

AGENDA FOR THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING
TO BE HELD IN THE BOARD ROOM, CITY HALL,
ON MONDAY, 2007-OCT-22, 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 THE 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, 2007-APR-23 at 4:33 p.m.

5. **PRESENTATIONS:**

- (a) Mr. Sean De Pol, Manager, Liquid Waste, Regional District of Nanaimo, to provide a PowerPoint Presentation regarding the Greater Nanaimo Pollution Control Expansion Plans.

6. **DELEGATIONS PERTAINING TO AGENDA ITEMS: (10 MINUTES)**

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

DEVELOPMENT SERVICES:

- (a) Use of Community Services Building by 7-10 Club

Pg. 3-7

Staff's Recommendation: That Council provide Staff with direction with regards to the temporary use of the Community Services Building by the 7-10 Club.

8. **INFORMATION ONLY ITEMS:**

- (a) Report from Ms. E. N. Anderson, Assistant Manager, Revenue Services, re: Assessment Roll Adjustments. *Pg. 8-9*

9. **CORRESPONDENCE:**

10. **CONSIDERATION OF LATE ITEMS / OTHER BUSINESS:**

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

12. **ADJOURNMENT:**

STAFF REPORT

REPORT TO: TED SWABEY, GENERAL MANAGER, DEVELOPMENT SERVICES

FROM: ANDREW TUCKER, DIRECTOR, PLANNING AND DEVELOPMENT

RE: USE OF COMMUNITY SERVICES BUILDING BY 7-10 CLUB

STAFF'S RECOMMENDATION:

That Council provide staff with direction with regards to the temporary use of the Community Services Building by the 7-10 Club.

EXECUTIVE SUMMARY:

At the City Council meeting of 2007-Oct-15, staff brought forward a report outlining why the Community Services Building is not a suitable location for the 7-10 Club for both practical and policy reasons (see attached report). Council directed staff to meet with the existing tenants of the building and the 7-10 Club to determine if the 7-10 Club could be accommodated in the building on a temporary basis. That meeting was held on Wednesday, 2007-Oct-17. The list of attendees is attached.

While the meeting confirmed the previously stated view that the Community Services Building is not a suitable location for the 7-10 Club, the existing tenants are willing to adjust their programs to accommodate the 7-10 Club on a temporary basis.

BACKGROUND:

The meeting with City staff, existing tenants and the 7-10 Club focused on a number of issues as follows:

1. Entry to Building

A number of clients using the building have physical or mental disabilities. There was concern that these existing clients would have to "run the gauntlet" of 7-10 Club clients loitering outside the building. This is particularly of concern outside the wheelchair access on the east side of the building. It was agreed that the 7-10 Club would use the Prideaux Street entrance only and that the 7-10 Club volunteers and staff would ask their clients not to loiter.

2. Garbage Pick-up Outside Building

Some of the mentally handicapped clients who use the building have a "lack of impulse restraint". There is the potential that these clients will pick up and eat noxious items such as cigarette butts. The 7-10 Club agreed to hire cleaning staff to maintain the exterior of the building.

3. Washrooms

As noted in the previous report to Council, there are only two washrooms in the building. The introduction of the 7-10 Club will put a severe strain on these, particularly with regards to keeping them clean. The 7-10 Club has agreed to clean the washrooms on a daily basis and to restrict access to them to minimize disruption.

☐ Council
☒ Committee *the whole*
☐ Open Meeting
☐ In-Camera Meeting
 Meeting Date: 2007-OCT

Agenda Item ☒
 Delegation ☐
 Proclamation ☐
 Correspondence ☐

4. Safety of Existing Tenants

The two safety concerns raised by existing tenants were exterior lighting of the building on dark winter mornings and access to other areas of the interior of the building. The City will improve/adjust the motion sensors on the exterior lights and the 7-10 Club will limit access to the remainder of the building by posting signage and closing the connecting doors. 7-10 Club staff and volunteers will monitor their clients to ensure that loitering is minimized.

5. Parking

All participants in the meeting concluded that parking is not expected to be an issue.

6. Kitchen

The 7-10 Club confirmed that the kitchen at Brechin United Church will be used for all food preparation and so is not expected to be an issue at the Community Services Building.

7. Good Neighbours

If Council authorizes the use of the Community Services Building for the 7-10 Club, the items noted above will be contained in a "conditions of use agreement" with the City. This will include monthly meetings between the 7-10 Club and existing tenants to ensure that agreements are being met.

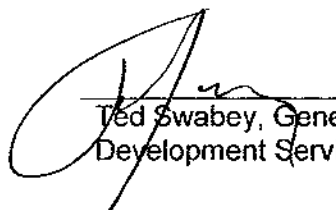
8. Term

Although Mr. Fuller in his presentation to Council suggested he would be in a new location by Christmas, participants at the meeting acknowledged that the temporary tenure, if approved, could continue through to 2008-Feb-28. Council should note that use of the auditorium by the 7-10 Club is at no cost to the 7-10 Club.

In conclusion, while the existing tenants think the Community Services Building is not a suitable location for the 7-10 Club, they are willing to "make it work" on a temporary basis while the 7-10 Club find a more suitable location.

Respectfully submitted,



Andrew Tucker, Manager
Planning and Development
Development Services Department

Ted Swabey, General Manager
Development Services Department

At/ch
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Council Date: 2007-Oct-29

**MEETING AT COMMUNITY SERVICES BUILDING
285 PRIDEAUX STREET**

2007-OCT-17, 11:00 A.M.

Attendance

John Horn	City of Nanaimo
Suzanne Samborski	City of Nanaimo
Bruce Anderson	City of Nanaimo
Mary Smith	City of Nanaimo
Richard Harding	City of Nanaimo
Marlene White	Semi-independent Living
Bruce Reimer	V.I. Community Support Services
Neil Gaudet	Nanaimo Supportive Lifestyles
Alita Denesyk	Alcoholics Anonymous
Lynne Ladret	Mid Island Metis
Godfrey Weame	John Howard Society of North Island
Lynde Webster	Options for Sexual Health
Hilde Schlosar	Central V.I. Multicultural Society
Margaret Spencer	7-10 Club
Gord Fuller	7-10 Club
Jane Coupland	7-10 Club

FOR INFORMATION ONLY

TO: A. TUCKER, DIRECTOR, PLANNING AND DEVELOPMENT, DSD

FROM: B. ANDERSON, MANAGER, COMMUNITY PLANNING DIVISION, DSD

RE: ZA1-77 – COMMUNITY SERVICES BUILDING – POTENTIAL USE BY 7-10 CLUB

STAFF'S RECOMMENDATION:

That Council receive this report.

EXECUTIVE SUMMARY:

At its meeting of 2007-SEP-10 Council requested that Staff prepare a report on the potential to accommodate the 7-10 Club on a temporary basis in the Community Services Building. Due to the lack of adequate food preparation and storage facilities, lack of parking for volunteers and prior commitments of the Maffeo Auditorium to other users, Staff is not recommending that this City-owned building be made available to the 7-10 Club. The 7-10 Club should be advised to investigate alternate locations or means of program delivery.

BACKGROUND:

Community Services Building (CSB) Maffeo Auditorium

The CSB has approximately 7,600 ft² of office space rented on a month to month basis. Most tenants have maintained occupancy for several years. There are presently ten different community organizations renting offices at this facility and it is at 100% occupancy. The 7-10 Club is one of these tenants with a license for two offices totalling 354 ft². In addition to the office space, the building also houses the 1050 ft² Maffeo Auditorium, which is rented to multiple users on a use by use basis in the same manner as we rent out meeting rooms in our recreation centres.

Issues for consideration with regard to the request from the 7-10 Club to operate a breakfast program out of the CSB Maffeo Auditorium and how it may impact existing CSB operations include:

Storage

There is no storage available in the Maffeo Auditorium, therefore storage of supplies for the 7-10 Club (including a refrigerator) will need to be stored in the hall proper for the duration of their use.

Parking

The number of available parking stalls at the CSB for tenants and their clients is inadequate. Parking used by 7-10 Club volunteers (3-4 spaces) and clients (number unknown) will put an additional strain on parking.

Washrooms and Auditorium Maintenance

There is only one male and one female toilet on the 2nd floor of the CSB, adjacent to the Auditorium. Additional custodial maintenance in both the washrooms and the hall proper will be required should the breakfast program request be approved.

Schedule Conflict

Between September 15 and December 31, there are 15 dates on which other CSB tenants have Auditorium bookings in conflict with the 7-10 Club request.

CSB Tenant and Neighbour Feedback

To date CSB tenants and neighbours have not been advised of the 7-10 Club request and therefore have not been given the opportunity to provide feedback.

Rent

Rent has not been discussed with the 7-10 Club. Should the request be approved and rent is charged, the present fee for each four-hour booking is \$36.88.

Apart from the practical considerations noted above, City Council must also weigh the policy implications related to the SAFER Downtown Strategy. Specifically, the Neilson-Welch Report recommended that social service agencies should be distributed throughout the community in order to avoid a concentration in the downtown. If the 7-10 Club was to locate in the Community Services Building, the relocation would be from a previous location on the very fringe of downtown to a new location closer to the centre of downtown and closer to other social services. In other words, it would be the exact opposite of Council's stated objective of spreading social services more widely throughout the community. Staff do not support such a move.

Respectfully submitted,



B. Anderson
Manager, Community Planning Division
Development Services Department



A. Tucker
Director, Planning & Development
Development Services Department

AT/pm
Council: 2007-OCT-15
ZA1-77 / 2007Oct15CnclRpt710ClubUse.doc

To: CITY MANAGER
FORWARDED FOR CITY MANAGER'S
REPORT TO COUNCIL



GENERAL MANAGER OF DEVELOPMENT SERVICES

FOR INFORMATION ONLY

REPORT TO B. E. CLEMENS, DIRECTOR OF FINANCE

FROM E. N. ANDERSON, ASSISTANT MANAGER, REVENUE SERVICES

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:

"2007 Supplementary 8" which was received in 2007

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

The impact of this assessment adjustment received in 2007 is to increase gross taxation by \$2,053.64 which includes an increase in the municipal portion of \$1,209.02.

The impact of all 2007 and 2006 assessment adjustments received in 2007 is to decrease gross taxation by \$32,201.46 which includes a decrease in the municipal portion of \$4,062.60.

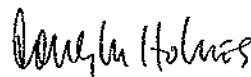
Respectfully submitted,



Erin N. Anderson
Assistant Manager,
Revenue Services



Brian E. Clemens
Director of Finance



Douglas W. Holmes
General Manager, Corporate Services

EA/sf
Council: 2007-Nov-19
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<input type="checkbox"/> Council	Agenda Item	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Committee FPCOW	Delegation	<input type="checkbox"/>
<input checked="" type="checkbox"/> Open Meeting	Proclamation	<input type="checkbox"/>
<input type="checkbox"/> In-Camera Meeting	Correspondence	<input type="checkbox"/>
Meeting Date: <u>2007-OCT-22</u>		

CITY OF NANAIMO

ASSESSMENT ADJUSTMENT SCHEDULE

YEAR	SUPPLEMENTARY	GENERAL, DEBT, AND LIBRARY	OTHER AGENCIES	TOTAL ADJUSTMENTS
2007	8	\$1,209.02	\$844.62	\$2,053.64
Total Adjustments		\$1,209.02	\$844.62	\$2,053.64