



AGENDA SPECIAL COMMITTEE OF THE WHOLE MEETING

Monday, February 25, 2019, 1:00 P.M. - 4:00 P.M.

Board Room, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

Pages

1. CALL TO ORDER:

2. INTRODUCTION OF LATE ITEMS:

3. APPROVAL OF THE AGENDA:

4. REPORTS:

a. Governance and Priorities Committee

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To be introduced by Sheila Gurrie, City Clerk.

Purpose: To provide Council with a Draft Terms of Reference for the establishment of a Governance and Priorities Committee.

Recommendation: That the Committee of the Whole recommend that Council establish a Governance and Priorities Committee and adopt the associated Terms of Reference as presented in the report titled "Governance and Priorities Committee" dated 2019-FEB-25.

b. Council Resolutions Update

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To be introduced by Sheila Gurrie, City Clerk.

Purpose: To provide Council with an update on Council's completed and outstanding resolutions.

Recommendation: That the Council Resolutions Update report dated 2019-FEB-25 be received for information.

5. QUESTION PERIOD:

6. ADJOURNMENT:

DATE OF MEETING FEBRUARY 25, 2019

AUTHORED BY SHEILA GURRIE, CITY CLERK AND CORPORATE OFFICER

SUBJECT GOVERNANCE AND PRIORITIES COMMITTEE

OVERVIEW

Purpose of Report

To provide Council with a Draft Terms of Reference for the establishment of a Governance and Priorities Committee.

Recommendation

That the Committee of the Whole recommend that Council establish a Governance and Priorities Committee and adopt the associated Terms of Reference as presented in the report titled "Governance and Priorities Committee" dated 2019-FEB-25.

BACKGROUND

During Council's orientation session with Mr. George Cuff on 2018-NOV-23, Mr. Cuff introduced the idea of a Governance and Priorities Committee (GPC) as a good governance tool to assist Council in their oversight and accountability while discharging their duties as a Council for the City of Nanaimo. Following this session with Mr. Cuff, Staff have been attempting to provide Council with the opportunity to exercise this committee model with a series of afternoon Committee of the Whole working sessions. These working sessions have allowed Council to delve into one or two matters of interest and importance for the City in a less formal and more involved manner.

At Council's 2019-JAN-14 Regular Meeting of Council, the following motion was made:

"It was moved and seconded that Council direct Staff to develop a Terms of Reference for a Governance and Priorities Committee by March 1, 2019, with the following considerations:

1. *the Committee will include all members of Council;*
2. *the Committee is intended to be an open forum for more robust discussion and debate on select priority topics, with recommendations provided to Council for consideration; and,*
3. *the Committee is intended to be a forum where guests and subject matter experts can be invited to participate in discussion."*

Staff have produced the attached Draft Terms of Reference (ToR) for a Governance and Priorities Committee based on the motion above. Additionally Staff have considered relevant sections of the *Community Charter* (Council is permitted to create a committee under Sections 141 and 142), other adopted reports and policies/procedures in place such as: the Committee Operating Guidelines; the Watson Report; Council Procedure Bylaw; and, reports done by Mr. Cuff with respect to this committee.

The purpose of the GPC, as outlined in the ToR is to *“enable members of Council to review upcoming and important issues and opportunities with members of administration and the public, with a focus on understanding the broader policy implications of the items being considered.”* The GPC will include all members of Council and will be in a format that is less formal in order to adequately delve deeper into arising issues and matters of importance to Council and the community.

In order to support the GPC topics on the agenda, an informal ad hoc committee/working group consisting of the Mayor, Acting Mayor, CAO and City Clerk, will meet to review a list of emerging topics and work together to place them on the Agenda in a manner that supports Council’s mandate and direction. The GPC, unlike a Regular Meeting of Council, does not have the agenda driven by items that have either existing legislation/regulation or policy in place; therefore, this manner of working group would be ideal for the GPC. Items that are placed on a Regular Council Meeting, have required regulatory or legislated rules (bylaws, rezoning, development matters, contracts, etc.) and the agenda is driven by these rules.

The GPC is meant to replace the existing Committee of the Whole Meeting of Council (COW). Currently, the COW meetings are part of the existing Council Procedure Bylaw and replacing these meetings with the new GPC will require an amendment to this bylaw. After a few months time, the Council Procedure Bylaw can be amended to reflect the changes. This recommendation allows for the necessary continuance of the COW Meetings as set out in the bylaw and once the Council Procedure Bylaw has been amended, the GPC can meet bi-weekly on opposite weeks to Regular Council Meetings.

OPTIONS

1. That the Committee of the Whole recommend that Council establish a Governance and Priorities Committee and adopt the associated Terms of Reference as presented in the report titled “Governance and Priorities Committee” dated 2019-FEB-25.
 - **Budget Implication:** None. GPC would replace the Committee of the Whole.
 - **Legal Implication:** *Community Charter* sections 141 and 142 outline the process for Council to strike a committee.
 - **Policy Implication:** None.
 - **Engagement Implication:** The Governance and Priorities Committee will enhance engagement with administration, members of the public and other stakeholders.
 - **Strategic Priorities Implication:** The Governance and Priorities Committee agenda will align with Council’s strategic plan.
 - **Political Implication:** Good Governance and in depth reviews of emerging and important issues should have positive political impacts.
2. That the Committee of the Whole provide Staff with alternate direction.

SUMMARY POINTS

- Council has participated in a series of afternoon Committee of the Whole working sessions similar to the expected outcome of the Governance and Priorities Committee.
- Staff have drafted a Terms of Reference for the Governance and Priorities Committee based on a motion from Council on 2019-JAN-14.
- The Governance and Priorities Committee will eventually replace Council's Committee of the Whole after an amendment is done to the Council Procedure Bylaw.
- Council can create a committee in accordance with Sections 141 and 142 of the *Community Charter*.

ATTACHMENTS

Attachment A – Draft Governance and Priorities Committee Terms of Reference

Submitted by:

Sheila Gurrie
City Clerk and Corporate Officer

ATTACHMENT A



TERMS OF REFERENCE

GOVERNANCE AND PRIORITIES COMMITTEE

PURPOSE:

The purpose of the Governance and Priorities Committee is to enable members of Council to review upcoming and important issues and opportunities with members of administration and the public, with a focus on understanding the broader policy implications of the items being considered.

The Governance and Priorities Committee will:

- Provide an opportunity for Council to lead the governance processes by developing a comprehensive governance and policy framework which captures Council's intentions, directions and expected outcomes;
- Review Council's Committee structure and recommend changes to Committee mandate and role;
- Act as an advisory to Council by discussing and considering all governance issues prior to being placed before Council;
- Make recommendations to Council regarding any reports, updates, or presentations received by the Committee and refer necessary items to Administration or a Council Committee with instructions;
- Provide a more informal forum for the discussion of governance matters with open dialogue and the opportunity for content experts and members of the public to participate in the discussions.
- Discuss one or two scheduled topics per meeting of particular interest to Council and the community, providing the opportunity for robust discussion and debate on the selected topics;
- Receive presentations from external agencies, subject matter experts and other third parties; and
- Only consider agenda matters which are not already addressed by current City policy.

MEMBERSHIP:

The membership of the Committee will be as follows:

- All members of Council

ELIGIBILITY:

All members of Council

TERM:

The Term of the Committee members will match the Member's term in office.

MEETING FREQUENCY:

There will be bi-monthly, regularly scheduled meetings. Procedural bylaw will have to be followed for special or extra meetings.

STAFF SUPPORT:

The following City Departments may provide support to the Committee in accordance with the ***City of Nanaimo Committee Operating Guidelines***:

- Office of the Chief Administrative Officer
- Office of the City Clerk
- Other Staff as required

DATE OF MEETING FEBRUARY 25, 2019

AUTHORED BY SHEILA GURRIE, CITY CLERK AND CORPORATE OFFICER

SUBJECT COUNCIL RESOLUTIONS UPDATE

OVERVIEW

Purpose of Report

To provide Council with an update on Council's completed and outstanding resolutions.

Recommendation

That the Council Resolutions Update report dated 2019-FEB-25 be received for information.

DISCUSSION

At meetings of Council, either a Regular Meeting of Council or Committee of the Whole, Council makes resolutions to forward the business of the City of Nanaimo. Staff then prepare these resolutions, or action items, in a list format in order to track and complete them as part of our work plan. These resolutions are updated and reviewed by Staff on a regular basis to reflect whether they are in-progress; complete; cancelled; or, not started.

The attached two spreadsheets show resolutions that are in different stages of progress as well as a complete list of all Council resolutions going back to the start of 2017.

Future updates reporting the status of Council Resolutions to Council will include the different strategic themes, from Council's Strategic Plan (when adopted), related to the resolutions. Data can be sorted in these updates to reflect alignment and progress made with respect to the Strategic Plan.

SUMMARY POINTS

- Council resolutions are the motions made at meetings of Council to further the business of the City of Nanaimo.
- Staff prepares and monitors these resolutions in a list format as part of our work plans.
- Future updates reporting resolutions status will add the Strategic Themes from Council's Strategic Plan.

ATTACHMENTS

Attachment A: Complete List of Resolutions from 2017-JAN-01 to present.

Attachment B: Outstanding (incomplete) List of Resolutions from 2017-JAN-01 to present.

Submitted by:

Sheila Gurrie
City Clerk and Corporate Officer

ATTACHMENT A

Open Resolutions

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Committee of the Whole	1/28/2019	Delegation from Dennis McMahon regarding the Nanaimo Arts Community	It was moved and seconded that Council direct Staff to prepare a report that provides information and outlines the feasibility of 580 Fitzwilliam Street being designated as a community arts centre with options for other community groups to use the facility as well.	Dale Lindsay;#251	Not Started
Committee of the Whole	1/28/2019	Code of Conduct	It was moved and seconded that the Committee of the Whole recommend that Council adopt the attached Code of Conduct and sign the accompanying declaration at the next regular meeting of Council.	John Van Horne;#302	Complete
Committee of the Whole	1/28/2019	Councillor Bonner Notice of Motion re: Growing Cannabis Plants on the Agricultural Land Reserve (ALR)	<p>1. WHEREAS the Agricultural Land Commission Act states "farm use" means an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the Farm Practices Protection (Right to Farm) Act;</p> <p>AND WHEREAS the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) has differentiated the lawful production of cannabis from other "farm use" by limiting the structures for production, and narrowing the definition of 'necessary' activities under section 2(3), unlike any other crop in British Columbia:</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation so that the lawful production of cannabis aligns with the growing structures and site development measures available for all other crops. More specifically, placing limits on the unique concrete structure growing method initially targeted for regulation to all crops. Thus enabling cannabis, when grown as any other crop, to be deemed a "farm use", as defined in the Agricultural Land Commission Act and a "farm operation" under the Farm Practices Protection (Right to Farm).</p> <p>Circumscribing cannabis production in structures that are lawful by regulation for all other crops, may not withstand judicial review.</p>	Sheila Gurrie;#28	Complete
Committee of the Whole	1/28/2019	Councillor Bonner Notice of Motion re: Growing Cannabis Plants on the Agricultural Land Reserve (ALR)	<p>2. WHEREAS the Agricultural Land Commission Act states "farm use" means an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the Farm Practices Protection (Right to Farm) Act;</p> <p>AND WHEREAS the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) has differentiated the lawful production of cannabis from other "farm use" by limiting the structures for production, and narrowing the definition of 'necessary' activities under section 2(3), unlike any other crop in British Columbia:</p>	Sheila Gurrie;#28	Complete

Open Resolutions

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			<p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation in order to clarify the interpretation of section 2(2.5) of the ALR Regulation regarding the lawful production of cannabis “inside a structure (a) that has a base consisting entirely of soil”, and clarify that when producing cannabis in a greenhouse, it has the same meaning as “Greenhouse” under section 2(o)(i) of the Regulation. Circumscribing cannabis production in structures that are lawful by regulation for all other crops, may not withstand judicial review.</p> <p>AND BE IT FURTHER RESOLVED THAT the AVICC request the provincial government to amend the ALR Regulation section 2(2.5) to resemble something like the following:</p> <p>(2.5) The lawful production of cannabis is designated as farm use for the purposes of the Act if produced outdoors in a field or inside a structure</p> <p>(a) which has a base consisting entirely of soil, and</p> <p>(i) that is moveable in nature; or</p> <p>(ii) on a helical pile foundation; or</p> <p>(iii) whose base does not create irreversible damage to the soil.</p>		
Committee of the Whole	1/28/2019	Councillor Bonner Notice of Motion re: Growing Cannabis Plants on the Agricultural Land Reserve (ALR) #2 continued		Sheila Gurrie;#28	Complete
			<p>3. WHEREAS the structural use of concrete as a foundation system and associated fill, is known to cause irreparable damage to soil biology and render a site unfit for soil-based crops in the future, and low-impact, low carbon, removable foundation technologies are available as a new standard for agricultural structure foundations;</p> <p>AND WHEREAS the Agricultural Land Commission Act, and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) regulate “farm use” structures on the agricultural land reserve (ALR) and the deposit of fill is considered a farm use for all activities under sections 2(1) to (2.2), and does not require notification to the ALR except under limited circumstances, and the National Farm Building Code applies to all agricultural “farm use” structures;</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to encourage the use of low carbon, low impact, cement-free foundation technologies for farm use structures and buildings within the ALR, thereby reducing the deposition of fill material and elimination of arable soil capability in the long term.</p>		
Committee of the Whole	1/28/2019	Councillor Bonner Notice of Motion re: Growing Cannabis Plants on the Agricultural Land Reserve (ALR)		Sheila Gurrie;#28	Complete
			<p>4. WHEREAS the <i>Agricultural Land Commission Act</i> , and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) Section 2(2.5)(b) has limited cannabis production to existing structures which were previously utilized for crop production, or were under continuous production prior to the regulatory change, eliminating the ability to convert non-crop or other structures within the Agricultural Land Reserve (ALR);</p> <p>AND WHEREAS the Cannabis Act and Regulations require “good production practices” that create hygienic conditions for the cultivation and production of cannabis, and existing structures are available for federally compliant conversion, which would strengthen municipal 2018 BC Building Code oversight, reduce the pressure for new construction, and facilitate contribution to the local and BC Economy:</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation to allow for the retrofitting of existing non-residential structures on the ALR for cannabis production.</p>		
Committee of the Whole	1/28/2019	Councillor Bonner Notice of Motion re: Growing Cannabis Plants on the Agricultural Land Reserve (ALR)		Sheila Gurrie;#28	Complete

Open Resolutions

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Committee of the Whole	1/28/2019	Councillor Bonner Notice of Motion re: Growing Cannabis Plants on the Agricultural Land Reserve (ALR) #4 continued	5. WHEREAS water sustainability, healthy watersheds and ground water are of vital importance and, commercial fertilizers can be damaging to groundwater and influence water quality in watersheds; AND WHEREAS the use of fertilizers in greenhouses and indoor structures creates effluent that contains concentrated commercial fertilizers which, if released untreated can be damaging to groundwater and the overall watershed: THEREFORE, BE IT RESOLVED that the AVICC request that the provincial government explore including in the BC Agricultural Best Practices, the requirement for closed loop greenhouse irrigation systems in commercial greenhouse and indoor agricultural structures, to prevent commercial fertilizers from being emitted into the environment.	Sheila Gurrie;#28	Complete
Committee of the Whole	11/26/2018	Regulation of Single-Use Plastic Checkout Bags	Council directed Staff to prepare a bylaw to regulate the use of single use checkout bags using the City of Victoria's bylaw as a model and prepare a consultation plan for Council's review.	Bill Sims;#413	In Progress
Committee of the Whole	6/25/2018	2017 Annual Municipal Report	It was moved and seconded that Council approve the 2017 Annual Municipal Report.	Laura Mercer;#331	Complete
Committee of the Whole	6/25/2018	Appointment of Bylaw Enforcement Officer	It was moved and seconded that Council appoint William Michael Edwards as a Bylaw Enforcement Officer to enforce provisions of the City of Nanaimo Bylaws.	Karen Fry;#348	Complete
Committee of the Whole	6/25/2018	Mayor McKay re: submitting a letter to local Members of the Legislative Assembly to assist in organizing a meeting with the Finance Minister regarding the Speculation Tax	It was moved and seconded that Council direct Staff to send letters to Leonard Krog, MLA, Nanaimo; Doug Routley, MLA, Nanaimo – North Cowichan; and Michelle Stilwell, MLA, Parksville - Qualicum, to seek their assistance in scheduling an appointment with the Minister of Finance regarding the Speculation Tax.	Sheila Gurrie;#28	Complete
Committee of the Whole	6/25/2018	Delegation from Lorne Hildebrand, President, Nanaimo Deep Discovery Association	It was moved and seconded that consideration of the following motion be deferred to the next Finance and Audit Committee meeting scheduled for 2018-JUL-11: "It was moved and seconded that the City of Nanaimo would match contributions towards the Nanaimo Deep Discovery Association, with the Nanaimo Hospitality Association, up to a maximum joint contribution of \$127,575."	Laura Mercer;#331	Complete
Committee of the Whole	3/12/2018	Delegation from Matthew O'Donnell	It was moved and seconded that Council direct Staff to meet with School Board staff, and any relevant third parties, to discuss needles, clean-up, roles/responsibilities, and security, this week; and return to Council with feedback during the next regular scheduled Council Meeting 2018-MAR-19.	Karen Fry;#348	Complete
Committee of the Whole	3/12/2018	Delegation from Jan Hastings	It was moved and seconded that Council direct Staff to prepare a report on options to financially support the \$6.05 million dollar request of the Nanaimo Recycling Exchange to build a new facility.	Laura Mercer;#331	Complete
Committee of the Whole	2/26/2018	2018 Strategic Directions - Community Vitality Committee	It was moved and seconded that Council approve the Community Vitality Committee's 2018 Strategic Directions.	Dale Lindsay;#251	Complete
Committee of the Whole	2/26/2018	Community Engagement Task Force	It was moved and seconded that Council approve: 1. based on venue availability, three community engagement sessions to be held the week of: April 23, 2018; July 23, 2018; and, Following the 2018 General Local Election. 2. Staff support for the Community Engagement Task Force; and, 3. a budget of up to \$20,000 for three Community Engagement Sessions.	Sheila Gurrie;#28	Complete
Committee of the Whole	2/26/2018	Delegation from Marty Roberts and Hilary Harlow - 1400 Wingrove Street	It was moved and seconded that Council direct Staff to prepare a report to regarding options for site remediation including removal and/or demolition of the building at 1400 Wingrove Street.	Dale Lindsay;#251	Complete
Committee of the Whole	2/26/2018	Delegation Nicholas Heather regarding "Fees and Charges Bylaw 2007 No. 7041".	It was moved and seconded that Council direct Staff to prepare a report regarding options for the City of Nanaimo to reimburse the fingerprinting charge related to "Schedule D" of "Fees and Charges Bylaw 2007 No. 7041".	Victor Mema;#305	Not Started

Open Resolutions

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Committee of the Whole	2/26/2018	Delegation from Liane Morrisette regarding “Licencing and Control of Animals Bylaw 1995 No. 4923”	It was moved and seconded that Council direct Staff to prepare a bylaw amendment for “Licencing and Control of Animals Bylaw 1995 No. 4923” regarding restrictions of rabbits on properties less than 1 acre in the City of Nanaimo.	Karen Fry;#348	In Progress
Committee of the Whole	2/26/2018	Delegation from Steve Johnston and Serra Stewart, Owner, Vibe Dance Studios, re: Safety Concerns, Boxwood Road and Vibe Dance Studio	It was moved and seconded that Council direct Staff to prepare a report regarding options for traffic calming on Boxwood Road and improvements to pedestrian safety.	Bill Sims;#413	Complete
Committee of the Whole	1/8/2018	Public Engagement Task Force Report On: Community Engagement Consultations	It was moved and seconded that Council direct the Community Engagement Task Force to meet once more, and return to Council with their recommendations regarding public engagement.	Sheila Gurrie;#28	Complete
Committee of the Whole	1/8/2018	Draft Port Drive Waterfront Master Plan	It was moved and seconded that Council endorse the Draft Port Drive Waterfront Master Plan in principle and direct Staff to proceed with consultation toward preparation of a final plan. It was moved and seconded that Council direct Staff to: 1. provide a letter of support from the Mayor and Council, of the City of Nanaimo, endorsing the project in downtown Nanaimo commonly referred to as the Ocean Discovery Centre; 2. agree to allocate in principle, a parcel of property at 1 Port Drive, of up to 2 acres, for purposes of locating the proposed Ocean Discovery Centre, on conditions of transfer to be negotiated consistent with the principles of the Master Plan; 3. provide an 18 month mandate (up to June 30, 2019) for the Ocean Discovery Organization to secure necessary project funding; and, 4. provide continued support with public and private agencies throughout the process as well as with Snuneymuxw First Nation.	Dale Lindsay;#251	Complete
Committee of the Whole	11/27/2017	Draft 2018 - 2022 Financial Plan	It was moved and seconded: 1. That Council receive the draft 2018 – 2022 Financial Plan report, for information. 2. That Council direct Staff to commence a period of public engagement on the draft 2018 – 2022 Financial plan a head of formal consideration at the December 18, 2017 Council meeting.	Victor Mema;#305	Complete
Committee of the Whole	11/27/2017	Draft Maffeo Sutton Master Plan Update	It was moved and seconded that Council: 1. receive the draft Maffeo Sutton Park Master Plan and refer it to the Parks, Recreation and Wellness Committee, and Community Vitality Committee for input; and, 2. post the draft Maffeo Sutton Park Master Plan Update on the City’s website for further public feedback.	Richard Harding;#252	Complete
Committee of the Whole	11/27/2017	Draft Maffeo Sutton Master Plan Update	It was moved and seconded that Council direct Staff to work with the Nanaimo Child Development Centre, Rotary Club of Nanaimo, and partners, to develop a plan for the Maffeo Sutton Park playground that is all inclusive.	Richard Harding;#252	In Progress
Committee of the Whole	11/27/2017	Delegation from Kevan Shaw	It was moved and seconded that Tracy Samra, Chief Administrative Officer, reinstitute the additional security measures previously in place in the downtown core as an interim security provision, pending the outcome of a recommendation regarding security in the downtown core.	Tracy Samra;#356	Complete
Committee of the Whole	10/23/2017	Storage Containers - 837 Old Victoria Road	It was moved and seconded that Council refer this issue to Staff to meet with the property owners and business owners to try and come up with a solution. The motion carried unanimously.	Dale Lindsay;#251	In Progress

Open Resolutions

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Committee of the Whole	8/28/2017	Buttertubs Marsh Conservation Area Management Plan Update	It was moved and seconded that Council receive and adopt the updated Buttertubs Marsh Conservation Area Management Plan.	Richard Harding;#252	Complete
Committee of the Whole	8/28/2017	Harbour City Football Club	<p>It was moved and seconded that Council direct Staff to work with Harbour City Football Club to develop the Beban Park Fields area and to return to Council with improvement options and costs. Specific areas of focus are:</p> <ul style="list-style-type: none"> • Installing artificial turf and lights at Beban Four Fields, perhaps in a phased approach; and, • Adding additional change rooms and storage capacity at Merle Logan Fields. 	Richard Harding;#252	In Progress
Committee of the Whole	8/28/2017	Notice of Motion for Union of BC Municipalities (UBCM) - Councillor Brennan re: Term of Office	<p>"Whereas the term of office for local government elected officials in BC was increased from 3 to 4 years beginning with the 2014 local general election; And whereas in many communities, the service of local government elected officials is considered to be a part time commitment, with levels of remuneration that reflect this, and the 4-year term may deter elected officials from running for a second term, thereby reducing the number of experienced elected officials on regional district boards and municipal councils throughout the province: Therefore, be it resolved that the provincial government amend the Local Government Act to reduce to 3 years the term of office for local government elected officials, allowing a broader range of elected officials with experience to participate in local government."</p>	Sheila Gurrie;#28	Complete
Committee of the Whole	8/28/2017	Notice of Motion re: Accessibility Audit of City-owned and Operated Facilities	"That Council direct Staff to deliver a report detailing the accessibility of all City-owned and operated facilities including buildings, parks and trails, for accessibility to those identified as protected groups under human rights legislation."	Sheila Gurrie;#28	Complete
Committee of the Whole	7/24/2017	Correspondence from Nanaimo Recycling Exchange dated 2017-JUL-20	It was moved and seconded that Staff contact Jan Hastings, Executive Director, Nanaimo Recycling Exchange in order to select a date and time for a meeting.	Brad McRae;#366	Complete
Committee of the Whole	6/26/2017	Turner Road and Dover Road Bikeway Project	It was moved and seconded that Council approve the use of grant funding, received for the Turner Road and Dover Road Bikeway Project, to expand the scope of the project to include construction of sidewalk.	Bill Sims;#413	Complete
Committee of the Whole	6/26/2017	Delegation - Sheila Malcolmson Nanaimo - Ladysmith MP	It was moved and seconded that City of Nanaimo encourages Parliament to adopt Bill - 352, "An Act to amend the Canada Shipping Act, 2001 and provide for the development of a national strategy for abandoned vessel", which would fix vessel registration, pilot a vessel turn-in program, create good green jobs by supporting local marine salvage businesses and vessel recycling, and make Coast Guard responsible for directing the removal of abandoned vessels.	Victor Mema;#305	Complete
Committee of the Whole	6/26/2017	Revised Application Process – Social Planning Grants	It was moved and seconded that Council approve the application process for Social Planning Grants.	Dale Lindsay;#251	Complete
Committee of the Whole	6/26/2017	Councillor Bestwick – InFilm	It was moved and seconded that the City of Nanaimo provide up to \$30,000.00 towards the program InFilm for 2017, subject to a policy amendment that permits such funding.	Victor Mema;#305	Complete
Committee of the Whole	6/26/2017	Councillor Fuller – Neighbourhood Developments	<p>It was moved seconded that Council direct Staff to commence a review of the existing "Innovative Housing for Neighbourhoods: Triplex and Quadruplex Infill Design Guidelines" with consideration given to adding guidelines for other forms of infill housing.</p> <p>It was moved and seconded that Council direct that the associated consultation with the community, include neighbourhood associations.</p>	Dale Lindsay;#251	In Progress
Committee of the Whole	6/26/2017	Delegation - Dan Appell	It was moved and second that Council direct Staff to provide a status update on the Terminal, Nicole Street re-imagined initiative.	Bill Sims;#413	Complete
Committee of the Whole	6/26/2017	Tourism Advisory Committee Terms of Reference	It was moved and seconded that Council approve the Tourism Advisory Committee Terms of Reference.	Sheila Gurrie;#28	Complete

Open Resolutions

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Committee of the Whole	5/8/2017	Fire Station 1 Condition Assessment and Renewal Analysis	It was moved and seconded that Council direct Staff to include "Scenario 3 - Build New at Existing Location", in the 2018 - 2022 Financial Plan, which would include funding from the general asset management reserve, or the strategic infrastructure reserve, or a combination of both	Victor Mema;#305	Complete
Committee of the Whole	5/8/2017	Cedar Road Lift Station Cost Sharing Agreement	It was moved and seconded that Council authorize the Mayor and Corporate Officer to execute the attached Cedar Road Lift Station Sharing Agreement between the City of Nanaimo and the Regional District of Nanaimo.	Brad McRae;#366	Complete
Committee of the Whole	2/27/2017	10-15 Year Fire Plan	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> approve the 10-15 Year Fire Plan including the following key elements: <ol style="list-style-type: none"> Integrated risk management approach to continuous, evidence based fire planning Ongoing analysis and adjustments through multiple 3-year service delivery plans Achieve response performance objectives in the next 10-15 years <ol style="list-style-type: none"> Arrival of first apparatus within 6 minutes 90% of the time Arrival of full assignment within 10 minutes 90% of the time direct Staff to implement the first "3-year Service Delivery Plan" (2016 2018) including risk-specific prevention and public education programs in the following areas: <ol style="list-style-type: none"> Target reduction in structure fires in high frequency areas through risk-focused prevention and public education programs. Improve survivability rates for cardiac arrests by increasing the number of citizens trained in bystander CPR and the use of public AEDs. Improve public preparedness for major disasters through delivery of enhanced public education programs. direct Staff to engage Council's Public Safety Committee in the progress of the current 3-year service delivery plan and in the development of goals and priorities for subsequent 3-year service delivery plan objectives. 	Brad McRae;#366	Complete
Committee of the Whole	2/27/2017	Letter dated 2017-JAN-12 from Dr. Paul Hasselback, Medical Health Officer, and Shelley McClure, Leader, Operations Tobacco & Vapour Prevention and Control Program Smoke Free Bylaws,	It was moved and seconded that Council direct Staff to review the City's bylaw regarding smoking regulations in public places.	Dale Lindsay;#251	In Progress
Council	2/4/2019	Development Permit Application No. DP1102 - 1228 Manzanita Place	<p>It was moved and seconded that Council issue Development Permit No. DP1102 at 1228 Manzanita Place with the following variances:</p> <ul style="list-style-type: none"> reduce the minimum front yard setback for proposed Building B from 6m to 5.4m; reduce the minimum front yard setback for proposed Building C from 6m to 4.5m; increase the maximum building heights for proposed Buildings A, C and D from 7m to 9m; and, increase the maximum building height for proposed Building B from 7m to 8.2m. 	Dale Lindsay;#251	Complete
Council	2/4/2019	Covenant Amendment Application No. CA10 - 1371 Stewart Avenue	It was moved and seconded that Council direct Staff to proceed with a Public Hearing for Covenant Amendment Application No. CA10 at 1371 Stewart Avenue.	Dale Lindsay;#251	In Progress
Council	2/4/2019	Front Street Extension - Budget Transfer	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> approve a change to the funding strategy for the walkway component of the Front Street Extension project; and, direct Staff to submit a revised grant application to Union of BC Municipalities for the waterfront walkway project at 1 Port Drive for evaluation. 	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			It was moved and seconded that Council: 1. endorse the funding application for the South Fork and Jump Creek Dams Inundation Mapping under the Union of BC Municipalities Funding Program and Flood Risk Assessment, Mapping and Mitigation Planning; and, 2. direct Staff, upon a successful grant application, to amend the 2019 – 2023 Financial Plan to accelerate the South Fork and Jump Creek Dams Inundation Mapping project from year three (2021) to year two (2020) of the plan with funding to be a combination of grant funding and water reserves.		
Council	2/4/2019	Union of BC Municipalities Funding Program for Flood Risk Assessment, Mapping and Mitigation Planning		Bill Sims;#413	Not Started
Council	2/4/2019	"Housing Agreement Amendment Bylaw 2019 No. 7262.01"	Bylaw adopted.	Dale Lindsay;#251	Not Started
Council	2/4/2019	"Highway Closure and Dedication Removal Bylaw 2019 No. 7274"	Bylaw received 3rd reading.	Dale Lindsay;#251	Complete
Council	2/4/2019	"Housing Agreement Bylaw 2019 No. 7280"	Bylaw adopted.	Dale Lindsay;#251	Not Started
			It was moved and seconded that Council direct Staff to submit the following resolutions to the AVICC: 1. Cannabis and Farm Use Activities "WHEREAS the Agricultural Land Commission Act states "farm use" means an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the Farm Practices Protection (Right to Farm) Act; AND WHEREAS the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) has differentiated the lawful production of cannabis from other “farm use” by limiting the structures for production, and narrowing the definition of ‘necessary’ activities under section 2(3), unlike any other crop in British Columbia: THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation so that the lawful production of cannabis aligns with the growing structures and site development measures available for all other crops. More specifically, placing limits on the unique concrete structure growing method initially targeted for regulation to all crops. Thus enabling cannabis, when grown as any other crop, to be deemed a “farm use”, as defined in the Agricultural Land Commission Act and a “farm operation” under the Farm Practices Protection (Right to Farm). Circumscribing cannabis production in structures that are lawful by regulation for all other crops, may not withstand judicial review."		
Council	2/4/2019	Councillor Bonner Motion re: Cannabis and Farm Use Activities		Sheila Gurrie;#28	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/4/2019 (continued)	Councillor Bonner Motion re: Cannabis and Farm Use Activities	<p>2. Cannabis Plants on the Agricultural Land Reserve</p> <p>"WHEREAS the Agricultural Land Commission Act states "farm use" means an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the Farm Practices Protection (Right to Farm) Act;</p> <p>AND WHEREAS the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) has differentiated the lawful production of cannabis from other "farm use" by limiting the structures for production, and narrowing the definition of 'necessary' activities under section 2(3), unlike any other crop in British Columbia:</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation in order to clarify the interpretation of section 2(2.5) of the ALR Regulation regarding the lawful production of cannabis "inside a structure (a) that has a base consisting entirely of soil", and clarify that when producing cannabis in a greenhouse, it has the same meaning as "Greenhouse" under section 2(o)(i) of the Regulation. Circumscribing cannabis production in structures that are lawful by regulation for all other crops, may not withstand judicial review.</p> <p>AND BE IT FURTHER RESOLVED THAT the AVICC request the provincial government to amend the ALR Regulation section 2(2.5) to resemble something like the following:</p> <p>(2.5) The lawful production of cannabis is designated as farm use for the purposes of the Act if produced outdoors in a field or inside a structure</p>	Sheila Gurrie;#28	Complete
			(a) which has a base consisting entirely of soil, and		

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/4/2019 (continued)	Councillor Bonner Motion re: Cannabis and Farm Use Activities	<p>It was moved and seconded that Council direct Staff to submit the following resolutions to the AVICC:</p> <p>3. Low Impact Foundation Systems for Farm Use Structures</p> <p>"WHEREAS the structural use of concrete as a foundation system and associated fill, is known to cause irreparable damage to soil biology and render a site unfit for soil-based crops in the future, and low-impact, low carbon, removable foundation technologies are available as a new standard for agricultural structure foundations;</p> <p>AND WHEREAS the Agricultural Land Commission Act, and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) regulate “farm use” structures on the agricultural land reserve (ALR) and the deposit of fill is considered a farm use for all activities under sections 2(1) to (2.2), and does not require notification to the ALR except under limited circumstances, and the National Farm Building Code applies to all agricultural “farm use” structures;</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to encourage the use of low carbon, low impact, cement-free foundation technologies for farm use structures and buildings within the ALR, thereby reducing the deposition of fill material and elimination of arable soil capability in the long term."</p>	Sheila Gurrie;#28	Complete
Council	2/4/2019 (continued)	Councillor Bonner Motion re: Cannabis and Farm Use Activities	<p>It was moved and seconded that Council direct Staff to submit the following resolutions to the AVICC:</p> <p>4. Retrofitting of Structures to Reduce Impact of New Construction</p> <p>"WHEREAS the Agricultural Land Commission Act, and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) Section 2(2.5)(b) has limited cannabis production to existing structures which were previously utilized for crop production, or were under continuous production prior to the regulatory change, eliminating the ability to convert non-crop or other structures within the Agricultural Land Reserve (ALR);</p> <p>AND WHEREAS the Cannabis Act and Regulations require “good production practices” that create hygienic conditions for the cultivation and production of cannabis, and existing structures are available for federally compliant conversion, which would strengthen municipal 2018 BC Building Code oversight, reduce the pressure for new construction, and facilitate contribution to the local and BC Economy;</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation to allow for the retrofitting of existing non-residential structures on the ALR for cannabis production."</p>	Sheila Gurrie;#28	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			It was moved and seconded that Council direct Staff to submit the following resolutions to the AVICC:		
			5. Indoor Agricultural Fertilization Practices		
			"WHEREAS water sustainability, healthy watersheds and ground water are of vital importance and, commercial fertilizers can be damaging to groundwater and influence water quality in watersheds;		
			AND WHEREAS the use of fertilizers in greenhouses and indoor structures creates effluent that contains concentrated commercial fertilizers which, if released untreated can be damaging to groundwater and the overall watershed:		
			THEREFORE, BE IT RESOLVED that the AVICC request that the provincial government explore including in the BC Agricultural Best Practices, the requirement for closed loop greenhouse irrigation systems in commercial greenhouse and indoor agricultural structures, to prevent commercial fertilizers from being emitted into the environment."		
Council	2/4/2019 (continued)	Councillor Bonner Motion re: Cannabis and Farm Use Activities		Sheila Gurrie;#28	Complete
Council	1/21/2019	Housing Agreement - 548 Steeves Road	"Housing Agreement Bylaw 2019 No. 7280" passed 1st, 2nd and 3rd reading.	Dale Lindsay;#251	Complete
Council	1/21/2019	Housing Agreement Amendment - 1406 Bowen Road	"Housing Agreement Amendment Bylaw 2019 No. 7262.01" passed 1st, 2nd and 3rd reading.	Dale Lindsay;#251	Complete
Council	1/21/2019	Development Variance Permit Application No. DVP371 - 5284 Sherbourne Drive	It was moved and seconded that Council issue Development Variance Permit No. DVP371 at 5284 Sherbourne Drive with the following variance: <ul style="list-style-type: none">• reduce the minimum lot frontage requirement from 15m to 10.16m for proposed Lot A.	Dale Lindsay;#251	Complete
Council	1/21/2019	Rezoning Application No. RA406 - 111 Nicol Street	"Zoning Amendment Bylaw 2019 No. 4500.132" passed 1st and 2nd reading. It was moved and seconded that Council direct Staff to secure the amenity contribution and BC Liquor and Cannabis Regulation Branch approval prior to adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	1/21/2019	Proposed Road Closure-Part of Labieux Road and Land Exchange at 2560 Bowen Road	It was moved and seconded that Council: <ul style="list-style-type: none">• authorize the road closure and disposition of a portion of Labieux Road adjacent to 2560 Bowen Road and direct Staff to enter into a Road Closure and Land Exchange Agreement; and,• direct Staff to proceed with public notice of closure and disposition of a portion of Labieux Road. "Highway Closure and Dedication Removal Bylaw 2019 No. 7274" passed 1st and 2nd reading.	Dale Lindsay;#251	Complete
Council	1/21/2019	Smoking Regulation Bylaw	It was moved and seconded that Council rescind third reading of "Smoking Regulation Bylaw 2018 No. 7268" (To regulate smoking in the City of Nanaimo). "Smoking Regulation Bylaw 2018 No. 7268" passed 3rd reading as amended. "Bylaw Notice Enforcement Amendment Bylaw 2019 No. 7159.03" passed 1st, 2nd and 3rd reading.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	1/21/2019	Nanaimo Pride Society Multi - Year Funding Request	It was moved and seconded that Council direct Staff to endorse the full grant of \$7,500 requested by the Nanaimo Pride Society with funding to be provided from the Council Contingency Fund.	Laura Mercer;#331	Complete
Council	1/21/2019	Nanaimo & District BC SPCA Grant Application	It was moved and seconded that Council direct Staff to approve the Nanaimo & District BC SPCA grant request over two years (2019 – 2020) at \$12,500 per year funded from general taxation. It was moved and seconded that Council direct Staff to develop a policy that provides direction and expectations for responding to requests from non-profit organizations for financial support outside of the current grant programs.	Laura Mercer;#331	Complete
Council	1/21/2019	Municipal and Regional District Tax (MRDT) Allocation of Online Accommodation Platform (OAP) Revenues	It was moved and seconded that Council direct Staff to submit the necessary documentation to Destination BC to allocate Online Accommodation Platform revenue to the Housing Legacy Reserve to fund affordable housing initiatives.	Laura Mercer;#331	Complete
Council	1/21/2019	"Official Community Plan Amendment Bylaw 2018 No. 6500.038"	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	1/21/2019	"Zoning Amendment Bylaw 2018 No. 4500.119"	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	1/21/2019	"Zoning Amendment Bylaw 2018 No. 4500.130"	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	1/21/2019	"Highway Closure and Dedication Removal Bylaw 2018 No. 7275"	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	12/17/2018	Mid Island Business Initiative - Launch Event	It was moved and seconded that Council approve Mayor Krog to attend the the Mid-Island Business Initiative Launch Event on Wednesday, January 23, 2019, held in Vancouver, BC.	Sheila Gurrie;#28	Complete
Council	12/17/2018	Local Government Leadership Academy – Elected Officials Seminar	It was moved and seconded that Council approve Councillors Armstrong, Geselbracht, Hemmens and Thorpe to attend Session #1 of the Local Government Leadership Academy - Elected Officials Seminar on February 12 to 14, 2018, held in Parksville, BC.	Sheila Gurrie;#28	Complete
Council	12/17/2018	Local Government Leadership Academy – Elected Officials Seminar	It was moved and seconded that Council approve Councillor Bonner to attend Session #2 of the Local Government Leadership Academy - Elected Officials Seminar on February 13 to 15, 2019, held in Parksville, BC.	Sheila Gurrie;#28	Complete
Council	12/17/2018	Symposium on Water Stewardship in a Changing Climate	It was moved and seconded that Council approve Mayor Krog and Councillor Geselbracht to attend the Symposium on Water Stewardship in a Changing Climate, held on April 3rd and 4th, 2018, in Parksville, BC.	Sheila Gurrie;#28	Complete
Council	12/17/2018	Investing in Canada Infrastructure Program	It was moved and seconded that Council endorse the Port Theatre Community Performing Arts Centre, for application under the Community, Culture, and Recreation Stream of the Investing in Canada Infrastructure Program.	Laura Mercer;#331	Complete
Council	12/17/2018	Council Remuneration	It was moved and seconded that Council: 1. adjust Council base salaries to compensate net pay for the 1/3 tax exemption effective 2019-JAN-01; 2. amend the “Council Spending and Amenities Policy” to include a provision to annually revise the base compensation for Mayor and Council by applying the BC Annual Percent Consumer Price Index to the prior year’s base compensation amount to a maximum of 2% per year; and, 3. appoint an independent Council Remuneration task force to undertake a comprehensive review of Council compensation, Council Spending and Amenities Policy and any other related matters deemed appropriate by Council. The Council remuneration task force should be appointed no later than 2019 and submit its recommendations for implementation January 2021.	Laura Mercer;#331	In Progress
Council	12/17/2018	2019 – 2023 Financial Plan Bylaw	Bylaw passed first, second and third reading.	Laura Mercer;#331	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	12/17/2018	Vancouver Island Exhibition - Approval of Lease for Exhibition Grounds	It was moved and seconded that Council: 1. approve a 25-year lease to the Vancouver Island Exhibition Association based on the terms and conditions outlined in the staff report; and, 2. authorize the Mayor and Corporate Officer to execute the lease agreement.	Richard Harding;#252	Complete
Council	12/17/2018	Nanaimo Equestrian Association - Approval of Lease for Beban Park Equestrian Grounds	It was moved and seconded that Council: 1. approve a 10-year lease to the Nanaimo Equestrian Association; and, 2. authorize the Mayor and Corporate Officer to execute the lease.	Richard Harding;#252	Complete
Council	12/17/2018	195 and 191 Fourth Street - Letter of Intent for Lease with Nanaimo Search and Rescue	It was moved and seconded that Council: 1. direct the Corporate Officer to execute the Letter of Intent with Nanaimo Search and Rescue; and, 2. direct Staff to return to a future Council meeting for final approval of the lease once the conditions within the Letter of Intent have been satisfied.	Richard Harding;#252	In Progress
Council	12/17/2018	Property Gifting - 603 Nottingham Drive	It was moved and seconded that Council: 1. provide approval to accept a gifting of property located at 603 Nottingham Drive for park purposes; and, 2. direct Staff to issue a tax donation receipt for \$70,000 to Cottle Creek Ventures Inc.	Dale Lindsay;#251	Complete
Council	12/17/2018	Development Variance Permit Application No. DVP365 - 125 Front Street	It was moved and seconded that Council issue Development Variance Permit No. DVP365 at 125 Front Street with the following variances: • allow an animated sign; and, • increase the maximum sign area of a freestanding sign from 10m2 to 30.46m2.	Dale Lindsay;#251	Complete
Council	12/17/2018	Development Variance Permit Application No. DVP367 - 550 Seventh Street	It was moved and seconded that Council issue Development Variance Permit No. DVP367 at 550 Seventh Street with a variance to allow an animated sign.	Dale Lindsay;#251	Complete
Council	12/17/2018	Development Variance Permit Application No. DVP369 - 3135 Mexicana Road	It was moved and seconded that Council issue Development Variance Permit No. DVP369 at 3135 Mexicana Road with a variance to allow an animated sign.	Dale Lindsay;#251	Complete
Council	12/17/2018	Development Variance Permit Application No. DVP372 - 124 Tait Road	It was moved and seconded that Council issue Development Variance Permit No. DVP372 at 124 Tait Road with the following variance: • increase the maximum building height for an accessory building with a roof pitch less than 6:12 from 4.5m to 4.64m.	Dale Lindsay;#251	Complete
Council	12/17/2018	Rezoning Application No. RA000404 – 5400 Dewar Road and 5431 Redmond Road	It was moved and seconded that: 1. “Zoning Amendment Bylaw 2018 No. 4500.130” (To rezone portions of the subject properties at 5400 Dewar Road, 5351 Redmond Road and the adjacent Redmond Road right-of-way from: • Single Dwelling Residential [R1] to Steep Slope Residential [R10] and Parks, Recreation and Culture One [PRC-1]; and, • Steep Slope Residential [R10] to Parks, Recreation and Culture One [PRC-1]) pass first reading. It was moved and seconded that “Zoning Amendment Bylaw 2018 No. 4500.130” pass second reading.	Dale Lindsay;#251	Complete
Council	12/17/2018	Proposed Road Closure – Part of Redmond Road Adjacent to 5400 Dewar Road and 5351 Redmond Road	It was moved and seconded that: 1. Council authorize the road closure and disposition of a portion of Redmond Road adjacent to 5400 Dewar Road and 5351 Redmond Road; 2. Mayor and Corporate Officer execute the conditional Road Closure and Sale Agreement; and, 3. Council direct Staff to proceed with public notice of closure and disposition of a portion of Redmond Road.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	12/17/2018	2019 Temporary Outdoor Public Art Recommendations	It was moved and seconded that Council approve the ten, 2019 Temporary Outdoor Public Art selections totaling \$28,000, recommended by the 2019 selection panel.	Dale Lindsay;#251	Complete
Council	12/17/2018	"Sewer Regulation and Charge Amendment Bylaw 2018 No. 2496.31"	Bylaw adopted.	Laura Mercer;#331	Complete
Council	12/17/2018	"Waterworks Rate and Regulation Amendment Bylaw 2018 No. 7004.14"	Bylaw adopted.	Laura Mercer;#331	Complete
Council	12/17/2018	"South West Bulk Water Rate Amendment Bylaw 2018 No. 7099.07"	Bylaw adopted.	Laura Mercer;#331	Complete
Council	12/17/2018	"Municipal Solid Waste Collection Amendment Bylaw 2018 No. 7128.10"	Bylaw adopted.	Laura Mercer;#331	Complete
Council	12/17/2018	"Housing Agreement Bylaw 2018 No. 7276"	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	12/17/2018	"Housing Agreement Bylaw 2018 No. 7277"	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	12/17/2018	"Housing Agreement Bylaw 2018 No. 7278"	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	12/3/2018	2019 Council Key Date Calendar	It was moved and seconded that Council approve the 2019 Council Key Date Calendar as presented..	Sheila Gurrie;#28	Complete
Council	12/3/2018	Amendment to Rates and Charges for Sanitary Sewer	"Sewer Regulation and Charge Amendment Bylaw 2018 No. 2496.31" passed first, second and third reading.	Laura Mercer;#331	Complete
Council	12/3/2018	Amendment to Rates and Charges for Water	"Waterworks Rate and Regulation Amendment Bylaw 2018 No. 7004.14" passed first, second and third reading.	Laura Mercer;#331	Complete
Council	12/3/2018	Amendment to Bulk Water Rates for South West Extension	"South West Bulk Water Rate Amendment Bylaw 2018 No. 7099.07" passed first, second and third reading.	Laura Mercer;#331	Complete
Council	12/3/2018	Amendment to Rates and Charges for Municipal Solid Waste Collection	"Municipal Solid Waste Collection Amendment Bylaw 2018 No. 7128.10" passed first, second and third reading.	Laura Mercer;#331	Complete
Council	12/3/2018	Development Variance Permit Application No. DVP370 - 406 Harwell Road	It was moved and seconded that Council issue Development Variance Permit No. DVP370 at 406 Harwell Road with the following variance: • reduce the minimum rear yard setback from 7.5m to 5.8m for the proposed addition.	Dale Lindsay;#251	Complete
Council	12/3/2018	"Housing Agreement Bylaw 2018 No. 7276" - 20 Prideaux Street (Nanaimo Affordable Housing Society)	"Housing Agreement Bylaw 2018 No. 7276" passed first, second and third reading.	Dale Lindsay;#251	Complete
Council	12/3/2018	"Housing Agreement Bylaw 2018 No. 7277" – 285 Rosehill Street (Vancouver Island Mental Health Society)	"Housing Agreement Bylaw 2018 No. 7277" passed first, second and third reading.	Dale Lindsay;#251	Complete
Council	12/3/2018	"Housing Agreement Bylaw 2018 No. 7278" – 10 Buttertubs Drive (Nanaimo Affordable Housing Society)	"Housing Agreement Bylaw 2018 No. 7278" passed first, second and third reading.	Dale Lindsay;#251	Complete
Council	11/19/2018	Committee of the Whole Delegation Policy Report	It was moved and seconded that Council refer this item to Staff until after Council has received training on "Procedure Bylaw 2018 No. 7272" and discussion regarding the Committee of the Whole Delegation Policy has occurred.	Sheila Gurrie;#28	Cancelled
Council	11/19/2018	Nuisance Property Abatement - 5350 Metral Drive	It was moved and seconded that Council declare 5350 Metral Drive a "Nuisance" pursuant to the "Nuisance Abatement and Cost Recovery Bylaw 2003 No. 5645", and to authorize Staff to record and charge for municipal services including police required to abate nuisance activity.	Karen Fry;#348	Complete
Council	11/19/2018	Appointment of Fire Inspectors and Fire Fighters as Bylaw Enforcement Officers	It was moved and seconded that Council appoint Fire Inspectors and Fire Fighters as Bylaw Enforcement Officers to enforce the provisions of City of Nanaimo "Fire Protection and Life Safety Regulations Bylaw 2011 No. 7108".	Karen Fry;#348	Complete
Council	11/19/2018	440 Selby Street - Update to the Revitalization Tax Exemption Agreement	It was moved and seconded that Council approve an update to the Revitalization Tax Exemption Agreement for a proposed three-storey hotel at 440 Selby Street.	Dale Lindsay;#251	Complete
Council	11/19/2018	Improperly Fenced Swimming Pool - 3168 Uplands Drive	It was moved and seconded that Council, pursuant to Sections 72 and 73 of the <i>Community Charter</i> , order the owner of 3168 Uplands Drive, within 30 days, to erect a fence as required pursuant to the City of Nanaimo "Building Bylaw 2016 No. 7224" or remove the swimming pool.	Karen Fry;#348	Complete

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Council	11/19/2018	Development Variance Permit No. DVP363 - 1 Port Drive	It was moved and seconded that Council issue Development Variance Permit No. DVP363 at 1 Port Drive to vary the Subdivision Control Bylaw to exempt the proposed subdivision from the required works and services.	Dale Lindsay;#251	Complete
Council	11/19/2018	Development Variance Permit No. DVP364 - 4822 Whalley Way	It was moved and that Council issue Development Variance Permit No. DVP364 at 4822 Whalley Way with the following variance: <ul style="list-style-type: none">• reduce the minimum setback for garage doors facing a street from 6m to 4.37m.	Dale Lindsay;#251	Complete
Council	11/19/2018	Development Variance Permit Application No. DVP366 - 3712 Polaris Drive	It was moved and seconded that Council issue Development Variance Permit No. DVP366 at 3712 Polaris Drive with the following variance: <ul style="list-style-type: none">• allow a heat pump to be located to the front of the principal dwelling.	Dale Lindsay;#251	Complete
Council	11/19/2018	Development Variance Permit Application No. DVP368 - 171 Calder Road	It was moved and seconded that Council issue Development Variance Permit No. DVP368 at 171 Calder Road with the following variances within the Parkway Buffer on lands designated as part of the “Rural Parkway”: <ul style="list-style-type: none">• allow a backlit fascia sign; and• increase the maximum allowable fascia sign size from 5m2 to 11.65m2.	Dale Lindsay;#251	Complete
Council	11/19/2018	"Zoning Amendment Bylaw 2018 No. 4500.126"	Bylaw Adopted.	Dale Lindsay;#251	Complete
Council	11/19/2018	"Zoning Amendment Bylaw 2018 No. 4500.128"	Bylaw Adopted.	Dale Lindsay;#251	Complete
Council	11/19/2018	"Highway Closure and Dedication Removal Bylaw 2018 No. 7255"	Bylaw Adopted.	Dale Lindsay;#251	Complete
Council	11/19/2018	"Highway Closure and Dedication Removal Bylaw 2018 No. 7265"	Bylaw Adopted.	Dale Lindsay;#251	Complete
Council	11/5/2018	2019 Appointments to the Regional District of Nanaimo Board	It was moved and seconded that Council appoint, for a one year term, eight Directors, and one Alternate Director, to the Regional District of Nanaimo Board as follows: Mayor Krog - 5 votes Councillor Hemmens - 5 votes Councillor Armstrong - 5 votes Councillor Geselbracht - 5 votes Councillor Brown - 5 votes Councillor Turley - 4 votes Councillor Bonner - 4 votes Councillor Thorpe - 4 votes Councillor Maartman - Alternate Director	Sheila Gurrie;#28	Complete
Council	11/5/2018	2019 Appointments to the Vancouver Island Regional Library Board	It was moved and seconded that Council appoint Councillor Hemmens as a trustee and Council Thorpe as an alternate trustee to the Vancouver Island Regional Library Board for a one-year term ending 2019-DEC-31.	Sheila Gurrie;#28	Complete
Council	11/5/2018	2019 Acting Mayor Schedule	It was moved and seconded that Council approve the 2019 Acting Mayor Schedule.	Sheila Gurrie;#28	Complete
Council	10/15/2018	Subdivision Approving Officer	It was moved and seconded that Council approve the appointment of Jeremy Holm as the City’s Approving Officer.	Dale Lindsay;#251	Complete
Council	10/15/2018	Property Disposition - 897 Albert Street, 474 and 478 Pine Strret	It was moved and seconded that Council: 1.approve the disposition of City-owned land at 897 Albert Street, 474 and 478 Pine Street and adjacent road closure area to Habitat for Humanity Mid-Vancouver Island Society for \$1.00; and, 2.direct the Mayor and Corporate Officer to execute the necessary documents to effect the transaction.	Dale Lindsay;#251	Complete
Council	10/15/2018	Proposed Telecommunication Townen - 821 Maughan Road	It was moved and seconded that Council direct Staff to provide a letter of concurrence to Industry Canada in response to a proposed 45m telecommunications facility at 821 Maughan Road.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	10/15/2018	Nuisance Property Abatement - 204 - 311 Mt. Benson Street	It was moved and seconded that Council declare #204 – 311 Mt. Benson Street a “Nuisance” pursuant to the “Nuisance Abatement and Cost Recovery Bylaw 2003 No. 4645”, and to authorize Staff to record and charge for municipal services including police required to abate nuisance activity	Karen Fry;#348	Complete
Council	10/15/2018	"Business Licence Amendment Bylaw 2018 No. 5351.13"	Bylaw was adopted.	Dale Lindsay;#251	Complete
Council	10/15/2018	Financial Plan Amendment Bylaw 2018 No. 7253.03"	Bylaw was adopted.	Laura Mercer;#331	Complete
Council	10/15/2018	"Highway Closure and Dedication Remnoval Bylaw 2018 No. 7255"	Bylaw passed third reading.	Dale Lindsay;#251	Complete
Council	10/15/2018	"Highway closure and Dedication Removal Bylaw 2018 No. 7265	Bylaw passed third reading.	Dale Lindsay;#251	Complete
Council	10/15/2018	"Housing Agreement Bylaw 2018 No. 7269"	Bylaw was adopted.	Dale Lindsay;#251	Complete
Council	10/15/2018	"Housing Agreement Bylaw 2018 No. 7270"	Bylaw was adopted.	Dale Lindsay;#251	Complete
Council	10/15/2018	"Council Procedure Bylaw 2018 No. 7272"	Bylaw was adopted.	Sheila Gurrie;#28	Complete
Council	10/1/2018	"Council Procedure Bylaw 2018 No. 7272"	Bylaw passed three readings.	Sheila Gurrie;#28	Complete
Council	10/1/2018	Bylaw 7000 Revisions	Council deferred consideration of the report Bylaw 7000 Revisions to the incoming Council.	John Van Horne;#302	In Progress
Council	10/1/2018	Proposed Road Closure Adjacent to 400 Newcastle Avenue	Council authorized the road closure of a portion of Newcastle Avenue adjacent to 400 Newcastle Avenue. Bylaw 7255 passed two readings	Dale Lindsay;#251	Complete
Council	10/1/2018	1 Port Drive - Seaspan Right-Of-Way Final Disposition	Council: (a) approved the acquisition of the Seaspan Right-of-Way at 1 Port Drive for a purchase price of \$991,465; (b) approved the disposition of 3.6 acres of water lot and 5.7 acres of upland with an estimated market value of \$3,050,500 from 1 Port Drive to Seaspan Ferries Corporation. (c) delegated to the Chief Administrative Officer the power to approve the Transfer Agreement between the City of Nanaimo, Seaspan Ferries Corporation and Southern Railway of Vancouver Island Limited to formalize the commitments outlined in the Letter of Intent, dated 2018-SEP-13, and any related commitments on such terms and conditions as the Chief Administrative Officer deems appropriate, in his sole discretion; and, (d) directed the Mayor and Corporate Officer to execute the necessary documents to affect the transaction.	Dale Lindsay;#251	In Progress
Council	10/1/2018	Development Permit Application No. DP1089 - 285 Rosehill Street	Council issued Development Permit No. 1089 at 285 Rosehill Street with the following variances: <ul style="list-style-type: none">• reduce the minimum required front yard setback from 3m to 1.5m; and,• reduce the required onsite parking from 5 spaces to 2 spaces.	Dale Lindsay;#251	Complete
Council	10/1/2018	Development Permit Application No. DP1100 - 65 Pryde Avenue	Council issued Development Permit No. DP1100 at 65 Pryde Avenue with the following variances: reduce the minimum front yard setback along Pryde Avenue from 6m to 3.9m; <ul style="list-style-type: none">• increase the maximum building height from 14m to 14.6m; and,• reduce the required onsite parking from 54 spaces to 50 spaces.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			Council issued Development Permit No. 1110 at 450 Wentworth Street with the following variances: <ul style="list-style-type: none"> • reduce the minimum required side yard setback from 3m to 2.25m; and, • permit a commercial use on the second storey of a commercial building within the Downtown – Old City Mixed Use (DT8) zone. 		
Council	10/1/2018	Development Permit Application No. DP1110 - 450 Wentworth Street		Dale Lindsay;#251	Complete
Council	10/1/2018	Affordable Rental Housing Agreement - 2020 Estevan Road	Bylaw 7270 passed three readings.	Dale Lindsay;#251	Complete
Council	10/1/2018	Housing Agreement Bylaw 2018 No. 7269 - 2185 Salmon Road	Bylaw 7269 passed three readings.	Dale Lindsay;#251	Complete
			Council directed Staff to amend the existing Section 219 covenant (FA009239) registered on the title of 6201 Oliver Road in order to remove language referencing a previous development plan regarding geotechnical considerations, works and service requirements, tree protection, use, density and height.	Dale Lindsay;#251	Complete
Council	10/1/2018	Covenant Amendment 6201 Oliver Road		Dale Lindsay;#251	Complete
Council	10/1/2018	"Zoning Amendment Bylaw 2018 No. 4500.127"	Bylaw 4500.127 was adopted.	Dale Lindsay;#251	Complete
			Council directed Staff to amend "Zoning Amendment Bylaw 2011 No. 4500" allow cannabis production and processing within the Light Industrial Zone I2.	Dale Lindsay;#251	Complete
Council	10/1/2018	"Zoning Amendment Bylaw 2018 No. 4500.127"		Dale Lindsay;#251	Complete
Council	10/1/2018	"Property Tax Exemption Bylaw 2018 No. 7271"	Bylaw 7271 was adopted.	Laura Mercer;#331	Complete
		Mayor McKay re: Request for Payment for Travel Expenses under the	Council approved the payment of expenses in the amount of \$155.53 in order for Mayor McKay to be reimbursed for his attendance at the 2018 BC Law Enforcement Memorial Service held September 30, 2018 in Victoria	Laura Mercer;#331	Complete
Council	10/1/2018	Council Spending Amenities Policy.		Laura Mercer;#331	Complete
			It was moved and seconded that Council direct Jake Rudolph, Chief Administrative Officer, to meet with the various advisory committee members as a group.	Jake Rudolph;#442	Not Started
Council	9/17/2018	Meetings between Chief Administrative Officer and Committees		Jake Rudolph;#442	Not Started
			It was moved and seconded that Nanaimo Mayor and Council continue to fund the Community Policing Services Office (CPSO) building, on an annual basis, and change the name of the building to Community Safety Office.	Karen Fry;#348	Complete
Council	9/17/2018	Discussion re: Community Policing Services Office		Karen Fry;#348	Complete
		Travel Assistance Grant - Nanaimo Baseball Association Mosquito	It was moved and seconded that Council approve the request from the Nanaimo Minor Baseball Mosquito Pirates for a Travel Assistance Grant in the amount of \$550 for eleven (11) players to attend the Mosquito AAA Tier 1 Provincial Championships held from 2018- AUG-02 through AUG-06.	Richard Harding;#252	Complete
Council	9/17/2018	Pirates		Richard Harding;#252	Complete
		Travel Assistance Grant - Nanaimo Minor Baseball Association Mosquito	It was moved and seconded that Council approve the request from the Nanaimo Minor Baseball Mosquito Pirates A for a Travel Assistance Grant in the amount of \$600 for twelve (12) players to attend the Mosquito A Provincial Championships held from 2018-AUG-02 through AUG-06 in Cloverdale, BC.	Richard Harding;#252	Complete
Council	9/17/2018	Pirates A		Richard Harding;#252	Complete
		Travel Assistance Grant - Nanaimo Minor Baseball Association Tadpole	It was moved and seconded that Council approve the request from the Nanaimo Minor Baseball Tadpole Pirates for a Travel Assistance Grant in the amount of \$500 for ten (10) players to attend the Tadpole Provincial Championships held from 2018-JUL-27 through JUL-29 in Cloverdale, BC.	Richard Harding;#252	Complete
Council	9/17/2018	Pirates		Richard Harding;#252	Complete
		Travel Assistance Grant - Nanaimo District Lacrosse Peewee A	It was moved and seconded that Council approve the request from the Nanaimo District Lacrosse Peewee A for a Travel Assistance Grant in the amount of \$850 for seventeen (17) players to attend the 2018 BCLA Minor Box Lacrosse Provincial Championships held from 2018-JUL-11 through JUL-15.	Richard Harding;#252	Complete
Council	9/17/2018	Travel Assistance Grant - Nanaimo District Lacrosse Peewee A		Richard Harding;#252	Complete
		Travel Assistance Grant - Nanaimo District Lacrosse Peewee C	It was moved and seconded that Council approve the request from the Nanaimo District Lacrosse Peewee C for a Travel Assistance Grant in the amount of \$700 for fourteen (14) players to attend the 2018 BC Lacrosse Provincial Championships held from 2018-JUL-12 through JUL-15.	Richard Harding;#252	Complete
Council	9/17/2018	Travel Assistance Grant - Nanaimo District Lacrosse Peewee C		Richard Harding;#252	Complete
		Snuneymuxw First Nation Water and Sewer Connection Fee Credit	It was moved and seconded that Council approve the Water and Sewer Connection Fee Credit Agreement between the Snuneymuxw First Nation and the City of Nanaimo.	Laura Mercer;#331	In Progress
Council	9/17/2018	Agreement		Laura Mercer;#331	In Progress

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	9/17/2018	Kidney Foundation Challenge to Save Lives Through Organ Donation	It was moved and seconded that Council endorse a Nanaimo-specific resolution similar to the UBCM resolution to "accept the Kidney Foundation's challenge to Save Lives Through Organ Donation" and work with the Foundation to increase the number of people registered as organ donors in the community.	Dale Lindsay;#251	Complete
Council	9/17/2018	Kidney Foundation Challenge to Save Lives Through Organ Donation	It was moved and seconded that Council refer the following resolution to the Community Vitality Committee for clarification regarding what they mean and the types of support the City can offer: "That Council consider creating and adopting a City-wide policy for ways in which the City can offer support to non-profit groups."	Dale Lindsay;#251	In Progress
Council	9/17/2018	Council and Committee of the whole Meeting Video Recording During Municipal Election Process	It was moved and seconded that Council record and live stream Council and Committee of the Whole Meetings during the election period.	Sheila Gurrie;#28	Cancelled
Council	9/17/2018	2018-2022 Financial Plan Bylaw Amendment	Bylaw 7253.03 passed first and second reading.	Laura Mercer;#331	Complete
Council	9/17/2018	Rezoning Application No. RA397 - 4900 Island Highway N	It was moved and seconded that Council direct Staff to proceed with rezoning application RA397 – 4900 Island Highway N.	Dale Lindsay;#251	Complete
Council	9/17/2018	Development Variance Permit Application No. DVP361 - 3680 Lagoon Road	It was moved and seconded that Council issue Development Variance Permit No. DVP361 at 3680 Lagoon Road with the following variance: <ul style="list-style-type: none">• allow a heat pump to be located on the south side of the principal building.	Dale Lindsay;#251	Complete
Council	9/17/2018	Development Permit Application No. DP927 - 5757 Turner Road, 6010 and 6020 Linley Valley Drive	It was moved and seconded that Council issue Development Permit No. DP927 at 5757 Turner Road, 6010 and 6020 Linley Valley Drive with the following variance: <ul style="list-style-type: none">• reduce the watercourse setback measured from the top of bank of the creek from 15m to 7.5m from the centreline of the creek.	Dale Lindsay;#251	Complete
Council	9/17/2018	Liquor Licence Application No. LA000134 - 1630 East Wellington Road - Royal Canadian Legion , Branch 256	It was moved and seconded that Council: <ol style="list-style-type: none">1. waive the requirement for a Public Meeting for Liquor Licence Application No. LA134 at 1630 East Wellington Road; and,2. recommend that the Liquor and Cannabis Regulation Branch approve the application to convert an existing liquor primary club license to a liquor primary licence for the Royal Canadian Legion, Branch 256, located at 1630 East Wellington Road.	Dale Lindsay;#251	Complete
Council	9/17/2018	Rezoning Application No. RA391 - 4525 and 4461 Wellington Road	Bylaw No. 4500.128 passed first reading and second reading.	Dale Lindsay;#251	Complete
Council	9/17/2018	"Zoning Amendment Bylaw 2018 No. 4500.127"	Bylaw No. 4500.127" passed third reading.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			It was moved and seconded that Council adjust the Cannabis Retail Store Rezoning Criteria as follows: <ul style="list-style-type: none">• Section 1 Location: Subsection 1.2: Change the minimum separation distance from 150m to 200m and include a referral to the school district.• It was moved and seconded that Council adjust the Cannabis Retail Store Rezoning Criteria as follows:<ul style="list-style-type: none">• Section 1 Location: Remove Subsection 1.3• It was moved and seconded that Council adjust the Cannabis Retail Store Rezoning Criteria as follows:<ul style="list-style-type: none">• Section 1 Location: Subsection 1.4: Change the distance from 300m to 200m.• It was moved and seconded that Council remove bullet three - market study requirement from the Application Requirements section of the Cannabis Retail Store Rezoning Criteria.• It was moved and seconded that Council add to the Cannabis Retail Store Rezoning Criteria that a radius of 200m be included as consultation zone for the neighbourhood.• It was moved and seconded that Council approve the Cannabis Retail Store Rezoning Criteria as amended.		
Council	9/17/2018	Cannabis Retail Store Rezoning Criteria		Dale Lindsay;#251	Complete
Council	9/17/2018	"Zoning Amendment Bylaw 2017 No. 4500.116"	Bylaw No. 4500.116" was adopted.	Dale Lindsay;#251	Complete
			Bylaw No. 4500.120" wasadopted.		
Council	9/17/2018	"Zoning Amendment Bylaw 2018 No. 4500.120"		Dale Lindsay;#251	Complete
Council	9/17/2018	"Off Street Parking Regulations Bylaw 2018 No. 7266"	Bylaw No. 7266" was adopted.	Dale Lindsay;#251	Complete
Council	8/13/2018	Committee Recommendation: Fern Neighbourhood Park Improvement Request under the Partners in Parks Program	It was moved and seconded that Council allocate \$25,000 from the 2018 Partners in Parks Program, and \$20,000 from the Deferred Revenue Account for Future Partners in Park project, for Fern Neighbourhood Park improvements.	Richard Harding;#252	In Progress
Council	8/13/2018	Committee Recommendation: Heritage Façade Grant - 155 Commercial Street	It was moved and seconded that Council: <ul style="list-style-type: none">1.approve a \$8,683.50 Heritage Façade Grant for the Parkin Block located at 155 Commercial Street to repaint the building exterior and recover its existing awnings; and,2. provide for the \$7,978.04 Heritage Façade Grant shortfall through a budget transfer from the Heritage Home Grant Program.	Dale Lindsay;#251	Complete
Council	8/13/2018	Committee Recommendation: Community Program Development Grant - Mid-Island Youth & Community Cooperative	It was moved and seconded that Council approve the request from the Mid-Island Youth and Community Development Cooperative for a Community Program Development Grant in the amount of \$2,665 to assist in funding a community-based arts and food festival, Food-Art Fun.	Richard Harding;#252	Complete
Council	8/13/2018	Committee Recommendation: Consideration of Nanaimo Deep Discovery Association Funding Request	It was moved and seconded that Council provide \$65,000 to the Nanaimo Deep Discovery Association, from the Council Contingency Fund, based on Council having full access to the reports completed by the Nanaimo Deep Discovery Association, and that the Nanaimo Deep Discovery Association fund the balance required through other sources.	Sheila Gurrie;#28	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	8/13/2018	Smoking Regulation Bylaw 2018 No. 7268	It was moved and seconded that “Smoking Regulation Bylaw 2018 No. 7268” (To regulate smoking in the City of Nanaimo) pass first, second and third reading.	Dale Lindsay;#251	In Progress
Council	8/13/2018	Cannabis Zoning Regulation	“Zoning Amendment Bylaw 2018 No. 4500.127” passed first and second reading. It was moved and seconded that Council direct Staff to proceed and advertise a Public Hearing related to “Zoning Bylaw Amendment No. 4500.127” and the ‘Cannabis Retail Store Rezoning Criteria’.	Dale Lindsay;#251	Complete
Council	8/13/2018	Off-Street Parking Regulations Bylaw	“Off-Street Parking Regulations Bylaw 2018 No. 7266” passed first and second reading. It was moved and seconded that Council direct Staff to proceed and advertise for a Public Hearing related to the City of Nanaimo “Off-Street Parking Regulations Bylaw 2018 No. 7266” and the City of Nanaimo “Parking Variance Policy”.	Dale Lindsay;#251	Complete
Council	8/13/2018	Mobile Food Vending Licensing	"Business Licence Amendment Bylaw 2018 No. 5351.13") pass first, second and third reading.	Dale Lindsay;#251	Complete
Council	8/13/2018	Property Disposition - Lot 7 Encroachment Area Adjacent to 4134 Wellesley Avenue	It was moved and seconded that Council: 1. approve the disposition of City-owned property, Lot 7 Encroachment Area located adjacent to 4134 Wellesley Avenue, to Katie Hommy and Allen Armstrong for the sum of \$23,000 plus costs; and, 2. direct the Mayor and the Corporate Officer to execute the necessary documents to effect the transaction.	Dale Lindsay;#251	Complete
Council	8/13/2018	Rezoning Application No. RA389 - 65 and 77 Chapel Street	“Zoning Amendment Bylaw 2018 No. 4500.126 passed first and second reading. It was moved and seconded that Council direct Staff to secure the community contribution and road dedication prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	8/13/2018	Covenant Amendment Application No. CA9 - 6201 Oliver Road	It was moved and seconded that Council direct Staff to proceed with a Public Hearing for Covenant Amendment Application No. CA9 at 6201 Oliver Road.	Dale Lindsay;#251	Complete
Council	8/13/2018	Liquor Licence Application No. LA000131 - 100 Port Drive	It was moved and seconded that Council recommend that the Liquor and Cannabis Regulation Branch approve the application to permit a liquor primary licensed area within the Helijet passenger terminal located at 100 Port Drive.	Dale Lindsay;#251	Complete
Council	8/13/2018	Liquor Licence Application No. LA000132 - Unit 101A, 2046 Boxwood Road	It was moved and seconded that Council authorize the Director of Community Development to notify the Liquor and Cannabis Regulation Branch that the City of Nanaimo permits the ancillary use of a picnic area outside of the Longwood Brewery located at 2046 Boxwood Road.	Dale Lindsay;#251	Complete
Council	8/13/2018	Development Permit Application No. DP1032 - 119 Haliburton Street	It was moved and seconded that Council issue Development Permit No. DP1032 at 119 Haliburton Street with the following variances: • increase the maximum building height from 14m to 16.1m; • reduce the minimum required front yard setback for an underground parking structure from 1.8m to 0.97m; • reduce the minimum landscape buffer width (north side yard) from 1.8m to 0m; and, • reduce the minimum landscape buffer width (rear yard) from 1.8m to 1.2m.	Dale Lindsay;#251	Complete
Council	8/13/2018	Development Permit Application No. DP1096 - 1217 Manzanita Place	It was moved and seconded that Council issue Development Permit No. DP1096 at 1217 Manzanita Place with the following variances: • increase the maximum allowable building height from 7m up to 10.8m; • reduce the required front yard setback from 6m to 5m; and, • reduce the required rear yard setback from 7.5m to 3m.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	8/13/2018	Development Permit Application No. DP1109 - 940 Hecate Street	It was moved and seconded that Council issue Development Permit No. DP1109 at 940 Hecate Street with the following variance: <ul style="list-style-type: none">• reduce the watercourse setback measured from the top of bank of the creek from 15m to 4.8m.	Dale Lindsay;#251	Complete
Council	8/13/2018	Development Permit No. DP1058 and Development Variance Permit No. DVP317 - 3715 Lagoon Road	It was moved and seconded that Council: 1. Issue Development Permit No. DP1058 at 3715 Lagoon Road with the following variance: <ul style="list-style-type: none">• reduce the watercourse setback measured from the natural boundary of the ocean from 15m to 8.4m; and, 2. Issue Development Variance Permit No. DVP317 at 3715 Lagoon Road with the following variance: <ul style="list-style-type: none">• reduce the rear yard setback for a principal building from 7.5m to 1.5m.	Dale Lindsay;#251	Complete
Council	8/13/2018	Development Variance Permit Application No. DVP356 - 703 Hecate Street	It was moved and seconded that Council issue Development Variance Permit No. DVP354 for 703 Hecate Street with the following variances: <ul style="list-style-type: none">• reduce the minimum front yard setback from 6m to 4.5m;• reduce the minimum rear yard setback from 7.5m to 7.14m; and,• increase the maximum projection of an open deck into a rear yard setback from 2m to 2.44m.	Dale Lindsay;#251	Complete
Council	8/13/2018	Development Variance Permit Application No. DVP358 - 4461 Wellington Road	It was moved and seconded that Council issue Development Variance Permit No. DVP358 at 4461 Wellington Road with the following variance: <ul style="list-style-type: none">• reduce the minimum lot frontage requirement from 15m to 14.3m for proposed Lots 2 to 5.	Dale Lindsay;#251	Complete
Council	8/13/2018	Development Variance Permit Application No. DVP359 - 380 Fifth Street	It was moved and seconded that Council issue Development Variance Permit No. DVP359 at 380 Fifth Street with the following variances: <ul style="list-style-type: none">• reduce the minimum rear yard setback from 7.5m to 5.64m; and,• reduce the minimum flanking side yard setback from 4m to 3.14m.	Dale Lindsay;#251	Complete
Council	8/13/2018	Development Variance Permit Application No. DVP356 - 4285 Jingle Pot Road	It was moved and seconded that Council issue Development Variance Permit No. DVP356 at 4285 Jingle Pot Road with the following variance: <ul style="list-style-type: none">• reduce the minimum lot depth requirement from 30m to 25.69m for proposed Lot 7.	Dale Lindsay;#251	Complete
Council	8/13/2018	Development Variance Permit Application No. DVP360 - 422 Howard Avenue	It was moved and seconded that Council issue Development Variance Permit No. DVP360 at 422 Howard Avenue with the following variance: <ul style="list-style-type: none">• increase the maximum accessory building height for a roof pitch less than 6:12 from 4.5m to 4.62m.	Dale Lindsay;#251	Complete
Council	8/13/2018	"Official Community Plan Bylaw 2018 No. 6500.039"	"Official Community Plan Bylaw 2008 No. 6500.039" was adopted.	Dale Lindsay;#251	Complete
Council	8/13/2018	"Zoning Amendment Bylaw 2018 No. 4500.123"	"Zoning Amendment Bylaw 2018 No. 4500.123" was adopted.	Dale Lindsay;#251	Complete
Council	8/13/2018	"Zoning Amendment Bylaw 2018 No. 4500.125"	"Zoning Amendment Bylaw 2018 No. 4500.125" was be adopted.	Dale Lindsay;#251	Complete
Council	7/9/2018	Internal Borrowing Resolution	It was moved and seconded that Council approve internal borrowing from the Development Cost Charge (DCC) City Wide Drainage Reserve in the amount of \$4,915,000 to fund the Sanitary Sewer DCC project DCC SS45: Chase River Pump Station and Forcemain, for a 20 year term at an interest rate of 2% with repayment of the internal borrowing to be from sewer operations.	Laura Mercer;#331	Complete
Council	7/9/2018	Morning Side Drive Sewer Cost Share	It was moved and seconded that Council authorize the installation of sanitary sewer along Morningside Drive, provided the property owners sign a formal petition to contribute \$12,200 per lot towards the cost of extending the service.	Bill Sims;#413	In Progress

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	7/9/2018	Property Disposition - Part in Plan 174RW of Lot 7 - Nanaimo River Road	It was moved and seconded that Council: 1. approve the disposition of City-owned land known as Part in Plan 174RW of Lot 7 – Nanaimo River Road to Lafarge Canada Inc. for the sum of \$16,500; and, 2. direct the Mayor and Corporate Officer to execute the necessary documents to effect the transaction.	Dale Lindsay;#251	Complete
Council	7/9/2018	Rezoning Application No. RA390 - 215 Sabiston Street	Bylaw 4500.125 - Passed 1st and 2nd reading; and, It was moved and seconded that Council direct Staff to secure the community contribution prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	7/9/2018	Development Permit No. DP1073 - 20 Barsby Avenue	It was moved and seconded that Council issue Development Permit No. DP1073 at 20 Barsby Avenue with the following variances: • increase the maximum building height from 14m to 19.6m; • reduce the minimum required front yard setback (Barsby Avenue) from 6m to 3m; • reduce the minimum required front yard setback for an underground parking structure from 1.8m to 0m; • reduce the minimum required flanking side yard setback (west) from 4m to 3m; • reduce the watercourse setback measured from the top of bank from 30m to 0m; and, • reduce the required number of parking spaces from 90 to 85 spaces.	Dale Lindsay;#251	Complete
Council	7/9/2018	Development Permit No. DP1075 - 3598 Norwell Drive	It was moved and seconded that Council issue Development Permit No. 1075 at 3598 Norwell Drive with the following variances: • reduce the minimum lot depth requirement from 27m down to 19.46m and as outlined in the terms of the development permit; • increase the maximum height for Units B and C from 9m to 9.97m; and, • increase the maximum height for Units D and E from 9m to 9.36m.	Dale Lindsay;#251	Complete
Council	7/9/2018	Development Permit No. DP1088 - 3425 Uplands Drive	It was moved and seconded that Council issue Development Permit No. 1088 at 3425 Uplands Drive with the following variances: • increase the maximum allowable height for Building A from 9m to 10.21m; • increase the maximum allowable height for Building B from 9m to 9.88m; • increase the maximum allowable height for Building C from 9m to 10.87; • increase the maximum permitted projection of the eaves into the east side yard setback from 0.75m to 1.12m; • reduce the Minimum Landscape Treatment Level 2d buffer width along the west property line from 1.8m to 1m; and, • reduce the required onsite parking from 46 to 17 parking spaces.	Dale Lindsay;#251	Complete
Council	7/9/2018	Development Permit No. DP1093 - 4775 Uplands Drive	It was moved and seconded that that Council issue Development Permit No. DP1093 at 4775 Uplands Drive with the following variance: • increase the maximum building height for Building A and B from 14m to 16m.	Dale Lindsay;#251	Complete
Council	7/9/2018	BC Energy Step Code Implementation Strategy	It was moved and seconded that Council endorse the implementation strategy for the BC Energy Step Code as outlined within the report titled “BC Energy Step Code Implementation Strategy” dated 2018-JUL-09.	Dale Lindsay;#251	Complete
Council	7/9/2018	Supervised Consumption Service - Proposed Zoning Bylaw Amendments	It was moved and seconded that Council refer review of Zoning Bylaw Amendments related to Supervised Consumption Services to the Community Planning and Development Committee, and the Public Safety Committee, for recommendations.	Dale Lindsay;#251	In Progress

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	7/9/2018	Provincial Support for Daytime Drop-in Resource Centre	It was moved and seconded that Council direct Mayor McKay to send correspondence to Mr. Leonard Krog, MLA, regarding the City of Nanaimo's request for financial support from the Provincial Government for a daytime drop-in resource centre for homeless individuals in Nanaimo, and ask that this request be brought forward to an inter ministerial forum for consideration.	Sheila Gurrie;#28	Complete
Council	7/9/2018	Cannabis Task Force Update	<p>It was moved and seconded that:</p> <ul style="list-style-type: none"> • Council direct Staff to prepare and introduce Zoning Bylaw amendments to clarify that Cannabis Retail Stores are separate use from retail; • proposed Cannabis Retail Stores be required to submit site-specific rezoning applications; • rezoning criteria, attached to the report titled "Cannabis Task Force Recommendations", dated 2018-JUL-09, including recommended minimum 300m from another Cannabis Retail Store, be considered for endorsement subject to receiving input from the Nanaimo School Board regarding recommended guidelines for separation from schools; • specific business license fees for Cannabis Retail Stores not be established at this time and that business license fees for Cannabis Retail Stores be considered as part of any future review of liquor license fees; • Council direct Staff to prepare and introduce Zoning Bylaw amendments to replace the existing use of "Medical Marijuana Growing and Production" with "Cannabis Production and Processing" and permit this as a use in the I4 (Industrial) Zone; • Council direct Staff to prepare and introduce Zoning Bylaw amendments to allow small scale cannabis production in the I1 (Highway Industrial) and I2 (Light Industrial) zones subject to the development of an odour abatement strategy; • cannabis production not be permitted in the Agricultural Rural Residential Zones (AR1 and AR2); • no further restrictions be placed on the personal production of cannabis beyond those established by the Federal and Provincial Governments; • Council adopt an updated and revised smoking bylaw to regulate the smoking of cannabis in public areas; • Council direct Staff to refer the recommendations provided by the Cannabis Task Force to the School Board for input; and, • Council direct Staff to complete a review of the cannabis-related bylaws and regulations one year following the adoption of the associated bylaws. 	Dale Lindsay;#251	Complete
Council	7/9/2018	"Park Dedication Bylaw 2018 No. 7259"	Bylaw Adopted.	Dale Lindsay;#251	Complete
Council	7/9/2018	"Zoning Amendment Bylaw 4500.117"	Bylaw Adopted.	Dale Lindsay;#251	Complete
Council	7/9/2018	"Zoning Amendment Bylaw 2018 No. 4500.121"	Bylaw Adopted.	Dale Lindsay;#251	Complete
Council	6/18/2018	Municipal Security Issuing Resolution	It was moved and seconded that Council approve borrowing from the Municipal Finance Authority of British Columbia, as part of the 2018 fall Borrowing Session, \$3,235,354 as authorized through "Fire Station #1 Borrowing Bylaw 2018 No. 7257" and that the Regional District of Nanaimo be requested to consent to our borrowing over a 20 year term and include the borrowing in a Security Issuing Bylaw.	Sheila Gurrie;#28	Complete
Council	6/18/2018	Travel Assistance Grant – VIPL – Upper Island Storm U18 Boys Soccer	Vancouver Island Premier League Upper Island Storm U18 Boys Soccer for a Travel Assistance Grant in the amount of \$250 for five (5) players to attend the BC Provincials Soccer Championships in Richmond, BC, to be held 2018-JUL-05 through 2018-JUL-08.	Richard Harding;#252	Complete
Council	6/18/2018	Travel Assistance Grant – VIPL Upper Island Storm U17 Girls Soccer	Vancouver Island Premier League Upper Island Storm U17 Girls Soccer for a Travel Assistance Grant in the amount of \$550 for eleven (11) players to attend the BC Provincials Soccer Championships in Richmond BC, to be held 2018-JUL-05 through 2018-JUL-08.	Richard Harding;#252	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	6/18/2018	Community Program Development Grant – Haven Society	Haven Society for a Community Program Development Grant in the amount of \$656 to assist in funding summer 2018 recreational activities for outreach clients.	Richard Harding;#252	Complete
Council	6/18/2018	Heritage Façade Grant – 499 Wallace Street	A \$9,715.13 Heritage Façade Grant for the Merchant’s Bank of Canada building located at 499 Wallace Street to repaint the building’s exterior and install exterior lighting and wrought iron window boxes.	Dale Lindsay;#251	Complete
Council	6/18/2018	Consideration of New permissive Tax Exemption Applications	1. award a Permissive Tax Exemption for the 2019 tax year to the Nanaimo Unique Kids Organization (NUKO) for property that it leases at 60 Needham Street; 2. award a Permissive Tax Exemption Cash Grant for the 2018 tax year (pro-rated for the period from 2018-MAR-01 to 2018-DEC-31) to the Nanaimo Unique Kids Organization (NUKO) for the property that the organization began to lease on 2018-MAR-01. The value of the cash grant is approximately \$12,715, of which \$5,000 will be provided through a Permissive Tax Exemption Cash Grant and the residual \$7,715 coming from Council’s Contingency; and, 3. award a Permissive Tax Exemption for the 2019 tax year to the Felice Cavallotti Lodge for property that it owns at 2060 East Wellington Road.	Laura Mercer;#331	Complete
Council	6/18/2018	2017 Statement of Financial Information	That Council approve the City of Nanaimo 2017 Statement of Financial Information for filing with the Ministry of Municipal Affairs and Housing.	Laura Mercer;#331	Complete
Council	6/18/2018	Development Variance Permit Application No. DVP350 - 5536 Noye Road	That Council issue Development Variance Permit No. DVP350 at 5536 Noye Road with the following variance: 1. reduce the minimum frontage requirement from 15m to 13.71m for proposed Lots A and B.	Dale Lindsay;#251	Complete
Council	6/18/2018	Development Variance Permit Application No. DVP351 - 2178 Lancashire Drive	That Council issue Development Variance Permit No. DVP351 at 2178 Lancashire Drive with the following variance: 1. increase the maximum height of an accessory building with a roof pitch less than 6:12 from 4.5m to 5.1m.	Dale Lindsay;#251	Complete
Council	6/18/2018	Development Variance Permit Application No. DVP352 - 5030 Hammond Bay Road	That Council issue Development Variance Permit No. DVP352 at 5030 Hammond Bay Road with the following variance: 1. reduce the rear yard setback requirement from 6m to 4.9m for proposed Lot 3.	Dale Lindsay;#251	Complete
Council	6/18/2018	Development Variance Permit Application No. DVP353 - 5414 Bayshore Drive	That Council issue Development Variance Permit No. DVP353 at 5414 Bayshore Drive with the following variances: 1. allow a heat pump to be located on the west side of the principal dwelling; and, 2. reduce the required side yard setback for a heat pump from 4.5m to 3.3m.	Dale Lindsay;#251	Complete
Council	6/18/2018	Proposed Property Disposition of 897 Albert Street, 474 and 478 Pine Street to Habitat for Humanity, Mid-Vancouver Island Society	That Council: 1. provide ‘Approval in Principle’ to dispose of City-owned land at 897 Albert Street, 474 and 478 Pine Street to Habitat for Humanity, Mid-Vancouver Island Society, for \$1.00 subject to Habitat for Humanity hosting an open house to present their development project to the public; 2. direct Staff to proceed with public notice of the property disposition; and, 3. direct Staff to return to a Council meeting after the open house has been held and the notice has been published for Council’s formal approval of the property disposition.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	6/18/2018	Proposed Road Closure - Unnamed Land Adjacent to 897 Albert Street, 474 and 478 Pine Street	That: 1. Council authorize the road closure and disposition for the unnamed lane adjacent to 897 Albert Street, 474 and 478 Pine Street to Habitat for Humanity, Mid-Vancouver Island Society; 2. the Mayor and Corporate Officer execute the conditional Road Closure and Sale Agreement; 3. Council direct Staff to proceed with public notice of closure and disposition of the unnamed lane;	Dale Lindsay;#251	Complete
Council	6/18/2018	Proposed Road Closure - Unnamed Land Adjacent to 897 Albert Street, 474 and 478 Pine Street	Bylaw No. 7265 passed first and second reading.	Dale Lindsay;#251	Complete
Council	6/18/2018	"Official Community Plan Amendment Bylaw 2018 No. 6500.036"	Bylaw was adopted.	Dale Lindsay;#251	Complete
Council	6/18/2018	"Official Community Plan Amendment Bylaw 2018 No. 6500.037"	Bylaw was adopted.	Dale Lindsay;#251	Complete
Council	6/18/2018	"Zoning Amendment Bylaw 2018 No. 4500.114"	Bylaw was adopted.	Dale Lindsay;#251	Complete
Council	6/18/2018	"General Election Amendment Bylaw 2018 No. 7129.03"	Bylaw was adopted.	Sheila Gurrie;#28	Complete
Council	6/18/2018	"Park Dedication Bylaw 2018 No. 7259"	Bylaw was not adopted.	Dale Lindsay;#251	Complete
Council	6/18/2018	Don Bonner regarding the Core Services Review Recommendations.	It was moved and seconded that Council direct Staff to return to Council with a report regarding the status of the recommendations contained in the Core Services Review Report.	Sheila Gurrie;#28	In Progress
Council	6/11/2018	Presentation from Jan Hastings, Nanaimo Recycling Exchange, Regarding Business Case	It was moved and seconded that an in depth legal review take place regarding the Nanaimo Recycling Exchange's request, prior to referring request to Staff. This will allow Council to be fully informed of the long-term legal and financial obligations	Laura Mercer;#331	Complete
Council	6/11/2018	Pilot Park Site for Model Airs	It was moved and seconded that Council: a. direct Staff to work with the Nanaimo Model Airs Club to explore suitable locations for use of Model Aircraft; and, b. undertake a park planning process for East Wellington Park to determine appropriate land use strategies for the site including the exploration of a pilot site for the Model Airs.	Richard Harding;#252	In Progress
Council	6/11/2018	Amendment to "General Election Bylaw 2011 No. 7129"	Bylaw passed 1st, 2nd and 3rd readings.	Sheila Gurrie;#28	Complete
Council	6/11/2018	Georgia Greenway Phase 1 Update	That Council direct Staff to proceed with the construction of the Georgia Greenway Phase 1 Project, in 2018, as currently designed.	Poul Rosen;#60	Complete
Council	6/11/2018	Hospital Area Plan	Bylaw passed 1st and 2nd readings.	Dale Lindsay;#251	Complete
Council	6/11/2018	Rezoning Application No. RA392 - 580 St Andrews Street	Bylaw passed 1st and 2nd readings.	Dale Lindsay;#251	Complete
Council	6/11/2018	Rezoning Application No. RA393 - 101 and 105 Linley Road	Bylaw passed 1st and 2nd readings.	Dale Lindsay;#251	Complete
Council	6/11/2018	Highway Closure and Dedication Removal Bylaw 2018 No. 7263	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	5/28/2018	Committee Recommendations - Cambie Neighbourhood Park Improvement Request	It was moved and seconded that Council allocate \$25,000 from the 2018 Partner In Parks Program for Cambie Neighbourhood Park improvements.	Richard Harding;#252	In Progress
Council	5/28/2018	Development Variance Permit Application No. DVP347 - 5744 Linyard Road	It was moved and seconded that Council issue Development Variance Permit No. DVP347 for a proposed subdivision at 5744 Linyard Road with the following variance: • reduce the minimum lot frontage for proposed Lot B from 10m to 6.05m.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	5/28/2018	Development Variance permit Application No. DVP348 – 6470 Ptarmigan Way	It was moved and seconded that Council issue Development Variance Permit No. DVP348 at 6470 Ptarmigan Way with the following variances: <ul style="list-style-type: none">• reduce the west side yard setback for a pool deck from 1.5m to 0.07m;• reduce the west side yard setback from 1.5m to 0.22m and the east side yard setback from 1.5m to 0.33m for wooden stairs;• increase the permitted front yard fence height from 1.2m to 1.43m;• increase the permitted side yard fence height from 2.4m to 3.72m (east side yard) and from 2.4m to 3.33m (west side yard); and,• increase the permitted interior yard fence height from 3m to 3.18m.	Dale Lindsay;#251	Complete
Council	5/28/2018	Development Variance Permit Application No. DVP349 - 6250 Hammond Bay Road	It was moved and seconded that Council issue Development Variance Permit No. DVP349 at 6250 Hammond Bay Road with the following variance: <ul style="list-style-type: none">• increase the allowable side and rear yard fence height from 1.2m to 1.8m.	Dale Lindsay;#251	Complete
Council	5/28/2018	Liquor licence Application No. LA130 - 240 Skinner Street	It was moved and seconded that Council take no position regarding the application for a structural change to a liquor primary licence in order to increase the licensed capacity of the night club from 200 to 220 persons.	Dale Lindsay;#251	Complete
Council	5/28/2018	“Zoning Amendment Bylaw 2018 No. 4500.118”	Bylaw was adopted.	Dale Lindsay;#251	Complete
Council	5/28/2018	“Building Bylaw Amendment Bylaw 2018 No. 7224.01”	Bylaw was adopted.	Dale Lindsay;#251	Complete
Council	5/28/2018	“Housing Agreement Bylaw 2018 No. 7262”	Bylaw was adopted.	Dale Lindsay;#251	Complete
Council	5/28/2018	“Highway Closure and Dedication Removal Bylaw 2018 No. 7263”	Bylaw passed 3rd reading.	Dale Lindsay;#251	Complete
Council	5/28/2018	"Official Community Plan Amendment Bylaw 2018 No. 6500.038"	Bylaw rescinded 2nd reading and received 2nd reading as amended.	Dale Lindsay;#251	Complete
Council	5/7/2018	2018 - 2022 Financial Plan Amendment Bylaw	“Financial Plan Amendment Bylaw 2017 No. 7253.02” Passed 1st, 2nd and 3rd readings.	Laura Mercer;#331	Complete
Council	5/7/2018	2018 Property Tax Rates Bylaw	“Property Tax Rates Bylaw 2018 No. 7264” passed 1st, 2nd and 3rd readings.	Laura Mercer;#331	Complete
Council	5/7/2018	Housing Agreement - 1406 Bowen Road	“Housing Agreement Bylaw 2018 No. 7262” passed 1st, 2nd and 3rd readings.	Dale Lindsay;#251	Complete
Council	5/7/2018	Land Reserve Application - Application for Non-Farm Use in the Agricultural Land Reserve - 155 Pryde Avenue	It was moved and seconded that Council indicate it supports the applications for a subdivision, exclusion, the siting of a recreational trail, and a sanitary sewer upgrade in the Agricultural Land Reserve at 155 Pryde Avenue.	Dale Lindsay;#251	Complete
Council	5/7/2018	Development Permit Application No. DP1064 -1400 Wingrove Street	It was moved and seconded that Council issue Development Permit No. DP1064 at 1400 Wingrove Street with the following variances: <ul style="list-style-type: none">• reduce the minimum required front yard setback from 7m to 4.7m for the front canopy;• reduce the minimum required side yard setback from 2.25m to 0.73m for an entry portico;• reduce the minimum required rear yard setback from 4.5m to 0.22m;• reduce the Minimum Landscape Treatment Level 1d (Wingrove Street) from 1.8m to 0m;• reduce the minimum required number of parking spaces from 54 to 13 spaces; and,• reduce the minimum required number of loading spaces from 1 to 0.	Dale Lindsay;#251	Complete
Council	5/7/2018	Development Permit Application No. DP1085 - 2020 Estevan Road	It was moved and seconded that Council issue Development Permit No. DP1085 at 2020 Estevan Road with the following variance: <ul style="list-style-type: none">• reduce the minimum required number of parking spaces for the multi-family use within the development from 122 parking spaces to 82 parking spaces.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	5/7/2018	Covenant Amendment Application No. CA8 - 5180 Universal Place	It was moved and seconded that Council: 1. waive the requirement for Public Hearing for Covenant Amendment Application No. CA8 at 5180 Universal Place; and, 2. approve Covenant Amendment Application No. CA8 in order to amend the terms as proposed for the Section 219 covenant (EJ078164) registered on the title of 5180 Universal Place.	Dale Lindsay;#251	Complete
Council	5/7/2018	Development Variance Permit Application No. DVP346 - 2340 Wild Dove Road	It was moved and seconded that Council issue Development Variance Permit No. DVP346 for 2340 Wild Dove Road with the following variance: • reduce the minimum required rear yard setback from 5.5m to 3.6m for an open deck.	Dale Lindsay;#251	Complete
Council	5/7/2018	Development Variance Permit No. DVP341 - 5901 Hammond Bay Road	It was moved and seconded that Council issue Development Variance Permit No. DVP341 for a proposed subdivision at 5901 Hammond Bay Road with the following variances: • Reduce the minimum lot frontage for proposed Lots 4 and 6 from 15m to 14m; and, • Reduce the minimum rear yard setback for an existing single dwelling on proposed Lot 2 from 7.5m to 5.7m.	Dale Lindsay;#251	Complete
Council	5/7/2018	Proposed Road Closure and Disposition - Part of Emil Place Adjacent to 5901 Hammond Bay Road	It was moved and seconded that: 1. Council authorize the road closure and disposition of a portion of Emil Place adjacent to 5901 Hammond Bay Road to KSG Consulting Ltd; 2. the Mayor and Corporate Officer execute the conditional Road Closure and Sale Agreement; and, 3. Council direct Staff to proceed with public notice of closure and disposition of a portion of Emil Place. “Highway Closure and Dedication Removal Bylaw 2018 No. 7263” passed 1st and 2nd readings.	Dale Lindsay;#251	Complete
Council	5/7/2018	Official Community Plan Amendment Application OCP86 and Rezoning Application RA384 - 801, 1150, and 1151 Nanaimo Lakes Road	“Official Community Plan Amendment Bylaw 2018 No. 6500.036” passed 1st and 2nd readings. “Zoning Amendment Bylaw 2018 No. 4500.114” passed 1st and 2nd readings. “Park Dedication Bylaw 2018 No. 7259” passed 1st, 2nd and 3rd readings.	Dale Lindsay;#251	Complete
Council	5/7/2018	OCP Amendment Application No. OCP87 and Zoning Amendment Application No. RA386 - 40 Maki Road	“Official Community Plan Amendment Bylaw 2018 No. 6500.038” passed 1st and 2nd readings. “Zoning Amendment Bylaw 2018 No. 4500.119” passed 1st and 2nd readings.	Dale Lindsay;#251	Complete
Council	5/7/2018	"Revitalization Tax Exemption Bylaw 2018 No. 7261"	"Revitalization Tax Exemption Bylaw 2018 No. 7261" Bylaw was adopted.	Dale Lindsay;#251	Complete
Council	5/7/2018	Mayor McKay Notice of Motion Regarding Reconsideration of “Zoning Amendment Bylaw 2018 No. 4500.118”	It was moved and seconded that “Zoning Amendment Bylaw 2018 No. 4500.118” (To rezone 1615 Northfield Road from Single Dwelling Residential [R1] to Residential Corridor [COR1]) pass third reading.	Dale Lindsay;#251	Complete
Council	5/7/2018	05-1835-01 Asset Management Policy	It was moved and seconded that Council approve the “05-1835-01 Asset Management Policy” and endorse the “2017 Strategic Asset Management Plan”.	Bill Sims;#413	Complete
Council	5/7/2018	Policy 11-5400-09 Transportation Non Standard Crosswalk Marking Policy	It was moved and seconded that Council approve “Policy 11-5400-09 Transportation Non-Standard Crosswalk Policy” dated 2018-MAY-07.	Bill Sims;#413	Complete
Council	5/7/2018	Mayor McKay Notice of Motion Regarding Site Selection for Overdose Prevention Site	It was moved and seconded that Council direct Staff to identify sites available for a federally regulated and recognized supervised consumption service.	Dale Lindsay;#251	In Progress

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	5/7/2018	Councillor Kipp Notice of Motion Regarding Financial Policies	By unanimous consent this item was deferred to the Special Council Meeting scheduled for 2018-MAY-14. During the Special Council Meeting held 2018-MAR-26 Councillor Kipp advised that he would be bringing forward the following motion for consideration: "Whereas Finance was working on a number of policies and some Administrative Procedures and Guidelines, that are not in place but are necessary such as; Budget and Fiscal Management Policy, Reserve Policy, Revenue Policy, Debt Management Policy that stem from the Core Services Review and subsequent Council actions and Council requests an update and timeframe for these policies."	Sheila Gurrie;#28	Cancelled
Council	4/23/2018	Smart Cities Challenge	It was moved and seconded that Council endorse the application for the project proposal addressing Nanaimo's housing crisis for the Smart Cities Challenge.	Laura Mercer;#331	Complete
Council	4/23/2018	Tender #2095 - Beban Park Boiler Plant Upgrade & Replacement of HV-1 Heat Recovery Coils	It was moved and seconded that Council increase the budget for the Beban Park Boiler Plant Upgrade and Replacement of Heat Recovery Coils projects by \$68,080, to be funded by a FortisBC incentive grant of \$35,373 and an allocation of \$32,707 from the Facility Development Reserve Fund.	Richard Harding;#252	Complete
Council	4/23/2018	2017 Surplus Allocation Report	It was moved and seconded that Council defer consideration of Agenda Item 8(a)3 - 2017 Allocation Surplus Report until a future Special Council meeting to be held 2018-APR-30	Laura Mercer;#331	Complete
Council	4/23/2018	Nanaimo Pride Society - 2018 Nanaimo Pride Parade	It was moved and seconded that Council refer part three of the motion regarding the Nanaimo Pride Society – 2018 Nanaimo Pride Parade "...direct Staff to work on a protocol agreement or memorandum of understanding with the Nanaimo Pride Society to provide annual support of the Nanaimo Pride Parade..." to Staff to review the wording of the motion to ensure it is correct.	Sheila Gurrie;#28	Complete
Council	4/23/2018	Support for Parades	It was moved and seconded that Council support Nanaimo Pride 2018 by providing blockades and City workers for the parade It was moved and seconded that Council ensure that the rainbow crosswalks on Commercial Street are touched up and/or repainted before the parade. It was moved and seconded that Council direct Staff to prepare a report providing options to address multiple requests received from community groups asking for City of Nanaimo support of parades. It was moved and seconded that Council support other groups interested in having downtown events or parades by providing blockades and city workers, until such time as a report is complete.	Bill Sims;#413	In Progress
Council	4/23/2018	2018-2022 Financial Plan Bylaw Amendment	It was moved and seconded that Council direct Staff to return with a 2% 2018 tax increase at their earliest convenience	Laura Mercer;#331	Complete
Council	4/23/2018	2018 Property Tax Rates Bylaw	N/A	Laura Mercer;#331	Complete
Council	4/23/2018	Downtown Revitalization Tax Exemption Program	"Revitalization Tax Exemption Bylaw 2018 No. 7261" (To create a new Downtown Revitalization Tax Exemption Program) passed three readings.	Dale Lindsay;#251	Complete
Council	4/23/2018	Port Drive Waterfront Master Plan	"Official Community Plan Amendment Bylaw 2018 No. 6500.037" (To amend the Official Community Plan to include the Port Drive Waterfront Master Plan) passed two readings.	Dale Lindsay;#251	Complete
Council	4/23/2018	Development Permit Application No. DP1051 - 548 Steeves Road	It was moved and seconded that Council issue Development Permit No. DP1051 at 548 Steeves Road with the following variance: Increase the maximum building height from 9m to 10.5m.	Dale Lindsay;#251	Complete
Council	4/23/2018	"Highway Closure and Dedication Removal Bylaw 2018 No. 7258"	Bylaw adopted.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/23/2018	Development Permit Application No. DP1068 - 11 Roberta Road East	It was moved and seconded that Council issue Development Permit No. DP1068 at 11 Roberta Road East with the following variance: reduce the watercourse setback from 15m to 0m as measured from top of bank to permit a creek crossing.	Dale Lindsay;#251	Complete
Council	4/23/2018	Development Permit Application No. DP1078 - 3200 Island Highway North	It was moved and seconded that Council issue Development Permit No. DP1078 at 3200 Island Highway with the following variance: <ul style="list-style-type: none">• permit fascia signage to project 2.1m above the roofline.	Dale Lindsay;#251	Complete
Council	4/23/2018	Development Permit Application No. DP1083 - 6975 Island Highway North	It was moved and seconded that Council issue Development Permit No. DP1083 at 6975 Island Highway North with the following variances: increase the maximum building height of Buildings A, B, and C from 14m to 15.4m; and, reduce the required off-street parking from 250 parking spaces to 160 parking spaces.	Dale Lindsay;#251	Complete
Council	4/23/2018	Development Variance Permit Application No. DVP344 - 5865 Turner Road	It was moved and seconded that Council issue Development Variance Permit No. DVP344 at 5865 Turner Road with the following variance: reduce the minimum lot frontage requirement from 15m to 14.48m for proposed Lots A and B.	Dale Lindsay;#251	Complete
Council	4/23/2018	Development Variance Permit Application No. DVP345 - 6142 Dennie Lane	It was moved and seconded that Council issue Development Variance permit No. DVP345 at 6142 Dennie Lane with the following variance: <ul style="list-style-type: none">• reduce the minimum flanking side yard setback from 4m to 2m.	Dale Lindsay;#251	Complete
Council	4/23/2018	Rezoning Application No. RA387 - 311 Selby Street	Blaw 4500.120 passed two readings. It was moved and seconded Council direct Staff to secure the closure of the Selby Street access and the community contribution through a covenant prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	4/23/2018	Rezoning Application No. RA388 - 2202 Meredith Road	Bylaw passed two readings. It was moved and seconded that Council direct Staff to secure the road dedication and community contribution prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	4/23/2018	Liquor License Application No. LA000128 - Unity 2, 940 Old Victoria Road	It was moved and seconded that Council recommend that the Liquor Control and Licensing Branch approve the application to permit a lounge endorsement for an existing brewery manufacturing business located at 940 Old Victoria Road.	Dale Lindsay;#251	Complete
Council	4/23/2018	2018 Strategic Directions - Public Safety Committee	It was moved and seconded that Council approve the 2018 Strategic Directions of the Public Safety Committee: <ul style="list-style-type: none">• Fire Station #1 Rebuild• City Bylaws• Graffiti Strategy• Fire Plan – Service Delivery Plan (2019-2021)• Community Policing• Public Disorder• Cannabis Task Force• Policing Priorities• Emergency Management	Karen Fry;#348	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/23/2018	"City of Nanaimo Development Cost Charge Bylaw 2017 No. 7252"	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	4/23/2018	"Parcel Tax Roll Preparation Bylaw 2018 No. 7260"	Bylaw adopted.	Laura Mercer;#331	Complete
Council	4/23/2018	Letter from the Regional District of Nanaimo Re: Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.03, 2018	It was moved and seconded that Council consent, on behalf of the electors, to the adoption of "Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.03, 2018" and further, that the Regional District be notified accordingly	Sheila Gurrie;#28	Complete
Council	4/23/2018	Councillor Bestwick Notice of Motion Regarding "Management Terms and Conditions of Employment Bylaw 2005 No. 7000"	Withdrawn.	Sheila Gurrie;#28	Complete
Council	4/23/2018	Councillor Kipp Notice of Motion Regarding Financial Policies	Councillor Kipp advised that at the May 7, 2018 Council Meeting he would be bringing forward the following motion for consideration: Whereas Finance was working on a number of policies and some Administrative Procedures and Guidelines, that are not in place but are necessary such as; Budget and Fiscal Management Policy, Reserve Policy, Revenue Policy, Debt Management Policy that stem from the Core Services Review and subsequent Council actions and Council requests an update and timeframe for these policies.	Sheila Gurrie;#28	Cancelled
Council	4/23/2018	Mayor McKay Notice of Motion Regarding Reconsideration "Zoning Amendment Bylaw 2017 No. 4500.118"	Mayor McKay advised that at the May 7, 2018 Council Meeting he would be bringing forward the following motion for reconsideration: "It was moved and seconded that "Zoning Amendment Bylaw 2018 No. 4500.118" (To rezone 1615 Northfield Road from Single Dwelling Residential (R1) to Residential Corridor [COR1]) pass third reading. The motion was defeated. Opposed: Councillors Bestwick, Fuller, and Kipp."	Sheila Gurrie;#28	Complete
Council	4/23/2018	Mayor McKay Notice of Motion Regarding Site Selection for Overdose Prevention Site	Mayor McKay advised that at the May 7, 2018 Council Meeting he would be bringing forward the following motion for consideration: "To identify sites available for a federally regulated and recognized overdose prevention site.	Sheila Gurrie;#28	Complete
Council	3/19/2018	Council Appointmens to the Parcel Tax Roll Review Panel	It was moved and seconded that Council direct Staff to refer Agenda Item 8(a) - Council Appointments to the Parcel Tax Roll Review Panel, to the next scheduled Committee of the Whole Meeting, Monday, 2018-MAR-26.	Sheila Gurrie;#28	Complete
Council	3/19/2018	Response to Health, Social and Safety Issues in the Downtown	It was moved and seconded that Council approve the following recommendations: a. Continuation of daytime security services via contract with enhanced hours; b. Urban Clean Up Initiative, (twice weekly); c. Continue annual support to the Extreme Weather Shelter at 595 Townsite Road and direct Staff to approach the Province of BC to request additional funding in order for the shelter to remain open at existing hours year round; d. Provision of rent supplements in support of Housing First program for homeless individuals; e. Provision of three portable toilets in the downtown; f. Additional safe syringe disposal boxes and direct Staff to increase the funding for safe syringe boxes to \$10,000 per year; g. Additional garbage cans at key locations; h. Continue provision of shower facilities for homeless individuals; and, i. Pursue partnerships to provide a daytime resource centre for homeless individuals and that Council allocate \$100,000 per year towards a drop in resource centre in the 2018 budget cycle and proceed with determining potential locations for a day time drop in resource centre and report back to Council.	Dale Lindsay;#251	In Progress

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	3/19/2018	Parks and Trails Parcel Tax Bylaw	It was moved and seonded that: 1. “Parcel Tax Roll Preparation Bylaw 2018 No. 7260” (To allow preparation of the Parcel Tax Roll related to the Regional District of Nanaimo Parcel Tax for Regional Parks and Trails), pass first, second and third reading.	Laura Mercer;#331	Complete
Council	3/19/2018	2018 Strategic Directions - Public Works and Engineering Committee	It was moved and seconded that Council approve the 2018 Strategic Directions for the Public Works and Engineering Committee as follows: 1. Limiting the use of garburators and flushable wipes in the City of Nanaimo; 2. Implementing residential composting for multifamily units; 3. Begin a Water Supply Strategic Plan Update; and, 4. Review traffic dividing island standards, maintenance and upgrades.	Bill Sims;#413	Complete
Council	3/19/2018	Covenant Amendment Applcation No. CA6 - 6975 Island Highway North	It was moved and seconded that Council: 1. direct Staff to not proceed with a Public Hearing for Covenant Amendment Application No. CA6 at 6975 Island Highway North; and, 2. approve Covenant Amendment Application No. CA6 in order to amend the conditions of the Section 219 covenant (CA2700532) registered on the title of 6975 Island Highway North.	Dale Lindsay;#251	Complete
Council	3/19/2018	Covenant Amendment Application - No. CA7 - 4745 Ledgerwood Road	It was moved and seconded that Council defer Covenant Amendment Application – No. CA7 – 4745 Ledgerwood Road, back to Staff to ensure that the community contribution is reflective of Council’s current policy.	Dale Lindsay;#251	Complete
Council	3/19/2018	Development Permit Application No. DP1060 - 1205 Ocean Pearl Terrace	It was moved and seconded that Council issue Development Permit DP1060 at 1205 Ocean Pearl Terrace with the following variances: 1. increase the maximum building height as follows: • apartment – from 9m to 10.97m; • five-plex – from 9m to 10.05m; and, 2. reduce the front yard setback for the proposed five-plex on Ocean Pearl Terrace from 6m to 5.1m.	Dale Lindsay;#251	Complete
Council	3/19/2018	Development Permit Application No. DP1081 - 6540 Metral Drive	It was moved and that Council issue Development Permit No. DP1081 at 6450 Metral Drive with the following variances: • increase the maximum building height of Building A from 14m to 19.81m; • increase the maximum building height of Building B from 14m to 18.32m; • reduce the required rear yard setback from 7.5m to 4m; • reduce the required number of off-street parking spaces from 167 to 106 parking spaces; • to increase the required percentage of small car parking spaces from 33% to 35.8%; and, • reduce the required number of loading spaces from 1 to 0 for the commercial rental unit.	Dale Lindsay;#251	Complete
Council	3/19/2018	Development Variance Permit Application No. DVP335 - 191 King Road	It was moved and that Council issue Development Variance Permit No. DVP335 at 191 King Road to reduce the minimum lot depth requirement for three proposed lots within a seven-lot subdivision as follows: • Lot 4 – from 28m to 27.15m; and, • Lot 5 & 6 – from 28m to 24.66m.	Dale Lindsay;#251	Complete
Council	3/19/2018	Development Variance Permit Application No. DVP338 - 2454 Rosstown Road	It was moved and seconded that Council issue Development Variance Permit No. DVP338 at 2454 Rosstown Road with the following variance: • reduce the required minimum lot size from 800m2 to 780m2 to allow a secondary suite in an accessory building on an existing lot.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	3/19/2018	Development Variance Permit Application No. DVP340 - 1305 Waddington Road	It was moved and seconded that Council issue Development Variance Permit No. DVP340 for 1305 Waddington Road (Lot 1) with the following variance: • reduce the minimum required flanking side yard setback from 4m to 2m for a single residential dwelling.	Dale Lindsay;#251	Complete
Council	3/19/2018	Development Variance Permit Application No. DVP343 – 110 and 114 Fry Street	It was moved and seconded that Council issue Development Variance Permit No. DVP343 for 110 and 114 Fry Street with the following variances: • increase the maximum allowable size of a container from 20m2 to 29.75m2; • increase the length of time containers are permitted to be located on a property from 30 days within a calendar year to 6 months; • increase the maximum number of containers permitted on a property from one to two to be located at 110 Fry Street; • reduce the rear yard setback from 7.5m to 4.5m for a building or structure in order to permit the placement of refrigerated shipping containers; • increase the maximum allowable height for a retaining wall/fence from 1.8m to 6.5m within the rear yard located at 114 Fry Street; and, • direct the applicant to implement a sound mitigation plan within 30 days.	Dale Lindsay;#251	Complete
Council	3/19/2018	Rezoning Application No. RA385 – 1615 Northfield Road	It was moved and seconded: 1. That “Zoning Amendment Bylaw 2018 No. 4500.118” [To rezone 1615 Northfield Road from Single Dwelling Residential (R1) to Residential Corridor (COR1)] pass first reading; 2. That “Zoning Amendment Bylaw 2018 No. 4500.118” pass second reading; and, 3. That Council direct Staff to secure the community contribution prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	3/19/2018	Karen Fry - Update from Council's Motion 2018-MAR-12 re: School Board Safety Meeting	It was moved and seconded that Council direct Staff to: 1. Negotiate and enter into a joint responsibility and cost sharing agreement with the School District to share the cost of a security guard that will patrol the school and Comox Park at night for a cost of \$24,000; 2. Expand the Day and Night security contract to include Comox Park (minimum 2x day and 2x night patrol, no additional cost but no consistent security); and, 3. Add funding for temporary seasonal workers to conduct park sweeps, needle pick up, graffiti removal and clean up, with emphasis on times before school, recess, lunchtime and after school and before any events are held at the park in the summer, until such time as regular Parks staff summer maintenance concludes (October 2018) which will also include a part-time sanitation worker to pick up garbage, needles in extended hours (4:30 pm – 8:30 pm) at a cost of \$45,000.	Karen Fry;#348	Complete
Council	3/19/2018	“Highway Closure and Dedication Removal Bylaw 2018 No. 7258”	It was moved and seconded that “Highway Closure and Dedication Removal Bylaw 2018 No. 7258” (To provide for highway closure and dedication removal of a portion of Beadall Road adjacent to 11 Roberta road East) pass third reading.	Dale Lindsay;#251	Complete
Council	3/19/2018	“Cross Connection Control Bylaw 2018 No. 7249”	It was moved and seconded that “Cross Connection Control Bylaw 2018 No. 7249” (To operate and maintain a Municipal Water System Cross Connection Control program) be adopted.	Bill Sims;#413	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	3/19/2018	Proposed Resolution for the Association of Vancouver Island and Coastal Communities	It was moved and seconded that Council direct Staff to submit the following resolution to the Association of Vancouver Island and Coastal Communities: "WHEREAS The Province, through the Local Government Act, (Section – 566(2)(b)) allows communities to collect Development Cost Charges for investments in limited park improvements; AND WHEREAS The Province through the Ministry of Municipal Affairs and Housing has interpreted the legislation so as to allow some forms of park and playfield improvements and not others; THEREFORE BE IT RESOLVED that the Association of Vancouver Island Coastal and Communities request the Province amend the Local Government Act in order to allow local government's greater flexibility in determining and funding park and playfield improvements that are required by community growth."	Sheila Gurrie;#28	Complete
Council	3/5/2018	Downtown Event and revitalization Funding Program 2018 Downtown Event Grant Recommendations	Event Applications Recommendation Gingerbread Homes \$6,000 Bathtub Street Fair/ Victoria Crescent \$5,000 Light Up a Life \$2,500 Summer Vibes – Noon Hour Concerts in the O.C.Q. \$4,000 Nanaimo Art Walk 2018 \$2,500 Nanaimo Dragon Boat Festival \$7,500 Nanaimo Heritage Days / Festival \$9,500 Nanaimo International Jazz Festival \$10,000 Nanaimo Marine Festival \$17,500 National Indigenous Peoples Day \$7,000 Pride Week \$4,400 Summertime Blues Festival \$15,500 Symphony Community Days \$3,250 The Nanaimo Fringe Festival \$4,000 Crescent Days \$3,700 Downtown Nanaimo Mural Festival \$9,000 Jazz Fest 2018 \$1,850 Fathers Day in the Park \$0 Commercial Street Night Market \$11,000 Be Happy \$950 Home for Christmas \$950 Summer Fling in the Park \$0 Christmas Parade \$560 Easter Hunt in the O.C.Q. \$1,750 Halloween in the O.C.Q. \$2,490 InFrinGinG Dance Festival \$5,000	Dale Lindsay;#251	Complete
Council	3/5/2018	Road Closure – Part of Beadall Road and Land Exchange at 11 Roberta Road East	Council authorize the road closure and disposition of a portion of Beadall Road adjacent to 11 Roberta Road East, and direct Staff to enter into a Road Closure and Land Exchange Agreement. Bylaw 7258 passed two readings.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	3/5/2018	Development Permit Application No. DP1059 – 10 Buttertubs Drive	It was moved and seconded that Council issue Development Permit No. DP1059 at 10 Buttertubs Drive with the following variances: increase the maximum building height from 14m to 18.5 m; reduce the minimum required front yard setback from 6m to 0m for the principal building on a portion of the west elevation; reduce the required width of the Minimum Landscape Treatment Level 1d for a portion of the front yard from 1.8m to 0m; and, reduce the Minimum Landscape Treatment Level 2d for the east side and rear yard, to eliminate the 1.8m fence.	Dale Lindsay;#251	Complete
Council	3/5/2018	Development Variance Permit Application No. DVP337 – 5341 Dunster Road	It was moved and seconded that Council issue Development Variance Permit No. DVP337 at 5341 Dunster Road with the following variances: • reduce the minimum lot depth requirement for lots within a proposed subdivision as follows: • Lot A from 28m to 24.54m; and • Lot B from 28m to 24.29m.	Dale Lindsay;#251	Complete
Council	3/5/2018	Development Variance Permit Application No. DVP339-383 Hillcrest	It was moved and seconded that Council issue Development Variance Permit No. DVP339 at 383 Hillcrest Avenue with the following variance: • reduce the north side yard setback for an accessory building with a secondary suite from 1.5m to 1.44m.	Dale Lindsay;#251	Complete
Council	3/5/2018	Development Cost Charge Bylaw 2017 No. 7252	It was moved and seconded that third reading of “Development Cost Charge Bylaw 2017 No. 7252” (To impose development cost charges within the City of Nanaimo) be rescinded. It was moved and seconded that “Development Cost Charge Bylaw 2017 No. 7252” (To impose development cost chares within the City of Nanaimo) pass third reading as amended.	Dale Lindsay;#251	Complete
Council	3/5/2018	Cross Connection Control	Bylaw 7249 passed three readings.	Sheila Gurrie;#28	Complete
Council	3/5/2018	Appointment of Screening Officers	It was moved and seconded that Council appoint Tina Cottrell and Heather Blackwood as Screening Officers to perform the duties and functions of the Screening Officer pursuant to the City of Nanaimo “Bylaw Notice Enforcement Bylaw 2012 No. 7159.”	Karen Fry;#348	Complete
Council	3/5/2018	Appointment of Bylaw Enforcement Officers	It was moved and seconded that Council appoint Gary Thiel as a Bylaw Enforcement Officer to enforce the provisions of City of Nanaimo “Licensing and Control of Animals Bylaw 1995 No. 4293” and “Parks Recreation and Culture Regulation Bylaw 2008 No. 7073”.	Karen Fry;#348	Complete
Council	3/5/2018	“Highway Closure and Dedication Removal (a portion of Kentwood Way adjacent to 893 Kentwood Way) Bylaw 2018 No. 7254”	It was moved and seconded that “Highway Closure and Dedication Removal (a portion of Kentwood Way adjacent to 893 Kentwood Way) Bylaw 2018 No. 7254 be adopted.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	3/5/2018	Councillor Yoachim re: Request for Reconsideration of Development Variance Permit No. DVP335 – 191 King Road	It was moved and seconded that Council reconsider DVP335 – 191 King Road as follows: “It was moved and seconded that Council issue Development Variance Permit No. DVP335 at 191 King Road to reduce the minimum lot depth requirement for three proposed lots within a seven-lot within a seven-lot subdivision as follows: Lot 4 – from 28m to 27.15m; and, Lot 5 & 6 – from 28m to 24.66m” The motion carried. Opposed: Councillors Bestwick and Hong”	Dale Lindsay;#251	Complete
Council	3/5/2018	Mayor McKay re: Request to send letter to Minister Selina Robinson, Minister of Municipal Affairs and Housing	It was moved and seconded that the Mayor send a letter on behalf of Mayor and Council and the citizens of Nanaimo to request an extension to the time frame in order to complete the modular housing project as envisioned in the City of Nanaimo.	Sheila Gurrie;#28	Complete
Council	2/19/2018	Community Engagement Task Force Final Report	It was moved and seconded that Council direct Staff to work with the Community Engagement Task Force to come up with options regarding: • possible time frames for future engagement sessions, • a potential key date calendar, • a budget for three more sessions; and, report back to Council at the next scheduled Committee of the Whole meeting 2018-FEB-26.	Sheila Gurrie;#28	Complete
Council	2/19/2018	Modular Housing Site Selection	It was moved and seconded that Council direct Staff to withdraw 1425 Cranberry Avenue as a location for potential housing and inform BC Housing that a location for the Rapid Response to Homelessness program will be identified in the near future.	Dale Lindsay;#251	Complete
Council	2/19/2018	Fire Station #1 Borrowing Bylaw	Bylaw received 1st, 2nd and 3rd reading.	Victor Mema;#305	Complete
Council	2/19/2018	Alternative Approval Process - "Fire Station #1 Borrowing Bylaw 2018 No. 7257"	It was moved and seconded that Council: 1. determine the total number of electors of the area to which the approval process applies (the whole of the City of Nanaimo) to be 68,418; 2. establish a deadline of 4:30 p.m. on Friday, 2018-MAY-04 for receiving elector responses for the Alternative Approval Process in relation to “Fire Station #1 Borrowing Bylaw 2018 No. 7257”; and, 3. approve the Elector Response Form as attached to the Staff report.	Sheila Gurrie;#28	Complete
Council	2/19/2018	Finance and Audit Committee Recommendation from 2018-FEB-14 1. Harewood Covered Space	It was moved and seconded that Council approve option #3 of the Concrete Surface Options to allocate \$161,966 for concrete surface at the Harewood Centennial Park Covered Space.	Richard Harding;#252	Complete
Council	2/19/2018	Finance and Audit Committee Recommendation from 2018-FEB-14 2. Heritage Façade Grant – 375 Franklyn Street	It was moved and seconded that Council approve a \$9,579.41 Heritage Façade Grant to replace the roof and repair the masonry chimneys of the Harris Residence located at 375 Franklyn Street.	Dale Lindsay;#251	Complete
Council	2/19/2018	Finance and Audit Committee Recommendation from 2018-FEB-14 3. 2018 Pedestrian Improvement Funding	It was moved and seconded that Council allocate up to \$300,000 from the 2018 Pedestrian Transportation Improvements Unallocated Budget to accelerate the construction of a sidewalk on Dufferin Crescent from 2019 to 2018.	Bill Sims;#413	Complete
Council	2/19/2018	Finance and Audit Committee Recommendation from 2018-FEB-14 4. City of Nanaimo Climate Change Resiliency Strategy	It was moved and seconded that Council direct Staff to approve the inclusion of the \$236,800 budget for the Climate Change Resiliency Strategy into the 2018-2022 Financial Plan.	Dale Lindsay;#251	Complete
Council	2/19/2018	Finance and Audit Committee Recommendation from 2018-FEB-14 5. Delegation from Caroline Moncreiff, Owner, The Caroline Affect, regarding Kid’s Conference	It was moved and seconded that Council direct Staff to provide the Kid’s Conference a one time grant of \$6,500, and that funds be allocated from Council’s contingency fund for the 2018-MAR-10 event.	Victor Mema;#305	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/19/2018	2. Public Safety Committee Recommendations from 2018-FEB-01	By unanimous consent Council referred the following motion to the Public Safety Committee for rewording: <ul style="list-style-type: none"> • identify schools, parks and spaces that experience a high volume of drug paraphernalia, feces, urine, condoms and other associated debris; • develop resources to address these issues and security issues; and, • explore the option of implementing a contract with the John Howard Society for needle pick up at Ecole Pauline Haarer Elementary School.” Councillor Armstrong requested that School District 68 and Island Health representatives be invited to the next scheduled Public Safety Committee meeting.	Karen Fry;#348	Complete
Council	2/19/2018	Ross Road Traffic Calming Project	It was moved and seconded that Council approve the installation of two permanent speed humps on Ross Road, between Emerald Drive and Howden Drive.	Bill Sims;#413	Complete
Council	2/19/2018	440 Selby Street - Acceptance of Project under "Revitalization Tax Exemption Bylaw 2011 No. 7143"	It was moved and seconded that Council approve the Revitalization Tax Exemption Agreement for a proposed three-storey hotel at 440 Selby Street.	Dale Lindsay;#251	Complete
Council	2/19/2018	Development Permit Application No. DP1074 - 380 Cottle Place	It was moved and seconded that Council issue Development Permit No. 1074 at 380 Cottle Place with the following variances: <ul style="list-style-type: none"> • increase the maximum allowable building height from 7m up to 9.5m, as outlined in the terms of the development permit; and, • increase the maximum allowable perimeter wall height from 7.32m to 8.96m, as outlined in the terms of the development permit. 	Dale Lindsay;#251	Complete
Council	2/19/2018	FireSmart Grant Resolution	It was moved and seconded that Council direct Staff to apply to the Union of BC Municipalities (UBCM) for the FireSmart Grant Program offered by UBCM.	Karen Fry;#348	Complete
Council	2/19/2018	Development Permit Application No. DP1079 - 5605 Cougar Ridge Place	It was moved and seconded that Council issue Development Permit No. 1049 at 5605 Cougar Ridge Place with the following variance: <ul style="list-style-type: none"> • increase the maximum building height from 7m to 8.7m for all three dwelling units. 	Dale Lindsay;#251	Complete
Council	2/19/2018	Development Variance Permit Application No. DVP334 - 101 Linley Road	It was moved and seconded that Council issue Development Variance Permit No. DVP334 at 101 Linley Road with the following variance: <ul style="list-style-type: none"> • reduce the minimum rear yard setback from 7.5m to 3.1m for an existing single family dwelling on proposed Lot B within a four-lot subdivision. 	Dale Lindsay;#251	Complete
Council	2/19/2018	Community Policing and Services Office	It was moved and seconded that Council direct Staff to: <ul style="list-style-type: none"> • develop a business plan or strategy to keep the Community Police and Services Office open and rename or rebrand it to Community Resources Offices; and, • engage with various service providers, resources and community action team. 	Karen Fry;#348	Complete
Council	2/19/2018	"Highway Closure and Dedication Removal (a portion of Kentwood Way adjacent to 893 Kentwood Way) Bylaw 2018 No. 7254"	Bylaw passed 3rd reading.	Dale Lindsay;#251	Complete
Council	2/5/2018	Chase River Supportive Housing	It was moved and seconded that Council direct Staff to look into alternative locations for the Supportive Housing project including properties that are not city owned.	Dale Lindsay;#251	Complete
Council	2/5/2018	Approval of Resolutions – 2018 Association of Vancouver Island and Coastal Communities Convention	It was moved and seconded that Council: <ol style="list-style-type: none"> 1. adopt resolutions for Ramifications for Breaches of Confidentiality and Banning the retail sales of pets in pet stores, as provided in Attachments A and B of this report; 2. reaffirm adoption of the resolution related to Term of Office, as provided in Attachment C; and, 3. direct Staff to submit the adopted resolutions to the Association of Vancouver Island and Coastal Communities for consideration at the 2018 Annual General Meeting. 	Sheila Gurrie;#28	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/5/2018	Proposed Road Closure Adjacent to 893 Kentwood Way	It was moved and seconded that that: 1. the road closure and disposition of a portion of Kentwood Way adjacent to 893 Kentwood Way be authorized and a Road Closure and Land Exchange Agreement be entered into; and, 2. Staff proceed with public notice for the closure and disposition of a portion of Kentwood Way.	Dale Lindsay;#251	Complete
Council	2/5/2018	Proposed Road Closure Adjacent to 893 Kentwood Way	It was moved and seconded that “Highway Closure and Dedication Removal (a portion of Kentwood Way adjacent to 893 Kentwood Way) Bylaw 2018 No. 7254” pass first and second reading.	Dale Lindsay;#251	Complete
Council	2/5/2018	“Zoning Amendment Bylaw 2018 No. 4500.117”	Bylaw passed first and second reading.	Dale Lindsay;#251	Complete
Council	2/5/2018	Rezoning Application No. RA378 - 2560 Bowen Road	It was moved and seconded that Council direct Staff to secure an amended covenant for use restrictions prior to the adoption of “Zoning Amendment Bylaw 2018 No. 4500.117”, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	2/5/2018	"2017 - 2021 Financial Plan Amendment Bylaw"	Bylaw adopted.	Victor Mema;#305	Complete
Council	2/5/2018	“Development Cost Charge Reserve Funds Bylaw 2018 No. 7256”	Bylaw adopted.	Victor Mema;#305	Complete
Council	2/5/2018	"Zoning Amendment Bylaw 2017 No. 4500.109”	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	2/5/2018	Councillor Bestwick Request re: Finance and Audit Committee Meetings	It was moved and seconded that Council direct Staff to video record Finance and Audit Committee meetings.	Sheila Gurrie;#28	Complete
Council	1/16/2018	Downtown Revitalization Tax Exemption Program	It was moved and seconded that Council provide approval in principle to establish a Downtown Revitalization Tax Exemption Program.	Victor Mema;#305	Complete
Council	1/15/2018	Downtown Revitalization Tax Exemption Program	It was moved and seconded that Council direct Staff to return to an upcoming Finance and Audit Committee Meeting with a Bylaw regarding the Downtown Revitalization Tax Exemption Program, for Council’s consideration.	Victor Mema;#305	Complete
Council	1/15/2018	Correspondence from the RDN, dated 2017-NOV-16	It was moved and seconded that the Council of the City of Nanaimo consent on behalf of the electors to the adoption of "Regional District of Nanaimo Economic Development Service Establishment Bylaw No. 1769, 2017" and further, that the Regional District be notified accordingly.	Tracy Samra;#356;#Sheila Gurrie;#28	Complete
Council	1/15/2018	Nanaimo Art Gallery Grant	It was moved and seconded that Council approve a \$30,000 increase to the annual operating budget for the Nanaimo Art Gallery, commencing in 2018.	Dale Lindsay;#251	Complete
Council	1/15/2018	2018 Culture and Heritage Grant Recommendations	It was moved and seconded that Council approve the 2018 Culture & Heritage Grant funding (Operating and Projects) recommendations of \$330,052, as outlined in the report titled “2018 Culture & Heritage Grant Recommendations”.	Dale Lindsay;#251	Complete
Council	1/15/2018	Scope Change and Project Update for Harewood Centennial Park Improvement - Phase 2	It was moved and seconded that Council approve the transfer of funds from Parks and Recreation projects as outlined to the Harewood Centennial Park Phase 2 Improvements as follows: 1. Up to \$330,000 to cover overall Phase 2 park implementation work as outlined, and; 2. Up to \$220,000 to change the playing surface from asphalt to concrete as per user group preference with information from design, costing and feasibility coming back to Council prior to final decision regarding switching the playing surface is made.	Richard Harding;#252	Complete
Council	1/15/2018	City of Nanaimo and School District 68 Joint Development of Community Field at Nanaimo District Secondary School: Use of Surplus Funds for Bleachers	It was moved and seconded that Council approve the use of remaining joint City of Nanaimo and SD68 project funds for the installation of a concrete pad and bleachers for the NDSS Community Artificial Turf Field.	Richard Harding;#252	Complete
Council	1/15/2018	College Heights Water Mains	It was moved and seconded that Council direct Staff to proceed with allocation of \$550,000 from water supply reserves to replace additional water mains in the area of the College Drive water main project.	Bill Sims;#413	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	1/15/2018	Harewood Neighbourhood Association	It was moved and seconded that Council write a letter to the Minister of Mental Health and Addictions, attention Judy Darcy, MLA, for support in providing an emergency response team based out of Nanaimo to deal with addictions, mental health and violence.	Karen Fry;#348	Complete
Council	1/15/2018	Implementation of Cameras in Taxicabs	It was moved and seconded that Council direct Staff to prepare a report regarding options to implement cameras in taxicabs in the City of Nanaimo and include community consultation with all stakeholders.	Karen Fry;#348	Complete
Council	1/15/2018	Northfield/Boundary/HWY 19A Project	It was moved and seconded that Council: 1.Direct Staff to increase the funding for the Northfield/Boundary/Hwy19A project by \$525,000; and, 2.Defer additional rail infrastructure upgrades until the railway obtains funding required in order to reinstate the passenger rail service.	Bill Sims;#413	Complete
Council	1/15/2018	Appointment of Chief Election Officer and Deputy Chief Election Officer for the 2018 Municipal Election	It was moved and seconded that Council: 1. appoint Ms. Sheila Gurrie as the Chief Election Officer for the purpose of conducting the 2018 Municipal Election, with power to appoint other election officials as required for the administration and conduct of the 2018 Municipal Election; and, 2. appoint Ms. Sky Snelgrove as the Deputy Chief Election Officer for the 2018 Municipal Election.	Sheila Gurrie;#28	Complete
Council	1/15/2018	Development Permit Application No. DP1052 - 3712 Polaris Drive	It was moved and seconded that Council issue Development Permit No. DP1052 at 3712 Polaris Drive with the following variance: • reduce the watercourse setback from 15m to 10.3m.	Dale Lindsay;#251	Complete
Council	1/15/2018	Development Permit Application No. DP1062 - 20 Prideaux Street	It was moved and seconded that Council issue Development Permit No. DP1062 at 20 Prideaux Street with the following variance: • increase the maximum height of a principal building from 14m to 15.25m; and, • reduce the required off-street parking from 57 parking spaces to 17 parking spaces.	Dale Lindsay;#251	Complete
Council	1/15/2018	Development Permit Application No. DP1065 - 5085 Uplands Drive	It was moved and seconded that Council issue Development Permit No. DP1065 at 5085 Uplands Drive with the following variances: • reduce the rear yard setback from 10.5m to 4.95m; • increase the maximum building height from 14m to 16.38; and, • reduce the number of off-street parking spaces from 97 to 68 spaces.	Dale Lindsay;#251	Complete
Council	1/15/2018	Development Variance Permit No. DVP333 - 650 Wakesiah Drive	It was moved and seconded that Council issue Development Variance Permit No. DVP333 at 650 Wakesiah Avenue with the following variance: • increase the maximum accessory building height for a roof pitch less than 6:12 from 4.5m to 5.3m.	Dale Lindsay;#251	Complete
Council	1/15/2018	2018 Temporary Outdoor Public Art Selection	It was moved and seconded that Council approve the eleven 2018 Temporary Outdoor Public Art selections recommended by the 2018 selection panel.	Dale Lindsay;#251	Complete
Council	1/15/2018	Development Cost Charge Reserve Funds Bylaw 2018 No. 7256	It was moved and seconded that Council approves transfer of balances collected as development cost charges for Water Supply, Water Distribution, Roads, Drainage, Sewer and Parks to the respective development cost charges reserve funds contemplated in "Development Cost Charge Reserve Funds Bylaw 2018 No. 7256" upon adoption.	Victor Mema;#305	Complete
Council	1/15/2018	2018 - 2022 Financial Plan Bylaw	Bylaw adopted.	Victor Mema;#305	Complete
Council	1/15/2018	Nanaimo Citizen's Advocacy Association	It was moved and seconded that Council direct staff to meet with the Hildie Schlosar, Nanaimo Citizen's Advocacy Association, to see what options are available and report back to Council at the Committee of the Whole Meeting scheduled for 2018-JAN-22.	Victor Mema;#305	Complete
Council	1/14/2018	Development Cost Charge Reserve Funds Bylaw 2018 No. 7255	Bylaw passed first, second and third reading.	Victor Mema;#305	Complete
Council	12/18/2017	Appeal of Denial of Chauffeur Permit - Mr. R. St. Amour	It was moved and seconded that Council uphold the decision of the RCMP to deny the issuance of a Chauffeur's Permit to Mr. Robin St. Amour.	Karen Fry;#348	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	12/18/2017	"2018-2022 Financial Plan Bylaw No. 7253"	It was moved and seconded that Council receive the "2018 – 2022 Financial Plan Bylaw No. 7253" report for information. It was moved and seconded that that "2018 – 2022 Financial Plan Bylaw No. 7253" pass first, second and third reading.	Victor Mema;#305	Complete
Council	12/18/2017	Social Planning Grant 2018 Recommendations	It was moved and seconded that Council approve the 2018 Social Response and the 2018 Community Vitality grant recommendations subject to budget approval.	Dale Lindsay;#251	Complete
Council	12/18/2017	Electoral Area Fees	It was moved and seconded that Council direct Staff to engage and review with Regional District of Nanaimo participating members stakeholder agreements and return in early 2018 with a report on their findings.	Victor Mema;#305	Not Started
Council	12/18/2017	Response to Health, Social and Safety Issues in the Downtown	It was moved and seconded that Council: 1. approve up to \$60,000 for safety and security provisions in the Downtown; and, 2. direct Staff to return to Council with a report on the balance of funds by March 30, 2018.	Karen Fry;#348;#Dale Lindsay;#251	Complete
Council	12/18/2017	Appointment of Alternate Director to the Regional District of Nanaimo Board	It was moved and seconded that Council appoint Councillor Armstrong as an alternate Director to the Regional District of Nanaimo Board, effective 2017-DEC-12 to 2018-NOV-04.	Sheila Gurrie;#28	Complete
Council	12/18/2017	Waterfront Walkway Final Plan	It was moved and seconded that Council endorse the Waterfront Walkway Implementation Plan.	Dale Lindsay;#251	Complete
Council	12/18/2017	Development Permit Application No. DP1080 - 3062 Hammond Bay Road	It was moved and seconded that Council issue Development Permit No. DP1080 at 3062 Hammond Bay Road with the following variance: • reduce the watercourse setback measured from the natural boundary of the ocean from 15m to 7.1m.	Dale Lindsay;#251	Complete
Council	12/18/2017	Official Community Plan Amendment Application OCP83 - 5260, 5280 and 5300 Tanya Drive	It was moved and seconded that Council deny "Official Community Plan Amendment Bylaw 2017 No. 6500.033" (To re-designate 5260, 5280, and 5300 Tanya Drive on the Future Land Use Plan [Map 1] from Urban Reserve to Neighbourhood) at first reading.	Dale Lindsay;#251	Complete
Council	12/18/2017	"Zoning Amendment Bylaw 2017 No. 4500.112"	It was moved and seconded that "Zoning Amendment Bylaw 2017 No. 4500.112" (RA380 – To rezone 615 and 699 Harewood Road from Single Dwelling Residential [R1] to Three and Four Unit Residential [R5]) be adopted.	Dale Lindsay;#251	Complete
Council	12/18/2017	"Zoning Amendment Bylaw 2017 No. 4500.115"	It was moved and seconded that "Zoning Amendment Bylaw 2017 No. 4500.115" (RA382 - To rezone a portion of 480 Tenth Street from Single Dwelling Residential [R1] to Duplex Residential [R4]) be adopted	Dale Lindsay;#251	Complete
Council	12/18/2017	Councillor Yoachim - Marijuana Dispensaries	It was moved and seconded that Council establish a Cannabis Task Force on cannabis legalization and regulation.	Dale Lindsay;#251	Complete
Council	12/18/2017	Councillor Brennan - Local Government Leadership Academy	It was moved and seconded that Council approve funding for all members of Council to attend the Local Government Leadership Academy, 2018 Leadership Forum held Jan 31 - Feb 2, 2018.	Victor Mema;#305	Complete
Council	12/18/2017	Councillor Fuller - Mobile Shower	It was moved and seconded that Council direct Staff to work with Community Partners to make public showers available.	Karen Fry;#348	Complete
Council	12/18/2017	"Waterworks Rate and Regulation Amendment Bylaw 2017 No. 7004.13"	It was moved and seconded that "Waterworks Rate and Regulation Amendment Bylaw 2017 No. 7004.13" (To set the 2018 water rates) be adopted.	Bill Sims;#413	Complete
Council	12/18/2017	"South West Bulk Water Rate Amendment Bylaw 2017 No. 7099.06"	It was moved and seconded that "South West Bulk Water Rate Amendment Bylaw 2017 No. 7099.06" (To set the 2018 Bulk water rates for South West Extension) be adopted.	Bill Sims;#413	Complete
Council	12/18/2017	"Municipal Solid Waste Collection Amendment Bylaw 2017 No. 7128.09"	It was moved and seconded that "Municipal Solid Waste Collection Amendment Bylaw 2017 No. 7128.09" (To update the bylaw for the implementation of automated garbage collection and set the rates for 2018) be adopted.	Bill Sims;#413	Complete
Council	12/18/2017	"Sewer Regulation and Charge Amendment Bylaw 2017 No. 2496.30"	It was moved and seconded that "Sewer Regulation and Charge Amendment Bylaw 2017 No. 2496.30" (To set the 2018 rates for sanitary sewer) be adopted.	Bill Sims;#413	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	12/4/2017	Finance and Audit Committee Recommendation from 2017-NOV-09 Meeting	It was moved and seconded that Council approve revisions to the 2018 Downtown Event Revitalization Funding Program, including an increase to the program budget from \$117,121 to \$150,000.	Victor Mema;#305	Complete
Council	12/4/2017	Amendments to “Municipal Solid Waste Collection Bylaw 2011 No. 7128” Related to the Implementation of Automated Garbage Collection	It was moved and seconded that this item be deferred to the next Open Council Meeting to be held on 2017-DEC-18, to review the Municipal Solid Waste Collection Bylaw 2011 NO. 7128” and seek legal advice.	Victor Mema;#305	Complete
Council	12/4/2017	Amendment to Bulk Water Rates for South West Extension	It was moved and seconced That “South West Bulk Water Rate Amendment Bylaw 2017 No.7099.06” (To set the 2018 bulk water rates for South West Extension) pass first, second and third reading.	Victor Mema;#305	Complete
Council	12/4/2017	Amendment to Rates and Charges for Sanitary Sewer	It was moved and seconced that “Sewer Regulation and Charge Amendment Bylaw 2017 No.2496.30” (To set the 2018 rates for sanitary sewer) pass first, second and third reading.	Victor Mema;#305	Complete
Council	12/4/2017	Amendment to Rates and Charges for Water	It was moved and seconded that “Waterworks Rate and Regulation Amendment Bylaw 2017 No.7004.13” (To set the 2018 water rates) pass first, second and third reading.	Victor Mema;#305	Complete
Council	12/4/2017	Downtown Event Revitalization Funding 2018 Program Revisions	It was moved and seconded that Council approve revisions to the 2018 Downtown Event Revitalization Funding Program.	Dale Lindsay;#251	Complete
Council	12/4/2017	Development Permit Application No. DP1049 – 525 Third Street	It was moved and seconded that Council issue Development Permit No. DP1049 at 525 Third Street with the following variance: • reduce the required number of off-street parking spaces from 392 to 235.	Dale Lindsay;#251	Complete
Council	12/4/2017	Development Variance Permit Application No. DVP332 – 139 Wildlife Place	It was moved and seconded that Council issue Development Variance Permit No. DVP332 at 139 Wildlife Place with the following variance: • the minimum rear yard setback from 7.5m to 6.2m.	Dale Lindsay;#251	Complete
Council	12/4/2017	"Highway Closure and Dedication Removal (Lake Road and a portion of 102nd Street) Bylaw 2017 No. 7246"	It was moved and seconded that "Highway Closure and Dedication Removal (Lake Road and a portion of 102nd Street) Bylaw 2017 No.7246" be adopted.	Dale Lindsay;#251	Complete
Council	12/4/2017	Councillor Fuller – Core Services Review	It was moved and seconded that Council direct Staff to make recommendations on the scope of Phase 2 of the Core Review with the intent upon Council approval of moving forward as early in 2018 as possible.	Tracy Samra;#356	Not Started
Council	11/20/2017	Public Safety Committee Meeting Recommendation from 2017-NOV-02	It was moved and seconded that Council direct Staff to start working on the provision of a short term supported housing solution, such as modular homes on City land, and that Staff provide a progress report at the next Public Safety Meeting or via email.	Dale Lindsay;#251	Complete
Council	11/20/2017	Finance and Audit Committee Meeting Recommendations from 2017-NOV-09	It was moved and seconded that Council approve the following recommendations from the Finance and Audit Committee Meeting, 2017-NOV-09: 1. That Council not provide funding for an emergency shelter for youth for the 2017/2018 winter season; 2. That Council approve a \$4,070 funding request from the Community Engagement Task Force in support of a public engagement event scheduled for 2017-NOV-23 at the Vancouver Island Conference Centre; and, 3. That Council approve the request from the Vancouver Island Raiders Football Club for a Travel Assistance Grant in the amount of \$2,000 for forty (40) players to attend the Canadian National Semi-Finals being held in Saskatoon, Saskatchewan on 2017-OCT-29.	Victor Mema;#305	Complete
Council	11/20/2017	Councillor Armstrong – Quilt of Reconciliation	It was moved and seconded that Council support the Vancouver Island Exhibition, Mid Island Metis Nation and Nanaimo Aboriginal Centre’s Reconciliation Quilt Squares Project.	Tracy Samra;#356	Complete
Council	11/20/2017	Councillor Bestwick – Development Cost Charges Bylaw	It was moved and seconded that Council direct Staff to conduct a full review of the Development Cost Charge Bylaw complete with recommendations for fee changes every Five Years commencing 2022.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	11/20/2017	Councillor Brennan – Committee of the Whole Meetings	It was moved and seconded that all Committee of the Whole Meetings be held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC.	Sheila Gurrie;#28	Complete
Council	11/20/2017	Development Permit No. DP1069 – 241 Ferntree Place	It was moved and seconded that Council issue Development Permit No. DP1069 at 241 Ferntree Place with the following variances: <ul style="list-style-type: none">• reduce the watercourse setback measured from the wetland boundary of the lake from 15m to 8.17m; and,• reduce the minimum front yard setback for a garage door from 6m to 2.14m.	Dale Lindsay;#251	Complete
Council	11/20/2017	Development Variance Permit No. DVP328 – 24 Pirates Place	It was moved and seconded that Council issue Development Variance Permit No. DVP328 for 24 Pirates Place with the following variance: <ul style="list-style-type: none">• increase the maximum allowable height for a single residential dwelling with a flat roof (less than a 4:12 roof pitch) from 7m to 8.33m.	Dale Lindsay;#251	Complete
Council	11/20/2017	Development Variance Permit No. DVP329 – 350 Albert Street and 434 and 450 Wesley Street	It was moved and seconded that Council issue Development Variance Permit No. DVP329 at 350 Albert Street, and 434 and 450 Wesley Street with the following variance: <ul style="list-style-type: none">• increase the maximum allowable fence height from 1.2m to 1.8m in the front yard setback along Wesley Street as shown on the site plan.	Dale Lindsay;#251	Complete
Council	11/20/2017	Development Variance Permit No. DVP331 – 1629 Fuller Street	It was moved and seconded that Council issue Development Variance Permit No. DVP331 at 1629 Fuller Street with the following variance: <ul style="list-style-type: none">• allow a heat pump to be located on the east side of the principal building.	Dale Lindsay;#251	Complete
Council	11/20/2017	Rezoning Application No. RA383 – 285 Rosehill Street	It was moved and seconded that “Zoning Amendment Bylaw 2017 No. 4500.116” (RA383 – To rezone 285 Rosehill Street from Medium Density Residential [R8] to Mixed Use Corridor [COR2]) pass first and second reading. It was moved and seconded that Council direct Staff to secure the road dedication prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	11/20/2017	Councillor Bestwick re: Phase 1 Garbage, Recycling and Compost Bin Roll Out	It was moved and seconded that Council direct Staff to provide the following information by the next Finance and Audit Meeting held on Thursday, Nov 23rd, 2017: 1. The tender or Request for Proposal (RFP) process used to select the service provider to deliver Phase 1 of the Garbage, Recycling and Compost Bin roll out (from the City of Nanaimo storage location to individual homes); 2. The total amount paid to the successful contractor for services noted in # 1 above; and, 3. The total amount paid to other organizations, non-profit groups or other parties for the provision of service of any kind or description, in the delivery program of the Phase 1 roll out.	Tracy Samra;#356	Complete
Council	11/20/2017	Councillor Armstrong re: City's Travel Policies	Councillor Armstrong advised this item may be considered "In Camera".	Sheila Gurrie;#28	Complete
Council	11/20/2017	Councillor Brennan re: Notice of Motion Downtown Disorder	Councillor Brennan advised she would be bringing forward the following motion for consideration at a future council meeting: “That Council direct Staff to coordinate a facilitated session to find community based solutions for dealing with downtown disorder.”	Sheila Gurrie;#28	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	11/20/2017	Councillor Fuller re: Notice of Motion Core Services Review	Councillor Fuller advised he would be bringing forward the following motion at a future Open Council Meeting: “To direct Staff to make recommendations on the scope of phase two of the Core Review with the intent, upon Council approval, of moving forward as early in 2018 as possible”.	Sheila Gurrie;#28	Complete
Council	11/20/2017	Councillor Yoachim - Cannabis Dispenseries	Councillor Yoachim advised that he would be bringing forward a motion regarding cannabis dispensaries at a future Open Council Meeting.	Sheila Gurrie;#28	Complete
Council	11/6/2017	2018 Council Key Date Calendar	It was moved and seconded that Council adopt the 2018 Council Key Date Calendar.	Sheila Gurrie;#28	Complete
Council	11/6/2017	Additional Appointment to the Regional District of Nanaimo Board	It was moved and seconded that Council appoint an additional Director to the Regional District of Nanaimo Board, and adjust the number of votes assigned to the Directors as follows: 1. Appoint Councillor Brennan as the additional Director to the Regional District Board; 2. Adjust the voting strength to: RDN Director Votes Mayor McKay 5 votes Councillor Bestwick 5 votes Councillor Kipp 5 votes Councillor Hong 5 votes Councillor Yoachim 5 votes Councillor Brennan 4 votes Councillor Thorpe 4 votes Councillor Fuller 4 votes	Sheila Gurrie;#28	Complete
Council	11/6/2017	Council Appointment of Director to Nanaimo Economic Development Corporation	It was moved and seconded that Council appoint Bill Corsan, Deputy Director of Community Development, as Council's appointed Director to the Nanaimo Economic Development Corporation.	Dale Lindsay;#251	Complete
Council	11/6/2017	Development Permit Application No. DP1076 – 100 Gordon Street	It was moved and seconded that Council issue Development Permit No. 1076 at 100 Gordon Street with the following variance: • reduce the required number of off-street loading spaces from two to zero.	Dale Lindsay;#251	Complete
Council	11/6/2017	100 Gordon Street Acceptance of Project Under “Revitalization Tax Exemption Bylaw 2011 No. 7143”	It was moved and seconded that Council approve the Revitalization Tax Exemption Agreement for a proposed nine-storey hotel at 100 Gordon Street.	Dale Lindsay;#251	Complete
Council	11/6/2017	Waterfront Walkway – Draft Plan	It was moved and seconded that Council refer the draft Waterfront Walkway Implementation Plan to the Community Planning and Development Committee and Parks, Recreation, and Wellness Committee for input and \$175,000 of new funding be allocated for preliminary design work in 2017 to enable the project to proceed in 2018 and that the 2017 Budget be amended accordingly.	Dale Lindsay;#251	Complete
Council	11/6/2017	Appointment of Business Licence Inspector	It was moved and seconded that Council appoint Ms. Heidi Davidson as the Business Licence Inspector.	Dale Lindsay;#251	Complete
Council	11/6/2017	Remedial Action Order – 1583 Bartlett Street	It was moved and seconded that Council: 1. issue a Removal Order at 1583 Bartlett Street pursuant to Sections 72 and 73 of the Community Charter; 2. advise the owners that they may request that Council reconsider the Remedial Action Order by providing written notice within 14 days of the date on which notice of the remedial action requirement was sent; and, 3. direct Staff or its authorized agents to take action in accordance with Section 17 of the <i>Community Charter</i> without further notice and at the owner’s expense if the said remedial action is not undertaken within 30 days of Council’s resolution.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	11/6/2017	Bylaw Contravention Notice – Construction Not Completed as per Conditions of Building Permit – 2717 Willow Grouse Crescent	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 2717 Willow Grouse Crescent for construction not completed as per the conditions of the building permit.	Dale Lindsay;#251	Complete
Council	11/6/2017	Bylaw Contravention Notice – Construction Started Without A Building Permit - 660 Second Street	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 660 Second Street for construction started without a building permit in contravention of “Building Bylaw 2016 No. 7224”.	Dale Lindsay;#251	Complete
Council	11/6/2017	Bylaw Contravention Notice – Construction Started Without A Building Permit - 913 Howard Avenue	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 913 Howard Avenue for construction started without a building permit in contravention of “Building Bylaw 2016 No. 7224”.	Dale Lindsay;#251	Complete
Council	11/6/2017	Development Cost Charge Bylaw Introduction	It was moved and seconded that “Development Cost Charge Bylaw 2017 No. 7252” (To impose development cost charges within the City of Nanaimo) pass first reading. It was moved and seconded that “Development Cost Charge Bylaw 2017 No. 7252 pass second reading.	Dale Lindsay;#251	Complete
Council	11/6/2017	“Official Community Plan Amendment Bylaw 2016 No. 6500.032”	Bylaw Adopted	Dale Lindsay;#251	Complete
Council	11/6/2017	“Zoning Amendment Bylaw 2016 No. 4500.102”	Bylaw Adopted	Dale Lindsay;#251	Complete
Council	11/6/2017	“Highway Closure and Dedication Removal (Lake Road and a portion of 102nd Street) Bylaw 2017 No. 7246”	It was moved and seconded that “Highway Closure and Dedication Removal (Lake Road and a portion of 102nd Street) Bylaw 2017 No. 7246” pass third reading.	Dale Lindsay;#251	Complete
Council	11/6/2017	Notice of Motion – Councillor Yoachim re: Cannabis Dispensaries	It was moved and seconded that Council defer resolution 48617 to Staff for further clarification of the wording as follows: "That Council prohibits any cannabis dispensary from operating within 150 metres from any school, daycare, youth community centre or playground. That Council direct Staff and Bylaw Services to contact the RCMP directly regarding any dispensaries operating within 150 metres from any school, daycare, youth community centre or playground and that if any dispensary is within operation within 150 metres of any school, daycare, youth community centre or playground that they be denied a business license if the City of Nanaimo chooses to license dispensaries at a later date."	Dale Lindsay;#251	Complete
Council	11/6/2017	Notice of Motion – Councillor Kipp re: Sea Cans	It was moved and seconded that Council direct Staff to develop a permitted use for shipping containers also know as Sea Cans. To include requirements of zoning use and fee structure on a temporary and permanent basis for the now non-conforming shipping containers on industrial and commercial properties in the City of Nanaimo and further to look to update the residential permitted use.	Dale Lindsay;#251	Not Started
Council	11/6/2017	Notice of Motion – Councillor Hong re: Abandoned and Derelict Commercial, Residential and Industrial Properties	It was moved and seconded that Council direct Staff to research and prepare a bylaw for the regulations for abandoned and derelict commercial, residential and industrial properties.	Karen Fry;#348	In Progress
Council	10/16/2017	Loudon Walkway Road Closure Lake Road and a Portion of 102nd Street	It was moved and seconded that “Highway Closure and Dedication Removal (Lake Road and a portion of 102nd Street) Bylaw 2017 No. 7246” pass first reading. It was moved and seconded that “Highway Closure and Dedication Removal (Lake Road and portion of 102nd Street) Bylaw 2017 No. 7246” pass second reading. It was moved and seconded that Staff proceed with public notice for the closure of Lake Road and a portion of 102nd Street.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	10/16/2017	Development Permit Application No. DP990 – 510 Woodhaven Drive	<p>It was moved and seconded that Council issue Development Permit No. DP990 at 510 Woodhaven Drive with the following variances:</p> <ul style="list-style-type: none"> • reduce the watercourse setback from 15m to 9.8m; • reduce the front yard setback for the single residential dwelling from 4.5m to 1.06m; • reduce the front yard setback for the garage within the single residential dwelling from 6m to 0.33m; • increase lot coverage from 40% to 45%; • increase building height above the curb from 3m to 4.29m; and, • increase the perimeter wall height on the south, east, and west elevations from 7.32m to 12.56m. 	Dale Lindsay;#251	Complete
Council	10/16/2017	Development Variance Permit Application No. DVP327 – 301 Eaton Street	<p>It was moved and seconded that Council issue Development Variance Permit No. DVP327 – 301 Eaton Street with the following variances:</p> <ul style="list-style-type: none"> • reduce the minimum front yard setback from 4.5m to 1.2m; • reduce the minimum flanking side yard setback from 4m to 1.2m; and, • increase the maximum front yard fence height from 1.2m to 1.8m. 	Dale Lindsay;#251	Complete
Council	10/16/2017	Rezoning Application No. RA382 – 480 Tenth Street	<p>It was moved and seconded that “Zoning Amendment Bylaw 2017 No. 4500.115” (RA382 – To rezone a portion of 480 Tenth Street from Single Dwelling Residential [R1] to Duplex Residential [R4]) pass first reading.</p> <p>It was moved and seconded that “Zoning Amendment Bylaw 2017 No. 4500.115” pass second reading.</p> <p>It was moved and seconded that Council direct Staff to secure the community contribution prior to the adoption of the bylaw, should Council support the bylaw at third reading.</p>	Dale Lindsay;#251	Complete
Council	10/16/2017	“Zoning Amendment Bylaw 2017 No. 4500.0113”	Bylaw Adopted.	Dale Lindsay;#251	Complete
Council	10/16/2017	“Property Tax Exemption Bylaw 2017 No. 7251”	Bylaw Adopted.	Victor Mema;#305	Complete
Council	10/2/2017	Cliff McNabb Arena – Lighting Repair and Upgrade	It was moved and seconded that Council approve upgrading of Cliff McNabb Arena Lighting to LED in 2017 for a total cost of \$24,853 using funds from the Sustainability Reserve.	Victor Mema;#305	Complete
Council	10/2/2017	Extreme Weather Shelter – 2017/2018 Funding Request	It was moved and seconded that Council approve the request from the First Unitarian Fellowship of Nanaimo for \$45,000 in funding to operate the Extreme Weather Shelter over the 2017/2018 season.	Victor Mema;#305	Complete
Council	10/2/2017	Property Tax Exemption Bylaw	It was moved and seconded that “Property Tax Exemption Bylaw 2017 No. 7251” (To provide exemptions from 2018 property taxes) pass first, second and third reading.	Victor Mema;#305	Complete
Council	10/2/2017	2018 Acting Mayor Schedule	It was moved and seconded that Council approve the 2018 Acting Mayor Schedule.	Sheila Gurrie;#28	Complete
Council	10/2/2017	2018 Select Committee Key Date Calendar	It was moved and seconded that the 2018 Select Committee Key Date calendar report dated 2017-OCT-02 be received for information.	Sheila Gurrie;#28	Complete
Council	10/2/2017	Zero Waste Recycling Services	It was moved and seconded that Council refer the provision of One Stop Zero Waste Recycling Services to the Regional District of Nanaimo.	John Elliot;#194	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			It was moved and seconded that Council issue Development Permit Application No. DP1054 with the following variances: The vote was taken on the main motion as amended: <ul style="list-style-type: none">• reduce the front yard setback from 4.6m to 0m;• reduce the north side yard setback from 1.8m to 0.82m;• reduce the rear yard setback from 7.5m to 3.24m;• increase the maximum building height from 14m to 16m;• reduce the required number of loading spaces from 1 to 0.		
Council	10/2/2017	Development Permit Application No. DP1054 – 440 Selby Street	It was moved and seconded that Council reduce the required number of parking spaces from 45 – 35 for Development Permit Application No. DP1054 at 440 Selby Street.	Dale Lindsay;#251	Complete
Council	10/2/2017	Development Variance Permit No. DP326 – 3604 Hammond Bay Road	It was moved and seconded that Council issue Development Permit No. DP326 at 3604 Hammond Bay Road with the following variance: <ul style="list-style-type: none">• reduce the east side yard setback for a principal building from 1.5m to 1.4m	Dale Lindsay;#251	Complete
Council	10/2/2017	Bylaw Contravention Notice – 5876 Shadow Mountain Road	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 5876 Shadow Mountain Road for construction started without a building permit in contravention of “Building Bylaw 2016 No. 7224”.	Dale Lindsay;#251	Complete
Council	10/2/2017	Bylaw Contravention Notice – 643 Beach Drive	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 643 Beach Drive due to the use of the dwelling as a marijuana grow operation.	Dale Lindsay;#251	Complete
Council	10/2/2017	Bylaw Contravention Notice – 5800 Bradbury Road	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 5800 Bradbury Road for construction started without a building permit in contravention of “Building Bylaw 2016 No. 7224”.	Dale Lindsay;#251	Complete
Council	10/2/2017	Bylaw Contravention Notice – 342 Cordan Street	It was moved and seconded that Council refer Agenda Item 8 (f) - Bylaw Contravention Notice - 342 Cordan Street, to staff for 30 days to work with the home owner and restoration company then report back to council.	Dale Lindsay;#251	Complete
Council	10/2/2017	“Zoning Amendment Bylaw 2017 No. 4500.105”	It was moved and seconded that "Zoning Amendment Bylaw 2017 No. 4500.105" (RA373 – To rezone 3598 Norwell Drive from Single Dwelling Residential [R1] to Row House Residential [R7]) be adopted.	Dale Lindsay;#251	Complete
Council	9/18/2017	Acting Mayor Yoachim Rise and Report from “In Camera” meeting held 2017-SEP-18 at 4:00 p.m.	It was moved and seconded that Council direct Staff to prepare a letter for Chief and Council of the Snuneymuxw First Nation expressing deep concern and regret over the lack of response regarding the Snuneymuxw First Nations unanimous resolution that the City of Nanaimo return their flag. Mayor and Council wish to invite the Chief and Council of the Snuneymuxw First Nations to a gathering, as soon as possible, to repair their relationship and start reconciliation process.	Tracy Samra;#356	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	9/18/2017	Committee Recommendations	<p>It was moved and seconded that Council approve the following motion passed by the Finance and Audit Committee on 2017-AUG-10:</p> <p>1. Travel Assistance Grant – Boxing BC Association: It was moved and seconded that the Finance and Audit Committee approve the request from the Boxing BC Association for a Travel Assistance Grant in the amount of \$200 for two (2) Nanaimo Boxing Club athletes to attend the 2017 Imperium Cup being held in Terrebonne, Quebec during the period 2017-MAY-19 through 2017-MAY-21.</p>	Victor Mema;#305	Complete
Council	9/18/2017	Committee Recommendations	<p>It was moved and seconded that Council approve the following motion passed by the Finance and Audit Committee on 2017-AUG-10:</p> <p>2. Travel Assistance Grant – Nanaimo Lawn Bowling Club: It was moved and seconded that the Finance and Audit Committee approve the request from the Nanaimo Lawn Bowling Club for a Travel Assistance Grant in the amount of \$100 for one (1) Nanaimo Lawn Bowler to attend the National Junior & U25 Lawn Bowling Championships being held in Dartmouth, Nova Scotia, during the period 2017-JUL-13 through 2017 AUG-07.</p>	Victor Mema;#305	Complete
Council	9/18/2017	Committee Recommendations	<p>It was moved and seconded that Council table resolution #39717 and direct Staff to bring forward information and detail regarding the Nanaimo Recycling Exchange Initiative within 2 weeks.</p>	Brad McRae;#366	Complete
Council	9/18/2017	Development Permit Application No. DP1027 – 5705 Vanderneuk Road	<p>It was moved and seconded that Council issue Development Permit No. DP1027 at 5705 Vanderneuk with the following variances:</p> <ul style="list-style-type: none">• increase the maximum building height for each of the following buildings as follows:<ul style="list-style-type: none">- Building A – from 7m to 10.2m;- Building B – from 7m to 9.8m;- Building E – from 7m to 11.7m;• increase the maximum perimeter wall height for each of the following buildings as follows:<ul style="list-style-type: none">- Building A – from 7.32m to 8.82.;- Building B – from 7.32m to 8.42m;- Building E – from 7.32m to 8.12m;• reduce the Minimum Landscape Treatment Level 2d width (and planting) from 1.8m to 1.5m on the east property line adjacent to Building C;• reduce the Minimum Landscape Treatment Level 2d width from 1.8m to 0m in the location of steps and landings along the west property line;• permit the projection of steps and landings into the west side yard setback;• increase the maximum height of a fence (retaining wall) along the west side property line from 2.4m to 2.97m; and,• increase the maximum height of a fence (retaining wall) outside of the required setback area from 3m to 4.82.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	9/18/2017	Development Variance Permit Application No. DVP318 No. 3-114 Gibraltar Rock	It was moved and seconded that Council issue Development Variance Permit DVP318 at 3-114 Gibraltar Rock with the following variances: <ul style="list-style-type: none">• reduce the minimum rear yard setback from 7.5m to 6.84m;• increase the maximum building height for a flat roof from 7m to 8.79m; and,• increase the maximum perimeter wall height as follows:<ul style="list-style-type: none">- north elevation (front) from 7.32m to 9.1m- west elevation (side) from 7.32m to 9.27m- east elevation (side) from 7.32m to 8.82m.	Dale Lindsay;#251	Complete
Council	9/18/2017	Bylaws “Official Community Plan Amendment Application – 301 Eaton Street” Bylaw No. 6500.035	Bylaw 6500.035 was adopted	Dale Lindsay;#251	Complete
Council	9/18/2017	Development Variance Permit Application No, DVP325 – 5776 Linyard Road	It was moved and seconded that Council issue Development Variance Permit No. DVP325 – 5776 Linyard Road with the following variances: <ul style="list-style-type: none">• allow a heat pump to be located on the west side of the principal dwelling; and,• reduce the required side yard setback for a heat pump from 4.5m to 2.13m.	Dale Lindsay;#251	Complete
Council	9/11/2017	Committee Recommendations Finance and Audit Committee – 2017 AUG-10 Development Cost Charge Bylaw	It was moved and seconded that Council direct Staff to: <ol style="list-style-type: none">1. prepare and introduce a draft Development Cost Charge Bylaw based on the framework outlined in this report; and,2. review and provide a report for Council's consideration on potential expansion of the existing tax exemption programs.	Dale Lindsay;#251	In Progress
Council	9/11/2017	Committee Recommendations Finance and Audit Committee – 2017 AUG-10 Social Planning Grant – 2017 Recommendations	It was moved and seconded that Council approve the 2017 Social Response and the 2017 Community Vitality grant recommendations.	Dale Lindsay;#251	Complete
Council	9/11/2017	Appointment of Bylaw Enforcement Officers	It was moved and seconded that Council appoint Trevor MacKay and Leah Giesbrecht as bylaw enforcement officers to enforce the provisions of all City of Nanaimo regulatory bylaws.	Brad McRae;#366	Complete
Council	9/11/2017	Property Disposition – 2103 Bowen Road	It was moved and seconded that Council: <ol style="list-style-type: none">1. approve the disposition of City-owned property located at 2103 Bowen Road to Luke Harrison and Earle Cherneski for the sum of \$350,000; and,2. direct the Mayor and the Corporate Officer to execute the necessary documents to effect the transaction.	Dale Lindsay;#251	Complete
Council	9/11/2017	Development Permit Application No. DP1050 – 3240 Fieldstone Way	It was moved and seconded that Council issue Development Permit No. DP1050 at 3240 Fieldstone Way with the following variances: <ul style="list-style-type: none">• reduce the flanking side yard setback from 4m to 1.32m;• reduce the side yard setback from 3m to 1.34m; and,• increase the maximum building height of 7m to 7.4m.	Dale Lindsay;#251	Complete
Council	9/11/2017	Development Permit Application No. DP1063 – 2491 Kenworth Road	It was moved and seconded that Council issue Development Permit No. DP1063 at 2491 Kenworth Road with the following variance: <ul style="list-style-type: none">• to vary the Conditions of Use for a recycling depot to allow a maximum of 1,150.9m2 of the use to be outside of an enclosed building.	Dale Lindsay;#251	Complete
Council	9/11/2017	Development Variance Permit No. DVP320 – 314 Ninth Street	It was moved and seconded that Council issue Development Variance Permit No. DVP320 at 314 Ninth Street with the following variance: <ul style="list-style-type: none">• reduce the minimum lot frontage requirement from 15m to 12.74m for the proposed lots within a four-lot subdivision	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			It was moved and seconded that Council issue Development Variance Permit No. DVP321 at 897 Howard Avenue with the following variances: <ul style="list-style-type: none">• Lots 2 and 3 from 30m to 28.09m;• Lots 4 and 5 from 30m to 28.10m;• Lots 6 and 7 from 30m to 28.11m;• Lot 8 from 30m to 28.13m;• Lots 9 to 23 and 29 from 30m to 28m;• Lot 24 from 30m to 28.4m; and,• Lot 28 from 30m to 28.6m.		
Council	9/11/2017	Development Variance Permit No. DVP321 – 897 Howard Avenue		Dale Lindsay;#251	Complete
Council	9/11/2017	Rezoning Application No. RA381 – 133, 137 and 151 Royal Pacific Way and 5308 and 5312 Dewar Road	Bylaw 4500.113 received 1st and 2nd reading.	Dale Lindsay;#251	Complete
Council	9/11/2017	Remedial Action Order – 1583 Bartlett Street	It was moved and seconded that Council to defer consideration of Remedial Action Order – 1583 Bartlett Street for 30 days	Dale Lindsay;#251	Complete
Council	9/11/2017	Bylaw Contravention Notice – Construction Started Without a Building Permit – 101 1930 Island Diesel Way	It was moved and seconded That Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 101 1930 Island Diesel Way for construction started without a building permit in contravention of “Building Bylaw 2016 No. 7224” if a building permit application is not submitted within ninety (90) days.	Dale Lindsay;#251	Complete
Council	9/11/2017	Bylaw Contravention Notice – Construction Not Completed as per Conditions of Building Permit – 4978 Fillinger Crescent	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 4978 Fillinger Crescent for construction not completed as per the conditions of the building permit.	Dale Lindsay;#251	Complete
Council	9/11/2017	Bylaw Contravention Notice – Construction Not Completed as per Building Permit – 703 Victoria Road	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 703 Victoria Road for construction not completed as per the conditions of the building permit.	Dale Lindsay;#251	Complete
Council	9/11/2017	“Zoning Amendment Bylaw 2017 No. 4500.106”	Bylaw 4500.106 was adopted.	Dale Lindsay;#251	Complete
Council	9/11/2017	“Zoning Amendment Bylaw 2017 No. 4500.110”	Bylaw 4500.110 was adopted.	Dale Lindsay;#251	Complete
Council	9/11/2017	“Zoning Amendment Bylaw 2017 No. 4500.111”	Bylaw 4500.111 was adopted.	Dale Lindsay;#251	Complete
Council	9/11/2017	“Official Community Plan Amendment Bylaw 2017 No. 6500.034”	Bylaw 6500.034 was adopted.	Dale Lindsay;#251	Complete
Council	9/11/2017	“Highway Closure and Dedication Removal (A portion of Shenton Road and Diver Road adjacent to 3789 and 3801 Shenton Road) Bylaw 2015 No. 7180”	Bylaw 7180 was adopted.	Dale Lindsay;#251	Complete
Council	9/11/2017	“Housing Agreement Bylaw 2017 No. 7247”	Bylaw 7247 was adopted.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	9/11/2017	Councillor Brennan re: Resolution to Union of BC Municipalities	It was moved and seconded that Council send the following resolution to the Union of BC Municipalities for consideration at their annual meeting to be held 2017-SEP-25 until 2017-SEP-29: "Whereas the term of office for local government elected officials in BC was increased from 3 to 4 years beginning with the 2014 local general election; And whereas in many communities, the service of local government elected officials is considered to be a part time commitment, with levels of remuneration that reflect this, and the 4-year term may deter elected officials from running for a second term, thereby reducing the number of experienced elected officials on regional district boards and municipal councils throughout the province: Therefore, be it resolved that the provincial government amend the Local Government Act to reduce to 3 years the term of office for local government elected officials, allowing a broader range of elected officials with experience to participate in local government."	Sheila Gurrie;#28	Complete
Council	8/14/2017	Nuisance Property – 6 – 1637 Bowen Road & 643 Howard Avenue	It was moved and seconded that Council declare 6 – 1637 Bowen Road a nuisance pursuant to "Nuisance Abatement and Cost Recovery Bylaw 2003 No. 5645" and authorize Staff to record and charge for municipal service including police required to abate the nuisance. It was moved and seconded that Council declare 643 Howard Avenue a nuisance pursuant to "Nuisance Abatement and Cost Recovery Bylaw 2003 No. 5645" and authorize Staff to record and charge for municipal service including police required to abate the nuisance.	Brad McRae;#366	Complete
Council	8/14/2017	Appointment of Bylaw Enforcement Officer	It was moved and seconded that Council appoint Tom Bishop as bylaw enforcement officer to enforce the provisions of City of Nanaimo "Licencing and Control of Animals Bylaw 1995 No. 4923" and "Parks and Recreation and Culture Regulation Bylaw 2008 No. 7073."	Brad McRae;#366	Complete
Council	8/14/2017	Committee Recommendations	It was moved and seconded that the Council approves the borrowing of up to \$6,200,000 through the Equipment Financing Program for implementation of automated solid waste collection.	Victor Mema;#305	Complete
Council	8/14/2017	Bylaw Contravention Notice – Secondary Suite – 3308 Uplands Drive	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located 3308 Uplands Drive.	Dale Lindsay;#251	Complete
Council	8/14/2017	Bylaw Contravention Notice – Construction Completed Without Required Inspections – 2079 Boxwood Road	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 2079 Boxwood Road for construction completed without the required inspections in contravention of "Building Bylaw 2016 No. 7224" should the necessary work to bring the property into compliance not be completed within 90 days.	Dale Lindsay;#251	Complete
Council	8/14/2017	Official Community Plan Amendment Application – 301 Eaton Street	It was moved and seconded that "Official Community Plan Amendment Bylaw 2017 No. 6500.035" (OCP84 – To amend Section 7.7.1 Temporary Use Permits of the Official Community Plan to designate the subject property at 301 Eaton Street as a Temporary Use Permit Area to allow consideration of an application for a Temporary Use Permit on land designated Neighbourhood) pass first reading and second reading.	Dale Lindsay;#251	Complete
Council	8/14/2017	Rezoning Application No. RA363 – 525 Third Street Housing Agreement	It was moved and seconded that "Housing Agreement Bylaw 2017 No. 7247" (RA363 - To authorize a housing agreement for a 220 bed student housing development at 525 Third Street) pass first, second and third reading.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			It was moved and seconded that “Zoning Amendment Bylaw 2017 No. 4500.112” (RA380 – To rezone 615 and 699 Harewood Road from Single Dwelling Residential [R1] to Three and Four Unit Residential [R5]) pass first and second reading.		
Council	8/14/2017	Rezoning Application No. RA380 – 615 and 699 Harewood Road	It was moved and seconded that Council direct Staff to secure the community contribution and lane dedication prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
			It was moved and seconded that Council issue Development Variance Permit No. DVP319 at 5670 Hammond Bay Road with the following variance: <ul style="list-style-type: none">• Reduce the minimum lot frontage of proposed Lots A and B from 15m to 13.87m.		
Council	8/14/2017	Development Variance Permit Application No. DVP319 – 5670 Hammond Bay Road		Dale Lindsay;#251	Complete
Council	8/14/2017	“Zoning Amendment Bylaw 2015 No. 4500.094”	Bylaw Adopted.	Dale Lindsay;#251	Complete
			It was moved and seconded that Council refer the BC SPCA letter, dated 2017-JUN-30 and the Nature Canada letter dated 2017-JUL-24 to Staff to return to Council at the earliest opportunity with a report that outlines options for addressing the concerns listed in the letters.	Karen Fry;#348	In Progress
			It was moved and seconded that Council direct Staff to coordinate a meeting between Snuneymuxw First Nation representatives, Greater Nanaimo Harbour Association representatives and the City of Nanaimo representatives to further discuss the next steps regarding the Nation-to-Nation discussions.	Victor Mema;#305	Not Started
			It was moved and seconded that Council:		
			1. direct Staff to amend the proposed land use designations for 801, 1150, and 1151 Nanaimo Lakes Road by designating properties, except the specific lands under negotiation for lease with Nanaimo Search and Rescue and the Reservoir Proper, as park and open space as shown on the attached schedule, titled Attachment A, Map showing proposed land use designations; and,		
			2. direct Staff to proceed with the designation of park and open space lands as shown on the amended schedule, including amendments to the Official Community Plan, Zoning Bylaw, and the preparation of a Park Dedication Bylaw.	Dale Lindsay;#251	Complete
Council	8/14/2017	Notice of Motion – Councillor Fuller Southern Portion of the Greater Nanaimo Water District Land		Dale Lindsay;#251	Complete
Council	7/10/2017	Community Vitality Committee Recommendations	It was moved and seconded that Council amend A Cultural Plan for a Creative Nanaimo 2014-2020, Section 5.5 – “Cultural Asset Priority Plan” to include the following item: To support multi-use community arts space.	Dale Lindsay;#251	Complete
Council	7/10/2017	Finance and Audit Committee Recommendations from the meeting held 2017- JUN- 14	It was moved and seconded that Council approve the remaining 2017 Downtown Event Grant funding of \$1,280.00 to the Indie J.A.M.Z. Society for the implementation of the Summertime Music Series in Downtown Nanaimo.	Victor Mema;#305	Complete
Council	7/10/2017	Finance and Audit Committee Recommendations from the meeting held 2017- JUN-14	It was moved and seconded that Council approve a \$7,000 funding request from Tillicum Lelum Friendship Centre in support the TeenFest event, with \$4,000 to be allocated from the Grants Advisory Committee Contingency Fund and \$3,000 from Council's Contingency Fund.	Victor Mema;#305	Complete
Council	7/10/2017	Finance and Audit Committee Recommendations from 2017-JUN-14	It was moved and seconded that Council approve the Use Fees and Charges Policy.	Victor Mema;#305	Complete
Council	7/10/2017	2017 - 2021 Financial Plan Amendment Bylaw	It was moved and seconded that “Financial Plan Amendment Bylaw 2017 No. 7234.02” (To amend the 2017 – 2021 Financial Plan), pass first reading, second and third reading.	Victor Mema;#305	Complete
Council	7/10/2017	Property Disposition - 100 Gordon Street	It was moved and seconded that Council approve the disposition of City-owned land at 100 Gordon Street to PEG Development.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	7/10/2017	Heritage Alteration Permit Application No. HAP29 - 34 Nicol Street	It was moved and seconded that Council issue Heritage Alteration Permit No. HAP29 for the demolition of the bell tower structure located on the top of the fire hose tower of the Fire Hall No. 2 building at 34 Nicol Street.	Dale Lindsay;#251	Complete
Council	7/10/2017	Development Variance Permit No. DVP315 - 3583 Hammond Bay Road	It was moved and seconded that Council issue Development Variance Permit No. DVP315 at 3583 Hammond Bay Road with the following variance: <ul style="list-style-type: none">• increase the maximum combined fence height for two front yard retaining walls from 1.2m to 3.2m.	Dale Lindsay;#251	Complete
Council	7/10/2017	Development Variance Permit No. DVP316 - 5200 Dublin Way	It was moved and seconded that Council issue Development Variance Permit No. DVP316 at 5200 Dublin Way with the following variance: <ul style="list-style-type: none">• increase the maximum permitted sign area for a freestanding sign from 10m2 to 30m2.	Dale Lindsay;#251	Complete
Council	7/10/2017	Off-Street Parking Bylaw Review	It was moved and seconded that Council: <ul style="list-style-type: none">1. refer the Development Parking Regulations to the Community Planning and Development Committee; and,2. direct Staff to proceed with public consultation.	Dale Lindsay;#251	Complete
Council	7/10/2017	Bylaw Contravention Notice – Secondary Suite – 5350 Metral Drive	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for an illegal secondary suite at 5350 Metral Drive.	Dale Lindsay;#251	Complete
Council	7/10/2017	Bylaw Contravention Notice – Illegal Construction to Facilitate a Marijuana Grow Operation - 223 Irwin Street	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 223 Irwin Street for construction completed without a building permit for the purpose of growing marijuana in contravention of “Building Bylaw 2016 No. 7224”.	Dale Lindsay;#251	Complete
Council	7/10/2017	Bylaw Contravention Notice – Illegal Construction to Facilitate a Marijuana Grow Operation - 111 Haliburton Street	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 111 Haliburton Street for construction completed without a building permit in order to facilitate a marijuana grow operation in contravention of “Building Bylaw 2016 No. 7224”.	Dale Lindsay;#251	Complete
Council	7/10/2017	Bylaw Contravention Notice - Construction Started without a Building Permit- 833 Douglas Avenue	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 833 Douglas Street for construction started without a building permit in contravention of “Building Bylaw 2016 No. 7224”.	Dale Lindsay;#251	Complete
Council	7/10/2017	Age-Friendly British Columbia Recognition	It was moved and seconded that Council endorse the application to the Age-Friendly British Columbia recognition program in order to acknowledge the City of Nanaimo’s efforts in improving accessibility and fostering social inclusion for older persons.	Dale Lindsay;#251	Complete
Council	7/10/2017	Opportunities for use of City Owned Land at 801, 1150 and 1151 Nanaimo Lakes Road	It was moved and seconded that Council receive, prior to final public review and comment, proposed land use designations based on stakeholder interviews and public input received to date for City-owned property located at 801, 1150 and 1151 Nanaimo Lakes Road and that staff return with a summary of input. It was moved and seconded that Council direct Staff to commence lease negotiations with Nanaimo Search and Rescue Society to relocate to the former Greater Nanaimo Water District (GNWD) office lands at 1151 Nanaimo Lakes Road; and that Staff return to Council for formal approval once lease negotiations are complete. It was moved and seconded that Council direct Staff look at development options for a portion of 1150 Nanaimo Lakes Road north of the Parkway and that Staff receive public input for developing the property, including developing affordable housing along the eastern edge of the property, fronting Harewood Mines Road.	Richard Harding;#252	Cancelled

