

AMENDED

AGENDA FOR THE REGULAR COMMITTEE OF THE WHOLE MEETING TO BE HELD IN THE SHAW AUDITORIUM, 80 COMMERCIAL STREET, NANAIMO, BC ON MONDAY, 2012-JUN-18, COMMENCING AT 4:30 P.M.

CHAIR: MAYOR RUTTAN

ACTING MAYOR: COUNCILLOR GREVES (2012-JUN-11 TO 2012-JUL-29)

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

2. **INTRODUCTION OF LATE ITEMS:**

- Add Item 7 (e) 1 – Delegation – Mr. Ron Bolin regarding Video Recording Capability in the Annex Replacement Meeting Room.
- Add Item 7 (e) 2 – Delegation – Mr. Gord Fuller regarding Video Recording Capability in the Annex Replacement Meeting Room.
- Added to Procedural Motion – subsection 90(1): (c).

3. **ADOPTION OF AGENDA: (Greves/Anderson)**

4. **ADOPTION OF MINUTES: (Greves/Anderson)**

- (a) Minutes of the Regular Finance / Policy Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2012-APR-23 at 4:30 p.m.

Pg. 5-9

5. **PRESENTATIONS:**

NONE

6. **COMMUNITY SAFETY AND DEVELOPMENT:**

- (a) **Social Planning Advisory Committee – 2012 Community Service Grants**

Pg. 10-12

Staff's Recommendation: That Council approve the allocation of the first round of Community Service Grants as noted below:

Applicant	Funds to be Used For	Amount Requested \$	Amount Recommended \$
Community Lunch St. Andrew's Presbyterian	Community Lunch Program	2,500	1,000

Applicant	Funds to be Used For	Amount Requested \$	Amount Recommended \$
Southend Community Association	Miners Heritage Picnic	-	250
Island Crisis Care Society	Transportation to Appointments	2,405	400
Young Life	Training Leaders	2,500	1,000
Waterfront Rock Balancing Artist	Signage/Fencing, Supplies, Hiring Assistants	2,500	0
Haven Society	Stepping Out Program	2,500	1,000
St. Paul's Anglican Church	Food, Clothing, Transportation for those in Need	1,500	1,000
Nanaimo Brain Injury Society	Peer Mentoring Program	2,500	1,500
The Salvation Army – Nanaimo Ministries	New Tables for Meal Centre	2,500	500
Nanaimo Family Life Association	Grey Matters Program	2,500	1,000
Victoria Human Exchange, Nanaimo Branch	Improvements to Homeless Facility	2,500	0
Canadian Mental Health Association	Gardening and Clean-up done by Homeless Individuals	2,500	1,000
Nanaimo 7-10 Club Society	Community Breakfast and Lunch Program	2,500	800
Nanaimo Men's Resource Centre	Clothing Program and Supervised Access Program	2,500	250
Nanaimo Disability Resource Centre	Computer Tutor at Home Program	2,500	1,000
Scouts Canada	Membership Subsidies and Special Events Assistance	2,500	0
Mid Island Abilities & Independent Living Society	Gala Grand Opening of New Society	2,500	0
Nanaimo Region John Howard Society		2,400	800
Nanaimo CarShare Co-operative		2,400	0
Nanaimo Community Kitchens Society		2,500	1,000
TOTAL		46,200	12,500

7. **CORPORATE SERVICES:**

- (a) **2011 Annual Municipal Report** *Pg. 13-14*

It is requested that Council hear anyone wishing to speak with respect to the 2011 Annual Municipal Report.

Staff's Recommendation: That Council approve the 2011 Annual Municipal Report.

- (b) **2011 Annual Parking Reserve Fund Report** *Pg. 15-16*

Staff's Recommendation: That Council approve the City of Nanaimo 2011 Annual Parking Reserve Fund Report for filing with the Ministry of Community, Sport and Cultural Development.

- (c) **2011 Development Cost Charge Reserve Fund Report** *Pg. 17-18*

Staff's Recommendation: That Council approve the City of Nanaimo 2011 Development Cost Charge Reserve Fund Report for filing with the Ministry of Community, Sport and Cultural Development.

- (d) **2011 Statement of Financial Information** *Pg. 19-46*

Staff's Recommendation: That Council approve the City of Nanaimo 2011 Statement of Financial Information for filing with the Ministry of Community and Rural Development.

- (e) **Video Recording Capability in the Annex Replacement Meeting Room**

Delegations: (10 MINUTES)

1. Mr. Ron Bolin *Pg. 46.1*

2. Mr. Gord Fuller *Pg. 46.2*

Staff's Recommendation: That video recording equipment not be added to the new Annex meeting room. *Pg. 47-50*

8. **COMMUNITY SERVICES:**

- (a) **Beach Drive Storm Drainage Outfall** *Pg. 51-52*

Staff's Recommendation: That Council receive the report regarding Beach Drive Storm Drainage Outfall.

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

NONE

10. **NOTICE OF MOTION:**

11. **OTHER BUSINESS:**

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

- (a) Mr. Laurie Gourlay, 2689 Cedar Road, Nanaimo, to provide a PowerPoint presentation on the Nanaimo River estuary and coastal waters around Gabriola Island, and their potential for recognition as a northern boundary of the Southern Strait of Georgia National Marine Conservation Area. Pg. 53
- (b) Mr. Lawrence Johnson, Chair of Branch 600, B.C. Government Retirees' Association, Ms. Marilyn Mattson and Ms. JoAnne Dundas, co-chairs of the subcommittee responsible for the local campaign to have MSP premiums eliminated, requesting that Council raise the issue again to end MSP premium payments for seniors in the fall session of the UBCM. Pg. 54
- (c) Ms. Ruth Christmas, 5309 Hammond Bay Road, Nanaimo, representing the Canadian Breast Cancer Foundation CIBC Run for the Cure, to present the 2012 Run video. Pg. 55
- (d) Ms. Joyce MacMillan, 4005 Departure Bay Road, Nanaimo, presenting Council with a petition regarding the pedestrian walk at Uplands Drive and Departure Bay Road. Pg. 56-63
- (e) Ms. Christel Martin, 641 Stirling Avenue, Nanaimo, regarding WiFi being hazardous to humans in public places. Pg. 64

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

14. **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 employee negotiations;
- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure might reasonably be expected to harm the interests of the municipality;

- (g) litigation or potential litigation affecting the municipality; and,
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*.

15. **ADJOURNMENT:**

MINUTES OF THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING
HELD IN THE SHAW AUDITORIUM, 80 COMMERCIAL STREET, NANAIMO, BC
ON MONDAY, 2012-APR-23 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
T. L. Hartley, Director of Human Resources and Organizational Planning
B. E. Clemens, Director of Finance
T. P. Seward, Director of Development
K. Felker, Manager of Purchasing & Stores
A. J. Tucker, Director of Planning
B. Prokopenko, Senior Manager, Engineering Services
L. Coates, Manager, Accounting Services
S. Graham, Manager of Financial Planning and Payroll
J. E. Harrison, Manager of Legislative Services
L. Dennis, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

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

2. INTRODUCTION OF LATE ITEMS:

- (a) Replace Agenda pages 5/6 of Item 4 (a) - Minutes of the 2012-APR-02 Regular Meeting of the Finance/Policy Committee of the Whole.
- (b) Add Agenda Item 6 (b) – Delegations Pertaining to Agenda Items – Mr. Fred Taylor regarding video recording of Finance / Policy Committee of the Whole meetings.
- (c) Add presentation by Mr. B. E. Clemens under Agenda Item 10 (c) – 2012-2016 Financial Plan Bylaw.

(d) Add other procedural motion (j) to Agenda Item 16 – Procedural Motion.

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 Finance / Policy Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, Nanaimo, BC on Monday, 2012-APR-02 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS PERTAINING TO AGENDA ITEMS:

(a) Delegations Pertaining to the 2012 – 2016 Financial Plan.

- No one spoke to the 2012 – 2016 Financial Plan.

(b) Mr. Fred Taylor, 204 Emery Way, Nanaimo, spoke in support of video recording Finance/Policy Committee of the Whole meetings for posting on the website, in the interest of creating a more in-depth record of the minutes and improving transparency.

6. MAYOR'S REPORT:

(a) Grants Advisory Committee Membership

It was moved and seconded:

1. that the terms of reference for the Grants Advisory Committee be amended to increase the number of Council members from one (1) to two (2); and,
2. that Councillor George Anderson be appointed to the Grants Advisory Committee.

The motion carried unanimously.

7. STAFF REPORTS:

CORPORATE SERVICES:

(a) Timing of "In Camera" Meetings

It was moved and seconded that Council direct Staff to continue to schedule "In Camera" Council meetings for 11:30 a.m. on regular Council Meeting days with Agenda Briefings to follow. The motion was defeated unanimously.

It was moved and seconded that Council direct Staff to schedule "In Camera" Council meetings for 1:00 p.m. on regular Council Meeting days with Agenda Briefings to follow. The motion carried.

Opposed: *Councillors Bestwick and McKay*

It was moved and seconded that "In Camera" meetings on regular Council Meeting days be held in the Board Room at City Hall. The motion carried unanimously.

(b) 2011 Annual Financial Statements

It was moved and seconded that Council accept the unaudited 2011 Annual Financial Statements for the City of Nanaimo. The motion carried unanimously.

(c) 2012-2016 Financial Plan Bylaw

Mr. B. E. Clemens, Director of Finance, gave a brief PowerPoint presentation to review amendments to the 2012-2016 Financial Plan.

It was moved and seconded that Council direct Staff to amend the financial plan bylaw and prepare the tax rates bylaw for three readings on 2012-APR-30, based on the information contained in the Staff report. The motion carried.

Opposed: *Councillor Kipp*

(d) Local Preference Purchasing Policy

It was moved and seconded that Council maintain the purchasing policy status quo and add to the policy the definition of "local" as the Regional District of Nanaimo boundaries. The motion carried.

Opposed: *Councillors Bestwick, Kipp and McKay*

(e) Video Recording Finance/Policy Committee of the Whole Meetings

It was moved and seconded that Finance/Policy Committee of the Whole meetings, while held in the Shaw Auditorium, be video recorded to be placed on the City's website. The motion carried.

Opposed: *Mayor Ruttan, Councillors Brennan and Johnstone*

8. INFORMATION ONLY ITEMS:

- (a) Report from Mr. K. Felker, Manager, Purchasing and Stores, re: Quarterly Direct Award Purchases.
- (b) Report from Mr. K. Felker, Manager, Purchasing and Stores, re: Quarterly Single Submission Purchases.

9. COUNCIL APPOINTMENTS:

- (a) Community-at-Large Appointment to the Nanaimo Community Heritage Commission

It was moved and seconded that Council ratify the appointment of Ms. Kerrie Low to the Nanaimo Community Heritage Commission for a three-year term ending 2015-MAR-31. The motion carried unanimously.

10. OTHER BUSINESS:

- (a) Urban Farming and Food Security

Staff provided a verbal update on the uptake of urban food gardens since the zoning bylaw was changed to allow for the sale of garden-grown produce last year, in response to a question from Councillor Pattje.

11. QUESTION PERIOD:

- Mr. Fred Taylor, re: 2012-2016 Financial Plan, delegation of Council authority.
- Mr. Gord Fuller, re: video recording of Finance/Policy Committee of the Whole meetings.

12. 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; and,
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*.

The motion carried unanimously.

Council moved into "In Camera" at 6:23 p.m.

Council moved out of "In Camera" at 6:43 p.m.

13. ADJOURNMENT:

It was moved and seconded at 6:43 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

MANAGER,
LEGISLATIVE SERVICES

City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-JUN-18

AUTHORED BY: CHAIR, SOCIAL PLANNING ADVISORY COMMITTEE (SPAC)

RE: 2012 COMMUNITY SERVICE GRANTS

COMMITTEE'S RECOMMENDATION:

That Council approve the allocation of the first round of Community Service Grants as noted below:

Applicant	Funds to be Used For	Amount Requested \$	Amount Recommended \$
Community Lunch St. Andrew's Presbyterian	Community Lunch Program	2,500	1,000
Southend Community Association	Miners Heritage Picnic	-	250
Island Crisis Care Society	Transportation to Appointments	2,405	400
Young Life	Training Leaders	2,500	1,000
Waterfront Rock Balancing Artist	Signage/Fencing, Supplies, Hiring Assistants	2,500	0
Haven Society	Stepping Out Program	2,500	1,000
St. Paul's Anglican Church	Food, Clothing, Transportation for those in Need	1,500	1,000
Nanaimo Brain Injury Society	Peer Mentoring Program	2,500	1,500
The Salvation Army – Nanaimo Ministries	New Tables for Meal Centre	2,500	500
Nanaimo Family Life Association	Grey Matters Program	2,500	1,000
Victoria Human Exchange, Nanaimo Branch	Improvements to Homeless Facility	2,500	0
Canadian Mental Health Association	Gardening and Clean-up done by Homeless Individuals	2,500	1,000
Nanaimo 7-10 Club Society	Community Breakfast and Lunch Program	2,500	800
Nanaimo Men's Resource Centre	Clothing Program and Supervised Access Program	2,500	250
Nanaimo Disability Resource Centre	Computer Tutor at Home Program	2,500	1,000
Scouts Canada	Membership Subsidies and Special Events Assistance	2,500	0
Mid Island Abilities & Independent Living Society	Gala Grand Opening of New Society	2,500	0

☐ Council
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☒ Open Meeting
☐ In-Camera Meeting
 Meeting Date: 2012-JUN-18

Nanaimo Region John Howard Society		2,400	800
Nanaimo CarShare Co-operative		2,400	0
Nanaimo Community Kitchens Society		2,500	1,000
TOTAL		46,200	12,500

PURPOSE:

The purpose of this report is to outline the Committee's recommendations on the allocation of \$12,500 of the first round of Community Service Grants.

BACKGROUND:

SPAC, at their meeting held 2012-Mar-01, directed that the criteria for the first round of 2012 Community Service Grants should be:

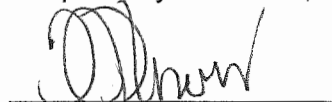
"Small-scale projects that address issues of isolation and/or exclusion within and between communities."

SPAC reviewed 20 applications at their meeting held 2012-Jun-05 and recommend the above-noted allocations.

DISCUSSION:

In 2006, Council directed that a review be conducted of the process used to make recommendations to Council regarding grants to non-profit organizations. The resulting report (2006-Oct-16) recommended that "Community Service Grants be reviewed by the Social Planning Advisory Committee..." In 2007, the Social Planning Advisory Committee commenced the role of reviewing applications for grants from the \$25,000 Community Service Grants fund. The above recommendations represent the first disbursement of 2012 funds available under that grant category. The second disbursement will take place in September, 2012.

Respectfully submitted,

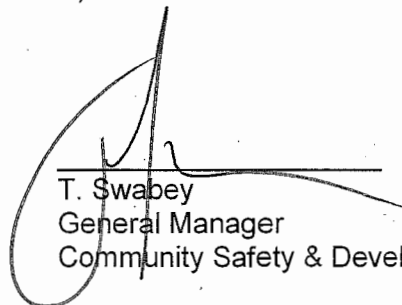


Terre Flower
Chair, Social Planning Advisory Committee (SPAC)

Concurrence by:



A. Tucker
Director of Planning
Community Safety & Development



T. Swabey
General Manager
Community Safety & Development

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2012-Jun-06
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City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-Jun 18

AUTHORED BY: L. MERCER, MANAGER, REVENUE SERVICES

RE: 2011 ANNUAL MUNICIPAL REPORT

STAFF RECOMMENDATION:

That Council approve the 2011 Annual Municipal Report.

PURPOSE:

One of the requirements of the *Community Charter* is that municipalities publish an Annual Report on municipal objectives and on the progress that the municipality has made in meeting those objectives. The full requirements were phased in over three years, starting in 2003, as prescribed by Section 93 of the *Community Charter*. This is the ninth Annual Report the City has published; the seventh comprehensive report with objectives and measures for the reporting year, plus proposed objectives and measures for the current and future year.

This year, the Annual Report continues to be digital and "web-friendly". Therefore, the report is best viewed online as it contains many links to additional information on either the City's website or on community partner sites.

BACKGROUND:

This is the ninth year that the Annual Report has been prepared. The report contains the following components and covers the year ended December 31, 2011:

- Message from the Mayor
- Strategic priorities (objectives and performance measures)
- Report on municipal services and operations
- Statement of permissive tax exemptions
- Declaration of disqualified Council members (there were none)
- Audited financial statements
- Financial and operational statistics

The objectives of a municipality are diverse and almost endless. There are many ways to present this information. The information provided in the 2011 Annual Report meets the requirements of the *Community Charter* and provides valuable information to the citizens of Nanaimo. The municipal objectives and performance measures will be reviewed and revised each year as the process evolves.

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The values included in the permissive tax exemptions list are only those amounts that are discretionary and authorized by Council. Where portions of the exemptions are statutory (e.g., churches) those amounts are not included. Only the values relating to taxation for municipal purposes are included (school, hospitals, RDN are not included).

This year, the entire report has been printed and distributed to Council. However, it is best viewed online on the City's website. The City has realized considerable savings on printing costs by producing the report in a web-friendly format for the general public.

The *Community Charter* requires that the annual report be considered by Council by June 30, 2012.

Respectfully submitted,

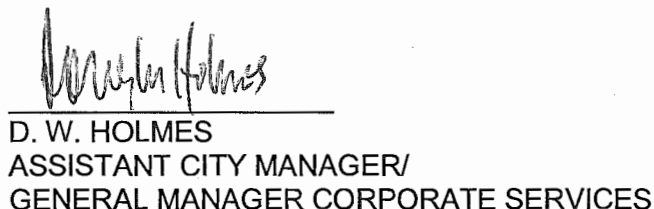


L. L. MERCER
MANAGER, REVENUE SERVICES
FINANCE

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-MAY-30

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City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-JUN-18

AUTHORED BY: W. Fulla, Senior Accountant

RE: 2011 Annual Parking Reserve Fund Report

STAFF RECOMMENDATION:

That Council approve the City of Nanaimo 2011 Annual Parking Reserve Fund Report for filing with the Ministry of Community, Sport and Cultural Development.

PURPOSE:

The Local Government Act section 906(9) requires municipalities to prepare an Annual Parking Reserve Fund Report by June 30 each year to be filed with the Ministry of Community Sport and Cultural Development.

DISCUSSION:

The City has one statutory reserve fund related to parking and the collection of cash in lieu for off street parking spaces or loading spaces. This reserve fund is for the Old City Neighbourhood and was established in 1994. The balance in the reserve at December 31, 2011 is \$78,953.


Respectfully submitted,



Wendy Fulla
Senior Accountant
Accounting Services

Concurrence by:

for 
Brian E. Clemens
Director of Finance


Douglas W. Holmes
Assistant City Manager and General
Manager of Corporate Services

CITY MANAGER COMMENT:

I concur with the staff recommendation.

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CITY OF NANAIMO
2011 ANNUAL PARKING RESERVE FUND REPORT
in accordance with section 906 of the Local Government Act

2011

OLD CITY NEIGHBOURHOOD PARKING RESERVE

Fund balance - beginning of year	<u>\$ 76,968</u>
Payments received in lieu of off-street parking and loading spaces	-
Investment earnings	<u>1,985</u>
	<u>1,985</u>
Expenditures from the Old City Neighbourhood Parking Reserve Fund	<u>-</u>
Fund balance - end of year	<u><u>\$ 78,953</u></u>

PROJECTED TIMELINE FOR FUTURE PROJECTS TO BE FUNDED FROM RESERVE

The City of Nanaimo's five year financial plan has no expenditures budgeted from the statutory parking reserves created under the Local Government Act subsection 906(7).

City of Nanaimo
REPORT TO COUNCIL

DATE OF MEETING: 2012-JUN-18

AUTHORED BY: W. Fulla, Senior Accountant

RE: 2011 Development Cost Charge Reserve Fund Report

STAFF RECOMMENDATION:

That Council approve the City of Nanaimo 2011 Development Cost Charge Reserve Fund Report for filing with the Ministry of Community, Sport and Cultural Development.

PURPOSE:

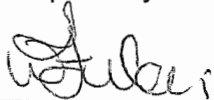
The Local Government Act section 937.01 has a requirement for municipalities to prepare an Annual Development Cost Charge Reserve Fund Report by June 30 each year to be filed with the Ministry of Community Sport and Cultural Development.

DISCUSSION:

The City collects development cost charges in accordance with Bylaws 7065 to 7070 inclusive. The balance in the reserve at December 31, 2011 is \$34,239,271.

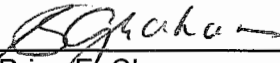
In 2011, there was no reduction of development cost charges. Council approved one grant in the amount of \$16,060.35 to the Tillicum Lelum Aboriginal Friendship Society to provide relief for the development cost charges related to the Safe House facility for youth at 477 Tenth Street.


Respectfully submitted,



Wendy Fulla
Senior Accountant
Accounting Services

Concurrence by:

for 
Brian E. Clemens
Director of Finance


Douglas W. Holmes
Assistant City Manager and General
Manager of Corporate Services

CITY MANAGER COMMENT:

I concur with the staff recommendation.

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Meeting Date: 2012-JUN-18

Drafted: 2012-April-20

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CITY OF NANAIMO
2011 ANNUAL DEVELOPMENT COST CHARGES RESERVE FUND REPORT
in accordance with section 937.01 of the Local Government Act

2011

DEVELOPMENT COST CHARGE RESERVE

Fund balance - beginning of year	<u>\$ 36,318,060</u>
Development cost charges received	4,741,921
Investment earnings	<u>886,993</u>
	<u>5,628,914</u>
Expenditures from the development cost charge reserve fund	<u>(7,707,703)</u>
Fund balance - end of year	<u><u>\$ 34,239,271</u></u>

WAIVERS AND REDUCTIONS

For the year ended December 31, 2011, the City of Nanaimo issued no reductions under section 933.1 (2).

City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-JUN-18

AUTHORED BY: LORRIE A. COATES, MANAGER ACCOUNTING SERVICES

RE: 2011 STATEMENT OF FINANCIAL INFORMATION

STAFF RECOMMENDATION:

That Council approve the City of Nanaimo 2011 Statement of Financial Information for filing with the Ministry of Community and Rural Development.

PURPOSE:

The *Financial Information Act* requires municipalities to prepare a Statement of Financial Information (SOFI) by June 30 each year to be filed with the Ministry of Community and Rural Development. Within the SOFI, the Schedule of Remuneration & Expenses includes information which must be considered annually by Council under section 168 of the *Community Charter*.

BACKGROUND:

The SOFI contains information not found in the City of Nanaimo's financial statements:

- Schedule of Guarantee or Indemnity
- Schedule of Remuneration & Expenses
- Schedule of Severance Agreements
- Schedule of Goods and Services

The *Financial Information Regulation* provides some detail on what should be included in these schedules, including specific definitions of "remuneration" and "expenses". For example, while "remuneration" specifically includes salary, wages, and taxable benefits, it specifically excludes anything payable under a severance agreement.

The Schedule of Severance Agreements must include the number of severance agreements and the range of equivalent months' compensation represented by those agreements.

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☐ In-Camera Meeting
Meeting Date: 2012-JUN-18

"Expenses" specifically must exclude benefits of a general nature applicable to all employees, such as medical, dental, counseling, insurance and similar plans.

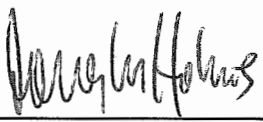
Respectfully submitted,



LORRIE COATES
MANAGER, ACCOUNTING SERVICES
FINANCE

Concurrence by:

for 
BRIAN CLEMENS
DIRECTOR
FINANCE


DOUGLAS HOLMES
GENERAL MANAGER
CORPORATE SERVICES

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2012-JUN-05



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011**

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**City of Nanaimo
455 Wallace Street
Nanaimo, British Columbia
V9R 5J6
(250) 754-4251**



STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011

Part A

MANAGEMENT REPORT

Prepared Under the Financial Information Regulation, Schedule 1, Section 9

The Financial Statements contained in this Statement of Financial Information under the **Financial Information Act** have been prepared by management in accordance with Canadian public sector accounting standards, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Council is responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control.

The external auditors, KPMG LLP, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the municipality's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Council.

On behalf of the City of Nanaimo

B.E. Clemens, CMA
Director of Finance



STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011

Part B

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the *Financial Information Regulation*, Schedule 1, Section 9, approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

B.E. Clemens, CMA
Director of Finance
June 18, 2012

J. R. Ruttan
Mayor on behalf of Council
June 18, 2012



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011**

Part C

SCHEDULE OF DEBTS

Prepared Under the Financial Information Regulation, Schedule 1, Section 4

Information on all long-term debts for this organization is included in Note 10 to the financial statements.

Part D

SCHEDULE OF GUARANTEE OR INDEMNITY

Prepared Under the Financial Information Regulation, Schedule 1, Section 5

This organization has not given any guarantee or indemnities under the Guarantee and Indemnities Regulations.



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011**

Part E

**SCHEDULE SHOWING THE REMUNERATION
AND EXPENSES IN RESPECT OF EACH EMPLOYEE**

Prepared Under the Financial Information Regulation, Schedule 1, Section 6

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Taxable Benefits</u>	<u>Expenses</u>
RUTTAN, JOHN R.	Mayor	\$ 80,857.55	\$ 1,308.00	\$ 7,902.76
ANDERSON, GEORGE	Councillor	2,310.04	60.50	54.87
BESTWICK, BILL	Councillor	26,414.85		11,179.85
BRENNAN, DIANE	Councillor	2,249.54		9.09
GREVES, TED	Councillor	19,592.74		5,464.45
HOLDOM, WILLIAM	Councillor	24,165.31		6,524.48
JOHNSTONE, DIANA	Councillor	27,722.85	1,308.00	6,881.40
KIPP, JIM A.	Councillor	27,758.85	1,344.00	4,715.08
MCKAY, BILL	Councillor	2,249.54		36.58
PATTJE, J. FRED K.	Councillor	27,722.85	1,308.00	3,406.35
SHERRY, LOYD	Councillor	24,165.31		5,794.98
UNGER, MERV	Councillor	25,364.31	1,199.00	6,905.23
		<u>\$ 290,573.74</u>	<u>\$ 6,527.50</u>	<u>\$ 58,875.12</u>

EMPLOYEES WITH GROSS SALARY GREATER THAN \$75,000

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>
Allan Jeff	Firefighter	\$ 86,833.39	\$ 1,660.07
Allard Mike	Firefighter	94,097.59	50.00
Anderson Bruce	Manager of Community Planning	95,504.44	1,481.85
Angelucci Ross	Fire Lieutenant	97,313.36	
Ashlie Bryun	Fire Captain	104,132.95	65.01
Bagger Mike	Fire Captain	107,331.88	64.98



**STATEMENT OF FINANCIAL INFORMATION
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Part E

**SCHEDULE SHOWING THE REMUNERATION
AND EXPENSES IN RESPECT OF EACH EMPLOYEE**

Prepared Under the Financial Information Regulation, Schedule 1, Section 6

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>
Ballance Marie	Dispatcher	75,323.74	256.94
Barr Justin	Firefighter	81,385.66	76.31
Bates Maxwell	Firefighter	78,018.56	
Battie Jason	Firefighter	83,699.24	
Baxter Don	Fire Lieutenant	97,786.25	14.99
Bell Doug	Fire Captain - Prevention	98,899.03	1,426.31
Benere Dave	Engineering Construction Project Manager	97,276.17	1,071.84
Bernard Orphee	Firefighter	79,599.33	
Blackwood Ian	Manager of Facility Maintenance & Construction	91,951.18	588.24
Boudrot Doran	Firefighter	83,830.87	
Bradley Jason	Firefighter	80,598.02	1,200.00
Brunton Andrew	Firefighter	80,951.30	263.46
Burke Matt	Firefighter	78,082.04	
Butcher Dana	Engineering Construction Specialist	91,539.73	127.27
Churchill Randy	Manager of Bylaw, Regulation & Security	102,758.88	1,431.34
Clarkson Laara	Manager of Recreation & Cultural Services	82,909.85	1,336.34
Clemens Brian	Director of Finance	138,960.17	2,927.35
Coates Lorrie	Manager of Accounting Services	102,774.41	3,839.64
Cook Glenn	Water/Wastewater Systems Operator	76,605.64	71.23
Cooke Trevor	Sewer Foreman	84,409.15	206.52
Corsan Bill	Manager of Real Estate	93,970.02	5,610.34
Cripps Brian	Fire Lieutenant	96,786.37	
Croft Jeff	Firefighter	82,749.04	
Daly Ron	Fire Captain	104,244.09	15.81
Davenport Gary	Roads Foreman	80,428.83	87.78
Dawley Ronald	Assistant Fire Chief	113,954.40	371.81
Demecha Mark	Manager of Civic Facilities	92,095.18	4,274.62



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011**

Part E

SCHEDULE SHOWING THE REMUNERATION AND EXPENSES IN RESPECT OF EACH EMPLOYEE

Prepared Under the Financial Information Regulation, Schedule 1, Section 6

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>
Denbigh Brian	Manager of Roads & Traffic Services	92,793.06	3,983.54
Denton George	Water Distribution Foreman	85,045.74	1,276.67
deVries Lynn	Manager of Engineering Support Services	78,365.86	4,060.88
Dickie Colin	Firefighter	78,080.72	
Dietrich Mike	Manager of Police Support Services	93,659.24	623.84
Doyle Tim	Firefighter	87,782.49	
Drakeley Martin	Fire Captain	102,090.72	1,706.70
Duncan Deborah	Manager of Finance, Community Services	94,778.38	2,305.29
Dyck Colin	Fire Lieutenant	95,363.59	
Eggers Bill	Fire Captain	103,756.09	
Elliot John	Manager of Utilities	106,146.44	1,798.36
Felker Kurtis	Manager of Purchasing and Stores	91,564.17	3,251.19
Ferguson Trevor	Fire Captain	104,121.89	
Fergusson Colin	Firefighter	84,084.44	1,250.82
Ferrero Guillermo	Manager of Business Applications & ERP Systems	101,171.32	5,288.34
Finstad Gregory	Firefighter	82,995.23	1,848.46
Ford Dean	Fire Captain - Preplanning	98,050.36	3,636.20
Fournier Doris	Municipal Infrastructure Engineer	87,150.23	2,313.31
Foy Gordon	Traffic/Transportation Engineer	87,006.23	3,153.88
Franssen Gary	Manager of Sanitation, Recycling, Cemeteries	102,227.51	4,417.16
Fulla Jeffrey	Fire Captain	101,304.93	
Fulla Ritchie	General Foreman - Waterworks	103,533.59	893.05
Fulla Wendy	Senior Accountant	79,893.88	3,463.67
Galan Charlie	Senior Human Resources Consultant	90,020.71	2,289.20
Gannon Corey	Firefighter	89,944.39	
Gardner Brett	Firefighter	78,144.41	



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011**

Part E

SCHEDULE SHOWING THE REMUNERATION AND EXPENSES IN RESPECT OF EACH EMPLOYEE

Prepared Under the Financial Information Regulation, Schedule 1, Section 6

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>
Geddes Randy	Firefighter	80,854.05	263.46
Graham Janet	Dispatcher	78,673.44	256.94
Graham Shannon	Manager of Financial Planning	104,571.81	8,996.04
Gurrie Blaine	Sanitation Worker - seconded to CUPE	75,049.08	
Harding Richard	Director of Parks, Recreation & Culture	142,574.24	3,119.99
Harrison Joan	Manager of Legislative Services	102,524.25	2,150.19
Harrison Stuart	Deputy Fire Chief - Administration	131,925.48	3,160.03
Hartley Terry	Director of Human Resources & Organizational Planning	142,464.42	5,420.84
Hickey Tom	General Manager of Community Services	157,306.41	868.56
Holmes Douglas	Assistant City Manager/General Manager of Corporate Services	180,816.70	7,275.32
Horn John	Social Planner	75,666.99	2,264.74
Horst Terrence	Firefighter	82,800.13	1,200.00
Howat Ian	Director of Strategic Relationships	137,580.63	3,309.49
Hyne Peter	Fire Lieutenant	96,959.03	5.99
Jack Keith	Fire Captain	101,603.67	
Jensen Deborah	Planner	75,253.51	1,764.31
Joiner Bruce	Energy Manager	84,268.43	1,741.13
Jonah Mark	Firefighter	88,943.30	
Kemp Alan	Urban Forestry Coordinator	81,595.95	747.01
Kenning Al	City Manager	223,269.45	6,539.59
Kenning Stuart	Firefighter	82,733.23	1,848.46
Kershaw Dan	Firefighter	83,961.04	1,200.00
Kinch Jason	Manager of Building Inspections	81,970.40	1,547.88
Kraft Tom	Manager of Engineering Projects	102,906.09	841.01
Krall Tom	Firefighter	91,138.80	
Kristensen Per	Director of Information Technology	148,789.57	11,807.86
Kroeker Rick	Manager of Occupational Health and Safety	89,957.23	4,979.33



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011**

Part E

SCHEDULE SHOWING THE REMUNERATION AND EXPENSES IN RESPECT OF EACH EMPLOYEE

Prepared Under the Financial Information Regulation, Schedule 1, Section 6

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>
Kuhn Bob	Manager of Recreation & Cultural Services	88,968.19	239.75
Kwasnecha Rick	Fire Inspector	82,039.78	138.04
Labelle Bruce	Manager of Fleet/Service Center	81,742.80	3,813.59
Laidlaw Andy	General Manager of Community Services	175,004.08	2,113.11
Lal Umesh	Dispatcher	78,285.49	256.94
Lambert Ron	Fire Chief	134,804.63	4,309.09
Lefurgey Ed	Senior Technical Support Specialist - Network	84,534.04	430.48
Leigh Dave	Fire Inspector	79,619.62	354.97
Lepchuk Ronald	Assistant Fire Chief	111,633.04	157.27
Libbus Troy	Firefighter	89,860.09	114.21
Lillingston Kevin	Firefighter	77,551.52	
Lindsay Karen	Emergency Program Manager	79,528.32	2,906.51
Louie Michael	Firefighter	78,179.18	
Lucas Jody	Firefighter	86,328.01	1,848.46
MacDonald Kirsty	Parks & Open Space Planner	88,347.16	12,538.01
MacLeod Robert	Municipal Services Inspector	87,957.96	148.41
Manson Shane	Firefighter	88,299.05	
Mauch Maurice	Project Manager, Building & Facilities	100,363.77	673.08
McPherson Geordie	Construction Foreman	82,431.31	206.53
Mercer Laura	Revenue Services Manager	96,363.87	3,236.31
Mitrenga Scott	Firefighter	81,640.78	
Moen Dallas	Fire Captain	101,389.27	100.00
Mond Ennis	Fire Inspector	82,913.48	213.04
Mongard Jan	Engineering Construction Project Manager	96,381.11	482.25
Morgan Rick	General Foreman - Wastewater Collections	82,091.88	71.23



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011**

Part E

SCHEDULE SHOWING THE REMUNERATION AND EXPENSES IN RESPECT OF EACH EMPLOYEE

Prepared Under the Financial Information Regulation, Schedule 1, Section 6

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>
Moscrip Tom	Senior Manager of Engineering	95,342.71	345.88
Mousseau Dean	Manager of Engineering & Subdivision	99,327.18	2,132.56
Mowatt Brian	Fire Captain	106,720.70	50.00
Multari Dan	Firefighter	91,933.96	
Murphy Dan	Assistant Chief, Education & Training	117,428.41	3,245.39
Neil Tom	Manager of Permit Centre and Support Services	85,586.43	
Nelson Jim	Roads Management Foreman	78,477.98	683.60
Newstone Daniel	Firefighter	77,567.33	
Nickel Shelby	Firefighter	84,313.98	1,848.46
Nicks Steven	Firefighter	78,108.63	
Noble Gary	Development Approval Planner	75,273.82	458.93
Norman Greg	Assistant Fire Chief	109,610.58	2,715.22
Orton Jeremy	Manager of Payroll	79,411.61	1,793.60
Osborne Darcie	Manager of Arenas	84,343.20	3,260.74
Overton Mark	Firefighter	83,286.08	1,276.32
Pamminger Scott	Water Resources Specialist	77,401.18	2,317.24
Patten Laurel	Dispatcher	76,053.45	256.94
Pinker Blair	Firefighter	85,106.94	1,200.00
Plasteras Jim	Manager of Parks Operations	93,451.28	1,017.74
Pond Kevin	Firefighter	78,043.79	
Porter Chad	Firefighter	84,211.42	1,205.99
Prokopenko Bob	Senior Manager Engineering	109,600.50	3,434.47
Raddysh Sandy	Manager of Aquatics	85,795.18	3,142.55
Ramshaw Gavin	Firefighter	78,240.34	
Richardson Craig	Deputy Fire Chief - Operations	123,671.26	1,879.73
Ricketts Steve	Manager of Construction	114,160.59	2,059.32
Rispin Mike	Fire Captain	100,911.27	
Ritchie Jeff	Senior Manager, Parks & Civic Facilities	119,189.39	2,470.42



**STATEMENT OF FINANCIAL INFORMATION
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Part E

**SCHEDULE SHOWING THE REMUNERATION
AND EXPENSES IN RESPECT OF EACH EMPLOYEE**

Prepared Under the Financial Information Regulation, Schedule 1, Section 6

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>
Robinson Dean	Drainage Foreman	84,394.29	206.53
Robson Daryl	Firefighter	80,764.43	1,848.46
Rogers Dan	Fire Captain	102,583.25	5.99
Rooseboom Al	Instrument & Telemetry Technologist	81,675.25	
Rosen Poul	Design Engineer	85,834.38	1,553.93
Rothoehler Tom	Senior Technical Support Specialist - Network	83,853.40	2,018.02
Roulston Wayne	Drainage Sub Foreman	78,590.89	206.53
Rozzano Brad	Fire Captain	106,151.42	
Rumney Lawrence	Fleet Maintenance Sub-Foreman	78,273.98	52.16
Samborski Suzanne	Senior Manager, Recreation & Cultural Services	115,424.30	1,989.64
Scheibel Debbie	Supervisor, Financial Systems & Reporting	77,015.41	8,352.04
Schwager Mark	Fire Lieutenant	98,352.04	
Seward Toby	Director of Development	144,174.90	2,828.72
Sholberg Chris	Community/Heritage Planner	77,388.38	1,365.01
Sims Bill	Manager of Water Resources	106,859.88	5,739.14
Smith Mary	Manager of Recreation & Cultural Services	87,080.91	1,633.15
Smith Wade	Assistant Fire Chief	119,870.40	
Stenberg Ian	Firefighter	83,376.10	
Stewart David	Planner	77,124.44	2,788.45
Stinson Steven	Manager of Technical Services	101,878.09	7,800.52
Suhan Barry	Water Technician	76,812.77	2,479.94
Swabey Ted	General Manager of Community Safety Development	180,394.00	2,174.84
Tanner Bert	Traffic Management Foreman	79,039.03	179.01
Tannock Frank	Fire Captain	102,499.45	
Ten Have Earle	Fire Lieutenant	100,692.94	35.00
Thomas Brian	Water Distribution Foreman	81,603.32	106.23



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011**

Part E

SCHEDULE SHOWING THE REMUNERATION AND EXPENSES IN RESPECT OF EACH EMPLOYEE

Prepared Under the Financial Information Regulation, Schedule 1, Section 6

<u>Name</u>	<u>Position</u>	<u>Remuneration</u>	<u>Expenses</u>
Topliffe Ralph	Building Inspections Supervisor	77,463.34	882.88
Tucker Andrew	Director of Planning	139,104.46	1,066.94
Walker Mark	Firefighter	86,541.14	
Weinreich Tom	Building Inspections Supervisor	78,136.84	588.31
Whiting Geoff	Firefighter	94,117.96	
Williams Elizabeth	Manager of Recreation & Cultural Services	82,843.96	6,678.26
Williams Ron	Fire Captain	105,686.38	50.00
Williamson Kara	HR Consultant	87,735.10	1,379.16
Winkel Chris	Traffic/Transportation Engineering Specialist	77,405.52	288.03
Wood Brad	Fire Lieutenant	94,653.35	126.34
Wood Brian	Fire Captain	<u>105,400.72</u>	<u>3.00</u>
TOTAL: EMPLOYEES WITH REMUNERATION GREATER THAN \$75,000		\$ 16,771,657.75	\$ 272,961.39
ADD: EMPLOYEES WITH REMUNERATION LESS THAN \$75,000		<u>28,174,210.73</u>	<u>299,353.07</u>
TOTAL: EMPLOYEES		<u>\$ 44,945,868.48</u>	<u>\$ 572,314.46</u>

Summary

	<u>Remuneration including Taxable Benefits</u>	<u>Expenses</u>
ELECTED OFFICIALS	\$ 297,101.24	\$ 58,875.12
EMPLOYEES	<u>44,945,868.48</u>	<u>572,314.46</u>
TOTAL	<u>\$ 45,242,969.72</u>	<u>\$ 631,189.58</u>



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
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Part F

SCHEDULE OF SEVERANCE AGREEMENTS

Prepared Under the Financial Information Regulation, Schedule 1, Section 6

There were two severance agreements made between the City of Nanaimo and its non-unionized employees during fiscal year 2011. These agreements represent 10 months of compensation.



