

**MINUTES**  
**FINANCE AND AUDIT COMMITTEE MEETING**  
**ELECTRONIC MEETING**  
**WEDNESDAY, 2022-JAN-19 AT 9:00 A.M.**

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Present: Mayor L. Krog, Chair  
Councillor D. Bonner  
Councillor T. Brown (joined 9:22 a.m.)  
Councillor B. Geselbracht  
Councillor E. Hemmens  
Councillor Z. Maartman  
Councillor I. W. Thorpe  
Councillor J. Turley

Absent: Councillor S. D. Armstrong

Staff: J. Rudolph, Chief Administrative Officer  
Dale Lindsay, Deputy CAO/General Manager, Development Services  
R. Harding, General Manager, Parks, Recreation and Culture  
B. Sims, General Manager, Engineering and Public Works  
L. Bhopalsingh, Director, Community Development and First Nations Relations  
B. Corsan, Director, Community Development  
A. Groot, Director, Facilities and Parks Operations  
L. Mercer, Director, Finance  
W. Fulla, Manager, Business, Asset and Financial Planning  
S. Gurrie, Director, Legislative Services  
S. Snelgrove, Deputy Corporate Officer, Legislative Services  
K. Gerard, 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(a) – Nanaimo Track and Field Club – Bid to Host 2024 Track and Field Championships – Olympics and Paralympic Trials – Replace Tyler Heisterman, President, Nanaimo Track and Field Club with Allan Johnston, Past President, Nanaimo Track and Field Club.

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 in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2021-DEC-15, at 9:00 a.m. be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS:

(a) Jovan Johnson, re: Warmreach Warming Centre Operations

Jovan Johnson, provided the Finance and Audit Committee (the Committee) with a PowerPoint presentation regarding the Warmreach Warming Centre. Highlights included:

- Provided a brief history of Warmreach
- RiseBridge set up an outdoor warming tent and then moved to an indoor space offering warmth, clothing, food and resources
- Local businesses, community members and volunteers assist in the operation of the centre
- A survey was conducted to gather statistics on the people using the space
- Warmreach is requesting that the Committee:
  1. Provide funding of up to \$55,000, to continue the status quo of current warming centre and supports for the next six weeks
  2. Provide a case management transition service
  3. Advocacy
- Warmreach has seen over 300 people in six weeks, with no incidents and have had support from neighbouring businesses, outreach teams and other organizations

Committee discussion took place. Highlights included:

- Warmreach requesting funding from the Provincial government to extend the operation of the warming centre
- Providing funding to non-profits on a short or urgent and long term basis
- Offering services in coordination with Canadian Mental Health Association (CMHA)

Jovan Johnson, Warmreach, advised the Committee that:

- Staff at Warmreach have had meetings with BC Housing who offered to explore a 60 bed option but the current space would not work and no short term plans were identified
- Warmreach has coordinated with CMHA, John Howard Society and other organizations who support the warming centre
- Warmreach is open during the day when other services are closed but are out of funding and may have to close
- Warmreach staff have considered setting up a warming centre at the RiseBridge location at 250 Prideaux Street

Committee discussion took place regarding current gaps in servicing during cold weather, hours of operation of other services, increased vandalism in the area, security and lack of support from some businesses in the surrounding area.

Councillor Brown joined the Finance and Audit Committee electronically at 9:22 a.m.

Jovan Johnson, Warmreach, continued the presentation. Highlights included:

- Staff at Warmreach contacted people without housing during the snow event and provided warm clothing
- Need community collaboration and outreach to provide help in the downtown areas during the day and night
- Staff at the warming centre attempt to address complaints or concerns quickly and ensure garbage is not collecting in the area around the warming centre
- With Island Health's support Warmreach has been providing first aid attendants for minor injuries to users of the warming centre

Committee discussion took place regarding gaps in daytime services, volunteers operating other not-for-profit organizations and the creation of the Systems Planning Organization.

Committee discussion took place regarding reserve funding of \$100,000 for a previously proposed resource centre and if funding is available quickly.

Dale Lindsay, Deputy CAO/General Manager, Development Services, advised the Committee that:

- \$100,000 was set aside for a proposed resource centre but Staff acknowledged that \$100,000 was not sufficient to fully fund a centre of this kind
- The total amount to establish, operate and staff a resource centre was estimated to be \$500,000
- The \$100,000 was held in the budget until 2020 but is no longer being earmarked for a resource centre and is now being used to assist with the creation of the Systems Planning Organization (SPO)
- The City offers a shower program at Caledonia Park as well as a warming centre during extreme weather events
- The warming center at Caledonia Park was opened on Dec 27<sup>th</sup>, 2021 and operated for 5 to 6 days with approximately 18 visits per day
- The next Finance and Audit Committee meeting, where funding requests could be considered, is being held on 2022-FEB-16

Jake Rudolph, Chief Administrative Officer, advised the Committee that a Staff report could be brought forward to the 2022-FEB-07 Regular Council Meeting.

Committee discussion continued. Highlights included:

- Funding the Warmreach centre could set a precedent for other non-profit organizations
- Providing Staff time to research funding options and return to Council with an information report

- Funding requests in emergency situations and the SPO could be the bridge to making decisions quickly
- Legislative and policy driven processes that ensure Committee and Council decisions are well informed and accurate
- Recently posted information regarding the clean-up of the encampment at the Bastion Parkade, regarding City of Nanaimo Bylaw Enforcement Officers and RCMP members
- Fairness in the process of requesting funds to other service providers and organizations

Jake Rudolph, Chief Administrative Officer, advised the Committee that an item could be removed from consent items on a Regular Council Agenda for further discussion. This request could be brought forward to the 2022-FEB-07 Regular Council, which would provide Staff time to prepare an information report.

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to meet with Risebridge and provide a report as soon as possible regarding the needs and options to address current gaps in daytime drop-in programming during cold weather events until, March 2022.

The motion carried.

Opposed: Councillor Turley

## 6. REPORTS:

### (a) Nanaimo Track and Field Club – Bid to Host 2024 Track and Field Championships – Olympic and Paralympic Trials

Introduced by Richard Harding, General Manager, Parks, Recreation and Culture.

#### Presentation:

1. Allan Johnston, Past President and Wanda Urbanowicz, Nanaimo Track and Field Club, provided the Committee with a PowerPoint presentation. Highlights included:
  - The 2024 Canadian Track and Field Championship is unique in that members of the Olympic and Paralympic teams will be chosen at the conclusion of this event
  - The event will be held from 2024-JUN-25 to 2024-JUN-30
  - The event will bring over 2000 athletes, coaches and officials to Nanaimo and area from Canada and the United States
  - The economic and tourism benefits of the event will be significant and will include national coverage of the event which will promote Nanaimo as a destination for large events and tourism
  - Nanaimo has hosted similar large events including BC Summer Games and High School Track and Field Championships
  - The event will be hosted by the Nanaimo Track and Field Club, BC Athletics and BC School Sports
  - Key dates include:
    - Proposal is due on March 31, 2022

- Athletics Canada reviews the proposal in April 2022
  - Decisions and notifications will be completed in May 2022
  - Announcement of the bid winner will take place in June 2022
- \$100,000 must be secured for the application process with a hosting grant of \$25,000

Committee discussion took place regarding hosting successful events, the potential for fundraising to offset the \$100,000, and the need for upgrades or new infrastructure to host the event.

Richard Harding, General Manager, Parks, Recreation and Culture advised the Committee that the community must show a strong commitment to host the event, but other funding sources and fundraising could offset the \$100,000.

Allan Johnston, Past President, Nanaimo Track and Field Club, advised the Committee that no upgrades to the track and field will be required to host the event and that the Rotary Bowl and track is the only one in Canada that is designated/approved to host all the events in one location.

It was moved and seconded that the Finance and Audit Committee recommend that Council commit up to \$100,000 in 2024-2028 Financial Plan towards the Nanaimo Track and Field Club's bid to host the 2024 Canadian Track and Field Championships / Olympic and Paralympic Trials funded from the Strategic Infrastructure Reserve. The motion carried unanimously.

The Finance and Audit Committee Meeting recessed at 10:25 a.m.

The Finance and Audit Committee Meeting reconvened at 10:34 a.m.

(b) Investing in Canada Infrastructure Environmental Quality Program

Laura Mercer, Director, Finance, provided a brief summary of the program. Highlights included:

- This program is to assist in well planned infrastructure that protects public health and the environment
- The program will cover 73.33% of eligible costs and stacking rules apply to this program
- The Millstone Trunk sanitary sewer project was chosen as the best candidate for the program and the submission was for \$3,164,421 of the total cost of the project
- The deadline for the program application is 2022-JAN-26 with final approval announced in 2023
- If the grant is approved the City's commitment to the project would be approximately \$1.9 million

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

1. approve submission for grant funding for the Millstone Trunk North Sanitary Sewer project through the Investing in Canada Infrastructure Environmental Quality program;
2. supports the project and commits to its share (\$1,950,874) of the project, as well as any cost overruns, funded from the City's Sewer Asset Management Reserve Fund; and,
3. approve increasing the Millstone Trunk North Sanitary Sewer project in the 2022 – 2026 Financial Plan by \$1,245,295 as per the most recent cost estimate.

The motion carried unanimously.

(c) 150 Time Immemorial Grant Program

Introduced by Laura Mercer, Director, Finance.

- Goal of the program is to advance reconciliation and learning and promote a diverse and inclusive society
- There are two funding streams available:
  1. Cultural Heritage Awareness (up to \$50,000)
  2. Community and Heritage Planning (up to \$40,000)
- The program will fund up to 80% of the eligible costs and approved projects must begin before 2022-JUL-30
- The following projects were submitted for consideration:
  - 2022-JUN-21 – National Indigenous Peoples Day
  - 2022-SEP-30 – National Truth and Reconciliation Day
  - Archeological Overview Assessment Completion Project

Committee discussion took place regarding funding approval for the 2022 Reconciliation events and how this affects the funds already set aside for these events.

Laura Mercer, Director, Finance and Lisa Bhopalsingh, Director, Community Development/First Nations Relations, advised the Committee that, if approved, the City would be able to reduce its funding share for these events.

(d) Estevan Road Utilities and Cycling Project

Bill Sims, General Manager, Engineering and Public Works, provided the Committee with an update regarding additional costs. Highlights included:

- Unexpected rock breaking took place, which increased the budget and caused an increase in public disruption and the project timeline
- The approximate cost of the extra rock breaking was \$175,000
- The project will include dedicated bike lanes and pedestrian improvements

Committee discussion took place regarding the amount of rock and funding project overrides through contingency funds or reserves.

Bill Sims, General Manager, Engineering and Public Works, advised the Committee that funding for project overrides usually comes from other projects that have been completed under budget.

7. QUESTION PERIOD:

No one was in attendance to ask questions.

8. ADJOURNMENT:

It was moved and seconded at 10:44 a.m. that the meeting adjourn. The motion carried unanimously.

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C H A I R

CERTIFIED CORRECT:

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CORPORATE OFFICER