

MINUTES
SPECIAL FINANCE AND AUDIT COMMITTEE MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE
80 COMMERCIAL STREET, NANAIMO, BC
TUESDAY, 2018-NOV-27, AT 9:00 A.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. Thorpe (vacated 1:53 p.m.)
Councillor J. Turley
- Staff: J. Rudolph, Chief Administrative Officer
R. J. Harding, Director of Parks and Recreation (arrived 10:26 a.m., vacated 2:49 p.m.)
D. Lindsay, Director of Community Development (arrived 12:57 p.m., vacated 2:49 p.m.)
B. Sims, Director of Engineering and Public Works (arrived 10:02 a.m., vacated 2:43 p.m.)
J. Van Horne, Director of Human Resources (arrived 11:47 a.m.)
L. Mercer, Acting Director of Financial Services
K. Fry, Fire Chief (vacated 11:52 a.m.)
B. Wood, Assistant Fire Chief (arrived 9:49 a.m., vacated 11:20 a.m.)
J. Blair, Temp/Assistant Chief, Education and Training (arrived 9:49 a.m., vacated 11:20 a.m.)
Supt. C. Miller, OIC, Nanaimo Detachment RCMP (vacated 10:14 a.m.)
L. Fletcher, Operation Support Officer, Nanaimo Detachment RCMP (vacated 10:14 a.m.)
W. Fulla, Manager, Business, Asset & Financial Planning
M. Winchell, Manager, Human Resources (arrived 10:26 a.m.)
K. Lindsay, Manager, Emergency Program (arrived 9:49 a.m., vacated 11:20 a.m.)
D. LaBerge, Manager, Community Safety (arrived 11:15 a.m., vacated 11:52 a.m.)
J. Elliot, Senior Manager, Public Works (arrived 12:46 p.m., vacated 1:53 p.m.)
P. Rosen, Senior Manager, Engineering (arrived 12:46 p.m., vacated 1:53 p.m.)
M. Strain, Senior Project Manager (arrived 12:46 p.m., vacated 1:53 p.m.)
D. Myles, Manager, Roads and Traffic Services (arrived 12:46 p.m., vacated 1:53 p.m.)
D. Fournier, Manager, Municipal Infrastructure (arrived 12:46 p.m., vacated 1:53 p.m.)
J. Rose, Manager, Transportation (arrived 12:46 p.m., vacated 1:53 p.m.)
P. Stewart, Manager, Engineering Projects (arrived 12:46 p.m., vacated 1:53 p.m.)
J. Evans, Manager, Fleet Operations (arrived 12:46 p.m., vacated 1:53 p.m.)
M. Smith, Manager, Recreation Services (arrived 2:07 p.m., vacated 2:49 p.m.)
A. Britton, Manager, Parks Operations (arrived 2:07 p.m., vacated 2:49 p.m.)
L. Clarkson, Manager, Aquatics (arrived 2:07 p.m., vacated 2:49 p.m.)

E. Williams, Manager, Recreation Services (arrived 2:07 p.m., vacated 2:49 p.m.)
A. Groot, Manager, Facility Planning and Operations (arrived 2:07 p.m., vacated 2:49 p.m.)
M. Demecha, Manager Civic Facilities (arrived 2:07 p.m., vacated 2:49 p.m.)
S. Pamminger, Manager, Infrastructure, Planning and Energy (arrived 2:07 p.m., vacated 2:49 p.m.)
A. Halabourda, Acting Manager, Police Operational Support (vacated 10:14 a.m.)
D. Thompson, Acting Manager, Sani, Recycling, & PW Admin (arrived 12:46 p.m., vacated 1:53 p.m.)
D. Johnston, Assistant Manager, Aquatics (arrived 2:07 p.m., vacated 2:49 p.m.)
T. Webb, Communications Consultant (arrived 9:11 a.m.)
J. Farrell, Secretary, Parks (arrived 2:07 p.m., vacated 2:49 p.m.)
S. Gurrie, City Clerk
G. Whitters, Recording Secretary

1. CALL THE SPECIAL FINANCE AND AUDIT COMMITTEE MEETING TO ORDER:

The Special Finance and Audit Committee Meeting was called to order at 9:00 a.m.

2. ADOPTION OF AGENDA:

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

3. PRESENTATIONS:

(a) 2019 - 2023 Financial Plan - Operating Budgets

(1) 9:00 a.m. – 10:15 a.m. RCMP – Police Services

Cameron Miller, Superintendent, OIC, Nanaimo Detachment, RCMP, provided a presentation regarding the RCMP which included the following information:

- Pressures, Staffing levels, Roles and Annual Policing Priorities
- Policing Services contract to expire in 2032
- Policing Costs: \$22.7 million budgeted
- City of Surrey cost for creating city police force
- Authorities of the RCMP: enforcement of provincial, municipal statutes, and maintaining law and order

Committee discussion took place regarding the number of police officers and RCMP buildings in Nanaimo.

T. Webb entered the Shaw Auditorium at 9:11 a.m.

Cameron Miller, Superintendent, OIC, Nanaimo Detachment, RCMP continued his presentation regarding:

- Original RCMP building built in 1987
- Detentions of persons, Chauffeur Permits, Staff requirements and costs
- Authorized strength versus actual strength in police officers

Committee discussion took place regarding the safety of Nanaimo and the cost and source of overtime for police officers.

Cameron Miller, Superintendent, OIC, Nanaimo Detachment, RCMP continued his presentation as follows:

- Street checks and Proactive Policing
- Cost of a constable
- Federal Government calling on officers for emergencies and impacts to local RCMP numbers

Anita Halabourda, Acting Manager of Police Operational Support, spoke regarding staffing of the Nanaimo RCMP Detachment which employs approximately 63.3 full-time Staff and described their roles and responsibilities.

Committee discussion took place regarding the Core Services Review, the reduction of guards and gender-specific guards. It was noted that searches of detained persons are done by police officers of the same gender.

Cameron Miller, Superintendent, OIC, Nanaimo Detachment, RCMP continued his presentation as follows:

- Reactive policing which includes general duty, the domestic violence unit, forensic identification, serious crimes and police dogs
- Proactive policing which includes bike patrol, street crimes, drug section, traffic services, youth/community policing
- One officer liaisons at each Nanaimo high school
- Provincial Government funds eight officers that patrol areas of the Regional District of Nanaimo and Lantzville
- Federal Government funds two First Nations officers that police Snuneymuxw First Nation and Snaw-Naw-As First Nations
- Province pays for provincial officers office space
- Nanaimo is third on the Province's list for receiving increased resources
- Operational pressures: Increase in files, complexity of files, calls for service, and length of time to process files between offences and court dates

Committee discussion took place regarding diverting work to civilian employees, the reserve constable program, the auxiliary officer program and the role of security firms.

J. Blair, K. Lindsay, and B. Wood entered the Shaw Auditorium at 9:49 a.m.

Cameron Miller, Superintendent, OIC, Nanaimo Detachment, RCMP continued his presentation regarding:

- Operational pressures - community growth, mental health calls and tech crimes

Committee discussion took place regarding collaborating with agencies to free up resources, success of Car 87 program in Vancouver and potential funding sources.

B. Sims entered the Shaw Auditorium at 10:02 a.m.

Cameron Miller, Superintendent, OIC, Nanaimo Detachment, RCMP continued his presentation as follows:

- Continued operational pressures including sex offenses, drug use, gangs, police vehicle replacements, police facility size and homelessness
- Adoption of policing priorities
- 2018/2019 policing priorities are violence in relationships, reducing crime within the community, enhancing road safety, enhancing youth safety and maintaining community and social programs
- Communication between the RCMP and Council
- Increasing police resources and a timeline for Federal approval of officers
- Request 15 additional officers to reduce load and manage files

Committee discussion took place regarding the following:

- Combining police, fire, and ambulance into one facility
- Lowering crime to attract people and investments in Nanaimo
- Budget impacts of hiring additional officers

L. Fletcher, A. Halabourda, Supt. C. Miller, vacated the Shaw Auditorium at 10:14 a.m.

The Special Finance and Audit Committee Meeting recessed at 10:14 a.m.

The Special Finance and Audit Committee Meeting reconvened at 10:30 a.m.

R. Harding and M. Winchell entered the Shaw Auditorium at 10:26 a.m.

B. Sims entered the Shaw Auditorium at 10:39 a.m.

(2) 10:30 a.m. – 11:15 a.m. Nanaimo Fire Rescue

Karen Fry, Fire Chief, provided a presentation and overview of Nanaimo Fire Rescue which included the following points:

- Responsibilities, Community Risk Reduction, locations, answering point of calls, emergency management, responding to medical emergencies

- Funds from partnerships with the Regional District of Nanaimo, the Nanaimo Fish and Game Club and Snuneymuxw First Nation
- Achievements including incident response, resilient minds training, emergency management, Fire Station #1, public education and Tent City
- Increased number of calls, number of overdoses and number of structure fires
- Response to medical incidents and motor vehicle accidents
- Challenges including mental health training, fire operations resourcing, increased overtime requirements, administrative capacity, Tent City, emergency management and the replacement of Fire Station #1
- 2019 Key Initiatives: Fire Station #1 rebuild, replacement of fire aerial apparatus, completion of three-year fire service delivery plan, review of fire training program, community outreach and education, community safety, emergency coordination centre, and staff turnover
- Proposed changes to budget: increased funding for overtime
- Changes not included in draft budget: new personnel - four firefighters, changes to Vancouver Island Emergency Response Academy and a Director of Public Safety

D. LaBerge entered the Shaw Auditorium at 11:15 a.m.

Committee discussion took place as follows:

- Requirements to staff the Hammond Bay area fire hall
- People at a greater risk of fires due to not working smoke alarms
- Requirements to test smoke alarms and replacement of smoke alarms
- Charging for fire investigations

J. Blair and B. Wood vacated the Shaw Auditorium at 11:20 a.m.

(3) 11:15 a.m. – 11:45 a.m. Bylaw Regulation and Security

Karen Fry, Fire Chief, provided a presentation regarding:

- Responsibilities of the bylaw department
- Recent achievements: filled Bylaw Manager position, completed recommendation to maintain Community Policing Services Office, completion of Hospital Area Parking Strategy with engineering and public works, review and updating of several bylaws, and ongoing animal control
- Increased number of calls and time involved in calls
- Doubling officers to attend encampments
- 2019 Key challenges: homelessness and encampments, parking meter vandalism and theft, staffing resources, implementation and rewriting of bylaws, and increased security calls

- 2019 Key Initiatives: hiring of two full-time employees, traffic membranes of Bastion Street Parkade and Harbour Front Parkade, implementation of the Hospital Area Parking Plan and a new vehicle
- Proposed changes to budget: three additional bylaw enforcement officers

Committee discussion took place regarding the following:

- Removal and replacement of parking meters
- Licence Plate Recognition
- Vehicle for parking enforcement
- Director of Public Safety position

J. Van Horne entered the Shaw Auditorium at 11:47 a.m.

K. Fry, and D. LaBerge vacated the Shaw Auditorium at 11:52 a.m.

The Special Finance and Audit Committee Meeting recessed at 11:51 a.m.

The Special Finance and Audit Committee Meeting reconvened at 12:46 p.m.

J. Elliot, J. Evans, D. Fournier, D. Myles, J. Rose, P. Rosen, P. Stewart, M. Strain and D. Thompson, entered the Shaw Auditorium at 12:46 p.m.

(4) 12:45 p.m. – 1:45 p.m. Engineering and Public Works

J. Rudolph entered the Shaw Auditorium at 12:47 p.m.

S. Gurrie entered the Shaw Auditorium at 12:51 p.m.

R. Harding and D. Lindsay entered the Shaw Auditorium at 12:57 p.m.

Bill Sims, Director of Engineering and Public Works, introduced management staff, provided an overview of key areas of service and spoke regarding:

- 2018 Achievements including major traffic and road projects, drinking water improvements, sanitary sewer, drainage, solid waste management, capital projects and natural asset management
- Key Challenges including parking management, alternative transportation planning and aging infrastructure

Committee discussion took place regarding:

- Active Transportation Coordinator position
- Partnerships with School District 68 and Island Health
- Permeable ground surfaces

Bill Sims, Director of Engineering and Public Works, continued his presentation as follows:

- Challenges including growth, capital project implementation, staff resources for projects, access to Port Authority lands, storm water infrastructure, climate change adaptation, aging public works facility, volume of capital projects and cemetery management

- 2019 Key Initiatives: Integrate Transportation Plan and Parks Master Trail Plan, update engineering standards, renew Water Supply Strategic Plan, update user rates, Cross Connection Control program, storm water master planning, sea level rise study, capital projects, and recycling improvements
- Proposed changes to budget including new personnel, new garbage trucks and routes, implementing Hospital Area Plan, Sustainable Parking Grant program, Cross Connection Control Grant program
- Changes not included in draft budget: new personnel - Project Managers, Asset Management Specialist, Manager of Utilities, Active Transportation Coordinator, Traffic Signal Technician, and a Recycling Policy Advisor/Educator

Committee discussion took place regarding:

- Public Works Day held May 23, 2018
- Parking regulation, parking meters and street activity permits
- Smart street lights and lease with BC Hydro
- Contract with Recycling BC
- Increase in and backlog of projects
- Aging infrastructure
- Public communication features with Public Works department
- Consideration of purchase of City of Nanaimo watersheds

J. Elliot, J. Evans, D. Fournier, D. Myles, J. Rose, P. Rosen, P. Stewart, M. Strain and D. Thompson vacated the Shaw Auditorium at 1:53 p.m.
Councillor Thorpe vacated the Shaw Auditorium at 1:53 p.m.

The Special Finance and Audit Committee Meeting recessed at 1:53 p.m.
The Special Finance and Audit Committee Meeting reconvened at 2:07 p.m.

A. Britton, L. Clarkson, M. Demecha, J. Farell, A. Groot, D. Johnston, S. Pamminger, M. Smith, J. Van Horne and E. Williams, entered the Shaw Auditorium at 2:07 p.m.

(5) 2:00 p.m. – 3:00 p.m. Parks and Recreation

Richard Harding, Director of Parks and Recreation, introduced management staff and provided a presentation as follows:

- Parks and Recreation sections - recreation services, parks operations, facilities, and staffing
- 2018 Achievements including upgrades to Harewood Centennial Park, Nanaimo District Secondary School Community Field, Oliver Woods boiler at Beban Park, lighting upgrades and implementation of PerfectMind
- Key Challenges including asset management and infrastructure renewal, facilities and park amenities, homelessness issues in parks and recreation facilities, changes in monitoring of ammonia plants

Committee discussion took place regarding needle clean up in parks and at École Pauline Haarar Elementary as well as park accessibility, and the redevelopment of Maffeo-Sutton playground.

Richard Harding, Director of Parks and Recreation, continued his presentation which included the following points:

- Key Initiatives including updates to the Parks, Recreation and Culture Master Plan, chiller replacement project at Frank Crane Arena, fees and charges review, facilities and park amenities condition assessment program, Skate Park project, light installation at Serauxmen Stadium, cultural event grants, and sport event grants
- Proposed changes to budget: arena maintenance workers, Special Events Coordinator position and the Harewood Youth Park
- 2019 Request For Purchase underway for a 5-year contract for all tourism services
- Changes not included in budget: Parks Custodians, temporary allocation clerk and other management positions

B. Sims vacated the Shaw Auditorium at 2:43 p.m.

A. Britton, L. Clarkson, M. Demecha, J. Farrell, A. Groot, R. Harding, D. Johnston, D. Lindsay, M. Smith, S. Pamminer and E. Williams, vacated the Shaw Auditorium 2:49 p.m.

(6) 2019-2023 Draft Financial Plan Recap

Laura Mercer, Acting Director, Financial Services, provided a presentation regarding the projected property tax increases, projected user fees, impact of fees on a typical home, and Staff changes.

The Finance and Audit Committee discussed funding for senior management positions and a closed meeting for further discussion. The Committee requested that they be provided with a list of items that they can work with/move around in the budget.

(7) Question Period

Jan Hastings spoke regarding the Nanaimo Recycling Exchange and Nanaimo's zero waste goals.

4. ADJOURNMENT:

It was moved and seconded at 3:11 p.m. that the meeting terminate. The motion carried unanimously.

CERTIFIED CORRECT:

CHAIR

CORPORATE OFFICER