



AGENDA
REGULAR COMMITTEE OF THE WHOLE MEETING

Monday, March 25, 2019, 4:30 P.M.

SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE
80 COMMERCIAL STREET, NANAIMO, BC

	Pages
1. CALL TO ORDER:	
2. INTRODUCTION OF LATE ITEMS:	
3. APPROVAL OF THE AGENDA:	
4. ADOPTION OF THE MINUTES:	
a. <u>Minutes</u>	4 - 10
Minutes of the Special Committee of the Whole Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Monday, 2019-FEB-25 at 1:00 p.m.	
b. <u>Minutes</u>	11 - 15
Minutes of the Special Committee of the Whole Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Monday, 2019-MAR-04 at 12:00 p.m.	
c. <u>Minutes</u>	16 - 21
Minutes of the Special Committee of the Whole Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Monday, 2019-MAR-11 at 12:00 p.m.	
d. <u>Minutes</u>	22 - 24
Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC on Monday, 2019-MAR-11 at 4:30 p.m.	
5. PRESENTATIONS:	

6. DELEGATIONS:

- | | | |
|----|--|---------|
| a. | <u>Bruce Gibbons, Merville Water Guardians, regarding Bottling of Ground Water for Commercial Sale or Bulk Export</u> | 25 - 28 |
| | Bruce Gibbons, Merville Water Guardians, to provide Council with a presentation regarding the prohibition of bottling ground water for commercial sale or bulk export. | |
| b. | <u>Dr. Hasselback, Medical Health Officer, Island Health, regarding Community Health</u> | 29 |
| | Dr. Hasselback, Medical Health Officer, Island Health, to provide Council with a presentation regarding the role of the Medical Officer and ways to improve and inform about community health. | |
| c. | <u>Fernando Fuentes regarding Amrikko's Building at 1400 Wingrove Street</u> | 30 |
| | Fernando Fuentes to speak regarding concerns regarding the Amrikko's building at 1400 Wingrove Street. | |
| d. | <u>Heather Ambo regarding Community Safety near Rock City Centre</u> | 31 |
| | Heather Ambo to provide Council with a verbal presentation regarding Community Safety near Rock City Centre. | |

7. REPORTS:

- | | | |
|----|--|---------|
| a. | <u>Rotary Centennial Garden Proposal for Maffeo Sutton Park</u> | 32 - 42 |
| | To be introduced by Richard Harding, Director, Parks and Recreation. | |
| | <i>Purpose: To provide information regarding the Rotary Centennial Garden project in Maffeo Sutton Park.</i> | |
| | <u>Delegation:</u> | |
| | 1. Dave Hammond, Nanaimo Rotary Club and Victoria Rakeford, Landscape Architect, to speak in support of the Staff recommendation regarding the Rotary Centennial Garden Project at Maffeo Sutton Park. | |
| | Recommendation: That the Committee of the Whole recommend that Council: | |
| | 1. approve the Rotary Centennial Garden for Maffeo Sutton Park as presented and that the garden be funded by the Rotarians; | |
| | 2. amend the 2019 – 2023 Financial Plan to add the Centennial Garden project to 2019 for the \$200,000, fully funded by private contribution; and, | |

3. direct Staff to project manage the construction of Centennial Garden in coordination with the Rotarians for opening by 2020-MAY-01.

8. CORRESPONDENCE:

9. OTHER BUSINESS:

10. QUESTION PERIOD:

11. PROCEDURAL MOTION:

12. ADJOURNMENT:

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

MINUTES
SPECIAL COMMITTEE OF THE WHOLE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
MONDAY, 2019-MAR-04 AT 12:00 P.M.

Present: Mayor L. Krog
Councillor D. Bonner (arrived 12:44 p.m.)
Councillor B. Geselbracht
Councillor Z. Maartman
Councillor I. W. Thorpe
Councillor J. Turley

Absent: Councillor S. D. Armstrong
Councillor T. Brown
Councillor E. Hemmens

Staff: J. Rudolph, Chief Administrative Officer
R. J. Harding, Director of Parks and Recreation
D. Lindsay, Director of Community Development (arrived 12:07 p.m.)
B. Sims, Director of Engineering and Public Works (vacated 12:15 p.m.)
J. Van Horne, Director of Human Resources
D. LaBerge, Manager of Community Safety (arrived 12:05 p.m.)
L. Bhopalsingh, Manager, Community & Cultural Planning (arrived 12:07 p.m.)
J. Horn, Social Planner
K. Kronstal, Social Planner
D. Blackwood, Client Support Specialist (vacated 12:15 p.m.)
S. Gurrie, City Clerk
G. Whitters, Recording Secretary

1. CALL THE SPECIAL MEETING TO ORDER:

The Special Committee of the Whole Meeting was called to order at 12:04 p.m.

D. LaBerge entered the Boardroom at 12:05 p.m.

2. APPROVAL OF AGENDA:

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

3. REPORTS:

(a) Strategic Plan Survey Results

Introduced by Jake Rudolph, Chief Administrative Officer.

L. Bhopalsingh and D. Lindsay entered the Boardroom at 12:07 p.m.

Committee discussion took place regarding past public engagement processes and posting the draft strategic plan to the website.

It was moved and seconded that the Committee of the Whole:

1. receive the report titled “Strategic Plan Survey Results” dated 2019-MAR-04 for information; and,
2. recommend that Council direct the Chief Administrative Officer to prepare a status and action report on the strategic themes and focus areas.

The motion carried unanimously.

D. Blackwood and B. Sims vacated the Boardroom at 12:15 p.m.

(b) Municipal Response to Health and Social Issues

Introduced by Dale Lindsay, Director of Community Development.

Presentations:

1. Lisa Bhopalsingh, Manager, Community & Cultural Planning, provided an overview of the plan for the Special Committee of the Whole meeting.
2. John Horn, Social Planner, provided a presentation regarding the Municipal Response to Health and Social Issues which included the following information:
 - Causes of homelessness including structural and relational factors and system failures
 - The relevant homelessness causes for the today’s discussion
 - Which level of government is responsible for what social and health services
 - Why health and social issues matter to local government
3. Dave LaBerge, Manager, Community Safety, provided a presentation which included the following information:
 - Impacts to community and enforcement responses
 - Areas that are being overtaken by homeless
 - Environmental impacts of homelessness
 - Departments that are responsible for cleanup and hazards that they encounter

- Businesses' concerns
- Needle cleanup strategies

Committee discussion took place regarding the Homeless Outreach Team, funding of the Overdose Prevention Site on Wesley Street and the future of the Community Policing Services Office.

Councillor Bonner entered the Boardroom at 12:44 p.m.

John Horn, Social Planner, continued his presentation which included the following information:

- Supervised Consumption Sites
- City of Nanaimo responses include: supportive housing, emergency shelters, rental supplements, urban cleanup program, needle disposal boxes, coordination across City departments, enhanced patrols, meal programs, affordable housing projects, and funding of local agencies
- Partnership structures and community partners

S. Gurrie vacated the Boardroom at 1:00 p.m.

It was moved and seconded that the report titled "Municipal Response to Health and Social Issues", dated 2019-MAR-04, be received for information. The motion carried unanimously.

(c) Supervised Consumption Service

Introduced by Dale Lindsay, Director of Community Development.

Presentations:

1. Karin Kronstal, Social Planner, provided a presentation regarding supervised consumption service which included the following information:
 - Levels of services provided at an Overdose Prevention Site
 - Municipal Role in Supervised Consumption Site siting includes input into Federal Exemption Application and land use zoning
 - Zoning approach used in different communities
 - Current applicable zoning in Nanaimo

S. Gurrie returned to the Boardroom at 1:06 p.m.

- Zoning options include maintaining the status quo or considering Supervised Consumption Sites as part of a health service provision
- Public engagement relating to zoning options
- Rezoning approaches taken in Victoria, BC, and London, Ontario

Dr. Hasselback, Medical Health Officer for Central Vancouver Island, provided a presentation regarding Nanaimo Opioid Overdose Update which included the following information:

- Engagement with previous Council and committees
- The purpose of an overdose prevention site
- Success of Insite (Safe Injection Site) in Vancouver
- Siting considerations for a Supervised Injection Site
- Dispersal of calls for attendance to overdoses across Nanaimo
- New therapies to address addictions
- Results of the encampment at Port Place
- Modernizing language in zoning bylaw
- Barriers going forward until zoning bylaw is resolved

Committee discussion took place regarding:

- Funding of the Supervised Consumption Sites
- Support, funding and current services available for detox and rehabilitation
- Earlier intervention activities
- Establishment of opiate agonist treatments
- Cannabis encouraged to replace opiates addiction
- Providing substances to those with substance abuse disorders
- Most overdose fatalities occurring in private residences with a small fraction occurring in shelters or in the street

It was moved and seconded that the report titled “Supervised Consumption Service” dated 2019-MAR-04 be received for information. The motion carried unanimously.

(d) Daytime Drop-In Centre Options

Introduced by Dale Lindsay, Director of Community Development.

R. Harding and S. Gurrie vacated the Boardroom at 2:04 p.m.
Councillor Geselbracht vacated the Boardroom at 2:04 p.m.

Presentations:

1. John Horn, Social Planner, and Karin Kronstal, Social Planner, provided a presentation regarding a daytime drop-in resource centre which included the following information:
 - Collection of concerns from downtown businesses
 - Library downtown being used as a resource centre for the homeless

R. Harding returned to the Boardroom at 2:06 p.m.

- Benefits of the drop-in centre
- Past drop-in centres in Nanaimo

Councillor Geselbracht returned to the Boardroom at 2:09 p.m.
S. Gurrie returned to the Boardroom at 2:12 p.m.

The presentation continued regarding:

- Scope of services to be provided
- Potential partnership with Our Place Society
- Siting considerations
- Working with all providers in community
- How does the drop-in centre fit in the strategic plan
- Who would be the driver to move the project forward

It was moved and seconded that the report titled “Daytime Drop-in Resource Centre Update”, dated 2019-MAR-04, be received for information. The motion carried unanimously.

4. QUESTION PERIOD:

No one in attendance wished to ask questions.

5. ADJOURNMENT:

It was moved and seconded at 2:33 p.m. p.m. that the meeting terminate. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

CORPORATE OFFICER

MINUTES
SPECIAL COMMITTEE OF THE WHOLE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
MONDAY, 2019-MAR-11 AT 12:00 P.M.

Present: Mayor L. Krog, Chair
Councillor S. D. Armstrong (arrived 12:48 p.m.)
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 (arrived 12:03 p.m.)
D. Lindsay, Director of Community Development
J. Van Horne, Director of Human Resources (arrived 2:52 p.m.)
B. Sims, Director of Engineering and Public Works
K. Fry, Fire Chief (arrived 12:35 p.m.)
L. Mercer, Acting Director of Financial Services
W. Fulla, Manager of Business, Asset and Financial Planning
J. Rushton, Manager of Purchasing and Stores (arrived 2:15 p.m., vacated 3:25 p.m.)
J. Rose, Manager of Transportation (vacated 12:46 p.m.)
D. Blackwood, Client Support Specialist (vacated at 12:09 p.m.)
S. Gurrie, City Clerk
G. Whitters, Recording Secretary

1. CALL THE SPECIAL MEETING TO ORDER:

The Special Committee of the Whole Meeting was called to order at 11:59 a.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 4(f) - 3:15 p.m. – 3:45 p.m. Topic 4: Social Procurement for the City of Nanaimo – Update recommendation.

3. APPROVAL OF AGENDA:

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

4. REPORTS:

(a) 12:00 p.m. - 12:30 p.m. Finance Overview

Introduced by Laura Mercer, Acting Director, Financial Services.

R. Harding entered the Boardroom at 12:03 p.m.

Laura Mercer, Acting Director, Financial Services, provided an overview presentation of the Finance Department which included the following information:

- Statutory and non-statutory roles of the Finance Department
- Finance Department timelines, processes and due dates
- Penalties for late tax payments and the tax sale process

D. Blackwood vacated the Boardroom at 12:09 p.m.

- Internal and external regulations
- Financial relationships with districts and others including: the Nanaimo Hospital Association, Vancouver Island Conference Centre, Nanaimo Port Authority, Snuneymuxw First Nation, and the Tourism Association of Vancouver Island
- Potential future presentations include the 20 Year Investment Plan, Revenue Policy/Funding Strategy, User Fee Policy and Performance Measurement

(b) 12:30 p.m. - 1:45 p.m. Topic 1: City of Nanaimo Reserves Review Report

Introduced by Laura Mercer, Acting Director, Financial Services.

Laura Mercer, Acting Director, Financial Services, provided a presentation regarding the City of Nanaimo Reserves which included the following information:

- Purpose and types of reserves
- The City's 20 Year Investment Plan has a \$258 million shortfall and strategies to close the gap

K. Fry entered the Boardroom at 12:35 p.m.

- The process, purpose and outcome of the reserve review
- Recent updates to the "City of Nanaimo Development Cost Charge Bylaw 2017 No. 7252"
- Recommend establishing criteria to determine if a reserve should be an operating or statutory reserve

Committee discussion took place regarding reserve types, their purpose, the closing of reserves and the direction of funds from closed reserves.

The presentation continued regarding:

- The purpose of the Financial Stability Reserves
- Recommendations for the Financial Stability Reserves include: establishing a Financial Stability Operating Reserve for each fund (General, Sewer, Water), establishing a target minimum balance, transferring balances from existing reserves and unallocated surplus, and eliminating reserves that are no longer needed
- Recommended target balances for the Financial Stability Reserves and the projected outcome

J. Rose vacated the Boardroom at 12:46 p.m.

Councillor Armstrong entered the Boardroom at 12:48 p.m.

