

MINUTES
FINANCE AND AUDIT COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2017-JUN-14, AT 9:30 A.M.

PRESENT: Councillor W. L. Bestwick, Chair (vacated 11:31 a.m.)

Members: Mayor W.B. McKay (entered at 9:32 a.m., vacated 11:38 a.m.)
Councillor M. D. Brennan
Councillor G. W. Fuller
Councillor J. Hong
Councillor J. A. Kipp

Absent: Councillor I. W. Thorpe
Councillor W. M. Yoachim

Staff: T. Samra, Chief Administrative Officer (arrived 11:03 a.m.)
V. Mema, Chief Financial Officer
D. Duncan, Deputy Director of Financial Services
B. McRae, Chief Operations Officer (vacated 11:28 a.m.)
D. Lindsay, Director of Community Development
J. Slater, Senior Accountant (vacated 11:02 a.m.)
A. Coronica, Senior Financial Analyst (vacated 10:41 a.m.)
M. Loree, Financial Analyst (vacated 10:30 a.m.)
B. Anderson, Manager of Community & Culture Planning (arrived 10:55 a.m.)
C. Barfoot, Recreation Coordinator (arrived 10:55 a.m.)
D. Blackwood, Client Support Specialist
S. Gurrie, A/City Clerk, (vacated 10:51 a.m.)
S. Snelgrove, Deputy Corporate Officer
S. Griffin, Recording Secretary

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

The Open Finance and Audit Committee Meeting was called to order at 9:31 a.m.

2. INTRODUCTION OF LATE ITEMS

- (a) Agenda Item 6 (b) - Council Expenses for the Three Months Ending 2017-MAR-31 – correct the wording of recommendation.
- (b) Add Agenda Item 6 (d) – 2017 Downtown Event Grant Recommendation Update.
- (c) Add Agenda Item 6 (e) – TeenFest Funding Request.

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 Regular Meeting of the of the Finance and Audit Committee held in the Board Room, Service and Resource Centre, Nanaimo, BC, on Wednesday, 2017-MAY-10 at 9:30 a.m. be adopted as circulated. The motion carried unanimously.

Mayor McKay entered the Boardroom at 9:32 a.m.

5. REPORTS:

(a) 2018 – 2022 Financial Plan Process Update Report and Presentation

Introduced by Victor Mema, Chief Financial Officer.

Presentation:

1. Deborah Duncan, Deputy Director, Financial Services, provided a presentation regarding the 2018 – 2022 Financial Plan Process Update.

Committee discussion took place regarding the following:

- Protected Services
- Garbage cost
- Alignment of Strategic Plan
- What to look at for the new budget and how to deliver those services
- Cost saving from the Core Review
- RCMP using overtime to cover day shifts and needing more clerical help
- Funding available for new RCMP members
- Needing to define what the Committee's priorities are for the next 5 years
- Property tax increase and what would be an affordable tax increase.

It was moved and seconded that 2018 – 2022 Financial Plan Process report dated 2017-MAY-10 be received for information. The motion carried unanimously.

It was moved and seconded that the Finance and Audit Committee direct Staff to hold a Strategic Plan session within the next 8 weeks, to complement the 2018 – 2022 Financial Plan Process. The motion carried unanimously.

It was moved and seconded that the Finance and Audit Committee direct Staff to determine a mutually acceptable alternate date, for the Finance and Audit Committee to meet, other than the 2nd Wednesday of the month. The motion carried unanimously.

M. Loree, Financial Analyst, vacated the Boardroom at 10:30 a.m.

A. Coronica, Senior Financial Analyst, vacated the Boardroom at 10:41 a.m.

Councillor Fuller vacated the Boardroom at 10:46 a.m.

(b) Council Expenses for the Three Months Ending 2017-MAR-31

Introduced by Victor Mema, Chief Financial Officer.

It was moved and seconded that the Finance and Audit Committee receive the report titled Council Expenses for the Three Months Ending 2017-MAR-31, dated 2017-JUN-14 for information. The motion carried unanimously.

Councillor Fuller returned to the Boardroom at 10:48 a.m.

S. Gurrie, A/City Clerk, vacated the Boardroom at 10:51 a.m.

B. Anderson, Manager of Community & Culture Planning, entered the Boardroom at 10:55 a.m.

C. Barfoot, Recreation Coordinator, entered the Boardroom at 10:55 a.m.

(c) User Fees and Charges Policy

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the User Fees and Charges Policy. The motion unanimously.

J. Slater, Senior Accountant, vacated the Boardroom at 11:02 a.m.

T. Samra, Chief Administrative Officer, entered the Boardroom at 11:03 a.m.

(d) 2017 Downtown Event Grant Recommendation Update

It was moved and seconded that the Finance and Audit Committee recommend Council approve the remaining 2017 Downtown Event Grant funding of \$1,280.00 to the Indie J.A.M.Z. Society for the implementation the Summertime Music Series in Downtown Nanaimo. The motion carried.

Opposed: Councillor Hong

(e) TeenFest Funding Request

It was moved and seconded that the Finance and Audit Committee recommend Council approve a \$7,000 funding request from Tillicum Lelum Friend Centre in support of the TeenFest event, with \$4,000 to be allocated from the Grants Advisory Committee Contingency Fund and \$3,000 from Council's Contingency Fund. The motion carried unanimously.

6. OTHER BUSINESS:

- (a) Erralyn Thomas and Chris Beaton requested a partnership with the City and a onetime grant of \$22,500 for Canoe Journey 2017 and Nanaimo Aboriginal Day community celebrations.

B. McRae, Chief Operations Officer, vacated the Boardroom at 11:28 a.m.

Councillor Bestwick vacated the Boardroom at 11:31 a.m. and Acting Mayor Hong assumed the Chair.

It was moved and seconded that the Finance and Audit Committee recommend that Council support in principle the funding request of \$22,500 from Snuneymuxm First Nation for their National Aboriginal Day and Tribal Journey events.

It was moved and seconded that the motion be amended to read as follows:

That the Finance and Audit Committee recommend that Council support in principle the funding request of \$10,000 from Snuneymuxw First Nation for their National Aboriginal Day event and \$12,500 for their Tribal Journeys event. The motion carried unanimously.

The vote was taken on the main motion, as amended, in seriatim:

It was moved and seconded that the Finance and Audit Committee recommend that Council support in principle the funding request of \$10,000 from Snuneymuxw First Nation for their National Aboriginal Day event. The motion carried.

Opposed: Councillor Hong

It was moved and seconded that the Finance and Audit Committee recommend that Council support in principle the funding request of \$12,500 from Snuneymuxw First Nation for their Tribal Journeys event and that approval of the \$12,500 be deferred until a staff report regarding funding options is provided to Council. The motion carried.

Opposed: Councillor Brennan

7. QUESTION PERIOD:

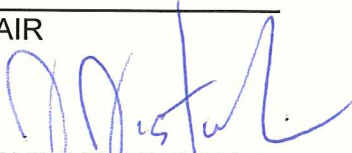
- Mr. Bonner, re: Councillor Hong expenditures.

Mayor McKay vacated the Boardroom at 11:38 a.m.

8. ADJOURNMENT:

Quorum was lost and the meeting terminated at 11:38 a.m.

CHAIR



CERTIFIED CORRECT:


CORPORATE OFFICER