

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.

C H A I R

CERTIFIED CORRECT:

MANAGER,
LEGISLATIVE SERVICES