



AGENDA
FINANCE AND AUDIT COMMITTEE MEETING

June 17, 2020, 9:00 AM - 12:00 PM
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE
80 COMMERCIAL STREET, NANAIMO, BC

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

[Note: This meeting will be video recorded for the public.]

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 Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2020-FEB-19, at 9:00 a.m.

5. REPORTS:

a. Fire Station No. 1

To be introduced by Bill Sims, General Manager, Engineering and Public Works.

Purpose: To obtain Finance and Audit Committee approval to increase the budget for the Fire Station No. 1 project.

Presentation:

1. Mark Bullen, Capex Projects Advisory

Recommendation: That the Finance and Audit Committee recommend that Council direct Staff to:

1. Proceed with the Fire Station No. 1 project; and,
2. Amend the 2020-2024 Financial Plan to increase the budget in year three (2022) by \$3M from \$3,740,269 to \$6,740,269 with the additional funding from the General Capital Reserve and the General Asset Management Reserve.

b. Supporting Arts & Culture: Implementation of Nanaimo Art Gallery Phased Development Plan

To be introduced by Richard Harding, General Manager, Parks, Recreation and Culture.

Purpose: To provide Council with options regarding support for Nanaimo Art Gallery's plan for phased development at the Arts Centre at 150 Commercial Street.

Presentation:

1. Ken Hammer, Vice-President, Nanaimo Art Gallery

Recommendation: That the Finance and Audit Committee recommend that Council include the following items in their review process of the 2021-2025 Budget considerations:

- a. Allocation of \$50,000 per year in additional operating funding of the Nanaimo Art Gallery in the 2021-2025 Financial Plan;
- b. Allocation of \$10,000 per year in funding to the Nanaimo Art Gallery in the 2021-2025 Financial Plan for capital expenditures at the Arts Centre at 150 Commercial Street; and amend the 2014-2023 Co-Management Agreement with an execution date after the Provisional 2021-2025 Financial Plan has been adopted by Council; and
- c. Allocation of \$25,000 in the 2021 budget for the development of a feasibility report on the concept of an Arts Centre and Nanaimo Art Gallery's Phase 3 facility project.

c. Community Program Development Grants

To be introduced by Richard Harding, General Manager, Parks, Recreation and Culture.

Purpose: To obtain Council approval of two requests for a Community Program Development Grant.

Recommendation: That the Finance and Audit Committee recommend that Council approve the request from the Nanaimo Science and Sustainability Society (NS3) for a Community Program Development Grant in the amount of \$1,000 to assist in funding The Great Pumpkin Toss event for children and families; and \$10,000 to the Salish Storm Hockey Association for a low-barrier Intro to Hockey Program for Indigenous Children.

d. Province of BC Local Government Infrastructure Planning Grant Program

To be introduced by Laura Mercer, Director, Finance.

Purpose: To have Council approve a resolution to apply for a \$10,000 grant under the Province of BC Local Government Infrastructure Planning Grant Program.

Recommendation: That Council approve submission of an application to the Local Government Infrastructure Planning Grant program for \$10,000 for the Water Supply Strategic Plan project.

e. Consideration of New Permissive Tax Exemption Application and PTE Cash Grant Funding

Request - Clay Tree Society

To be introduced by Laura Mercer, Director, Finance.

Purpose: To obtain Council approval regarding Clay Tree Society's application for a Permissive Tax Exemption (PTE) for 2021 and a PTE Cash Grant funding request for their 2020 Property Taxes.

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

1. Award a Permissive Tax Exemption for the 2021 tax year to Clay Tree Society at 838 Old Victoria Road; and,
2. Award a PTE Cash Grant to Clay Tree Society in the amount of \$5,000 for their 2020 Property Taxes for their newly purchased property at 838 Old Victoria Road.

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

To be introduced by Laura Mercer, Director, Finance.

Purpose: To provide information in compliance with the City's Procurement Policy (03-1200-01) regarding single and sole source purchases, awards in excess of \$250,000 and policy non compliance for the quarter ending 2020-MAR-31.

g. 2019 Annual Parking Reserve Fund Report

To be introduced by Laura Mercer, Director, Finance.

Purpose: To present Council with the 2019 Annual Parking Reserve Fund Report for information purposes.

h. 2019 Development Cost Charge Reserve Fund Report

To be introduced by Laura Mercer, Director, Finance.

Purpose: To present Council with the 2019 Development Cost Charges Reserve Fund Report for information purposes.

6. OTHER BUSINESS:

7. ADJOURNMENT: