



**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 1<sup>st</sup>, 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.

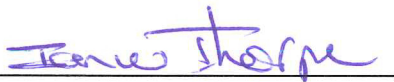
S. Pachkowsky returned to the Board Room at 2:58 p.m.


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

  
CORPORATE OFFICER