

**MINUTES**  
FINANCE AND AUDIT COMMITTEE MEETING  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,  
80 COMMERCIAL STREET, NANAIMO, BC  
WEDNESDAY, 2021-JUN-16, AT 9:00 A.M.

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Present: Mayor L. Krog, Chair  
Councillor S. D. Armstrong (joined electronically)  
Councillor D. Bonner  
Councillor T. Brown  
Councillor B. Geselbracht  
Councillor Z. Maartman  
Councillor I. W. Thorpe  
Councillor J. Turley

Absent: Councillor E. Hemmens

Staff: J. Rudolph, Chief Administrative Officer  
D. Lindsay, General Manager, Development Services  
B. Sims, General Manager, Engineering and Public Works  
A. Groot, Director, Facilities and Parks Operations  
L. Mercer, Director, Finance  
L. Wark, Director, Recreation and Culture  
J. Bevan, Manager, Culture and Special Events  
L. Clarkson, Manager, Recreation Services (joined electronically 10:00 a.m.)  
F. Farrokhi, Manager, Communications  
W. Fulla, Manager, Business, Asset and Financial Planning  
K. Gonzales, Manager, Aquatics (joined electronically)  
A. Collins, Recreation Coordinator, Cultural Services  
C. Sholberg, Community Heritage Planner  
S. Gurrie, Director, Legislative Services (joined electronically)  
S. Snelgrove, Deputy Corporate Officer  
K. Lundgren, Recording Secretary

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

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

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 5(a) – Add PowerPoint presentation titled “Nanaimo Foodshare Food Policy Council”.
- (b) Add scheduled recess at 10:30 a.m.

3. APPROVAL OF THE AGENDA:

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

4. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Finance and Audit Committee Meeting held virtually on Wednesday, 2021-MAY-19 at 9:00 a.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

(a) Jen Cody, Nanaimo Foodshare Society, provided a PowerPoint presentation. Highlights included:

- A Food Policy Council is a collaboration between community organizations, local government, and community members
- A Food Policy Council creates opportunities for coordinated and strategic food security planning and action
- Fulfilling the City of Nanaimo's (the City) food security goals outlined in the Official Community Plan
- Nanaimo Foodshare Society willing to dedicate \$5,000 per year towards the coordination of a Food Policy Council, and willing to work with community partners and the City to obtain additional funding to fully support the Food Policy Council
- Requested that the City grant Nanaimo Foodshare Society \$10,000 as bridge funding while additional funding sources are identified
- Anticipate requiring a yearly budget of \$30,000 to support the Food Policy Council

Committee discussion took place. Highlights included:

- The City providing a letter of support requesting the Nanaimo Region Medical Health Officer provide Nanaimo Foodshare \$5,000 annually to contribute to the Nanaimo Food Policy Council
- Progress in identifying other potential funding sources to raise the anticipated yearly budget of \$30,000
- Food security is important in helping create a healthy and livable community
- Addressing funding requested during budget deliberations
- Using the Strategic Infrastructure Reserve as a potential funding source
- Modest investment for significant returns

It was moved and seconded that the Finance and Audit Committee recommend that the City of Nanaimo grant Nanaimo Foodshare \$10,000 as bridging funding while community stakeholders identify additional funding sources. The motion carried unanimously.

6. REPORTS:

(a) Heritage Home Grant Application - 167 Irwin Street

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve a \$1,706.25 Heritage Home Grant to repaint the exterior of the Land "Fernville" Residence at 167 Irwin Street. The motion carried unanimously.

(b) Reopening of Beban Pool

Introduced by Art Groot, Director, Facility and Parks Operations.

Lynn Wark, Director, Recreation and Culture, spoke regarding the reopening of Beban Pool. Highlights included:

- The revised operating schedules offered to the public throughout the pandemic and the re-opening plan previously presented to Council
- Strong demand from a number of user groups and individuals expressing desire to reopen the pool
- Staff propose reopening Beban Pool on 2021-OCT-04 to allow adequate time for hiring and training lifeguards
- Financial implications associated with reopening the pool

Committee discussion took place. Highlights included:

- No indication of another COVID-19 Safe Restart Grant
- Swimming opportunities provided with Bowen Park outdoor pool now open, and lifeguards will be on duty at Westwood Lake Park

Art Groot, Director, Facility and Parks Operations, noted that Beban Pool is currently undergoing improvement work, which influences the earliest possible opening date.

Committee discussion continued regarding:

- Ensuring sufficient staffing levels and back up plan in case of a shortage of lifeguards

Delegation:

1. Nicole Barberie provided a PowerPoint presentation and spoke on behalf of a number of stakeholders, including sports organizations, families, seniors and rehabilitation programs, regarding the need to reopen Beban Pool. She spoke regarding the gap in water safety education for drowning prevention, and the struggle of local sport groups. She urged the City to reopen Beban Pool as early as possible.

Committee discussion took place. Highlights included:

- Newly revised schedule for Beban pool's reopening

- Ensuring that other sport groups, also affected by the pandemic, be treated in the same manner and reopened as soon as possible

Lynn Wark, Director, Recreation and Culture, noted that all other City facilities are open based on Public Health Orders, and spoke regarding the launch of the Water Safety Education Team.

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to reopen Beban Pool on 2021-OCT-04 providing Provincial Health Orders permit. The motion carried unanimously.

(c) Leisure Economic Access Pass (LEAP) Program Review Recommendations

Introduced by Art Groot, Director, Facility and Parks Operations.

Lynn Wark, Director, Recreation and Culture, spoke regarding the review process for the LEAP Program and outlined some of the recommendations that came from the Advisory Committee on Accessibility and Inclusiveness (ACAI) to improve the program's accessibility.

Committee discussion took place. Highlights included:

- Recommendations made to the program will enhance accessibility
- The nominal financial impact of the LEAP program
- Cost associated with Literacy Central Vancouver Island to revise program materials
- Participation level for the LEAP program in the past
- Extensive discussion during ACAI meetings regarding removing barriers, and improving public awareness of the program
- Financial implication if the cost for the LEAP program were completely covered

It was moved and seconded that the Finance and Audit Committee recommend that Council approve of the program review recommendations provided by the Advisory Committee on Accessibility and Inclusiveness and direct Staff to proceed with Phase 4 of the LEAP Program Review – Implementation. The motion carried unanimously.

(d) Nanaimo Aquatic Centre Mechanical Mezzanine Roof Parapet and Wall Repairs

Introduced by Art Groot, Director, Facility and Parks Operations.

- Additional repairs required on the Nanaimo Aquatic Centre mechanical mezzanine roof and walls
- An additional \$227,000 is needed to address those repairs
- It makes more financial sense to address these issues now as delaying work may result in more damage

It was moved and seconded that the Finance and Audit Committee recommend that Council approve adding \$227,000 to the 2021-2025 Financial Plan to complete the necessary repairs at the Nanaimo Aquatic Centre to be funded by the Facility Development Reserve. The motion carried unanimously.

(e) Rotary Bowl Oval Renewal Project

Introduced by Art Groot, Director, Facility and Parks Operations.

- Accelerating the track surface replacement project at the Rotary Bowl from 2024 to 2021
- Community Works funding is due to expire in 2024, which may cause funding issues for the track replacement if it is not accelerated
- Reducing disruption to the Track and Field Club's events

Committee discussion took place. Highlights included:

- Flexibility of the Community Works Fund and the restrictions of alternative funding sources
- Limit disruption to the Track and Field Club hosting a variety of events
- Completing work while the track is at a lower capacity than usual
- Accelerating this project may result in cost savings

It was moved and seconded that the Finance and Audit Committee recommend that Council approve moving the Phase 2 rubberized track replacement project from 2024 to 2021 in the 2021-2025 Financial Plan funded from the Community Works Reserve Fund. The motion carried unanimously.

(f) Update to the Temporary Public Art Program and Development of the Urban Design Roster

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Introduced by Lynn Wark, Director, Recreation and Culture.

Presentation:

1. Allison Collins, Recreation Coordinator, Cultural Services, provided a PowerPoint presentation. Highlights included:
  - Temporary Public Art Program has been running since 2013 and is well loved by the community
  - Outlined a number of changes to the Temporary Public Art Program
  - Shifting to a commission-style structure
  - Increasing artist compensation to be inline with industry standards
  - Proposed Urban Design Roster pilot project, which is a list of artists and designers used as a resource to undertake small projects with the City
  - Roster would provide opportunity to connect with local artists

Committee discussion took place. Highlights included:

- Adjudication process for the Temporary Public Art program
- The decommissioning process and fixed-term in the contract with Temporary Public Art Program artists

- Clarification of the eligibility criteria preventing a corporate structure coming to the City to undertake art projects
- Urban Design Roster valuable for undertaking smaller projects such as manhole covers
- Parameters regarding where art can be placed within the City
- Application and selection process to ensure artists included on the Urban Design Roster have the necessary qualifications
- Urban Design Roster open to a variety of media
- Growing awareness around urban design and aesthetics
- Financial implication of adding \$25,000 to the public art budget

It was moved and seconded that the Finance & Audit Committee recommend that Council consider an increase of \$25,000 to the public art budget during the 2022-2026 financial plan deliberations to support the Urban Design Roster initiative. The motion carried unanimously.

