

MINUTES OF THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING
HELD IN THE BOARD ROOM, CITY HALL,
ON MONDAY, 2011-SEP-19 COMMENCING AT 4:30 P.M.

PRESENT: Mayor J. R. Ruttan, Chair

Members: Councillor W. L. Bestwick
Councillor G. E. Greves
Councillor W. J. Holdom (Arrived at 4:43 p.m.)
Councillor D. K. Johnstone
Councillor J. A. Kipp
Councillor J. F. K. Pattje
Councillor L. J. Sherry
Councillor M. W. Unger

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
B. Anderson, Acting Director of Planning
L. Coates, Manager of Accounting Services
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 8 (b) – Committee Reports – Development Process Review Committee.
- (b) Add Agenda Item 9 (a-1) – Staff Reports – Community Wildfire Protection Plan Grant Resolution.

- (c) Add Agenda Item 13 (a) – Other Business – Ratification of Appointments to Progress Nanaimo.

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 Special Open Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall on Monday, 2011-AUG-29 at 3:00 p.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Mr. B. E. Clemens, Director of Finance, provided a PowerPoint presentation to update Council on performance measures.

6. COMMITTEE REPORTS:

- (a) Social Planning Advisory Committee – 2011 Community Service Grants

It was moved and seconded that Council approve the allocation of the second round of Community Service Grants as noted below:

Applicant	Purpose	Amount
Harewood Neighbourhood Association	To run an Adult computer skills program and a Family free gym drop-in program.	920.
Nanaimo 7-10 Club Society	To provide local produce and eggs in its community breakfast and bag lunch program.	3,000.
Nanaimo Community Gardens Society	Gleaning program.	1,000.
Nanaimo Community Kitchens	Cooking on a Budget program.	1,100.
Nanaimo Family Life Association	Seniors Wellness program.	580.
Nanaimo Men's Resource Centre	Family Crisis Support Services program.	2,500.
Nanaimo Region John Howard Society	To provide a free breakfast one weekend per month in September and October to individuals in need.	1,600.
Nanaimo Women's Resources Society	Drop-in Support Services program.	2,500.

Applicant	Purpose	Amount
Street Legal Nanaimo	Community support and legal advocacy and education for low income people dealing with debt issues.	2,000.
The Salvation Army-Nanaimo Ministries	Hair cuts for homeless and low income men, women and children.	1,600.
Tillicum Lelum Aboriginal Friendship Centre	Doula Service program for single mothers.	2,000.
Nanaimo Citizens on Patrol	To provide additional patrols in areas most susceptible to crime.	0
Nanaimo Community Hospice Society	Operational support.	0
Nanaimo Foodshare Society	To offer Good Food Boxes free of charge to vulnerable families.	0
Nanaimo-Ladysmith Schools Foundation	To purchase a Salad Bar Kit for use in schools once per month.	0
Total		18,800

The motion carried unanimously.

(b) Development Process Review Committee

It was moved and seconded that:

1. the Mandate and Objectives Document for the Development Process Review Committee be amended to increase the number of representatives of the Development Community from five (5) to six (6); and,
2. Byron Gallant be appointed to the Development Process Review Committee as a Development Community Representative.

The motion carried unanimously.

7. STAFF REPORTS:

COMMUNITY SAFETY AND DEVELOPMENT:

(a) Subdivision Approval – Park and Cash-In-Lieu – 5905 Butcher Road (SUB00900)

It was moved and seconded that Council approve the payment of cash-in-lieu of park for the fee simple subdivision of lands described as Lot 4, District Lot 38, Wellington District, Plan 12388 at 5905 Butcher Road (SUB00900). The motion carried unanimously.

(b) Community Wildfire Protection Plan Grant Resolution

It was moved and seconded that Council pass a resolution indicating support to apply to UBCM for the Community Wildfire Protection Plan Grant. The motion carried unanimously.

CORPORATE SERVICES:

(c) Appointment of Municipal Auditors

It was moved and seconded that Council appoint KPMG LLP, Chartered Accountants, as the auditor for the City of Nanaimo. The motion carried.

Opposed: *Councillors Bestwick, Johnstone and Sherry*

(d) Amendments to Purchasing Policy

It was moved and seconded that Council amend the Purchasing Policy to add the following section:

"24. The Owner may, in its absolute discretion, reject a Tender submitted by a Tenderer, if the Tenderer or any Officer or Director of the Tenderer is, or has been engaged in, either directly or indirectly, through another corporation in a legal action against the Owner, its elected or appointed officers and employees in relation to:

- (a) any other contract for works or services; or,
- (b) any matter arising from the Owner's exercise of its powers, duties, or functions under the Local Government Act or another enactment within five years of the date of this Call for Tenders.

In determining whether to reject a tender under this clause, the Owner will consider whether the litigation is likely to affect the Tenderer's ability to work with the Owner, its consultants and representatives, and whether the Owner's experience with the Tenderer indicates that the Owner is likely to incur increased staff and legal costs in the administration of this contract if it is awarded to the Tenderer."

The motion carried unanimously.

(e) Council Remuneration

It was moved and seconded that Council deal with the recommendations in the Staff report separately. The motion carried unanimously.

It was moved and seconded that, with regard to the implementation of a pay per meeting system, Council remain with the current system. The motion carried unanimously.

It was moved and seconded that, with regard to compensation levels, Council adopt a new policy that compensates Mayor and Council at the median rate of the twelve comparable communities, with implementation in 2012. The motion was defeated.

Opposed: *Mayor Ruttan, Councillors Greves, Holdom, Johnstone, Kipp, Pattje and Sherry*

It was moved and seconded that, with regard to compensation levels, Council adopt a new policy that compensates Mayor and Council at the median rate of the twelve comparable communities, to be phased in over the next three years (2012 – 2014). The motion carried.

Opposed: *Councillors Pattje and Sherry*

COMMUNITY SERVICES:

(f) Customer Service Levels for Engineering and Public Works

It was moved and seconded that Council adopt the following customer service statements and the process to measure customer satisfaction:

Water:

- The City provides water that is clean and safe to drink with minimal service disruption, to satisfy all anticipated consumption and fire protection.

Sanitary Sewer:

- The City provides sewer service that maintains public health and safety, with minimal service disruption and impact to environment and property.

Drainage:

- The City provides a drainage system that minimizes impact to property and environment.

Streets, Sidewalks, Signs and Street Lighting:

- The City provides streets, sidewalks, signs and street lighting that are safe, accessible, clean and convenient.

Garbage, Kitchen Waste/Recycling:

- The City provides scheduled garbage, kitchen waste and recycling services to maximize recycling, to be convenient and reliable, and to help maintain community health and sanitation

The motion carried unanimously.

8. OTHER BUSINESS:

(a) Ratification of Appointments to Progress Nanaimo

It was moved and seconded that Council ratify the following appointments to Progress Nanaimo:

- Environment: Gail Adrienne, NALT
- Social Programs: Don Bonner
- Health and Wellness: Dr. Mel Petreman
- Business: Hadi Abassi
- Infrastructure: Wally Wells
- Transportation: vacant
- Education: John Neville

The motion carried unanimously.

9. QUESTION PERIOD:

- Mr. Fred Taylor – Council remuneration
- Mr. Ron Bolin – Council remuneration
- Mr. Gord Fuller – Council remuneration

10. ADJOURNMENT:

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

C H A I R

CERTIFIED CORRECT:

MANAGER,
LEGISLATIVE SERVICES