



AGENDA REGULAR COUNCIL MEETING

Monday, September 28, 2020

4:30 to Proceed In Camera, Reconvene Open Meeting 7:00 p.m.

SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE

80 COMMERCIAL STREET, NANAIMO, BC

SCHEDULED RECESS 9:00 P.M.

Pages

1. CALL THE MEETING TO ORDER:

2. PROCEDURAL MOTION:

That the meeting be closed to the public in order to deal with agenda items under the *Community Charter*:

Section 90(1) A part of the Council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

(c) labour relations or other employee relations;

(n) the consideration of whether a Council meeting should be closed under a provision of this subsection or subsection (2); and,

Community Charter Section 90(2):

(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

3. INTRODUCTION OF LATE ITEMS:

4. APPROVAL OF THE AGENDA:

5. ADOPTION OF THE MINUTES:

a. Minutes

7 - 12

6. MAYOR'S REPORT:

7. RISE AND REPORT

8. PRESENTATIONS:

- a. Signy Madden, Executive Director, United Way re: Nanaimo 2020 Point-In-time Homelessness Count Results 13 - 19

Signy Madden, Executive Director, United Way, to present Council with the Nanaimo 2020 Point-In-Time Homelessness Count Results.

9. COMMITTEE MINUTES:

- a. Special Mayor's Task Force on Recovery and Resilience 2020-JUL-31 20 - 24

Minutes of the Special Mayor's Task Force on Recovery and Resilience Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Friday, 2020-JUL-31, at 9:02 a.m.

- b. Health and Housing Task Force 2020-SEP-02 25 - 29

Minutes of the Health and Housing Task Force Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2020-SEP-02, at 3:04 p.m.

- c. Finance and Audit Committee 2020-SEP-16 30 - 35

Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2020-SEP-16, at 9:00 a.m.

- d. Health and Housing Task Force 2020-SEP-16 36 - 42

Minutes of the Health and Housing Task Force Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2020-SEP-16, at 3:02 p.m.

10. CONSENT ITEMS:

- a. Health and Housing Task Force Meeting 2020-SEP-16 43

[Note: A link to the Agenda for the 2020-SEP-16 Health and Housing Task Force Meeting is attached for information.]

1. Discussion regarding the Extension of the Health and Housing Task Force

That Council extend the mandate of the Health and Housing Task Force to November 30, 2020.

2. Presentation from Dr. Alina Turner, CEO, HelpSeeker - Updates and Transition Planning

It was moved and seconded that the City of Nanaimo collaboratively through the Health and Housing Task Force and Economic Development Task Force explore an arms-length organization that includes economic development and social development planning coordination.

b. Finance and Audit Committee Meeting 2020-SEP-16

44

[Note: A link to the Agenda for the 2020-SEP-16 Finance and Audit Committee Meeting is attached for information.]

1. Public Works Facility Upgrades

That Council allocate \$200,000 from the existing 2020 - 2024 Financial Plan to further develop an architectural concept and cost estimate for renewal of the Public Works facility.

2. Federation of Canadian Municipalities Asset Management Program

That Council commits to conducting the Level of Service Study: Asphalt as detailed in the grant application to the Federation of Canadian Municipalities, Municipal Asset Management Program, and commits \$100,000 for 2021 in the 2021 – 2025 Financial Plan toward the costs of this initiative if the grant is successful.

3. Consideration of New Permissive Tax Exemption Applications

That Council:

1. Award a permissive tax exemption for the 2021 tax year to the Nanaimo Community Gardens Society for property that is being leased at 2300 Bowen Road (Beban Park);
2. Award a permissive tax exemption for the 2021 tax year to the Island Crisis Care Society for property donated at 3413 Littleford Road;
3. Award a permissive tax exemption for the 2021 tax year to the Society for Equity, Inclusion and Advocacy for space being leased at #403 – 489 Wallace Street;
4. Award a permissive tax exemption for the 2021 tax year to the Nanaimo Brain Injury Society for space being leased at #101 –

235 Bastion Street;

5. Award a permissive tax exemption for the 2021 tax year to the Vancouver Island Mental Health Society for property owned at 285 Rosehill Street; and,
6. Award a permissive tax exemption for the 2021 tax year to the Nanaimo Unique Kids Organization for property purchased at 60 Needham Street.

c. Governance and Priorities Committee Meeting 2020-SEP-21

45

[Note: A link to the Agenda for the 2020-SEP-21 Governance and Priorities Committee Meeting is attached for information.]

1. Council Dashboard (Voting Record)

That Council direct staff to proceed with the Council Voting Dashboard that has been developed by our IT Department to track Council's voting record for Council Meetings retroactive to July 1, 2020.

11. **DELEGATIONS:**

12. **REPORTS:**

a. Unsafe Condition - 4063 Old Slope Place

46 - 58

To be introduced by Dale Lindsay, General Manager, Development Services.

Purpose: To inform Council that the property at 4063 Old Slope Place has an opened excavation and rebar, creating an unsafe situation.

Delegation:

1. Matthew Watters, Chief Executive Officer, BC Craft Supply Co Ltd.

Recommendation: That Council:

1. Issue a Remedial Action Order at 4063 Old Slope Place pursuant to Sections 72, 73, 74 of the *Community Charter*,
2. Direct Staff or its authorized agents to take action in accordance with Section 17 of the *Community Charter* without further notice and at the owner's expense, if said remedial action is not undertaken within 30 days of Council's resolution; and
3. Direct the remedial action to consist of filling in the excavation or secure the property with fencing and remove the steel rebar.

b. Downtown Restaurant Patios

59 - 70

To be introduced by Dale Lindsay, General Manager, Development Services.

Purpose: To provide Council with an update on the temporary restaurant patio program and to seek Council approval to extend the program through the winter of 2020 to the fall of 2021.

Presentation:

1. Dale Lindsay, General Manager, Development Services.

Recommendation: That Council:

1. Extend the temporary restaurant patio program until 2021-OCT-31.
2. Direct Staff to notify the Liquor and Cannabis Regulation Branch that the City of Nanaimo has authorized pre-approval for all temporary service area expansions for liquor primary and manufacturing licences until 2021-OCT-31 in response to Liquor Control and Regulation Branch policy directive 20-26; and
3. Continue to suspend the current City approval process for temporary service area expansion of all liquor primary and manufacturing licences until 2021-OCT-31.

c. Development Permit Application No. DP1179 - 227 Prideaux Street

71 - 82

To be introduced by Dale Lindsay, General Manager, Development Services.

Purpose: To present for Council's consideration, a development permit application for a 12 unit rental apartment building at 227 Prideaux Street.

Recommendation: That Council issue Development Permit No. 1179 at 227 Prideaux Street with a variance to reduce the minimum required setback for a refuse enclosure from 3m to 0.46m.

d. Amendments to the Appointment of Officers and Delegation of Authority and Management Terms and Conditions Bylaws

83 - 96

To be introduced by Sheila Gurrie, Director, Legislative Services.

Purpose: To amend the Appointment of Officers and Delegation of Authority and Management Terms and Conditions Bylaws.

Recommendation: That:

1. "Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 7031.07" (To align the bylaw with the revised management organizational structure) pass first reading;
2. "Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 7031.07" pass second reading;
3. "Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 7031.07" pass third reading.

4. "Management Terms and Conditions of Employment Amendment Bylaw 2020, No. 7273.01" (To reflect changes to align with the "Officers Appointment and Delegation Bylaw 2006 No. 7031") pass first reading;
5. "Management Terms and Conditions of Employment Amendment Bylaw 2020, No. 7273.01" pass second reading;
6. "Management Terms and Conditions of Employment Amendment Bylaw 2020, No. 7273.01" pass third reading.

13. BYLAWS:

- a. Bylaw Status Sheet (For Information)

97 - 99

14. NOTICE OF MOTION:

15. OTHER BUSINESS:

- a. Recommendation from 2020-JUL-15 Finance and Audit Committee Meeting re: Indigenous Engagement Specialist

100

During the 2020-JUL-27 In Camera Council Meeting Council deferred consideration of the following motion to the 2020-SEP-28 Council Meeting:

"It was moved and seconded that Council direct Staff to prepare a business case for an Indigenous Engagement Specialist for the purpose of better incorporating First Nations and urban indigenous perspectives and ways of knowing into our work and decisions."

- b. Councillor Bonner Motion re: Pilot Program to Reduce Residential Speed Limits

During the 2020-SEP-14 Regular Council Meeting Councillor Bonner advised that he would be bringing forward the following motion for consideration at the 2020-SEP-28 Council Meeting:

"That Council direct Staff to report back to Council on options for Nanaimo to participate in a potential Ministry of Transportation and Infrastructure pilot project limiting residential speed limits."

16. ADJOURNMENT:

MINUTES
REGULAR COUNCIL MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,
80 COMMERCIAL STREET, NANAIMO, BC
MONDAY, 2020-SEP-14, AT 4:00 P.M.

Present: Mayor L. Krog, Chair
Councillor S. D. Armstrong
Councillor D. Bonner
Councillor T. Brown
Councillor B. Geselbracht (arrived 4:18 p.m.)
Councillor E. Hemmens
Councillor Z. Maartman
Councillor I. W. Thorpe
Councillor J. Turley

Staff: J. Rudolph, Chief Administrative Officer
S. Legin, General Manager, Corporate Services
D. Lindsay, General Manager, Development Services
B. Sims, General Manager, Engineering and Public Works
P. Rosen, Director, Engineering
J. Holm, Director, Development Approvals
F. Farrokhi, Manager, Communications
J. Rose, Manager, Transportation
T. Loewen, Communications and Marketing Specialist
S. Gurrie, Director, Legislative Services
J. Vanderhoef, Steno
S. Snelgrove, Recording Secretary

1. CALL THE REGULAR MEETING TO ORDER:

The Regular Council Meeting was called to order at 4:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

(a) Add *Community Charter* Sections 90(1)(i) and (k).

3. PROCEDURAL MOTION TO PROCEED IN CAMERA:

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

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (d) the security of property of the municipality;

- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public; and,

Community Charter Section 90(2):

- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

The motion carried unanimously.

Council moved In Camera at 4:02 p.m.

Council moved out of In Camera at 6:30 p.m.

Council recessed the Open Meeting at 6:30 p.m.

Council reconvened the Open Meeting at 7:00 p.m.

2. INTRODUCTION OF LATE ITEMS: (continued)

- (a) Add Agenda Item "Housing Agreement Bylaw 2020 No. 7313" and re-order to become Agenda Item 13(b).
- (b) Add Agenda Item 14(a) Councillor Bonner Notice of Motion re: Pilot Program to Reduce Residential Speed Limits.

4. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

5. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Regular Meeting of the Council of the City of Nanaimo held in the Shaw Auditorium, 80 Commercial Street, Nanaimo, BC, on Monday, 2020-AUG-31 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

6. MAYOR'S REPORT:

- Mayor Krog advised Board of Variance (BOV) member Ronald Nadeau passed away unexpectedly on September 8, 2020. He thanked Mr. Nadeau for his knowledge, expertise and wit and advised he will be greatly missed. The City is grateful for his contributions and service and our thoughts are with his family during this difficult time.
- On this day in 2017, as a tribute to the firefighters who risk their lives to keep Canadians safe, the formal establishment of Firefighters' National Memorial Day was announced. The second Sunday in September of each year (for 2020 it was September 13, 2020) is now designated in memory of firefighters who have fallen in the line of duty. The Canadian flag will be half-masted on all federal buildings and establishments. The Government of Canada recognized the dangers firefighters often face when carrying out their duties, and the ultimate sacrifice of firefighters who have given their lives in the line of duty. Firefighters' National Memorial Day will commemorate their courage, their selflessness, and their unwavering commitment to service of our communities, not just in facing dangers of fire, but dealing with death, dealing with outcomes of fires, dealing with other issues firefighters are called to attend, and being conscious of the risk they take every day on our behalf. The City is well served by an amazing group of firefighters.
- The City of Nanaimo is now accepting applications for funding assistance to support the 2021 activities of non-profit community organizations. Funds are available in three streams:
 - Culture and Heritage Operating Grant
 - Culture and Heritage Project Grant
 - Downtown Event Revitalization Fund
- Mayor Krog advised these funding opportunities provide support for a range of activities including arts and culture programs and events that generate social, cultural and economic impact. They contribute to the vibrancy and quality of life in Nanaimo. He advised that there has recently been controversy surrounding a mural in the community which may not please everyone, but a community that wants to be a real City supports its arts and culture.

7. COMMITTEE MINUTES:

The following Committee Minutes were received:

- Minutes of the Special Health and Housing Task Force Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Monday, 2020-JUL-20, at 9:00 a.m.
- Minutes of the Health and Housing Task Force Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2020-JUL-22, at 3:00 p.m.

8. DELEGATIONS:

(a) Delegation from Brunie Brunie re: People without a home

Brunie Brunie spoke regarding homelessness increasing in Nanaimo, the poor conditions of the homeless camp on Wesley Street, providing water and garbage containers for those living on Wesley Street and asked for compassion for our most vulnerable citizens. She spoke regarding the lack of affordable housing for people experiencing homelessness, costs associated with cleaning up the Wesley Street site and requested that the Reimagine Nanaimo process be inclusive of vulnerable people.

9. REPORTS:

(a) City's Role in Health and Housing

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that Council defer consideration of the position statement on the "City's Role in Health and Housing" until 2021-FEB-01. The motion carried unanimously.

(b) Heritage Alteration Permit No. HAP00030 - 421 Franklyn Street

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that Council issue Heritage Alteration Permit No. HAP00030 for the demolition of the Franklyn Street Gymnasium at 421 Franklyn Street. The motion carried unanimously.

(c) Development Permit No. DP1163 - 1220, 1225 and 1221 Manzanita Place

Introduced by Jeremy Holm, Director, Development Approvals.

It was moved and seconded that Council issue Development Permit No. DP 1163 at 1220, 1225 and 1221 Manzanita Place with the following variances:

- increase the maximum allowable building height from 7m to 7.75m at 1220 Manzanita Place to 8.93m at 1225 Manzanita Place and 8.87m at 1221 Manzanita Place;
- reduce the minimum required front yard setback from 6m to 3.25m at 1225 Manzanita Place and from 6m to 4.5m at 1221 Manzanita Place; and
- reduce the minimum required rear yard setback from 7.5m to 5.8m at 1225 Manzanita Place

The motion carried unanimously.

(d) Development Permit Application No. DP1172 - 2348 Kenworth Road

Introduced by Jeremy Holm, Director, Development Approvals.

It was moved and seconded that Council issue Development Permit No. DP1172 at 2348 Kenworth Road with the following variances:

- to increase the maximum permitted front yard setback from 6m to 22.41m for 100% of the front face of the building;
- to waive the minimum building height requirement to allow the building as proposed; and
- to allow parking between the front property line and the front face of the proposed building

The motion carried unanimously.

(e) Development Permit Application No. DP1177 - 191 and 195 Fourth Street

Introduced by Jeremy Holm, Director, Development Approvals.

It was moved and seconded that Council issue Development Permit No. DP1177 at 191 and 195 Fourth Street with the following variances:

- reduce the minimum required rear yard setback from 7.5m to 1.3m;
- reduce the minimum landscape buffer width for the side and rear yard from 1.8m to 0m;
- eliminate the requirement for shrub plantings on the sides of the garbage enclosure; and
- reduce the minimum required setback for the garbage enclosure from 3m to 1.5m.

The motion carried unanimously.

(f) Wakesiah Avenue Corridor Improvements Project

(g) Terminal Avenue Trans Canada Highway Capital Upgrades

Bill Sims, General Manager, Engineering and Public Works and Poul Rosen, Director, Engineering, introduced Wakesiah Avenue Corridor Improvements Project and Terminal Avenue Trans Canada Highway Capital Upgrades reports.

Council discussion took place regarding the Wakesiah Avenue Corridor Improvements Project and Terminal Avenue Trans Canada Highway Capital Upgrades reports. Highlights included:

- Process for acquiring land if needed from property owners in the surrounding area
- Staff will be working on developing project details over the next year or two
- Options to consider regarding priority of projects
- What projects could be delayed and potential consequences

- Work completed on the Terminal-Nicol Re-Imagined project and included in future Terminal Avenue Trans Canada Highway upgrades
- Presenting options in the context of the budget process

10. BYLAWS:

(a) "Subdivision Control Amendment Bylaw 2020 No. 3260.05"

It was moved and seconded that "Subdivision Control Amendment Bylaw 2020 No. 3260.05" (To amend Schedule A – Manual of Engineering Standards and Specifications) be adopted. The motion carried unanimously.

(b) "Housing Agreement Bylaw 2020 No. 7313"

It was moved and seconded that "Housing Agreement Bylaw 2020 No. 7313" (To authorize a housing agreement for student housing at 326 Wakesiah Avenue) be adopted. The motion carried unanimously.

(c) "Housing Agreement Bylaw 2020 No. 7314"

It was moved and seconded that "Housing Agreement Bylaw 2020 No. 7314" (To authorize a housing agreement to prevent any future restrictions on the rental of individual units at 20 Barsby Avenue) be adopted. The motion carried unanimously.

11. NOTICE OF MOTION:

(a) Councillor Bonner Notice of Motion re: Pilot Program to Reduce Residential Speed Limits

Councillor Bonner advised that he would be bringing forward the following motion for consideration at the September 28, 2020 Council Meeting.

"That Council direct Staff to report back to Council on options for Nanaimo to participate in a potential Ministry of Transportation and Infrastructure pilot project limiting residential speed limits."

12. ADJOURNMENT:

It was moved and seconded at 7:58 p.m. that the meeting adjourn. The motion carried unanimously.

CERTIFIED CORRECT:

CHAIR

CORPORATE OFFICER

Nanaimo 2020 Point-in-Time Homelessness Count Results

Presented to: Nanaimo Health & Housing Task Force
September 16, 2020



United Way
Central & Northern
Vancouver Island



Nanaimo
Homeless
Coalition

John Howard
Nanaimo Region John Howard Society

Funded by the Government
of Canada's Reaching Home:
Canada's Homelessness Strategy

Canada

Acknowledgements

2020 Nanaimo PIT Count

Funded by the Government of Canada's Reaching Home: Canada's Homelessness Strategy

Made possible with the support of:

- Nanaimo Homeless Coalition
- United Way Central & Northern Vancouver Island
- Nanaimo Region John Howard Society
- RCMP Bike Patrol Unit
- CMHA Community Outreach Team
- VIHA Community Outreach Response
- St Peter's Roman Catholic Church
- Volunteers from the community and service agencies



Nanaimo
Homeless
Coalition



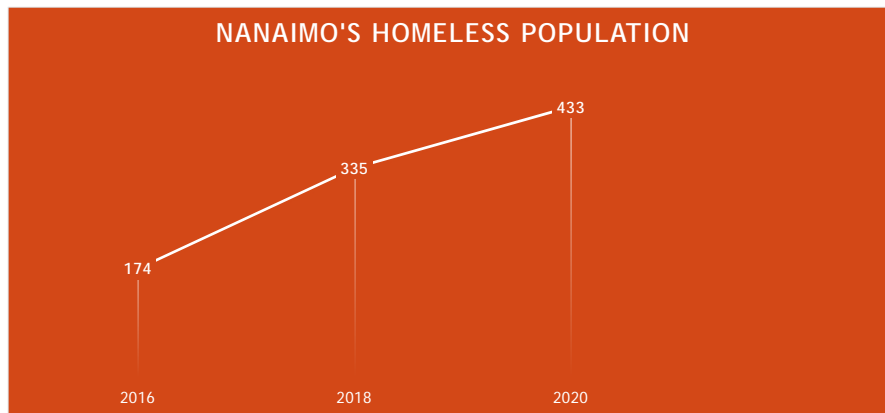
United Way
Central & Northern
Vancouver Island

John Howard
Nanaimo Region John Howard Society

Funded by the Government
of Canada's Reaching Home:
Canada's Homelessness Strategy

Canada

2020 Nanaimo PIT Count Results



Funded by the Government
of Canada's Reaching Home:
Canada's Homelessness Strategy



Key Findings

- **People experiencing homelessness in Nanaimo, are from Nanaimo** (71.2% have lived here 5+ years)
- **Most identify as male** (68.3 %)
- **Nanaimo's homeless population is young** (54.4% are between 25 and 44 years old)
- **The number of First Nations, Métis or people with Indigenous Ancestry is increasing** (24% increase from 2016)

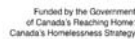


Funded by the Government
of Canada's Reaching Home:
Canada's Homelessness Strategy



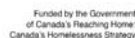
Key Findings

- **The length of time people are experiencing homelessness is increasing** (77.1% are chronically homeless, a 5% increase from 2018)
- **The number of people staying in shelters is rising** (the number of people staying in shelters has risen by 40% since 2018)
- **The number of people sleeping on the streets is much higher in Nanaimo** than in other Canadian communities (61.9% are sleeping rough)



Lack of Affordable Housing

- When asked how to solve homelessness, 71% agreed that we need more affordable housing
- 91% of people facing homelessness want to get into permanent housing
- **The top three issues that have caused people to lose their housing are:**
 - **not enough income** (34%)
 - **conflict with landlord or other tenant** (27.7%)
 - **conflict with partner/spouse** (18.4%)
- Mental health and/or substance use are NOT the greatest barriers to finding or maintaining housing



Lack of Affordable Housing

- The greatest barriers to finding housing are low income and high rents.
- Intense competition for existing vacancies
- Non-desirable tenants due to the way they present, the absence of references and poor credit histories
- The pressure on the affordable housing supply and support systems in Nanaimo will only continue to increase



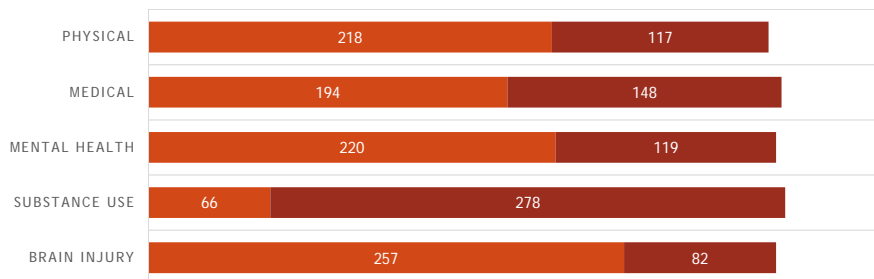
Funded by the Government
of Canada's Reaching Home:
Canada's Homelessness Strategy



Health Challenges

DO YOU HAVE ANY OF THE FOLLOWING HEALTH CHALLENGES AT THIS TIME?

■ No ■ Yes



Funded by the Government
of Canada's Reaching Home:
Canada's Homelessness Strategy



Interactions with Law Enforcement

- When asked about their interactions with police, **less than 10% of respondents have regular interactions with police**
- According to police: most people experiencing homelessness do not engage in a negative fashion with them
- Data contradicts the common belief that people who live on the streets are criminals



Funded by the Government
of Canada's Reaching Home:
Canada's Homelessness Strategy



Education Levels

- **57% have completed high school or higher**
- Lower than all average high school graduation rates:
 - Canada – 77%
 - British Columbia – 86%
 - Nanaimo
 - 71.7% - all students
 - 62.5% - Indigenous students

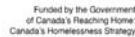


Funded by the Government
of Canada's Reaching Home:
Canada's Homelessness Strategy



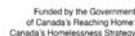
Current Response to Homelessness

- 150 total shelter spaces
 - Year-round shelters, including emergency shelter for women, co-ed emergency shelter beds, and safe shelter for women fleeing violence
- 110 supportive housing units
- BC Housing investment will create over 300 new units of supportive and social housing for individuals, seniors and families
- 5-year Health and Housing Action Plan (HHAP) to address health and housing priorities (City of Nanaimo's Health and Housing Task Force, the Nanaimo Homeless Coalition, and United Way Central & Northern Vancouver Island)
- Development of a Coordinated Access System



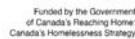
Nanaimo is in crisis

- ▶ Increase in people facing homelessness
- ▶ Increase in the length of time people face homelessness
- ▶ Investments in affordable housing and supports are not enough
- ▶ Nanaimo's population is growing & the problem will only get worse
- ▶ More action is needed by senior levels of government



Conclusion

- ▶ Thank you to the City of Nanaimo and the Health & Housing TaskForce for their work
- ▶ Development of the Health & Housing TaskForce has been essential in making progress
- ▶ The Health and Housing Action Plan is the next big step to address health and housing priorities
- ▶ Strong leadership will be required to put the plan into action
- ▶ We must continue to work together to see further progress and a decline in homelessness and the impacts on our community



MINUTES
SPECIAL MAYOR'S TASK FORCE ON RECOVERY AND RESILIENCE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
FRIDAY, 2020-JUL-31, AT 9:02 A.M.

Present: Mayor Krog, Chair
Councillor T. Brown (joined electronically)
J. Byrne, Regional Managing Partner, Vancouver Island, MNP
D. Hais, Board Chair, Nanaimo Port Authority
D. Saucier, President and Vice-Chancellor, Vancouver Island University (joined electronically)
S. Madden, Executive Director, United Way (joined electronically)
I. Simpson, Chief Executive Officer, Petroglyph Development Group, Snuneymuxw First Nation

Staff: J. Rudolph, Chief Administrative Officer
S. Legin, General Manager, Corporate Services
B. Mackay, Director, Information Technology
S. Gurrie, Director, Legislative Services
J. Vanderhoef, Steno, Legislative Services
K. Lundgren, Recording Secretary

1. CALL THE SPECIAL MAYOR'S TASK FORCE ON RECOVERY AND RESILIENCE MEETING TO ORDER:

The Special Mayor's Task Force on Recovery and Resilience Meeting was called to order at 9:02 a.m.

2. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

3. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Special Mayor's Task Force on Recovery and Resilience Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Friday, 2020-JUL-17 at 9:01 a.m. be adopted as circulated. The motion carried unanimously.

4. PRESENTATIONS:

(a) Regional District of Nanaimo

Daniel Pearce, General Manager, Transit and Emergency Services, Regional District of Nanaimo (RDN), provided a PowerPoint presentation regarding public transit. Highlights included:

- Operator and public health safety updates due to COVID-19:
 - March 19 – Implemented rear door boarding, eliminated fare collection and decreased transit capacity to 15 to 20 riders
 - March 25 – Transit service reduced
 - April 3 – Route 25 Departure Bay ferry terminal shuttle discontinued
 - April 15 – Implemented a temporary Duke Point ferry terminal shuttle
 - June 1 – Returned to front door boarding, driver shields installed, reinstated fare collection
 - June 3 – Increased transit capacity to 35 riders
- RDN Transit has been a leader provincially on implementing temporary driver shields, and is currently working towards installing permanent driver shields
- Prior to COVID-19, 9% ridership growth from 2017 to 2019
- Ridership decreased 60% after March 2020 due to COVID-19
- Currently operating at 12% reduced service and preparing to return to full service in September
- No transit runs were missed due to staff shortages during COVID-19
- To ensure safety, busses are being cleaned regularly and riders are encouraged to wear masks
- 2020 and 2021 transit projects include:
 - Transit redevelopment strategy (fleet realignment, fare review, transit network review and 5-year business plan)
 - Developments and upgrades to transit exchanges
 - Interregional transit to the Cowichan Valley

Task Force discussion took place. Highlights included:

- Expected loss of \$2.1 million, and potential funding anticipated from the Federal Government and Province of BC (amount unconfirmed)
- Transit expansion delayed in part due to COVID-19
- Transit exchange development incorporating a blend of on-street and off-street exchanges

Larry Gardner, Manager of Solid Waste, Regional District of Nanaimo, provided a PowerPoint presentation regarding solid waste. Highlights included:

- The term “circular economy” first expressed in 1966
- Waste diversion positively impacts both the environment and the economy
- The solid waste management plan includes initiatives on waste diversion and improved services for residents through mandatory source separation and waste hauler licensing
- Barriers to industry growth include challenges with land use to site facilities
- Noted drastic changes in the management of end-of-life materials over the past 30 years

Task Force discussion took place regarding the sorting of contaminated materials and soils.

(b) School District 68 Strategic Plan Overview

Scott Saywell, Superintendent, School District 68, provided a PowerPoint presentation. Highlights included:

- School District 68 consists of over 14,700 students, 28 elementary schools, 7 secondary schools, 1 distributed learning school (Island ConnectEd), and 2,200 employees
- Additional programs include Learning Alternatives, Island ConnectEd and Career Technical Centre
- Canada is highly ranked by the Programme for International Student Assessment (PISA) in mathematics, reading and science
- 2019-2023 Strategic Plan goals include:
 - Continuous improvement of instruction and assessment
 - Safe, caring and healthy learning and working environment
 - Environmental stewardship and sustainability
 - Truth and reconciliation
- \$16 million upgrade to expand Hammond Bay school by 10 classrooms to accommodate the high demand for French Immersion schools
- Seismic upgrades to Pleasant Valley and Cilaire schools to be completed September 2022
- Other projects include new childcare spaces and the Te'tuxwtun Project
- The five stages for schooling during the pandemic:
 - Stage 5 – Remote learning (no in-class instruction)
 - Stage 4 – Remote learning with exceptions
 - Stage 3 – In-class and remote learning
 - Stage 2 – Learning groups: full time in class
 - Stage 1 – Learning as usual
- Planning a Stage 2 return to classrooms with cohorts of a maximum of 60 elementary students and 120 high school students
- Focus placed on vulnerable students

Task Force discussion took place. Highlights included:

- Graduation rates 83% for the population as a whole and 70% for indigenous students
- Food program, serving approximately 1,000 families, provided connection with students during COVID-19 remote learning
- Recognition of mental health issues and where to access help

(c) Innovation Island Technology Association

Jennifer Hufnagel, General Manager, Innovation Island Technology Association, and Graham Truax, Executive Director and EiR, Innovation Island Technology Association, provided a PowerPoint presentation regarding their Digital Economy program and other tech-sector issues and opportunities. Highlights included:

- Innovation Island is a non-profit, industry based organization with a mission to support technology entrepreneurs
- Over 300 businesses in the Digital Economy Restart, Recover, Reimagine (DER3) program

- DER3 designed to help businesses enter or expand into the digital economy by providing one-on-one business assessments and recommendations
- The program is open to businesses of any size and sector
- Onboarding process starts as an online application followed by an intake meeting, an online presence assessment, and the creation of an Immediate Action Plan. Process can then be escalated to a business advisor and the creation of a Business Action Plan
- COVID-19 has pushed many physical companies online where they are struggling to compete
- A large portion of the market base is unsure on how the market is going to change in relation to changes in the economy

Task Force discussion took place. Highlights included:

- Most competitors are embracing technologies and there is a need to help traditional businesses adapt
- Focusing on the fundamental attributes that draw people to Nanaimo and are within the City's influence and control
- Understanding that going digital is a process that takes time
- The role that Nanaimo plays as a municipality to attract and retain technology companies
- Providing assistance and identifying sectors of the non-profit industry that are struggling to adapt

(d) Update from Snuneymuxw First Nation

Ian Simpson, Chief Executive Officer, Petroglyph Development Group, Snuneymuxw First Nation, provided updates on the projects Snuneymuxw First Nation is working on, such as their involvement in the Courtyard by Marriott hotel project and a 26 unit townhome development.

5. PROCEDURAL MOTION:

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

Section 90(1) A part of the Council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- (n) the consideration of whether a Council meeting should be closed under a provision of this subsection or subsection (2); and,

Community Charter Section 90(2):

- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

The motion carried unanimously.

The Task Force moved In Camera at 10:36 a.m.

The Task Force moved out of In Camera at 12:04 p.m.

6. ADJOURNMENT:

It was moved and seconded at 12:04 p.m. that the meeting adjourn. The motion carried unanimously.

C H A I R

CERTIFIED CORRECT:

CORPORATE OFFICER

MINUTES
HEALTH AND HOUSING TASK FORCE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2020-SEP-02, AT 3:04 P.M.

Present: Councillor Bonner, Chair
Councillor Hemmens, Chair
Anita LaHue, A/Director Partnerships and Strategic Initiatives Strategic Services Branch, Service Delivery Division, Ministry of Social Dev and Poverty Reduction (joined electronically)
Kim Smythe, CEO, Chamber of Commerce (joined electronically)
Signy Madden, Executive Director, United Way (joined electronically)
John McCormick, Executive Director, John Howard Society (joined electronically)
Lisa Fletcher, Inspector, Police Services (joined electronically)

Absent: Jan Fix, Director Program Delivery, Service Canada
Keva Glynn, Executive Director, Mental Health and Substance Use
Jason Harrison, Executive Director, Canadian Mental Health Association
Councillor Emmy Manson, Snuneymuxw First Nation
Malcolm McNaughton, Director Regional Development, BC Housing
Lisa Murphy, Director, Mental Health and Substance Use, Island Health

Staff: J. Rudolph, Chief Administrative Officer
D. Lindsay, General Manager, Development Services
B. Corsan, Director, Community Development
F. Farrokhi, Manager, Communications (joined electronically)
K. Kronstal, Social Planner, Community Planning
D. Stewart, Social Planner, Community Planning
S. Snelgrove, Deputy Corporate Officer
K. Lundgren, Recording Secretary

1. CALL THE HEALTH AND HOUSING TASK FORCE MEETING TO ORDER:

The Health and Housing Task Force Meeting was called to order at 3:04 p.m.

2. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda, be adopted. The motion carried unanimously.

3. ADOPTION OF THE MINUTES:

It was moved and seconded that the following Minutes be adopted as circulated:

- Minutes of the Health and Housing Task Force Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Monday, 2020-JUL-20 at 9:00 a.m.

- Minutes of the Special Health and Housing Task Force Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2020-JUL-22 at 3:00 p.m.

The motion carried unanimously.

4. PRESENTATIONS:

(a) Dr. Alina Turner, CEO HelpSeeker re: Recommendation/Priorities Overview

Dr. Alina Turner, CEO HelpSeeker, provided a PowerPoint presentation. Highlights included:

- Draft Nanaimo Health & Housing Action Plan (HHAP) in final stages
- Validation labs are still underway in the community and the HHAP will be returning to the Task Force as a final document for review
- Working group looking into governance options for implementation
- March design labs included 200 participants
- Indigenous engagement currently underway
- The goals of the design labs include validating the direction of the HHAP, generating ideas from the community, ensuring the HHAP is well-coordinated, human-centered, and embraced by the community and to listen to stakeholders and people with lived/living experience
- Governance and implementation options will be presented at the next Health and Housing Task Force Meeting
- Two commitments of the HHAP include ‘truth and reconciliation’ and ‘challenging discrimination and stigma’
- Once the HHAP strategies and actions are validated, the next steps include further defining roles and sub actions
- Six priority directions have emerged so far in the validation process
- Priority 1: Ecosystem Coordination
 - Develop a community-based governance model
 - Designating a lead Systems Planner Organization and dedicated staff to coordinate plan activities
 - Develop and implement an integrated data management strategy to measure progress and share information from the database
 - Creation of a Funders Table to maximize resources
 - Need service provider coordination to ensure alignment with the 600 service providers
 - Supporting improvement and innovation across the ecosystem

Task Force discussion took place. Highlights included:

- The role of the System Planner Organization
- Future meeting to review potential candidates as System Planner Organization and the consideration for a new arms-length entity if there isn’t an organization that has the capacity

Dr. Alina Turner, CEO HelpSeeker, continued her presentation. Highlights included:

- Priority 2: Leadership and Engagement
 - Ensure community awareness and engagement in HHAP activities
 - Developing a Coordinated Interfaith Action Council for support across faith communities
 - Supporting the HHAP through strong advocacy efforts
 - Real-time data monitoring to track implementation progress and provide accountability to the community
 - Communicate HHAP goals and progress on either a quarterly or annual basis
 - The distinction between lived and living experience
 - Enhancing a sense of belonging and wellbeing within the community

Task Force discussion took place regarding condensing points 2, 3 and 8 on the “Priority 2: Leadership and Engagement” PowerPoint Slide.

Dr. Alina Turner, CEO HelpSeeker, continued her presentation. Highlights included:

- Priority 3: Prevention
 - Increase awareness on how to access services for diverse populations
 - Online systems map using the HelpSeeker platform currently with 600 service providers
 - Implementing Integrated Coordinated Access and the consideration for accurate access points based on different demographics (Indigenous people, seniors, families and youth)
 - Training for natural navigators such as schools, libraries, community centres and recreation facilities
- Priority 4: Complex Needs Capability
 - Ensure consistent practices across service providers
 - The coordination of multiple Complex Needs Action Tables to avoid duplicated efforts
 - Create and resource Health and Housing Intervention Teams as frontline workers for immediate engagement with complex needs and vulnerable clients
 - “Opportunity Centre” to bring together diverse key services as well as basic services
 - Ensuring access to basic human hygiene services such as clean water, toilets, and safe, low barrier spaces
 - Creating peer networks of individuals who have come out of homelessness themselves
 - Community safety measures for downtown businesses and neighbourhoods impacted by the effects of homelessness
 - Other municipalities have peer community ambassadors, with lived experience of homelessness, to act as a liaison during conflicts
 - Ways to provide community safety that benefit everyone, such as peer employment opportunities

Task Force discussion took place. Highlights included:

- The readiness, engagement and capability of various service providers for service delivery

- The validation labs happening over the next two weeks include BC Housing, Island Health and United Way

Dr. Alina Turner, CEO HelpSeeker, continued her presentation. Highlights included:

- Priority 5: Poverty Reduction
 - Encouraging businesses to provide living wages and encourage purchasing from vendors that provide living wages
 - Alternative transportation options such as community based ride share options
 - Increase financial, employment and training supports
 - Support community economic development
 - Social innovation fund to encourage creative solutions in the ecosystem
 - Food security measures, such as a community garden, to support healthy lifestyles
- Priority 6: Diverse Housing Options
 - Creating a link between the HHAP and the City's 2018 Affordable Housing Strategy
 - Detox treatment and transition housing identified as a gap in the community
 - Opportunities through different levels of government to create grants/support for low income households
 - Track and report process to enable public accountability
 - Expand rent supplement for market units
 - Encourage formal and informal landlord engagement strategy

It was moved and seconded that the Health and Housing Task Force defer consideration of

- Agenda Item 6(a) Discussion re: Integrated Coordinated Access (ICA) Technician Position; and,
- Agenda Item 7(a) Letter dated 2020-JUN-08 from Bonnie Henry, MD, MPH, FRCPC, Provincial Health Officer, re: Homeless Encampment Health Issues Guidelines in the Context of COVID-19

to the 2020-SEP-16 Health and Housing Task Force Meeting. The motion carried unanimously.

5. REPORTS

(a) Discussion re: Integrated Coordinated Access (ICA) Technician Position

Karin Kronstal, Social Planner, Community Planning, advised updated information regarding the Integrated Coordinated Access technician will be brought forward to the next meeting.

6. ADJOURNMENT:

It was moved and seconded at 5:01 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

MINUTES
FINANCE AND AUDIT COMMITTEE MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,
80 COMMERCIAL STREET, NANAIMO, BC
WEDNESDAY, 2020-SEP-16, AT 9:00 A.M.

Present: Mayor L. Krog, Chair
Councillor S. D. Armstrong
Councillor D. Bonner
Councillor T. Brown
Councillor B. Geselbracht
Councillor E. Hemmens
Councillor Z. Maartman
Councillor I. W. Thorpe
Councillor J. Turley

Staff: J. Rudolph, Chief Administrative Officer
R. Harding, General Manager, Parks, Recreation and Culture
D. Lindsay, General Manager, Development Services
B. Sims, General Manager, Engineering and Public Works
S. Legin, General Manager, Corporate Services
L. Mercer, Director, Finance
P. Rosen, Director, Engineering
W. Fulla, Manager, Business, Asset & Financial Planning
D. Bailey, Manager, Accounting Services
F. Farrokhi, Manager, Communications
J. Matheson, Senior Accountant
S. Gurrie, Director Legislative Services
J. Vanderhoef, Recording Secretary

1. CALL THE FINANCE AND AUDIT COMMITTEE MEETING TO ORDER:

The Finance and Audit Committee Meeting was called to order at 9:00 a.m.

2. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

3. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2020-JUL-15 at 9:00 a.m. be adopted as circulated. The motion carried unanimously.

4. REPORTS:

(a) Public Works Facility Upgrades

Introduced by Bill Sims, General Manager, Engineering and Public Works.

Presentation:

1. Poul Rosen, Director, Engineering, provided a PowerPoint presentation. Highlights included the following:

- Noted challenges:
 - Buildings have been added to over the years, many parts of the buildings are trailers that were intended to be temporary structures but became permanent
 - Buildings are typically beyond their useful life span and are being sustained through maintenance
 - Detailed condition assessments have been completed and a report is being prepared
 - Buildings are at, or beyond, capacity with no room for future growth
 - The size of vehicles in the fleet has increased since the fleet maintenance facility was built resulting in repairs being made to vehicles outside
- Noted risks:
 - Seismic screening assessment identified the fleet maintenance facility as a high risk, creates Staff safety concerns and concerns related to disaster response/recovery situations when fleet must be maintained
 - Front entrance requires more securities and controls
- Noted opportunities:
 - Previous discussion regarding consolidation/collaboration projects between the Parks and Recreation department, Public Works department and the Engineering department
 - Providing room for growth to meet the needs of the community
 - Enhance reliability in the event of a natural disaster and provide an emergency response centre for Public Works
- Conducted a space needs assessment to review gaps in current needs compared with the anticipated needs
- Next step is to develop a project plan that includes architectural concepts, cost estimates and a funding plan for replacing these facilities

Committee discussion took place regarding the following:

- Providing a cost break down of all capital projects needing to be completed
- Estimated project cost ranges between \$30 - \$50 million
- Public Works being central to the delivery of basic services to the community and the building being long overdue for replacement

- Estimated timeframe for this project moving forward – potentially 4 – 5 years to complete process
- Fire Rescue services potentially relocating their training centre which could provide an opportunity to expand into that area and accommodate future growth
- Size of the site creating limitations and the possibility of a two story design for fleet services and administration
- Impact of the \$200,000 funding request on the existing financial plan – Stewart Avenue storm/sewer project has been delayed and funds would be reallocated from there
- Size of the site and if this is the optimal location for future growth - central location of the site and its industrial zoning are assets to this location for fleet deployment

It was moved and seconded that the Finance and Audit Committee recommend that Council allocate \$200,000 from the existing 2020 - 2024 Financial Plan to further develop an architectural concept and cost estimate for renewal of the Public Works facility. The motion carried unanimously.

(b) Federation of Canadian Municipalities, Municipal Asset Management Program

Introduced by Shelley Legin, General Manager, Corporate Services.

Laura Mercer, Director, Finance, spoke regarding the need for a Council recommendation to complete the grant application, which, if successful, would provide \$50,000 to conduct the Level of Services Study: Asphalt.

Committee discussion took place regarding how the grant application relates to the previous work done to assess the condition of asphalt.

Bill Sims, General Manager, Engineering and Public Works, noted that this is an extension of the asphalt work to assess the condition of the asphalt and the next step is community consultation.

It was moved and seconded that the Finance and Audit Committee recommend that Council commits to conducting the Level of Service Study: Asphalt as detailed in the grant application to the Federation of Canadian Municipalities, Municipal Asset Management Program, and commits \$100,000 for 2021 in the 2021 – 2025 Financial Plan toward the costs of this initiative if the grant is successful. The motion carried unanimously.

(c) Consideration of New Permissive Tax Exemption Applications

Laura Mercer, Director, Finance, spoke regarding the following:

- All applications have met the requirements as outlined in the grant policy guidelines
- Some of the applications are already included in the list of Permissive Tax Exemptions and these applications relate to new properties the applicants have relocated to or acquired
- Applications from the Nanaimo Community Gardens and the Society for Equity, Inclusion and Advocacy are applying for the first time

Committee discussion took place regarding the following:

- Estimated property taxes being based on property assessments and square footage of the space used
- Previous core services review requested a review of the permissive tax exemption process and Staff plan to begin notifying participants this fall with a review planned for the beginning of 2021

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

1. Award a permissive tax exemption for the 2021 tax year to the Nanaimo Community Gardens Society for property that is being leased at 2300 Bowen Road (Beban Park);
2. Award a permissive tax exemption for the 2021 tax year to the Island Crisis Care Society for property donated at 3413 Littleford Road;
3. Award a permissive tax exemption for the 2021 tax year to the Society for Equity, Inclusion and Advocacy for space being leased at #403 – 489 Wallace Street;
4. Award a permissive tax exemption for the 2021 tax year to the Nanaimo Brain Injury Society for space being leased at #101 – 235 Bastion Street;
5. Award a permissive tax exemption for the 2021 tax year to the Vancouver Island Mental Health Society for property owned at 285 Rosehill Street; and,
6. Award a permissive tax exemption for the 2021 tax year to the Nanaimo Unique Kids Organization for property purchased at 60 Needham Street.

The motion carried unanimously.

- (d) Quarterly Purchasing Report (Single and Sole Source, Purchases in Excess of \$250,000 and Instances of Non-Compliance Purchases)

Laura Mercer, Director, Finance, noted that to date there were no instances of non-compliance.

- (e) Operating Results for the Six Months Ending 2020-JUN-30

Laura Mercer, Director, Finance, spoke regarding the following:

- COVID-19 has significantly effected the City's operations
- Anticipate a deficit of \$2.98 million at 2020-DEC-31
- Staff have attempted to mitigate the deficit by:
 - Redeploying Parks, Recreation and Culture staff to seasonal positions instead of hiring additional staff
 - Only filling additional position in critical situations
 - Implemented cost saving measures at the Vancouver Island Conference Centre (VICC)
 - Cut expenditures such as Staff travel, conferences, space rentals and in some cases service contracts
- Staff continue to look for cost savings and apply for grant funding to reduce the anticipated deficit
- A General Fund deficit will be off-set by up to \$2.8 million previously set aside from the 2019 Operating Surplus

- If the deficit is larger than \$2.8 million Staff will need to request funds from the Financial Stability Reserve to cover the difference; however, any funds taken from that reserve must be repaid
- Cash flows are doing well with approximately 90% of tax revenue collected at 2020-SEP-15
- Breakdown of anticipated deficit totalling \$2.98 million:
 - General Fund anticipated deficit of \$1.1 million
 - Sewer Fund anticipated deficit of \$27,000
 - Water Fund anticipated deficit of \$398,400
 - In addition to these funds Staff must account for a loss on disposal of assets that were retired before their end of life and estimate a \$700,000 cost for this
 - Funding for the Post Employment Benefit Liability estimated at \$700,000
- Biggest driver of the deficit within the General Fund is the RCMP Severance Expense. Previously underestimated quotes resulted in an additional \$1.5 million expense which needs to be incorporated into the financial statements

Committee discussion took place regarding repaying the RCMP Severance Expense in instalments over the next 13 years.

Laura Mercer, Director, Finance, noted that Staff plan to spread payments over the next 13 years.

Laura Mercer, Director, Finance, spoke regarding the following:

- COVID-19 response costs are estimated at \$330,000 for the year
- There is a loss of casino revenue estimated at \$655,000 and a parking operations loss estimated at \$382,000
- There has been a reduction in benefit costs of approximately \$250,000 and Parks, Recreation and Culture operations are projecting a surplus of \$738,000 due to facility closures

Committee discussion took place regarding how Nanaimo is faring in comparison to other comparable municipalities.

Laura Mercer, Director, Finance, spoke regarding the challenge of comparing other municipalities due to the different types of services provided and different approaches taken to address COVID-19.

Jake Rudolph, Chief Administrative Officer, noted that due to cost overtures a review of sanitation services is being done to inform the 2021 budget. This is an example of the uncertainties heading into the 2021 budget and the attempts being made to learn and adapt to how things might change.

Committee discussion took place regarding the following:

- Commended the work being done by Staff
- Process for withdrawing funds from the Financial Stability Reserve if needed
- Potential ways to reduce tax increases to citizens

- RCMP debt and potential costs resulting from ongoing union negotiations
- Council being kept up-to-date on projections and how decisions will impact the budget

(f) Council Expenses for the Six Months Ending 2020-JUN-30

Introduced by Laura Mercer, Director, Finance.

(g) Project Results for the Six Months Ending 2020-JUN-30

Laura Mercer, Director, Finance, spoke regarding the following:

- Report changed from past years to include operating projects and not just capital projects to make it more consistent when reviewing budget reports
- Total budget was just over \$90.5 million
- Just over \$64 million spent to date
- Funds available for all projects is \$26.4 million

Committee discussion took place regarding the following:

- Method of grouping projects: concurrent projects versus all other projects
- Status of completed and in progress projects and the process for identifying which projects are started first

Bill Sims, General Manager, Engineering and Public Works, noted that project managers discuss what projects should begin and at what stage; however, often projects do not coincide with the fiscal year and so some projects extend into the next year.

- Funding related to the Jingle Pot flashing lights project
- COVID-19 and delays in completion of projects – minimal impacts in timeframes
- No applications received for the CleanBC Better Homes rebate
- Action being taken on the Nanaimo sign project
- Balance of the Daily Drop-in Centre funding at \$200,000 and costs allocated towards Dr. Turner's work for the Health and Housing Task Force

5. ADJOURNMENT:

It was moved and seconded at 10:07 a.m. that the meeting adjourn. The motion carried unanimously.

CERTIFIED CORRECT:

CHAIR

CORPORATE OFFICER

MINUTES
HEALTH AND HOUSING TASK FORCE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2020-SEP-16, AT 3:02 P.M. – 5:00 P.M.

- Present:** Councillor Bonner, Chair
Councillor Hemmens
L. Fletcher, A/OIC, RCMP
Heidi Hartman (joined electronically 3:37 p.m., disconnected 4:30 p.m.)
Jason Harrison, Executive Director, Canadian Mental Health Association
Anita LaHue, A/Director Partnerships and Strategic Initiatives Strategic Services Branch, Service Delivery Division, Ministry of Social Dev and Poverty Reduction (vacated 3:30 p.m.)
Terra Kaethler, Impact Officer, United Way
Signy Madden, Executive Director, United Way
Councillor Emmy Manson, SFN (joined electronically 3:14 p.m., disconnected 4:18 p.m.)
John McCormick, Executive Director, John Howard Society
Lisa Murphy, Director, MHSU, Island Health (joined electronically 3:07 p.m.)
Kim Smythe, CEO, Chamber of Commerce
Marina White, Snuneymuxw First Nation (joined electronically 3:29 p.m., disconnected 4:18 p.m.)
- Absent:** Malcolm McNaughton, BC Housing
Jan Fix, Director Program Delivery, Service Canada
Lisa McHaffie, Service Manager
Virginia Fenton, Director of Programs, John Howard Society
Keva Glynn, Executive Director, Mental Health and Substance Use
- Staff:** J. Rudolph, Chief Administrative Officer
D. Lindsay, General Manager, Development Services
B. Corsan, Director, Community Development
F. Farrokhi, Manager, Communications
L. Bhopalsingh, Manager, Community Planning
D. Stewart, Social Planner (joined electronically)
K. Kronstal, Social Planner
S. Snelgrove, Deputy City Clerk
K. Gerard, Recording Secretary

1. CALL THE HEALTH AND HOUSING TASK FORCE MEETING TO ORDER:

The Health and Housing Task Force Meeting was called to order at 3:02 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Remove Agenda Item 5(a) – Signy Madden, Executive Director, United Way re: Nanaimo 2020 Point-In-Time Homelessness Count Results

- (b) Add Agenda Item 5(a) – Sheila Malcolmson, MLA, to provide an announcement re: Navigation Centre.
- (c) Add Agenda Item 5(b) - PowerPoint presentation from Dr. Alina Turner, CEO, HelpSeeker, titled “Updates and Transition Planning”.
- (d) Agenda Item 7(a) – Discussion re: Draft Integrated Coordinated Access (ICA) Technician Position – Replace Attachment A with revised ICA Tech Job Description.

3. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Health and Housing Task Force held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2020-SEP-02, at 3:04 p.m. be adopted as circulated. The motion carried unanimously.

5. PRESENTATIONS:

(a) Sheila Malcolmson, MLA re: Navigation Centre

Sheila Malcolmson, MLA, provided the Health and Housing Task Force with an update regarding the Province’s response to COVID-19 and the Navigation Centre and advised:

- COVID-19 pandemic responses and long term commitment decisions are moving quickly
- 2020-SEP-16 the expansion of safe supply prescription alternative was ordered by Dr. Bonnie Henry
- As of this morning criteria only includes overdose risk and the order authorizes registered and psychiatric nurses the ability to prescribe safe supply drugs
- Link to the press release will be sent to the Chairs of the Health and Housing Task Force
- On 2020-SEP-16 it was announced that Nanaimo was the successful Vancouver Island community for the homelessness Navigation Centre pilot project
- 60 beds in the City of Nanaimo will become available along with resources homeless people need to become permanently housed
- The Situation Table Program is moving forward and will encourage communication between different resources and social services to breakdown silos between different agencies
- Nanaimo Homelessness Coalition members have received correspondence regarding three (3) grant opportunities, which include:

1. Support operators of existing bed based treatment services that were challenged by COVID-19-19, deadline for applications closes September 18, 2020
2. 50 – 70 new publically funded treatment beds and the grant is currently open for applications
3. 123 new beds for youth (ages 15 – 24) involving substance abuse and withdrawal treatment options which is a 36 million funding grant

(b) Presentation from Dr. Alina Turner, CEO, HelpSeeker - Updates and Transition Planning

Dr. Alina Turner, CEO, HelpSeeker provided the Health and Housing Task Force with a PowerPoint presentation titled "Updates and Transition Planning". Highlights included:

- Community engagement process is ongoing with some design labs completed and submitted, completed but not yet submitted and 3 which have not yet taken place including Families, Youth and Homelessness and Accessibility and Inclusiveness
- Community engagement includes live forums and stakeholder engagement
- Feedback from all engagement/design labs will be compiled and sent to the Health and Housing Task Force once completed
- Recommendations are tailored with ant-colonialism and anti-racism embedded in
- Commitment 1: Truth and Reconciliation. Highlights include:
 1. Education and awareness
 2. Supporting local capacity for Indigenous housing and social supports
 3. Exploring the potential for a Indigenous Cultural Healing Centre (Snuneymuxw First Nation [SFN] to lead)
 4. Ensuring a minimum of 30% Indigenous representation on governance and coordination tables
 5. Support programming to address intergenerational trauma
 6. Educate and encourage landlords to rent to Indigenous people and support cultural practices
 7. Develop Integrated Coordinated Access with access point specific to Indigenous points
- Ensure SFN's input is taken in account when creating access sites
- Racism is experienced within housing providers and in support services in Nanaimo and need to finding methods to ensure this does not continue to occur

Task Force discussion took place. Highlights included:

- Ensuring that SFN is at the decision table and recognizing their distinct culture
- SFN is currently working with BC Housing on acquiring housing on the reserve
- Lack of opportunity for Indigenous people and include supports for SFN to operate their own social housing sites

Dr. Alina Turner, CEO, HelpSeeker, continued her presentation:

- Commitment 2: Challenging Discrimination and Stigma. Highlights include:
 1. Developing innovative community engagement and public education regarding mental health, substance use, crime, safety, racism and discrimination
 2. Removing stigma and challenging negative public perceptions
 3. Service navigation should be available and accessible to diverse groups
 4. Trauma-informed and culturally appropriate engagement
- Lived experience engagement session feedback included ensuring there is more community engagement and public education regarding mental health and substance abuse
- Conversations need to start happening regarding the role of the City of Nanaimo, service providers, stakeholders and who, specifically, needs to be involved in the launch and operation of the integrated systems mapping program
- Priorities 1: Ecosystem Coordination, which includes:
 1. Development of a community based governance model that will act as the stewardship group/board of directors to provide oversight and management
 2. Support and resource dedicated staff to coordinate plan activities
 3. Support continuous improvement and innovation activities across the ecosystem
- Systems planner organization to deliver performance management, engage in research and development, compile data management, information systems and facilitate stakeholders
- Feedback received so far includes skepticism that the plan will be realized after the engagement sessions end and data is compiled
- Governance recommendations include:
 1. Revamp health and housing task force as stewardship group for the action plan and implementation oversight with a link to Council but does not serve Council
 2. System plan organization needs to focus on local needs and plays a key role in ensuring all partners contribute
 3. Ensuring engagement with the business community to access resources and develop a cost share function
- Complete the Assessing Options chart as a group and ensure any other resources are included such as the Nanaimo Homelessness Coalition
- Kelowna created a Systems Planner Organization which focused on accountability for strategy implementation
- Reviewed an example rollout from Kelowna which included the start up, ramp up and transition from a task force to a new model
- Costs included in the Kelowna example rollout included start up fees and full implementation costs per year
- Initiate discussions regarding roles, buy-in implementation and high level actions such as systems planner organization and stakeholders/investor tables
- Upcoming topics for October and November include:
 1. Transition planning and implementation roles discussions
 2. Plan launch approach

3. Project wrap up
4. Plan rollout

Task Force discussion took place. Highlights included:

- Ensuring the work, feedback and engagement outcomes from the design labs are properly presented and received and what role does the City play
- How to address social issues, truth and reconciliation and economic development in Nanaimo
- Maintaining businesses and attracting new businesses to Nanaimo especially in the downtown core with the social issues ongoing
- Suggested bringing the Economic Development Task Force and the Health and Housing Task together as a arm's length organization to address social and economic issues
- This organization could encourage equitable and sustainable growth while tackling social issues from a business and community approach
- Organization would advocate to the Province and Federal Government together which has been proven in the City of Duncan to be effective
- Vancouver Island University's (VIU) involvement and how to encourage a strong connection to VIU through this process
- Ensuring there are clear guidelines to decision making, accountability and funding
- Exploration of creating this organization could encourage balancing of resources responsibilities and communication between agencies
- Proposed new organization aligns with the work the City, other task force's and committees are currently doing
- City of Duncan and the Cowichan Valley Regional District are examples of municipalities working and advocating together with resources, agencies and community partners
- Learn best practices from other multi-agency responses and how to implement those best practices here in Nanaimo

It was moved and seconded that the City of Nanaimo collaboratively through the Health and Housing Task Force and Economic Development Task Force explore an arms-length organization that includes economic development and social development planning coordination. The motion carried unanimously.

