

MINUTES
GOVERNANCE AND PRIORITIES COMMITTEE MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,
80 COMMERCIAL STREET, NANAIMO, BC
MONDAY, 2021-NOV-22, AT 1:00 P.M.

Present: Councillor E. Hemmens, Chair
Mayor L. Krog
Councillor S. D. Armstrong
Councillor D. Bonner
Councillor T. Brown (arrived 1:14 p.m.)
Councillor B. Geselbracht
Councillor Z. Maartman
Councillor I. W. Thorpe
Councillor J. Turley (joined electronically)

Staff: J. Rudolph, Chief Administrative Officer
A. Groot, A/General Manager, Parks, Recreation and Culture
D. Lindsay, General Manager, Development Services
B. Sims, General Manager, Engineering and Public Works
T. Doyle, Fire Chief
J. LeMasurier, Deputy Fire Chief - Administration
B. Corsan, Director, Community Development
P. Rosen, Director, Engineering
D. Fournier, Manager, Municipal Infrastructure
J. Knight, Capital Project Management Specialist
S. Gurrie, Director, Legislative Services
A. Mac Coll, Steno, Legislative Services
K. Lundgren, 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. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda 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 Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC on Monday, 2021-NOV-08 at 1:00 p.m. be adopted as circulated. The motion carried unanimously.

5. AGENDA PLANNING:

(1) Governance and Priorities Committee Agenda Planning

Sheila Gurrie, Director, Legislative Services, spoke regarding the upcoming Governance and Priorities Committee (GPC) meetings. Highlights included:

- Topics coming forward to the 2021-DEC-13 GPC meeting include the Neighbourhood Association Part Three, REIMAGINE Nanaimo, and Emergency Management
- Remainder of items listed for the 2021-DEC-13 meeting will be moved to January or February of 2022

6. REPORTS:

(a) COMMUNITY WELLNESS/LIVABILITY:

1. Commercial Street Master Plan

Introduced by Dale Lindsay, General Manager, Development Services.

James Knight, Capital Project Management Specialist, spoke regarding the Commercial Street Master Plan, incorporating the needs of local businesses and enhancing opportunities for community events. He informed the Committee that open houses will be taking place November 23rd and 24th at the Vancouver Island Conference Centre.

Presentation:

1. Tyler Golly, Toole Design Group, provided the Committee with a PowerPoint presentation. Highlights included:
 - The Commercial Street project area runs from Dallas Square Park to the Hub area
 - Work will be integrated with Terminal Avenue Upgrades and Diana Krall Plaza
 - Developing a unified design vision that aligns with REIMAGINE Nanaimo
 - Creating urban realm design guidelines for the Downtown
 - Overview of the project schedule:
 - Currently in public consultation phase to create an informed design process
 - Charrette is scheduled for February of 2022
 - Further engagement regarding final design options to take place April of 2022
 - Series of stakeholder meetings to take place throughout this week

Committee discussion took place. Highlights included:

- Integration of projects to create a coherent design and vision

- Including diversity into the design

Tyler Golly, Toole Design Group, spoke regarding incorporating a Gender Based Analysis Plus Model into the design. He highlighted the importance of public participation in the consultation phases.

Councillor Brown entered the Shaw Auditorium at 1:14 p.m.

Committee discussion continued. Highlights included:

- Viewing results of the online survey and the importance of accounting for someone taking the survey multiple times
- Building on and acknowledging past work in this area

2. Information Briefing - Stormwater Utilities

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

Poul Rosen, Director, Engineering, provided a PowerPoint presentation. Highlights included:

- The value of the City's drainage system and considering the renewal of those assets
- Currently funding for stormwater infrastructure is drawn from general taxation
- Inequity in that some users create a higher demand on the system than others
- Historical designs may not be sufficient going forward, which increases risk
- Nanaimo increasing in density
- Missed opportunities due to lack of funding
- Watercourse quality and environmental considerations
- Staff have engaged Urban Systems Ltd. to support exploration of context and rationale for local stormwater cost-recovery models

Committee discussion took place regarding the responsibility of the developer and Development Cost Charges (DCCs).

Presentation:

1. Ehren Lee, Urban Systems Ltd., via Zoom, provided a PowerPoint presentation. Highlights included:

- Stormwater is the rainfall, runoff and snowmelt that traverses our communities and it requires conveyance and specialized systems to properly manage it
- Finding equitable cost recoveries
- 1998 stormwater policy made it clear that stormwater services must be comprehensive
- Communities with dedicated funding are able to accomplish objectives better than others

- Common technical and cost recovery focus areas:
 1. Capital costs (flood control, infrastructure renewal and natural assets and special climate change projects)
 2. Operational cost (water quality and species protection, drainage operations, regular maintenance and programming)
- There is a spectrum of utility funding choices in BC
- Historically common choice is to have the funding included in property tax rates
- Provided examples of utility funding options in other municipalities that range in complexity, cost and equitability:
 - Campbell River (basic parcel tax applied to all properties)
 - White Rock (land-class based taxes)
 - Surrey (preselected property-type classes)
 - Victoria (user pay with advance property specific characteristics)
- Strategies and consideration in choosing a stormwater cost-recovery model include five principles:
 1. Ease of administration
 2. Degree of understanding
 3. Conservation and restoration
 4. Equitability and user-pay philosophy
 5. Revenue sustainability
- Provided the Committee with a timeline for the next 18 months:
 - Allocate funds for additional research
 - Conduct engagement and develop strategic goals, objectives and approaches in the spring of 2022
 - Conduct technical and financial analysis in the summer/fall of 2022
 - Report back the interim findings to Council for direction and engagement in the fall 2022
 - Prepare business case with recommendations in 2023

Committee discussion took place. Highlights included:

- Monitoring run off and waste water
- A user fee based on land use or zoning would put more tax load on industrial or commercial properties

Poul Rosen, Director, Engineering, spoke regarding newer facilities having onsite control to mitigate run off.

Ehren Lee, Urban Systems Ltd., spoke regarding discount and rebate tools being part of the design and used as incentives.

Committee discussion continued. Highlights included:

- The approach taken by many other municipalities in BC is a parcel-tax approach

Poul Rosen, Director, Engineering, spoke regarding Victoria's model being at one end of the spectrum in terms of complexity, yet probably the most equitable. Higher complexity increases effort in administration.

Committee discussion continued. Highlights included:

- Missed opportunities of installing part of the City's storm water system during development of lots
- Grant and rebate incentives to encourage mitigating storm water going into the system
- Stormwater as its own separate utility, as opposed to being lumped in property taxes, increases attention to that utility
- Finding a balance in complexity, cost and equitability

Poul Rosen, Director, Engineering, advised that the best approach may be a land use class approach, but avoiding a level of detail that would require extra staff resources.

Committee discussion continued regarding measures taken to reduce impact on the stormwater system at the time of development

Poul Rosen, Director, Engineering, spoke regarding most current development having run off controls that reduce run off. Stormwater utilities may draw incentive for older properties to improve their run off controls.

3. Bus Stop Shelter and Bench Strategy

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

- The City has utilized contractor services to provide transit stop amenities and contracts are about to expire

Jamie Rose, Manager, Transportation, spoke regarding three potential options based on approaches of other municipalities.

- Option 1 – Issue a Request for Proposal (RFP) for a 25 year contract to provide transit stop services and update contract terms
- Option 2 – Maintain status quo and issue an RFP for up to a 5 year contract term
- Option 3 – Includes transitioning from third party to City owned amenities, and work with RDN and BC Transit to create City owned shelters

Committee discussion took place. Highlights included:

- Greater revenue generated through bus stop shelters than through benches
- Island weather and the necessity of shelters
- Encouraging transit use to reduce overall carbon footprint
- Concerns regarding committing to a 25 year contract

- Bus shelters often designed more for advertisement purposes than for the benefit of the transit user
- Funding through BC transit for option 3

Jamie Rose, Manager, Transportation, spoke regarding the cost of purchasing and installing a bus shelter is close to \$50,000 and BC Transit provides grants for a limited number of shelters per year.

Committee discussion continued. Highlights included:

- The importance of the City's input in determining bus shelter locations
- Conversations with the Regional District of Nanaimo and BC Transit
- Extra costs involved in cleaning and maintaining the bus shelters
- Including stipulations in the contract to allow more input from the City such as preferred locations
- Option 3 would require hiring more staff and would shift more onus on taxpayers
- The risks involved in entering a 25 year contract
- Advantages of a negotiated agreement that provides the City with more control
- Longer term contract more appealing to bidders and creates a higher degree of competition
- Victoria uses similar model with a 20 year contract
- Increasing ridership is more important than advertising dollars
- Acting before the contract expires on 2021-JUN-22

Jake Rudolph, Chief Administrative Officer, advised the Committee that Staff are hoping to issue the Request For Proposal in early January of 2022.

Committee discussion continued. Highlights included:

- Currently there are two separate contracts and the intent is to combine services under one contract
- The risk that infrastructure may be removed if the contracts lapse

It was moved and seconded that the City of Nanaimo engage with BC Transit and the Regional District of Nanaimo (RDN) on the topic of developing a long-term transit shelter deployment plan, and return to Council with a report by 2022-JAN-30. The motion carried.

Opposed: Councillors Thorpe and Turley

(e) REIMAGINE NANAIMO:

1. REIMAGINE Nanaimo - Phase 2 Public Engagement Summary

Introduced by Dale Lindsay, General Manager, Development Services.

Presentation:

1. Lisa Bhopalsingh, Manager, Current Planning, provided a PowerPoint presentation. Highlights included:

- Provided a summary of key learnings from the results of the phase two public engagement
- Phase two involved in depth feedback (detailed workshops and surveys)
- Pleased with the level of dedication by those providing feedback
- Received over 2000 detailed surveys
- Demographics of survey participation included:
 - Lower number of participants in the under 24 age group than the statistical population
 - Good representation across different neighbourhoods
- The majority of those responded agreed with the direction of the different goals
- A “Green Nanaimo” and an “Enabled Nanaimo” goals had the most support
- 70% of respondents felt that the draft indicators would be effective

Committee discussion took place regarding indicators being adjusted based on phase three engagements and indicators around political voice.

Lisa Bhopalsingh, Manager, Current Planning, continued the presentation. Highlights included:

- Participants ranked three different land use scenarios (current path, mobility hubs, and central focus)
- A link to the full engagement summary is attached to report as well as provided online
- The 2021-DEC-01 Environment Committee meeting will focus on climate mitigation and green house gas emissions
- Project timeline and key dates include:
 - Phase three engagement on the draft City Plan in January of 2022
 - Final revisions and partner referrals in March of 2022
 - Public hearing and plan adoption in April of 2022

Committee and Staff discussion took place. Highlights included:

- Community priorities regarding financial resilience
- Sandstone Master Plan project current proposal is more aligned with a hybrid option of scenario 3 (central focus)
- Sandstone application started before the REIMAGINE Nanaimo process was launched

7. QUESTION PERIOD:

There was no one in attendance who wished to ask questions.

8. ADJOURNMENT:

It was moved and seconded at 3:09 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER