

MINUTES OF THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING
HELD IN THE BOARD ROOM, CITY HALL,
ON MONDAY, 2011-APR-18 COMMENCING AT 3:03 P.M.

PRESENT: Mayor J. R. Ruttan, Chair

Members: Councillor W. L. Bestwick
Councillor G. E. Greves
Councillor W. J. Holdom
Councillor D. K. Johnstone
Councillor J. A. Kipp
Councillor J. F. K. Pattje
Councillor L. J. Sherry

Absent: 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
I. Howat, Director of Strategic Relationships
B. E. Clemens, Director of Finance
T. M. Hickey, Director of Engineering and Public Works
T. P. Seward, Director of Development
Superintendent McPhail, OIC, Nanaimo Detachment RCMP
S/Sgt. B. Wright, Operation Support, NCO
M. Dietrich, Municipal Manager, Police Services
Chief R. Lambert, Nanaimo Fire Rescue
A. J. Tucker, Director of Planning
R. J. Harding, Director of Parks, Recreation and Culture
B. Prokopenko, Acting Senior Manager, Engineering
T. Kraft, Manager, Engineering Projects
A. McDonagh, Subdivision Approval Manager/Deputy Approving Officer
S. Graham, Manager, Financial Planning & Payroll
L. Coates, Manager, Accounting Services
G. Franssen, Manager, Sanitation, Recycling & Cemeteries
(arrived 4:30 p.m.)
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 3:03 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Delete Agenda pages 62-63, Item 9 (f) – Staff Reports – 2010 Annual Financial Report.

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, 2011-APR-04 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS PERTAINING TO AGENDA ITEMS:

- (a) Delegations Pertaining to the 2011 – 2015 Financial Plan.

Fred Taylor, 204 Emery Lane, spoke about the ads regarding the financial plan information that are published in the Daily News and pointed out that the Council contact information needs to be updated.

6. COMMISSION REPORTS:

- (a) Nanaimo Athletic Commission – Proposed Revision of the City Council Policy Regarding Serving Alcohol at Nanaimo Athletic Commission Sanctioned Events

It was moved and seconded that Council:

- 1. suspend Council Policy regarding “Serving Alcohol at Nanaimo Athletic Commission Events” as adopted on 2005-SEP-12; and,
- 2. approve alcohol being served on a trial basis at combative sporting events.

The motion carried unanimously.

7. MAYOR'S REPORT:

Mayor Ruttan announced that in the recent fDi Magazine survey “American Cities of the Future 2011/12” Nanaimo ranked third in infrastructure and fifth for quality of life in the micro-cities category. This survey includes data collected on 405 cities across North and South America.

8. COMMITTEE REPORTS:

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

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

Applicant	Purpose	Amount
Tillicum Lelum Aboriginal Friendship Centre	To supplement the budget for the Centre's 'After School Nutrition Break Program'.	\$1,000
Nanaimo Seniors Visiting Society	Operational support.	\$2,000
Nanaimo Men's Resource Centre	To assist their 'Family Crisis Support Services Program'.	\$2,000
St. Andrew's Presbyterian Church	To provide fruit twice a month with their soup & sandwich lunch.	\$1,200
The Victoria Human Exchange	To set up a house in Nanaimo for people in need of transitional housing.	0
Start With Art Nanaimo	Operational support.	0
Nanaimo Family Life Association	To assist their 'Essential Life Skills Training Programs'.	0
Nanaimo Community Kitchens Society	To operate a 'Cooking on a Budget' program.	0
Nanaimo Citizen Advocacy	Operational support.	0
Altrusa International of Nanaimo	To assist their 'Provide Opportunities Working with Educational Resources Program'.	0
Nanaimo Unique Kids Org.	To cover in part recreational and operating costs for their summer program.	0
Island Crisis Care Society	To split their large office into two small offices to provide privacy for their clients.	0
Nanaimo Foodshare Society	To support the 'Gleaning Program'.	0
Nanaimo Community Gardens Society	To allow them to work with their volunteers and increase the impact of their educational programming.	0
Total		\$6,200

The motion carried unanimously.

9. STAFF REPORTS:

ADMINISTRATION:

(a) Conflict Policy

It was moved and seconded that Council approve the conditions, parameters, process and roles contained in the Staff Report.

It was moved and seconded that the motion be amended to state that when Staff or the Mayor become aware of a member of Council that may be in a conflict of interest or a perceived conflict of interest, they shall inform that member of Council and the balance of Council within 24 hours.

It was moved and seconded that the Conflict Policy Report be referred back to Staff. The motion carried unanimously.

