



AGENDA
GRANTS ADVISORY COMMITTEE
TO BE HELD ON FRIDAY, 2016-JAN-08 AT 12:00 P.M.
BOARD ROOM, 411 DUNSMUIR STREET

1. **CALL TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

4. **ADOPTION OF MINUTES:**

- (a) Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2015-NOV-18 at 2:00 p.m. *Pg. 2-4*

5. **INFORMATION ITEMS:**

- (a) 2015 Grants Committee Budget *Pg. 5*
- (b) 2015 Synopsis of Grants Awarded/Denied *Pg. 6-7*
- (c) Memo dated 2016-JAN-05 from Diane Hiscock, Staff Liaison, regarding that two additional GAC members be appointed to the Nanaimo Culture and Heritage Appeal Committee. *Pg. 8*

6. **DELEGATIONS:**

7. **NEW APPLICATIONS:**

8. **NEXT MEETING:**

The next meeting is scheduled for 2016-FEB-17 at 2:00 p.m. in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

9. **ADJOURNMENT:**



MINUTES
GRANTS ADVISORY COMMITTEE
MEETING HELD WEDNESDAY, 2015-NOV-18, 2:00 P.M.
BOARD ROOM, 411 DUNSMUIR STREET

MEMBERS PRESENT:

Councillor I. Thorpe, Chair
V. Alcock-Carter
D. Bonner

B. Sparkes
S. Pachkowsky
D. Appell

MEMBERS ABSENT:

Councillor W. Pratt
B. Anderson

STAFF PRESENT:

D. Hiscock, Manager of Revenue Services
T. Wilkinson, Recording Secretary

1. CALL TO ORDER:

The meeting was called to order at 2:00 p.m.

2. ADOPTION OF AGENDA:

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

3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Grants Advisory Committee Meeting held in the Board Room, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2015-SEP-16 at 2:00 p.m. be adopted as circulated. The motion carried unanimously.

4. INFORMATION ITEMS:

- (a) Memo dated 2015-NOV-18 from Diane Hiscock, Staff Liaison, regarding that two additional Grants Advisory Committee members be appointed to the Nanaimo Culture and Heritage Appeal Committee

It was moved and seconded that Don Bonner & Sarah Pachkowsky, Grants Advisory Committee members, sit on the Nanaimo Culture and Heritage Appeal Committee. The motion carried unanimously.

5. DELEGATIONS:

- (a) Ms. Jan Hastings, Executive Director, Nanaimo Recycling Exchange Society, to provide the Grants Advisory Committee with an update regarding their operation and location.

The Committee discussed the Nanaimo Recycling Exchange Society's application before the delegation entered the room. The Society's Permissive Tax Exemption was approved at the Grants Advisory Committee meeting held 2015-AUG-13, for the 2016 tax year for property it leases at 2491 Kenworth Road, and that they reapply by July 1st, 2016 for the 2017 tax year.

Ms. Jan Hastings, Nanaimo Recycling Exchange Society, entered the Board Room at 2:12 p.m.

The Society still owns the property at 2491 Kenworth Road but had to sell off a portion of the property (0.7 acres) to Nanaimo Toyota in order to extend their current lease of 2477 Kenworth Road. They entered into a 2.5 year lease with Nanaimo Toyota but is hopeful that it will only be one year until they move to the 2491 Kenworth Road address.

The Nanaimo Recycling Exchange Society has a site plan but are unsure if they are going to follow the current site plan or make changes. They are planning a partnership with a local company but no contract has been drawn up thus far. There was discussion that it may be helpful for Jan to provide a further update to the Committee in 2016 prior to the deadline for submitting a permissive tax exemption application.

Ms. Jan Hastings vacated the Board Room at 2:30 p.m.

6. NEW APPLICATIONS:

- (a) Nanaimo & District BC SPCA (OG-02)

Committee members noted:

- the SNIP program is an ongoing operational program and that the intent of an Other Grant was not to fund general operations.

It was moved and seconded that Nanaimo & District BC SPCA's request for an Other Grant in the amount of \$25,000 for the SNIP program (low income spay and neuter service) be denied. The motion carried unanimously.

It was moved and seconded that the Nanaimo & District BC SPCA be awarded \$25,000 from Council Contingency for the SNIP program (low income spay and neuter service). The motion carried unanimously.

(b) Big Brothers Big Sisters of Central Vancouver Island (OG-03)

S. Pachkowsky vacated the Board Room at 2:52 p.m. declaring a conflict of interest as she is an employee for Big Brothers Big Sisters of Central Vancouver Island.

It was moved and seconded that Big Brothers Big Sisters of Central Vancouver Island be awarded an Other Grant in the amount of \$2,500 to update the agency's computers. The motion carried unanimously.

S. Pachkowsky returned to the Board Room at 2:58 p.m.

7. NEXT MEETING:

The next meeting of the Grants Advisory Committee is scheduled for Wednesday, 2015-DEC-16 in the Board Room, Service and Resource Centre, 411 Dunsmuir Street.

8. ADJOURNMENT:

It was moved and seconded at 3:00 p.m. that the meeting terminate. The motion carried unanimously.

