



## **AGENDA REGULAR COUNCIL MEETING**

Monday, October 5, 2020

4:30 p.m. To proceed In Camera, Reconvene Open Meeting at 7:00 p.m.

SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE

80 COMMERCIAL STREET, NANAIMO, BC

SCHEDULED RECESS AT 9:00 P.M.

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**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

5 - 6

Minutes of the Special Meeting of the Council of the City of Nanaimo held in the Shaw Auditorium, 80 Commercial Street, Nanaimo, BC, on Monday, 2020-SEP-21 at 12:38 p.m.

6. MAYOR'S REPORT:

7. RISE AND REPORT

8. PRESENTATIONS:

9. COMMITTEE MINUTES:

a. Minutes 7 - 14

Minutes of the Governance and Priorities Committee Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Monday, 2020-MAR-09 at 1:00 p.m.

b. Minutes 15 - 16

Minutes of the Special Mayor's Task Force on Recovery and Resilience Meeting held in the Dodd Narrows Room A/B, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Friday, 2020-SEP-11, at 8:39 a.m.

10. CONSENT ITEMS:

11. DELEGATIONS:

12. REPORTS:

a. Investing in Canada Infrastructure Program 17 - 27

To be introduced by Laura Mercer, Director, Finance.

Presentation:

1. Laura Mercer, Director, Finance

*Purpose: To provide Council with information on two potential projects for the CleanBC Communities Fund Stream of the Investing in Canada Infrastructure Program and obtain a Council resolution.*

Recommendation: That Council select a project to endorse for application under the CleanBC Communities Fund Stream of the Investing in Canada Infrastructure Program.

b. Community Economic Recovery Infrastructure Program 28 - 46

Introduced by Laura Mercer, Director, Finance.

*Purpose:* To provide Council with information on five potential projects for the Community Economic Recovery Infrastructure Program and obtain a Council resolution.

Presentation:

1. Laura Mercer, Director, Finance.

Recommendation: That Council select two projects to endorse for application under the Community Economic Recovery Infrastructure Program.

c. Property Tax Exemption Bylaw for 2021 Property Taxes 47 - 90

Introduced by Laura Mercer, Director, Finance.

*Purpose:* To introduce "Property Tax Exemption Bylaw 2020 No. 7315", for first, second and third readings.

Recommendation:

1. That "Property Tax Exemption Bylaw 2020 No. 7315" (To provide exemption from 2021 property taxes) pass first reading;
2. That "Property Tax Exemption Bylaw 2020 No. 7315" pass second reading; and,
3. That "Property Tax Exemption Bylaw 2020 No. 7315" pass third reading.

d. Property Disposition - 350 and 398 Franklyn Street 91 - 96

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

*Purpose:* To obtain Council approval to dispose of City-owned property at 350 and 398 Franklyn Street.

Recommendation: That Council:

1. approve the disposition of 350 and 398 Franklyn Street to SoGood Properties Limited for \$1,216,000; and
2. direct the Mayor and Corporate Officer to execute the necessary documents to affect the transaction.

e. Building Permit Function Review 97 - 98

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

*Purpose:* To provide information to Council regarding the Building Permit Function Review.

13. **BYLAWS:**

a. "Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 99 - 100

7031.07"

That "Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 7031.07" (To align the bylaw with the revised management organizational structure) be adopted.

- b. "Management Terms and Conditions of Employment Amendment Bylaw 2020, No. 7273.01"

101

That "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") be adopted.

- c. Bylaw Status Sheet (For Information)

102 - 105

14. NOTICE OF MOTION:

15. OTHER BUSINESS:

16. ADJOURNMENT:



**MINUTES**  
SPECIAL COUNCIL MEETING  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,  
80 COMMERCIAL STREET, NANAIMO, BC  
MONDAY, 2020-SEP-21 AT 12:38 P.M.

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

Absent: Councillor S. D. Armstrong

Staff: J. Rudolph, Chief Administrative Officer  
R. Harding, General Manager, Parks, Recreation and Culture  
S. Legin, General Manager, Corporate Services  
D. Lindsay, General Manager, Development Services  
B. Sims, General Manager, Engineering and Public Works  
B. Corsan, Director, Community Development  
S. Gurrie, Director, Legislative Services  
K. Lundgren, Recording Secretary

1. CALL THE SPECIAL MEETING TO ORDER:

The Special Meeting was called to order at 12:38 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add *Community Charter* Section 90(1)(c) - labour relations or other employee relations.

3. APPROVAL OF THE AGENDA:

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

4. 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):

- (c) labour relations or other employee relations;

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

The motion carried unanimously.

Council moved In Camera at 12:29 p.m.  
Council moved out of In Camera at 1:32 p.m.

5. RISE AND REPORT:

Council rose without report.

6. ADJOURNMENT:

It was moved and seconded at 1:32 p.m. that the meeting adjourn. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER

**MINUTES**  
GOVERNANCE AND PRIORITIES COMMITTEE MEETING  
BOARDROOM, SERVICE AND RESOURCE CENTRE,  
411 DUNSMUIR STREET, NANAIMO, BC  
MONDAY, 2020-MAR-09, AT 1:00 P.M.

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Present: Councillor B. Geselbracht, Chair  
Mayor L. Krog  
Councillor S. D. Armstrong  
Councillor D. Bonner  
Councillor T. Brown  
Councillor E. Hemmens (arrived 1:20 p.m.)  
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  
J. Van Horne, Director, Human Resources (vacated 1:06 p.m.)  
L. Mercer, Director, Finance (vacated 3:29 p.m.)  
A. Groot, Director, Facilities and Parks Operations (vacated 3:40 p.m.)  
L. Wark, Director, Recreation and Culture (vacated 3:28 p.m.)  
K. Fry, Fire Chief  
J. Bevan, Manager, Culture & Special Events (arrived 1:06 p.m., vacated 3:28 p.m.)  
F. Farrohki, Manager, Communications (vacated 1:06 p.m.)  
S. Pamminger, Manager, Infrastructure Planning and Energy (vacated 3:28 p.m.)  
D. Thompson, A/Manager, Sanitation and Recycling and Manager, Construction Projects (arrived 2:41 p.m.)  
K. Gellein, Zero Waste Coordinator (arrived 2:46 p.m.)  
D. Blackwood, Client Support Specialist (vacated 1:10 p.m.)  
S. Gurrie, Director, Legislative Services  
N. Sponaule, Recording Secretary

1. CALL THE GOVERNANCE AND PRIORITIES COMMITTEE MEETING TO ORDER:

The Governance and Priorities Committee Meeting was called to order at 1:02 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Add Agenda Item 5a - Update from John Van Horne, Director, Human Resources, re: COVID-19

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 Governance and Priorities Committee Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Monday, 2020-FEB-24 at 1:00 p.m. be adopted as circulated. The motion carried unanimously.

5. REPORTS:

a. Update from John Van Horne, Director, Human Resources, re: COVID-19

John Van Horne, Director, Human Resources, provided an update on the COVID-19 (Coronavirus) situation including:

- The City is monitoring the situation and working with internal and external stakeholders
- Reinforced recommended health practices including proper handwashing
- Recommended visiting the BC Centre for Disease Control website for more information

b. ENVIRONMENTAL RESPONSIBILITY:

1. Corporate Energy and Emissions Management Program

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

F. Farrokhi, B. Sims and J. Van Horne vacated the Boardroom at 1:06 p.m.

J. Bevan entered the Boardroom at 1:06 p.m.

Presentation:

1. Scott Pamminer, Manager, Infrastructure Planning and Energy, provided a presentation giving an overview of the City's Corporate Energy and Emissions program including:
  - How the program supports Council's environmental goals
  - Key achievements, current opportunities/challenges and next steps
  - Council declared State of Climate Emergency in April 2019
  - Intergovernmental Panel on Climate Change (IPCC) recommends keeping emissions below 1.5 degrees Celsius

D. Blackwood vacated the Board room at 1:10 p.m.

- Provided an overview of Provincial programs and targets in place for lowering emissions
- Outlined history of the City's involvement in programs dedicated to climate protection:
  - Partners for Climate Protection Program (2002)
  - Corporate Climate Change Plan (2007)
  - Sustainability Committee formed (2007)
  - Signed on with Union of BC Municipalities Climate Action Charter (2007)
  - Joined with BC Hydro's Commercial Energy Manager Program (2008)
  - Official Community Plan set new greenhouse gas (GHG) targets, lower than previous levels (2008)

B. Sims returned to the Boardroom at 1:13 p.m.

- Corporate emissions are small compared to community emissions
- Outlined community emission initiatives including land use, transportation, buildings and solid waste initiatives
- Outlined City's corporate role, goals and objectives including:
  - Improving efficiencies, reducing energy consumption
  - Switching to cleaner fuel sources, such as electric
  - Reducing GHG emissions
  - Increasing the local renewable energy supply
- City receives credit for organic waste diversion

Councillor Hemmens entered the Boardroom at 1:20 p.m.

- Outlined challenges and opportunities including:
  - Current Energy Conservation & Management Policy outdated
  - Increasing renewable energy options including solar, thermal, geothermal and wind
- Provided an overview of City departments, mentioning that certain departments (such as Fire Rescue and Recreation Facilities) have higher energy needs than others
- BC Hydro Energy Manager Program requires 300,000 kWh electricity be conserved. The program pays for half of the wages for the Manager, Infrastructure Planning and Energy staff position
- Outlined significant energy uses including office buildings, operational facilities, recreation and parks facilities, Fire Rescue/Police, parkades, fleet and street lights
- In 2018 nearly \$4.8 million was spent on electricity
- Outlined key achievements including:
  - Replacement of boilers at Beban Park with high efficiency unit and heat recovery coils
  - Optimization improvements at all City recreation facilities to increase efficiencies

- Upgrades to lighting – Nanaimo Aquatic Centre and Beban Park upgraded to LED in 2019
- Upgrades to street and parking lot lighting to LED
  - Phase 2 recently completed – nearly 1,000 of the 4,300 City-owned lights have been converted
- Phase 3 to be done this year, converting rest of City-owned street lights
- BC Hydro lights to be converted to LED in next 2-3 years
- All ice facilities now using Cool Water Ice Making (REALice) in arenas – annual savings of \$12,000 per sheet
- Lighting audits and design energy studies at various facilities to look for areas of improved efficiency
- Study and recommendations on main heating plan coming to March 18 Finance and Audit Committee meeting
- City has decreased GHG emissions by 23% since 2009
- City's water reservoir creates over 800,000 kWh in energy per year
- Next steps include:
  - Updating Energy Conservation and Management Policy
  - Change Sustainability Funding criteria to make more flexible
  - Review Climate Action Plan and Community Sustainability Action Plan
  - Choose electric over carbon-based solutions
  - Look for new technologies to reduce energy consumption
  - Support green fleet strategy
  - Develop renewable energy projects aimed at improved sustainability

Committee discussion took place regarding:

- Programs to reduce methane gas in composted materials
- Initiatives undertaken in last 10 years, and since climate emergency was declared in 2019
- Addressing reduction of community emissions and steps that can be taken to support this
- Costs associated with electric energy due to rising costs
- Council providing direction on priorities and initiatives, based on recommendations from Environment Committee and Staff
- Importance of having clear targets and plan/strategies to support those as well as flexibility to adapt when new opportunities arise

The Governance and Priorities Committee meeting recessed at 2:13 p.m.  
The Governance and Priorities Committee meeting reconvened at 2:23 p.m.

Councillor Turley returned to the Boardroom at 2:25 p.m.

c. GOVERNANCE AND MANAGEMENT EXCELLENCE:

1. City of Nanaimo Facilities

Richard Harding, General Manager, Parks, Recreation and Culture, provided a presentation giving an overview of City of Nanaimo facilities including:

- The history of facilities in Nanaimo:
  - No facilities existed prior to 1970's
  - An amalgamation took place in 1975 consolidating a number of different areas into the City of Nanaimo. The City inherited the facilities in these areas (i.e. Fire Halls and Departure Bay Activity Centre)
  - A number of investments and purchases took place in the 2000's including Nanaimo Aquatic Centre, Nanaimo Ice Centre and the Vancouver Island Conference Centre
  - The City now owns over 200 buildings
- Provided an overview of the different types of facilities including civic use, operations, pump houses/reservoirs, fire rescue, police, Vancouver Island Conference Centre, cultural facilities, heritage facilities and parks facilities.

Art Groot, Director, Facility and Parks Operations, spoke regarding:

- City's asset management framework – developing and formalizing a long-term approach to asset management
- Facility condition assessment project supporting planning from a short and long-term perspective including maintenance planning, staffing and funding requirements

Richard Harding, General Manager, Parks, Recreation and Culture, spoke regarding:

- How priorities are assessed and what types of studies are used
- Prioritization of projects due to seismic priority
- Community requests including arts/culture demands, civic demands and recreation demands

D. Thompson entered the Boardroom at 2:41 p.m.

Art Groot, Director, Facility and Parks Operations, spoke regarding the City's five-year capital projects plan.

Richard Harding, General Manager, Parks, Recreation and Culture, spoke regarding:

- Regular facility maintenance requirements
- Decisions needing to be made on certain facilities including:
  - Chase River Activity Centre
  - Departure Bay Activity Centre
  - Kin Hut Activity Centre

- Nanaimo Curling Club
- Stadium Options
- City Operations at 2020 Labieux Rd, 89 Prideaux Street, 2300 Bowen Road (Centennial Building) and 1050 Nanaimo Lakes Road
- Police operations and police annex buildings

K. Gellein entered the Boardroom at 2:46 p.m.

S. Legin, General Manager, Corporate Services, spoke regarding financial capacity including:

- Potential funding strategies and priorities
- Discussions needed around topics such as debt philosophy, reserves and partnerships
- Reserve balance as a potential source of funding for 5-year capital plan
- Other reserves that can be pulled from including General Capital Reserve and Strategic Infrastructure Reserve Fund
- Overview of debt servicing limit and financing options

Richard Harding, General Manager, Parks, Recreation and Culture, discussed facilities needing priority discussion including:

- City operations facilities
- RCMP building
- Chase River Activity Centre
- South End Community Centre
- Stadium Options
- Serauxmen Improvement Plan
- Possibly others as plans are developed through the Official Community Plan process, or as per Council's direction

Committee discussion took place regarding:

- Individual priorities of projects
- Sponsorships as potential tool to increase funding capacity
- Impact of amalgamation of City in 1975 leading to differing quality of buildings and other infrastructure across City
- Importance of future conversation around debt servicing
- Creative solutions such as possibly relocating the Parks yard to Public Works, rather than rebuilding both facilities
- Partnership opportunities for mixed use facilities

Jake Rudolph, Chief Administrative Officer, discussed next steps:

- Staff coming to Finance and Audit Committee with recommendations
- Scheduling future Governance and Priorities Committee meeting to provide more information and discuss details regarding Public Works/Operations facilities and RCMP facilities
- Waterfront walkway, turf fields as examples of other items outside of the facility discussion that will need to be considered during funding discussions



J. Bevan, S. Pamminger and L. Wark vacated the Boardroom at 3:28 p.m.  
S. Gurrie and L. Mercer vacated the Boardroom at 3:29 p.m.

2. Single-Use Checkout Bag Regulation Update

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

Presentation

1. David Thompson, Acting Manager, Sanitation and Recycling, provided a presentation regarding:
  - The results of the single-use checkout bag consultation which took place during a 3-month period in 2019
  - Purpose of consultation focused on how to change behaviour
  - High response levels of consultation from both residential and retailers
  - 50% of retailers that responded do not currently provide plastic bags
  - Of those retailers that responded providing plastic bags, the amount of bags provided was 2.5 million

S. Gurrie returned to the Boardroom at 3:33 p.m.  
D. Lindsay vacated the Boardroom at 3:34 p.m.

- Overview of results from residential survey

A. Groot vacated the Boardroom at 3:40 p.m.

- Results showed strong support for regulating single-use bags
- Many retailers and residents already not using single-use bags
- Discussed Supreme Court decision regarding Victoria's bylaw repeal and other municipalities involved in the process of banning single-use plastics

Kirsten Gellein, Zero Waste Coordinator, provided an overview including:

- Recent actions taken by other levels of government
- Provincial government wanting to provide input on what plastics to ban
- BC Supreme Court struck down City of Victoria's ban in January 2020
- A number of municipalities are submitting their bylaws to the province for Ministry of Environment approval

D. Lindsay returned to the Boardroom at 3:51 p.m.

Bill Sims, General Manager, Engineering and Public Works, noted that Staff are now looking for direction from Council on next steps.

Committee discussion took place regarding:

- Plastic bags contaminating streams and waterways
- Banning plastic bags would increase capacity in landfill
- Results of survey show support from residents and businesses
- Importance of bringing bylaw forward to Ministry of Environment for proper approval
- Smaller municipalities that have drafted bylaw banning plastic bags without waiting for Ministry approval
- Potential legal costs associated with not seeking Ministry approval
- Nanaimo's bylaw not specific to plastic bags, but rather speaks to regulating check-out bags in general

It was moved and seconded that the Governance and Priorities Committee recommend that Council approve the wording of the draft "Checkout Bag Regulation Bylaw 2019 No. 7283" and direct Staff to prepare the bylaw for first, second and third reading for the next scheduled Council meeting. The motion was defeated.

Opposed: Mayor Krog and Councillors Armstrong, Maartman, Thorpe, Turley

It was moved and seconded that the Governance and Priorities Committee recommends that Council direct Staff to revise draft "Checkout Bag Regulation Bylaw 2019 No. 7283" in reference to section 8(3)(j) of the *Community Charter*, and return with the revised bylaw for first, second and third reading at the next scheduled Council meeting, to be forwarded to the Minister of Environment and Climate Change Strategy for approval. The motion carried unanimously.

d. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning

By unanimous consent, the Committee delayed agenda planning until their next scheduled meeting.

6. QUESTION PERIOD:

- There were no members of the public in attendance to ask questions.

7. ADJOURNMENT:

It was moved and seconded at 4:06 p.m. that the meeting terminate. The motion carried unanimously.

CERTIFIED CORRECT:

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CHAIR

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CORPORATE OFFICER

## MINUTES

SPECIAL MAYOR'S TASK FORCE ON RECOVERY AND RESILIENCE MEETING  
DODD NARROWS ROOM A/B, VANCOUVER ISLAND CONFERENCE CENTRE,  
80 COMMERCIAL STREET, NANAIMO, BC  
FRIDAY, 2020-SEP-11, AT 8:39 A.M.

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Present: Mayor Krog, Chair  
Councillor T. Brown  
D. Hais, Board Chair, Nanaimo Port Authority  
D. Saucier, President and Vice-Chancellor, Vancouver Island University (joined via telephone, disconnected 11:24 a.m.)  
S. Madden, Executive Director, United Way (arrived 8:43 a.m.)  
I. Simpson, Chief Executive Officer, Petroglyph Development Group, Snuneymuxw First Nation (vacated 11:00 a.m.)

Absent: J. Byrne, Regional Managing Partner, Vancouver Island, MNP

Staff: J. Rudolph, Chief Administrative Officer  
D. Lindsay, General Manager, Development Services (arrived 8:48 a.m.)  
S. Legin, General Manager, Corporate Services  
F. Farrokhi, Manager, Communications (arrived 8:48 a.m.)  
J. Vanderhoef, Recording Secretary

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

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The Special Mayor's Task Force on Recovery and Resilience Meeting was called to order at 8:39 a.m.

2. APPROVAL OF THE AGENDA:

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

3. ADOPTION OF 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-31, at 9:02 a.m. be adopted as circulated. The motion carried unanimously.

4. 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):

- (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.

The motion carried unanimously.

The Task Force moved In Camera at 8:40 a.m.  
The Task Force moved out of In Camera at 12:07 p.m.

5. ADJOURNMENT:

It was moved and seconded at 12:07 p.m. that the meeting adjourn. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER

DATE OF MEETING 2020-OCT-05

AUTHORED BY MICHELLE MILLER, SENIOR FINANCIAL ANALYST

SCOTT PAMMINGER, MANAGER, INFRASTRUCTURE PLANNING  
AND ENERGY

**SUBJECT INVESTING IN CANADA INFRASTRUCTURE PROGRAM**

## **OVERVIEW**

### **Purpose of Report**

To provide Council with information on two potential projects for the CleanBC Communities Fund Stream of the Investing in Canada Infrastructure Program and obtain a Council resolution.

### **Recommendation**

That Council select a project to endorse for application under the CleanBC Communities Fund Stream of the Investing in Canada Infrastructure Program.

## **BACKGROUND**

The Investing in Canada Infrastructure Program is a program aimed at creating long-term economic growth, building inclusive and sustainable communities, and supports a low carbon green economy. This is the second intake for the CleanBC Communities Fund Stream that helps fund infrastructure projects that support the management of renewable energy, access to clean energy transportation, improved energy efficiency of buildings and the generation of clean energy. The program is available to local governments, Indigenous applicants, Not-for-profit, and select for-profit organizations.

The program targets projects that can be completed within five years following approval. A cost share between the federal and provincial government provides funding and their combined maximum contribution is 73.33%. Stacking rules apply to this funding. Therefore 73.33% is the maximum that could be funded from senior government sources including the Gas Tax Community Works Funds received by the City annually.

The grant application deadline is 2020-NOV-12.

## **DISCUSSION**

Staff have short listed two projects for consideration under the current funding stream.

1. Oliver Woods Community Centre – Hot Water Boiler Replacement and Mechanical Upgrades

The existing single hot water boiler provides peak heating and domestic hot water heating for the facility. This is a standard efficiency hot water boiler which uses natural gas as fuel and it is nearing the end of its useful life.

An Engineer's review of the existing equipment and operating systems recommended changes to piping and valves in addition to the replacement of the existing hot water boiler. This is due to operational issues with the current piping arrangement.

A further study of various Low Carbon Electrification options recommended the City replace the old boiler with a new electric boiler. This option eliminates using natural gas at the facility which currently represents 90% of the facilities annual GHG emissions.

2. Beban Park Leisure Pool Air Handling Units

Currently the leisure pool ventilation and dehumidification is provided by two air handler units (HV-5 and HV-3). Air Handling Unit HV-5 has failed and a recent condition assessment revealed that Unit HV-3 is near end of life earlier than anticipated. In addition there are condensation and pool surface air quality issues with the current duct system.

A Low Carbon Electrification Study reviewed the potential energy and greenhouse gas emission reduction potential focusing on low carbon electrification opportunities for the leisure pool ventilation and dehumidification system.

The study recommended replacing both HV-3 and HV-5 air handling units with a single air handling unit as well as upgrading to a full heat recovery dehumidification system. Upgrading and integrating these two systems could potentially reduce over 85% of the pool greenhouse gas emissions when compared to the current operation.

## **OPTIONS**

1. That Council direct staff to submit an application to the Investing in Canada Infrastructure Program – CleanBC Communities Fund Stream for the Oliver Woods Community Centre Hot Water Boiler Replacement and Mechanical Upgrades, and that Council commits to funding \$36,000 of the project.
  - The advantages of this option: This project is currently underfunded in the 2020-2024 Financial Plan due to the additional piping upgrades identified that were not included in the original scope of the project. If the grant application is successful this will allow the City to proceed with the project with no additional investment required.

- Financial Implications: The cost for design and construction phases of this project is \$116,000, \$71,900 of which is currently in 2020 of the 2020-2024 Financial Plan. If the grant application is successful the City would be eligible for up to \$80,000 of funding which would allow \$35,900 of surplus funds to be reallocated to another City priority.
2. That Council direct staff to submit an application to the Investing in Canada Infrastructure Program – CleanBC Communities Fund Stream for the Beban Park Leisure Pool Air Handling Units and that Council commits to funding \$258,560 of the project.
- The advantages of this option: This provides opportunity for the City to undertake a large scale energy and cost savings project at one of our largest facilities. Selecting this option, if successful, would allow the City to proceed with this project.
  - The disadvantages of this option: This project is underfunded in the 2020-2024 Financial Plan by \$735,176 as the current scope is to replace only the failed HV-5 unit. An additional \$41,726 will need to be allocated to the project by the City to proceed with the grant application.
  - Financial Implications: The cost for construction of this project is \$945,400, \$210,224 of which is currently in the 2020-2024 Financial Plan. If the grant application is successful the City would be eligible for up to \$686,840 of funding. If selected the 2020-2024 Financial Plan will be amended to allocate an additional \$48,336 to the project funded from the Emission Reduction Reserve.
3. That Council provide alternative direction to staff for a project to submit an application to the Investing in Canada Infrastructure Program – CleanBC Communities Fund.

#### **SUMMARY POINTS**

- The CleanBC Communities Fund Stream of the Investing in Canada Infrastructure Program provides up to 73.33% funding for eligible project costs.
- The City may submit one application.
- Applications are due by 2020-NOV-12.

#### **ATTACHMENTS:**

Investing in Canada Infrastructure Intake 2 PowerPoint Presentation

**Submitted by:**

Michelle Miller  
Senior Financial Analyst

Scott Pamminger  
Manager, Infrastructure Planning and Energy

**Concurrence by:**

Laura Mercer  
Director, Finance

Richard Harding  
General Manager, Parks, Recreation and  
Culture

Shelley Legin  
General Manager, Corporate Services



# Investing in Canada Infrastructure Program (ICIP)

CleanBC Communities Fund – Intake #2

## Grant Details

- Focused on projects that support the management of renewable energy, access to clean energy transportation, improved energy efficiency of buildings, and the generation of clean energy.
- Federal and Provincial governments have committed up to \$47.39 million towards intake #2
- Combined maximum contribution - up to 73.33% of project cost
- Stacking rules apply

## Grant Details

- Project Eligibility:
  - Eligible projects must be for broad public use or benefit and result in a measurable reduction of greenhouse gas emissions (GHGs) as compared to a baseline for that infrastructure; for new infrastructure, GHG reductions will need to be compared to a projection-based baseline.
  - To be eligible, projects must increase:
    - Capacity to manage renewable energy
    - Access to clean energy transportation
    - Energy efficiency of buildings
    - Generation of clean energy
- Project must be completed within 5 years of approval
- Application Deadline: November 12, 2020

## Projects for Council Consideration

- Oliver Woods Community Centre (OWCC) Hot Water Boiler Replacement and Mechanical Upgrade
- Beban Park Leisure Pool Air Handling Units

## OWCC Hot Water Boiler Replacement and Mechanical Upgrade



## OWCC Hot Water Boiler Replacement and Mechanical Upgrades

- Replace current natural gas boiler with electric peaking boiler for domestic hot water heating and peak space heating.
- Modify boiler piping and heat pump loop arrangements to minimize heat pump return water temperature.

## OWCC Hot Water Boiler Replacement and Mechanical Upgrades

### Benefits:

- Would eliminate the need for natural gas at the facility which represents 90% of the facilities annual GHG emissions.
- Longer life than a natural gas hot water boiler.
- If grant application successful the project can proceed with no additional investment required by the City.

## OWCC Hot Water Boiler Replacement and Mechanical Upgrades

### Financial Details:

- Estimated total cost – \$116,000
  - Grant Application - \$80,000
  - City Share - \$36,000
- Currently budgeted in 2020 at \$71,900 for “like for like” boiler replacement. Funding shortfall of \$44,100.
- If grant application successful \$35,900 of surplus funds could be reallocated to other City priorities.

## Beban Park Leisure Pool Air Handling Units



HV3

HV5



## Beban Park Leisure Pool Air Handling Units

- Replacement of HV3 air handling unit which is nearing end of life, and replacement of HV5 air handling unit which has failed, with one air handling unit.
- Upgrading to a heat recovery dehumidification system to resolve condensation and pool surface air quality issues.



## Beban Park Leisure Pool Air Handling Units

- Benefits:
  - Project will resolve condensation and air quality issues
  - Potential to reduce over 855 of greenhouse gas emissions from current operations
  - If grant application successful will allow City to undertake this project

## Beban Park Leisure Pool Air Handling Units

- Financial Details
  - Estimated cost - \$945,400
    - Grant Application - \$686,840
    - City Share - \$258,560
  - Replacement of HV5 is currently budgeted in 2020 for \$210,224.
  - If this project is selected by Council the 2020 - 2024 Financial Plan will be amended to allocate \$48,336 from the Emission Reduction Reserve to the project.
  - If unsuccessful the scope and timing of this project need to be reevaluated.

## Next Steps

- Council resolution to proceed with the application for the ICIP CleanBC Communities Fund grant for selected project
- ICIP Covid-19 Resilience Stream
  - Application guidelines still being developed
  - Staff have shortlisted potential projects

DATE OF MEETING OCTOBER 5, 2020

AUTHORED BY MICHELLE MILLER, SENIOR FINANCIAL ANALYST

ART GROOT, DIRECTOR, FACILITY AND PARKS OPERATIONS

**SUBJECT COMMUNITY ECONOMIC RECOVERY INFRASTRUCTURE PROGRAM**

## **OVERVIEW**

### **Purpose of Report**

To provide Council with information on five potential projects for the Community Economic Recovery Infrastructure Program and obtain a Council resolution.

### **Recommendation**

That Council select two projects to endorse for application under the Community Economic Recovery Infrastructure Program.

## **BACKGROUND**

The Community Economic Recovery Infrastructure Program (CERIP) was developed to help communities in British Columbia recover from the economic impacts experienced from COVID-19. The program is available to local governments, Indigenous applicants, and not-for-profit organizations.

This is a \$100 million program which offers 100% funding up to \$1 million for projects that support four key streams:

- Community Economic Resilience (\$30 million)
- Destination Development (\$20 million)
- Unique Heritage Infrastructure (\$20 million)
- Rural Economic Recovery (\$20 million)

The main goal for this program is to create new employment or to re-employ laid off workers in applicant communities.

Project costs over \$1 million must be financed by the applicant. Stacking rules do not apply to this grant therefore other senior government sources such as the Gas Tax Community Works Fund may be used. Eligible applicants can submit two applications and projects must be completed by 2023-MAR-31.

The grant application deadline is **2020-OCT-29**.

This grant is separate from the Investing in Canada Infrastructure Program announced by the Government of Canada to respond to the impacts of COVID-19. The COVID-19 Resilience



Stream is on hold as interregnum is in place until after the Provincial election. Staff will return to Council to present project options and receive Council direction for this funding stream once the details are released.

## **DISCUSSION**

Staff have short listed five projects for consideration under the current funding stream.

### **1. Loudon Boathouse**

In 2007, Council adopted a Loudon Park Improvement Plan, which was updated and approved in 2010. The plan identified that the existing, 50-year old washroom/change room facility did not meet the needs of the paddling organizations, or the community overall. It was recommended that a new paddling facility be developed to provide an updated and accessible year-round public washroom and change room, as well as provide storage, dry floor and program space. In the 2020 – 2024 Financial Plan Council allocated \$123,750 in 2020 to complete detailed design and costing for the Loudon Boathouse.

The proposed new facility would be a multi-use boathouse and community meeting space for the Nanaimo Canoe and Kayak Club, the Nanaimo Rowing Club and the City, consisting of the following:

- Approximately 5,500 square feet in area
- Two offices
- Women's and men's public washrooms including a universal toilet room
- Secure boat storage
- Multi-purpose space including small kitchen and folding partition
- Private washroom and double shower room
- Mechanical and electrical rooms

The Loudon Boathouse project presents an opportunity for the City to collaborate with the Long Lake Flatwater Training Society and Rotary Club of Nanaimo North to achieve the new public facility. Both organizations have committed to raising funds for the project and contributed \$15,000 towards the detailed design project. A co-management agreement would be established for its shared operation.

### **2. Beban Complex Electrical Upgrades**

The existing main electrical substation serving Beban Park Recreation Centre is nearing end of life and needs to be replaced with new energy efficient technology. The existing substation to Frank Crane Arena, Beban Park Pool, and the Beban Social Centre, in the event of a power failure, can supply emergency lighting but can not provide cooling, ventilation, mechanical, and heating systems.

Beban Park is a designated reception centre for the City which are facilities intended to provide temporary support for residents who are displaced in emergencies while acting as a point of information for residents. Other designated reception centres include, Nanaimo Aquatic Centre, Oliver Woods and Bowen Park. Currently, all of the facilities only have generators that provide emergency lighting.

The City is taking this opportunity to prepare Beban Park for future emergency generators. The proposed replacement will be wired to allow for generators with the capacity for complete back-up power and meet the needs of a post-disaster facility. Existing generators will be replaced, but will still only have the capacity to supply emergency lighting. A 400KW generator will be available in 2023 to be repurposed from the Water Treatment Plant which would fully power Beban Park Social Centre but not the Frank Crane Arena or the Pool.

### 3. Rotary Bowl Oval and Sprint Track Replacement

The Rotary Bowl facility was acquired by the City in 2018 from Nanaimo/Ladysmith School District 68. The track was installed in 2010 and it is assumed that little to no maintenance has been performed since. In addition to the damage from wear, there have also been issues with tree roots from Lombardi Poplars adjacent to the track surface.

The proposed project consists of replacing the existing track surface including:

- 8 lanes x 400m running track
- 8 lane sprint runway
- 2 lane long/triple jump runway
- Pole vault runway and
- High jump oval area

The new track surface system will consist of a full pour polyurethane system to provide a durable, safe, and quality track surface. The intention is to maintain the asphalt base layer under the track surface, however, the condition of existing asphalt is unknown and may require further remediation at time of replacement.

### 4. Maffeo Sutton Playground Phase 2

Maffeo Sutton Park is Nanaimo's premier waterfront park space. In 2017, Council passed a motion for City staff to work with the Nanaimo Child Development Centre, Rotary Club of Nanaimo, and other community partners, to develop a plan for Maffeo Sutton Park playground as the majority of the playground and surfacing had reached end of life and did not meet safety standards. The motion was to design this park to be all-inclusive and appeal to people of all ages and abilities.

A three phase plan was created to redevelop the space with traditional play elements, significant seating areas, planting, public art, public circulation routes, and interpretive materials with a theme to reflect the traditional First Nations territory. Phase 1 of the plan, which focused on inclusive play for 5 – 12 year olds, was completed in June 2020. As well, Rotary Centennial Garden with paving, plants, pagodas and logs is being installed on nearby green space. Phase II focuses on inclusive play features for 2 - 5 year olds, upgraded safety surfacing and additional landscaping.

### 5. Maffeo Sutton Washrooms

Two small washroom buildings that would service Maffeo Sutton Park. |

Many years ago an Amenity Building at Maffeo Sutton Park was identified in the concept plan during the Maffeo Sutton Park Master Plan process. In 2011, an architect was engaged to provide site design options and high level cost estimates. The initial scope of this project included:

- Concession
- Festival sized washrooms
- Basic washrooms
- Event storage
- Covered exterior seating

At that time this project was costed at approximately \$1.89 million. Since then, this location has been serviced for an upgraded facility, but no funds have been allocated to construction. This grant program sparked discussion to take this opportunity to see this project come to fruition. As this project is not currently in the plan, it would need to be scaled back to \$1 million which would see some features initially envisioned removed.

## **OPTIONS**

1. That Council direct Staff to submit an application to the Community Economic Recovery Infrastructure Program for the Loudon Boathouse project and that Council commits to funding \$0.87 million of the project.
  - The advantages of this option: An aging City amenity will be replaced with a modern facility that meets a variety of community needs. The project offers the City the opportunity to partner with two community groups who have committed to raising funds towards the project. The new boathouse will improve security, safety, accessibility and enable local paddling clubs to offer enhanced, year-round programming for all ages and abilities. The proposed facility meets the goals of the Loudon Park Improvement Plan.
  - The disadvantages of this option: This project is not currently in the 2020 – 2024 Financial Plan.
  - Financial Implications: The cost for the construction phase of the project has been estimated at \$1.87 million. With maximum grant funding of \$1 million available, the remaining \$0.87 million will be funded by the City. Any fundraising done by the community partners would offset the City's contribution. If selected the project will be added to 2021 and 2022 in the 2021 – 2025 Financial Plan with the City's portion funded from Gas Tax Community Works Funding. The project would be contingent on a successful grant application.
2. That Council direct Staff to submit an application to the Community Economic Recovery Infrastructure Program for the Beban Complex Electrical Upgrades Project and that Council commits to funding \$716,425 of the project.
  - The advantages of this option: This project will help Nanaimo to become a more resilient community in regards to emergency management. The City is required under the Local Authority Emergency Management Regulation to coordinate the provision of food, clothing, shelter transportation and medical services to victims of emergencies and disasters. The central location of Beban Park will make it one

of the busiest reception centres for residents in emergencies, therefore it is a good investment to upgrade this reception centre to meet our emergency management responsibilities.

- Financial Implications: This project is currently in 2020 – 2024 Financial Plan with design of \$98,925 in 2020 and construction of \$1,617,500 in 2021. With maximum grant funding of \$1 million available, the remaining \$716,425 will be funded by the City. The project is fully funded in the plan therefore, the \$1 million in savings from the project can be re-allocated to other priorities.
3. That Council direct Staff to submit an application to the Community Economic Recovery Infrastructure Program for the Rotary Bowl Track Replacement and that Council commits to funding \$188,150 of the project.
- The advantages of this option: This project will remove safety hazards associated with the current condition of the track which is heavily used by Nanaimo/Ladysmith School District 68. The grant will allow both phases of the project to be completed in 2021.
  - Financial Implications: This project is currently in the 2021 – 2025 Draft Financial Plan with \$211,750 in 2021 for the sprint track replacement and \$988,150 in 2024 for the oval track replacement. With maximum grant funding of \$1 million available, the remaining \$200,000 will be funded from the City. The Nanaimo Track & Field Club has committed to contributing \$50,000 towards the track resurfacing project which would offset the City's contribution. If selected the oval track replacement will be accelerated to 2021. Acceleration of phase 2 would be contingent on a successful grant application.
4. That Council direct Staff to submit an application to the Community Economic Recovery Infrastructure Program for the Maffeo Sutton Playground Phase 2 project.
- The advantages of this option: This will further the goal of making the park all-inclusive and appealing to people of all ages and abilities. Also, this grant would fully fund this project allowing the funds currently in the plan to be reallocated to other priorities.
  - Financial Implications: The cost for Phase 2 has been estimated at \$663,300. If the application is successful, we would received the full project cost in grant funding. Currently, the City has budgeted \$663,300 in 2023 of the 2020 – 2024 Financial Plan. If selected, the project would be accelerated to 2021 in the 2021 – 2025 Financial Plan. Acceleration of the project would be contingent on a successful grant application.
5. That Council direct Staff to submit an application to the Community Economic Recovery Infrastructure Program for the Maffeo Sutton Washrooms project.
- The advantages of this option: This will allow a project that has been on hold for many years be completed. It also moves towards improving Nanaimo's premier waterfront park space and is congruent with the efforts made to improve this park thus far.
  - Financial Implications: This project would be scaled back to \$1 million, and if the application is successful we would receive the full project cost in grant funding. This project is not currently in the 2020 – 2024 Financial Plan and if selected the

project would be added to 2021 in the 2021 – 2025 Financial Plan. This project would be contingent on a successful grant application.

6. That Council provide alternative direction to Staff for a project to submit an application to the Community Economic Recovery Infrastructure Program.

#### **SUMMARY POINTS**

- The Community Economic Recovery Infrastructure Program provides 100% funding up to \$1 million for eligible project costs.
- The City may submit two applications.
- Applications are due by 2020-OCT-29.

#### **ATTACHMENTS:**

Community Economic Recovery Infrastructure Program PowerPoint Presentation |

#### **Submitted by:**

Michelle Miller  
Senior Financial Analyst

Art Groot  
Director, Facility and Parks Operations

#### **Concurrence by:**

Laura Mercer  
Manager, Business, Asset and Financial  
Planning

Richard Harding  
General Manager, Parks, Recreation and  
Culture

Shelley Legin  
General Manager, Corporate Services |

# Community Economic Recovery Infrastructure Program (CERIP)

## Grant Details

- Focused on helping communities in British Columbia recover from economic impacts experienced from COVID-19
- Provincial government committed \$100 million
- 100% project funding up to \$1 million
- Stacking rules do not apply



## Grant Details

- Project Eligibility:
  - Eligible projects will create new employment or re-employ laid off workers in applicant communities.
  - Projects must support one of the four key streams:
    - Community Economic Resilience
    - Destination Development
    - Unique Heritage Infrastructure
    - Rural Economic Recovery
- Must start by December 31, 2021 and be completed by March 31, 2023
- Application Deadline is October 29, 2020

## Projects for Council Consideration

- Loudon Boathouse
- Beban Complex Electrical Upgrades
- Rotary Bowl Track Replacement
- Maffeo-Sutton Playground Phase 2
- Maffeo-Sutton Washrooms

## Loudon Boathouse

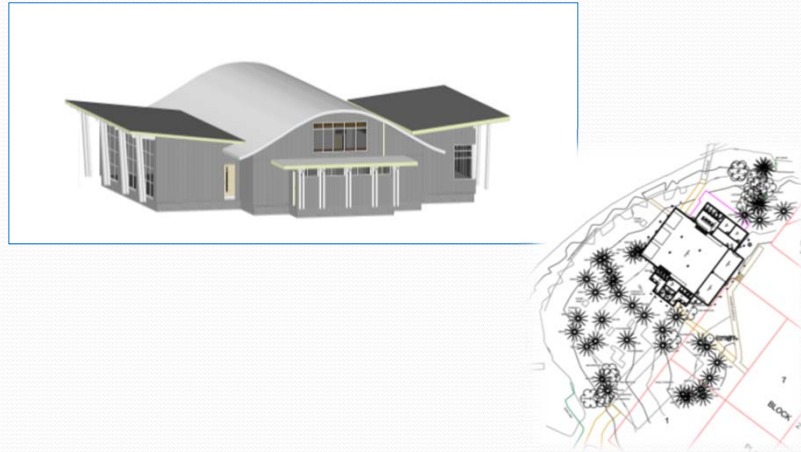
- New boathouse facility at Loudon Park to replace existing facility at end of life.
- \$123,750 committed in 2020-2024 Financial plan for detailed design (includes \$15,000 from private contributions)
- Working in partnership with Long Lake Flatwater Training Centre Society and Rotary Club of Nanaimo North
- Rotary Club of Nanaimo North Legacy Project to commemorate 50 years of service in 2022

## Loudon Boathouse

- Amenities to include:
  - Approximately 5,500 square feet in area
  - Two offices
  - Women's and men's public washrooms including a universal toilet room
  - Secure boat storage
  - Multi-purpose space including small kitchen and folding partition
  - Private washroom and double shower room
  - Mechanical and electrical rooms



## Loudon Boathouse Concept



## Loudon Boathouse

### • Financial Details

- Estimated construction cost - \$1.87 million
  - Grant Application - \$1 million
  - City Share - \$0.87 million to be funded from Gas Tax Community Works Fund
  - Any private contributions will offset City's contribution
- Not included in the 2020 – 2024 Financial Plan
- If selected will be added to 2021 and 2022 in the 2021-2025 Financial Plan, contingent on successful grant application

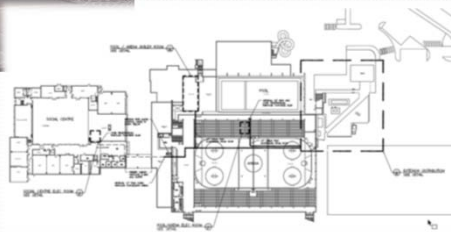
## Loudon Boathouse

- Benefits:
  - Provides updated and accessible year-round public washroom/change room, storage, dry floor and program space for recreation
  - Improved security, safety, and accessibility
  - Enhanced, year-round programming for all ages and abilities
  - Meets the objectives of the Loudon Park Improvement Plan

## Beban Complex Electrical Upgrades

- Main electrical substation is nearing end of life
- Beban Park is a designated reception centre for residents displaced in event of emergency
- Current back-up power only supports emergency lighting
- Upgrade to include site preparations for future generators that can provide more complete back-up power for cooling, ventilation, mechanical, and heating

## Beban Complex Electrical Upgrades



## Beban Complex Electrical Upgrades

- Financial Details
  - Estimated design and construction cost - \$1.72 million
    - Grant Application - \$1 million
    - City Share - \$0.72 million
- Included in the 2020 – 2024 Financial Plan
- Successful application will allow for \$1 million of City funds currently budgeted towards this project to be re-allocated to other priorities.

## Beban Complex Electrical Upgrades

- Benefits
  - Upgrade will be more energy efficient
  - City of Nanaimo becomes a more resilient community in regards to Emergency Management
  - Our capacity to meet requirements under the Local Authority Emergency Management Regulation is increased

## Rotary Bowl Track Replacement

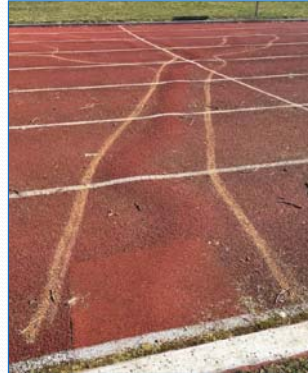
- Track is nearing end of life and is experiencing damage from nearby tree roots
- Project consists of a polyurethane pour for the following:
  - 8 lanes x 400 m running track
  - 8 lane sprint runway
  - 2 lane long/triple jump runway
  - Pole vault runway
  - High jump oval area
- Current track condition presents safety hazard if no remediation done.



## Rotary Bowl Track Replacement



Track surface damage



Damage/repairs from tree roots

## Rotary Bowl Track Replacement

- Financial Details
  - Estimated design and construction cost - \$1.2 million
    - Grant Application - \$1 million
    - City Share - \$0.2 million
  - Included in the 2021 – 2025 Draft Financial Plan
  - Oval portion of track replacement will be accelerated from 2024 to 2021 if grant application is successful.

## Rotary Bowl Track Replacement

- Benefits
  - Safety hazards from current condition of track will be removed
  - Successful application will allow for \$1 million of City funds currently budgeted towards this project to be re-allocated to other priorities.
  - Economic driver attracting participants for track meets



## Maffeo-Sutton Playground Phase 2

- Phase 2 of 3 phases of park redevelopment
  - Phase 1 – Inclusive play for 5 – 12 year olds – completed June 2020
  - Phase 2 – Inclusive play features for 2 – 5 year olds
  - Phase 3 – Water play zone and connections to Swy-a-lana Lagoon

## Maffeo-Sutton Playground Phase 2

- Invite inclusion and sensory appeal to all children, people with disabilities, caregivers and seniors
- In addition to traditional play elements will include:
  - Musical and audible play
  - Sensory panels
  - Quiet play spaces
  - Planting
- Themed and artistic layers to link the playground to traditional territories and Saysutshun (Newcastle) Island

## Maffeo-Sutton Playground Phase 2 Concept Plan



## Maffeo-Sutton Playground Phase 2

- Financial Details
  - Estimated construction cost - \$663k
    - Grant Application - \$663k
  - Currently in 2023 of the 2020 – 2024 Financial Plan
  - If selected will be accelerated to 2021 in the 2021-2025 Financial Plan, contingent on successful grant application

## Maffeo-Sutton Playground Phase 2

- Benefits:
  - Inclusive play is a best practice to create a meaningful play environment for people of all ages and abilities
  - If grant application is successful for maximum funding, the City could reallocate funding for expediting Phase 3 or another priority project





## Maffeo-Sutton Washrooms

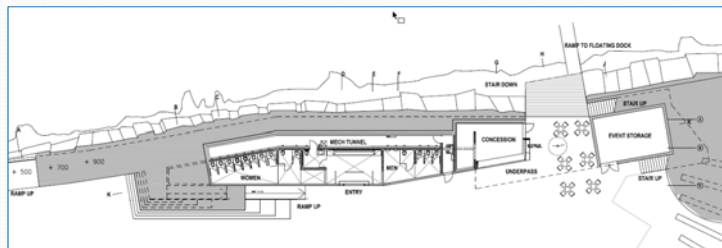
- Identified during the Maffeo-Sutton Park Masterplan process
- Original concept to include the following amenities
  - Concession
  - Festival sized washrooms
  - Event storage
  - Covered exterior seating
- Site has already been serviced for the construction of a new facility

## Maffeo-Sutton Washrooms

- Financial Details
  - Estimated design and construction cost - \$1 million
    - Grant Application - \$1 million
  - Not included in the 2020 – 2024 Financial Plan
- Project originally costed at \$1.89 million which needs to be scaled back to the \$1 million grant max

## Maffeo-Sutton Washrooms

- Benefits
  - Supports concept plan identified in the Maffeo-Sutton Park Master Plan
  - Further improves Nanaimo's premier waterfront park space



## Next Steps

- Council resolution to proceed with the application for the Community Economic Recovery Infrastructure Program for selected projects
- ICIP COVID-19 Resilience Stream
  - Application guidelines still being developed
  - On hold as interregnum is in place until after the Provincial election

DATE OF MEETING OCTOBER 5, 2020

AUTHORED BY BARBARA D. WARDILL, MANAGER, REVENUE SERVICES

**SUBJECT PROPERTY TAX EXEMPTION BYLAW FOR 2021 PROPERTY TAXES**

## **OVERVIEW**

### **Purpose of Report**

To introduce "Property Tax Exemption Bylaw 2020 No. 7315", for first, second and third readings.

### **Recommendation**

1. That "Property Tax Exemption Bylaw 2020 No. 7315" (To provide exemption from 2021 property taxes) pass first reading;
2. That "Property Tax Exemption Bylaw 2020 No. 7315" pass second reading; and,
3. That "Property Tax Exemption Bylaw 2020 No. 7315" pass third reading.

