

**AMENDED AGENDA**  
REGULAR COMMITTEE OF THE WHOLE MEETING  
SHAW AUDITORIUM, 80 COMMERCIAL STREET, NANAIMO, BC  
MONDAY, 2014-SEP-15, AT 4:30 P.M.

---

1. **CALL THE REGULAR COMMITTEE OF THE WHOLE MEETING TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

- Item 6 (a) – Colliery Dams Update – add delegations from:
  1. Mr. Craig Evans
  2. Mr. Jim Routledge
  3. Mr. Robert Fuller
  4. Mr. Soren Korhonen
  5. Mr. Terry Lee Wagar
  6. Mr. Gordon Fuller
  7. Mr. Daniel Appell
  8. Ms. Joy Sarauer
  9. Ms. Judy Forbister
  10. Mr. Jeff Solomon
  11. Mr. Mike Horn
- Item 7 (c) – Minutes of the Grants Advisory Committee – delete from agenda

3. **ADOPTION OF AGENDA:**

4. **ADOPTION OF MINUTES:**

- (a) Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, on Monday, 2014-AUG-18 at 4:30 p.m.

*Pg. 4-7*

5. **PRESENTATIONS:**

NONE

6. **ADMINISTRATION:**

(a) **Colliery Dams Update**

To be introduced by Mr. Toby Seward, Acting General Manager of Community Planning and Protective Services.

*Purpose: Further to the Council meeting held 2014-SEP-08, this report provides a response to questions raised regarding a hydraulic study and outlines options Council may wish to pursue to remediate the dams.*

Delegations:

1. Mr. Craig Evans
2. Mr. Jim Routledge
3. Mr. Robert Fuller
4. Mr. Soren Korhonen
5. Mr. Terry Lee Wagar
6. Mr. Gordon Fuller
7. Mr. Daniel Appell
8. Ms. Joy Sarauer
9. Ms. Judy Forbister
10. Mr. Jeff Solomon
11. Mr. Mike Horn

Staff Recommendation: That Council direct staff to:

*Pg. 8-14*

1. continue with a Request for Qualifications (RFQ) and a Request for Proposal (RFP) process to seek proposals from design/build contractors for overtopping and labyrinth spillway options;

**OR,**

2. pursue one of the other options outlined in this report.

**7. CORPORATE SERVICES:**

**(a) Three Year Permissive Tax Exemption Review**

To be introduced by Grants Advisory Committee Chair, Councillor Johnstone.

*Purpose: To obtain Council approval of the Grants Advisory Committee's Permissive Tax Exemption recommendations.*

Delegation:

1. Ms. Carol O'Connor, on behalf of PacificCARE.

*Pg. 15*

Committee Recommendations: That Council:

*Pg. 16-58*

1. renew Permissive Tax Exemptions for another three years to those organizations identified in Attachment 'A' of the report;
2. renew a Permissive Tax Exemption to the Central Vancouver Island Multicultural Society (RPTE-01), receiving a 50% exemption from taxes for the year 2015 and until the next review;

3. renew a Permissive Tax Exemption to the Nanaimo Recycling Exchange Society for the year 2015; and,

4. deny Permissive Tax Exemptions to the following applicants:

- Nanaimo Conservatory of Music (RPTE-25)
- Pacific Child and Family Enrichment Society (RPTE-31).

(b) **Permissive Tax Exemption for the Nanaimo Travellers Lodge Society**

---

Delegation:

1. Mr. Dave Connolly on behalf of Nanaimo Travellers Lodge Society. Pg. 59

[NOTE: Mr. Connolly is requesting to speak regarding reimbursement of 2014 taxes, not the Permissive Tax Exemption for the property.]

*Purpose: To provide Council with an update on the Permissive Tax Exemption for the Nanaimo Travellers Lodge Society.*

Staff Recommendation: That Council receive for information the report regarding the Permissive Tax Exemption for the Nanaimo Travellers Lodge Society. Pg.60-61

(c) **Minutes of the Grants Advisory Committee**

8. **COMMUNITY SERVICES:**

NONE

9. **CORRESPONDENCE (not related to a Report to Council):**

NONE

10. **NOTICE OF MOTION:**

11. **OTHER BUSINESS:**

12. **DELEGATIONS (not related to a Report to Council): (10 MINUTES)**

NONE

13. **QUESTION PERIOD:** (*Agenda Items Only*)

14. **PROCEDURAL MOTION:**

That the meeting be closed to the public in order to deal with agenda items under the *Community Charter* Section 90(1):

- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*,
- (n) the consideration of whether a Council meeting should be closed under a provision of this subsection or subsection (2);

*Community Charter* Section 90(2):

- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

15. **ADJOURNMENT:**

ACTING MAYOR: COUNCILLOR BRENNAN  
2014-SEP-08 to 2014-OCT-19

**MINUTES**  
REGULAR COMMITTEE OF THE WHOLE MEETING  
SHAW AUDITORIUM, 80 COMMERCIAL STREET,  
MONDAY, 2014-AUG-18 AT 4:30 P.M.

---

PRESENT: Mayor J. R. Ruttan, Chair

Members: Councillor G. Anderson  
Councillor W. L. Bestwick  
Councillor M. D. Brennan  
Councillor G. E. Greves  
Councillor D. K. Johnstone  
Councillor W. B. McKay  
Councillor J. F. K. Pattje

Absent: Councillor J. A. Kipp

Staff: E. C. Swabey, City Manager  
T. M. Hickey, General Manager of Community Services  
B. E. Clemens, Director of Finance  
G. Ferrero, Director of Information Technology & Legislative Services  
D. Lindsay, Director of Community Development  
R. Davidson, A/Manager, Bylaw, Regulation Security  
K. Brydges, Environmental Bylaw Enforcement Officer  
R. Lawrance, Environmental Planner  
D. Smith, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

The Regular Committee of the Whole Meeting was called to order at 4:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Councillor McKay advised that he would be bringing forward two Notices of Motion under Item 10 "Notice of Motion".

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Committee of the Whole Meeting held in the Shaw Auditorium, 80 Commercial Street, Nanaimo, BC, on Monday, 2014-JUN-16 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Mr. Larry Gardner, Manager of Solid Waste and Ms. Sharon Horsburgh, Senior Solid Waste Planner, Regional District of Nanaimo (RDN) provided a presentation regarding the RDN Solid Waste Management Plan Review process and its current status.

6. CORPORATE SERVICES:

- (a) Development Cost Charge Review Process

It was moved and seconded that Council direct Staff to undertake a comprehensive Development Cost Charge review to be completed in 2015. The motion carried unanimously.

- (b) "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.62, 2014"

It was moved and seconded that Council consent to the adoption of "Regional District of Nanaimo Pump & Haul Local Service Amendment Bylaw No. 975.62, 2014" and that the Regional District of Nanaimo be notified accordingly. The motion carried unanimously.

- (c) Amendments to the Recognition and Appreciation of City Volunteers Policy

It was moved and seconded that Council amend the "Recognition and Appreciation of City Volunteers Policy" by removing the reference to provision of alcoholic beverages and replacing it with wording to reflect that alcoholic refreshments will be available on a no-host basis; and, general housekeeping amendments as outlined in the Staff report. The motion carried.

Opposed: Councillor McKay

7. COMMUNITY SERVICES:

- (a) Sport Tourism

Presentation:

1. Ms. Lesley Anderson, Executive Director of Destination Management, Tourism Nanaimo.

It was moved and seconded that Council:

1. approve the Sport Event Hosting Policy; and,
2. starting in 2015, transfer the \$20,000 annual grant fund budget to the Nanaimo Economic Development Corporation for Tourism Nanaimo to promote and administer the Sport Tourism Grant Program.

The motion carried unanimously.

(b) Investigation Summary of Tree Removal at 2589 Kenworth Road

It was moved and seconded that Council receive for information the report pertaining to the investigation summary of the tree removal at 2589 Kenworth Road. The motion carried unanimously.

8. NOTICE OF MOTION:

- (a) Councillor McKay provided the following two Notices of Motion for consideration at the Regular Council Meeting to be held Monday, 2014-SEP-08:

1. “That Council reconsider the following motion, adopted at the Regular Council Meeting held 2014-AUG-11:

40114 It was moved and seconded that Council approve capital funding for the BC SPCA Nanaimo Branch of \$50,000 from contingency plus \$50,000 in each of 2015 and 2016, funded from general revenue. The motion carried unanimously.”

2. “That Council approve funding of up to \$10,000 for sponsorship of the Zero Waste Conference to be held 2014-OCT-02 to 2014-OCT-04 in Nanaimo.”

Councillor McKay vacated the Shaw Auditorium at 6:27 p.m.

9. DELEGATIONS (not related to a Report to Council):

- (a) Ms. Judy Schur, Ms. Julie MacTire and Mr. Leon Davis, SPCA requested that the City address and implement a bylaw pertaining to dogs left in hot vehicles including a fine for that type of violation.

It was moved and seconded that Council direct Staff to work with the SPCA and Coastal Animal Services Nanaimo to prepare a report and bylaw to address fines related to caring for animals, tethering animals and ventilation for dogs left in hot vehicles. The motion carried unanimously.

Councillor McKay returned to the Shaw Auditorium at 6:33 p.m.

10. QUESTION PERIOD:

- Mr. Fred Taylor, Notices of Motion, Reconsideration of Motion, Investigation Summary of Tree Removal at 2589 Kenworth Road.

11. ADJOURNMENT:

It was moved and seconded at 6:34 p.m. that the meeting terminate. The motion carried unanimously.

\_\_\_\_\_  
CHAIR

CERTIFIED CORRECT:

\_\_\_\_\_  
CORPORATE OFFICER



# City of Nanaimo

## REPORT TO COUNCIL

DATE OF MEETING: 2014-SEP-15

AUTHORED BY: TOBY SEWARD, ACTING GENERAL MANAGER  
COMMUNITY DEVELOPMENT & PROTECTIVE SERVICES

RE: COLLIERY DAMS UPDATE

---

### STAFF RECOMMENDATION:

That Council direct staff to:

1. continue with a Request for Qualifications (RFQ) and a Request for Proposal (RFP) process to seek proposals from design/build contractors for overtopping and labyrinth spillway options; or
2. pursue one of the other options outlined in this report.

### PURPOSE:

Further to the Council meeting held 2014-SEP-08, this report provides a response to questions raised regarding a hydraulic study and outlines options Council may wish to pursue to remediate the dams.

### BACKGROUND:

At the Regular Council meeting held 2014-AUG-11, Council directed staff to:

1. Request for Qualification – The City would establish a process where qualified design/build contractors with education and experience in dam-related work would be evaluated to determine if they are qualified to carry out this work (as per City tendering policy).
2. Develop Specifications – A prescriptive specification would be developed by Golder (or others) defining the elements needed in the design/build proposal, including performance specifications and model testing (core samples of the existing spillway and embankment may be required as part of the specification development). This specification would be developed referencing the Provincial Dam Regulations, Canadian Dam Association Standards, FEMA Standards and other applicable standards for dam construction.
3. Review by Dam Safety Section – Once the design specifications were developed, they would be reviewed with the Dam Safety Section to confirm if the specifications meet established standards for dam construction.

☐ Council  
☒ Committee... *of the whole*  
☐ Open Meeting  
☐ In-Camera Meeting  
Meeting Date: *2014-Sep-15*

4. Peer Review – The Dam Safety Section has advised the overtopping design/build solutions, other than roller-compacted concrete, do not meet standard engineering practice; therefore, a peer review by an experienced dam engineering firm would be required at the City's cost.
5. Request for Proposal – Those contractors that were qualified to carry out the design/build remediation would be invited to provide a design/build proposal for overtopping or the spillway labyrinth options (as per City tendering policy).
6. Tender Process – The City would evaluate the design/build proposals received (together with an engineering consultant) and, through an evaluation process, would select the best design/build contractor for Council's approval.
7. Review by Dam Safety Section – The proposal that was determined to be the best option would be reviewed with the Dam Safety Section to determine if the design/build solution, once completed, would allow for Provincial permits to be issued for construction.

At the 2014-SEP-08 Regular Council meeting, Council discussed reconsideration of the above-noted resolution and subsequently passed a motion to refer the issue of a hydraulic study to model overtopping of the Colliery Dams to staff for consultation with Golder Associates.

As Council did not change its direction regarding the RFQ/RFP motion passed 2014-AUG-11, staff is proceeding based on previous Council direction.

Further to the Council motion on 2014-SEP-08, staff has received the following response from Golder regarding undertaking a hydraulic study on the Lower Colliery Dam.

#### Golder's Response on Undertaking a Hydraulic Study

- i. The breach characteristics have already been assessed (see Golder's report on Hydrology, Hydraulics and Breach Analysis). The breach characteristics of the Lower Dam (and Middle Dam) were assessed on the basis of a review of case histories and studies of the breach characteristics of dams, with an emphasis on dams that were of similar size and construction to the Colliery Dams.
- ii. If a physical model were used to assess the breach characteristics of the Lower Dam, it would be expected to result in a more accurate assessment of the breach characteristics of the dam, however,
  1. The physical model would still have some uncertainty – mainly because there is uncertainty about the geotechnical characteristic of the dam, ie:
    - a. We do not know the construction of the downstream shell of the dam, as we have not been able to drill deep boreholes on the steep slope of the dam.
    - b. We are unsure of the characteristics of the rockfill. Rockfill is notoriously difficult to sample – in the investigation, we used what is considered to be the best method of sampling (the sonic drill), however even this drill tended to pulverize the rockfill, so the rockfill appears finer than it probably is in reality.

- c. Taking the above into account, a more accurate physical model may be based on a less accurate geotechnical model, meaning that it may be necessary to construct more than one physical model in order to bracket the expected behavior.
2. The purpose of this modeling is, presumably, to find out if the current breach parameters are unduly conservative – thus over-predicting the breach risk. This may or may not be the case – remember that a large part of the downstream shell of the dam is constructed of highly erodible coal waste – this material is very similar to the tailings sand of which the recently failed Mt. Polley tailings dam was constructed. This material would disappear very quickly in an overtopping event (after the vegetative cover was removed).
3. Taking the above into account, it seems that this modeling could be quite difficult and may not demonstrate a meaningful reduction in risk.

Additionally, staff has spoken to Golder and other engineering consultants and were advised that modeling would take approximately four months and cost \$150,000 - \$250,000 depending on the scope of work and number of model tests required.

#### DISCUSSION:

The following matrix has been prepared to review options that Council may wish to consider:

	OPTION	INITIAL COST	TIMELINE	BUILDING COST	OUTCOME
1.	Hydraulic Study	\$150,000 - \$250,000	4 months	Study will not determine building cost	Study will test both current dam stability and embankment stabilization options that may be used in remediation options
2.	RFQ/RFP	\$200,000 - \$400,000	4 months	To be determined by contractors	Design/build contractors will prepare proposal and costs to complete remediation
3.	Sole source to GSI (upon qualifying and approval of stabilization proposal)	\$100,000 - 200,000	3 months	\$3.0± million (estimated)	GSI will submit qualifications for review and prepare proposal and costs to complete remediation, based on specifications (including peer and Dam Safety Section review)
4.	Design/Tender – spillway labyrinth	0	6 months	\$8.2 million (estimated)	Remediation completed

Review of Options:

1. *Hydraulic Study* – This study has been requested by Colliery Dam Park Preservation Society (CDPPS) representatives as they believe there remain significant uncertainties as to how the dam will fail during a flood event. CDPPS believes the dam failure mechanism has not been established and that the scope of work for the study should include:

- (1) Review of the design flood (currently by Golder).
- (2) Modeling of the flood over the Lower Dam for the design flood event with and without Middle Dam failure.
- (3) Review the dam structure during the design event and estimate the rate of failure of the structure by erosion.
- (4) Suggest options for upgrading that would reduce or eliminate the risk of downstream impacts due to dam failure associated with the design flood.

Golder has provided a response to considering undertaking a hydraulic study (identified earlier in this report). Golder has advised that the downstream shell of the dam is constructed of highly erodible coal waste and will disappear very quickly in an overtopping event and modeling could be quite difficult and may not demonstrate a meaningful reduction in risk.

Golder, CDPPS and City staff agree that hydraulic study may lead to a better understanding of how the dam will fail in a design (extreme) storm event. The hydraulic study is one of many additional studies that could be undertaken to analyze the dams. It is uncertain if any additional study will lead to changing the recommended remediation options presented by Golder.

2. *RFQ/RFP* – This option involves continuing with the direction Council gave staff at its meeting held 2014-AUG-11 to undertake a 7-step process to seek proposals from design/build contractors for both the overtopping and labyrinth spillway options. The details of this option are outlined in the 2014-AUG-11 report to Council and the seven-step process has been outlined earlier in this report.

In step 2 of this option (develop specifications) model testing is identified as a component of developing the design specifications; however, it would likely not involve the extensive hydraulic study noted in option 1 above. Staff previously identified the RFQ/RFP process as an option for Council's consideration, as it will involve inviting design/build contractors to provide proposals on both the overtopping and spillway labyrinth options. One of the challenges for this option is that it may not result in the design/build contractor submitting proposals, as there may be a considerable cost and time commitment to prepare the proposals.

3. *Sole Source the project to GSI* – GeoStabilization International (GSI) has stated that they would undertake the remediation work for stabilizing the embankments for both the Middle and Lower Colliery Dams for a price not exceeding \$3 million. The following challenges for GSI and the City would have to be overcome in order to pursue sole sourcing of this contract to GSI:

- Would GSI's proposal meet the criteria for sole sourcing the project as outlined in the City's purchasing policy?

Staff believes GSI could meet the criteria for sole sourcing; however, this issue needs further review following discussions with GSI.

- Would GSI meet the pre-qualification criteria identified in the City's purchasing policy?

The key criteria for pre-qualifying is to confirm qualifications, experience and references in undertaking similar work, including the team members GSI would assemble as part of the design bid proposal. When GSI appeared before Council earlier this summer they stated that they would bring additional design professionals as part of their team to carry out this work. At this time we do not know who GSI would include on the team and whether they have background in dam stabilization work using a concrete matting process identified by GSI.

- Will GSI's proposal be approved after undertaking a peer review and receive approval by the Dam Safety Section who administers provincial Dam Safety Regulations?

Both Golder and the Dam Safety Section have advised that the initial GSI proposal has not been used for dam stabilization in BC and have raised uncertainties if the GSI proposal would meet current regulations and established guidelines for dam stabilization.

- Does GSI's proposal address dam specifications outlined by Golder in their analysis of overtopping analysis?

GSI's initial proposal is to install concrete matting on the downstream embankment of the dam and pin the concrete matting to the slope using long anchors. Following brief discussions with GSI, staff does not believe their initial proposal addresses downstream environmental contamination, contamination from the coal slag fill, re-shaping of the embankment to direct flows to a common outlet at the base of the slope, energy dissipation at the base of the slope, and berming of the sides of the existing spillway, as proposed by Golder. Also, GSI's proposed estimated cost does not take into account the City's costs for consultants retained for provincial permitting processes, independent engineering oversight during construction, and potential other costs that the City will incur during and after construction is completed.

Staff believes the uncertainties raised above could be overcome through working with GSI, Golder and Dam Safety Section; however, there are substantial up-front costs and time required to address the issues noted above. Staff believes these issues will result in GSI's proposed cost of \$3 million increasing and there is no guarantee that after going through this process, that GSI's proposal will be accepted.

4. *Design / Tender for the Spillway Labyrinth option* – As has been identified previously, the spillway labyrinth option was one of two options recommended by Golder to pursue as a remediation option for the dams. Following the 8-month review process that the Colliery Dams Technical Committee undertook, the Snuneymuxw First Nation (SFN) and the City recommended pursuing the spillway labyrinth option. The CDPPS endorsed the overtopping option.

If Council was to direct staff to pursue the spillway labyrinth option, the need to undertake the hydraulic study would be eliminated as the overtopping options would no longer be considered. The spillway labyrinth option is currently estimated at a higher cost than the overtopping option proposed by Golder and GSI; however, Golder has identified a number of cost savings that may be able to lead to a decreased cost for this option.

#### SUMMARY:

During the past year, a detailed analysis has been undertaken to determine a remediation option for the Colliery Dams. The Colliery Dams Technical Committee, (SFN, CDPPS, the City, Golder and a facilitator) have spent 8 months and approximately \$1.4 million reviewing options to remediate the dams.

The Technical Committee process did not lead to a unanimous decision on an option to pursue and has led to many reports and presentations to Council regarding the merits of pursuing alternative options than those Golder recommended.

The challenge with the current situation is that Golder and CDPPS have differing views on analysis to date:

- A. Golder is an experienced and highly regarded engineering firm who has been involved in hundreds of dam reviews. Golder presented recommendations based on the detailed analysis they undertook. After this detailed review, Golder has stated the risk of dam collapse due to flood events is significant and must be addressed by dam remediation to improve flood routing characteristics of the dam.
- B. CDPPS has disagreed with a number of Golder's findings and has requested additional engineering studies be undertaken.

Based on the information gathered over the past year and the issues raised in this report, staff recommends proceeding with the recommendations Golder has prepared and determined remediation options for the dams. There is no doubt additional information can be obtained by further analysis (hydraulics study, modeling of the dam failure, rainfall/spillway analysis, drilling and core sampling of the Middle Dam, etc.). This additional information may or may not assist in determining if there is a better remediation option available; however, this process of gathering additional information could go on indefinitely and result in ever-increasing costs and analysis.

Depending on which option Council wishes to pursue, there still remains a process that will involve SFN acceptance, provincial permits (environmental, archaeological, Fisheries, contaminated sites, and Dam Safety Section) which cannot commence until an option is chosen. Also, the City has generated a schedule to undertake remediation work in the summer of 2015 and further delays in choosing an option may make it extremely difficult to meet this schedule. The Dam Safety Section has advised that they expect the City to undertake remediation work next summer, as scheduled. Lastly, as well as determining a remediation option, the City's long-term costs for asset management for the Colliery Dams remains a key

consideration as the costs for remediation of the dams has to take into consideration both the cost of the selected option and the cost to the City over the long term.

Finally, pursuing the spillway labyrinth option remains the recommended solution by two of the three parties involved in the Technical Committee, although the CDPPS is strongly opposed to this option. If Council does not wish to pursue the spillway labyrinth option, staff seeks Council's direction in pursuing a hydraulic study, an RFQ/RFP process as currently endorsed by Council and recommended in this report, or pursuing a sole source proposal with GSI.

Respectfully submitted,

  
\_\_\_\_\_  
TOBY SEWARD  
ACTING GENERAL MANAGER  
COMMUNITY DEVELOPMENT & PROTECTIVE SERVICES

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2014-SEP-10  
G:/2014 FILES/Colliery Dam Park/REPORTS/RPT2014-SEP-15 Colliery Dams  
TS/hp

Delegation Request:

Carol O'Connor has requested an appearance before council. The request is made on behalf of PacificCARE.

The requested date is September 15, 2014.

The requested meeting is:  
COW

Presenter's information

City: Nanaimo  
Province: BC  
Email: [carol@pacific-care.bc.ca](mailto:carol@pacific-care.bc.ca)  
Bringing a presentation: No  
Business Phone: (250) 756-2022  
Fax: (250) 756-2021

Details of Presentation:

appeal permissive tax denial based on misinterpretation of information and incomplete information.

☐ Council  
☒ Committee *of the Whole*  
☐ Open Meeting  
☐ In-Camera Meeting  
Meeting Date: *214. Sep. 15*



# City of Nanaimo REPORT TO COUNCIL

DATE OF MEETING: 2014-SEP-15

AUTHORED BY: COUNCILLOR DIANA JOHNSTONE, CHAIR, GRANTS ADVISORY COMMITTEE

RE: THREE YEAR PERMISSIVE TAX EXEMPTION REVIEW

---

## COMMITTEE RECOMMENDATION:

That Council:

1. renew Permissive Tax Exemptions for another three years to those organizations identified on Attachment 'A' of this report;
2. renew a Permissive Tax Exemption to the Central Vancouver Island Multicultural Society (RPTE-01), receiving a 50% exemption from taxes for the year 2015 and until the next review;
3. renew a Permissive Tax Exemption to the Nanaimo Recycling Exchange Society for the year 2015; and,
4. deny Permissive Tax Exemptions to the following applicants:
  - Nanaimo Conservatory of Music (RPTE-25)
  - Pacific Child and Family Enrichment Society (RPTE-31).

## PURPOSE:

To obtain Council approval regarding the Permissive Tax Exemption applications recommendation.

## BACKGROUND:

The Grants Advisory Committee has just completed a three year review of organizations currently receiving a permissive tax exemption under the City's "PROPERTY TAX EXEMPTION BYLAW 2013. NO. 7177". The Committee has met on several occasions since January, 2014 in order to undertake an exhaustive review. Minutes have been attached for Council as Attachment 'B'.

During the course of the seven month review, the Grants Advisory Committee also received and reviewed new applications for permissive tax exemptions. The Committee's recommendations were forwarded to the next Council meeting for consideration.

The Renewal Application from the Nanaimo Community Archives for #9 – 150 Commercial Street was not received in time for the Grants Advisory Committee to formally review; however, the Committee Chair has asked for this organization to be placed on the renewal schedule, pending the Committee's subsequent review. This organization has been included on Attachment 'A', which is the list of all renewal applications that the Committee is recommending to remain on the PTE Bylaw.

☐ Council  
☐ Committee of the Whole  
☐ Open Meeting  
☐ In-Camera Meeting  
Meeting Date: 2014-SEP-15

Recommendation No. 2 (Central Vancouver Island Multicultural Society), recommending an exemption of 50% was intended to reduce the Society's reliance on City funding.

Recommendation No. 3 is for a one-year Permissive Tax Exemption for the Nanaimo Recycling Exchange Society since the Society has stated they intend to move on to the new property in 2015. They would have to reapply for an exemption for 2016.

The Grants Advisory Committee stringently reviewed all organizations currently receiving exemption from taxes. With the exception of two organizations, the Grants Advisory Committee recommends that all organizations remain on the City's permissive tax exemption bylaw for another three years. Upon review of the Nanaimo Conservatory of Music's application, the Committee felt that this organization wasn't affordable or inclusive to all the residents of Nanaimo. After reviewing the Pacific Child and Family Enrichment Society's application, the Committee felt that this organization's services serve all Vancouver Island residents, not just the Nanaimo area and many of their services are offered through daycare centres. These two organizations were not recommended to receive further exemption from taxation.

Please note that this review did not include properties that have a statutory exemption such as churches, senior citizen housing and community care facilities. The review centered on properties owned or occupied by non-profit societies providing a variety of services to the Nanaimo community.

This report to Council is not to introduce the new 2014 Tax Exemption Bylaw. Rather, it is to identify those organizations that the Committee felt deserved to remain (or be placed) on this year's bylaw. The recommendations approved by the Committee of the Whole will form the basis of the new 2014 Tax Exemption Bylaw. As there will likely be other changes to the bylaw prior to the statutory deadline of October 31<sup>st</sup> of this year, Council may expect to receive the 2014 Property Tax Exemption Bylaw for consideration of First Three Readings by early October.

Attachment 'C' is provided for Council's information. This is a list of the organizations that will be added to the PTE Roll in 2015. All of these have been approved by Council.

Respectfully submitted



Councillor Diana Johnstone  
Chair, Grants Advisory Committee

# ATTACHMENT 'A'

Folio	Unit	House	Street	Organization	Estimated 2015 City portion of taxes
82334.000	201	55	Victoria Road	Aids Vancouver Island – Nanaimo	\$ 948
16000.114		901	Fifth Street	808 Thunderbird Wing – Air Force Association of Canada	3,944
19805.300		2200	Labieux Road	BC SPCA	6,407
16019.000		20	Fifth Street	Boys and Girls Club of Central Vancouver Island	6,682
85840.000		1045	Terminal Avenue N	Canadian Mental Health Association	5,095
05990.101	1	2525	McCullough Road	Canadian Red Cross Society	3,462
05990.102	2	2525	McCullough Road	Canadian Red Cross Society	4,821
86081.000	101	319	Selby Street	Central Vancouver Island Multicultural Society	7323 50% of 14,646
05536.100		2352	Rosstown Road	Columbian Centre Society	2,598
05438.020		2330	Brackenwood Place	Columbian Centre Society	1,606
05438.015		2332	Brackenwood Place	Columbian Centre Society	1,606
07281.000		3793	Norwell Drive	Columbian Centre Society	1,807
85616.010	10	150	Commercial Street	Crimson Coast Dance Society	452
05910.000		1717	Kerrisdale Road	Crisis Pregnancy Centre of Nanaimo Society	3,468
07375.585		4148	Mostar Road	Habitat for Humanity Mid Vancouver Island	11,665
84750.000		7	Port Drive	Island Corridor Foundation	3,384
84750.100		7	Port Drive	Island Corridor Foundation	13,140
84758.000		1161	Milton Street	Island Corridor Foundation	378
16931.000		870	Victoria Road	Island Crisis Care Society	2,102
16930.000		880	Victoria Road	Island Crisis Care Society	1,706
84680.000		355	Nicol Street	Island Crisis Care Society	1,633
08310.152		6682	Dover Road	Island Crisis Care Society	2,397
81613.000		1009	Farquhar Street	Loaves & Fishes Food Bank Foundation	3,160
08283.925		6175	McGirr Road	McGirr Sports Society	41,445
81611.013	212	285	Prideaux Street	Mid Island Intergroup Society	391

81611.014	109	285	Prideaux Street	Mid Island Metis Nation Association	\$ 353
85616.002	2	150	Commercial Street	Nanaimo Art Gallery Society	7,878
86175.000		83	Victoria Road	Nanaimo Association for Community Living	21,794
05549.007	2	2300	Bowen Road	Nanaimo BMX Association	2,606
81611.022	106	285	Prideaux Street	Nanaimo Brain Injury	3,636
07151.002		4295	Victoria Avenue	Nanaimo Canoe Kayak Club	289
85047.002		1135	Nelson Street	Nanaimo Child Development Centre Society	30,235
05492.201		198	Holland Road	Nanaimo Christian School	8,943
81611.023	114	285	Prideaux Street	Nanaimo Citizen Advocacy Association	1,965
85616.009	9	150	Commercial Street	Nanaimo Community Archives Society	4,904
85901.001		1080	St. George Street	Nanaimo Community Hospice Society	7,148
89095.000		100	Wall Street	Nanaimo Curling Club	12,213
84792.100		101	Gordon Street	Nanaimo & District Museum Society	43,544
05549.008	3	2300	Bowen Road	Nanaimo Equestrian Association	5,064
83252.000		1070	Townsite Road	Nanaimo Family Life Association	3,375
85616.004	4A & 4B	150	Commercial Street	Nanaimo Festival Heritage Theatre Society (Theatre One)	1,226
17545.005		271	Pine Street	Nanaimo Foodshare Network Society	3,848
80951.000		505	Albert Street	Nanaimo FOS Non Profit Housing Society	5,060
85998.000		1191	Seafield Crescent	Nanaimo FOS Non Profit Housing Society	8,449
85576.001	A	1844	Stewart Avenue	Nanaimo Marine Rescue Society	1,077
16000.025		750	Third Street	Nanaimo Minor Hockey Association	3,875
05695.000		2227	McGarrigle Road	Nanaimo Region John Howard Society	1,836
86186.000		1585	Bowen Road	Nanaimo Region John Howard Society	2,508
05438.000		2368	Rosstown Road	Nanaimo Region John Howard Society	2,137

16912.000		961	Haliburton Street	Nanaimo Region John Howard Society	\$ 2,136
07151.002		4295	Victoria Avenue	Nanaimo Rowing Club	289
16592.001		195	Fourth Street	Nanaimo Search and Rescue Society	3,331
81611.020	205	285	Prideaux Street	Nanaimo 7-10 Club Society	3,354
86226.000		256	Wallace Street	Nanaimo Squash Club	3,787
05431.100		2373	Rosstown Road	Nanaimo Theatre Group	3,332
86055.000		290	Bastion Street	Nanaimo Youth Services Association	10,190
16021.300		200	Buttertubs Drive	Nature Trust of British Columbia	1,932
16007.500		1780	Jingle Pot Road	Nature Trust of British Columbia	13,657
05828.005		1946	Jingle Pot Road	Nature Trust of British Columbia	1,187
05457.004		201	Dogwood Road	Nature Trust of British Columbia	14,251
05457.006		250	Dogwood Road	Nature Trust of British Columbia	3,969
05762.101		731	Dogwood Road	Nature Trust of British Columbia	46,113
05761.005		787	Nanaimo Lakes Road	Nature Trust of British Columbia	18,194
05765.003		941	College Drive	Nature Trust of British Columbia	34,858
16174.000		900	Raines Road	Nature Trust of British Columbia	573
16172.000		901	Raines Road	Nature Trust of British Columbia	15,513
16171.000		1050	Raines Road	Nature Trust of British Columbia	4,912
16178.000		1125	Maughan Road	Nature Trust of British Columbia	3,285
16170.000		1141	Frew Road	Nature Trust of British Columbia	2,403
16175.000		1141	Maughan Road	Nature Trust of British Columbia	1,115
16173.000		1145	Maughan Road	Nature Trust of British Columbia	3,437
16176.000		1201	Maughan Road	Nature Trust of British Columbia	2,768
16000.010		750	Fifth Street	Navy League of Canada, Nanaimo Branch	5,004
81611.007	206	285	Prideaux Street	Options for Sexual Health	2,439
07860.001		6006	Doumont Road	Pleasant Valley Social Centre	2,616
07674.020		6100	Doumont Road	Pleasant Valley Social Centre	2,656
85997.002		125	Front Street	Port Theatre Society	295,870
13552.001		208	Colvilleton Trail	Protection Island Lions Club	12,912
13553.701	A	7	Pirates Lane	Protection Island Neighbourhood Association	4,277

05895.100		1630	East Wellington Road	Royal Canadian Legion, Mount Benson Branch 256	\$ 7,729
17458.266		129	Harewood Road	Royal Canadian Legion, Nanaimo Branch 10	2,616
19805.301		2250	Labieux Road	St. John Ambulance Society	17,140
81676.000		602	Haliburton Street	Tillicum Lelum Aboriginal Friendship Centre	12,137
16905.000		927	Haliburton Street	Tillicum Lelum Aboriginal Friendship Centre	10,342
17364.002		477	Tenth Street	Tillicum Lelum Aboriginal Friendship Centre	3,640
17364.001		479	Tenth Street	Tillicum Lelum Aboriginal Friendship Centre	10,244
81054.209	9	327	Prideaux Street	United Way Central and Northern Vancouver Island	3,222
05549.008	3	2300	Bowen Road	Vancouver Island Exhibition Association	5,064
05549.005		2290	Labieux Road	Vancouver Island Haven Society	21,031
85093.003	2 & 3	100	Cameron Road	Vancouver Island Military Museum	14,098
85616.007	7	150	Commercial Street	Vancouver Island Symphony	1,097
07234.001		3922	Corunna Avenue	Wellington Community Association	4,245
07233.001		3976	Corunna Avenue	Wellington Community Association	2,859
				<b>2015 Total Non-Profit Societies</b>	<b>\$951,407</b>
				<b>2014 Total Non-Profit Societies</b>	<b>\$984,650</b>

# ATTACHMENT 'B'



## MINUTES GRANTS ADVISORY COMMITTEE MEETING HELD WEDNESDAY, 2014-JAN-15, 3:05 P.M. IN THE BOARD ROOM, 411 DUNSMUIR STREET

---

### MEMBERS PRESENT:

Councillor D. Johnstone, Chair  
V. Alcock-Carter  
W. Anderson

D. Bonner  
I. Thorpe

### MEMBERS ABSENT:

Councillor G. Anderson  
L. Avis

### STAFF PRESENT:

B. Clemens, Director of Finance  
D. Hiscock, Manager of Revenue Services  
T. Wilkinson, Recording Secretary

---

#### 1. CALL TO ORDER:

The meeting was called to order at 3:05 p.m.

#### 2. INTRODUCTION OF LATE ITEMS:

- (a) Item 5 (a) Information Items – Grants Policy and Guidelines – pages added.
- (b) Item 5 (c) Information Items – *Community Charter* – pages added.
- (c) Item 5 (d) Information Items – Property Tax Exemption Bylaw 2013 No. 7177 – pages added.

#### 3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried.

#### 4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2013-NOV-20 at 3:00 p.m. be adopted as circulated. The motion carried.

5. INFORMATION ITEMS:

- (a) Correspondence dated 2013-DEC-02 from Mr. Gary Cleave, Development Officer, The D.A.R.E. BC Society, requesting funding to support Nanaimo's Drug Abuse Resistance Education (D.A.R.E.) Program for Nanaimo's Grade 5 and 6 students).

Committee members noted:

- Staff to send an Other Grant application form to the D.A.R.E. BC Society regarding their funding request.

6. RENEWAL APPLICATIONS:

- (a) Central Vancouver Island Multicultural Society (RPTE-01)

Committee members noted:

- Staff to contact the Central Vancouver Island Multicultural Society and ask them if they are sub-leasing space in their premises.

It was moved and seconded that the Central Vancouver Island Multicultural Society's PTE application be deferred to the 2014-JAN-29 Grants Advisory Committee Meeting. The motion carried.

It was moved and seconded that the Permissive Tax Exemption Application form be amended to include a question asking if they rent or lease part of their premises to another organization.

- (b) Nanaimo & District Museum Society (RPTE-02)

It was moved and seconded that the Nanaimo & District Museum Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at 101 Gordon Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

- (c) St. John Ambulance Society (RPTE-03)

Committee members noted:

- Staff to contact the St. John Ambulance Society and ask them to attend the next meeting on 2014-JAN-29 for more information regarding the type of training offered by their organization.

It was moved and seconded that the St. John Ambulance Society's PTE application be deferred to the 2014-JAN-29 Grants Advisory Committee Meeting. The motion carried.

- (d) The Port Theatre Society (RPTE-04)

It was moved and seconded that The Port Theatre Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at 125 Front Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.



(e) The Nature Trust of BC (RPTE-05)

It was moved and seconded that The Nature Trust of BC remains on the City's Permissive Tax Exemption Bylaw for property it owns at the following properties:

- 200 Buttertubs Drive
- 1780 Jingle Pot Road
- 1946 Jingle Pot Road (property leased from City)
- 201 Dogwood Road
- 250 Dogwood Road
- 731 Dogwood Road
- 787 Nanaimo Lakes Road
- 941 College Drive
- 900 Raines Road
- 901 Raines Road
- 1050 Raines Road
- 1125 Maughan Road
- 1141 Frew Road
- 1141 Maughan Road
- 1145 Maughan Road
- 1201 Maughan Road

receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

7. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2014-JAN-29 in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

8. ADJOURNMENT:

It was moved and seconded at 3:50 p.m. that the meeting terminate. The motion carried.



Chair

2014-JAN-29

Date



**MINUTES**  
**GRANTS ADVISORY COMMITTEE**  
**MEETING HELD WEDNESDAY, 2014-JAN-29, 2:30 P.M.**  
**IN THE BOARD ROOM, 411 DUNSMUIR STREET**

---

**MEMBERS PRESENT:**

Councillor D. Johnstone, Chair  
V. Alcock-Carter  
W. Anderson

D. Bonner  
I. Thorpe

**MEMBERS ABSENT:**

Councillor G. Anderson  
L. Avis

**STAFF PRESENT:**

B. Clemens, Director of Finance  
D. Hiscock, Manager of Revenue Services  
T. Wilkinson, Recording Secretary

---

1. CALL TO ORDER:

The meeting was called to order at 2:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Bill Anderson – questions regarding the Nature Trust of BC's organization (RPTE-05).

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2014-JAN-15 at 3:05 p.m. be adopted as circulated. The motion carried.

5. DELEGATIONS:

- (a) St. John Ambulance Society (RPTE-03)

Ms. Pat Threlfall and Ms. Carol Pilon, St. John Ambulance Society entered the Board Room at 2:32 p.m.

Ms. Pat Threlfall, Office Manager, and Ms. Carol Pilon, Regional Manager, St. John Ambulance Society, explained the type of training offered by their organization at the property it leases at 2250 Labieux Road.

Ms. Pat Threlfall and Ms. Carol Pilon vacated the Board Room at 3:00 p.m.

It was moved and seconded that the St. John Ambulance Society's renewal PTE application be deferred until all other applications have been reviewed. The motion carried.

6. RENEWAL APPLICATIONS:

(a) Central Vancouver Island Multicultural Society (RPTE-01)

Verbal update from Diane Hiscock, Staff Liaison, advising that she spoke with the Central Vancouver Island Multicultural Society and that they are not sub-leasing space in their premises, nor do they have any contracts to rent space.

It was moved and seconded that the Central Vancouver Island Multicultural Society's renewal PTE application be deferred to a June meeting, and that representatives from the Central Vancouver Island Multicultural Society be invited to speak to the Grants Advisory Committee about their organization. The motion carried.

(b) Nanaimo Citizen Advocacy Association (RPTE-07)

It was moved and seconded that the Nanaimo Citizen Advocacy Association remains on the City's Permissive Tax Exemption Bylaw for property it leases at #114 - 285 Prideaux Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(c) Loaves and Fishes Food Bank Foundation (RPTE-08)

Committee members noted:

- Val Alcock-Carter is a Board Member on the Loaves and Fishes Food Bank Foundation.

It was moved and seconded that the Loaves and Fishes Food Bank Foundation's renewal PTE application be deferred to a future Grants Advisory Committee meeting when there is a quorum. The motion carried.

(d) Protection Island Lions Club (RPTE-09)

It was moved and seconded that the Protection Island Lions Club remains on the City's Permissive Tax Exemption Bylaw for property it leases at 208 Colville Trail, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(e) Royal Canadian Legion, Nanaimo Branch 10 (RPTE-10)

It was moved and seconded that the Royal Canadian Legion, Nanaimo Branch 10 remains on the City's Permissive Tax Exemption Bylaw for property at 129 Harewood Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(f) Mid Island Intergroup Society (RPTE-11)

It was moved and seconded that the Mid Island Intergroup Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at #212 - 285 Prideaux Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(g) Pleasant Valley Social Centre (RPTE-12)

It was moved and seconded that the Pleasant Valley Social Centre remains on the City's Permissive Tax Exemption Bylaw for properties at 6006 & 6100 Doumont Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(h) Nanaimo Family Life Association (RPTE-13)

It was moved and seconded that the Nanaimo Family Life Association remains on the City's Permissive Tax Exemption Bylaw for property at 1070 Townsite Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(i) Nanaimo Youth Services Association (RPTE-14)

It was moved and seconded that the Nanaimo Youth Services Association remains on the City's Permissive Tax Exemption Bylaw for property at 290 Bastion Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(j) McGirr Sports Society (RPTE-15)

It was moved and seconded that the McGirr Sports Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at 6175 McGirr Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(k) Nanaimo Association for Community Living (RPTE-16)

It was moved and seconded that the Nanaimo Association for Community Living remains on the City's Permissive Tax Exemption Bylaw for property at 83 Victoria Crescent, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(l) Air Force Association of Canada, 808 Thunderbird Wing (RPTE-17)

It was moved and seconded that the Air Force Association of Canada, 808 Thunderbird Wing remains on the City's Permissive Tax Exemption Bylaw for property it leases at 901 Fifth Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

Opposed: *Councillor Johnstone*

(m) Protection Island Ratepayers Association (RPTE-18)

It was moved and seconded that the Protection Island Ratepayers Association's renewal PTE application be deferred to a June meeting, and that representatives from the Protection Island Ratepayers Association be invited to speak to the Grants Advisory Committee about their organization. The motion carried.

(n) Nanaimo Christian School (RPTE-19)

Committee members noted:

- Staff to contact the Nanaimo Christian School regarding public accessibility to their fields.

It was moved and seconded that the Nanaimo Christian School's renewal PTE application be deferred to a future Grants Advisory Committee meeting. The motion carried.

(o) Habitat for Humanity Mid Vancouver Island (RPTE-20)

It was moved and seconded that the Habitat for Humanity Mid Vancouver Island remains on the City's Permissive Tax Exemption Bylaw for property it leases at 4148 Mostar Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(p) Nanaimo 7-10 Club Society (RPTE-21)

It was moved and seconded that the Nanaimo 7-10 Club Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at #205 - 285 Prideaux Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

7. OTHER BUSINESS:

- (a) Bill Anderson asked if Staff could please research to see if any BC municipalities have denied the Nature Trust of BC's permissive tax exemptions.

8. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2014-FEB-19 in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

9. ADJOURNMENT:

It was moved and seconded at 4:25 p.m. that the meeting terminate. The motion carried.

  
Chair

2014-FEB-19  
Date

G:\ADMINISTRATION\Committees\Grants Advisory Committee\2014 Grants\2014-JAN-29\GAC140129M.docx



**MINUTES**  
**GRANTS ADVISORY COMMITTEE**  
**MEETING HELD WEDNESDAY, 2014-FEB-19, 2:30 P.M.**  
**IN THE BOARD ROOM, 411 DUNSMUIR STREET**

---

**MEMBERS PRESENT:**

Councillor D. Johnstone, Chair  
V. Alcock-Carter  
L. Avis

D. Bonner  
I. Thorpe

**MEMBERS ABSENT:**

Councillor G. Anderson  
W. Anderson

**STAFF PRESENT:**

B. Clemens, Director of Finance  
D. Hiscock, Manager of Revenue Services  
T. Wilkinson, Recording Secretary

---

1. CALL TO ORDER:

The meeting was called to order at 2:35 p.m.

2. ADOPTION OF AGENDA:

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

3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2014-JAN-29 at 2:30 p.m. be adopted as circulated. The motion carried.

4. INFORMATION ITEMS:

- (a) Verbal update from D. Hiscock, Staff Liaison, regarding RPTE-19: Nanaimo Christian School; and RPTE-05: Nature Trust of BC.
- the Nanaimo Christian School advised that their gym and school fields are open to the public and used often.
  - the District of North Vancouver was the only municipality that denied a Permissive Tax Exemption to the Nature Trust of BC.

5. NEW APPLICATIONS:

(a) D.A.R.E. (Drug Abuse Resistance Education) BC Society (OG-01)

Committee members noted:

- the D.A.R.E. Society should also seek funding from various rotary groups.

It was moved and seconded that the D.A.R.E. (Drug Abuse Resistance Education) BC Society be awarded an Other Grant in the amount of \$3,500 to teach the D.A.R.E. program to over 1,000 Grade 5 and 6 Nanaimo students each year. The motion was denied.

Opposed: *D. Johnstone, D. Bonner and I. Thorpe*

It was moved and seconded that the D.A.R.E. (Drug Abuse Resistance Education) BC Society be awarded an Other Grant in the amount of \$2,500 to teach the D.A.R.E. program to over 1,000 Grade 5 and 6 Nanaimo students each year. The motion carried.

(b) Nanaimo Volunteer & Information Centre Society (OG-02)

Committee members noted:

- the Nanaimo Volunteer & Information Centre Society has been awarded this type of grant the last few years.

It was moved and seconded that Nanaimo Volunteer & Information Centre Society be awarded an Other Grant in the amount of \$1,501.47 to cover the cost of the rental at Beban Park Auditorium on 2014-APR-10 for their 2014 Annual Volunteer Appreciation Luncheon. The motion carried.

6. RENEWAL APPLICATIONS:

(a) Nanaimo Christian School (RPTE-19)

It was moved and seconded that the Nanaimo Christian School remains on the City's Permissive Tax Exemption Bylaw for property at 198 Holland Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(b) Tillicum Lelum Aboriginal Society (RPTE-22)

It was moved and seconded that the Tillicum Lelum Aboriginal Society remains on the City's Permissive Tax Exemption Bylaw for the following properties:

- 602 Haliburton Street
- 927 Haliburton Street
- 477 Tenth Street
- 479 Tenth Street

receiving exemption from taxes for the year 2015 and until the next review. The motion carried.



(c) Columbian Centre Society (RPTE-23)

Committee members noted:

- 

It was moved and seconded that the Columbian Centre Society remains on the City's Permissive Tax Exemption Bylaw for the following properties:

- 2352 Rosstown Road
- 2330 Brackenwood Place
- 2332 Brackenwood Place
- 3793 Norwell Drive

receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(d) Canadian Mental Health Association (RPTE-24)

It was moved and seconded that the Canadian Mental Health Association remains on the City's Permissive Tax Exemption Bylaw for property it leases at 1045 Terminal Avenue N, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(e) Nanaimo Conservatory of Music (RPTE-25)

It was moved and seconded that the Nanaimo Conservatory of Music's renewal PTE application be deferred to a future meeting, and that representatives from the Nanaimo Conservatory of Music be invited to speak to the Grants Advisory Committee about their organization. The motion carried.

(f) Options for Sexual Health (RPTE-26)

It was moved and seconded that the Options for Sexual Health remains on the City's Permissive Tax Exemption Bylaw for property it leases at #206 - 285 Prideaux Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(g) Vancouver Island Military Museum (RPTE-27)

It was moved and seconded that the Vancouver Island Military Museum remains on the City's Permissive Tax Exemption Bylaw for property it leases at #2 & #3 – 100 Cameron Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(h) BC SPCA (RPTE-28)

It was moved and seconded that the BC SPCA remains on the City's Permissive Tax Exemption Bylaw for property it leases at 2200 Labieux Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(i) Nanaimo FOS Non Profit Housing Society (RPTE-29)

It was moved and seconded that the Columbian Centre Society remains on the City's Permissive Tax Exemption Bylaw for the following properties:

- 505 Albert Street
- 1191 Seafield Crescent

receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(j) Nanaimo Marine Rescue Society (RPTE-30)

It was moved and seconded that the Nanaimo Marine Rescue Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at A1844 Stewart Avenue, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

7. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2014-MAR-05 in the Room 318, Service and Resource Centre, 411 Dunsmuir Street.

8. ADJOURNMENT:

It was moved and seconded at 3:25 p.m. that the meeting terminate. The motion carried.



Chair

2014-MAR-04

Date



**MINUTES**  
**GRANTS ADVISORY COMMITTEE**  
**MEETING HELD TUESDAY, 2014-MAR-04, 1:00 P.M.**  
**TRAINING ROOM, 455 WALLACE STREET**

---

**MEMBERS PRESENT:**

Councillor D. Johnstone, Chair  
Councillor G. Anderson  
W. Anderson

D. Bonner  
T. O'Flanagan  
I. Thorpe

**MEMBERS ABSENT:**

B. Clemens, Director of Finance  
L. Avis  
V. Alcock-Carter

**STAFF PRESENT:**

D. Hiscock, Manager of Revenue Services  
T. Wilkinson, Recording Secretary

---

1. CALL TO ORDER:

The meeting was called to order at 1:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Bill Anderson – questions regarding Radio Malaspina's PTE application (2013 PTE-02).

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2014-FEB-19 at 2:30 p.m. be adopted as circulated. The motion carried.

5. NEW APPLICATIONS:

(a) Nanaimo 7-10 Club Society (OG-03)

Committee members noted:

- the Nanaimo 7-10 Club Society's letter asking for an Other Grant didn't appear to be accurate as the figures in the letter didn't match their Financial Statement.

It was moved and seconded that the Nanaimo 7-10 Club Society's Other Grant application be deferred so that Staff can contact the Nanaimo 7-10 Club Society to receive clarification on the figures in their Financial Statements. The motion carried.

(b) Loaves & Fishes Food Bank Foundation (SC-01)

It was moved and seconded that the Loaves & Fishes Food Bank Foundation be awarded a Security Check Grant in the amount of \$500. The motion carried.

6. RENEWAL APPLICATIONS:

(a) Nanaimo Region John Howard Society (RPTE-06)

Committee members noted:

- Since Bill Anderson is the President of the Nanaimo Region John Howard Society, and Taryn O'Flanagan is the Executive Director of the Nanaimo Region John Howard Society, there is no quorum to vote on this application at this meeting.

It was moved and seconded that the Nanaimo Region John Howard Society's renewal PTE application be deferred to a future Grants Advisory Committee meeting when there is a quorum. The motion carried.

(b) Loaves & Fishes Food Bank Foundation (RPTE-08)

It was moved and seconded that the Loaves & Fishes Food Bank Foundation remains on the City's Permissive Tax Exemption Bylaw for property at 1009 Farquhar Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(c) Pacific Child and Family Enrichment Society (RPTE-31)

Committee members noted:

- questioned whether the Pacific Child and Family Enrichment Society is using 100% of the property on Barons Road, and would like a footprint defining how much of the space they are using.

It was moved and seconded that the Pacific Child and Family Enrichment Society's renewal PTE application be deferred until more information is received from the Society. The motion carried.

(d) Island Crisis Care Society (RPTE-32)

It was moved and seconded that the Island Crisis Care Society remains on the City's Permissive Tax Exemption Bylaw for the following properties at:

- 880 Victoria Road
- 870 Victoria Road
- 355 Nicol Street
- 6682 Dover Road

receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(e) Crisis Pregnancy Centre of Nanaimo Society (RPTE-33)

It was moved and seconded that the Crisis Pregnancy Centre of Nanaimo Society remains on the City's Permissive Tax Exemption Bylaw for property at 1717 Kerrisdale Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(f) United Way Central & Northern Vancouver Island (RPTE-35)

Committee members noted:

- Since Don Bonner is the President of the United Way Central & Northern Vancouver Island, and Bill Anderson is one of the Directors of the United Way Central and Northern Vancouver Island, there is no quorum to vote on this application at this meeting.

It was moved and seconded that the United Way Central & Northern Vancouver Island's renewal PTE application be deferred to a future Grants Advisory Committee meeting when there is a quorum. The motion carried.

(g) Wellington Community Association (RPTE-36)

It was moved and seconded that the Wellington Community Association remains on the City's Permissive Tax Exemption Bylaw for the following properties at:

- 3976 Corunna Avenue
- 3922 Corunna Avenue

receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(h) Nanaimo Foodshare Network Society (RPTE-37)

Committee members noted:

- it is believed that Community Kitchens also occupies space at 271 Pine Street.

It was moved and seconded that the Nanaimo Foodshare Network Society's renewal PTE application be deferred until more information regarding their space used in the building is received from the Society. The motion carried.

(i) Nanaimo Theatre Group (RPTE-38)

It was moved and seconded that the Nanaimo Theatre Group remains on the City's Permissive Tax Exemption Bylaw for property at 2373 Rosstown Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(j) Island Corridor Foundation (RPTE-40)

Committee members noted:

- Staff to contact the Island Corridor Foundation and ask them to attend a future Grants Advisory Committee Meeting for more information regarding accessibility to these lands (7 Port Drive and 1161 Milton Street), etc.

It was moved and seconded that the Island Corridor Foundation's PTE application be deferred to a future Grants Advisory Committee Meeting. The motion carried.

(k) Nanaimo Art Gallery Society (RPTE-41)

It was moved and seconded that the Nanaimo Art Gallery Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at #2 - 150 Commercial Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(l) Vancouver Island Haven Society (RPTE-42)

It was moved and seconded that the Vancouver Island Haven Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at 2290 Labieux Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(m) Royal Canadian Legion Mount Benson Branch 256 (RPTE-43)

It was moved and seconded that the Royal Canadian Legion Mount Benson Branch 256 remains on the City's Permissive Tax Exemption Bylaw for property at 1630 East Wellington Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(n) Nanaimo Curling Club (RPTE-44)

It was moved and seconded that the Nanaimo Curling Club remains on the City's Permissive Tax Exemption Bylaw for property it leases at 100 Wall Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(o) Boys and Girls Club of Central Vancouver Island (RPTE-45)

It was moved and seconded that the Boys and Girls Club of Central Vancouver Island remains on the City's Permissive Tax Exemption Bylaw for property at 20 Fifth Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(p) Vancouver Island Exhibition Association (RPTE-46)

It was moved and seconded that the Vancouver Island Exhibition Association remains on the City's Permissive Tax Exemption Bylaw for property it leases at #3 - 2300 Bowen Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

7. OTHER BUSINESS:

- (a) Bill Anderson asked that Staff look in to removing Radio Malaspina Society from the 2014 PTE Bylaw as they no longer are at 25 Front Street.

*Note: Radio Malaspina Society was granted a Permissive Tax Exemption on 2013-SEP-11 for the 2014 tax year based on 20% of the assessed value of the property leased at 25 Front Street.*

8. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2014-MAR-19 in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

9. ADJOURNMENT:

It was moved and seconded at 1:55 p.m. that the meeting terminate. The motion carried.

  
Chair

2014-MAR-19  
Date



**MINUTES**  
**GRANTS ADVISORY COMMITTEE**  
**MEETING HELD TUESDAY, 2014-MAR-19, 2:30 P.M.**  
**BOARD ROOM, 411 DUNSMUIR STREET**

---

**MEMBERS PRESENT:**

Councillor D. Johnstone, Chair  
W. Anderson  
L. Avis

D. Bonner  
T. O'Flanagan  
I. Thorpe

**MEMBERS ABSENT:**

Councillor G. Anderson  
V. Alcock-Carter

**STAFF PRESENT:**

B. Clemens, Director of Finance  
D. Hiscock, Manager of Revenue Services  
T. Wilkinson, Recording Secretary

---

1. CALL TO ORDER:

The meeting was called to order at 2:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

(a) Island Corridor Foundation (RPTE-40): 7 Port Drive and 1161 Milton Street.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in the Training Room, 455 Wallace Street, Nanaimo, BC on Tuesday, 2014-MAR-04 at 1:00 p.m. be adopted as circulated. The motion carried.



5. INFORMATION ITEMS:

- (a) Verbal update from D. Hiscock, Staff Liaison, regarding the following applications:

(i) Nanaimo 7-10 Club Society (OG-03)

Staff members noted:

- the Nanaimo 7-10 Club Society's financial statements had inconsistencies. The Society submitted the wrong financials and resubmitted the correct version.

It was moved and seconded that Staff contact the Nanaimo 7-10 Club Society and ask them to attend a future Grants Advisory Committee meeting for more information regarding their grant request. The motion carried.

(ii) Pacific Child & Family Enrichment Society (RPTE-31)

Staff members noted:

- the Pacific Child & Family Enrichment Society occupies 57% of the space at 3156 Barons Road.

It was moved and seconded that Staff contact the Pacific Child & Family Enrichment Society and ask them to attend a future Grants Advisory Committee meeting for more information regarding their organization.

(iii) Nanaimo Foodshare Network Society (RPTE-37)

Staff members noted:

- they spoke with the Nanaimo Foodshare Network Society and Community Kitchens doesn't operate out of 271 Pine Street; they only have a desk and phone in the attic and use 271 Pine Street as their mailing address.

It was moved and seconded that the Nanaimo Foodshare Network Society remains on the City's Permissive Tax Exemption Bylaw for property at 271 Pine Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(iv) Radio Malaspina Society (2013 PTE-02)

Staff members noted:

- the Radio Malaspina Society are no longer leasing their space at 25 Front Street; they moved out February 1, 2014.
- BC Assessment advised Staff that as long as an organization has occupied the premises for a portion of the current tax year that it's exempt, the Permissive Tax Exemption is valid.

It was moved and seconded that Staff amend the letter requested from landlords to include that if a tenant vacates during the year, the landlord will pay the prorated share of property taxes.

(v) Island Corridor Foundation (RPTE-40)

It was moved and seconded that the Island Corridor Foundation remains on the City's Permissive Tax Exemption Bylaw for the following properties at:

- 7 Port Drive (2 folios)
- 1161 Milton Street

receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

6. RENEWAL APPLICATIONS:

(a) Nanaimo Region John Howard Society (RPTE-06)

Committee members noted:

- Since Bill Anderson is the President of the Nanaimo Region John Howard Society, and Taryn O'Flanagan is the Executive Director of the Nanaimo Region John Howard Society, there is no quorum to vote on this application at this meeting.

It was moved and seconded that the Nanaimo Region John Howard Society's renewal PTE application be deferred to a future Grants Advisory Committee meeting when there is a quorum. The motion carried.

(b) United Way Central and Northern Vancouver Island (RPTE-35)

Committee members noted:

- Since Don Bonner is the President of the United Way Central and Northern Vancouver Island, and Bill Anderson is a Director of the United Way Central and Northern Vancouver Island, there is no quorum to vote on this application at this meeting.

It was moved and seconded that the United Way Central and Northern Vancouver Island's renewal PTE application be deferred to a future Grants Advisory Committee meeting when there is a quorum. The motion carried.

(c) Nanaimo Festival Heritage Theatre Society / Theatre One (RPTE-47)

It was moved and seconded that the Nanaimo Festival Heritage Theatre Society / Theatre One remains on the City's Permissive Tax Exemption Bylaw for property it leases at #4A / #4B – 150 Commercial Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(d) Crimson Coast Dance Society (RPTE-48)

It was moved and seconded that the Crimson Coast Dance Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at #10 - 150 Commercial Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(e) Nanaimo Minor Hockey Association (RPTE-49)

It was moved and seconded that the Nanaimo Minor Hockey Association remains on the City's Permissive Tax Exemption Bylaw for property it leases at 750 Third Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(f) Nanaimo Equestrian Association (RPTE-50)

It was moved and seconded that the Nanaimo Equestrian Association remains on the City's Permissive Tax Exemption Bylaw for property it leases at #3 - 2300 Bowen Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(g) Nanaimo Brain Injury Society (RPTE-51)

It was moved and seconded that the Nanaimo Brain Injury Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at #106 - 285 Prideaux Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(h) Vancouver Island Aids Society (RPTE-52)

Committee members noted:

- Staff to contact the Vancouver Island Aids Society and ask them to attend a future Grants Advisory Committee meeting for more information regarding their organization and the local branch.

It was moved and seconded that the Vancouver Island Aids Society's renewal PTE application be deferred to a future Grants Advisory Committee meeting. The motion carried.

(i) Nanaimo Child Development Centre Society (RPTE-53)

It was moved and seconded that the Nanaimo Child Development Centre Society remains on the City's Permissive Tax Exemption Bylaw for property at 1135 Nelson Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(j) Nanaimo Squash Club (RPTE-55)

It was moved and seconded that the Nanaimo Squash Club remains on the City's Permissive Tax Exemption Bylaw for property it leases at 256 Wallace Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(k) Nanaimo Rowing Club (RPTE-56)

It was moved and seconded that the Nanaimo Rowing Club remains on the City's Permissive Tax Exemption Bylaw for property it leases at 4295 Victoria Avenue, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(l) Mid Island Metis Nation Association (RPTE-57)

It was moved and seconded that the Mid Island Metis Nation Association remains on the City's Permissive Tax Exemption Bylaw for property it leases at #109 - 285 Prideaux Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(m) Nanaimo Canoe Kayak Club (RPTE-58)

It was moved and seconded that the Nanaimo Canoe Kayak Club remains on the City's Permissive Tax Exemption Bylaw for property it leases at 4295 Victoria Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(n) Vancouver Island Symphony (RPTE-59)

It was moved and seconded that the Vancouver Island Symphony remains on the City's Permissive Tax Exemption Bylaw for property it leases at #7 - 150 Commercial Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(o) Nanaimo BMX Association (RPTE-60)

It was moved and seconded that the Nanaimo BMX Association remains on the City's Permissive Tax Exemption Bylaw for property it leases at #2 – 2300 Bowen Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

7. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2014-APR-16 in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

8. ADJOURNMENT:

It was moved and seconded at 3:30 p.m. that the meeting terminate. The motion carried.



Chair

2014-APR-16

Date

**MEMBERS PRESENT:**

Councillor D. Johnstone, Chair  
V. Alcock-Carter  
W. Anderson

L. Avis  
D. Bonner  
I. Thorpe

**MEMBERS ABSENT:**

Councillor G. Anderson  
T. O'Flanagan

**STAFF PRESENT:**

B. Clemens, Director of Finance  
D. Hiscock, Manager of Revenue Services  
T. Wilkinson, Recording Secretary

---

1. CALL TO ORDER:

The meeting was called to order at 2:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 8 (b) – Nanaimo Recycling Exchange Society (RPTE-34) had been pulled from the agenda until some questions regarding the Society's location is reviewed.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2014-MAR-19 at 2:30 p.m. be adopted as circulated. The motion carried.

5. DELEGATIONS:

(a) Nanaimo 7-10 Club Society (OG-03)

Mr. Gord Fuller, Nanaimo 7-10 Club Society entered the Board Room at 2:32 p.m.

Mr. Gord Fuller, President, Nanaimo 7-10 Club Society, provided the Grants Advisory Committee with more information regarding their rent reduction request and costs incurred by their Society.

Mr. Gord Fuller vacated the Board Room at 2:47 p.m.

It was moved and seconded that the Nanaimo 7-10 Club Society be denied an Other Grant to have their rent reduced by 50% for a one-year period from 2014-JAN-01 to 2014-DEC-31 (50% rent reduction represents \$776.75 per month, or a total of \$9,321.00 for 12 months). The motion carried.

It was moved and seconded that the Nanaimo 7-10 Club Society be awarded an Other Grant in the amount of \$4,660.50 to have their rent reduced by 25% for a one-year period from 2014-JAN-01 to 2014-DEC-31, and that it be funded from Council Contingency. The motion carried.

(b) Pacific Child and Family Enrichment Society (RPTE-31)

Ms. Ankie Doole and Ms. Anita Hickey, Pacific Child and Family Enrichment Society entered the Board Room at 2:50 p.m.

Ms. Ankie Doole, Treasurer, and Ms. Anita Hickey, Pacific Child and Family Enrichment Society, provided the Grants Advisory Committee with more information regarding their organization.

Ms. Ankie Doole and Ms. Anita Hickey vacated the Board Room at 3:10 p.m.

It was moved and seconded that the Pacific Child and Family Enrichment Society's renewal PTE application be deferred until more information regarding how much space they occupy in the building is received from the Society. The motion carried.

(c) Nanaimo Conservatory of Music (RPTE-25)

Ms. Kathleen Darby, Nanaimo Conservatory of Music entered the Board Room at 3:15 p.m.

Ms. Kathleen Darby, Executive Director, Nanaimo Conservatory of Music, provided the Grants Advisory Committee with more information regarding their organization and cost of programs.

Ms. Kathleen Darby vacated the Board Room at 3:30 p.m.

It was moved and seconded that the Nanaimo Conservatory of Music be denied a 2015 Permissive Tax Exemption for property at 375 Selby Street. The motion carried.

6. NEW APPLICATIONS:

(a) Canadian Red Cross Society (OG-04)

It was moved and seconded that the Canadian Red Cross Society be denied an Other Grant in the amount of \$5,000 for renovation costs at the Nanaimo Red Cross facility at 2525 McCullough Road. The motion carried.

7. RENEWAL APPLICATIONS:

(a) Nanaimo Region John Howard Society (RPTE-06)

W. Anderson vacated the Board Room at 3:47 p.m. on a perceived conflict of interest as he is the President of the Nanaimo Region John Howard Society.

It was moved and seconded that the Nanaimo Region John Howard Society remains on the City's Permissive Tax Exemption Bylaw for the following properties at:

- 961 Haliburton Street
- 2227 McGarrigle Road
- 1585 Bowen Road (Property leased from BC0811580 BC Ltd.)
- 2368 Rosstown Road

receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

W. Anderson returned to the Board Room at 3:49 p.m.

(b) United Way Central and Northern Vancouver Island (RPTE-35)

Committee members noted:

- Since Don Bonner is the President of the United Way Central and Northern Vancouver Island, and Bill Anderson is a Director of the United Way Central and Northern Vancouver Island, there is no quorum to vote on this application at this meeting.

It was moved and seconded that the United Way Central and Northern Vancouver Island's renewal PTE application be deferred to a future Grants Advisory Committee meeting when there is a quorum. The motion carried.

(c) Nanaimo Search and Rescue Society (RPTE-54)

It was moved and seconded that the Nanaimo Search and Rescue Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at 195 Fourth Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(d) Canadian Red Cross Society (RPTE-61)

It was moved and seconded that the Canadian Red Cross Society remains on the City's Permissive Tax Exemption Bylaw for the following properties it leases at:

- #1 – 2525 McCullough Road (Property leased from Ikonkar Holdings Ltd.)
- #2 – 2525 McCullough Road (Property leased from O M Development Inc.)

receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

8. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2014-APR-30 in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

9. ADJOURNMENT:

It was moved and seconded at 3:52 p.m. that the meeting terminate. The motion carried.

  
Chair

2014-APR-30  
Date





**MINUTES**  
**GRANTS ADVISORY COMMITTEE**  
**MEETING HELD TUESDAY, 2014-APR-30, 12:00 P.M.**  
**BOARD ROOM, 411 DUNSMUIR STREET**

---

**MEMBERS PRESENT:**

Councillor D. Johnstone, Chair  
V. Alcock-Carter  
W. Anderson

D. Bonner  
T. O'Flanagan  
I. Thorpe

**MEMBERS ABSENT:**

Councillor G. Anderson  
L. Avis

**STAFF PRESENT:**

B. Clemens, Director of Finance  
D. Hiscock, Manager of Revenue Services  
T. Wilkinson, Recording Secretary

---

1. CALL TO ORDER:

The meeting was called to order at 12:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Delete Agenda Items 6 (b) Delegations – Vancouver Island Aids Society; and  
7 (b) Renewal Applications – RPTE-52 Vancouver Island Aids Society.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2014-APR-16 at 2:30 p.m. be adopted as circulated. The motion carried.

5. DELEGATIONS:

(a) Central Vancouver Island Multicultural Society (RPTE-01)

Ms. Hilde Schlosar, Central Vancouver Island Multicultural Society entered the Board Room at 12:04 p.m.

Ms. Hilde Schlosar, Executive Director, Central Vancouver Island Multicultural Society, provided the Grants Advisory Committee with more information regarding their organization and services they provide to the community.

Ms. Hilde Schlosar vacated the Board Room at 12:30 p.m.

(b) Protection Island Neighbourhood Association (RPTE-18)

Ms. Veronica Zehntner and Mr. Andrew Homzy, Protection Island Neighbourhood Association entered the Board Room at 12:35 p.m.

Ms. Veronica Zehntner, Treasurer, and Mr. Andrew Homzy, President, Protection Island Neighbourhood Association (PINA), provided the Grants Advisory Committee with more information regarding their organization and what PINA members are responsible for on Protection Island.

Ms. Veronica Zehntner and Mr. Andrew Homzy vacated the Board Room at 1:00 p.m.

6. RENEWAL APPLICATIONS:

(a) Central Vancouver Island Multicultural Society (RPTE-01)

Committee members noted:

- given that the Central Vancouver Island Multicultural Society appears to have a healthy surplus, committee members agreed to a 50% reduction in the Renewal Permissive Tax Exemption request.

It was moved and seconded that the Central Vancouver Island Multicultural Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at #101 -319 Selby Street, receiving a 50% exemption from taxes for the year 2015 and until the next review. The motion carried.

(b) Protection Island Neighbourhood Association (RPTE-18)

Committee members noted:

- satisfied that the Protection Island Neighbourhood Association were able to save approximately \$300 – \$400 on Director's Liability Insurance.

It was moved and seconded that the Protection Island Neighbourhood Association remains on the City's Permissive Tax Exemption Bylaw for property it leases at A 7 Pirates Lane, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(c) United Way Central and Northern Vancouver Island (RPTE-35)

Committee members noted:

- since Don Bonner is the President of the United Way Central and Northern Vancouver Island, and Bill Anderson is a Director of the United Way Central and Northern Vancouver Island, there is no quorum to vote on this application at this meeting.

It was moved and seconded that the United Way Central and Northern Vancouver Island's renewal PTE application be deferred to a future Grants Advisory Committee meeting when there is a quorum. The motion carried.

(d) Nanaimo Community Hospice Society (RPTE-62)

It was moved and seconded that the Nanaimo Community Hospice Society remains on the City's Permissive Tax Exemption Bylaw for property at 1080 St. George Crescent, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

7. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2014-MAY-21 in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

8. ADJOURNMENT:

It was moved and seconded at 1:26 p.m. that the meeting terminate. The motion carried.

  
Chair

2014-MAY-21  
Date



**MINUTES**  
**GRANTS ADVISORY COMMITTEE**  
**MEETING HELD WEDNESDAY, 2014-MAY-21, 2:30 P.M.**  
**BOARD ROOM, 411 DUNSMUIR STREET**

---

**MEMBERS PRESENT:**

Councillor D. Johnstone, Chair  
Councillor G. Anderson  
V. Alcock-Carter  
W. Anderson

L. Avis  
D. Bonner  
T. O'Flanagan  
I. Thorpe

**MEMBERS ABSENT:**

B. Clemens, Director of Finance

**STAFF PRESENT:**

D. Hiscock, Manager of Revenue Services  
T. Wilkinson, Recording Secretary

---

1. CALL TO ORDER:

The meeting was called to order at 2:30 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Councillor Anderson – questions regarding the Nature Trust of BC's organization (RPTE-05).

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2014-APR-30 at 12:00 p.m. be adopted as circulated. The motion carried.

5. INFORMATION ITEMS:

- (a) Memo dated 2014-MAY-21 from D. Hiscock, Staff Liaison, regarding background for the Nanaimo Travellers Lodge Society's Permissive Tax Exemption application.

6. DELEGATIONS:

- (a) AIDS Vancouver Island – Nanaimo (RPTE-52)

Ms. Dana Becker, AIDS Vancouver Island, entered the Board Room at 2:34 p.m.

Ms. Dana Becker, Manager, AIDS Vancouver Island, explained the type of programs offered by their organization at the property it leases at #201 - 55 Victoria Road, and that approximately 95% are people from the Nanaimo area.

Ms. Dana Becker vacated the Board Room at 2:57 p.m.

7. NEW APPLICATIONS:

- (a) Nanaimo Travellers Lodge Society (PTE-01)

Committee members noted:

- Staff to contact the Nanaimo Travellers Lodge Society and ask them to attend a future Grants Advisory Committee meeting for more information regarding the property at 1917 Northfield Road.

It was moved and seconded that the Nanaimo Travellers Lodge Society's PTE application be deferred to a future Grants Advisory Committee meeting. The motion carried.

- (b) BC Old Age Pensioners Organization Branch #4 (PTE-02)

It was moved and seconded that the BC Old Age Pensioners Organization Branch #4 be placed on the City's 2015 Permissive Tax Exemption Bylaw for property at 2465 Labieux Road. The motion carried.

8. RENEWAL APPLICATIONS:

- (a) St. John Ambulance Society (RPTE-03)

It was moved and seconded that the St. John Ambulance Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at 2250 Labieux Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(b) Pacific Child and Family Enrichment Society (RPTE-31)

Committee members noted:

- the Pacific Child and Family Enrichment Society serves Vancouver Island residents, not just the Nanaimo area; many of their services are offered through daycare centres.

It was moved and seconded that the Pacific Child and Family Enrichment Society be denied a 2015 Permissive Tax Exemption for property it leases at 3156 Barons Road. The motion carried.

(c) United Way Central and Northern Vancouver Island (RPTE-35)

D. Bonner vacated the Board Room at 3:33 p.m. on a perceived conflict of interest as he is the President of the United Way Central and Northern Vancouver Island.

B. Anderson vacated the Board Room at 3:33 p.m. on a perceived conflict of interest as he is a Director of the United Way Central and Northern Vancouver Island.

It was moved and seconded that the United Way Central and Northern Vancouver Island remains on the City's Permissive Tax Exemption Bylaw for property at #9 -327 Prideaux Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

D. Bonner and B. Anderson returned to the Board Room at 3:34 p.m.

(d) AIDS Vancouver Island – Nanaimo (RPTE-52)

It was moved and seconded that the Vancouver Island Aids Society remains on the City's Permissive Tax Exemption Bylaw for property it leases at #201 - 55 Victoria Road, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

(e) Navy League of Canada, Nanaimo Branch (RPTE-63)

It was moved and seconded that the Navy League of Canada, Nanaimo Branch remains on the City's Permissive Tax Exemption Bylaw for property at 750 Fifth Street, receiving exemption from taxes for the year 2015 and until the next review. The motion carried.

9. OTHER BUSINESS:

- (a) Councillor Anderson – have any other municipalities given the Nature Trust of BC less than a 100% tax exemption?

It was moved and seconded that Staff prepare a report regarding other municipalities that may have given the Nature Trust of BC less than 100% property tax exemptions. The motion carried.

10. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2014-JUN-18 in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

11. ADJOURNMENT:

It was moved and seconded at 3:48 p.m. that the meeting terminate. The motion carried.



Chair

2014-JUL-07

Date

**MEMBERS PRESENT:**

Councillor D. Johnstone, Chair  
V. Alcock-Carter  
W. Anderson

L. Avis  
D. Bonner  
I. Thorpe

**MEMBERS ABSENT:**

Councillor G. Anderson  
T. O'Flanagan  
B. Clemens, Director of Finance

**STAFF PRESENT:**

D. Hiscock, Manager of Revenue Services  
T. Wilkinson, Recording Secretary

---

1. CALL TO ORDER:

The meeting was called to order at 3:25 p.m.

2. INTRODUCTION OF LATE ITEMS:

(a) Agenda Item 7 (c) – PTE-04 Harbour City Theatre Alliance.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2014-MAY-21 at 2:30 p.m. be adopted as circulated. The motion carried.

5. INFORMATION ITEMS:

(a) Report dated 2014-JUL-16 from D. Hiscock, Staff Liaison, regarding information on the Nature Trust of British Columbia (RPTE-05).



6. DELEGATIONS:

(a) Nanaimo Travellers Lodge Society (PTE-01)

Mr. Ken Bibby, Mr. Ron Blank, and Mr. Mike Herold, Nanaimo Travellers Lodge Society, entered the Board Room at 3:30 p.m.

Mr. Ken Bibby, Co-Administrator/Business Manager, Mr. Ron Blank and Mr. Mike Herold, Board of Directors, Nanaimo Travellers Lodge Society, advised that construction of the new facility at 1917 Northfield Road is to start by September 10, 2014 and expect to have it completed by May 2016.

Mr. Ken Bibby, Mr. Ron Blank, and Mr. Mike Herold vacated the Board Room at 3:55 p.m.

7. NEW APPLICATIONS:

(a) Nanaimo Travellers Lodge Society (PTE-01)

Committee members noted:

- the Nanaimo Travellers Lodge Society's application also requested that they be reimbursed for their 2014 Property Taxes.
- as timelines stated by the Nanaimo Travellers Lodge Society, if construction of the new facility doesn't start by September 10, 2014, the Nanaimo Travellers Lodge Society doesn't receive a 2015 permissive tax exemption.

It was moved and seconded that the Nanaimo Travellers Lodge Society be denied their request to be reimbursed for their 2014 Property Taxes. The motion carried.

It was moved and seconded that the Nanaimo Travellers Lodge Society be placed on the City's 2015 Permissive Tax Exemption Bylaw for property at 1917 Northfield Road, pending that construction starts on or before 2014-SEP-10. The motion carried.

(b) Nanaimo Affordable Housing Society (PTE-03)

It was moved and seconded that the Nanaimo Affordable Housing Society be placed on the City's 2015 Permissive Tax Exemption Bylaw for property at 1597 Boundary Crescent. The motion carried.

(c) Harbour City Theatre Alliance (PTE-04)

D. Bonner vacated the Board Room at 4:08 p.m. on a perceived conflict of interest as his business partner and attorney is on the Board of Directors.

It was moved and seconded that the Harbour City Theatre Alliance be placed on the City's 2015 Permissive Tax Exemption Bylaw for property at 25 Victoria Road. The motion carried.

D. Bonner returned to the Board Room at 4:15 p.m.

8. RENEWAL APPLICATIONS:

(a) Nanaimo Recycling Exchange Society (RPTE-34)

Committee members noted:

- the Nanaimo Recycling Exchange Society's financial information is from 2013. They would like to receive updated financials from 2014 and for the Society to speak at the 2014-AUG-20 meeting.

It was moved and seconded that the Nanaimo Recycling Exchange Society's renewal PTE application be deferred to the 2014-AUG-20 Grants Advisory Committee meeting, and that representatives from the Nanaimo Recycling Exchange Society be invited to speak regarding their operations and to provide a copy of the Society's 2014 financials prior to the meeting. The motion carried.

9. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2014-AUG-20 in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

10. ADJOURNMENT:

It was moved and seconded at 4:25 p.m. that the meeting terminate. The motion carried.

  
Chair

2014- AUG - 20  
Date

# ATTACHMENT 'C'

Folio	Unit	House	Street	Organization	Estimated 2015 City portion of taxes
05955.010		1917	Northfield Road	Nanaimo Travellers Lodge Society	\$ 5,485
05426.150		2465	Labieux Road	BC Old Age Pensioners Organization Branch #4	1,650
05894.008		1597	Boundary Crescent	Nanaimo Affordable Housing Society	2,565
82336.000		25	Victoria Road	Harbour City Theatre Alliance	3,396
81232.000		150	Wallace Street	Nanaimo Women's Resources Society	10,145
				<b>2015 Total</b>	<b>\$ 23,241</b>

Delegation Request:

Dave Connolly, on behalf of the Nanaimo Travellers Lodge Society has requested an appearance before council.

The requested date is September 15, 2014.

The requested meeting is:  
COW

Presenter's information

Address: 1298 Nelson Street  
City: Nanaimo  
Province: British Columbia  
Postal Code: V9S 2K5  
Bringing a presentation: Yes

Details of Presentation:

NTLS, a not-for-profit, registered charity is requesting reimbursement of the 2014 property taxes paid for 1917 Northfield Road. The property was acquired for the sole purpose of building Eden Gardens a residential care facility for persons suffering from dementia. It has been rezoned for this purpose and NTLS as been issued a Development Permit for Eden Gardens. This property was cleared in July 2013 in preparation for construction. A Building Permit was applied for in June 2014. Construction will start in October 2014.

☐ Council  
☒ Committee of the Whole  
☒ Open Meeting  
☐ In-Camera Meeting  
Meeting Date: 2014. Sep. 15

## City of Nanaimo REPORT TO COUNCIL

DATE OF MEETING: 2014-SEP-15

AUTHORED BY: D. HISCOCK, MANAGER, REVENUE SERVICES

RE: PERMISSIVE TAX EXEMPTION FOR THE NANAIMO TRAVELLERS  
LODGE SOCIETY

---

### STAFF RECOMMENDATION:

That Council receive for information the report regarding the Permissive Tax Exemption for the Nanaimo Travellers Lodge Society.

### PURPOSE:

To provide Council with an update on the Permissive Tax Exemption for the Nanaimo Travellers Lodge Society.

### BACKGROUND:

The Nanaimo Travellers Lodge Society has applied for a Permissive Tax Exemption for the property at 1917 Northfield Road where they will be constructing their new facility. At the Special Open Council Meeting held on 2014-JUL-21, Council approved the following recommendation:

“That Council award a Permissive Tax Exemption for the 2015 tax year pending that construction starts on or before 2014-SEP-10, to the Nanaimo Travellers Lodge Society (PTE-01).”

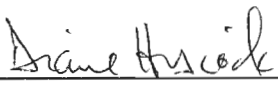
The actual events to determine when construction starts were never identified. To date the Society has done the following:

- October 2013 – cleared the lot and removed all hazardous materials; and,
- June 2014 – applied for a building permit. The City responded to the permit application on 2014-AUG-20, noting a number of issues. The Society is currently working to address these.


With the above efforts, Staff believe construction has started on this site, and the intent is to include this property in the Permissive Tax Exemption Bylaw that will come forward to Council later this month unless Council provides Staff with other direction. For Council's information, the municipal portion of 2014 taxes for this property was \$5,485.

☐ Council  
☒ Committee of the Whole  
☒ Open Meeting  
☐ In-Camera Meeting  
Meeting Date: 2014-SEP-15

Respectfully submitted,

  
\_\_\_\_\_  
D. Hiscock  
MANAGER  
REVENUE SERVICES

Concurrence by:

  
\_\_\_\_\_  
B. E. Clemens  
DIRECTOR  
FINANCE

CITY MANAGER COMMENT:

I concur with the staff recommendation.

Drafted: 2014-SEP-09  
G:\ADMINISTRATION\Council\Reports\2014\2014SEP15\_PTENanaimoTravellersLodgeSociety.docx  
DH/tw



**MINUTES**  
**GRANTS ADVISORY COMMITTEE**  
**MEETING HELD WEDNESDAY, 2013-NOV-20, 3:00 PM**  
**IN THE BOARD ROOM, 411 DUNSMUIR STREET**

---

**MEMBERS PRESENT:**

Councillor D. Johnstone, Chair	D. Bonner
Councillor G. Anderson (arrived 3:07 p.m.)	F. Tellier (arrived 3:05 p.m.)
V. Alcock-Carter	I. Thorpe
L. Avis	

**MEMBERS ABSENT:**

W. Anderson

**STAFF PRESENT:**

~~D. Hiscock, Manager of Revenue Services~~  
B. Clemens, Director of Finance  
T. Wilkinson, Recording Secretary

---

1. CALL TO ORDER:

The meeting was called to order at 3:00 p.m.

2. ADOPTION OF AGENDA:

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

3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC on Friday, 2013-SEP-20 at 3:00 p.m. be adopted as circulated. The motion carried.

4. NEW APPLICATIONS:

(a) Nanaimo Arts Alive Summer School of the Fine Arts Society (SC-02)

Committee members noted:

- the Provincial government announced that criminal record checks will be free for volunteers and employees of non-profit organizations starting November 30, 2013.

It was moved and seconded that the Nanaimo Arts Alive Summer School of the Fine Arts Society be awarded a Security Grant in the amount of \$435. The motion carried.

It was moved and seconded that Council transfer the yearly budgeted \$2,000 in the Grants Advisory Committee budget from Security Check Grants to the Other Grants category, once the Provincial government starts paying for criminal record checks for volunteers and employees of non-profit organizations (2013-NOV-30). The motion carried.

(b) Nanaimo Dragon Boat Society (Angels Abreast Dragon Boat Team) (OG-03)

Committee members noted:

- this application does not meet the Other Grant criteria.

It was moved and seconded that the Nanaimo Dragon Boat Society (Angels Abreast Dragon Boat Team) be denied an Other Grant in the amount of \$17,150 in order for the Angels Abreast Dragon Boat Team to attend the International Breast Cancer Celebration of Life Regatta in Sarasota, Florida in October, 2014. The motion carried.

5. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2013-DEC-18 in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

6. ADJOURNMENT:

It was moved and seconded at 3:15 p.m. that the meeting terminate. The motion carried.



Chair

2014-JAN-15

Date