

MINUTES
GOVERNANCE AND PRIORITIES COMMITTEE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
MONDAY, 2019-OCT-07, AT 1:00 P.M.

Present: Councillor Turley, Chair
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

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
L. Mercer, Director of Financial Services (arrived 1:56 p.m.)
K. Fry, Fire Chief
G. Norman, Deputy Fire Chief - Administration
G. Whiting, Assistant Fire Chief (arrived 1:20 p.m.)
J. Le Masurier, Assistant Chief, Education & Training (arrived 1:20 p.m.)
C. Porter, Lieutenant, D Platoon
F. Farrokhi, Manager, Communications
D. Blackwood, Client Support Specialist (vacated 1:09 p.m.)
S. Gurrie, City Clerk
S. Snelgrove, Steno Coordinator (vacated 1:50 p.m.)
J. Vanderhoef, Recording Secretary

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

The Governance and Priorities Committee Meeting was called to order at 1:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

(a) Add – Agenda Item 5(e)(2) - Discussion re: Boathouse and Paddling Centre

3. APPROVAL OF THE AGENDA:

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

4. REPORTS:

a. GOVERNANCE AND MANAGEMENT EXCELLENCE:

(1) Governance Review - Continued from 2019-SEP-30

Introduced by Sheila Gurrie, Director, Legislative Services.

(1) Council Policy - Notice of Motion

Sheila Gurrie, Director, Legislative Services, spoke regarding the draft Notice of Motion policy. The draft policy has been updated based on discussion during the 2019-SEP-30 Governance and Priorities Committee meeting and is intended to outline the process.

Committee discussion took place regarding the following:

- Background information and delays
- Appropriate meeting date to bring a notice of motion forward and bringing items to other meeting types

Sheila Gurrie, Director, Legislative Services, noted that a notice of motion is intended to address items that are unscheduled and not agenda planning topics.

D. Blackwood vacated the Boardroom at 1:09 p.m.

It was moved and seconded that the Governance and Priorities Committee recommend that Council approve the Notice of Motion Policy. The motion carried unanimously.

(2) Presentation - Additional Committees

(1) Nanaimo Youth Advisory Council

Introduced by Sheila Gurrie, Director, Legislative Services.

Sky Snelgrove, Steno Coordinator, provided a presentation regarding the following:

- Nanaimo Youth Advisory Council overview and challenges
- Recommendation to dissolve committee and engage youth through other means

Committee discussion took place regarding:

- Holding a membership position for youth in other committees

Sheila Gurrie, Director, Legislative Services, spoke regarding other methods of engaging with youth such as social media. She noted that engaging in a committee format is not working for youth.

G. Whiting and J. Le Masurier entered the Boardroom at 1:20 p.m.

Committee discussion took place regarding:

- Council members attending various youth meetings within the community
- Talking with the School District and other organizations about engagement opportunities
- Other organizations already in place and overlapping meetings
- Inviting youth to a Governance and Priorities Committee Meeting (GPC) to hear what would work best
- Eco Clubs being created in high schools and potential partnering opportunities
- Asking for more information about Eco Clubs during an upcoming meeting with the School Board

It was moved and seconded that the Governance and Priorities Committee recommend that Council dissolve the Nanaimo Youth Advisory Council. The motion carried unanimously.

(2) Advisory Committee on Accessibility and Inclusiveness

Sheila Gurrie, Director, Legislative Services, provided a presentation regarding the following:

- Striking an advisory committee on accessibility and inclusiveness
- Proposed terms of reference
- Potential membership

Committee discussion took place regarding:

- Changing the name to diverse abilities instead of accessibility
- Canadian Nanaimo Institute for the Blind being a member
- Reasons why Snuneymuxw First Nation were not listed as members:
 - Recognized organized government
 - Out of respect
 - Not intended to limit their engagement in the committee
 - Already have the Protocol Agreement Working Group (PAWG)
- Staff administrative support for the committee
- Tying into other committees like this already in the community
- Including a women's group

Richard Harding, General Manager, Parks, Recreation and Culture, noted that Staff reviewed other municipalities such as Prince George and Kamloops to compare best practices.

Committee discussion continued regarding:

- Reasons for United Way being suggested in membership:
 - Federal government entity for addressing homelessness and housing issues
 - Agency that has a strong grasp on issues in the community
- Proposed changing the terms of reference meeting frequency to every two months rather than monthly
- Concern of limiting membership through invitations and proposed a blanket invite to organizations

Richard Harding, General Manager, Parks, Recreation and Culture, spoke regarding the rationale behind the 13 members suggested. He noted that Staff looked at other municipalities for examples and tried to select organizations that provided a broad spectrum of experience and involvement.

Committee discussion continued regarding selection bias being an issue if Council selects members through a blanket invitation.

Sheila Gurrie, Director, Legislative Services, suggested the meeting frequency be changed to every two months, and noted that the organizations suggested for membership have not been contacted yet.

Committee discussion continued regarding:

- Publicly requesting feedback
- The purpose of this committee is to seek input from groups that might not otherwise be engaged
- Representation on this committee and leaving out key groups
- Specific physical disabilities are intended to be captured under the representative from Island Health and the Child Development Centre
- Some of the larger groups listed can provide information on more specific groups
- Groups like this already existing in the community such as – Access Nanaimo; however, inactive for a number of years

Jake Rudolph, Chief Administrative Officer, suggested a two step process where Staff solicit feedback and input through the City's website before moving forward and requesting action from Council. He suggested putting information on the website for 30 days while this topic is being contemplated and ask for community feedback. He noted that this current draft is based on similar committees that have worked well in other communities.

It was moved and seconded that the Governance and Priorities Committee recommend that Council refer "Advisory Committee on Accessibility and Inclusiveness" to Staff for further input and information. The motion carried unanimously.

Sheila Gurrie, Director, Legislative Services, provided a presentation regarding committee meeting resources. She noted issues with scheduling conflicts for Councillors and the limited amount of time available to schedule additional meetings.

Committee discussion took place regarding:

- Exploring a Public Safety Committee

L. Mercer entered the Boardroom at 1:56 p.m.

- Alternate approaches to addressing public safety issue
- Addressing public safety and what a potential task force could be tasked with

S. Snelgrove vacated the Boardroom at 1:50 p.m.

The Governance and Priorities Committee meeting recessed at 2:01 p.m.

The Governance and Priorities Committee meeting reconvened at 2:08 p.m.

b. COMMUNITY WELLNESS/LIVABILITY:

(1) Presentation re: Fire Department Update and Services Delivery Plan

Karen Fry, Fire Chief, noted that it is fire prevention week in Nanaimo and provided a presentation regarding the Service Delivery Plan which included the following:

- Fire Station #1 Update: open house information session, value engineering workshop, commissioning agent appointed, development permit application submitted, Class B cost estimate delivered, 50% design implemented
- Next Steps: attending a Design Advisory Panel meeting, development permit variance, completing 75% design documents, cost check – class A, advanced procurement notice and presentation, publish tender documents, and award construction contract
- Current Health and Wellness Initiatives: November partnering with First Responders Cardiology Research as the first department to be tested for cardiology, headspace meditation app, resilient minds training completed
- Council Policies: requirement for four member engines, goal response time six minutes or less in 90% of incidents
- Types of incidents where the Fire Department responds
- Currently arrive on scene within six minutes 73% of the time
- Distribution of Calls for Service across the City
- Mutual aid agreements with other neighbouring jurisdictions
- 88 cardiac related incidents so far this year
- First Responders and Emergency Responders
- Changes to colour coding of BC Emergency Health Services Response
- Emergency Medical Responders and training benefits of higher training level of support

- Recommended Council request a report on transitioning pre-hospital care up to Emergency Medical Responder (EMR)
- Current Fire Plan was a 10 - 15 year overall plan with 3-year service delivery plans

Committee discussion took place regarding the following:

- Jurisdictional issues regarding level of support and providing EMR training to firefighters
- Calls for cardiac arrest being responded to by a firetruck
- Other municipalities that are running paramedics in firetrucks

Karen Fry, Fire Chief, continued her presentation as follows:

- Fires are burning hotter due to new construction materials and furnishings
- Community Education: firefighters have been training in the community at schools, open houses and City facilities, planning to provide training to Snuneymuxw First Nation and Vancouver Island University (VIU) 2019 – 2021
- Smoke alarm initiative to target public education and increase prevention
- Vancouver Island Emergency Response Academy previously partnered with VIU and is now an in-house accredited training academy
- Planning for Growth and Service – previously discussed fire station in Departure Bay - research is underway with recommendations for other locations
- Recommendation that the Fire Department Master Plan be included in budget discussions
- Pressures and Focus: focusing on open house days instead of tours, requests for service at events, industry standards changing, WorkSafe standards, mental health and wellness, increased fire propagation, wildland interface, filling incident command positions
- Fire Department taking a leadership role in looking at environmental aspects and climate change

It was moved and seconded that the Governance and Priorities Committee recommend that Council direct Staff to prepare a report for Council on transitioning pre-hospital care up to Emergency Medical Responder. The motion carried unanimously.

Committee discussion took place regarding:

- Speed with which buildings are burning and data on loss of life due to changes in materials
- WorkSafe mandated equipment being included in the budget
- Traffic management to improve response times
- Flashover rate and communicating ways to reduce fire spread

c. AGENDA PLANNING:

(1) Governance and Priorities Committee Agenda Planning

Committee discussion took place regarding:

- Creation of a Public Safety Task Force
- Would a Public Safety Task Force be necessary with the Health and Housing task force addressing homelessness issues
- Lack of control or power to act on the issues
- Requested a fulsome discussion at a GPC meeting
- Ensuring the public voices are being heard
- Recent Town Hall meeting
- Inviting members of the public to the GPC meeting
- Using subject based GPC meetings as alternative to additional committees
- Inviting the public to submit delegations to speak on this topic
- Methods for the public to address Council
- Goal of a GPC meeting on Public Safety: education of the public, communications strategy and understanding the City's role
- GPC meeting not to focus on whether or not a public safety task force is needed, but how best to provide attention to this issue

It was moved and seconded that public safety be a subject for an upcoming Governance and Priorities Committee meeting. The motion carried unanimously.

(2) Discussion re: Boathouse and Paddling Centre

Mayor Krog noted that he had recently met with the Boathouse and Paddling group and was advised they might be looking for a more significant contribution from the City for progress on the Boathouse and Paddling Centre. He asked if Council would be interested in hearing another presentation from this group.

Committee discussion took place regarding the following:

- Details of project budget
- Return on investment to the community
- Gas tax funding as an option for funding
- Where this project fits within the list of capital projects

It was moved and seconded that the Governance and Priorities Committee recommend that Council direct Staff to invite the Boathouse and Paddling Centre to make a presentation at a future Council meeting. The motion carried unanimously.

Committee discussion took place regarding:

- Arts community is awaiting activity and engagement around the arts and culture committee
- Having a GPC meeting regarding arts and culture

It was moved and seconded that arts and culture be a subject for an upcoming Governance and Priorities Committee meeting. The motion carried unanimously.

Councillor Hemmens spoke regarding a conversation she had recently with the Medical Director, Nanaimo Community.

It was moved and seconded that the Governance and Priorities Committee recommend that Council direct Staff to invite the Medical Director, Nanaimo Community, to make a presentation during a future Council meeting. The motion carried unanimously.

5. ADJOURNMENT:

It was moved and seconded at 3:50 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER