

**MINUTES**  
FINANCE AND AUDIT COMMITTEE MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
WEDNESDAY, 2017-MAR-08, AT 9:30 A.M.

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PRESENT: Councillor W. L. Bestwick, Chair

Members: Mayor W. B. McKay  
Councillor M. D. Brennan  
Councillor G. W. Fuller  
Councillor W. M. Yoachim (vacated 10:24 a.m., returned 10:26 a.m.)

Absent: Councillor J. Hong  
Councillor J. A. Kipp  
Councillor W. L. Pratt  
Councillor I. W. Thorpe

Staff: V. Mema, Chief Financial Officer  
K. Fowler, Chief Sustainability Officer  
D. Lindsay, Director of Community Development  
P. Cooper, Director of Communications and Engagement  
D. Duncan, Deputy Director of Financial Services  
P. Rosen, Senior Manager of Engineering  
L. Mercer, Manager of Accounting Services  
W. Fulla, Manager of Finance – Business and Asset Planning  
M. Dunstan, Manager of IT Application Systems  
C. Sholberg, Community Heritage Planner  
R. Collicutt, Senior Applications Analyst  
D. Blackwood, Client Support Specialist  
M. Brown, Recording Secretary

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

The Finance and Audit Committee Meeting was called to order at 9:30 a.m.

2. INTRODUCTION OF LATE ITEMS

- (a) Councillor Yoachim requested that Agenda Item 6 (d) Request to Staff for a Report Regarding 10 Year Property Tax Increase/Decrease Information be added to the Agenda.

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 Finance and Audit Committee Meeting held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2017-FEB-08 at 9:30 a.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

- (a) Philip Cooper, Director of Communications and Community Engagement, and Ross Collicutt, Senior Application Analyst, provided a PowerPoint presentation introducing the new City of Nanaimo Website.

It was moved and seconded that the PowerPoint presentation introducing the new City of Nanaimo website be received for information. The motion carried unanimously.

6. ADMINISTRATION:

- (a) Heritage Home Grant Application – 45 Milton Street

It was moved and seconded that the Finance and Audit Committee recommend Council approve a \$2,500 Heritage Home Grant for the installation of a gutter system and storm windows on the Young/Pargeter Residence located at 45 Milton Street. The motion carried unanimously.

- (b) Heritage Facade Grant – 101 Commercial Street

It was moved and seconded that the Finance and Audit Committee recommend Council approve a \$14,999.25 Heritage Facade Grant to rehabilitate the exterior of the Ashlar Lodge Masonic Temple located at 101 Commercial Street. The motion carried unanimously.

Councillor Yoachim vacated the boardroom at 10:24 a.m.  
Discussion was suspended as quorum was lost at 10:24 a.m.  
Councillor Yoachim returned to the boardroom at 10:26 a.m.  
The meeting regained quorum and reconvened at 10:26 a.m.

It was moved and seconded that the Finance and Audit Committee direct Staff to bring forward a report which outlines the regulatory and financial challenges faced by heritage building owners, the purpose of the City's heritage incentive programs, and how these incentives impact the conservation and rehabilitation of the City's heritage buildings. The motion carried unanimously.

- (c) 2016 Budget Carryforwards

It was moved and seconded that the 2016 Budget Carryforwards report dated 2017-MAR-08 be received for information. The motion carried unanimously.

(d) Request to Staff for a Report Regarding 10 Year Property Tax Increase/Decrease Information

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It was moved and seconded that the Finance and Audit Committee direct Staff to provide a report showing the property tax increases and decreases using both the proposed and actual percentages over the past ten years. The report should also include tax and other municipal services comparatives from Langford, Lantzville, and Ladysmith on homes of the same value as they compare to the same priced home in the City of Nanaimo. The motion carried unanimously.

7. ADJOURNMENT:

It was moved and seconded at 10:56 a.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER