

DATE OF MEETING JULY 20, 2020
AUTHORED BY DAN BAILEY, MANAGER, ACCOUNTING SERVICES
SUBJECT 2019 ANNUAL MUNICIPAL REPORT

OVERVIEW

Purpose of Report

To obtain Council's approval of the 2019 Annual Municipal Report, as required by the *Community Charter*.

Recommendation

That Council approve the 2019 Annual Municipal Report.

BACKGROUND

As set out in Section 93 of the *Community Charter*, each year communities across British Columbia are required to publish an annual report outlining their municipal objectives and the progress made towards achieving those objectives over the past 12 months. This year marks the 16th annual report published by the City of Nanaimo. The report contains the following components and covers the year ending 2019-DEC-31:

- Messages
- Nanaimo City Council
- City Profile
- City Department Descriptions
- Corporate Strategic Plan Progress Report
- Annual Financial Statements
- Financial Statistics

The objectives of a municipality are diverse and complex and there are many ways to present the material contained in this report. The approach taken for 2019 is in alignment with reports issued in previous years, meets the requirements of the *Community Charter* and provides information to the citizens of Nanaimo. The municipal objectives and performance measures contained in this report are reviewed and revised annually.

A draft of the 2019 Annual Municipal Report has been advertised and made available to the public on the City's website since 2020-JUL-06. The *Community Charter* requires that the annual report be considered by Council no later than 2019-JUN-30. As a result of the COVID-19 Pandemic, the Province of BC extended the deadline for submission of the Annual Municipal Report to August 31. As the Annual Municipal Report is now complete, it is ready to be approved by Council.

OPTIONS

1. That Council approve the 2019 Annual Municipal Report.
 - **Community Charter** Requirements: Two of the three requirements set out by the *Community Charter* pertaining to the creation, and advertising/web posting of a draft annual municipal report have now been met. Council's approval of the report will satisfy the third requirement.
2. That Council request further information pertaining to the 2019 Annual Municipal Report.

SUMMARY POINTS

- In accordance with Section 93 of the *Community Charter*, the City must prepare an annual report each year.
- The annual municipal report must be approved by Council.
- A draft copy of the Annual Municipal Report has been advertised and made available on the City of Nanaimo's website since 2020-JUL-06.

ATTACHMENTS:

Attachment A: 2019 Annual Municipal Report

<https://www.nanaimo.ca/docs/default-document-library/2019annualreportb8764a3a1b316d6b9fc9ff0f001037d2.pdf>

Submitted by:

Dan Bailey
Manager, Accounting Services

Concurrence by:

Laura Mercer
Director, Finance

Shelley Legin
General Manager, Corporate Services