

MINUTES
SPECIAL COUNCIL MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,
80 COMMERCIAL STREET, NANAIMO, BC
WEDNESDAY, 2018-DEC-12, AT 9:00 A.M.

Present: Mayor L. Krog
Councillor S. D. Armstrong
Councillor D. Bonner
Councillor T. Brown
Councillor B. Geselbracht
Councillor E. Hemmens
Councillor Z. Maartman
Councillor I. W. Thorpe
Councillor J. Turley

Staff: J. Rudolph, Chief Administrative Officer
R. J. Harding, Director of Parks and Recreation (entered 10:06 a.m., vacated 10:29 a.m.)
D. Lindsay, Director of Community Development (vacated 10:21 a.m.)
B. Sims, Director of Engineering and Public Works (vacated 10:38 a.m.)
L. Mercer, Acting Director of Financial Services
W. Fulla, Manager Business Asset and Financial Planning (vacated 10:38 a.m.)
J. Rushton, Manager, Purchasing and Stores (vacated 9:43 a.m.)
L. Bhopalsingh, Manager, Community and Cultural Planning (vacated 10:21 a.m.)
A. Groot, Manager, Facility Planning and Operations (entered 9:47 a.m., vacated 10:29 a.m.)
M. Demecha, Manager, Civic Facilities (entered 10:18 a.m., vacated 10:29 a.m.)
C. Barfoot, Recreation Coordinator (vacated 10:21 a.m.)
J. Horn, Social Planner (vacated 9:57 a.m.)
S. Snelgrove, Deputy Corporate Officer
G. Whitters, Recording Secretary (vacated 10:38 a.m.)

1. CALL THE SPECIAL MEETING TO ORDER:

The Special Council Meeting was called to order at 9:00 a.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add - Agenda Item 7(l) - Audit Planning Report for the year ended December 31, 2018 from KPMG

3. APPROVAL OF THE AGENDA:

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

4. DELEGATIONS:

- (a) Leon Davis, Manager of Nanaimo and District, BC SPCA, provided a presentation regarding the Nanaimo Low Income Spay and Neuter Initiative Program (SNIP). He provided an overview of the SNIP program and its benefits and requested that Council allocate \$25,000 over two years toward the SNIP program.

It was moved and seconded that Council direct Staff to prepare a report for review as soon as possible regarding Mr. Davis's funding request for the Nanaimo and District SPCA Spay/Neuter program including terms, source and amount of funding and to include potential options for making it a line item in future budgets. The motion carried unanimously.

- (b) Mike Scott, Director of Nanaimo Pride Society, and Rick Dagg, Secretary of Nanaimo Pride Society (NPS), spoke regarding the short- and long-term goals of the Nanaimo Pride Society outlining some of the resources provided by NPS, challenges faced by the LGBTQ community and the annual Nanaimo Pride Parade event.

They requested a multi-year agreement which would include the following:

- Rainbow crosswalk maintenance
- Supply and removal of barricades and signage for Pride Parade
- Standing reservation of Maffeo-Sutton Park on the second Sunday of every June for Pride festivities,
- Annual grant of \$10,000
- Establishment of a resource and social space for the LGBTQ community

It was moved and seconded that Council direct Staff to prepare a report regarding options for supporting the \$10,000 request from the Nanaimo Pride Society. The motion carried unanimously.

5. REPORTS:

- (a) Quarterly Purchasing Report Single and Sole Source, Instances of Non-Compliance Purchases and Purchases in Excess of \$250,000

Introduced by Laura Mercer, Acting Director, Financial Services.

It was moved and seconded that the report titled "Quarterly Purchasing Report Single and Sole Source, Instances of Non-Compliance Purchases and Purchases in Excess of \$250,000," dated 2018-DEC-12, be received for information. The motion carried unanimously.

- (b) Capital Project Results for the Nine Months Ending 2018-SEP-30

Introduced by Laura Mercer, Acting Director, Financial Services.

It was moved and seconded that the Capital Project Results for the Nine Months Ending 2018-SEP-30 report dated, 2018-DEC-12, be received for information. The motion carried unanimously.

J. Rushton vacated the Shaw Auditorium at 9:43 a.m.
A. Groot entered the Shaw Auditorium at 9:47 a.m.

(c) Operating Results for the Nine Months Ending 2018-SEP-30

Introduced by Laura Mercer, Acting Director, Financial Services.

It was moved and seconded that Council receive the Operating Results for the Nine Months Ending 2018-SEP-30 report, dated 2018-DEC-12, be received for information. The motion carried unanimously.

(d) Council Expenses for the Nine Months Ending 2018-SEP-30

Introduced by Laura Mercer, Acting Director, Financial Services.

It was moved and seconded that Council receive the report titled “Council Expenses for the Nine Months Ending 2018-SEP-30,” dated 2018-DEC-12, for information. The motion carried unanimously.

Councillor Bonner vacated the Shaw Auditorium at 9:46 a.m. declaring a conflict of interest as he sits on the Board of Directors for a group recommended to receive a grant.

(e) Social Planning Grants - 2019 Recommendations

Introduced by Dale Lindsay, Director, Community Development.

It was moved and seconded that Council approve a total of \$85,000 for the 2019 Social Planning Grant allocations as follows:

2019 Community Vitality Grants		
<i>Organization</i>	<i>Project</i>	<i>Amount</i>
Boys & Girls Clubs of Central Vancouver Island	Youth Early Prevention Program	\$2,225
Haven Society	Wellness Circle at Ravens Lelum Teen Parent Learning Centre	\$3,600
Nanaimo Community Kitchens Society	Bellies to Babies and Beyond	\$5,000
South End Community Association	Miner's Heritage Picnic	\$2,500
Cilaire Community Group	Cilaire Community Group Gathering	\$5,000
Spinal Cord Injury of BC	Spinal Cord Injury BC Peer Support Program and Infoline	\$6,675
2019 Social Response Grants		
<i>Organization</i>	<i>Project</i>	<i>Amount</i>
Nanaimo Women's Resources Society	Drop-In Crisis Support Services	\$24,000
United Way	Nanaimo Homeless Coalition Coordination/Communication	\$36,000

The motion carried unanimously.

J. Horn vacated the Shaw Auditorium at 9:57 a.m.

Councillor Bonner returned to the Shaw Auditorium at 9:57 a.m.

Councillor Turley vacated the Shaw Auditorium at 9:57 a.m. declaring a conflict of interest as his wife sits on the Board of the Vancouver Island Symphony.

(f) 2019 Culture & Heritage Grant Recommendations

Introduced by Dale Lindsay, Director, Community Development.

It was moved and seconded that Council receive the report titled “2019 Culture & Heritage Grant Recommendations,” dated 2018-DEC-12, for information and defer consideration to the 2019-JAN-14 Council Meeting. The motion carried unanimously.

Councillor Bonner vacated the Shaw Auditorium at 10:05 a.m. declaring a conflict of interest as he does business with one of the groups recommended to receive a grant.

Councillor Turley returned to the Shaw Auditorium at 10:06 a.m.

R. Harding entered the Shaw Auditorium at 10:06 a.m.

(g) 2019 Downtown Event Grant Recommendations

Introduced by Dale Lindsay, Director, Community Development.

M. Demecha entered the Shaw Auditorium at 10:18 a.m.

It was moved and seconded that Council approve the 2019 Downtown Event Grant recommendations of \$150,000 as follows:

Organization Name	Event Name	Rec.
A Capella Plus Choral Society	2019 Spring Concert	\$840
B. Gallant Homes (Salvation Army)	B. Gingerbread Homes	\$7,525
Crimson Coast Dance Society	Multiculturalism Day 2019	\$7,000
Friends of Nanaimo Jazz Society	Jazz Affair on the Coast	\$2,500
Greater Nanaimo Chamber of Commerce	Commercial St. Night Market	\$21,500
Harbour City Jazz Society	JazzFest 2019	\$2,000
Mid Island Metis Nation	National Indigenous Peoples Day	\$6,750
Nanaimo African Heritage Society	Spring/Jazz Gospel Concert	\$3,500
Nanaimo Arts Council	Banner Festival	\$8,625
Nanaimo Artwalk Committee	Nanaimo Artwalk 2019	\$2,621
Nanaimo Blues Society	Summertime Blues	\$20,000
Nanaimo Chapter Federation of Canadian Artists	Nanaimo Fine Art Show	\$2,600
Nanaimo Downtown Farmers Market Society	Nanaimo Downtown Farmer's Market	\$6,000
Nanaimo Dragon Boat Festival Society	Nanaimo Dragon Boat Festival	\$9,000
Nanaimo International Jazz Festival Association	Nanaimo Jazz Festival	\$15,000
Nanaimo Sings! Choral Festival Society	Sing “Hello” to Spring	\$1,000
Old City Quarter Association	Easter Hunt in the OCQ	\$1,750

Old City Quarter Association	Halloween in the OCQ	\$2,837.50
Old City Quarter Association	Light Up a Life	\$2,975
Old City Quarter Association	Summer Vibes in the OCQ	\$5,250
Pacific Coast Stage Company	Nanaimo Fringe Festival	\$4,000
The Island Consort Society	Déjà Vu: A Retrospective	\$760
The Men's Centre	Father's Day in the Park	\$2,500
TheatreOne	Emerging Voices	\$3,365
Victoria Crescent Association	Bathtub Weekend Street Festival	\$6,101.50
Victoria Crescent Association	Crescent Day	\$4,000

The motion carried unanimously.

Councillor Bonner returned to the Shaw Auditorium at 10:21 a.m.

C. Barfoot, L. Bhopalsingh and D Lindsay vacated the Shaw Auditorium at 10:21 a.m.

(h) Travel Assistance Grant - Nanaimo Squash Club

Introduced by Richard Harding, Director, Parks and Recreation.

It was moved and seconded that Council approve the request from the Nanaimo Squash Club for a Travel Assistance Grant in the amount of \$100 for one (1) player to attend the Alberta Jesters Junior Open held from 2018-NOV-09 through NOV-11 in Calgary, AB. The motion carried unanimously.

(i) Travel Assistance Grant - Southside Minor Football

Introduced by Richard Harding, Director, Parks and Recreation.

It was moved and seconded that Council approve the request from the Southside Minor Football Association for a Travel Assistance Grant in the amount of \$1,000 for twenty-five (25) players to attend the British Columbia Community Football Association Provincial Championships held on 2018-DEC-02 in Coquitlam, BC. The motion carried unanimously.

(j) Travel Assistance Grant - John Barsby Secondary Girls Volleyball

Introduced by Richard Harding, Director, Parks and Recreation.

It was moved and seconded that Council approve the request from the John Barsby Secondary Senior Girls Volleyball team for a Travel Assistance Grant in the amount of \$500 for ten (10) players to attend the AA Girls Provincial Volleyball Championships held from 2018-NOV-28 through DEC-01 in Burnaby, BC. The motion carried unanimously.

(k) Frank Crane Arena - Ammonia Chiller Replacement and Refrigeration Plant Upgrade

Introduced by Richard Harding, Director, Parks and Recreation.

It was moved and seconded that Council approve amending year two of the current 2018 – 2022 Financial Plan to include \$471,211 in additional funding from the Facility Development Reserve for a low charge ammonia chiller system and refrigeration plant upgrades for Frank Crane Arena. The motion carried unanimously.

M. Demecha, A. Groot and R. Harding vacated the Shaw Auditorium at 10:29 a.m.

(I) Audit Planning Report for the year ended December 31, 2018 from KPMG

Introduced by Laura Mercer, Acting Director, Financial Services.

Liette Bates-Eamer, Audit Partner, KPMG, provided a presentation regarding the Audit Planning Report which included the following information:

- Audit team, fees charged and status of audit
- How materiality is set and the maximum allowable level for error
- Audit approach
- Review of risk
- Areas that audit procedures are focused on
- Current developments

6. QUESTION PERIOD:

No one in attendance wished to ask questions.

7. PROCEDURAL MOTION TO PROCEED IN CAMERA:

It was moved and seconded that the meeting be closed to the public in order to deal with agenda items under the *Community Charter*:

Section 90(1) A part of a Council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (c) labour relations or other employee relations; and,
- (n) the consideration of whether a Council meeting should be closed under a provision of this subsection or subsection (2).

The motion carried unanimously.

Council moved “In Camera” and to the Douglas Rispin Room at 10:38 a.m.
Council moved out of “In Camera” at 12:17 p.m.

8. ADJOURNMENT:

It was moved and seconded at 12:17 p.m. that the meeting terminate. The motion carried unanimously.

CERTIFIED CORRECT:

CHAIR

CORPORATE OFFICER