6. REPORTS:

(a) Discussion re: Draft Integrated Coordinated Access (ICA) Technician Position

Introduced by Karin Kronstal, Social Planner.

Signy Madden, Executive Director, United Way, provided the task force with a review of the funding for the Integrated Coordinated Access Technician Position. Highlights included:

- The position will be funded through the Reaching Home Fund that is managed by the United Way

- Awarded 5 years of funding for the coordinated access system and must be used for the development and implementation of the program
- In order to keep the funding it must be spent by the end of each fiscal year and the community is obligated to develop the coordinated access system or the funding will be lost
- Priority of the position will be to bring organizations and resources together, compile data and manage the implementation of the program with the goal of having the program up and running in the next year and a half

Task Force discussion took place. Highlights included:

- How to identify challenges, initiate conversations and bring groups together
- Concerns regarding the position being temporary and how that will affect the pool of applicants

E. Manson and M. White disconnected from the meeting at 4:18 p.m.

- Merging the coordinated access system with the Homeless Individuals and Families Information System (HIFIS)
- The goal is to continue to expand the use of HIFIS and incorporate all data in Nanaimo into one central location

(b) David Stewart, Social Planner, Community Planning Section re: BC Housing Navigation Centre

David Stewart, Social Planner, Community Planning, provided the Health and Housing Task Force with a verbal update regarding the BC Housing Navigation Centre. Highlights included:

- Nanaimo has been selected for a Navigation Centre pilot project
- Currently the City is working with BC Housing to select an operator and location for the Navigation Centre
- Bridge to housing model which will include 24 support and use of the coordinated access system
- Staff have heard from other service providers requesting their participation in the creation of and assistance at the Navigation Centre
- Staff will continue to update Task Force members on their progress with BC Housing
- Nanaimo and Vancouver were chosen for the pilot project and Vancouver has already created and sent out their Request for Proposals (RFP) for the operator of the site
- BC Housing will utilize Vancouver's RFP as a learning tool to ensure best practices and outcome for the Nanaimo RFP

7. OTHER BUSINESS:

- (a) Letter dated 2020-JUN-08 from Bonnie Henry, MD, MPH, FRCPC, Provincial Health Officer, re: Homeless Encampment Health Issues Guidelines in the Context of COVID-19-19
-

Task Force discussion took place. Highlights included:

- Guidelines depend on the amount of people at encampment sites and the level of services needed
- Challenges moving forward include the complexity of the individuals at the sites and services needed to help each individual
- Have looked at best practices in other municipalities and compared to the homeless in Nanaimo where some individuals may be less likely to follow the guidelines
- Nanaimo needs to have a lot of support, wrap around resources and infrastructure in place to house and help these individuals

- (b) Discussion regarding the Extension of the Health and Housing Task Force

Task Force discussion took place. Highlights included:

- Extension needed to accommodate validation labs with Dr. Turner that are currently underway
- Task Force members require time to go over results of design labs

It was moved and seconded that the Health and Housing Task Force recommend that Council extend the mandate of the Health and Housing Task Force to November 30, 2020. The motion carried unanimously.

8. ADJOURNMENT:

It was moved and seconded at 4:34 p.m. that the meeting adjourn. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

Please click on the link below to access the Agenda from the Health and Housing Task Force meeting held on 2020-SEP-16.

<https://pub-nanaimo.escribemeetings.com/FileStream.ashx?DocumentId=31428>

Please click on the link below to access the Agenda from the Finance and Audit Committee Meeting held on 2020-SEP-16

<https://pub-nanaimo.escribemeetings.com/FileStream.ashx?DocumentId=31457>

Please click on the link below to access the 2020-SEP-21 Governance and Priorities Committee Agenda

<https://pub-nanaimo.escribemeetings.com/FileStream.ashx?DocumentId=31548>

DATE OF MEETING September 28, 2020

AUTHORED BY DAVID LABERGE, MANAGER COMMUNITY SAFETY

SUBJECT UNSAFE CONDITION – 4063 OLD SLOPE PLACE

OVERVIEW

Purpose of Report

To inform Council that the property at 4063 Old Slope Place has an opened excavation and rebar, creating an unsafe situation.

Recommendation

That Council:

1. Issue a Remedial Action Order at 4063 Old Slope Place pursuant to Sections 72, 73, 74 of the *Community Charter*;
2. Direct Staff or its authorized agents to take action in accordance with Section 17 of the *Community Charter* without further notice and at the owner's expense, if said remedial action is not undertaken within 30 days of Council's resolution; and
3. Direct the remedial action to consist of filling in the excavation or secure the property with fencing and remove the steel rebar.

BACKGROUND

The property at 4063 Old Slope Place is a vacant lot that has been partially excavated and left undeveloped. A development permit (DP000835) was approved in 2015 and expired in 2017. A renewed application was submitted in 2018 and later canceled. The property was sold to the current owner in June 2020.

A complaint has been received regarding the excavation, as it is a falling hazard and has large pieces of rebar protruding from the ground; there is no fencing around the property.

A Bylaw Enforcement Officer attended the site and confirmed the excavation and rebar is in a potentially unsafe condition. The property owner was notified of the complaint by registered mail on 2020-AUG-24, with direction to fill in the excavation, remove the steel rebar, or secure the property with metal fencing forthwith.

DISCUSSION

Division 12 of the *Community Charter* permits Council to impose remedial action requirements in relation to a natural or artificial opening in the ground if it is considered to be in unsafe condition.

OPTIONS

1. That Council:
 1. Issue a Remedial Action Order at 4063 Old Slope Place pursuant to Sections 72, 73, 74 of the *Community Charter*;
 2. Direct Staff or its authorized agents to take action in accordance with Section 17 of the *Community Charter* without further notice and at the owner's expense, if said remedial action is not undertaken within 30 days of Council's resolution; and
 3. Direct the remedial action consist of filling in the excavation or secure the property with fencing and remove the steel rebar.
2. That Council take no action.
3. That Council provide Staff with alternative direction.

SUMMARY POINTS

- The property at 4063 Old Slope Place was partially excavated and left undeveloped.
- A complaint has been received advising the excavation and exposed steel rebar is a hazard.
- A Bylaw Enforcement Officer has confirmed the excavation and protruding rebar is in a potentially unsafe condition.
- The current property owner has been contacted by registered mail and directed to fill in the excavation and remove the steel rebar, or enclose the property with a metal fence.
- A remedial action order is recommended.

ATTACHMENTS:

ATTACHMENT A: Site Photos

Submitted by:

Dave LaBerge
Manager, Bylaw Services

Concurrence by:

Bill Corsan
Director, Community Development

Dale Lindsay
General Manager, Development Services

**ATTACHMENT A
SITE PHOTOS**



4063 Old Slope Road
2020-AUG-24 11:07



4063 Old Slope Road
2020-AUG-24 11:07



4063 Old Slope Road
2020-AUG-24 11:07



4063 Old Slope Road
2020-AUG-24 11:07



4063 Old Slope Road
2020-AUG-24 11:07



4063 Old Slope Road
2020-AUG-24 11:07



4063 Old Slope Road
2020-AUG-24 11:07



4063 Old Slope Road
2020-AUG-24 11:07



4063 Old Slope Road
2020-AUG-24 11:07



4063 Old Slope Road
2020-AUG-24 11:07

Delegation Request

Delegation's Information:

Matthew Watters has requested an appearance before Council.

City: Nanaimo

Province: BC

Delegation Details:

The requested date is September 28, 2020.

The requested meeting is:
Council

Bringing a presentation: No

Details of the Presentation:

I'm the CEO of BC Craft Supply Co Ltd. and I'm asking for an extension to get the work done as per a by-law complaint regarding a property that my company owns located at: 4063 Old Slope Place, Nanaimo BC. I was only given one month to complete the work and it's been difficult finding contractors to get this done as they are busy and we are in the middle of a global pandemic making it even more difficult.

DATE OF MEETING September 28, 2020

AUTHORED BY BILL CORSAN, DIRECTOR, COMMUNITY DEVELOPMENT

SUBJECT DOWNTOWN RESTAURANT PATIOS

OVERVIEW

Purpose of Report

To provide Council with an update on the temporary restaurant patio program and to seek Council approval to extend the program through the winter of 2020 to the fall of 2021.

Recommendation

That Council:

1. Extend the temporary restaurant patio program until 2021-OCT-31.
2. Direct Staff to notify the Liquor and Cannabis Regulation Branch that the City of Nanaimo has authorized pre-approval for all temporary service area expansions for liquor primary and manufacturing licences until 2021-OCT-31 in response to Liquor Control and Regulation Branch policy directive 20-26; and
3. Continue to suspend the current City approval process for temporary service area expansion of all liquor primary and manufacturing licences until 2021-OCT-31.

BACKGROUND

On 2020-MAR-16, the Province announced a Provincial Health Emergency in response to the COVID-19 pandemic. As a result of the Provincial Health Emergency, many businesses chose to close, while restaurants and cafés were restricted to takeout and delivery. Downtown Nanaimo, like all communities, was adversely affected with the closure of businesses.

In early May, the Province of BC presented “BC’s Restart Plan”, a series of steps to protect people and ensure the province can come back from COVID-19 stronger than before. The restart plan set out four phases for the pandemic response. During Phase 1 of the pandemic, restaurants were restricted to offer only takeout and delivery service.

On 2020-MAY-19, the Province entered into Phase 2 of the recovery. For a restaurant/café to reopen, it had to follow the WorksafeBC protocols and the Provincial Health Order issued on 2020-MAY-15. Under the new regulations, restaurants/café must not exceed 50% of their usual capacity of patrons at one time, restrict tables to parties of six people, and require two metres between patrons sitting at different tables. In addition, employers are required to retain contact information for one member of every party of patrons for 30 days in the event there is a need for contact tracing on the part of the medical health officer.

Local government had an opportunity to assist cafés/restaurants during Phase 2 of the Restart Plan by providing patio space on sidewalks and public rights-of-way to help thin out the number of indoor diners and allow customers to eat outdoors.

At the 2020-MAY-25 Council Meeting, Staff were directed to:

- “1. Implement a temporary downtown restaurant patio program in response to the phased reopening of businesses during the COVID-19 Pandemic; and*
- 2. reallocate \$25,000 from the Downtown Event Grants to facilitate the temporary improvements with any shortfall in funding to be funded from Council’s Strategic Infrastructure Reserve.”*

At the same meeting, Council directed Staff to provide the Liquor and Cannabis Regulation Branch (LCRB) with pre-approval for all temporary service areas expansions for liquor primary and manufacturing licences, in response to policy directive 20-13. The City also waived its approval process for temporary service area expansion to assist restaurants to reopen in a timely manner.

Program Review

The City has an existing downtown Patio Program, and in response to the pandemic, two restaurants in the downtown core entered into new agreements for outdoor patio space on sidewalks.

With regard to the temporary patio program, four businesses downtown and one business in Departure Bay chose to take part in the program. Within a two-week period, City Staff met with the owners, prepared licence agreements, and constructed the wooden platforms.

The temporary patio program was set up under a trial period from 2020-JUN-01 to 2020-SEP-30, with the City to remove the patios over the winter months and then reinstall them in the spring of 2021. The business owners are charged a monthly fee over a two-year period to cover the costs of the construction and maintenance of the platforms.

Table 1: City of Nanaimo Patio Agreements – As of September 2020

Address	Trade Name	Patio Space Prior to May 2020	New Patio Space
221 Commercial Street	Modern Café	33.8 m ²	33.28 m ² wooden deck on road
223 Commercial Street	Melange Restaurant	39.3 m ²	40 m ² on sidewalk
1-321 Wesley Street	La Stella Trattoria		36.25 m ² on sidewalk
100 – 2835 Departure Bay Road	Drip Coffee		24 m ² wooden deck on road
366 Selby Street	Breakfast Nook		27 m ² wooden deck on road
486A Franklyn Street	Flavours of India		6 m ² wooden deck on road
153 Commercial Street	Craft Fare		25 m ² wooden deck on road
120 Commercial Street	Mon Petit Choux	23.28 m ²	
299 Wallace Street	New York Style Pizza & Pasta	14 m ²	
499 Wallace Street	The Vault Café	19 m ²	

Address	Trade Name	Patio Space Prior to May 2020	New Patio Space
300-60 Commercial Street	Serious Coffee	9.38 m ²	
39 Commercial Street	Gabriel's Cafe	27.87 m ²	
14 Victoria Crescent	Nana Sushi	13.4 m ²	
101 Commercial Street	Red's Bakery	2.6 m ²	
67 Victoria Crescent	Aladdin's Cafe	2.6 m ²	

DISCUSSION

The addition of the temporary outdoor patio space for restaurants has been successful in creating more vibrancy in the city and providing a safe gathering space for the public to accommodate physical distancing requirements during the pandemic.

Nanaimo's downtown core was adversely affected by the temporary closure of many businesses as a result of the Provincial Health Emergency restrictions. Additional patio space has not only enabled restaurants to keep operating, but has also increased foot traffic in the downtown area and created a positive atmosphere for residents and tourists.

Staff contacted the five participating business owners to obtain feedback on the program. The key messages are as follows:

- Additional patio space helped their business
- City response time in establishing the program was good
- Patrons have commented on the design aesthetic (nice appearance)
- No complaints from surrounding business owners
- Some businesses had to hire extra staff; there were line-ups, lots of tourists
- Patios added to atmosphere and increased foot traffic downtown
- Would like to see the program continue permanently
- People want more public space on waterfront and more restaurant patios
- Nice not to have City initiate and lead process
- 100% satisfied with project
- A few complaints about loss of parking spaces
- A few participants thought cost was high, majority thought it was reasonable

The participating restaurant owners have unanimously requested the temporary patio structures remain in place over the fall and winter. Canopies and heater units can be added at the owners' cost to increase the usability during the upcoming colder weather. City Staff would work with the business owners to evaluate the improvements from a safety perspective.

The Alliance of Beverage Licensees, BC Restaurant and Foodservices Association, and BC Craft Brewers Guild sent a request to municipalities for support to ensure the success and continuing employment of those in the hospitality industry by considering ways to winterize patios and streamline the application process (Attachment A).

The LCRB has issued Policy Directive 20-26 to allow for the extension of the existing Temporary Expanded Service Area authorizations until 2021-OCT-31. Local governments are

required to confirm their support or objection to the extension by 2020-OCT-16. If Council wishes to continue the temporary outdoor patio program until 2021-OCT-31, Staff recommend the necessary approvals from the LCRB be sought at the same time. |

OPTIONS

1. That Council:
 1. Extend the temporary restaurant patio program until 2021-OCT-31.
 2. Direct Staff to notify the Liquor and Cannabis Regulation Branch that the City of Nanaimo has authorized pre-approval for all temporary service area expansions for liquor primary and manufacturing licences until 2021-OCT-31 in response to Liquor Control and Regulation Branch policy directive 20-26; and
 3. Continue to suspend the current City approval process for temporary service area expansion of all liquor primary and manufacturing licences until 2021-OCT-31.
 - Advantages: Downtown is a priority for Council as outlined in the 2019-2022 Strategic Plan. The pandemic has created significant challenges for businesses, especially restaurants, to succeed. The outdoor patio space will provide more seating options for the public to enable physical distancing. The downtown core will retain its vibrancy as a public space.
 - Disadvantages: Some of the technical challenges of winterizing the patios need to be considered. Additional structures must be code and safety compliant. In the event of a snow event, it may be difficult for City crews to clear the street.
 - Financial Implications: The patio program is cost neutral as the City's costs are being recovered from the participating businesses.
2. That Council:
 1. Continue with a seasonal approach to the temporary patios requiring removal by 2020-OCT-31 and reinstallation no earlier than 2021-APR-30.
 2. Direct Staff to notify the Liquor and Cannabis Regulation Branch that the City of Nanaimo has authorized pre-approval for all temporary service area expansions for liquor primary and manufacturing licences until 2021-OCT-31 in response to Liquor Control and Regulation Branch policy directive 20-26; and
 3. Continue to suspend the current City approval process for temporary service area expansion of all liquor primary and manufacturing licences until 2021-OCT-31.
 - Advantages: The longevity of the platforms will be extended if they are removed and protected from deterioration by the outdoor elements.
 - Disadvantages: Some restaurants may face financial impacts from the reduction of seating space. The economic recovery of the downtown core will be impacted.
 - Financial Implications: The patio program is cost neutral as the City's costs are being recovered from the participating businesses.

