

AGENDA
REGULAR COMMITTEE OF THE WHOLE MEETING
SHAW AUDITORIUM, 80 COMMERCIAL STREET, NANAIMO, BC
MONDAY, 2013-SEP-30, AT 4:30 P.M.

1. **CALL THE REGULAR COMMITTEE OF THE WHOLE MEETING TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

4. **ADOPTION OF MINUTES:**

- (a) Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2013-AUG-26 at 4:30 p.m. *Pg. 4-8*
- (b) Minutes of the Special Open Committee of the Whole Meeting held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, on Thursday, 2013-AUG-29 at 4:32 p.m. *Pg. 9-10*

5. **PRESENTATIONS:**

NONE

6. **ADMINISTRATION:**

NONE

7. **COMMUNITY SAFETY AND DEVELOPMENT:**

- (a) **Subdivision Approval – Park and Cash-In-Lieu – 3678 Reynolds Road**

Purpose: To obtain Council authorization for a cash payment in lieu of parkland dedication in association with a sixteen lot subdivision.

Staff Recommendation: That Council approve the payment of cash-in-lieu of park for the fee simple subdivision of lands described as 3678 Reynolds Road (SUB01042), Lot 1, Section 5, Wellington, Plan 25209.

Pg. 11-14

8. **CORPORATE SERVICES:**

(a) **Strategic Plan One Year Review**

Purpose: To obtain Council approval to coordinate a review of the Corporate Strategic Plan.

Staff Recommendation: That Council direct Staff to coordinate a one-year review of the Corporate Strategic Plan and to engage Ken Balmer of RETHINK Group to facilitate the review at a cost of approximately \$3,000.

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9. **COMMUNITY SERVICES:**

NONE

10. **CORRESPONDENCE (not related to a Report to Council):**

- (a) Fax dated 2013-SEP-12 from Saitama City Council, (the City of Nanaimo's Japanese friendship city) requesting a meeting between the City of Nanaimo Council and the City of Saitama Council, during their visit to Nanaimo on Friday, 2013-NOV-01.

Pg. 17

11. **NOTICE OF MOTION:**

- (a) Councillor Anderson advised that he will be bringing forward the following motion for consideration at the Regular Meeting of Council to be held 2013-OCT-07:

"That Council direct Staff to prepare a report for Council consideration on the potential of establishing an Advisory Youth Council as a committee to advise Nanaimo Council and the community on matters of importance to youth in the City of Nanaimo and to make recommendations on ways to enhance the community both for youth and for all citizens. The Staff report would review the success of Youth Councils established in other communities and would consider the possible make up of such a committee and consider terms of reference for a Youth Council. Budget implications would also be considered."

12. **OTHER BUSINESS:**

13. **DELEGATIONS (not related to a Report to Council): (10 MINUTES)**

- (a) Ms. Dyane Brown, Women's International League for Peace and Freedom, Nanaimo Branch, requesting that Council put back or replace the signs at the entrances to Nanaimo indicating that Nanaimo is a nuclear weapons free zone.

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14. **QUESTION PERIOD:** (*Agenda Items Only*)

15. **PROCEDURAL MOTION:**

That the meeting be closed to the public in order to deal with agenda items under the *Community Charter* Section 90 (1):

- (c) labour relations or other employee relations; and,

Community Charter Section 90(2):

- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

16. **ADJOURNMENT:**

ACTING MAYOR: COUNCILLOR BRENNAN

2013-SEP-09 to 2013-OCT-20

MINUTES
REGULAR COMMITTEE OF THE WHOLE MEETING
SHAW AUDITORIUM, 80 COMMERCIAL STREET,
MONDAY, 2013-AUG-26 AT 4:30 P.M.

PRESENT: Mayor J. R. Ruttan, Chair

Members: Councillor G. Anderson
Councillor W. L. Bestwick
Councillor M. D. Brennan
Councillor G. E. Greves
Councillor D. K. Johnstone
Councillor W. B. McKay
Councillor J. F. K. Pattje

Absent: Councillor J. A. Kipp

Staff: A. C. Kenning, City Manager
T. M. Hickey, General Manager of Community Services
I. Howat, Acting General Manager of Corporate Services
T. L. Hartley, Director of Human Resources and Organizational Planning
B. E. Clemens, Director of Finance
T. P. Seward, Director of Development
S. Clift, Director of Engineering and Public Works
G. Franssen, Manager, Sanitation, Recycling, Cemeteries
K. King, Acting Manager, Legislative Services
D. Smith, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Committee of the Whole Meeting was called to order at 4:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Item 13 (c) – remove delegation from Mr. Kevin Annett.
- (b) Councillor Pattje advised that Ms. Vida Turok was in attendance and wished to address Council as a late delegation regarding genetically engineered crops and animals.

It was moved and seconded that Ms. Vida Turok be permitted to address Council as a late delegation with a five-minute time limitation.

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 Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, Nanaimo, BC, on Monday, 2013-APR-15 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

It was moved and seconded that the Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, Nanaimo, BC, on Thursday, 2013-MAY-16 at 1:33 p.m. be adopted as circulated. The motion carried unanimously.

5. ADMINISTRATION:

(a) Legal Advisor – Labour Law

It was moved and seconded that Council approve the appointment of Ms. Marcia McNeil as the City's legal advisor related to labour law for the balance of a three year term ending August 2015. The motion carried.

Opposed: *Councillors Bestwick and McKay*

6. COMMUNITY SAFETY AND DEVELOPMENT:

(a) Development Variance Permit No. DVP215 – 5030 Banning Court

It was moved and seconded that Council direct Staff to proceed with the required statutory notification for Development Variance Permit No. DVP215 at 5030 Banning Court. The motion carried unanimously.

7. COMMUNITY SERVICES:

(a) Packaging and Printed Paper – Financial Incentives

It was moved and seconded that Council:

1. accept, in principal, the financial incentives offered by Multi-Material British Columbia for the collection of residential packaging and printed paper; and,
2. authorize Staff to prepare an agreement with Multi-Material British Columbia for a three year term.

The motion carried unanimously.

(b) 2013 Sewer Relining Tender - Cilaire Drive, Beach Drive, and Albion Street

It was moved and seconded that Council receive for information the report pertaining to the 2013 Sewer Relining Tender. The motion carried unanimously.

8. CORRESPONDENCE (not related to a Report to Council):

- (a) Email dated 2013-JUL-31 from Ms. Beverly Fernandez, Spokesperson, Stop The Great Lakes Nuclear Dump, regarding the Ontario Power Generation's plans to build a nuclear waste repository beside the Great Lakes.

9. NOTICE OF MOTION:

- (a) Councillor Anderson advised that he will be bringing forward the following motion for consideration at the Regular Council meeting to be held 2013-SEP-09:

"Whereas the Island Corridor Foundation is working to re-establish the passenger train service on the E&N Railway;

And whereas the E&N rail corridor has other important transportation and recreation values whether or not the passenger rail service is re-established at this time;

Now therefore be it resolved that the City of Nanaimo requests that the Island Corridor Foundation work with all local governments and First Nations along the route with a high priority of establishing bike and walking facilities on the entire length of the corridor without compromising future and existing rail services;

And be it further resolved that the Island Corridor Foundation also seek senior government funding assistance for walking and bicycle facilities along the rail corridor;

And be it further resolved that copies of this resolution be forwarded to all local governments and First Nations along the E&N rail corridor."

10. DELEGATIONS (not related to a Report to Council):

- (a) Mr. Don Graham, Nanaimo Ratepayers Association, spoke regarding construction of a proposed walkway along the Departure Bay waterfront.
- (b) Ms. Jo Salken, Pacific Rim Regional Chair, BC Nurses Union, on behalf of nurses at Nanaimo Regional General Hospital, spoke regarding the Vancouver Island Health Authority's proposed changes to its care delivery model.
- (c) Mr. Brett Box, spoke regarding the BeanStalk "Junior Skateboard Development" project.

- (d) Ms. Jane Bryony-Shaw and Dr. Thierry Vrain, GE Free Nanaimo and GE Free BC, spoke regarding a resolution to be considered at the upcoming UBCM Convention regarding genetically engineered crops and animals.
- (e) Mr. Robert Wager, spoke regarding a resolution to be considered at the upcoming UBCM Convention regarding genetically engineered crops and animals.
- (f) Mr. Dale Schulz, spoke regarding a footpath crossing the Cat Stream between Connaught Avenue and Park Avenue.
- (g) Ms. Vida Turok and Mr. Paul Manly, spoke regarding a resolution to be considered at the upcoming UBCM Convention regarding genetically engineered crops and animals.

11. QUESTION PERIOD:

- Mr. Fred Taylor, re: BC Nurses Union, RDN Hospital Board, Cilaire Drive sewer line, proposed Departure Bay walkway, riparian rights, and *Community Charter* Section 90(1).
- Mr. Ron Bolin, re: *Community Charter* Section 90(1).
- Ms. Arzena Hamir, re: GE Free zone.
- Ms. Jane Bryony-Shaw, re: GE Free issue.

Councillor McKay vacated the Shaw Auditorium at 6:41 p.m.

Councillor Greves vacated the Shaw Auditorium at 6:42 p.m.

12. PROCEDURAL MOTION:

It was moved and seconded that the meeting be closed to the public in order to deal with agenda items under the *Community Charter* Section 90(1):

- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality; and,
- (g) litigation or potential litigation affecting the municipality.

The motion carried unanimously.

Council moved into "In Camera" at 6:44 p.m.

Council moved out of "In Camera" at 6:56 p.m.

13. ADJOURNMENT:

It was moved and seconded at 6:57 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

MINUTES
SPECIAL OPEN COMMITTEE OF THE WHOLE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
THURSDAY, 2013-AUG-29 AT 4:32 P.M.

PRESENT: Mayor J. R. Ruttan, Chair

Members: Councillor G. Anderson
Councillor M. D. Brennan
Councillor G. E. Greves
Councillor D. K. Johnstone
Councillor W. B. McKay
Councillor J. F. K. Pattje

Absent: Councillor W. L. Bestwick
Councillor J. A. Kipp

E. C. Swabey, General Manager of Community Safety and Development
T. M. Hickey, General Manager of Community Services
I. Howat, Acting General Manager of Corporate Services
T. L. Hartley, Director of Human Resources and Organizational Planning
B. E. Clemens, Director of Finance
T. P. Seward, Director of Development
D. Duncan, Manager of Financial Planning
S. Samborski, Senior Manager, Recreation & Culture Services
K. King, Acting Manager, Legislative Services
S. Snelgrove, Recording Secretary

1. **CALL THE OPEN MEETING TO ORDER:**

The Special Open Committee of the Whole Meeting was called to order at 4:32 p.m.

3. **ADOPTION OF AGENDA:**

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

4. **PRESENTATIONS:**

- (a) Mr. B. E. Clemens, Director of Finance, Mr. Ian Howat, Acting General Manager of Corporate Services, and Ms. Deborah Duncan, Manager of Financial Planning, provided a presentation regarding a proposal to rebuild the budget process using the Parks, Recreation and Culture department budget as a model to test the new process.

Staff facilitated a discussion on the following five questions:

1. How satisfied are you with the overall level and quality of City services?
2. What services would you like to adjust (up or down)?
3. Would you: a. increase taxes to expand or enhance existing services;
b. increase taxes to maintain services at current levels;
c. cut services to maintain current tax levels; or
d. cut services to reduce taxes?
4. Are you committed to the increased funding for asset management?
(1% tax increase, 2.5% water increase, 5% sewer increase)
5. Would you consider a service level decrease if it involved laying off existing Staff?

5. QUESTION PERIOD:

- Mr. Ron Bolin, re: proposed budget process.
- Mr. Gord Fuller, re: proposed budget process.

6. ADJOURNMENT:

It was moved and seconded at 6:16 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

City of Nanaimo
REPORT TO COUNCIL

DATE OF MEETING: 2013-SEP-30

AUTHORED BY: DEAN MOUSSEAU, MANAGER OF ENGINEERING
& SUBDIVISION APPROVALS

RE: SUBDIVISION APPROVAL – PARK AND CASH-IN-LIEU
3678 REYNOLDS ROAD

STAFF RECOMMENDATION:

That Council approve the payment of cash-in-lieu of park for the fee simple subdivision of lands as described below:

Address: 3678 Reynolds Road (SUB01042)
Lot 1, Section 5, Wellington, Plan 25209

PURPOSE:

The purpose of this report is to seek Council authorization for a cash payment in lieu of parkland dedication in association with a sixteen lot subdivision.

BACKGROUND:

Section 941 of the *Local Government Act* allows the City to authorize the owner of land being subdivided to dedicate lands (5% of the original parcel) to the community for parkland, or pay the cash-in-lieu equivalent thereof.

In those cases when the City does not wish to obtain parkland, subject to Council approval, the land owner is obligated to provide cash-in-lieu in an amount equal to 5% of the appraised market value of the lands being subdivided. These funds are then placed in a reserve for future acquisition of parks by the City.

The Approving Officer coordinates the review of subdivision applications. As part of this review, the Parks, Recreation & Culture Department makes recommendations with respect to whether the City should acquire parkland, or take cash-in-lieu.

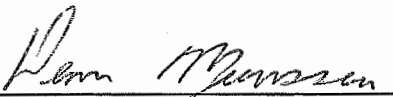
DISCUSSION:

The proposed subdivision consists of sixteen (16) lots zoned Single Dwelling Residential (R1) (Attachment A). The statutory requirement for park dedication of 5% of the parent parcel is approximately 569.5m² and represents a cash value of approximately \$21,000.00 based on the 2013 B.C. Assessment Authority assessed value of the predeveloped land. The property is in close proximity to Rock City Elementary School and an existing park at 3682 Sandra Road (Attachment B) and therefore additional parkland is not being sought in this subdivision.

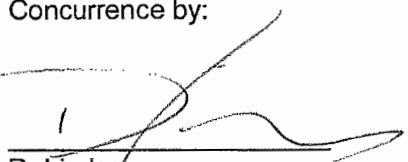
☒ Council
☒ Committee *CLW*
☒ Open Meeting
☒ In-Camera Meeting
Meeting Date: 2013-SEP-30

Accordingly, the Parks, Recreation & Culture Department, along with the Approving Officer, recommend the payment of cash-in-lieu of park dedication with the approval of this subdivision.

Respectfully Submitted,


D. MOUSSEAU
MANAGER
ENGINEERING & SUBDIVISION

Concurrence by:

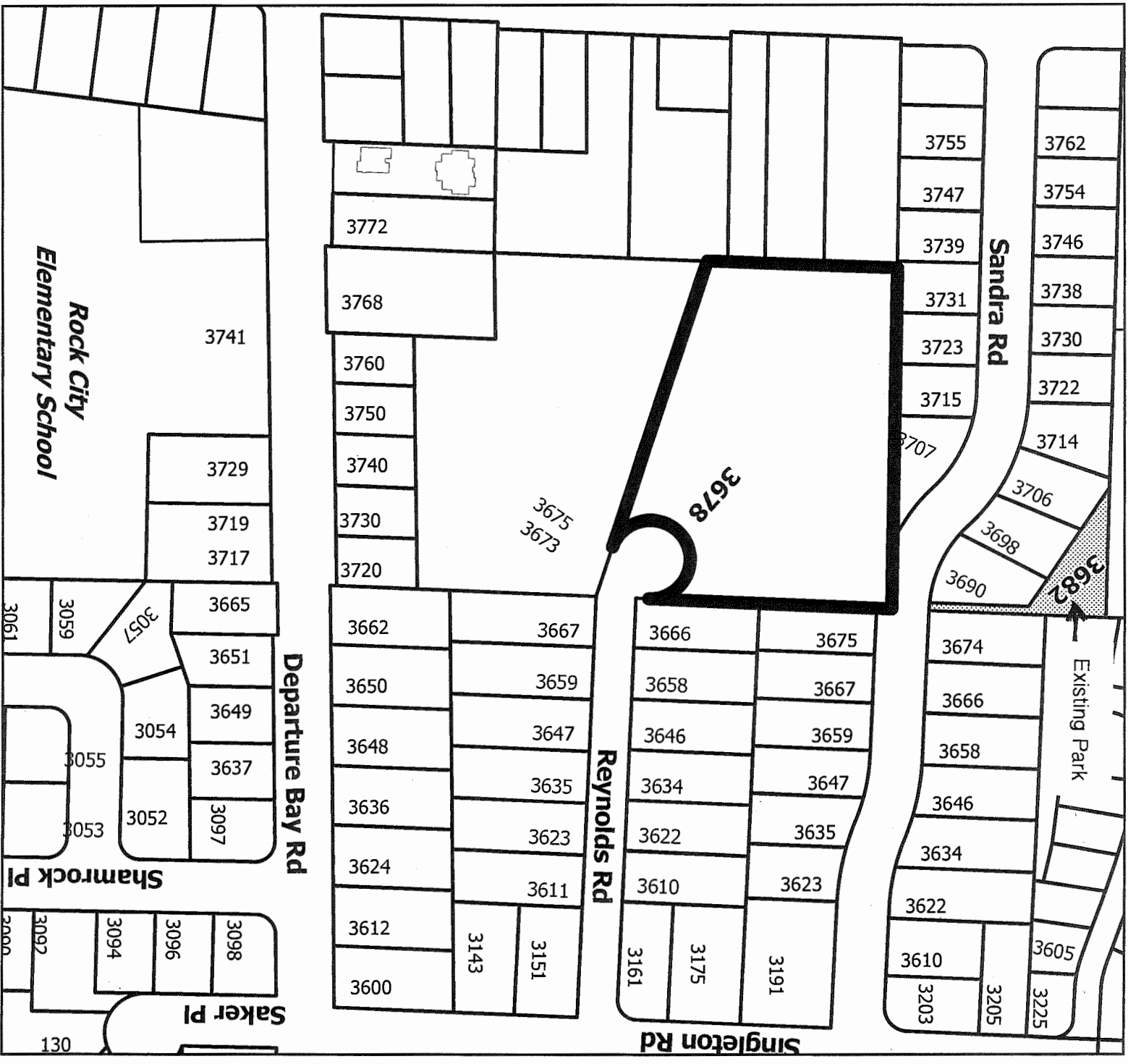

D. Lindsay
ACTING DIRECTOR
DEVELOPMENT


T. P. Seward
ACTING GENERAL MANAGER
COMMUNITY SAFETY & DEVELOPMENT

CITY MANAGER COMMENT:

I concur with the staff recommendation.

DM/lr
Prospero: SUB01042
COUNCIL: 2013-SEP-30



SUBDIVISION NO. SUB01042

LOCATION PLAN

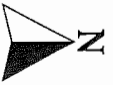
3678 Reynolds Road



Park



Subject
Property



City of Nanaimo

REPORT TO CITY COUNCIL

DATE OF MEETING: 2013-September-30

AUTHORED BY: Terry Hartley, Director of HR & Organizational Planning

RE: Strategic Plan One Year Review

STAFF RECOMMENDATION:

That Council direct staff to coordinate a one-year review of the Corporate Strategic Plan and to engage Ken Balmer of RETHINK Group to facilitate the review at a cost of approximately \$3000.

PURPOSE:

To obtain Council approval to coordinate a review of the Corporate Strategic Plan.

BACKGROUND:

On July 9, 2012, Council approved the Corporate Strategic Plan for 2012-2015. The Strategic Plan includes a long-term vision, mission, values and operating philosophy as well as a list of on-going commitments in the areas of economic health, environmental responsibility, social equity and cultural vitality. The Plan also outlines six strategic priorities that require focus over the next few years. In each priority area, there are suggested strategies and/or initiatives, as well as desired outcomes.

On September 10, 2012, Staff reported on the initial steps taken to implement the Corporate Strategic Plan. Since then, Staff has been in the process of implementing the strategies and initiatives. A quarterly progress report was provided as of December 31, 2012, March 31, 2013 and June 30, 2013. The next progress report is due on September 30, 2013.

DISCUSSION:

The City has been implementing the Corporate Strategic Plan for approximately one year. The September 30th quarterly report would appear to be an appropriate occasion for Council to review the priorities and the progress of their implementation. This type of review was anticipated in the Strategic Plan. For example, page 7 states that "the strategies and initiatives for each priority will be reviewed on an annual basis with the intent of updating them based on progress, experience and learnings from the previous year."

A review of the Strategic Plan is also a recommendation of the governance study. For example, recommendation #14 suggests that Council revisit the Strategic Plan to ensure alignment between Councillors on key issues, and alignment between Council and City staff. Recommendation #15 advises the City to ensure enough of Council's time is dedicated to discussing and making decisions relating to the priority issues in the Strategic Plan.

☐ Council
☒ Committee COW
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2013-SEP-30

A Strategic Plan review could include examination and discussion of the following subjects:

1. Whether the six strategic priorities identified continue to be the critical few areas that need attention and focus over the term of the plan, or whether other priorities have arisen that need to be added or substituted.
2. Whether the strategies and/or initiatives that are proposed to advance the priorities continue to be appropriate and whether others should be added or substituted.
3. The timing that is proposed for completion of each of the strategies and/or initiatives and whether or not this timing is in accordance with the wishes of Council.
4. Whether the performance measures established for each of the six priorities and pillars of sustainability meet Council's needs.

Ken Balmer of RETHINK Group could be asked to facilitate the Strategic Plan review session(s). RETHINK Group was involved in collecting the community input that assisted Council in developing its priorities, and Mr. Balmer could respond to questions from Council on this topic. Staff is advised that the fees for such an engagement would be approximately \$3000.

Respectfully submitted,



Terry Hartley
Director, HR & Organizational Planning

Respectfully submitted,



Ian Howat
Acting GM, Corporate Services

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: Sept. 23, 2013
TH

clairdesk

差出人: clairdesk <kokusai@key.ocn.ne.jp>
 送信日時: 2013年9月12日木曜日 18:19
 宛先: 'Marilyn.Smith@nanaimo.ca'
 C C: 'kokusai@city.saitama.lg.jp'
 件名: Councils visit from Saitama City

Dear Ms.Smith

Thank you very much for your Notice mail.

We found our official mail system has some problem for sending Email to you, (we could recieve your mail without problems.) So we would try to send this mail to you from another mail account. Please do not reply to this mail address, but send original address as it was. (kokusai@city.saitama.lg.jp)

We are sorry for this inconvenience.

We would like to inform you our current situation for visit of Nanaimo City as follows;

1. We are going send Council members to Nanaimo City in 1st/Nov as scheduled. They would like to visit Mayor and Councils of Nanaimo City, and they want to learn current policy, general situation, etc. of your city. They will describe ours, too. This visit is based on Friendship cities relations of both cities from 1996s.

2. The visit member will be;

Chairman of Saitama City councils
 6 X Council members
 1 X Municipal staff

and we will prepare translator/travel coordinator with them.

3. Flight/Hotel/other schedule in Nanaimo City

We are on arranging those, soon after fixed, we will inform you.

4. We understand Mayor/Councils are available for that day, but we would like to know what time will be best for you to visit.

Kindly please notice us if this mail will delivered to you.

Thank you
 Best Regards
 Takeshi Ohkoshi
 International Department /Saitama City

<input type="checkbox"/> Council	Agenda Item	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Committee <i>CAW</i>	Delegation	<input type="checkbox"/>
<input checked="" type="checkbox"/> Open Meeting	Proclamation	<input type="checkbox"/>
<input type="checkbox"/> In-Camera Meeting	Correspondence	<input checked="" type="checkbox"/>
Meeting Date: <u>2013-SEP-30</u>		

RECEIVED

Nanaimo, BC,

SEP 16 2013

September 16, 2013

LEGISLATIVE SERVICES

Mayor and council,

City of Nanaimo

455 Wallace Street.

Nanaimo, BC V9R 5J6

Dear Mayor Ruttan and Council,

The Nanaimo branch of the Women's International League for Peace and Freedom (WILPF) would like to address your next council meeting to request that Council direct staff to put back or replace the signs at the entrances to Nanaimo indicating that Nanaimo is a nuclear weapons-free zone.

On June 8th, 1987 the City of Nanaimo adopted Bylaw # 3199 which prohibits the manufacture, transportation, storage and distribution of all nuclear weapons and components of nuclear weapons in the city of Nanaimo.

In October 1989 Council was approached by VANA, Veterans Against Nuclear Arms, requesting the installation of signage at the entrances to Nanaimo indicating that Nanaimo was a nuclear weapons-free municipality.

In November 1989 Council instructed staff to obtain approval from the Ministry of Transportation and Highways and proceed with installation of three signs to be located on Highway 19A adjacent to Woodgrove Mall (southbound) and on Highway 19A halfway down Chase River hill (northbound) and on Highway 1 on Stewart Avenue at Poplar Street (southbound)

These signs were designed and put in place but by 2003 had gone missing. When this was brought to the attention of Council, staff was directed to design new signs for the three entrances to Nanaimo. The signs which read "Welcome to

☐ Council
☒ Committee of the whole
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2013 Sep 30

Nanaimo, a nuclear weapons-free zone " were simple and attractive. Unfortunately they have disappeared within the last few years.

Our womens peace group , which has organized the Hiroshima Lantern Ceremonies in Nanaimo for the last twelve years, feels great pride in our city's status as a nuclear weapons- free city. We would like the signs put back so that everyone entering our city feels the same pride. As Nanaimo citizens, it is an important part of who we are.

Yours very truly

A handwritten signature in cursive script that reads "Dyane Brown". The signature is fluid and elegant, with a long, sweeping underline.

Dyane Brown

Womens International League for Peace and Freedom, Nanaimo Branch