

AMENDED

AGENDA FOR THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING TO BE HELD IN THE BOARD ROOM, CITY HALL, ON MONDAY, 2009-MAR-02, COMMENCING AT 4:30 P.M.

1. **CALL THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING TO ORDER:**
2. **INTRODUCTION OF LATE ITEMS:**
 - (a) Add Item 9 (1-a) – Staff Reports – Building Canada Fund Grant – Second Intake
 - (b) Add Item 10 (a) – Information Only Items - E.J. Hughes Mural Project
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
 - (a) Minutes of the Special Finance / Policy Committee of the Whole Meeting held at the Public Works Yard, 2020 Labieux Road, on Monday, 2009-FEB-12 at 4:30 p.m. *Pg. 3-4*
 - (b) Minutes of the Special Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall, on Monday, 2009-FEB-16 at 4:30 p.m. *Pg. 5-6*
 - (c) Minutes of the Special Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall, on Monday, 2009-FEB-19 at 4:30 p.m. *Pg. 7-8*
5. **PRESENTATIONS:**
 - (a) Presentations from the following divisions of the Corporate Services Department regarding their operations:
 - Information Technology
 - Legislative Services
6. **DELEGATIONS PERTAINING TO AGENDA ITEMS: (10 MINUTES)**
 - (a) Delegations pertaining to the 2008 – 2012 Financial Plan
7. **COMMISSION REPORTS:**

8. **COMMITTEE REPORTS:**

9. **STAFF REPORTS:** *(blue)*

CORPORATE SERVICES:

(1-a) **Building Canada Fund Grant – Second Intake**

Pg. 8.1-8.2

Staff's Recommendation: That Council endorse Green Lake Sewer as the application to be submitted for the 2009-MAR-16 deadline for the second intake of the Building Canada Fund.

COMMUNITY SERVICES:

(a) **Lake View Crescent Petition**

Pg. 9-11

Staff's Recommendation: That Council further consider this proposal for cost sharing sewer services with Lake View Crescent property owners if Federal and/or Provincial Infrastructure Grant applications are not successful.

10. **INFORMATION ONLY ITEMS:**

- (a) Report from R.J. Harding, Director of Parks, Recreation and Culture, re: E.J. Hughes Mural Project

Pg. 12-13

11. **CORRESPONDENCE:**

12. **NOTICE OF MOTION:**

13. **OTHER BUSINESS:**

14. **DELEGATIONS PERTAINING TO ITEMS NOT ON THE AGENDA:
(10 MINUTES)**

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

16. **ADJOURNMENT:**

MINUTES OF THE SPECIAL FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING
HELD AT THE PUBLIC WORKS YARD, 2020 LABIEUX ROAD,
ON THURSDAY, 2009-FEB-12, COMMENCING AT 4:30 P.M.

PRESENT: Mayor J. R. Ruttan, Chair

Members: Councillor W. L. Bestwick
Councillor D. K. Johnstone
Councillor L. D. McNabb
Councillor J. F. K. Pattje
Councillor L. J. Sherry
Councillor M. W. Unger
Councillor W. J. Holdom
Councillor J. A. Kipp (arrived 4:40 p.m.)

Absent:

Staff: A. C. Kenning, Deputy City Manager
A.W. Laidlaw, General Manager of Community Services
T. M. Hickey, Director of Engineering and Public Works
T.F. Moscrip, Senior Manager of Engineering
S. Graham, Manager of Financial Planning and Payroll

1. CALL THE OPEN MEETING TO ORDER:

The Regular Finance / Policy Committee of the Whole Meeting was called to order at 4:35 p.m.

2. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

3. PRESENTATIONS:

(a) T. M. Hickey, Director of Engineering and Public Works, provided a presentation regarding Public Works and Engineering operations covering the following Initiatives and Issues:

- Asset Management
- Water Treatment Plant
- Green Lake Sewer
- Kitchen Waste Program
- Snow and Ice Control
- Transportation
- Colliery Water Main
- Engineering and Public Works Building.

4. ADJOURNMENT:

It was moved and seconded at 6:17 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

DIRECTOR,
LEGISLATIVE SERVICES

MINUTES OF THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING
HELD IN THE BOARD ROOM, CITY HALL,
ON MONDAY, 2009-FEB-16 COMMENCING AT 4:30 P.M.

PRESENT: Mayor J. R. Ruttan

Members: Councillor W. L. Bestwick
Councillor W. J. Holdom
Councillor D. K. Johnstone
Councillor J. A. Kipp
Councillor L. D. McNabb
Councillor J. F. K. Pattje
Councillor L. J. Sherry
Councillor M. W. Unger

Staff: G. D. Berry, City Manager
A. C. Kenning, Deputy City Manager
A. W. Laidlaw, General Manager of Community Services
D. W. Holmes, General Manager of Corporate Services
E. C. Swabey, General Manager of Development Services
I. Howat, Director of Legislative Services
T. L. Hartley, Director of Human Resources
B. E. Clemens, Director of Finance
T. P. Seward, Director of Permits and Properties
R. J. Harding, Director of Parks, Recreation and Culture
J. E. Harrison, Manager of Legislative Services
S. Graham, Manager, Financial Planning & Payroll
M. Hutchinson, Economic Development Officer
A. Manhas, Research & Information Analyst
K. Ferland, Economic Development Coordinator
C. Barr, Communications Clerk
J. Ford, Destination Marketing Coordinator

1. CALL THE OPEN MEETING TO ORDER:

The Regular Finance / Policy Committee of the Whole Meeting was called to order at 4:33 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add Agenda Item 4 (a) - Minutes of the Finance / Policy Committee of the Whole Meeting held Monday, 2009-FEB-02 at 4:30 p.m. in the Board Room, City Hall.
- (b) Add Agenda Item 4 (b) - Minutes of the Special Finance / Policy Committee of the Whole Meeting held Thursday, 2009-FEB-05 in the Board Room, City Hall.

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 Minutes of the Regular Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall on Monday, 2009-FEB-02 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

It was moved and seconded that Minutes of the Special Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall on Monday, 2009-FEB-05 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Mr. I. Howat, Director of Legislative Services, provided a presentation re: Port of Nanaimo Centre.
- (b) Ms. M. Hutchinson, Economic Development Officer, provided a presentation re: Economic Development operations.
- (c) Ms. J. Ford, Destination Marketing Coordinator, provided a presentation re: Destination Marketing.

10. ADJOURNMENT:

It was moved and seconded at 6:22 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

DIRECTOR,
LEGISLATIVE SERVICES

MINUTES OF THE SPECIAL FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING
HELD IN THE BOARD ROOM, CITY HALL,
ON THURSDAY, 2009-FEB-19 COMMENCING AT 4:30 P.M.

PRESENT: Councillor McNabb, Chair

Members: Mayor J. R. Ruttan
Councillor W. J. Holdom
Councillor D. K. Johnstone
Councillor J. A. Kipp
Councillor L. D. McNabb (departed at 6:07 p.m.)
Councillor J. F. K. Pattje
Councillor L. J. Sherry (departed at 6:48 p.m.)
Councillor M. W. Unger (departed at 5:15 p.m.)

Absent: Councillor W. L. Bestwick

Staff: A. C. Kenning, Deputy City Manager
D. W. Holmes, General Manager of Corporate Services
E. C. Swabey, General Manager of Development Services
I. Howat, Director of Legislative Services
T. L. Hartley, Director of Human Resources
B. E. Clemens, Director of Finance
S. Graham, Manager, Financial Planning and Payroll
S. Stinson, Manager, Technical Services

1. CALL THE OPEN MEETING TO ORDER:

The Special Finance / Policy Committee of the Whole Meeting was called to order at 4:35 p.m.

2. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

3. PRESENTATIONS:

- (a) Ms. Terry Hartley, Director of Human Resources, provided a presentation regarding the operations of the Human Resources Department.
- (b) Mr. Brian Clemens, Director of Finance, and Mr. Doug Holmes, General Manager of Corporate Services, provided a presentation regarding the operations of the Finance Department.

4. ADJOURNMENT:

It was moved and seconded at 6:51 p.m. that the meeting terminate. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

DIRECTOR,
LEGISLATIVE SERVICES

STAFF REPORT

REPORT TO: D.W. HOLMES, GENERAL MANAGER OF CORPORATE SERVICES

FROM: B. E. CLEMENS, DIRECTOR OF FINANCE

RE: BUILDING CANADA FUND GRANT – SECOND INTAKE

RECOMMENDATION:

That Council endorse Green Lake Sewer as the application to be submitted for the March 16, 2009 deadline for the second intake of the Building Canada Fund.

EXECUTIVE SUMMARY:

The two senior governments have announced a deadline for the second round of applications for the Building Canada Fund infrastructure program. Staff are recommending that Green Lake Sewer be chosen as the project to be applied for.

BACKGROUND:

In August of 2008, Council endorsed the Water Treatment Plant as the project to be applied for under the first round of the Building Canada Fund. We are still waiting to hear whether this application has been successful.

Canada and British Columbia have recently announced a second round of grant funding for the Communities Component of the Building Canada Fund infrastructure program. There will be two new deadlines for applications: March 16, 2009 and April 24, 2009. A broader range of projects will be available than during the first round of applications, including roads and bridges. There is \$112 million available for British Columbia.

Projects will be selected for funding through a competitive application-based process and will be evaluated on the extent to which they meet current provincial and federal environmental and economic programs (e.g., Living Water Smart, water conservation strategy, BC Energy Plan, etc.). There is an extensive application process that will require a significant amount of staff time and resources.

Staff have reviewed the long term capital plan and have identified a number of projects that could possibly be considered for this application. Two projects that meet eligibility criteria and could be under way within the time frames contained in the grant program are the Green Lake Sewer and the Quarterway Bridge/ Bowen Road four-laning. Both projects are currently in the City's five year capital plan.

While the Quarterway Bridge meets the criteria, it is not as far along in the design process as Green Lake Sewer. It is also a much more expensive project – about \$10.9

☐ Council
☒ Committee *FPCDW*
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: *2009-MAR-02*

million compared to \$3.9 million for Green Lake. As the City already has a very large application in for the treatment plant, staff believe that a smaller application has a greater chance for success. The City's share of funding for this project is available from sanitary sewer reserves.

The City has already applied twice for Green Lake Sewer under previous infrastructure programs. Staff have worked to improve the chances for success by addressing concerns raised by Ministry staff. Council has already directed that this project would be the City's top priority for any sanitary sewer grant application.

For these reasons, staff is recommending Green Lake Sewer as the application to be submitted for the March 16, 2009 deadline.

Based on announcements from the federal government over the past few months, staff are expecting that there will be additional infrastructure grant funding made available. At this time, there are no details on what projects will be eligible or how the funds will be distributed.

Respectfully submitted,



B.E. Clemens
Director of Finance



D.W. Holmes
General Manager,
Corporate Services

BEC/
G:\ADMINISTRATION\Council\Reports\2009 Building Canada 2.docx

STAFF REPORT

REPORT TO: TOM HICKEY, DIRECTOR, ENGINEERING & PUBLIC WORKS

FROM: TOM KRAFT, MANAGER, ENGINEERING PROJECTS

RE: LAKE VIEW CRESCENT PETITION

RECOMMENDATION:

That Council further consider this proposal for cost sharing sewer services with Lake View Crescent property owners if Federal and/or Provincial Infrastructure Grant applications are not successful.

EXECUTIVE SUMMARY:

Mr. Rob Orpen, of 128 Lake View Crescent, has presented a petition to the City, signed by residents of Lake View Crescent, located in the Green Lake area of Nanaimo, attached. The petition requests that the City fund 60% of the project costs and that the project not exceed \$183,000 for the construction of sanitary sewer services to the Lake View Crescent properties. The proposed project would service ten lots, one of which is vacant. The petition was signed by all owners, however, one property has since changed hands.