The Finance and Audit Committee recessed at 10:37 a.m.

The Finance and Audit Committee reconvened at 10:51 a.m.

(g) 2021 Resilience Grant Recommendations

Introduced by Lynn Wark, Director, Recreation and Culture.

Julie Bevan, Manager, Culture and Special Events, spoke regarding the 2021 Resilience grants. Highlights included:

- Call for applications for the 2021 Resilience Grant was launched with a deadline of 2021-MAR-01
- Changes in the application
- Forty-one grant applications were received and Staff reviewed applications based on the grant program eligibility and assessment criteria
- Available funds will support seven grants for a total of \$28,559
- Cancellation of other sector events, due to COVID-19, have resulted in an additional amount of unclaimed funds
- Staff recommend the use of these funds towards a further six grant applications

Committee discussion took place. Highlights included:

- Being a resident of Nanaimo is a key eligibility component of this program
- Promotion of the program and bringing awareness of this program to first-time applicants
- Transparency of the grant application decision process

Julie Bevan, Manager, Culture and Special Events, noted that there was an influx of new applications due to shift in eligibility criteria.

Committee discussion continued regarding:

- No complaints have been received regarding the transparency of the current application decision process

It was moved and seconded that the Finance & Audit Committee recommend that Council:

a) approve the 2021 Resilience Grant funding recommendations to allocate existing funds of \$28,559 as follows:

- **Project: Weaving Nature Ceremony and Ancestors**
  - **Applicant Name:** Dave Bodaly
  - **Recommend:** \$4,500
- **Project: Musicians Forum**
  - **Applicant Name:** Elise Boulanger
  - **Recommend:** \$4,379
- **Project: Riverbed Programs**
  - **Applicant Name:** Heather Kai-Smith
  - **Recommend:** \$4,500
- **Project: Digital Issue of Sad Girl Review**
  - **Applicant Name:** Amber R. Morrison
  - **Recommend:** \$3,730
- **Project: EMPATHY: Care for Collective**
  - **Applicant Name:** Sara Robichaud
  - **Recommend:** \$4,400
- **Project: Apples: A Very Gustatory and Cultural Review**
  - **Applicant Name:** Rachelle Stein-Wotton
  - **Recommend:** \$3,300
- **Project: Hul'q'umi'num Course**
  - **Applicant Name:** Eliot White-Hill
  - **Recommend:** \$3,750

b) approve the recommended reallocation of additional unclaimed funds from the 2021 Downtown Event Revitalization Fund and the 2021 Culture and Heritage Project grants to support the 2021 Resilience Grant recommendations of \$22,987 as follows:

- **Project: Digital Music Video Creation**
  - **Applicant Name:** Nicole Arendt
  - **Recommend:** \$3,800
- **Project: The Sun and the Moon – Online Dance**
  - **Applicant Name:** Holly Bright
  - **Recommend:** \$3,800
- **Project: Nanaimo Mastering Service**
  - **Applicant Name:** Arlen Thompson
  - **Recommend:** \$3,800
- **Project: Visual Arts Workshops**
  - **Applicant Name:** Yvonne Vander Kooi
  - **Recommend:** \$3,750

- **Project: Forum Theatre Workshops**
  - **Applicant Name:** Pacific Coast Stage Company
  - **Recommend:** \$4,000
- **Project: Digital Theatre Initiative**
  - **Applicant Name:** Western Edge Theatre
  - **Recommend:** \$3,837

and;

- c) direct Staff to return to the Finance & Audit Committee to report on recommendations for additional 2021 Resilience Grants funding, should further money be returned to the City or unclaimed from the 2021 Downtown Event Revitalization Fund and/or 2021 Culture and Heritage Project grants.

The motion carried unanimously.

7. ADJOURNMENT:

It was moved and seconded at 11:07 a.m. that the meeting adjourn. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER