

MINUTES
FINANCE AND AUDIT COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2018-FEB-14, AT 9:00 A.M.

PRESENT: Councillor W. L. Bestwick, Chair

Members: Mayor W. B. McKay
Councillor S. D. Armstrong
Councillor M. D. Brennan
Councillor G. W. Fuller (arrived 9:06 a.m.)
Councillor J. Hong
Councillor W. M. Yoachim

Absent: Councillor J. A. Kipp
Councillor I. W. Thorpe

Staff: V. Mema, Chief Financial Officer
B. Sims, Director of Public Works and Engineering
D. Lindsay, Director of Community Development
R. Harding, Director, Parks & Recreation (vacated 10:11 a.m.)
B. Anderson, Manager Cultural and Community Development (vacated 10:41 a.m.)
P. Rosen, Senior Manager Engineering (arrived 10:05 a.m.)
A. Groot, Manager Facility Planning and Operations (vacated 10:11 a.m.)
J. Rose, Manager of Transportation (arrived 10:17 a.m.)
C. Barfoot, Recreation Coordinator (arrived 10:06 a.m., vacated 10:20 a.m.)
C. Sholberg, Community Heritage Planner (arrived 10:09 a.m., vacated 10:22 a.m.)
S. Peabody, Revenue Supervisor (vacated 10:11 a.m.)
D. Blackwood, Client Support Specialist
S. Snelgrove, Deputy Corporate Officer
J. Vanderhoef, Recording Secretary

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

The Finance and Audit Committee Meeting was called to order at 9:03 a.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Councillor Hong advised that he would be bringing forward an item under Agenda Item 7(b) Other Business regarding LED Lighting Downtown.

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 following minutes be adopted as circulated:

- Minutes of the Special Finance and Audit Committee Meeting held in the Boardroom, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2017-DEC-13 at 9:00 a.m., and continuing 2017-DEC-14 at 9:00 a.m.
- Minutes of the Finance and Audit Committee Meeting held in the Boardroom, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2018-JAN-10 at 9:00 a.m.

The motion carried unanimously.

Councillor Fuller entered the Boardroom at 9:06 a.m.

5. PRESENTATIONS:

(a) 2018 Property Assessments

Maurice Primeau, Acting Deputy Assessor, BC Assessment, provided an update regarding the 2018 property assessments.

(b) Harewood Covered Space

Art Groot, Manager Facility Planning and Operations, provided a presentation regarding the Harewood Centennial Park Covered Space.

P. Rosen entered the Boardroom at 10:05 a.m.

C. Barfoot entered the Boardroom at 10:06 a.m.

C. Sholberg entered the Boardroom at 10:09 a.m.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve option #3 of the Concrete Surface Options to allocate \$161,966 for concrete surface at the Harewood Centennial Park Covered Space. The motion carried unanimously.

6. REPORTS:

(a) Amendments to the City's Water Leak Adjustment Internal Policy

Introduced by Victor Mema, Chief Financial Officer.

It was moved and seconded that the report titled "Amendments to the City's Water Leak Adjustment Internal Policy" dated 2018-FEB-14, be received for information. The motion carried unanimously.

R. Harding, S. Peabody and A. Groot vacated the Boardroom at 10:11 a.m.

(b) Quarterly Direct Award (Single and Sole Source) Purchases in Excess of \$250,000, and Instances of Non-Compliance Purchases

Introduced by Victor Mema, Chief Financial Officer.

It was moved and seconded that the report titled Quarterly Direct Award (Single and Sole Source), Purchases in Excess of \$250,000, and Instances of Non-Compliance Purchases, dated 2018-FEB-14, be received for information. The motion carried unanimously.

(c) Downtown Event and Revitalization Funding Program 2018 Downtown Event Grant Recommendations

Introduced by Dale Lindsay, Director of Community Development, and Bruce Anderson, Manager of Community & Cultural Planning.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the 2018 Downtown Event Grant funding recommendations of \$150,000 as follows:

Event Applications	Recommendation
Gingerbread Homes	\$6,000
Bathtub Street Fair/ Victoria Crescent	\$5,000
Light Up a Life	\$2,500
Summer Vibes – Noon Hour Concerts in the O.C.Q.	\$4,000
Nanaimo Art Walk 2018	\$2,500
Nanaimo Dragon Boat Festival	\$7,500
Nanaimo Heritage Days / Festival	\$9,500
Nanaimo International Jazz Festival	\$10,000
Nanaimo Marine Festival	\$17,500
National Indigenous Peoples Day	\$7,000
Pride Week	\$4,400
Summertime Blues Festival	\$15,500
Symphony Community Days	\$3,250
The Nanaimo Fringe Festival	\$4,000
Crescent Days	\$3,700
Downtown Nanaimo Mural Festival	\$9,000
Jazz Fest 2018	\$1,850
Fathers Day in the Park	\$0
Commercial Street Night Market	\$11,000
Be Happy	\$950
Home for Christmas	\$950
Summer Fling in the Park	\$0
Christmas Parade	\$560
Easter Hunt in the O.C.Q.	\$1,750
Halloween in the O.C.Q.	\$2,490
InFrinGiNG Dance Festival	\$5,000
BHS Evergreen District Div. 1 Contest	\$2,100
Spring Jazz/ Gospel Concert	\$3,000
NCFA Fine Art Show	\$2,000
Choral Concert	\$1,000
M-Con 2018	\$3,000
Jazz Affair on the Coast	\$3,000

The motion carried unanimously.

J. Rose entered the Boardroom at 10:17 a.m.
C. Barfoot vacated the Boardroom at 10:20 a.m.

(d) Heritage Façade Grant - 375 Franklyn Street

Introduced by Dale Lindsay, Director of Community Development.

It was moved and seconded that the Finance and Audit Committee recommend Council approve a \$9,579.41 Heritage Façade Grant to replace the roof and repair the masonry chimneys of the Harris Residence located at 375 Franklyn Street. The motion carried unanimously.

C. Sholberg vacated the Boardroom at 10:22 a.m.

(e) 2018 Pedestrian Improvement Funding

Introduced by Poul Rosen, Senior Manager Engineering.

It was moved and seconded that the Finance and Audit Committee recommend that Council allocate \$300,000 from the 2018 Pedestrian Transportation Improvements Unallocated Budget to accelerate the construction of sidewalk on Dufferin Crescent from 2019 to 2018. The motion carried unanimously.

B. Anderson vacated the Boardroom at 10:41 a.m.

(f) City of Nanaimo Climate Change Resiliency Strategy

Introduced by Dale Lindsay, Director of Community Development.

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to approve the inclusion of the \$236,800 budget for the Climate Change Resiliency Strategy into the 2018-2022 Financial Plan. The motion carried unanimously.

7. OTHER BUSINESS:

(a) Delegation from Caroline Moncrieff, Owner, The Caroline Affect, regarding Kid's Conference

Caroline Moncrieff, Owner, The Caroline Affect, spoke regarding a proposal for funding of a Kid's Conference, 2018-MAR-10.

It was moved and seconded that the Finance and Audit Committee recommend that Council Direct Staff to provide the Kid's Conference a one-time grant of \$6,500, and that funds be allocated from Council's contingency fund for the 2018-MAR-10 event. The motion carried unanimously.

(b) LED Lighting Downtown

Councillor Hong requested that the 2018 budget for LED lighting be reallocated to include the downtown core.

It was moved and seconded that the Finance and Audit Committee recommend that Council move the LED lighting project from Bowen Road from Island Hwy to Comox, Comox from Bowen to Terminal Ave, Aulds from Hwy 19 to Hwy 19A, and Hammond Bay from Hwy 19A to Uplands Drive to the Downtown Core. The motion was defeated.

Opposed: *Mayor McKay, Councillors Armstrong, Bestwick and Brennan*

8. ADJOURNMENT:

It was moved and seconded at 11:05 a.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER