

MINUTES OF THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING  
HELD IN THE BOARD ROOM, CITY HALL,  
ON MONDAY, 2012-FEB-20 COMMENCING AT 4:30 P.M.

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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  
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  
Chief R. Lambert, Nanaimo Fire Rescue  
A. J. Tucker, Director of Planning  
R. J. Harding, Director of Parks, Recreation and Culture  
S. Clift, Director of Engineering and Public Works  
J. Ritchie, Senior Manager of Parks and Civic Facilities  
K. Lindsay, Emergency Program Manager  
J. E. Harrison, Manager of Legislative Services  
T. Wilkinson, 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) Add Agenda Item 6.1 (a) – Proclamations – "HERITAGE WEEK".

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 Board Room, City Hall on Monday, 2012-FEB-06 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Chief R. Lambert, Nanaimo Fire Rescue and Ms. K. Lindsay, Emergency Program Manager, provided a PowerPoint presentation regarding City of Nanaimo Emergency Management and Council's statutory requirements.

6. DELEGATIONS PERTAINING TO AGENDA ITEMS:

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

It was moved and seconded that Council add a Communications Manager Position to the 2012 Budget as per the Higher Service Level Request for the 2012 – 2016 Financial Plan. The motion carried.

Opposed: Councillors Bestwick, Greves, Kipp and Pattje

7. PROCLAMATIONS:

- (a) That 2012-FEB-20 to 2012-FEB-26 is "HERITAGE WEEK" in the City of Nanaimo.

8. STAFF REPORTS:

COMMUNITY SERVICES:

- (a) City Landscaping Services Contracts

It was moved and seconded that Council direct Staff to issue a Request for Proposal ("RFP") for the four maintenance contracts for medians, boulevards and grass cutting in neighbourhood parks:

1. Parks Turf and Open Space Maintenance – estimated three-year value – three hundred and ten thousand dollars (\$310,000);
2. Facility Landscape Maintenance – estimated three-year value – two hundred and fifty thousand dollars (\$250,000);
3. Landscape Neighbourhood Collectors, Minor Collectors, and Local Roads – estimated three-year value – two hundred and seventy-six thousand dollars (\$276,000); and,
4. Landscape, Major Collectors, City Arterials, Medians and Boulevards – estimated three-year value – three hundred and eighty-two thousand dollars (\$382,000).

The motion carried unanimously.

It was moved and seconded that Council direct Staff to prepare a review of the Purchasing Policy with respect to the "relatively equal" clause regarding local preference. The motion carried unanimously.

It was moved and seconded that Council direct Staff to prepare a review of the Standards of Maintenance used in landscaping contracts. The motion carried unanimously.

(b) City Custodial Supplier Contract

It was moved and seconded that Council approve issuing a Request for Proposal to select a primary supplier to provide custodial supplies for all Civic Facilities. The motion carried unanimously.

(c) City Electrical Maintenance Services Contract

It was moved and seconded that Council approve issuing a Request for Proposal to select a primary supplier to provide electrical maintenance services for existing equipment. The motion carried unanimously.

9. INFORMATION ONLY ITEMS:

- (a) Report from Mr. T. Kraft, Manager of Engineering Projects, re: Green Lake Low Pressure Sanitary Sewer Servicing Project.

10. QUESTION PERIOD:

- Mr. Fred Taylor, re: Purchasing Policy; City of Nanaimo Emergency Management presentation.
- Mr. Ron Bolin, re: 2013 budget process and five-year financial plan.

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):

- (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;
- (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;

- (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;

and Section 90(2):

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

The motion carried unanimously.

Council moved into "In Camera" at 5:58 p.m.

Council moved out of "In Camera" at 7:24 p.m.

12. ADJOURNMENT:

It was moved and seconded at 7:24 p.m. that the meeting terminate. The motion carried unanimously.

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C H A I R

CERTIFIED CORRECT:

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MANAGER,  
LEGISLATIVE SERVICES