


CITY OF NANAIMO
THE HARBOUR CITY

Introduction of Items for Council Discussion

*Special Finance & Audit
Committee Meeting
November 29, 2023*

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CITY OF NANAIMO
THE HARBOUR CITY

#1 RCMP Contract

The 2024 – 2028 Draft Financial Plan budgets the RCMP contract at 95% for all years due to the history of vacancies and to minimize annual operating surplus.

Option #1 Change Percentage to 93% for 2024 Only (95% for 2025 forward).

Impact to 2024 Property Taxation ~ 0.54% reduction
Impact to 2025 Property Taxation ~ 0.50% increase

Motion

That the Finance and Audit Committee recommend that Council budget the RCMP contract at 93% for 2024 and 95% for 2025 to 2028 for the 2024 – 2028 Financial Plan.

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
PROSPERITY CORPORATION

#1 RCMP Contract

Continued

Option #2 Change Percentage to 92% for 2024 Only (95% for 2025 forward).

Impact to 2024 Property Taxation ~ 0.80% reduction
Impact to 2025 Property Taxation ~ 0.75% increase

Motion
That the Finance and Audit Committee recommend that Council budget the RCMP contract at 92% for 2024 and 95% for 2025 to 2028 for the 2024 – 2028 Financial Plan.

Option #3 Status Quo – No Motion Required

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
PROSPERITY CORPORATION

#2 Nanaimo Prosperity Corporation

Option #1 Increase Base Funding to \$635,850
Increase base funding from \$412,692 to \$635,850 for 2024 and a 2% increase for 2025 and 2026.

Funding Source: General Revenue

Impact to 2024 Property Taxation ~ 0.16% increase
Impact to 2025 Property Taxation ~ 0.01% increase
Impact to 2026 Property Taxation ~ 0.01% increase

Motion
That the Finance and Audit Committee recommend that Council increase the base budget for Nanaimo Prosperity Corporation from \$412,692 to \$635,850 for 2024 and add a 2%, per year, increase for 2025 and 2026 for the 2024 – 2028 Financial Plan.

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
THE QUALITY CONNECTION

#2 Nanaimo Prosperity Corporation

Continued

Option #2 Increase Base Funding to \$515,850
Increase base funding from \$412,692 to \$515,850.

Funding Source: General Revenue
Impact to 2024 Property Taxation ~ 0.08% increase

Motion
That the Finance and Audit Committee recommend that Council increase the base budget for Nanaimo Prosperity Corporation from \$412,692 to \$515,850 for the 2024 – 2028 Financial Plan.

Option #3 Status Quo – No Motion Required

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
THE QUALITY CONNECTION

#3 Nanaimo Area Land Trust (NALT)

NALT request to increase funding from \$35,000/yr to \$40,000/yr to match Regional District of Nanaimo funding.

Option #1 Approve a 5-Year Annual Operating Grant of \$40,000/yr for the Term Covering January 1, 2024 to December 31, 2028.
Subject to annual Financial Statements and annual presentation to the Finance and Audit Committee during budget deliberations.

Funding Source: General Revenue
Impact to 2024 Property Taxation ~ 0.004% increase

Motion
That the Finance and Audit Committee recommend that Council approve a 5-year annual operating grant of \$40,000/yr to NALT for the term covering January 1, 2024 to December 31, 2028.

Option #2 Status Quo – No Motion Required

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
THE QUALITY CONNECTION

#4 CatNap Society

CatNap Society request for annual operating funding to support the Society's work in addressing the semi-feral/feral cat population.

Option #1 Approve a 5-year Operating Grant for the Term Covering January 1, 2024 to December 31, 2028.

Subject to annual Financial Statements and annual presentation to the Finance and Audit Committee during budget deliberations.

Grant Amount:

2024 - \$36,000
2025 to 2028 - \$25,000/yr

Funding Source: General Revenue

Impact to 2024 Property Taxation ~ 0.03% increase
Impact to 2025 Property Taxation ~ 0.01% decrease

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
THE QUALITY CONNECTION

#4 CatNap Society

Continued

Motion

That the Finance and Audit Committee recommend that Council provide the CatNap Society with a 5-year annual operating grant for the term covering January 1, 2024 to December 31, 2028.

Option #2 Status Quo – No Motion Required

2024 – 2028 Draft Financial Plan

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THE QUALITY CONNECTION

#5 SNIC

The 2024 – 2028 Draft Financial Plan includes a \$100,000 increase to SNIC budgets (PRC & ENGPW combined) for a total budget of \$980,000.

- 3-year (2020 – 2022) avg actual costs: \$1,439,375
- 5-year (2018 – 2022) avg actual costs: \$1,222,136

The City has a SNIC reserve with a current balance of \$1.33 million (minimum required balance) to address extraordinary snow years.

Option #1 Increase 2024 SNIC Budget to \$1.4M Based on 3-Year Average.

Funding Source: General Revenue
Impact to 2024 Property Taxation ~ 0.31% increase

Motion
That the Finance and Audit Committee recommend that Council increase the SNIC budget to \$1.4 million in 2024 for the 2024 – 2028 Financial Plan.

2024 – 2028 Draft Financial Plan

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THE QUALITY CONNECTION

#5 SNIC

Continued

Option #2 Increase 2024 SNIC Budget to \$1.2M Based on 5-Year Average.

Funding Source: General Revenue
Impact to 2024 Property Taxation ~ 0.16% increase

Motion
That the Finance and Audit Committee recommend that Council increase the SNIC budget to \$1.2 million in 2024 for the 2024 – 2028 Financial Plan.

Option #3 Status Quo – No Motion Required

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
1981

#6 Nanaimo 150

2024 marks 150 years since the City incorporated in 1874. Information on plans to recognize this milestone are provided in the accompanying Information Report.

Option #1 Add \$50,000 to 2024 to Recognize Nanaimo's 150 Funded from General Revenue.

Funding Source: General Revenue
 Impact to 2024 Property Taxation ~ 0.04% increase
 Impact to 2025 Property Taxation ~ 0.03% decrease

Motion
 That the Finance and Audit Committee recommend that Council add \$50,000 in 2024 of the 2024 – 2028 Financial Plan funded from general revenue to recognize Nanaimo's 150.

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
1981

#6 Nanaimo 150

Continued

Option #2 Add \$50,000 to 2024 to Recognize Nanaimo's 150 Funded from Reserves.

Funding Source: Strategic Infrastructure Reserve Fund

Motion
 That the Finance and Audit Committee recommend that Council add \$50,000 in 2024 of the 2024 – 2028 Financial Plan funded from the Strategic Infrastructure Reserve to recognize Nanaimo's 150.

Option #3 Status Quo – No Motion Required

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
EST. 1957

#7 Breakfast Meal Program

City funding for the Breakfast Meal Program contract ends December 31, 2023. The accompanying Information Report provides an update on the Reaching Home Designated Funding Program and letters sent to the Minister of Social Development and Poverty Reduction and the Minister of Housing for funding of a meal program.

Option #1 Status Quo: City Funding for the Breakfast Meal Program Contract Ends December 31, 2023 – No Motion Required

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
EST. 1957

#7 Breakfast Meal Program

Continued

Option #2 Add \$429,000 to Fund a Breakfast Meal Program for 2024 Only.
Extend current breakfast meal program model to March 31, 2024 and launch an Expression of Interest in January for a meal provider to provide an indoor breakfast meal for April 1, 2024 to December 31, 2024.

Two Possible Funding Options

Funding Option A: Strategic Infrastructure Reserve Fund

Motion
That the Finance and Audit Committee recommend that Council add \$429,000 to 2024 of the 2024 – 2028 Financial Plan to fund a breakfast meal program, for 2024 only, funded from the Strategic Infrastructure Reserve Fund.

2024 – 2028 Draft Financial Plan

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THE QUALITY CONNECTION

#7 Breakfast Meal Program

Continued

Option #2 Continued

Funding Option B: General Revenue
 Impact to 2024 Property Taxation ~ 0.31% increase
 Impact to 2025 Property Taxation ~ 0.29% decrease

Motion
 That the Finance and Audit Committee recommend that Council add \$429,000 to 2024 of the 2024 – 2028 Financial Plan to fund a breakfast meal program for 2024 only funded by general revenue.

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
THE QUALITY CONNECTION

#7 Breakfast Meal Program

Continued

Option #3 Add \$107,000 to Fund a Breakfast Meal Program to March 31, 2024.

Extend current breakfast meal program model to March 31, 2024, and explore other funding options through other services and initiatives and return to Council in March 2024 with an update.

Two Possible Funding Options

Funding Option A: Strategic Infrastructure Reserve Fund

Motion
 That the Finance and Audit Committee recommend that Council add \$107,000 to 2024 of the 2024 – 2028 Financial Plan to fund a breakfast meal program to March 31, 2024, funded from the Strategic Infrastructure Reserve Fund.

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
THE GASTRO CITY

#7 Breakfast Meal Program

Continued

Option #3 Continued

Funding Option B: General Revenue
Impact to 2024 Property Taxation ~ 0.08% increase
Impact to 2025 Property Taxation ~ 0.07% decrease

Motion
That the Finance and Audit Committee recommend that Council add \$107,000 to 2024 of the 2024 – 2028 Financial Plan to fund a breakfast meal program to March 31, 2024, funded by general revenue.

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
THE GASTRO CITY

#8 Downtown Event Grants

The 2024 – 2028 Draft Financial Plan includes a \$150,000 per year for Downtown Event Grants. Applications for the grant program far exceed available funding.

Option #1 Increase the Annual Budget by \$50,000 to \$200,000/yr.

Funding Source: General Revenue
Impact to 2024 Property Taxation ~ 0.04% increase

Motion
That the Finance and Audit Committee recommend that Council increase the annual allocation for the Downtown Event Grants program from \$150,000/yr to \$200,000/yr for the 2024 – 2028 Financial Plan.

2024 – 2028 Draft Financial Plan

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THE GASTRO CITY

#8 Downtown Event Grants

Continued

Option #2 Increase the Annual Budget by \$100,000 to \$250,000/yr.

Funding Source: General Revenue
Impact to 2024 Property Taxation ~ 0.07% increase

Motion
That the Finance and Audit Committee recommend that Council increase the annual allocation for the Downtown Event Grants program from \$150,000/yr to \$250,000/yr for the 2024 – 2028 Financial Plan.

Option #3 Status Quo – No Motion Required

2024 – 2028 Draft Financial Plan

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THE GASTRO CITY

#9 Business Cases

The business cases have been consolidated into 5 decisions points for Council's consideration.

7 of the business cases, as per list below, have been consolidated into one decision point and the remaining four business cases will be presented as individual decision points for Council's consideration.

Consolidated decision point includes business cases for:

- Assistant Manager, Procurement – mgmt.
- Executive Assistant, Police Services – mgmt.
- Client Support Technician – CUPE
- Community Development Clerk (conversion of six-month temp position) – CUPE
- Mechanic, Emergency Vehicle Technician – CUPE
- Mechanic, Fleet Generator Technician – CUPE
- Natural Area Technician (2) – CUPE

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CITY OF NANAIMO
2024-2028

#9.1 Business Cases: Consolidated

Option #1 Add Positions to 2024 and Fund Fleet Requirements From Reserves.
Add positions and related annual operating costs and one-time costs as per business cases presented.

Funding Sources: General Revenue and the General Capital Reserve

2024 Impact

- ~ 0.53% increase to property taxes
- \$530,200 reduction in General Capital Reserve
- Reduction in contribution to Equipment Depreciation Reserve Fund for one position.*

2025 Impact

- ~ 0.13% increase to property taxes
- Fleet rates will be adjusted to incorporate cost of one position, impacting property taxes and user fees.*

2024 – 2028 Draft Financial Plan *Mechanic, Fleet Generator

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CITY OF NANAIMO
2024-2028

#9.1 Business Cases: Consolidated

Continued

Option #1 Motion
That the Finance and Audit Committee recommend that Council add the positions and related costs identified in the business cases consolidated grouping to the 2024 – 2028 Financial Plan and fund the fleet purchases from the General Capital Reserve.

Option #2 Add Positions to 2024 and Fund Fleet Requirements From General Revenue.

Funding Sources: General Revenue

2024 Impact

- ~ 0.92% increase to property taxes
- Reduction in contribution to Equipment Depreciation Reserve Fund for one position.*

2024 – 2028 Draft Financial Plan *Mechanic, Fleet Generator

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CITY OF NANAIMO
THE QUALITY CONNECTION

#9.1 Business Cases: Consolidated

Continued

2025 Impact
 ~ 0.23% decrease to property taxes
 Fleet rates will be adjusted to incorporate cost of one position, impacting property taxes and user fees.*

Motion
 That the Finance and Audit Committee recommend that Council add the positions and related costs identified in the business cases consolidated grouping to 2024 of the 2024 – 2028 Financial Plan funded by general revenue.

Option #3 Status Quo – No Motion Required

2024 – 2028 Draft Financial Plan *Mechanic, Fleet Generator

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CITY OF NANAIMO
THE QUALITY CONNECTION

#9.2 Steno Bylaw

Additional staffing will provide needed capacity if a Bylaw Exemption Program is implemented.

Option #1 Add a Full-Time Position
 April 1st Implementation

Funding Source: General Revenue
 Impact to 2024 Property Taxation ~ 0.06% increase
 Impact to 2025 Property Taxation ~ 0.01% increase

Motion
 That the Finance and Audit Committee recommend that Council add a full-time Steno Bylaw to the 2024 – 2028 Financial Plan effective April 1, 2024.

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THE QUALITY CONNECTION

#9.2 Steno Bylaw

Option #2 Add a Part-Time Position
April 1st Implementation

Funding Source: General Revenue
Impact to 2024 Property Taxation ~ 0.03% increase
Impact to 2025 Property Taxation ~ 0.002% increase

Motion
That the Finance and Audit Committee recommend that Council add a part-time Steno Bylaw to the 2024 – 2028 Financial Plan effective April 1, 2024.

Option #3 Status Quo – No Motion Required

2024 – 2028 Draft Financial Plan

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THE QUALITY CONNECTION

#9.3 Fire Clerk

Additional staffing is anticipated to increase capacity for providing support to Nanaimo Fire Rescue and the Vancouver Island Emergency Response Academy (VIERA).

Option #1 Add a Full-Time Position
April 1st Implementation

Funding Source: General Revenue
Impact to 2024 Property Taxation ~ 0.05% increase
Impact to 2025 Property Taxation ~ 0.01% increase

Motion
That the Finance and Audit Committee recommend that Council add a Fire Clerk to the 2024 – 2028 Financial Plan effective April 1, 2024.

Option #2 Status Quo – No Motion Required

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THE QUALITY CONNECTION

#9.4 Transit Stop Amenities

Increase level of services to support transit users.

Option #1 Corridor - Based Hybrid Model, No FTE
Increase annual operating budget for transit shelter program and provide additional capital funding for 2024.

Funding Source: General Revenue and the General Capital Reserve
 \$146,000 reduction in General Capital Reserve
 Impact to 2024 Property Taxation ~ 0.01% increase
 Impact to 2025 Property Taxation ~ 0.005% increase

Motion
That the Finance and Audit Committee recommend that Council increase funding for the transit shelter program as per option #1 of the Transit Stop Amenities business case in the 2024 – 2028 Financial Plan.

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THE QUALITY CONNECTION

#9.4 Transit Stop Amenities

Continued

Option #2 Corridor - Based Hybrid Model
Increase annual operating budget for transit shelter program, add a Transit Planning Specialist and provide additional capital funding for 2024.

Funding Source: General Revenue and the General Capital Reserve
 April 1st Implementation for the position
 \$146,000 reduction in General Capital Reserve
 Impact to 2024 Property Taxation ~ 0.08% increase
 Impact to 2025 Property Taxation ~ 0.02% increase

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THE QUALITY CONNECTION

#9.4 Transit Stop Amenities

Continued

Motion

That the Finance and Audit Committee recommend that Council increase funding for the transit shelter program and add a Transit Planning Specialist as per option #2 of the Transit Stop Amenities business case in the 2024 – 2028 Financial Plan.

Option #3 Status Quo – No Motion Required

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THE QUALITY CONNECTION

#9.5 RCMP Mental Health Liaison Officer

Additional resources to support the creation of an additional CAR54 team.

Option #1 Add a RCMP Member for CAR54 Team
April 1st Implementation

Funding Source: General Revenue
Based on City budgeting 95% of City's share of RCMP contract
Impact to 2024 Property Taxation ~ 0.10% increase
Impact to 2025 Property Taxation ~ 0.03% increase

Motion

That the Finance and Audit Committee recommend that Council increase the number of new RCMP members from three (3) to four (4) in 2024 of the 2024 – 2028 Financial Plan to support the creation of an additional CAR54 team.

Option #2 Status Quo – No Motion Required

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CITY OF NANAIMO
FOR GREAT PEOPLE

#10 Annual Allocation for New Positions

To address the need for additional resources to maintain levels of service in a growing community include an annual budget increase for new positions.

Option #1 Add an Annual Allocation to the Budget to Support New Positions
To be included in the base budget effective 2025.

Funding Source: General Revenue
Impact Property Taxation - 0.50% annual increase

Motion
That the Finance and Audit Committee recommend that Council direct staff to include an annual 0.50% property tax increase to support new positions effective 2025.

Option #2 Status Quo – No Motion Required

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CITY OF NANAIMO
FOR GREAT PEOPLE

#11 Reserve Funding

Revise the allocation of reserve funding used to lower property taxes.

Current Allocation:

	2024	2025
Special Initiatives Reserve	300,000	100,000

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
THE QUALITY CONNECTION

#11 Reserve Funding

Continued

Option #1 Eliminate the \$400,00 in Reserve Funding to Lower Property Taxes

Impact to 2024 Property Taxation ~ 0.22% increase
Impact to 2025 Property Taxation ~ 0.14% reduction
Impact to 2026 Property Taxation ~ 0.07% reduction

Motion
That the Finance and Audit Committee recommend that Council remove the \$400,000 in reserve funding for property tax reduction from the 2024 – 2028 Financial Plan.

Option #2 Status Quo – No Motion Required

2024 – 2028 Draft Financial Plan

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CITY OF NANAIMO
THE QUALITY CONNECTION

Additional Decisions Points

Seeking direction from Council on other decision points to be included in December 1st deliberations.

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