

Staff Report for Decision

DATE OF MEETING MAY 3, 2021

AUTHORED BY WENDY FULLA, MANAGER BUSINESS, ASSET AND FINANCIAL PLANNING

SUBJECT **2021 911 RESERVE FUND AMENDMENT BYLAW**

OVERVIEW

Purpose of Report

To introduce “911 Reserve Fund Amendment Bylaw 2021 No. 7295.01” for first, second and third readings, for changes related to the provision of Fire Dispatch services.

Recommendation

1. That “911 Reserve Fund Amendment Bylaw 2021 No. 7295.01” (To amend the 911 Reserve Fund Bylaw), pass first reading;
2. That “911 Reserve Fund Amendment Bylaw 2021 No. 7295.01” pass second reading; and,
3. That “911 Reserve Fund Amendment Bylaw 2021 No. 7295.01” pass third reading.

BACKGROUND

The 911 Reserve was established as part of the Central Island 911 Dispatch Service Partnership (Cowichan Valley Regional District, Regional District of Nanaimo and City of Nanaimo) contract. The partnership works cooperatively to provide Central Island emergency communication services in each of their jurisdictions.

Under the current Central Island 911 Dispatch Service Partnership, any annual surplus generated from the collection of a Call Answer Levy related to the provision of Enhanced 911 Service was placed into the 911 Reserve. As well, a contribution to the reserve from the partnership was budgeted annually. The funds in the reserve were used for the purpose of acquiring, developing, expanding, upgrading, refurbishing or replacing the technology and capital assets related to the Central Island 911 Partnership’s Public Safety Answering Point (PSAP) and 911 FireComm functions as well as any refunds deemed appropriate by the Partners.

A 911 Call Answer Levy Bylaw 2010 No. 7114 was established to recover the City’s costs in connection with the provision of services in relation to the Call Answer Centre (911 call answering and emergency response dispatch function).

At the 2019-JUL-22 meeting, Council endorsed Reserves Policy No 5-1840-01 as well as a number of recommendations regarding City of Nanaimo reserve funds for the purposes of implementing financial stability reserves and to ensure a systematic approach for the setting aside of funds to maintain, replace and renew City infrastructure.

At the 2019-NOV-18 meeting, Council adopted the 911 Reserve Fund Bylaw No .7295 to establish one of the new statutory reserves as described in the policy. Previously the 911 Reserve was classified as an operating reserve.

DISCUSSION

On 2021-JUL-01, the City will be transitioning to a new service delivery model for the provision of fire dispatch services. In February 2021 based on the cost sharing formula of the partnership each of the partners received a refund from the reserve based on the balance of the reserve at 2020-DEC-31. Going forward any surplus generated from the collection of the Call Answer Levy related to the provision of Enhanced 911 Service will be paid to the partners annually based on the cost sharing agreement under the new proposed Central Island 911 Service Partnership.

The bylaw has been updated to reflect that the reserve no longer falls under the Central Island 911 Dispatch Service Partnership; the funds are solely for use within the City of Nanaimo. The City will use its portion of the funds in the 911 Reserve Fund to offset the costs of the new service delivery model for fire dispatch services.

Going forward the City's share on any surplus generated from the collection of the Call Answer Levy, will be allocated to the reserve and used to offset future costs of both the 911 PSAP and fire dispatch services.

OPTIONS

1. That "911 Reserve Fund Amendment Bylaw 2021 No. 7295.01" (To amend the 911 Reserve Fund Bylaw), pass first reading;

That "911 Reserve Fund Amendment Bylaw 2021 No. 7295.01" pass second reading; and,

That "911 Reserve Fund Amendment Bylaw 2021 No. 7295.01" pass third reading.
2. That Council table the report and request more information from Staff.

SUMMARY POINTS

- The bylaw is being updated to reflect the change to the provision of fire dispatch services.
- The bylaw permits the City to use the funds for the provision of 911 PSAP and fire dispatch services.
- The City will use the reserve to assist in funding the transition costs to the new service delivery model.

ATTACHMENTS:

“911 Reserve Amendment Bylaw 2021 No. 7295.01” |

Submitted by:

Wendy Fulla
Manager, Business, Asset and Financial
Planning |

Concurrence by:

Laura Mercer
Director, Finance

Shelley Legin
General Manager, Corporate Services |