



**AGENDA  
SPECIAL COUNCIL MEETING**

Monday, December 14, 2020, 1:00 P.M. - 4:00 P.M.  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE  
80 COMMERCIAL STREET, NANAIMO, BC

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**1. CALL THE MEETING TO ORDER:**

[Note: This meeting will be live streamed and video recorded for the public.]

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF THE AGENDA:**

**4. ADOPTION OF THE MINUTES**

**5. CONSENT ITEMS:**

a. Special Finance and Audit Committee Meeting 2020-NOV-30

[Note: A link to the Agenda for the 2020-NOV-30 Special Finance and Audit Committee Meeting is attached for information.]

1. Curbside Collection Post Implementation Review - 2021 Recommendations

[Note: The following recommendation was passed at the 2020-NOV-09 Governance and Priorities Committee Meeting.]

That Council direct Staff to:

1. Create a 0.5 Full Time Equivalent cart administrator position;
2. Incorporate an additional non-collection day in the annual calendar for training; and,
3. Purchase and install an additional on-board computer.

2. Residential Waste Collection Optimization Plan

[Note: The following recommendation was passed at the 2020-NOV-09 Governance and Priorities Committee Meeting.]

That Council endorse the Ten-Zone Waste Collection Optimization Plan for

implementation in January 2021.

b. Special Finance and Audit Committee Meeting 2020-DEC-04

[Note: A link to the Agenda for the 2020-DEC-04 Special Finance and Audit Committee is attached for information]

1. Business Cases Not Included in Draft Plan:

That Council add a Corporate Asset Management System to the 2021 – 2025 Financial Plan starting in 2021. Implementation to be funded by \$2.15 million in funding from the Community Works Fund and \$660,900 in funding from the Special Initiatives Reserve. Annual operating costs to be funded from General Revenue.

2. Buyer

That Council add a Buyer position to the 2021 – 2025 Financial Plan effective July 1, 2021.

3. Police Services

That Council add a Digital Forensic Technician position and a Major Case File Specialist position to the 2021 – 2025 Financial Plan effective January 1, 2021.

4. Annual Community Watercourse Restoration Grant

That Council add an Annual Community Watercourse Restoration Grant program to the 2021 – 2025 Financial Plan, to be funded from the Special Initiatives Reserve in 2021 and 2022.

5. Manager, Sustainability

That Council add a Manager, Sustainability, to the 2021 – 2025 Financial Plan effective July 1, 2021 and apply to the BC Hydro Community Energy Manager Offer program to fund a portion of the position.

6. Municipal Enforcement Officers (MEOs) Change of Hours

That Council increase the hours of the Municipal Enforcement Officers from a 35 to a 40-hour workweek in the 2021 – 2025 Financial Plan effective January 1, 2021.

7. Community Clean Team

That Council extend the Community Clean Team pilot to December 31, 2021, to be funded from the Special Initiatives Reserve.

8. Project Engineer

That Council add the position of Project Engineer, to be funded from the Special

Initiatives Reserve in 2021 and 2022.

9. Art Gallery Next Phase

That Council allocate \$25,000 in 2021 for the development of a feasibility report on the concept of an Arts Centre and Nanaimo Art Gallery Phase 3 facility project funded from the Strategic Infrastructure Reserve.

10. Start Date of New Positions Delayed

That Council reinstate a January 01, 2021, start date for the following positions, to be funded from the Special Initiatives Reserve:

- a. Manager, Facility Assets
- b. Junior Financial Analyst
- c. Assistant Accountant

11. Reinstate Projects

That Council reinstate the following 2021 projects with funding to be allocated from the Special Initiatives Reserve:

Fire Services: Emergency Pre-Emption Devices **\$ 55,080**  
Integrated Survey Control Monuments **\$5,000**  
Drainage: Infrastructure Condition Assessment Program **\$100,000**  
ENGPW Contingency: Projects **\$50,000**  
ENGPW Contingency: Developer Cost Shares **\$50,000**  
ENGPW Contingency: Transportation Projects **\$50,000**  
Railway Crossing Repairs **\$34,000**  
PW Yard: Paving **\$25,680**  
Bowen Corridor Traffic Signal management Hardware Upgrade **\$250,000**  
Bowen Park Trail way Lighting **\$100,000**  
Civic Facilities: Condition Assessment Program **\$100,000**  
Bleacher Replacement Program – Portable **\$18,360**  
Park Amenities Condition Assessment Program **\$10,000**  
Park Amenities: Investigation/Pre-Design **\$10,000**  
Parks/Facility Accessibility **\$25,000**  
Total **\$883,120**

12. Community Connect Pilot Extension

That Council allocate \$147,000 from the Special Initiatives Reserve to Community Connect to allow for the continuation of an enhanced neighbourhood safety program between January 1, 2021 and June 30, 2021.

13. COVID Internal Order

That Council allocate \$500,000 from the Special Initiatives Reserve to a 2021 COVID Internal Order to cover continuing and potential new costs related to the

pandemic.

