

MINUTES
FINANCE AND AUDIT COMMITTEE MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,
80 COMMERCIAL STREET, NANAIMO, BC
WEDNESDAY, 2021-DEC-15, AT 9:00 A.M.

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

Absent: Councillor S. D. Armstrong

Staff: J. Rudolph, Chief Administrative Officer
D. Lindsay, General Manager, Development Services
B. Sims, General Manager, Engineering and Public Works
L. Mercer, Director, Finance
L. Wark, Director, Recreation and Culture
D. Bailey Manager, Accounting Services
J. Bevan, Manager, Culture and Events
C. Davis Manager, Parks Operations
W. Fulla, Manager, Business, Asset and Financial Planning
S. Pamminger, Manager, Infrastructure Planning and Energy
S. Gurrie, Director, Legislative Services
A. Mac Coll, 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 7(e) Culture & Event Grants 2022 - Funding Recommendations - replace Attachment B.

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 following Minutes be adopted as circulated:

- Minutes of the Special Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Friday, 2021-NOV-05, at 9:00 a.m.
- Minutes of the Special Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2021-NOV-10, at 9:00 a.m.
- Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2021-NOV-17, at 9:00 a.m.
- Minutes of the Special Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Friday, 2021-NOV-19, at 9:00 a.m.
- Minutes of the Special Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2021-NOV-22, at 3:23 p.m.

The motion carried unanimously.

5. REPORTS:

(a) Nanaimo Lawn Bowling Club Request - Green Repairs at Bowen Park

Introduced by Lynn Wark, Director, Recreation & Culture. Highlights included:

- The City of Nanaimo (the City) has a license use agreement with the Nanaimo Lawn Bowling Club (NLBC)
- The NLBC maintains the leased space at Bowen Park
- Quotes were provided by the NLBC to the City for the repairs required on the deteriorating boards
- The NLBC has requested the City approve the repairs on the bowling green and contribute up to \$20,000 with the NLBC contributing \$10,000 towards the project

Delegation:

1. Frances Tester, Nanaimo Lawn Bowling Club spoke regarding the Club's participants and community impact. Highlights included:
 - The green is available 6 days a week and hosts 150-170 players with membership open to all ages
 - Nanaimo hosts five two-day tournaments a year with 64-90 players competing
 - The NLBC pre COVID-19 had started a juniors program with success
 - Weekly open houses were provided to try the sport pre COVID-19 with school groups, camp programs, and the general public

- Weekly maintenance on the City's machinery and the bowling green is performed by volunteers resulting in 2000 hours per year
- There is currently one section of the backboard on the bowling green that has collapsed
- 2023 is the 100 year anniversary of the NLBC

Committee discussion took place regarding the previous history on replacing the boards at the NLBC.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the allocation of up to \$20,000 from 2021 surplus project funds to support the repairs necessary at the Lawn Bowling Club. The motion carried unanimously.

(b) Brechin Boat Ramp - Dock Replacement

Introduced by Lynn Wark, Director, Recreation & Culture. Highlights included:

- Nanaimo Ocean Paddle Club (NOPC) has 126 members and uses the dock 36 times per week
- The NOPC has outgrown the size of the dock and will contribute \$50,000 towards the replacement project

It was moved and seconded that the Finance and Audit Committee recommend that Council add to 2021 of the 2021-2025 Financial Plan a project for the dock replacement at the Brechin Boat Ramp with funding from the Brechin Boat Ramp Reserve and private contributions. The motion carried unanimously.

(c) Port Theatre Chiller Replacement

Introduced by Lynn Wark, Director, Recreation & Culture.

Committee discussion took place regarding the switch between natural gas to electricity for cost savings.

Scott Pamminger, Manager, Infrastructure Planning and Energy, advised the Committee that that there will be an estimated operational energy savings of \$19,000 a year to switch from natural gas to electric.

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to increase the budget for the Port Theatre Chiller Replacement project from \$712,199 to \$1,042,005 funded by a \$74,640 grant from CleanBC and \$255,166 from the Climate Action Reserve Fund. The motion carried unanimously.

(d) Port Theatre Project Changes

Introduced by Lynn Wark, Director, Recreation & Culture. Highlights included:

- Funding for the Port Theatre tile replacement was reallocated to other City projects
- The tiling is in good enough condition, per the staff, to be left until a future project at the Port Theatre which will encompass other updates as well

The Committee discussed that the current conditions of the tiles at the Port Theatre are not bad enough to warrant replacement.

(e) Culture & Event Grants 2022 - Fund Recommendations

Introduced by Lynn Wark, Director, Recreation & Culture. Highlights included:

- The new application process for event grants starting in 2023 and the process being presented to the Committee in 2022

Committee discussion took place. Highlights included:

- The grant application process has changed from yearly applications to having the City receiving applications every three years starting in 2023
- In the new grant application process each application will be looked at on an individual basis and will not be based on applications made in the past
- The City of Nanaimo logo being properly used at the applicant's event is a criteria required to be met by applicant in the process
- All successful grant applications are required to present reports to the City after an event to show how the funds were used and the successfulness of the event

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

1. approve 2022 Cultural Grant Funding (Operating, Project and Downtown Event) recommendations of \$510,211 as follows:

- **Applicant Name:** Crimson Coast Dance Society
- *Recommended:* Operating \$28,002
- **Applicant Name:** L'Association des francophones de Nanaimo
- *Recommended:* Operating \$24,000
- **Applicant Name:** Mid Island Metis Nation Association
- *Recommended:* Operating \$15,000
- **Applicant Name:** Nanaimo Arts Council
- *Recommended:* Operating \$16,004
- **Applicant Name:** Nanaimo Concert Band
- *Recommended:* Operating \$8,000
- **Applicant Name:** Nanaimo Conservatory of Music
- *Recommended:* Operating \$19,143
- **Applicant Name:** Pacific Coast Stage Company
- *Recommended:* Operating \$18,000
- **Applicant Name:** Nanaimo Festival Heritage Theatre Society
- (TheatreOne)
- *Recommended:* Operating \$52,500
- **Applicant Name:** Nanaimo Chapter of the SPEBSQSA (Tidesmen
- Chorus)
- *Recommended:* Operating \$4,900
- **Applicant Name:** Vancouver Island Symphony

- *Recommended:* Operating \$93,000
- **Applicant Name:** Western Edge Theatre Society
- *Recommended:* Operating \$19,000
- **Applicant Name:** A Cappella Plus Choral Society
- **Project Name:** Season of choral programs
- *Recommended:* Project \$5,000
- **Applicant Name:** Festival of Banners Association
- **Project Name:** 2022 Banner Festival
- *Recommended:* Project \$5,012
- **Applicant Name:** Friends of Nanaimo Jazz Society
- **Project Name:** Season of jazz programs
- *Recommended:* Project \$10,000
- **Applicant Name:** Island Bel Canto Singers Society
- **Project Name:** Season of choral programs
- *Recommended:* Project \$1,500
- **Applicant Name:** Island Consort Society
- **Project Name:** Season of musical programs
- *Recommended:* Project \$2,000
- **Applicant Name:** Malaspina Choral Society
- **Project Name:** Season of choral programs
- *Recommended:* Project \$3,000
- **Applicant Name:** Nanaimo African Heritage Society
- **Project Name:** Promoting Black History & Diversity in 2022
- *Recommended:* Project \$5,000
- **Applicant Name:** Nanaimo Ballroom Dance Society
- **Project Name:** Island Fantasy Ball Dance Showcase and Competition
- *Recommended:* Project \$8,000
- **Applicant Name:** Nanaimo Chamber Orchestra
- **Project Name:** Season of concert programs
- *Recommended:* Project \$2,000
- **Applicant Name:** Nanaimo Sings! Choral Festival Society
- **Project Name:** Made in Nanaimo: Songs for Sharing
- *Recommended:* Project \$6,500
- **Applicant Name:** Nanaimo Ukulele Festival Society
- **Project Name:** Nanaimo Ukulele Festival 2022
- *Recommended:* Project \$1,000
- **Applicant Name:** Vancouver Island Short Film Festival
- **Project Name:** Vancouver Island Short Film Festival 2022
- *Recommended:* Project \$5,250
- **Applicant Name:** Wordstorm Society of the Arts
- **Project Name:** Season of programs
- *Recommended:* Project \$4,800
- **Applicant Name:** Wordstorm Society of the Arts
- **Project Name:** Brand Development & Logo Redesign
- *Recommended:* Project \$3,600

2022 Downtown Event Revitalization Grants

- **Applicant Name:** Downtown Nanaimo Business Association
- **Event Name:** Corner Concerts
- *Recommended:* \$5,000
- **Applicant Name:** Downtown Nanaimo Business Association
- **Event Name:** WinterFest
- *Recommended:* \$18,000
- **Applicant Name:** Graham G. C. Villette
- **Event Name:** Jazz Above Ground - Nanaimo
- *Recommended:* \$950
- **Applicant Name:** Greater Nanaimo Chamber of Commerce
- **Event Name:** Thursday Night Street Market
- *Recommended:* \$30,000
- **Applicant Name:** Humanity in Community Foundation
- **Event Name:** Hub City Walls
- *Recommended:* \$28,980
- **Applicant Name:** Nanaimo Arts Council
- **Event Name:** Nanaimo Artwalk
- *Recommended:* \$4,593
- **Applicant Name:** Nanaimo Chapter, Federation of Canadian Artists
- **Event Name:** Nanaimo Fine Arts Show
- *Recommended:* \$2,200
- **Applicant Name:** Nanaimo Concert Band
- **Event Name:** 150th Anniversary
- *Recommended:* \$3,577
- **Applicant Name:** Nanaimo Downtown Farmers Market Society
- **Event Name:** Farmers' Market
- *Recommended:* \$9,200
- **Applicant Name:** Nanaimo Dragon Boat Festival Society
- **Event Name:** Save-On-Foods Dragon Boat Festival
- *Recommended:* \$12,000
- **Applicant Name:** Nanaimo International Jazz Festival Association
- **Event Name:** Nanaimo International Jazz Festival
- *Recommended:* \$25,000
- **Applicant Name:** Old City Quarter Association
- **Event Name:** Hallowe'en in the OCQ
- *Recommended:* \$500
- **Applicant Name:** Old City Quarter Association
- **Event Name:** Sounds of Summer in the OCQ
- *Recommended:* \$5,000
- **Applicant Name:** Old City Quarter Association
- **Event Name:** Christmas in the OCQ
- *Recommended:* \$2,000
- **Applicant Name:** Pacific Coast Stage Company
- **Event Name:** Outdoor Fringe Presentations & Drive-In Theatre
- *Recommended:* \$3,000

The motion carried unanimously.

(f) Social Planning Grants

Introduced by Dale Lindsay, General Manager, Development Services.
Highlights included:

- The Social Planning Grants budget of \$85,000
- Requests for grants can be completed at any time during the year
- Suggestion to hold \$10,000 of the remaining funds in the budget for any new requests
- The Social Planning Grants program is 20 years old

It was moved and seconded that the Finance and Audit Committee recommend that Council approve a total of \$75,000 for the 2022 Social Planning Grant allocations as follows:

2022 Community Vitality Grants

Organization: Lost Lake Neighbourhood Association
Project: Lost Lake Road Greenspace Enhancements
Amount: \$1,600

Organization: Nanaimo Climate Action Hub Society
Project: Community Climate Circles
Amount: \$5,000

Organization: Nanaimo Community Kitchens
Project: Cooking Out of the Box
Amount: \$4,400

Organization: South End Community Association
Project: Nanaimo South End Day
Amount: \$4,000

2022 Social Response Grants

Organization: Island Crisis Care Society
Project: Life skills for Community Connection
Amount: \$27,500

Organization: Nanaimo Foodshare
Project: Grow Nanaimo
Amount: \$16,500

Organization: Nanaimo Literacy Association
Project: Financial Literacy for Women Survivors of Domestic Violence
Amount: \$16,000

The motion carried unanimously.

6. QUESTION PERIOD:

There was no one in attendance to ask questions.

7. PROCEDURAL MOTION:

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

- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

The motion carried unanimously.

The Finance and Audit Committee moved In Camera at 9:21 a.m.
The Finance and Audit Committee moved out of In Camera at 9:33 a.m.

8. ADJOURNMENT:

It was moved and seconded at 9:34 a.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER