

**MINUTES**  
GOVERNANCE AND PRIORITIES COMMITTEE MEETING  
BOARDROOM, SERVICE AND RESOURCE CENTRE,  
411 DUNSMUIR STREET, NANAIMO, BC  
MONDAY, 2020-MAR-09, AT 1:00 P.M.

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Present: Councillor B. Geselbracht, Chair  
Mayor L. Krog  
Councillor S. D. Armstrong  
Councillor D. Bonner  
Councillor T. Brown  
Councillor E. Hemmens (arrived 1:20 p.m.)  
Councillor Z. Maartman  
Councillor I. W. Thorpe  
Councillor J. Turley

Staff: J. Rudolph, Chief Administrative Officer  
R. Harding, General Manager, Parks, Recreation and Culture  
D. Lindsay, General Manager, Development Services  
B. Sims, General Manager, Engineering and Public Works  
S. Legin, General Manager, Corporate Services  
J. Van Horne, Director, Human Resources (vacated 1:06 p.m.)  
L. Mercer, Director, Finance (vacated 3:29 p.m.)  
A. Groot, Director, Facilities and Parks Operations (vacated 3:40 p.m.)  
L. Wark, Director, Recreation and Culture (vacated 3:28 p.m.)  
K. Fry, Fire Chief  
J. Bevan, Manager, Culture & Special Events (arrived 1:06 p.m., vacated 3:28 p.m.)  
F. Farrohki, Manager, Communications (vacated 1:06 p.m.)  
S. Pamminger, Manager, Infrastructure Planning and Energy (vacated 3.28 p.m.)  
D. Thompson, A/Manager, Sanitation and Recycling and Manager, Construction Projects (arrived 2:41 p.m.)  
K. Gellein, Zero Waste Coordinator (arrived 2:46 p.m.)  
D. Blackwood, Client Support Specialist (vacated 1:10 p.m.)  
S. Gurrie, Director, Legislative Services  
N. Sponaule, Recording Secretary

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

The Governance and Priorities Committee Meeting was called to order at 1:02 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add Agenda Item 5a - Update from John Van Horne, Director, Human Resources, re: COVID-19

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 Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Monday, 2020-FEB-24 at 1:00 p.m. be adopted as circulated. The motion carried unanimously.

5. REPORTS:

a. Update from John Van Horne, Director, Human Resources, re: COVID-19

John Van Horne, Director, Human Resources, provided an update on the COVID-19 (Coronavirus) situation including:

- The City is monitoring the situation and working with internal and external stakeholders
- Reinforced recommended health practices including proper handwashing
- Recommended visiting the BC Centre for Disease Control website for more information

b. ENVIRONMENTAL RESPONSIBILITY:

1. Corporate Energy and Emissions Management Program

Introduced by Richard Harding, General Manager, Parks, Recreation and Culture.

F. Farrokhi, B. Sims and J. Van Horne vacated the Boardroom at 1:06 p.m.

J. Bevan entered the Boardroom at 1:06 p.m.

Presentation:

1. Scott Pamminger, Manager, Infrastructure Planning and Energy, provided a presentation giving an overview of the City's Corporate Energy and Emissions program including:
  - How the program supports Council's environmental goals
  - Key achievements, current opportunities/challenges and next steps
  - Council declared State of Climate Emergency in April 2019
  - Intergovernmental Panel on Climate Change (IPCC) recommends keeping emissions below 1.5 degrees Celsius

D. Blackwood vacated the Board room at 1:10 p.m.

- Provided an overview of Provincial programs and targets in place for lowering emissions
- Outlined history of the City's involvement in programs dedicated to climate protection:
  - Partners for Climate Protection Program (2002)
  - Corporate Climate Change Plan (2007)
  - Sustainability Committee formed (2007)
  - Signed on with Union of BC Municipalities Climate Action Charter (2007)
  - Joined with BC Hydro's Commercial Energy Manager Program (2008)
  - Official Community Plan set new greenhouse gas (GHG) targets, lower than previous levels (2008)

B. Sims returned to the Boardroom at 1:13 p.m.

- Corporate emissions are small compared to community emissions
- Outlined community emission initiatives including land use, transportation, buildings and solid waste initiatives
- Outlined City's corporate role, goals and objectives including:
  - Improving efficiencies, reducing energy consumption
  - Switching to cleaner fuel sources, such as electric
  - Reducing GHG emissions
  - Increasing the local renewable energy supply
- City receives credit for organic waste diversion

Councillor Hemmens entered the Boardroom at 1:20 p.m.

- Outlined challenges and opportunities including:
  - Current Energy Conservation & Management Policy outdated
  - Increasing renewable energy options including solar, thermal, geothermal and wind
- Provided an overview of City departments, mentioning that certain departments (such as Fire Rescue and Recreation Facilities) have higher energy needs than others
- BC Hydro Energy Manager Program requires 300,000 kWh electricity be conserved. The program pays for half of the wages for the Manager, Infrastructure Planning and Energy staff position
- Outlined significant energy uses including office buildings, operational facilities, recreation and parks facilities, Fire Rescue/Police, parkades, fleet and street lights
- In 2018 nearly \$4.8 million was spent on electricity
- Outlined key achievements including:
  - Replacement of boilers at Beban Park with high efficiency unit and heat recovery coils
  - Optimization improvements at all City recreation facilities to increase efficiencies

- Upgrades to lighting – Nanaimo Aquatic Centre and Beban Park upgraded to LED in 2019
- Upgrades to street and parking lot lighting to LED
  - Phase 2 recently completed – nearly 1,000 of the 4,300 City-owned lights have been converted
- Phase 3 to be done this year, converting rest of City-owned street lights
- BC Hydro lights to be converted to LED in next 2-3 years
- All ice facilities now using Cool Water Ice Making (REALice) in arenas – annual savings of \$12,000 per sheet
- Lighting audits and design energy studies at various facilities to look for areas of improved efficiency
- Study and recommendations on main heating plan coming to March 18 Finance and Audit Committee meeting
- City has decreased GHG emissions by 23% since 2009
- City's water reservoir creates over 800,000 kWh in energy per year
- Next steps include:
  - Updating Energy Conservation and Management Policy
  - Change Sustainability Funding criteria to make more flexible
  - Review Climate Action Plan and Community Sustainability Action Plan
  - Choose electric over carbon-based solutions
  - Look for new technologies to reduce energy consumption
  - Support green fleet strategy
  - Develop renewable energy projects aimed at improved sustainability

Committee discussion took place regarding:

- Programs to reduce methane gas in composted materials
- Initiatives undertaken in last 10 years, and since climate emergency was declared in 2019
- Addressing reduction of community emissions and steps that can be taken to support this
- Costs associated with electric energy due to rising costs
- Council providing direction on priorities and initiatives, based on recommendations from Environment Committee and Staff
- Importance of having clear targets and plan/strategies to support those as well as flexibility to adapt when new opportunities arise

The Governance and Priorities Committee meeting recessed at 2:13 p.m.  
The Governance and Priorities Committee meeting reconvened at 2:23 p.m.

Councillor Turley returned to the Boardroom at 2:25 p.m.

c. GOVERNANCE AND MANAGEMENT EXCELLENCE:

1. City of Nanaimo Facilities

Richard Harding, General Manager, Parks, Recreation and Culture, provided a presentation giving an overview of City of Nanaimo facilities including:

- The history of facilities in Nanaimo:
  - No facilities existed prior to 1970's
  - An amalgamation took place in 1975 consolidating a number of different areas into the City of Nanaimo. The City inherited the facilities in these areas (i.e. Fire Halls and Departure Bay Activity Centre)
  - A number of investments and purchases took place in the 2000's including Nanaimo Aquatic Centre, Nanaimo Ice Centre and the Vancouver Island Conference Centre
  - The City now owns over 200 buildings
- Provided an overview of the different types of facilities including civic use, operations, pump houses/reservoirs, fire rescue, police, Vancouver Island Conference Centre, cultural facilities, heritage facilities and parks facilities.

Art Groot, Director, Facility and Parks Operations, spoke regarding:

- City's asset management framework – developing and formalizing a long-term approach to asset management
- Facility condition assessment project supporting planning from a short and long-term perspective including maintenance planning, staffing and funding requirements

Richard Harding, General Manager, Parks, Recreation and Culture, spoke regarding:

- How priorities are assessed and what types of studies are used
- Prioritization of projects due to seismic priority
- Community requests including arts/culture demands, civic demands and recreation demands

D. Thompson entered the Boardroom at 2:41 p.m.

Art Groot, Director, Facility and Parks Operations, spoke regarding the City's five-year capital projects plan.

Richard Harding, General Manager, Parks, Recreation and Culture, spoke regarding:

- Regular facility maintenance requirements
- Decisions needing to be made on certain facilities including:
  - Chase River Activity Centre
  - Departure Bay Activity Centre
  - Kin Hut Activity Centre

- Nanaimo Curling Club
- Stadium Options
- City Operations at 2020 Labieux Rd, 89 Prideaux Street, 2300 Bowen Road (Centennial Building) and 1050 Nanaimo Lakes Road
- Police operations and police annex buildings

K. Gellein entered the Boardroom at 2:46 p.m.

S. Legin, General Manager, Corporate Services, spoke regarding financial capacity including:

- Potential funding strategies and priorities
- Discussions needed around topics such as debt philosophy, reserves and partnerships
- Reserve balance as a potential source of funding for 5-year capital plan
- Other reserves that can be pulled from including General Capital Reserve and Strategic Infrastructure Reserve Fund
- Overview of debt servicing limit and financing options

Richard Harding, General Manager, Parks, Recreation and Culture, discussed facilities needing priority discussion including:

- City operations facilities
- RCMP building
- Chase River Activity Centre
- South End Community Centre
- Stadium Options
- Serausmen Improvement Plan
- Possibly others as plans are developed through the Official Community Plan process, or as per Council's direction

Committee discussion took place regarding:

- Individual priorities of projects
- Sponsorships as potential tool to increase funding capacity
- Impact of amalgamation of City in 1975 leading to differing quality of buildings and other infrastructure across City
- Importance of future conversation around debt servicing
- Creative solutions such as possibly relocating the Parks yard to Public Works, rather than rebuilding both facilities
- Partnership opportunities for mixed use facilities

Jake Rudolph, Chief Administrative Officer, discussed next steps:

- Staff coming to Finance and Audit Committee with recommendations
- Scheduling future Governance and Priorities Committee meeting to provide more information and discuss details regarding Public Works/Operations facilities and RCMP facilities
- Waterfront walkway, turf fields as examples of other items outside of the facility discussion that will need to be considered during funding discussions

J. Bevan, S. Pamminger and L. Wark vacated the Boardroom at 3:28 p.m.  
S. Gurrie and L. Mercer vacated the Boardroom at 3:29 p.m.

2. Single-Use Checkout Bag Regulation Update

Introduced by Bill Sims, General Manager, Engineering and Public Works.

Presentation

1. David Thompson, Acting Manager, Sanitation and Recycling, provided a presentation regarding:
  - The results of the single-use checkout bag consultation which took place during a 3-month period in 2019
  - Purpose of consultation focused on how to change behaviour
  - High response levels of consultation from both residential and retailers
  - 50% of retailers that responded do not currently provide plastic bags
  - Of those retailers that responded providing plastic bags, the amount of bags provided was 2.5 million

S. Gurrie returned to the Boardroom at 3:33 p.m.  
D. Lindsay vacated the Boardroom at 3:34 p.m.

- Overview of results from residential survey

A. Groot vacated the Boardroom at 3:40 p.m.

- Results showed strong support for regulating single-use bags
- Many retailers and residents already not using single-use bags
- Discussed Supreme Court decision regarding Victoria's bylaw repeal and other municipalities involved in the process of banning single-use plastics

Kirsten Gellein, Zero Waste Coordinator, provided an overview including:

- Recent actions taken by other levels of government
- Provincial government wanting to provide input on what plastics to ban
- BC Supreme Court struck down City of Victoria's ban in January 2020
- A number of municipalities are submitting their bylaws to the province for Ministry of Environment approval

D. Lindsay returned to the Boardroom at 3:51 p.m.

Bill Sims, General Manager, Engineering and Public Works, noted that Staff are now looking for direction from Council on next steps.

Committee discussion took place regarding:

- Plastic bags contaminating streams and waterways
- Banning plastic bags would increase capacity in landfill
- Results of survey show support from residents and businesses
- Importance of bringing bylaw forward to Ministry of Environment for proper approval
- Smaller municipalities that have drafted bylaw banning plastic bags without waiting for Ministry approval
- Potential legal costs associated with not seeking Ministry approval
- Nanaimo's bylaw not specific to plastic bags, but rather speaks to regulating check-out bags in general

It was moved and seconded that the Governance and Priorities Committee recommend that Council approve the wording of the draft "Checkout Bag Regulation Bylaw 2019 No. 7283" and direct Staff to prepare the bylaw for first, second and third reading for the next scheduled Council meeting. The motion was defeated.

Opposed: Mayor Krog and Councillors Armstrong, Maartman, Thorpe, Turley

It was moved and seconded that the Governance and Priorities Committee recommends that Council direct Staff to revise draft "Checkout Bag Regulation Bylaw 2019 No. 7283" in reference to section 8(3)(j) of the *Community Charter*, and return with the revised bylaw for first, second and third reading at the next scheduled Council meeting, to be forwarded to the Minister of Environment and Climate Change Strategy for approval. The motion carried unanimously.

d. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning

By unanimous consent, the Committee delayed agenda planning until their next scheduled meeting.

6. QUESTION PERIOD:

- There were no members of the public in attendance to ask questions.

7. ADJOURNMENT:

It was moved and seconded at 4:06 p.m. that the meeting terminate. The motion carried unanimously.

CERTIFIED CORRECT:

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CHAIR

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CORPORATE OFFICER