14. Active Transportation

That Council allocate an additional \$700,000 (for a total of \$1 million) in the 2021 Budget for pedestrian infrastructure and improvements to be funded from the Strategic Infrastructure Reserve.

That Council add the Albert Street Project (from Milton Street to Pine Street) to the 2021 Budget with \$300,000 funded from the Strategic Infrastructure Reserve and \$1 million funded from the Special Initiative Reserve, for project delivery in 2021 - 2022.

15. Other Business

That Council reserve \$400,000 from the Special Initiative Reserve and \$100,000 from the Daytime Resource Centre, to be allocated in the 2021 Budget, for the recommendations coming from the Health and Housing Task Force.

c. Special Finance and Audit Committee Meeting 2020-DEC-09

[Note: A link to the Agenda for the 2020-DEC-09 Special Finance and Audit Committee Meeting is attached for information]

1. Follow up on 2021-2025 Draft Financial Plan Items

That Council fund the Emergency Medical Responder (EMR) Training from the Strategic Infrastructure Reserve for the years 2021 and 2022.

That Council fund the \$84,000 Parking Reserve shortfall from the Special Initiatives Reserve for the 2021 draft budget.

That Council reduce projected property tax increase by allocating up to \$400,000 of additional funds from the Special Initiatives Reserve for the year 2021 to achieve a target of 2% in General Property Tax increase and 1% in the General Asset Management Reserve.

6. **REPORTS:**

a. GOVERNANCE AND MANAGEMENT EXCELLENCE:

1. Health and Housing Action Plan Update

To be introduced by Dale Lindsay, General Manager, Development Services.

Presentations:

1. Dr. Alina Turner, CEO, Helpseeker, via Zoom.

*Purpose: To provide the Governance and Priorities Committee with the draft Health and Housing Action Plan from the Health and Housing Task Force in order*

*to obtain feedback on the draft and provide next steps in the process.*

Recommendation: That the Governance and Priorities Committee recommend that Council:

1. extend the mandate of the Health and Housing Task Force until 2021-FEB-28 to allow time for Task Force members to engage their respective organizations on their role in implementing the Health and Housing Action Plan before returning to Council; and
2. direct Staff to return to Council with a final Health and Housing Action Plan for endorsement along with recommendations regarding any additional investment by the City towards implementing the Health and Housing Action Plan.

b. ENVIRONMENTAL RESPONSIBILITY:

c. COMMUNITY WELLNESS/LIVABILITY:

d. REIMAGINE NANAIMO:

1. REIMAGINE NANAIMO and the Doughnut Economics Framework

To be introduced by Dale Lindsay, General Manager, Development Services.

Presentation:

1. Karin Kronstal, Social Planner.

*Purpose: To provide Council with information on the Doughnut Economics framework and respond to Council's motion to amend the Strategic Plan, adopt the framework into REIMAGINE NANAIMO, and to amend the 2021 work plan for the Environment Committee.*

2. REIMAGINE NANAIMO Update

To be introduced by Dale Lindsay, General Manager, Development Services.

Presentation:

1. Karin Kronstal, Social Planner, to provide a PowerPoint presentation and a video entry from the Creative Community Contest for REIMAGINE NANAIMO.

e. ECONOMIC HEALTH:

1. Economic Development Strategy

To be introduced by Dale Lindsay, General Manager, Development Services.

Presentation:

1. Bill Corsan, Director, Community Development.

*Purpose: To provide the Governance and Priorities Committee with the draft Economic Development Strategy prepared by the Economic Development Task Force in order to get feedback on the draft and provide next steps in the process.*

Recommendation: That the Governance and Priorities Committee recommend that Council:

1. extend the mandate of the Economic Development Task Force until 2021-FEB-28 to allow time for the Task Force members to engage their respective organizations on their role in implementing the Economic Development Strategy before returning to Council; and

2. direct Staff to return to Council with a final Economic Development Strategy for endorsement along with recommendations regarding any additional investment by the City towards implementing the Economic Development Strategy.

f. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning

7. **BYLAWS:**

a. Amendments to Rates and Charges for Municipal Solid Waste Collection

To be introduced by Shelley Legin, General Manager, Corporate Services.

*Purpose: To introduce "Municipal Solid Waste Collection Amendment Bylaw 2020 No. 7128.12" for first, second and third readings.*

Recommendation: That:

1. "Municipal Solid Waste Collection Amendment Bylaw 2020 No. 7128.12" (To update the bylaw to set rates for 2020) pass first reading;
2. "Municipal Solid Waste Collection Amendment Bylaw 2020 No. 7128.12" pass second reading; and,
3. "Municipal Solid Waste Collection Amendment Bylaw 2020 No. 7128.12" pass third reading.

8. **NOTICE OF MOTION:**

9. **OTHER BUSINESS:**

10. **RISE AND REPORT:**

11. **ADJOURNMENT:**