

AGENDA FOR THE REGULAR COMMITTEE OF THE WHOLE MEETING
TO BE HELD IN THE SHAW AUDITORIUM, 80 COMMERCIAL STREET, NANAIMO, BC
ON MONDAY, 2012-NOV-26, COMMENCING AT 4:30 P.M.

CHAIR: MAYOR RUTTAN

ACTING MAYOR: COUNCILLOR McKay (2012-OCT-22 TO 2012-DEC-02)

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

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA: (McKay/Bestwick)**

4. **ADOPTION OF MINUTES: (McKay/Bestwick)**

- (a) Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2012-NOV-05 at 4:30 p.m.

Pg. 4-8

5. **PRESENTATIONS:**

NONE

6. **ADMINISTRATION:**

NONE

7. **COMMUNITY SAFETY AND DEVELOPMENT:**

NONE

8. **CORPORATE SERVICES:**

(a) **Appointment of Corporate Officer**

Staff Recommendation: That Council:

Pg. 9

1. rescind the appointment of Kristin King as Corporate Officer for the City of Nanaimo, effective 2012-NOV-29.
2. appoint Tracy Samra as Corporate Officer for the City of Nanaimo, effective 2012-NOV-29.

(b) **Appointments to the Regional District of Nanaimo Board**

Staff Recommendation: That Council:

Pg. 10-14

1. appoint seven Directors to the Regional District of Nanaimo Board;
2. assign 5 votes to each of six Directors and 4 votes to one Director;
and,
3. appoint and establish a schedule for Primary and Secondary Alternate Directors.

(c) **Assessment Roll Adjustments**

Staff Recommendation: That Council receive the report regarding assessment roll adjustments.

Pg. 15-16

9. **COMMUNITY SERVICES:**

(a) **Water Treatment Plant – Award Of Construction Period Engineering Services**

Staff Recommendation: That Council award the third phase of construction period engineering services for the Water Treatment Plant to Associated Engineering Ltd. with the fees estimated to be \$4 million.

Pg. 17-18

(b) **Reservoir #1: Energy Recovery Facility And Interconnecting Pipelines – Award Of Construction Period Engineering Services**

Staff Recommendation: That Council award the construction period engineering services for the #1 Reservoir, Energy Recovery Facility and inter-connecting pipelines to Associated Engineering Ltd. with the fees estimated to be \$890,000.

Pg. 19-20

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

NONE

11. **NOTICE OF MOTION:**

12. **OTHER BUSINESS:**

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

- (a) Ms. Pat Portsmouth, regarding a community petition requesting traffic lights at the junction of Haliburton Street, Nicol Street, and Old Victoria Road.

Pg. 21

- | | | |
|-----|--|--------|
| (b) | Mr. Jeff Solomon, regarding the Colliery Dam Lakes. | Pg. 22 |
| (c) | Ms. Geraldine Collins, regarding the Colliery Dam Lakes. | Pg. 23 |
| (d) | Mr. Craig Evans, regarding the Colliery Dam Lakes. | Pg. 24 |

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

15. **PROCEDURAL MOTION:**

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

- (c) labour relations or other employee relations;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

16. **ADJOURNMENT:**

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING
HELD IN THE SHAW AUDITORIUM, 80 COMMERCIAL STREET, NANAIMO, BC
ON MONDAY, 2012-NOV-05 COMMENCING 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 J. A. Kipp
Councillor W. B. McKay
Councillor J. F. K. Pattje

Staff: A. C. Kenning, City Manager
D. W. Holmes, Assistant City Manager and General Manager of
Corporate Services
E. C. Swabey, General Manager of Community Safety and Development
T. M. Hickey, General Manager of Community Services
I. Howat, Director of Strategic Relationships
T. L. Hartley, Director of Human Resources and Organizational Planning
B. E. Clemens, Director of Finance
T. P. Seward, Director of Development
Chief R. Lambert, Nanaimo Fire Rescue
R. J. Harding, Director of Parks, Recreation and Culture
P. Kristensen, Director of Information Technology
K. King, Acting Manager of Legislative Services
S. Snelgrove, 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) Add section 90 (1) (k) to Agenda Item 15 – Procedural Motion.

It was moved and seconded to bring forward Agenda Items 13 (a), (b), and (c), on the agenda to follow the adoption of the minutes. The motion carried unanimously.

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, 2012-OCT-22 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

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

- (a) Ms. Kim MacIntyre, Secretary, and Ms. Julie Folland, Board Member, Nanaimo Fetal Alcohol Spectrum Disorder (FASD) Society, requested that Council adopt a bylaw to promote awareness of the dangers of consuming alcohol during pregnancy by posting warning signs in establishments that sell or serve alcohol.

It was moved and seconded that Council direct Staff, in consultation with the Fetal Alcohol Spectrum Disorder (FASD) Society and Vancouver Island Health Authority (VIHA), to create a bylaw that requires signage in public facilities advising of the dangers of alcohol consumption when pregnant. The motion carried unanimously.

- (b) Ms. Sharon Kofoed, 2322 Panorama View Drive, spoke regarding the local pain clinic's actions for patients in Nanaimo and other citizens living on Vancouver Island and advised that Pain Awareness Week is November 4-10, 2012.

- (c) Ms. Lynn Burrows, 15 – 9 Buttertubs Drive, and Ms. Shelley Serebrin, 389 Machleary Street, provided a presentation regarding the Canada - China Investment Agreement (FIPA) and requested that Council send a letter to the Prime Minister calling for the conduct of a thorough and open discussion of the proposed agreement and that Council inform all Nanaimo residents of the ramifications of this proposed agreement.

It was moved and seconded that a letter be sent requesting that the Federal Government take the time to consult, inform and engage other levels of government about the potential impact of the Canada – China Investment Agreement (FIPA) on local and provincial governments. The motion carried unanimously.

Councillor Bestwick vacated the Shaw Auditorium at 5:09 p.m.

Councillor Bestwick returned to the Shaw Auditorium at 5:11 p.m.

6. COMMUNITY SAFETY AND DEVELOPMENT:

- (a) Permanent Change to a Liquor Primary License – Liquor Licensing for Movie and Live Event Theatres/Port Theatre – 125 Front Street

It was moved and seconded that Council:

1. direct Staff to provide a letter of 'No Objection' for the Port Theatre application to amend their liquor primary license in order to allow liquor service during films and live events; and

2. authorize Staff to comment on future applications to amend existing liquor primary licenses in order to allow liquor service to movie theatre and live event establishments.

The motion carried unanimously.

- (b) Entertainment Endorsement for a Food Primary Liquor License - Alice's Restaurant - 728 Nicol Street

It was moved and seconded that Council receive the report regarding an Entertainment Endorsement for a Food Primary Liquor License - Alice's Restaurant - 728 Nicol Street. The motion carried unanimously.

- (c) 2011 Response Performance Correction

It was moved and seconded that Council receive the report regarding the 2011 Response Performance Correction. The motion carried unanimously.

7. CORPORATE SERVICES:

- (a) Governance Review

It was moved and seconded that Council proceed with issuance of a request for proposals for the purpose of selecting a qualified consultant to undertake a governance review for the City of Nanaimo based on the attached summary terms of reference. The motion carried.

Opposed: Councillors Bestwick, Kipp, and McKay

8. COMMUNITY SERVICES:

- (a) Minutes of the Nanaimo Athletic Commission Meeting held 2012-JUN-13

It was moved and seconded that Council receive the minutes of the Nanaimo Athletic Commission Meeting held 2012-JUN-13. The motion carried unanimously.

- (b) Minutes of the Parks, Recreation and Culture Commission Meeting held 2012-JUL-25

It was moved and seconded that Council receive the minutes of the Parks, Recreation and Culture Commission Meeting held 2012-JUL-25. The motion carried unanimously.

- (c) Minutes of the Parks, Recreation and Culture Commission Meeting held 2012-SEP-19

It was moved and seconded that Council receive the minutes of the Parks, Recreation and Culture Commission Meeting held 2012-SEP-19. The motion carried unanimously.

(d) Second Grant Application Under the Community Infrastructure Improvement Fund (CIIF)

It was moved and seconded that Council endorse the Harewood Centennial Park Improvement Plan for application under the Community Infrastructure Improvement Fund ("CIIF"). The motion carried unanimously.

(e) Maffeo Sutton Park Improvement Plan Update

It was moved and seconded that Council receive the report regarding Maffeo Sutton Park Improvement Plan Update. The motion carried unanimously.

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

- (a) Letter received 2012-OCT-23 from Ms. Toni Hall, British Columbia Project Manager, Canadian Fallen Heroes Foundation, requesting a link to www.canadianfallenheroes.com from the City of Nanaimo's website and requesting donations to commission memorials for fallen soldiers from the Nanaimo area.
- (b) Letter dated 2012-OCT-29 from Ms. Denise Tacon, General Manager, Vancouver Island Conference Centre, enquiring if the City of Nanaimo would be interested in hosting the Association of Vancouver Island Coastal Communities Annual Conference from April 10-12, 2015 or April 8-10, 2016.

It was moved and seconded that Council direct staff to advise Ms. Tacon that the City of Nanaimo is interested in hosting the Association of Vancouver Island Coastal Communities (AVICC) Conference for either 2015 or 2016. The motion carried.

Opposed: Councillor Bestwick

Councillor Greves vacated the Shaw Auditorium at 6:01 p.m.

Councillor Greves returned to the Shaw Auditorium at 6:03 p.m.

10. QUESTION PERIOD:

- Mr. Fred Taylor, re: Governance Report, 2011 Response Performance Correction report.

11. PROCEDURAL MOTION:

It was moved and seconded that Council move "In Camera" in order to deal with the following matters under the *Community Charter* Section 90(1):

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- (c) labour relations or other employee relations;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public;

The motion carried unanimously.

Council moved into "In Camera" at 6:14 p.m.

Council moved out of "In Camera" at 7:33 p.m.

12. ADJOURNMENT:

It was moved and seconded at 7:33 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

City of Nanaimo
REPORT TO COUNCIL

DATE OF MEETING: 2012-NOV-26

AUTHORED BY: DOUGLAS HOLMES, ASSISTANT CITY MANAGER /
GENERAL MANAGER OF CORPORATE SERVICES

RE: APPOINTMENT OF CORPORATE OFFICER

STAFF RECOMMENDATION:

That Council:

1. rescind the appointment of Kristin King as Corporate Officer for the City of Nanaimo, effective 2012-NOV-29, and,
2. appoint Tracy Samra as Corporate Officer for the City of Nanaimo, effective 2012-NOV-29.

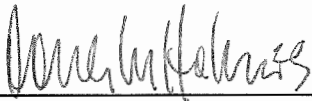
PURPOSE:

To appoint a Corporate Officer for the City of Nanaimo.

BACKGROUND:

Since 2012-JUL-16 Ms. Kristin King has filled the position of Acting Manager of Legislative Services during the recruitment period for the permanent Manager of Legislative Services. Recruitment is now complete and Ms. Tracy Samra has accepted the Manager of Legislative Services position effective 2012-NOV-29. Mr. Brian Clemens holds the designation of Deputy Corporate Officer.

Respectfully submitted,



D.W. Holmes
Assistant City Manager /
General Manager, Corporate Services

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2012-NOV-19
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Council
☒ Committee... COW
☒ Open Meeting
☐ In-Camera Meeting
Date: 2012-Nov-26

City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-NOV-26

AUTHORED BY: KRIS KING, ACTING MANAGER OF LEGISLATIVE SERVICES

RE: APPOINTMENTS TO THE REGIONAL DISTRICT OF NANAIMO BOARD

STAFF RECOMMENDATION:

That Council:

1. appoint seven Directors to the Regional District of Nanaimo Board;
2. assign 5 votes to each of six Directors and 4 votes to one Director; and,
3. appoint and establish a schedule for Primary and Secondary Alternate Directors.

PURPOSE:

To obtain Council direction regarding the appointment of Regional District of Nanaimo (RDN) Board Directors and establish voting assignments for each Director.

BACKGROUND:

In accordance with Section 784 of the *Local Government Act*, Council is entitled to appoint seven Directors to the Regional District of Nanaimo (RDN) Board. In addition, Council may appoint the remaining two Council members as Alternate Directors to the RDN.

Section 784 of the *Local Government Act* reads as follows:

- (1) After the first appointment under section 777(1)(e), each municipal director is to be appointed at pleasure by the council from among its members.
- (2) The term of office of a municipal director
 - (a) begins when the person takes office in accordance with section 210(3) [oath of office], and
 - (b) continues until the earliest of
 - (i) another director taking office in the original director's place,
 - (ii) the director ceasing to be a member of the council before the next general election, and
 - (iii) December 31 in the year of a general local election.

At the Inaugural Meeting of Council held 2011-DEC-05, Council passed the following motion:

84511 It was moved and seconded that Council:

1. appoint the following seven Directors to the Regional District of Nanaimo Board: Mayor Ruttan, Councillor Bestwick, Councillor Brennan, Councillor Kipp, Councillor Anderson, Councillor Greves and Councillor Johnstone;

Committee...
Open Meeting
In-Camera Meeting
Meeting Date: 2012-NOV-26

2. assign five votes to each of the following four Directors: Mayor Ruttan, Councillor Bestwick, Councillor Brennan and Councillor Kipp;
3. assign four votes to each of the following three Directors: Councillor Anderson, Councillor Greves and Councillor Johnstone; and
4. appoint and establish a schedule for Primary and Secondary Alternate Directors as follows:

Month	Primary Alternate Director	Secondary Alternate Director
December 5-31, 2011	Councillor Pattje	Councillor McKay
January 2012	Councillor McKay	Councillor Pattje
February 2012	Councillor Pattje	Councillor McKay
March 2012	Councillor McKay	Councillor Pattje
April 2012	Councillor Pattje	Councillor McKay
May 2012	Councillor McKay	Councillor Pattje
June 2012	Councillor Pattje	Councillor McKay
July 2012	Councillor McKay	Councillor Pattje
August 2012	Councillor Pattje	Councillor McKay
September 2012	Councillor McKay	Councillor Pattje
October 2012	Councillor Pattje	Councillor McKay
November 2012	Councillor McKay	Councillor Pattje
December 2012	Councillor Pattje	Councillor McKay

The motion carried unanimously.

The RDN has been advised (Attachment A to this report) of a population increase as a result of 2011 Census, which has resulted in a voting strength increase of 2 votes to City of Nanaimo Directors.

The City of Nanaimo is entitled to seven directors on the RDN Board. The seven Directors are now collectively assigned 34 votes. Section 783 of the *Local Government Act* states that:

- (6) The votes of a municipality referred to in subsection (2) are to be equally distributed by the council among the directors from that municipality.
- (7) If equal distribution is not possible under subsection (6),
 - (a) the council must assign the municipality's votes to each director as evenly as possible, but in no case may the difference between the maximum and minimum number of votes assigned be greater than one, and
 - (b) the municipal corporate officer must notify the regional district corporate officer of the assignment made under paragraph (a)."

DISCUSSION

As the City of Nanaimo's votes cannot be equally distributed, Council must assign votes to its RDN Directors as follows:

- 6 Directors to be assigned 5 votes each;
- 1 Director to be assigned 4 votes each.

Council Policy on Appointments to the Board of Directors of the Regional District of Nanaimo states the following:

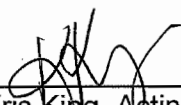
Council to review, on a yearly basis, the City's appointees to the Regional District of Nanaimo Board of Directors, and that the selection of members of Council shall be considered on a combination of experience and voter confidence.

Two Councillors may also be appointed as Alternate Directors to the RDN in accordance with Section 786 of the *Local Government Act*. In April of 2008, a system of appointing Primary and Secondary Alternate Directors was established as follows:

Upon the absence of any City of Nanaimo Municipal Director to the Regional District of Nanaimo from any Regional District meeting of the Board, the Primary Alternate Director for the month in which the absence occurs will attend on behalf of the absent Director. In the absence of the Primary Alternate Director, the Secondary Alternate Director will attend. Should more than one Municipal Director be absent from any Regional District meeting, both Alternate Directors will attend.

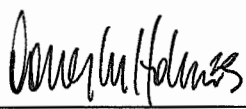
For the purpose of the above-noted system, the two Councillors alternate between Primary and Secondary Alternate Director on a monthly basis.

Respectfully submitted,



Kris King, Acting Manager
Legislative Services

Concurrence by:



Douglas Holmes
Assistant City Manager /
General Manager of Corporate Services

CITY MANAGER COMMENT:

I concur with the Staff recommendation.

Drafted: 2012-NOV-21

ATTACHMENT A



Ministry of Community,
Sport and Cultural
Development

Local Government Infrastructure
and Finance
PO Box 9838 Stn Prov Govt
(4th Floor - 800 Johnson Street)
Victoria BC V8W 9T1

CIRCULAR

Circular No. 12:17
ARCS File #: 195-20

November 15, 2012

To: Regional District Chief Administrative Officers and Corporate Officers

Re: Regional District Population and Voting Strength as a Result of 2011 Census

In accordance with section 783 of the *Local Government Act*, the population used for the purpose of determining the voting strength and number of Directors on the Regional District Board includes persons residing on Indian Reserves.

The 2011 census figures for municipalities and electoral areas **do not** include Indian Reserve populations.

Attached to this circular is the updated population and voting strength tables for all regional districts to be used for the purpose of determining the voting strength and number of Directors on Regional District Boards. Please note that these figures are not yet official; they are effective December 1, 2012.

Should you require more information, please contact the Ministry analyst for your area.

Talitha Soldera
Director, Local Government Finance

pc: British Columbia Statistics

Attachment

Regional District of Nanaimo
(incorporated August 24, 1967)
Voting Unit: 2,500 population

	2011 Census including subsequent population changes certified by the Minister ¹	Number of Directors (voting strength/5)	Voting Strength (population/ voting unit)
Cities:			
Nanaimo	83,810	7	34
Parksville	11,977	1	5
District: Lantzville	3,601	1	2
Town: Qualicum Beach	8,687	1	4
Electoral Areas:			
A	7,195	1	3
B	4,045	1	2
C	3,211	1	2
E	5,878	1	3
F	7,422	1	3
G	7,158	1	3
H	3,590	1	2
Totals:	146,574	17	63

Populations certified by the Minister of Community, Sport and Cultural Development under section 783 of the Local Government Act as per the definition of population in the Schedule to the Community Charter.
Effective December 1, 2012.

These population figures are to be used only in the determination of voting strength and Director representation.

1. Population includes people residing on Indian Reserves and boundary extensions to December 31, 2011.

City of Nanaimo
REPORT TO COUNCIL

DATE OF MEETING: 2012-NOV-26

AUTHORED BY: L. MERCER, MANAGER, REVENUE SERVICES

RE: ASSESSMENT ROLL ADJUSTMENTS

STAFF RECOMMENDATION:

That Council receive the report.

DISCUSSION:

We are now in receipt of an additional assessment roll adjustment from BC Assessment processed as "2012 Supplementary 8 which was received in 2012.

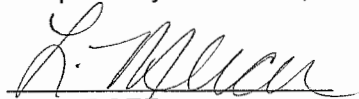
The attached schedule summarizes this assessment adjustment and the impact on property taxation levies.

The impact of this assessment adjustment for 2012 is to decrease gross taxation by \$1,657.24, which includes a decrease in the municipal portion of \$1,017.00.

The impact of all 2010, 2011 & 2012 assessment adjustment received in 2012 is to decrease gross taxation by \$160,767.55, which includes a decrease in the municipal portion of \$96,528.89.

Two significant items that make up this reduction are for Port Place Shopping Centre (\$36,729.63 total taxes & \$22,156.94 City portion) and the Provincial wide retirement home reassessment (\$94,277.68 total taxes & \$57,950.51 City portion).

Respectfully submitted,


L. MERCER
Manager, Revenue Services

Concurrence by:


B. E. CLEMENS
Director of Finance


D. W. HOLMES
Assistant City Manager/General Manager Corporate Services

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2012-OCT-29
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☐ Council
☒ Committee... COW
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012 - NOV - 26

CITY OF NANAIMO

2012 ASSESSMENT ADJUSTMENT SCHEDULE

YEAR	SUPPLEMENTARY	GENERAL, DEBT, AND LIBRARY	OTHER AGENCIES	TOTAL ADJUSTMENTS
2012	8	(\$1,017.00)	(\$640.24)	(\$1,657.24)
Total Adjustments		(\$1,017.00)	(\$640.24)	(\$1,657.24)

STAFF REPORT

City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-NOV-26

AUTHORED BY: B. SIMS, MANAGER, WATER RESOURCES

RE: WATER TREATMENT PLANT – AWARD OF CONSTRUCTION PERIOD
ENGINEERING SERVICES

STAFF RECOMMENDATION:

That Council award the third phase of engineering services for construction period services for the Water Treatment Plant to Associated Engineering Ltd. With the fees estimated to be \$4 million.

PURPOSE:

The City's Purchasing Policy requires Council authorization for contracts valued over \$250,000. This report seeks that authorization.

DISCUSSION:

At its Finance/Policy Committee of the Whole meeting of 2011-Apr-04, Council awarded the second phase of detailed design work to Associated Engineering Ltd. This followed preliminary engineering and an extensive consultant selection process.

Since that time, Associated Engineering and City staff have undertaken detailed designs of the Water Treatment Plant and associated pipelines. Both preliminary design and detailed design were subjected to rigorous Value Engineering exercises that resulted in function and value improvements. Associated Engineering continue to perform very well and are providing a high level of professional service on this project.

At this point in the project cycle, it is timely to move into the third stage of engineering: construction period services. This includes construction project management, plant set-up and commissioning and general ongoing engineering services.

BACKGROUND:

Vancouver Island Health Authority has revised the Operating Permit for the City's Water Supply System to require the construction of a water treatment plant incorporating filtration. The project cost is estimated to be \$65 million and the City has received a grant from senior governments for \$17.8 million.

After a pilot testing and a multiple bottom-line analysis, the City and Associated Engineering selected submerged membranes as the method of filtration for the new water treatment plant. One of the first tasks of the detailed design stage was to select a vendor of submerged membranes. In parallel, detailed design of the plant structure and ancillary features have

Committee C-6
Open Meeting
In-Camera Meeting
Meeting Date: 2012-NOV-26

proceeded. The detailed design is now complete and the next stage is tendering and construction management.

Associated Engineering has prepared a scope of work and fee estimate for this stage of the work. This phase is expected to involve over 23,300 person-hours of effort and will last for the duration of construction – approximately 2 years. The total fees are estimated at \$4 Million. This will bring the total fees for engineering over the 5 year life of the project to \$8.8 Million, 17.5% of the construction budget.

Components of the work included in the engineering services are: detailed design wrap-up, project management, construction management, resident engineering, commissioning and post construction services. As well, Associated will provide programming of the many controls in the plant, an effort that would normally be included in the construction contract. It is more cost-effective and seamless to have this work undertaken by the engineer.

Funds for this work are in the 2012/13 capital budget, under P-9244.

The fee structure in any service-related contract is based on hourly rates. The Consulting Engineers of B.C. (CEBC) publishes standard hourly charge rates for various categories of engineering and technical staff. The rates proposed for this contract with Associated Engineering are about 10% lower than the CEBC standard rates and are consistent with rates the City and other municipalities are currently paying for other projects. The hourly rates are being held to the end of the construction phase.

The water treatment plant project is tracking to be within the budget of \$65 Million.

To date, major commitments towards the project include:

- Purchase of membrane equipment package: \$8.3 Million
- Supply and installation of watermain: \$7.9 Million
- Engineering services: \$8.8 Million

Bids for the construction of the building will be received in January 2013.

Respectfully submitted,



Bill Sims
Manager,
Water Resources



Susan Clift, Director
Eng. & Public Works



Tom Hickey, General
Manager, Community
Services

CITY MANAGER COMMENT:

I concur with the staff recommendation.

WS/fg
FPCOW 2012-Nov-26

STAFF REPORT

City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-NOV-26

AUTHORED BY: B. SIMS, MANAGER, WATER RESOURCES

RE: RESERVOIR #1: ENERGY RECOVERY FACILITY AND INTERCONNECTING
PIPELINES – AWARD OF CONSTRUCTION PERIOD ENGINEERING SERVICES

STAFF RECOMMENDATION:

That Council award the construction period engineering services for the #1 Reservoir, Energy Recovery Facility and inter-connecting pipelines to Associated Engineering Ltd. with the fees estimated to be \$890,000.

