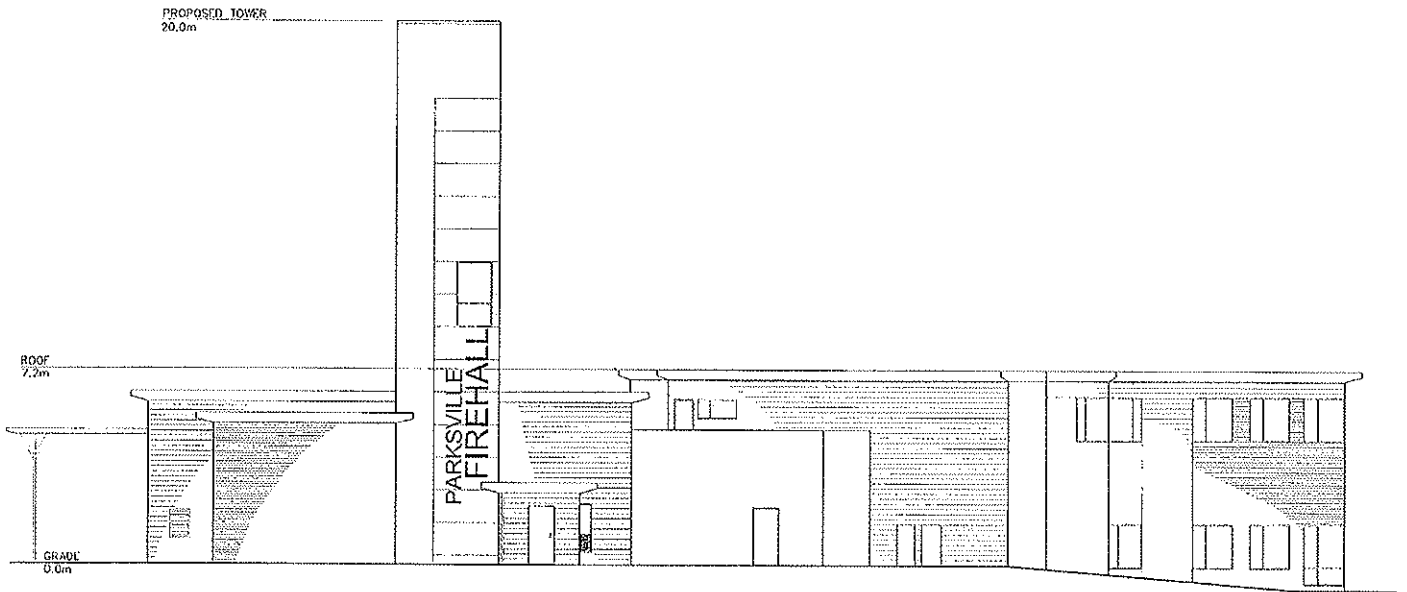
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Proposed Elevations



↑ NORTH ELEVATION
1:175
0 1.75m 3.5m 7m



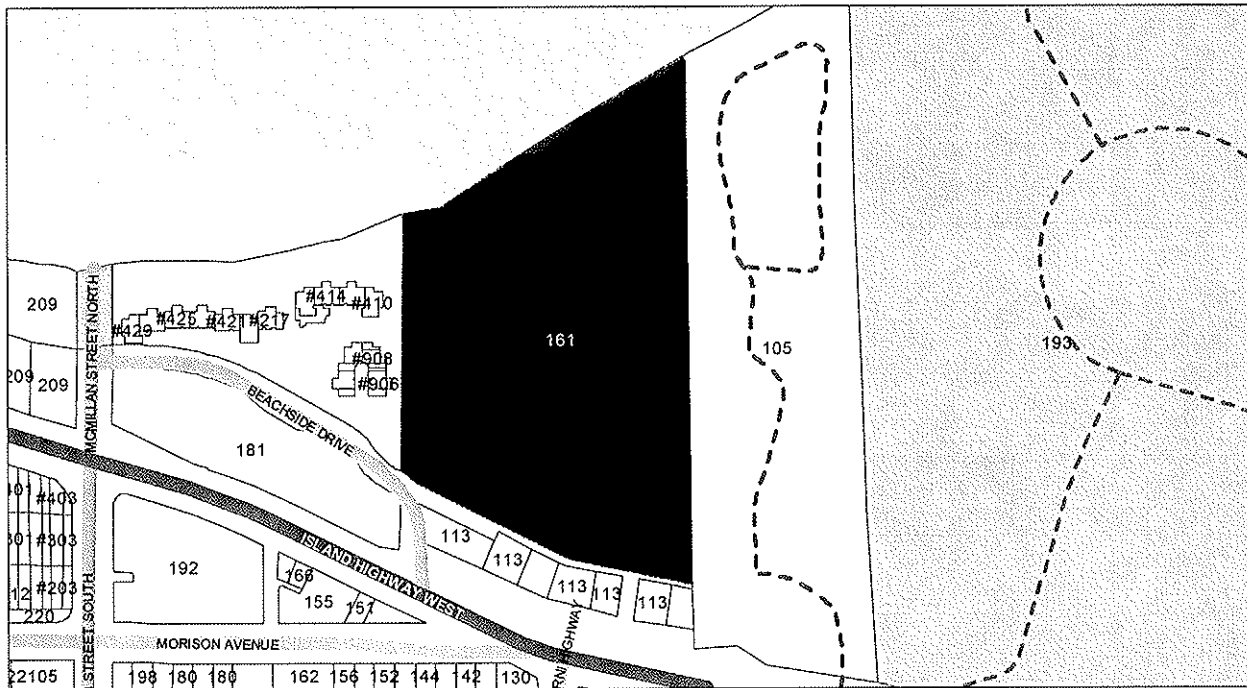
↑ SOUTH ELEVATION
1:175
0 1.75m 3.5m 7m

October 12, 2010

REPORT TO: F. C. MANSON, C.G.A., CHIEF ADMINISTRATIVE OFFICER

FROM: G. A. JACKSON, DIRECTOR OF COMMUNITY PLANNING

SUBJECT: PARKSVILLE BEACH MOTEL ZONING AMENDMENT APPLICATION ON LOT 1, DISTRICT
LOT 89, NANOOSE DISTRICT, PLAN VIP78996 (161 ISLAND HIGHWAY WEST)
REGISTERED OWNER: PARKSVILLE BEACH DEVELOPMENT INC., INC. NO. 683777
APPLICANT: NIGEL GRAY (MACDONALD GRAY CONSULTANTS)
PLANNING FILE: 3360-09-02



Issue:

Consideration of Advisory Planning Commission recommendations regarding the zoning amendment application for the Watermark Project (161 Island Highway West).

Executive Summary:

The Advisory Planning Commission reviewed the Watermark Project zoning amendment application on October 7, 2010. A recommendation was not generated at that meeting.

**PARKSVILLE BEACH MOTEL ZONING AMENDMENT
APPLICATION ON 161 ISLAND HIGHWAY WEST**

References:

Minutes of the Advisory Planning Commission meeting that was held on October 7, 2010.

Background:

The Advisory Planning Commission met on October 7, 2010 to review the zoning amendment application. Four out of the 7 members were in attendance. The following motion was brought forward for vote:

“That the Advisory Planning Commission recommend to Council that the Zoning Amendment Application for Parksville Beach Development Inc., Inc. No. 683777, on Lot 1, District Lot 89, Nanoose District, Plan VIP78996 (161 Island Highway West) be approved as presented subject to technical review by City Departments. DEFEATED”

No subsequent motion was advanced. For details on the deliberations of the Advisory Planning Commission please refer to the attached minutes of the October 7, 2010 meeting.

Options:

Council may:

1. Accept the Staff report for information.

Analysis:

1. The role of the Advisory Planning Commission is to advise Council on all matters respecting land use, community planning or proposed bylaws and permits under Divisions 2, 7, 9 and 11 of Part 26 of the *Local Government Act* that are referred to it by the Council.

The vote from the Advisory Planning Commission recommendation was a tie, resulting in defeat of the motion to approve the application subject to technical review. No subsequent motion was brought forward by the Advisory Planning Commission. The discussion was recorded in the draft minutes attached.

Financial Implications:

Financial implications pertaining to the specific application were presented to the Committee of the Whole at the regular meeting held on October 4, 2010 in the Staff report dated September 23, 2010. There are no specific costs associated with the Advisory Planning Commission review. The application fee is intended to cover processing costs.

Sustainability Implications:

Sustainability implications were presented to the Committee of the Whole at the regular meeting held on October 4, 2010 in the Staff report dated September 23, 2010.

**PARKSVILLE BEACH MOTEL ZONING AMENDMENT
APPLICATION ON 161 ISLAND HIGHWAY WEST**

Recommendation:

That the report from the Director of Community Planning, dated October 7, 2010 entitled "Parksville Beach Motel Zoning Amendment Application on Lot 1, District Lot 89, Nanoose District, Plan VIP78996 (161 Island Highway West)" be received for information.

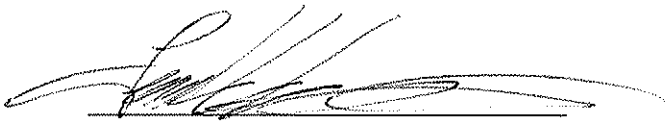


G. A. JACKSON

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Attachment

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CHIEF ADMINISTRATIVE OFFICER COMMENTS:



F. MANSON, C.G.A.

TO BE ADOPTED

CITY OF PARKSVILLE ADVISORY PLANNING COMMISSION
--

MINUTES OF MEETING

Date: October 7, 2010
Time: 8:30 am
Place: PCTC, The Forum
Chair: D. Luke

Members Present:

_____	J. S. Baldwin	<u>X</u> _____	E. Chabot
<u>X</u> _____	T. Knight	<u>X</u> _____	D. Luke
_____	K. Paskin	_____	L. Taylor
<u>X</u> _____	R. Thompson		

Others:

F. Manson, Chief Administrative Officer
T. C. Patterson, Council Representative
B. Russell, Manager of Current Planning
S. Harbottle
N. Gray, MacDonald Gray
D. Smith, The Focus Corporation
M. Cloghesy, Landscape Architect
9 members of the public

The Chair welcomed everyone to the meeting and thanked them for attending on such short notice. He reminded the gallery that although this is an open forum participation is not necessarily accepted. Further he advised he will accept questions after the termination of the meeting, but the gallery is not permitted to ask questions during the presentation.

1. Call to Order:

The meeting was called to order at 8:30 am by the Chair.

2. Adoption of Minutes:

Moved by E. Chabot Seconded by T. Knight

That the minutes of the meeting of July 15, 2010 be approved. CARRIED

At the April 15th meeting, the Commission postponed a resolution regarding this issue. It is now appropriate to bring forward a motion to continue discussion.

Moved by T. Knight Seconded by R. Thompson

That the motion to postpone the recommendation for 161 Island Highway West and to continue the discussion be approved. **CARRIED**

3. OCP & Zoning Amendment Application (161 Island Highway West)

N. Gray:

- Thank you to everyone for showing up on such short notice. Also thanks to team for showing up. Introduce M. Cloghesy & D. Smith. Slightly revised version of original application; no longer seeking OCP amendment. Straight rezoning. Compliant with the OCP policies & guidelines. 2 major pieces being residential has been reduced to 50% of the land use, the balance being tourist commercial/commercial. The new amenity package includes 70% of the total area being dedicated to the City, partially as park, and partially as roadway dedication. Within that is a greenway road dedication that extends the Alberni Highway to waterfront, an accessible pedestrian stair and ramp connection. Along water is the waterfront walkway and also proposing waterfront walkway feature similar to the Community Park for McMillan. That may be pulled but they would like to see that included.

M. Cloghessy:

- Thank you for showing up at early hour. Very similar presentation as the public information July 2010 meeting. No new information just communicating it to the Commission further to the April meeting. B. Walsh is still involved who is at another meeting and not able to attend. Quite a history on the project. Been in the process 8 almost years, although this current application is 1 year in the municipal system. Lots of dialogue the past and could we consider some of the other options but the economy locally does permit that looking at today's world. Site is currently zoned for 3 storey tourist/commercial enterprise. If the owner wanted to build this he could but it would result in no public amenities whatever, strictly 3 stories and all usual setbacks according to current zone. It's not something the owner wants to do therefore he is seeking a rezoning. They have heard loud and clear that the community wants view corridor from Alberni Highway is most important to maintain, access to the public foreshore, beach, and walkway, very important and providing a road connection of some sort whether it's through to Beachside Drive or otherwise, very important. View corridor is in the centre, secondary corridor is between Beach Club and this property. This application includes giving over the foreshore, now is a right of way but would give it for public ownership plus a portion of Beachside Drive. Sketches shown are exact view of what you would get. Generous setback between Beach Club and proposal, wider than required. 18 m centre road right of way, 6 m wide public pathway. Suggesting a public right of way to the waterfront. Small commercial building and small gateway element. Very generous view corridor. Suggest to provide public access such as stairs/ramps would be challenging due to grade change but doable, to be negotiated. 50/50 percentage of permanent residential, 50% tourist commercial, commercial shorter term use of residential. In terms of phasing none of these things has been negotiated yet, because we have yet to develop the bylaw, or even discussed exactly what zone we are looking for here but most likely be residential building permanent one built first cause they're closer, which means your

servicing is produced by getting your pipes in the ground closer and also they general money to allow for 2nd phase. It will be done in a timely manner.

- All access to property is through Beachside. All parking is underground due to nature of site and geotech constraints; ½ underground, ½ above ground due to the water table.
- Proposing 3 storeys. They are asking for a 13 m height for the proposal in order to permit a peak roof, instead of a flat roof if the 11 m height restriction is met. More comfortable fit for a peak roof fit.
- They are not extending the Alberni Highway; the slope/grade precludes this. Would require a lot of fill. Transportation Studies show that it is acceptable not to have a road extension.
- Don't know what they are asking for regarding zoning. To be discussed with Staff. Maybe a CD zone to allow for split small commercial/residential use. Lot average is 30% instead of 50% allowable. 123 units proposed.
- All servicing has been considered and will be dealt with in a similar manner as other projects within the municipality.
- Extensive work has been done on this site using sustainable methods for drainage issues. Dealt with in an environmentally, sensitive way. Sewer and water will meet municipal standards.

Questions from the members:

- Q Can you provide more detail about the 50% other than residential, what the concept involves?
- A OCP allows for a 50% permanent/50% tourist commercial. Straight commercial not doable at this stage. Looking at shorter term residential, typical tourist commercial use. Very small commercial at waterfront. Not precluding other tourist commercial uses over time; would like to be able to leave that open in the zone. Whatever is economically viable.
- Q What about road access that you have? It stops. Road dedication? What is happening to this? You're not going to do a turn around?
- A Where Beachside Drive continues they are continuing to discuss with Engineering. Developer to put funds up and not construct right now. Still discussing there are options. Perhaps temporary turn around; developer put in funds for future. Should be included as it is in long term plans.
- Q Is there going to be a fence along the beachfront? Are you going to close this area?
- A The area in the front, near the residences. This is the front yard for the residences. The City may require that. The current fence, chain link, is not going to be there. It will be residential style fence. The public section is the roadway and right of way; the boulevard, the roadway is totally public. That is public lands.
- Q Parking - Is the only access off 19A, primarily next to the parking garage, next to the Beach Club?

- A Primary access is from McMillan. Future development down the line will likely have to consider this. Both transportation engineers and municipality confirm that the arrangement shown for circulation can easily handle the amount of traffic by this project.
- Q Can Staff comment on this?
- A The traffic analysis has it as a “D” grade, with the addition of the development, which is just passable. The other concern is length of the cul de sac that will be formed without additional access to the highway.
- Q Question regarding use do you envision it as “hotel/motel” type of use? Tourists come over short period of time. Is that the use? Basically residential use?
- A Yes. It could be. It could be if that’s what the market will handle. They don’t want to remove the current tourist commercial land use in order to use it for future use.
- Q Do you envision that whole property be strata use? With residential/commercial section type property?
- A Haven’t worked out end strata. May be 2, 3 stratas, may have to be subdivided at some point.
- Q The small commercial property, noted as a concession of some kind. How does this property get service vehicles to access it?
- A That is the reason for the 6 m right of way, rather than 3m walkway, which will allow vehicular access. This will be resolved at the development permit stage. The drawings shown may be slightly reconfigured to work out the details to accommodate at that time. It would be something small, like the Kiwanis Tea Room in Oak Bay. Something small for a service group, as a seasonal operation, whatever is viable at that time. The municipality will also need access to the structure and boardwalk and would have to be designed by the City to allow for servicing etc. Also would like to take clarify that the “D” grade for circulation mentioned by Staff earlier, is acceptable, an “E” which is barely passable. It’s deemed acceptable, not just passable.
- Q The residential layout; the component of usage of land. Currently zoned tourist commercial with no permanent residential. You are asking to change that. I can see future problems. Presuming it will be strata and the people that live there and their concerns; it will not be long before those people will be complaining about public traffic in front of their property. From a long range point of view from the City, what is the City of Parksville, the residents of Parksville, gaining on a positive note from going from commercial to residential use of this land?
- A The notion of strata and public and private spaces. Proposing ground oriented medium density housing, a model which encourages social sustainability; provides a better relationship to the street; people living and visiting there by monitoring activities on the street, good CPTED (Crime Prevention Through Environmental Design). To make greenway connection viable and safe and the idea of having bodies in a permanent residential. To have people there only 4 - 6 months of the year would be a great void, with no one to monitor what happens in the space.

Comment Can see concerns over the long term.

Q Residential/tourist commercial. Will this be a hotel, ¼ ownership, ½ ownership, as seen in other places? Are you proposing daily, weekly rental or ¼ ownership, ½ ownership, whatever the case may be?

A The zone will allow the above. The market will dictate what it will be. What form those temporary rooms take really can't be determined at this point. They will follow the same requirements within the zone.

Q Is there going to be guest parking at the front or are they going to be for anyone using the boardwalk or anyone coming to the area?

A The City requires a certain amount of parking for residents and visitors. That is what is shown for visitor parking underground, not public. To show public visitor parking needs to be negotiated with the City regarding the right of way. We are willing to put in parking on the street but are not in a position to show it until they have discussions with the City at the next stage. There is a drop off zone. Parking shown on drawings is on private property not on municipal roads.

Q Is there any way to limit parking to guests?

A After negotiations it will be determined which is public and private. There will be signs.

Comment The Chair asks for a recommendation from the members.

Q Would it be appropriate today to ask the gallery to ask questions at this time or appropriate after we've passed our motion?

A It would not be appropriate. The decision is the consensus of the Commission, keeping in mind it is only a recommendation to Council. We should make that decision amongst Commission members.

Moved by T. Knight Seconded by

That the Advisory Planning Commission recommend to Council that the Zoning Amendment Application for Parkville Beach Development Inc., Inc. No. 683777, on Lot 1, District Lot 89, Nanoose District, Plan VIP78996 (161 Island Highway West) be approved as presented subject to technical review by City Departments.

The vote for this recommendation was a tie, resulting in defeat of the motion.

4. Adjournment:

Moved by T. Knight Seconded by R. Thompson

There being no further business, the meeting was adjourned at 9:18 am

Chair
/sh

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Questions from the gallery:

Q Al Pastars - If there are 2 bathrooms and 2 toilets per unit there is a concern regarding whether or not the infrastructure could handle a development of that size for the amount of water needed for such a large proposal.

A All of the modelling regards engineering was completed through the City through Koers Engineering and there were no issues identified and is serviceable for the site.

Q Elaine Hofer - Concern expressed its not following the rules of the OCP; that it is back 30% from the waterfront as noted in the OCP requirements.

A It meets the guidelines noted in the OCP. Can Staff interpret that?

Staff Planner would need to verify the specific text of the OCP to determine.

Q Chris Drake - Hears concerns and comments. The OCP allows this development; the process is already started; can only go 3 stories but she understands the applicant is proposing 3½ stories because parking can't be put underground, so you are asking for a height variance; it is supposed to be only 50% residential, now you are asking for change; also concerned about the road. When she spoke with a Councillor she was told the road from the Beach Club had been built with an understanding that it would carry on as a road into this development, so she would like to know who is paying for this road and she doesn't want to pay for it.

A The height can be done at 11 m if you want a flat roof design. It is doable under the 11m. Whether the parking is underground or not, they are just communicating the realities of waterfront development. They will be dealing with Staff through Council about this in terms of the look and feel when they get to the development permit stage. They are not looking for a variance if there is no support for this. The residential and tourist commercial part, the reality is that the City may ask them to create a separate zone or two separate zones to allow for different uses. Tourist commercial is the current zone; that could be done right now. The developer will pay for the development of Beachside Drive.

Q Valerie Dare - The vagueness of the proposal is a concern. Why isn't there a computer generated picture or 3D model of what they can expect to see? Something that gives a sense of what they are looking at, it is really hard to make a decision.

- A At rezoning one rarely does a physical model, it is not a requirement to show built form. We have shown some modelling in the slides shown in the presentation but it is not the final product. When they get to the next level they will provide more drawings. At the Design Panel the form and character gets discussed and resolved. There are additional steps at that stage that can change the design.
- Q Al Pastars - Going back to residential; agrees with the Chair that there will be a major problem with people; the only reason residents are sitting on their stoops is to stop the public from parking in the private parking on the street. This will be a major problem. If you can build your buildings under the 11m restriction and the site is already tourist commercial, why not take that residential section and make it residential/tourist commercial? In other words you don't need a rezoning.
- A The parking on the road for visitors can be put in the back; it's not really relevant to land use. As far as the tourist commercial use, there is no market for it right now.
- Q Jeff Goodinson - Seems clear this proposal is not ready, is ill thought out. I thought the OCP required height to go down?
- A Height and slope are zoning requirements. OCP is just a generalization of what the use will be. They just want to go with the base line OCP, because they don't want a six storey tower at the end of the Alberni Highway. They will provide options what can be done right now, at the Public Hearing under the tourist/commercial zoning. It will give people a chance to see.
- Q Jeff Goodinson - That would be too late to change. Having it sooner would be much more useful.
- A The only decision made was that Council determined that this go forward. It will go to Public Hearing and everyone's voice will be heard. Council will have to make the decision.
- Q Valerie Dare - It has been stated that there is no market for tourist accommodation. I'm wondering whether that's because it is becoming more and more expensive. Perhaps a lower priced or family oriented tourist accommodation would find a better market here since there is a lot of undeveloped space in the City at the moment.
- A Yes, the market is tending towards the lower end and yes it is over saturated. A campground, a fall back as to what could be done, would not be the highest and best value of this particular site. It comes down to the broader question to what the vision is and what should be done at the end of the Alberni Highway. Keep in mind you have no public amenities, no access. The OCP doesn't suggest that's the best use.
- Q Bill Neufeld - The motion failed. Personally, he would like to have the City buy the property. The residents would like to be able to see from Alberni Highway through to the mountains. What is the height as far as the gables etc. as far as above grade, ½ underground, ½ above. You've said you don't know what you're asking for. Feel as though they are not getting answers. What is the height? From grade? Will the view be blocked?
- A The zone allows for 11m and we're asking for 13m from grade. If they have to build up the site it will be from finished grade. This is an opportunity to lock in. You could back fill and go 11 m.

Staff The development permit process will deal with the guidelines, would address detail, fill or whatever.

A The Mayor advised it would cost \$10 million to purchase the property. You may want to ask Staff the practicalities of that.

Q With low interest rates, etc. it should be viable.

Council Representative

Ask CAO to answer that question. She feels that the water intake is more important than purchasing this property. Not in the best interests of the community.

Administration

Difficult question to answer. Don't have any idea of the value of the property. Can go to long term borrowing but will cost at least \$1million to service the debt. This would be a 10% tax increase, which amounts to approximately \$125.00 per household.

A There is community park land and there are sites identified as being good to be acquired. This site is not the best site for acquisition. This proposed site is too disturbed.

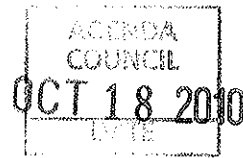
Q Can they obtain a comparison of tax revenues and the tax base provided by a tourist facility?

A Staff report on this already done.

Q Can a rendering be done from the Highway?

A Yes, there will be a rendering available at the Public Hearing showing the view from the Highway.

October 5, 2010



MEMO TO: FRED MANSON, CHIEF ADMINISTRATIVE OFFICER

FROM: DOUG BANKS, FIRE CHIEF

SUBJECT: CONTRACT AWARD FOR ELECTRICAL WORKS FOR FIRE HALL EXPANSION PROJECT

ISSUE

To award a contract to cover the required electrical works for the fire hall expansion project.

EXECUTIVE SUMMARY

On September 30, 2010, Liberty Contract Management provided a recommendation for the award of the contract for the electrical works required for the fire hall expansion. The recommendation was that the contract be awarded to Den Mar Electric.

