

MINUTES
FINANCE AND AUDIT COMMITTEE MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE
80 COMMERCIAL STREET, NANAIMO, BC
WEDNESDAY, 2019-FEB-20, AT 9:00 A.M.

Present: Mayor L. Krog
Councillor S. D. Armstrong
Councillor D. Bonner
Councillor T. Brown (arrived 9:09 a.m.)
Councillor B. Geselbracht
Councillor E. Hemmens
Councillor Z. Maartman
Councillor I. W. Thorpe
Councillor J. Turley

Staff: J. Rudolph, Chief Administrative Officer
K. Fry, Fire Chief (arrived 9:04 a.m.)
G. Norman, Deputy Fire Chief, Administration (arrived 9:04 a.m.)
L. Mercer, Acting Director, Financial Services
P. Rosen, Senior Manager, Engineering (arrived 9:01 a.m.)
W. Fulla, Manager, Business, Asset and Financial Planning
J. Rushton, Manager of Purchasing
A. Groot, Manager of Facilities
J. Rose, Manager, Transportation (arrived 9:03 a.m.)
S. Gurrie, City Clerk
S. Snelgrove, Recording Secretary

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

The Finance and Audit Meeting was called to order at 9:00 a.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 following minutes be adopted as circulated:

- Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium on Wednesday, 2018-AUG-08, at 9:00 a.m.
- Minutes of the Special Finance and Audit Committee Meeting held in the Shaw Auditorium on Monday, 2018-NOV-26 at 9:00 a.m.
- Minutes of the Special Finance and Audit Committee Meeting held in the Shaw Auditorium on Tuesday, 2018-NOV-27 at 9:00 a.m.

- Minutes of the Special Finance and Audit Committee Meeting held in the Shaw Auditorium on Tuesday, 2018-DEC-04 at 9:00 a.m.
- Minutes of the Special Finance and Audit Committee Meeting held in the Shaw Auditorium on Wednesday, 2018-DEC-05 at 9:00 a.m.

The motion carried unanimously.

P. Rosen entered the Shaw Auditorium at 9:01 a.m.

4. REPORTS:

(a) 2019 Finance and Audit Key Date Calendar

Introduced by Sheila Gurrie, City Clerk.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the 2019 Finance and Audit Committee Key Date Calendar. The motion carried unanimously.

J. Rose entered the Shaw Auditorium at 9:03 a.m.

It was moved and seconded that the Finance and Audit Committee reorder the agenda to move Agenda Item 6(b) Request for Additional Funding – Bastion Street Parkade Infrastructure report to the end of the agenda. The motion carried unanimously.

(b) Downtown Metered Parking

Introduced by Poul Rosen, Senior Manager, Engineering.

K. Fry and G. Norman entered the Shaw Auditorium at 9:04 a.m.

Councillor Brown entered the Shaw Auditorium at 9:09 a.m.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve adding \$17,500 to the 2019 budget for a Downtown Parking Signage project to be funded from the Parking Reserve. The motion carried unanimously.

(c) Request for Additional Funding – Bastion Street Parkade Infrastructure

Introduced by Karen Fry, Fire Chief.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve an additional \$136,100, funded from the Parking Reserve, to complete the Bastion Parkade Post Tension Strand Construction capital project. The motion carried unanimously.

(d) Road Safety Funding Allocation

Introduced by Poul Rosen, Senior Manager, Engineering.

It was moved and seconded that the Finance & Audit Committee recommend to Council to approve the addition of three new projects in 2019 to install pedestrian warning flashers, to be funded by ICBC and the New Horizons Senior Program. The motion carried unanimously.

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

Introduced by Jane Rushton, Manager, Purchasing and Stores.

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 February 20, 2019, be received for information. The motion carried unanimously.

(f) Automated Solid Waste Collection – Equipment Financing

Introduced by Laura Mercer, Acting Director, Financial Services.

It was moved and seconded that the Finance and Audit Committee recommend that the Council of the City of Nanaimo authorizes up to \$432,396 be borrowed, under Section 175 of the *Community Charter*, from the Municipal Finance Authority, for the purpose of purchasing an automated garbage truck; and that the loan be repaid with five (5) years, with no rights of renewal. The motion carried unanimously.

5. QUESTION PERIOD:

There was no one in attendance to ask questions.

6. ADJOURNMENT:

It was moved and seconded at 9:27 a.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER