

**MINUTES**  
**FINANCE AND AUDIT COMMITTEE MEETING**  
**SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE**  
**80 COMMERCIAL STREET, NANAIMO, BC**  
**WEDNESDAY, 2018-MAR-14, AT 9:00 A.M.**

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Members: Councillor W. L. Bestwick (arrived at 9:19 a.m.)  
Mayor W. B. McKay  
Councillor S. D. Armstrong  
Councillor G. W. Fuller  
Councillor J. Hong  
Councillor I. W. Thorpe  
Councillor W. M. Yoachim, Chair

Absent: Councillor M. D. Brennan  
Councillor J. A. Kipp

Staff: J. Van Horne, Director of Human Resources (vacated 10:51 a.m.)  
D. Lindsay, Director of Community Development (vacated 10:51 a.m.)  
L. Mercer, Manager of Accounting Services  
B. Corsan, Deputy Director of Community Development (vacated 9:18 a.m.)  
W. Fulla, Manager, Business, Asset and Financial Planning  
B. Sims, Director, Public Works and Engineering  
K. Fry, Fire Chief, Director of Public Safety  
P. Rosen, Senior Manager Engineering  
B. Anderson, Manager of Community & Cultural Planning (vacated 10:51 a.m.)  
D. Mousseau, Manager, Engineering and Environment  
J. Rose, Manager of Transportation (vacated 9:26 a.m.)  
J. Horn, Social Planner (arrived at 9:31 a.m., vacated 10:20 a.m.)  
S. Gurrie, City Clerk (arrived 9:29 a.m.)  
A. Manhas, Economic Development Officer (vacated 9:18 a.m.)  
D. Blackwood, Client Support Specialist  
S. Snelgrove, Deputy Corporate Officer  
K. Gerard, Recording Secretary

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

The Finance and Audit Committee Meeting was called to order at 9:05 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 6(f) – Add report titled “Response to Health, Social and Safety Issues in the Downtown”.
- (b) Add Agenda Item 6(g) – Third Street Road and Utility Upgrade Cost Share.

- (c) Councillor Fuller advised he would be no longer bringing forward an item under Agenda Item 6(f) - Response to Health, Social and Safety Issues in the Downtown regarding the Unitarian Shelter.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the 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. be adopted as circulated. The motion carried unanimously.

5. REPORTS:

(a) Downtown Revitalization Tax Exemption Program

Introduced by Amrit Manhas, Economic Development Officer.

It was moved and seconded that the Finance and Audit Committee:

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

The motion carried unanimously.

B. Corsan and A. Manhas vacated the Shaw Auditorium at 9:18 p.m.  
Councillor Bestwick entered the Shaw Auditorium at 9:19 a.m.

(b) 2017 Budget Carry Forwards

Introduced by Wendy Fulla, Manager, Business, Asset and Financial Planning.

It was moved and seconded that the 2017 Budget Carry forwards report dated 2018-MAR-14 be received for information. The motion carried unanimously.

(c) Bowen Road Corridor Traffic Signal Coordination ICBC Road Improvement Program

Introduced by Bill Sims, Director, Public Works and Engineering.

It was moved and seconded 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. The motion carried unanimously.

(d) College Drive Watermain Upgrade Contingency

Introduced by Bill Sims, Director, Public Works and Engineering.

It was moved and seconded 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. The motion carried unanimously.

(e) Tender #2086 Harbour Front Parkade Sprinkler Replacement

Introduced by Karen Fry, Fire Chief and Director of Public Safety.

It was moved and seconded 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. The motion carried unanimously.

S. Gurrie, City Clerk, entered the Shaw Auditorium at 9:29 a.m.

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

Introduced by Dale Lindsay, Director of Community Development.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the following recommendations:

1. Continuation of daytime security services via contract with enhanced hours;
2. Urban Clean Up Initiative, (twice weekly);
3. Continue annual support to the Extreme Weather Shelter at 595 Townsite Road and direct Staff to approach the Province of BC to request additional funding in order for the shelter to remain open at existing hours year round;
4. Provision of rent supplements in support of Housing First program for homeless individuals;
5. Provision of three portable toilets in the downtown;
6. Additional safe syringe disposal boxes and direct Staff to increase the funding for safe syringe boxes to \$10,000 per year;
7. Additional garbage cans at key locations;
8. Continue provision of shower facilities for homeless individuals; and,
9. Pursue partnerships to provide a daytime resource centre for homeless individuals and that Council allocate \$100,000 per year towards a daytime drop in resource centre in the 2018 budget cycle and proceed with determining potential locations for the resource centre and report back to Council.

The motion carried unanimously.

Mayor McKay vacated the Shaw Auditorium at 10:51 a.m.

(g) Third Street Road and Utility Upgrade Cost Share

Introduced by Poul Rosen, Senior Manager, Engineering and Dean Mousseau, Manager, Engineering and Environment.

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to enter into a cost sharing agreement with the developer of 525 Third Street, for the work, and to allocate:

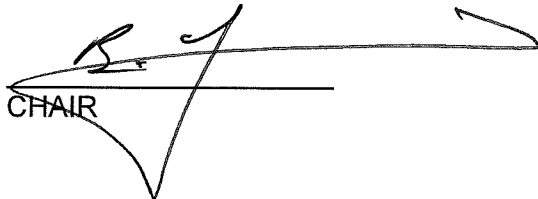
- \$265,444 - Roads Development Cost Charge;
- \$50,000 - Private Contribution;
- \$74,250 - Water Development Cost Charge;
- \$50,750 - Water Reserves; and,
- \$59,556 - General Reserves.

The motion carried.

Mayor McKay returned to the Shaw Auditorium at 10:57 a.m.

6. ADJOURNMENT:

It was moved and seconded at 10:57 a.m. that the meeting terminate. The motion carried unanimously.

  
CHAIR

CERTIFIED CORRECT:

  
CORPORATE OFFICER