



AGENDA

FINANCE AND AUDIT COMMITTEE MEETING

March 14, 2018, 9:00 AM - 12:00 PM
Board Room, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

Pages

1. **CALL THE MEETING OF THE FINANCE AND AUDIT COMMITTEE TO ORDER:**
2. **INTRODUCTION OF LATE ITEMS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**

a. Minutes

4 - 8

Minutes of the Finance and Audit Committee Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, Wednesday, 2018-FEB-14 at 9:00 a.m.

5. **PRESENTATIONS:**
6. **REPORTS:**

a. Downtown Revitalization Tax Exemption Program

9 - 42

To be introduced by Amrit Manhas, Economic Development Officer.

Purpose: To provide information in support of the establishment of a Downtown Revitalization Tax Exemption Program.

Recommendation: That the Finance and Audit Committee:

1. Recommend that Council provide approval to establish a Downtown Revitalization Tax Exemption Program;
2. Recommend that "Revitalization Tax Exemption Bylaw 2018 No 7261 (to create a new Downtown Revitalization Tax Exemption Program) pass three readings at a future Council meeting.

- b. 2017 Budget Carry Forwards** 43 - 53
- To be introduced by Wendy Fulla, Manager, Business, Asset and Financial Planning.
- Purpose: To provide Council with a summary of the 2017 budgets carried forward to 2018.*
- Recommendation: That the 2017 Budget Carryforwards report dated 2018-MAR-14 be received for information.
- c. Bowen Road Corridor Traffic Signal Coordination ICBC Road Improvement Program** 54 - 55
- Introduced by Bill Sims, Director, Public Works and Engineering.
- Purpose: To obtain Council's approval to include in the 2018 Financial Plan and implement a traffic signal coordination plan on Bowen Road/Comox Road between Highway 19A and Terminal Avenue with project funding from ICBC's Road Improvement Program.*
- Recommendation: That the Finance and Audit Committee recommend that Council direct Staff to allocate \$22,000 of ICBC's Road Improvement Funding to the Bowen Road Traffic Signal Coordination plan.
- d. College Drive Watermain Upgrade Contingency** 56 - 57
- To be introduced by Bill Sims, Director, Engineering and Public works.
- Purpose: To obtain Council approval for a budget increase in order to proceed with the construction of the College Watermain Upgrade project.*
- Recommendation: The Finance and Audit Committee recommend that Council direct Staff to allocate \$210,000 from water reserves for the construction of the College Drive Watermain Upgrade project.
- e. Tender #2086 Harbour Front Parkade Sprinkler Replacement** 58 - 60
- To be introduced by Karen Fry, Fire Chief and Director of Public Safety.
- Purpose: To advise the Finance and Audit Committee the results of the Request for Tender #2086 – Harbourfront Parkade Sprinkler Replacement and to obtain additional funding.*
- Recommendation: That the Finance and Audit Committee recommend that Council approve additional funding of \$50,821.26 to complete the Harbourfront Sprinkler replacement from the General Parking Reserves.

f. Response to Health, Social and Safety Issues in the Downtown

Note: Report to be distributed on the Addendum.

7. OTHER BUSINESS:

8. QUESTION PERIOD:

9. ADJOURNMENT:

MINUTES
FINANCE AND AUDIT COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2018-FEB-14, AT 9:00 A.M.

PRESENT: Councillor W. L. Bestwick, Chair

Members: Mayor W. B. McKay
Councillor S. D. Armstrong
Councillor M. D. Brennan
Councillor G. W. Fuller (arrived 9:06 a.m.)
Councillor J. Hong
Councillor W. M. Yoachim

Absent: Councillor J. A. Kipp
Councillor I. W. Thorpe

Staff: V. Mema, Chief Financial Officer
B. Sims, Director of Public Works and Engineering
D. Lindsay, Director of Community Development
R. Harding, Director, Parks & Recreation (vacated 10:11 a.m.)
B. Anderson, Manager Cultural and Community Development (vacated 10:41 a.m.)
P. Rosen, Senior Manager Engineering (arrived 10:05 a.m.)
A. Groot, Manager Facility Planning and Operations (vacated 10:11 a.m.)
J. Rose, Manager of Transportation (arrived 10:17 a.m.)
C. Barfoot, Recreation Coordinator (arrived 10:06 a.m., vacated 10:20 a.m.)
C. Sholberg, Community Heritage Planner (arrived 10:09 a.m., vacated 10:22 a.m.)
S. Peabody, Revenue Supervisor (vacated 10:11 a.m.)
D. Blackwood, Client Support Specialist
S. Snelgrove, Deputy Corporate Officer
J. Vanderhoef, Recording Secretary

1. CALL THE FINANCE AND AUDIT COMMITTEE MEETING TO ORDER:

The Finance and Audit Committee Meeting was called to order at 9:03 a.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Councillor Hong advised that he would be bringing forward an item under Agenda Item 7(b) Other Business regarding LED Lighting Downtown.

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 following minutes be adopted as circulated:

- Minutes of the Special Finance and Audit Committee Meeting held in the Boardroom, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2017-DEC-13 at 9:00 a.m., and continuing 2017-DEC-14 at 9:00 a.m.
- Minutes of the Finance and Audit Committee Meeting held in the Boardroom, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2018-JAN-10 at 9:00 a.m.

The motion carried unanimously.

Councillor Fuller entered the Boardroom at 9:06 a.m.

5. PRESENTATIONS:

(a) 2018 Property Assessments

Maurice Primeau, Acting Deputy Assessor, BC Assessment, provided an update regarding the 2018 property assessments.

(b) Harewood Covered Space

Art Groot, Manager Facility Planning and Operations, provided a presentation regarding the Harewood Centennial Park Covered Space.

P. Rosen entered the Boardroom at 10:05 a.m.

C. Barfoot entered the Boardroom at 10:06 a.m.

C. Sholberg entered the Boardroom at 10:09 a.m.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve option #3 of the Concrete Surface Options to allocate \$161,966 for concrete surface at the Harewood Centennial Park Covered Space. The motion carried unanimously.

6. REPORTS:

(a) Amendments to the City's Water Leak Adjustment Internal Policy

Introduced by Victor Mema, Chief Financial Officer.

It was moved and seconded that the report titled "Amendments to the City's Water Leak Adjustment Internal Policy" dated 2018-FEB-14, be received for information. The motion carried unanimously.

R. Harding, S. Peabody and A. Groot vacated the Boardroom at 10:11 a.m.

(b) Quarterly Direct Award (Single and Sole Source) Purchases in Excess of \$250,000, and Instances of Non-Compliance Purchases

Introduced by Victor Mema, Chief Financial Officer.

It was moved and seconded that the report titled Quarterly Direct Award (Single and Sole Source), Purchases in Excess of \$250,000, and Instances of Non-Compliance Purchases, dated 2018-FEB-14, be received for information. The motion carried unanimously.

(c) Downtown Event and Revitalization Funding Program 2018 Downtown Event Grant Recommendations

Introduced by Dale Lindsay, Director of Community Development, and Bruce Anderson, Manager of Community & Cultural Planning.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the 2018 Downtown Event Grant funding recommendations of \$150,000 as follows:

| Event Applications | Recommendation |
|---|-----------------------|
| Gingerbread Homes | \$6,000 |
| Bathtub Street Fair/ Victoria Crescent | \$5,000 |
| Light Up a Life | \$2,500 |
| Summer Vibes – Noon Hour Concerts in the O.C.Q. | \$4,000 |
| Nanaimo Art Walk 2018 | \$2,500 |
| Nanaimo Dragon Boat Festival | \$7,500 |
| Nanaimo Heritage Days / Festival | \$9,500 |
| Nanaimo International Jazz Festival | \$10,000 |
| Nanaimo Marine Festival | \$17,500 |
| National Indigenous Peoples Day | \$7,000 |
| Pride Week | \$4,400 |
| Summertime Blues Festival | \$15,500 |
| Symphony Community Days | \$3,250 |
| The Nanaimo Fringe Festival | \$4,000 |
| Crescent Days | \$3,700 |
| Downtown Nanaimo Mural Festival | \$9,000 |
| Jazz Fest 2018 | \$1,850 |
| Fathers Day in the Park | \$0 |
| Commercial Street Night Market | \$11,000 |
| Be Happy | \$950 |
| Home for Christmas | \$950 |
| Summer Fling in the Park | \$0 |
| Christmas Parade | \$560 |
| Easter Hunt in the O.C.Q. | \$1,750 |
| Halloween in the O.C.Q. | \$2,490 |
| InFrinGiNG Dance Festival | \$5,000 |
| BHS Evergreen District Div. 1 Contest | \$2,100 |
| Spring Jazz/ Gospel Concert | \$3,000 |
| NCFA Fine Art Show | \$2,000 |
| Choral Concert | \$1,000 |
| M-Con 2018 | \$3,000 |
| Jazz Affair on the Coast | \$3,000 |

The motion carried unanimously.

J. Rose entered the Boardroom at 10:17 a.m.
C. Barfoot vacated the Boardroom at 10:20 a.m.

(d) Heritage Façade Grant - 375 Franklyn Street

Introduced by Dale Lindsay, Director of Community Development.

It was moved and seconded that the Finance and Audit Committee recommend Council approve a \$9,579.41 Heritage Façade Grant to replace the roof and repair the masonry chimneys of the Harris Residence located at 375 Franklyn Street. The motion carried unanimously.

C. Sholberg vacated the Boardroom at 10:22 a.m.

(e) 2018 Pedestrian Improvement Funding

Introduced by Poul Rosen, Senior Manager Engineering.

It was moved and seconded that the Finance and Audit Committee recommend that Council allocate \$300,000 from the 2018 Pedestrian Transportation Improvements Unallocated Budget to accelerate the construction of sidewalk on Dufferin Crescent from 2019 to 2018. The motion carried unanimously.

B. Anderson vacated the Boardroom at 10:41 a.m.

(f) City of Nanaimo Climate Change Resiliency Strategy

Introduced by Dale Lindsay, Director of Community Development.

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to approve the inclusion of the \$236,800 budget for the Climate Change Resiliency Strategy into the 2018-2022 Financial Plan. The motion carried unanimously.

7. OTHER BUSINESS:

(a) Delegation from Caroline Moncrieff, Owner, The Caroline Affect, regarding Kid's Conference

Caroline Moncrieff, Owner, The Caroline Affect, spoke regarding a proposal for funding of a Kid's Conference, 2018-MAR-10.

It was moved and seconded that the Finance and Audit Committee recommend that Council Direct Staff to provide the Kid's Conference a one-time grant of \$6,500, and that funds be allocated from Council's contingency fund for the 2018-MAR-10 event. The motion carried unanimously.

(b) LED Lighting Downtown

Councillor Hong requested that the 2018 budget for LED lighting be reallocated to include the downtown core.

It was moved and seconded that the Finance and Audit Committee recommend that Council move the LED lighting project from Bowen Road from Island Hwy to Comox, Comox from Bowen to Terminal Ave, Aulds from Hwy 19 to Hwy 19A, and Hammond Bay from Hwy 19A to Uplands Drive to the Downtown Core. The motion was defeated.

Opposed: *Mayor McKay, Councillors Armstrong, Bestwick and Brennan*

8. ADJOURNMENT:

It was moved and seconded at 11:05 a.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

DATE OF MEETING March 14, 2018

AUTHORED BY AMRIT MANHAS, ECONOMIC DEVELOPMENT OFFICER

SUBJECT DOWNTOWN REVITALIZATION TAX EXEMPTION PROGRAM

OVERVIEW

Purpose of Report

To provide information in support of the establishment of a Downtown Revitalization Tax Exemption Program.

Recommendation

That the Finance and Audit Committee:

1. Recommend that Council provide approval to establish a Downtown Revitalization Tax Exemption Program; and
2. Recommend that "Revitalization Tax Exemption Bylaw 2018 No 7261 (to create a new Downtown Revitalization Tax Exemption Program) pass three readings at a future Council meeting.

BACKGROUND

At the 2017-DEC-07 Finance and Audit Committee Meeting, Staff presented background information on the criteria for a new Downtown Revitalization Tax Exemption Program (the 'DRTEP').

The proposed DRTEP is consistent with the Downtown Neighborhood Plan's vision to encourage more people to live downtown, to expand the downtown housing stock and to improve the downtown economy by generating new and expanded commercial development. Over time, a stronger development climate and an increasing population base will attract more business and investment to the Downtown core, including new and revitalized shops, restaurants and a variety of services.

The 2017-DEC-07 Committee Report is contained in Attachment D. The program would provide a 10-year tax exemption on the municipal portion of the landowner's taxes and apply to the following projects:

- Construction of new multi-family residential units (four or more) with a permit value greater than \$500,000.
- Construction of new commercial buildings with a permit value greater than \$500,000

- Additions or renovations (improvements) to existing commercial buildings with a permit value greater than \$500,000. The value of construction must be at least 50% of the current assessed value.

While the Committee was supportive of the program in principle, Staff was directed to provide further clarification on three specific items:

1. *Confirm which properties in the downtown core are already in a tax exemption program.*

Attachment A illustrates the five properties that are in the Heritage Tax Exemption Program (HTEP) and which properties have applied to be in the Hotel Revitalization Tax Exemption Program.

2. *Address potential conflict with the new DRTEP and the existing Heritage Tax Exemption Program.*

Within the proposed DRTEP program area, there are 53 properties listed on the Heritage Building Registrar (Attachment B). There are 46 privately owned properties and seven city-owned properties on the Heritage Building Registrar. Investors who wish to redevelop these properties will be required to apply under the HTEP and will be ineligible for the DRTEP program. However, if a property has an existing heritage building and sufficient vacant lot area to add a new multi-family or commercial development, both programs can be utilized with the condition that the portion with the heritage building receives the HTEP exemption and the new development could apply under the DRTEP.

3. *Consider Expanding the proposed DRTEP zone to include Haliburton Street.*

Staff have reviewed this request and recommend that a separate Revitalization Tax Exemption area be created for the South End Neighbourhood. Staff would work with the South End Community Association (SECA) and ensure that the tax exemption program is consistent with the South End Neighbourhood Plan. There may be other neighbourhoods in the City where Council may wish to establish tax exemption programs and each should have its own program.

Staff recommend that the DRTEP be based on the area outlined in Attachment C.

Council, at their Regular Meeting of 2018-JAN-15, moved and seconded that

“Council direct Staff to return to an upcoming Finance and Audit Committee Meeting with a bylaw regarding the Downtown Revitalization Tax Exemption Program, for Council’s consideration. The motion carried unanimously.”

The proposed Downtown Revitalization Tax Exemption Bylaw is attached (Attachment E).

OPTIONS

That the Finance and Audit Committee:

1. Recommend that Council provide approval to establish a Downtown Revitalization Tax Exemption Program; and
 2. Recommend that “Revitalization Tax Exemption Bylaw 2018 No 7261 (to create a new Downtown Revitalization Tax Exemption Program) pass first reading.
 3. Recommend that “Revitalization Tax Exemption Bylaw 2018 No 7261 pass second reading.
 4. Recommend that “Revitalization Tax Exemption Bylaw 2018 No 7261 pass third reading.
 - **Budget Implication:** Impacts on the budget will depend on the number of projects undertaken and the value of the exemptions. The stimulation of development downtown will help grow the tax base, which the City would benefit from after the 10-year exemption ends.
 - **Legal Implication:** The process and regulations for establishing a Revitalization Tax Exemption are outlined in the Community Charter.
 - **Policy Implication:** The Official Community Plan (OCP) recognizes the downtown core as the ‘heart’ of the City and encourages revitalization efforts.
 - **Engagement Implication:** Staff met with a group of developers who have recently invested in the downtown core to gather their feedback on the initiative.
 - **Strategic Priorities Implication:** The Revitalization Program would build on Council’s commitment to the “economic health” pillar in the City’s Strategic Plan.
 - **Political Implication:** Further investment in the downtown core will help diversify downtown and counteract some of the negative attention the downtown core has been receiving as of late.
2. That Council provide other direction.

SUMMARY POINTS

- The new Development Cost Charge Bylaw will take effect on 2018-APR-02. At that time, new developments in the downtown core will be subject to DCCs. Staff propose the creation of a Downtown Revitalization Tax Exemption Program to stimulate development in this area of the City.
- The 10-year tax exemption only applies to the municipal portion of the property owners taxes.
- The Downtown Revitalization Tax Exemption Program will apply to the construction of new multi-family, new commercial and additions/renovations to commercial buildings within the DRTEP zone.
- Properties within the Heritage Registrar will not be eligible for the DRTEP program, unless the parcel is of sufficient size to support retention of the historical building and able to support a new residential or commercial building.
- The DRTEP zone is the same area as the former DCC Exempt Area.

ATTACHMENTS

Attachment A: Existing Downtown Properties Subject to a Tax Exemption Program
Attachment B: Existing Downtown Heritage Building Registrar
Attachment C: Proposed DRTEP Zone
Attachment D: 2017-DEC-07 Committee Report

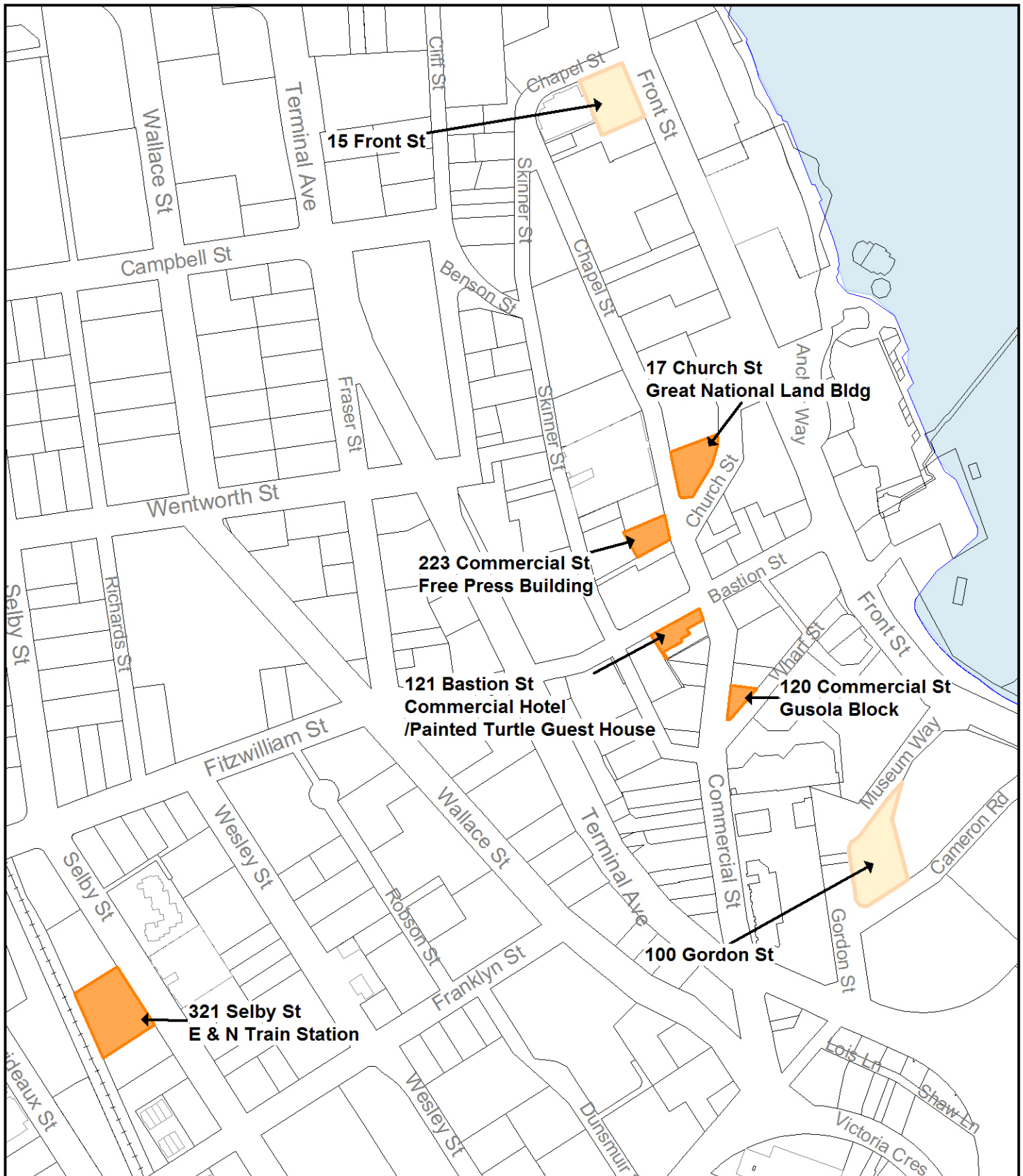
Attachment E: Downtown Revitalization Tax Exemption Bylaw

Submitted by:

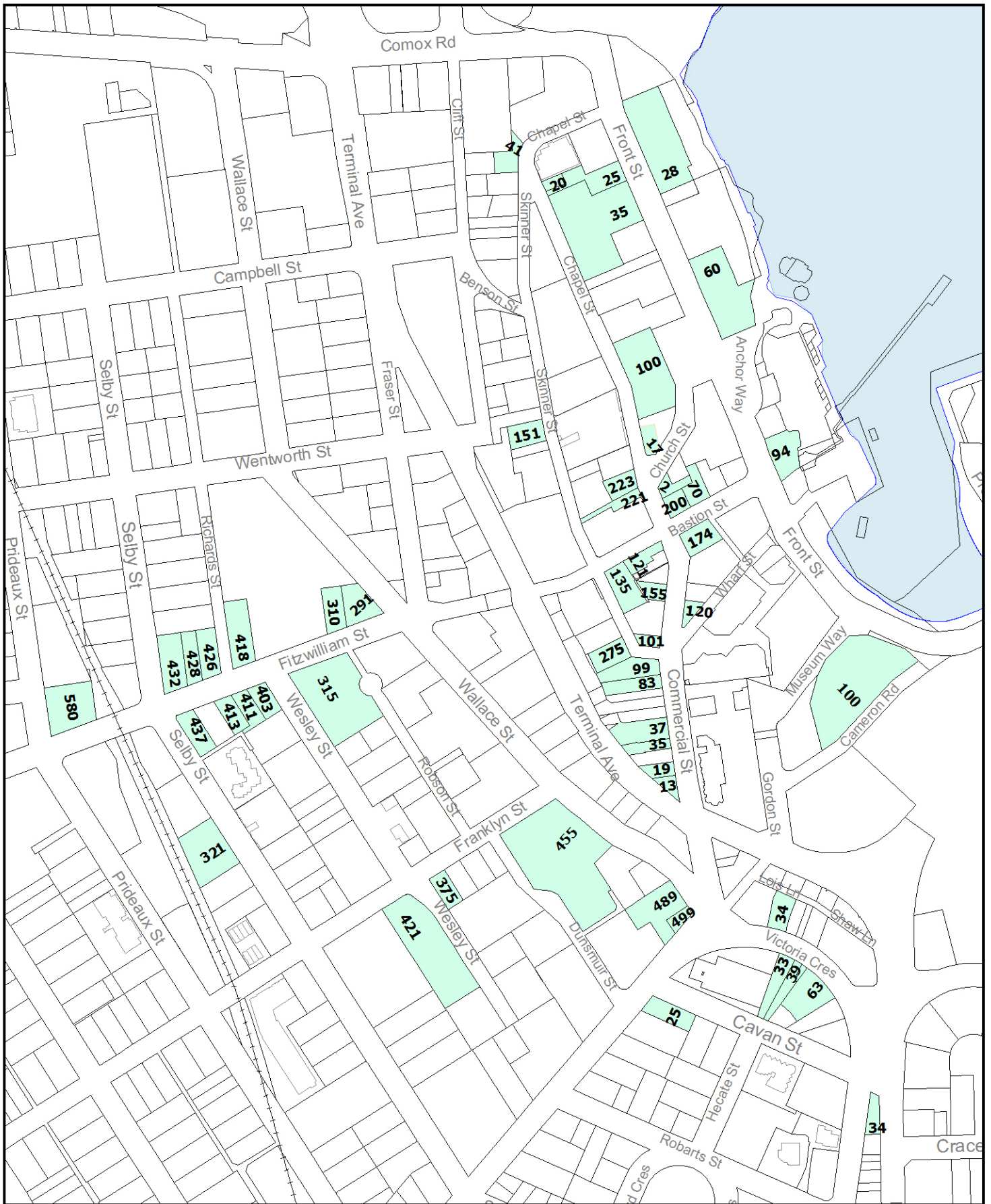
Bill Corsan
Deputy Director, Community Development

Concurrence by:

Dale Lindsay
Director, Community Development



- Downtown Residential Conversion
Tax Exemptions Approved
- Hotel Revitalization
Tax Exemption Program

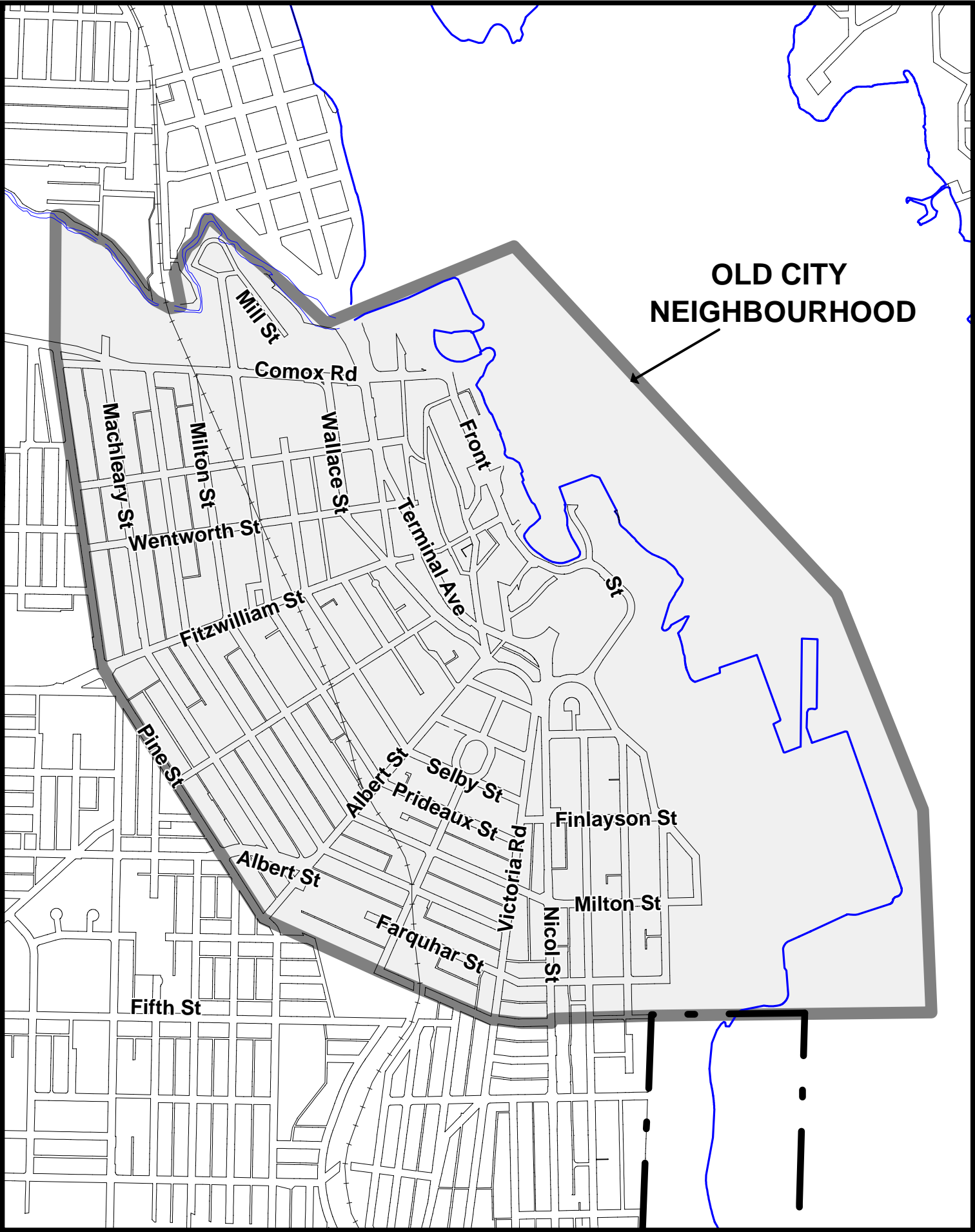


Heritage Buildings Listed in
Heritage Conservation Area 1
Eligible for Heritage Tax Exemption

ATTACHMENT B
EXISTING DOWNTOWN HERITAGE BUILDING REGISTRAR

1. #70 – 76 Bastion Street (BC Telephone Exchange)
2. 121 Bastion Street (Commercial Hotel)
3. #133 – 141 Bastion Street (Eagle's Hall)
4. 100 Cameron Road (Rowbottom Residence – Miner's Cottage)
5. 25 Cavan Street (Provincial Liquor Store)
6. 20 Chapel Street (Christian Science Society Building)
7. 41 Chapel Street (Shaw Residence)
8. 100 Chapel Street (St. Paul's Anglican Church)
9. #2 – 4 Church Street (The Earl Block – Grassick's)
10. #5 – 17 Church Street (Great National Land Building)
11. 13 Commercial Street (Nanaimo-Duncan Utilities/BC Hydro)
12. 19 Commercial Street (Nash Hardware)
13. 35 Commercial Street (Caldwell Block)
14. #37 – 45 Commercial Street (The Hall Block)
15. #83 – 87 Commercial Street (The Rogers Block)
16. #93 – 99 Commercial Street (The Hirst Block – Dakin Block)
17. 101 Commercial Street (Ashlar Lodge – Masonic Temple)
18. 120 Commercial Street (Gusola Block)
19. #143 – 155 Commercial Street (The Parkin Block)
20. #172 – 174 Commercial Street (A.R. Johnston & Co. Grocers)
21. #200 – 206 Commercial Street (The Halse Block)
22. 221 Commercial Street (Modern Café)
23. 223 Commercial Street (Free Press Building)
24. #306 – 314 Fitzwilliam Street (Ranger's Shoes)
25. 315 Fitzwilliam Street (St. Andrew's United Church)
26. #403 – 409 Fitzwilliam Street (S&W Apartments)
27. 411 Fitzwilliam Street (Mitchell's Market)
28. #413 – 417 Fitzwilliam Street (T&B Apartments)
29. 418 Fitzwilliam Street (Zorkin Building/Adirim's Junk Store)
30. 426 Fitzwilliam Street (Angell's Trading)
31. 428 Fitzwilliam Street (Central Dairy)
32. 432 Fitzwilliam Street (Occidental Hotel)
33. 437 Fitzwilliam Street (Rawlinson & Glaholm Grocers)
34. 580 Fitzwilliam Street (Vancouver Island Regional Library)
35. 375 Franklyn Street (Harris Residence)
36. 421 Franklyn Street (Franklyn Street Gymnasium)
37. 25 Front Street (The Globe Hotel)
38. 28 Front Street (Tom Brown's Auto Body)
39. #31 – 35 Front Street (Nanaimo Court House)
40. #54 – 66 Front Street (Nanaimo Post Office)
41. 94 Bastion Street (The Bastion)
42. 34 Nicol Street (Nanaimo Fire Hall #2)
43. 321 Selby Street (Esquimalt & Nanaimo Railway Station)
44. 151 Skinner Street (Reid Residence)

45. 275 Skinner Street (Palace Hotel)
46. #33 – 35 Victoria Crescent (Commercial Building)
47. 34 Victoria Crescent (Davidson Block/Queens Hotel)
48. #39 – 45 Victoria Crescent (Nanaimo Pioneer Bakery – Johnson's Hardware)
49. 63 Victoria Crescent (Eagle Hotel/Terminal Hotel)
50. #291 – 299 Wallace Street (Willard Service Station)
51. 455 Wallace Street (City Hall)
52. #481 – 489 Wallace Street (Brumpton Block)
53. 499 Wallace Street (Merchant's Bank of Canada)





Committee Report

File Number: 00000

DATE OF MEETING December 7, 2017

AUTHORED BY AMRIT MANHAS, ECONOMIC DEVELOPMENT OFFICER

SUBJECT Downtown Revitalization Tax Exemption Program

OVERVIEW

Purpose of Report

To provide recommendations for establishing a Downtown Revitalization Tax Exemption Program.

Recommendation

That the Finance and Audit Committee:

1. Recommends that Council provide approval in principle to establish a Downtown Revitalization Tax Exemption; and,
2. Direct Staff to return to an upcoming Council Meeting with a bylaw for Council's consideration.

BACKGROUND

The City of Nanaimo's Official Community Plan (OCP) supports the continued development and revitalization of the downtown core and recognizes it as the "heart" of the Harbour City. The downtown core is the historical, cultural, professional and business centre of Nanaimo. Denser residential developments and unique and interesting commercial and service space is supported by the current OCP.

In 2004, the Community Charter was introduced, offering a tax exemption opportunity to BC communities for environmental, economic, social and other types of developments. In Nanaimo, a revitalization tax exemption program was introduced in 2011 to encourage the development and redevelopment of hotels and motels to improve the inventory of quality accommodation available for tourists. To qualify, the value of the new construction or renovations for hotels and motels is set to a minimum \$2 million investment. The City of Nanaimo has recently seen uptake in this program as two new hotels have taken advantage of this incentive.

The City of Nanaimo currently offers 13 different grant and tax exemption programs, detailed in Attachment A. Four of the grants are related to property development improvements:

- Hotel and Motel Tax Exemption Program
- Heritage Building Tax Exemption
- Heritage Façade Grant
- Heritage Home Grant

At the 2017-AUG-10 Special Finance and Audit Committee Meeting, a motion was passed to review and provide a report for Council's consideration on potential expansion of the existing tax

exemption programs. In light of revoking the downtown development cost charges exemption bylaw, Staff propose the Downtown Revitalization Tax Exemption Program (the "DRTEP"). It is anticipated that this incentive will be more effective in infusing new investment into the downtown core. Research from other BC communities utilizing similar programs is detailed in Attachment B. Incentive programs in Prince George, Vernon, Kamloops, Chilliwack and Penticton were reviewed. All of these communities offer incentives for multi-family and commercial developments in specified downtown zones. Many offer incentives on institutional, industrial, brownfield, public parking, technology companies and hotel/motel developments. The qualifying criteria, applicable zones, term of exemptions and value of exemptions vary based on community objectives. The communities reviewed have enjoyed varying degrees of success with these programs. However, they all concede building awareness about the available incentives is the key to success.

The purpose of the DRTEP in Nanaimo is to encourage the construction of new buildings and alterations/renovations of existing buildings within the Downtown area, as shown in Attachment C.

A property owner must enter into a Revitalization Tax Exemption Agreement with the City of Nanaimo that determines the conditions for eligibility for a specific property. Acceptance into the program must happen prior to the issuance of a building permit. Properties currently subject to another revitalization tax exemption program within the City of Nanaimo are ineligible for this program. The types of properties that will be eligible for tax exemptions under the DRTEP are as follows:

- i. Construction of new multi-family residential units (four or more).**
Properties that are subject to a building permit for a new multi-family residential development having a permit value, as determined by the Manager of Building Inspections, of \$500,000 or greater, where the Building Permit was issued on or after (date bylaw passed) and an occupancy permit has been issued. New construction must conform to the land use designations and policies of the City's residential zoning bylaw.
- ii. Construction of commercial buildings.**
Properties that are subject to a building permit for new commercial development having a permit value, as determined by the Manager of Building Inspections, of \$500,000 or greater, where the building permit was issued on or after (date bylaw passed) and an occupancy permit has been issued. New construction must conform to the land use designations and policies of the City's commercial zoning bylaw.
- iii. Additions or renovations (improvements) to existing commercial buildings.**
Properties that are the subject to a building permit for additions or renovations to an existing building having a permit value, as determined by the Manager of Building Inspections, of \$500,000 or greater, where the Building Permit was issued on or after (date bylaw passed) and an occupancy permit has been issued. Additionally, the value of construction must equal 50% of the current assessed value of the building, as determined by the BC Assessment Authority, or the current appraised value of the building, as determined by a member of the British Columbia Branch of the Appraisal Institute of Canada. New construction must conform to the land use designations and policies of the City's zoning bylaw.

The maximum assessment exemption under this bylaw will be the difference between the value of the land and improvements in the year prior to construction, and the year in which the tax certificate first applies. The assessment exemption only applies to the municipal property taxes, and not to other property taxes such as School, Regional District, Hospital District, BC Assessment Authority and BC Municipal Finance Authority.

The amount of tax exemptions that will be provided under this bylaw is 100% of the increased assessed value of land and improvements. The maximum term of a tax exemption provided under this program is 10 years. To qualify for the downtown revitalization tax exemption each property owner must comply with the terms and conditions established in the DRTEP bylaw.

Three projects of varying scale and typical savings under the DRTEP are detailed in Attachment D. For instance, a six-storey, 19-unit multi-family residential development (\$6.8 million assessment) would have an annual tax exemption of \$33,458 and over ten years these savings equate to \$334,579.97. A commercial 14-unit medical office development (\$7.4 million assessment) would have an annual tax exemption of \$96,637.70 and over ten years the savings would be \$966,377.01. If approved by Council, the next steps for Staff are to draft the bylaw and market the incentive program.

Staff recommend the program be reviewed after five years.

OPTIONS

1. That the Finance and Audit Committee provide Approval in Principle to establish a Downtown Revitalization Tax Exemption Program and direct Staff to return to an upcoming Council Meeting with a bylaw for Council's consideration.
 - **Budget Implication:** It would depend upon the number of projects undertaken and value of exemptions. New builds and renovations will also lead to the City's tax base increasing over time.
 - **Policy Implication:** The OCP recognizes the downtown core as the "heart" of the City and encourages revitalization initiatives.
 - **Engagement Implication:** Staff met with four downtown developers to gather feedback on this initiative.
 - **Strategic Priorities Implication:** This would build on Council's commitment to the "economic health" pillar in the City's strategic plan.
2. That the Finance and Audit Committee not provide Approval in Principle for the Downtown Revitalization Tax Exemption Program.
 - **Budget Implication:** Not incentivizing downtown development could result in less projects and less tax revenue over the long run.
 - **Policy Implication:** Not supporting the OCP's vision for downtown revitalization, as growth in development will likely be stagnant.
 - **Strategic Priorities Implication:** Council's lack of commitment to the "economic health" pillar of the City's strategic plan.
3. That the Finance and Audit Committee provide other direction.

SUMMARY POINTS

- In light of revoking the downtown development cost charges exemption bylaw, Staff propose the Downtown Revitalization Tax Exemption Program.
- The purpose of the Downtown Revitalization Tax Exemption Program in Nanaimo is to encourage the construction of new buildings and alterations/renovations of existing buildings within the old City neighborhood.
- A property owner must enter into a Revitalization Tax Exemption Agreement with the City of Nanaimo that determines the conditions for eligibility for a specific property.
- The exemption only applies to the municipal property taxes on the assessed value of the property..

ATTACHMENTS

Attachment A: City Grants
Attachment B: City Incentive Review
Attachment C: Tax Exemption Zone
Attachment D: Example Savings

Submitted by:

Bill Corsan
Deputy Director, Community Development

Concurrence by:

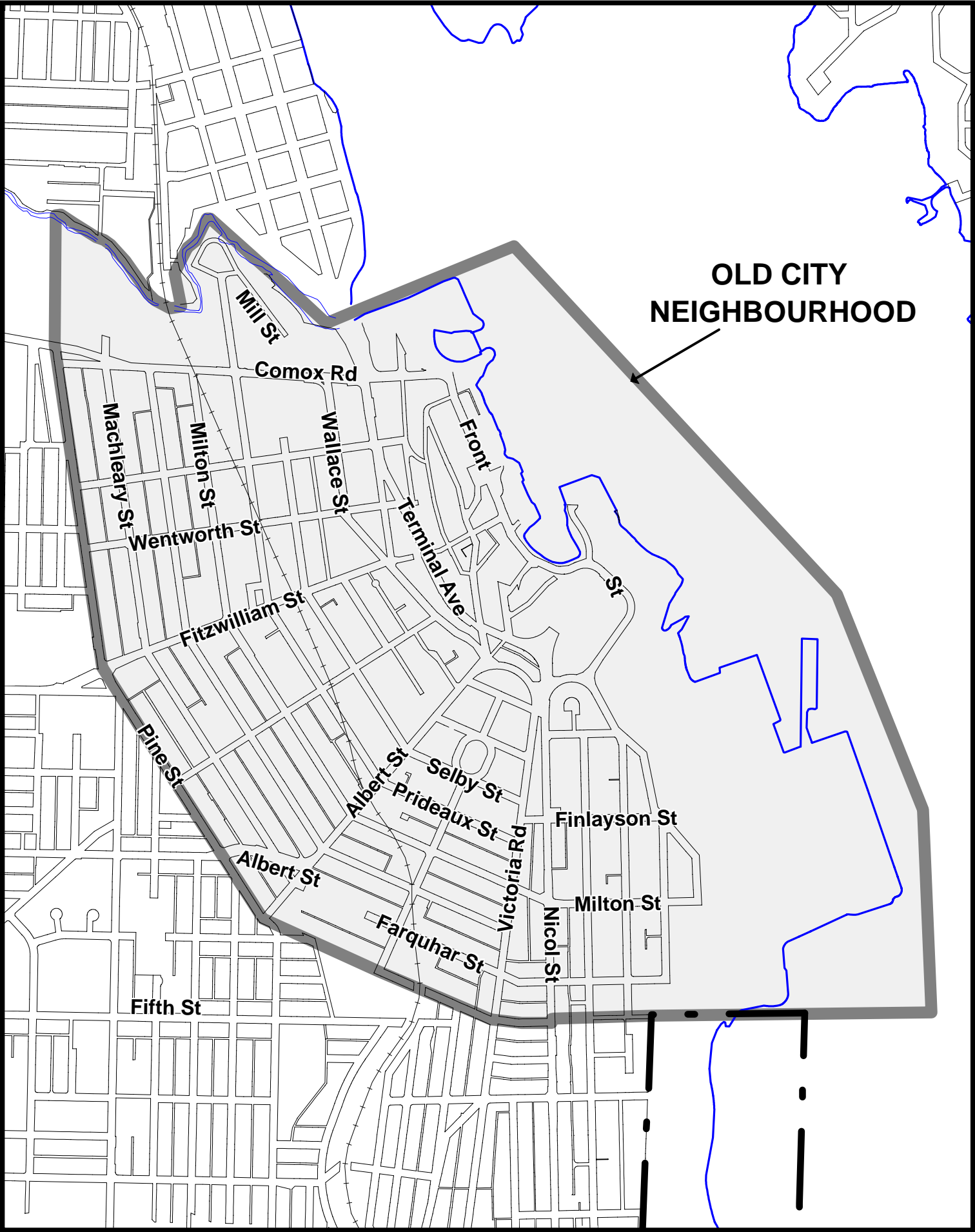
Dale Lindsay
Director, Community Development

| Attachment A - City Grants | | |
|---|---|--|
| City of Nanaimo Tax Exemption Programs and Grants | | |
| | Name | Purpose |
| 1 | Hotel & Motel Tax Exemption Program | To encourage the development and redevelopment of hotels and motels to improve the inventory of quality accommodation within the City of Nanaimo |
| 2 | Community Program Development Grant | Develop programs that enhance residents' exposure to a variety of experiences. \$10,000 budget, administred by Parks and Recreation |
| 3 | Culture & Heritage Operating Grant | Supports the activities of professional arts, culture and heritage organizations that play a significant role in contributing to the culture profile and economic vitality of Nananimo |
| 4 | Culture & Heritage Project Grant | Assists culture and heritage organizations in the realization of specific projects to benefit the public, contribute to the cultural and economic vitality of Nanaimo |
| 5 | Downtown Event and Revitalization Funding | Assists with the costs of staging annual, festive, outdoor public events in downtown Nanaimo. |
| 6 | Heritage Building Tax Exemption | Encourage new downtown residential units in existing heritage buildings and to preserve heritage buildings in the downtown core |
| 7 | Heritage Façade Grant | Encourage the rehavilitation and enhancement of heritage buildings in the downtown core. Up to \$10,000 per façade |
| 8 | Heritage Home Grant | Encourage homeowners of heritage buildings to fix up and maintain their historic homes. Grants up to \$2,500 per house |
| 9 | Permissive Tax Exemptions | Property tax exemption for qualifying organizations under division 7 of the Community Charter |
| 10 | Security Check Fee Grants | In partnership with the RDN. Helps cover the cost of security check fees for eligible community |
| 11 | Social Planning Grants | Assist organizations in responding to issues of a social nature, to foster social inclusion and social |
| 12 | Travel Assistance Grant | To help amateur groups and individuals to travel to regional, national or international |
| 13 | Other Grants | Educational funding, emergency funding, capital grants and facility rental grants can be awarded to qualifying organizations |

Attachment B - City Incentive Review

| Prince George | |
|---------------------------|---|
| Description | Residential Dev't (medium density mixed use or med to high density multi family), Commercial, LEED certified Dev't |
| Minimum Investment | \$50,000 to \$500,000 |
| Location | two downtown areas |
| Improvements | new construction or renovations |
| Exemption | 100% of inc in assessed value of improvements and 50% assessed value of land. 10 yrs primary area, 5 yrs secondary growth area. |
| Results | To date 22 commecial projects have been accepted into this program and received tax exemptions equalling \$7.7 million. 3 residential projects have also received tax exemptions of \$4.4 million. |
| Vernon | |
| Description | construction of new buildings, addtions to existing buildings, renovations to exsiting buildings |
| Minimum Investment | \$200,000 or greater new, \$50,000 or greater for renos |
| Location | City Centre District |
| Improvements | new construction or renovations |
| Exemption | 100% of inc in assessed value of land and improvements for 5 yrs, then a sliding scale down to year 10. |
| Results | 17 projects of varying scale have taken advantage of this initiative since inception. |
| Chilliwack | |
| Description | Residential Dev't (4 or more units), commercial, instituional, industrial |
| Minimum Investment | \$200,000 or greater for all types, \$1 million for industrial |
| Location | downtown |
| Improvements | new construction or renovations |
| Exemption | Residential - 100% for 5 yrs. 50% year 6. Industrial - yr 1 - 100% year 2 -80% yr 3-60% and so on. |
| Results | 850 residential units and 16 commercial developments have received exemptions under the downtown bylaw. There have been 7 exemptions under the industrial exemption bylaw. The total municipal taxes exempted, up to and including 2016, are \$4.4 million. |
| Kamloops | |
| Description | Multifamily residential (3 or more), high tech, brownfield, hotel motel, public parking (10 parking spaces avil for public for rental not exceeding 1 month in duration) |
| Minimum Investment | \$100,000 |
| Location | City centre |
| Improvements | new construction or renovations |
| Exemption | 100% of inc in assessed value of improvements 10 yr. term |

| | |
|---------------------------|---|
| Results | Waiting for response from community |
| Penticton | |
| Description | downtown, industrial & hotel motel investment zones |
| Minimum Investment | \$100,000 or greater for most. Some are as low as \$50,000 improvements |
| Location | 3 separate zones |
| Improvements | new construction or renovations |
| Exemption | 100% of inc in assessed value of improvements 5 yr. term, in some cases 10 yr |
| Results | Waiting for response from community |



**OLD CITY
NEIGHBOURHOOD**

ATTACHMENT D - Example Savings

Typical small commercial Development

| Tax exemption calculation | | | |
|-----------------------------------|--------------|----|---------------|
| Post construction assessment 2017 | 1,600,000 | | |
| Pre construction assessment 2016 | 149,600 | | |
| assessed value of improvements | 1,450,400 | | |
| Full Taxes 2017 | \$ 30,864.51 | | |
| municipal tax rate comm | 12.9529 | | |
| Savings under DTEP | \$ 18,786.89 | 10 | \$ 187,868.86 |

Medium size commercial development

| Tax exemption calculation | | | |
|-----------------------------------|---------------|----|---------------|
| Post construction assessment 2017 | 8,447,700 | | |
| Pre construction assessment 2014 | 987,000 | | |
| Assessed value of improvements | 7,460,700 | | |
| Full Taxes 2017 | \$ 179,979.20 | | |
| municipal tax rate comm | 12.9529 | | |
| Savings under DTEP | \$ 96,637.70 | 10 | \$ 966,377.01 |

Multi family residential -19 units

| Tax exemption calculation | | | |
|-----------------------------------|--------------|----|---------------|
| Post construction assessment 2017 | 7,489,700 | | |
| Pre construction assessment 2013 | 611,000 | | |
| assessed value of improvements | 6,878,700 | | |
| Full Taxes 2017 | \$ 61,374.25 | | |
| municipal tax rate res | 4.8640 | | |
| Savings under DTEP | \$ 33,458.00 | 10 | \$ 334,579.97 |

DOWNTOWN REVITALIZATION TAX EXEMPTION BYLAW

Bylaw No. 7261

CITY OF NANAIMO

BYLAW NO. 7261

REVITALIZATION TAX EXEMPTION BYLAW 2018 NO. 7261

WHEREAS pursuant to section 226 of the *Community Charter*, Council may, by bylaw, establish a revitalization tax exemption program for the purpose of encouraging revitalization in the City of Nanaimo;

AND WHEREAS Council wishes to establish a revitalization tax exemption program in the City of Nanaimo in order to encourage new investment in the City of Nanaimo downtown core and revitalization of the City's downtown core through construction of new commercial and residential buildings and alteration or renovation of existing buildings;

AND WHEREAS Council has included within this Bylaw a description of the reasons for and the objectives of the program and a description of how the program is intended to accomplish the objectives, as required by section 226(4) of the *Community Charter*;

AND WHEREAS Council has given notice of its intent to adopt this Bylaw in accordance with section 227 of the *Community Charter* and considered this Bylaw in conjunction with the objectives and policies set out in section 165(3.1)(c) of the *Community Charter* in the City's financial plan.

NOW THEREFORE, in open meeting assembled, the Council of the City of Nanaimo enacts as follows:

PART 1 – INTERPRETATION

1. This Bylaw may be cited for all purposes as "REVITALIZATION TAX EXEMPTION BYLAW 2018 NO. 7261".
2. In this Bylaw:
 - (a) "**Agreement**" means a Revitalization Tax Exemption Agreement between the owner of a parcel and the City, substantially in the form of and with the content of Schedule "A";
 - (b) "**Assessed Value**" means the BC Assessment Authority land and improvements assessed value of a parcel that is subject to an Agreement for the purposes of calculating property taxes;
 - (c) "**Baseline Assessment**" means the BC Assessment Authority's last published land and improvements Assessed Value immediately before the building permit for the Project has been issued;
 - (d) "**Bylaw**" means this bylaw, including its recitals and schedules;
 - (e) "**City**" means the City of Nanaimo;
 - (f) "**Council**" means the Council of the City of Nanaimo;

- (g) **"Multi-Family Residential Development"** means a multi-family residential development that contains at least four (4) self-contained dwelling units;
- (h) **"Program"** means the revitalization tax exemption bylaw program established by this Bylaw;
- (i) **"Project"** means a revitalization project on a parcel that complies with this Bylaw and is eligible for consideration under section 10;
- (j) **"Revitalization Area"** means those parts of the downtown core of the City shown outlined on Schedule "C";
- (k) **"Tax Exemption"** means a revitalization tax exemption obtained pursuant to this Bylaw; and
- (l) **"Tax Exemption Certificate"** means a Tax Exemption certificate issued by the City pursuant to this Bylaw, substantially in the form of Schedule "B".

PART 2 – ESTABLISHMENT AND OBJECTIVES OF THE PROGRAM

- 3. The Program is hereby established.
- 4. The reason for and objective of the Program is to:
 - (a) encourage new investment in the Revitalization Area;
 - (b) encourage the construction of new commercial and multi-family residential buildings and alteration and renovation of certain existing buildings in the Revitalization Area; and
 - (c) encourage revitalization of the Revitalization Area.
- 5. The Program is intended to accomplish its objectives by:
 - (a) providing tax certainty to parcel-owners; and
 - (b) reducing the municipal tax burden on parcels where a Project is being undertaken.

PART 3 – TAX EXEMPTION CERTIFICATE CONDITIONS

- 6. The terms and conditions upon which a Tax Exemption Certificate may be issued are as set out in this Bylaw, the relevant Agreement, and the Tax Exemption Certificate in relation to a particular parcel.
- 7. No Tax Exemption Certificate will be issued with respect to a parcel until:
 - (a) the owner of the parcel has submitted an application under Part 7 and the application has been accepted by the City Manager or his or her delegate;
 - (b) the building and occupancy permit for the Project, as described in the owner of the parcel's application under Part 7 has been issued; and

- (c) the Agreement has been executed by both the owner of the parcel and the City.

PART 4 – CALCULATION OF TAX EXEMPTION

8. The amount of the annual Tax Exemption will be equal to that part of the municipal property tax for the parcel and improvements imposed under section 197(1)(b) of the *Community Charter*, calculated by deducting the Baseline Assessment from the current Assessed Value and applying the difference to the current municipal tax rate.
9. Tax Exemptions under this Bylaw do not include exemptions from any tax other than those municipal property taxes established under section 197(1)(a) of the *Community Charter*.

PART 5 – ELIGIBLE PROJECTS

10. The categories of Project described under subsections 10(a), 10(b), and 10(c) are eligible for a Tax Exemption:
- (a) Projects within the Revitalization Area that:
- i. have been issued a building and occupancy permit for a new Multi-Family Residential Development;
 - ii. have a permit value, as determined by the Manager of Building Inspections, of at least five hundred thousand dollars (\$500,000.00); and
 - iii. conform with all applicable City enactments and policies, including but not limited to all residential zoning bylaws and land use policies,
- (b) Projects within the Revitalization Area that:
- i. have been issued a building and occupancy permit for a new commercial development;
 - ii. have a permit value, as determined by the Manager of Building Inspections, of at least five hundred thousand dollars (\$500,000.00); and
 - iii. conform with all applicable City enactments and policies, including but not limited to all commercial zoning bylaws and land use policies;
- (c) Projects within the Revitalization Area that:
- i. have been issued a building and occupancy permit for additions or renovations to an existing building for a commercial development;
 - ii. have a permit value, as determined by the Manager of Building Inspections, of at least five hundred thousand dollars (\$500,000.00);
 - iii. have a construction value of at least fifty percent (50%) of either the Assessed Value of the building or the current appraised value building, as determined by a member in good standing of the British Columbia branch of the Appraisal Institute of Canada, whichever amount is the greater; and

- iv. conform with all applicable City enactments and policies, including but not limited to all applicable zoning bylaws and land use policies.
- 11. The form and character of any Project must be consistent with the applicable Development Permit Area Design Guidelines contained within the Official Community Plan Bylaw.
- 12. A Project is not eligible for a Tax Exemption if:
 - (a) the parcel or any improvements on it is subject to another tax exemption from the City;
 - (b) there are property taxes in arrears with respect to the parcel or any improvements on it; or
 - (c) the Project involves proposals to alter buildings listed on the City of Nanaimo Heritage Register.

PART 6 – TERM AND ASSIGNMENT

- 13. The maximum term of a Tax Exemption is ten (10) years.
- 14. The Tax Exemption runs with the parcel and is assignable to subsequent parcel-owners only in accordance with the Agreement.

PART 7 – APPLICATION FOR ADMISSION TO PROGRAM

- 15. If an owner of a parcel wishes Council to consider granting a Tax Exemption, the owner must make a written application to the City Manager or his or her delegate, and must submit all of the following with the application:
 - (a) a copy of the current Property Assessment Notice for the parcel issued by the British Columbia Assessment Authority;
 - (b) a completed written application in a form prescribed by the City;
 - (c) a description of the Project, including details regarding the extent and value of the Project, which will be confirmed via the building permit process; and
 - (d) an Agreement in executable form.
- 16. An application under section 15 must be made by the owner and accepted by the City Manager or his or her delegate before the building permit for the Project is issued.

PART 8 – ISSUANCE OF TAX CERTIFICATION CERTIFICATE

- 17. Once the requirements established under this Bylaw and the Agreement have been fulfilled, a Tax Exemption Certificate must be issued for the parcel.

PART 9 – CANCELLATION

- 18. A Tax Exemption Certificate may be cancelled by Council if any of the conditions set out in the Agreement, the Bylaw, or the Tax Exemption Certificate are not met.

19. If The Tax Exemption Certificate is cancelled during a year in which the owner of a parcel has received a Tax Exemption, the owner of the parcel shall pay to the City within thirty (30) days of cancellation a recapture amount calculated as equal to a percentage of the amount of the Tax Exemption with the percentage being equivalent to the percentage of the taxation year remaining from the date of cancellation.
20. If the amount is not paid under section 18, any amount unpaid will bear interest at a rate of one percent (1.0%) per month, compounded annually.

PART 10 – DELEGATION

21. The Director of Finance for the City is designated the municipal officer for the purpose of section 226(13) of the *Community Charter*.

PASSED FIRST READING __, ____, 2018

PASSED SECOND READING ____, ____, 2018

PASSED THIRD READING __, ____, 2018

Notice of intention to proceed with this Bylaw was published on __, ____, 2018 and __, ____, 2018 pursuant to section 94 and 227 of the *Community Charter*.

ADOPTED __, ____, 2018

MAYOR

CORPORATE OFFICER

SCHEDULE "A"

Revitalization Tax Exemption Agreement

THIS AGREEMENT dated for reference the ____ day of _____, 20____is

BETWEEN:

XXXX

(the "Owner")

AND:

CITY OF NANAIMO
455 Wallace Street
Nanaimo, BC V9R 5J6

(the "City")

GIVEN THAT:

- A. The Owner is the registered owner in fee simple of lands in the City of Nanaimo at *[civic address]* legally described as *[legal description]* (the "Parcel");
- B. Council has established a revitalization tax exemption program and has included within the City of Nanaimo "REVITALIZATION TAX EXEMPTION BYLAW 2018 NO. 7261";
- C. The Parcel is situated within the Revitalization Area, as defined in the Bylaw; and
- D. The Owner proposes to construct new improvements or alter or renovate existing improvements on the Parcel as described in Appendix "A" attached to and forming part of this agreement (the "Project") and has applied to the City to take part in the revitalization tax exemption program in respect of the Project and the City has agreed to accept the Project under the program;

THIS AGREEMENT is evidence that in consideration of the promises exchanged below, the Owner and the City covenant and agree each with the other as follows:

- 1. In this Agreement, the following words have the following meanings:
 - (a) "Assessed Value" means the BC Assessment Authority land and improvements assessed value of the parcel subject to this Agreement for the purposes of calculating property taxes;
 - (b) "Baseline Assessment" means the BC Assessment Authority's last published land and improvements assessed value immediately before the commencement of the Project;

- (c) "Bylaw" means City of Nanaimo "REVITALIZATION TAX EXEMPTION BYLAW 2018 NO. 7261" as amended from time to time including any amendments thereto;
 - (d) "Renovation" means capital improvements of an existing building;
 - (e) "Tax Exemption" means a revitalization tax exemption determined in accordance with the Bylaw; and
 - (f) "Tax Exemption Certificate" means a revitalization tax exemption certificate issued by the City of Nanaimo pursuant to the Bylaw and the *Community Charter*.
2. The Project – the Owner will use its best efforts to ensure that the Project is constructed, maintained, operated and used in a fashion that will be consistent with and will foster the objectives of the revitalization tax exemption program, as outlined in the Bylaw. Without limiting the generality of the foregoing, the Owner covenants to use its best efforts to ensure that the Project will:
- (a) ; and
 - (b) .
3. Operation and Maintenance of the Project – throughout the term of this Agreement, the Owner shall operate, repair and maintain the Project and will keep the Project in a state of good repair as a prudent owner would do.
4. Revitalization Tax Exemption – subject to fulfillment of the conditions set out in this Agreement and the Bylaw, the City shall issue a Tax Exemption Certificate to the British Columbia Assessment Authority entitling the Owner to a Tax Exemption in respect of the property taxes due (not including local service taxes) in relation to the Parcel and the improvements thereon for the calendar year(s) set out in this Agreement. The Tax Exemption Certificate shall be substantially in the form of Appendix "B", which is attached to and forms part of this Agreement.
5. Conditions – the Owner must fulfill the following conditions before the City will issue a Tax Exemption Certificate to the Owner in respect of the Project:
- (a) the Owner must obtain a building permit from the City for the Project on or before _____, 20____;
 - (b) the Owner must complete or cause to be completed construction of the Project in a good and workmanlike fashion and in strict compliance with the building permit and the plans and specifications attached hereto as Appendix "C";
 - (c) the Project must be officially opened and available for use as *[describe permitted use]* (the "Exempt Use") and for no other use, by no later than _____, 20____ ; and
 - (d) the completed Project must substantially satisfy the performance criteria set out in Appendix "D" hereto, as determined by the City's Land Use Manager or designate, in his or her sole discretion, acting reasonably.

6. Calculation of Revitalization Tax Exemption – the amount of the Tax Exemption in each year shall be calculated in accordance with the Bylaw.
 7. Term of Tax Exemption – provided the requirements of this Agreement, and of the City of Nanaimo Revitalization Tax Exemption Bylaw 2018 No. 7261, are met the Tax Exemption shall be for the taxation years _____ to _____, inclusive. [10 year maximum]
 8. Compliance with Laws – the Owner shall construct the Project and, at all times during the term of the Tax Exemption or any renewal term, use and occupy the Parcel forming part of the Project in compliance with all statutes, laws, regulations, bylaws and orders of any authority having jurisdiction and, without limiting the generality of the foregoing, all federal, provincial, or municipal laws or statutes or bylaws, including all the rules regulations policies guidelines criteria or the like made under or pursuant to any such laws.
 9. Subdivision under Strata Property Act – if the Owner deposits a strata plan in the Land Title Office under the *Strata Property Act* that includes an improvement on the Parcel included in the Project, then the Tax Exemption shall be prorated among the strata lots in accordance with the unit entitlement of each strata lot for:
 - (a) the current and each subsequent tax year during the currency of this agreement if the strata plan is accepted for registration at the Land Title Office before _____, _____, 20____; or
 - (b) for the next calendar year and each subsequent tax year during the currency of this agreement if the strata plan is accepted for registration at the Land Title Office after _____, _____, 20____,
- provided that any strata subdivision must comply with the terms of any Housing Agreement in relation to the Parcel or the Project which limits ability to subdivide the Parcel or a building on the Parcel under the *Strata Property Act*.
10. Representations and Warranties – The Owner represents and warrants to the City that the Owner is the Owner of the Parcel for the purpose of property assessment and taxation.
 11. Cancellation – the City may in its sole discretion cancel the Tax Exemption Certificate at any time:
 - (a) on the written request of the Owner; or
 - (b) effective immediately upon delivery of a notice of cancellation to the Owner if at any time any of the conditions in the Tax Exemption Certificate are not met.
 12. If such cancellation occurs, the Owner of the Parcel for which the Tax Exemption Certificate was issued will pay to the City a recapture amount in accordance with the Bylaw, which amount will bear interest in accordance with the Bylaw.
 13. No Refund – for greater certainty, under no circumstances will the Owner be entitled under the City's revitalization tax exemption program to any cash credit, any carry forward tax exemption credit or any refund for any property taxes paid.

14. Notices – any notice or other writing required or permitted to be given hereunder or for the purposes hereof to any party shall be sufficiently given if delivered by hand or posted on the Parcel, or if sent by prepaid registered mail (Express Post) or if transmitted by facsimile to such party:

(a) in the case of a notice to the City, at:

THE CITY OF NANAIMO
455 Wallace Street,
Nanaimo, B.C.
V9R 5J6
Attention:
Fax:

(b) in the case of a notice to the Owner, at:

[insert name and address of owner]
Attention:
Fax:

or at such other address as the party to whom such notice or other writing is to be given shall have last notified the party giving the same.

15. No Assignment – the Owner shall not assign its interest in this Agreement except to a subsequent owner in fee simple of the Parcel.
16. Severance – if any portion of this Agreement is held invalid by a court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder of this Agreement.
17. Interpretation – wherever the singular or masculine is used in this agreement, the same shall be construed as meaning the plural, the feminine or body corporate where the context or the parties thereto so require.
18. Further Assurances – the parties hereto shall execute and do all such further deeds, acts, things and assurances that may be reasonably required to carry out the intent of this Agreement.
19. Waiver – waiver by the City of a default by the Owner shall be in writing and shall not be deemed to be a waiver of any subsequent or other default.
20. Powers Preserved – this Agreement does not:
- (a) affect or limit the discretion, rights or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Parcel;
 - (b) affect or limit any enactment relating to the use or subdivision of the Parcel; or
 - (c) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Parcel, and without limitation shall not confer directly or indirectly any exemption or right of set-off from development cost charges, connection charges,

application fees, user fees or other rates, levies or charges payable under any bylaw of the City.

21. Reference – every reference to each party is deemed to include the heirs, executors, administrators, personal representatives, successors, assigns, servants, employees, agents, contractors, officers, licensees and invitees of such party, wherever the context so requires or allows.
22. Enurement – this agreement shall enure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

IN WITNESS WHEREOF the parties hereto have executed this agreement as of the day and year first above written.

Executed by the CITY OF NANAIMO by
its authorized signatories:

Mayor

Corporate Officer

Executed by __ by its
authorized signatories:

Name:

Name:

APPENDIX "A" to Revitalization Tax Exemption Agreement

Map of Affected Parcel

APPENDIX "B" to Revitalization Tax Exemption Agreement
Tax Exemption Certificate

APPENDIX "C" to Revitalization Tax Exemption Agreement
Plans and Specifications for the Project

APPENDIX "D" to Revitalization Tax Exemption Agreement

Performance Criteria for the Project

SCHEDULE "B"

Revitalization Tax Exemption Certificate

In accordance with the City of Nanaimo "REVITALIZATION TAX EXEMPTION BYLAW 2018 NO. 7261" (the "Bylaw"), and in accordance with a Revitalization Tax Exemption Agreement dated for reference the _____ day of _____, 20__ (the "Agreement") entered into between the City of Nanaimo (the "City") and _____ (the "Owner"), the registered owner(s) of *[insert legal description of property]* _____ (the "Parcel"):

This certificate certifies that the Parcel is subject to a revitalization tax exemption equal to the following assessment value of the Parcel: Class 01 Residential: _____ and Class 06 Business/Other: _____ multiplied by the municipal rate of tax in effect for Class 01 – Residential and/or Class 06 – Business/Other, for each of the taxation years 20__ to 20__ inclusive.

The Tax Exemption is provided under the following conditions:

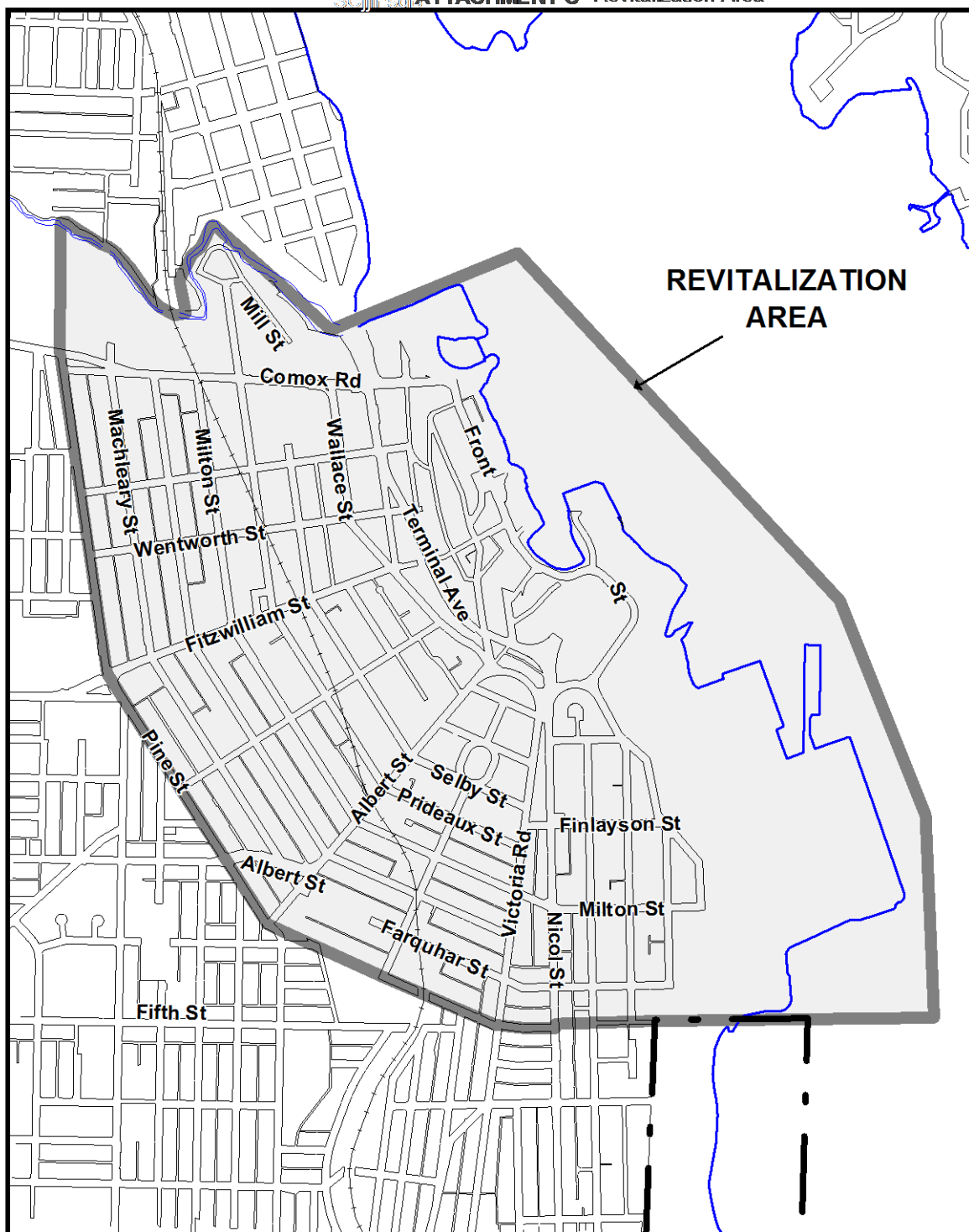
1. The Owner does not breach any term, condition or provision of, and performs all obligations set out in, the Agreement and the Bylaw;
2. The Owner has not sold all or any portion of his or her equitable or legal fee simple interest in the Parcel without the transferee taking an assignment of the Agreement, and agreeing to be bound by it;
3. The Owner, or a successor in title to the Owner, has not allowed the property taxes for the Parcel to go into arrears or to become delinquent;
4. The Exempt Use (as defined in the Agreement) of the Project is not discontinued;
5. The Agreement is not otherwise terminated.

If any of these conditions are not met then the Council of the City of Nanaimo may cancel this Revitalization Tax Exemption Certificate. If such cancellation occurs, the Owner of the Parcel, or a successor in title to the Owner as the case may be, shall remit to the City the recapture amount calculated in accordance with the Bylaw.

SCHEDULE "C"

Revitalization Area

SCJP 10/11/14 ATTACHMENT C- Revitalization Area



DCC Exempt Area

DATE OF MEETING March 14, 2018

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

SUBJECT **2017 BUDGET CARRYFORWARDS**

OVERVIEW

Purpose of Report

To provide Council with a summary of the 2017 budgets carried forward to 2018.

Recommendation

That the 2017 Budget Carryforwards report dated 2018-MAR-14 be received for information.

DISCUSSION

At the end of each year where a capital or operating project has not been completed or where a project was not started, budgets are carried forward to the following year(s). Under specific circumstances, operating budgets may also be carried forward from one year to the next.

Projects that were delayed or not started in 2017 and were not anticipated to be undertaken in 2018 were not carried forward.

The following section highlights several projects that were not carried forward.

Port Theatre

2017 Budget - \$5,700,000

This project relates to the rehearsal hall expansion at the Port Theatre. The funding sources for the project are Provincial grants (\$2,300,000) and fundraising and sponsorship contributions (\$3,400,000). At this time the grants and sponsorship contributions have not been secured.

The project will be moved to a future year in the City's 10 year project plan as the Port Theatre Society works to secure funding for this project and Council can accelerate the project if funding is secured.

Fire Training Tower

2017 Budget - \$200,167

2017 Actuals - \$10,172

Budget Remaining - \$189,995

This project relates to the construction of a training tower at Nanaimo Fire Rescue's Training Facility. The funding sources for the project are the Fire Training Centre Reserve (\$150,000) and General Revenue (\$50,167). The project was tendered in 2017 however the RFP came back substantially higher than anticipated and the project was cancelled. As part of the detailed design process for the replacement of Station #1 the possibility of integrating a training tower into the hose tower will be considered.

Bastion Street Bridge Rehab

2017 Budget - \$1,831,477

Carried Forward to 2018 - \$250,000 for design

This project relates to the rehabilitation and seismic retrofit of the Bastion Street Bridge to extend its service life. The funding sources for the project are the General Fund Asset Management Statutory Reserve (\$1,800,000) and General Reserves (\$31,477). Design will be undertaken in 2018 and construction will be re-budgeted for 2019 during the 2019 – 2023 financial planning process.

Watershed Forecasting Model

2017 Budget - \$210,000

This project relates to the development of a real time computer model for the watershed. The funding source for the project is Water Supply Reserves (\$210,000). Based on higher priorities identified for 2018 this project will be re-budgeted in a future year.

Total carryforwards from 2017 to 2018 were \$29,906,968 and breakdown by department as follows:

Summary of Carryforwards By Department

| | | | Project Status | | | Total Cfd |
|------------------------------------|-------------------------|-------------------|-------------------------|-------------------|------------------|-------------------|
| Department | Area | Budget | Substantially Completed | In Progress | Delayed | |
| Community Development | Culture & Heritage | 214,859 | 15,666 | 102,578 | 33,859 | 152,103 |
| | Development/Real Estate | 450,351 | - | 131,647 | 125,000 | 256,647 |
| | Economic Development | 325,000 | - | 35,078 | - | 35,078 |
| | Environment | 247,578 | - | 116,944 | 59,800 | 176,744 |
| | Planning | 237,739 | - | 36,158 | 100,000 | 136,158 |
| | Social Planning | 409,684 | - | 249,488 | 50,000 | 299,488 |
| Total Community Development | | 1,885,211 | 15,666 | 671,893 | 368,659 | 1,056,218 |
| Corporate Services | Financial Services | 75,000 | - | 34,268 | - | 34,268 |
| | IT | 615,772 | 675 | 299,133 | 20,160 | 319,968 |
| | PoNC/VICC | 73,700 | - | 73,700 | - | 73,700 |
| Total Corporate Services | | 764,472 | 675 | 407,101 | 20,160 | 427,936 |
| ENG PW | ENG PW | 23,762,673 | 347,561 | 12,190,578 | 2,431,652 | 14,969,791 |
| | Sewer | 6,689,509 | 140,328 | 686,652 | 1,113,533 | 1,940,513 |
| | Water | 13,974,721 | 130,006 | 3,755,526 | 4,280,361 | 8,165,893 |
| Total ENG PW | | 44,426,903 | 617,895 | 16,632,756 | 7,825,546 | 25,076,197 |
| Total General Government | | 1,003,954 | - | - | 67,735 | 67,735 |
| Parks and Recreation | Aquatics | 475,676 | - | 199,726 | 27,200 | 226,926 |
| | Arenas | 302,630 | - | 292,387 | - | 292,387 |
| | Civic Properties | 154,465 | 20,500 | - | - | 20,500 |
| | Facilities | 182,376 | 2,450 | 31,575 | 100,000 | 134,025 |
| | Parks Ops | 3,118,749 | 9,877 | 456,489 | 744,745 | 1,211,111 |
| | Recreation | 3,535,514 | 14,536 | 661,063 | 19,290 | 694,889 |
| Total Parks and Recreation | | 7,769,410 | 47,363 | 1,641,240 | 891,235 | 2,579,838 |
| Public Safety | Bylaw and Parking | 398,820 | - | 128,676 | 208,670 | 337,346 |
| | Fire | 338,864 | 5,276 | 263,015 | - | 268,291 |
| | Police Services | 245,285 | - | 77,296 | 16,111 | 93,407 |
| Total Public Safety | | 982,969 | 5,276 | 468,987 | 224,781 | 699,044 |
| Total All | | 56,832,919 | 686,875 | 19,821,977 | 9,398,116 | 29,906,968 |

Attached to this report are two appendices, one which provides a breakdown of carryforwards by department with funding source and one which provides a detailed breakdown of projects carried forward.

SUMMARY POINTS

- Each year, budgets for projects that are still in progress or were not started are carried forward to the following year(s).

ATTACHMENTS

Appendix 1 – 2017 Carryforward Breakdown by Department with Funding Source

Appendix 2 – 2017 Carryforward Breakdown by Project

Submitted by:

Wendy Fula
Manager, Business, Asset & Financial
Planning

Concurrence by:

Laura Mercer
Deputy Financial Officer

Appendix 1
City of Nanaimo
2017 Carryforward Analysis

| Department | Project Type | 2017 Budget | Expenditures | Budget Surplus/(Deficit) | % |
|------------------------------------|-----------------|-------------------|------------------|-----------------------------|------|
| PROJECTS | | | | | |
| Administration | | | | | |
| Human Resources | Internal Orders | 16,144 | 13,952 | 2,192 | 14% |
| Legislative Services | Internal Orders | 397,350 | 416,240 | (18,890) | -5% |
| Total Administration | | 413,494 | 430,192 | (16,698) | |
| Public Safety | | | | | |
| Bylaw and Parking | Internal Orders | 167,925 | 80,632 | 87,293 | 52% |
| | Capital | 340,320 | 14,475 | 325,845 | 96% |
| Police Services | Internal Orders | 233,045 | 145,967 | 87,078 | 37% |
| | Capital | 500,513 | 366,279 | 134,234 | 27% |
| NFR | Internal Orders | 401,924 | 202,581 | 199,343 | 50% |
| | Capital | 684,854 | 150,606 | 534,248 | 78% |
| FireComm | Internal Orders | 2,250 | - | 2,250 | 100% |
| Total Public Safety | | 2,330,831 | 960,539 | 1,370,292 | |
| Community Development | | | | | |
| Culture and Heritage | Internal Orders | 394,442 | 225,929 | 168,513 | 43% |
| | Capital | 5,766,000 | 50,334 | 5,715,666 | 99% |
| Development/Real Estate | Internal Orders | 30,408 | 30,595 | (187) | -1% |
| | Capital | 5,009,840 | 4,328,153 | 681,687 | 14% |
| Economic Development | Internal Orders | 347,156 | 271,466 | 75,690 | 22% |
| Environment | Internal Orders | 336,042 | 105,127 | 230,915 | 69% |
| Planning | Internal Orders | 353,538 | 149,424 | 204,114 | 58% |
| Social Planning | Internal Orders | 775,080 | 532,198 | 242,882 | 31% |
| Total Community Development | | 13,012,506 | 5,693,226 | 7,319,280 | |
| Corporate Services | | | | | |
| PoNC/VICC | Internal Orders | 38,185 | 31,736 | 6,449 | 17% |
| | Capital | 125,544 | 51,844 | 73,700 | 59% |
| Financial Services | Internal Orders | 179,168 | 217,412 | (38,244) | -21% |
| IT | Internal Orders | 396,990 | 181,254 | 215,736 | 54% |
| | Capital | 739,618 | 406,818 | 332,800 | 45% |
| Purchasing | Internal Orders | 73,000 | 6,153 | 66,847 | 92% |
| | Capital | 15,000 | - | 15,000 | 100% |
| Total Corporate Services | | 1,567,505 | 895,217 | 672,288 | |

| Amount Cwfd | Funding Source of Carryforward | | | |
|------------------|--------------------------------|---------------------|------------------|----------------|
| | General Revenues | General Reserves | Stat Reserves | Other* |
| - | - | - | - | - |
| - | - | - | - | - |
| - | - | - | - | - |
| 21,526 | - | 21,526 | - | - |
| 315,820 | - | 165,820 | 150,000 | - |
| 70,907 | 58,916 | 11,991 | - | - |
| 22,500 | - | 22,500 | - | - |
| 98,291 | 66,504 | 25,787 | 6,000 | - |
| 170,000 | - | - | 170,000 | - |
| 699,044 | 125,420 | 247,624 | 326,000 | - |
| 136,437 | 50,000 | 86,437 | - | - |
| 15,666 | 15,666 | - | - | - |
| - | - | - | - | - |
| 256,647 | - | - | - | 256,647 |
| 35,078 | - | 35,078 | - | - |
| 176,744 | 111,174 | 60,845 | - | 4,725 |
| 136,158 | 100,000 | 26,978 | - | 9,180 |
| 299,488 | 57,308 | 93,564 | - | 148,616 |
| 1,056,218 | 334,148 | 302,902 | - | 419,168 |
| 73,700 | - | 73,700 | - | - |
| 34,268 | 34,268 | - | - | - |
| 92,767 | - | 92,767 | - | - |
| 227,201 | - | 227,201 | - | - |
| - | - | - | - | - |
| - | - | - | - | - |
| 427,936 | 34,268 | 393,668 | - | - |

Appendix 1
City of Nanaimo
2017 Carryforward Analysis

| Department | Project Type | 2017 Budget | Expenditures | Budget Surplus/(Deficit) | % |
|-----------------------------------|-----------------------|-------------------|-------------------|-----------------------------|------------|
| ENGPW | | | | | |
| ENGPW | Internal Orders | 3,111,698 | 1,488,218 | 1,623,480 | 52% |
| | Capital | 23,920,095 | 7,918,771 | 16,001,324 | 67% |
| Sewer | Internal Orders | 1,123,980 | 564,377 | 559,603 | 50% |
| | Capital | 7,340,962 | 4,266,622 | 3,074,340 | 42% |
| Water | Internal Orders | 1,816,815 | 239,636 | 1,577,179 | 87% |
| | Capital | 15,330,189 | 6,504,548 | 8,825,641 | 58% |
| Total ENGPW | | 52,643,739 | 20,982,171 | 31,661,568 | |
| Parks and Recreation | | | | | |
| Aquatics | Internal Orders | 496,176 | 303,697 | 192,479 | 39% |
| | Capital | 184,900 | 116,268 | 68,632 | 37% |
| Arenas | Internal Orders | 99,153 | 58,536 | 40,617 | 41% |
| | Capital | 318,823 | 50,502 | 268,321 | 84% |
| Civic Properties | Internal Orders | 1,926 | 1,926 | - | 0% |
| | Capital | 157,965 | 139,580 | 18,385 | 12% |
| Community Development | Internal Orders | 349,428 | 429,336 | (79,908) | -23% |
| Facilities | Internal Orders | 332,376 | 179,670 | 152,706 | 46% |
| | Capital | 88,000 | 90,136 | (2,136) | -2% |
| Parks | Internal Orders | 2,608,183 | 1,877,086 | 731,097 | 28% |
| | Capital | 2,130,175 | 1,348,376 | 781,799 | 37% |
| Recreation | Internal Orders | 587,555 | 379,302 | 208,253 | 35% |
| | Capital | 3,329,597 | 2,802,941 | 526,656 | 16% |
| Total Parks and Recreation | | 10,684,257 | 7,777,356 | 2,906,901 | |
| | Internal Orders | 14,669,937 | 8,132,449 | 6,537,488 | |
| | Projects | 65,982,395 | 28,606,253 | 37,376,142 | |
| Total Projects | | 80,652,332 | 36,738,702 | 43,913,630 | 54% |
| Cost Centres | | | | | |
| | Human Resources | | | | |
| | Committed Contingency | | | | |
| Total Cost Centres | | | | | |
| Grand Total - All | | 80,652,332 | 36,738,702 | 43,913,630 | |

*Private contributions, grants, borrowing, sale of assets

| Amount Cfwd | Funding Source of Carryforward | | | |
|-------------------|--------------------------------|---------------------|------------------|------------------|
| | General Revenues | General Reserves | Stat Reserves | Other* |
| 1,098,370 | 537,290 | 321,738 | - | 239,342 |
| 13,871,421 | 470,517 | 772,537 | 6,729,849 | 5,898,518 |
| 56,070 | - | 56,070 | - | - |
| 1,884,443 | - | 1,448,532 | 435,911 | - |
| 471,103 | - | 471,103 | - | - |
| 7,694,790 | - | 6,635,883 | 1,058,907 | - |
| 25,076,197 | 1,007,807 | 9,705,863 | 8,224,667 | 6,137,860 |
| 161,426 | 39,189 | 78,776 | 43,461 | - |
| 65,500 | 30,500 | - | 35,000 | - |
| 36,757 | 7,866 | 18,768 | 10,123 | - |
| 255,630 | 40,630 | - | 215,000 | - |
| - | - | - | - | - |
| 20,500 | - | 20,500 | - | - |
| - | - | - | - | - |
| 134,025 | 31,575 | 102,450 | - | - |
| - | - | - | - | - |
| 541,378 | 181,751 | 130,000 | 229,627 | - |
| 669,733 | 136,405 | 264,310 | 254,506 | 14,512 |
| 180,485 | 63,033 | 48,118 | 16,149 | 53,185 |
| 514,404 | 172,100 | 127,960 | 214,344 | - |
| 2,579,838 | 703,049 | 790,882 | 1,018,210 | 67,697 |
| 3,781,278 | 1,338,874 | 1,681,996 | 305,360 | 455,048 |
| 26,057,955 | 865,818 | 9,758,943 | 9,263,517 | 6,169,677 |
| 29,839,233 | 2,204,692 | 11,440,939 | 9,568,877 | 6,624,725 |
| 20,000 | 20,000 | - | - | - |
| 47,735 | 47,735 | - | - | - |
| 67,735 | 67,735 | | | |
| 29,906,968 | 2,272,427 | 11,440,939 | 9,568,877 | 6,624,725 |

Appendix 2
City of Nanaimo
2017 Carryforwards Breakdown by Project

| Department | Area | Internal Order/ Capital Project # | Description | Budget | Actuals | Remaining Budget | Status of Cfw | Cfw to 2018 |
|------------------------------------|-------------------------|--------------------------------------|---|------------------|----------------|------------------|-------------------------|------------------|
| Community Development | Culture & Heritage | 40133 | Port Theatre: Windows | 33,859 | (786) | 34,645 | Delayed | 33,859 |
| Community Development | Culture & Heritage | 40181 | Archaeological Overview Assessment | 50,000 | 7,742 | 42,258 | In Progress | 42,258 |
| Community Development | Culture & Heritage | 40182 | Coal Town Trail | 15,000 | 4,680 | 10,320 | In Progress | 10,320 |
| Community Development | Culture & Heritage | 40183 | Downtown Heritage Building Design Guidelines Update | 50,000 | - | 50,000 | In Progress | 50,000 |
| Community Development | Culture & Heritage | P-4084-03-06-000 | Port Theatre Improvements: Flooring | 66,000 | 50,334 | 15,666 | Substantially Completed | 15,666 |
| Community Development | Development/Real Estate | P-4216-02-04-000 | Waterfront Walkway: Nanaimo Yacht Club - Design | 125,000 | - | 125,000 | Delayed | 125,000 |
| Community Development | Development/Real Estate | P-4216-02-04-002 | Waterfront Walkway: Northfield Creek - Design | 325,351 | 193,704 | 131,647 | In Progress | 131,647 |
| Community Development | Economic Development | 20139 | Economic Development and Tourism Strategy | 75,000 | 31,824 | 43,176 | In Progress | 4,350 |
| Community Development | Economic Development | 20141 | MOU SFN Engagement | 250,000 | 219,272 | 30,728 | In Progress | 30,728 |
| Community Development | Environment | 40231 | Stream Sign Upgrading | 2,000 | - | 2,000 | Delayed | 2,000 |
| Community Development | Environment | 40244 | Buttertubs Marsh Hydrology Study | 27,900 | - | 27,900 | Delayed | 7,800 |
| Community Development | Environment | 40314 | Climate Change Resiliency Strategy | 50,000 | - | 50,000 | Delayed | 50,000 |
| Community Development | Environment | 40134 | Burn It Smart Woodstove Exchange Program | 10,725 | 6,000 | 4,725 | In Progress | 4,725 |
| Community Development | Environment | 40227 | Jingle Pot Marsh Restoration | 42,953 | 2,743 | 40,210 | In Progress | 8,845 |
| Community Development | Environment | 40245 | Stream Relocation | 114,000 | 10,626 | 103,374 | In Progress | 103,374 |
| Community Development | Planning | 30119 | Community Planning Studies: Woodgrove Urban Node Area Plan | 100,000 | - | 100,000 | Delayed | 100,000 |
| Community Development | Planning | 30029 | Port Drive Waterfront Master Plan | 37,739 | 28,559 | 9,180 | In Progress | 9,180 |
| Community Development | Planning | 30042 | Community Planning Studies/Updates | 100,000 | 73,022 | 26,978 | In Progress | 26,978 |
| Community Development | Social Planning | 30125 | Social Wellness Strategy | 50,000 | - | 50,000 | Delayed | 50,000 |
| Community Development | Social Planning | 30105 | New Horizons Seniors Grant Program | 165,184 | 31,068 | 134,116 | In Progress | 134,116 |
| Community Development | Social Planning | 30124 | Affordable Housing Strategy | 150,000 | 56,436 | 93,564 | In Progress | 93,564 |
| Community Development | Social Planning | 30140 | Urban Cleanup | 30,000 | 22,692 | 7,308 | In Progress | 7,308 |
| Community Development | Social Planning | 30141 | PlanH Social Connectedness Grant | 14,500 | - | 14,500 | In Progress | 14,500 |
| Total Community Development | | | | 1,885,211 | 737,915 | 1,147,296 | | 1,056,218 |
| Corporate Services | Financial Services | 20081 | User Fee Review | 75,000 | 40,732 | 34,268 | In Progress | 34,268 |
| Corporate Services | IT | 20107 | Centralized Log Management | 6,720 | - | 6,720 | Delayed | 6,720 |
| Corporate Services | IT | 20111 | IP Address Management | 13,440 | - | 13,440 | Delayed | 13,440 |
| Corporate Services | IT | 20073 | Cemetery Database Replacement | 21,550 | - | 21,550 | In Progress | 21,550 |
| Corporate Services | IT | 20108 | Citrix Replacement | 28,300 | 17,830 | 10,470 | In Progress | 10,470 |
| Corporate Services | IT | 20114 | Service Monitoring Software | 12,900 | - | 12,900 | In Progress | 12,900 |
| Corporate Services | IT | 20117 | Fiori Implementation | 55,844 | 44,186 | 11,658 | In Progress | 11,658 |
| Corporate Services | IT | 20119 | Network Security Enhancements | 15,515 | 161 | 15,354 | In Progress | 15,354 |
| Corporate Services | IT | P-2714-09-01-000 | Enterprise Content Management | 175,000 | 19,734 | 155,266 | In Progress | 75,000 |
| Corporate Services | IT | P-2720-09-01-000 | Recreation Management (CLASS) Software Replacement | 247,061 | 98,860 | 148,201 | In Progress | 148,201 |
| Corporate Services | IT | P-2721-09-03-000 | IT Tech Infr: Backup System | 33,442 | 23,110 | 10,332 | In Progress | 4,000 |
| Corporate Services | IT | 20123 | Microsoft Skype Implementation | 6,000 | 4,449 | 1,551 | Substantially Completed | 675 |
| Corporate Services | PoNC/VICC | P-2958-07-14-002 | VICC Facility Amenities: Security, CCTV Cameras | 73,700 | - | 73,700 | In Progress | 73,700 |
| Total Corporate Services | | | | 764,472 | 249,061 | 515,411 | | 427,936 |
| ENG PW | ENG PW | 50120 | Hammond Bay Rd DR: 1362 to 1380 Ivy Lane | 17,000 | - | 17,000 | Delayed | 17,000 |
| ENG PW | ENG PW | 50144 | Coal Mine Risk Assessment | 50,000 | - | 50,000 | Delayed | 50,000 |
| ENG PW | ENG PW | 50145 | Public Works Yard Study | 40,000 | - | 40,000 | Delayed | 40,000 |
| ENG PW | ENG PW | P-5010-39-03-002 | Townsite: Holly to Terminal RHB | 81,200 | - | 81,200 | Delayed | 81,200 |
| ENG PW | ENG PW | P-5013-69-01-003 | Filling: Bellenas to Finnerty RHB - Design | 25,000 | - | 25,000 | Delayed | 25,000 |
| ENG PW | ENG PW | P-5135-10-05-008 | DCC R84 Hammond Bay Road Arterial Design | 149,961 | 55,247 | 94,714 | Delayed | 94,714 |
| ENG PW | ENG PW | P-5135-10-05-009 | DCC R84 Hammond Bay Road: Stephenson Pt to 3052 HB - Construction | 955,000 | 14,762 | 940,238 | Delayed | 940,238 |
| ENG PW | ENG PW | P-5135-10-09-000 | DCC R84 Hammond Bay Road Street Lighting: Stephenson Pt to 3052 HB - Construction | 65,000 | - | 65,000 | Delayed | 65,000 |
| ENG PW | ENG PW | P-5135-15-01-004 | DCC R84 Hammond Bay Road DR: Stephenson Pt to 3052 HB - Construction | 470,000 | - | 470,000 | Delayed | 470,000 |
| ENG PW | ENG PW | P-5201-10-03-004 | Bruce: 7th to 8th - CYC | 7,500 | - | 7,500 | Delayed | 7,500 |
| ENG PW | ENG PW | P-5201-10-03-005 | Wakesiah: 1st to 3rd - CYC | 65,000 | - | 65,000 | Delayed | 65,000 |
| ENG PW | ENG PW | P-5201-10-03-007 | Bruce: 8th to Southside - CYC - Design | 16,000 | - | 16,000 | Delayed | 16,000 |
| ENG PW | ENG PW | P-5201-10-03-012 | Off Bowen Road: Morey Rd to Casper Way - CYC | 172,000 | - | 172,000 | Delayed | 172,000 |
| ENG PW | ENG PW | P-5221-11-01-000 | Metral: Turner to Mostar SW & XWALK - Design | 30,000 | - | 30,000 | Delayed | 30,000 |
| ENG PW | ENG PW | P-5229-10-07-000 | Bastion Bridge Rehab | 1,831,477 | - | 1,831,477 | Delayed | 250,000 |
| ENG PW | ENG PW | P-5231-10-03-004 | Terminal Corridor Upgrades - Transportation | 30,000 | - | 30,000 | Delayed | 30,000 |
| ENG PW | ENG PW | P-5231-15-01-004 | Terminal Trench DR: Commercial to Comox | 30,000 | - | 30,000 | Delayed | 30,000 |
| ENG PW | ENG PW | P-5246-15-01-003 | Stewart DR: 1000 Stewart to Outfall - Design | 65,000 | 17,000 | 48,000 | Delayed | 48,000 |
| ENG PW | ENG PW | 50001 | Road Standards Update | 40,000 | - | 40,000 | In Progress | 40,000 |

Appendix 2
City of Nanaimo
2017 Carryforwards Breakdown by Project

| Department | Area | Internal Order/ Capital Project # | Description | Budget | Actuals | Remaining Budget | Status of Cfwd | Cfwd to 2018 |
|------------|--------|--------------------------------------|--|-----------|-----------|------------------|----------------|--------------|
| ENG PW | ENG PW | 50033 | Safer School Travel Program | 51,820 | - | 51,820 | In Progress | 56,640 |
| ENG PW | ENG PW | 50034 | Traffic Calming Program | 28,500 | 19,108 | 9,392 | In Progress | 9,392 |
| ENG PW | ENG PW | 50047 | Storm Studies/Design | 8,000 | 4,113 | 3,887 | In Progress | 3,887 |
| ENG PW | ENG PW | 50048 | Drainage: Infrastructure Condition Assessment Program | 402,098 | 52,523 | 349,575 | In Progress | 175,000 |
| ENG PW | ENG PW | 50052 | Street Light Upgrades Annual Program | 79,134 | 62,880 | 16,254 | In Progress | 9,448 |
| ENG PW | ENG PW | 50067 | Transportation Maintenance Equipment | 37,589 | 20,553 | 17,036 | In Progress | 3,000 |
| ENG PW | ENG PW | 50082 | Wellcox Yard Trestle Maintenance | 125,000 | 22,264 | 102,736 | In Progress | 97,579 |
| ENG PW | ENG PW | 50114 | Transportation Planning Studies | 67,160 | 48,619 | 18,541 | In Progress | 18,541 |
| ENG PW | ENG PW | 50125 | Road Condition Survey | 175,000 | 128,350 | 46,650 | In Progress | 46,650 |
| ENG PW | ENG PW | 50130 | Eng Svcs: Leadership in AM Program | 333,358 | 45,866 | 287,492 | In Progress | 287,492 |
| ENG PW | ENG PW | 50135 | MoESS Review of Sections 10 & 11 | 55,000 | 5,846 | 49,154 | In Progress | 49,154 |
| ENG PW | ENG PW | 50137 | Transportation Population Projection Study | 60,000 | - | 60,000 | In Progress | 60,000 |
| ENG PW | ENG PW | 50138 | Transportation Screenline Surveys | 85,000 | 78,144 | 6,856 | In Progress | 6,856 |
| ENG PW | ENG PW | 50143 | Wexford & Tenth Area Storm Drainage Study | 75,000 | 8,875 | 66,125 | In Progress | 66,125 |
| ENG PW | ENG PW | 50149 | GIS Strategic Plan Study | 152,750 | 143,000 | 9,750 | In Progress | 9,750 |
| ENG PW | ENG PW | 50176 | 480 Tenth St Works & Services Cost Share | 42,000 | - | 42,000 | In Progress | 42,000 |
| ENG PW | ENG PW | P-5041-58-03-000 | Dover Rd: Blueback to Invermere | 130,470 | - | 130,470 | In Progress | 130,470 |
| ENG PW | ENG PW | P-5060-06-01-077 | Automated CNG Garbage Truck Large #1 | 411,973 | - | 411,973 | In Progress | 411,973 |
| ENG PW | ENG PW | P-5060-06-01-078 | Automated CNG Garbage Truck Large #2 | 411,973 | - | 411,973 | In Progress | 411,973 |
| ENG PW | ENG PW | P-5060-06-01-079 | Automated CNG Garbage Truck Large #3 | 411,973 | - | 411,973 | In Progress | 411,973 |
| ENG PW | ENG PW | P-5060-06-01-080 | Automated CNG Garbage Truck Large #4 | 411,973 | - | 411,973 | In Progress | 411,973 |
| ENG PW | ENG PW | P-5060-06-01-081 | Automated CNG Garbage Truck Large #5 | 411,973 | - | 411,973 | In Progress | 411,973 |
| ENG PW | ENG PW | P-5060-06-01-082 | Automated CNG Garbage Truck Small | 376,770 | - | 376,770 | In Progress | 376,770 |
| ENG PW | ENG PW | P-5060-06-03-018 | Replace unit #417 Flush Truck | 644,000 | - | 644,000 | In Progress | 644,000 |
| ENG PW | ENG PW | P-5060-06-03-019 | Replace unit #428 Van | 230,000 | - | 230,000 | In Progress | 230,000 |
| ENG PW | ENG PW | P-5060-06-03-020 | Replace unit #551 Sweeper | 350,000 | - | 350,000 | In Progress | 350,000 |
| ENG PW | ENG PW | P-5060-07-14-007 | Replace unit #5015 Mower | 72,974 | - | 72,974 | In Progress | 72,974 |
| ENG PW | ENG PW | P-5060-07-15-009 | Replace unit #576 Tractor | 100,000 | - | 100,000 | In Progress | 100,000 |
| ENG PW | ENG PW | P-5108-10-05-000 | DCC R8 Boundary/Northfield Interim Imprv - Arterial Surface | 2,511,213 | 41,444 | 2,469,769 | In Progress | 2,557,769 |
| ENG PW | ENG PW | P-5157-10-06-003 | DCC R85 Boxwood Connector - Design | 446,500 | 171,214 | 275,286 | In Progress | 275,286 |
| ENG PW | ENG PW | P-5164-10-06-003 | DCC R49 Northfield: Bowen to Boxwood - Design | 70,000 | - | 70,000 | In Progress | 70,000 |
| ENG PW | ENG PW | P-5191-10-02-006 | DCC R65 Linley Valley W Access Construction Phase 2 | 1,893,000 | 1,857,936 | 35,064 | In Progress | 35,064 |
| ENG PW | ENG PW | P-5191-10-02-007 | Linley Valley W Access Design Phase 2 | 90,686 | 89,660 | 1,026 | In Progress | 1,026 |
| ENG PW | ENG PW | P-5191-11-01-000 | Linley Valley W Access PED - Construction | 50,000 | - | 50,000 | In Progress | 50,000 |
| ENG PW | ENG PW | P-5191-15-01-004 | DCC R65 Linley Valley Drainage Phase 2 | 160,000 | 128,683 | 31,317 | In Progress | 31,317 |
| ENG PW | ENG PW | P-5193-15-04-003 | FDCC SD60: Northfield Creek - Boxwood Connector Pond DR | 30,000 | - | 30,000 | In Progress | 30,000 |
| ENG PW | ENG PW | P-5196-10-07-003 | Wellcox Access - Design | 365,000 | 151,348 | 213,652 | In Progress | 213,652 |
| ENG PW | ENG PW | P-5199-10-03-810 | Estevan: Terminal to Poplar Brechin - CYC | 80,000 | - | 80,000 | In Progress | 80,000 |
| ENG PW | ENG PW | P-5199-11-01-800 | Estevan: Terminal to Poplar - PED | 130,000 | 3,500 | 126,500 | In Progress | 126,500 |
| ENG PW | ENG PW | P-5204-15-01-003 | Lambert Ave DR: 5th to 6th - Design | 26,407 | 16,017 | 10,390 | In Progress | 10,390 |
| ENG PW | ENG PW | P-5208-10-03-810 | Townsite Rd/Holly Ave Area - CYC | 18,493 | - | 18,493 | In Progress | 18,492 |
| ENG PW | ENG PW | P-5208-11-01-800 | Townsite Rd/Holly Ave Area SW - PED | 45,527 | 34,211 | 11,316 | In Progress | 11,316 |
| ENG PW | ENG PW | P-5208-15-01-004 | Holly Ave DR: Rosehill to Bradley - Construction | 68,000 | 66,295 | 1,705 | In Progress | 1,705 |
| ENG PW | ENG PW | P-5210-07-16-000 | SNIC Equipment: Anti - Icing Tank | 38,000 | 26,524 | 11,476 | In Progress | 2,000 |
| ENG PW | ENG PW | P-5211-15-01-003 | Wild Otter Esmt VIP52002 DR: Starlight to Willow Grouse - Design | 25,000 | 8,178 | 16,822 | In Progress | 16,822 |
| ENG PW | ENG PW | P-5217-15-01-004 | Glenayr Drive DR: Loat to Bay - Construction | 360,000 | - | 360,000 | In Progress | 360,000 |
| ENG PW | ENG PW | P-5222-15-01-004 | Terminal Ave & Cypress DR - Construction | 514,448 | 464,008 | 50,440 | In Progress | 50,440 |
| ENG PW | ENG PW | P-5223-15-01-000 | 529 Bradley Street DR - Construction | 102,000 | 98,627 | 3,373 | In Progress | 3,373 |
| ENG PW | ENG PW | P-5227-07-14-001 | Excavator - Construction Department | 232,927 | - | 232,927 | In Progress | 232,927 |
| ENG PW | ENG PW | P-5234-15-01-003 | Telescope Terr Esmt DR: 3205 Telescope to 3176 Smugglers Hill | 15,000 | 10,560 | 4,440 | In Progress | 4,440 |
| ENG PW | ENG PW | P-5235-15-01-003 | Tower Reservoir Access DR | 8,000 | - | 8,000 | In Progress | 8,000 |
| ENG PW | ENG PW | P-5238-10-03-810 | Bruce: Fourth to Pine - CYC | 22,912 | 15,336 | 7,576 | In Progress | 7,576 |
| ENG PW | ENG PW | P-5238-15-01-003 | Bruce DR: Fourth to Catstream | 22,596 | 15,372 | 7,224 | In Progress | 7,224 |
| ENG PW | ENG PW | P-5240-10-03-003 | Esplanade: Nicol to Grace RHB - Design | 20,000 | 4,508 | 15,492 | In Progress | 15,492 |
| ENG PW | ENG PW | P-5242-10-08-000 | FDCC R98 Jingle Pot @ Westwood New Signal Veh - Design | 75,000 | 36,413 | 38,587 | In Progress | 38,587 |
| ENG PW | ENG PW | P-5243-15-01-003 | Beaufort Park Pond DR - Design | 35,000 | 6,557 | 28,443 | In Progress | 28,443 |
| ENG PW | ENG PW | P-5245-15-01-003 | Jingle Pot Road DR: 2413 JP to 2331 JP - Design | 22,000 | 12,647 | 9,353 | In Progress | 9,353 |
| ENG PW | ENG PW | P-5251-02-16-003 | Georgia Ave Greenway PED/CYC - Design | 130,000 | 99,599 | 30,401 | In Progress | 30,401 |

Appendix 2
City of Nanaimo
2017 Carryforwards Breakdown by Project

| Department | Area | Internal Order/ Capital Project # | Description | Budget | Actuals | Remaining Budget | Status of Cfw | Cfw to 2018 |
|------------|--------|--------------------------------------|--|-----------|-----------|------------------|-------------------------|-------------|
| ENG PW | ENG PW | P-5268-07-14-000 | Automated Carts - Sanitation | 4,159,882 | 1,246,492 | 2,913,390 | In Progress | 2,913,390 |
| ENG PW | ENG PW | 50146 | Seismic Assessment of Vehicle Repair Shop and Offices | 24,000 | 12,175 | 11,825 | In Progress | 4,000 |
| ENG PW | ENG PW | 50024 | Hammond Bay @ Lagoon/Polaris FLASH - PED | 45,000 | 21,380 | 23,620 | Substantially Completed | 1,000 |
| ENG PW | ENG PW | 50054 | Downtown St. Lighting: Ph B Commercial & Skinner | 4,100 | - | 4,100 | Substantially Completed | 4,100 |
| ENG PW | ENG PW | 50103 | PW Yard: Mechanical | 22,100 | 21,344 | 756 | Substantially Completed | 756 |
| ENG PW | ENG PW | P-5013-66-05-000 | Museum Way RHB: Commercial to back of PoNC | 151,638 | 86,392 | 65,246 | Substantially Completed | 35,000 |
| ENG PW | ENG PW | P-5174-15-01-004 | Cliff St Area Corridor & Utility Project - Drainage Construction | 21,588 | 2,458 | 19,130 | Substantially Completed | 19,130 |
| ENG PW | ENG PW | P-5183-15-01-004 | Beban Plaza Drainage - Construction | 694,128 | 687,999 | 6,129 | Substantially Completed | 6,129 |
| ENG PW | ENG PW | P-5197-10-03-000 | Nanaimo Lakes: Wakesiah to Lincoln - RHB | 915,986 | 718,396 | 197,590 | Substantially Completed | 197,590 |
| ENG PW | ENG PW | P-5212-21-01-000 | Dept Bay Seawall & Utility: Small Value Assets (Picnic tables, benches etc) | 38,230 | 15,063 | 23,167 | Substantially Completed | 37,192 |
| ENG PW | ENG PW | P-5222-15-01-003 | Terminal Ave & Cypress DR - Design | 26,186 | 2,677 | 23,509 | Substantially Completed | 23,080 |
| ENG PW | ENG PW | P-5237-10-03-810 | Bruce: Pine to Bowen - CYC | 170,500 | 122,300 | 48,200 | Substantially Completed | 23,584 |
| ENG PW | Sewer | P-6149-14-01-009 | DCC SS19 Millstone Trunk South (within Bowen Park) - Design | 200,000 | - | 200,000 | Delayed | 200,000 |
| ENG PW | Sewer | P-6196-14-01-003 | Island Hwy SS: West End to Country Club Mall - Design | 30,000 | - | 30,000 | Delayed | 30,000 |
| ENG PW | Sewer | P-6199-14-01-003 | Park Ave SS: 6th Street to 740 Park - Design | 60,000 | - | 60,000 | Delayed | 60,000 |
| ENG PW | Sewer | P-6200-14-01-003 | Third St SS: 421 Third St to Fitzwilliam - Design | 20,000 | - | 20,000 | Delayed | 20,000 |
| ENG PW | Sewer | P-6201-14-01-003 | Howard Ave SS: Siphon @ 723 Howard to Sixth St - Design | 30,000 | - | 30,000 | Delayed | 30,000 |
| ENG PW | Sewer | P-6219-14-01-003 | Terminal Trench SS: Comox to Nicol - Design | 40,000 | - | 40,000 | Delayed | 40,000 |
| ENG PW | Sewer | P-6223-14-01-005 | Glenayr SS: Loat to Bay - Construction | 225,000 | - | 225,000 | Delayed | 225,000 |
| ENG PW | Sewer | P-6227-14-01-003 | Pearson Bridge SS: Along River Bank - Design | 60,000 | - | 60,000 | Delayed | 60,000 |
| ENG PW | Sewer | P-6237-14-01-004 | Hammond Bay SS: 1326 Ivy lane to 1318 Sherwood | 88,000 | 2,938 | 85,062 | Delayed | 85,062 |
| ENG PW | Sewer | P-6238-14-01-003 | Adby SS: 3286 Adby to Departure Bay - Design | 30,000 | - | 30,000 | Delayed | 30,000 |
| ENG PW | Sewer | P-6246-14-01-005 | FDCC Sixth St SS: Georgia to Howard Ph 2 - Design | 35,000 | - | 35,000 | Delayed | 35,000 |
| ENG PW | Sewer | P-6251-14-01-003 | DCC SS46 Richard Lake Truck Sewer: Ernst 40 Maki Rd to Chase River PS - Design | 45,000 | - | 45,000 | Delayed | 45,000 |
| ENG PW | Sewer | P-6252-14-01-004 | FDCC Westdale Rd Esmt SS: Westdale to Ham Bay - Construction | 258,000 | 4,529 | 253,471 | Delayed | 253,471 |
| ENG PW | Sewer | 80000 | SS: Maintenance Equipment | 18,800 | 952 | 17,848 | In Progress | 5,800 |
| ENG PW | Sewer | 80004 | Sanitary Sewer Studies | 87,600 | 49,095 | 38,505 | In Progress | 38,505 |
| ENG PW | Sewer | 80023 | James St Siphon SS | 7,370 | 605 | 6,765 | In Progress | 6,765 |
| ENG PW | Sewer | 80038 | Nova SS: Stirling to Jordan | 46,000 | 17,720 | 28,280 | In Progress | 5,000 |
| ENG PW | Sewer | P-6174-14-01-003 | Boxwood Connector & Utility Project Sanitary - Design | 45,000 | - | 45,000 | In Progress | 45,000 |
| ENG PW | Sewer | P-6176-14-01-003 | Sixth St SS: Bruce to Georgia - Design | 44,513 | 24,334 | 20,179 | In Progress | 20,179 |
| ENG PW | Sewer | P-6183-14-01-003 | Lambert Ave SS: 5th to 6th - Design | 54,069 | 18,847 | 35,222 | In Progress | 35,222 |
| ENG PW | Sewer | P-6190-14-01-004 | Poplar Street SS: Brierley to Princess Royal - Construction | 87,000 | 85,591 | 1,409 | In Progress | 1,409 |
| ENG PW | Sewer | P-6191-14-01-010 | DCC SS45 (100% Growth) Eighth St SS FM - Stage 1: Eighth and Douglas - Design | 201,409 | 125,810 | 75,599 | In Progress | 74,497 |
| ENG PW | Sewer | P-6191-14-02-012 | DCC SS45 (100% Growth) Eighth St SS PS - Stage 1: Eighth and Douglas - Design | 178,000 | 112,769 | 65,231 | In Progress | 65,231 |
| ENG PW | Sewer | P-6206-14-01-004 | Linley Valley Sewer Rutherford to 5884 Linyard | 20,000 | 19,578 | 422 | In Progress | 422 |
| ENG PW | Sewer | P-6217-14-01-004 | Terminal and Cypress SS - Construction | 1,116,054 | 1,067,785 | 48,269 | In Progress | 48,269 |
| ENG PW | Sewer | P-6222-14-01-003 | Douglas PI SS | 7,000 | 3,767 | 3,234 | In Progress | 3,234 |
| ENG PW | Sewer | P-6223-14-01-004 | James Street Siphon SS - Construction | 150,000 | - | 150,000 | In Progress | 150,000 |
| ENG PW | Sewer | P-6243-14-01-004 | FDCC Bradley St SS: 529 Bradley to Holly - Construction | 240,000 | 196,512 | 43,488 | In Progress | 43,488 |
| ENG PW | Sewer | P-6243-14-01-006 | FDCC Mount Benson SS: EN Rail to Terminal - Construction | 320,821 | 312,924 | 7,897 | In Progress | 7,897 |
| ENG PW | Sewer | P-6247-14-01-003 | Fillinger Cres SS: 5100 Fillinger to 5190 Fillinger - Design | 175,000 | 59,454 | 115,546 | In Progress | 115,546 |
| ENG PW | Sewer | P-6253-14-01-003 | Bruce SS: 375 Bruce to Catstream | 9,002 | 6,134 | 2,868 | In Progress | 2,868 |
| ENG PW | Sewer | P-6255-14-01-003 | Telescope Terrace Sanitary Sewer | 25,000 | 11,440 | 13,560 | In Progress | 13,560 |
| ENG PW | Sewer | P-6258-14-01-003 | Emerald SS: 3301 Emerald to Uplands | 2,000 | 526 | 1,474 | In Progress | 1,474 |
| ENG PW | Sewer | P-6259-14-01-003 | Westwood SS: MH6282 Westwood to RPL 238 Westwood | 5,000 | 2,714 | 2,286 | In Progress | 2,286 |
| ENG PW | Sewer | P-6149-14-01-007 | DCC SS17 Millstone Trunk SS: Jingle Pot North to MH 2908 - Construction | 100,000 | 49,442 | 50,558 | Substantially Completed | 12,800 |
| ENG PW | Sewer | P-6168-14-01-004 | Loudon Park Shoreline SS - Construction | 1,902,667 | 870,830 | 1,031,837 | Substantially Completed | 66,000 |
| ENG PW | Sewer | P-6181-14-01-004 | Rosstown Lane: 2278 to 2302 Rosstown SS - Construction | 310,000 | 325,227 | (15,227) | Substantially Completed | 10,000 |
| ENG PW | Sewer | P-6189-14-01-004 | Beban Plaza Sanitary - Construction | 90,000 | 35,033 | 54,967 | Substantially Completed | 20,000 |
| ENG PW | Sewer | P-6208-14-01-004 | Terminal SS (Rosehill to Bryden & Walnut to Townsite) - Design | 225,237 | 221,730 | 3,507 | Substantially Completed | 3,507 |
| ENG PW | Sewer | P-6217-14-01-003 | Garner Cres Area Utility Upgrade - Construction | 23,728 | 5,707 | 18,021 | Substantially Completed | 18,021 |
| ENG PW | Sewer | P-6209-14-01-004 | DCC W48 Hammond Bay-Ivy to Sherwood - Design | 77,239 | 58,943 | 18,296 | Substantially Completed | 10,000 |
| ENG PW | Water | P-7271-13-01-003 | | 10,360 | - | 10,360 | Delayed | 10,360 |

Appendix 2
City of Nanaimo
2017 Carryforwards Breakdown by Project

| Department | Area | Internal Order/ Capital Project # | Description | Budget | Actuals | Remaining Budget | Status of Cfwd | Cfwd to 2018 |
|------------|-------|--------------------------------------|---|-----------|---------|------------------|-------------------------|--------------|
| ENG PW | Water | P-7274-13-01-003 | DCC W48 Ham Bay Rd WM: Prince John to Stephenson Pt - Design | 42,501 | - | 42,501 | Delayed | 42,501 |
| ENG PW | Water | P-7274-13-01-004 | DCC W48 Ham Bay Rd WM: Prince John to Stephenson Pt - Construction | 215,000 | - | 215,000 | Delayed | 215,000 |
| ENG PW | Water | P-7305-13-01-003 | Turnabout View & Centenary Dr WM - Design | 45,000 | - | 45,000 | Delayed | 45,000 |
| ENG PW | Water | P-7366-13-01-003 | Jingle Pot WM: 4151 to 4215 Jingle Pot - Design | 35,000 | - | 35,000 | Delayed | 35,000 |
| ENG PW | Water | P-7372-13-01-003 | Richardson Rd WM: 1805 Richardson to Ranchview - Design | 20,000 | - | 20,000 | Delayed | 20,000 |
| ENG PW | Water | P-7376-13-01-003 | Howard Ave WM: 732 Howard to Sixth | 15,000 | - | 15,000 | Delayed | 15,000 |
| ENG PW | Water | P-7389-13-01-004 | Hammond Bay WM: @ Ivy Lane | 195,500 | - | 195,500 | Delayed | 195,500 |
| ENG PW | Water | P-7390-13-01-003 | Island Hwy WM: Mackenzie to Melideo and Estuary to Melideo | 57,000 | - | 57,000 | Delayed | 57,000 |
| ENG PW | Water | P-7405-13-01-003 | Uplands Dr WM: Dep Bay to Villa - Design | 45,000 | - | 45,000 | Delayed | 45,000 |
| ENG PW | Water | P-9252-12-03-000 | DCC WS36 Vanderneuk RES | 600,000 | - | 600,000 | Delayed | 600,000 |
| ENG PW | Water | P-9259-12-04-001 | Emergency Water Supply PS - Construction | 3,000,000 | - | 3,000,000 | Delayed | 3,000,000 |
| ENG PW | Water | 70005 | Water Studies | 133,000 | 24,462 | 108,538 | In Progress | 11,800 |
| ENG PW | Water | 90004 | WPC - Decommissioning | 100,000 | 666 | 99,334 | In Progress | 99,334 |
| ENG PW | Water | 90007 | Annual Dam Safety Review WS Dams | 18,000 | 1,193 | 16,808 | In Progress | 11,860 |
| ENG PW | Water | 90014 | Water Audit Updates | 10,000 | 9,476 | 524 | In Progress | 524 |
| ENG PW | Water | 90020 | Dam Safety Upgrades | 200,000 | 37,415 | 162,585 | In Progress | 162,585 |
| ENG PW | Water | 90021 | Water Supply Analysis | 150,000 | - | 150,000 | In Progress | 150,000 |
| ENG PW | Water | 90024 | Public Education of Water System | 65,000 | 1,377 | 63,623 | In Progress | 35,000 |
| ENG PW | Water | P-7277-13-01-003 | King Rd WM: Jingle Pot to PZ Bndry | 25,000 | - | 25,000 | In Progress | 25,000 |
| ENG PW | Water | P-7279-12-05-007 | Townsite and Boundary PRV | 149,988 | 2,083 | 147,905 | In Progress | 147,905 |
| ENG PW | Water | P-7279-12-05-010 | Tom's Turnabout PRV | 172,220 | 2,083 | 170,137 | In Progress | 170,137 |
| ENG PW | Water | P-7279-12-05-011 | Cinnabar and Stacey PRV - Design | 13,000 | 7,526 | 5,474 | In Progress | 5,474 |
| ENG PW | Water | P-7279-12-05-014 | Bay and Neyland PRV | 150,000 | 2,083 | 147,917 | In Progress | 147,917 |
| ENG PW | Water | P-7279-12-05-016 | Addison PRV - Design | 15,000 | 7,526 | 7,474 | In Progress | 7,474 |
| ENG PW | Water | P-7290-13-01-003 | Boxwood Connector Water Services - Design | 50,000 | - | 50,000 | In Progress | 50,000 |
| ENG PW | Water | P-7298-13-01-003 | Seventh St WM: Park to Douglas - Design | 30,000 | 7,521 | 22,479 | In Progress | 22,479 |
| ENG PW | Water | P-7301-13-01-004 | Poplar St WM: Estevan to Stewart - Construction | 487,000 | 263,968 | 223,032 | In Progress | 223,032 |
| ENG PW | Water | P-7309-13-01-004 | Terminal Ave WM (Stewart to Dawes & Mt Benson to St. George) - Construction | 397,708 | 372,574 | 25,134 | In Progress | 25,134 |
| ENG PW | Water | P-7326-13-01-004 | Cumberland & Locksley WM Renewal - Construction | 405,000 | 19,448 | 385,552 | In Progress | 385,552 |
| ENG PW | Water | P-7327-13-01-000 | Bay St & Norfolk Hill Looping WM | 618,336 | 4,427 | 613,909 | In Progress | 613,909 |
| ENG PW | Water | P-7328-13-01-004 | Glenayr St & Wingrove St Looping WM - Construction | 300,000 | 401 | 299,599 | In Progress | 299,599 |
| ENG PW | Water | P-7333-13-01-003 | Argyle Ave WM: Glenayr to Golf Course - Design/Construction | 50,000 | 2,586 | 47,414 | In Progress | 47,414 |
| ENG PW | Water | P-7335-13-01-003 | Sixth St WM: Georgia to Bruce | 32,140 | 13,899 | 18,241 | In Progress | 18,241 |
| ENG PW | Water | P-7340-13-01-004 | Linley Valley WM Phase 2 | 70,000 | 68,785 | 1,215 | In Progress | 1,215 |
| ENG PW | Water | P-7343-13-01-003 | College Dr Area: Douglas and Mount Royal | 13,900 | 7,500 | 6,400 | In Progress | 6,400 |
| ENG PW | Water | P-7345-13-01-003 | Glen Eagle Cres & Quilchena WM - Design | 35,000 | 9,950 | 25,050 | In Progress | 25,050 |
| ENG PW | Water | P-7362-13-01-000 | Boundary Rd WM: Boundary & Northfield Intersection | 30,000 | - | 30,000 | In Progress | 30,000 |
| ENG PW | Water | P-7363-13-01-003 | Black Diamond Dr WM: JP - JP - Design | 235,000 | 7,526 | 227,474 | In Progress | 227,474 |
| ENG PW | Water | P-7364-13-01-003 | Fillinger Cres WM: Entwhistle to 5100 Fillinger - Design | 38,000 | 11,244 | 26,756 | In Progress | 26,756 |
| ENG PW | Water | P-7377-13-01-003 | Telescope Ter WM: Smugglers Hill to End - Design | 30,967 | 25,462 | 5,505 | In Progress | 5,505 |
| ENG PW | Water | P-7378-13-01-003 | Terminal Ave WM: Commercial to Comox - Design | 115,000 | 59,497 | 55,503 | In Progress | 55,503 |
| ENG PW | Water | P-7385-13-01-003 | Bruce WM: Fourth to 320 Bruce | 15,741 | 10,516 | 5,225 | In Progress | 5,225 |
| ENG PW | Water | P-7391-13-01-003 | Jingle Pot WM: Ashlee to Westwood | 30,000 | 16,284 | 13,716 | In Progress | 13,716 |
| ENG PW | Water | P-7392-13-01-003 | Lambert Ave WM: 5th to 6th - Design | 37,000 | 11,576 | 25,424 | In Progress | 25,424 |
| ENG PW | Water | P-7400-13-01-003 | Sunset WM: Sealand to Parkway - Design | 27,000 | - | 27,000 | In Progress | 27,000 |
| ENG PW | Water | P-7402-13-01-003 | Holland Esmt WM: Dockside to Michigan - Design | 38,000 | 1,015 | 36,985 | In Progress | 36,985 |
| ENG PW | Water | P-9259-12-04-000 | Emergency Water Supply PS - Design | 300,000 | 28,578 | 271,422 | In Progress | 271,422 |
| ENG PW | Water | P-9263-12-04-000 | Towers PS - Rehab | 135,000 | 20,903 | 114,097 | In Progress | 114,097 |
| ENG PW | Water | P-9265-01-01-009 | FDCC WS42 Tower RES | 200,000 | 31,778 | 168,222 | In Progress | 168,222 |
| ENG PW | Water | P-9266-12-01-000 | College Park to Towers Supply WM - Design | 65,000 | 36,151 | 28,849 | In Progress | 28,849 |
| ENG PW | Water | P-7104-19-01-000 | Infrastructure - Milton St WM Cost Share | 43,668 | - | 43,668 | Substantially Completed | 43,668 |
| ENG PW | Water | P-7296-13-01-004 | Cinnabar Drive Improvements - Construction | 649,100 | 457,215 | 191,885 | Substantially Completed | 10,000 |
| ENG PW | Water | P-7304-13-01-004 | Woodlands Area WM - Construction | 540,000 | 487,630 | 52,370 | Substantially Completed | 10,000 |
| ENG PW | Water | P-7309-13-01-003 | Terminal Ave WM (Stewart to Dawes & Mt Benson to St. George) - Design | 4,053 | - | 4,053 | Substantially Completed | 4,053 |
| ENG PW | Water | P-7325-13-01-004 | Cliff St Area Water - Construction | 14,707 | 2,422 | 12,285 | Substantially Completed | 12,285 |
| ENG PW | Water | P-7341-13-01-004 | DCC W49 Dep Bay Rd WM: Uplands to Rock City | 328,000 | 260,086 | 67,914 | Substantially Completed | 5,000 |

Appendix 2
City of Nanaimo
2017 Carryforwards Breakdown by Project

| Department | Area | Internal Order/ Capital Project # | Description | Budget | Actuals | Remaining Budget | Status of Cfw | Cfw to 2018 |
|---------------------------------|--------------------|--------------------------------------|---|-------------------|-------------------|-------------------|-------------------------|-------------------|
| ENG PW | Water | P-9244-12 | Water Treatment Plant | 167,300 | 117,799 | 49,501 | Substantially Completed | 10,000 |
| ENG PW | Water | P-9260-12-01-000 | DCCWS41#1 Res-College PK Duplicate Supply Main - Construction | 2,932,532 | 2,763,511 | 169,021 | Substantially Completed | 35,000 |
| ENG PW | Water | P-7375-13-01-003 | King John & Esmt WM: Smugglers Hill and Scarlet Hill - Design | 28,000 | 1,687 | 26,313 | In Progress | 26,313 |
| Total ENG PW | | | | 44,426,903 | 15,931,229 | 28,495,674 | | 25,076,197 |
| General Government | General Government | 6203 | HR Instructor Services | 67,674 | 51,548 | 16,126 | Delayed | 20,000 |
| General Government | General Government | 6327 | Contingency | 936,280 | 888,545 | 47,735 | Delayed | 47,735 |
| Total General Government | | | | 1,003,954 | 940,093 | 63,861 | | 67,735 |
| Parks and Recreation | Aquatics | 40162 | Kin Pool: Mechanical | 27,200 | - | 27,200 | Delayed | 27,200 |
| Parks and Recreation | Aquatics | 40036 | Beban Pool: HVAC | 57,150 | 24,500 | 32,650 | In Progress | 32,650 |
| Parks and Recreation | Aquatics | 40037 | Beban Pool: Mechanical | 34,110 | 23,299 | 10,811 | In Progress | 10,811 |
| Parks and Recreation | Aquatics | 40047 | NAC: Table and Chairs | 15,000 | 3,011 | 11,989 | In Progress | 11,989 |
| Parks and Recreation | Aquatics | 40048 | NAC: HVAC | 53,128 | 51,173 | 1,955 | In Progress | 1,955 |
| Parks and Recreation | Aquatics | 40049 | NAC: Mechanical | 29,923 | 25,487 | 4,436 | In Progress | 4,436 |
| Parks and Recreation | Aquatics | 40099 | NAC: Exterior | 15,175 | - | 15,175 | In Progress | 15,175 |
| Parks and Recreation | Aquatics | 40239 | NAC Energy Measures: HVAC | 119,700 | 92,280 | 27,420 | In Progress | 52,210 |
| Parks and Recreation | Aquatics | 40240 | NAC Energy Measures: Mechanical | 58,790 | 29,000 | 29,790 | In Progress | 5,000 |
| Parks and Recreation | Aquatics | P-4171-07-14-001 | Beban Pool: Facility Amenities - Security | 30,500 | - | 30,500 | In Progress | 30,500 |
| Parks and Recreation | Aquatics | P-4202-02-02-000 | NAC: Parking Lot | 35,000 | - | 35,000 | In Progress | 35,000 |
| Parks and Recreation | Arenas | 40126 | Sustainability NIC 2014 Energy Upgrades | 27,000 | 9,243 | 17,757 | In Progress | 16,757 |
| Parks and Recreation | Arenas | 40315 | NIC: Doors | 20,000 | - | 20,000 | In Progress | 20,000 |
| Parks and Recreation | Arenas | P-4140-07-08-002 | Zamboni - Replace Unit 804 | 185,000 | - | 185,000 | In Progress | 185,000 |
| Parks and Recreation | Arenas | P-4164-07-14-001 | FC Arena: Facility Amenities | 30,000 | - | 30,000 | In Progress | 30,000 |
| Parks and Recreation | Arenas | P-4164-07-14-002 | FC Arena: Security | 26,400 | - | 26,400 | In Progress | 26,400 |
| Parks and Recreation | Arenas | P-4227-07-14-000 | Cliff McNabb Arena: Facility Amenities - Sound System | 14,230 | - | 14,230 | In Progress | 14,230 |
| Parks and Recreation | Civic Properties | P-4250-03-05-000 | Curling Club: Mechanical | 154,465 | 138,399 | 16,066 | Substantially Completed | 20,500 |
| Parks and Recreation | Facilities | 40291 | Facilities Strategy Study | 100,000 | - | 100,000 | Delayed | 100,000 |
| Parks and Recreation | Facilities | 40247 | Civic Properties: Roofing Strategy | 53,000 | 21,425 | 31,575 | In Progress | 31,575 |
| Parks and Recreation | Facilities | 40221 | Beban Park Power System Upgrade Study | 29,376 | 22,539 | 6,837 | Substantially Completed | 2,450 |
| Parks and Recreation | Parks Ops | 40030 | Parks/Facility Accessibility Program | 50,000 | - | 50,000 | Delayed | 50,000 |
| Parks and Recreation | Parks Ops | 40228 | Westdale Leslie Park Upgrades | 30,200 | - | 30,200 | Delayed | 30,200 |
| Parks and Recreation | Parks Ops | P-4031-07-09-019 | Maffeo Sutton Phase 1 | 300,000 | - | 300,000 | Delayed | 300,000 |
| Parks and Recreation | Parks Ops | P-4040-42-16-006 | Trailway Development and Rehab - Parkway Trail | 69,000 | - | 69,000 | Delayed | 69,000 |
| Parks and Recreation | Parks Ops | P-4045-47-28-000 | PIP: Cinnabar Valley Park | 27,500 | 662 | 26,838 | Delayed | 28,045 |
| Parks and Recreation | Parks Ops | P-4244-02-05-000 | Railing Replacement - Pioneer Plaza Ph 1 | 31,715 | - | 31,715 | Delayed | 31,715 |
| Parks and Recreation | Parks Ops | P-4244-02-05-004 | Railing Replacement - Diane Krall Plaza | 235,785 | - | 235,785 | Delayed | 235,785 |
| Parks and Recreation | Parks Ops | 40031 | Beach Access Upgrades | 21,580 | 3,351 | 18,229 | In Progress | 18,229 |
| Parks and Recreation | Parks Ops | 40083 | Lower & Middle Chase Dams | 172,684 | 43,331 | 129,353 | In Progress | 80,000 |
| Parks and Recreation | Parks Ops | 40130 | Formal Dam Inspections: Recreational Dams | 49,000 | 3,000 | 46,000 | In Progress | 35,500 |
| Parks and Recreation | Parks Ops | 40195 | Parks Ops: Equipment Replacement | 18,300 | 1,728 | 16,572 | In Progress | 11,200 |
| Parks and Recreation | Parks Ops | 40250 | Colliery Dam: Fish Float | 16,800 | 12,591 | 4,209 | In Progress | 4,209 |
| Parks and Recreation | Parks Ops | 40252 | Colliery Dam: Improvements | 95,027 | 41,049 | 53,978 | In Progress | 23,000 |
| Parks and Recreation | Parks Ops | 40253 | Colliery Dam: Public Art | 40,000 | - | 40,000 | In Progress | 40,000 |
| Parks and Recreation | Parks Ops | 40257 | Diver Lake: Fish Float | 14,500 | 12,500 | 2,000 | In Progress | 2,000 |
| Parks and Recreation | Parks Ops | 40273 | Bowen Park: Stairs | 21,375 | 12,456 | 8,919 | In Progress | 8,919 |
| Parks and Recreation | Parks Ops | 40276 | Linley Valley/Upper MacGregor Cr Mtc | 36,000 | 6,630 | 29,370 | In Progress | 29,370 |
| Parks and Recreation | Parks Ops | 40280 | NDSS Artificial Turf Field (City Share) | 1,800,000 | 1,599,743 | 200,257 | In Progress | 200,257 |
| Parks and Recreation | Parks Ops | P-4045-47-27-000 | PIP Program: Linley Point - Gyro Park | 74,806 | 107,220 | (32,414) | In Progress | 3,805 |
| Parks and Recreation | Parks Ops | 40274 | Cable Bay Park Improvements | 8,494 | - | 8,494 | Substantially Completed | 8,494 |
| Parks and Recreation | Parks Ops | P-4045-47-26-000 | Cottle Creek Park Improvements | 5,983 | 4,600 | 1,383 | Substantially Completed | 1,383 |
| Parks and Recreation | Recreation | 40106 | Bowen Park Complex: Flooring | 20,750 | 1,460 | 19,290 | Delayed | 19,290 |
| Parks and Recreation | Recreation | 40001 | Gym Fitness Equipment Replacement | 50,000 | 20,556 | 29,444 | In Progress | 24,000 |
| Parks and Recreation | Recreation | 40020 | Beban Social Centre: Mechanical | 44,250 | 37,786 | 6,464 | In Progress | 6,464 |
| Parks and Recreation | Recreation | 40027 | Beban Social Centre: HVAC | 16,500 | 5,015 | 11,485 | In Progress | 9,685 |
| Parks and Recreation | Recreation | 40128 | Beban Complex: Sustainability Initiatives | 30,000 | 1,172 | 28,828 | In Progress | 28,828 |
| Parks and Recreation | Recreation | 40154 | Bowen Park Complex: HVAC | 13,400 | 2,867 | 10,533 | In Progress | 10,533 |
| Parks and Recreation | Recreation | 40254 | Bowen Park Complex: Space Needs Study | 20,000 | - | 20,000 | In Progress | 20,000 |
| Parks and Recreation | Recreation | 40279 | Community Wellness | 89,000 | 35,815 | 53,185 | In Progress | 53,185 |
| Parks and Recreation | Recreation | P-4131-02-04-002 | Harewood Centennial - Lacrosse Box | 183,420 | 154,653 | 28,767 | In Progress | 28,768 |

Appendix 2
City of Nanaimo
2017 Carryforwards Breakdown by Project

| Department | Area | Internal Order/ Capital Project # | Description | Budget | Actuals | Remaining Budget | Status of Cfwd | Cfwd to 2018 |
|-----------------------------------|-------------------|--------------------------------------|--|-------------------|-------------------|-------------------|-------------------------|-------------------|
| Parks and Recreation | Recreation | P-4131-02-08-000 | Harewood Centennial Multiuse Court | 2,967,290 | 2,533,364 | 433,926 | In Progress | 408,552 |
| Parks and Recreation | Recreation | P-4209-07-14-002 | Beban SC: Facility Amenities - Security | 14,000 | - | 14,000 | In Progress | 14,000 |
| Parks and Recreation | Recreation | P-4239-03-05-000 | Beban SC: HVAC | 61,300 | 4,252 | 57,048 | In Progress | 57,048 |
| Parks and Recreation | Recreation | 40007 | OWCC: Interior | 10,000 | - | 10,000 | Substantially Completed | 8,500 |
| Parks and Recreation | Recreation | P-4211-03-05-000 | Bowen Park Complex: HVAC | 15,604 | 9,515 | 6,089 | Substantially Completed | 6,036 |
| Total Parks and Recreation | | | | 7,769,410 | 5,095,676 | 2,673,734 | | 2,579,838 |
| Public Safety | Bylaw and Parking | 30118 | Parking Strategy for Hospital Area | 65,000 | 36,008 | 28,992 | In Progress | 11,526 |
| Public Safety | Bylaw and Parking | P-2207-03-06-001 | Harbourfront Parkade: Sprinkler System | 123,150 | 6,000 | 117,150 | In Progress | 117,150 |
| Public Safety | Bylaw and Parking | 30080 | Harbourfront Parkade: Crack Repair Program | 12,000 | - | 12,000 | Delayed | 10,000 |
| Public Safety | Bylaw and Parking | P-2206-03-01-003 | Bastion St Parkade: Exterior Renewal | 48,670 | - | 48,670 | Delayed | 48,670 |
| Public Safety | Bylaw and Parking | P-2207-03-01-000 | Harbourfront Parkade: Membrane Renewal | 150,000 | - | 150,000 | Delayed | 150,000 |
| Public Safety | Fire | 30002 | Fire Technology Program | 87,924 | 25,413 | 62,511 | In Progress | 61,490 |
| Public Safety | Fire | 30075 | Fire Station #3: HVAC | 12,600 | - | 12,600 | In Progress | 11,025 |
| Public Safety | Fire | 30078 | Fire Station #7: Renewal | 36,300 | 18,523 | 17,777 | In Progress | 8,500 |
| Public Safety | Fire | 30115 | Update Fire Bylaw | 6,000 | - | 6,000 | In Progress | 6,000 |
| Public Safety | Fire | 30121 | Fire Fleet Replacement: Boat Trailer | 6,000 | - | 6,000 | In Progress | 6,000 |
| Public Safety | Fire | P-3407-07-03-000 | Replacement for Zodiac Unit #70001 | 40,000 | - | 40,000 | In Progress | 40,000 |
| Public Safety | Fire | P-3435-03-01-000 | Fire Station #1: Replacement | 130,000 | - | 130,000 | In Progress | 130,000 |
| Public Safety | Fire | 30112 | Fire Station #4: HVAC | 20,040 | 11,440 | 8,600 | Substantially Completed | 5,276 |
| Public Safety | Police Services | 30059 | Police Operations Building: Interior | 27,212 | 11,102 | 16,111 | Delayed | 16,111 |
| Public Safety | Police Services | 30055 | Police Operations Building: Building Expansion Study | 44,915 | 34,304 | 10,611 | In Progress | 10,611 |
| Public Safety | Police Services | 30058 | Police Operations Building: Flooring | 27,780 | 5,522 | 22,258 | In Progress | 22,258 |
| Public Safety | Police Services | 30062 | Police Operations Building: CCTV Cameras | 11,878 | 10,946 | 932 | In Progress | 932 |
| Public Safety | Police Services | 30122 | Police Operations Building: Lighting | 20,995 | - | 20,995 | In Progress | 20,995 |
| Public Safety | Police Services | P-3721-03-06-000 | Police Operations Building: Lighting | 112,505 | 85,788 | 26,717 | In Progress | 22,500 |
| Total Public Safety | | | | 982,969 | 245,045 | 737,924 | | 699,044 |
| Total All | | | | 56,832,919 | 23,199,019 | 33,633,900 | | 29,906,969 |

DATE OF MEETING March 14, 2018

AUTHORED BY JAMIE ROSE, MANAGER OF TRANSPORTATION

**SUBJECT BOWEN ROAD CORRIDOR TRAFFIC SIGNAL COORDINATION –
ICBC ROAD IMPROVEMENT PROGRAM**

OVERVIEW

Purpose of Report

To obtain Council's approval to include in the 2018 – 2022 Financial Plan a project to implement a traffic signal coordination plan on Bowen Road/Comox Road between Highway 19A and Terminal Avenue with project funding from ICBC's Road Improvement Program.

Recommendation

That the Finance and Audit Committee recommend that Council direct Staff to allocate \$22,000 of ICBC's Road Improvement Funding to the Bowen Road Traffic Signal Coordination plan..

BACKGROUND

The Bowen Road and Comox Road corridor, between Highway 19A and Terminal Avenue is one of the most heavily travelled roads within the City of Nanaimo, carrying upwards of 20,000 vehicles per day. The fourteen traffic signals along the corridor, currently operate independent of each other. This allows the signals to provide quicker service to side streets, but does not support efficient traffic flow on Bowen or Comox Road.

In 2017, Staff undertook a review of the corridor to determine if operational efficiencies could be gained by revising the traffic signal plans to establish coordination between the signals along the corridor; sometimes referred to as the "green wave".

Signal coordination reduces delay, Green House Gas Emissions, and the frequency of rear end collisions. A traffic signal coordination plan encourages drivers to travel at the posted speed limit and provides more predictable traffic signal changes. To support this, ICBC has committed \$28,500 to the development of the traffic signal coordination plan.

OPTIONS

1. Direct Staff to allocate \$22,000 of ICBC's Road Improvement Funding to the Bowen Road traffic signal coordination plan.
 - Budget Implication: Funding will be allocated from a grant received from ICBC and the project will be included in the Final 2018 – 2022 Financial Plan.
2. Provide Staff with alternative direction.

SUMMARY POINTS

- The proposed traffic signal changes would be included in the Final 2018 – 2022 Financial Plan.
- The cost is expected to be less than \$22,000 with 100% of the funding coming from ICBC.
- Traffic signal coordination is an effective way to reduce motor vehicle collisions, Green House Gas emissions, and traffic delays.

Submitted by:

Jamie Rose
Manager, Transportation

Concurrence by:

Poul Rosen
Senior Manager, Engineering

DATE OF MEETING March 14, 2018

AUTHORED BY BILL SIMS, DIRECTOR, ENGINEERING AND PUBLIC WORKS

SUBJECT COLLEGE DRIVE WATERMAIN UPGRADE CONTINGENCY

OVERVIEW

Purpose of Report

To obtain Council approval for a budget increase in order to proceed with the construction of the College Drive Watermain Upgrade project.

Recommendation

1. The Finance and Audit Committee recommend that Council direct Staff to allocate \$210,000 from water reserves for the construction of the College Drive Watermain Upgrade project.

BACKGROUND

The College Drive Watermain Upgrade project is included in the 2017 Budget. An amount of \$550,000 was approved for additional scope to extend and replace additional watermain to increase fire flow, improve low service pressures, and replace existing asbestos pipe to minimize future disruption and breaks. To maximize value, planned work on Mt. Royal Place and Douglas Place was tendered concurrently with this project. The total budget, including engineering, project management and construction, totals \$1,407,500.

The lowest compliant tender came in approximately \$200,000 higher than expected. The next two (of six) tenders were within 3% of the low bid of \$1,261,199.75, indicating an accurate construction value. The higher than expected prices is believed to be due to a warming market.

The total cost for design, project management, construction and contingency is expected to total \$1,617,500, compared to the total budget of \$1,407,500. Thus, staff propose to increase the budget allocated to the project by \$210,000.

OPTIONS

1. That Council allocate an additional \$210,000 from water reserves to the College Drive Watermain Upgrade project.
 - **Budget Implication:** The funds are proposed to be allocated from water reserves to this project and will be included in the 2018 Budget.
 - **Legal Implication:** Replacement of the watermain this year will reduce the risk of breaks and disruptions to the area. The project will also improve fire flow to current standards, which supports increased residential units in the area.

2. That Council direct Staff to defer the project until a future year.
- **Budget Implication:** There is a risk of rising cost should the project be postponed to a future year.
 - **Legal Implication:** There is a risk of watermain breaks between now and the scheduled replacement.
 - **Level of Service:** Insufficient fire flow and low service pressures to meet existing land use and development growth.

SUMMARY POINTS

- The asbestos cement pipes are nearing the end of its useful service life and are due for renewal. The upgrading will ensure sufficient fire flow, improve redundancy and support development in the area.
- Construction is scheduled for 2018.
- As a result of market conditions, bids were received higher than expected leaving insufficient funds for contingency.
- Funds are available in water reserves.

Submitted by:

Bill Sims
Director, Engineering & Public Works

Concurrence by:

DATE OF MEETING | March 14, 2018 |

AUTHORED BY | Karen Fry, Fire Chief & Director of Public Safety |

SUBJECT | Tender #2086 Harbour Front Parkade Sprinkler Replacement

OVERVIEW

Purpose of Report

To advise the Finance and Audit Committee the results of the Request for Tender #2086 – Harbourfront Parkade Sprinkler Replacement and to obtain additional funding.

Recommendation

That the Finance and Audit Committee recommend that Council approve additional funding of \$50,821.26 to complete the Harbourfront Sprinkler replacement from the General Parking Reserves.

BACKGROUND

The 2017-2021 Financial Plan included \$123,150 for the replacement of the main sprinkler system on P1 and P2 of the Harbourfront Parkade in 2017. To the end of 2017, costs of \$6,000 for engineering were incurred. The remaining budget of \$117,150 was carried forward to 2018 while waiting for the results of tender – RFT 2086.

The City received one bid, which provides two options for proceeding with the work. The first option was the removal and replacement of four, Dry Alarm Sprinkler Valves, removal and replacement of all sprinkler piping headers, branch lines and sprinkler heads in the two floors of the underground parking area and flushing of the existing standpipe piping system in the two floors of the underground parking. All new piping to be Schedule 10, galvanized steel. The total, including GST (5%) is \$173,971.26

A second option was also quoted, which was more of a ‘de-scoping’ exercise, whereby components have been removed and the scope of the project was reduced. This option which was the removal and replacement of four, Dry Alarm Sprinkler Valves, removal and replacement of all sprinkler piping headers and sprinkler heads in the two floors of the underground parking. *Branch lines to be cleaned, flushed and re-used.* All new piping to be Schedule 10, galvanized steel. The total, including GST (5%) is \$127,772.25.

If Option 2 is the preference, it should be noted that the branch lines would still need to be replaced at a later date. This work would need to be added to the 10 year project plan during the next budgeting cycle. At this time, it is anticipated this would result in a higher overall cost for the work as any savings from economies of scale would be lost. Additionally, the parkade will have disruptions and areas out of service during two separate projects (potentially over two years) and not one time. The MIC (Microbiologically Influenced Corrosion) growing in the sprinkler piping at the Harbourfront Parkade causes Bacteria in the metal pipe. This growth can cause water flow

problems through the sprinkler piping. This lack of flow is a safety concern, and needs to be addressed.

OPTIONS

1. That the Finance and Audit Committee recommend that Council approve additional funding of \$50,821.26 to complete the Harbourfront Sprinkler replacement from the General Parking Reserves.
 - **Budget Implication:** Additional funding will be allocated from the General Parking Reserve.
 - **Add Other Implications:** The Harbourfront Parkade will only have areas out of service over one period during the project.
2. Approve additional funding of \$10,622 to complete the project as described in Option 2
 - **Budget Implication:** Additional funding will be allocated from the General Parking Reserve.
 - **Add Other Implications:** The full scope will still be required to be completed later as a separate project. The Harbourfront Parkade will have areas out of service over two separate projects. This may negatively affect the business and residents who use the parkade and be seen as an inconvenience or reduction in spaces available.
3. Cancel project and re-budget in a future year.
 - May result in Fire code compliance issues if the sprinkler system is not maintained or serviced.
 - Infrastructure and sustainability | |

SUMMARY POINTS

- Tender #2086 – Harbour Front Parkade Sprinkler Replacement closed on February 7, 2018 with only one bid.
- The tender bid for the described sprinkler replacement requires an additional \$50,821.
- There is sufficient money in the General Parking Reserve for this increased cost. |

Submitted by:

Karen Fry
Fire Chief & Director, Public Safety