BACKGROUND:

A petition similar to the present one was put forward by Mr. Orpen in 1995 requesting a 50/50 cost sharing of seven properties on Lake View Crescent. At its 1995-Jun-05 Regular Meeting, Council determined that Lake View Crescent was a pocket sewer area and offered a 50/50 share of the cost. The City's proposed share was later raised by the City to 60% to meet the then current policy for servicing pocket sewer areas. This offer was declined by the owners and the City formally rescinded the offer.

Since then Council has supported two Federal/Provincial Grant applications for sewer service of the Green Lake area, including Lake View Crescent. These applications were made in 2003 and in 2006. Neither was successful.

On 2008-Oct-06 Council received a staff report regarding the Green Lake Sewer and passed a resolution agreeing to that report's recommendation that the preferred method to servicing Green Lake is by a Low Pressure System.

The estimated construction costs for the entire Green Lake Sewer are approximately \$3.9 million. Based on previous Federal/Provincial grant funding programs, the City's share would be 1/3 of that or approximately \$1.3 million. The City's share of the project is currently allocated in the Sanitary Sewer Reserve Fund.

☐ Council
☒ Committee EPCOW
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2009-MAR-02

The Lake View Crescent portion of the Green Lake Sewer System can be constructed without compromising the design, construction and operation of the other sections at a later date. The project cost of \$183,000 noted in the petition was based on a preliminary design done in 2006 and the City has made no commitment that this is a final cost estimate.

Policy Implications

On 1995-Sep-18, Council passed a motion identifying a number of unserved areas as "pocket sewer areas", including Lake View Crescent. The same motion reaffirmed the then current Sewer Pocket Area Guidelines first brought forward in 1983 and also set the cost sharing percentages for pocket sewer areas at 60% City / 40% property owner.

Lake View Crescent would meet the policy requirements to be serviced as a pocket sewer area, specifically:

- it is almost fully developed
- pollution of Green Lake is a concern
- it can be sewered economically

Budget Implications

1. The City has budgeted 1/3 of project costs anticipating that the other 2/3 funding will be received through Federal/Provincial infrastructure grants.
2. This form of agreement may jeopardize future grant applications for sewer servicing of this area.
3. Other areas of Green Lake and other areas of the City of Nanaimo may also request similar cost shares if Council agrees to this proposal. While possible funding sources for these cost sharing agreements is either the sewer reserve or borrowing, the primary function of the sewer reserve is to replace and maintain existing sewer infrastructure.

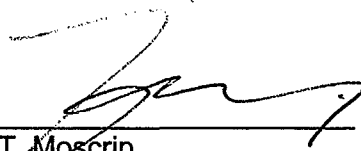
Applicable Community Charter Sections

Under the terms of Sections 210 to 214 of the Charter, the City of Nanaimo may enter into a cost sharing agreement for a "local area service". The City is not restricted in choosing how much its share of the costs will be.

Respectfully submitted,



T. Kraft
Manager, Engineering Projects



T. Moscrip
Senior Manager, Engineering





T. Hickey
Director, Engineering &
Public Works

**Proposal For Sanitary Sewer Installation To
Lakeview Crescent – 2006**

We, the residents of Lakeview Crescent, Nanaimo, B.C are willing to look at the final proposal concerning the cost and financing of, a sanitary sewer line that runs the full length of Lakeview Crescent. Once these final costs and financing have been brought forth from the City Of Nanaimo, we, the residents will proceed with a final vote to see if a majority are willing to vote yes and have the project proceed.

We would like to see that the cost for the entire project not exceed the \$183,000 amount that has been discussed. Also, it is very important that we have the same 60/40 share cost arrangement that was agreed to in June 1995, and that we are offered a financing package for at least 15 years. Also included would be the 5 Grinder Pumps.

	Name (please print)	Phone No.	Signature
109 Lakeview Cr.	<u>JOHN CARTER</u>	<u>390-1016</u>	
112 Lakeview Cr.	<u>Raymond Lin</u>	<u>390-1681</u>	<u>Raymond Lin</u>
113 Lakeview Cr.	<u>Margaret Bryant</u>	<u>390-4438</u>	<u>M. Bryant</u>
117 Lakeview Cr.	<u>Toni Stuchmal</u>	<u>390-3805</u>	
118 Lakeview Cr.	<u>ROY WILLIAMSON</u>	<u>390-2604</u>	<u>Williamson</u>
124 Lakeview Cr.	<u>DOUG GATTS</u>	<u>390-2670</u>	<u>D Gatts</u>
128 Lakeview Cr.	<u>ROS ORPEN</u>	<u>390-3765</u>	<u>R. Orpen</u>
134 Lakeview Cr.	<u>IAN RENNIE</u>	<u>390-2299</u>	<u>I. Rennie</u>
138 Lakeview Cr.	<u>Teresa Orpen</u>	<u>390-3765</u>	_____
129 Lakeview Cr.	<u>Ron Snyder</u>	<u>390-3488</u>	<u>Ron Snyder</u>

INFORMATION ONLY

STAFF REPORT

REPORT TO: ANDY LAIDLAW, GENERAL MANAGER OF COMMUNITY SERVICES

FROM: RICHARD HARDING, DIRECTOR, PARKS, RECREATION AND CULTURE

RE: E.J. HUGHES MURAL PROJECT

STAFF'S RECOMMENDATION (S):

That the Finance / Policy Committee of the Whole receives the report.

EXECUTIVE SUMMARY:

The E.J. Hughes Mural Conservation Project has been ongoing since December of 2007 after nine months of additional conservation work beyond what was anticipated. The conservator is requesting partial compensation for the nine additional months of Conservator work, plus storage and utility costs.

BACKGROUND:

The E.J. Hughes Mural was taken from the old Malaspina Hotel in 1996. After 12 years the City entered into an agreement with the conservator, Cheryle Harrison of Conserve-Arte, to do the necessary conservation work on the mural and have it installed into the Vancouver Island Conference Centre. The Contract for Service signed between Cheryle Harrison and the City was based on the condition of the murals prior to them being moved several times and stored in an unheated storage space. Until the tissue was removed and the mural work begun, it was impossible to truly evaluate the condition of the mural pieces and the work that would be required.

In 2008 the E. J. Hughes Conservation project became the priority public art project for the City therefore Council approved \$100,000 from the 2007 Art in Public Places Capital Budget and \$100,000 from the 2008 budget to complete this project.

Originally this project was estimated to be completed by the end of May, 2008, in time for the opening of the Vancouver Island Conference Centre.

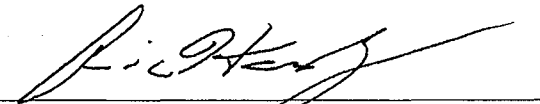
As work on the conservation progressed, numerous irregularities and damages requiring creative solutions continued to surface. It became clear that the damage to the mural would require much greater structural repairs and conservation work than what was anticipated. While the murals are large scale, the work involved is done in time consuming, small scale exactness, with each mural restored in square millimetre chunks.

☐ Council
☒ Committee... *FPCOW*
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: *2009.MAR.02*


The project is now nearing completion with installation into the Conference Centre planned for spring of this year but took nine additional months of work by the conservator. These additional months have resulted in increased costs for conservator's time, rent, heat, light and supplies for the nine additional months.

Staff has come to a financial agreement with the conservator for the increased expenses. The budget will now increase from \$200,000 to \$250,000. The additional \$50,000 will come from 2009 Public Art capital fund.

Respectfully submitted,



Richard Harding, Director
Parks, Recreation and Culture



2009-FEB-27
G:\Admin\Corresp\Council\RPT090302EJHughesProject.doc