

**MINUTES**  
**FINANCE AND AUDIT COMMITTEE MEETING**  
**SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,**  
**80 COMMERCIAL STREET, NANAIMO, BC**  
**WEDNESDAY, 2018-AUG-08 AT 9:00 A.M.**

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Present: Councillor G. W. Fuller, Acting Chair  
Councillor S. D. Armstrong  
Councillor W. L. Bestwick (arrived 9:17 a.m.)  
Councillor M. D. Brennan  
Councillor J. Hong (arrived 9:06 a.m.)  
Councillor J. A. Kipp  
Councillor I. W. Thorpe  
Councillor W. M. Yoachim

Absent: Mayor W. B. McKay

Staff: J. Rudolph, Chief Administrative Officer  
L. Mercer, Manager, Accounting Services  
J. Rushton, Manager, Purchasing and Stores (vacated 9:18 a.m.)  
M. Smith, Manager, Recreation Services (vacated 9:06 a.m.)  
S. Snelgrove, Deputy Corporate Officer  
G. Whitters, Recording Secretary

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

The Finance and Audit Committee Meeting was called to order at 9:02 a.m. Councillor Fuller, Acting Chair, advised that the Committee was meeting on the unceded lands of the Snuneymuxw First Nations.

2. ADOPTION OF AGENDA:

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

3. ADOPTION OF MINUTES:

It was moved and seconded that Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2018-JUL-11, at 9:00 a.m. be adopted as circulated. The motion carried unanimously.

4. REPORTS:

(a) Travel Assistance Grant – Nanaimo Baseball Association Mosquito Pirates

Introduced by Mary Smith, Manager, Recreation Services.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the request from the Nanaimo Minor Baseball Mosquito Pirates for a Travel Assistance Grant in the amount of \$550 for eleven (11) players to attend the Mosquito AAA Tier 1 Provincial Championships held from 2018-AUG-02 through AUG-06. The motion carried unanimously.

(b) Travel Assistance Grant – Nanaimo Minor Baseball Association Mosquito Pirates A

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the request from the Nanaimo Minor Baseball Mosquito Pirates A for a Travel Assistance Grant in the amount of \$600 for twelve (12) players to attend the Mosquito A Provincial Championships held from 2018-AUG-02 through AUG-06 in Cloverdale, BC. The motion carried unanimously.

(c) Travel Assistance Grant – Nanaimo Minor Baseball Association Tadpole Pirates

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the request from the Nanaimo Minor Baseball Tadpole Pirates for a Travel Assistance Grant in the amount of \$500 for ten (10) players to attend the Tadpole Provincial Championships held from 2018-JUL-27 through JUL-29 in Cloverdale, BC. The motion carried unanimously.

(d) Travel Assistance Grant – Nanaimo District Lacrosse Peewee A

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the request from the Nanaimo District Lacrosse Peewee A for a Travel Assistance Grant in the amount of \$850 for seventeen (17) players to attend the 2018 BCLA Minor Box Lacrosse Provincial Championships held from 2018-JUL-11 through JUL-15. The motion carried unanimously.

(e) Travel Assistance Grant – Nanaimo District Lacrosse Peewee C

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the request from the Nanaimo District Lacrosse Peewee C for a Travel Assistance Grant in the amount of \$700 for fourteen (14) players to attend the 2018 BC Lacrosse Provincial Championships held from 2018-JUL-12 through JUL-15. The motion carried unanimously.

M. Smith vacated the Shaw Auditorium at 9:06 a.m.  
Councillor Hong entered the Shaw Auditorium at 9:06 a.m.

(f) Quarterly Purchasing Report (Single and Sole Source), Instances of Non-Compliance Purchases and Purchases in Excess of \$250,000

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Introduced Jane Rushton, Manager, Purchasing and Stores.

Committee discussion took place regarding the challenges of the purchasing policy, re-evaluation of the policy and hiring another person in the purchasing department. The Committee also discussed limiting discussion regarding financial issues at Council meetings by discussing items thoroughly at Finance and Audit meetings.

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-AUG-08, be received for information. The motion carried.

Opposed: Councillor Kipp

It was moved and seconded that the Finance and Audit Committee refer the Purchasing Policy to the Chief Administrative Officer for review to determine if efficiencies or recommendations can be made and to return with a report at a future Finance and Audit Committee meeting. The motion carried.

Opposed: Councillors Fuller and Kipp

Councillor Bestwick entered the Shaw Auditorium at 9:17 a.m.

J. Rushton vacated the Shaw Auditorium at 9:18 a.m.

(g) Snuneymuxw First Nation Water and Sewer Connection Fee Credit Agreement

Introduced by Laura Mercer, Manager, Accounting Services.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the Water and Sewer Connection Fee Credit Agreement between the Snuneymuxw First Nation and the City of Nanaimo. The motion carried unanimously.

5. OTHER BUSINESS:

It was moved and seconded that the Finance and Audit Committee recommend that Council direct to Staff prepare a report outlining all money that the City has provided to the Snuneymuxw First Nation in the last few years. The motion carried unanimously.

6. QUESTION PERIOD:

No one in attendance wished to ask questions.

7. ADJOURNMENT:

It was moved and seconded at 9:27 a.m. that the meeting terminate. The motion carried unanimously.

CERTIFIED CORRECT:

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CHAIR

  
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CORPORATE OFFICER