



AGENDA
FINANCE AND AUDIT COMMITTEE MEETING

March 20, 2019, 9:00 AM - 12:00 PM
Board Room, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

SCHEDULED RECESS AT 10:30 A.M.

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

Minutes of the Finance and Audit Committee meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC on Wednesday, 2019-FEB-20, at 9:00 a.m.

5. PRESENTATIONS:

6. DELEGATIONS:

a. Delegation from John Hankins, CEO, Mid-Island Business Initiative, regarding Economic Development Activities and the forward plan for the Mid Island Business Initiative

John Hankins, CEO, Mid-Island Business Initiative, to speak regarding Economic Development activities and the forward plan that the Mid Island Business Initiative have undertaken.

7. REPORTS:

a. 2019 Budget Carryforwards

To be introduced by Laura Mercer, Acting Director of Financial Services.

Purpose: To provide the Finance and Audit Committee with a summary of the 2018 budgets carried forward to 2019.

Recommendation: That the 2018 Budget Carryforwards report, dated 2019-MAR-20, be received for information.

b. Nanaimo Volunteer & Information Centre Society Other Grant Funding Request

To be introduced by Laura Mercer, Acting Director of Financial Services.

Purpose: To obtain Council approval regarding the Nanaimo Volunteer & Information Society Other Grant funding request.

Recommendation: That the Finance and Audit Committee recommend that Council award an Other Grant to the Nanaimo Volunteer & Information Centre Society (OG-01) in the amount of \$1,551.46 to cover the cost of the rental of Beban Park Auditorium on 2019-APR-11 for their 2019 Volunteer Appreciation Luncheon.

c. Community Action Team Funding Extension

To be introduced by Jeremy Holm, Subdivision Approval Manager and Approval Officer.

Purpose: To obtain direction from the Finance and Audit Committee regarding receipt of additional funding from the BC Overdose Emergency Response Centre for Nanaimo's Community Action Team to support Indigenous community members.

Recommendation: That the Finance and Audit Committee recommend that Council approve the provision of additional funding from the Overdose Emergency Response Centre for Nanaimo's Community Action Team to support Indigenous community members.

d. Seniors Connect Funding Extension

To be introduced by Jeremy Holm, Subdivision Approval Manager and Approval Officer.

Purpose: To obtain Finance and Audit Committee direction regarding federal government funding to continue the Seniors Connect project to the end of 2019.

Recommendation: That the Finance and Audit Committee recommend that Council continue to receive funding from Employment and Social Development Canada under the New Horizons for Seniors program to continue existing Seniors Connect projects until 2019-DEC-31.

e. Cultural Facility Multi-Year Lease Agreements

To be introduced by Jeremy Holm, Subdivision Approval Manager and Approval Officer.

Purpose: To respond to Council's request to explore opportunities for granting longer-term lease agreements to various arts organizations in the City.

Recommendation: That the Finance & Audit Committee recommends that Council direct Staff to utilize a 10 year term of occupancy, with the option to renew for 10 additional years at the City's discretion, as the standard for future co-management and lease agreements related to City-owned cultural facilities such as the Port Theatre, Nanaimo Museum, Vancouver Island Military Museum, Nanaimo Art Gallery, and Harbour City Theatre buildings.

f. Harbour City Theatre (25 Victoria Road) - Asset Management Update

To be introduced by Jeremy Holm, Subdivision Approval Manager and Approval Officer.

Purpose: To provide an update on the Harbour City Theatre building located at 25 Victoria Road from a maintenance and asset management perspective.

Recommendation: That the report titled "Harbour City Theatre (25 Victoria Road) – Asset Management Update", dated 2019-MAR-20, be received for information.

g. Travel Assistance Grant - Dover Bay Secondary Grade 9 Girls Basketball

To be introduced by Richard Harding, Director of Parks and Recreation.

Purpose: To obtain Council approval of a request for a Travel Assistance Grant.

