

MINUTES
GOVERNANCE AND PRIORITIES COMMITTEE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
MONDAY, 2019-AUG-26, AT 2:00 P.M.

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

Staff: J. Rudolph, Chief Administrative Officer
R. J. Harding, General Manager, Parks, Recreation and Culture
D. Lindsay, General Manager, Development Services
B. Sims, General Manager, Engineering and Public Works
B. Corsan, Director, Community Development
F. Farrokhi, Manager, Communications
D. Blackwood, Client Support Specialist (vacated 2:51 p.m.)
S. Snelgrove, Deputy Corporate Officer
G. Whitters, Recording Secretary

1. CALL THE GOVERNANCE AND PRIORITIES COMMITTEE MEETING TO ORDER:

The Governance and Priorities Committee Meeting was called to order at 2:02 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 5(a)(1) – Economic Development Function Service Model Recommendation - Add delegation from Kim Smythe.

3. APPROVAL OF THE AGENDA:

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

4. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Governance and Priorities Committee held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Monday, 2019-JUL-29 at 1:00 p.m. be adopted as circulated. The motion carried unanimously.

5. REPORTS:

a. ECONOMIC HEALTH:

(1) Economic Development Function Service Model Recommendation

Introduced by Bill Corsan, Director, Community Development.

D. Blackwood vacated the Boardroom at 2:12 p.m.

Presentation:

1. Allan Neilson, Principal, Neilson Strategies, provided a presentation regarding the recommended Economic Development Service Model which included the following information:

- Contents of the interim report
- Different Economic Service Model options
- Relationship between an external agency and the City
- Feedback from last committee meeting including: Inclusive Governance, Multisector Funding, Economic Development Strategy, Financial Plan, Investment fund, Feedback from Interviewees
- Investment fund would be developed under a separate corporation
- Scope of services
- Striking a Steering Committee

Committee discussion took place regarding:

- Autonomy of an external agency and Council control
- Clarity of role and length of time for the Steering Committee
- Shareholders agreement and charter would clearly define Council's role
- Funding of the Economic Development Agency
- City representation on the Economic Development Agency's Board of Directors
- Economic Development agencies that own and develop land

D. Blackwood returned to the Boardroom at 2:41 p.m.

Delegation:

1. Kim Smythe, CEO, Greater Nanaimo Chamber of Commerce spoke regarding:

- Ongoing communication and engagement between the agency and Council
- Steering committee should offer a variety of perspectives and experiences

Committee discussion took place regarding:

- Funding sources and number of staff
- Timeframe for beginning work
- Composition of the Steering Committee
- Tax increases
- Business cases and plans coming forward
- Administration of the internal and external agencies
- Addressing systemic poverty in the community

D. Blackwood vacated the Boardroom at 2:51 p.m.

It was moved and seconded that the Governance and Priorities Committee recommend that Council endorse the recommendations set out in the Economic Development Service Model (Final Report), specifically:

1. That Council endorse an initial scope of services for the City's new economic development function as outlined in the report;
2. That Council endorse the In-House/City-Owned Agency Hybrid Model for the delivery of the City's new economic development function;
3. That Council, in accordance with the In-House/City-Owned Agency Hybrid Model, divide the scope of services between an in-house economic development group, operated by City Staff, and an arm's-length Nanaimo Prosperity Agency, incorporated and owned (primarily) by the City of Nanaimo, governed by an autonomous Board of Directors, and operated by its own staff.
4. That Council assign the following initial scope of services to the in-house economic development group:
 - a. The development of a new Nanaimo Economic Development Strategy;
 - b. The formulation of Nanaimo-specific economic reports on economic activity, performance, trends, opportunities and needs;
 - c. The provision of advice and assistance to existing and prospective businesses that must navigate City Hall to obtain permits, licenses and other permissions or information;
 - d. Management of the City's service contract with Tourism VI, as well as any future economic development related service contracts with external agencies; and
 - e. The provision of input into the formulation of City policies for other departments and Council aimed at facilitating economic activity and investment.
5. That Council assign the following initial scope of services to the City-Owned Agency:
 - a. The implementation and maintenance of the Nanaimo Economic Development Strategy (once developed);
 - b. The coordination of organizations with roles to play in the community's ongoing economic development;
 - c. Business attraction effectors, including the development and embodiment of a single Nanaimo Brand.

6. That Council establish the Nanaimo Prosperity Steering Committee to oversee the creation of the new Nanaimo Economic Development Strategy, and to fully develop the ownership, funding, governance, staffing, and other elements of the City-owned Nanaimo Prosperity Agency; and
7. That Council direct Staff to return to an upcoming Finance and Audit Meeting with a detailed business case for the new Economic Development Service Model.

The motion carried unanimously.

b. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning

Committee discussion took place regarding additional meetings and topics to discuss.

It was moved and seconded that the Governance and Priorities Committee recommend that Council direct Staff to schedule a Governance and Priorities Committee meeting on 2019-SEP-30. The motion carried unanimously.

6. QUESTION PERIOD:

No one in attendance wished to ask questions.

7. ADJOURNMENT:

It was moved and seconded at 3:02 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER