

MINUTES
SPECIAL FINANCE AND AUDIT COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
MONDAY, 2019-APR-15, AT 9:00 A.M.

Present: Mayor L. Krog
Councillor D. Bonner
Councillor T. Brown
Councillor B. Geselbracht
Councillor E. Hemmens (arrived 9:06 a.m.)
Councillor Z. Maartman
Councillor I. W. Thorpe

Absent: Councillor S. D. Armstrong
Councillor J. Turley

Staff: R. J. Harding, Acting Chief Administrative Officer
D. Lindsay, Director, Community Development
B. Sims, Director, Engineering and Public Works
L. Mercer, Acting Director, Financial Services
W. Fulla, Manager, Business, Asset and Financial Planning
B. Wardill, Acting Manager, Revenue Services
S. Snelgrove, Deputy Corporate Officer
K. Gerard, Recording Secretary

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

The Special Finance and Audit Committee Meeting was called to order at 9:00 a.m.

2. ADOPTION OF AGENDA:

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

3. PRESENTATIONS:

(a) 2019 – 2023 Financial Plan Update

Laura Mercer, Acting Director, Financial Planning, and Wendy Fulla, Manager, Business, Asset and Financial Planning, provided Council with an update regarding the 2019 – 2023 Financial Plan, which included the following information:

- Three budget changes were discussed at the Finance and Audit Committee meeting held on 2019-APR-10, which included adding:
 - Closed Captioning to Meetings
 - Mid-island Business Initiative Grant
 - FTE – Engineering Development Technician

- The Mid-Island Business Initiative will be funded through the 2019 Council Contingency Fund so it will have no effect on property taxes
- The contribution from the Recreation Facilities/Sports Agreement with the Regional District of Nanaimo was slightly higher than predicted which also assisted in minimizing a property tax increase
- The new position will have an impact of approximately \$48,000 in 2019 and \$92,000 in 2020 and will be funded from property taxation
- Prior to the additional position the increase for the typical home for property taxes was approximately \$100 or a 5.0% change
- Including increases to user fees the typical home will pay approximately \$148 more for property taxes and user fees for an approximate change of 5.3%

Councillor Hemmens entered the Shaw Auditorium at 9:06 a.m.

Council discussion included:

- Balance of funds in the Council Contingency Fund

4. REPORTS:

(a) Potential Additional FTE – Engineering Development Technician

Dale Lindsay, Director, Community Development, stated that the target turnaround time for permits is 2 weeks and the current average is 6 – 8 weeks. The addition of a FTE – Engineering Development Technician would increase productivity and decrease wait times.

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to add an additional FTE (Engineering Development Technician) to the 2019-2023 Financial Plan effective 2019-JUL-01. The motion carried unanimously.

5. ADJOURNMENT:

It was moved and seconded at 9:10 a.m. that the meeting terminate. The motion carried unanimously.

CERTIFIED CORRECT:

CHAIR

CORPORATE OFFICER