COMMUNITY SAFETY AND DEVELOPMENT:

(b) LA24 / Application for a Liquor Primary License – 101 Gordon Street

It was moved and seconded that Council direct Staff to:

1. proceed with the application to change the food primary liquor license to a liquor primary liquor license at the Vancouver Island Conference Centre;
2. provide “no comment” to the Liquor Control Licensing Branch with regards to this application; and,
3. endorse the Policy Guidelines (Attachment A of the Staff Report) and provide these to Vancouver Island Conference Centre management for the purpose of determining suitability of events for the Vancouver Island Conference Centre.

The motion carried.

Opposed: *Councillor Johnstone*

(c) Marine Fire and Rescue Capability

It was moved and seconded that Council direct Staff to include \$80,000 in the final 2011 financial plan to partner with the Port of Nanaimo and increase marine fire and rescue capacity within the harbour. The motion carried.

Opposed: *Councillor Sherry*

(d) Subdivision Approval – Park and Cash-In-Lieu – 1865 Bowen Road (SUB00876)

It was moved and seconded that Council approve the payment of cash-in-lieu of park for the fee simple subdivision of lands as described as Lot 60, DL 23G, Plan 15154, LD 58, except that part in Plan VIP88577, Civic address: 1865 Bowen Road (SUB00876). The motion carried unanimously.

CORPORATE SERVICES:

(e) 2011 - 2015 Financial Plan Bylaw

It was moved and seconded that Council direct Staff to prepare an amendment to “FINANCIAL PLAN BYLAW 2011 NO. 7121” and prepare the tax rate bylaw for three readings on 2011-MAY-02, based on the information contained in the report. The motion carried unanimously.

(f) 2010 Annual Financial Report

It was moved and seconded that Council accept the unaudited 2010 Annual Financial Report for the City of Nanaimo. The motion carried unanimously.

(g) Gas Tax Innovations Fund – Capital Projects Grant Program

It was moved and seconded that Council endorse the Energy Recovery System at Reservoir No. 1 as the application to be submitted for the 2011-APR-29 intake for the Gas Tax Innovations Fund - Capital Projects. The motion carried unanimously.

(h) Gas Tax General Strategic Priorities Fund – Capital Projects Grant Program

It was moved and seconded that Council endorse the Reservoir No. 1 and Pipeline Construction Project as the application to be submitted for the 2011-APR-29 intake for the Gas Tax General Strategic Priorities Fund – Capital Projects. The motion carried unanimously.

COMMUNITY SERVICES:

(i) Transportation Plan – Gas Tax Grant Application

It was moved and seconded that Council submit a grant application to the Government of Canada's Gas Tax Fund – (General Strategic Priorities Fund - Integrated Community Sustainability) in partnership with the Regional District of Nanaimo and District of Lantzville to support regional transportation planning. The motion carried unanimously.

(j) 2241 Bowen / 2230 Boxwood Brownfield Renewal Funding Program

It was moved and seconded that Council authorize Staff to make an application to the Brownfield Renewal Funding Program to assist in the soils investigation study for 2241 Bowen Road and 2230 Boxwood Road. The motion carried unanimously.

(k) Supply, Installation and Maintenance of Infilled Synthetic Turf System

It was moved and seconded that Council award the contract for Supply, Installation and Maintenance of Infilled Synthetic Turf System to the low tenderer, GTRTURF Team Rochon Inc., for the low bid of \$615,012.16. The motion carried unanimously.

10. INFORMATION ONLY ITEMS:

- (a) Report from Mr. G. Franssen, Manager of Sanitation, Recycling and Cemeteries, re: Collection and Disposal of Sanitary Materials.
- (b) Report from Mr. K. Felker, Manager of Purchasing and Stores, re: Quarterly Contract Report.
- (c) Report from Ms. L. Coates, Manager of Accounting Services, re: 2010 Surplus Allocation.

- (d) Report from Mr. S. Ricketts, Manager of Engineering Construction, re: Cilaire Subdivision Utility Replacement – Phase 1.

11. QUESTION PERIOD:

Fred Taylor, re: Marine fire and rescue capability.

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):

- (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;
- (f) law enforcement, if the Council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment; and,
- (g) litigation or potential litigation affecting the municipality.

The motion carried unanimously.

Council moved into "In Camera" at 5:03 p.m.

Council moved out of "In Camera" at 7:04 p.m.

13. ADJOURNMENT:

It was moved and seconded at 7:04 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

MANAGER,
LEGISLATIVE SERVICES