



AGENDA
FINANCE AND AUDIT COMMITTEE MEETING

September 16, 2020, 9:00 AM - 12:00 PM
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE
80 COMMERCIAL STREET, NANAIMO, BC

1. CALL THE MEETING TO ORDER:

[Note: This meeting will be live streamed and 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 Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2020-JUL-15 at 9:00 a.m.

5. PRESENTATIONS:

6. DELEGATIONS:

7. REPORTS:

a. Public Works Facility Upgrades

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

Purpose: To provide Council with background on the status of the Public Works facility, and present options for further consideration.

Recommendation: That the Finance and Audit Committee recommend that Council allocate \$200,000 from the existing 2020 - 2024 Financial Plan to further develop an architectural concept and cost estimate for renewal of the Public Works facility.

b. Federation of Canadian Municipalities, Municipal Asset Management Program

To be introduced by Shelley Legin, General Manager, Corporate Services.

Purpose: To have Council confirm funding for the Level of Service Study: Asphalt grant application as required by the Federation of Canadian Municipalities, Municipal Asset Management Program.

Recommendation: That the Finance and Audit Committee recommend that Council commits to conducting the Level of Service Study: Asphalt as detailed in the grant application to the Federation of Canadian Municipalities, Municipal Asset Management Program, and commits \$100,000 for 2021 in the 2021 – 2025 Financial Plan toward the costs of this initiative if the grant is successful.

c. Consideration of New Permissive Tax Exemption Applications

To be introduced by Shelley Legin, General Manager, Corporate Services.

Purpose: To obtain Council approval regarding the new permissive tax exemption applications received for properties to be exempt from 2021 property taxes.

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

1. Award a permissive tax exemption for the 2021 tax year to the Nanaimo Community Gardens Society for property that is being leased at 2300 Bowen Road (Beban Park);
2. Award a permissive tax exemption for the 2021 tax year to the Island Crisis Care Society for property donated at 3413 Littleford Road;
3. Award a permissive tax exemption for the 2021 tax year to the Society for Equity, Inclusion and Advocacy for space being leased at #403 – 489 Wallace Street;
4. Award a permissive tax exemption for the 2021 tax year to the Nanaimo Brain Injury Society for space being lease at #101 – 235 Bastion Street;
5. Award a permissive tax exemption for the 2021 tax year to the Vancouver Island Mental Health Society for property owned at 285 Rosehill Street; and,
6. Award a permissive tax exemption for the 2021 tax year to the Nanaimo Unique Kids Organization for property purchased at 60 Needham Street.

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

To be introduced by Shelley Legin, General Manager, Corporate Services.

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 noncompliance for the quarter 2020-APR-01 to 2020-JUN-30.

e. Operating Results for the Six Months Ending 2020-JUN-30

To be introduced by Shelley Legin, General Manager, Corporate Services.

Purpose: To present the Finance and Audit Committee with a summary of the operating results for the six months ending 2020-JUN-30.

f. Council Expenses for the Six Months Ending 2020-JUN-30

To be introduced by Shelley Legin, General Manager, Corporate Services.

Purpose: To present the Finance and Audit Committee with a summary of Council expenses for the six months ending 2020-JUN-30.

g. Project Results for the Six Months Ending 2020-JUN-30

To be introduced by Shelley Legin, General Manager, Corporate Services.

Purpose: To present the Finance and Audit Committee with a summary of project results for the six months ending 2020-JUN-30.

8. OTHER BUSINESS:

9. ADJOURNMENT: