

**MINUTES**  
PUBLIC WORKS AND ENGINEERING MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
WEDNESDAY, 2017-JUN-14, AT 4:30 P.M.

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PRESENT: Councillor J. Hong, Chair

Members: Mike Donnelly  
Benafshaw Dashti  
Mike Herold  
Russ Irish  
Mike Leach  
Will Milligan  
Wally Wells

Absent: Councillor J. A. Kipp

Staff: B. McRae, Chief Operations Officer  
D. Lindsay, Director of Community Development  
J. Elliot, Senior Manager of Public Works  
M. Loree, Financial Analyst  
D. Fournier, Manager of Municipal Infrastructure  
J. Rose, Construction Specialist  
B. Sims, Manager of Water Resources  
P. Rosen, Senior Manager Engineering  
S. Gurrie, Corporate Officer (vacated 5:30 p.m.)  
J. Vanderhoef, Steno  
K. Gerard, Recording Secretary

1. CALL THE PUBLIC WORKS AND ENGINEERING COMMITTEE MEETING TO ORDER:

The Public Works and Engineering Committee Meeting was called to order at 4:31 p.m.

2. INTRODUCTION OF LATE ITEMS

(a) Add Agenda Item 6 (b) - Discussion regarding Sprinkler Bylaw and Roundabouts.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES

It was moved and seconded that the Minutes of the Regular Meeting of the Public Works and Engineering Committee held in the Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2017-MAY-10 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

(a) Meeting Procedures

1. Sheila Gurrie, Corporate Officer, provided a presentation regarding meeting procedures, conduct and how motions are made and passed.

It was moved and seconded that the Public Works and Engineering Committee receive the presentation from Sheila Gurrie, Corporate Officer, for information. The motion carried unanimously.

6. REPORTS:

(a) Development Cost Charge Bylaw

Presentation:

1. Dale Lindsay, Director of Community Development, provided a presentation regarding the following:
  - Development Cost Charges (DCC's) were implemented in 1982 in to collect monies to assist with existing and future infrastructure,
  - Current DCC's were implemented in 2009-MAR-11,
  - Current bylaws collect DCC's for six categories; roads, sewer, storm, water, distribution, water supply and parks,
  - Legislation states that Development Cost Charges can be collected at subdivision or at building permit stage,
  - Once the review process is completed the report then goes for Council review and stakeholder consultation,
  - The Development Cost Charges Steering committee has completed the study's and research to establish the framework for a new DCC bylaw including projecting the types and amount of new development and new projects and/or upgrades to existing infrastructure,
  - 4 new proposals are in the Development Cost Charges including;
    1. creating four areas with different DCC rates in each area in order to better reflect the cost burden of development,
    2. collect storm water DCC's based on the footprint of the building, size of building would reflect the amount of DCC,
    3. new category of Development Cost Charges for small lot design, lot less than 370m2 or a row housing lot,
    4. Elimination of Development Cost Charge exempt in the downtown core although downtown area would still maintain lower rates.

- All Development Cost Charges include an assist factor which provides funds to local government for new infrastructure required for growth,
- Assist factor is 1% for all infrastructure except water supply which has a 25% assist factor,
- If the assist factor was increased, the Development Cost Charges would decrease but those funds would need to be made up through taxation or user rate increases.

It was moved and seconded that the Public Works and Engineering Committee receive the presentation from Dale Lindsay, Director of Community Development, for information. The motion carried unanimously.

It was moved and seconded that the Public Works and Engineering Committee support, in principle, the framework for a new Development Cost Charge Bylaw as outlined in the report titled Development Cost Charge Bylaw, dated 2017-JUN-14. The motion carried unanimously.

(b) Sprinkler Bylaw and Roundabouts

Committee discussion took place regarding building codes, fire sprinkler bylaws in municipalities, what defines a roundabout and plans for future roundabouts including locations. The safety benefits of roundabouts include collisions are reduced and/or less severe although they do take up a much larger footprint. Roundabouts are more expensive to build but have a lower long term cost.

7. OTHER BUSINESS:

(a) Public Works and Engineering Committee 2017 Initiatives

Committee discussion took place regarding the Public Works and Engineering Committee's initiatives for 2017. Items of interest to be discussed and forwarded to Council included:

- Incentive or benefit plan to encourage the use of solar panels in new and existing developments,
- Reducing speed limits in residential neighbourhood.

It was moved and seconded that the Public Works and Engineering Committee defer consideration of the Public Works and Engineering Committee 2017 Initiatives until the next scheduled meeting 2017-JUL-12. The motion carried unanimously.

8. QUESTION PERIOD:

No one in attendance wished to address the committee.

9. ADJOURNMENT:

It was moved and seconded at 5:43 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER