

MINUTES
SPECIAL COMMITTEE OF THE WHOLE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
MONDAY, 2019-FEB-25 AT 1:00 P.M. - 4:00 P.M.

Present: Mayor L. Krog
Councillor S. D. Armstrong
Councillor D. Bonner
Councillor T. Brown
Councillor B. Geselbracht
Councillor E. Hemmens
Councillor Z. Maartman
Councillor I. W. Thorpe
Councillor J. Turley

Staff: J. Rudolph, Chief Administrative Officer
R. J. Harding, Director of Parks and Recreation
D. Lindsay, Director of Community Development (arrived 1:46 p.m.)
J. Van Horne, Director of Human Resources
K. Fry, Fire Chief
L. Mercer, Acting Director of Financial Services
P. Rosen, Senior Manager of Engineering (arrived 2:59 p.m.)
D. LaBerge, Manager of Community Safety (arrived 1:02 p.m.)
D. Stevens, Supervisor, Applications Support (vacated 1:06 p.m.)
M. Desrochers, Technical Support Specialist (vacated 1:06 p.m.)
S. Gurrie, City Clerk
S. Snelgrove, Steno Coordinator
J. Vanderhoef, Recording Secretary

1. CALL THE SPECIAL MEETING TO ORDER:

The Special Committee of the Whole Meeting was called to order at 1:01 p.m.

2. APPROVAL OF AGENDA:

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

D. LaBerge entered the Boardroom at 1:02 p.m.

3. REPORTS:

(a) Governance and Priorities Committee

Introduced by Sheila Gurrie, City Clerk.

Presentation:

1. Sheila Gurrie, City Clerk, provided a presentation regarding the proposed Governance and Priorities Committee (GPC) and spoke regarding the following:
 - Agenda planning
 - Topics for Council agendas versus GPC agendas
 - Limiting the number of topics on GPC agendas

D. Stevens and M. Desrochers vacated the Boardroom at 1:06 p.m.

- Process for: establishing the GPC, dissolving the Committee of the Whole (COW) meetings, amending the Procedure Bylaw, creating a public engagement process and striking committees
- GPC to meet bi-weekly in place of the COW
- Committees to be struck based on need and in alignment with Council's Strategic Plan

Committee discussion took place regarding the following:

- Planning agenda topics one year in advance with emerging topics being addressed as they come up
- Notifying the community of the schedule for topics coming before Council
- Establishing a community engagement process for delegations
- Amendments to the Procedure Bylaw and creation of a public engagement process needs to be done in tandem
- How does the City of Nanaimo's delegation process compare to other municipalities

Jake Rudolph, Chief Administrative Officer, responded that some municipalities have question and delegation periods at the start of their meetings and others have no question or delegation periods. He noted that no two municipalities are the same in regards to their delegation process.

Sheila, Gurrie, City Clerk, spoke regarding the current differences between delegation requests for Council meetings versus COW meetings.

Committee discussion continued regarding the following:

- Committees addressing specific topics and the flow of information between committees and the proposed GPC
- Forwarding email correspondence from the public to committees for review

- Flow of resolutions from committees to the proposed GPC and Council meetings
- Changes to the delegation process and intent of the proposed GPC meetings
- Encouraging delegations to attend committee meetings rather than Council meetings and hosting a quarterly public engagement meeting
- GPC meetings being a place to dive into details on one or two topics
- Public needs a process to address Council on topics of their choosing if the COW no longer exists
- Chair of GPC being the Acting Mayor
- Striking of the GPC being used as a method of refreshing the format of the COW meetings by giving it a new name

Jake Rudolph, Chief Administrative Officer, spoke regarding the desire to synchronize the two types of meetings currently scheduled. GPC aims to facilitate discussion while keeping the formality in the Council meetings.

Committee discussion continued regarding the following:

- Formality in meetings and location of meetings
- Current model causes confusion between COW and Council meetings
- GPC being viewed as a business meeting
- Scheduling all committee meetings in Service and Resource Centre, Boardroom, and all Council meetings in Vancouver Island Conference Centre, Shaw Auditorium

Sheila Gurrie, City Clerk, spoke regarding the precedence set when the COW was given Council authority. She noted that due to this history it is difficult to change public perception of the COW meetings now that it no longer has Council's authority. She suggested that changing the name to GPC could refresh perceptions and provide more clarity.

Committee discussion continued regarding the following:

- Committee minutes and reports being received by Council

D. Lindsay entered the Boardroom at 1:46 p.m.

- Current schedule of meetings and possible alternative schedules

Jake Rudolph, Chief Administrative Officer, spoke regarding the need for at least two GPC meetings per month and moving towards the elimination of COW meetings in the evenings at the Vancouver Island Conference Centre.

J. Van Horne vacated the Boardroom at 1:49 p.m.

Sheila Gurrie, City Clerk, explained that the desired outcome of this meeting is to have the Committee of the Whole recommend that Council establish a GPC and adopt the Terms of Reference. Staff will be preparing another report for Council regarding updates to the Procedure Bylaw which will include details, such as scheduling of meetings and appointment of a chair.

Committee discussion continued regarding the following:

- Scheduling the GPC meetings in the Service and Resource Centre, Boardroom, and improving the video/audio capabilities in the Boardroom
- Geography/Layout of a meeting affecting the tone of the meeting
- Public input at Council meetings currently comes from regular attendees and large groups attend only for hot topic items
- Using electronic forms of communication as an alternative means of receiving public input

J. Van Horne returned to the Boardroom at 2:02 p.m.

- Addressing hot topic issues as they come up, by scheduling an open (town hall style) meeting
- Community/Public engagement being addressed at committee meetings
- Developing a clear mechanism for community groups to bring a topic before Council in a public forum
- Staff currently respond to most questions posed during question period
- Public meetings being a place for people to let off steam and vent their frustrations

Jake Rudolph, Chief Administrative Officer, spoke regarding the electronic town hall option and suggested that an electronic meeting could be an option.

Committee discussion continued regarding hosting quarterly meetings for public engagement, and how could Staff be prepared for topics during these meetings.

It was moved and seconded that the Committee of the Whole recommend that Council establish a Governance and Priorities Committee and adopt the associated Terms of Reference as presented in the report titled “Governance and Priorities Committee” dated 2019-FEB-25. The motion carried unanimously.

(b) Council Resolutions Update

Introduced by Sheila Gurrie, City Clerk.

Committee discussion took place regarding the status of resolutions regarding “Councillor Fuller – Neighbourhood Developments” carried on 2017-JUN-26.

It was moved and seconded that the Committee of the Whole recommend that Council rescind the following resolutions carried at the Committee of the Whole meeting held 2017-JUN-26:

“It was moved and seconded that Council direct Staff to commence a review of the existing “Innovative Housing for Neighbourhoods: Triplex and Quadruplex Infill Design Guidelines” with consideration given to adding guidelines for other forms of infill housing.”

“It was moved and seconded that Council direct that the associated consultation with the community include neighbourhood associations.”

The motion carried unanimously.

Committee discussion continued regarding the following:

- Status of the Smoking Regulation Bylaw
- A report regarding Beban Park Fields coming to Council
- Terminal Nicol Reimagined final report including Snuneymuxw and committee input
- Status of the resolution regarding “Storage Containers - 837 Old Victoria Road”, dated 2017-OCT-23
- Status of the resolution regarding “Kidney Foundation Challenge to Save Lives Through Organ Donation” dated 2018-SEP-17
- Status of Bylaw 7000 Revisions
- Status of the resolution regarding “195 and 191 Fourth Street – Letter of Intent for Lease with Nanaimo Search and Rescue” dated 2018-DEC-17
- Status of the resolution regarding “Don Bonner regarding the Core Services Review Recommendations” dated 2018-JUN-18
- Status of the resolution regarding “Mayor McKay Notice of Motion Regarding Site Selection for Overdose Prevention Site” dated 2018-MAY-07

It was moved and seconded that the Committee of the Whole recommend that Council rescind the following resolution carried at the Council meeting held 2018-MAY-07:

“It was moved and seconded that Council direct Staff to identify sites available for a federally regulated and recognized supervised consumption service.”

The motion carried.

Opposed: *Councillor Geselbracht*

Committee discussion continued regarding the following:

- Status of the resolution regarding “Pilot Park Site for Model Airs” dated 2018-JUN-11
- Status of the resolution regarding “Support for Parades” dated 2018-APR-23

It was moved and seconded that the Committee of the Whole recommend that Council rescind the following resolution carried at the Council meeting held 2017-DEC-04:

“It was moved and seconded that Council direct Staff to make recommendations on the scope of Phase 2 of the Core Review with the intent upon Council approval of moving forward as early in 2018 as possible.”

The motion carried unanimously.

Committee discussion continued regarding the following:

- Safety issues relating to sea cans and other storage containers
- Status of the resolution regarding “Response to Health, Social and Safety Issues in the Downtown” dated 2018-MAR-19
- Status of the resolution regarding “Councillor Hong – Blasting in Neighbourhoods”, dated 2017-JUN-19

- Intent of the resolution regarding “Agenda Item 12(a) Delegation Catherine Davis”, dated 2017-JUL-24
- Status of the resolution regarding “Delegation from Denis Hughes, Kirily Park and Paul Manly”, dated 2017-DEC-11
- Status of the resolution regarding “Correspondence from Snuneymuxw First Nation”, dated 2017-AUG-14

It was moved and seconded that the Committee of the Whole recommend that Council rescind the following resolution carried at the Council meeting held 2017-AUG-14:

“It was moved and seconded that Council direct Staff to coordinate a meeting between Snuneymuxw First Nation representatives, Greater Nanaimo Harbour Association representatives and the City of Nanaimo representatives to further discuss the next steps regarding the Nation-to-Nation discussions.”

The motion carried unanimously.

Committee discussion continued regarding the status of a resolution relating to “Supervised Consumption Service – Proposed Zoning Bylaw Amendments”, dated 2018-JUL-09

It was moved and seconded that the Committee of the Whole recommend that Council rescind the following resolution carried at the Council meeting held 2018-JUL-09:

“It was moved and seconded that Council refer review of Zoning Bylaw Amendments related to Supervised Consumption Services to the Community Planning and Development Committee, and the Public Safety Committee, for recommendations.”

The motion carried unanimously.

Committee discussion continued regarding the status of a resolution related to “Review of Electoral Area Fees”, dated 2017-DEC-18.

J. Van Horne vacated the Boardroom at 2:57 p.m.

It was moved and seconded that the Committee of the Whole recommend that Council rescind the following resolution carried at the Council meeting held 2017-DEC-18:

“It was moved and seconded that Council direct Staff to engage and review with Regional District of Nanaimo participating members stakeholder agreements and return in early 2018 with a report on their findings.”

The motion carried unanimously.

P. Rosen entered the Boardroom at 2:59 p.m.

Committee discussion continued regarding the following:

- Status of the resolution regarding “Finance and Audit Committee Recommendation”, dated 2018-MAY-14

J. Van Horne returned to the Boardroom at 3:01 p.m.

- Background information for the resolution regarding “Delegation Nicholas Heather regarding “Fees and Charges Bylaw 2007 No. 7041””, dated 2018-FEB-26

It was moved and seconded that the Committee of the Whole recommend that Council rescind the following resolution carried at the Committee of the Whole meeting held 2018-FEB-26:

“It was moved and seconded that Council direct Staff to prepare a report regarding options for the City of Nanaimo to reimburse the fingerprinting charge related to “Schedule D” of “Fees and Charges Bylaw 2007 No. 7041.”

The motion was defeated.

Opposed: *Mayor Krog and Councillors Bonner, Brown, Geselbracht, Hemmens, Maartman, Thorpe, Turley*

Committee discussion continued regarding the following:

- Status of the resolution regarding “Councillor Bestwick re: Rails to Trails Vancouver Island” dated 2017-JUN-12
- Status of the resolution regarding “Presentation – Nanaimo Marina Association” dated 2017-APR-03

It was moved and seconded that the Council Resolutions Update report dated 2019-FEB-25 be received for information. The motion carried unanimously.

4. ADJOURNMENT:

It was moved and seconded at 3:12 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER