

AMENDED

AGENDA FOR THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING TO BE HELD IN THE BOARD ROOM, CITY HALL, ON MONDAY, 2008-AUG-25, COMMENCING AT 4:30 P.M.

1. **CALL THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING TO ORDER:**
2. **INTRODUCTION OF LATE ITEMS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
 - (a) Minutes of the Regular Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall, on Monday, 2008-JUL-28 at 5:16 p.m. *Pg. 3-6*
5. **PRESENTATIONS:**
 - (a) Mr. Doug Backhouse, Executive Director, Island Corridor Foundation, to provide an update regarding the Island Corridor Foundation.
6. **DELEGATIONS PERTAINING TO AGENDA ITEMS: (10 MINUTES)**
7. **PROCLAMATIONS:**
 - (a) That the month of September is "BIG BROTHERS AND BIG SISTERS MONTH" in the City of Nanaimo. *Pg. 7-8*
 - (b) That the month of September is "ARTHRITIS AWARENESS MONTH" in the City of Nanaimo. *(Supplemental)* *Pg. 8.1-8.2*
8. **COMMITTEE REPORTS:**
9. **STAFF REPORTS: (blue)**

DEVELOPMENT SERVICES:
 - (a) Verbal Update re: Cable Bay Lands *(Supplemental)*

10. INFORMATION ONLY ITEMS:

- (a) Report from Mr. S. Pamminger, Water Resources Technologist, re: Water Supply Main – New Access Road and Flush-outs Improvements. Pg. 9
- (b) Report from Mr. B. E. Clemens, Director of Finance, re: Port of Nanaimo Centre – Interim Cost Summary. Pg. 10-11
- (c) Report from Mr. R. J. Reimer, Manager, Revenue Services & Financial Systems, re: Assessment Roll Adjustments. 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. PROCEDURAL MOTION:

It is moved and seconded that the following meeting be closed in order to deal with the following matters under the *Community Charter* Section 90(1):

- (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;
- (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*;
- (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;

16. ADJOURNMENT:

MINUTES OF THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING
HELD IN THE BOARD ROOM, CITY HALL,
ON MONDAY, 2008-JUL-28 COMMENCING AT 4:30 P.M.

PRESENT: Councillor W. L. Bestwick, Chair

Members: Mayor G. R. Korpan
Councillor M. D. Brennan
Councillor J. D. Cameron
Councillor W. J. Holdom
Councillor L. D. McNabb

Absent: Councillor C. S. Manhas
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
B. E. Clemens, Director of Finance
C. Richardsen, Deputy Fire Chief
A. J. Tucker, Director of Planning and Development
R. J. Harding, Director of Parks, Recreation and Culture
B. Sims, Manager of Water Resources
K. King, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Finance / Policy Committee of the Whole Meeting was called to order at 4:36 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add Agenda Item 10 (b) – Information Only Items – Motion from the "In Camera" Meeting of Council held 2008-JUN-23 re: Lease Disposal at 575 Fitzwilliam Street – RDN Transit Exchange.
- (b) Add Agenda Item 6 (a) – Delegations Pertaining to Agenda Items – Mr. Keith Brown, Keith Brown Associates, regarding the 1 Chapel Street – Proposed Apartment Strata Conversion – Seacrest Apartments Staff Report

It was moved and seconded that Mr. Keith Brown be permitted to address Council as a late delegation with a five-minute time limitation. The motion carried unanimously.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, be adopted as amended. 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, 2008-JUN-16 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

6. DELEGATIONS PERTAINING TO AGENDA ITEMS:

It was moved and seconded that the Delegation be permitted to address Council. The motion carried unanimously.

- (a) Mr. Keith Brown, Keith Brown Associates, provided additional information regarding the proposed apartment Strata Conversion at 1 Chapel Street. Mr. Elroy Gust from Newlook Capital, the property owner, updated Council regarding meetings with the tenants of 1 Chapel Street. A current tenant of 1 Chapel Street also advised that he is in favour of the Strata Conversion.

7. COMMISSION REPORTS:

Councillor Bestwick, Chair, vacated the Board Room on a perception of bias as he is an owner of the Nanaimo Clippers.

Councillor McNabb assumed the Chair.

(a) Parks, Recreation and Culture Commission – Frank Crane Arena Elevator

It was moved and seconded that Council:

1. direct Staff not to proceed with the Frank Crane Arena elevator as designed and tendered; and,
2. direct Staff to proceed with developing terms of reference, for Parks, Recreation and Culture Commission's consideration of a comprehensive facility upgrade plan that would encompass the areas, swimming pool, and social centre and their relationship with the whole of Beban Park.

The motion carried unanimously.

Councillor Bestwick returned to the Board Room and resumed the Chair.

(b) Parks, Recreation and Culture Commission – Tournament and Festival Grant Application from the Silly Boat Regatta

It was moved and seconded that Council not approve the \$1,000. tournament and festival grant request from the Nanaimo Child Development Centre Society for the Silly Boat Regatta. The motion carried unanimously.

7. STAFF REPORTS:

DEVELOPMENT SERVICES:

(a) 1 Chapel Street – Proposed Apartment Strata Conversion – Seacrest Apartments

It was moved and seconded that Council not support a strata conversion of 1 Chapel Street.

It was moved and seconded that the proposed apartment strata conversion at 1 Chapel Street be referred back to Staff to determine:

1. the ability to enforce the applicant's proposal to maintain 100 percent rental availability in the building;
2. what surety could be provided that down-payments could be provided to tenants wishing to purchase a unit in the building; and
3. the merits of the applicant's proposed provision of the property at 5930 Nelson Road for use as part of the "supported and low barrier housing", identified the City's Harm Reduction and Housing First Action Plan, as the community contribution.

The motion carried.

Opposed: Councillors Brennan and McNabb

CORPORATE SERVICES:

(b) Designating Council Board Room as the Council Chambers for the Purpose of the Tax Sale

It was moved and seconded that Council designate the Board Room at Nanaimo City Hall as the Council Chambers for the purposes of the tax sale for every year until otherwise designated. The motion carried unanimously.

COMMUNITY SERVICES:

(c) Emergency Management Agreement

It was moved and seconded that Council endorse the multi-agent Emergency Management Agreement. The motion carried unanimously.

8. INFORMATION ONLY ITEMS:

- (a) Report from Mr. R. J. Reimer, Manager of Revenue Services & Financial Systems, re: Assessment Roll Adjustments.

- (b) At the "In Camera" Meeting of Council held 2008-JUN-23, Council passed the following motion re: Lease Disposal at 575 Fitzwilliam Street – RDN Transit Exchange (*Supplemental*):

It was moved and seconded that Council:

1. approve in principle the continued use of the City-owned property at 575 Fitzwilliam Street as a Downtown Transit Exchange by way of a three-year lease to the Regional District of Nanaimo; and,
2. direct Staff to finalize the proposed capital improvement concept with the Regional District of Nanaimo, for approval by Council.

9. OTHER BUSINESS:

- (a) Councillor Brennan – Permission to attend the 2008 Local Government Management Association of BC (LGMA) Women in Leadership Forum at the Delta Vancouver Airport Hotel in Richmond to be held 2008-OCT-01 to 2008-OCT-03.

It was moved and seconded that Councillor Brennan be given permission to attend the 2008 Local Government Management Association of BC (LGMA) Women in Leadership Forum at the Delta Vancouver Airport Hotel in Richmond to be held 2008-OCT-01 to 2008-OCT-03. The motion carried unanimously.

10. ADJOURNMENT:

It was moved and seconded at 5:12 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

DIRECTOR,
LEGISLATIVE SERVICES



Share a Little Magic.

#3 – 2350 Labieux Road, Nanaimo BC, V9T 3M6

Telephone (250) 756-2447 Fax (250) 756-2439 bbbscvi@shaw.ca

August 20, 2008

Dear Mayor and Council
City of Nanaimo

September is Big Brothers Big Sisters Month

We ask for your support in proclaiming September 2008 as **Big Brothers Big Sisters Month** in the City of Nanaimo. We would also appreciate permission of Council to fly our flag at Nanaimo's City Hall during the month of September 2008.

Vision: Every child in Canada who needs a mentor, has a mentor

Mission Statement: We commit to Canada's young people that we will be leaders in providing them with the highest quality, volunteer based mentoring programs.

Background Facts about BBBS:

- ✓ BBBS is a non-profit national organization with local agencies funded locally through fundraising & grants
- ✓ local agencies must meet national practice standards & are highly accountable
- ✓ BBBS has been providing mentoring services in Canada since 1913
- ✓ BBBS is the leading child and youth mentoring organization in Canada
- ✓ the agency provides support and one-on-one mentoring services to more than 300 Canadian communities through 181 local agencies using volunteers
- ✓ in BC, local agencies serve 3,000 children in mentoring relationships through 29 school districts and 3,537 volunteers **BUT** there are some 750 children still on the waiting list for a mentor
- ✓ BBBS of Central Vancouver Island (BBBSCVI) is headquartered in Nanaimo and serves communities from Ladysmith to Qualicum Beach
- ✓ BBBSCVI will hold its annual fundraising golf tournament at Cottonwood Golf Course on Sept 21/08
- ✓ visit our websites at www.bbbbsc.ca (national) and www.bigbrothersbigsisters.ca (BBBSCVI)

We sincerely appreciate the generosity and support received from the community over the years and we look forward to serving our community through mentoring programs so that **every child who needs a mentor, has a mentor**. Thank you.

Denise Robinson

Denise Robinson
Executive Director, BBBSCVI

☐ Council
☒ Committee of the Whole
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2008 AUG 25

PROCLAMATION

BIG BROTHERS BIG SISTERS MONTH – SEPTEMBER 2008

DATED THIS 25TH DAY OF AUGUST, 2008

WHEREAS: Big Brothers Sisters of Canada is a non-profit, national organization that has been providing mentoring services in Canada since 1913. It is the leading child and youth mentoring organization in Canada. Support and one-on-one mentoring services are provided to more than 300 Canadian communities through 181 local agencies using volunteers. Local agencies are funded through grants and community-based fundraising activities.

WHEREAS: Big Brothers Big Sisters of Central Vancouver Island is a Nanaimo-based agency that provides mentoring programs to communities from Ladysmith to Qualicum Beach. Through local agencies in British Columbia, there are 3,000 children in mentoring relationships through 29 school districts and 3,537 volunteers BUT there are some 750 children still on the waiting list to receive a mentor.

WHEREAS: The children in our communities deserve our support and we can serve them by helping Big Brothers Big Sisters achieve its Vision that 'Every child in Canada who needs a mentor, has a mentor'.

THEREFORE I, GARY KORPAN, Mayor of the City of Nanaimo, do hereby proclaim that the month of September 2008 shall be known as

BIG BROTHERS BIG SISTERS MONTH

in the City of Nanaimo.

From: Robyn Anderson [mailto:randerson@cnv.org]
Sent: Thursday, April 24, 2008 4:59 PM
Cc: chandani@telus.net; pgole@bc.arthritis.ca; Alison Brookfield
Subject: Arthritis Awareness Month - September 2008

At the request of Mayor Darrell Mussatto, City of North Vancouver, please consider proclaiming September 2008 as Arthritis Awareness Month. Attached is a copy of the sample proclamation from the Arthritis Society of British Columbia. Should you have any questions, please contact:

Pamela Gole
Director, External Relations
The Arthritis Society, BC & Yukon Division
#200 - 1645 West 7th Avenue
Vancouver, BC
V6J 1S4

office: 604.714.5554
cell: 604.992.2757

Thanks very much

Robyn Anderson
Deputy City Clerk
City of North Vancouver
141 West 14th Street
North Vancouver, BC V7M 1H9
Tel: 604-990-4233
Fax: 604-990-4202

randerson@cnv.org

<input checked="" type="checkbox"/> Council	Agenda Item	<input checked="" type="checkbox"/>
<input type="checkbox"/> Committee.....	Delegation	<input type="checkbox"/>
<input checked="" type="checkbox"/> Open Meeting	Proclamation	<input checked="" type="checkbox"/>
<input type="checkbox"/> In-Camera Meeting	Correspondence	<input type="checkbox"/>
Meeting Date: 2008 - AUG - 25		

Commit to a world without arthritis



**The Arthritis
Society**

60 Years of Fighting Arthritis

Proclamation

WHEREAS September is known as Arthritis Awareness Month in Canada, during which The Arthritis Society promotes public awareness about this chronic disease that can affect anyone from children to the elderly; and

WHEREAS The Arthritis Society is the leading source of arthritis information and education so that Canadians can learn more about this disease and understand their important role in prevention, treatment, and management; and

WHEREAS The Arthritis Society, BC & Yukon Division works towards building positive relationships with elected and government officials, in order to ensure that they understand how to help relieve the burden of arthritis, and to provide recommendations on how to achieve equitable access to care and treatment for arthritis consumers in the province of British Columbia and the Yukon territory, while encouraging all Canadians to speak up in the fight against arthritis; and

WHEREAS The Arthritis Society, BC & Yukon Division uses Arthritis Awareness Month to promote awareness about arthritis in communities across British Columbia and the Yukon, and to raise funds through special events, individual donations, and philanthropic gifts to support programs, services and internationally acclaimed research done here in BC; and

WHEREAS This year's theme for Arthritis Awareness Month celebrates the 60th anniversary of The Arthritis Society and is about empowering people with arthritis to live their lives to the fullest by combating the limitations which arthritis could impose day to day, and is about Canadians committing to a world without arthritis which can be achieved through the donation of time and funds to provide help to those living with arthritis and to support innovative research to discover better treatments for a cure; and

WHEREAS One in six people in Canada live with the chronic pain and disability of arthritis. Through education, support, understanding and awareness of this disabling disease, The Arthritis Society is able to help the nearly 4.5 million Canadians affected by arthritis – including 600,000 in British Columbia and the Yukon – to FIGHT IT!

NOW, THEREFORE, September 2008 is HEREBY AFFIRMED as Arthritis Awareness Month.

www.arthritis.ca/bc
info@bc.arthritis.ca
Arthritis Answers Line: 1.800.321.1433

ARTHRITIS  FIGHT IT!

FOR INFORMATION ONLY

REPORT TO: Tom Hickey, Director, Engineering and Public Works

FROM: Scott Pamminger, Water Resources Technologist

RE: Water Supply Main – New Access Road and Flush-outs Improvements

STAFF'S RECOMMENDATION:

That Council receive this report for information.

EXECUTIVE SUMMARY:

Staff is working to construct a new access road to the water supply main at the end of Myles Lake Road in Southwest Extension to be used for inspections, maintenance and security. Improvements are also being made to three (3) flush-outs (drains) in the same area to reduce erosion and environmental impact on adjacent properties during the annual flushing program.

The cost for this work is \$100,880 and the funding is in the 2008 Water Supply Capital Budget.

BACKGROUND:

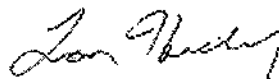
In this section of the water supply main, housing development, an extremely steep section of right-of-way and a lake that floods the current right-of-way in winter months has made access very difficult. Construction of the new access road through an existing undeveloped road right-of-way, will help mitigate this.

The improvements to the supply main flush outs will be the addition of energy-reducing flow equipment. Because these flush-outs are so close to Myles Lake, Dept. of Fisheries and Oceans approval was obtained and the work needs to be complete by 2008-SEP-15.

Respectfully Submitted,



Scott Pamminger
Water Resources Technologist
Water Resources Department



Tom Hickey
Director, Engineering & Public Works

☐ Council
☒ Committee of the Whole
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: 2008-AUG-25

FOR INFORMATION ONLY REPORT

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

FROM: B. E. CLEMENS, DIRECTOR OF FINANCE

RE: PORT OF NANAIMO CENTRE – INTERIM COST SUMMARY

STAFF'S RECOMMENDATION:

It is recommended that Council receive this report for information.

EXECUTIVE SUMMARY:

Work on the Port of Nanaimo Centre is virtually complete. With the exception of the final land costs (due to the expropriation), all costs are known to a reasonable degree of accuracy. Actual costs paid to date are about \$68.5 million. Excluding the "greening" component added earlier this year, staff are currently estimating that the final capital cost of the Port of Nanaimo Centre will be approximately \$72.2 million, about \$300,000 less than the budget approved by Council. Unless otherwise directed, the unspent funds will be held in the budget until the greening component is completed.

BACKGROUND:

At the Regular Meeting of Council held 2006-Jan-23, Council approved the capital construction budget of \$72.5 million for the Port of Nanaimo Centre. This capital budget included all of the capital costs of property acquisition, site preparation and soil remediation and building construction of the Vancouver Island Conference Centre, Shaw Auditorium, Nanaimo Museum, parkade and retail space. In addition, it included the cost of furniture, fixtures and equipment (including technology) for the Shaw Auditorium and VICC. The costs for the museum included tenant improvements, in particular the cost to bring the museum to AA standards, but did not include the cost to construct exhibits. There was a separate budget for the off-site costs such as road rebuilding, sidewalks, landscaping and relocation of underground utilities around the Port of Nanaimo Centre.

Although the Port of Nanaimo Centre officially opened on 2008-June-07, the final costs are not yet available and it will be a few months before all costs can be considered complete. Even then, there are costs that may not be known for months or even years. However, enough costs are known that the final construction costs of the Port of Nanaimo Centre can be estimated with some degree of certainty.

Some of these incomplete costs are related to work that is still under way to complete the construction and fit out, and to correct any deficiencies. Others are simply a delay in receiving the final billing from vendors. The costs that will remain outstanding for some time relate to four items:

1. Demolition of the old museum – the budget contained an allowance for demolition. The disposition of the old museum building will be determined in the future. The estimated final costs include \$200,000 for this item.
2. Land costs – there still remains an incomplete expropriation claim. The timing and outcome of this expropriation is out of the City's control.
3. Development fee – payments of the development fee to Suro/Millennium have been suspended until the hotel is under construction. The estimate includes eventual payment of these amounts.
4. Bridge to hotel – the cost estimate contains an allowance for construction of a bridge to the hotel.

The following table shows staff's current estimate of the final costs for the capital construction of the Port of Nanaimo Centre. The total actual costs paid as of 2008-Jul-29 were \$68,459,982, which is about 95% of the estimated total cost.

	2006 Budget (\$000s)	Estimated Costs (\$000s)
Land	\$7,500	\$6,960
Building Construction & Site Preparation	44,000	50,677
Furniture, Fixtures & Equipment	6,150	5,386
Consultants	8,250	7,158
Contingency *	6,600	2,000
	\$72,500	\$72,181
* The remaining contingency includes the costs for the outstanding items.		

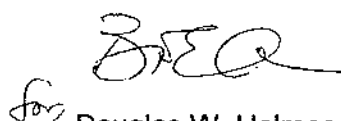
As can be seen, the actual building construction component was higher than the original budget. At the time the budget went to Council, the City had not received the final "maximum fixed price proposal" from ITC. Additionally, ITC's proposal did not include the change orders that are a normal part of any construction project. Staff had anticipated this, and had included a contingency (\$6.6 million) for the project.

City staff and Atlicic (the VICC operators) are working with ITC to wrap up outstanding issues and to ensure that the facility has everything that it needs to function as a first class conference centre, auditorium, museum and parkade. With the exception of the final land costs (due to the expropriation), all costs are known to a reasonable degree of accuracy. As indicated above, it appears that the capital cost of the Port of Nanaimo Centre will be approximately \$300,000 less than the \$72.5 million approved by Council. The additional "greening" budget of \$2.5 million is still in the early stages and will be reported on separately in the future. Unless otherwise directed by Council, the unspent \$300,000 will be held in the budget until the green component of the project is completed.

Respectfully submitted,



Brian E. Clemens
Director of Finance



Douglas W. Holmes
General Manager of Corporate Services

BEC/sm

Council 2008-Aug-25

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FOR INFORMATION ONLY

REPORT TO B. E. CLEMENS, DIRECTOR OF FINANCE

FROM R.J. REIMER, MANAGER, REVENUE SERVICES & FINANCIAL SYSTEMS

RE: ASSESSMENT ROLL ADJUSTMENTS

STAFF'S RECOMMENDATION:

That Council receive the report for information.

DISCUSSION:

We are now in receipt of an additional assessment roll adjustment from BC Assessment processed as follows:

"2008 Supplementary 5" which was received in 2008

The attached schedule summarizes the assessment adjustments and the impact on property taxation levies.

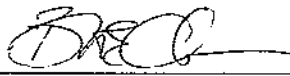
The impact of this assessment adjustment received in 2008 is to decrease gross taxation by \$7,548.53 which includes a decrease in the municipal portion of \$4,417.77.

The impact of all 2008 and 2007 assessment adjustments received in 2008 is to decrease gross taxation by \$76,628.98 which includes a decrease in the municipal portion of \$47,036.60.

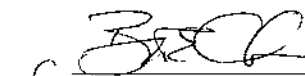
Respectfully submitted,



Raymond J. Reimer
Manager, Revenue Services
& Financial Systems



Brian E. Clemens
Director of Finance



Douglas W. Holmes
General Manager,
Corporate Services

RR/sm

Council: 2008-Sep-08
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☐ Council
☒ Committee *F/PCOW*
☒ Open Meeting
☐ In-Camera Meeting
Meeting Date: *2008 Aug 25*

CITY OF NANAIMO

ASSESSMENT ADJUSTMENT SCHEDULE

YEAR	SUPPLEMENTARY	GENERAL, DEBT, AND LIBRARY	OTHER AGENCIES	TOTAL ADJUSTMENTS
2008	5	(4,417.77)	(3,130.76)	(7,548.53)
Total Adjustments		<u>(\$4,417.77)</u>	<u>(\$3,130.76)</u>	<u>(\$7,548.53)</u>