## **BACKGROUND**

The City adopts a bylaw annually to exempt certain properties from property taxes for the next year. The City's Grants Policy and Guidelines requires that all properties that receive a permissive tax exemption (PTE) be reviewed to ensure that they continue to meet eligibility criteria.

Properties that were included in the tax exemption bylaw for 2020 property taxes, adjusted for organizations that have moved, etc. have been carried forward to be exempt in 2021. New Permissive Tax Exemption applications received by the July 1 deadline were reviewed by Laura Mercer, Director, Finance, and Barbara Wardill, Manager, Revenue Services.

During 2020, seven new properties were approved to be added to the tax exemption bylaw, as noted below:

- |   |                               |
|---|-------------------------------|
| • Clay Tree Society                         | 838 Old Victoria Road;        |
| • Nanaimo Community Gardens Society         | 2300 Bowen Road (Beban Park); |
| • Island Crisis Care Society                | 3413 Littleford Road;         |
| • Society for Equity Inclusion and Advocacy | 403 – 489 Wallace Street;     |
| • Nanaimo Brain Injury Society              | 101 – 235 Bastion Street;     |
| • Vancouver Island Mental Health Society    | 285 Rosehill Street; and,     |
| • Nanaimo Unique Kids Organization          | 60 Needham Street.            |

Seven organizations that were previously exempt no longer require a permissive tax exemption are:

- Trustees of The Congregation of the Brechin United Church – 2020 Estevan Road (repurposed property);
- Island Corridor Foundation – 0 Port Drive (amalgamated property folios);
- Mid Island Metis Nation Association – #109 – 285 Prideaux Street;
- Mid Island Intergroup Society – #212 – 285 Prideaux Street;
- Nanaimo Citizen Advocacy Association – #114 – 285 Prideaux Street;
- Nanaimo Brain Injury Society – #106 – 285 Prideaux Street; and,
- Nanaimo Women’s Resource Society – 150 Wallace Street.

The 2020 property tax value for the properties that will receive a property tax exemption in 2021 is provided in the table below:

	# Organizations	# Properties	2020 – City Portion Only (\$)
Church Properties	36	39	\$ 339,558
Senior Citizens’ Housing Facilities	1	10	105,773
Community Care Facilities	2	5	207,786
Non-Profit Organizations	48	70	419,018
Parks	2	17	197,537
Other City-owned properties	19	21	148,113
Museum	2	2	16,106
<b>TOTAL</b>	<b>110</b>	<b>164</b>	<b>\$ 1,433,891</b>

With the Bylaw updated for the changes during the year, the permissive tax exemptions for 2021 are estimated to be \$1,476,908, an increase of \$43,017 from 2020. This increase is largely attributed to an estimated 2021 tax increase.

## **OPTIONS**

1. That “Property Tax Exemption Bylaw 2020 No. 7315” (To provide exemptions from 2021 property taxes) pass first reading.
2. That “Property Tax Exemption Bylaw 2020 No. 7315” pass second reading.
3. That “Property Tax Exemption Bylaw 2020 No. 7315” pass third reading.
  - The advantage of this option: This aligns with the Livability theme in the Strategic Plan and meets the October 31st deadline to adopt a permissive tax exemption bylaw.
  - The disadvantage of this option: Remaining properties in each tax class would be required to absorb \$1.48 million in property taxes.
4. That Council deny first, second and third readings to “Property Tax Exemption Bylaw 2020 No. 7315” (To provide exemptions from 2021 property taxes.)
  - Legal Implication: Bylaw adoption will not meet the October 31<sup>st</sup> statutory deadline.

### **SUMMARY POINTS**

- The Bylaw to approve permissive tax exemptions for the 2021 tax year must be adopted by 2020-OCT-31.
- Seven new applications have been added and seven properties removed from the current bylaw..

### **ATTACHMENTS:**

"Property Tax Exemption Bylaw 2020 No. 7315"

#### **Submitted by:**

Barbara Wardill  
Manager, Revenue Services

#### **Concurrence by:**

Laura Mercer  
Director, Finance

Shelley Legin  
General Manager, Corporate Services

CITY OF NANAIMO

BYLAW NO. 7315

A BYLAW TO EXEMPT CERTAIN LANDS AND BUILDINGS FROM TAXATION

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WHEREAS Section 224 of the *Community Charter* provides general regulations for the exemption of property from taxation;

AND WHEREAS Section 224 of the *Community Charter* provides specific exemptions for certain types or uses of property.

AND WHEREAS Council deems it expedient to exempt property enumerated herein:

THEREFORE BE IT RESOLVED that the Council of the City of Nanaimo in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. TITLE

1.1 This Bylaw may be cited as “Property Tax Exemption Bylaw 2020 No. 7315”.

2. CHURCHES

2.1 Subject to Section 2.2 of this Bylaw, the Church lands, together with the buildings thereon, listed on the attached Schedule ‘A’ and further clarified in Maps ‘A-1’ to ‘A-10’, shall be exempt from taxation.

2.2 Church halls situated upon lands described in Schedule ‘A’ of this Bylaw, whether such halls are within church buildings or apart there from, are deemed to be necessary to their respective church operations.

2.3 The maximum area of land to be exempted from taxation shall be 2.0 acres (87,120 sq. ft.) of the land upon which the buildings for public worship stand plus the footprint of the building(s) used for public worship. This exempted area will not exceed the land area of the legal parcel(s) upon which these buildings stand.

3. SENIOR CITIZENS HOUSING

3.1 The Senior Citizens Housing Facility lands and buildings listed on the attached Schedule ‘B’ shall be exempt from taxation.

4. COMMUNITY CARE FACILITIES

- 4.1 The Community Care Facility lands and buildings listed on the attached Schedule 'C' shall be exempt from taxation.

5. MISCELLANEOUS NON-PROFIT

- 5.1 The Miscellaneous Non-Profit lands and buildings listed on the attached Schedule 'D' and further clarified in Maps 'D-1' to 'D-17', unless otherwise specified, shall be exempt from taxation.

6. REPEAL

- 6.1 "Property Tax Exemption Bylaw 2019 No. 7293" is hereby repealed.

PASSED FIRST READING: \_\_\_\_\_  
PASSED SECOND READING: \_\_\_\_\_  
PASSED THIRD READING: \_\_\_\_\_

Notice of intention to proceed with this bylaw was published on the \_\_\_\_ day of \_\_\_\_\_, 2020 and the \_\_\_\_ day of \_\_\_\_\_, 2020 in the *Nanaimo News Bulletin* newspaper, circulating in the City of Nanaimo, pursuant to Section 94 of the *Community Charter*.

ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

SCHEDULE 'A'

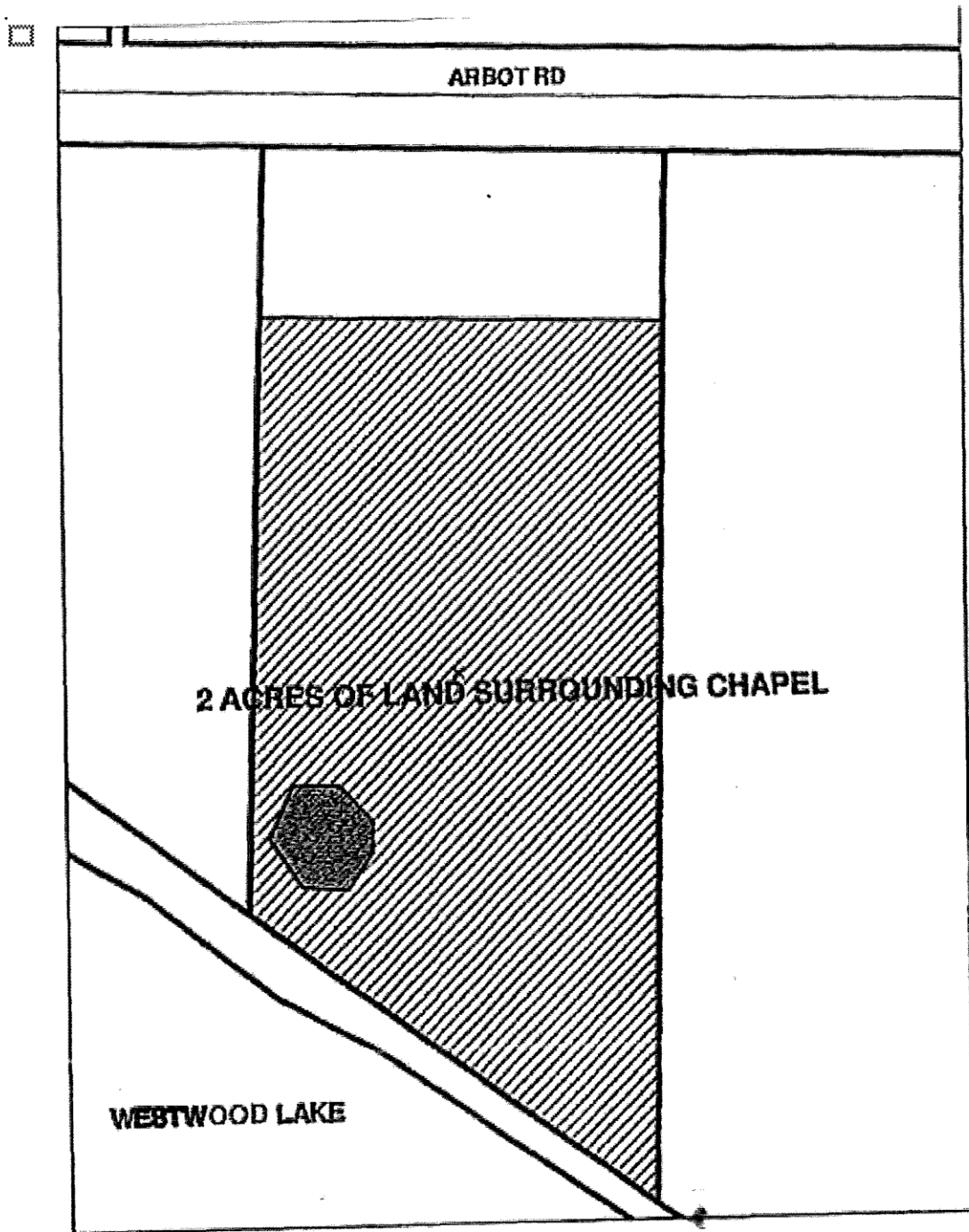
Folio	House	Street	Organization	Legal Description	Map
84331.005	100	CHAPEL STREET	ANGLICAN SYNOD DIOCESE OF B C	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN EPP49398	
07708.570	4951	RUTHERFORD ROAD	B C CONFERENCE OF THE MENNONITE BRETHREN THE	LOT 52, DISTRICT LOTS 14 & 19, WELLINGTON DISTRICT, PLAN VIP56051, EXCEPT PART IN PLAN VIP58432	
06006.305	2400	HIGHLAND BOULEVARD	B C CORP SEVENTH DAY ADVENTIST	LOT 1, SECTION 18, RANGE 8, MOUNTAIN DISTRICT, PLAN 46005	
16897.002	897	HARBOUR VIEW STREET	BC MUSLIM ASSOCIATION THE	PART OF BLOCK C, SECTION 1, NANAIMO DISTRICT, PLAN 1748, ETC, LD 32	
05342.200	2371	ARBOT ROAD	BASIC CHRISTIAN COMMUNITY ASSOCIATION (BETHLEHEM CENTRE)	LOT 2, SECTION 10, RANGE 6, MOUNTAIN DISTRICT, PLAN 18793	A-1
07704.200	6234	SPARTAN ROAD	BISHOP OF VICTORIA	LOT 4, SECTION 12, WELLINGTON DISTRICT, PLAN 17325	
82071.000	301	MACHLEARY STREET	BISHOP OF VICTORIA	LOT 4, BLOCK Q, SECTION 1, NANAIMO DISTRICT, PLAN 584, EXCEPT THAT PART IN PLAN VIP67460	
05536.300	2221	BOWEN ROAD	CHRIST COMMUNITY CHURCH	LOT A, SECTION 18, RANGE 7, MOUNTAIN DISTRICT, PLAN 41417	
05949.192	1609	MEREDITH ROAD	CHRISTIAN AND MISSIONARY ALLIANCE-CANADIAN PACIFIC DISTRICT	LOT 1, SECTION 16, RANGE 8, MOUNTAIN DISTRICT, PLAN VIP87081	A-2
81468.000	20	CHAPEL STREET	CHRISTIAN SCIENCE SOC OF NANAIMO	THE NORTHERLY 1/2 OF LOT 9, BLOCK 55, SECTION 1, NANAIMO DISTRICT, PLAN 584, EXCEPT THE EASTERLY 60 FEET	
07657.100	2424	GLEN EAGLE CRESCENT	CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS IN CANADA	LOT 1, SECTION 5, WELLINGTON DISTRICT, PLAN 28663	A-7
16001.002	2150	DEPARTURE BAY ROAD	CHURCH OF THE NAZARENE CANADA PACIFIC DISTRICT	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN 18757	
05680.000	2114	MEREDITH ROAD	DEPARTURE BAY CONGREGATION OF JEHOVAH'S WITNESSES TRUSTEES	THAT PART OF LOT 2, BLOCK 10, SECTION 17, RANGE 7, MOUNTAIN DISTRICT, PLAN 526, LYING TO THE EAST OF A BOUNDARY PARALLEL TO AND PERPENDICULARLY DISTANT 128 FEET FROM THE WESTERLY BOUNDARY OF SAID LOT EXCEPT PLAN VIP56132	
84302.100	1650	WADDINGTON ROAD	FIRST BAPTIST CHURCH NANAIMO BC	LOT A, DISTRICT LOT 12, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, VIP58878	A-3
08055.153	6553	PORTSMOUTH ROAD	FOURSQUARE GOSPEL CHURCH OF CANADA	LOT A, DISTRICT LOT 28, WELLINGTON DISTRICT, PLAN EPP14697	A-4
81059.000	305	PRIDEAUX STREET	G S M P D SIKH TEMPLE INC	PARCEL B (DD 29290N) OF LOTS 15 AND 16, BLOCK 25, SECTION 1, NANAIMO DISTRICT, PLAN 584	
80776.000	19	NICOL STREET	GOVERNING COUNCIL OF THE SALVATION ARMY	LOT B, (DD EM34637), BLOCK 12, SECTION 1, NANAIMO DISTRICT, PLAN 584	
17357.000	505	EIGHTH STREET	GOVERNING COUNCIL OF THE SALVATION ARMY CANADA WEST THE	SECTION 12, RANGE 8, SECTION 1, NANAIMO DISTRICT, PLAN 1747	A-5



Folio	House	Street	Organization	Legal Description	Map
08323.405	4960	HAMMOND BAY ROAD	HAMMOND BAY BAPTIST CHURCH	LOT A, DISTRICT LOT 54, PLAN 40992, WELLINGTON DISTRICT	A-6
16039.665	2174	DEPARTURE BAY ROAD	HOPE LUTHERAN CHURCH	LOT A (DD EL108574), SECTION 1, NANAIMO DISTRICT, PLAN 18900	
85738.000	520	PRIDEAUX STREET	LIGHTHOUSE BIBLE BAPTIST CHURCH OF NANAIMO SOCIETY	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN 14199	
07090.001	2875	ELK STREET	MINTER MIKE/ DANIEL KEVIN/ALEXANDER THOMAS TRUSTEES OF THE NANAIMO CHRISTADELPHIANS	LOT 8, BLOCK 8, SECTION 1, WELLINGTON DISTRICT, PLAN 414	
05965.245	1720	MEREDITH ROAD	NANAIMO CHURCH OF CHRIST	LOT E, SECTION 17, RANGE 8, MOUNTAIN DISTRICT, PLAN 14987	
08323.360	4900	HAMMOND BAY ROAD	NANAIMO FULL GOSPEL ASSEMBLY	LOT 1, DISTRICT LOT 54, WELLINGTON DISTRICT, PLAN VIP62729	
81643.010	260	NEEDHAM STREET	PENTECOSTAL ASSEMBLIES OF CANADA	LOT A (ED110296) OF LOT 4, BLOCK B, SECTION 1, NANAIMO DISTRICT, PLAN 584	
86042.000	1300	PRINCESS ROYAL AVENUE	PENTECOSTAL ASSEMBLIES OF CANADA	LOT 1, SECTION 1, PLAN 22739, NANAIMO DISTRICT	
07357.000	4334	JINGLE POT ROAD	PRIESTLY SOCIETY OF ST PIUS	PARCEL D (DD5353N) OF SECTION 4, WELLINGTON DISTRICT	
86094.000	212	PRIDEAUX STREET	REDEEMED CHRISTIAN CHURCH OF GOD THE/KANAKA MANAGEMENT LTD	LOT 1, BLOCK 34, SECTION 1, NANAIMO DISTRICT, PLAN 28842	A-10
16531.002	394	SHEPHERD AVENUE	ST PAUL'S LUTHERAN CHURCH OF NANAIMO	LOT A (DD EK39556) OF SECTION 1, NANAIMO DISTRICT, PLAN 6350	
16216.002	1064	OLD VICTORIA ROAD	TRUSTEES OF THE CHASE RIVER CONGREGATION OF JEHOVAH'S WITNESSES	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN EPP14550	
81095.000	315	FITZWILLIAM STREET	TRUSTEES OF THE CONGREGATION OF ST ANDREWS UNITED CHURCH	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP65271	
07618.001	3510	DEPARTURE BAY ROAD	TRUSTEES OF THE CONGREGATION OF DEPARTURE BAY BAPTIST CHURCH	LOT 1, SECTION 5, WELLINGTON DISTRICT, PLAN 9339	A-8
07458.202	4235	DEPARTURE BAY ROAD	TRUSTEES OF ST ANDREWS PRESBYTERIAN CHURCH NANAIMO	LOT A, SECTION 5, WELLINGTON DISTRICT, PLAN VIP58451	
07864.065	6011	DOUMONT ROAD	TRUSTEES OF THE WOODGROVE CONGREGATION OF JEHOVAH'S WITNESSES	LOT 1, DISTRICT LOT 23G, WELLINGTON DISTRICT, PLAN 42114	
07205.002	4017	VICTORIA AVENUE	UKRAINIAN CATHOLIC EPARCHY OF NW	LOT A (DD EK99968), BLOCK 11, SECTION 5, WELLINGTON DISTRICT, PLAN 318	
83042.000	595	TOWNSITE ROAD	UNITARIAN FOUNDATION OF NANAIMO	PARCEL A (DD F34209), SECTION 1, NANAIMO DISTRICT, PLAN 1505	

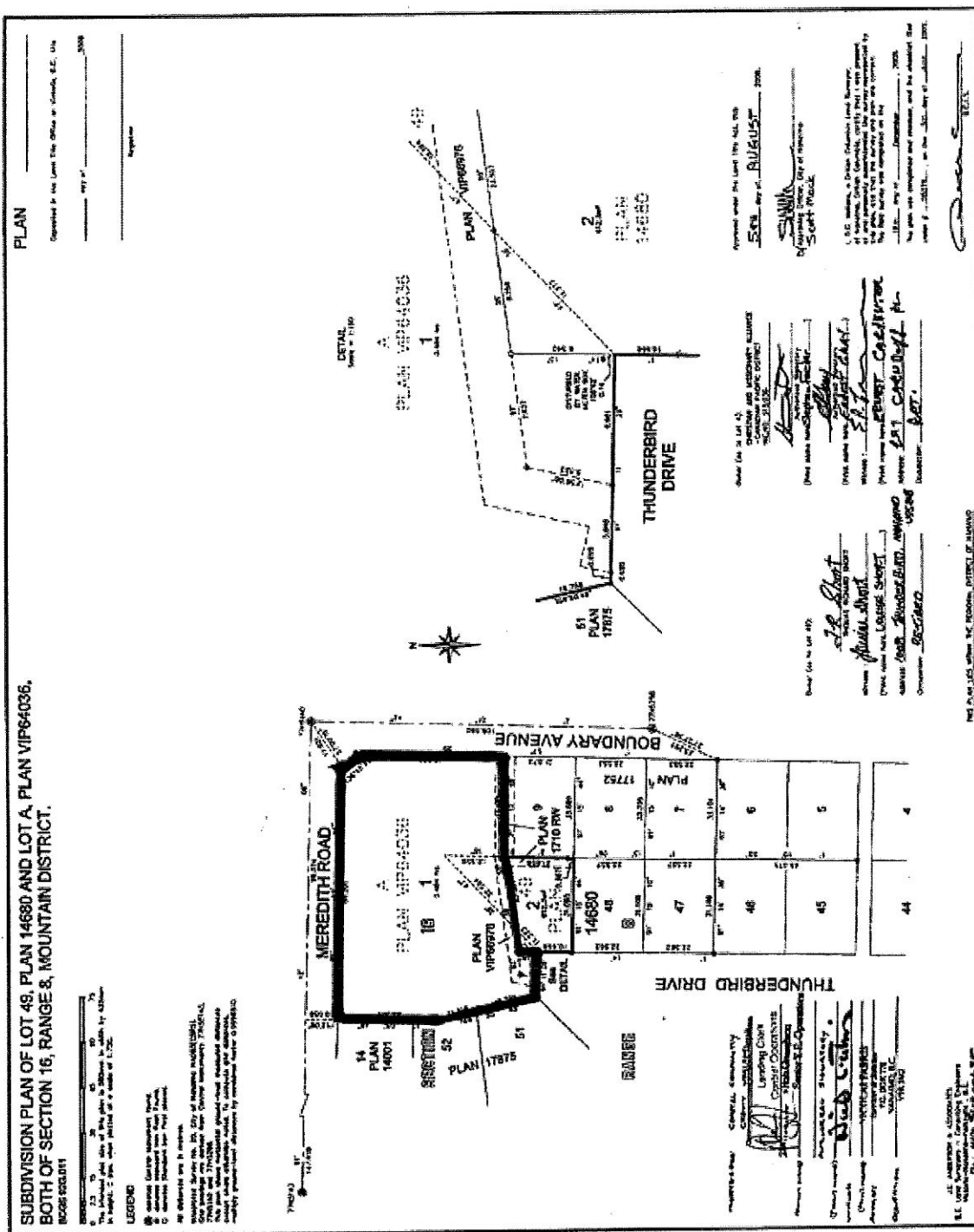
<b>Folio</b>	<b>House</b>	<b>Street</b>	<b>Organization</b>	<b>Legal Description</b>	<b>Map</b>
16536.100	328	THIRD STREET	VANCOUVER ISLAND KHALSA DIWAN SOCIETY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN VIP76304	A-9
17545.010	275	PINE STREET	VANCOUVER ISLAND KHALSA DIWAN SOCIETY	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN VIP71136	
16276.025	170	WAKESIAH AVENUE	WAKESIAH GOSPEL CHAPEL	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 7109	

MAP 'A-1'



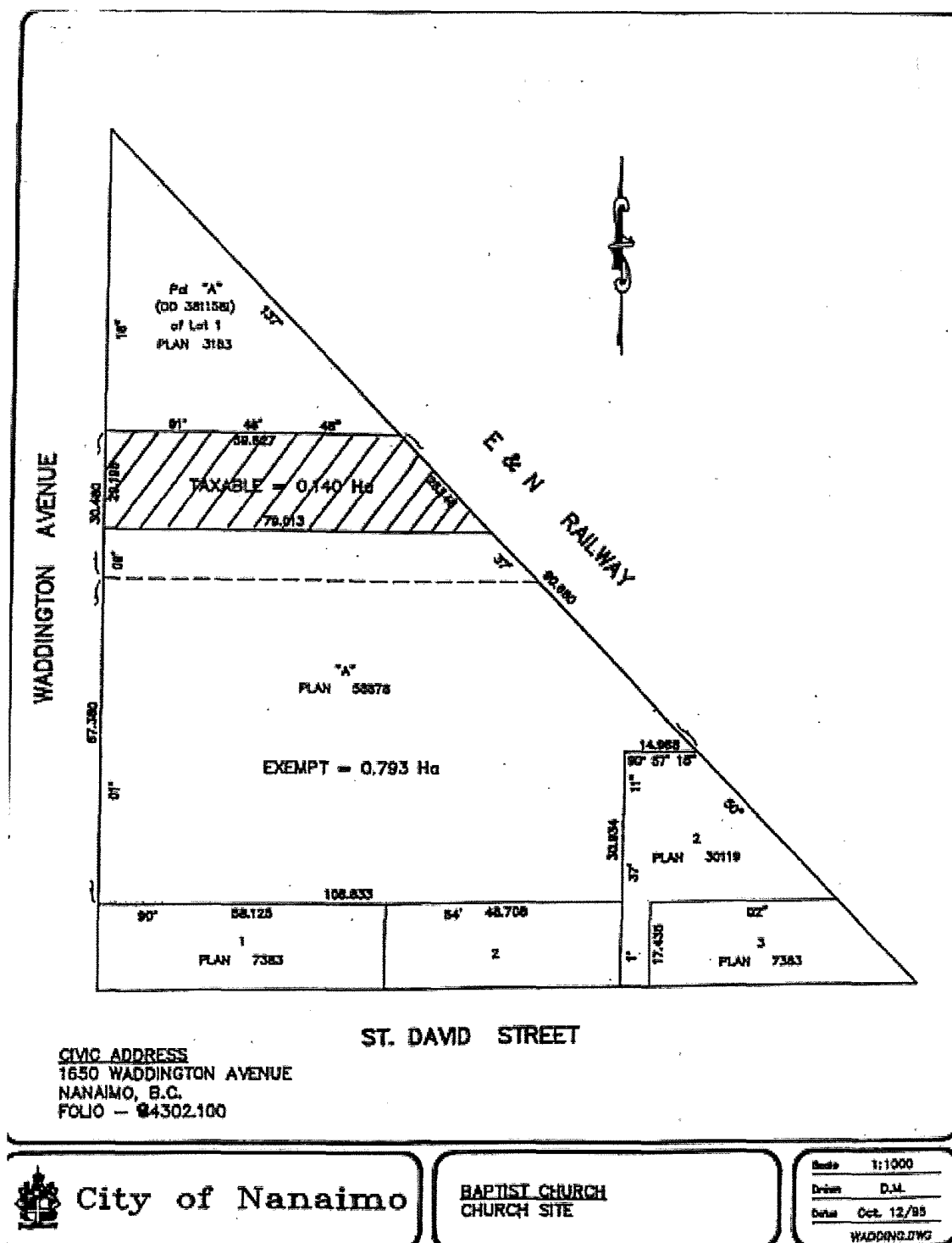
Folio: 05342.200  
Civic: 2371 Arbot Road  
Organization: **BASIC CHRISTIAN COMMUNITY ASSOCIATION (BETHLEHEM CENTRE)**

MAP 'A-2'



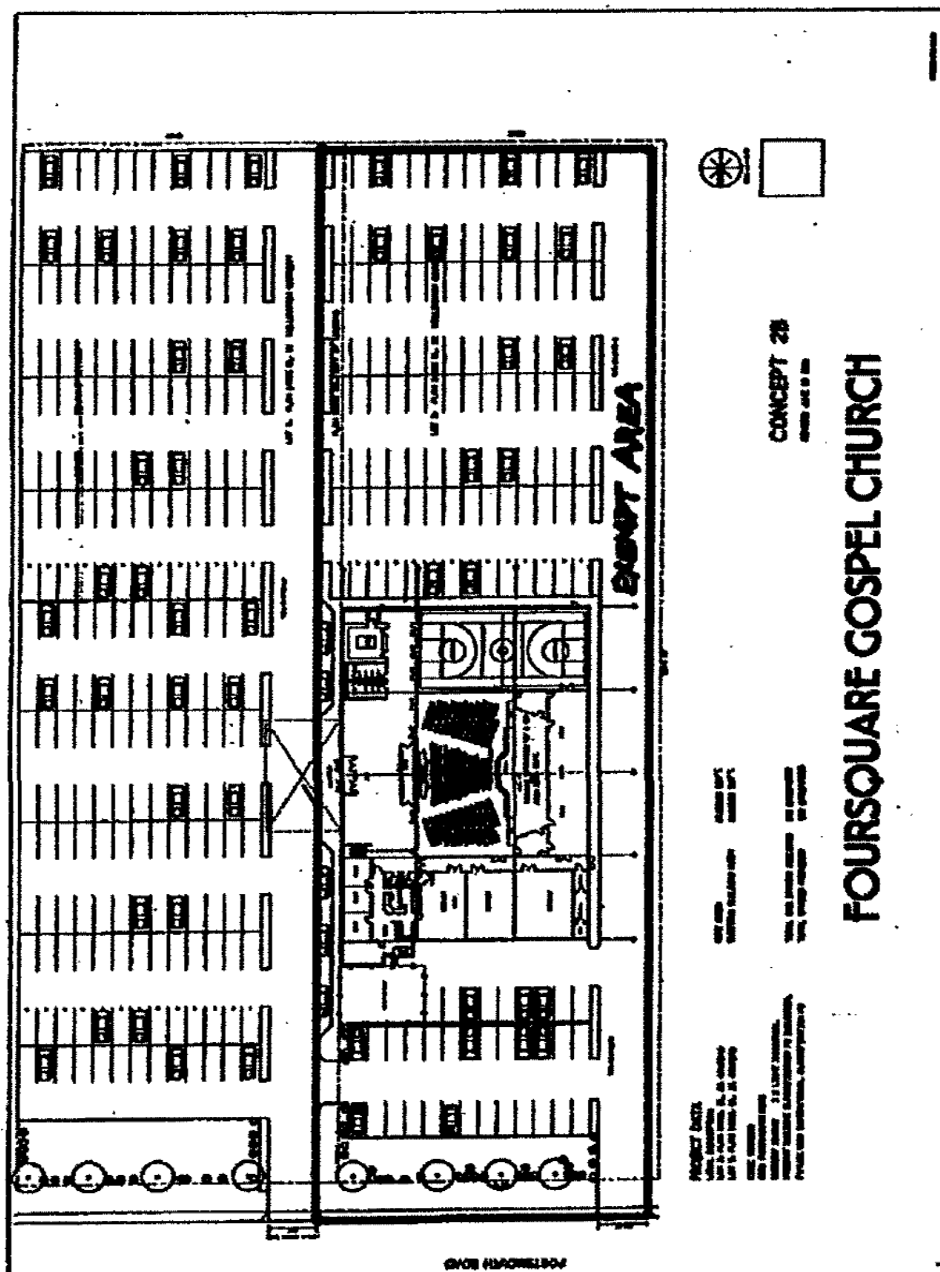
Folio: 05949.192  
Civic: 1609 Meredith Road  
Organization: **CHRISTIAN & MISSIONARY ALLIANCE  
CANADIAN PACIFIC DISTRICT**

MAP 'A-3'



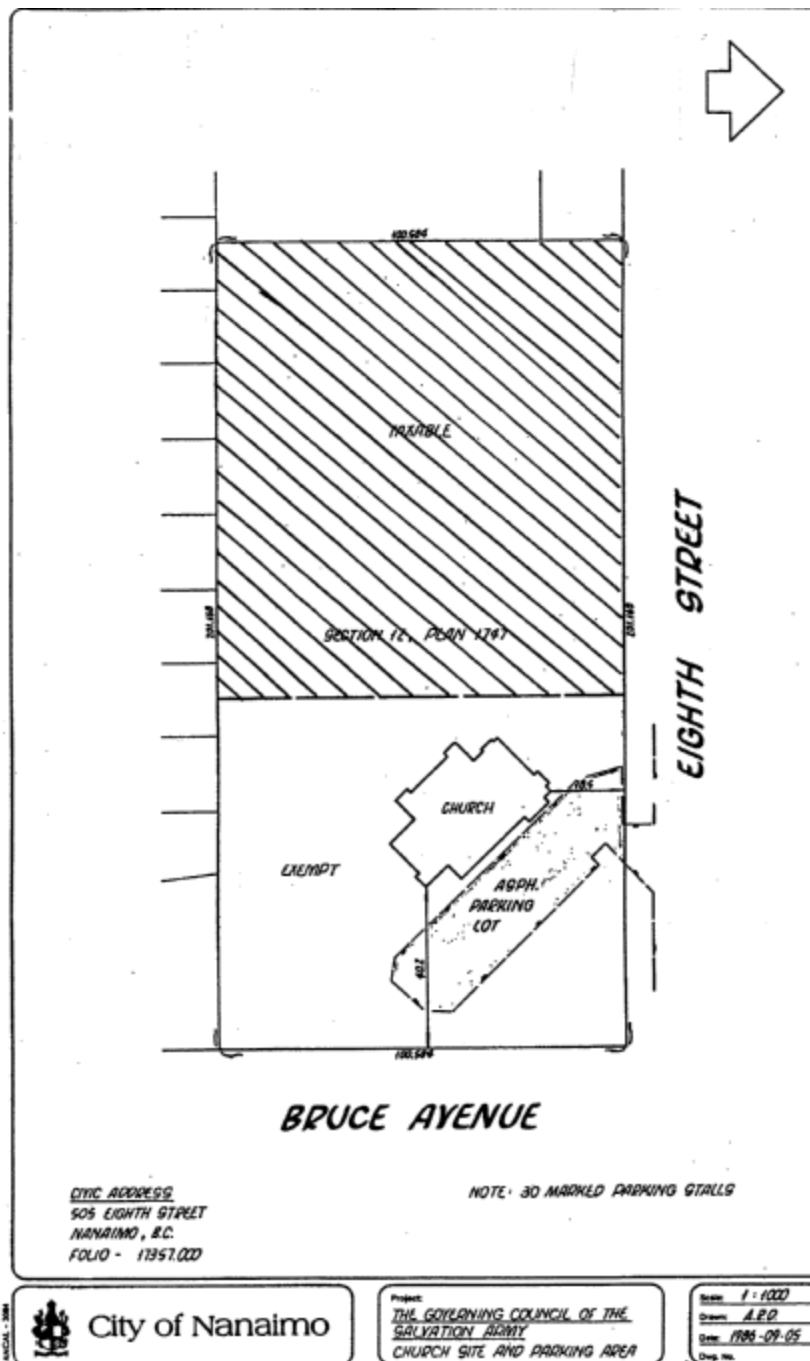
Folio: 84302.100  
Civic: 1650 Waddington Road  
Organization: FIRST BAPTIST CHURCH NANAIMO BC

MAP 'A-4'



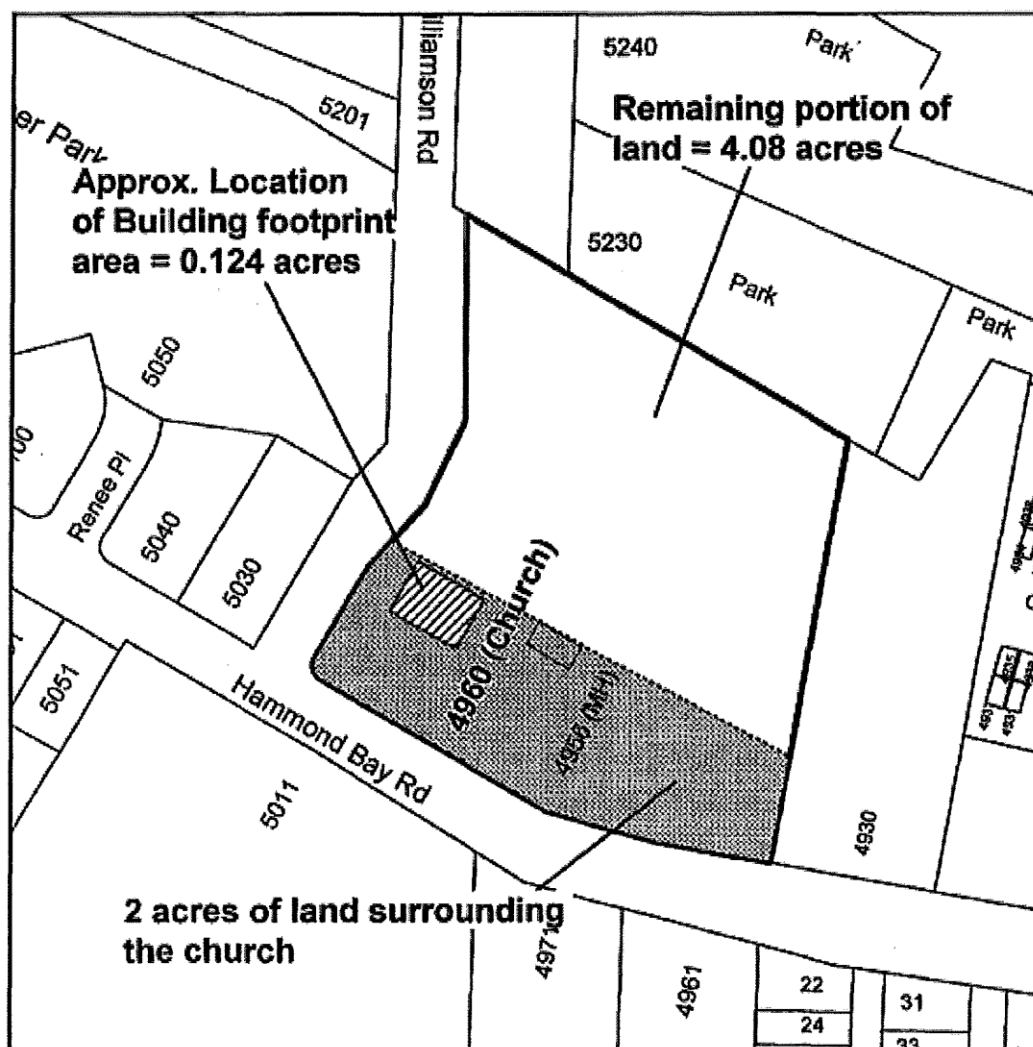
Folio: 08055.153  
Civic: 6553 Portsmouth Road  
Organization: **FOURSQUARE GOSPEL CHURCH OF CANADA**

MAP 'A-5'



Folio: 17357.000  
Civic: 505 Eighth Street  
Organization: **THE GOVERNING COUNCIL OF THE SALVATION ARMY CANADA WEST**

MAP 'A-6'

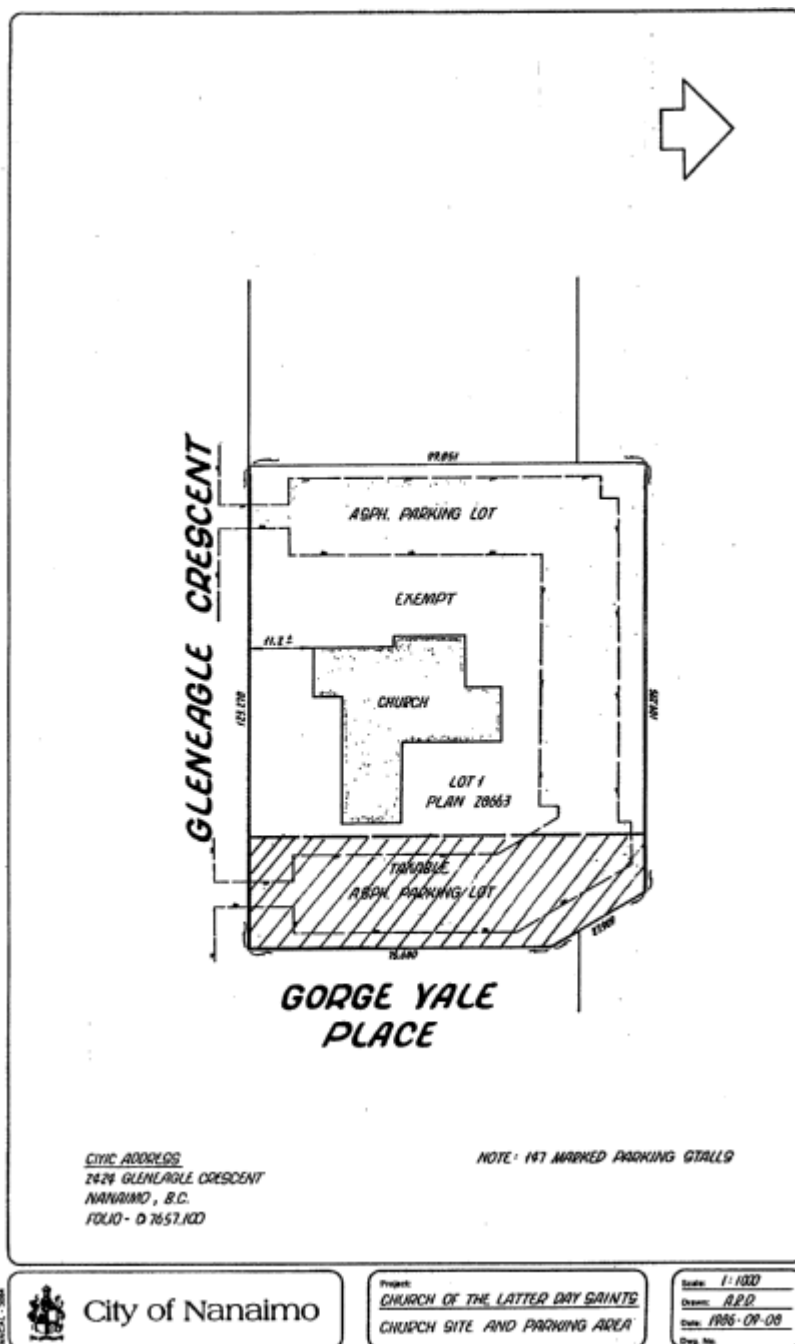


**Entire lot area of 4960 Hammond Bay Road = 6.3 acres**

Folio: 08323.405  
Civic: 4960 Hammond Bay Road  
Organization: **HAMMOND BAY BAPTIST CHURCH**

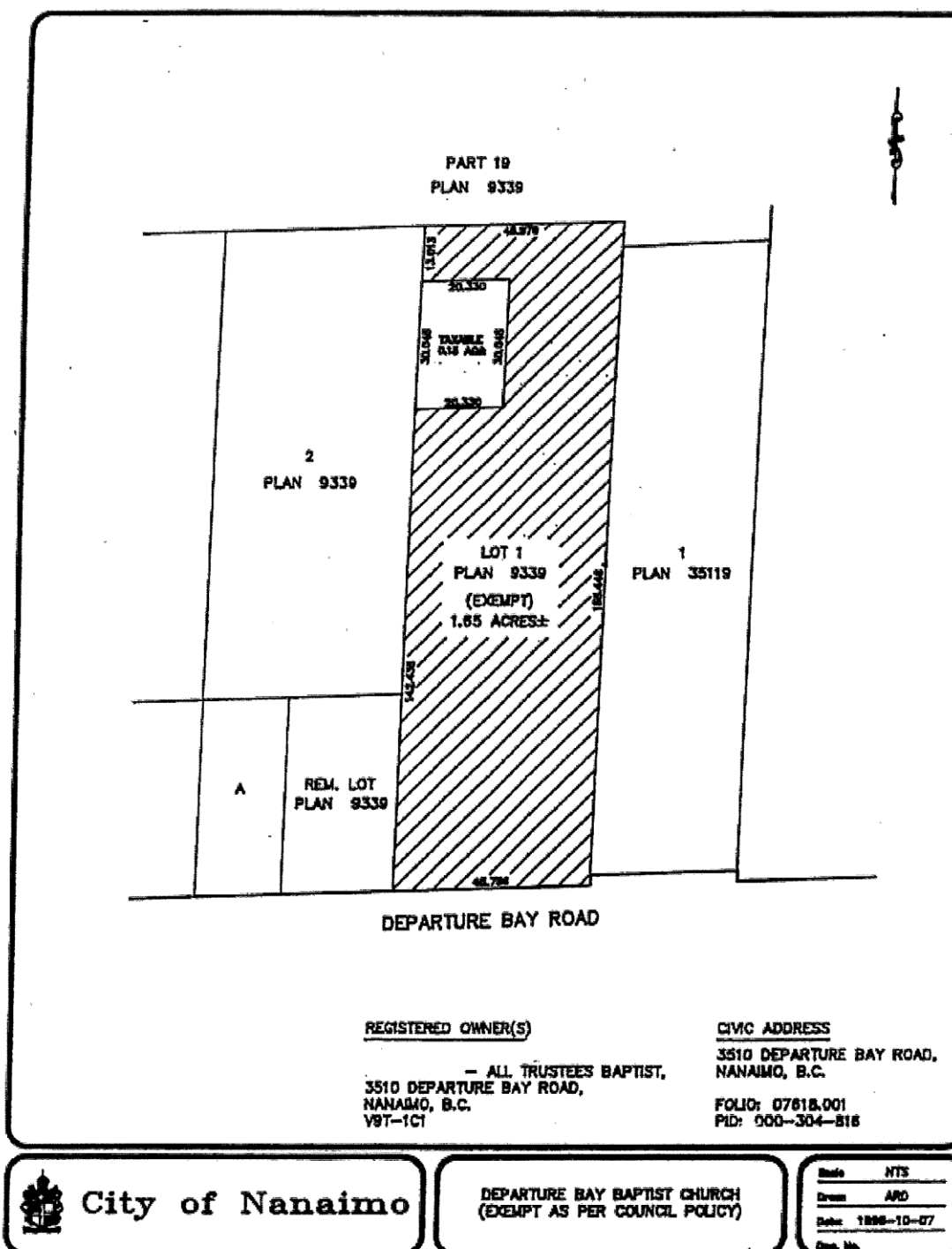


MAP 'A-7'



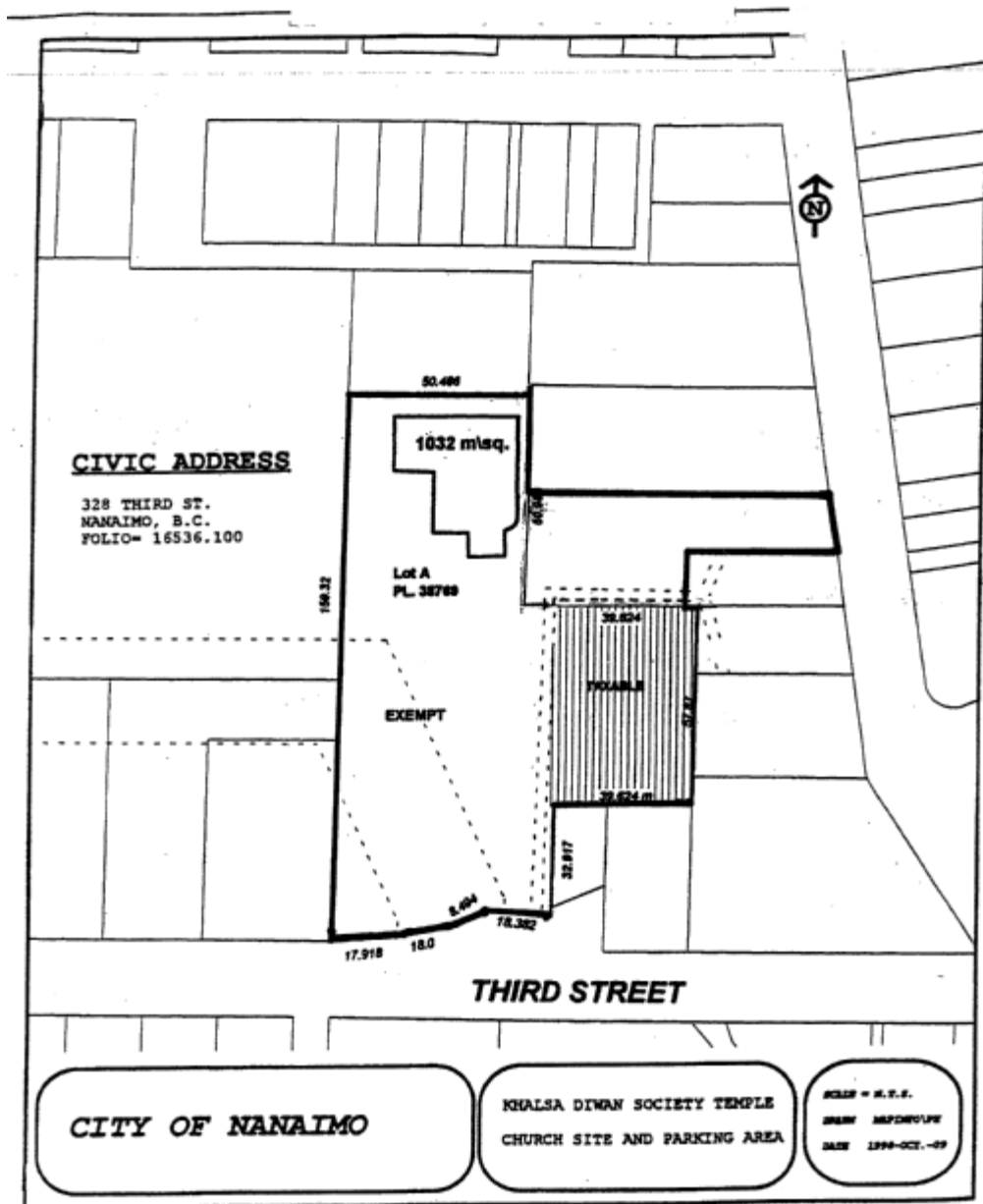
Folio: 07657.100  
Civic: 2424 Glen Eagle Crescent  
Organization: **CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS IN CANADA**

MAP 'A-8'

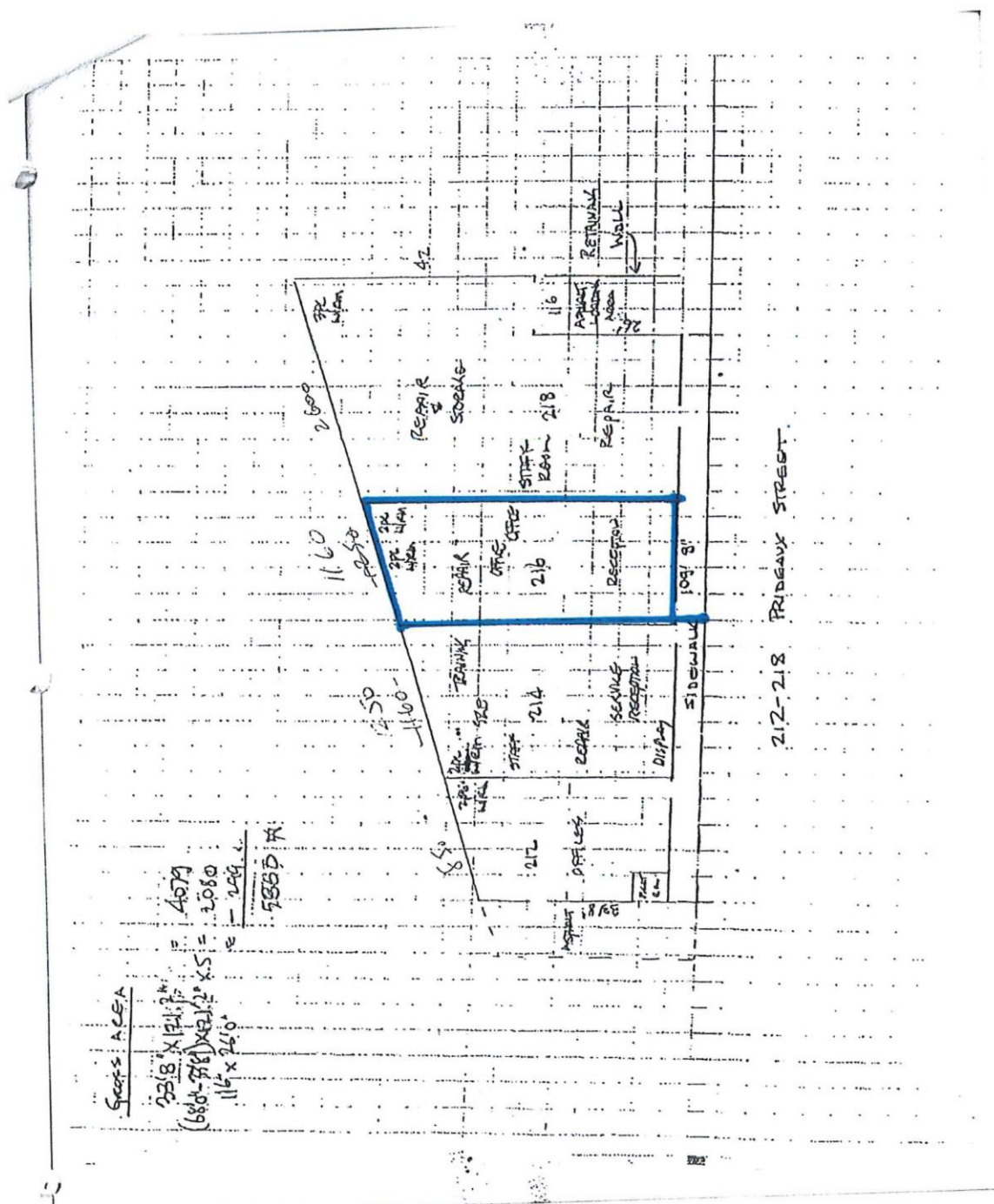


Folio: 07618.001  
Civic: 3510 Departure Bay Road  
Organization: **TRUSTEES OF THE CONGREGATION OF DEPARTURE BAY BAPTIST CHURCH**

MAP 'A-9'



Folio: 16536.100  
Civic: 328 Third Street  
Organization: VANCOUVER ISLAND KHALSA DIWAN SOCIETY



Folio: 86094.000  
Civic: 212 Prideaux Street  
Organization: **THE REDEEMED CHRISTIAN CHURCH OF GOD**

SCHEDULE 'B'

Folio	House	Street	Organization	Legal Description
16006.051	11	BUTTERTUBS DRIVE	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 11, SECTION 1, NANAIMO DISTRICT, PLAN 23432
16006.252	15	BUTTERTUBS DRIVE	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 12, SECTION 1, NANAIMO DISTRICT, PLAN 23432
16006.275	10	BUTTERTUBS DRIVE	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 13, SECTION 1, NANAIMO DISTRICT, PLAN 23432
81301.000	66	PRIDEAUX STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 6 AND THE SOUTHERLY 14 FEET 9 INCHES OF LOT 7, BLOCK 45, SECTION 1, NANAIMO DISTRICT, PLAN 584
81315.000	69	PRIDEAUX STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 13, BLOCK 46, SECTION 1, NANAIMO DISTRICT, PLAN 584
81312.000	619	COMOX ROAD	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 8 AND 9, BLOCK 46, SECTION 1, NANAIMO DISTRICT, PLAN 584
84328.000	55	PRIDEAUX STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT B - D, SECTION 1, NANAIMO DISTRICT, PLAN 3421
81314.000	65	PRIDEAUX STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 12, BLOCK 46, SECTION 1, NANAIMO DISTRICT, PLAN 584
81316.000	73	PRIDEAUX STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 14, BLOCK 46, SECTION 1, NANAIMO DISTRICT, PLAN 584
86157.500	451	SELBY STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 33419 (72 SUITES)

SCHEDULE 'C'

Folio	House	Street	Organization	Legal Description
85047.100	1221	KIWANIS CRESCENT	NANAIMO DISTRICT SENIOR CITIZENS' HOUSING DEVELOPMENT SOCIETY	STRATA LOT 1, DISTRICT LOT 97G, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS5226 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V
85047.201	1233	KIWANIS CRESCENT	NANAIMO DISTRICT SENIOR CITIZENS' HOUSING DEVELOPMENT SOCIETY	STRATA LOT 3, DISTRICT LOT 97G, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS5226 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF STRATA LOT AS SHOWN ON FORM V
85047.305	1234	KIWANIS CRESCENT	NANAIMO DISTRICT SENIOR CITIZENS' HOUSING DEVELOPMENT SOCIETY	STRATA LOT 6, DISTRICT LOT 97G, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS5226 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF STRATA LOT AS SHOWN ON FORM V
85047.310	1237	KIWANIS CRESCENT	NANAIMO DISTRICT SENIOR CITIZENS' HOUSING DEVELOPMENT SOCIETY	STRATA LOT 5, DISTRICT LOT 97G, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS5226, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF STRATA LOT AS SHOWN ON FORM V
05955.010	1917	NORTHFIELD ROAD	NANAIMO TRAVELLERS LODGE SOCIETY	LOT 1, SECTION 17, RANGE 8, MOUNTAIN DISTRICT, PLAN EPP12446

SCHEDULE 'D'

Folio	Unit	House	Street	Organization	Legal Description	Map
81283.002		445	COMOX ROAD	1 <sup>ST</sup> NANAIMO SCOUT GROUP / SCOUT PROPERTIES (BC/YUKON)	PARK DEDICATED BY PLAN 584, EXCEPT PART IN PLAN EPP30249, LEASE TO NANAIMO SCOUT GROUP - LD003083	
05426.150		2465	LABIEUX ROAD	BC OLD AGE PENSIONERS BRANCH 4 INC	LOT 2, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, PLAN 40481	
05863.000		154	WESTWOOD ROAD	B C SPCA	THE WESTERLY 12.042 CHAINS OF SECTION 13, RANGE 8, MOUNTAIN DISTRICT EXCEPT PART IN PLANS VIP61247, VIP81292 AND EPP53572	
05342.000		2393	ARBOT ROAD	BASIC CHRISTIAN COMMUNITY ASSOCIATION (BETHLEHEM CENTRE)	LOT 1, SECTION 10, RANGE 6, MOUNTAIN DISTRICT, PLAN 18793	
16019.000		20	FIFTH STREET	BOYS AND GIRLS CLUB OF CENTRAL VANCOUVER ISLAND	LOT 3, SECTION 1, NANAIMO DISTRICT, PLAN 9450 EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-4
16822.101		1400	CRANBERRY AVENUE	BOYS AND GIRLS CLUB OF CENTRAL VANCOUVER ISLAND/ CITY OF NANAIMO	LOT 1, SECTION 2, NANAIMO DISTRICT, PLAN 23032, EXCEPT PART INCLUDED IN LEASE TO BOYS & GIRLS CLUB	
05549.101		2290	BOWEN ROAD	BOYS AND GIRLS CLUB OF CENTRAL VANCOUVER ISLAND/CITY OF NANAIMO	LOT 1, SECTION 18, 19, & 20, RANGE 7, MOUNTAIN DISTRICT, PLAN 27441, AS SHOWN ON SCHEDULE "C" – BEBAN HOUSE	
86055.000		290	BASTION STREET	CANADIAN MENTAL HEALTH ASSOCIATION – MID-ISLAND	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 25254	D-15
86081.000	101	319	SELBY STREET	CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY/WIDSTEN KATHLEEN MAY & WIDSTEN LINDSAY FARRELL (50% TAX EXEMPTION)	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN 27926 (UNIT 101 LEASE) AS SHOWN OUTLINED IN BLACK ON MAP ATTACHED HERETO.	D-8
16891.000		838	OLD VICTORIA ROAD	CLAY TREE SOCIETY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 8961	
85616.010	10	150	COMMERCIAL STREET	CRIMSON COAST DANCE SOCIETY/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNIT 10 LEASE	
05910.000		1717	KERRISDALE ROAD	CRISIS PREGNANCY CENTRE OF NANAIMO SOCIETY	LOT 6, SECTION 15, RANGE 8, MOUNTAIN DISTRICT, PLAN 7272	
05829.000		175	PRYDE AVENUE	DUCKS UNLIMITED CANADA/CITY OF NANAIMO	SECTION 12, RANGE 8, MOUNTAIN DISTRICT, EXCEPT THE WESTERLY 11.979 CHAINS THEREOF AND EXCEPT THAT PART IN PLANS 25503 AND VIP61854	
07375.585		4148	MOSTAR ROAD	HABITAT FOR HUMANITY MID-VANCOUVER ISLAND/LENCO DEVELOPMENT LTD/FERNCO DEVELOPMENT LTD/NORCO DEVELOPMENT LTD	LOT 17, SECTION 5, WELLINGTON DISTRICT, PLAN 38953 EXCEPT PART IN PLAN VIP82697 EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-9
82336.000		25	VICTORIA ROAD	HARBOUR CITY THEATRE ALLIANCE SOCIETY/CITY OF NANAIMO	LOT 4, BLOCK AA, SECTION 1, NANAIMO DISTRICT, PLAN 584, EXCEPT PARCELS A (DD 94054) & PARCEL B (DD 11647N).	

Folio	Unit	House	Street	Organization	Legal Description	Map
84750.000		7	PORT DRIVE	ISLAND CORRIDOR FOUNDATION/CANADIAN PACIFIC RAILWAY COMPANY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 6675 EXCEPT PLANS 19380 & 30712 (EXCEPT NON-UTILITY OPERATIONS SEE 84750.100) - EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-10
84758.000		1161	MILTON STREET	ISLAND CORRIDOR FOUNDATION/CANADIAN PACIFIC RAILWAY COMPANY	LOT 1, BLOCK 1, SECTION 1, NANAIMO DISTRICT, PLAN 6910, EXCEPT PLAN 29652 - EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-10
08310.152		6682	DOVER ROAD	ISLAND CRISIS CARE SOCIETY	LOT 15, DISTRICT LOT 53, WELLINGTON DISTRICT, PLAN VIP76773	
16930.000		880	VICTORIA ROAD	ISLAND CRISIS CARE SOCIETY	LOT 4, BLOCK 1, SECTION 1, NANAIMO DISTRICT, PLAN 2009	
16931.000		870	VICTORIA ROAD	ISLAND CRISIS CARE SOCIETY	LOT 5, BLOCK 1, SECTION 1, NANAIMO DISTRICT, PLAN 2009	
80306.203	3	1200	PRINCESS ROYAL AVENUE	ISLAND CRISIS CARE SOCIETY	STRATA LOT 3, NEWCASTLE TOWNSITE, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS2892 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1	
80306.204	4	1200	PRINCESS ROYAL AVENUE	ISLAND CRISIS CARE SOCIETY	STRATA LOT 4, NEWCASTLE TOWNSITE, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS2892 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1	
84680.005		355	NICOL STREET	ISLAND CRISIS CARE SOCIETY	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN EPP29088	
07838.100		3413	LITTLEFORD ROAD	ISLAND CRISIS CARE SOCIETY	LOT 1, DISTRICT LOT 19, WELLINGTON DISTRICT, PLAN 31377	
05501.100		2060	EAST WELLINGTON ROAD	ITALIAN SOCIETY FELICE CAVALOTTI LODGE INC NO S7832	LOT 1, SECTIONS 14 AND 15, RANGE 7, MOUNTAIN DISTRICT, PLAN 20182, EXCEPT THAT PART IN PLAN VIP58179	
86186.000	200	1585	BOWEN ROAD	LET ME BE ME LEARNING FOUNDATION/BC0811580 BC LTD	LOT 1, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 36556	D-11
80596.000		210	FRY STREET	LOAVES & FISHES FOOD BANK FOUNDATION	LOT 18, BLOCK 3, SECTION 1, NANAIMO DISTRICT, PLAN 584	
81613.000		1009	FARQUHAR STREET	LOAVES & FISHES FOOD BANK FOUNDATION	THE NORTH 1/2 OF LOT 8, BLOCK A, SECTION 1, NANAIMO DISTRICT, PLAN 584	
16822.135		1356	CRANBERRY AVENUE	LOYAL ORDER OF MOOSE, NANAIMO LODGE NO. 1052 -(CLASS 8 EXEMPTION ONLY)	LOT 2, SECTION 2, NANAIMO DISTRICT, PLAN VIP8257	
08283.925		6175	MCGIRR ROAD	MCGIRR SPORTS SOCIETY THE/ CITY OF NANAIMO	LOT A, DISTRICT LOT 48, PLAN 42751, WELLINGTON DISTRICT-LEASED TO MCGIRR SPORTS SOCIETY - BYLAW #5145	
05895.100		1630	EAST WELLINGTON ROAD	MT BENSON (PAC BR 256) ROYAL CANADIAN LEGION -(CLASS 8 EXEMPTION ONLY)	LOT 1, SECTIONS 14 & 15, RANGE 8, MOUNTAIN DISTRICT, PLAN 39076	
07204.002		3999	VICTORIA AVENUE	MID ISLAND ABILITIES & INDEPENDENT LIVING SOCIETY/CITY OF NANAIMO	PART OF SECTION 5, WELLINGTON DISTRICT, AS SHOWN ON PLAN 51235	



Folio	Unit	House	Street	Organization	Legal Description	Map
05549.008	3	2300	BOWEN ROAD	NANAIMO & DISTRICT EQUESTRIAN ASSOCIATION/VANCOUVER ISLAND EXHIBITION ASSOCIATION/CITY OF NANAIMO	LOT 1, SECTIONS 18, 19 AND 20, RANGE 7, MOUNTAIN DISTRICT, PLAN 27441 EXCEPT THOSE PARTS IN PLANS 40622 AND 44255 LEASE FOR VANCOUVER ISLAND EXHIBITION ASSOC & NANAIMO & DISTRICT EQUESTRIAN ASSOC AS OUTLINED IN A HEAVY DASHED LINE ON MAP ATTACHED HERETO	D-1
85093.002		100	CAMERON ROAD	NANAIMO & DISTRICT MUSEUM SOCIETY/CITY OF NANAIMO	LOT B, SECTION 1, PLAN 8979, NANAIMO DISTRICT, NANAIMO & DISTRICT MUSEUM SOCIETY - FLOOR 1 - THAT PART INCLUDED IN CITY OF NANAIMO LEASE	
81611.020	201	285	PRIDEAUX STREET	NANAIMO 7-10 CLUB/CITY OF NANAIMO	NANAIMO LAND DISTRICT, PORTION LEASE, COMMUNITY SERVICES BUILDING - ROOM 201 AS OUTLINED BY A HEAVY DARK LINE ON MAP ATTACHED HERETO	D-5
81611.033	303	285	PRIDEAUX STREET	NANAIMO 7-10 CLUB/CITY OF NANAIMO	NANAIMO LAND DISTRICT, PORTION LEASE, COMMUNITY SERVICES BUILDING - ROOM 303.	
86175.000		83	VICTORIA CRESCENT	NANAIMO ASSOCIATION FOR COMMUNITY LIVING	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 35056	
08092.305		5800	TURNER ROAD	NANAIMO AUXILIARY TO NANAIMO REGIONAL GENERAL HOSPITAL	STRATA LOT 1, DISTRICT LOT 30, WELLINGTON DISTRICT, STRATA PLAN VIS5863 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 – 5% EXEMPTION	
05549.007	2	2300	BOWEN ROAD	NANAIMO B M X ASSOCIATION /CITY OF NANAIMO	LOT 1, SECTIONS 18, 19 AND 20, RANGE 7, MOUNTAIN DISTRICT, PLAN 27441 EXCEPT THOSE PARTS IN PLANS 40622 AND 44255 LEASE FOR NAN BMX ASSOC	
81535.000	101	235	BASTION STREET	NANAIMO BRAIN INJURY SOCIETY	LT 8&9, BLK 60, SEC 1, PLN 584, EXC E 5 FT OF 9, LD 32	D-16
05990.101	1	2525	MCCULLOUGH ROAD	NANAIMO BRANCH OF THE RED CROSS SOCIETY/IKONKAR HOLDINGS LTD	STRATA LOT 1, SECTIONS 18 &19 , RANGE 8, MOUNTAIN DISTRICT, STRATA PLAN VIS4260, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1	
05990.102	2	2525	MCCULLOUGH ROAD	NANAIMO BRANCH OF THE RED CROSS SOCIETY/O M DEVELOPMENT INC	STRATA LOT 2&3, SECTIONS 19 , RANGE 8, MOUNTAIN DISTRICT, STRATA PLAN VIS4260, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1	
17458.266		129	HAREWOOD ROAD	NANAIMO BRANCH ROYAL CANADIAN LEGION (BRANCH 10) -(CLASS 8 EXEMPTION ONLY)	LOT 16, SECTION 1, NANAIMO DISTRICT, PLAN 20827	
07151.002		4295	VICTORIA AVENUE	NANAIMO CANOE & KAYAK CLUB / NANAIMO ROWING CLUB / CITY OF NANAIMO	SECTION 5, WELLINGTON DISTRICT, ROADWAY & PUBLIC PARK BETWEEN LOTS 1 & 8 AND LONG LAKE (LBF0138849) THAT PART INCLUDED IN LICENSE FOR THE PURPOSE OF A STORAGE AND TRAINING FACILITY FOR FLATWATER CANOE & KAYAK RACING ON LONG LAKE-SEE 07151.000-LEASE LEA0108, AS OUTLINED ON MAP ATTACHED HERETO	D-2

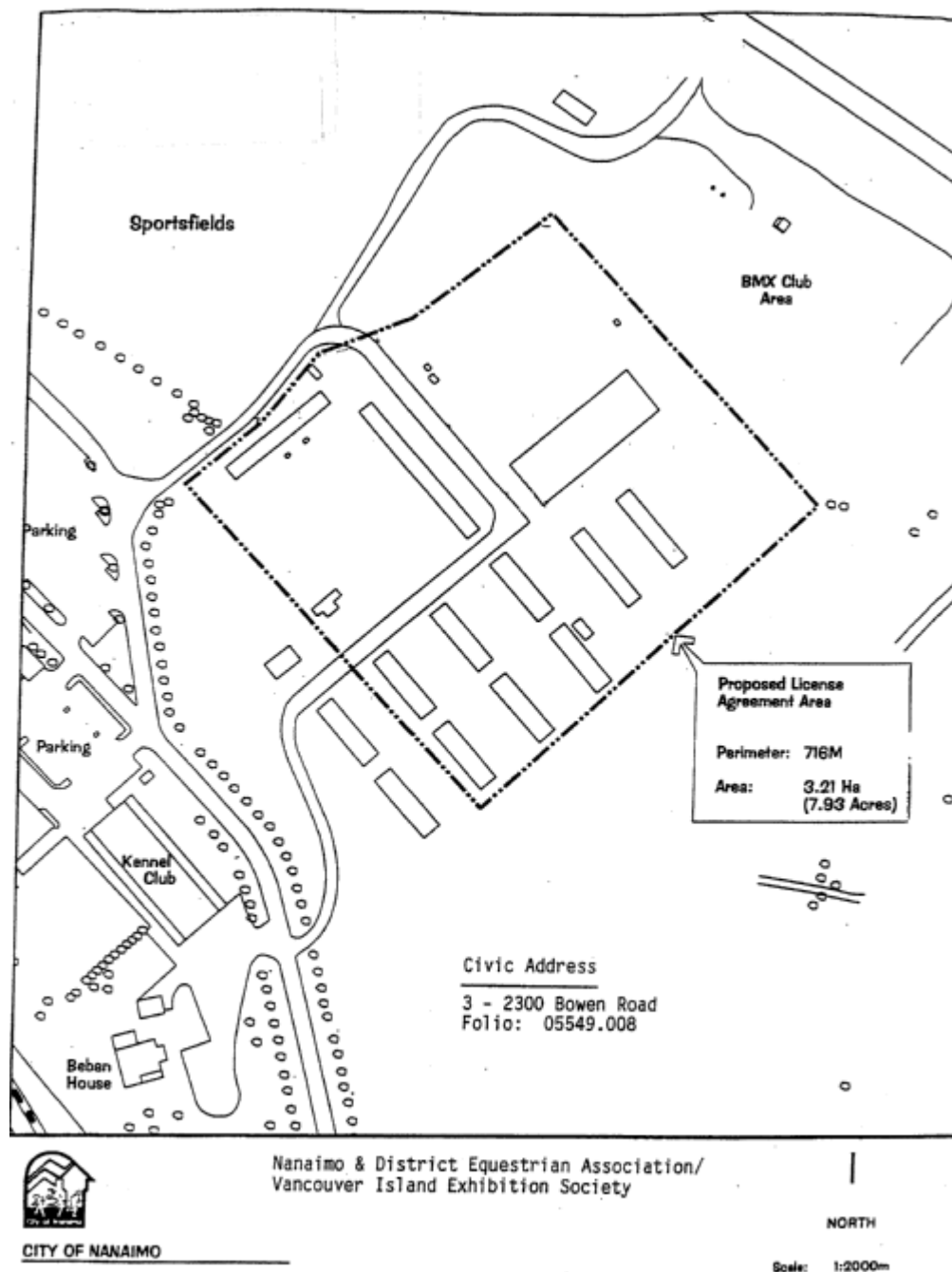
Folio	Unit	House	Street	Organization	Legal Description	Map
85047.002		1135	NELSON STREET	NANAIMO CHILD DEVELOPMENT CENTRE SOCIETY/ VANCOUVER ISLAND HEALTH AUTHORITY	LOT A, DISTRICT LOT 97-G, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 50077, EXCEPT THAT PART IN PLAN VIP51807, LEASED FOR 25 YEARS FROM JULY 1976 FROM NANAIMO REGIONAL HOSPITAL	
85616.009	9	150	COMMERCIAL STREET	NANAIMO COMMUNITY ARCHIVES/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNIT 9 LEASE	
05549.013		2300	BOWEN ROAD	NANAIMO COMMUNITY GARDENS SOCIETY	LOT 1, SECTIONS 18, 19 & 20, RANGE 7, MOUNTAIN DISTRICT, PLAN 27441, EXCEPT THOSE PARTS IN PLANS 40622 & 44255, LEASE FOR NANAIMO COMMUNITY GARDENS SOCIETY	
85901.001		945	WADDINGTON ROAD	NANAIMO COMMUNITY HOSPICE SOCIETY	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 47726	
86099.000		375	SELBY STREET	NANAIMO CONSERVATORY OF MUSIC	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 28924	
89095.000		100	WALL STREET	NANAIMO CURLING CLUB/CITY OF NANAIMO	THAT PART OF BOWEN PARK(14817N) LYING TO THE EAST OF WALL STREET CONTAINING 1.46 ACRES MORE OR LESS AS SHOWN OUTLINED IN RED, LEASE AUTHORIZATION BYLAW '96 NO 5217, AS OUTLINED ON MAP ATTACHED HERETO	D-3
07498.216	1	4166	DEPARTURE BAY ROAD	NANAIMO DISABILITY RESOURCE CENTRE SOCIETY	STRATA LOT 1, SECTION 5, WELLINGTON DISTRICT, STRATA PLAN VIS2524 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 – 41.47% EXEMPTION	
07498.217	2	4166	DEPARTURE BAY ROAD	NANAIMO DISABILITY RESOURCE CENTRE SOCIETY	STRATA LOT 2, SECTION 5, WELLINGTON DISTRICT, STRATA PLAN VIS2524 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 – 41.47% EXEMPTION	
83252.000		1070	TOWNSITE ROAD	NANAIMO FAMILY LIFE ASSOCIATION	LOT 2, BLOCK 2, DISTRICT LOT 97G, NEWCASTLE RESERVE SECTION 1 NANAIMO DISTRICT, PLAN 1712	
80951.000		505	ALBERT STREET	NANAIMO F O S NON-PROFIT HOUSING SOCIETY	PARCEL A (DD 670N) OF LOT 11, PARCEL B (DD 5701N) OF LOTS 12 & 13, PARCEL A (DD 629N) OF LOTS 12 & 13, ALL OF BLOCK 20, SECTION 1, NANAIMO DISTRICT, PLAN 584	
85998.000		1191	SEAFIELD CRESCENT	NANAIMO F O S NON-PROFIT HOUSING SOCIETY	LOT A, DISTRICT LOT 97G, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 19919	
17545.005		271	PINE STREET	NANAIMO FOODSHARE NETWORK SOCIETY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN VIP71136	
84474.000		19	COMMERCIAL STREET	NANAIMO LITERACY ASSOCIATION/NASH HARDWARE LTD	LOT 1, SECTION 1, BLOCK 60, NANAIMO DISTRICT, PLAN 584, ETC., AND AM LOT A (DD4326N), SECTION 1, NANAIMO DIST PLAN 5221 [P.I.D. 000-097-110 & 000-097-420]	
85576.001	A	1844	STEWART AVENUE	NANAIMO MARINE RESCUE SOCIETY/CITY OF NANAIMO	LD002343 RIGHT TO OCCUPY THOSE PARTS OF DISTRICT LOT 2092, BLOCK L OF DISTRICT LOT 227 & BLOCK M OF DISTRICT LOTS 227 & 2092, NANAIMO DISTRICT, PLAN EPC579 - DEC 1/2010 - NOV 30/2020	
16000.025		750	THIRD STREET	NANAIMO MINOR HOCKEY ASSOCIATION/CITY OF NANAIMO	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN 35726 EXCEPT PART IN PLAN 50590	

Folio	Unit	House	Street	Organization	Legal Description	Map
05695.000		2227	MCGARRIGLE ROAD	NANAIMO REGION JOHN HOWARD SOCIETY	LOT 2, BLOCK 14, SECTION 18, RANGE 8, MOUNTAIN DISTRICT, PLAN 526, EXCEPT THE EAST 396 FEET OF THE SOUTH 165 FEET THEREOF AND EXCEPT PARCEL "A" (DD 34684I) THEREOF- EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	
05536.170		2353	ROSSTOWN ROAD	NANAIMO REGION JOHN HOWARD SOCIETY	LOT 15, SECTION 19, RANGE 7, MOUNTAIN DISTRICT, PLAN 27484	
05438.000		2368	ROSSTOWN ROAD	NANAIMO REGION JOHN HOWARD SOCIETY	LOT 6, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, PLAN 6733 EXCEPT PART IN PLAN VIP63918	
16592.001		195	FOURTH STREET	NANAIMO SEARCH & RESCUE SOCIETY/REGIONAL DISTRICT OF NANAIMO/CITY OF NANAIMO	THAT PART OF SECTION 28, RANGE 9, SECTION 1, NANAIMO DISTRICT, PLAN 630, SHOWN OUTLINED IN RED ON PLAN 563R EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-7
86226.000		256	WALLACE STREET	NANAIMO SQUASH CLUB/597500 BC LTD	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 43024	D-12, D-13
05431.100		2373	ROSSTOWN ROAD	NANAIMO THEATRE GROUP	LOT 1, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, PLAN 24020	
82528.001		60	NEEDHAM STREET	NANAIMO UNIQUE KIDS ORGANIZATION	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 49522	
86055.000		290	BASTION STREET	NANAIMO YOUTH SERVICES ASSOCIATION	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 25254	
05457.004		201	DOGWOOD ROAD	NATURE TRUST OF BC	WILDLIFE SANCTUARY, SECTION 7, RANGE 7, MOUNTAIN DISTRICT, EXCLUDING PLANS 535R AND NO. 4 RESERVOIR	
05457.006		250	DOGWOOD ROAD	NATURE TRUST OF BC	SECTION 7&8, RANGE 7, MOUNTAIN DISTRICT, PARTS PORTION AND PTS OF SECTION 7 RANGE 8, #4 RESERVOIR AS SHOWN ON PLAN UNDER 766-8562C	
05761.005		787	NANAIMO LAKES ROAD	NATURE TRUST OF BC	PARCEL A (DD 49323N) OF SECTION 5, RANGE 8, MOUNTAIN DISTRICT, EXCEPT PARTS IN PLANS 8707, 18489, 24715 AND 28135	
16021.300		200	BUTTERTUBS DRIVE	NATURE TRUST OF BC	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP63268	
05762.101		731	DOGWOOD ROAD	NATURE TRUST OF BC	LOT 4, SECTION 6, RANGE 8, MOUNTAIN DISTRICT, PLAN 16149, EXCEPT PARTS IN PLANS 18489, 19566 AND 24715	
05765.003		941	COLLEGE DRIVE	NATURE TRUST OF BC	SECTION 7, RANGE 8, EXCEPT THE EASTERLY 500 FT AND EXCEPT PART IN NO. 4 RESERVOIR AS SAID RESERVOIR IS SHOWN ON PLAN DEPOSITED UNDER NUMBER 766-8562-C, MOUNTAIN DISTRICT	
05828.005		1946	JINGLE POT ROAD	NATURE TRUST OF BC	LOT A, SECTION 11, RANGE 8, MOUNTAIN DISTRICT, PLAN VIP85882	
16007.500		1780	JINGLE POT ROAD	NATURE TRUST OF BC	LOT 1, BLOCK 1, NANAIMO DISTRICT, PLAN 28980	
16170.000		1141	FREW ROAD	NATURE TRUST OF BC	PARCEL A (DD 35952-I) OF SECTION 1, RANGE 6, NANAIMO DISTRICT	
16171.000		1050	RAINES ROAD	NATURE TRUST OF BC	THAT PART OF SECTION 2, RANGE 6, NANAIMO DISTRICT, LYING TO THE EAST OF THE EAST BRANCH OF THE NANAIMO RIVER, EXCEPT PARCEL A THEREOF	

Folio	Unit	House	Street	Organization	Legal Description	Map
16172.000		901	RAINES ROAD	NATURE TRUST OF BC	THAT PART OF SECTION 2 AND THAT PART OF SECTION 3, RANGE 6, NANAIMO DISTRICT, LYING WEST OF THE EAST BRANCH OF THE NANAIMO RIVER	
16173.000		1145	MAUGHAN ROAD	NATURE TRUST OF BC	SECTION 2, RANGE 7, NANAIMO DISTRICT, EXCEPT PARCEL A THEREOF, AND EXCEPT PART IN PLAN 37922	
16174.000		900	RAINES ROAD	NATURE TRUST OF BC	THE SOUTH PART OF SECTION 3, RANGE 7, NANAIMO DISTRICT, CONTAINING 21 ACRES MORE OR LESS, AS SHOWN ON A PLAN DEPOSITED UNDER DD 22536	
16175.000		1141	MAUGHAN ROAD	NATURE TRUST OF BC	PARCEL A (39161I), SECTION 1, RANGE 8, NANAIMO DISTRICT, CONTAINING 9 ACRES MORE OR LESS	
16176.000		1201	MAUGHAN ROAD	NATURE TRUST OF BC	SECTION 1, RANGE 8, NANAIMO DISTRICT, EXCEPT PARCEL A (DD 39161I), EXCEPT THE PART IN PLAN 32333, AND EXCEPT PART IN PLAN VIP62603	
16178.000		1125	MAUGHAN ROAD	NATURE TRUST OF BC	THE WEST 1/2 OF SECTION 2, RANGE 8, NANAIMO DISTRICT, EXCEPT PARTS IN PLANS 32333 AND 37922	
16000.010		750	FIFTH STREET	NAVY LEAGUE OF CANADA NAN BRANCH	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 23380 EXCEPT PART IN PLAN 3655 RW	
81611.007	206	285	PRIDEAUX STREET	OPTIONS FOR SEXUAL HEALTH/ CITY OF NANAIMO	NANAIMO LAND DISTRICT, PORTION LEASE, COMMUNITY SERVICES BUILDING – ROOMS 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 214, 215, 209A, 214A – OPTIONS FOR SEXUAL HEALTH AS OUTLINED BY A HEAVY DARK LINE ON MAP ATTACHED HERETO	D-6
80701.100		275	NICOL STREET	PACIFICA HOUSING ADVISORY ASSOCIATION	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP75290	
07498.255		3156	BARONS ROAD	PACIFIC CARE FAMILY ENRICHMENT SOCIETY/DASH HOLDINGS INC/TURRIF HOLDINGS LTD)	LOT 11, SECTION 5, WELLINGTON DISTRICT, PLAN 30716. LEASING 2,500 OF 5,047 SQUARE FEET.	D-14
07674.020		6100	DOUMONT ROAD	PLEASANT VALLEY SOCIAL CENTRE	LOT 2, SECTION 10, WELLINGTON DISTRICT, PLAN 32084	
07860.001		6006	DOUMONT ROAD	PLEASANT VALLEY SOCIAL CENTRE	THAT PART OF LOT 23G, WELLINGTON DISTRICT, LYING NORTH OF DOUMONT ROAD AND WEST OF THE ISLAND HIGHWAY AS SHOWN PLAN DEPOSITED UNDER DD 16913N	
13552.001		208	COLVILLETON TRAIL	PROTECTION ISLAND LIONS CLUB/CITY OF NANAIMO	LOT 1, NANAIMO DISTRICT, PLAN 14550, DOUGLAS ISLAND LIGHT STATION OIC 1518	
13553.701	A	7	PIRATES LANE	PROTECTION ISLAND NEIGHBOURHOOD ASSOCIATION/NANAIMO PORT AUTHORITY	NPA LSE FL255, ADJ TO LT 140, PLN 14111, WTHN PIRATES PARK, PROTECTION ISLAND, LD 32 – DOCK SITE	
16000.114		901	FIFTH STREET	ROYAL CANADIAN AIRFORCE ASSOC 808 (THUNDERBIRD) WING/HER MAJESTY THE QUEEN IN RIGHT OF CANADA	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN VIP69992, LEASED AREA AT MILITARY CAMP	
80962.000	403	489	WALLACE STREET	SOCIETY FOR EQUITY, INCLUSION AND ADVOCACY	AMENDED LOT 6, (DD 59330N) AND LOT 5, PLAN 584, EXCEPT PARCEL A (DD 416-N), EXCEPT PART IN PLAN 21310 AND EXCEPT THAT PART LYING WITHIN THE BOUNDARIES OF PLAN 494-R, ALL OF BLOCK 21, SECTION 1, NANAIMO DISTRICT	D-17
19805.301		2250	LABIEUX ROAD	ST JOHN'S AMBULANCE/CITY OF NANAIMO	ST JOHN LEASEHOLD AREA, PLN VIP72802, BYLAW 5512	

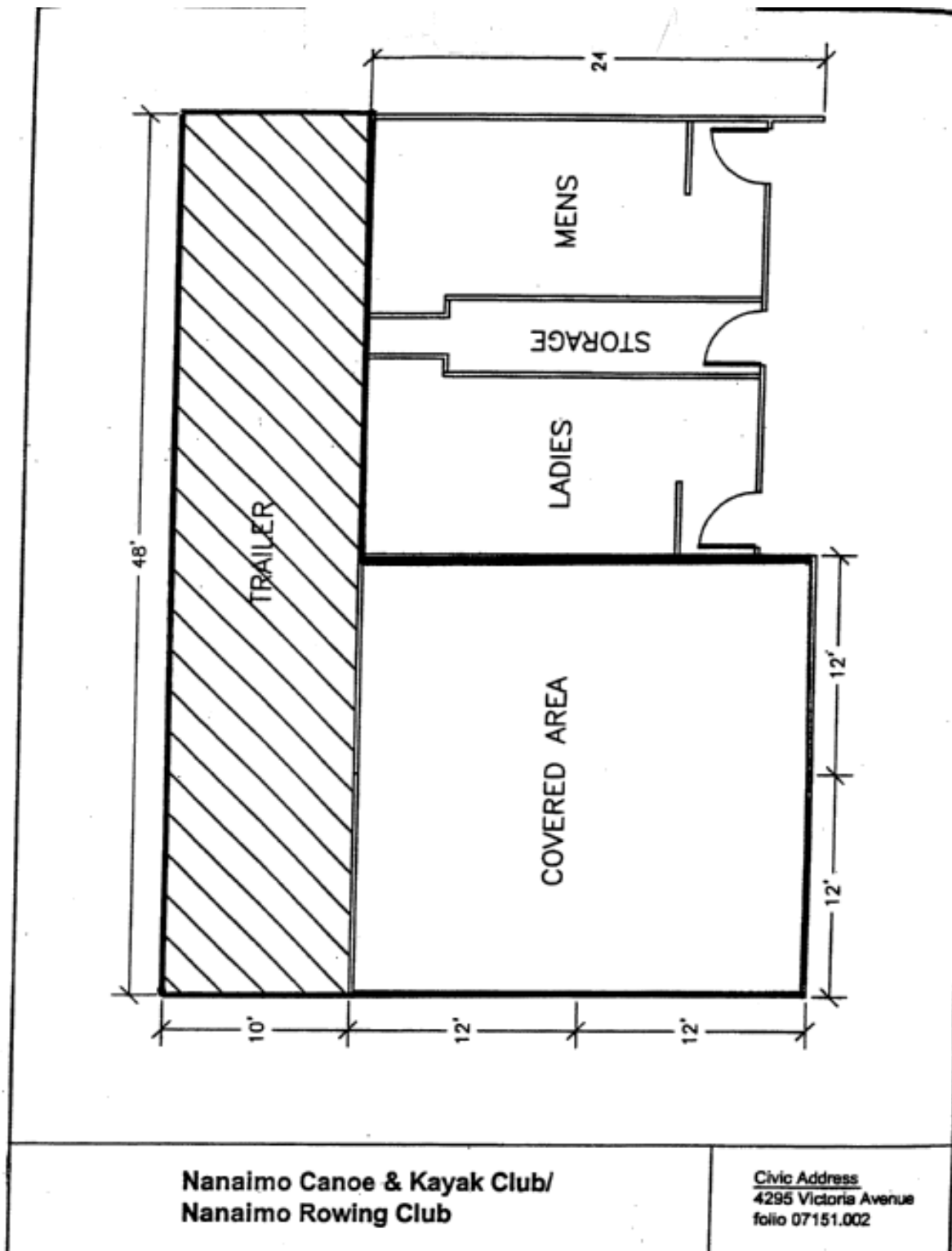
Folio	Unit	House	Street	Organization	Legal Description	Map
85616.004	4A/4B	150	COMMERCIAL STREET	THEATRE ONE/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNITS 4A & 4B LEASE	
81676.000		602	HALIBURTON STREET	TILlicum LELUM ABORIGINAL SOCIETY	LOT 23, BLOCK D, SECTION 1, NANAIMO DISTRICT, PLAN 584 EXCEPT THAT PART IN PLAN VIP52239	
16905.000		927	HALIBURTON STREET	TILlicum LELUM ABORIGINAL SOCIETY	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP66687	
17364.001		479	TENTH STREET	TILlicum LELUM ABORIGINAL SOCIETY	LOT 1, THAT PART OF SECTION 1, NANAIMO DISTRICT, PLAN EPP5225	
17364.002		477	TENTH STREET	TILlicum LELUM ABORIGINAL SOCIETY	LOT 2, THAT PART OF SECTION 1, NANAIMO DISTRICT, PLAN EPP5225	
81054.209	9	327	PRIDEAUX STREET	UNITED WAY CENTRAL & NORTHERN VANCOUVER ISLAND	STRATA LOT 9, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS2989 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1	
05549.005		2290	LABIEUX ROAD	VANCOUVER ISLAND HAVEN SOCIETY/CITY OF NANAIMO	LEASE PLAN 1823R, EXCEPT 43195 LIONS MANOR	
05536.100		2352	ROSSTOWN ROAD	VANCOUVER ISLAND MENTAL HEALTH	LOT 1, SECTION 19, RANGE 7, MOUNTAIN DISTRICT, PLAN 27484	
05438.015		2332	BRACKENWOOD PLACE	VANCOUVER ISLAND MENTAL HEALTH	STRATA LOT A, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, STRATA PLAN VIS5043, TOGETHER WITH INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V	
05438.020		2330	BRACKENWOOD PLACE	VANCOUVER ISLAND MENTAL HEALTH	STRATA LOT B, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, STRATA PLAN VIS5043, TOGETHER WITH INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V	
07281.000		3793	NORWELL DRIVE	VANCOUVER ISLAND MENTAL HEALTH	LOT 12, BLOCK 22, SECTION 5, WELLINGTON DISTRICT, PLAN 318A	
82664.000		285	ROSEHILL STREET	VANCOUVER ISLAND MENTAL HEALTH	LOT 1, BLOCK 14, NEWCASTLE TOWNSITE, SECTION 1, NANAIMO DISTRICT, PLAN 584	
85093.003	2 & 3	100	CAMERON ROAD	VANCOUVER ISLAND MILITARY MUSEUM /CITY OF NANAIMO	LOT B, PLAN 8979, SECTION 1, NANAIMO DISTRICT, VANCOUVER ISLAND MILITARY MUSEUM - FLOOR 2 & 3 - THAT PART INCLUDED IN LEASE FROM CITY OF NANAIMO	
85616.007	7	150	COMMERCIAL STREET	VANCOUVER ISLAND SYMPHONY/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNIT 7 LEASE	
07233.001		3976	CORUNNA AVENUE	WELLINGTON COMMUNITY ASSOCIATION	LOT 2, BLOCK 16, SECTIONS 3 AND 5, WELLINGTON DISTRICT, PLAN 318A INCLUDING THAT PART OF SECTION 5, WELLINGTON DISTRICT, BEING PART OF THE OLD COMOX ROAD SHOWN ON PLAN 318A NOW CLOSED BY ORDER-IN- COUNCIL 1052 DATED THE 9-OCT-1928 & LYING IN LOT 2	
07234.001		3922	CORUNNA AVENUE	WELLINGTON COMMUNITY ASSOCIATION	LOT 3 AND 4, BLOCK 16, SECTIONS 3 AND 5, WELLINGTON DISTRICT, PLAN 318A	

MAP 'D-1'



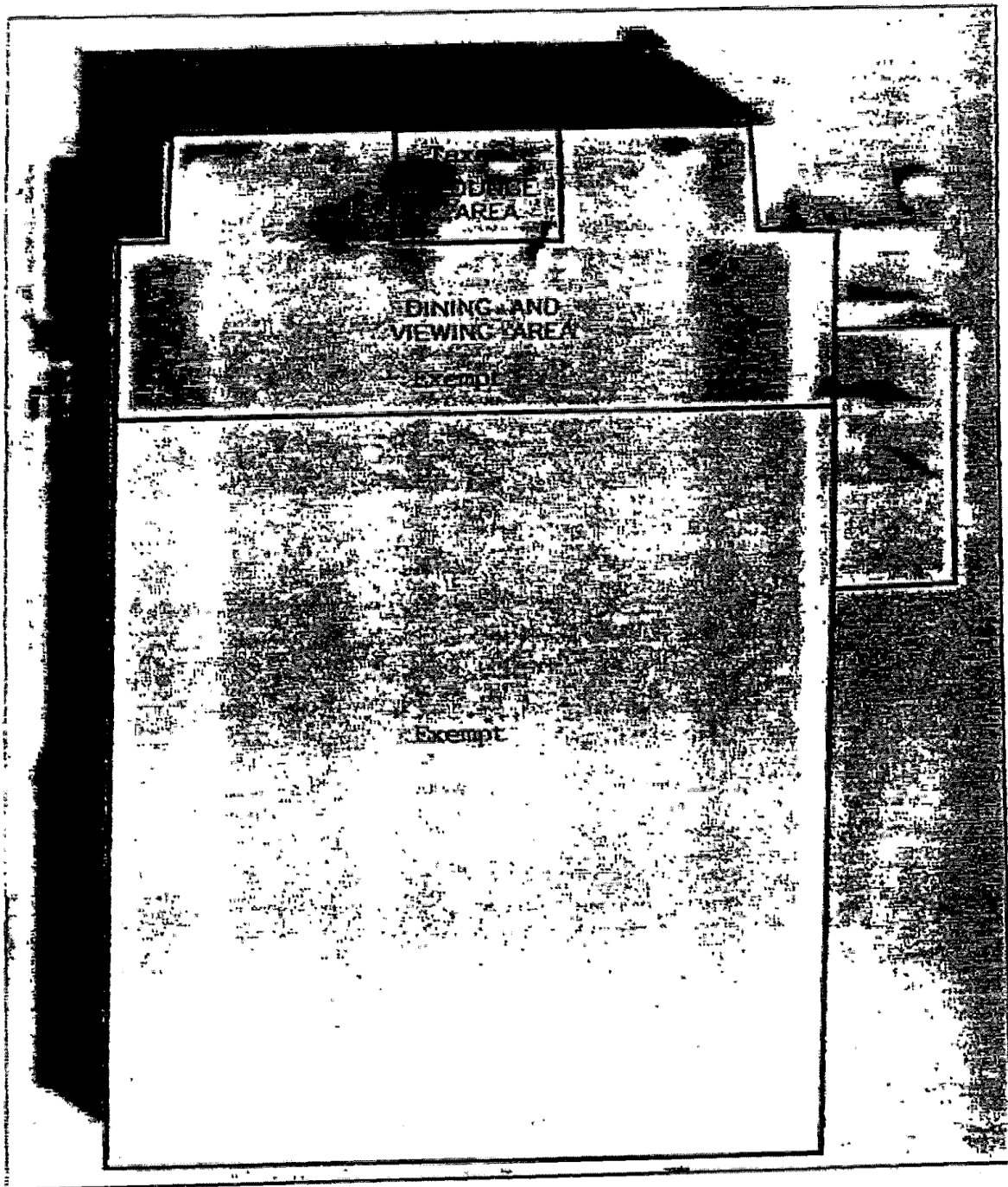
Folio: 05549.008  
Civic: 3 - 2300 Bowen Road  
Organization: **NANAIMO & DISTRICT EQUESTRIAN ASSOCIATION  
VANCOUVER ISLAND EXHIBITION ASSOCIATION**

MAP 'D-2'



Folio: 07151.002  
Civic: 4295 Victoria Avenue  
Organization: **NANAIMO CANOE & KAYAK CLUB**  
**NANAIMO ROWING CLUB**

MAP 'D-3'