PURPOSE:

The City's Purchasing Policy requires Council authorization for contracts valued over \$250,000. This report seeks that authorization.

DISCUSSION:

At its meeting of 2011-Jul-09, Council awarded the detailed design of #1 Reservoir Energy Recovery Facility and interconnecting supply pipelines to Associated Engineering Ltd. This followed preliminary engineering and an extensive consultant selection process.

Since that time, Associated Engineering and City staff have completed the detailed designs. Contractors have been prequalified through a Request for Qualification process, which involved a City staff and Associated Engineering evaluation team. The interconnecting supply pipeline portion of the project is currently underway and is expected to be completed by 2013-Feb-28. The Request for Tender for the new #1 Reservoir and Energy Recovery Facility has been issued to six (6) prequalified contractors. This tender closed 2012-Nov-16.

At this point in the project cycle, it is timely to move into the last stage of engineering: construction period services. This includes construction project management, inspections, testing, commissioning and general ongoing engineering services.

BACKGROUND:

The new #1 Reservoir Energy Recovery Facility and interconnecting pipelines are being built to receive and protect treated water coming from the future Water Treatment Plant. This new reservoir will replace the existing open-air #1 Reservoir which will be decommissioned from potable water use.

Associated Engineering has prepared a scope of work and fee estimate for this stage of the work. This phase is expected to involve over 5,800 person-hours of effort and will last for the duration of construction. The total fees are estimated at \$890,000. Work budgeted includes

Committee...
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012-NOV-26

construction administration, project management, resident engineering services, commissioning and post construction services for the reservoir and pipeline.

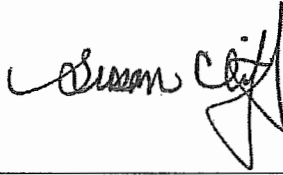
Funds for this work are in the 2012/13 capital budget, under P-9251, P-9260 and P-9261.

The fee structure in any service-related contract is based on hourly rates. The Consulting Engineers of B.C. (CEBC) publishes standard hourly charge rates for various categories of engineering and technical staff. The rates proposed for this contract with Associated Engineering are about 10% lower than the CEBC standard rates and are consistent with rates the City and other municipalities are currently paying for other projects.


Respectfully submitted,



Bill Sims
Manager, Water Resources



Susan Clift, Director
Eng. & Public Works



Tom Hickey, General Manager,
Community Services

CITY MANAGER COMMENT:

I concur with the staff recommendation.

SP/fg
FPCOW 2012-Nov-26

g:\admin\council rpts\2012\No1Reservoir_Award_ConstructionEngServices

Delegation Request

pat portsmouth has requested an appearance before council.

The requested date is Nov 26, 2012.

The requested meeting is:
FPCOW

Presenter's information

City: Nanaimo
Province: B.C.

Details of Presentation:

Community petition request for traffic lights at junction of Halibrton, Nicol and Old Victoria Roads.

<input type="checkbox"/> Council	Agenda Item	<input type="checkbox"/>
<input checked="" type="checkbox"/> Committee.....cow	Delegation	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Open Meeting	Proclamation	<input type="checkbox"/>
<input type="checkbox"/> In-Camera Meeting	Correspondence	<input type="checkbox"/>
Meeting Date: <u>2012 - NOV - 26</u>		

Delegation Request

Jeff Solomon has requested an appearance before council.

The requested date is Nov 26, 2012.

The requested meeting is:
FPCOW

Presenter's information

City: Nanaimo
Province: B C

Details of Presentation:

Regarding the Colliery Dam Lakes

Delegation Request

Geraldine Collins has requested an appearance before council.

The requested date is Nov 26, 2012.

The requested meeting is:
FPCOW

Presenter's information

City: Nanaimo
Province: B C
Postal Code: V9T 4S4

Details of Presentation:

Regarding the Colliery Dam Lakes

Delegation Request

Craig Evans has requested an appearance before council.

The requested date is Nov 26, 2012.

The requested meeting is:
FPCOW

Presenter's information

City: Nanaimo
Province: B C

Details of Presentation:

Regarding the Colliery Dam Lakes