REFERENCES:

City of Parksville Policy #6.14 – Purchasing Guidelines
Electrical Specifications prepared by Roy Campbell Ltd., Electrical Consulting Engineers

BACKGROUND

Liberty Contract Management sent out tender packages for the required Electrical Works for the Fire Hall Expansion project taking place at 160, 186 & 192 Jensen Avenue and 211 Alberni Highway. A total of three (3) companies responded to the tender package. The responses received were evaluated by Liberty Contract Management to ensure they met the criteria for the project. The companies that responded to the tender were:

Houle Electric	\$349,900.00
Mazzei Electric	\$369,303.56
Den Mar Electric	\$322,976.00

Liberty Contract Management reviewed the responses to ensure that the bidders were able to perform the scope of work outlined in the tender package.

The tenders received exceeded the budgeted amount (\$213,380.00) as they all included a component to provide an Emergency Generator and associated equipment..

The cost for the generator was not included in the original budget prepared by Liberty Contract Management as the City of Parksville had already identified a budget amount for the purchase of the generator (\$29,750) and included it in the 20 Year Capital Plan.

As the Fire Hall will be constructed as a Post-Disaster facility to be ready for use in the event of a large-scale disaster, it is critical that the building and components be ready for use during all types of disasters. An emergency generator will ensure that the critical components of the building will be

ready for use in any disaster that includes a prolonged power outage. During a large-scale event, it is anticipated that the fire hall will be used as the main staging and operations center for not only the fire department, but the BC Ambulance Service, possibly the RCMP, Search and Rescue, and any other emergency service that may be required to mitigate the event. Without power to run the essential communications equipment, lighting, heating, breathing air compressor, computer systems, etc., the fire department's ability to effectively respond and deal with potential multiple incidents will be greatly compromised.

Liberty Contract Management has reviewed the budget for the project and has determined that the costs savings from previous tenders along with the contribution of the \$29,750.00 from the funds identified in the 20 year capital plan for the emergency generator will offset the purchase price of the emergency generator.

Based on the City's purchasing policy, contract awards in cases where the cost value of the service is over \$100,000 must be done by Council. The purchasing policy generally prescribes use of the lowest bidder and where possible, also considers local businesses.

OPTIONS

- 1. Award the Contract to Den Mar Electric**
- 2. Award the Contract to Den Mar Electric excluding the Emergency Generator component**
- 3. Not award the contract**

ANALYSIS

1. Den Mar Electric is a local (Nanaimo) company that has extensive experience with this type of work and was the low bid. Liberty Contract Management also recommended this firm as one that is suitable for this project.
2. Removing the Emergency Generator will reduce the overall contract by approximately \$75,000.00. The generator has been identified in the City's 20 year capital plan at a cost of \$29,750.00. Alternatives can be looked at for the purchase of the generator such as the purchase of a pre-owned generator that would meet the needs for the project. Not providing an emergency generator would at the very least require some changes to the electrical design to provide for emergency lighting. As the Fire Hall is a key facility in the event of any type of large-scale disaster, the importance of having emergency power to maintain essential services cannot be understated.
3. Not award the contract – To not award the contract at this time would only delay the project further and result in more cost increases in the future.

FINANCIAL IMPLICATIONS

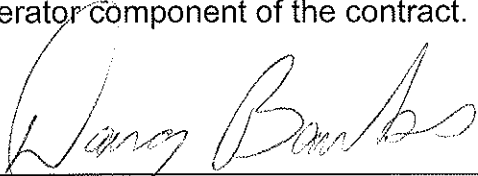
The expected cost for this contract exceeds the original budget estimate (\$213,380.00)as it did not include the cost for the emergency generator and associated equipment (\$87,000.00). Cost for the emergency generator was included in the City of Parksville 20 year capital plan in the amount of \$29,750.00. With the cost savings already achieved in previous contract awards, the additional expenses for the emergency generator may be able to included in the overall project costs.

SUMMARY/CONCLUSIONS

Awarding the contract for the Electrical Works allows the project to continue in a timely manner for the Fire Hall Expansion.

RECOMMENDATION

THAT The report from the Fire Chief dated October 5, 2010 entitled "Contract Award for Electrical Works for the Fire Hall Expansion Project", be received;
AND THAT Council award the contract for the required Electrical Works for the Fire Hall Expansion Project to Den Mar Electric Ltd. in the pre-tax amount of \$322,976.00;
AND THAT Staff be directed to look for cost saving measures for the purchase of the emergency generator component of the contract.



DOUG BANKS, Fire Chief

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:



FRED MANSON
Chief Administrative Officer