- The purpose of the Equipment Reserves
- Recommendations for the Equipment Reserves include: Establishing a statutory reserve, transfer balance from Operating Reserve to new Statutory Reserve, and establishing target minimum balances

Committee discussion took place regarding process for deciding target balances, the RCMP Reserve, the Photocopier Reserve and the replacement of garbage and fire trucks.

The presentation continued regarding:

- Recommended target balances for the Equipment Reserves and the projected outcomes
- The purpose of the Infrastructure Reserves
- Recommendations for the Infrastructure Reserves include: Nanaimo District Secondary School Community Field Reserve, establishing minimum target balances, and a General Capital Reserve.

Committee discussion took place regarding the Cemetery Care Reserve, the Facility Development Reserve and the Government Finance Officers Association's recommendations.

The presentation continued regarding:

- Recommended target balances for the Infrastructure Reserves and the projected outcome
- The purpose of the Parking Reserves
- The recommendation to establish a Parking Statutory Reserve
- Target balances for Parking Reserves and the projected outcome
- The purpose of Property Reserves
- The recommendation to establish a Property Acquisition Statutory Reserve
- Target balances for Property Reserves and the projected outcome

Committee discussion took place regarding the Linley Valley property purchase and the need for consideration of ongoing maintenance and operating costs when properties are purchased.

The presentation continued regarding:

- The purpose of Strategic Reserves
- Recommendations for the Strategic Reserves include establishing a Strategic Infrastructure Statutory Reserve, Housing Legacy Statutory Reserve and a Special Initiatives Operating Reserve
- Target balances for Strategic Reserves and the projected outcome

Committee discussion took place regarding the Fortis and Casino revenue, the Property Acquisition Fund, alignment of Reserves with strategic plan and the Fire Training Centre.

The presentation continued regarding:

- Ensuring that any remaining balances are transferred to an appropriate reserve after purpose of reserve has been achieved
- Projected reserve balances
- Draft reserve policy to establish processes and procedures
- The principle statements and objectives for reserves
- Next steps for the draft Reserve Policy

Committee discussion took place regarding the Regional Emissions Reduction Reserve, bringing the reserves topic to a future Finance and Audit Committee meeting and using surplus to artificially lower tax rates.

The Special Committee of the Whole recessed at 2:14 p.m.
The Special Committee of the Whole reconvened at 2:30 p.m.

Staff present: K. Fry, S. Gurrie, R. Harding, D. Lindsay, L. Mercer J. Rudolph, J. Rushton B. Sims, and G. Whitters

(c) 1:45 p.m. - 2:30 p.m. Topic 2: Draft Debt Management Policy

Introduced by Laura Mercer, Acting Director, Financial Services.

Laura Mercer, Acting Director, Financial Services, provided a presentation regarding the Draft Debt Management Policy which included the following information:

- Municipal debt is funded externally and internally
- Limitations and requirements of external and internal borrowing
- Municipal Finance Authority provides long term and short term equipment financing

Committee discussion took place regarding the cost of borrowing, a time frame on interest rate adjustments and borrowing from the Strategic Reserve.

J. Van Horne entered the Boardroom at 2:52 p.m.

The presentation continued regarding:

- Current status and cost of outstanding debts and expected repayment dates
- Projected debt for the next 5 years
- City of Nanaimo's debt servicing limit
- The purpose, principle statements and objectives of the draft Debt Policy
- Business case completed to evaluate the pros and cons of borrowing
- Next steps for the draft Debt Policy include: further discussion, review by external auditors, finalization and Council adoption.

Committee discussion took place regarding setting Council's debt tolerance level, risks of incurring debt and getting the fiscal tone of the Council.

It was moved and seconded that the Draft Debt Policy report, dated 2019-MAR-11, be received for information. The motion carried unanimously.

By unanimous consent Council decided to consider Agenda Item (f) before Agenda Item (e).

(d) 3:15 p.m. - 3:45 p.m. Topic 4: Social Procurement for the City of Nanaimo

Introduced by Laura Mercer, Acting Director, Financial Services.

Committee discussion took place regarding the benefits of partnering with other communities and the Northwest Treaty Agreement.

It was moved and seconded that the Committee of the Whole recommend that Council join the Coastal Communities Social Procurement Initiative and utilize the outcomes of the initiative to inform the City of Nanaimo's Procurement Policy. The motion carried.

Opposed: Councillor Turley

It was moved and seconded that the Committee of the Whole recommend that Council appoint Councillor Hemmens as the Council representative to the Coastal Communities Social Procurement Initiative. The motion carried unanimously.

The Committee of the Whole recessed at 3:25 p.m.

The Committee of the Whole reconvened at 3:41 p.m.

Staff present: K. Fry, W. Fulla, S. Gurrie, R. Harding, D. Lindsay, L. Mercer, J. Rudolph, B. Sims J. Van Horne, and G. Whitters

(e) 2:45 p.m. - 3:15 p.m. Topic 3: Grants and Exemptions

Introduced by Laura Mercer, Acting Director, Financial Services.

Laura Mercer, Acting Director, Financial Services, provided a presentation regarding Grants and Exemptions which included the following information:

- Purpose of grants
- Most grants are to non-profit organizations
- Fees for service

- Grants and exemptions from 2017
- Dispersal of cash grants in 2017
- The approval process for grants

Committee discussion took place regarding annual grant request received, various tax exemptions, the past Grants Advisory Committee and review of the Grants Policy.

5. QUESTION PERIOD:

No members of the public were in attendance to ask questions.

6. ADJOURNMENT:

It was moved and seconded at 3:56 p.m. that the meeting terminate. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

CORPORATE OFFICER

MINUTES
REGULAR COMMITTEE OF THE WHOLE MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,
80 COMMERCIAL STREET, NANAIMO, BC
MONDAY, 2019-MAR-11 AT 4:30 P.M.

Present: Mayor L. Krog, Chair
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 (arrived 5:14 p.m.)
D. Lindsay, Director of Community Development (arrived 4:30 p.m., vacated 5:26 p.m.)
B. Sims, Director of Engineering and Public Works (vacated 5:14 p.m.)
B. Corsan, Deputy Director of Community Development (arrived 4:58 p.m., vacated 5:13 p.m.)
J. Rose, Manager of Transportation (arrived 4:56 p.m., vacated 5:14 p.m.)
D. Stevens, Supervisor, Applications Support
S. Gurrie, City Clerk
S. Snelgrove, Recording Secretary

1. CALL THE REGULAR MEETING TO ORDER:

The Regular Committee of the Whole Meeting was called to order at 4:30 p.m.

D. Lindsay entered the Shaw Auditorium at 4:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add Agenda Item 6(e) - Joanne Sales, Director of Broombusters Invasive Plant Society, to provide an overview of Broombuster Invasive Plant Society.
- (b) Remove Agenda Item 6(d) - Fernando Fuentes regarding Amrikko's Building at 1400 Wingrove Street.

3. APPROVAL 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 following Minutes be adopted as circulated:

- Minutes of the Regular Committee of the Whole Meeting held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Monday, 2019-FEB-04 at 1:30 p.m.
- Minutes of the Special Committee of the Whole Meeting held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Monday, 2019-FEB-11 at 1:00 p.m.
- Minutes of the Regular Committee of the Whole Meeting held in Shaw Auditorium, 80 Commercial Street, Nanaimo, BC, on Monday, 2019-FEB-11 at 4:30 p.m.
- Minutes of the Special Committee of the Whole Meeting held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Friday, 2019-FEB-15 at 8:30 a.m.

The motion carried unanimously.

5. DELEGATIONS (not related to a Report to Council):

(a) June Ross regarding Vancouver Island Water Watch Coalition

June Ross, Vancouver Island Water Watch Coalition, spoke regarding the coalition's activities and requested that the City of Nanaimo write a letter to ministries involved in timber harvesting near watersheds and municipal property, requesting that local governments be allocated funding and authority to define critical resources such as watersheds and waterways, and that local governments be involved in long term resource land planning.

(b) John Dacombe regarding Active Transportation Routes

John Dacombe spoke regarding active transportation routes in Nanaimo during the February snowstorm. He advised of snow remaining on sidewalks, priority of roadway snow clearing, bylaw enforcement for clearing sidewalks, financial penalties for land owners who don't clear sidewalks and City operations related to snow clearing and communications.

J. Rose entered the Shaw Auditorium at 4:56 p.m.

B. Corsan entered the Shaw Auditorium at 4:58 p.m.

(c) Roel Coert regarding Next Generation Wireless, the Internet and the City of Nanaimo

Roel Coert, Great Northern Engineering Consultants, spoke regarding a long term strategy to install and enhance fibre optic cable in the City of Nanaimo and its benefits. He proposed that the City work with Great Northern Engineering Consultants to provide options for residents regarding fibre optic internet service providers and the

monetization of street lamps via the placement of internet hubs to facilitate faster and more affordable internet.

B. Corsan vacated the Shaw Auditorium at 5:13 p.m.

R. Harding entered the Shaw Auditorium at 5:14 p.m.

B. Sims and J. Rose vacated the Shaw Auditorium at 5:14 p.m.

(d) Joanne Sales, regarding Broombusters Invasive Plant Society

Joanna Sales, Director and founder of Broombusters Invasive Plant Society, provided an overview of Broombusters, the work members do in the community, the problems related to Scotch Broom, their working partners and requested funding in order to fund a chipping truck to remove Broom that is cut near roadways.

6. REPORTS:

(a) Request to Install a Peace Pole in Pirates Park

Introduced by Richard Harding, Director, Parks and Recreation.

It was moved and seconded that the Committee of the Whole recommend that Council approve the installation of a peace pole in Pirates Park as requested. The motion carried unanimously.

D. Lindsay vacated the Shaw Auditorium at 5:26 p.m.

7. QUESTION PERIOD:

- Ms. June Ross, re: 5G internet and electro-magnetic emissions, resolution for Union of BC Municipalities conference regarding Vancouver Island Water Watch Coalition.

8. ADJOURNMENT:

It was moved and seconded at 5:30 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

Delegation Request

Bruce Gibbons has requested an appearance before Council.

The requested date is March 25, 2019.

The requested meeting is:
COW

Presenter's Information:

Bruce Gibbons, Merville Water Guardians

City: Nanaimo

Province: BC

Bringing a presentation: Yes

Details of Presentation:

To provide Council with a presentation regarding the prohibition of bottling ground water for commercial sale or bulk export.

Presentation to City of Nanaimo

March 25, 2019

Mr. Mayor, Councillors and staff of the City of Nanaimo

Request to change the zoning bylaws of the City of Nanaimo to prohibit the bottling of groundwater for commercial sale or bulk export

My name is Bruce Gibbons, and I live in Merville, in the Comox Valley. I am here to address council about the issue of protecting groundwater on Vancouver Island and all over British Columbia. My campaign started with a water licence approved just over a year ago, for a resident of Merville to bottle and sell water from the Comox Valley aquifer. We successfully campaigned for the CVRD to deny the rezoning necessary to bottle the water on site, stopping the operation temporarily. However, his water extraction licence is still valid, so I have been campaigning to prevent him from trucking the water to a site that permits bottling of groundwater. I have approached all AVICC communities asking them to revise their bylaws to prevent bottling of groundwater by any water licence holder, in order to avoid this type of issue in future.

I filed an appeal against the water licence, but the Environmental Appeal Board dismissed my appeal, stating that I did not prove that the licence would detrimentally affect my land. Not my water or my access to water. The Water Sustainability Act does not protect my water or my access to water. I find that appalling. We have approximately 1,200 signatures to date on a petition to the Government asking them to stop approving licences to bottle and sell groundwater. That petition will be presented on March 27th by our MLA. We also have an online petition with 1,340 signatures to date.

If BC's aquifers are depleted, then the thousands of residents and farmers who rely on them will not be able to look after their personal needs for drinking water, sanitation, growing their backyard gardens or growing their crops and raising their livestock. That would put our food security at risk. Without water, farmers cannot produce our food, and as we have seen with the severe drought in California, we will not be able to continue to rely on importing our food from that source. Without water, there is no life. Population growth will put more demand on the aquifers and we are already seeing the negative effects of climate change impact the quality and quantity of water evidenced by the level 4 drought all over Vancouver Island this past summer. There is not enough information known about our aquifers to risk bottling and selling any of the water, let alone the millions of liters of water being bottled and sold by corporations for huge profits. Climate change is causing extended periods of drought, putting rivers, streams, fish habitat and fish stocks at risk. We are seeing receding glaciers and diminishing snowpacks. Many water systems on the Island are currently reporting extreme low water levels for this time of year, and warning that there may be serious repercussions in the summer. We are currently in a winter drought.

There is an existing, real threat to the groundwater of Vancouver Island. I approached the CVRD, the Village of Cumberland and the City of Courtenay. They have all changed or are in the process of changing their bylaws to prohibit the bottling of groundwater. I just recently asked the Town of Comox to revise their bylaws to prohibit water bottling and that request is still under consideration. In September I contacted the Strathcona Regional District (SRD), since the Merville water licence holder had stated that he may approach them in an attempt to bottle his water in their region. The SRD took immediate steps to prevent the water bottling and on Jan 24th the SRD also passed a resolution to be

presented to the AVICC and the UBCM asking the provincial government to cease approval of licences for bottling of groundwater for commercial sale or bulk export. I have contacted all AVICC member communities asking them to revise their bylaws to prohibit bottling of groundwater, and to support the SRD Resolution. There are 15 communities to date that do not permit the bottling of groundwater, I have presented to Comox, Esquimalt, Colwood and Qualicum Beach recently, and I am scheduled to present to 3 other communities. I have submitted written requests to all other communities in an attempt to get as many as possible to prohibit the bottling of groundwater. Many communities are actively including water as a natural asset in their planning. I have distributed a handout which is an excerpt from the Sunshine Coast Regional District Policy Manual, which illustrates their commitment to the protection of groundwater, and is a policy I believe all communities should aspire to and emulate. Local governments cannot control the licencing of water for extraction, but they can control the businesses that they permit to operate in their zoning bylaws.

I have 2 requests for the City of Nanaimo.

- 1) that you consider taking the necessary steps to implement a bylaw that prohibits bottling of groundwater in any of your zoning, to help protect our groundwater today and for our children and grandchildren in the future.
- 2) I also ask that the City of Nanaimo support the Strathcona Regional District resolution at the April AVICC convention, to ask the Provincial Government to cease the approval of licences for commercial extraction of groundwater resources for bottling or bulk water sales.

We cannot allow water bottling from our aquifers based on theory and calculations. The consequences of being wrong could be catastrophic. I would sincerely appreciate the support of the City of Nanaimo in protecting the above ground uses of our groundwater by preventing anyone from bottling and selling water from any aquifer in BC. Water is our most precious resource. Water is life. We must do everything we can to protect and conserve it. Thank you for your time and your consideration.

Bruce Gibbons

Merville Water Guardians

2470 Sackville Road

Merville, BC V0R2M0

250-702-1672

Sunshine Coast Regional District

BOARD POLICY MANUAL

Section:	Planning and Development	13
Subsection:	General	6410
Title:	Water Extraction for the Purpose of Commercial Bottled Water Sales	10

1.0 POLICY

The Sunshine Coast Regional District does not support the extraction of fresh water resources in gas, liquid or solid form from surface or groundwater for the purpose of commercial bottled water sales.

3.0 SCOPE

This Policy applies to all streams, lakes, groundwater, and wells within the Sunshine Coast Regional District.

4.0 REASON FOR POLICY

The Sunshine Coast Regional District supports water conservation, solid waste reduction goals, greenhouse gas emission reduction goals, healthy community water infrastructure and protecting the environment for a sustainable future. This policy serves to conserve water in its natural state, to address local and international environmental issues and to support safe, low cost, clean water for communities.

5.0 AUTHORITY TO ACT

Retained by the Board in part and delegated to staff in part.

6.0 PROCEDURE

Do not support any application to Provincial and Federal agencies for the extraction of fresh water resources in gas, liquid or solid form for the purpose of commercial bottled water sales.

Approval Date:	February 24, 2011	Resolution No.	088/11 rec. no. 9
Amendment Date:		Resolution No.	
Amendment Date:		Resolution No.	

Delegation Request

Dr. Hasselback has requested an appearance before Council.

The requested date is March 25, 2019.

The requested meeting is:
COW

Presenter's Information:
Dr. Hasselback
City: Nanaimo
Province: BC
Bringing a presentation: Yes

Details of Presentation:

Outline the role of the Medical Health Officer and ways to improve and inform regarding community health.

Delegation Request

Fernando Fuentes has requested an appearance before Council.

The requested date is March 11, 2019.

The requested meeting is:
COW

Presenter's Information:

City: Nanaimo
Province: BC
Bringing a presentation: Yes

Details of Presentation:

Concerns regarding AMRIKKOS building 1400 Wingrove.

Delegation Request

Heather Ambo has requested an appearance before Council.

The requested date is March 25, 2019.

The requested meeting is:
COW

Presenter's Information:
Heather Ambo
City: Nanaimo
Province: BC
Bringing a presentation: No

Details of Presentation:

Community Safety at Rock City Centre.

DATE OF MEETING | MARCH 25, 2019 |

AUTHORED BY | RICHARD HARDING, DIRECTOR, PARKS AND RECREATION |

**SUBJECT | ROTARY CENTENNIAL GARDEN PROPOSAL FOR MAFFEO
SUTTON PARK**

OVERVIEW

Purpose of Report

To provide information regarding the Rotary Centennial Garden project in Maffeo Sutton Park.

Recommendation

That the Committee of the Whole recommend that Council:

1. approve the Rotary Centennial Garden for Maffeo Sutton Park as presented and that the garden be funded by the Rotarians;
2. amend the 2019 – 2023 Financial Plan to add the Centennial Garden project to 2019 for the \$200,000, fully funded by private contribution; and,
3. direct Staff to project manage the construction of Centennial Garden in coordination with the Rotarians for opening by 2020-MAY-01.

BACKGROUND

Nanaimo Rotarians have a long history of improving local parks and facilities. Since 1920, Nanaimo Rotarians have assisted in the building and funding of projects throughout Nanaimo including a number of large-scale projects as well as the development of Bowen Park, Rotary Bowl and track, gateways to Nanaimo, Rotary Fieldhouse on Third Street, and the Northfield Rest Stop and picnic areas (now the tourism visitor centre).

Nanaimo Rotarians contacted Staff in 2016 to brainstorm ideas for a new project on the Nanaimo waterfront that potentially could be implemented for the club's 100th anniversary in 2020. Staff suggested that projects in Maffeo Sutton Park may be a good fit as part of the ongoing improvement planning for this destination park. The Nanaimo Rotary Club hired external consultants to help articulate their ideas for a legacy project.

In November 2017, Nanaimo Rotary and the Child Development Centre made a presentation to Council supporting the Draft Maffeo Sutton Park Improvement Plan. Nanaimo Rotary was especially interested in creating a contemplation area to acknowledge their 100 years in Nanaimo.

The following motion was passed at the Committee of the Whole Meeting on 2017-NOV-27:

“It was moved and seconded that Council direct Staff to work with the Nanaimo Child Development Centre, Rotary Club of Nanaimo, and partners, to develop a plan for the Maffeo Sutton Park playground that is all-inclusive.”

Staff have continued to do this work and Phase 1 of the inclusive playground is expected to be constructed in the fall of 2019.

While the Nanaimo Rotary support the inclusive playground project in principal, their focus site for Rotary recognition and contemplation project has now moved to a proposed site adjacent to the playground (Attachment A).

This location at the northeast corner of Maffeo Sutton Park is currently an open green space and is under utilized by formal events or programming in the park.

The Maffeo Sutton Park Master Plan Update shows it remaining an informal open space that can be used for informal use and visual greenspace. This location is a key corner for vantage points of the harbour and increased access to the water's edge. The Nanaimo Rotary Club's plans are consistent with these principals.

As the project developed in 2018, it became clear that a collaborative project with the Nanaimo Rotary Club and the City of Nanaimo in this location would improve the park for everyone. It would also integrate well into the City's goals of improving the perimeter paved Waterfront Walkway trail in this location which is in need of repaving and improvements to drainage.

The Rotarians would like to donate \$200,000 to the City of Nanaimo in order to implement their proposal of a contemplation and peace garden in Maffeo Sutton Park. The overall concept is estimated at \$200,000. If approved in concept and through budgeting processes, the project would then be managed by the City of Nanaimo in the 2020 Capital planning cycle. The projected opening date of this project is 2020-MAY-01.]

OPTIONS

Option 1

That the Committee of the Whole recommend that Council:

1. approve the Rotary Centennial Garden for Maffeo Sutton Park as presented and that the garden be funded by the Rotarians;
2. amend the 2019 – 2023 Financial Plan to add the Centennial Garden project to 2019 for the \$200,000, fully funded by private contribution; and,
3. direct Staff to project manage the construction of Centennial Garden in coordination with the Rotarians for opening by May 1, 2020.
 - **Budget Implication:** All funds are private contributions for this project and total \$200,000. The Rotary Club will be sending a letter to confirm the funds are in place.

- **Policy Implication:** Continued community partnerships with groups like the Nanaimo Rotary clubs are supported in numerous policy documents. The work is consistent with the Maffeo Sutton Park Master Plan Update. The City will be providing the land and will manage the project while development of the adjacent playground is underway.
- **Engagement Implication:** Public engagement regarding the overall park improvements has been carried out under the Maffeo Sutton Park Master Plan Update process. The details of this proposal are consistent with the overall plan goals and engagement work to date. The specifics of this proposal have been developed through the Nanaimo Rotary Clubs but have not been shared with the general public.

Option 2. That The Committee of the Whole recommend that Council not support the collaborative proposal between the Nanaimo Rotary Clubs and City of Nanaimo.

- **Budget Implication:** Budgets for 2020 will not change, however, Waterfront Walkway maintenance improvements of the perimeter walkway will still have to be completed in the near future.
- **Policy Implication:** Not supporting the project may affect future partnerships with community groups like the Nanaimo Rotary.

SUMMARY POINTS

- Rotary Clubs in Nanaimo have a long history of completing projects in parks.
- Rotary is celebrating their 100th anniversary in Nanaimo in 2020.
- Nanaimo Rotarians are interested in marking their 100th year anniversary through a legacy project in Maffeo Sutton Park. If accepted, this project would equate to a donation of \$200,000 of improvements to the northeast corner of Maffeo Sutton Park
- The Rotary Club would provide all funding for the project and City Staff would be responsible for project management.

ATTACHMENTS

Attachment A – Location of Rotary Club Proposal

Attachment B - Landscape Plans for the Centennial Garden in Maffeo Sutton Park

Attachment C – Correspondence from the Rotary Club regarding funding.

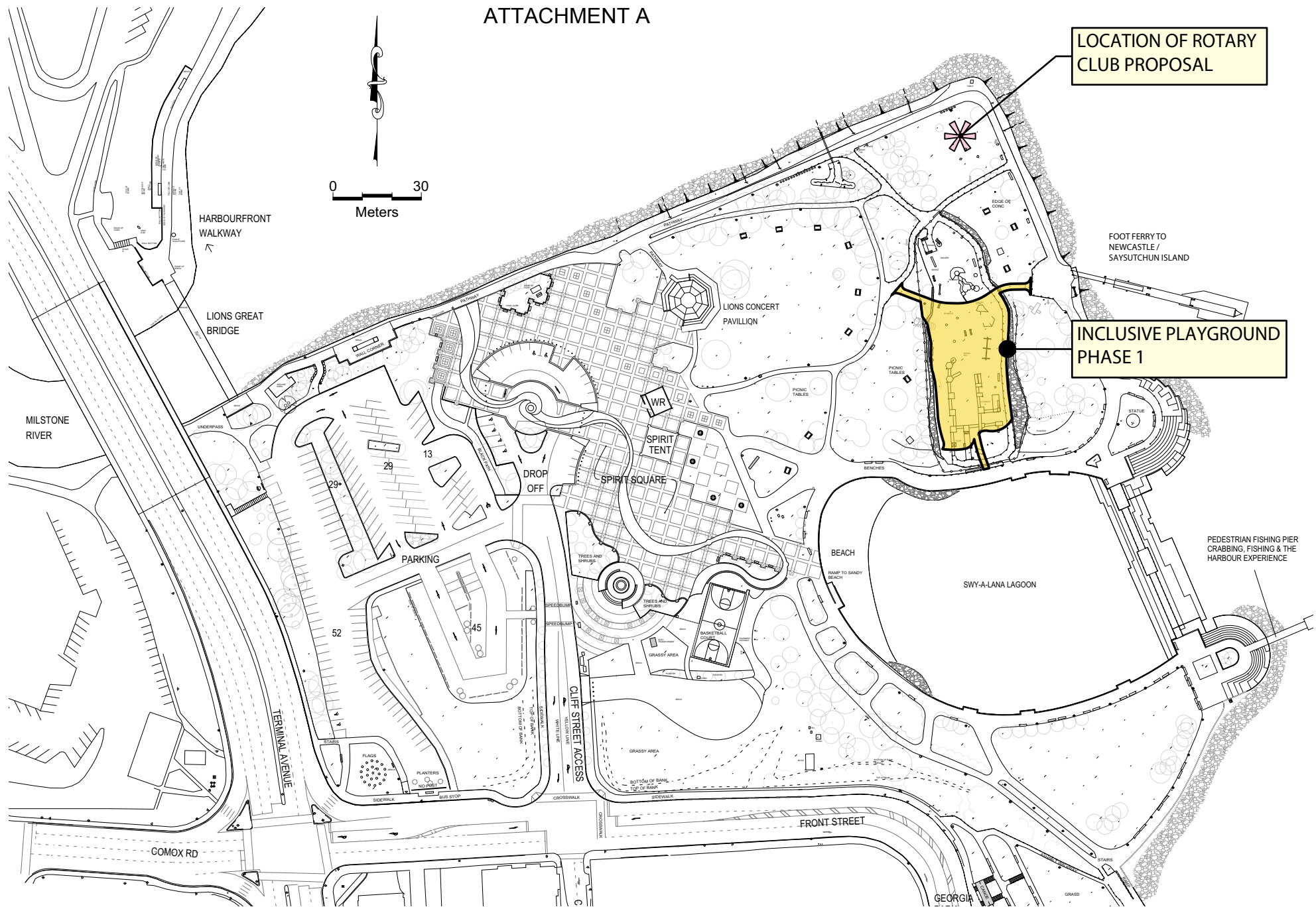
Submitted by:

Kirsty MacDonald
Parks and Open Space Planner

Concurrence by:

Richard Harding
Director, Parks and Recreation

ATTACHMENT A

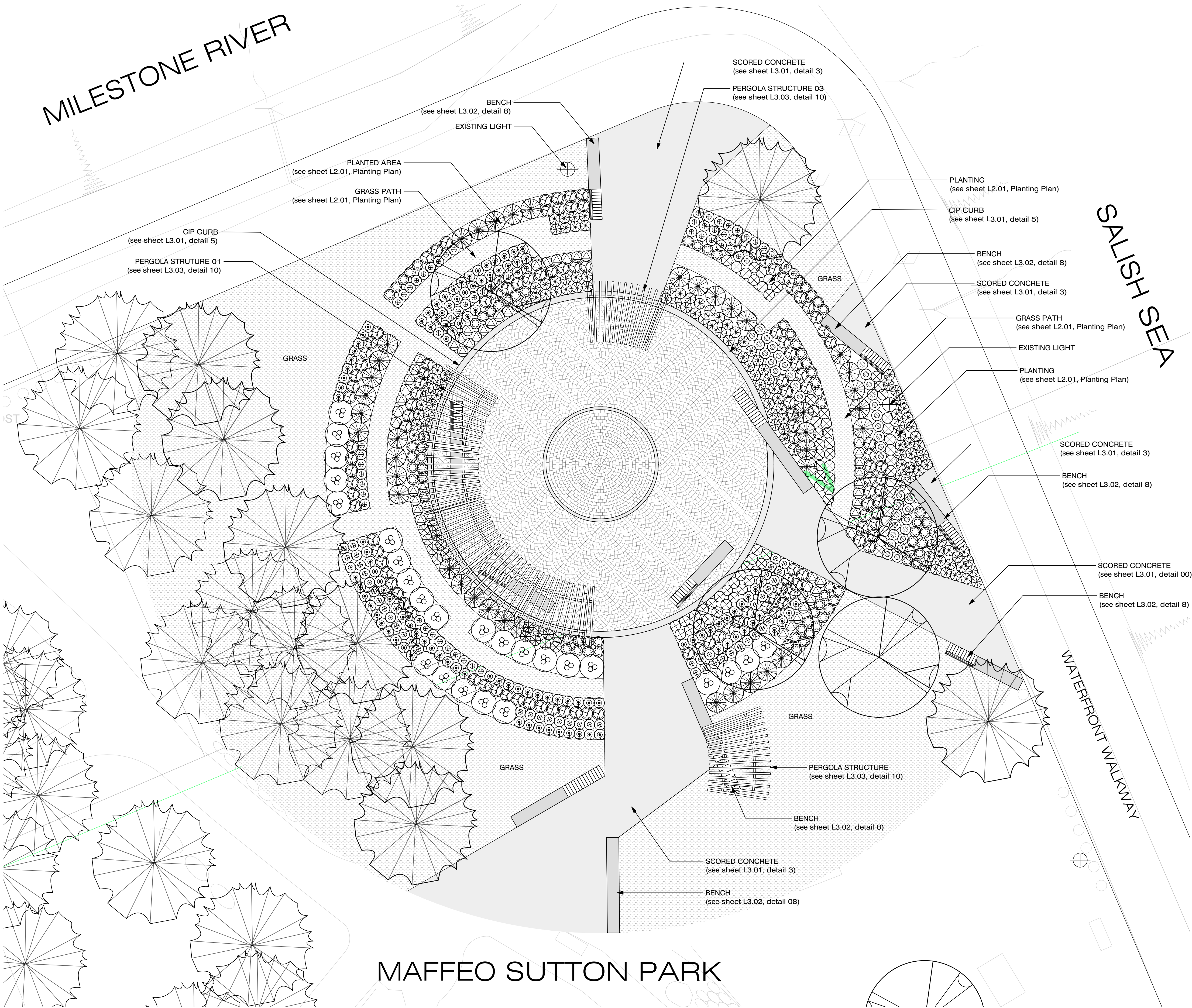


LANDSCAPE LEGEND	
SYMBOL	DESCRIPTION
	BENCH (see sheet L3.2, detail 8 & 9)
	SIGNAGE (see sheet L3.04, detail 14)
	CONCRETE PAVER (see sheet L3.01, detail 4)
	CONCRETE
	GRASS (see sheet L2.01 Planting Plan)
	EXISTING DECIDUOUS TREE
	EXISTING EVERGREEN TREE

LANDSCAPE NOTES	
1.	It is the Contractor's responsibility to contact the Landscape Architect if the information in this drawing package requires further clarification.
2.	Contractor shall refer to the contract specifications for additional requirements.
3.	All landscape construction to meet the current edition of the Canadian Landscape Standards as a minimal acceptable standard.
4.	Contractor to confirm layout of landscape plan on site with Landscape Architect.
5.	Temporary tree protection fencing to be installed at drip line of existing trees to remain. Maintain fencing during construction. No storage of materials or equipment, or any other activities are allowed within the protection zone during construction until final landscape work is done in the vicinity. Remove protective fencing as directed.
7.	Irrigation to be designed & built by Contractor. As built drawings required.

Refer to **Sheet L2.01** for
Plant List & Planting Notes

NOT FOR CONSTRUCTION



LANDSCAPE PLAN
SCALE 1:100

VICTORIA DRAKEFORD
LANDSCAPE ARCHITECT

236 Pine Street Nanaimo BC V9S 2K2
250-754-4335
victoria@island.net

KATE STEFIUK STUDIO

1070 Nelson Street Nanaimo BC V9S 2K2
250-753-8093
kate.stefiuk@gmail.com

CLIENT

NO.	DATE	ISSUE
1	01-10-19	ISSUED FOR 90% REVIEW

NO. | DATE | REVISION

PROJECT

ROTARY CENTENNIAL GARDEN

100 Comox Road
Nanaimo, B.C.

LANDSCAPE PLAN

All drawings and specifications are the copyright property of the Landscape Architect. Use or reproduction of documents in whole or in part is subject to the Landscape Architect's specific consent.

PROJECT	17007
DB	KS CB VD

SCALE	1:100
DATE	January 10, 2019

L1.01

MILESTONE RIVER

SALISH SEA

WATERFRONT WALKWAY

MAFFEO SUTTON PARK

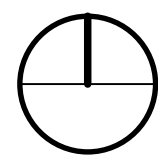
NOT FOR CONSTRUCTION

PLANTING NOTES

1. Contractor is responsible for verifying all plant quantities & confirm plant layout.
2. Contractor shall refer to the contract specifications for additional requirements.
3. Seeding to be in accordance with Section 32 92 19.

PLANT LIST

Key	Qty	Symbol	Botanical Name	Common Name	Pot Size
Evergreen Shrubs/Groundcovers/Ferns					
Gs	107	⊗	Gaultheria shallon	Salal	#1
Pm	109	⊕	Polystichum munitum	Sword Fern	#1
Vo	114	⊙	Vaccinium ovatum	Evergreen Huckleberry	#1
Deciduous Shrubs					
Rs	25	⊗	Ribes sanguineum	Red Flowering Currant	#1
Grasses					
Dc	50	⊗	Deschampsia cespitosa	Tufted Hairgrass	#1
Em	41	⊗	Elymus mollis	Beach Grass	#1
M	39	⊗	Miscanthus yaku jima	Dwarf Maiden Grass	#1
Perennials					
As	51	⊗	Artemisia suksdorfii	Coastal Mugwort	10 cm
Gi	40	⊗	Grindelia stricta	Hairy Gumweed	#1
Lj	40	⊗	Lathyrus japonicus	Beach Pea	10 cm
Sl	37	⊗	Solidago lepida	Canada Goldenrod	10 cm
Ss	69	⊗	Symphyotrichum subspicatum	Douglas Aster	10 cm



PLANTING PLAN
SCALE 1:100

VICTORIA DRAKEFORD
LANDSCAPE ARCHITECT

236 Pine Street Nanaimo BC V9S 2K2
250-754-4335
victoria@island.net

KATE STEFIUK STUDIO

1070 Nelson Street Nanaimo BC V9S 2K2
250-753-8093
kate.stefiuk@gmail.com

CLIENT

NO. | DATE | ISSUE

1	07-17-18	ISSUED FOR BP
2	08-17-18	ISSUED FOR TENDER

NO. | DATE | REVISION

PROJECT

ROTARY CENTENNIAL GARDEN

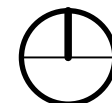
100 Comox Road
Nanaimo, B.C.

PLANTING PLAN

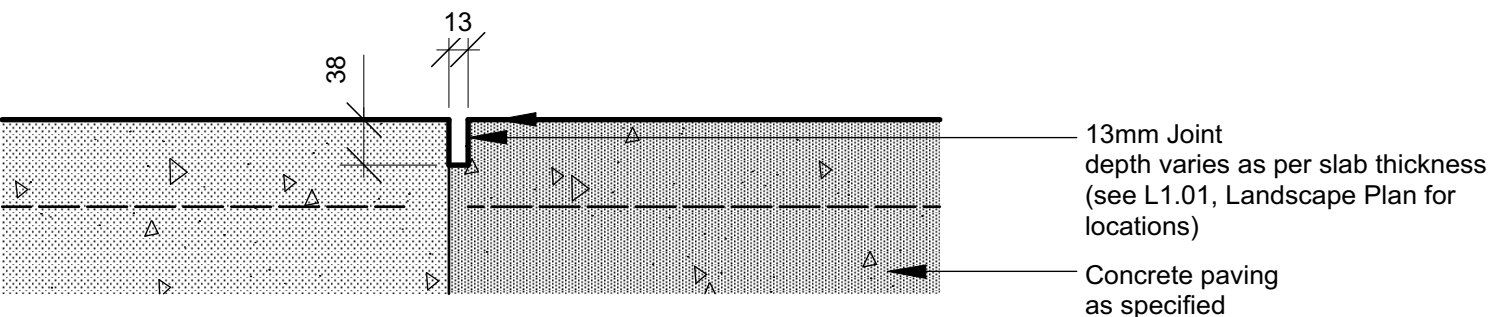
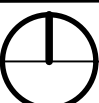
All drawings and specifications are the copyright property of the Landscape Architect. Use or reproduction of documents in whole or in part is subject to the Landscape Architect's specific consent.

PROJECT 17007
DB KS CB VD

SCALE 1:100
DATE January 10, 2019

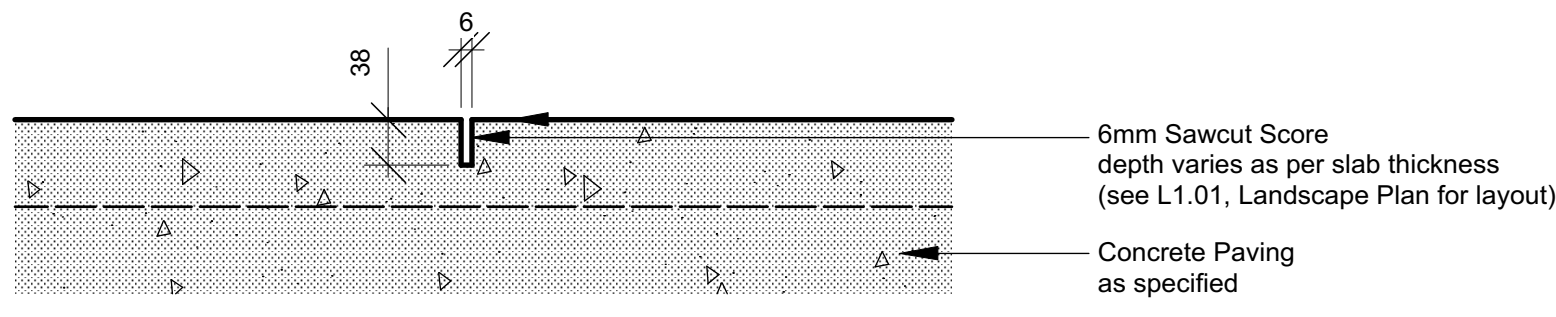


L2.01



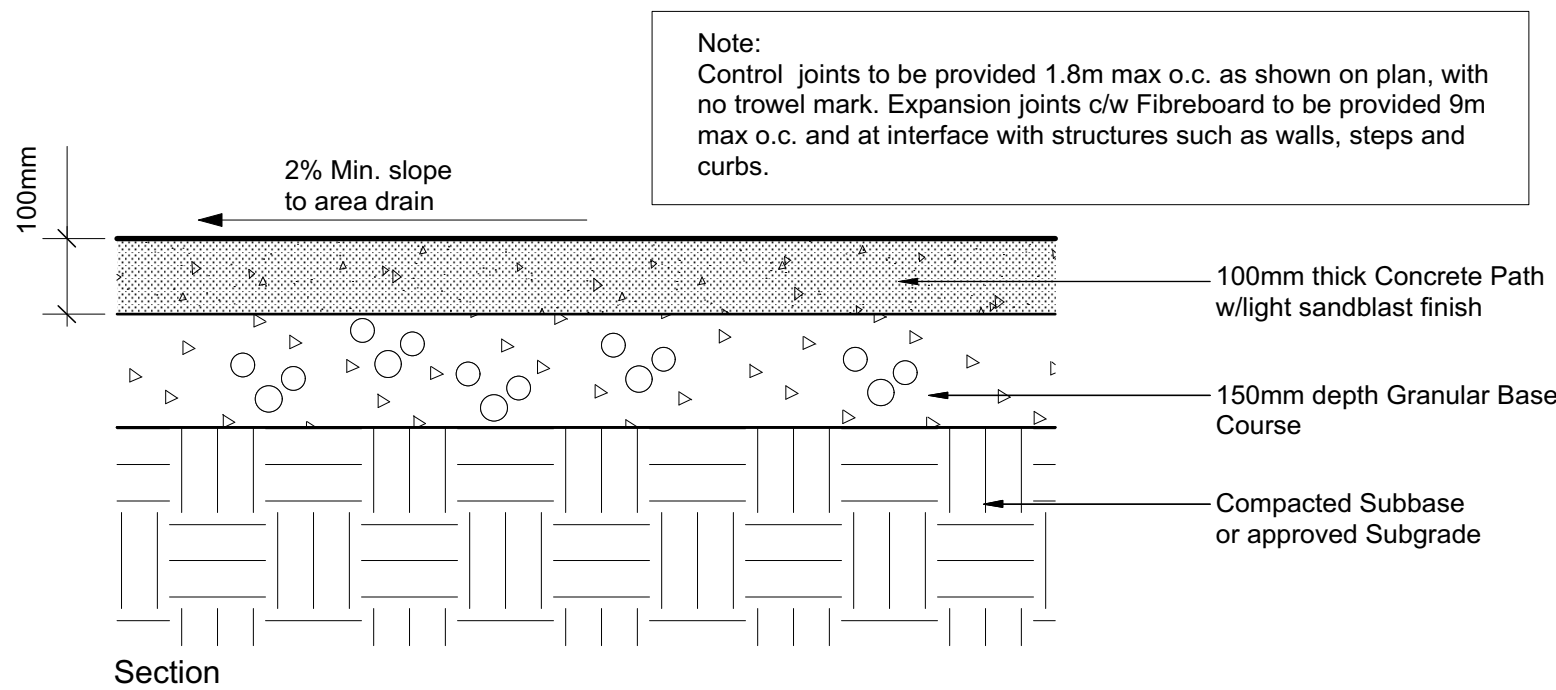
1 Joint @ Pour Break
L3.01 Scale: 1:5

Section



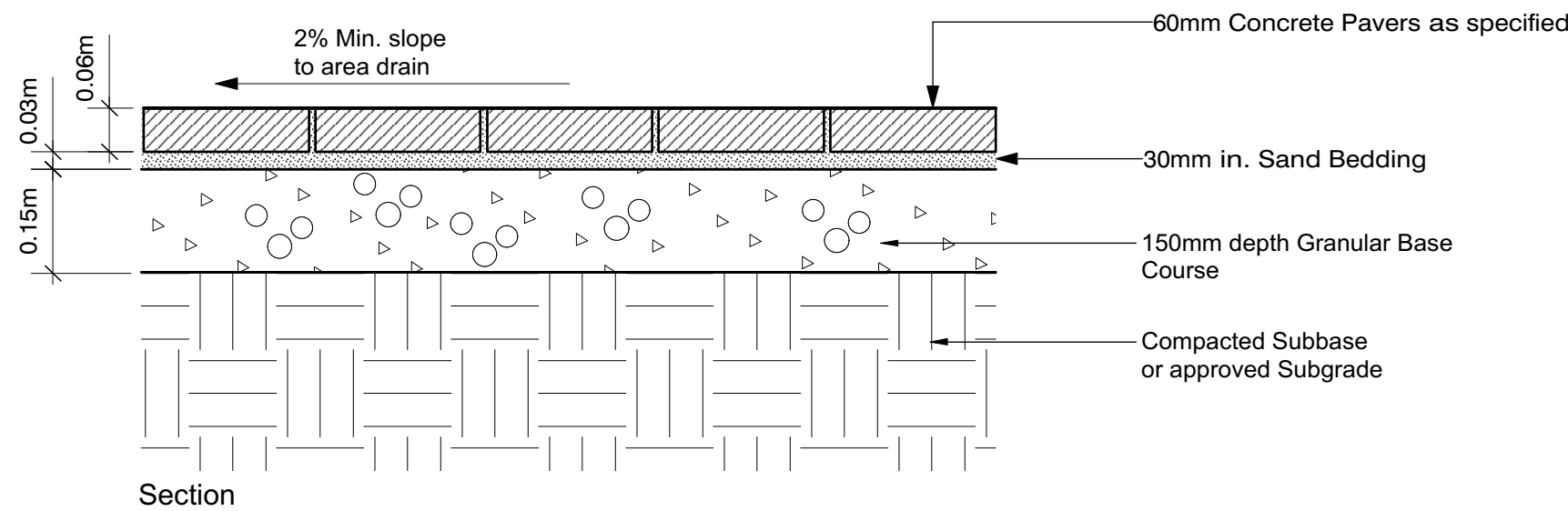
2 Control Joint
L3.01 Scale: 1:5

Section



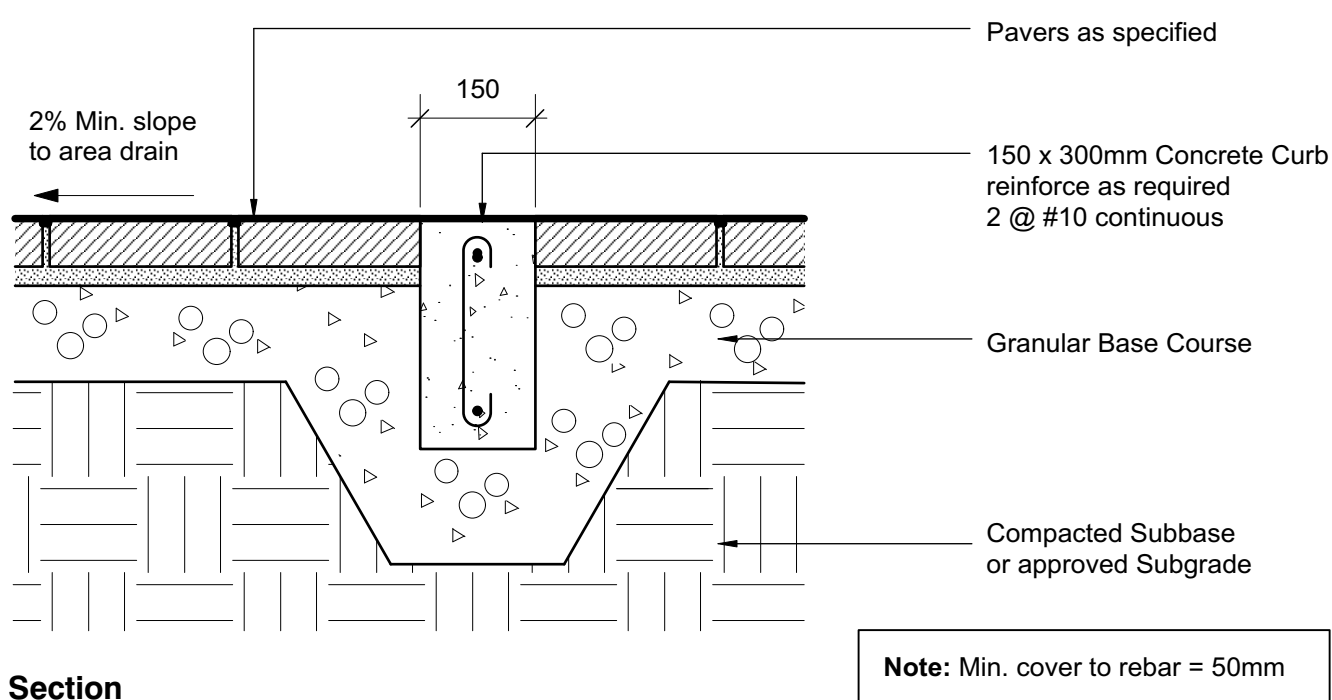
3 Concrete Paving
L3.01 Scale: 1:10

Section

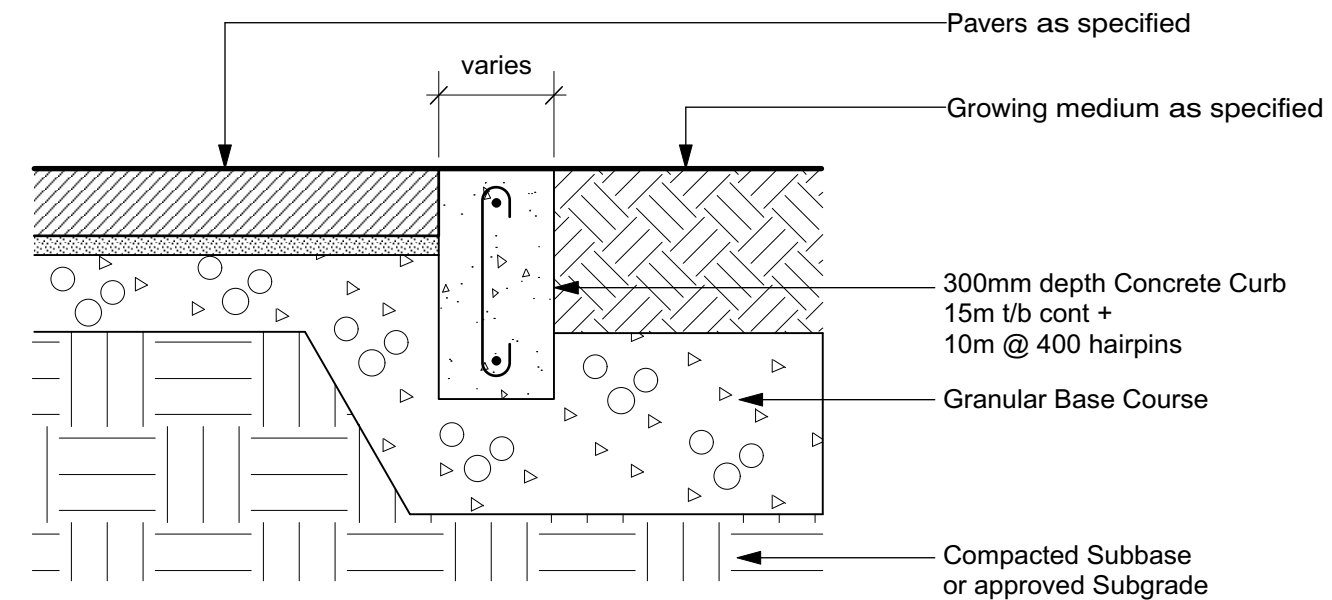


4 Concrete Pavers
L3.01 Scale: 1:10

Section



Section



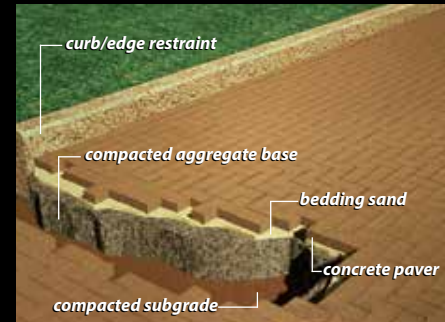
Section

5 CIP Curb
L3.01 Scale: 1:10

Section

6 Text Inlay
L3.01 Scale: 1:10

Section



How to get a professional look.

1. Compact and level the sub-base.
2. Backfill with 4" to 10" (50-250mm) of 3/4" minus road mulch or equivalent compacted granular fill.
3. Spread 1" (25mm) of concrete sand over fill. Avoid walking on the prepared base as this may cause the finished surface to be uneven.
4. Place Villa Stone pavers in the desired pattern close together. The spacing should be consistent to help maintain a uniform pattern. Pavers can be cut to fit with a paver cutter or masonry saw.
5. Tamp down pavers with a mechanical vibrator until level and firmly in place.
6. Fill joints completely by sweeping Abbotsford Concrete's joint sand across the surface, then compacting until joints are completely filled. The area is now ready for immediate use.

Specifications:

ABBOTSFORD CONCRETE PRODUCTS
Pavers are manufactured to ASTM C936 and CSA A231.2-14 specifications.

Concrete strength: 8000 PSI (55 MPa)
Absorption: shall not exceed 5%
Weight: 2-1/2" (64mm) approx. 28lb/sq ft (140kg/sq m)
3-1/2" (89mm) approx. 37lb/sq ft (182kg/sq m)

Visit our website at
www.pavingstones.com
for our complete product guide,
color selection, design details
and photo gallery,
or call toll free 1-800-663-4091.

The Villa Stone paver series allows you to make a real design statement using sweeping curves, dramatic fans, full and half circles as well as a random cobble pattern. This paver will accent any landscape.

- Type 1
160mm x 240mm
6-5/16" x 9-7/16"
- Type 2
160mm x 160mm
6-5/16" x 6-5/16"
- Type 3
120mm x 160mm
4-3/4" x 6-5/16"

Circle Package

- Three Quarter Stone
118mm x 158mm
4-5/8" x 6-1/4"
- Half Stone
78mm x 158mm
3" x 6-1/4"
- Small Circle Stone
68mm x 158mm x 182mm
2-11/16" x 6-1/4" x 7-1/8"
- Large Circle Stone
98mm x 132mm x 158mm
3-7/8" x 5-13/16" x 6-1/4"
- Center Stone
78mm x 158mm
3" x 6-1/4"



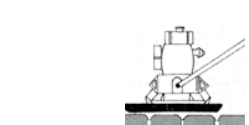
Our Villa Stone is made with the unique **PennaFinish** two layer process. In this process, the wearing surface of the paver is composed of uniformly graded hard, sharp granite aggregate, high cement content and a correspondingly high pigment content. This results in a dense high strength surface, more intense color stability and greater abrasion resistance than traditional paving stones. The balance of the paver is composed of high strength compressed concrete.



While the colors shown here are represented as accurately as possible, they should only be used as a guide. Actual samples should be viewed before making a final color selection.

*For best results, pavers should be installed from several pallets to ensure color consistency, especially with multi-color blends.

** Sealed* pavers in this brochure have received an acrylic sealer, which is recommended to help with maintenance and to protect them against staining. Sealing is done post installation.



Note: Due to this paver's unique profile, a special mix is required to be placed on the bottom of the compactor. Please contact your local dealer or Abbotsford Concrete technical representative for complete details.



13-11-18

Paving Pattern 01
Centre Circle
(see sheet L1.01, Landscape Plan)

Circle Diameter: 6m

Field:
Villa Stone Paver Series
Circle Package
Abbotsford Concrete Products

Colour:
Granite Blend

Refer to manufacturers specifications for installation (see specification sheet attached)

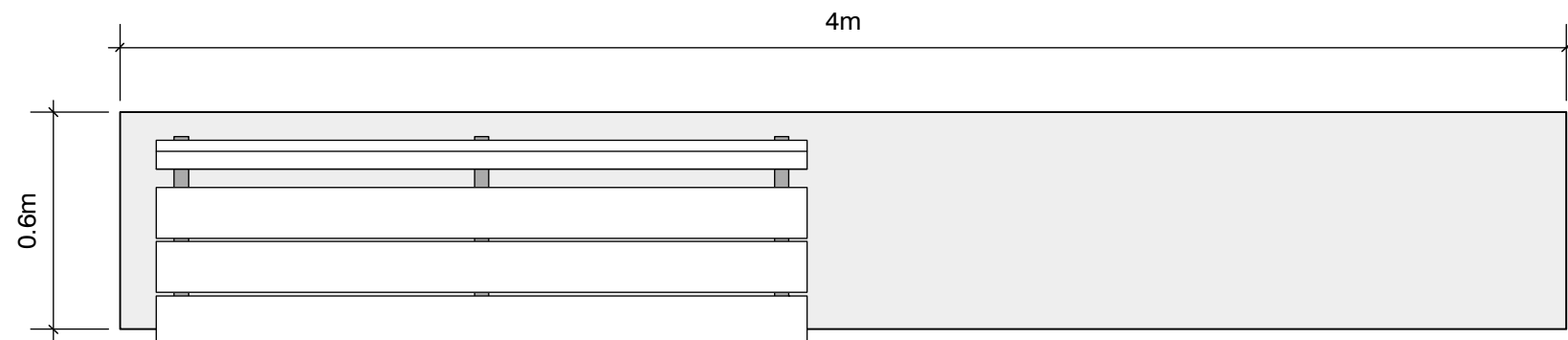
Paving Pattern 02
Fan Pattern
(repeat pattern to fill in space around circle, see sheet L1.01, Landscape Plan)

Field:
Villa Stone Paver Series
Circle Package
Abbotsford Concrete Products

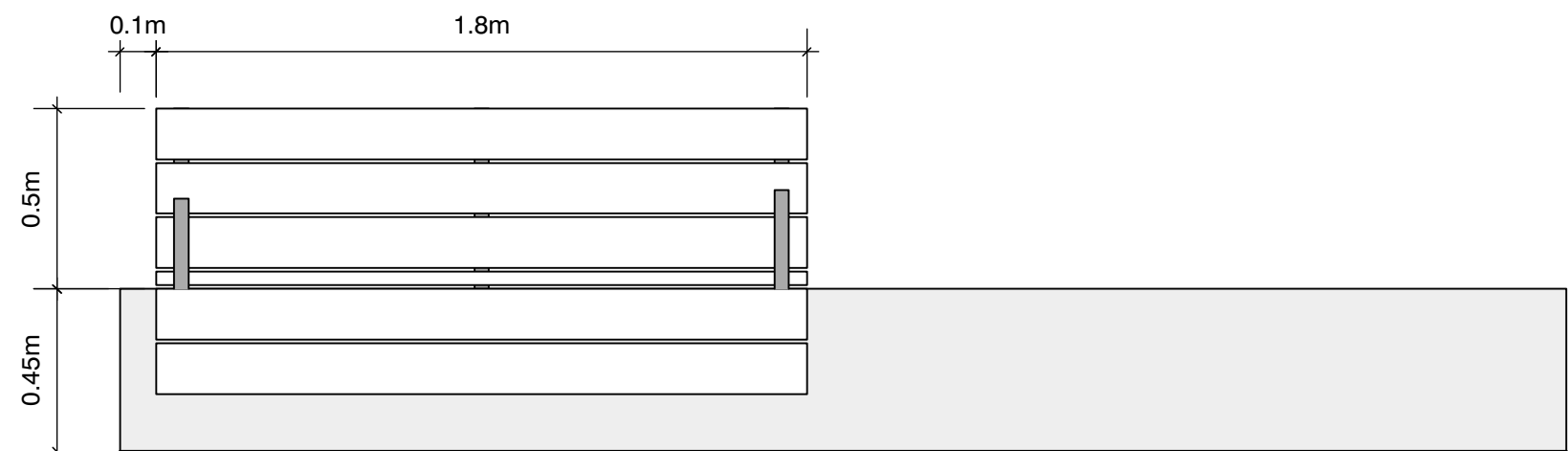
Colour:
Granite Blend

Refer to manufacturers specifications for installation (see specification sheet attached)

7 Paving Pattern
L3.01 Scale: 1:10



Plan

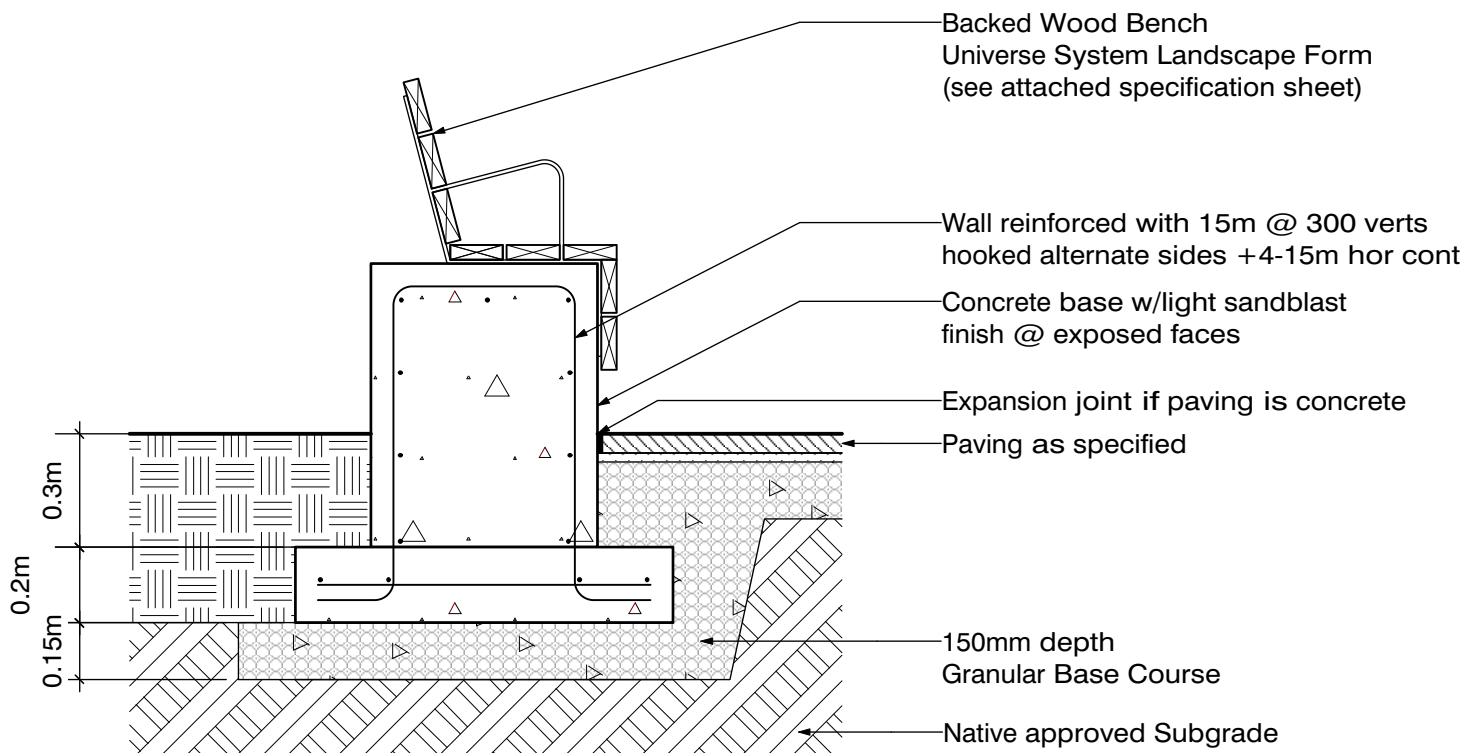


Elevation

Notes:
Universe System 71" Backed Bench supplied by Landscape Form or equivalent.

Bench anchored to concrete with screws as per manufacturers specifications.

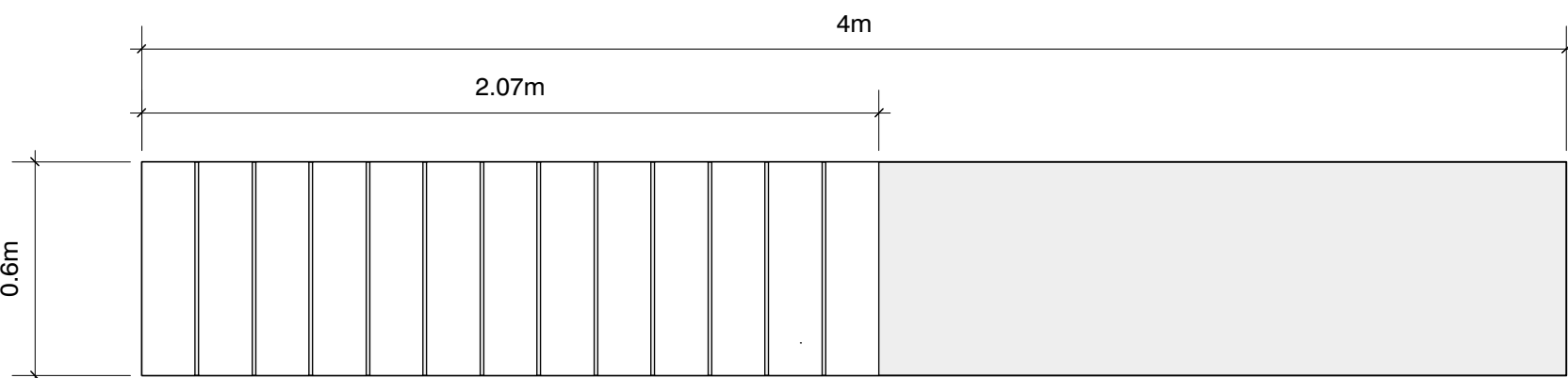
Note:
Min cover to rebar = 50mm



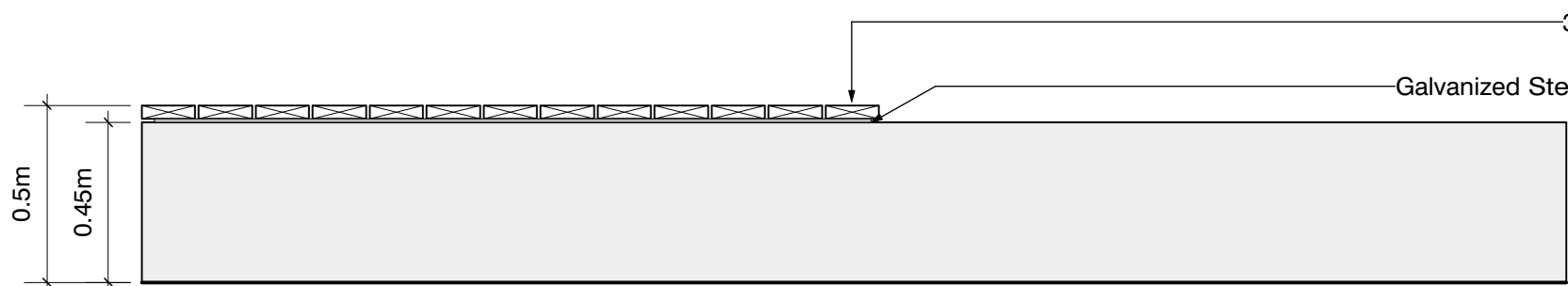
Section

8
L3.02
Bench Type 01
Scale: 1:20

Plan / Elevation / Section



Plan



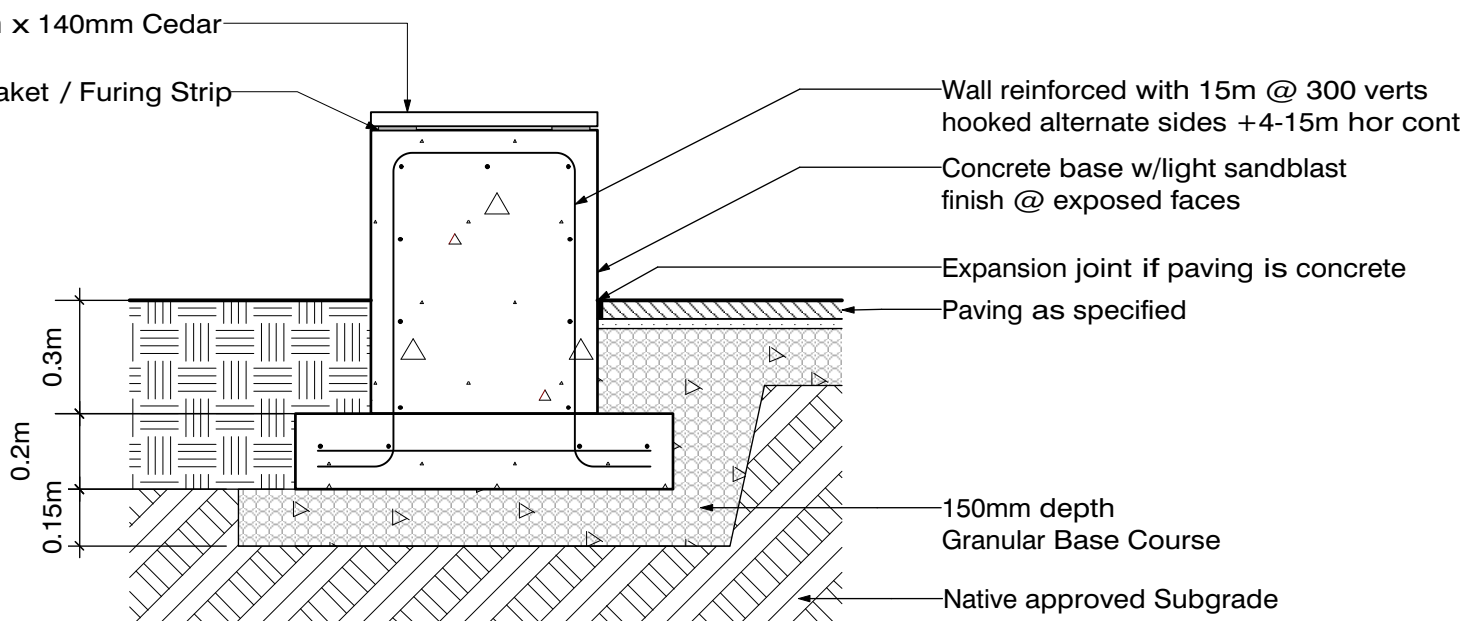
Elevation

Notes:
All metal to be hot dip galvanized after fabrication. Shop drawings required for design including all finishes, connections, and hardware, submit to Landscape Architect for approval.

All wood to be selected tight knot cedar. All cut ends to be properly sealed.

Cedar to be finished with clear sealer as per manufacturer's specifications. Contractor to confirm finish with Landscape Architect.

Note:
Min cover to rebar = 50mm



Section

9
L3.02
Bench Type 02
Scale: 1:20

Plan / Elevation / Section

UNIVERSE SYSTEM

Product Data Sheet



The Universe System is a set of simple, comfortable and universal accessories, suitable for any element that requires a seat. It was designed as a complement to Escofet's concrete backless bench collection. The system includes lightweight steel and wood benches and chairs with armrests and a backless bench and backless seat. All rest on standard backless benches or on "in situ" masonry walls. The seats are made from FSC-certified tropic wood boards with steel supports and arms and are anchored to a wall or concrete bench with stainless steel screws and metal expansion plugs.

Bench

- The Universe System is a top of wall mounted bench made of lightweight steel and wood.
- Available backed or backless, in lengths of 71" (180cm) or 25" (62cm).
- Bench comes standard with Tropical Wood FSC.
- Wood is treated with a pigmented, translucent oil.
- Backed benches comes standard with arm rests.
- Straps and arm rests are zinc-plated steel and finished with silver powdercoat.

Mounting

- The Universe System is anchored to wall with screws.
- Benches can be mounted on masonry walls or some of Escofet's cast stone backless benches.

Product Warranty

- ESCOFET warrants the durability of its product to Landscape Forms for a period of five (5) years from the date of invoice.
- The warranty covers the repair or replacement of the product or components at no charge.
- Notwithstanding, this warranty does not cover damages to ESCOFET products resulting from unloading, handling, installation, abuse, exposure to paint, liquids or corrosives; or any other damage not attributable to ESCOFET.
- The warranty shall also be void if ESCOFET products are tampered with, handled, removed or modified by persons not authorized by ESCOFET; or if the product has not been properly maintained by the customer.

To Specify

- To order, specify Universe System, select 71" or 25", and backed or backless.
- Bench is anchored to wall or concrete bench with screws.
- See materials/color sheet for standard Escofet color options.

Designed by Escofet 1886

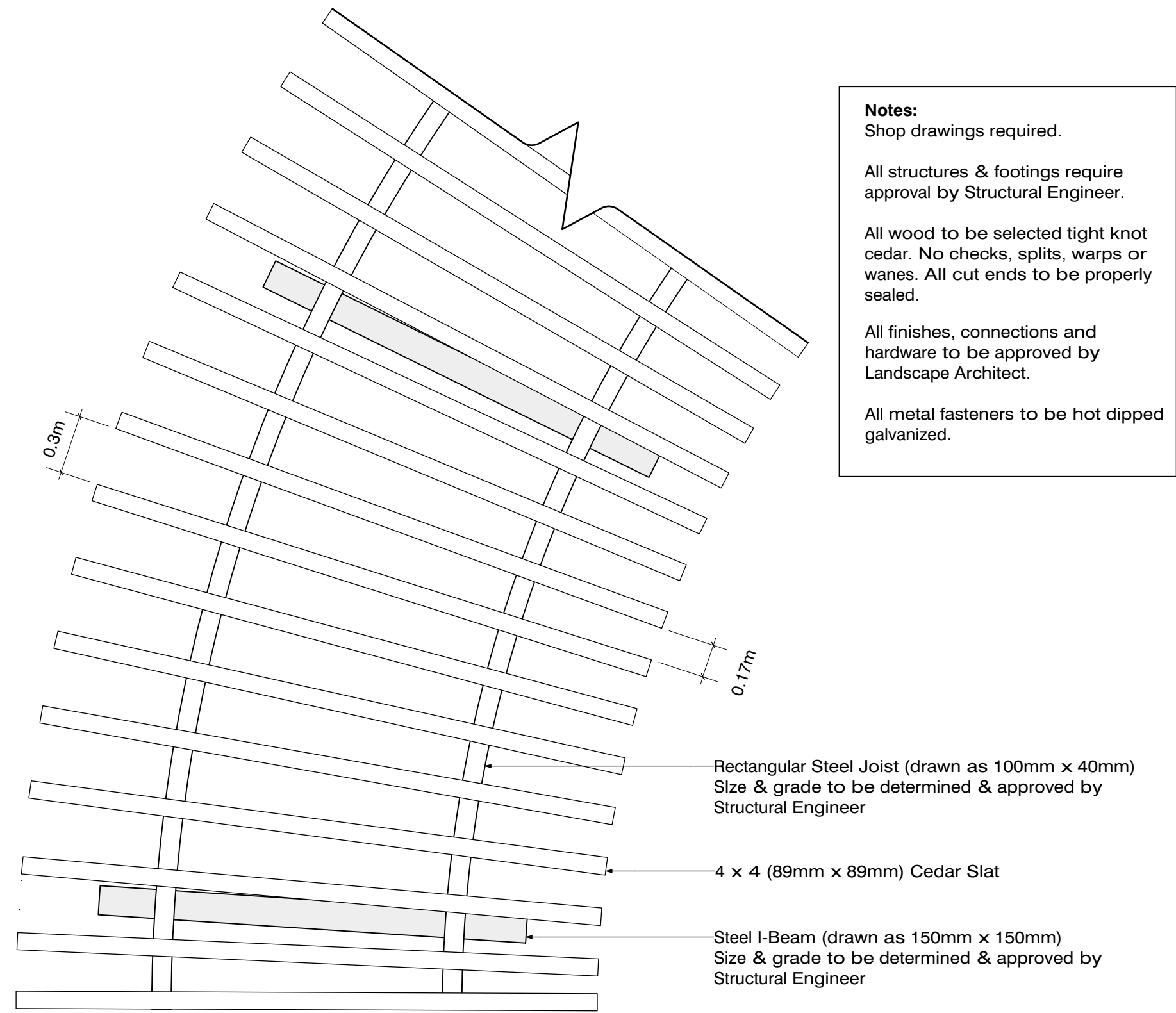
	STYLE	DEPTH	LENGTH	HEIGHT	PRODUCT WEIGHT
	backed 71"	25"	71"	25"	84 lb
	backless 71"	22"	71"	8"	62 lb
	backed 25"	23"	25"	25"	44 lb
	backless 25"	22"	25"	8"	36 lb

Visit landscapeforms.com for more information. Specifications are subject to change without notice. Landscape Forms supports the Landscape Architecture Foundation at the Second Century level. ©2018 Landscape Forms, Inc. Printed in U.S.A.

rev. 2/2018

Landscape Forms, Inc. | 800.521.2546 | F 269.381.3455 | 7800 E. Michigan Ave., Kalamazoo, MI 49008

NOT FOR CONSTRUCTION



Notes:
Shop drawings required.

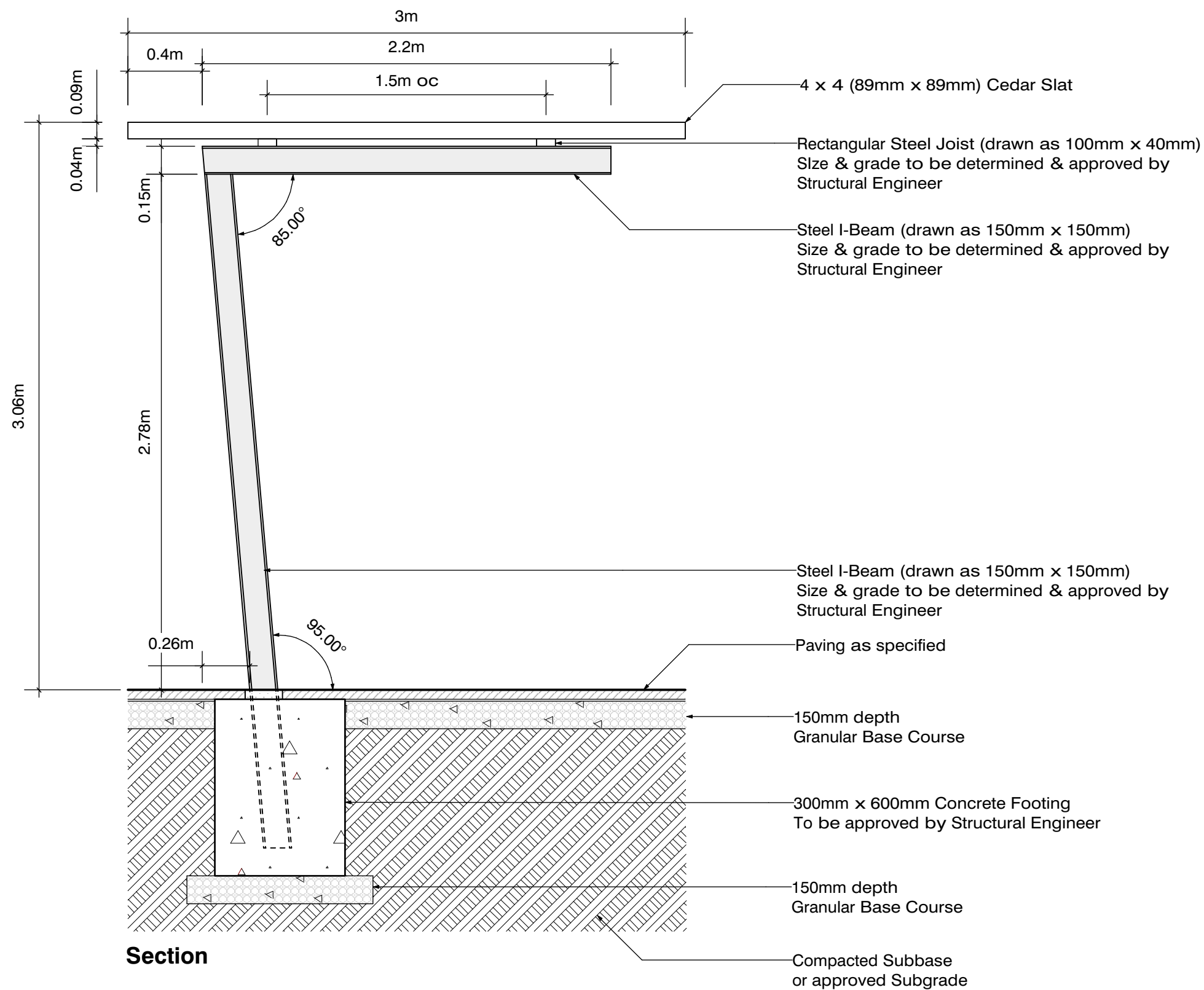
All structures & footings require approval by Structural Engineer.

All wood to be selected tight knot cedar. No checks, splits, warps or waness. All cut ends to be properly sealed.

All finishes, connections and hardware to be approved by Landscape Architect.

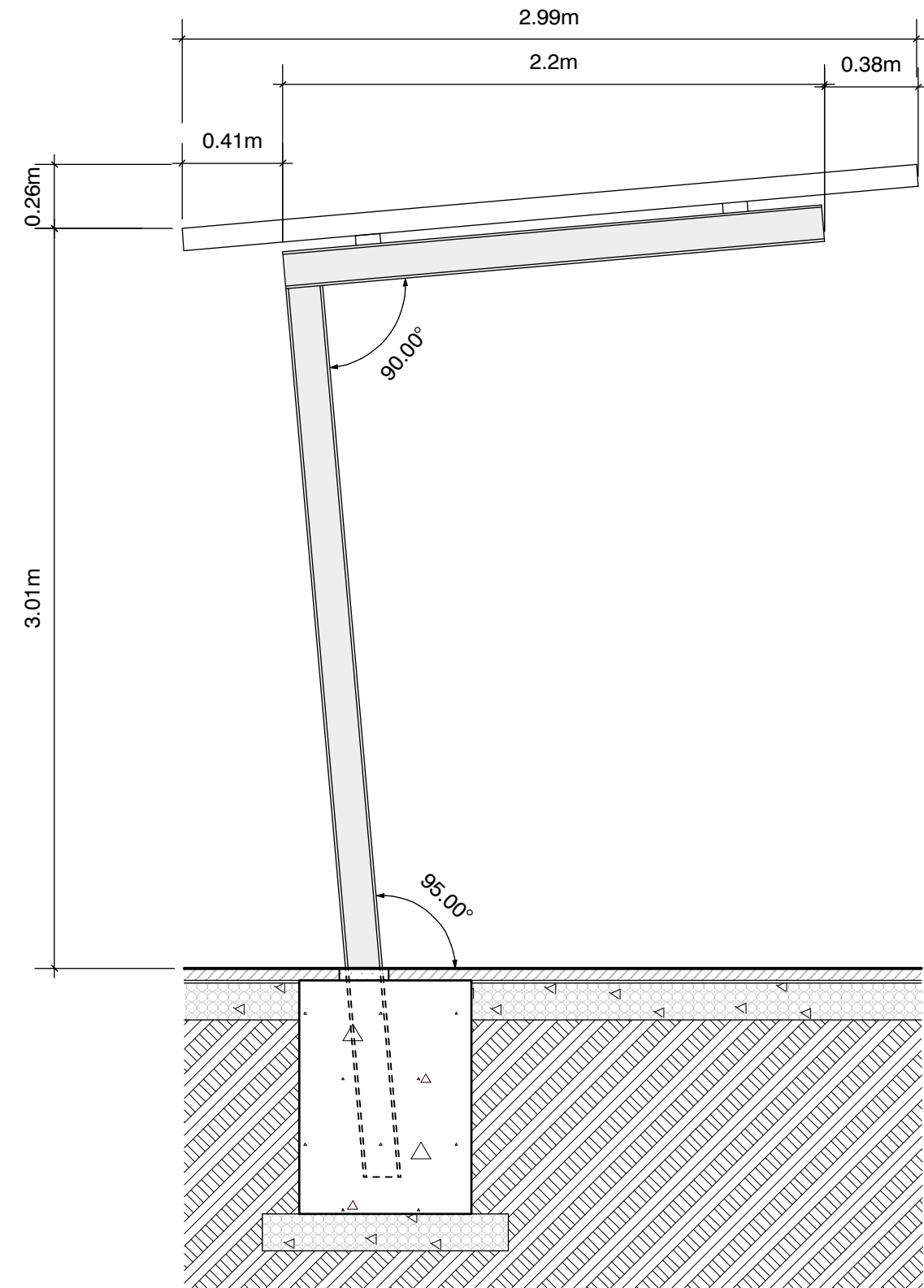
All metal fasteners to be hot dipped galvanized.

Plan

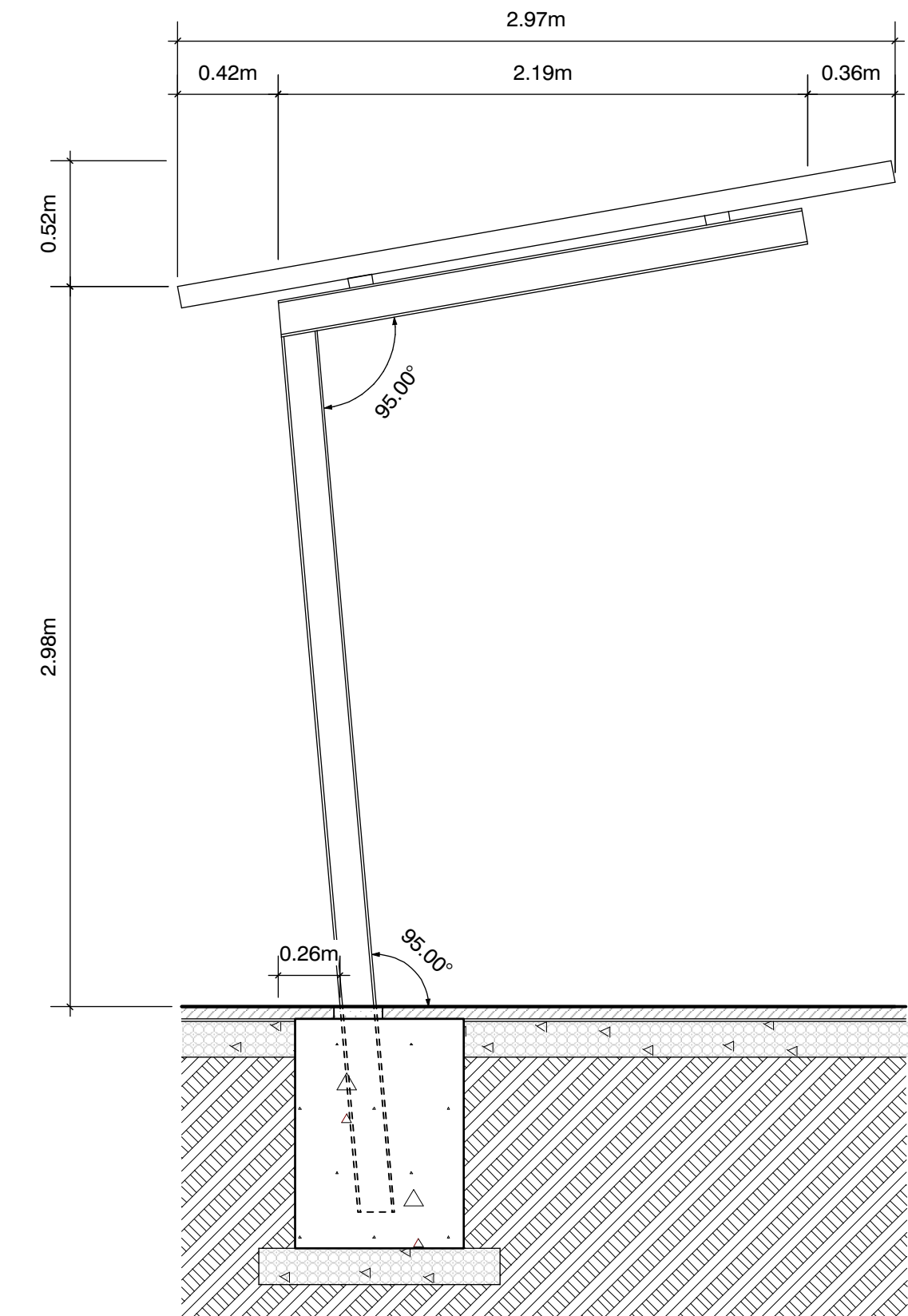


Section

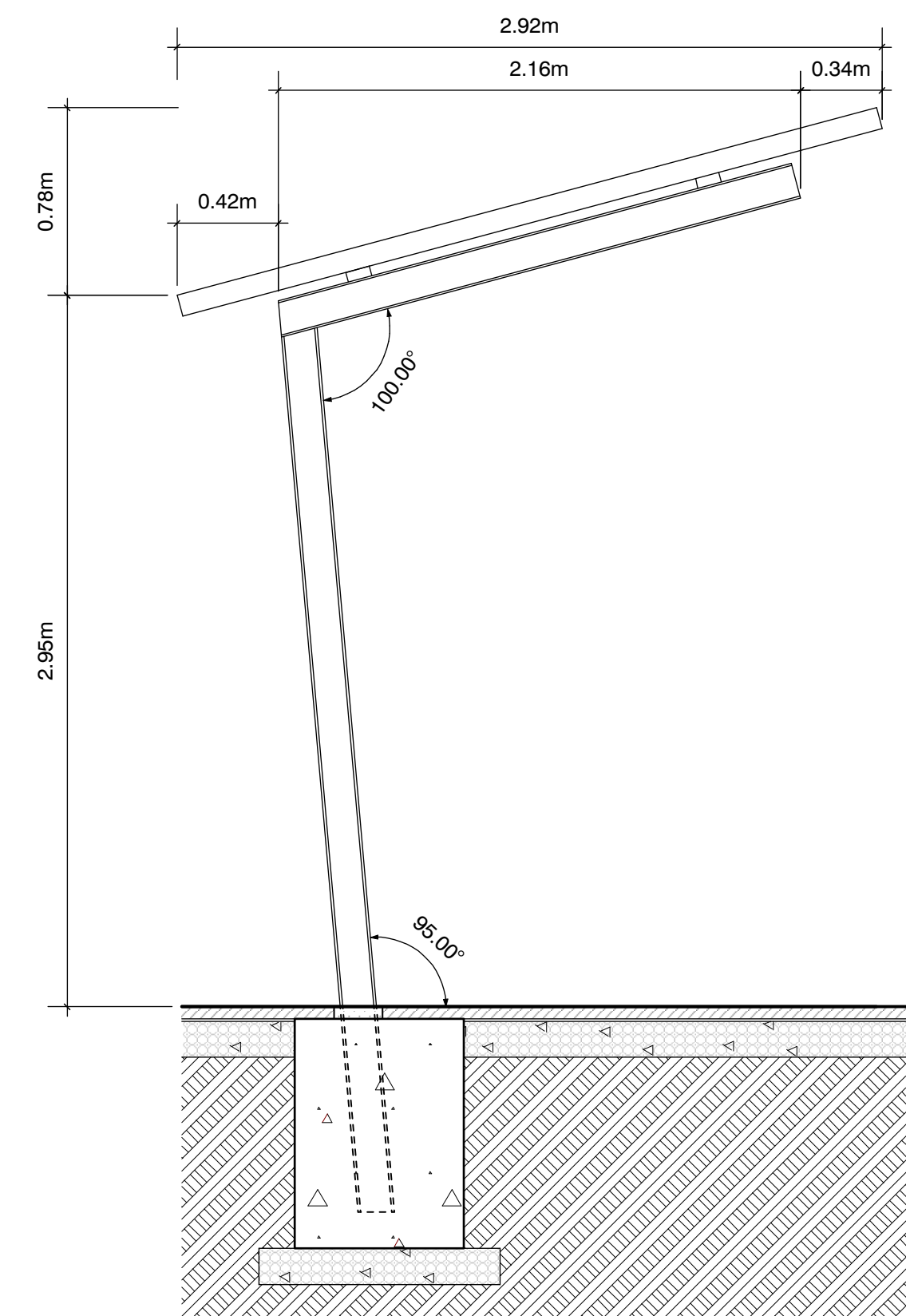
10 Pergola Structure (Post 01)
Scale: 1:25
Section / Plan



11 Pergola Structure (Post 02)
Scale: 1:25
Section



12 Pergola Structure (Post 03)
Scale: 1:25
Section



13 Pergola Structure (Post 4)
Scale: 1:25
Section

NOT FOR CONSTRUCTION

VICTORIA DRAKEFORD
LANDSCAPE ARCHITECT

236 Pine Street Nanaimo BC V9S 2K2
250-754-4335
victoria@island.net

KATE STEFIUK STUDIO

1070 Nelson Street Nanaimo BC V9S 2K2
250-753-8093
kate.stefiuk@gmail.com

CLIENT

NO. | DATE | ISSUE

NO. | DATE | REVISION

PROJECT

ROTARY CENTENNIAL GARDEN

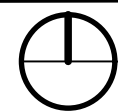
100 Comox Road
Nanaimo, B.C.

LANDSCAPE DETAILS

All drawings and specifications are the copyright property of the Landscape Architect. Use or reproduction of documents in whole or in part is subject to the Landscape Architect's specific consent.

PROJECT 17007
DB KS **CB** VD

SCALE NTS
DATE January 10, 2019



L3.03

MEETINGS AT
COAST BASTION INN
FRIDAYS
12 PM

Club No



043 (1920)

P.O. BOX 405
NANAIMO, BC
V9R 5L3
rotarynanaimo@shaw.ca

ROTARY CLUB OF NANAIMO

March 11, 2019

City of Nanaimo
455 Wallace Street
Nanaimo, BC V9R 5J6

Attn: Richard Harding,
Director: Parks, Recreation and Environment
Re: Rotary Centennial Garden, Maffeo Sutton Park

Dear Mr. Harding,

The Rotary Club of Nanaimo greatly appreciates the ongoing support of the City for our Centennial Garden Project at Maffeo Sutton Park. I confirm that our club has funds available to pay for the construction of the project as presented here.

We look forward to teaming with the City to benefit our community.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles D. Ramos".

Charles D. Ramos
President
Rotary Club of Nanaimo

Cc: Dave Hammond, Centennial Project Chair

Delegation Request

Dave Hammond has requested an appearance before Council.

The requested date is March 25, 2019.

The requested meeting is:
COW

Presenter's Information:
Dave Hammond
City: Nanaimo
Province: BC
Bringing a presentation: No

Details of Presentation:

Supporting Staff recommendation regarding Rotary Centennial Garden Project at Maffeo Sutton Park.