

DATE OF MEETING FEBRUARY 3, 2025

AUTHORED BY WENDY FULLA, DIRECTOR, FINANCE

**SUBJECT 2024 – 2028 FINANCIAL PLAN AMENDMENT BYLAW**

## **OVERVIEW**

### **Purpose of Report**

To introduce “Financial Plan Amendment Bylaw 2025 No. 7371.02” for first, second and third readings, for changes that have occurred since the bylaw was last amended on 2024-MAY-06. |

### **Recommendation**

1. That “Financial Plan Amendment Bylaw 2025 No. 7371.02” (To amend the 2024 – 2028 Financial Plan), pass first reading;
2. That “Financial Plan Amendment Bylaw 2025 No. 7371.02” pass second reading; and
3. That “Financial Plan Amendment Bylaw 2025 No. 7371.02” pass third reading.

## **BACKGROUND**

The *Community Charter*, Section 165 (1) mandates that the City must adopt a financial plan, by bylaw annually. Further, *Community Charter*, Section 165 (2) provides that the financial plan may be amended from time to time, by bylaw. Budget bylaw amendments are required where new expenditures require additional sources of funding, or when budgets are transferred between operating and capital funds. |

## **DISCUSSION**

Details of the revisions that increased/decreased the overall City expenditure budget or provided new sources of funding are detailed below. Amounts do not necessarily reflect the final budget for the project as the project may have had an original budget and/or had the budget adjusted through a budget transfer(s).

- Property Acquisitions – Expenditure budget added of \$4,946,600 for various right of way acquisitions and property purchases, funded by \$129,600 from the Water Reserve, \$2,312,000 from the Property Sales Reserve Fund and \$2,505,000 from the Property Acquisition Reserve Fund. Reports to Council 2024-MAY-06, 2024-MAY-27 and 2024-NOV-18.

- Japanese Canadian Legacy Grant: Maffeo Sutton Park – Expenditure budget added of \$400,000, funded by a grant from the Japanese Canadian Legacies Society. Report to Finance and Audit Committee 2024-FEB-21.
- Beban Room 6 Renovation – Expenditure budget added of \$250,000, funded by 7 Potatoes from a grant they received from the Japanese Canadian Legacy Society. Report to Finance and Audit Committee 2024-FEB-21.
- Development Approvals Business Analysis and Process Improvements – Expenditure budget added of \$150,000, funded by a grant from the 2024 Local Government Development Approvals Program funded by the Ministry of Housing. Report to Finance and Audit Committee 2024-MAR-20.
- Building Safer Communities Grant – Expenditure budget reduced \$110,788 for grant funds unspent at 2024-MAR-31. The Ministry of Public Safety & Emergency Preparedness fiscal year runs from April 1<sup>st</sup> to March 31<sup>st</sup> and they do not permit grant funds unspent at the end of their fiscal year to be carried forward to the next fiscal year.
- Public Works Days – Expenditure budget increased \$9,050, funded by private contributions from event sponsors.
- Nanaimo 150 – Expenditure budget increased \$59,691, funded by a \$13,591 private contribution from the Canada 150 Organizing Committee and a \$46,100 grant from the Building Communities through Arts and Heritage Program funded by the Ministry of Canadian Heritage. Report on grant to Finance and Audit Committee 2024-MAY-15.
- Urban Forestry Stand Management – Expenditure budget increased \$52,876, funded by sale of hazardous trees removed.
- CRI FireSmart Grant – Expenditure budget increased \$96,525, funded by a grant from the Community Resiliency Investment program funded by the Ministry of Forests. Report to Finance and Audit Committee 2024-APR-17.
- Rotary Bowl Improvements – Expenditure budget increased \$50,000, funded by a private contribution from the Nanaimo Track and Field Club.
- Sponsorship Pilot – Expenditure budget added of \$100,000, funded from the Strategic Infrastructure Reserve Fund. Report to Council 2024-JUN-03.
- Nanaimo Not-for-Profit Sector Study and Strategy – Expenditure budget increased \$30,000, funded by a grant from the Investment Readiness funding program through icet (Island Coastal Economic Trust).
- Rocky Point Playground PIP – Expenditure budget increased \$10,000 funded by a grant from the Give Where You Live Fund through Nanaimo Foundation.
- Nanaimo Aquatic Centre: Rear Mechanical Parapet Wall – Expenditure budget increased \$310,000, funded by the Facility Development Reserve Fund. Report to Finance and Audit Committee 2024-JUN-19.
- Property Assessed Clean Energy (PACE) Pilot Program – Expenditure budget added of \$608,000, funded by \$150,000 from the Climate Action Reserve Fund and a \$458,000 grant from the Community Energy Efficiency Financing Pilot Project Funding program through Federation of Canadian Municipalities. Report to Finance and Audit 2024-JUN-19.
- Drop In Hubs- Expenditure budget increased \$400,000, funded by the Special Initiatives Reserve. Report to Finance and Audit Committee 2024-JUN-19.
- Regional District of Nanaimo Wellington Pump Station Cost Share Project – Expenditure budget added of \$400,000, funded by the Sewer Reserve. Report to Finance and Audit Committee 2024-JUL-17.

- 55+ BC Games – Expenditure budget added to 2024 of \$16,000 and expenditure budget reduced in 2025 by \$16,000, funded by the Special Initiatives Reserve. Report to Finance and Audit 2024-JUL-17.
- Nanaimo Curling Club Grant – Expenditure budget added of \$67,950, funded by the Strategic Infrastructure Reserve Fund. Report to Finance and Audit 2024-JUL-17.
- Westwood Lake Improvements – Expenditure budget increased \$100,000, funded by \$65,000 from the Special Initiatives Reserve and \$35,000 from Parks Development Cost Charges. Report to Council 2024-JUL-29.
- End of Trip Facilities Toolkit – Expenditure budget increased \$17,000, funded by the Special Initiatives Reserve. Report to Council 2024-JUL-29.
- Secure Bike Parking – Expenditure budget of \$75,000 added in 2024, 2025 & 2026, funded by the Climate Action Reserve Fund. Report to Council 2024-JUL-29.
- Burn It Smart Woodstove Exchange Program – Expenditure budget increased \$10,000, funded by a grant from the Regional District of Nanaimo.
- Sustainability Section: Term Position – Expenditure budget increased \$35,000, funded by the Climate Action Reserve Fund. Report to Finance and Audit Committee 2024-SEP-25.
- Bleacher & Bench Program– Expenditure budget increased \$8,000, funded by a private contribution from Nanaimo Pickleball Club for bleachers at Beban Pickleball Court.
- Fire Station #4 Lighting – Expenditure budget increased \$8,507, funded by an incentive from BC Hydro.
- Partners in the Parks – Expenditure budget increased \$88,200, funded by private contributions (in kind and cash). Report to Finance and Audit Committee 2024-DEC-11.
- Last of Us Legacy Project – Expenditure budget added of \$34,500, funded by private contribution.

Revisions due to budget transfers between operating and capital expenditures are summarized in Attachment A. ]

## **OPTIONS**

1. [That “Financial Plan Amendment Bylaw 2025 No. 7371.02” (To amend the 2024 – 2028 Financial Plan) pass first reading;

That “Financial Plan Bylaw Amendment 2025 No. 7371.02” pass second reading; and

That “Financial Plan Amendment Bylaw 2025 No. 7371.02” pass third reading.

- The advantages of this option: Amending the 2024 – 2028 Financial Plan Bylaw ensures that spending is within legal limits.
- Financial Implications: The net effect of the changes is to increase the 2024 expenditures budget by \$8,222,111, increase the 2025 expenditure budget by \$59,000 and increase the 2026 expenditure budget by \$75,000.

2. That Council table the report and request more information from Staff. ]

**SUMMARY POINTS**

- The “Financial Plan Amendment Bylaw 2025 No. 7371.02” captures budget changes with additional funding sources and budget transfers between operating and capital funds identified to the end of 2024.

**ATTACHMENTS:**

- Attachment A: Budget Transfers
- “Financial Plan Amendment Bylaw 2025 No. 7371.02”

**Submitted by:**

Wendy Fulla  
Director, Finance

**Concurrence by:**

Laura Mercer  
General Manager, Corporate Services