SUMMARY POINTS

- On 2020-MAR-16, the Province announced a Provincial Health Emergency in response to the COVID-19 pandemic.
- As a result of the Provincial Health Emergency, many businesses chose to close, and restaurants and cafés were restricted to takeout and delivery. Nanaimo's downtown was adversely impacted by the closure of businesses.
- In May 2020, the Province announced BC's Restart Plan, which sets out four phases to respond to the pandemic.
- Phase 2 of the restart program began 2020-MAY-19 and allowed restaurants and cafés to reopen, subject to new WorksafeBC protocols and a Provincial Health Order that requires businesses to operate at 50% capacity, restricts tables to parties of six people or less, and requires two metres of physical distance between patrons at different tables.
- The City expanded its existing patio encroachment policy to occupy additional sidewalk space. Where there is no sidewalk space available, wooden platforms were constructed over a limited number of parking stalls to create elevated patios. A trial period from 2020-JUN-01 to 2020-SEP-30 was established.
- The City also provided consent to the Liquor and Cannabis Regulation Branch (LCRB) to allow for restaurants to qualify for the temporary service area expansions until 2020-OCT-31.
- Due to the success of the patio program, and the continued need for physical distancing and additional patio space, program participants have requested the platforms be left in place to extend the period of use.
- The LCRB under Policy Directive 20-26 has enabled local governments to extend the temporary service area expansions until 2021-OCT-31.
- Council is being asked to extend the temporary patio program and provide support to the LCRB to extend liquor licensing of these temporary patios until 2021-OCT-31.

ATTACHMENTS:

ATTACHMENT A: Request for Support: Expanded Patio Permissions |

Submitted by:

Bill Corsan
Director, Community Development |

Concurrence by:

Dale Lindsay
General Manager, Development Services |

ATTACHMENT A

From: Ian Tostenson <itostenson@bcrfa.com>

Sent: August 26, 2020 4:11 PM

To: Mayor Leonard Krog; Sheryl Armstrong; Don Bonner; Tyler Brown; Ben Geselbracht; Erin Hemmens; Zeni Maartman; Ian Thorpe; Jim Turley; Mayor&Council

Cc: sheila.malcolmson.MLA@leg.bc.ca; douglas.routley.MLA@leg.bc.ca

Subject: Request for Support: Expanded Patio Permissions

Your Worship Mayor Krog and Nanaimo Council members,

REQUEST FOR SUPPORT FOR EXPANDED PATIO PERMISSIONS

On behalf of the BC Restaurant and Foodservices Association, the Alliance of Beverage Licensees, and the BC Craft Brewers Guild, we are writing to thank you for expanding outdoor dining in your municipality and to request that you consider:

1. Expediting applications for businesses to winterize patios in public and private spaces to provide operators with the opportunity to capitalize on the confidence of outdoor space
2. Approving temporary patios for Summer 2021 now so operators are able to plan ahead; and
3. Creating a program for designated pick up zones so that businesses can enhance contactless curbside pick up in the fall and winter months.

The incredible support and creativity municipalities have already offered makes a difference. We ask that you continue to think outside the box as it is essential to business success and keeping hospitality workers employed.

We would ask that you consider:

- Clear and uniform requirements for heating, ventilating and electrical (including specific product recommendations) that comply with BC building code.
- Pre-approving styles of canopies and heater units that meet the jurisdictional needs.
- Reducing red tape and cost where possible.
- Creating effective and coordinated communication to operators to let operators know next steps and how to apply for any new processes in your jurisdiction.

Our commitment is to continue to advocate with LCLB to get the extension on liquor service areas to ensure that any changes you make will be possible.

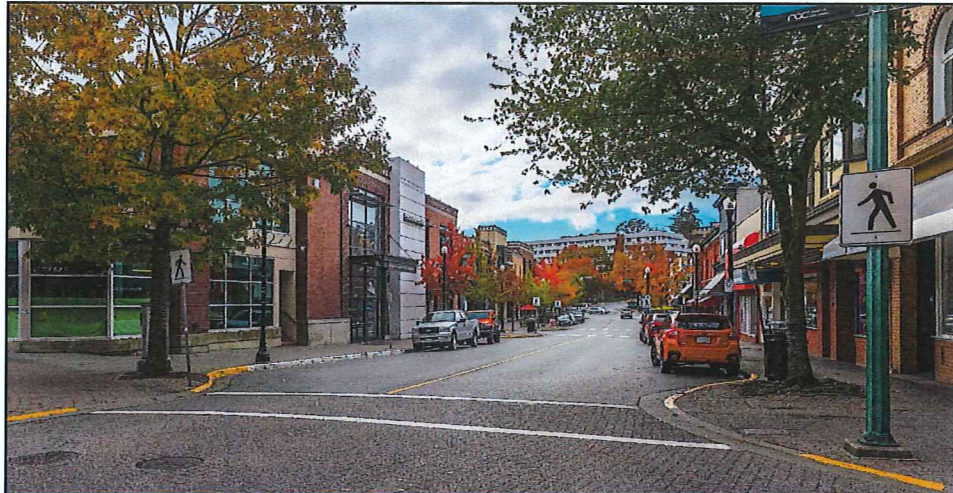
Full details attached.

Please feel free to contact us with any questions or request for further information.

Jeff Guignard, Executive Director
Alliance of Beverage Licensees
Cell: 604.499.2566

Ian Tostenson, President & CEO
BC Restaurant and Foodservices Association
Cell: 604.986.1429

Ken Beattie, Executive Director
BC Craft Brewers Guild
Cell: 604.306.1500



Downtown Restaurant Patios

2020-SEP-28

Background

- On 2020-MAR-16, the Province announced a Provincial Health Emergency in response to the COVID-19 Pandemic. As a result, many businesses chose to close and restaurants and cafés were restricted to takeout and delivery.
- In May 2020, the Province announced BC's Restart Plan, which sets out four phases to respond to the pandemic. Phase 2 of the restart program began 2020-MAY-19 and allowed restaurants and cafés to reopen, subject to new WorkSafeBC protocols and a Provincial Health Order.
- At the 2020-MAY-25 Council Meeting, Staff was directed to:
 1. Implement a temporary downtown restaurant patio program in response to the phased reopening of businesses during the COVID-19 Pandemic; and
 2. reallocate \$25,000 from the Downtown Event Grants to facilitate the temporary improvements with any shortfall in funding to be funded from Council's Strategic Infrastructure Reserve.

Prior Patio Agreements



Name	Patio Space
Mon Petit Choux	23.28m ²
New York Style Pizza & Pasta	14m ²
The Vault Café	19m ²
Serious Coffee	9.38m ²
Gabriel's Café	27.87m ²
Nana Sushi	13.4m ²
Red's Bakery	2.6m ²
Aladdins Café	2.6m ²



Modern Café

Address:
221 Commercial Street

New Patio Space:
33.28m² wooden deck on road



Craft Fare

Address:
153 Commercial Street

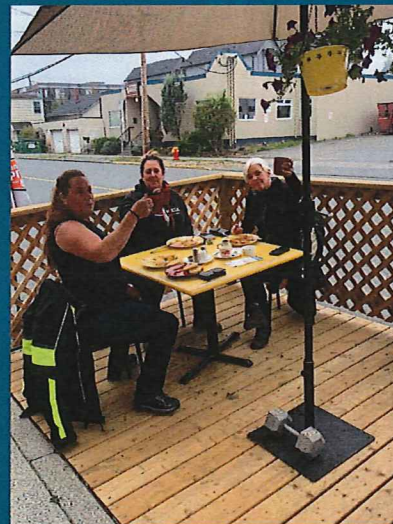
New Patio Space:
25m² wooden deck on road



Breakfast Nook

Address:
366 Selby Street

New Patio Space:
27m² wooden deck on road



Flavours of India

Address:
486A Franklyn Street

New Patio Space:
6m² wooden deck on road



Drip Coffee

Address:
100 – 2835 Departure Bay Road

New Patio Space:
24m² wooden deck on road



Melange Restaurant

Address:
223 Commercial Street

New Patio Space:
40m² on sidewalk



La Stella Trattoria

Address:
1 – 321 Wesley Street

New Patio Space:
36.25m² on sidewalk



Options

1. That Council permit the temporary restaurant patio program to operate year round until the fall of 2021.
2. That Council continue under the existing plan to remove the temporary patios during the winter and reinstall them in the spring of 2021.



Challenges with Year Round Operation

- Winterizing the patios may trigger building permit requirements
- Potential impact on snow clearing
- Faster deterioration of patios



DATE OF MEETING | September 28, 2020

AUTHORED BY | LISA BRINKMAN, PLANNER, CURRENT PLANNING

SUBJECT | **DEVELOPMENT PERMIT APPLICATION NO. DP1179 –
227 PRIDEAUX STREET**

OVERVIEW

Purpose of Report

To present for Council's consideration, a development permit application for a 12 unit rental apartment building at 227 Prideaux Street.

Recommendation

That Council issue Development Permit No. 1179 at 227 Prideaux Street with a variance to reduce the minimum required setback for a refuse enclosure from 3m to 0.46m.

BACKGROUND

A development permit application, DP1179, was received from Ellins Architecture Inc. for a proposed 12-unit rental apartment building at 227 Prideaux Street. The subject property is located in the Old City neighbourhood adjacent to the City's ambulance station. To the north is a single family residence, and across the street are commercial buildings. A dwelling currently exists on the property that would be removed for the proposed development.

Subject Property and Site Context:

<i>Zoning</i>	DT8 Old City Mixed Use
<i>Location</i>	The subject property is located on the west side of Prideaux Street, mid-block between Fitzwilliam Street and Wentworth Street.
<i>Total Area</i>	809m ²
<i>Official Community Plan (OCP)</i>	Map 1 – Future Land Use Plan – Neighbourhood Map 3 – Development Permit Area No. 8 – Old City Neighbourhood and Development Permit Area No. 9 – Commercial, Industrial, Institutional, Multiple Family and Mixed Commercial/Residential Development
<i>Relevant Design Guidelines</i>	Old City Neighbourhood Concept Plan and the Old City Multiple Family Residential Guidelines

DISCUSSION

Proposed Development

The applicant is proposing a three-storey, 12-unit rental apartment building at 227 Prideaux Street. The property is zoned DT8 Old City Mixed Use, which permits a floor area ratio of 0.85, and an FAR of 0.825 is proposed.

Site Design

The site is designed such that the covered entry is set back 3m from the front property line, with level entry to the front door, and the building face is set back 4m from the front property line. A driveway is located along the south-side property line, and a paved pedestrian path, 1m in width, is located along the north-side property line. At the rear of the property are six parking spaces, a storage enclosure for refuse, and short-term bike storage.

Building Design

The building is three storeys in height with a pitched roof, and a canopy covering the principle entry. The building will contain seven, one-bedroom units and five bachelor units. The units range in size from 28m² to 70m². The exterior façade is proposed to be a combination of board-and-batten and horizontal vinyl siding in heritage colours, with painted wood trim for the corners, fascias, windows, and doors. At the rear of the building is interior bike storage for tenants. The design incorporates a number of elements to address the Old City design guidelines, including wood detailing and ornamentation, a prominent front entry, and articulated facades to add visual interest.

Landscape Design

The front-yard area will contain outdoor seating, evergreen and deciduous flowering shrubs, a paved pedestrian path, and stepping stones. A metal picket fence with two gates is proposed along the property frontage. Trees, mixed hedge shrubs, perennials, and a solid wood fence are proposed along the sides and rear property lines for privacy, buffering, and shade. Plantings are also provided around the sides and rear of the building to add interest.

Design Advisory Panel

This application was not reviewed by the Design Advisory Panel due to the suspension of meetings as a result of COVID-19 restrictions. However, Staff reviewed the proposal in relation to the Old City Multiple Family Residential Development Permit Area Guidelines, and the applicant has addressed Staff's design recommendations. Revisions to the plans included improving the accessibility to the front door, regularizing the size of several windows, adding synthetic stone cladding as an exterior accent around the building base, and increasing the driveway width.

Proposed Variances

The minimum required setback for the refuse enclosure is 3m from any lot line adjoining a property zoned for residential use. The proposed setback is 0.46m; a proposed variance of 2.54m. The refuse enclosure (with short-term bike storage) is proposed to be sited in the southwest rear corner of the property. The enclosure will be 0.46m from the south side lot line, adjacent to the City's ambulance station parking area, and approximately 1m from the rear lot line. The enclosure will be fully screened with a roof, three walls, and solid gates to access the bins. The proposed setback maximizes onsite parking and maintains a functional drive aisle. Staff support the proposed variance.

SUMMARY POINTS

- Development Permit Application No. DP1179 is for a 12-unit rental apartment building at 227 Prideaux Street.
- One variance is requested to reduce the minimum required setback for the refuse enclosure.
- The proposed development addresses the Old City Multiple Family Residential Development Permit Area Guidelines and Staff support the proposed variance.

ATTACHMENTS

ATTACHMENT A: Permit Terms and Conditions
ATTACHMENT B: Context Map
ATTACHMENT C: Location Plan
ATTACHMENT D: Site Plan
ATTACHMENT E: Building Elevations
ATTACHMENT F: Exterior Finishes
ATTACHMENT G: Landscape Plan and Details
ATTACHMENT H: Aerial Photo

Submitted by:

Lainya Rowett
Manager, Current Planning

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A

PERMIT TERMS AND CONDITIONS

TERMS OF PERMIT

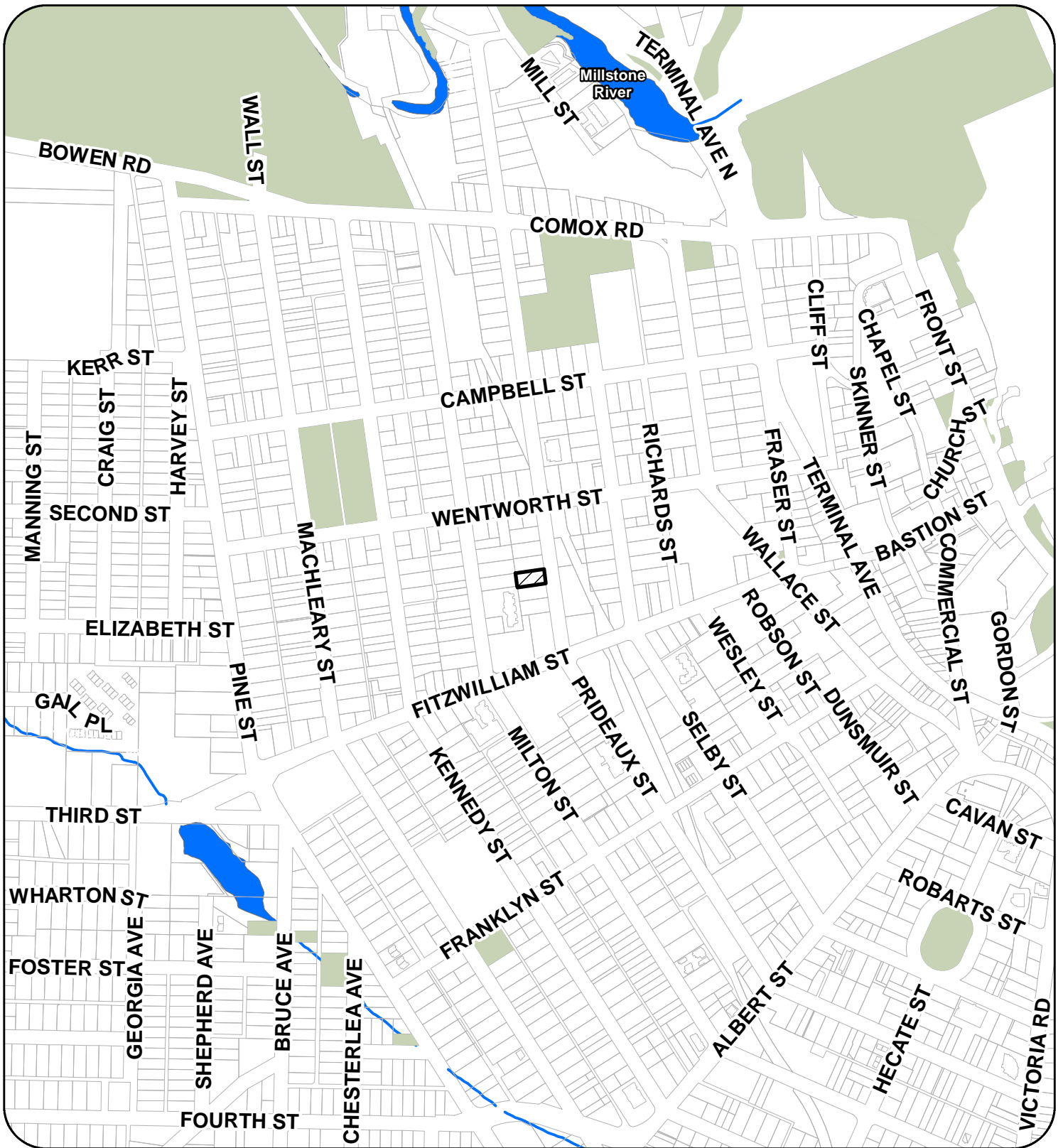
The “City of Nanaimo Zoning Bylaw 2011 No. 4500” is varied as follows:

1. Section 17.3.4 *Refuse Receptacles* – to reduce the minimum required setback, for a refuse enclosure from 3m to 0.46m, from any lot line adjoining a property zoned for residential use.

CONDITIONS OF PERMIT

1. The subject property is developed in accordance with the Site Plan prepared by Ellins Architect Inc., received 2020-JUN-24, as shown on Attachment D.
2. The development is in substantial compliance with the Building Elevations prepared by Ellins Architect Inc., received 2020-JUN-24, as shown on Attachment E.
3. The development is in substantial compliance with the Exterior Finishes prepared by Ellins Architect Inc., received 2020-SEP-10, as shown on Attachment F.
4. The subject property is developed in substantial compliance with the Landscape Plan and Details prepared by Victoria Drakeford, received 2020-SEP-14, as shown on Attachment G.