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	7/10/2017	Zoning Amendment Bylaw 2017 No. 4500.103"	It was moved and seconded that "Zoning Amendment Bylaw 2017 NO. 4500.103" (To revise Schedule D - Amenity Requirements for Additional Density) be adopted.	Dale Lindsay;#251	Complete
Council	7/10/2017	Highway Closure and Dedication Removal (A Portion of Newcastle Avenue Adjacent to 400 Newcastle Avenue) Bylaw 2017 No. 7232"	It was moved and seconded that the "Highway Closure and Dedication Removal (Portion of Newcastle Avenue Adjacent to 400 Newcastle Avenue) Bylaw 2017 No. 7232" be adopted.	Dale Lindsay;#251	Complete
Council	7/10/2017	"Property Maintenance and Standards Bylaw 2017 No. 7242" regarding 431 Maple Street.	It was moved and seconded that Council grant the owner of 431 Maple Street 30 days (ending 2017-AUG-10) to meet the requirements of the "Property Maintenance and Standards Bylaw 2017 No. 7242" or the City may enter the property and affect the work.	Brad McRae;#366	Complete
Council	6/19/2017	RCMP Policing Priorities	It was moved and seconded that the "City of Nanaimo's Annual Policing Priorities for 2017/2018" be adopted as follows: 1. Domestic violence and prevention 2. Crime reduction 3. Road Safety 4. Youth 5. Community Engagement 6. Quality of Investigation	Brad McRae;#366	Complete
Council	6/19/2017	Finance and Audit Committee Recommendations from 2017-JUN-14	It was moved and seconded that Council support the funding request from 2017-JUN-14, Finance and Audit meeting, of \$5,000 from Snuneymuxw First Nation for their National Aboriginal Day event.	Victor Mema;#305	Complete
Council	6/19/2017	Finance and Audit Committee Recommendations	It was moved and seconded that Council approve the Finance and Audit recommendation from 2017-JUN-14 as follows: That Council support in principle the funding request of \$12,500 from Snuneymuxw First Nation for their Tribal Journeys event and that approval of the \$12,500 be deferred until a Staff report regarding funding options is provided to Council.	Victor Mema;#305	Complete
Council	6/19/2017	2016 Annual Muncipal Report	It was moved and seconded that Council approve the 2016 Annual Municipal Report.	Victor Mema;#305	Complete
Council	6/19/2017	2016 Stetement of Financial Information Report	It was moved and seconded that Council approve the City of Nanaimo 2016 Statement of Financial Information for filing with the Ministry of Community, Sport and Cultural Development.	Victor Mema;#305	Complete
Council	6/19/2017	Corporate Officer and Deputy Corporate Officer Appointments	It was moved and seconded that Council: 1.appoint Ms. Sheila Gurrie, City Clerk, as Corporate Officer to fulfill the duties as set out in Section 148 of the <i>Community Charter</i> ; 2. renew the appointments of Ms. Sky Snelgrove, Steno Coordinator, Legislative Services, Mr. Victor Mema, Chief Financial Officer, and Mr. Brad McRae, Chief Operations Officer, as Deputy Corporate Officers until 2018-JUN-30 in order to fulfill the duties as set out in Section 148 of the <i>Community Charter</i> ; and, 3. establish the order in which the Deputy Corporate Officers perform the duties in the absence of the Corporate Officer as follows: (a) Ms. Sky Snelgrove (b) Mr. Victor Mema (c) Mr. Brad McRae	Victor Mema;#305	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	6/19/2017	Renewal of Deputy Financial Officers Appointments	It was moved and seconded That Council: 1. renew the appointments of Ms. Deborah Duncan, Deputy Director, Financial Services, and Ms. Laura Mercer, Manager of Accounting Services, as Deputy Financial Officers until 2018-JUN-30, to fulfill the duties as set out in Section 149 of the <i>Community Charter</i> , and, 2. maintain the order in which the Deputy Financial Officers perform the duties in the absence of the Financial Officer as follows: a. Ms Deborah Duncan, Deputy Director, Financial Services, and, b. Ms. Laura Mercer, Manager of Accounting Services.	Victor Mema;#305	Complete
Council	6/19/2017	Appointment of Vancouver Island Regional library Board Trustee	It was moved and seconded that Council appoint Councillor Bestwick as the alternate trustee to the Vancouver Island Regional Library Board for the remainder of the one year term ending 2017-DEC-31.	Sheila Gurrie;#28	Complete
Council	6/19/2017	Responses to Social, Safety and Security	It was moved and seconded that Council approve the resources, including staff and a budget of \$45,000 to undertake the initial responses identified in Council’s 2017-MAY-29 motion regarding health, social, safety and security in the community and direct Staff to develop a process to address the identified issues for the short, medium and long term timeframe and include a representative from the Old City Quarter	Brad McRae;#366	Complete
Council	6/19/2017	1411White Street - Property Disposition	It was moved and seconded that Council not pursue the property disposition of 1411 White Street.	Dale Lindsay;#251	Complete
Council	6/19/2017	Development Permit Application No. DP979 - 601 and 609 Bruce Avenue	It was moved and seconded That Council issue Development Permit No. DP979 at 601 and 609 Bruce Avenue with the following variances: • reduce the required front yard setback for Building A (Shepherd Avenue) from 4.5m to 3.1m; • reduce the required flanking side yard for Building A (Fifth Street) from 6m to 3.9m; • reduce the required flanking side yard for Building B (Fifth Street) from 6m to 2.1m; • reduce the required front yard setback for Buildings B and C (Bruce Avenue) from 4.5m to 1.8m; and, • reduce the required front yard setback for Building D (Bruce Avenue) from 4.5m to 3.6m.	Dale Lindsay;#251	Complete
Council	6/19/2017	Development Permit Application No DP1012 - 3217 Hammond Bay road	It was moved and seconded that Council issue Development Permit No. 1012 at 3217 Hammond Bay Road.	Dale Lindsay;#251	Complete
Council	6/19/2017	Development Variance Permit No DVP311 - 5792 Bradbury Road	It was moved and seconded that Council issue Development Variance Permit No. DVP311 at 5792 Bradbury Road with the following variance: • Increase the maximum allowable gross floor area for the existing accessory building from 90m2 to 171m2.	Dale Lindsay;#251	Complete
Council	6/19/2017	Development Variance Permit No. DVP312 - 316 Nottingham Drive	It was moved and seconded that Council issue Development Variance Permit No. DVP312 at 316 Nottingham Drive with the following variances: • reduce the minimum (west) side yard setback for an open deck from 1.5m to 0m; • reduce the minimum rear yard setback for an open deck from 5.5m to 0m.	Dale Lindsay;#251	Complete
Council	6/19/2017	Dvelopment Variance Permit No. DVP313 - 3312 Stephenson Point Road	It was moved and seconded that Council issue Development Variance Permit No. DVP313 at 3312 Stephenson Point Road with the following variance: • allow a heat pump to be located on the (west) side of the principal dwelling.	Dale Lindsay;#251	Complete
Council	6/19/2017	Dvelopment Variance Permit No. DVP314 - 570 St. George Street	It was moved and seconded that Council issue Development Variance Permit No. DVP314 at 570 St. George Street with the following variance: • increase the maximum accessory building height from 4.5m to 5.18m.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	6/19/2017	Rezoning Application No. RA377 - 5616 Big Bear Ridge	"Zoning Amendment Bylaw 2017 No. 4500.111" (RA377 – To rezone 5616 Big Bear Ridge from Single Dwelling Residential [R1] to Duplex Residential [R4]) passed two readings. It was moved and seconded that Council direct Staff to secure the community contribution, road upgrades and servicing improvements prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	6/19/2017	Liquor Licence Application No. LA127 - 1890 Boxwood Road	It was moved and seconded that Council recommend the Liquor Control an Licensing Branch to approve an application for a structural change to a liquor manufacturing licence in order to permit a licensed outdoor patio area.	Dale Lindsay;#251	Complete
Council	6/19/2017	Nanaimo Youth Advisory Council - 2017 Strategic Directions	It was moved and seconded that Council approve the 2017 Strategic Directions for the Nanaimo Youth Advisory Council.	Victor Mema;#305	Complete
Council	6/19/2017	Coastal Douglas Fir and Associated Ecosystems Conservation Partnership	It was moved and seconded that Council direct Staff to join the coastal Douglas Fir and Associated Ecosystems Conservation Partnership and direct the Director of Community Development to sign the Statement of Cooperation.	Dale Lindsay;#251	Complete
Council	6/19/2017	Zoning Amendment Bylaw 2015 No. 4500.090".	Bylaw Adopted	Dale Lindsay;#251	Complete
Council	6/19/2017	"Zoning Amendment Bylaw 2016 No. 4500.095"	Bylaw Adopted	Dale Lindsay;#251	Complete
Council	6/19/2017	Municipal Solid Waste Collection Amendment Bylaw 2017 No. 7128.08"	Bylaw Adopted	Victor Mema;#305	Complete
Council	6/19/2017	Highway Closure and Dedication Removal (A Portion of Cliff Street Adjacent to 194 Cliff Street) Bylaw 2017 No. 7239"	Bylaw Adopted	Dale Lindsay;#251	Complete
Council	6/19/2017	Councillor Fuller – Notice of Motion – Neighbourhood Developments	That Council: 1. direct Staff to commence a review of the existing "Innovative Housing for Neighbourhoods: Triplex and Quadruplex Infill Design Guidelines" with consideration given to adding guidelines for other forms of infill housing, 2. direct that the associated consultation with the community, include neighbourhood associations, and, 3. Council not support further Development Variance Applications for detached suites, until such time that the review of the guidelines have been completed and considered by Council.	Sheila Gurrie;#28	Complete
Council	6/19/2017	Councillor Bestwick – Notice of Motion – InFilm	That the City of Nanaimo provide up to \$30,000 toward the program InFilm for 2017.	Sheila Gurrie;#28	Complete
Council	6/19/2017	Councillor Hong - Blasting in Neighbourhoods	It was moved and seconded that council direct staff to develop an information session for when and where blasting takes place in neighbourhoods with residents informed and included.	Dale Lindsay;#251	In Progress
Council	5/15/2017	Nanaimo Deep Discovery Association	It was moved and seconded that Council direct Staff to investigate the feasibility of placing the Ocean Discovery Centre at 1 Port Drive and include it as part of 1 Port Drive public engagement.	Dale Lindsay;#251	Complete
Council	5/15/2017	Northfield/Boundary/HWY 19A Intersection Upgrade	It was moved and seconded that Council direct Staff to proceed with the intersection upgrades to Northfield/Boundary/Hwy 19A.	Brad McRae;#366	Complete
Council	5/15/2017	Development Permi No. DP1034 - 91 Chapel Street	It was moved and seconded that Council issue Development Permit No. DP1034 at 91 Chapel Street with the following variance: -Increase the maximum allowable building height from 19.8m to 23.2m	Dale Lindsay;#251	Complete
Council	5/15/2017	Development Permit No. 1035 - 5260 Dublin Way	It was moved and seconded that Council issue Development Permit No. DP1035 at 5260 Dublin Way with the following variances: • increase the maximum allowable building height from 14m to 15m; and, • reduce the required onsite parking from 99 parking spaces to 80 parking spaces	Dale Lindsay;#251	Complete
Council	5/15/2017	Rezoning Application No. RA379-437 Wesley Street	"Zoning Amendment Bylaw 2017 No. 4500.108" passed first and second reading.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	5/15/2017	Councillor Bestwick Notice of Motion regarding Rails to Trails Vancouver Island.	Councillor Bestwick advised that he would be bringing forward the following Notice of Motion for consideration at the next Council Meeting to be held 2017-JUN-12: <ul style="list-style-type: none">• conversion of the rail system from Parksville to Courtenay with a trail; and,• completion of a pedestrian centric trail from Parksville to Coombs; And whereas the funding for improvements to the rail corridor have not been delivered from the Provincial Government; Therefore be it resolved that Council support the Friends of Rails to Trails Vancouver Island (FORT VI) initiative to convert the E&N Rail bed to a multi-use trail and requests that the Island Corridor Foundation coordinate with FORT VI volunteers to work toward accomplishing this goal.”	Sheila Gurrie;#28	Complete
Council	5/15/2017	Councillor Hong Notice of Motion: Blasting in residential Neighborhoods.	That Council direct Staff to develop a consultation process for blasting in neighbourhoods.	Sheila Gurrie;#28	Complete
Council	5/15/2017	Finance and Audit Committee Recommendations	It was moved and seconded that Council approve a \$14,316 Heritage Facade Grant to rehabilitate the exterior of the Nanaimo Fire Hall #2 building located at 34 Nicol Street.	Victor Mema;#305	Complete
Council	5/15/2017	Finance and Audit Committee Recommendations	It was moved and seconded that Council provide for the \$9,316 Heritage Facade Grant shortfall through a budget transfer from the Heritage Home Grant Program	Victor Mema;#305	Complete
Council	5/15/2017	Finance and Audit Committee Recommendations	It was moved and seconded that Council approve the 2017 Downtown Event Grant funding recommendations of \$115,841 for eligible applications.	Victor Mema;#305	Complete
Council	5/15/2017	Pride Parade	It was moved and seconded that Council: <ul style="list-style-type: none">1. direct Staff to have the existing pride cross walks touched up before the pride parade;2. take ownership for the city mandated barricages and signage for the pride parade; and,3. paint two other crosswalks in downtown core and take the total cost from the Council contingency fund.	John Elliot;#194	Complete
Council	5/1/2017	Proposed Transition Process for Economic Development	It was moved and seconded that Council endorse a three-task process to establish an “in-house” economic development function by: <ul style="list-style-type: none">1. undertaking the immediate formation of an Economic Development Strategic Planning Committee (EDSPC) charged with preparing an updated economic development strategy for the City of Nanaimo,2. finalize a work plan and budget to remain actively involved with economic development throughout 2017 and3. Plan for the establishment of an adequately resourced Economic Development Department.	Victor Mema;#305	Complete
Council	5/1/2017	2016 Annual Financial Statements	It was moved and seconded that Council approve the 2016 Annual Financial Statements for the City of Nanaimo	Victor Mema;#305	Complete
Council	5/1/2017	Federal Gas Tax Fund - Strategic Priorities Fund Application	It was moved and seconded that Council: <ul style="list-style-type: none">1. endorse the Waterfront Walkway and Emergency Water Supply projects under the Federal Gas Tax Fund – Strategic Priorities Fund Capital Infrastructure Projects Stream; and2. endorse the Facilities and Park Amenities Condition Assessment Program for the Federal Gas Tax Fund – Strategic Priorities Fund under the Capacity Building Stream.	Victor Mema;#305	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	5/1/2017	Renewal of Nanaimo Yacht Club Lease at 400 Newcastle Avenue and Potential Partial Road Closure of Newcastle Avenue Adjacent to 400 Newcastle Avenue	It was moved and seconded that Council: 1. set an annual market rent of \$160,020 to be charged to the Nanaimo Yacht Club for the 2017-2021 lease renewal and; 2. Council provide annual assistance of \$53,540 to the Nanaimo Yacht Club, in recognition of its contribution to the community, by way of rent abatement and; 3. amend the lease renewal area to include a portion of the proposed road closure and the Mayor and Corporate Officer execute the 2017-2021 Leas Renewal Agreement; -Bylaw 2017 No. 7232 passed first 2 readings - It was moved and seconded that Staff proceed with public notice of disposition and closure of a portion of Newcastle Avenue.	Dale Lindsay;#251	Complete
Council	5/1/2017	Bylaw Contravention Notice - Construction Not Completed as per Conditions of Building Permit - 432 Howard Avenue	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 432 Howard Avenue for construction not completed as per the conditions of the building permit.	Dale Lindsay;#251	Complete
Council	5/1/2017	Bylaw Contravention Notice - Construction Started Without a Building Permit – 450 Prideaux Street	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 450 Prideaux Street for construction started without a building permit in contravention of “Building Bylaw 2016 No. 7224”.	Dale Lindsay;#251	Complete
Council	5/1/2017	Bylaw Contravention Notice - Construction Started Without a Building Permit - 505 Marisa Street	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 505 Marisa Street for construction started without a building permit in contravention of “Building Bylaw 2016 No. 7224”.	Dale Lindsay;#251	Complete
Council	5/1/2017	Development Permit No. DP1040 - 200/238 and 290 Franklyn Street	It was moved and seconded that Council issue Development Permit No. DP1040 at 200/238 and 290 Franklyn Street with the following variance: increase the maximum allowable building height from 12m to 17.5m.	Dale Lindsay;#251	Complete
Council	5/1/2017	“Financial Plan Amendment Bylaw 2017 No. 7234.01	Bylaw No. 7234.01 was adopted.	Victor Mema;#305	Complete
Council	5/1/2017	"Tax Rates Bylaw 2017 No. 7241”	Bylaw No. 7241 was adopted.	Victor Mema;#305	Complete
Council	5/1/2017	"Property Maintenance and Standards Bylaw 2017 No. 7242"	Bylaw No. 7242 was adopted.	Brad McRae;#366	Complete
Council	5/1/2017	“Business Improvement Area No. 2 (BIA 2) Repeal Bylaw 2017 No. 7244”Business Improvement Area No. 1 (BIA 1) Repeal Bylaw 2017 No. 7243”	Bylaw No. 7243 was adopted.	Victor Mema;#305	Complete
Council	5/1/2017	“Business Improvement Area No. 2 (BIA 2) Repeal Bylaw 2017 No. 7244”.	Bylaw No. 7244 was adopted.	Victor Mema;#305	Complete
Council	4/24/2017	Appointment to the RDN Board	It was determined that Councillor Fuller will be the Director on the RDN Board for the remainder of 2017.	Sheila Gurrie;#28	Complete
Council	4/24/2017	Appointment of Chief Election Officer and Deputy Chief Election Officer for the 2017 City of Nanaimo By-Election	It was moved and seconded that Council appoint Ms. Sheila Gurrie as the Chief Election Officer for conducting the 2017 City of Nanaimo By-Election, with power to appoint other election officials as required for administration and conduct of the 2017 City of Nanaimo By-Election process; and, that Ms. Sky Snelgrove be appointed Deputy Chief Election Officer for the 2017 City of Nanaimo By-Election process, with appointments to take effect April 24, 2017.	Sheila Gurrie;#28	Complete
Council	4/24/2017	2017-2021 Financial Plan Amendment Bylaw	Bylaw 7234.01 Passed first 3 readings.	Victor Mema;#305	Complete
council	4/24/2017	Business Improvement Areas No. 1 and 2 Repeal bylaws	Bylaw 7243 and 7244 Passed first 3 readings.	Victor Mema;#305	Complete
Council	4/24/2017	2017 Property Tax Rates Bylaw	Bylaw 7241 Passed first 3 readings.	Victor Mema;#305	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/24/2017	Old City Quarter Business Improvement Area	It was moved and seconded that Council direct Staff to work with the Old City Quarter Association leading to the establishment the Old City Quarter BIA for a term of 5 years starting in 2017. Bylaw 7245 passed first 3 readings.	Victor Mema;#305	Complete
Council	4/24/2017	Property Maintanance and Standards Bylaw 2017 No. 7242	Bylaw 7242 Passed first 3 readings.	Brad McRae;#366	Complete
Council	4/24/2017	Nuisance Property - 9 - 1637 Bowen Road	It was moved and seconded that Council declare 9 – 1637 Bowen Road a nuisance pursuant to “Nuisance Abatement and Cost Recovery Bylaw 2003 No. 5645” and authorize Staff to record and charge for municipal service including police required to abate the nuisance.	Brad McRae;#366	Complete
Council	4/24/2017	Affordable Housing Strategy - Terms of Reference	It was moved and seconded that Council direct Staff to proceed with the Affordable Housing Strategy in accordance with the Terms of Reference.	Dale Lindsay;#251	Complete
Council	4/24/2017	Proposed Road Closure Adjacent to 194 Cliff Street	It was moved and seconded that the disposition and sale of part of Cliff Street adjacent to 194 Cliff Street to Cliff Street Joint Venture be authorized. It was moved and seconded that the Mayor and Corporate Officer execute the conditional Road Closure and Sale Agreement. It was moved and seconded that Staff proceed with public notice of disposition and closure of part of Cliff Street. Bylaw 7239 passed first 2 readings.	Dale Lindsay;#251	Complete
Council	4/24/2017	Development Permit No. DP1033 – 271 Harwell	It was moved and seconded that Council issue Development Permit No. DP1033 at 271 Harwell Road with the following variance: reduce the watercourse setback measured from the top of bank from 15m to 4.7m	Dale Lindsay;#251	Complete
Council	4/24/2017	Development Variance Permit No. 306 – 350 Westwood Road	It was moved and seconded that Council issue Development Variance Permit No. DVP306 at 350 Westwood Road with the following variance: reduce the minimum lot depth for proposed Lot B from 30m to 26.89m.	Dale Lindsay;#251	Complete
Council	4/24/2017	Development Variance Permit No. DVP307 – 106 and 110 Fry Street	It was moved and seconded that Council issue Development Variance Permit No. DVP307 at 106 and 110 Fry Street with the following variance: increase the maximum fence height for a rear yard retaining wall and fence from 1.8m to 6.5m.	Dale Lindsay;#251	Complete
Council	4/24/2017	Development Variance Permit No. DVP309 – 1553 Bartlett Street	It was moved and seconded that Council issue Development Variance Permit No. DVP309 at 1553 Bartlett Street with the following variance: reduce the minimum lot frontage for proposed Lots 1, 2, and 3 from 15m to 11.98m.	Dale Lindsay;#251	Complete
Council	4/24/2017	Development Variance Permit No. DVP310 – 355 Wakesiah Avenue	It was moved and seconded that Council issue Development Variance Permit No. DVP310 at 355 Wakesiah Avenue to vary the Subdivision Control Bylaw to exempt the proposed subdivision from the required works and services.	Dale Lindsay;#251	Complete
Council	4/24/2017	Schedule D - Density Bonus Review	Bylaw 4500.103 Passed first 2 readings	Dale Lindsay;#251	Complete
Council	4/24/2017	Liquor Licence Application No. LA126 620 Terminal Avenue	It was moved and seconded that Council recommend the Liquor Control and Licensing Branch approve an application to extend the hours of liquor service for the existing liquor primary licence for the property located at 620 Terminal Ave from 11:00 a.m. to 12:00 a.m. (Sunday to Thursday) and 11:00 a.m. to 1:30 a.m. (Friday and Saturday) to 11:00 a.m. to 1:30 a.m., seven days a week.	Dale Lindsay;#251	Complete
Council	4/24/2017	2017 Strategic Directions - Community Planning and Development Committee	It was moved and seconded that Council approve the 2017 Strategic Directions for the Community Planning and Development Committee.	Dale Lindsay;#251	Complete
Council	4/24/2017	2017 Strategic Directions - Community Vitality Committee	It was moved and seconded that Council approve the 2017 Strategic Directions for the Community Vitality Committee.	Dale Lindsay;#251	Complete
Council	4/24/2017	2017 Strategic Directions - Public Safety Committee	It was moved and seconded that Council approve the 2017 Strategic Directions for the Public Safety Committee.	Brad McRae;#366	Complete
Council	4/24/2017	2017 Strategic Directions - Public Works and EGINEERING Committee	It was moved and seconded that council approve the 2017 Strategic Directions for the Public Works and Engineering Committee.	Brad McRae;#366	Complete
Council	4/24/2017	Parcel Tax Roll Preparation Bylaw 2017 No. 7238”	Bylaw 7238 Adopted	Victor Mema;#305	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/3/2017	Presentation - Nanaimo Marina Association	It was moved and seconded that Council support the Greater Nanaimo Waterfront Association’s efforts to work with the Snuneymuxw First Nation, the City of Nanaimo, the Regional District of Nanaimo, the marine industry and the community at large to form a not-for-profit Society tasked with becoming the official steward of Nanaimo’s water lot properties. The motion carried.	Tracy Samra;#356	In Progress
Council	4/3/2017	“Delegation of Authority (Property Maintenance) Bylaw 2017 No. 7240”	Bylaw 7240 passed three readings.	Sheila Gurrie;#28	Complete
Council	4/3/2017	Heritage Facade Grant – 101 Commercial Street	It was moved and seconded that Council approve a \$14,999.25 Heritage Facade Grant to rehabilitate the exterior of the Ashlar Lodge Masonic Temple located at 101 Commercial Street. The motion carried unanimously.	Dale Lindsay;#251	Complete
Council	4/3/2017	Heritage Home Grant Application – 45 Milton Street	It was moved and seconded that Council approve a \$14,999.25 Heritage Facade Grant to rehabilitate the exterior of the Ashlar Lodge Masonic Temple located at 101 Commercial Street.	Dale Lindsay;#251	Complete
Council	4/3/2017	Covenant Amendment Application No. CA5 – 4951 Jordan Avenue	It was moved and seconded that Council direct Staff to proceed with a Public Hearing for Covenant Amendment Application No. CA5 at 4951 Jordan Avenue. The motion carried unanimously.	Dale Lindsay;#251	Complete
Council	4/3/2017	Development Permit No. DP1020 – 3100 Hammond Bay Road	It was moved and seconded that Council approve Development Permit No. DP1020 at 3100 Hammond Bay Road with the following variance: <ul style="list-style-type: none">• reduce the watercourse setback as measured from the natural boundary of the ocean from 15m to 6.5m to permit the development as proposed. The motion carried.	Dale Lindsay;#251	Complete
Council	4/3/2017	Development Permit No. DP1031 – 3200 Singleton Road	It was moved and seconded that Council issue Development Permit No. DP1031 at 3200 Singleton Road with the following variance: <ul style="list-style-type: none">• reduce the watercourse setback from the top of bank from 15m to 10m. The motion carried.	Dale Lindsay;#251	Complete
Council	4/3/2017	Development Permit No.1039 – 1650 College Drive	It was moved and seconded that Council approve Development Permit No. DP1039 at 1650 College Drive with the following variance: <ul style="list-style-type: none">• reduce the watercourse setback as measured from the top of bank from 15m to 10m. The motion carried.	Dale Lindsay;#251	Complete
Council	4/3/2017	Development Variance Permit No. DVP304 – 5190 Lone Lynx Lane	It was moved and seconded that Council issue Development Variance Permit No. DVP304 at 5190 Lone Lynx Lane with the following variances: <ul style="list-style-type: none">• increase the maximum building height from 7m to 8.3m; and,• increase the maximum perimeter wall height for the east elevation from 7.32m to 7.83m. The motion carried unanimously.	Dale Lindsay;#251	Complete
Council	4/3/2017	Development Variance Permit No. DVP305 – 4155 Jingle Pot Road	It was moved and seconded that Council issue Development Variance Permit No. DVP305 at 4155 Jingle Pot Road with the following variances: <ul style="list-style-type: none">• increase the maximum gross floor area for an accessory building from 90m2 to 223m2; and,• increase the maximum accessory building height from 4.5m to 6.92m. The motion carried unanimously.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/3/2017	Official Community Plan Amendment Application OCP82 and Rezoning Application RA371 - 2020 Estevan Road	Bylaws 6500.034 and 4500.106 passed two readings. It was moved and seconded that Council direct Staff to secure the community contribution prior to adoption of “Zoning Amendment Bylaw 2017 No. 4500.106” should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	4/3/2017	Rezoning Application No. RA373 – 3598 Norwell Drive	Bylaw 4500.105 passed two readings. It was moved and seconded that Council direct Staff to secure a covenant for the community contribution, road dedication, road cross-sections with off-set sidewalk, and street trees prior to adoption of the bylaw, should Council support the bylaw at third reading. The motion carried unanimously.	Dale Lindsay;#251	Complete
Council	4/3/2017	Rezoning Application No. RA375 – 5264 Sherbourne Drive	Bylaw 4500.107 passed two readings. It was moved and seconded that Council direct Staff to secure the community contribution prior to adoption of the bylaw, should Council support the bylaw at third reading. The motion carried unanimously.	Dale Lindsay;#251	Complete
Council	4/3/2017	15 Front Street – Acceptance of Project Under “Revitalization Tax Exemption Bylaw 2011 No. 7143”	It was moved and seconded that Council approve the Revitalization Tax Exemption Agreement for a proposed six-storey hotel at 15 Front Street. The motion carried unanimously.	Dale Lindsay;#251	Complete
Council	4/3/2017	Mayor McKay re: Council Spending and Amenities Policy	It was moved and seconded that Council approve Mayor McKay’s expenses as follows: <ul style="list-style-type: none">• Seaspn Event, commissioning of two new ferries in Delta, BC, Sunday 2017 APR 09, \$200.00;• 2017 BC Economic Summit in Victoria, BC, 2017-JUN-11-13, \$2000.00; and,• 2017 BC Community Achievement Awards in Victoria, BC, 2017-APR-26, \$200.00 The motion carried unanimously	Victor Mema;#305	Complete
Council	3/20/2017	Council Appointments to the Parcel Tax Roll Review Panel	It was moved and seconded that Council appoint Councillors Bestwick, Hong and Mayor McKay as members and Councillor Fuller as an alternate to the Parcel Tax Roll Review Panel for a one year term ending 2017-DEC-31.	Victor Mema;#305	Complete
Council	3/20/2017	Proposed Amendments to “Officers Appointment and Delegation Bylaw 2006 No. 7031”	Bylaw 7031.06 Passed three readings.	Sheila Gurrie;#28	Complete
Council	3/20/2017	Council Appointments to the Parcel Tax Roll Review Panel	It was moved and seconded that Council appoint Councillors Bestwick, Hong and Mayor McKay as members and Councillor Fuller as an alternate to the Parcel Tax Roll Review Panel for a one year term ending 2017-DEC-31.	Victor Mema;#305	Complete
Council	3/20/2017	Proposed Amendments to “Officers Appointment and Delegation Bylaw 2006 No. 7031”	Bylaw 7031.06 Passed three readings.	Sheila Gurrie;#28	Complete
Council	3/20/2017	Parks and Trails Parcel Tax Bylaw	Bylaw 7238 Passed three readings.	Sheila Gurrie;#28	Complete
Council	3/20/2017	Liquor Licence Application No. LA125 – 1724 Stewart Avenue	Council recommended the Liquor Control and Licensing Branch approve an application to extend the hours of liquor service for the existing liquor primary licence for the property located at 1724 Stewart Avenue as follows: Proposed Hours: Monday to Saturday, 9:00 a.m. to 1:30 a.m. Sunday 9:00 a.m. to 1:30 a.m.	Dale Lindsay;#251	Complete
Council	3/20/2017	Firesmart Grant Resolution	It was moved and seconded that Council pass a resolution indicating support for a \$10,000 FireSmart Grant Program offered by Union of British Columbia Municipalities.	Craig Richardson;#215	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	3/20/2017	Letter dated 2017-FEB-28 from Jon Lefebure, Chair, Cowichan Valley Regional District, regarding 2018 BC Summer Games.	It was moved and seconded that Council refer the letter dated 2017-FEB-28 from Jon Lefebure, Chair, Cowichan Valley Regional District, regarding 2018 BC Summer Games to Staff for review.	Richard Harding;#252	Complete
Council	3/20/2017	Mayor McKay re: Reconsideration of Resolution 06517 - Creating a Fair Market Approach to the Lease Rates for Marinas	It was moved and seconded that a meeting be held between the Nanaimo Port Authority/City Liaison Committee to discuss Resolution No. 06517.	Sheila Gurrie;#28	Complete
Council	3/6/2017	Regional District of Nanaimo Pump & Haul Local Service Establishment Repeal Bylaw No. 1752, 2017	It was moved and seconded that Council consent to the adoption of “Regional District of Nanaimo Pump & Haul Local Services Establishment Repeal Bylaw No. 1752, 2017” and further, that the Regional District of Nanaimo be notified accordingly.	Sheila Gurrie;#28	Complete
Council	3/6/2017	Development Permit No. DP1024 – 4750 Rutherford Road	It was moved and seconded that Council issue Development Permit No. DP1024 at 4750 Rutherford Road with the following variance: <ul style="list-style-type: none">• reduce the required number of parking spaces for the shopping centre from 3,155 spaces (5.4 spaces per 100m2 of net floor area) to 2,543 spaces (4.35 spaces per 100m2 of net floor area).	Dale Lindsay;#251	Complete
Council	3/6/2017	Development Variance Permit No. DVP303 – 5800 Sunset Road	It was moved and seconded that Council issue Development Variance Permit No. DVP303 at 5800 Sunset Road with the following variances: <ul style="list-style-type: none">• reduce the minimum lot frontage for proposed Lot A to 14.6m; and,• reduce the minimum lot frontage for proposed Lot B to 13.6m	Dale Lindsay;#251	Complete
Council	3/6/2017	Bylaw Contravention Notices – Secondary Suites	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the following properties: 1. 955 Glen Crescent – authorized secondary suite 2. 371 Hillcrest Avenue – illegal secondary suite 3. 5141 Kaitlyns Way – illegal secondary suite 4. 5447 Lost Lake Road – illegal secondary suite 5. 6001 Mt View Road – illegal secondary suite	Dale Lindsay;#251	Complete
Council	3/6/2017	Bylaw Contravention Notice – Construction Not Completed as Per Conditions of Building Permit – 131 Locksley Place	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 131 Locksley Place for construction not completed as per the conditions of the building permit.	Dale Lindsay;#251	Complete
Council	2/20/2017	Appointment of Bylaw Enforcement Officer Licencing Section	It was moved and seconded that Council appoint Ms. Maxine Tanner as a bylaw enforcement officer so that she is able to enforce the provisions of "Business Licence Bylaw 1998 No. 5351".	Dale Lindsay;#251	Complete
Council	2/20/2017	Appointment of Bylaw Enforcement Officer Licencing Section	It was moved and seconded that Council appoint Ms. Shelley Matthewman, Licencing & Permit Clerk, as a bylaw enforcement officer so that she is able to enforce the provisions of "Business Licence Bylaw 1998 No. 5351".	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/20/2017	2017 Association of Vancouver Island and Coastal Communities Resolutions	It was moved and seconded that Council: 1. adopt the resolutions regarding: 1. ending the inhumane use of animal traps; 2. redirecting of container deposits to municipalities to enhance recycling initiatives; 3. creating a fair market approach to the lease rates for marinas; 4. addressing Airbnb; and, 5. BC Federation of Students’ campaign Don’t Close the Doors on Adult Education. 2. direct Staff to submit the adopted resolutions to the Association of Vancouver Island and Coastal Communities for consideration at the 2017 Annual General Meeting and Convention.	Sheila Gurrie;#28	Complete
Council	2/20/2017	Nanaimo Events Centre – Project Team and Phase 3 and 4 Budget	It was moved and seconded that Council: 1. approve a budget of up to \$130,000 for the referendum (2017 Assent Vote) from the General Capital Reserve Fund; and, 2. approve a budget allocation of up to \$160,000 from General Capital Reserve to be put towards the legal fees, public engagement, and a project manager during Phase Three.	Victor Mema;#305	Complete
Council	2/20/2017	Development Variance Permit No. DVP282 – 6003 Nelson Road	It was moved and seconded that Council issue Development Variance Permit No. DVP282 at 6003 Nelson Road with the following variances to the R1-zoned portion of the lot: • reduce the minimum rear yard setback from 7.5m to 1.8m; and, • reduce the side yard setback from 1.5m to 0.8m.	Dale Lindsay;#251	Complete
Council	2/6/2017	Celebrating Canada 150 in Nanaimo	It was moved and seconded that Council: 1. fund the following Canada 150 activities: a) Legacy Show - \$20,000; b) Canada Day events - \$20,000; c) Canada Day Fireworks - \$35,000; and, 2. allocate the \$75,000 from Council’s Contingency Fund toward the activities planned for the Canada 150 Celebration in Nanaimo.	Dale Lindsay;#251	Complete
Council	2/6/2017	Travel Assistance Grant – BC Old Age Pensioners’ Organization – Nanaimo Branch	It was moved and seconded that Council approve the request for a Travel Assistance Grant from the BC Old Age Pensioners’ Organization in the amount of \$100 for one (1) athlete to attend the Bowls World Indoor Singles Cup being held in Warilla, New South Wales, Australia, during the period 2017-MAR-14 through 2017-MAR-22.	Richard Harding;#252	Complete
Council	2/6/2017	Development Permit No. DP1006 – 1406 Bowen Road	It was moved and seconded that Council issue Permit No. DP1006 at 1406 Bowen Road with the following variances: • reduce the required front yard setback from 3m to 1.2m; • reduce the required rear yard setback from 7.5m to 3m; • reduce the required setback for a garbage enclosure from an adjacent property zoned residential use, from 3m to 0m; • eliminate the requirement for screening with plants around a garbage enclosure; • reduce the Minimum Landscape Treatment Level 2d landscape width from 1.8m to 0m for 30m along the rear property line; • reduce the Minimum Landscape Treatment Level 1d landscape width along the front property line from 1.8m to 1.2m; and, • reduce the required onsite parking from 41 parking spaces (1.66 parking spaces/unit) to 18 parking spaces (0.72 parking spaces/unit).	Dale Lindsay;#251	Complete

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Council	2/6/2017	Development Permit No. DP1016 – 1515 Dufferin Crescent	<p>It was moved and seconded that Council issue Development Permit No. DP1016 at 1515 Dufferin Crescent with the following variances:</p> <ul style="list-style-type: none"> • reduce the required side yard setback for both side yards from 3m to 1.5m; • reduce the required rear yard setback from 4.5m to 1.29m; • increase the maximum allowable building height from 14m to 20.726m; • reduce the Minimum Landscape Treatment Level 2d landscape width from 1.8m to 1.5m along both side yards; • reduce the Minimum Landscape Treatment Level 2d landscape width from 1.8m to 1.29m along the rear property line; • reduce the number of required loading spaces from 2 to 1; and, • increase the maximum lot coverage from 50% to 71%. 	Dale Lindsay;#251	Complete
Council	2/6/2017	Purchasing Power Delegation Repeal Bylaw 2017 No. 7235	It was moved and seconded that “Purchasing Power Delegation Repeal Bylaw 2017 No. 7235” (To repeal “Purchasing Power Delegation Bylaw 2013 No. 7175”) be adopted.	Victor Mema;#305	Complete
Council	2/6/2017	Purchasing Power Delegation Bylaw 2017 No. 7236	It was moved and seconded that “Purchasing Power Delegation Bylaw 2017 No. 7236” (To delegate all of the powers, duties and functions of Council to designated officers and employees to authorize the execution of contracts and/or purchases of goods and services on behalf of the City of Nanaimo.) be adopted.	Victor Mema;#305	Complete
Council	1/16/2017	Event Centre – 2017 Non-Election Assent Voting Process (Referendum)	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> 1. appoint Ms. Sheila Gurrie as the Chief Election Officer for conducting the 2017 Non-Election Assent Voting process (Referendum), effective February 6, 2017 with power to appoint other election officials as required for administration and conduct of the 2017 Non-Election Assent Voting process; and, appoint Ms. Sky Snelgrove effective February 6, 2017 and Ms. Lisa Zwarn effective February 6, 2017 as Deputy Chief Election Officers for the 2017 Non-Election Assent Voting process; 2. approve a budget of \$130,000 for costs associated with the Non-Election Assent Voting process; and, 3. recommend that the Chief Election Officer set 2017-MAR-11 as the Non-Election Assent Voting day. 	Sheila Gurrie;#28	Complete
Council	1/16/2017	Nuisance Property - 21 Haliburton Street	It was moved and seconded that Council defer Agenda Item 5 (b) Nuisance Property - 21 Haliburton Street for one month.	Brad McRae;#366	Complete
Council	1/16/2017	Section 74(d) – Community Charter – 432 Howard Avenue	It was moved and seconded that Council, pursuant to Section 74(d) of the Community Charter, declare the contaminated soil a nuisance and order the owners of 432 Howard Avenue to remove the soil within 30 days.	Brad McRae;#366	Complete
Council	1/16/2017	Procurement Policy Update	It was moved and seconded that Council approve the updated procurement policy.	Victor Mema;#305	Complete
Council	1/16/2017	Purchasing Power Delegation Repeal Bylaw 2017 No. 7235	Bylaw received, 1st, 2nd, and 3rd readings.	Victor Mema;#305	Complete
Council	1/16/2017	Purchasing Power Delegation Bylaw 2017 No. 7236	Bylaw received, 1st, 2nd, and 3rd readings.	Victor Mema;#305	Complete
Council	1/16/2017	2017 Culture and Heritage Grant Recommendations	It was moved and seconded that Council approve the 2017 Culture and Heritage Grant funding (Project and Operating) recommendations of \$316,519 as outlined in the Project Grants and Operating Grants report dated 2017-JAN-16	Dale Lindsay;#251	Complete
Council	1/16/2017	2017 Temporary Public Art Selections	It was moved and seconded that Council approve the following seven Temporary Public Art selections for 2017 within a budget of \$25,000 plus an additional \$5,000 to cover installation costs for the following projects: CORE III, Jeans Burns Projects, Hungry Bunny, Meet me at the Blue Flowers, Rope Circular Sculpture, Lunar Flyer, and Paleo Dentritious I.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	1/16/2017	Proposed Land Exchange – 5200 Rutherford Road	It was moved and seconded that Council provide approval to acquire 686.9m2 of land from the owner of 5200 Rutherford Road, in exchange for 640.6m2 of City owned land at 5290 Rutherford Road.	Dale Lindsay;#251	Complete
Council	1/16/2017	Development Permit No. DP993 – 507, 511, 515 Milton Street / 745, 755 Albert Street	<p>It was moved and seconded that Council issue Development Permit No. DP993 at 507, 511,515 Milton Street / 745, 755 Albert Street with the following variances:</p> <ul style="list-style-type: none">• increase the maximum allowable building height for Building A from 10.5m to 10.8m;• reduce the required parking for 25 multi-family residential units, from 25 parking spaces to 19 parking spaces; and,• reduce the required loading spaces from 1 to 0.	Dale Lindsay;#251	Complete
Council	1/16/2017	Development Permit No. DP1022 and Development Variance Permit No. DVP300 3330 Stephenson Point Road	<p>It was moved and seconded that Council:</p> <p>1. Issue Development Permit No. DP1022 at 3330 Stephenson Point Road with the following variance:</p> <ul style="list-style-type: none">• reduce the watercourse setback measured from the natural boundary of the ocean from 15m to 6.79m; and, <p>2. Issue Development Variance Permit No. DVP300 at 3330 Stephenson Point Road with the following variances:</p> <ul style="list-style-type: none">• reduce the minimum flanking side yard setback for a principal building from 4m to 1.68m;• increase the maximum allowable perimeter wall height as follows:<ul style="list-style-type: none">- north elevation (front) from 7.32m to 10.43m;- west elevation (flanking) from 7.32m to 12.19m;- east elevation (side) from 7.32m to 12.68m;- south elevation (rear) from 7.32m to 12.71m; and,• allow a heat pump to be located in the flanking side yard and reduce the minimum side yard setback for a heat pump from 4.5m to 0.81m.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	1/16/2017	Remedial Action Order – 1241 Woodlands Street	<p>It was moved and seconded that Council, pursuant to Sections 72 and 73 of the Community Charter, resolves that:</p> <p>1. The deck located at 1241 Woodlands Street and legally described as Lot 6, Section 1, Nanaimo District, Plan 10455 (the “Property”), is considered to be in or creates an unsafe condition; as such,</p> <p>2. The owner (the “Owner”) of the Property, is hereby required to either:</p> <p>a) perform and complete the necessary works required by the BC Building Code no later than 30 days after notice of this remedial action requirement has been sent to the Owner; or,</p> <p>b) demolish and remove the deck no later than 30 days after notice of this remedial action requirement (the “Remedial Action Requirement”) has been sent to the Owner.</p> <p>3. The City advise the Owner that the Owner may request that Council reconsider the Remedial Action Requirement by providing written notice within 14 days of the date on which notice of the Remedial Action Requirement was sent to the Owner and that if any or all of the actions required by the Remedial Action Requirement option chosen by the Owner is not completed by the date specified for compliance, Council may direct City Staff or its authorized agents to take action in accordance with Section 17 of the Charter and undertake any or all of the actions required by the Remedial Action Requirement (including demolishing and removing the deck despite the Remedial Action Requirement option chosen by the Owner) without further notice and at the Owner’s expense.</p>	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			<p>It was moved and seconded that Council, pursuant to Sections 72 and 73 of the Community Charter, resolves that:</p> <p>1. The deck located at 773 Hunter Street and legally described as amended Lot 4 (DD 74288N), Block 14, District Lot 96-G, Nanaimo District, Plan 2039 (the “Property”), is considered to be in or creates an unsafe condition; as such,</p> <p>2. The owner (the “Owner”) of the Property, is hereby required to either:</p> <p>a) perform and complete the necessary works required by the BC Building Code no later than 30 days after notice of this remedial action requirement has been sent to the Owner; or</p> <p>b) demolish and remove the deck no later than 30 days after notice of this remedial action requirement (the “Remedial Action Requirement”) has been sent to the Owner.</p> <p>3. The City advise the Owner that the Owner may request that Council reconsider the Remedial Action Requirement by providing written notice within 14 days of the date on which notice of the Remedial Action Requirement was sent to the Owner and that if any or all of the actions required by the Remedial Action Requirement option chosen by the Owner is not completed by the date specified for compliance, Council may direct City Staff or its authorized agents to take action in accordance with Section 17 of the Charter and undertake any or all of the actions required by the Remedial Action Requirement (including demolishing and removing the deck despite the Remedial Action Requirement option chosen by the Owner) without further notice and at the Owner’s expense.</p>		
Council	1/16/2017	Remedial Action Order – 773 Hunter Street		Dale Lindsay;#251	Complete
			<p>It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the Community Charter for the following properties:</p> <p>1. 5638 Christina Crescent – illegal secondary suite 2. 59 Porter Road – authorized suite 3. 305 View Street – illegal secondary suite 4. 5364 Vincent Place – illegal secondary suite</p>		
Council	1/16/2017	Bylaw Contravention Notices – Secondary Suites		Dale Lindsay;#251	Complete
Council	1/16/2017	Zoning Amendment Bylaw 2016 No. 4500.096	Bylaw adopted	Dale Lindsay;#251	Complete
Special Committee of the Whole	7/24/2017	Partners in Parks Request for Cinnabar Valley Park	It was moved and seconded that Council allocates \$18,000 from the 2017 Partners in Parks Program budget for Cinnabar Valley Neighborhood Park Improvements.	Richard Harding;#252	Complete
Special Committee of the Whole	7/24/2017	Agenda Items 12(c) Delegation Leon Cake	It was moved and seconded that Council discussion regarding 432 Howard Avenue be referred to Staff before any decisions are made.	Brad McRae;#366	Complete
Special Committee of the Whole	7/24/2017	Agenda Item 12(a) Delegation Catherine Davis	It was moved and seconded that Council direct staff to review “Street Entertainers Regulation Bylaw 2011 No. 7109”.	Karen Fry;#348	In Progress
Special Council	1/14/2019	Symposium on Water Stewardship in a Changing Climate	Council approved Councillor Bonner to attend the Symposium on Water Stewardship in a Changing Climate, to be held on April 3 and 4, 2019, in Parksville, BC.	Sheila Gurrie;#28	Complete
Special Council	1/14/2019	2019 Association of Vancouver Island Coastal Communities Resolutions	Council directed Staff to forward resolutions regarding Development Cost Charges and Property Taxation to the Association of Vancouver Island Coastal Communities for consideration at their 2019 Annual General Meeting and Convention.	Sheila Gurrie;#28	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	1/14/2019	Port Theatre Community Performing Arts Centre Funding	“Port Theatre Borrowing Bylaw 2019 No. 7282” passed three readings. Council approved funding \$100,000 of the City’s commitment of the Port Theatre Performing Arts Centre funding from the Strategic Infrastructure Reserve.	Laura Mercer;#331	Complete
Special Council	1/14/2019	2019 Culture & Heritage Grant Recommendations	Council approved the 2019 Culture & Heritage Grant (Operating and Projects funding) recommendations of \$338,887.	Dale Lindsay;#251	Complete
Special Council	1/14/2019	UBCM Community Child Care Planning Program Grant	Council supported an application to the Union of BC Municipalities for funding under the Community Child Care Planning Program on behalf of a collaborative group comprised of the City of Nanaimo and one or more local governments in the region, and that the City of Nanaimo provide overall grant management for the collaborative.	Dale Lindsay;#251	In Progress
Special Council	1/14/2019	Seventh Street Pump Station and Force Main Project	Council directed Staff to increase the budget for DCCSS45 Chase River Pump Station and Force main by \$350,000 and increase the budget for Seventh Street Watermain: Park to Douglas by \$250,000.	Bill Sims;#413	Complete
Special Council	1/14/2019	"Financial Plan Bylaw 2018 No. 7279"	Bylaw adopted.	Laura Mercer;#331	Complete
Special Council	1/14/2019	Councillor Hemmens Motion Regarding Governance and Priorities Committee	Council directed Staff to develop a Terms of Reference for a Governance and Priorities Committee by March 1, 2019, with the following considerations: 1. The Committee will include all members of Council; 2. The Committee is intended to be an open forum for more robust discussion and debate on select priority topics, with recommendations provided to Council for consideration; and, 3. The Committee is intended to be a forum where guests and subject matter experts can be invited to participate in discussion.	Sheila Gurrie;#28	In Progress
Special Council	1/14/2019	Councillor Armstrong Notice of Motion re: Nuisance Properties	Councillor Armstrong advised that at a future meeting of Council she would be bringing forward a motion to direct Staff to explore the possibility of deeming the supportive housing units at 2020 Labieux Road and 250 Terminal Avenue nuisance properties under the City of Nanaimo’s “Nuisance Abatement and Cost Recovery Bylaw 2003 No. 5645”.	Sheila Gurrie;#28	Complete
Special Council	1/14/2019	Councillor Bonner Motion Regarding Arts and Culture Multi-Year Lease Agreements	Council directed Staff to engage with Arts and Culture groups who lease property from the City of Nanaimo by May 1, 2019 to determine if the groups would benefit from multi-year lease agreements in order to be eligible apply to for grant funding from senior levels of governments.	Dale Lindsay;#251	In Progress
Special Council	1/14/2019	Councillor Bonner Motion Regarding Truth and Reconciliation Call to Action #57	Council directed Staff to develop an implementation plan for responding to Truth and Reconciliation Call-to-Action #57 for Council’s consideration by July 1, 2019.	Dale Lindsay;#251	Not Started
Special Council	1/14/2019	Protocol Agreement Working Group Appointments	Council approved the Special In Camera Committee of the Whole recommendation to appoint Councillors Thorpe and Armstrong to the Protocol Agreement Working Group.	Sheila Gurrie;#28	Complete
Special Council	12/12/2018	Delegation from Leon Davis, Manager of Nanaimo and District, BC SPCA, regarding funding for Nanaimo Low Income Spay and Neuter Initiative Program	It was moved and seconded that Council direct Staff to prepare a report for review as soon as possible regarding Mr. Davis’s funding request for the Nanaimo and District SPCA Spay/Neuter program including terms, source and amount of funding and to include potential options for making it a line item in future budgets.	Laura Mercer;#331	Complete
Special Council	12/12/2018	Delegation from Mike Scott, Director of Nanaimo Pride Society, and Rick Dagg, Secretary of Nanaimo Pride Society, regarding Nanaimo Pride Society's short and long-term goals	It was moved and seconded that Council direct Staff to prepare a report regarding options for supporting the \$10,000 request from the Nanaimo Pride Society.	Laura Mercer;#331	Complete
Special Council	12/12/2018	Social Planning Grants - 2019 Recommendations	It was moved and seconded that Council approve a total of \$85,000 for the 2019 Social Planning Grant allocations as outlined in the report titled Social Planning Grants - 2019 Recommendations, dated 2018-DEC-12.	Dale Lindsay;#251	Complete
Special Council	12/12/2018	2019 Culture & Heritage Grant Recommendations	It was moved and seconded that Council receive the report titled 2019 Culture & Heritage Grant Recommendations, dated 2018-DEC-12, for information and defer consideration to the 2019-JAN-14 Council Meeting.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	12/12/2018	2019 Downtown Event Grant Recommendations	It was moved and seconded that Council approve the 2019 Downtown Event Grant recommendations of \$150,000 as outlined in the report titled 2019 Downtown Event Grant Recommendations, dated 2018-DEC-12.	Dale Lindsay;#251	Complete
Special Council	12/12/2018	Travel Assistance Grant - Nanaimo Squash Club	It was moved and seconded that Council approve the request from the Nanaimo Squash Club for a Travel Assistance Grant in the amount of \$100 for one (1) player to attend the Alberta Jesters Junior Open held from 2018-NOV-09 through NOV-11 in Calgary, AB.	Richard Harding;#252	Complete
Special Council	12/12/2018	Travel Assistance Grant - Southside Minor Football	It was moved and seconded that Council approve the request from the Southside Minor Football Association for a Travel Assistance Grant in the amount of \$1,000 for twenty-five (25) players to attend the BCCFA Provincial Championships held on 2018-DEC-02 in Coquitlam, BC.	Richard Harding;#252	Complete
Special Council	12/12/2018	Travel Assistance Grant - John Barsby Secondary Girls Volleyball	It was moved and seconded that Council approve the request from the John Barsby Secondary Senior Girls Volleyball team for a Travel Assistance Grant in the amount of \$500 for ten (10) players to attend the AA Girls Provincial Volleyball Championships held from 2018-NOV-28 through DEC-01 in Burnaby, BC.	Richard Harding;#252	Complete
Special Council	12/12/2018	Frank Crane Arena - Ammonia Chiller Replacement and Refrigeration Plant Upgrade	It was moved and seconded that Council approve amending year two of the current 2018 – 2022 Financial Plan to include \$471,211 in additional funding from the Facility Development Reserve for a low charge ammonia chiller system and refrigeration plant upgrades for Frank Crane Arena.	Laura Mercer;#331	Complete
Special Council	12/10/2018	Committee Recommendations	<p>It was moved and seconded that Council approve adoption the following motions recommended during the Special Finance and Audit Committee Meeting 2018-DEC-05:</p> <ul style="list-style-type: none">• That Council set the 2019 Draft Funding Level for Project Funding – General Taxation at \$6.9 million, a funding increase of \$1.1 million over 2018.• That Council increase the RCMP contract to include 15 new members, 3 per year, over a 5 year period 2020-2024.• That Council increase the growth estimate for 2019 to \$1.3 million from \$1.2 million.• That Council extend the transition period of the annual Casino revenue to the Strategic Infrastructure Reserve from 4 years to 5 years and eliminate the 2019 increase in funding.• That Council maintain the status quo for Economic Development – Service Delivery in the 2019 – 2023 Draft Financial Plan.• That Council continue with the 1% annual increase for contributions to General Asset Management Reserve, to address the infrastructure funding gap.	Laura Mercer;#331	Complete
Special Council	12/10/2018	Committee Recommendations (continued)	<ul style="list-style-type: none">• That Council move \$50,000, to create an internal order for Public Engagement, under the Office of the Chief Administrative Officer, to facilitate community engagement in the New Year, to be funded from the Strategic Infrastructure Reserve.• That Council approve the following new positions listed in the 2019 Draft Plan:<ul style="list-style-type: none">-City Administration - Manager, Communications-Public Safety - Bylaw Enforcement Officer –Parking Patroller (Hospital Area Parking Strategy)-Public Safety - Bylaw Enforcement Officer –Parking Patroller (CPSO Office)-Community Development - Administrative Support-Engineering and Public Works - Parking and Street Use Coordinator-Engineering and Public Works - Public works Clerk/Dispatcher-Parks and Recreations - Special Events Coordinator	Laura Mercer;#331	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	12/10/2018	Committee Recommendations (continued)	<ul style="list-style-type: none"> • That Council include an additional Automated Truck and Refuse Collector in January 2020, truck to be budgeted in 2019, and another in July 2022, to be funded from the Sanitation User Fees. • That Council include a one year Temporary GIS Technologist position in 2019, to be funded from the 2018 Surplus. • That Council approve the Draft 2019 – 2023 Financial Plan with the proposed changes from 2018-DEC-05. 	Laura Mercer;#331	Complete
Special Council	12/10/2018	Seperately Considered Consent Items	It was moved and seconded that Council include an additional four career firefighter positions to the 2019 Draft Plan.	Laura Mercer;#331	Complete
Special Council	12/10/2018	Seperately Considered Consent Items	It was moved and seconded that Council reduce the contribution to the Engineering and Public Works Snow and Ice Reserve in 2019 to \$100,000.	Laura Mercer;#331	Complete
Special Council	12/10/2018	Councillor Geselbracht re: Recycling and Policy Advisor Position	It was moved and seconded that Council add the Recycling and Policy Advisor position to the 2019 Draft Budget.	Laura Mercer;#331	Complete
Special Council	12/10/2018	Councillor Brown re: Active and Sustainable Transportation Coordinator	It was moved and seconded that Council add the Active and Sustainable Transportation Coordinator position to the 2019 Budget.	Laura Mercer;#331	Complete
Special Council	12/10/2018	2019 Association of Vancouver Island and Coastal Communities Resolutions	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> 1. identify any topics on which Council wishes Staff to draft resolutions; and, 2. direct Staff to present resolutions at the 2019-JAN-14 Regular Committee of the Whole Meeting for consideration of adoption and submission to the Association of Vancouver Island and Coastal Communities 2019 Annual General Meeting and Convention. <p>It was moved and seconded that Council direct Staff to prepare a motion for submission to the Association of Vancouver Island and Coastal Communities regarding Development Cost Charges for additional items such as fire halls, recreation centres, expanded facilities, expanded park considerations and cultural facilities to be considered by the provincial government and the appropriate legislation.</p> <p>It was moved and seconded that Council direct Staff to prepare a motion for submission to the Association of Vancouver Island and Coastal Communities regarding property taxation being reviewed to permit taxation based on population density, in addition to other taxation methods, as an additional tool for municipalities to enforce at their discretion.</p>	Sheila Gurrie;#28	Complete
Special Council	12/10/2018	Correspondence from the Association of Vancouver Island and Coastal Communities regarding 2019 Annual General Meeting and Convention.	Mayor Krog requested that the correspondence from the Association of Vancouver Island and Coastal Communities regarding 2019 Annual General Meeting and Convention be placed on a future Council Meeting agenda under Other Business.	Sheila Gurrie;#28	Complete
Special Council	9/24/2018	Proposed Procedure Bylaw	It was moved and seconded that Council proceed with forwarding the new proposed Council Procedure Bylaw to the 2018-OCT-01, Regular Council meeting as presented.	Sheila Gurrie;#28	Complete
Special Council	9/24/2018	Consideration of New Permissive Tax Exemption Applications	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> 1. award a permissive tax exemption for the 2019 tax year to the 1st Nanaimo Scout Group / Scout Properties (B.C./Yukon) for property that it leases at 445 Comox Road; and, 2. deny a permissive tax exemption for the 2019 tax year to the Enchanted Woodland Childcare Centre for property that it leases at 1243 Nelson Street. 	Laura Mercer;#331	Complete
Special Council	9/24/2018	Property Tax Exemption Bylaw for 2019 Property Taxes	Bylaw passed 1st, 2nd and 3rd readings.	Laura Mercer;#331	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	9/24/2018	Delegation from Biserka Glavica	It was moved and seconded that Council refer the “Noise Control Bylaw 1994 No. 4750”, to Staff to bring forward to the new Council with potential amendments.	Karen Fry;#348	In Progress
Special Council	5/14/2018	Public Safety Committee Recommendation	The Public Safety Committee recommends that Council ask Staff to inquire into incorporating graffiti proofing requirements in new developments (both residential and commercial) within the city, by way of an amendment to the building bylaw or other means.	Karen Fry;#348	Complete
Special Council	5/14/2018	Finance and Audit Committee Recommendations	It was moved and seconded that Council direct Staff to work with the KPMG auditors to implement best practices and the recommendations noted as significant control deficiencies named under Appendix A, in the report titled “2017 Annual Financial Statements”, dated 2018-MAY-09, and bring forward a report to a future Council meeting.	Laura Mercer;#331	In Progress
Special Council	5/14/2018	Finance and Audit Committee Recommendations	It was moved and seconded that Council direct staff to obtain a legal opinion regarding the release of the Human Resources personal matters outlined on Page 75 of the Finance and Audit Committee Meeting Agenda, dated 2018-MAR-09, and report back to Council at a future “In Camera” meeting.	Sheila Gurrie;#28	In Progress
Special Council	5/14/2018	Finance and Audit Committee Recommendations	It was moved and seconded that the Finance and Audit Committee recommend that Council approve the 2017 Annual Financial Statement for the City of Nanaimo.	Laura Mercer;#331	Complete
Special Council	5/14/2018	Finance and Audit Committee Recommendations	It was moved and seconded that Council direct Staff to obtain an opinion of a possible breach of privacy from the Office of the Information and Privacy Commissioner with respect to the disciplinary letters outlined on Page 75 of the Finance and Audit Committee Meeting Agenda, dated 2018-MAR-09, and report back to Council at a future “In Camera” meeting.	Sheila Gurrie;#28	Complete
Special Council	5/14/2018	Finance and Audit Committee Recommendations	It was moved and seconded that the Finance and Audit Committee recommend that Council approve the following Travel Assistance Grants: 1. Cedar Community Secondary Senior A Basketball - \$50 for one (1) player to attend the Senior Boys Single A Island Basketball Championships in Ucluelet, BC, held 2018-FEB-22 through 2018-FEB-24; 2. Vancouver Island University Mariners Volleyball Club - in the amount of \$350 for seven (7) players to attend the Provincial Championships Club Volleyball held 2018-APR-20 to 2018-APR-22 in Richmond, BC; 3. Vancouver Island Special Needs Hockey Association - in the amount of \$900 for eighteen (18) athletes to attend the 2018 Adaptive Hockey Challenge in Kelowna, BC from 2018-MAR-30 to 2018-APR-01; and, 4. Wellington Secondary School Band - in the amount of \$600 for six (6) musicians to attend MusicFest Canada – Canadian Nationals in Toronto, Ontario held from 2018-MAY-14 through 2018-MAY-19.	Richard Harding;#252	Complete
Special Council	5/14/2018	2018 Strategic Direction - Nanaimo Youth Advisory Committee	It was moved and seconded that Council endorse the 2018 Strategic Directions for the Nanaimo Youth Advisory Council as follows: 1. Youth Poverty 2. Transportation 3. Event Participation and Organization	Dale Lindsay;#251	Complete
Special Council	5/14/2018	Building Bylaw Amendment	It was moved and seconded that “Building Amendment Bylaw 2018 No. 7224.01” (To bring Building Bylaw 2016 No. 7224 into conformance with the Building Act) pass first, second and third reading;	Dale Lindsay;#251	Complete

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Special Council	5/14/2018	"Fire Station #1 Borrowing Bylaw 2018 No. 7257"	It was moved and seconded that "Fire Station #1 Borrowing Bylaw 2018 No. 7257" (To authorize the borrowing of up to \$17,000,000 for the reconstruction of Fire Station Number 1 ["Fire Station #1"]) be adopted.	Laura Mercer;#331	Complete
Special Council	5/14/2018	Delegation - Ron Walker, The Kidney Foundation of Canada	It was moved and seconded that Council refer the request to pass a resolution in support of the Organ Donor Program to the Community Vitality Committee.	Sheila Gurrie;#28;#Dale Lindsay;#251	Complete
Special Council	5/9/2018	"Financial Plan Amendment Bylaw 2017 No. 7253.02"	"Financial Plan Amendment Bylaw 2017 No. 7253.02" Bylaw was adopted.	Laura Mercer;#331	Complete
Special Council	5/9/2018	"Property Tax Rates Bylaw 2018 No. 7264"	"Property Tax Rates Bylaw 2018 No. 7264" Bylaw was adopted.	Laura Mercer;#331	Complete
Special Council	4/30/2018	2018 – 2022 Financial Plan Amendment Bylaw	It was moved and seconded that Council direct Staff to remove the Treasury and Risk Manager position from the 2018 Operational Budget.	Laura Mercer;#331	Complete
			It was moved and seconded that Council direct Staff to remove the Director of Communications and Community Engagement Position from the 2018 Operational Budget.		
Special Council	4/30/2018	2018 – 2022 Financial Plan Amendment Bylaw	It was moved and seconded that Council direct Staff to remove the Chief Operations Officer position from the 2018 Operational Budget.	Laura Mercer;#331	Complete
			It was moved and seconded that Council direct Staff to allocate \$100,000 from the 2017 General Capital Reserve Surplus to fund Project Management.		
Special Council	4/30/2018	2018 – 2022 Financial Plan Amendment Bylaw	It was moved and seconded that Council direct Staff to allocate \$170,000 from the 2017 Surplus to offset the cost of snow removal.	Laura Mercer;#331	Complete
			It was moved and seconded that Council direct Staff to allocate \$20,000 from the 2017 Surplus to fund the Community Engagement Program.		
			It was moved and seconded that Council direct Staff to allocate \$110,000 from the 2017 Surplus to fund the 2018 Election.		
			It was moved and seconded that Council direct Staff to allocate \$50,000 from the 2017 Surplus toward reducing the 2018 – 2022 tax increase.		

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	4/30/2018	2017 Surplus Allocation Report	It was moved and seconded that Council approve the allocation of the 2017 operating surplus as amended: 1. General Fund a. Property Purchase Reserve \$ 1,100,000 b. General Financial Stability Reserve 950,000 c. General Capital Reserve 302,919 d. RCMP Contract Adjustment Reserve 247,081 e. Unallocated Water Surplus 112,000 ----- \$ 2,712,000 =====	Laura Mercer;#331	Complete
Special Council	3/26/2018	Council Appointments to the Parcel Tax Roll Review Panel	It was moved and seconded that Council appoint Councillors Brennan, Thorpe and Armstrong as members and Councillor Hong as an alternate to the Parcel Tax Roll Review Panel for a term ending 2018-NOV-04.	Sheila Gurrie;#28	Complete
Special Council	3/26/2018	Downtown Revitalization Tax Exemption Program	It was moved and seconded that Council: 1. provide approval to establish a Downtown Revitalization Tax Exemption Program; 2. recommend that “Revitalization Tax Exemption Bylaw 2018 No 7261” (To create a new Downtown Revitalization Tax Exemption Program) pass three readings at a future Council Meeting.	Dale Lindsay;#251	Complete
Special Council	3/26/2018	Bowen Road Corridor Traffic Signal Coordination ICBC Road Improvement Program	It was moved and seconded that Council direct Staff to allocate \$22,000 of ICBC’s Road Improvement Funding to the Bowen Road Traffic Signal Coordination plan.	Bill Sims;#413	Complete
Special Council	3/26/2018	College Drive Watermain Upgrade Contingency	It was moved and seconded that Council allocate \$210,000 from water reserves for the construction of the College Drive Watermain Upgrade project.	Bill Sims;#413	Complete
Special Council	3/26/2018	Tender #2086 Harbour Front Parkade Sprinkler Replacement	It was moved and seconded that Council approve additional funding of \$50,821.26 to complete the Harbourfront Sprinkler replacement from the General Parking Reserves	Karen Fry;#348	Complete
Special Council	3/26/2018	Third Street Road and Utility Upgrade Cost Share	It was moved and seconded that Council direct Staff to enter into a cost sharing agreement with the developer of 525 Third Street, for the work, and to allocate: • \$265,444 - Roads Development Cost Charge; • \$50,000 - Developer Contribution; • \$74,250 - Water Development Cost Charge; • \$50,750 - Water Reserves; and, • \$59,556 - General Reserves.	Bill Sims;#413	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	3/26/2018	2018 Strategic Directions – Community Planning and Development Committee	It was moved and seconded that Council approve the Community Planning and Development Committee’s 2018 Strategic Directions.	Dale Lindsay;#251	Complete
Special Council	3/26/2018	Nanaimo Recycling Exchange Funding Options	It was moved and seconded that Council receive the information in the staff report Nanaimo Recycling Exchange Funding Options dated March 26, 2018, and refer it to Staff for further discussions about the Nanaimo Recycling Exchange business plan. It was moved and seconded that Council direct Staff to meet with the Vancouver Island Recycling & Waste Industry Coalition to develop a plan to manage the closure of the Nanaimo Recycling Exchange to ensure that residents continue to receive service.	Bill Sims;#413	Complete
Special Council	3/26/2018	Park Avenue and Eighth Street – Road, Sidewalk and Utility Cost Share	It was moved and seconded that Council direct Staff to enter into a cost share agreement with the development of 425 Eighth Street to upgrade the road, sidewalk and watermain, and to allocate: <ul style="list-style-type: none">• \$80,000 from general reserve for the road and sidewalk; and,• \$80,000 from Water Infrastructure funding within the current 2018-2022 Financial Plan.	Bill Sims;#413	Complete
Special Council	3/26/2018	Covenant Amendment Application – No. CA7 – 4745 Ledgerwood Road	It was moved and seconded that Council direct Staff to proceed with a Public Hearing for Covenant Amendment Application No. CA7 at 4745 Ledgerwood Road.	Dale Lindsay;#251	Complete
Special Council	3/26/2018	Delegation re: Georgia Greenway	It was moved and seconded that Council refer the siting of the bridge in the Georgia Greenway Project to Staff for further discussions regarding tree retention.	Bill Sims;#413	Complete
Special Council	3/26/2018	Notice of Motion – Councillor Bestwick re: Bylaw 7000	Councillor Bestwick advised he would be bringing forward a notice of motion for consideration at a future Council meeting regarding discussion and recommendations for “Management Terms and Conditions of Employment Bylaw 2005 No. 7000” and related bylaws.	Sheila Gurrie;#28	Complete
Special Council	3/26/2018	Notice of Motion – Councillor Fuller re: Unfunded Liabilities	Councillor Fuller advised he would be bringing forward a notice of motion for consideration at a future council meeting regarding unfunded liabilities.	Sheila Gurrie;#28	Complete
Special Council	3/26/2018	Notice of Motion – Councillor Kipp re: Financial Reports	Councillor Kipp advised he would be bringing forward a notice of motion for consideration at a future council meeting: “Whereas Finance was working on a number of policies and some Administrative Procedures and Guidelines, that are not in place but are necessary such as; Budget and Fiscal Management Policy, Reserve Policy, Revenue Policy, Debt Management Policy that stem from the Core Services Review and subsequent Council actions and Council requests an update and timeframe for these policies.” Council advised they would like resolutions regarding the following topics: <ul style="list-style-type: none">• Strengthened ramifications regarding breaches of confidentiality• Three year council term vs. four year Council term• Wording to ban the retail sales of pets in pet stores It was moved and seconded that Council: 1. identify resolution topics for submission to the Association of Vancouver Island and Coastal Communities for the 2018 Annual General Meeting; and, 2. direct Staff to prepare draft wording of resolutions for approval at the 2018-FEB-05 Council Meeting.	Sheila Gurrie;#28	Cancelled
Special Council	1/22/2018	2018 Association of Vancouver Island and Coastal Communities Resolutions		Sheila Gurrie;#28	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	1/22/2018	2018 Appointments to the Vancouver Island Regional Library Board of Directors	It was moved and seconded that Council appoint Councillor Brennan as the trustee and Councillor Hong as the alternate to the Vancouver Island Regional Library Board for a one-year term, 2018-JAN-01 to 2018-DEC-31.	Sheila Gurrie;#28	Complete
Special Council	1/22/2018	Council Appointments to the Public Works and Engineering Committee	It was moved and seconded that Council appoint Councillor Brennan as chair and Councillor Armstrong as alternate chair to the Public Works and Engineering Committee.	Sheila Gurrie;#28	Complete
Special Council	1/22/2018	2017-2021 Financial Plan Amendment Bylaw	Bylaw 7234.03 passed three readings.	Victor Mema;#305	Complete
Special Council	1/22/2018	Draft Terms of Reference for Council's Ad-hoc Cannabis Task Force	It was moved and seconded that Council 1. endorse the proposed Terms of Reference for the Ad-hoc Cannabis Task Force; 2. Appoint Councillor Kipp as the Chair of the Ad-hoc Cannabis Task Force; and, 3. add two representatives from cannabis industry to the Cannabis Task Force (for a total of two representatives).	Dale Lindsay;#251	Complete
Special Council	1/22/2018	Shower Program for the Homeless	It was moved and seconded that Council approve the use of Caledonia Park sports field shower facility with a staff person from the Unitarian Extreme Weather Shelter managing access, use and safety and volunteer support from other community partners, and approve a budget of \$40,000 to implement the Shower Program for a one-year period. It was moved and seconded that Council allocate \$10,000 from Council's contingency fund for 3 months, January, February and March 2018, to fund the shower program for the homeless and direct Staff to determine where funding can be allocated from in the future.	Dale Lindsay;#251	Complete
Special Council	1/22/2018	Nanaimo Citizen Advocacy Request for Assistance	It was moved and seconded that Council direct Staff to provide a one-time financial contribution to Nanaimo Citizen Advocacy Association in the amount of \$10,000 to come from Council's contingency fund.	Victor Mema;#305	Complete
Special Council	12/11/2017	Amendments to "Municipal Solid Waste Collection Bylaw 2011 No. 7128" Related to Implementation of Automated Garbage Collection	It was moved and seconded that "Municipal Solid Waste Collection Amendment Bylaw 2017 No. 7128.09" (To update the bylaw for the implementation of automated garbage collection and set the rates for 2018) pass first, second and third reading.	Victor Mema;#305	Complete
Special Council	12/11/2017	Response To Heath, Social and Safety Issues in the Downtown	It was moved and seconded that Council direct Staff to: 1. proceed with the identified priority actions and further develop the remaining actions in conjunction with community partners; and, 2. refer items with associated budget requirements to the Finance and Audit Committee for review.	Victor Mema;#305	Complete
Special Council	12/11/2017	Sales of Pets in Storefronts	It was moved and second that Council refer resolution #55117 as follows to Staff for further review and information on the effectiveness of bans in other municipalities: "55117 It was moved and second that Council support the outright ban of the sale of puppies, kittens and rabbits, in retail stores and allow the continuation of the sale of pets with requirements, as per a Bylaw Amendment with a transition period of 6 months to be effective 2018-JUN-01".	Karen Fry;#348	In Progress
Special Council	12/11/2017	Delegation from Denis Hughes, Kirily Park and Paul Manly	It was moved and seconded that Mayor and Council of the City of Nanaimo wish to ban the use of plastic bags by retailers in the City of Nanaimo to the extent permitted by law and direct Staff to report back to Council with options as soon as possible. The motion carried unanimously.	Bill Sims;#413	In Progress
Special Council	12/11/2017	Notice of Motion - Councillor Fuller	Councillor Fuller advised he will be bringing forward a motion for consideration at the next Council meeting regarding the purchase of a mobile shower.	Sheila Gurrie;#28	Complete
Special Council	7/24/2017	Financial Plan Amendment Bylaw 2017 No. 7234.02	Bylaw adopted	Victor Mema;#305	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			It was moved and seconded that: <ul style="list-style-type: none">• Whereas the community engagement completed to date supported dedication of the northern portion of 1150 Nanaimo Lakes Road legally described as: Lot 1, Sections 1 and 4, Nanaimo District and Sections 1,3 and 4, Range 8, Mountain District, Plan 8656 Except Part in Plan VIP55722 and VIP68670 and the northern portion of 801 Nanaimo Lakes Road legally described as: That Part of Section 1, Nanaimo District and of Section 5, Range 8, Mountain District, Lying Within the Boundaries of Number 5 Reservoir as said Reservoir is shown Coloured Red on Plan Exhibited in Absolute Fees Parcels Book Volume 10, Folio 767, No. 8562C Except Part in Plan VIP68670 to be lands dedicated as park;• Whereas the lands are heavily used for recreational purposes at this time including but not limited to the Trans Canada Trail;• Whereas plan Nanaimo and the Official Community Plan, currently designated these lands as park and open space,		
Special Council	7/24/2017	Councillor Kipp Reconsideration of Motions Related to Opportunités for Use of City Owned Land at 801, 1150, and 1151 Nanaimo Lakes Road	Therefore, be it resolved that Council dedicate the northern portions of 1150 and 801 Nanaimo Lakes Road as park and direct Staff to prepare a zoning amendment bylaw to rezone the lands to park.	Dale Lindsay;#251	Complete
Special Council	7/24/2017	Update Acting Mayor Schedule 2017	It was moved and seconded that Council approve the amended 2017 Acting Mayor Schedule.	Sheila Gurrie;#28	Complete
Special Council	6/12/2017	Amendment to Rates and Charges for Municipal Solid Waste Collection	It was moved and seconded that “Municipal Solid Waste Collection Amendment Bylaw 2017 No. 7128.08” (To amend garbage collection rates effective 2017-JUL-01), passed three readings.	Victor Mema;#305	Complete
Special Council	6/12/2017	Development Variance Permit Application No. DVP302-731 Chestnut Street	It was moved and seconded Council deny Development Variance Permit No. DVP302 at 731 Chestnut Street.	Dale Lindsay;#251	Complete
Special Council	6/12/2017	Development Permit Application No. DP1008-1015 Park Avenue	It was moved and seconded that Council issue Development Permit No. DP1008 at 1015 Park Avenue with the following variances: <ul style="list-style-type: none">• increase the maximum allowable building height from 9m up to 10.5m; and,• increase the maximum allowable perimeter wall height from 7.32m up to 10.3m.	Dale Lindsay;#251	Complete
Special Council	6/12/2017	Development Permit Application No. DP1028-6025 Linley Valley Drive	It was moved and seconded that Council issue Development Permit No. DP1028 at 6025 Linley Valley Drive with the following variances: <ul style="list-style-type: none">• increase the maximum allowable building height from 14m to 18m; and,• reduce the required onsite parking from 119 spaces to 97 spaces.	Dale Lindsay;#251	Complete
Special Council	6/12/2017	Development Permit Application No. DP1046-253 Victoria Road	It was moved and seconded that Council issue Development Permit No. DP1046 at 253 Victoria Road with the following variances: <ul style="list-style-type: none">• reduce the minimum front yard setback from 3.5m to 2.2m (Victoria Road); and,• reduce the minimum flanking side yard setback from 3.5m to 0.96m (Farquhar Street).	Dale Lindsay;#251	Complete
Special Council	6/12/2017	Rezoning Application No. RA374-1875 Boxwood Road, 1900 and 1990 Griffiths Road	It was moved and seconded that “Zoning Amendment Bylaw 2017 No. 4500.109” (RA374 – To rezone portions of the subject properties at 1875 Boxwood Road, 1900 Griffiths Road and 1990 Griffiths Road from: <ul style="list-style-type: none">• Light Industrial [I2] to Highway Industrial [I1];• Highway Industrial [I1] to High Tech Industrial [I3];• Highway Industrial [I1] to Light Industrial [I2]; and,• High Tech Industrial [I3] to Highway Industrial [I1]) passed two readings. It was moved and seconded that Council direct Staff to secure a covenant for modified road cross-sections prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	6/12/2017	Rezoning Application No. RA376-5030 Hammond Bay Road	It was moved and seconded that “Zoning Amendment Bylaw 2017 No. 4500.110” (RA376 – To rezone 5030 Hammond Bay Road from Single Dwelling Residential [R1] to Single Dwelling Residential – Small Lot [R2]) passed two readings. It was moved and seconded that Council direct Staff to secure the community contribution and a covenant for general building design prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Special Council	6/12/2017	Bylaw Contravention Notice - Construction Completed Without a Building Permit - 1105 Woss Lake Drive	It was moved and seconded Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 1105 Woss Lake Drive for construction completed without a building permit in contravention of “Building Bylaw 2016 No. 7224”. The motion carried unanimously.	Dale Lindsay;#251	Complete
Special Council	6/12/2017	Bylaw Contravention Notice - Construction not Completed as per Conditions of Building Permit - 342 Cordan Street	It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the <i>Community Charter</i> for the property located at 342 Cordan street if construction issues have not been resolved within ninety (90) days.	Dale Lindsay;#251	Complete
Special Council	6/12/2017	"Zoning Amendment Bylaw 2017 No. 4500.107"	Bylaw adopted.	Dale Lindsay;#251	Complete
Special Council	6/12/2017	"Highway Closure and Dedication Removal (A Portion of Newcastle Avenue Adjacent to 400 Newcastle Avenue) Bylaw 2017 No. 7232"	It was moved and seconded that "Highway Closure and Dedication Removal (A Portion of Newcastle Avenue Adjacent to 400 Newcastle Avenue) Bylaw 2017 No. 7232" pass third reading.	Dale Lindsay;#251	Complete
Special Council	6/12/2017	Councillor Bestwick re: Rails to Trails Vancouver Island	It was moved and seconded that in conjunction with the Regional District of Nanaimo, the City of Nanaimo approve the following: <ul style="list-style-type: none">• conversion of the rail system from Parksville to Courtenay with a trail; and,• completion of a pedestrian centric trail from Parksville to Coombs; And whereas the funding for improvements to the rail corridor have not been delivered from the Provincial Government; Therefore, be it resolved that Council support the Friends of Rails to Trails Vancouver Island initiative to convert the E&N Rail bed to a multi-use trail and requests that the Island Corridor Foundation coordinate with Friends of Rails to Trails Vancouver Island volunteers to work toward accomplishing this goal.	Victor Mema;#305	Complete
Special Council	6/12/2017	Delegation Mike Quarress, Nanaimo Gymnastics	It was moved and seconded that Council direct Staff to meet with Nanaimo Gymnastics group to discuss their request for a facility within the City of Nanaimo.	Richard Harding;#252	Complete
Special Council	5/8/2017	“Old City Quarter Business Improvement Area Bylaw 2017 No. 7245”	Bylaw Adopted.	Victor Mema;#305	Complete
Special Council	4/10/2017	Rescind “Loan Authorization (Nanaimo Events Centre Facility) Bylaw 2017 No. 7237”	It was moved and seconded that Council rescind first reading of “Loan Authorization (Nanaimo Events Centre Facility) Bylaw 2017 No. 7237”. It was moved and seconded that Council rescind second reading of “Loan Authorization (Nanaimo Events Centre Facility) Bylaw 2017 No. 7237”. It was moved and seconded that Council rescind third reading of “Loan Authorization (Nanaimo Events Centre Facility) Bylaw 2017 No. 7237”.	Sheila Gurrie;#28	Complete
Special Council	4/10/2017	City of Nanaimo By-Election Options	It was moved and seconded that Council consider 2017-JUL-08 as the date for the by-election and approve a budget of up to \$150,000 for the by-election process.	Sheila Gurrie;#28	Complete
Special Council	4/10/2017	Replacement of Recreation Management Software	It was moved and seconded that Council approve the City of Nanaimo entering into a five-year agreement with PerfectMind to provide the City of Nanaimo, Parks and Recreation, Recreation Management Software.	Victor Mema;#305	Complete
Special Council	4/10/2017	“Delegation of Authority (Property Maintenance) Bylaw 2017 No. 7240”	Bylaw Adopted	Brad McRae;#366	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	4/10/2017	Delegations: David Haley, Douglas-fir and Associated Ecosystems Partnership	It was moved and seconded that Council refer the Douglas-fir and Associated Ecosystems Partnership request, regarding promotion of conservation, to Staff and direct Staff to bring forward a report on how the City may support the Coastal Douglas-fir Conservation Partnership request in a way that complements the City’s existing environmental site assessment practices and procedures.	Dale Lindsay;#251	Complete
Special Council	3/27/2017	Regional Growth Strategy Amendment Bylaw No.1615.01, 2016	It was moved and seconded that Council accept “Regional Growth Strategy Amendment Bylaw No. 1615.01, 2016” and direct Staff to advise the Regional District of Nanaimo.	Sheila Gurrie;#28	Complete
Special Council	3/27/2017	Harbour City Theatre Licence of Use Extension	It was moved and seconded that Council support the Harbour City Theatre Alliance’s operation of a community performing arts centre at 25 Victoria Road by approving: 1. a two-year extension period (2017-JUL-01 to 2019-JUN-30) to the Licence of Use Agreement. It was moved and seconded that Council support the Harbour City Theatre Alliance’s operation of a community performing arts centre at 25 Victoria Road by approving: 2. an annual operating grant of \$11,350.	Dale Lindsay;#251	Complete
Special Council	3/27/2017	BYLAWS: “Officers Appointment and Delegation Amendment Bylaw 2017 No. 7031.06”	Bylaw Adopted	Sheila Gurrie;#28	Complete
Special Council	3/27/2017	DELEGATIONS: Tyler Heisterman, Nanaimo Track and Field Club	It was moved and seconded that Council direct Staff to commence discussions with the Nanaimo Track and Field Club and the Serauxmen Baseball Club to create a memorandum of understanding with these groups in a timely fashion.	Richard Harding;#252	Complete
Special Council	3/13/2017	Travel Assistance Grant – Vancouver Island Special Needs Hockey Association	It was moved and seconded that Council approve the request for a Travel Assistance Grant from the Vancouver Island Special Needs Hockey Association in the amount of \$1,600 for sixteen (16) athletes to attend the UCT Winter Hockey Festival which was held in Valencia, California, USA, during the period 2017-JAN-13 through 2017-JAN-15.	Richard Harding;#252	Complete
Special Council	3/13/2017	Ali Breman spoke regarding a partnership with the City of Nanaimo for Teen Fest and requested \$7000 in funding.	It was moved and seconded that Council refer the delegations request for \$7000 sponsorship funding and partnership with the City of Nanaimo for Teen Fest to Staff for review and that Staff report back to Council within 30 days.	Dale Lindsay;#251	Complete
Special Council	1/25/2017	Events Centre and South Downtown Waterfront Utilities Projects – Development, Construction and Operating Financing Framework	It was moved and seconded that Council approves Events Centre and South Downtown Waterfront Utilities Projects Development, Construction and Operating Financing Framework as follows: 1. Financing for Development and Construction of the Event Centre through an \$80 million borrowing with debt service of \$5.4 million funded from current revenue sources as set out on page 5 of the report.	Victor Mema;#305	Complete
Special Council	1/25/2017	Question - Non-Election Assent Voting	It was moved and seconded that Council approve the established Question as follows for the Non-Election Assent Voting process: Are you in favour of the City of Nanaimo Council adopting Loan Authorization Bylaw 2017 No. 7237 which will authorize Council to borrow a sum not exceeding \$80,000,000, repayable over a period of no more than 20 years, for the development and construction of an event centre that will include an ice arena and other related entertainment, cultural and recreation facilities?	Sheila Gurrie;#28	Complete
Special Council	1/25/2017	"Loan Authorization (Nanaimo Events Centre Facility) Bylaw 2017 No. 7237"	It was moved and seconded that "Loan Authorization (Nanaimo Events Centre Facility) Bylaw 2017 No. 7237" (To authorize the borrowing of up to \$80,000,000 for the development and construction of an events centre facility, ice arena and other related entertainment, cultural and recreation facilities ["Event Centre"].) pass three readings.	Victor Mema;#305	Complete
Special Council	1/25/2017	“General Election Amendment Bylaw 2017 No. 7129.02”	Bylaw was adopted.	Sheila Gurrie;#28	Complete
Special Council	1/23/2017	Amendment to “General Election Bylaw 2011 No. 7129”	General Election Amendment Bylaw 2017 No. 7129.02” passed three readings	Sheila Gurrie;#28	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			Council allocated \$35,000 from the Partners in Parks (PIP) Program for Linley Valley Drive Neighbourhood Park improvements. Council approved a name change request proposed by the neighbourhood		
Special Council	1/23/2017	Partners in Parks Request – Linley Valley Drive Park	Council directed Staff to include additional funding for the Partners in Parks budget be on the next Finance and Audit Committee meeting to be held 2017-FEB-08.	Richard Harding;#252	Complete
Special Council	1/23/2017	154 Westwood Road – SPCA Signage Update	Council directed Staff to disregard <i>Sign Policy - Third Party Directional Signage</i> and pursue direction signage options for the SPCA specifically at the Jingle Pot and Westwood Road intersection and East Wellington and Westwood Road intersection.	Dale Lindsay;#251	Complete
			Council: 1. supported in principle the concept of a Nanaimo Deep Discovery Centre; 2. deferred any further discussions regarding City involvement in the project until such time that the proponents return to Council with a business plan and funding model; and, 3. directed Staff to provide technical advice and support to the proponent		
Special Council	1/23/2017	Nanaimo Deep Discovery Centre		Dale Lindsay;#251	Complete
			Council supported the BC Federation of Students' campaign Don't Close the Doors as follows: Be it resolved that the BC Federation of Students' campaign Don't Close the Doors be endorsed; Be it further resolved that Council requests the Mayor to write a letter to Minister Andrew Wilkinson stating support for Adult Basic Education and requesting the Ministry to reinstate funding for Adult Basic Education programs and that tuition fees be abolished on the programs; and, Be it further resolved that the letter be copied to the BC Federation of Students and the Vancouver Island University Students' Union. And that Council submit this resolution to the Association of Vancouver Island and Coastal Communities.		
Special Council	1/23/2017	VIU Students' Union and Chair of the BC Federation of Students Delegation	The motion carried unanimously.	Sheila Gurrie;#28	Complete
Special Council	1/23/2017	of Chinese Freemasons, the Nanaimo Chinese Culture Society, the Chinese Women Society and the Nanaimo Asian Professional Association Delegation	Council waived the rental fees of Beban Park Social Centre for the Nanaimo Chinese Culture Society's 2017 Lunar New Year dinner gala on 2017-FEB-12.	Richard Harding;#252	Complete
Special Council	1/23/2017	John Cooper, Downtown Nanaimo Business Improvement Association (DNBIA) Delegation	Council invited the Downtown Nanaimo Business Improvement Association to attend a future Finance and Audit Committee meeting to provide the Committee with a presentation.	Victor Mema;#305	Complete

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Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			It was moved and seconded that Council: 1. authorize the use of 437 Wesley Street for the provision of temporary Overdose Prevention Services; 2. recognize the jurisdiction of the Province regarding the use of the subject property for purposes of delivering Overdose Prevention Services that may not comply with applicable City zoning and regulatory bylaws; this based on the public health emergency declaration under the Public Health Act (April 14, 2016) and the Ministerial Order No. M488 (December 9, 2016); 3. direct Staff to amend the Lease Agreement (CA200265) between the City of Nanaimo and the Province and approve the necessary amendments to the operating agreement in order to permit the use of the subject property for purposes of delivering Overdose Prevention Services by Island Health through the existing operator (Canadian Mental Health Association); and, direct Staff to assist Island Health in a joint public engagement process which includes, but is not limited to, communication releases, public and or neighborhood meetings with regard to the establishment of a temporary overdose prevention service and the subsequent establishment of a permanent overdose prevention service.		
Special Council	1/12/2017	Safe Consumption and Overdose Prevention Services		Dale Lindsay;#251	Complete
			It was moved and seconded that Council provide direction with respect to the unauthorized and unregulated “pop-up” site that has been established on the City Hall parking lot as follows: That Council: i) confirm that it is satisfied that Staff have taken the necessary steps to minimize the risk to the Corporation and the general public from the operation of the unauthorized and unregulated “pop up” site, and by doing their due diligence; and, ii) direct Staff to take no further action with respect to the unauthorized and unregulated “pop-up” site at 455 Wallace Street until such time as the Vancouver Island Health Authority has established an overdose prevention site.		
Special Council	1/9/2017	Safe Consumption and Overdose Prevention Services		Dale Lindsay;#251	Complete
			It was moved and seconded that Council: Refer the issue of safe consumption and overdose prevention services, including public consultation, to the Public Safety Committee; and, Support, in principle, the Vancouver Island Health Authority in their establishment of temporary overdose prevention services, and direct Staff to work with the Vancouver Island Health Authority to identify a preferred location for a short term (immediate) site.		
Special Council	1/9/2017	Safe Consumption and Overdose Prevention Services		Dale Lindsay;#251	Complete
			It was moved and seconded that Council deny the request to reconsider the remedial action requirement previously approved at the Council meeting of 2016-DEC-05 for the building located at 645 Selby Street.		
Special Council	1/9/2017	Remedial Action Order – 645 Selby Street		Dale Lindsay;#251	Complete
			It was moved and seconded that Council issue Development Permit No. DP1013 with the following variances: • increase the maximum front yard setback from 6m to 8.77m, a proposed variance of 2.77m; and, • increase the principal building facade, from 50% to 100%, to be set back further than the maximum front yard setback.		
Special Council	1/9/2017	Development Permit No. DP1013 – 4931 Wellington Road		Dale Lindsay;#251	Complete

Open Resolutions

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	1/9/2017	Development Permit Application No. DP1018 – 4125 Jingle Pot Road	It was moved and seconded that Council issue Development Permit No. DP1018 at 4125 Jingle Pot Road with the following variances: <ul style="list-style-type: none">• reduce the required front yard setback for Building 1 and Building 2 from 7.5m to 4.5m;• reduce the required rear yard setback for Building 2 from 7.5m to 4.5m; and,• increase the maximum retaining wall height from 2.4m to 3.71m.	Dale Lindsay;#251	Complete
Special Council	1/9/2017	Development Variance Permit No. DVP298 – 3509 Pacific Edge Way	It was moved and seconded that Council issue Development Variance Permit No. DVP298 at 3509 Pacific Edge Way with the following variance: <ul style="list-style-type: none">• increase the maximum building height from 9.0m to 9.16m.	Dale Lindsay;#251	Complete
Special Council	1/9/2017	“Licencing and Control of Animals Amendment Bylaw 2016 No. 4923.11”	Bylaw Adopted	Brad McRae;#366	Complete
Special Council	1/9/2017	“Financial Plan Bylaw 2016 No. 7234”	Bylaw Adopted	Victor Mema;#305	Complete
Special Council	1/9/2017	Other Business	It was moved and seconded that Council request Staff provide a report outlining the statistics of the youth shelter usage following Councils direction on 2016-DEC-05.	Dale Lindsay;#251	Complete
Special Council	1/9/2017	Delegations (not related to a report to Council	It was moved and seconded that the City of Nanaimo provide a letter of comfort outlining the Permissive Tax Exemption (PTE) criteria for the City of Nanaimo, and demonstrating that Pacifica Housing could potentially quality for the PTE.	Victor Mema;#305	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Committee of the Whole	11/26/2018	Regulation of Single-Use Plastic Checkout Bags	Council directed Staff to prepare a bylaw to regulate the use of single use checkout bags using the City of Victoria's bylaw as a model and prepare a consultation plan for Council's review.	Bill Sims;#413	In Progress
Committee of the Whole	2/26/2018	Delegation from Liane Morrisette regarding "Licencing and Control of Animals Bylaw 1995 No. 4923"	It was moved and seconded that Council direct Staff to prepare a bylaw amendment for "Licencing and Control of Animals Bylaw 1995 No. 4923" regarding restrictions of rabbits on properties less than 1 acre in the City of Nanaimo.	Karen Fry;#348	In Progress
Committee of the Whole	11/27/2017	Draft Maffeo Sutton Master Plan Update	It was moved and seconded that Council direct Staff to work with the Nanaimo Child Development Centre, Rotary Club of Nanaimo, and partners, to develop a plan for the Maffeo Sutton Park playground that is all inclusive.	Richard Harding;#252	In Progress
Committee of the Whole	10/23/2017	Storage Containers - 837 Old Victoria Road	It was moved and seconded that Council refer this issue to Staff to meet with the property owners and business owners to try and come up with a solution. The motion carried unanimously.	Dale Lindsay;#251	In Progress
Committee of the Whole	8/28/2017	Harbour City Football Club	It was moved and seconded that Council direct Staff to work with Harbour City Football Club to develop the Beban Park Fields area and to return to Council with improvement options and costs. Specific areas of focus are: <ul style="list-style-type: none"> • Installing artificial turf and lights at Beban Four Fields, perhaps in a phased approach; and, • Adding additional change rooms and storage capacity at Merle Logan Fields. 	Richard Harding;#252	In Progress
Committee of the Whole	6/26/2017	Councillor Fuller – Neighbourhood Developments	It was moved seconded that Council direct Staff to commence a review of the existing "Innovative Housing for Neighbourhoods: Triplex and Quadruplex Infill Design Guidelines" with consideration given to adding guidelines for other forms of infill housing.	Dale Lindsay;#251	In Progress
Committee of the Whole	2/27/2017	Letter dated 2017-JAN-12 from Dr. Paul Hasselback, Medical Health Officer, and Shelley McClure, Leader, Operations Tobacco & Vapour Prevention and Control Program Smoke Free Bylaws,	It was moved and seconded that Council direct Staff to review the City's bylaw regarding smoking regulations in public places.	Dale Lindsay;#251	In Progress
Committee of the Whole	12/12/2016	Terminal Nicol Relimagined - Final Report	It was moved and seconded that Council direct Staff to review the Terminal Nicol Relimagined final report and to include the Planning and Development and Public Works Committees then return to Council with their findings and recommendations.	Dale Lindsay;#251	In Progress

Open Action Items (Resolutions)

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	12/17/2018	Council Remuneration	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> 1. adjust Council base salaries to compensate net pay for the 1/3 tax exemption effective 2019-JAN-01; 2. amend the "Council Spending and Amenities Policy" to include a provision to annually revise the base compensation for Mayor and Council by applying the BC Annual Percent Consumer Price Index to the prior year's base compensation amount to a maximum of 2% per year; and, 3. appoint an independent Council Remuneration task force to undertake a comprehensive review of Council compensation, Council Spending and Amenities Policy and any other related matters deemed appropriate by Council. The Council remuneration task force should be appointed no later than 2019 and submit its recommendations for implementation January 2021. 	Laura Mercer;#331	In Progress
Council	12/17/2018	195 and 191 Fourth Street - Letter of Intent for Lease with Nanaimo Search and Rescue	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> 1. direct the Corporate Officer to execute the Letter of Intent with Nanaimo Search and Rescue; and, 2. direct Staff to return to a future Council meeting for final approval of the lease once the conditions within the Letter of Intent have been satisfied. 	Richard Harding;#252	In Progress
Council	10/1/2018	Bylaw 7000 Revisions	Council deferred consideration of the report Bylaw 7000 Revisions to the incoming Council.	John Van Horne;#302	In Progress
Council	10/1/2018	1 Port Drive - Seaspans Right-Of-Way Final Disposition	<p>Council:</p> <ol style="list-style-type: none"> (a) approved the acquisition of the Seaspans Right-of-Way at 1 Port Drive for a purchase price of \$991,465; (b) approved the disposition of 3.6 acres of water lot and 5.7 acres of upland with an estimated market value of \$3,050,500 from 1 Port Drive to Seaspans Ferries Corporation. (c) delegated to the Chief Administrative Officer the power to approve the Transfer Agreement between the City of Nanaimo, Seaspans Ferries Corporation and Southern Railway of Vancouver Island Limited to formalize the commitments outlined in the Letter of Intent, dated 2018-SEP-13, and any related commitments on such terms and conditions as the Chief Administrative Officer deems appropriate, in his sole discretion; and, (d) directed the Mayor and Corporate Officer to execute the necessary documents to affect the transaction. 	Dale Lindsay;#251	In Progress
Council	9/17/2018	Snuneymuxw First Nation Water and Sewer Connection Fee Credit Agreement	It was moved and seconded that Council approve the Water and Sewer Connection Fee Credit Agreement between the Snuneymuxw First Nation and the City of Nanaimo.	Laura Mercer;#331	In Progress
Council	9/17/2018	Kidney Foundation Challenge to Save Lives Through Organ Donation	<p>It was moved and seconded that Council refer the following resolution to the Community Vitality Committee for clarification regarding what they mean and the types of support the City can offer:</p> <p>"That Council consider creating and adopting a City-wide policy for ways in which the City can offer support to non-profit groups."</p>	Dale Lindsay;#251	In Progress

Open Action Items (Resolutions)

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	8/13/2018	Committee Recommendation: Fern Neighbourhood Park Improvement Request under the Partners in Parks Program	It was moved and seconded that Council allocate \$25,000 from the 2018 Partners in Parks Program, and \$20,000 from the Deferred Revenue Account for Future Partners in Park project, for Fern Neighbourhood Park improvements.	Richard Harding;#252	In Progress
Council	8/13/2018	Smoking Regulation Bylaw 2018 No. 7268	It was moved and seconded that “Smoking Regulation Bylaw 2018 No. 7268” (To regulate smoking in the City of Nanaimo) pass first, second and third reading.	Dale Lindsay;#251	In Progress
Council	7/9/2018	Morning Side Drive Sewer Cost Share	It was moved and seconded that Council authorize the installation of sanitary sewer along Morningside Drive, provided the property owners sign a formal petition to contribute \$12,200 per lot towards the cost of extending the service.	Bill Sims;#413	In Progress
Council	6/18/2018	Don Bonner regarding the Core Services Review Recommendations.	It was moved and seconded that Council direct Staff to return to Council with a report regarding the status of the recommendations contained in the Core Services Review Report.	Sheila Gurrie;#28	In Progress
Council	6/11/2018	Pilot Park Site for Model Airs	It was moved and seconded that Council: a. direct Staff to work with the Nanaimo Model Airs Club to explore suitable locations for use of Model Aircraft; and, b. undertake a park planning process for East Wellington Park to determine appropriate land use strategies for the site including the exploration of a pilot site for the Model Airs.	Richard Harding;#252	In Progress
Council	5/28/2018	Committee Recommendations - Cambie Neighbourhood Park Improvement Request	It was moved and seconded that Council allocate \$25,000 from the 2018 Partner In Parks Program for Cambie Neighbourhood Park improvements.	Richard Harding;#252	In Progress
Council	5/7/2018	Mayor McKay Notice of Motion Regarding Site Selection for Overdose Prevention Site	It was moved and seconded that Council direct Staff to identify sites available for a federally regulated and recognized supervised consumption service.	Dale Lindsay;#251	In Progress
Council	4/23/2018	Support for Parades	It was moved and seconded that Council support Nanaimo Pride 2018 by providing blockades and City workers for the parade It was moved and seconded that Council ensure that the rainbow crosswalks on Commercial Street are touched up and/or repainted before the parade. It was moved and seconded that Council direct Staff to prepare a report providing options to address multiple requests received from community groups asking for City of Nanaimo support of parades. It was moved and seconded that Council support other groups interested in having downtown events or parades by providing blockades and city workers, until such time as a report is complete.	Bill Sims;#413	In Progress

Open Action Items (Resolutions)

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	3/19/2018	Response to Health, Social and Safety Issues in the Downtown	<p>It was moved and seconded that Council approve the following recommendations:</p> <ul style="list-style-type: none"> a. Continuation of daytime security services via contract with enhanced hours; b. Urban Clean Up Initiative, (twice weekly); c. Continue annual support to the Extreme Weather Shelter at 595 Townsite Road and direct Staff to approach the Province of BC to request additional funding in order for the shelter to remain open at existing hours year round; d. Provision of rent supplements in support of Housing First program for homeless individuals; e. Provision of three portable toilets in the downtown; f. Additional safe syringe disposal boxes and direct Staff to increase the funding for safe syringe boxes to \$10,000 per year; g. Additional garbage cans at key locations; h. Continue provision of shower facilities for homeless individuals; and, i. Pursue partnerships to provide a daytime resource centre for homeless individuals and that Council allocate \$100,000 per year towards a drop in resource centre in the 2018 budget cycle and proceed with determining potential locations for a day time drop in resource centre and report back to Council. 	Dale Lindsay;#251	In Progress
Council	12/4/2017	Councillor Fuller – Core Services Review	It was moved and seconded that Council direct Staff to make recommendations on the scope of Phase 2 of the Core Review with the intent upon Council approval of moving forward as early in 2018 as possible.	Tracy Samra;#356	Not Started
Council	11/6/2017	“Highway Closure and Dedication Removal (Lake Road and a portion of 102nd Street) Bylaw 2017 No. 7246”	It was moved and seconded that “Highway Closure and Dedication Removal (Lake Road and a portion of 102nd Street) Bylaw 2017 No. 7246” pass third reading.	Dale Lindsay;#251	In Progress
Council	11/6/2017	Notice of Motion – Councillor Kipp re: Sea Cans	It was moved and seconded that Council direct Staff to develop a permitted use for shipping containers also know as Sea Cans. To include requirements of zoning use and fee structure on a temporary and permanent basis for the now non-conforming shipping containers on industrial and commercial properties in the City of Nanaimo and further to look to update the residential permitted use.	Dale Lindsay;#251	In Progress
Council	11/6/2017	Notice of Motion – Councillor Hong re: Abandoned and Derelict Commercial, Residential and Industrial Properties	It was moved and seconded that Council direct Staff to research and prepare a bylaw for the regulations for abandoned and derelict commercial, residential and industrial properties.	Karen Fry;#348	In Progress
Council	9/11/2017	Committee Recommendations Finance and Audit Committee – 2017 AUG-10 Development Cost Charge Bylaw	<p>It was moved and seconded that Council direct Staff to:</p> <ul style="list-style-type: none"> 1. prepare and introduce a draft Development Cost Charge Bylaw based on the framework outlined in this report; and, 2. review and provide a report for Council's consideration on potential expansion of the existing tax exemption programs. 	Dale Lindsay;#251	In Progress
Council	8/14/2017	BC SPCA, Nature Canada, and Stewardship Centre of BC Correspondence	It was moved and seconded that Council refer the BC SPCA letter, dated 2017-JUN-30 and the Nature Canada letter dated 2017-JUL-24 to Staff to return to Council at the earliest opportunity with a report that outlines options for addressing the concerns listed in the letters.	Karen Fry;#348	In Progress

Open Action Items (Resolutions)

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	6/19/2017	Councillor Hong - Blasting in Neighbourhoods	It was moved and seconded that council direct staff to develop an information session for when and where blasting takes place in neighbourhoods with residents informed and included.	Dale Lindsay;#251	In Progress
Special Committee of the Wh	7/24/2017	Agenda Item 12(a) Delegation Catherine Davis	It was moved and seconded that Council direct staff to review "Street Entertainers Regulation Bylaw 2011 No. 7109".	Karen Fry;#348	In Progress
Special Council	1/14/2019	Councillor Hemmens Motion Regarding Governance and Priorities Committee	Council directed Staff to develop a Terms of Reference for a Governance and Priorities Committee by March 1, 2019, with the following considerations: 1. The Committee will include all members of Council; 2. The Committee is intended to be an open forum for more robust discussion and debate on select priority topics, with recommendations provided to Council for consideration; and, 3. The Committee is intended to be a forum where guests and subject matter experts can be invited to participate in discussion.	Sheila Gurrie;#28	In Progress
Special Council	9/24/2018	Delegation from Biserka Glavica	It was moved and seconded that Council refer the "Noise Control Bylaw 1994 No. 4750", to Staff to bring forward to the new Council with potential amendments.	Karen Fry;#348	In Progress
Special Council	5/14/2018	Finance and Audit Committee Recommendations	It was moved and seconded that Council direct Staff to work with the KPMG auditors to implement best practices and the recommendations noted as significant control deficiencies named under Appendix A, in the report titled "2017 Annual Financial Statements", dated 2018-MAY-09, and bring forward a report to a future Council meeting.	Laura Mercer;#331	In Progress
Special Council	12/11/2017	Sales of Pets in Storefronts	It was moved and second that Council refer resolution #55117 as follows to Staff for further review and information on the effectiveness of bans in other municipalities: "55117 It was moved and second that Council support the outright ban of the sale of puppies, kittens and rabbits, in retail stores and allow the continuation of the sale of pets with requirements, as per a Bylaw Amendment with a transition period of 6 months to be effective 2018-JUN-01".	Karen Fry;#348	In Progress
Special Council	12/11/2017	Delegation from Denis Hughes, Kirily Park and Paul Manly	It was moved and seconded that Mayor and Council of the City of Nanaimo wish to ban the use of plastic bags by retailers in the City of Nanaimo to the extent permitted by law and direct Staff to report back to Council with options as soon as possible. The motion carried unanimously.	Bill Sims;#413	In Progress

Open Action Items (Resolutions)

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	10/24/2016	Beban Park Central Facility Development Opportunities	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> 1. receive the information obtained from the public open house for Beban Park Central Facility Development Opportunities held at Beban Park on 2016-AUG-10; 2. approve in Principle the development concepts as outlined in the Proposed Collaborative Development Plan for Indigenous Peoples Place of Culture, Vancouver Island Exhibition, Nanaimo Equestrian Association, and, Island Roots Market Cooperative; 3. direct Staff to draft leases for Council review and consideration; and, 4. prior to moving forward on the Indigenous Peoples Place of Culture proposal confirm that the proponents have secured letters of support from Snuneymuxw First Nation and other indigenous organizations. 	Richard Harding;#252	In Progress
Committee of the Whole	1/28/2019	Delegation from Dennis McMahon regarding the Nanaimo Arts Community	It was moved and seconded that Council direct Staff to prepare a report that provides information and outlines the feasibility of 580 Fitzwilliam Street being designated as a community arts centre with options for other community groups to use the facility as well.	Dale Lindsay;#251	Not Started
Committee of the Whole	2/26/2018	Delegation Nicholas Heather regarding "Fees and Charges Bylaw 2007 No. 7041".	It was moved and seconded that Council direct Staff to prepare a report regarding options for the City of Nanaimo to reimburse the fingerprinting charge related to "Schedule D" of "Fees and Charges Bylaw 2007 No. 7041".	Victor Mema;#305	Not Started
Council	9/17/2018	Meetings between Chief Administrative Officer and Committees	It was moved and seconded that Council direct Jake Rudolph, Chief Administrative Officer, to meet with the various advisory committee members as a group.	Jake Rudolph;#442	Not Started
Council	7/9/2018	Supervised Consumption Service - Proposed Zoning Bylaw Amendments	It was moved and seconded that Council refer review of Zoning Bylaw Amendments related to Supervised Consumption Services to the Community Planning and Development Committee, and the Public Safety Committee, for recommendations.	Dale Lindsay;#251	In Progress
Council	12/18/2017	Electoral Area Fees	It was moved and seconded that Council direct Staff to engage and review with Regional District of Nanaimo participating members stakeholder agreements and return in early 2018 with a report on their findings.	Victor Mema;#305	Not Started
Council	8/14/2017	Correspondence from Snuneymuxw First Nation	It was moved and seconded that Council direct Staff to coordinate a meeting between Snuneymuxw First Nation representatives, Greater Nanaimo Harbour Association representatives and the City of Nanaimo representatives to further discuss the next steps regarding the Nation-to-Nation discussions.	Victor Mema;#305	Not Started
Special Council	1/14/2019	UBCM Community Child Care Planning Program Grant	Council supported an application to the Union of BC Municipalities for funding under the Community Child Care Planning Program on behalf of a collaborative group comprised of the City of Nanaimo and one or more local governments in the region, and that the City of Nanaimo provide overall grant management for the collaborative.	Dale Lindsay;#251	In Progress
Special Council	1/14/2019	Councillor Bonner Motion Regarding Arts and Culture Multi-Year Lease Agreements	Council directed Staff to engage with Arts and Culture groups who lease property from the City of Nanaimo by May 1, 2019 to determine if the groups would benefit from multi-year lease agreements in order to be eligible apply to for grant funding from senior levels of governments.	Dale Lindsay;#251	In Progress
Special Council	1/14/2019	Councillor Bonner Motion Regarding Truth and Reconciliation Call to Action #57	Council directed Staff to develop an implementation plan for responding to Truth and Reconciliation Call-to-Action #57 for Council's consideration by July 1, 2019.	Dale Lindsay;#251	Not Started