Recommendation: That the Finance and Audit Committee recommend that Council approve the request from the Dover Bay Secondary Girls Basketball team for a Travel Assistance Grant in the amount of \$600 for twelve (12) players to attend the Grade 9 Girls Basketball Provincial Championships held from 2019-FEB-28 through 2019-MAR-02 in Port Moody, BC.

h. Travel Assistance Grant - Vancouver Island Special Needs Hockey Association

To be introduced by Richard Harding, Director of Parks and Recreation.

Purpose: To obtain Council approval of a request for a Travel Assistance Grant.

Recommendation: That the Finance and Audit Committee recommend that Council approve the request from the Vancouver Island Special Needs Hockey Association for a Travel Assistance Grant in the amount of \$2,000 for twenty (20) players to attend the Southern California Special Needs Hockey Festival to be held from 2019-APR-26 through 2019-APR-28 in Valencia, California.

i. Travel Assistance Grants Approval Process

To be introduced by Richard Harding, Director of Parks and Recreation.

Purpose: To request direction from Council to change the approval process for the Travel Assistance Grants Program.

Recommendation: That the Finance and Audit Committee recommend that Council approve a change in the process for approving Travel Assistance Grants by:

- authorizing Staff to approve Travel Assistance Grants as per the criteria; and,
- directing Staff to provide a report to the Finance and Audit Committee with bi-annual updates on the distribution of funds.

j. Bid to Host the 2021 Royal Bank Cup, National Junior A Hockey Championship

To be introduced by Richard Harding, Director of Parks and Recreation.

Purpose: To obtain support to host the 2021 Royal Bank Cup National Junior A Hockey Championship at the Frank Crane Arena.

Recommendation: That the Finance and Audit Committee recommend that Council:

- support the Nanaimo Clippers Junior A Hockey Club bid to host the Royal Bank Cup National Junior A Hockey Championship in 2021; and,
- If the bid is successful, commit up to \$30,000 in the 2021 budget for the event.

k. Gallows Point Dock and Ramp Repairs

To be introduced by Richard Harding, Director of Parks and Recreation.

Purpose: To advise Council of the status of the dock and ramp in order to conduct immediate repairs to the dock head at Gallows Point on Protection Island.

Recommendation: That the report titled "Gallows Point Dock and Ramp Repairs", dated 2019-MAR-20, be received for information.

l. Nanaimo Aquatic Centre Score Clock Replacement

To be introduced by Richard Harding, Director of Parks and Recreation.

Purpose: To obtain Council approval to amend the 2019-2023 Financial Plan to include funding for replacement of the score clock at the Nanaimo Aquatic Centre.

Recommendation: That the Finance and Audit Committee recommend that Council approve adding \$32,000 to the 2019 budget for a LED numeric score clock for the Nanaimo Aquatic Centre, to be funded from the Facility Development Reserve and a \$5,000 private contribution from the Nanaimo Riptides Swim Club.

m. Emergency Track Repairs at the Rotary Bowl

To be introduced by Richard Harding, Director of Parks and Recreation.

Purpose: To provide information to Council regarding emergency repairs to the track at the Rotary Bowl.

Recommendation: That the Finance and Audit Committee receive the report titled "Emergency Track Repairs at the Rotary Bowl", dated 2019-MAR-20, for information.

n. Purchase of New Bylaw Department Fleet Vehicle

To be introduced by Karen Fry, Fire Chief.

Purpose: To request an increase of \$36,000 in funding for the purchase of a 4x4 pickup truck fleet vehicle for the downtown bylaw enforcement unit.

Recommendation: That the Finance & Audit Committee recommend that Council approve increasing the budget from \$34,000 to \$70,000 to purchase a 4x4 pickup truck for the downtown bylaw enforcement unit and that additional funding will come from the General Capital reserve.

8. OTHER BUSINESS:

9. QUESTION PERIOD:

10. ADJOURNMENT: