

MINUTES
SPECIAL FINANCE AND AUDIT COMMITTEE MEETING
SERVICE AND RESOURCE CENTRE BOARDROOM, 411 DUNSMUIR STREET, NANAIMO, BC
THURSDAY, 2016-DEC-08, AT 2:00 P.M.

PRESENT: Councillor W. L. Bestwick, Chair (arrived 2:21 p.m. and assumed the Chair 2:35 p.m.)
Councillor I. W. Thorpe, Acting Chair

Members: Mayor W. B. McKay
Councillor G. W. Fuller
Councillor I. W. Thorpe
Councillor J. A. Kipp (arrived 2:20 p.m.)
Councillor J. Hong
Councillor M. D. Brennan (vacated 3:42 p.m.)
Councillor W. L. Pratt (vacated 3:41 p.m.)

Absent: Councillor W. M. Yoachim

Staff: V. Mema, Chief Financial Officer
B. McRae, Chief Operations Officer (vacated 3:25 p.m.)
D. Lindsay, Director of Community Development (arrived 3:25 p.m.)
K. Fowler, Chief Sustainability Officer (vacated 2:25 p.m.)
D. Duncan, Deputy Director of Financial Services
P. Stewart, Manager of Engineering Projects (vacated 3:25 p.m.)
P. Rosen, Senior Manager of Engineering (vacated 3:25 p.m.)
E. Williams, Manager of Recreation Services (arrived 3:12 p.m.)
J. Slater, Senior Accountant
M. Brown, Recording Secretary

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

The Special Finance and Audit Committee Meeting was called to order at 2:01 p.m.

2. **ADOPTION OF AGENDA:**

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

3. **ADMINISTRATION:**

(a) **2017 Key Date Calendar**

It was moved and seconded that the 2017 Key Date Calendar for the Finance and Audit Committee be adopted as presented. The motion carried unanimously.

(b) Capital Project Results for the Nine Months Ending 2016-SEP-30

It was moved and seconded that the Finance and Audit Committee receive for information the Capital Project Results for the Nine Months Ending 2016-SEP-30 report. The motion carried unanimously.

(c) Council Expenses for the Nine Months Ending 2016-SEP-30

It was moved and seconded that the Finance and Audit Committee receive for information the Council Expenses for the Nine Months Ending 2016-SEP-30 report. The motion carried unanimously.

(d) Nanaimo Economic Development Corporation Operating Results for the Nine Months Ending 2016-SEP-30

It was moved and seconded that the Finance and Audit Committee receive for information Nanaimo Economic Development Corporation Operating Results for the Nine Months Ending 2016-SEP-30 report. The motion carried unanimously.

(e) Operating Results for the Nine Months Ending 2016-SEP-30

It was moved and seconded that the Finance and Audit Committee receive for information Operating Results for the Nine Months Ending 2016-SEP-30 report. The motion carried unanimously.

Councillor Kipp entered the boardroom at 2:20 p.m.
Councillor Bestwick entered the boardroom at 2:21 p.m.

(f) Vancouver Island Conference Centre Operating Results for the Nine Months Ending 2016-SEP-30

It was moved and seconded that the Finance and Audit Committee receive for information Vancouver Island Conference Centre Operating Results for the Nine Months Ending 2016-SEP-30 report. The motion carried unanimously.

Councillor Bestwick assumed the Chair at 2:35 p.m.

(g) Procurement Policy Update

It was moved and seconded that the Finance and Audit Committee recommend that Council amend "Purchasing Power Delegation Bylaw 2013 No. 7175" and related schedules. The motion carried unanimously.

(h) Bastion Street Bridge Rehabilitation

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to proceed with the rehabilitation and seismic retrofit of the Bastion Street Bridge to achieve a Safety 1 designation. The motion carried unanimously.

(i) Replacement of Recreation Management Software

It was moved and seconded that the Finance and Audit Committee receive for information Replacement of Recreation Management Software report. The motion carried unanimously.

Councillor Pratt vacated the boardroom at 3:41 p.m.
Councillor Brennan vacated the boardroom at 3:42 p.m.

(j) Establishment of Strategic Infrastructure Reserve Fund

It was moved and seconded that consideration of the Establishment of Strategic Infrastructure Reserve Fund Report be deferred to 2016-DEC-12 Committee of the Whole Meeting. The motion carried unanimously.

6. ADJOURNMENT:

It was moved and seconded at 4:02 p.m. that the meeting terminate. The motion carried unanimously.



CHAIR

CERTIFIED CORRECT:


CORPORATE OFFICER