

MINUTES OF THE REGULAR FINANCE / POLICY COMMITTEE OF THE WHOLE MEETING  
HELD IN THE BOARD ROOM, CITY HALL,  
ON MONDAY, 2008-APR-21 COMMENCING AT 4:30 P.M.

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PRESENT: Councillor M. D. Brennan, Chair

Members: Councillor W. L. Bestwick  
Councillor J. D. Cameron  
Councillor W. J. Holdom  
Councillor L. D. McNabb  
Councillor L. J. Sherry  
Councillor M. W. Unger

Absent: Mayor G. R. Korpan  
Councillor C. S. Manhas

Staff: A. C. Kenning, Deputy City Manager  
A. W. Laidlaw, General Manager of Community Services  
D. W. Holmes, General Manager of Corporate Services  
E. C. Swabey, General Manager of Development Services  
I. Howat, Director of Legislative Services  
B. E. Clemens, Director of Finance  
R. J. Harding, Director of Parks, Recreation and Culture  
T. P. Seward, Director of Permits and Properties  
Chief R. Lambert, Nanaimo Fire Rescue  
S. Graham, Manager of Financial Planning and Payroll  
J. E. Harrison, Manager of Legislative Services  
K. King, Recording Secretary

1. CALL THE OPEN MEETING TO ORDER:

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

2. INTRODUCTION OF LATE ITEMS:

- (a) Add Agenda Item 9 (c) – Staff Reports – 2008-2012 Financial Plan.
- (b) Add Item 10 (a) – Information Only Items – Report from Mr. G. Di Menna, Manager of Purchasing and Stores re: Renewal of Property Insurance.
- (c) Councillor Cameron advised that Mr. Blake McGuffie, Vice President, Nanaimo City Centre Association was in attendance and wished to address Council as a late delegation regarding Agenda Item 9 (b) – Staff Reports – Business Improvement Area (BIA) Audit Requirements.

It was moved and seconded that Mr. McGuffie be permitted to address Council as a late delegation with a five-minute time limitation. The motion carried unanimously.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Finance / Policy Committee of the Whole Meeting held in the Board Room, City Hall, on Monday, 2008-MAR-17 at 4:30 p.m. be adopted.

5. PRESENTATIONS:

- (a) Mr. B. E. Clemens, Director of Finance, provided a PowerPoint Presentation regarding the 2008 – 2012 Financial Plan.

6. DELEGATIONS PERTAINING TO AGENDA ITEMS:

It was moved and seconded that the Delegations be permitted to address Council. The motion carried unanimously.

- (a) There were no delegations pertaining to the 2008 – 2012 Financial Plan.
- (b) Mr. Blake McGuffie, Vice President, Nanaimo City Centre Association (NCCA), advised that all Business Improvement Area funds received by the NCCA are transferred, virtually in full, to the Downtown Nanaimo Partnership and requested that Council direct Staff to prepare amendment bylaws to remove the audit requirement.

7. COMMISSION REPORTS:

- (a) Parks, Recreation and Culture Commission – Renewal of License Agreements for No-Profit Organizations (McGirr Sports Society, Nanaimo Curling Club and Nanaimo BMX Association)
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It was moved and seconded that Council approve the five-year license renewals of the following non-profit organizations at an annual fee of \$1.00 per year, in addition to an administrative fee of \$125.00 upon renewal of the license:

- 1. McGirr Sports Society effective 2008-JAN-01 to 2012-DEC-31;
- 2. Nanaimo Curling Club effective 2008-JAN-01 to 2012-DEC-31; and,
- 3. Nanaimo BMX Association effective 2008-JAN-01 to 2012-DEC-31.

The motion carried unanimously.

8. STAFF REPORTS:

(a) Mileage Allowances

It was moved and seconded that Council amend the travel and mileage allowance policy to increase the mileage rate to \$0.52 kilometre to reimburse employees for use of personal vehicles while on City business. The motion carried.

Opposed: *Councillor Holdom*

(b) Business Improvement Area (BIA) Audit Requirements

It was moved and seconded that the requirement for audited financial statements from the Nanaimo City Centre Association not be removed. The motion carried.

Opposed: *Councillor McNabb*

It was moved and seconded that Council instruct Staff, in cooperation with the Nanaimo City Centre Association (NCCA), to consider restructure options for the NCCA, Old City Quarter Association, and the Downtown Nanaimo Partnership Society when the existing BIA bylaws expire that would provide opportunities for cost-saving of administrative expenses. The motion carried unanimously.

(c) 2008 – 2012 Financial Plan

It was moved and seconded that Council:

1. receive the report for information; and,
2. endorse the attached revenue policy for inclusion in the Financial Plan.

The motion carried unanimously.

9. INFORMATION ONLY ITEMS:

- (a) Report from Mr. G. Di Menna, Manager of Purchasing and Stores, re: Renewal of Property Insurance.

10. ADJOURNMENT:

It was moved and seconded at 5:14 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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DIRECTOR,  
LEGISLATIVE SERVICES