ATTACHMENT B CONTEXT MAP

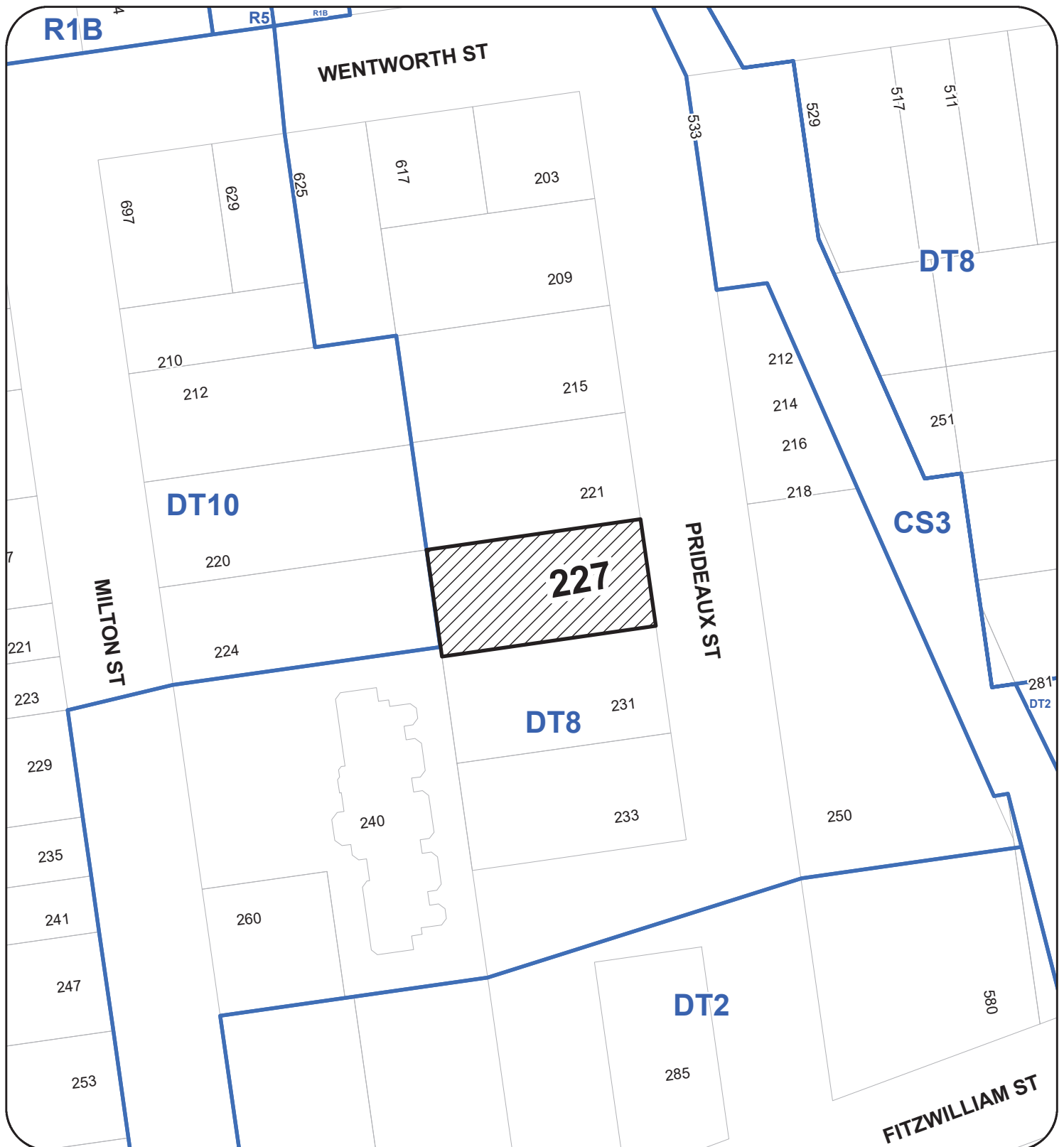


N



227 PRIDEAUX STREET

ATTACHMENT C LOCATION PLAN



DEVELOPMENT PERMIT NO. DP001179

LOCATION PLAN

Civic: 227 PRIDEAUX STREET

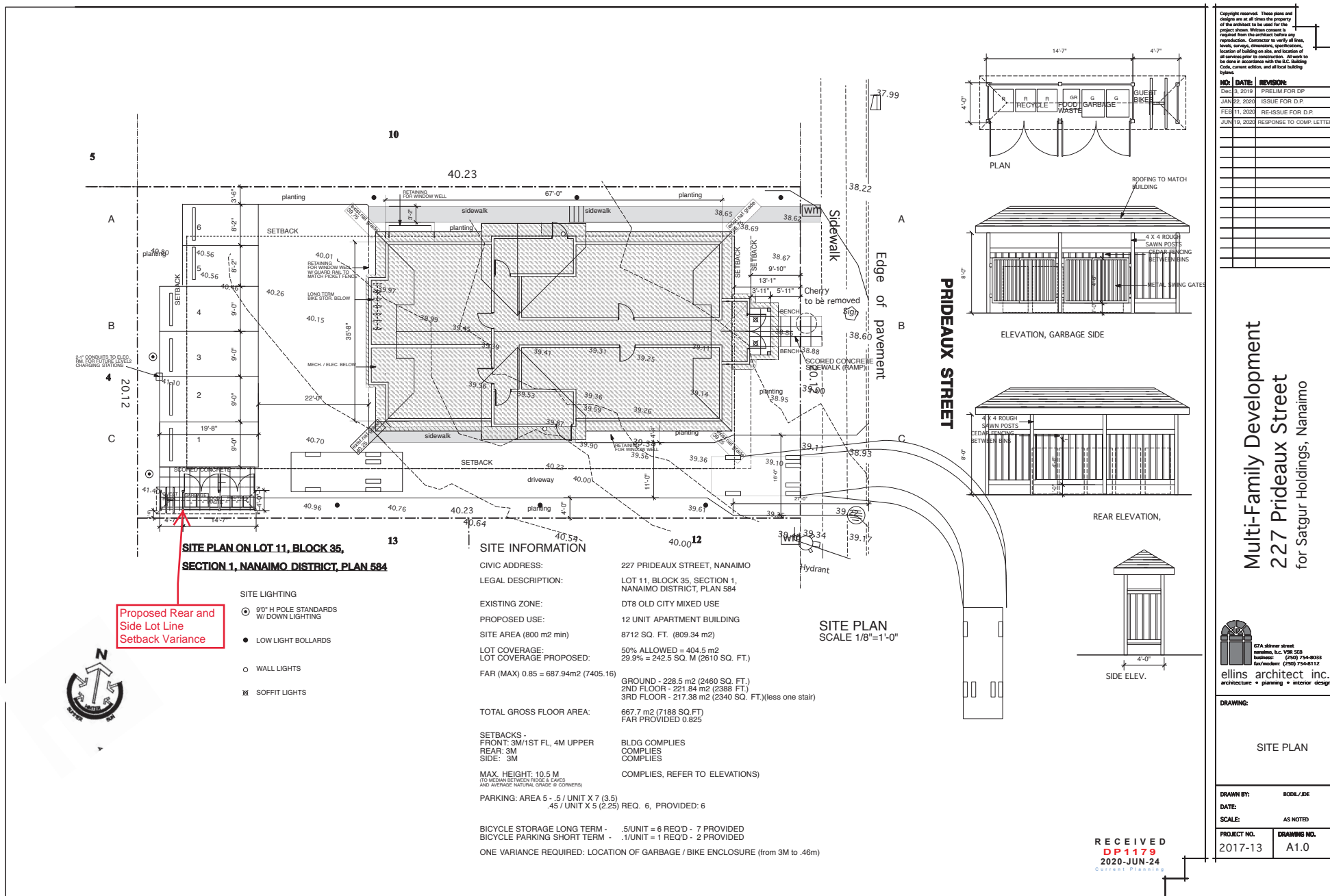
Legal: LOT 11, BLOCK 35, SECTION 1, NANAIMO DISTRICT, PLAN 584



**SUBJECT
PROPERTY**

ATTACHMENT D

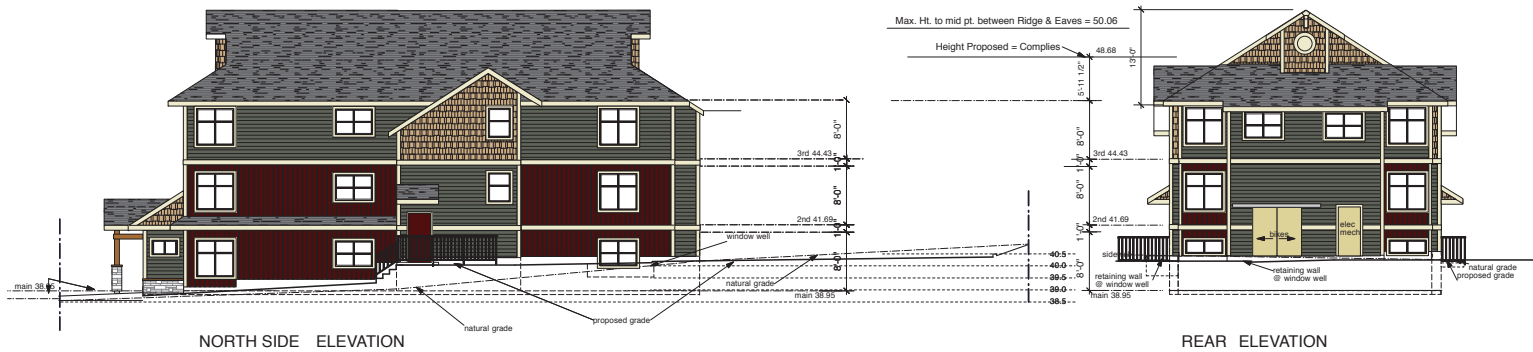
SITE PLAN



ATTACHMENT E BUILDING ELEVATIONS



REVISED JUNE 17 AS PER CITY COMMENTS



average natural grade @ corners = $39.75 + 38.75 + 40.50 + 39.25 = 158.25 / 4 = 39.56$

Max. Height to mid pt. between ridge & eaves = $39.56 + 10.5 = 50.06$

Actual Height to mid pt. between ridge & eaves = 48.68

RECEIVED
DP1179
2020-JUN-24
Current Planning

Copyright reserved. These plans and designs are at all times the property of the architect and shall not be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of the architect.

NO.	DATE	REVISION
Dec 3, 2019		PRELIM FOR D.P.
JAN 22, 2020		ISSUE FOR D.P.
FEB 11, 2020		RE-ISSUE FOR D.P.
JUN 19, 2020		RESPONSE TO COMP LETTER

Multi-Family Development
227 Prideaux Street
for Satgur Holdings, Nanaimo

ellins architect inc.
architecture • planning • interior design

DRAWING NO.	
2017-13	
DRAWN BY:	BOUL / JDE
DATE:	AS NOTED
SCALE:	AS NOTED
PROJECT NO.	DRAWING NO.
2017-13	

**ATTACHMENT F
EXTERIOR FINISHES**

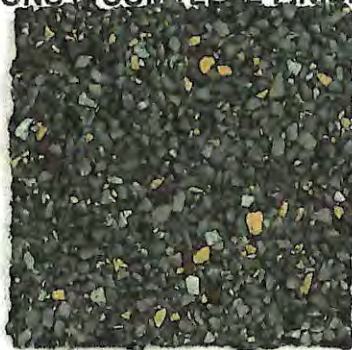
1 of 2

**227 PRIDEAUX MULTI FAMILY - NANAIMO B.C.
EXTERIOR FINISHES**

REV. JUNE 17, 2020

REFER ALSO TO COLOURED ELEVATIONS & COMPLETE FINISH LIST

FIBREGLASS SHINGLES



CAP FLASHINGS/GUTTERS

GENTEK COLOUR ALMOND

VINYL SOFFITS

KAYCAN COLOUR LINEN

**VINYL SIDING HORIZONTAL
TRIPLE 3**



VINYL SIDING BOARD & BATTEN



VINYL SIDING SHINGLE



**FASCIA / BARGE BOARDS
GABLE & CORNER TRIM
DOOR / WINDOW TRIM**



SW 7568
Neutral Ground

VINYL WINDOWS

BLACK

WOODEN POSTS

SOLID STAIN TO MATCH CEDAR

ENTRY DOORS



SW 7594
Carrage Door

227 PRIDEAUX MULTI FAMILY - NANAIMO B.C. EXTERIOR FINISHES

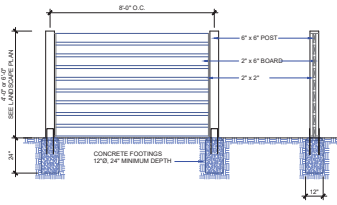
REV. JUNE 17, 2020

REFER ALSO TO COLOURED ELEVATIONS & SAMPLE BOARD

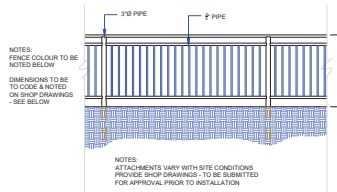
FIBREGLASS SHINGLES	MALARKY COLOUR WEATHERED WOOD
CAP FLASHINGS/GUTTERS	GENTEK COLOUR ALMOND
VINYL SOFFITS	KAYCAN COLOUR LINEN
VINYL SIDING HORIZONTAL TRIPLE 3	GENTEK COLOUR MOONLIT MOSS 653
VINYL SIDING BOARD & BATTEN	GENTEK SEQUOIA COLOUR MAGESTIC BRICK 876
VINYL SIDING SHINGLE	GENTEK (GRAYNE) COLOUR 453 TREATED CEDAR
FASCIA / BARGE BOARDS GABLE & CORNER TRIM DOOR / WINDOW TRIM	SHERWIN WILLIAMS PAINT FINISH SW 7568 NEUTRAL GROUND
VINYL WINDOWS	BLACK
WOODEN POSTS	SOLID STAIN TO MATCH CEDAR VINYL
ROCK BASE	PRO FIT LEDGESTONE, COLOUR SHALE
ENTRY DOORS	SHERWIN WILLIAMS PAINT FINISH COLOUR 7594 CARRIAGE DOOR
METAL RAILINGS	BLACK

RECEIVED
DP 1179
 2020-SEP-10
 Current Planning

ATTACHMENT G LANDSCAPE PLAN AND DETAILS



BOARD FENCE
Scale: N.T.S.



METAL PICKET FENCE
Scale: N.T.S.



evergreen huckleberry



osoberry



red flowering currant



red twigged dogwood



shrub rose



tall oregon grape

PLANT PALETTE

Key	Qty	Botanical Name	Common Name	Pot Size
Deciduous Trees				
Cn	3	Comus nuttallii 'Eddies White Wonder'	Flowering Dogwood	8 cm cal
Fsd	10	Fagus sylvatica 'Dawycys Gold'	Dawycys Beech	6 cm cal
Lh	1	Laurus nobilis	Bay Tree	10 gall
Qr	1	Quercus rubra	Red Oak Oak	6 cm cal
Slap	2	Styrax japonica	Snowbell Tree	6 cm cal
Evergreen Trees				
PoB	3	Picea omorika 'Bruns'	Serbian Spruce	2 m
Evergreen Hedging / Shrubs				
Abg	1	Abelia grandiflora	Abelia	2 gall
Au	2	Arbutus unedo compacta	Strawberry Tree	5 gall
Cl	7	Choisya ternata	Mexican Orange Blossom	1 gall
Gs	20	Gaultheria shallon	Salal	1 gall
Ma	21	Mahonia aquifolium	Tall Oregon Grape	1 gall
Mn	20	Mahonia nervosa	Dull Oregon Grape	1 gall
La	35	Lavandula angustifolia 'Hidcote Superior'	English Lavender	1 gall
Od	2	Osmanthus delavayi	Osmanthus	1 gall
Sr	5	Sarcococca ruscifolia	Sweetbox	1 gall
Sk	11	Skimmia japonica	Skimmia	1 gall
Tm	7	Taxus media eddies	Yew	5 gall
Vo	24	Vaccinium ovatum	Evergreen Huckleberry	1 gall
Deciduous Shrubs				
Cs	9	Cornus stolonifera	Red twigged Dogwood	1 gall
Hm	3	Hydrangea macrophylla	Lace cap	1 gall
Oc	12	Oenothera cerasiformis	Oxiberry	1 gall
Rr	9	Ribes sanguineum	Red Flowering Currant	1 gall
Rr	25	Rosa rugosa	Shrub Rose	1 gall
Sv	1	Syringa vulgaris	Lilac	1 gall
Ferns				
Pmuri	25	Polystichum munitum	Sword Fern	1 gall
Ornamental Grasses				
Cak	19	Calamagrostis acutifolia 'Karl Foerster'	Feather Reed Grass	1 gall
Pa	18	Pennisetum a. Hamlyn	Dwarf Fountain Grass	1 gall
Perennials/Grasses for Hedgerows				
Nd	10	Nepeta faassenii 'Droptmore'	Catmint	1 gall
Ro	10	Rosemarinus officinalis	Rosemary	1 gall
So	10	Salvia officinalis 'Purpurascens'	Purple Leaved Sage	1 gall
Tv	10	Thymus vulgaris	Culinary Thyme	10 cm
Perennials/Grasses for Hedgerows				
Am	35	Achillea millefolium	Yarrow	10 cm
As	35	Aster subspicatus	Douglas Aster	10 cm
Dac	35	Danthonia californica	California Oatgrass	10 cm
Dc	35	Deschampsia cespitosa	Tufted Hairgrass	10 cm
He	35	Helenium autumnale	Mountain Sheezweed	10cm
Sl	35	Solidago lepida	Canada Goldenrod	10cm

NOTES:
For grading information,
see Civil drawings.



REVISIONS:

Issued for DP - 2020Jan15

Issued for DP Revision - 2020Feb19

Issued for DP Revision #2 - Tree
Management Plan - 2020Jun26

Issued for DP Revision #3 - Board
Fence Heights - 2020Sep11

CONSULTANT:



PROJECT:

227 PRIDEAUX
STREET
NANAIMO, BC

SITE LEGAL DESCRIPTION:

Lot 11, Block35, Section 1,
Nanaimo District, Plan 584

SHEET TITLE:

LANDSCAPE
CONCEPT PLAN

SCALE: AS NOTED DATE: JAN. 10, 2020

DRAWN: DR CHECKED: VJD

PROJECT NUMBER:
227 PRIDEAUX 2020

DRAWING NUMBER:
L0.1 - DP

DESIGN RATIONALE

The project is located in the Old City Neighborhood of Nanaimo. This neighborhood has a distinctive landscape character as reflected in the Old City Multiple Family Residential Design Guidelines.

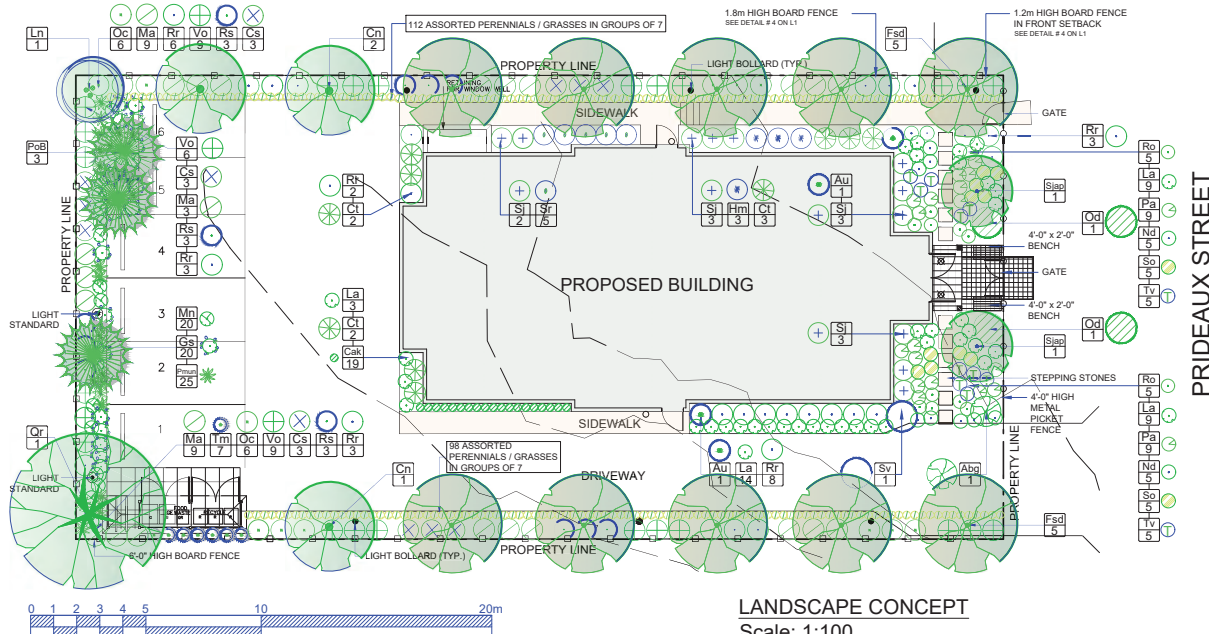
- Prideaux Streetscape and Garden:**
- A 4'-0" high metal picket fence stands along the entire frontage separating the street from the private lot, broken only by the walkways and driveway.
 - Site lines into the driveway have been preserved, by placing smaller shrubs on either side of the driveway.
 - There is accent planting by the entry gates.
 - The plantings behind the fence are informal and semi-permeable. By planting both evergreen and deciduous flowering shrubs, some privacy for the front rooms can be achieved, while providing site lines to the street for safety. This garden is planted in the character of a traditional single-family residential garden in the neighbourhood, with informal groupings of a diverse palette of plants.

- Amenities:**
- The front garden is the amenity space for the project. Because of the proximity to the ground floor units and privacy issues, the design focuses on this garden as a passive amenity, fostering wildlife, such as birds and insects. These can be enjoyed by the residents and the people passing by. Two benches are located at the entrance where people can wait for rides, enjoy the gardens and be a part of the street. Pollinator plants and culinary herbs are proposed in this scheme but the gardens could be used for vegetable gardening in the future. Stepping stones through the garden to allow easy access for gardening.

- Landscape buffers:**
- Trees provide vertical relief to the buildings, shade on the parking area, seasonal interest to the residents on all floors and habitat for birds and insects. A variety of species have been selected, both deciduous and evergreen, and placed according to the amount of space available.
 - Hedgerows with a mix of shrub and perennial species, mostly native plants, provide food and shelter for birds and insects.

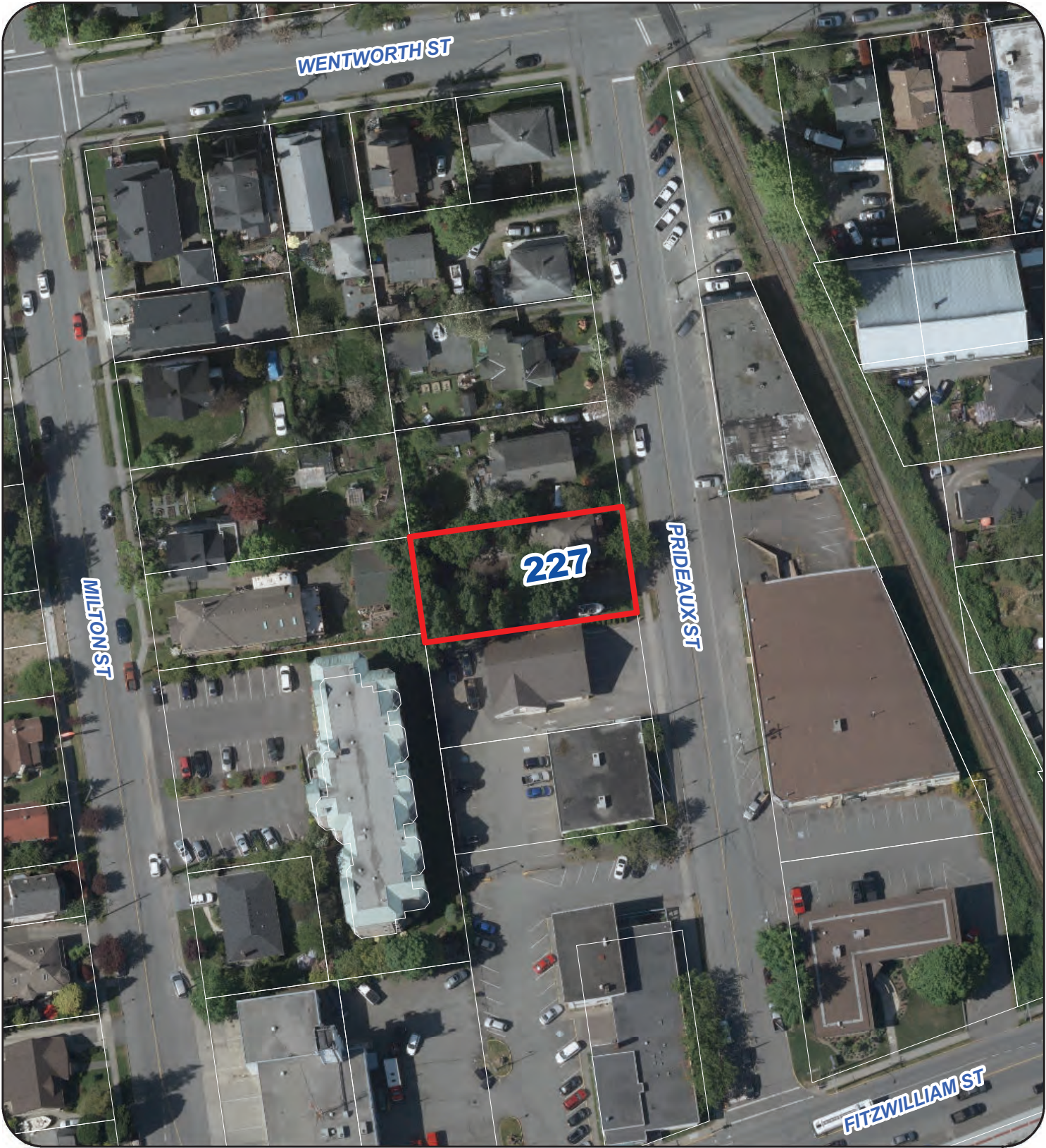
- General notes:**
- All plants and planting will be installed and maintained according to the BC Landscape Standard, latest edition. A drip irrigation system will be installed.
 - The plants have been selected for their hardiness, their ability to withstand some drought, their habitat value and their aesthetic value.

RECEIVED
DP-179
2020-SEP-14
Current Planning



LANDSCAPE CONCEPT
Scale: 1:100

ATTACHMENT H
AERIAL PHOTO



N



DEVELOPMENT PERMIT NO. DP001179

Legend



SUBJECT PROPERTY

DATE OF MEETING September 28, 2020

AUTHORED BY Karen Robertson, Deputy City Clerk

SUBJECT **Amendments to the Appointment of Officers and Delegation of Authority and Management Terms and Conditions Bylaws.**

OVERVIEW

Purpose of Report

To amend the Appointment of Officers and Delegation of Authority and Management Terms and Conditions Bylaws.

Recommendation

That:

1. "Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 7031.07" (To align the bylaw with the revised management organizational structure) pass first reading;
2. "Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 7031.07" pass second reading;
3. "Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 7031.07" pass third reading.
4. "Management Terms and Conditions of Employment Amendment Bylaw 2020, No. 7273.01" (To reflect changes to align with the "Officers Appointment and Delegation Bylaw 2006 No. 7031") pass first reading;
5. "Management Terms and Conditions of Employment Amendment Bylaw 2020, No. 7273.01" pass second reading;
6. "Management Terms and Conditions of Employment Amendment Bylaw 2020, No. 7273.01" pass third reading.

BACKGROUND

On 2019-JUN-24, Council unanimously endorsed a revised organizational structure for management to reflect a more strategic-level focus to the organization and to provide the citizens of Nanaimo with a better level of service.

As part of that reorganization, functional areas were realigned and some position titles were changed. These title changes prompted the need for an amendment to the Appointment of Officers and Delegation of Authority Bylaw to update reference to the current titles.

DISCUSSION

There are two aspects to the Appointment of Officers and Delegation of Authority Bylaw. The first deals with the official appointment of Officers as outlined under Section 146 of the *Community Charter*. The second, is the delegated authority given to the appropriate staff with the expertise in making the operational decisions on behalf of the City.

Appointment of Officers:

Officers of the municipality are legislated positions with legislated responsibilities that are somewhat different from those of other management staff. As such, Officers must be appointed by bylaw.

The two statutorily required Officer positions include the person assigned the responsibility of corporate administration under Section 148 of the *Community Charter* (Director of Legislative Services) and the person assigned the responsibility of financial administration under Section 149 of the *Community Charter* (Director of Finance). The Chief Administrative Officer (CAO) position is an optional appointment; however, because the CAO oversees the operations of the municipality, this position is typically appointed as an Officer.

Council may appoint other employees as Officers but it is rare given the unique nature surrounding the employment and termination of Officers. For example, appointed Officers (under Section 146 of the *Community Charter*) can only be dismissed (subject to a contract of employment) with the affirmative vote of 2/3 of all Council members and after having had the opportunity to be heard before Council as outlined in Section 152 of the *Community Charter*. Given that the position of Chief Administrative Officer is appointed by Council as the person to oversee overall management of the operations of the municipality (as outlined in Section 147 of the *Community Charter*) and is Council's only employee, the duty to appoint, promote, discipline, suspend, and terminate employees (subject to a contract of employment or collective agreement) would fall to the CAO.

The changes that are required to the Officer positions as outlined in Section 3.1 of the Bylaw include:

- Amending the title of Chief Financial Officer – now Director of Finance (statutorily required Officer position)
- Amending the title City Clerk – now the Director of Legislative Services (statutorily required Officer position)
- Removing the Chief Operating Officer – this position no longer exists.
- Removing the Director of Parks, Recreation & Environment – no longer applicable and not a statutorily required position
- Removing Director of Human Resources – not a statutorily required position

Delegation of Authority:

There are a few clauses as it relates to delegation of authority that should also be considered by Council. These include:

- Adding a section 3.7 that clarifies that Deputy positions to appointed Officers in section 3.1 are not considered Officers as it relates to the provisions regarding termination as outlined in section 152 of the *Community Charter*.
- Amending section 5.2 to provide clarity on the CAO's role as it relates to appointing, promoting, disciplining, suspending and dismissing employees (subject to a contract of employment, collective agreement, or Officer). The rationale for amending this clause is that Council has appointed a CAO to oversee the operations of the municipality, which includes overall management of its employees. It is unusual to have the duties and responsibilities (outside of those statutorily required under the *Charter*) be approved by Council. It would also give the CAO the authority to appoint Deputies to act on behalf of appointed Officers from time to time based on the operational needs of the City.

Other housekeeping amendments within the bylaw relate to updating official titles.

For Council's convenience, a redlined copy of the bylaw highlighting the proposed changes is attached.

Management Terms and Conditions of Employment Amendment

When updating the Appointment of Officers and Delegation of Authority Bylaw, a review was also conducted on the Management Terms and Conditions Bylaw to ensure that the amendment bylaw did not affect any provisions in the Management Terms and Conditions Bylaw. When doing that review, it was noted that section 4.2. of the bylaw states that "*Appointment to any Officer position shall be made by the Chief Administrative Officer or designate*". As Council has an established Officers Appointment and Delegation Bylaw and because termination of any Officer position can only be done by Council, for clarity purposes an amendment is being put forward remove section 4.2 from the Management Terms and Conditions Bylaw.

OPTIONS

That:

1. "Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 7031.07" (To align the bylaw with the revised management organizational structure) pass first reading;
2. "Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 7031.07" pass second reading;
3. "Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 7031.07" pass third reading.
4. "Management Terms and Conditions of Employment Amendment Bylaw 2020, No. 7273.01" (To reflect changes to align with the "Officers Appointment and Delegation Bylaw 2006 No. 7031") pass first reading;
5. "Management Terms and Conditions of Employment Amendment Bylaw 2020, No. 7273.01" pass second reading;
6. "Management Terms and Conditions of Employment Amendment Bylaw 2020, No. 7273.01" pass third reading.

No alternate options are being proposed as the amendments before Council would bring both bylaws into alignment with the *Community Charter* provisions regarding Officer appointments and the Management Terms and Conditions Bylaw as it relates to the CAO's authority for overall management of its employees.

ATTACHMENTS:

1. Officers Appointment and Delegation Bylaw Amendment Bylaw No. 2020 No. 7031.07
2. Redlined – Officers Appointment and Delegation Bylaw
3. Management Terms and Conditions of Employment Amendment Bylaw 2020, No. 7273.01.

SUMMARY POINTS

To introduce amendments to the Appointment of Officers and Delegation of Authority Bylaw and the Management Terms and Conditions Bylaw resulting from the organizational restructure that took effect on 2019-JULY-02.

Submitted by:

Karen Robertson
Deputy City Clerk

Concurrence by:

Sheila Gurrie
Director, Legislative Services

CITY OF NANAIMO

BYLAW NO. 7031.07

A BYLAW TO AMEND THE PROVISIONS OF
“OFFICERS APPOINTMENT AND DELEGATION BYLAW, 2006 NO. 7031”

The Council of the City of Nanaimo enacts as follows:

Title:

1. This Bylaw shall be cited for all purposes as “OFFICERS APPOINTMENT AND DELEGATION BYLAW AMENDMENT BYLAW 2020 NO. 7031.07”.

Amendments

2. “OFFICERS APPOINTMENT AND DELEGATION BYLAW 2006 NO. 7031” is hereby amended as follows:
 - (a) By deleting reference to “Chief Financial Officer” in section 3.1(b), 3.4 and 12.1 and replacing it with “Director of Finance”.
 - (b) By deleting “Chief Operating Officer” in sections 3.1(c) and 12.1.
 - (c) By deleting “Director of Parks, Recreation and Environment” in section 3.1(d)
 - (d) By deleting “Director of Human Resources” in section 3.1(e)
 - (e) By deleting reference to “City Clerk” in sections 3.1(f), 3.3, 6, 12.1, 13, and 13(a) and replacing it with “Director of Legislative Services.”
 - (f) By renumbering section 3.1.
 - (g) By adding the following:

“3.5 Notwithstanding any other section of this Bylaw, only the persons holding positions set out in s 3.1 are considered “Officers” for the purposes of s.152 of the *Community Charter*. A person appointed as an officer’s deputy or appointed to act in the place of an officer from time to time is not considered an “Officer” for the purposes of s.152 of the *Community Charter*.”
 - (h) By deleting the words “from time to time” in section 4.1 and adding the words “or who has been appointed to act in the delegate’s place from time to time” after the word delegate.
 - (i) By deleting section 4.1.1 in its entirety.

- (j) By deleting section 5.2 and replacing it with the following:
 - “5.2 Council delegates to the Chief Administrative Officer the authority to appoint, promote, discipline, suspend and terminate its employees, subject to the terms of a contract of employment or a collective agreement. This authority excludes the authority to terminate those employees who are Officers as set out in s. 3.1 of this bylaw, in accordance with sections 152 and 154(2)(e) of the *Community Charter*.”
- (k) By deleting reference to “Director of Community Development” in sections 6, 7.1, 7.3(f), 8, 8.5, 12.1, and 13(c) and replacing it with “General Manager, Development Services”
- (l) By deleting reference to “Assistant Chief Administrative Officer” in section 12.1.
- (m) By deleting reference to “Director of Parks, Recreation and Environment” in sections 10 and 12.1 and replacing it with “General Manager, Parks, Recreation & Culture”.

PASSED FIRST READING
PASSED SECOND READING
PASSED THIRD READING
ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF NANAIMO

BYLAW NO. 7031

A BYLAW TO PROVIDE FOR THE APPOINTMENT OF OFFICERS
AND THE DELEGATION OF AUTHORITY

WHEREAS under Section 146 of the *Community Charter*, the Council must, by bylaw, establish officer positions in relation to the powers, duties and functions under sections 148 and 149 and assign powers, duties and functions to its officer positions;

AND WHEREAS under Section 154 of the *Community Charter*, Council may, by bylaw, delegate its powers, duties and functions, including those specifically established by an enactment, to its officers and employees;

THEREFORE the Council of the City of Nanaimo, in open meeting assembled, enacts as follows:

1. Title

This Bylaw may be cited as "OFFICERS APPOINTMENT AND DELEGATION BYLAW 2006 NO. 7031".

2. Definitions

In this Bylaw, unless the context otherwise requires,

"DEVELOPMENT PERMIT AREA"	means a development permit area created by an Official Community Plan adopted by the City of Nanaimo.
"CITY"	means the City of Nanaimo.
"COUNCIL"	means the Council of the City of Nanaimo.
"ESTIMATED COST"	means the estimated value of all construction proposed in connection with the Development for which the application is made as determined by the City.
"OFFICER"	means a person holding the offices of the City of Nanaimo as set out in this bylaw.
"ZONING BYLAW"	means the City of Nanaimo "ZONING BYLAW 1993 NO. 4000" and amendments thereto and any subsequent bylaws which may be enacted in substitution thereof.

3. Officers of the City

3.1 The persons holding the following positions are officers of the City:

- (a) Chief Administrative Officer
 - (b) ~~Chief Financial Officer~~ Director of Finance
 - (c) ~~Chief Operating Officer~~
 - (d) ~~Director of Parks, Recreation and Environment~~
 - (e) ~~Director of Human Resources~~
 - (f) ~~City Clerk~~ Director of Legislative Services
- (Bylaws 7031.01, 7031.02, 7031.04, 7031.05, 7031.06)

3.2 The person holding the office of Chief Administrative Officer is assigned the responsibility of the chief administrative officer of the City including the powers, duties and functions set out in Section 147 of the *Community Charter*. (Bylaw 7031.05)

3.3 The person holding the office of ~~City Clerk~~ Director of Legislative Services is assigned the responsibilities of corporate administration, including the powers, duties and functions set out in Section 148 of the *Community Charter*. (Bylaws 7031.01, 7031.05)

3.4 The person holding the office of ~~Chief Financial Officer~~ Director of Finance is assigned the responsibilities of financial administration including the powers, duties and functions set out in Section 149 of the *Community Charter*. (Bylaw 7031.05)

3.5 Notwithstanding any other section of this Bylaw, only the persons holding the positions set out in s 3.1 are considered "Officers" for the purposes of s. 152 of the *Community Charter*. A person appointed as an officer's deputy or appointed to act in the place of an officer from time to time is not considered an "Officer" for the purposes of s. 152 of the *Community Charter*.

4. Deputy Positions (Bylaw 7031.01)

4.1 A delegation of a power, duty or function under this bylaw includes a delegation to a person who is ~~from time to time~~ the deputy of the delegate or who has been appointed to act in the delegate's place from time to time.
(Bylaw 7031.02)

~~4.1.1 The Chief Administrative Officer may, by written authorization, appoint the Chief Financial Officer as a Deputy Chief Administrative Officer. The Deputy Chief Administrative Officer shall act as the Chief Administrative Officer if the Chief Administrative Officer becomes ill or is otherwise prevented from fulfilling the role of the Chief Administrative Officer. (Bylaw 7031.06)~~

5. Appointment

5.1 Nothing in this bylaw shall prevent the appointment of the same person to two or more positions.

5.2 ~~The powers, duties and responsibilities of those persons appointed to the positions of officers, which are not prescribed by statute or by bylaw, shall be as determined from~~

~~time to time by the Council as recommended by the Chief Administrative Officer.
(Bylaw 7031.05)~~

Council delegates to the Chief Administrative Officer the authority to appoint, promote, discipline, suspend and terminate its employees, subject to the terms of a contract of employment or a collective agreement. This authority excludes the authority to terminate those employees who are Officers as set out in s. 3.1 of this bylaw, in accordance with sections 152 and 154(2)(e) of the *Community Charter*.

6. Land and Land Use Agreement Delegation

The Council delegates the following powers, duties and functions to the ~~Director of Community Development~~ **General Manager, Development Services** and the ~~City Clerk~~ **Director of Legislative Services**: (Bylaws 7031.01, 7031.02, 7031.05)

- 6.1 the power to accept a restrictive covenant or amendment to a restrictive covenant under Section 56 of the *Community Charter* or section 219 of the *Land Title Act*;
- 6.2 the power to execute on behalf of the City a discharge of a restrictive covenant referred to in subsection (1) which is no longer required or is to be replaced;
- 6.3 the power to acquire a statutory right of way or easement or amendment to a statutory right of way or easement on behalf of the City in connection with the operation of a sewer, water or drainage works, or for the purpose of trails or pedestrian or vehicular access;
- 6.4 the power to execute a discharge of a statutory right of way or easement referred to in subsection (3) which is no longer required by the City or is to be replaced;
- 6.5 the power to enter into a lease or license of real property or a renewal or amendment of a lease or license of real property necessary or convenient for the operation and maintenance of the works or activities of the City;

7. Development Permits

- 7.1 The Council delegates to the ~~Director of Community Development~~ **General Manager, Development Services** the power to issue a development permit under Section 920 of the *Local Government Act*. (Bylaws 7031.01, 7031.02)
- 7.2 Without limiting the generality of the delegation of authority in Section 7.1, the authority delegated includes:
 - (a) the power to require an applicant for a Development Permit to provide, at the applicant's expense, a report, certified by a professional engineer with experience in geotechnical engineering, to assist in determining what conditions or requirements will be imposed under Section 920 of the *Local Government Act*.
 - (b) the power to require an applicant for a development permit to provide security in an amount stated in the permit by way of an irrevocable letter of credit or the deposit of securities in a form satisfactory to the City.

7.3 The delegation does not include:

- (a) development permits within the Development Permit Area created under Section 919.1 of the *Local Government Act* in relation to protection from hazardous conditions as Development Permit Area No. 1 (North Slope) where:
 - (i) the Estimated Cost is greater than \$400,000
- (b) development permits within the Development Permit Area created under Section 919.9 of the *Local Government Act* in relation to the protection of the natural environment as Development Permit Area No. 23, (Watercourses) where:
 - (i) the applicant has requested a variance greater than 20 percent from the Zoning Bylaw standard or requirement for leave strips; and/or
 - (ii) a variance in excess of 50% of any other Zoning Bylaw standard or requirement.
- (c) development permits within a Development Permit Area created under Section 919.1 of the *Local Government Act* in relation to form and character of commercial development, including institutional and mixed use development, where one or more of the following is applicable:
 - (i) the gross floor area of the proposed development exceeds 6967 square metres; or
 - (ii) the applicant has requested a variance that is greater than 50 percent of the Zoning Bylaw standard or requirement; or
- (d) development permits within a Development Permit Area created under Section 919.1 of the *Local Government Act* in relation to form and character of multi-family development, where one or more of the following is applicable:
 - (i) the number of dwelling units proposed exceeds 100 units; or
 - (ii) the applicant has requested a variance greater than 50 percent of the Zoning Bylaw standard or requirement; or
- (e) development permits within a Development Permit Area created under Section 919.1 of the *Local Government Act* in relation to form and character of industrial development where one or more of the following is applicable:
 - (i) the applicant has requested a variance greater than 50 percent of the Zoning Bylaw standard or requirement;

- (f) development permits where the applicant has requested a variance for signage that is not considered by the ~~Director of Community Development~~ **General Manager, Development Services** to be an integral part of a building's design. (Bylaws 7031.01, 7031.02)
- (g) development permits where the applicant has requested a variance to increase height greater than one metre above the Zoning Bylaw standard or requirement.

8. Temporary Use Permits

The Council delegates the following powers, duties and functions to the ~~Director of Community Development~~ **General Manager, Development Services**:

- 8.1 The power to issue a temporary commercial use permit or a temporary industrial use permit under Section 921 of the *Local Government Act*.
- 8.2 The power to require as a condition of the issue of temporary commercial and industrial use permit:
 - (a) demolition or removal of a building or structure; and
 - (b) restoration of land described in a permit to a condition specified in the permit by a date specified in the permit.
- 8.3 The power to require an applicant for a temporary use permit to provide security in an amount stated in the permit by way of an irrevocable letter of credit or the deposit of securities in a form satisfactory to the City.
- 8.4 The amount of security to be provided under Section 925 of the *Local Government Act* in relation to a temporary commercial use permit or a temporary industrial use permit shall be determined as 110 percent of the cost of removing or demolishing a building or structure, or 110 percent of the cost of restoring land.
 - (a) 65 percent of the cost of installation of landscaping required to be completed in accordance with the development permit.
 - (b) 15 percent of the Estimated Cost for the purpose of remedying an unsafe site condition.
 - (c) the lesser of:
 - (i) five percent of the Estimated Cost; and
 - (ii) \$50,000.00.for the purpose of remedying damage to the environment which may result from a contravention of the permit.
- 8.5 The ~~Director of Community Development~~ **General Manager, Development Services** shall provide an opportunity for interested persons to make submissions regarding the issuance of a permit at the date, time and place specified in the notice under Section 921 of the *Local Government Act*. (Bylaws 7031.01, 7031.02)

9. Provision of Park Land through Subdivision (Bylaw 7031.03)

The Council hereby delegates to the Approving Officer the authority to determine whether the owner must provide land or cash in lieu of land under Section 941 of the *Local Government Act*.

10. Park and Recreation Facility Use Permits

The Council hereby delegates to the ~~Director of Parks, Recreation and Environment~~ **General Manager, Parks, Recreation & Culture** the power and function to issue a license or permit to use a community park or a recreation facility. (Bylaw 7031.05)

11. Authority to Commence or Defend Legal Proceedings

The Council hereby delegates to the Chief Administrative Officer the power to instruct counsel to commence or defend any action or proceeding in any court of law, or before any tribunal, arbitrator or any other person, for or on behalf of the City. (Bylaw 7031.05)

12. Reconsideration by Council

12.1 An applicant may have a decision of the Chief Administrative Officer, ~~Assistant Chief Administrative Officer, Chief Financial Officer~~ **Director of Finance**, ~~Chief Operating Officer, Director of Parks, Recreation and Environment~~, **General Manager, Parks, Recreation & Culture**, or ~~Director of Community Development~~ **General Manager, Development Services** in relation to a permit, reconsidered by Council by submitting a written request for reconsideration to the ~~City Clerk~~ **Director of Legislative Services**, within thirty days after the decision is delivered to or made available to the applicant. (Bylaws 7031.01, 70301.02, 7031.05)

12.2 The request for reconsideration must include the following:

- (a) the applicant's address for receiving correspondence related to the request for reconsideration;
- (b) a copy of the written decision;
- (c) reasons why the applicant wishes the decision to be reconsidered by Council;
- (d) the decision which the applicant requests be made by Council;
- (e) reasons in support of the decision requested from Council; and
- (f) a copy of any documents which support the applicant's request for reconsideration by Council.

12.3 At the reconsideration of a decision, the applicant is entitled to be heard by the Council in person or by a representative.

12.4 The Council may, following completion of its reconsideration, do one or more of the following:

- (a) confirm all or part of the delegate's decision;
- (b) set aside all or part of the delegate's decision;

- (c) amend the delegate's decision or make a new decision.

12.5 The Council may adjourn a reconsideration under this section.

13. Notice of Reconsideration (Bylaw 7031.01, 7031.05)

The ~~City Clerk~~ **Director of Legislative Services** must, upon receiving an application for reconsideration:

- (a) place the request for reconsideration on the agenda for a regular meeting of Council to be held at least two weeks after the date on which the request for reconsideration is delivered to the ~~City Clerk~~ **Director of Legislative Services**;
- (b) notify the applicant of the date for reconsideration by regular mail sent to the applicant's address provided under Section 12;
- (c) if the ~~Director of Community Development~~ **General Manager, Development Services** provided notice to any person other than the applicant regarding the initial application for a development permit or temporary use permit, in addition to the notice requirements under Section 12, similar notice must be given of the reconsideration.

14. No Delegation by a Delegate

For clarity, a person to whom a power, duty or function has been delegated under this Bylaw has no authority to further delegate to another person any power, duty or function that has been delegated by this Bylaw.

15. Repeal

"OFFICERS APPOINTMENT AND DELEGATION BYLAW 2005 NO. 7001" is hereby repealed.

PASSED FIRST READING
PASSED SECOND READING
PASSED THIRD READING
ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF NANAIMO

BYLAW NO. 7273.01

A BYLAW TO AMEND THE PROVISIONS OF THE
“MANAGEMENT TERMS AND CONDITIONS OF EMPLOYMENT BYLAW, 2019 NO. 7273”

The Council of the City of Nanaimo enacts as follows:

1. Title

This Bylaw shall be cited for all purposes as “MANAGEMENT TERMS AND CONDITIONS OF EMPLOYMENT AMENDMENT BYLAW 2020, NO. 7273.01”.

2. Administration

“Management Terms and Conditions of Employment Bylaw, 2019 No. 7273” is amended as follows:

- (a) By deleting section 4.2 in its entirety and renumbering the remainder of section 4.

PASSED FIRST READING: _____
PASSED SECOND READING: _____
PASSED THIRD READING: _____
ADOPTED: _____

MAYOR

CORPORATE OFFICER

4500.055

"Zoning Amendment Bylaw 2014 No. 4500.055" (RA324 – To rezone 4015 and part of 4001 Corunna Avenue from Single Dwelling Residential [R1] to Residential Corridor [COR1] in order to construct an office building).

Passed first and second reading 2014-JAN-13. Public Hearing 2014-FEB-06. Passed third reading 2014-FEB-06. Ministry of Transportation approval 2014-MAR-04.

4500.139

"Zoning Amendment Bylaw 2019 No. 4500.139" (To rezone 1483 Bowen Road to allow "Cannabis Retail Store" as a site-specific use in the Community Corridor [COR3] Zone).

Passed first and second reading 2019-APR-01. Public Hearing held and passed third reading on 2019-MAY-02.

4500.140

"Zoning Amendment Bylaw 2019 No. 4500.139" (To rezone 510 Fifth Street to allow "Cannabis Retail Store" as a site-specific use in the City Commercial Centre [CC3] Zone).

Passed first and second reading 2019-APR-01. Public Hearing held and passed third reading on 2019-MAY-02.

4500.145

"Zoning Amendment Bylaw 2019 No. 4500.145" (To rezone 140 Terminal Avenue to allow "Cannabis Retail Store" as a site-specific use in the Terminal Avenue [DT4] zone).

Passed first and second reading 2019-MAY-27. Public Hearing held and passed third reading on 2019-JUN-13. Received Ministry of Transportation and Infrastructure approval on 2019-JUL-09.

4500.146

"Zoning Amendment Bylaw 2019 No. 4500.146" (To rezone 111 Terminal Avenue to allow Cannabis Retail Store as a site-specific use with the Terminal Avenue (DT4) Zone).

Passed first and second reading 2019-JUN-10. Public Hearing held and passed third reading 2019-JUL-04. Received Ministry of Transportation and Infrastructure approval on 2019-JUL-29.

4500.153

"Zoning Amendment Bylaw 2019 No. 4500.153" (RA423 – to rezone 4392 Jingle Pot Road from Single Dwelling Residential [R1] to Mixed Use Corridor [COR2]).

Passed first and second reading 2019-NOV-18. Public Hearing held and passed third reading 2019-DEC-05. Received Ministry of Transportation and Infrastructure approval 2019-DEC-17.

4500.155

"Zoning Amendment Bylaw 2019 No. 4500.155" (To rezone 50 Tenth Street to allow "Cannabis Retail Store" as a site-specific use in the City Commercial Centre [CC3] zone).

Passed first and second reading 2019-JUL-22. Public Hearing held 2019-SEP-19.
Passed third reading 2019-OCT-07. Received Ministry of Transportation and Infrastructure approval 2019-OCT-29.

4500.159

"Zoning Amendment Bylaw 2019 No. 4500.159" (To rezone 150 Esplanade and 155 Fry Street from Community Corridor [COR3] to Mixed Use Corridor [COR2])

Passed first and second reading 2019-OCT-21. Public Hearing held and passed third reading 2019-NOV-07. Requires Public Hearing and Ministry of Transportation and Infrastructure approval prior to adoption.

4500.160

"Zoning Amendment Bylaw 2019 No. 4500.160" (To rezone 115 Chapel Street to allow "Cannabis Retail Store" as a site-specific use in the Core [DT1] zone)

Passed first and second reading 2019-OCT-21. Public Hearing held and passed third reading 2019-NOV-07. Requires Public Hearing and Ministry of Transportation and Infrastructure approval prior to adoption.

4500.164

"Zoning Amendment Bylaw 2019 No. 4500.164" (To rezone 307 Hillcrest Avenue and 308 and 326 Wakesiah Avenue from Single Dwelling Residential [R1] and Residential Corridor [COR1] to Mixed Use Corridor [COR2] with site-specific student housing use).

Passed first and second reading 2019-NOV-18. Public Hearing held 2019-DEC-05.
Passed third reading 2019-DEC-05.

4500.167

"Zoning Amendment Bylaw 2020 No. 4500.167" (To rezone 3841 and 3817 Victoria Avenue and 3896, 3874, 3852, 3848 and 3816 Island Highway North from Single Dwelling Residential [R1] to Community Corridor [COR3]).

Passed first and second reading 2020-FEB-03. Public Hearing held 2020-MAR-05. Third reading passed 2020-MAR-05. Ministry of Transportation and Infrastructure approval received 2020-APR-08.

4500.169

"Zoning Amendment Bylaw 2020 No. 4500.169" (To rezone portions of 3500 Rock City Road from Low Density Residential [R6] to Medium Density Residential [R8] with site-specific Floor Area Ratio).

Passed first and second reading 2020-JUL-20. Public Hearing held and passed third reading 2020-SEP-17.

4500.171

"Zoning Amendment Bylaw 2020 No. 4500.171" (To rezone 405 Rosehill Street from Single Dwelling Residential [R1] to Low Density Residential [R6]).

Passed first and second reading 2020-FEB-03. Public Hearing held 2020-MAR-05.
Passed third reading 2020-MAR-05. Ministry of Transportation and Infrastructure approval received 2020-APR-07.

4500.177

"Zoning Amendment Bylaw 2020 No. 4500.177" (To rezone 30 Lorne Place from Duplex Residential [R4] to Low Density Residential [R6]).

Passed first and second reading 2020-MAY-25. Public Hearing held and passed third reading 2020-JUN-18.

4500.181

"Zoning Amendment Bylaw 2020 No. 4500.181" (To rezone 5485 and 5495 Godfrey Road from Single Dwelling Residential [R1] to Low Density Residential [R6]).

Passed first and second reading 2020-AUG-31. Public Hearing held and passed third reading 2020-SEP-17. Requires Ministry of Transportation and Infrastructure approval prior to adoption.

5000.046

"Traffic and Highways Regulation Amendment Bylaw 2019 No. 5000.046" (To remove the time-limit and payment exemptions for vehicles displaying disabled parking permits in City parkades).

Third reading of bylaw rescinded 2019-SEP-16. Referred to Staff for Review in the Downtown Transportation Mobility Study and consultation with stakeholders.

6500.041

"Official Community Plan Amendment Bylaw 2019 No. 6500.041" (OCP90 – To re-designate 4392 Jingle Pot Road on the Future Land Use Plan (Map 1) from Neighbourhood to Corridor).

Passed first and second reading 2019-NOV-18. Public Hearing held 2019-DEC-05.
Passed third reading 2019-DEC-05.

7183

"Trapping Bylaw 2013 No. 7183" (To regulate, prohibit and impose requirements respecting body-gripping traps or devices for animals and wildlife).

Passed three readings 2013-NOV-18. Requires Ministry of Forests, Lands and Natural Resource Operations approval prior to adoption.

7282

"Port Theatre Borrowing Bylaw 2019 No. 7282" (To authorize the borrowing of up to \$4,500,000 for the construction of the Port Theatre Community Performing Arts Centre).

Passed three readings 2019-JAN-14. Grant approval and Inspector approval required prior to adoption.

Please click on the link below to access the Agenda from the 2020-JUL-15 Finance and Audit Committee Meeting.

<https://pub-nanaimo.escribemeetings.com/FileStream.ashx?DocumentId=30513>