



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

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**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

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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.

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Chair

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Date