

MINUTES
GOVERNANCE AND PRIORITIES COMMITTEE MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,
80 COMMERCIAL STREET, NANAIMO, BC
MONDAY, 2020-NOV-23, AT 1:00 P.M.

Present: Councillor D. Bonner, Chair
Mayor L. Krog
Councillor S. D. Armstrong
Councillor D. Bonner
Councillor T. Brown (joined electronically)
Councillor B. Geselbracht
Councillor E. Hemmens (joined electronically)
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
L. Mercer, Director, Finance
J. Rushton, Manager, Purchasing and Stores (joined electronically)
M. Squire, Manager, Water Resources
C. Lang, Project Engineer
S. Gurrie, Director, Legislative Services
K. Gerard, 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 a scheduled recess at 3:00 p.m.
- (b) Add Agenda Item 5(e)(2) REIMAGINE NANAIMO – Phase 1 Engagement Status Update

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. Sustainable Procurement

Introduced by Shelley Legin, General Manager, Corporate Services.

Presentation:

1. Tim Reeve, President, Reeve Consulting, and Amanda Chouinard, Consultant, Reeve Consulting, spoke regarding sustainable procurement. Highlights included:
 - Currently in Phase 2 of the project which is expected to be completed in March of 2021
 - Program Goals include incorporating the 10 elements of best practices identified, incorporating sustainable decision making into procurement practices and improving environment, social and ethical procurement activities
 - Development of a Sustainable Procurement Policy will rely upon consultation with City Staff and Council and approval by Council once policy is finalized
 - Currently working on the High Impact Procurement Opportunities (HIPO) list which includes vending services, capital projects, catering and food services and office furniture
 - Ensuring the policy has measures for evaluation with target goals identified
 - By the end of March 2021 the following steps should be completed:
 - Strategy and Action Plan
 - Draft policy
 - HIPO List
 - Tools
 - March 2021 to December 2021 will include training and development, piloting, refining and engaging with current and potential suppliers
 - Sustainable procurement can act as a catalyst for other objectives including Greenhouse Gas Emissions (GHG), waste reduction, local economy and social values
 - Priorities for the policy were identified and include:
 - Environment – GHG emissions, waste reduction and water conservation
 - Social – local employment, supplier diversity and Indigenous reconciliation
 - Ethical – labour standards, fair wage and health and safety
 - Six calls to action were proposed and include:
 - Think before buying – choose suppliers who meet the 3 priorities identified in the policy

- Include the right stuff – integrate the most relevant and/or desired sustainability requirements
- Give it some weight – include sustainability as part of the evaluation process
- Talk about it – communicate with suppliers
- Make a public commitment – set targets to monitor progress
- Follow through – incorporate sustainability into all considerations
- A stand alone policy was identified as the best option for the City of Nanaimo (the City) and will fit well into the existing procurement procedures

Committee discussion took place. Highlights included:

- Fair wage, small local suppliers vs. large suppliers and ensuring Staff have a framework to follow that supports each of the priorities
- Revising the wording “waste reduction” to “zero waste” which as a more defined meaning and goal

Tim Reeve, President, Reeve Consulting, and Amanda Chouinard, Consultant, Reeve Consulting, continued thier presentation regarding sustainable procurement. Highlights included:

- Structure bids, to ensure smaller suppliers are being considered, with a focus on mandatory vs. desirable expectations
- Policy document is a communication tool and throughout the process Council will want to ensure that the wording being used is relevant to the goals of the policy in clear language
- Creation of a list of suppliers on a global and local level that provide products ethically and sustainably
- Supporting local economy but also ensuring that sustainable and ethical standards are being met
- Public input and engagement will take place
- Next steps include refining the policy, present draft policy to Council and continuing with program elements
- Suppliers lists with ratings and reviews are starting to become normal practice on a local, provincial and global scale.

Jane Rushton, Manager, Purchasing and Stores advised the Committee that the City does have a fair wage policy, which is embedded in the union contract.

2. Mayor’s Task Force on Recovery and Resilience – Next Steps

Shelley Legin, General Manager, Corporate Services, spoke regarding the final recommendations from the Mayor’s Task Force on Recovery and Resilience, potential for the creation of a Leaders Table and next steps.

Committee discussion took place. Highlights included:

- Ensuring that an arts and culture representative is at the Leaders Table if created
- Duplicating issues with the Health and Housing Task Force and Economic Development Task Force
- Deeper engagement with neighbourhood associations and potential for a youth focused working group

It was moved and seconded that the Governance and Priorities Committee recommend that Council direct Staff to prepare for approval, an implementation plan to establish a Mayor's Leaders Table. The plan should address at a minimum, recommended composition of the Table, alternate chairs, Terms of Reference and general positioning within the overall governance framework.

Further, that Council direct Staff to develop an overall plan for a citizen-directed City of Nanaimo community building and reputation strengthening campaign to generate enthusiasm from all citizens to assist in resilience and recovery through positive dialogue and engagement with each other and the world.

The motion carried unanimously.

b. COMMUNITY WELLNESS/LIVABILITY:

1. Bowen Park Trailway and Utility Upgrade

Introduced by Bill Sims, Engineering and Public Works.

Presentation:

1. Chris Lang, Project Engineer, spoke regarding the Bowen Park trailway and utility upgrade. Highlights included:
 - Millstone Trunk Sanitary Sewer was built in 1976 and 1977 and extends from Brannen Lake to the Nanaimo Harbour
 - The trunk sewer is a major City asset that needs upgrading for growth and to maintain high levels of service
 - The Bowen Park utility upgrade will be 1 km in length and the pipe will be upsized from 600mm to 900mm
 - Trail upgrade during the sewer upgrade will include lighting, connections and reduced grades for accessibility
 - Alternative alignment routes were looked at but were dismissed due to cost and environmental impacts
 - Tree preservation studies took place to minimize the impact on trees and roots systems including consultation with the City arborist and project managers
 - Project is expected to start in May 2021 and be completed in September or October of 2021

Committee discussion took place. Highlights included:

- Requested that this item be brought forward to the Advisory Committee on Accessibility and Inclusiveness for feedback
- The total trunk sewer system from Brannen Lake to the Nanaimo Harbour is gravity fed instead of using pumping stations
- Cycling connections

The Governance and Priorities Committee Meeting recessed at 2:56 p.m.
The Governance and Priorities Committee Meeting reconvened at 3:08 p.m.

c. REIMAGINE NANAIMO

1. Water Supply Strategic Plan Update

Introduced by Bill Sims, Engineering and Public Works.

Presentation:

1. Mike Squire, Manager, Water Resources, provided an update regarding the Water Supply Strategic Plan. Highlights included:
 - The current Water Supply Strategic Plan (the Plan) has been in place since 2007 and needs to be upgraded with a focus on looking at risk and how to mitigate those risks
 - The Plan sets out a 50 year vision for the City's drinking water and follows criteria such as population growth, protection of the environment and managing aging infrastructure
 - Updating of the Plan will also include updated community and environment needs and building resilience to climate change
 - Forecasted daily water demand is estimated to increase 24% over the next 50 years from current usage but water usage at this time is comparable to 1999 which shows the success of conversation efforts of Staff and the community
 - Many options were looked at to increase the maximum water storage amount and Jump Creek was decided as the best option due to cost, environmental impact and existing Provincial licencing
 - The project will include increasing the height of Jump Creek by 4 meters to allow for more water storage, which is allowed in the current Provincial licence
 - Schedule of the Plan includes:
 - Review background data (completed)
 - Public outreach
 - Demand management (completed)
 - Regionalization alternatives and regulatory modifications – March 2021
 - Review of water conservation strategies and regional participation – April 2021
 - Alternate water supply source and emergency supply – May 2021
 - Plan implementation – May to September 2021

- Review risk, redundancy and resiliency – April to September 2021

Committee discussion took place. Highlights included:

- Cost savings and increasing the dam height
- Higher elevation storage may be critical in the future
- Incentives for residents to install rain capturing reservoirs on their properties
- Building the Jump Creek reservoir up to the maximum 11 meters instead of the 4 meters planned

Bill Sims, General Manager, Engineering and Public Works, advised the Committee that the installation of a rain and/or grey water collection and recycling system is very expensive for residents. There is a fine balance between conservation vs. revenue needed from water usage and if the upgrades are not completed the City is essentially putting a cap on growth.

2. REIMAGINE NANAIMO – Phase 1 Engagement Status Update

Introduced by Dale Lindsay, General Manager, Development Services.

Presentation:

1. Chris Sholberg, Community Planning, provided a PowerPoint presentation regarding the REIMAGINE NANAIMO status update to 2020-NOV-23. Highlights included:
 - Accessible survey launched on the City website and shared directly with Literacy Nanaimo, Multicultural Association, the Advisory Committee on Accessibility and Inclusiveness and others
 - 425+ survey received from throughout the community
 - Staff continue to meet with a variety of neighbourhood groups and organizations
 - As of today 2,189 surveys have been completed, 11 story submissions have been received and 13,000 people have visited the website
 - Social media campaign includes 67 Facebook posts, 11,200 Facebook likes/comments, 56 Twitter tweets and 15 entries have been submitted for the Creative Community Contest
 - Country Grocer pop-up at Southgate Mall was very successful but the remaining pop-ups have been cancelled due to new COVID-19 restrictions

d. AGENDA PLANNING:

1. 2021 Governance and Priorities Committee Key Date Calendar

Introduced by Sheila Gurrie, Director, Legislative Services.

It was moved and seconded that the Governance and Priorities Committee recommend that Council approve the 2021 Governance and Priorities Committee Key Date Calendar, with meetings held in-person, in the Shaw Auditorium. The motion carried unanimously.

2. Governance and Priorities Committee Agenda Planning

Sheila Gurrie, Director, Legislative Services, advised the Committee that potential future Governance and Priorities Committee agenda items for meetings in 2021 are listed on Page 71 of the original agenda package for today's meetings. Discussion regarding these items will take place at the 2020-DEC-14 Governance and Priorities Committee meeting.

5. ADJOURNMENT:

It was moved and seconded at 4:05 p.m. that the meeting terminate. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

CORPORATE OFFICER