Chair

Date

GRANTS ADVISORY COMMITTEE
2015 Grant Applications

		2009	2010	2011	2012	2013	2014	2015	2015	2015	Remaining
		Grant	Grant	Grant	Grant	Grant	Grant	Request	Recommend	Awarded	Budget
Other Grants 275000 - 1334											7,000.00
OG-01	Nanaimo Volunteer & Information Centre Society	1,521.26	1,293.80	1,408.06	1,397.42	1,443.62	1501.47	1,526.23	1,526.23	1,526.23	5,473.77
OG-02	Nanaimo & District BC SPCA (request from Council Contingency)							25,000.00	0.00	0.00	5,473.77
OG-03	Big Brothers Big Sisters of Central Vancouver Island							2,500.00	2,500.00	2,500.00	2,973.77
Subtotal: Other Grants 275000 - 1334		1,521.26	1,293.80	1,408.06	1,397.42	1,443.62	1,501.47	29,026.23	4,026.23	4,026.23	2,973.77
Permissive Tax Exemptions 275000 - 1332											5,000.00
PTE-01	Loaves & Fishes Food Bank Foundation							8,410.56	0.00	0.00	5,000.00
Subtotal: Permissive Tax Exemptions 27500 - 1332		0.00	0.00	0.00	0.00	0.00	0.00	8,410.56	0.00	0.00	5,000.00
Security Check Grants 275000 - 1329											2,000.00
Subtotal: Security Check Grants 275000 - 1329		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
Totals											
<div style="border: 1px solid black; padding: 2px;"> Nanaimo 7-10 Club Society - 25% rent reduction for 2014 only was approved by Council. Funded from 2014 Council Contingency. </div>											
											2015 Budget
											14,000.00
											Add: Transfer from Council Contingency
											Add: Transfer from Council Contingency
											Add: Transfer from Prior Year
											Less: Grants Awarded
											(4,026.23)
											Remaining Budget
											9,973.77

Synopsis of Grants Awarded/Denied 2015

Organization	Grant Approved by Grants Committee & Council		Letter Sent		Cheque Sent		Amount Granted \$	Reason Grant Awarded/Denied
	Y	N	Y	N	Y	N		

OTHER GRANTS

Nanaimo Volunteer & Information Centre Society (OG-01)	✓		✓		✓		\$1,526.23	'In Kind' grant for Beban Park Auditorium rental. Funds paid out from Grants cost centre.
Nanaimo & District BC SPCA (OG-02)				✓		✓		GAC <u>denied</u> Other Grant in the amount of \$25,000 for the SNIP program (low income spay and neuter service) as there is a limited budget.
								GAC requested that the \$25,000 be granted from Council Contingency. <i>Pending Council Approval.</i>
Big Brothers Big Sisters of Central Vancouver Island (OG-03)				✓		✓	\$2,500.00	Grant for updating the agency's computers. <i>Pending Council Approval.</i>

SECURITY CHECK GRANTS

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PERMISSIVE TAX EXEMPTION GRANTS

Loaves & Fishes Food Bank Foundation (PTE-01)	✓		✓		✓		\$0.00	Recommended to be placed on 2016 PTE Bylaw. <u>Denied</u> \$8,410.56 for 2015 cash-in-lieu of PTE.
Nanaimo Kennel Club (PTE-02)		✓	✓			✓	\$0.00	<u>Denied</u> being placed on the 2016 PTE bylaw as they don't provide a service to the broader Nanaimo Community, and it's not an activity that the City would normally provide if it wasn't otherwise available in the community..
Mid Island Abilities & Independent Living Society (PTE-03)	✓		✓			✓	\$0.00	Recommended to be placed on 2016 PTE Bylaw.
British Columbia Boys Choir (PTE-04)	✓		✓			✓	\$0.00	Recommended to be placed on 2016 PTE Bylaw.
Island Crisis Care Society (PTE-05)	✓		✓			✓	\$0.00	Recommended to be placed on 2016 PTE Bylaw.

Synopsis of Grants Awarded/Denied 2015

Organization	Grant Approved by Grants Committee & Council		Letter Sent		Cheque Sent		Amount Granted \$	Reason Grant Awarded/Denied
	Y	N	Y	N	Y	N		
Nanaimo Community Gardens Society (PTE-06)	✓		✓			✓	\$0.00	Recommended to be placed on 2016 PTE Bylaw.
Nanaimo Recycling Exchange Society (PTE-07)	✓		✓			✓	\$0.00	Recommended to be placed on 2016 PTE Bylaw, that they reapply in 2016 for the 2017 tax year.

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CITY OF NANAIMO

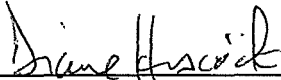
MEMORANDUM

TO: Grants Advisory Committee Members
FROM: Diane Hiscock, Staff Liaison, Grants Advisory Committee
DATE: 2016-JAN-05
RE: Nanaimo Culture and Heritage Appeal Committee

At the Grants Advisory Committee (GAC) meeting held 2015-NOV-18, the Committee nominated Don Bonner & Sarah Pachkowsky to sit on the Nanaimo Culture and Heritage Appeal Committee, in addition to Bill Anderson, who was appointed in September. Subsequent to this, Don Bonner was removed from the Grants Advisory Committee.

To fill the three positions on the Appeal Committee, the Grants Advisory Committee will need to appoint Sarah and one other representative.

Sincerely,



Diane Hiscock
Staff Liaison
Grants Advisory Committee