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011**

Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

Supplier Name	Amount Paid
0699694 BC LTD	\$ 171,645.66
0766742 BC LTD	55,709.68
0826879 BC LTD	65,672.35
0833303 BC LTD	30,756.23
0870301 BC LTD	37,272.37
425332 BC LTD. DBA ADVANCED PRODUCTS	29,652.71
ABC PRECAST LIMITED	54,613.55
AC TRUCKING	29,134.44
ACCLAIM RESTORATIONS LTD	37,867.29
ACE COURIER SERVICES	47,596.93
ACER LANDSCAPING	190,191.66
ACKLANDS-GRAINGER INC	145,669.81
ACME SUPPLIES LTD	105,935.21
ACTIVE NETWORK	67,343.92
ALBERNI AUTOMATIC TRANSMISSION	26,088.08
ALPHA ROOFING & SHEET METAL INC	31,792.32
ALSCO CANADA CORPORATION	37,660.96
AME CONSULTING GROUP LTD (THE)	36,937.60
AMEC EARTH & ENVIRONMENTAL	170,323.95
ANDERSON CIVIL CONSULTANTS INC	91,286.81
ANDREW SHERET LIMITED	113,519.26
ANKIDO HOLDINGS LTD	54,735.95
AON REED STENHOUSE INC	386,958.00
ARCHADIA	42,172.13
ARCHIE JOHNSTONE	234,546.29
ARCPRINT AND IMAGING LTD	47,640.69
ARROWSMITH ROOFING LTD	35,347.20
ARTIS AULDS CORNER NANAIMO LTD	48,485.50
ASHLEE BOBCAT	61,770.47
ASSOCIATED ENGINEERING BC LTD	1,490,326.40



**STATEMENT OF FINANCIAL INFORMATION
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Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

Supplier Name	Amount Paid
AVAYA CANADA CORP	\$ 66,485.44
BANK OF CANADA	394,625.97
BANK OF NOVA SCOTIA	40,362.61
BARBER STEPHEN JOHN	33,262.54
BC ASSESSMENT	1,082,918.02
BC FERRY SERVICES INC	29,775.98
BC HYDRO & POWER AUTHORITY	2,773,636.25
BC HYDRO INTERCONNECTIONS GROUP	56,000.00
BELL CANADA	57,831.59
BERKS INTERTRUCK LTD	249,626.22
BFI CANADA INC (BFI)	622,994.06
BLACK PRESS GROUP LTD	126,750.97
BMO NESBITT BURNS	38,546.00
BRENNTAG CANADA INC	49,316.10
BRUCE AVENUE LAND MANAGEMENT LTD	121,249.60
CANADA POST CORPORATION	115,061.61
CANADIAN CORPS OF COMMISSIONAIRES	133,000.83
CANADIAN RED CROSS	27,172.29
CANADIAN UNION OF PUBLIC EMPLOYEES	487,871.94
CANADIAN UTILITY CONSTRUCTION CORP	31,587.36
CANEM SYSTEMS LTD	39,471.01
CANON CANADA INC	64,462.79
CAREL PROPERTIES	49,962.67
CEI ARCHITECTURE	53,982.16
CHARTER TELECOM INC	25,322.08
CHEVRON CANADA LTD	1,160,760.75
CHURCHPICKARD & COMPANY	50,820.00
CIMCO REFRIGERATION	75,563.22
CLEARTECH INDUSTRIES INC	41,330.98



**STATEMENT OF FINANCIAL INFORMATION
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Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

Supplier Name	Amount Paid
COAST (V.I.) ENVIRONMENTAL LTD	\$ 40,066.87
COASTAL ANIMAL CONTROL	448,466.63
COASTAL COMMUNITY CREDIT UNION	74,375.90
COMPASS GROUP CANADA	1,075,524.06
CONCISE SYSTEMS CORPORATION	34,482.69
CONTROL MICROSYSTEMS	40,523.31
COPCAN CONTRACTING	68,053.29
CORIX WATER PRODUCTS INC	1,026,353.13
CORNERSTONE TILE LTD	28,827.64
CORPORATE EXPRESS CANADA INC	31,631.83
CROCKER EQUIPMENT CO LTD	29,555.69
CULLEN DIESEL POWER LTD	38,668.18
CUNNINGHAM & RIVARD APPRAISAL	74,591.88
DAVE PEFFERS CONTRACTING LTD	120,327.60
DAVEY TREE SERVICES	213,175.42
DB PERKS & ASSOCIATES LTD	96,245.59
DBL DISPOSAL SERVICES LTD	50,977.64
DEBBIE BECK	25,801.00
DELL CANADA INC	656,996.96
DESJARDINS FINANCIAL SECURITY	2,164,973.52
DKI SERVICES LTD	42,097.84
DOMVIN HOLDINGS LTD	35,533.86
DOUMONT FARM GREENHOUSES	31,405.54
DOWNTOWN NANAIMO BUSINESS IMPROVEMENT ASSOCIATION	252,722.20
DPOC NEOPOST CANADA LTD – 900377335	44,800.00
DUNCAN ELECTRIC MOTOR LTD	37,516.00
E MADILL OFFICE COMPANY LTD	55,184.23
EBA ENGINEERING CONSULTANTS LTD	152,148.29
ECONOLITE CANADA INC	58,200.80
EEC INDUSTRIES LTD	55,608.00



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
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Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

Supplier Name	Amount Paid
EMCO LIMITED	\$ 68,260.51
EMCON SERVICES INC	65,423.69
ESRI CANADA	84,247.43
EVERGRO CANADA INC	32,018.97
FDM SOFTWARE LTD	139,266.40
FIRST CAPITAL (PORT PLACE) CORPORATION	41,624.78
FIRST LINE MORTGAGES	28,597.35
FIRST UNITARIAN FELLOWSHIP OF NANAIMO	27,000.00
FLIPSIDE GYMNASTICS	28,984.56
FLOOR-TECH SYSTEMS INC	82,147.52
FLYNN CANADA LTD	39,385.47
FOOTPRINTS SECURITY PATROL INC	381,344.08
FORTE CONSULTING LTD	39,480.00
FORTIS BC-NATURAL GAS	725,229.41
FOURNIER EXCAVATING LTD	399,976.03
G4S CASH SOLUTIONS (CANADA) LTD	47,779.81
GARCO COATING SYSTEMS LIMITED	155,862.00
GENERAL PAINT	73,889.42
GEOADVICE ENGINEERING INC	28,627.20
GORDON'S HOMES SALES LTD	47,038.79
GRAF EXCAVATING CO LTD	117,019.19
GRAND & TOY	80,952.72
GREEN ROCK DEVELOPMENTS LTD	180,723.20
GREGG DISTRIBUTORS (BC) LTD	84,605.49
GROESS ENVIRONMENTAL SERVICES LTD	59,010.00
GROUP BASIS INCORPORATED (THE)	67,300.00
GROVER COMMUNICATIONS INC	30,853.90
GUILLEVIN INTERNATIONAL INC	137,733.07
HAARSMA WASTE INNOVATIONS INC	79,853.87
HABITAT SYSTEMS INC	64,548.25



**STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011**

Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

Supplier Name	Amount Paid
HALLMARK AIR CONDITIONING LTD	\$ 125,105.52
HARBOUR CITY ELECTRIC LTD	48,932.01
HAREWOOD INVESTMENTS LTD	39,787.12
HAZELWOOD CONSTRUCTION SVC (1999) INC	5,315,469.85
HENDERSON RECREATION EQUIPMENT LTD	52,319.16
HEROLD ENGINEERING LIMITED	185,210.56
HUB CITY PAVING LTD	2,416,772.72
HUB EXCAVATING LTD	1,521,203.69
HUB FIRE ENGINES	58,768.87
HUB INTERNATIONAL BARTON LIMITED	201,175.00
INLAND KENWORTH/PARKER PACIFIC	81,757.80
INPROTECT SYSTEMS INC	30,735.88
INTEGRAL WEALTH SECURITIES	29,621.00
INTERFLEET INC	42,543.94
INTER-KRAFT CONTRACTING LTD	31,057.60
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL 905	189,082.09
IPAC CHEMICALS LTD	27,118.95
IRA LEWIS CONSTRUCTION LTD	63,239.44
ISLAND BUSINESS PRINT GROUP	61,929.28
ISLAND CAD GRAPHICS CONSULTING LTD	65,446.92
ISLAND COMMUNICATIONS LTD	41,155.67
ISLAND RADIO	40,608.21
ISLAND SLIPFORM LTD	32,416.31
J MAYZES EXCAVATING LTD	55,420.50
JEFFREY CONTRACTING LTD	76,322.49
JOE CUNNINGHAM FORD	119,961.94
JOHNSON CONTROLS #V4020	33,671.18
JOYCO HOSPITALITY SERVICES INC	389,011.74
JSK TRAFFIC CONTROL SERVICES INC	361,022.13
KAL TIRE	133,237.81



**STATEMENT OF FINANCIAL INFORMATION
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Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

Supplier Name	Amount Paid
KATHERINE GORDON	\$ 28,924.00
KC BURKE CONTRACTING LTD	47,020.70
KENCO ENTERPRISES (1982) LTD	65,755.73
KEN'S BACKHOE SERVICE	26,698.56
KERR WOOD LEIDAL ASSOCIATES LIMITED	36,013.49
KNAPPETT INDUSTRIES LTD	1,715,818.51
KNAPPETT PROJECTS INC	34,511.76
KOERS & ASSOCIATES ENGINEERING	188,725.56
KWIK KOPY	76,038.46
LAFRENTZ ROAD SERVICES LTD	46,964.55
LAMONT LAND INC	50,472.80
LENTZ CONTRACTING LTD	39,658.08
LOCAR INDUSTRIES LTD	25,655.05
LONE PINE HORTICULTURE	382,697.50
LORDCO AUTO PARTS	79,272.66
LUSSIER & SON CONTRACTING LTD	28,297.68
M & J TREE SERVICE	30,025.32
M J PAWLOWSKI & ASSOCIATES	25,786.94
M SCHOTT CONTRACTING LTD	45,401.44
M2 GREEN MECHANICAL	64,854.56
MAINROAD MAINTENANCE PRODUCTS LTD	161,944.68
MAPLE GROVE ESTATES LTD	45,857.22
MAPLE REINDERS INC	58,750.95
MARTELL/CORAL REFRIGERATION	63,464.86
MAXXAM ANALYTICS	27,645.80
MAZZEI ELECTRIC LTD	104,702.24
MCAP SERVICE CORP RESIDENTIAL	36,348.60
MCELHANNEY CONSULTING SERVICES LTD	136,383.31
MCGREGOR & THOMPSON HARDWARE	42,638.44
MCRAE'S ENVIRONMENTAL SERVICES LTD	75,322.80



**STATEMENT OF FINANCIAL INFORMATION
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Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

Supplier Name	Amount Paid
MEDICAL SERVICES PLAN	\$ 704,562.00
MERIC CONTROLS	108,410.90
METRO MOTORS LTD	129,525.67
MID ISLAND FENCE PRODUCTS	62,581.12
MIKE LITTLE CONSTRUCTION	27,574.98
MINISTER OF FINANCE	16,542,598.79
MINISTRY OF ENVIRONMENT	41,157.00
MIRANDA CONSTRUCTION LTD	133,449.23
MMK CONSULTING INC	55,969.20
MUNICIPAL FINANCIAL AUTHORITY OF BC	47,539.20
MUNICIPAL INSURANCE ASSOCIATION OF BC	550,160.33
MUNICIPAL PENSION PLAN	6,797,637.26
MUSCO SPORTS LIGHTING	74,480.00
NANAIMO DAILY NEWS DIVISION OF CANWEST MEDIAWORKS PUBLICATIONS INC	37,985.39
NANAIMO FOREST PRODUCTS LTD	197,475.97
NANAIMO PORT AUTHORITY	33,799.02
NANAIMO RECYCLING EXCHANGE	80,588.49
NANAIMO REGION JOHN HOWARD SOCIETY	58,500.00
NANAIMO REGIONAL HOSPITAL DISTRICT	3,366,561.58
NANAIMO SENIORS VILLAGE HOLDINGS LTD	33,113.50
NANAIMO SHEET METAL LTD	85,749.43
NANAIMO WHITE RAPIDS SWIM CLUB	25,103.00
ND GRAPHIC PRODUCTS LTD	31,690.46
NEDERMAN CANADA LIMITED	44,598.68
NEWCASTLE ENGINEERING LTD	60,704.32
NEWCASTLE NISSAN	95,110.40
NIELSEN IT CONSULTING INC	37,395.90
NORTHFIELD RESTORATIONS	27,124.98
OAK PAINTING & DECORATING	38,547.23
ONO TRADING CO CANADA LTD	74,461.41



**STATEMENT OF FINANCIAL INFORMATION
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Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

Supplier Name	Amount Paid
OPEN BUSINESS PROCESS INC	\$ 622,827.06
PACIFIC CAPITAL (WEST HILL) HOLDINGS	31,594.70
PACIFIC CAPITAL REAL ESTATE CORP	47,629.40
PANAYA LTD	54,432.90
PARKSVILLE ROTO ROOTER	74,230.08
PBA ENGINEERING LTD	45,345.66
PETRO CANADA	34,378.22
PINTON FORREST & MADDEN GROUP INC	51,060.16
PIPE EYE VIDEO INSPECTIONS	260,764.84
PLANETCLEAN (NANAIMO) LTD	124,721.43
PLAYPOWER LT CANADA INC	28,012.03
PLOUTOS ENTERPRISES LTD	40,112.80
PORT THEATRE SOCIETY (THE)	106,202.17
POWER WEST POWER WASHING	36,053.10
PRISM ENGINEERING	32,032.00
R & D CORPORATE SERVICES LIMITED	29,121.25
RAM ROOFING LTD	114,244.66
RAY MAX EQUIPMENT SALES	271,644.62
RAYLEC POWER LTD	255,485.42
RAYMOND JAMES LTD	39,576.00
RAYS BULLDOZING	32,656.56
RB ENGINEERING INC	34,524.00
READ JONES CHRISTOFFERSEN LTD	26,988.84
RECEIVER GENERAL FOR CANADA	28,947,446.29
REGA PROPERTIES LTD	30,284.99
REGIONAL DISTRICT OF NANAIMO	17,966,520.04
RF BINNIE AND ASSOCIATES	66,654.62
RICHARD NASH DEVELOPMENTS LTD	28,086.16
RICOH CANADA INC	137,734.11
ROBBINS PARKING	620,000.21



**STATEMENT OF FINANCIAL INFORMATION
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Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

Supplier Name	Amount Paid
ROBINSON, STAFFORD & RUDE INC	\$ 120,366.64
ROSS RIVERS ENTERPRISES LTD	50,181.13
ROYAL BANK OF CANADA	219,809.76
ROYAL BANK VISA	43,874.94
ROYAL PAVING LTD	64,396.64
SCHOOL DISTRICT 68	26,290.70
SEAN'S BRUSHCUTTING	234,017.28
SEICOAT CANADA INC	35,954.90
SFE GLOBAL	45,724.00
SHAPE YOU'RE IN FITNESS AND WELLNESS	50,064.39
SHAW CABLESYSTEMS	47,319.02
SHAW ELECTRICAL SERVICES	463,859.29
SIMARK CONTROLS	26,887.06
SLEGG CONSTRUCTION MATERIALS LTD	129,392.02
SLOAN'S PAINTING	28,100.80
SMS SUMMIT MECHANICAL SYSTEMS LTD	258,364.13
SOFTCHOICE CORPORATION	63,337.27
SOUTHERN RAILWAY VANCOUVER ISLAND LTD	164,499.13
STANTEC CONSULTING LTD	119,962.83
STAPLES MCDANNOLD STEWART	376,652.10
STAPLES MCDANNOLD STEWART "IN TRUST"	371,618.90
STEPHENSON POINT ESTATES LTD	28,825.12
STINT CONSTRUCTION LTD	90,940.98
STONESCAPE CONTRACTING LTD	36,027.04
STONEWOOD PROJECTS INC	32,752.46
STRAIN LANDSCAPES LTD	198,989.37
SUN LIFE FINANCIAL	192,000.00
SUPERIOR PROPANE	46,938.54
SW AUDIO & VISUAL	162,480.14
TAPROOT INDUSTRIES INC	42,581.00



**STATEMENT OF FINANCIAL INFORMATION
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Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

Supplier Name	Amount Paid
TASK CONSTRUCTION MANAGEMENT	\$ 34,556.45
TD CANADA TRUST	62,903.94
TEAM ROCHON INC (GTRTURF)	665,440.85
TELUS	259,686.03
TELUS COMMUNICATIONS INC	138,215.98
TELUS MOBILITY	162,597.10
TEMPEST DEVELOPMENT GROUP	100,320.01
TERASEN GAS	278,872.07
THINK COMMUNICATIONS	32,277.45
THREE POINT MOTORS – NANAIMO	115,051.62
THYSSENKRUPP ELEVATOR	41,928.87
TILE SAFE PRODUCTS	28,865.76
TOURISM VANCOUVER ISLAND	46,896.52
TRANE CANADA CO	56,690.94
UNDERCUTTERS LAWN & PROPERTY MAINTENANCE	26,804.40
UNDERLINE HYDRANTS	99,052.53
UNIFIED ALLOYS	196,859.80
UNION OF BC MUNICIPALITIES	32,000.65
UNITED RENTALS CANADA INC	85,897.16
URBAN SYSTEMS LTD	65,559.65
VAN ISLE AGGREGATES	30,289.11
VANCOUVER ISLAND CONFERENCE CENTRE	74,678.55
VANCOUVER ISLAND EXHIBITION ASSOCIATION	29,846.23
VANCOUVER ISLAND PUBLISHING GROUP	73,457.26
VANCOUVER ISLAND REGIONAL LIBRARY	2,977,668.00
VANCOUVER ISLAND UNIVERSITY	52,500.37
VIA CONSULTANTS INC	32,900.00
VICC MANAGEMENT COMPANY	670,513.76
VIMAR EQUIPMENT LTD	30,516.52
WESTBURN ELECTRIC SUPPLY (BC)	42,751.22



**STATEMENT OF FINANCIAL INFORMATION
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Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

Supplier Name	Amount Paid
WESTCOAST ROOF INSPECTIONS LTD	\$ 29,094.24
WESTERN CANADA TUBE PRODUCTS LTD	27,345.65
WHEATON PONT/BUICK GMC NANAIMO LTD	244,036.69
WHOLESALE FIRE & RESCUE LTD	700,508.01
WILD GOOSE CHASERS (WGC)	40,393.35
WILDROCK VENTURES LTD	53,525.74
WILLIAMSON & ASSOCIATES	32,564.59
WINDLEY CONTRACTING (2010) LTD	1,721,883.28
WOODGROVE CHRYSLER	31,968.02
WORKERS' COMPENSATION BOARD OF BC	795,873.14
YOUNGBLOOD HANDYMAN SERVICES	<u>99,848.00</u>
 TOTAL SUPPLIERS OVER \$25,000	 \$ 132,173,147.64
 TOTAL SUPPLIERS UNDER \$25,000	 <u>8,340,885.89</u>
 TOTAL SUPPLIERS	 <u>\$ 140,514,033.53</u>



STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011

Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

ADD: GRANTS AND CONTRIBUTIONS EXCEEDING \$25,000

DOWNTOWN NANAIMO BUSINESS IMPROVEMENT ASSOCIATION	\$ 212,180.00
FIRST UNITARIAN FELLOWSHIP OF NANAIMO	48,800.00
MCGIRR SPORTS FIELD SOCIETY	110,000.00
NANAIMO & DISTRICT MUSEUM SOCIETY	328,348.00
NANAIMO AREA LAND TRUST	30,000.00
NANAIMO ART GALLERY	61,650.00
NANAIMO COMMUNITY ARCHIVES	55,848.00
NANAIMO POLICE BASED VICTIM SERVICES SOCIETY	48,229.00
NANAIMO PORT AUTHORITY	81,231.97
NANAIMO VOLUNTEER & INFO CENTRE SOCIETY	29,000.00
PORT THEATRE SOCIETY	450,465.00
REGIONAL DISTRICT OF NANAIMO	30,000.00
THEATRE ONE	28,000.00
TOURISM NANAIMO	345,415.77
VANCOUVER ISLAND SYMPHONY	<u>66,300.00</u>
TOTAL GRANTS OVER \$25,000	<u>\$ 1,925,467.74</u>
TOTAL SUPPLIERS AND GRANTS	\$ 142,439,501.27
LESS: EXPENSES PAID ON BEHALF OF ELECTED OFFICIALS & EMPLOYEES	<u>(631,189.58)</u>
TOTAL	<u>\$ 141,808,311.69</u>



STATEMENT OF FINANCIAL INFORMATION
PREPARED UNDER THE FINANCIAL INFORMATION ACT
FOR THE YEAR ENDED DECEMBER 31, 2011

Part G

**SCHEDULE SHOWING TOTAL PAID TO EACH SUPPLIER
FOR GOODS AND SERVICES EXCEEDING \$25,000**

Prepared Under the Financial Information Regulation, Schedule 1, Section 7

RECONCILIATION

TOTAL OF AGGREGATE PAYMENTS EXCEEDING \$25,000	\$ 134,098,615.38
CONSOLIDATED TOTAL OF PAYMENTS OF \$25,000 OR LESS PAID TO SUPPLIERS	<u>8,340,885.89</u>
	<u>\$ 142,439,501.27</u>
EXPENDITURES BY OBJECT, PER NOTE 18 OF THE FINANCIAL STATEMENTS	\$ 157,828,619.00
ADJUSTMENTS	<u>(15,389,117.73)</u>
	<u>\$ 142,439,501.27</u>

Ron Bolin has requested an appearance before council.

The requested date is Jun 18, 2012.

The requested meeting is:
COW

Presenter's information

Address: 3165 King Richard Drive
City: Nanaimo
Province: BC
Postal Code: V9T 4A1

Details of Presentation:

To recommend action in the matter of the installation of video equipment in the meeting room at the new City Hall Annex.

☐ Council
☒ Committee of the Whole
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012-JUN-18

Gord Fuller has requested an appearance before council.

The requested date is Jun 18, 2012.

The requested meeting is:
COW

Presenter's information

Address: 604 Nicol St.
City: Nanaimo
Province: BC
Postal Code: V9R 4T9

Details of Presentation:

I will speak with regards to Video Recording Capability in the Annex
Replacement Meeting Room.

☐ Council
☒ Committee of the Whole
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012-JUN-18

City of Nanaimo

REPORT TO COUNCIL

DATE OF MEETING: 2012-Jun-18

AUTHORED BY: Per Kristensen, Director, Information Technology

RE: VIDEO RECORDING CAPABILITY IN THE ANNEX REPLACEMENT
MEETING ROOM

☐ Council
☒ Committee of the Whole
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012-JUN-18

STAFF RECOMMENDATION:

That video recording equipment not be added to the new Annex meeting room

PURPOSE:

The purpose of this report is to provide the estimated cost implications of upgrading the board room in the Annex replacement to provide for video recording.

BACKGROUND:

At the April 30th Regular Council meeting, Staff was directed to provide a report on the cost implications of upgrading the new Annex board room to provide for video recording of Committee of the Whole (COW) meetings. At this same meeting, Staff provided a report on video recording the COW meetings held at the Shaw Auditorium. Staff have now completed a high level evaluation of the equipment requirements for the new Annex meeting room and are able to provide an order of magnitude cost for an appropriate solution that includes video and audio equipment beyond what is presently included in the building plans.

DISCUSSION:

The new Annex meeting room in question is the main floor meeting room that is approximately 600 sq ft. There is a movable partition that expands the room by another 200 sq ft. Current plans include presentation equipment (PC), an overhead projector and screen at the front of the room, intended only for PowerPoint style presentations. There is no video recording capabilities. A basic audio recording solution is included for the sole purpose of assisting with transcribing the meeting minutes. This is a portable system consisting of a single microphone in the middle of the table. It does not capture audio of a suitable quality to use in a public broadcast.

The regular City Council meetings are currently recorded and broadcast by Shaw. They utilize professional staff and a professional grade of audio visual equipment. Staff are capturing the Shaw broadcast and webcasting this video, plus adding it to the City

Council meeting archive. It is staff's opinion that any recording of Council Committee meetings should be of a similar quality.

A basic audio visual (AV) solution for the meeting room would consist of a single video conferencing camera in the centre of the Council table. This unit will have built-in audio. Cost would be approximately \$5,000. Staff believes that this solution is not suitable as it is designed for a small group (i.e. 4 participants) and will not provide adequate audio or video quality.

A more robust solution will consist of 4 cameras, switching equipment, plus a full audio system with individual microphones. The four cameras would be fixed mounted on the walls about 7 feet above the floor. Although not ideal height, this will provide adequate group and individual images. A 5th camera would be beneficial to provide a full frontal view of the Council table and presenters. Including a 5th to 8th camera will double the cost of the video switching equipment.

Lighting is also important and must be consistent throughout the room to avoid variances in the video images. The planned LED lighting will be suitable, but a warm white light is recommended for video. This needs to be reviewed with the building architect to ensure compatibility.

An operator desk will be required and recommended to be located next to the recording Secretary. Due to the limited space in the room, this will probably reduce the number of chairs available at the Council table.

It is also suggested that a hard-of-hearing system also be installed at the same time. A system, such as a T-loop solution is proposed.

As the new Annex is now under construction, any proposed changes should be incorporated as soon as possible to minimize design revisions and the number of change orders.

Order-of-magnitude equipment costs are:

Video Cameras (4)	\$ 4,000	to	\$16,000
Camera controller (ptz)	\$ 1,000	to	\$ 2,000
Video Switcher	\$ 3,000	to	\$15,000
Cabling	\$ 2,000	to	\$ 2,000
DVD recorder	\$ 500	to	\$ 500
Webstreaming PC	\$ 2,500	to	\$ 2,500
Audio system (13 mics)	\$22,000	to	\$24,000
T-loop system	\$15,000	to	\$20,000
Installation	\$ 5,000	to	\$10,000
Building design changes	\$ 3,000	to	\$ 3,000
TOTAL:	<u>\$58,000</u>	to	<u>\$95,000</u>

There are two alternatives to installing full AV equipment in the meeting room, thereby avoiding this capital investment. Option 1, Council could choose to continue to hold the COW meetings in the Shaw Auditorium, where the meetings are currently being video recorded.

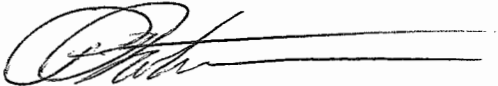
Option 2, is to contract an AV service to record the meetings. The contractor would provide all the audio and video equipment and set it up on a temporary basis in the room. The result would be temporary cameras and cables throughout the room, infringing on the meeting progress. Staff have not investigated the cost implications of this option.

Conclusion:

Adding video recording capabilities to the new Annex meeting room will require a comprehensive AV solution consisting of the following equipment: four video cameras, audio system with individual microphones, recording and switching control, webcasting, hearing assist facility; plus staff to operate the equipment during meetings. The cost of an acceptable quality solution will be \$58,000 to \$95000.

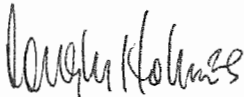
A low end solution, consisting of a single camera or lower priced equipment will not provide an acceptable quality of broadcast, given the current professional level of the regular Council meetings.

Respectfully submitted,



Per Kristensen
DIRECTOR
INFORMATION TECHNOLOGY

Concurrence by:

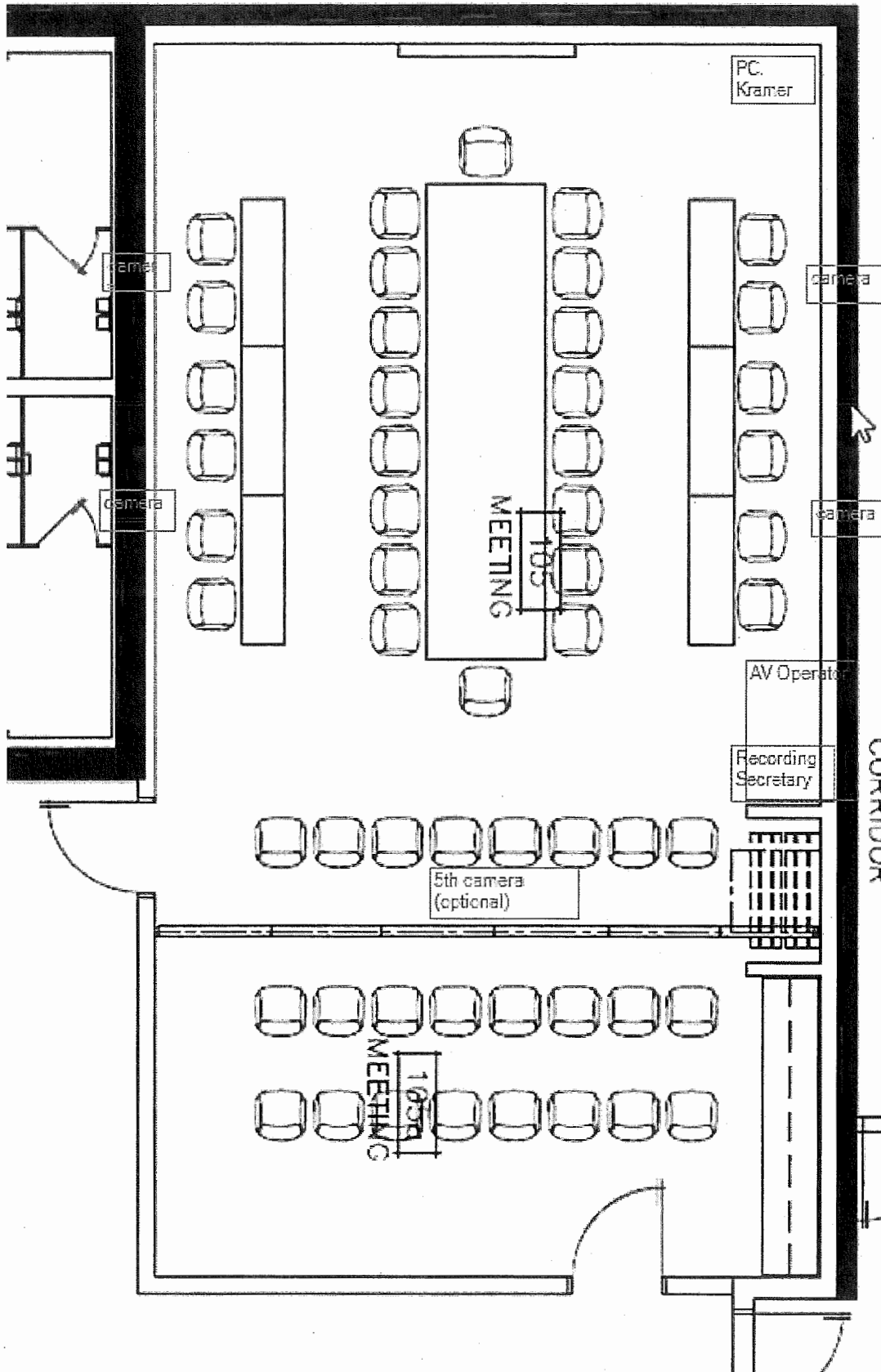


Douglas Holmes
ASSISTANT CITY MANAGER/
GENERAL MANAGER OF CORPORATE SERVICES

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2012-Jun-14
G: 2012 Files/IT(0440-20) CI Rpt Video Recording Annex Replacement
PK/hp



City of Nanaimo
INFORMATION ONLY

DATE OF MEETING: 2012-JUN-18

AUTHORED BY: S. RICKETTS, MANAGER, CONSTRUCTION

RE: BEACH DRIVE STORM DRAINAGE OUTFALL

STAFF RECOMMENDATION:

That Council receive this report for information.

DISCUSSION:

The Beach Drive Storm Drainage Outfall will be going out to tender in late June 2012. The location of the work is shown on the attached map. In accordance with the City's Purchasing Policy, an Information Report to Council is required prior to issuing a tender over \$250,000.

This project is part of the City's Capital Plan and is required to replace a deteriorated large diameter metal culvert and to remediate bank erosion in the Northfield Creek watershed. Work is expected to commence in August and be completed in late September.

This tender includes replacement of 43 meters of 900 mm diameter metal culvert with concrete pipe, and construction of a flow channel, encompassed in a 1800 m³ Rip Rap embankment on the east slope of Northfield Creek. Rip rap embankment to be landscaped with soil and native plants.

Total project budget including engineering is \$400,000. Project No. P-5150.

Respectfully submitted,


Concurrence by:



S. Ricketts, Manager
Construction Department



S. Clift, Director
Engineering & Public Works



T. Hickey, General Manager
Community Services

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2012-JUN-13

G:/Admin/CouncilReports/2012/BeachDriveStormDrainageOutfalltender.docx

☐ Council
☒ Committee of the Whole
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012-JUN-18



> -----Original Message-----
> From: Webmaster
> Sent: May 22, 2012 1:51 PM
> To: Webmaster; REQUEST DELEGATION
> Subject: Request to Appear as Delegation
>
> Laurie Gourlay has requested an appearance before council.
>
> The requested date is June 18, 2012.
>
> The requested meeting is:
> Committee of the Whole
>
> Presenter's information
>
> Address: 2689 Cedar Road
> City: Nanaimo
> Province: BC
> Postal Code: V9X 1K3
> Home Phone:
> Email:
> Business Phone: 250-722-3444
> Fax: 250-722-7231
>
> Details of Presentation:
>
> Powerpoint presentation on the Nanaimo River estuary& coastal waters around Gabriola Island, and their potential for recognition as a northern boundary of the Southern Strait of Georgia National Marine Conservation Area ...with request for Council to express support for Environment Canada's 'Rivers to Oceans Week' (June 8 - 12).
>
> "Rivers to Oceans Week is an opportunity to work together to create an understanding of Canada's watersheds, our connection to fresh-and salt-water environments and what everyone can do to protect and keep watersheds healthy for people and wildlife."

☐ Council
☒ Committee of the Whole
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012-JUN-18

B.C. Government Retirees' Association, Nanaimo branch 600 has requested an appearance before council. The request is made on behalf of JoAnne Dundas-MSP Committee.

The requested date is June 18, 2012.

The requested meeting is:
COW

Presenter's information

Address: C/O 945 Highview Terrace
City: Nanaimo
Province: B.C.
Postal Code: V9R 6K5

Details of Presentation:

I am requesting that 2 of our members be granted delegate status at a committee of the whole meeting of council to speak to: 1. Thank council and the UBCM for petitioning the Provincial Government to end MSP premium payments for seniors. 2. to request that this issue be raised again the the fall session of UBCM focusing on the need for all MSP premiums be replaced by a more progressive system - ie the income tax system.

The 2 speakers will be: Lawrence Johnson- Chair of Branch 600- and either Marilyn Mattson or JoAnne Dundas - co-chairs of the sub committee responsible for the local campaign to have MSP premiums eliminated. The provincial body of our Association initiated the provincial campaign.

☐ Council
☒ Committee of the Whole
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012-JUN-18

Ruth Christmas has requested an appearance before council.

The requested date is Jun 18, 2012.

The requested meeting is:
COW

Presenter's information

Address: 5309 Hammond Bay Rd
City: Nanaimo
Province: BC
Postal Code: V9T 6L3

Details of Presentation:

We are representing the Canadian Breast Cancer Foundation CIBC Run for the Cure. We would like the opportunity to present the 2012 Run video, as well ask that Sunday, September 30, 2012 be recognized as "Canadian Breast Cancer Foundation CIBC Run for the Cure day in Nanaimo". June 24th marks 100 days to the Run, and is the official kick off for fundraising this year.

☐ Council
☒ Committee of the Whole
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2012-JUN-18



REQUEST TO APPEAR AS A DELEGATION

ON 2012 - 06 - 18
year month day

☐ Council
☒ Committee of the Whole
☒ Open Meeting
☐ In-Camera Meeting
 Meeting Date: 2012-JUN-18

☐ **COUNCIL**
 (at 7:00 p.m. in the Shaw Auditorium, 80 Commercial Street)

☒ **FINANCE / POLICY COMMITTEE OF THE WHOLE**
 (at 4:30 p.m. in the City Hall Board Room, 455 Wallace Street)

NAME OF PERSON MAKING PRESENTATION: Joyce Macmillan
Print

ADDRESS: Hoos Departure Bay Rd NANAIMO V9T 1C6
street address City Province Postal Code

PHONE:
home business FAX:

NAME OF APPLICANT IF OTHER THAN ABOVE: Nora Randle + Nancy Fayant

DETAILS OF PRESENTATION:

Present Petition - Pedestrian walk @ Uplands + Departure Bay Rd.

PLEASE NOTE

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- Multiple speakers on a single issue or topic shall be given 5 minutes each to make their presentations as per Section 18 of the Council Procedure Bylaw.

ATTENTION; CITY COUNCIL-Re: Traffic on departure bay rd.

Recently (May 7th, 2012) a young girl was hit in the crosswalk at the intersection of uplands and departure bay rd. In the past there has been several others hit as well

Area observations are as follows:

1. Cars come over a rise on Departure bay rd. going fast past Wellington Secondary School and within a block must stop at the crosswalk at uplands, the cars are often going too fast and have difficulty stopping.

Adults as well as children and students use the access walk connecting Country club drive north to departure bay rd. it exits at the pedestrian crosswalk making high traffic several times a day.

2. The school zone sign for Rock City School is at the immediate corners of the school. It would be better served if it were located before the crosswalk at uplands and departure Bay rd. The school sign at other schools (e.g. Uplands school) are approximately 2 blocks or more on either side of the school. School signs before the crosswalk would slow the cars down.

3. More speed monitoring would be appreciated by pedestrians using the crosswalk.

4. Many school students use Wellington school grounds for soccer, baseball etc., not only in summer, but year round. If it were designated a playground it would entail more signage to slow down the vehicles.

Thank you for your anticipated co-operation

Nancy Joyant

Jeppie Macmillan

PETITION

May 11th, 2012

We the undersigned agree changes are needed on Departure Bay rd. and Uplands dr.

Suggestions to address safety of pedestrians and speed of vehicles approaching:

Pedestrians crossing at Departure bay rd and Uplands Dr.

1. Flashing lights

2. Signage

3. Speed monitoring

4. Feasability of Playground zone at Wellington Secondary School

Agree to changes re: petition Departure Bay Rd + Uplands

NAME	ADDRESS
Terri Allen	3725 Cavendish Blvd
Gord Bowman	1663 Centenary drive
Leann Stobdart	1663 Centenary drive
Jim Allen	3725 Cavendish Blvd
Kodiy Bowman	3725 Cavendish Blvd
Carl Randle	6080 hamond Bay rd.
Ashley Fabbro	3277 uplands rd
Dwayne Westby	3277 uplands. rd.
Norma Jean Green	2494 dep. bay rd
Brian Heslop	2494 Dep Bay Rd
Sherri Page	6594 nathan rd.
Vin Remmel	Dingle Bingle Rd
George Denton	Dingle Bingle Hill
Chris Bug	6594 nathan rd.
Debra Inscoe	3092 Neyland

Agree to changes re: Petition Departure Bay Rd + Uplands

NAME	ADDRESS
Kathy Bossard	2910 County Club Drive
Stephanie Wolframe	4033 Departure Bay
BAR DANBIT	937 ESSLINGER RD Parksville B.C.
John Kerry	4081 Departure Bay Road Nanaimo, B.C.
Brandy Mernberg	4101 Departure Bay Rd Nanaimo
Barbara Desprey	4068 Departure Bay Rd. NAN.
Gwen Rose	4020 Departure Bay Rd
Ann Gauthier	3105 Uplands.
Ian Stroud	3135A Uplands
Nesley Liza	4032 Departure Bay
Jojo Macmillan	4005 Departure Bay Rd
Yara Randle	3104 Uplands Dr.
Warren Randle	3104 Uplands Dr.

Gerard Fissett 4005 Departure Bay Rd.

Agree to changes re: petition Departure Bay Rd + Uplands

NAME	ADDRESS
NANCY FAYANT	3889 departure bay RD.
Kristina mah	3867 Departure Bay rd
Isabel Hinrichsen	3843 Departure Bay Rd
NADINE FINDO (+ Edward)	3849 DEPARTURE BAY
Tanya Fayant	1158 Seafeld Rd.
Michael Reid	1158 Seafield Cr.
Kalleena Lambersek	262 villa rd
Frank Lambersek	1623 Caspers way
Mandi Jepson	1623 Caspers way
Lia Lambersek	262 Villa R.D.
Jon Graham	262 Villa R.D.
Kassandra Lambersek	262 Villa R.D.
Karissa Lambersek	262 villa R.D.
Dayna Howell	4121 Departure Bay Rd.
Georgina Mah	3867 Departure Bay Rd.
Jamie Manuel	21 Ciliare Drive
Trevor Manuel	21 Ciliare Drive
Amanda Bowman	6041 Leah lane.
Nathan Marshall	6080 Hammond Bay rd.
Susan Bowman	

Agree to changes re: Departure Bay Rd + Uplands

NAME	ADDRESS
Julie Zins	2401 Newland Rd
Wendy Macdonald	2851 Country Club Dr
LEAH BALL	2020 HALLIDAY AVE (RFE)
Lukas Alvarez	2830 Glen Eagle Cres
Olivia Macdonald	2851 Country Club Dr
Hanni Zhao	2401 Newland Rd
Cory Fletcher	2735 Country Club Dr
Heidi Dickerson	3520 Capital Pl.
Eric Macdonald	3340 Glen Glen Pl
Natasha Trew	3035 Green Oaks Place
Cassandra Clarke	2984 Colwood Rd
Carolyn Cottle	3472 Margrid Place
Kate Lester	2110 Langviewwood Wl
Jeremy Strem	212 Erin Pl.

Agree to changes re: Departure Bay Rd + Uplands

STUDENTS

<u>NAME</u>	<u>ADDRESS</u>
Donovan Tisseur	4005 Departure bay rd.
Elliott Cook	3623 Sandra Rd.
Joshua Bossons	2901 Country club Dr
Isaac sandri	3199 Rock City RD
Angelica Case	4033 Departure bay
Jacqueline Ramella	3104 Uplands Dr.
Isabel strand	3135A Uplands Dr.
Shannon Ramella	3104 Uplands Dr.
Clara Ramella	3104 Uplands Dr.
Ryan Lebeck	1907 Carmel Place
Josie Hargitt	Wellesley Ave.
John Marchie	102 Street
Thomas Marchie	103 Street
Malcolm Rush	2035 Rock City
Aaron Avery	3423 Meadow Lane RD
Sierra Lupton	2725 Country club Dr
John Thompson	3055 St. Charles Dr
James Hines	2930 Victoria St.



REQUEST TO APPEAR AS A DELEGATION

ON 2012 - June - 18
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☐ Council
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 Meeting Date: 2012-JUN-18

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 (at 7:00 p.m. in the Shaw Auditorium, 80 Commercial Street)

☒ **FINANCE / POLICY COMMITTEE OF THE WHOLE**
 (at 4:30 p.m. in the City Hall Board Room, 455 Wallace Street)

NAME OF PERSON MAKING PRESENTATION: <u>CHRISTEL MARTIN</u>			
Print			
ADDRESS: <u>641 STIRLING</u>	<u>NANAIMO</u>	<u>BC</u>	<u>V9R 4C8</u>
street address	City	Province	Postal Code
PHONE: _____	FAX: _____		
home	business		
NAME OF APPLICANT IF OTHER THAN ABOVE: <u>me</u>			
DETAILS OF PRESENTATION:			
<u>WiFi in public places is hazardous to human health. Please remove it/prevent further installations</u>			

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