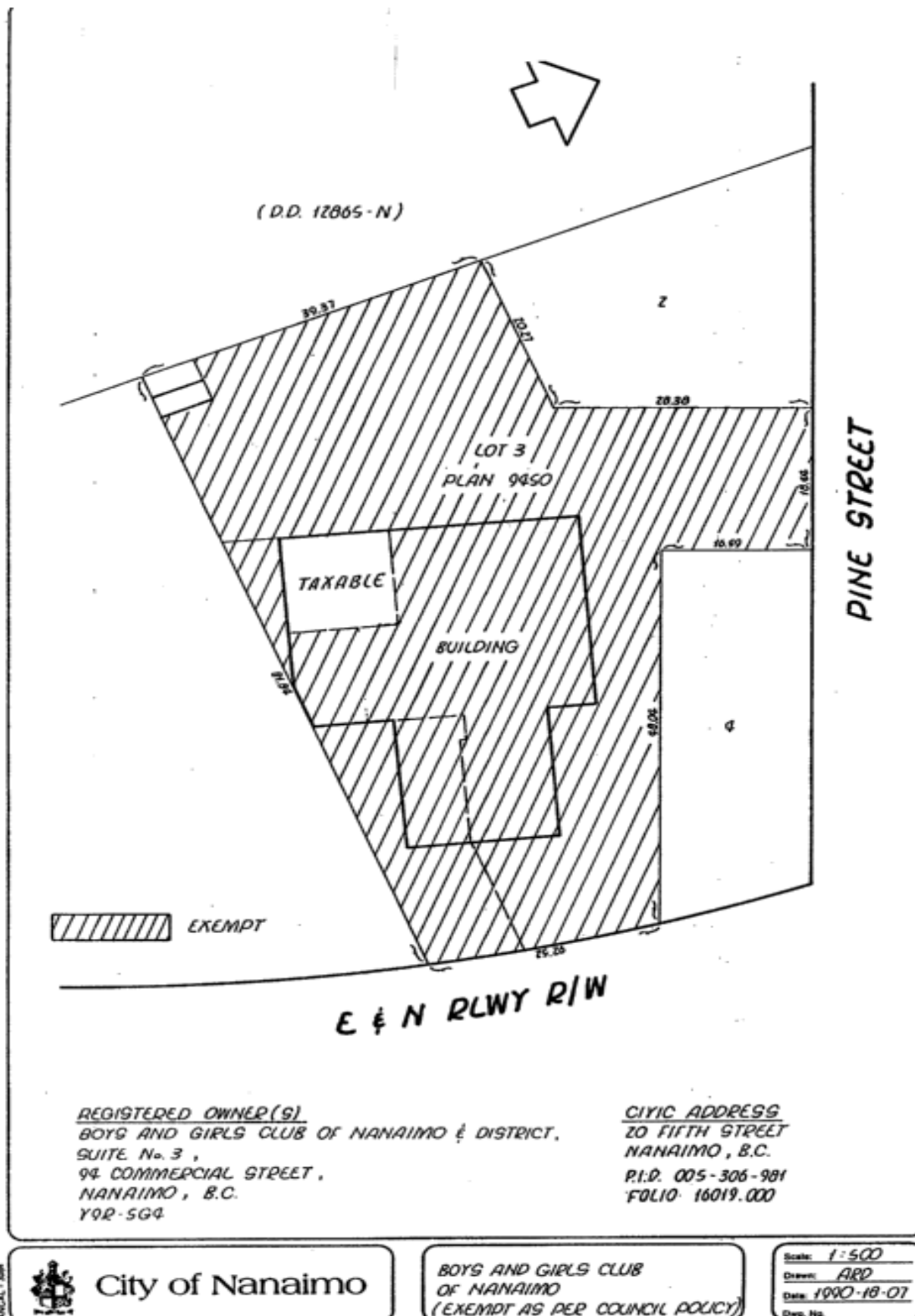


NANAIMO CURLING CLUB

Folio: 89095.000  
Civic: 100 Wall Street  
Organization: **NANAIMO CURLING CLUB**

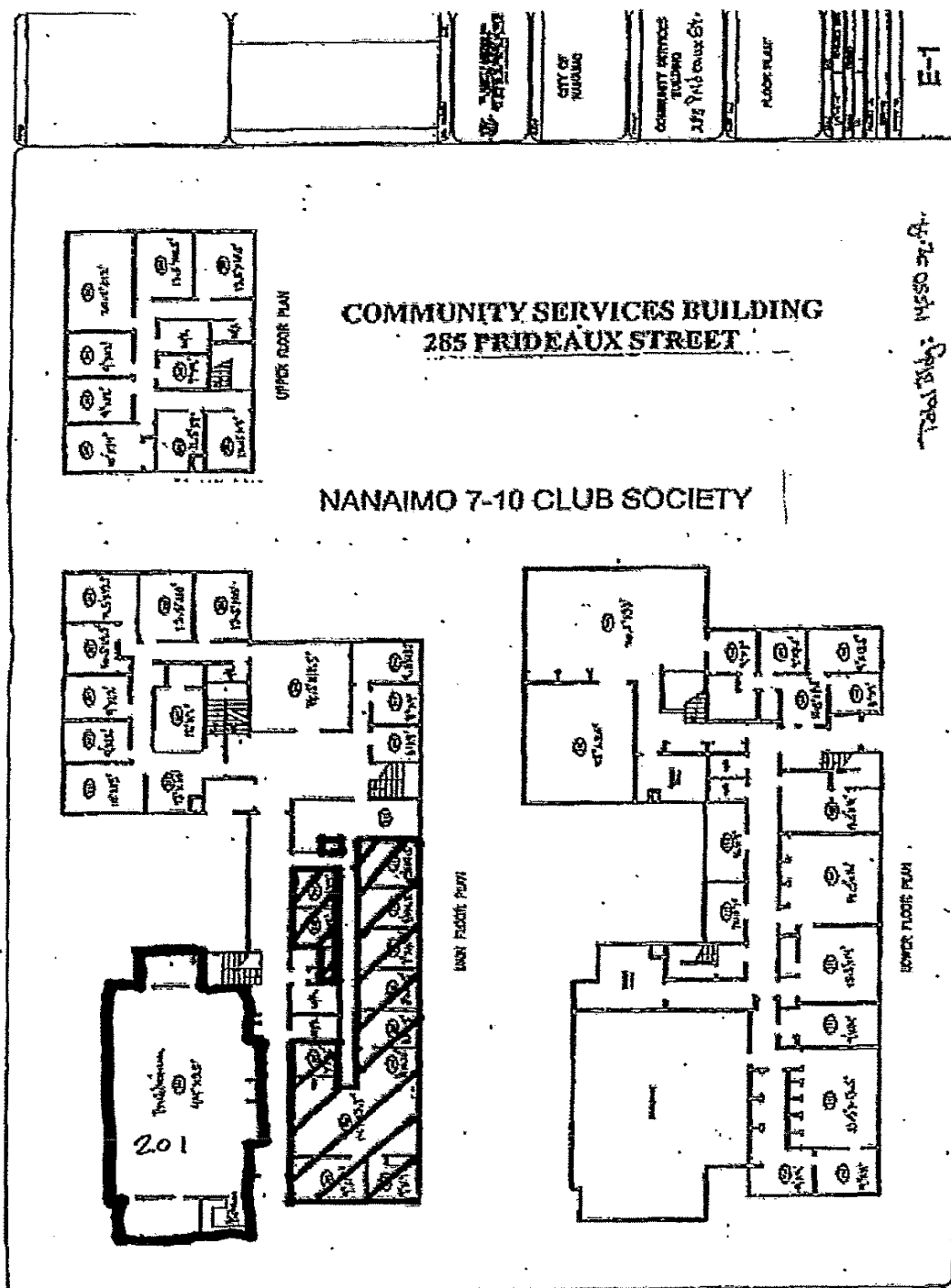


MAP 'D-4'



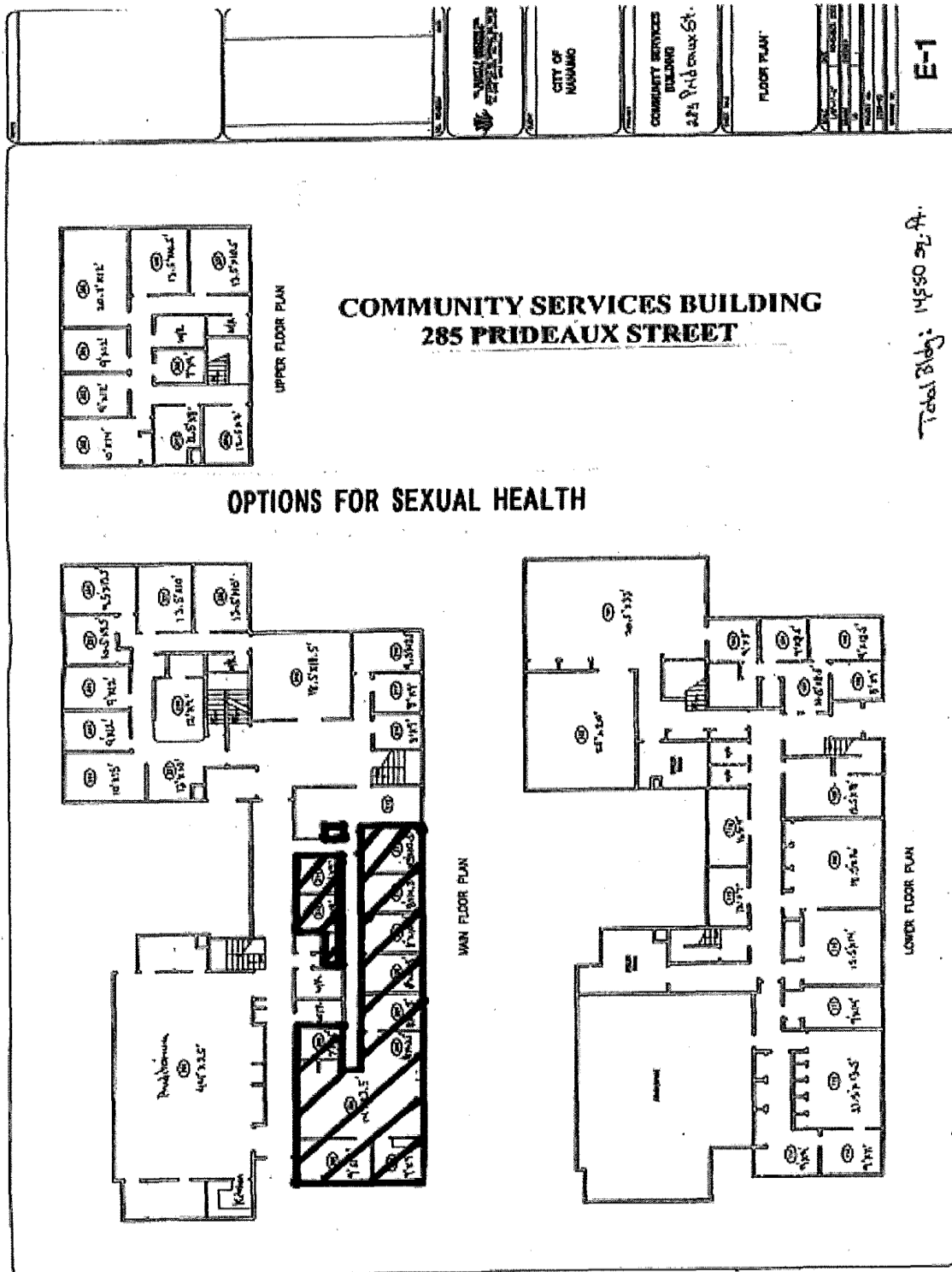
Folio: 16019.000  
Civic: 20 Fifth Street  
Organization: **BOYS AND GIRLS CLUB OF CENTRAL VANCOUVER ISLAND**

MAP 'D-5'



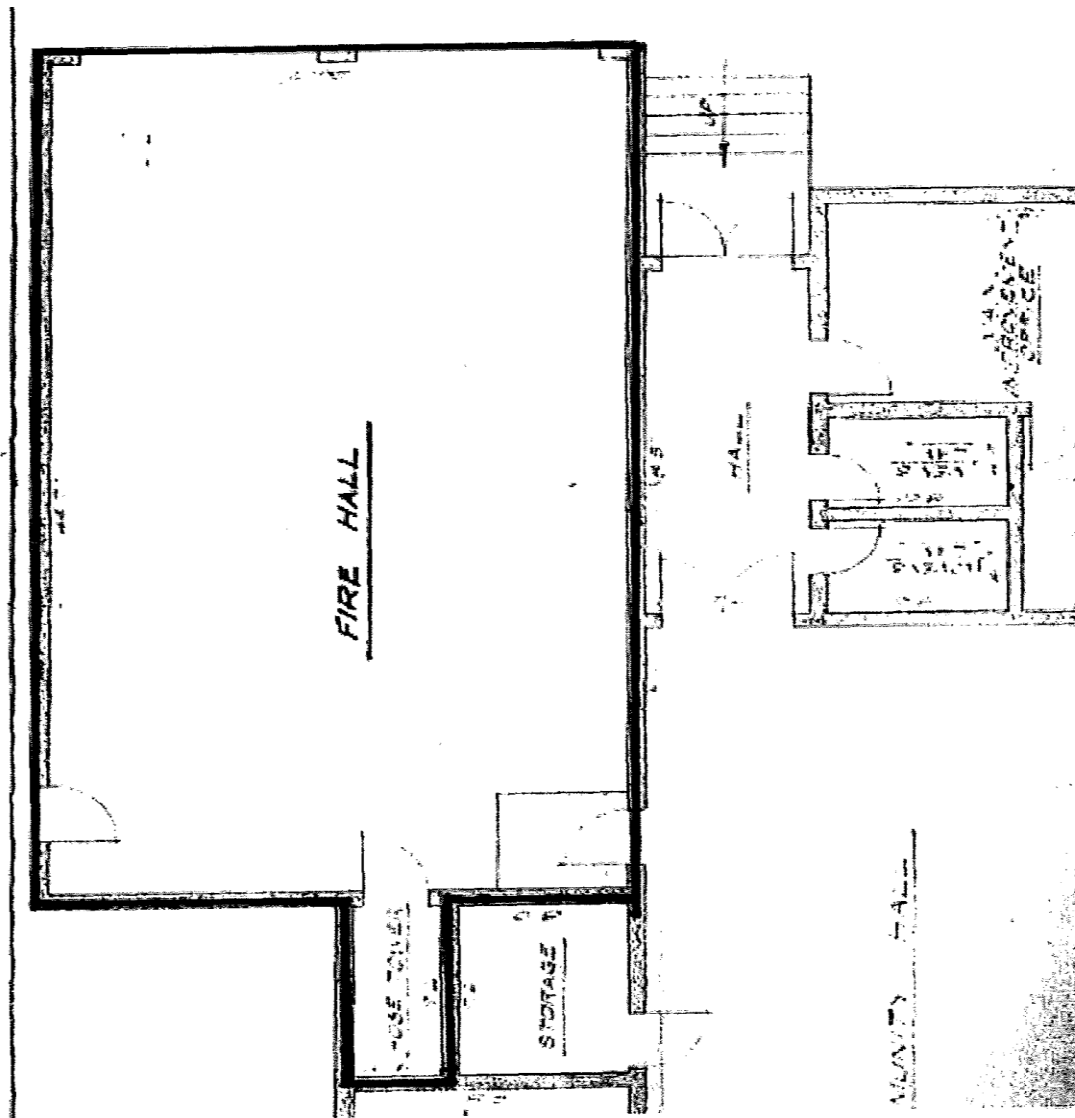
Folio: 81611.020  
Civic: 201 – 285 Prideaux Street, Community Services Building  
Organization: **NANAIMO 7-10 CLUB**

MAP 'D-6'

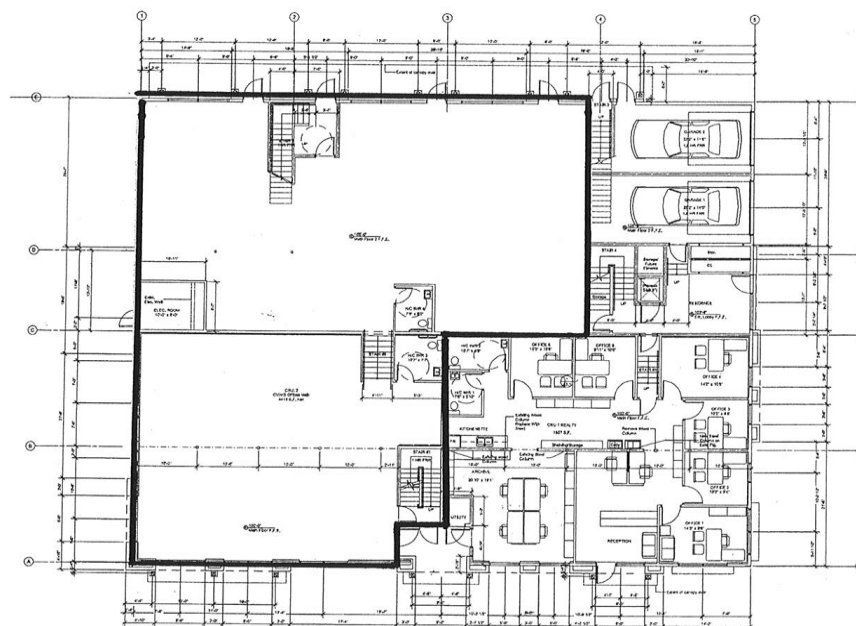


Folio: 81611.007  
Civic: 206 – 285 Prideaux Street, Community Services Building  
Organization: **OPTIONS FOR SEXUAL HEALTH**

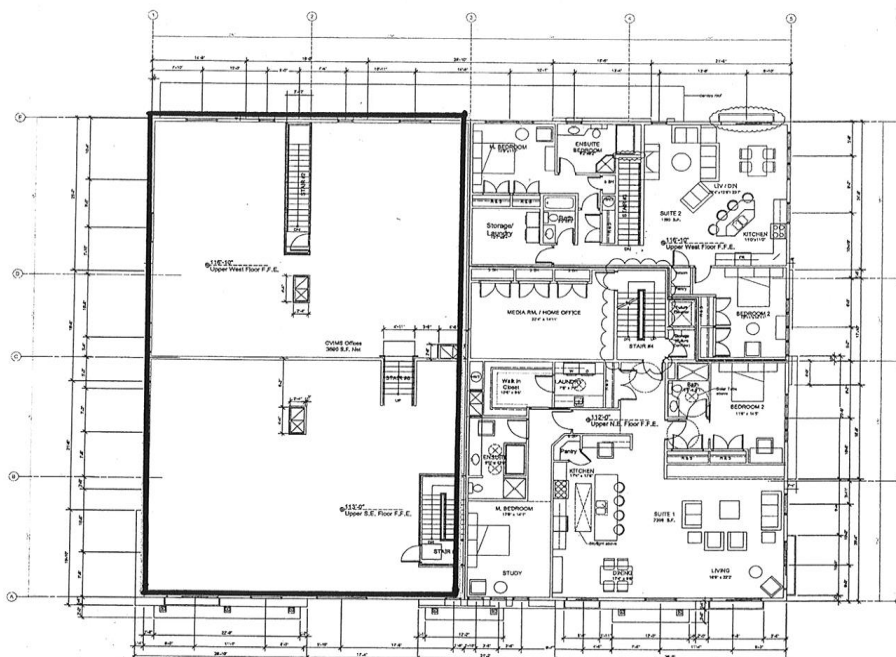
MAP 'D-7'



MAP 'D-8'



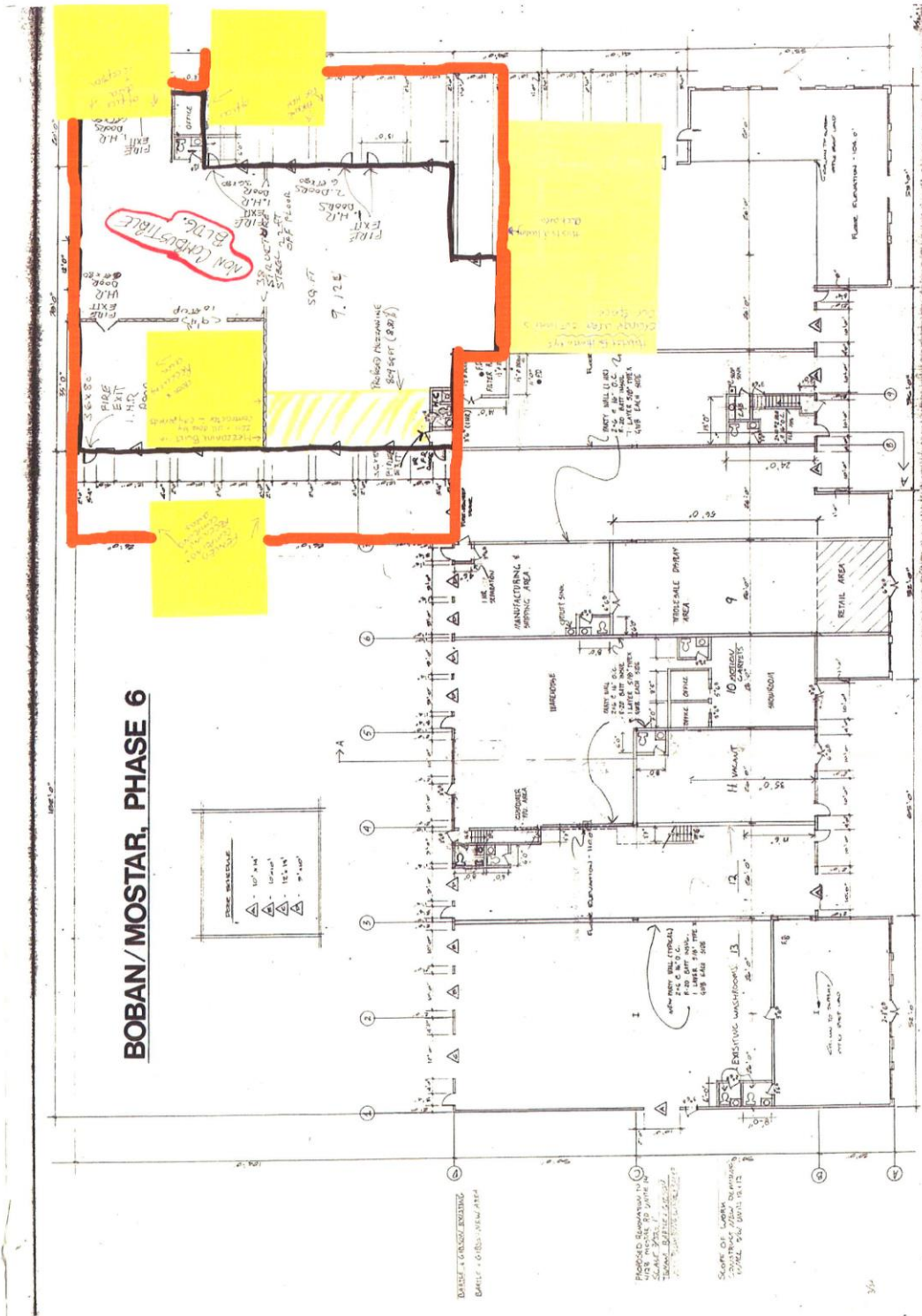
MAIN FLOOR



TOP FLOOR

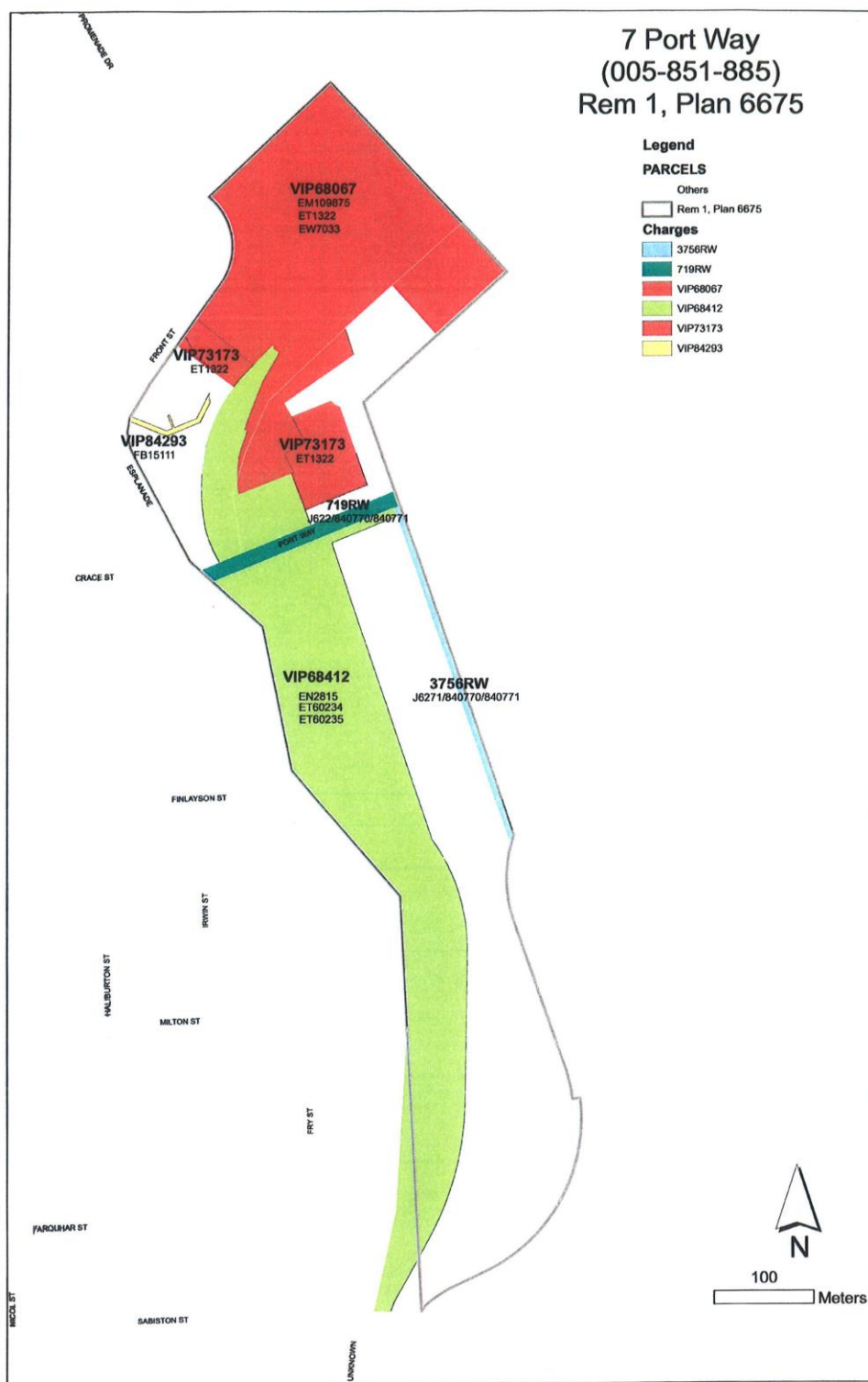
Folio: 86081.000  
Civic: 101 – 319 Selby Street  
Organization: **CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY**

MAP 'D-9'



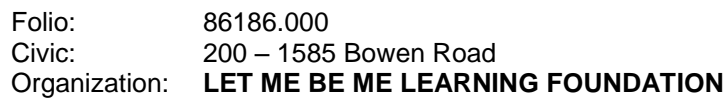
Folio: 07375.585  
Civic: 4148 Mostar Road  
Organization: HABITAT FOR HUMANITY MID-VANCOUVER ISLAND

MAP 'D-10'



Folio: 84750.000      Civic: 7 Port Drive  
Folio: 84750.035      Civic: 0 Port Drive  
Folio: 84758.000      Civic: 1161 Milton Street  
Organization: **ISLAND CORRIDOR FOUNDATION**







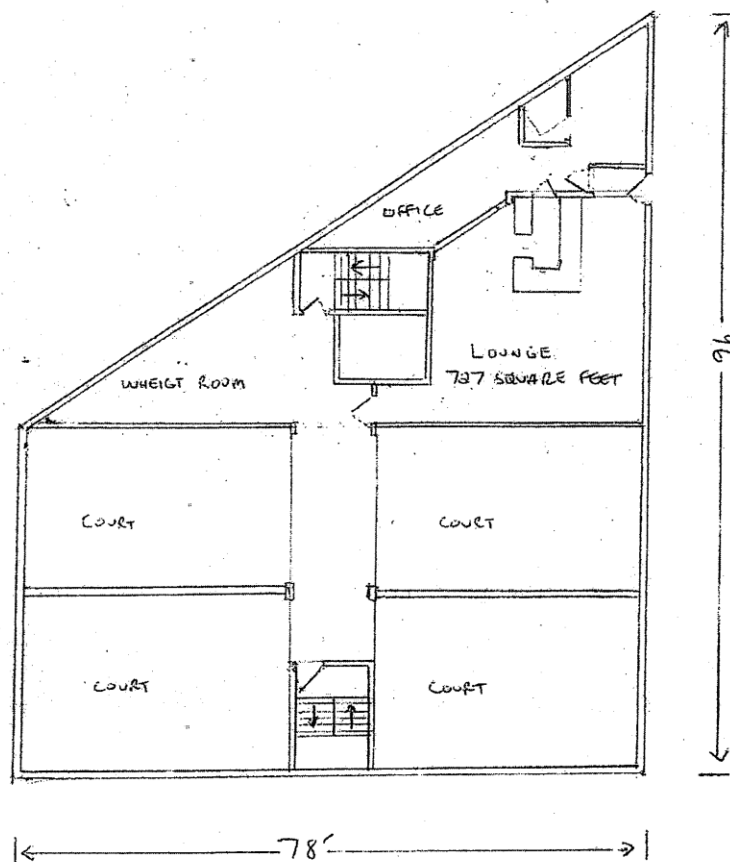
MAP 'D-12'

NANAIMO SQUASH CLUB

TOTAL SQUARE FOOTAGE 7993

LOUNGE SQUARE FOOTAGE 727

PERCENTAGE OF BUILDING USED FOR LOUNGE = 9.1%



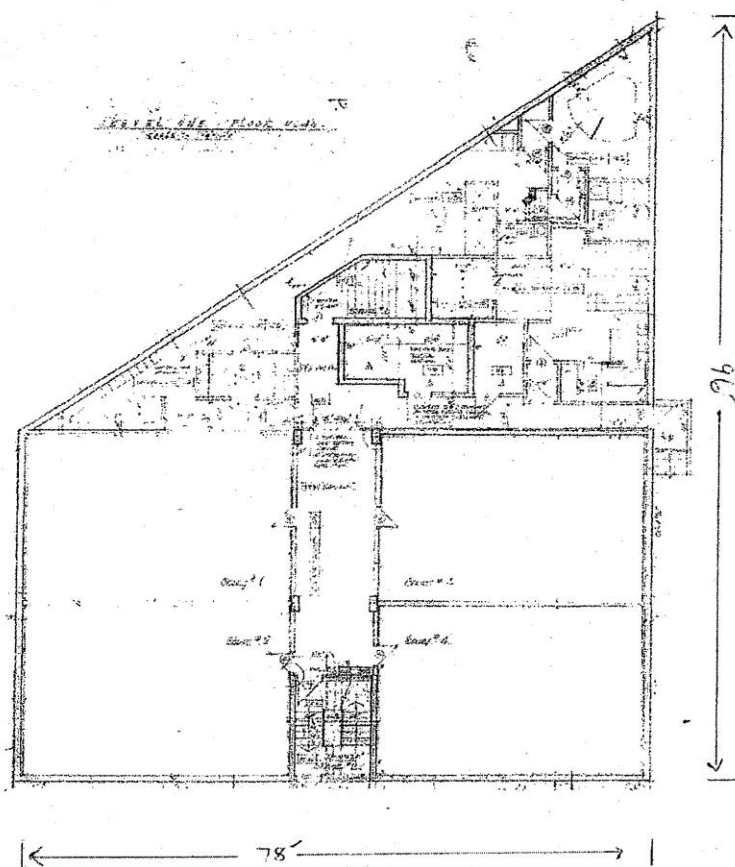
MEZZANINE LEVEL 2498 SQUARE FEET

Folio: 86226.000  
Civic: 256 Wallace Street  
Organization: **NANAIMO SQUASH CLUB**

MAP 'D-13'

Plan of space leased:

NANAIMO SQUASH CLUB

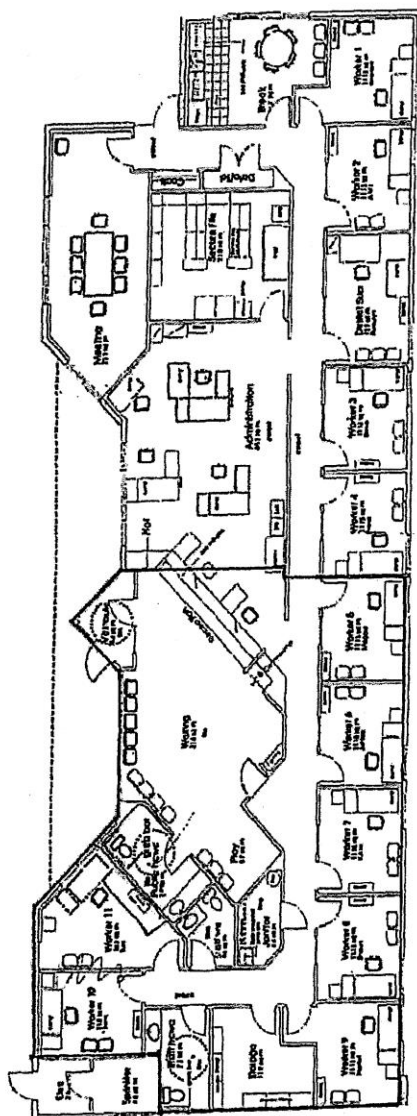


GROUP LEVEL 5495 SQUARE FEET

Folio: 86226.000  
Civic: 256 Wallace Street  
Organization: **NANAIMO SQUASH CLUB**

MAP 'D-14'

**LEASED PREMISES  
(OUTLINED IN HEAVY BLACK)**



3156 Barrons Road

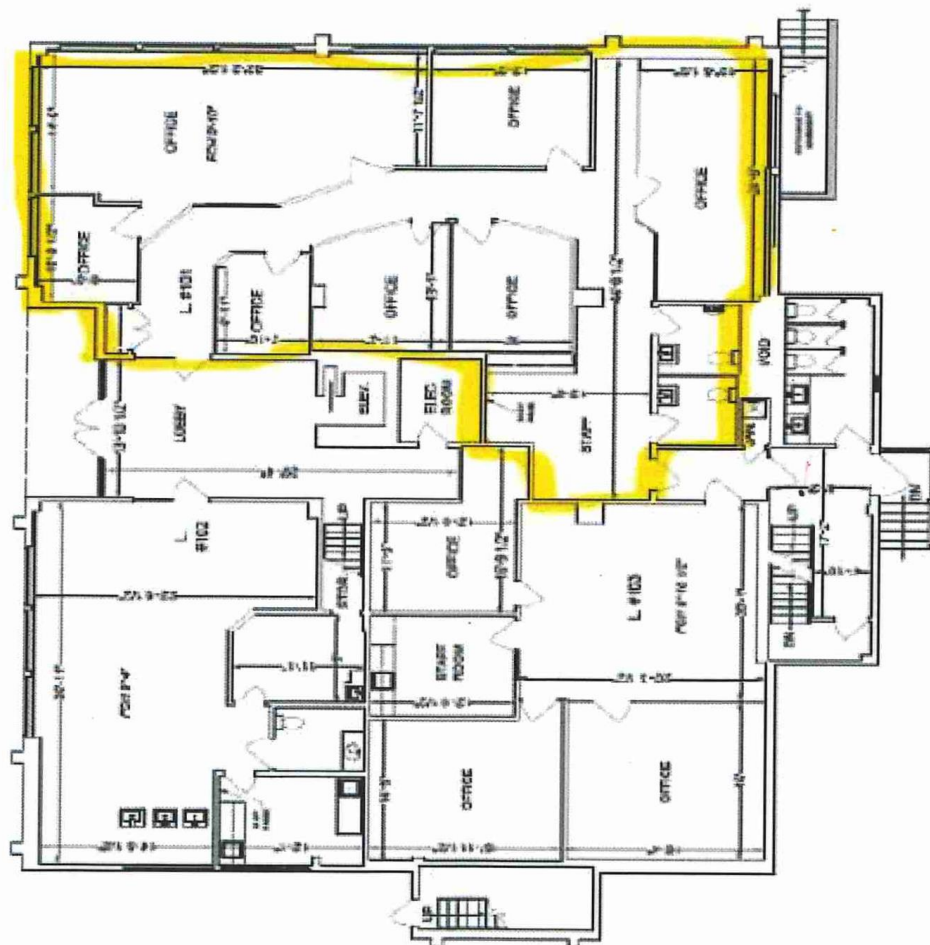
PacificCARE leasing 2,500 sq. feet of  
total 5,047 sq. feet



Folio : 07498.255  
Civic: 3156 Barons Road  
Organization: **PACIFIC CARE FAMILY ENRICHMENT SOCIETY**

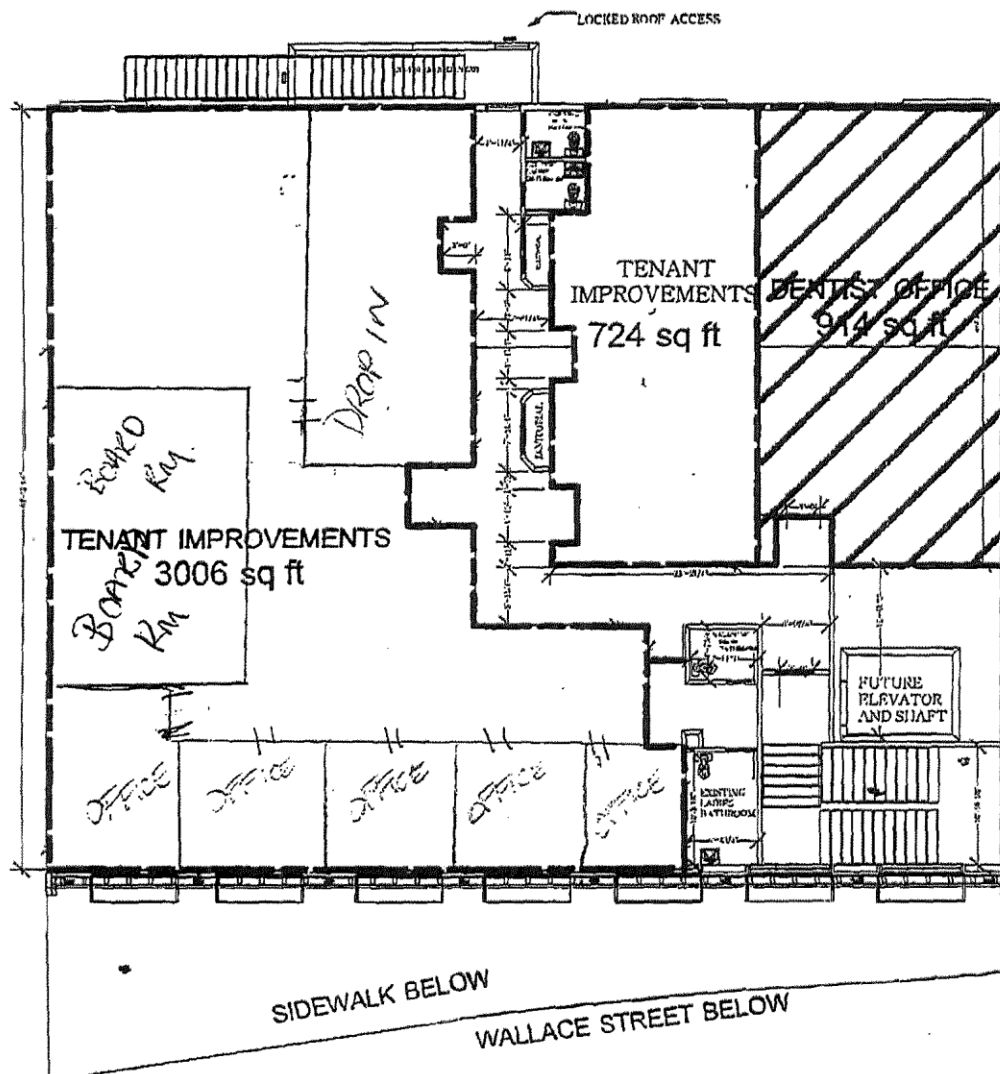


MAP 'D-16'



Folio: 81535.000  
Civic: 101 – 235 Bastion Street  
Organization: **NANAIMO BRAIN INJURY SOCIETY**

MAP 'D-17'



DATE OF MEETING October 5, 2020

AUTHORED BY NANCY SKEELS, PROPERTY AGENT, REAL ESTATE

SUBJECT PROPERTY DISPOSITION – 350 AND 398 FRANKLYN STREET

## **OVERVIEW**

### **Purpose of Report**

To obtain Council approval to dispose of City-owned property at 350 and 398 Franklyn Street.

### **Recommendation**

That Council:

1. approve the disposition of 350 and 398 Franklyn Street to SoGood Properties Limited for \$1,216,000; and
2. direct the Mayor and Corporate Officer to execute the necessary documents to affect the transaction.

## **BACKGROUND**

The City owns 350 and 398 Franklyn Street (the “Property”), which are two contiguous City-owned parcels located near the Service and Resource Centre and City Hall in the downtown core (Attachment A).

The Property was traditionally used for parking by City Staff. It has an area of 1,733 sq. m. (18,654 sq. ft.) with the land gently sloping from the back of Wesley Street to Robson Street at the front. Servicing is available from Franklyn and Robson Streets and is zoned DT2 (Fitzwilliam), which supports residential and commercial uses.

On 2019-DEC-16, Council authorized the acquisition of 431 Dunsmuir Street and 424 Wesley Street (the “Dunsmuir Property”) for \$1,165,000. The Dunsmuir Property transferred to the City on 2020-JAN-31. City Staff parking has been relocated from the Property to the Dunsmuir Property. The acquisition of the Dunsmuir Property has left the Property surplus to City requirements.

At the 2020-MAY-25 “In Camera” Council meeting, Council directed Staff to:

- “1. issue a Request for Offers for the disposition of City-owned property at 350 and 398 Franklyn Street; and
2. report back to Council with an evaluation and summary of the responses for Council’s consideration”

Proponents were asked to provide background information on their proposed project and purchase price. Offers were required to be submitted by 2020-JUL-31.

The Official Community Plan (the “OCP”) recognizes the area around the Property as part of the Downtown Urban Node. The Downtown Urban Design Plan and Guidelines (the “Design Plan”) notes the Property as an important redevelopment opportunity.

The Design Plan calls for the Property to include a building four stories in height, with a three-metre setback on the fourth floor. The Design Plan recommends a continuous façade along Franklyn Street and Robson Street similar to what was achieved by the Cardea project at 238 Franklyn Street.

Redevelopment of the property will complete a gap in the urban fabric on Franklyn and Wesley Streets. The introduction of new residents to this area of the downtown core will help support downtown businesses and provide a more vibrant and diverse neighbourhood. Investment in the property will likely stimulate redevelopment of other underutilized properties along Wesley Street and Robson Streets.

An appraisal of the Property identified the site as well suited for residential development, with some ground floor commercial uses. The appraisal noted a market value of \$1,070,000.

## **DISCUSSION**

### **Request for Offer Results**

The Request for Offers process has shown there is considerable interest in the Property and there are a number of feasible options for the site. Five proposals were received and were reviewed by Staff.

The following criteria outlined in the 2020-MAY-25 report assisted with choosing the proponent:

- Purchase price;
- Financial feasibility (financing arrangements and risk);
- Strength of the proponent and team (firm experience and capacity);
- Number of non-market housing units and number of adaptable units;
- Strength of the concept (the design and development can fit with the site and surroundings);
- Proposed conditions (exemptions and requirements of the City); and
- Value-added components (community and economic benefit, ability to catalyze and/or enhance surrounding development).

Staff reviewed each of the proponents, and based on the above, SoGood Properties Limited met the majority of the criteria. They offered the highest purchase price, cash purchase, 70% of construction costs from financial institutions, 43 residential units and three commercial units on the corners of Wesley and Robson Streets, a comprehensive list of their team members was provided, and the concept appears to fit the site and complements the Cardea development at 238 Franklyn Street. No conditions are being imposed on the City, and they are willing to complete the transfer of the Property within 15 days after receiving approval from Council.

A condition imposed by the City will require SoGood Properties Limited to enter into an Option to Purchase Agreement with the City, which would allow the City to repurchase the Property should development on the site not occur in a timely manner. The Request for Offers noted the



proponent would have two years to commence construction after the transfer of the property and requires \$1,000,000 of work to be completed by 2024-OCT-22.

At the 2020-AUG-21 “In Camera” Council meeting, Council directed Staff to:

1. *prepare a Purchase and Sale Agreement for the disposition of 350 and 398 Franklyn Street to 1250882 BC Ltd.; and*
2. *return to a future Council meeting, upon completion of negotiations, to present the Purchase and Sale Agreement for Council’s approval.*

Negotiations are now complete. 1250882 BC Ltd. has started a company, SoGood Properties Limited, for this development. SoGood Properties Limited has signed a Purchase and Sale Agreement and Option to Purchase and has provided a deposit of \$5,000, and if approval of the purchase is received, an additional deposit of \$60,800 will be paid 48 hours after approval is received.

Staff are requesting Council provide approval to dispose of the Property to SoGood Properties Limited for the purchase price of \$1,216,000. Subject to approval being received, it is anticipated the Property will transfer on 2020-OCT-22.

## **OPTIONS**

1. That Council
  1. approve the disposition of 350 and 398 Franklyn Street to SoGood Properties Limited for \$1,216,000; and
  2. direct the Mayor and Corporate Officer to execute the necessary documents to affect the transaction.
    - Advantages: SoGood Properties Limited met the majority of the criteria within the Request for Offers. The Property could be disposed of and constructed in a timely manner. Selling the Property without delay will encourage investment in the neighbourhood and will help to further establish the Downtown Urban Node and fulfill the vision in the Downtown Urban Design Plan and Guidelines. A co-ordinated development of the site would lead to enhanced integration, interface, and transition within the site itself and the wider neighbourhood. Staff have published a Notice of Disposition as required by Sections 26 and 94 of the *Community Charter*. Providing approval to dispose of the Property would be consistent with Council’s past decisions.
    - Disadvantages: Selling the Property to SoGood Properties Limited will prevent Council from designating the land for another municipal purpose.
    - Financial Implications: If Council directs Staff to move forward with the property disposition, the City will receive \$1,216,000 from the sale. The proceeds of the sale will be returned to the Property Sales Fund to spur further acquisitions.

2. That Council deny the disposition of 350 and 398 Franklyn Street to SoGood Properties Limited for \$1,210,000.

- Advantages: Denying the disposition will allow Council to use the property for another municipal purpose should Council want to.
- Disadvantages: Denying approval to dispose of 350 and 398 Franklyn Street would be inconsistent with Council's past decisions. The existing parking lot on the Property will be removed from the downtown inventory.
- Financial Implications: The City would not receive \$1,216,000. The property will remain undeveloped and owned by the City.

### **SUMMARY POINTS**

- 350 and 398 Franklyn Street (the 'Property') are City-owned properties located near City Hall in the downtown core.
- The Property is a key redevelopment site in the downtown core and is identified in the Downtown Urban Design Plan and Guidelines as suitable for a four-storey building. The redevelopment of the property will help to spur further investment on Wesley Street and Robson Street.
- The City issued a Request for Offers for the City-owned properties at 350 and 398 Franklyn Street. The closing date for offers was 2020-JUL-31.
- The Request for Offers process has shown there is considerable interest in the Property and there are a number of feasible options for the site. Five proposals were received and were reviewed by Staff.
- Staff reviewed each of the proponents and SoGood Properties Limited met the majority of the criteria.
- At the 2020-AUG-21 "In Camera" Council meeting, Council directed Staff to:
  1. *prepare a Purchase and Sale Agreement for the disposition of 350 and 398 Franklyn Street to 1250882 BC Ltd.; and*
  2. *return to a future Council meeting, upon completion of negotiations, to present the Purchase and Sale Agreement for Council's approval.*
- Negotiations are complete and Staff are requesting Council provide approval to dispose of the Property to SoGood Properties Limited for the purchase price of \$1,216,000. Subject to approval being received, it is anticipated the Property will transfer on 2020-OCT-22.

**ATTACHMENTS:**

ATTACHMENT A: Location Plan |

**Submitted by:**

Bill Corsan  
Director, Community Development |

**Concurrence by:**

Dale Lindsay  
General Manager, Development Services

Laura Mercer  
Director, Finance |





Legend



Subject Properties

LOCATION PLAN

CIVIC:350 & 398 FRANKLYN STREET  
PROPERTY DISPOSITION

LD003843

N





DATE OF MEETING    October 5, 2020

AUTHORED BY        JEREMY HOLM, DIRECTOR, DEVELOPMENT APPROVALS

**SUBJECT                BUILDING PERMIT FUNCTION REVIEW**

## **OVERVIEW**

### **Purpose of Report:**

To provide information to Council regarding the Building Permit Function Review.

## **BACKGROUND**

Building permit application review and building inspection processes are critical to ensuring buildings constructed within the city are safe and meet the requirements of the BC Building Code. Building permitting is also important to implementing broader policy objectives such as improvements to building accessibility and energy efficiency.

The City's Building Inspections Section (the "Section") reviews building permit applications and conducts on-site inspections of construction within a framework of municipal policies and bylaws and Provincial regulations and statutes. The Section also administers and enforces the City's building bylaw, which includes investigation of complaint-driven building violations, and administrative and remedial action to protect public health and safety and reduce the City's liability exposure.

In keeping with the City's commitment to service excellence and continuous improvement, a Building Permit Function Review is being conducted to ensure building permit approvals are carried out by the City in an efficient and effective manner. |

## **DISCUSSION**

Nanaimo has been experiencing strong development activity in recent years, which has placed a high and sustained demand on the services of the Building Inspections Section. In addition to building permit processing and administration of the building bylaw, additional services provided by the Section include liquor occupant load calculation, business license referrals, securing works and services, covenant conditions, development permit conditions, and the administration of development cost charges. The work of the Section is impacted by external factors such as building code revisions and changes to legislation, municipal policies, bylaws and standards, all of which add to the complexity of approvals, which can impact the efficient and timely issuance of building permits.

Efficient, timely building permit processing is important to applicants, property owners, business owners, and the building industry in order to plan and budget for new building construction, improvements to existing buildings, and changes to building occupancy classification. Resources of the Section have not increased relative to the volume of development activity, and

qualified Building Officials are in high demand. Efficient building permit processing is essential to ensuring Staff are able to carry out the important work they do as effectively as possible.

Nielson Strategies Inc. has been selected to assist in a Building Permit Function Review. The review will build on improvements identified through the Development Process Review Committee, the Core Services Review, and more recent process and technology improvements implemented following the COVID-19 pandemic declaration. The review will help determine whether changes to the permit process are required, and identify specific changes to consider. The review will examine permit approval processes, policies and procedures, staffing levels, roles and responsibilities, the use of technology, and communication methods and materials.

## **NEXT STEPS**

The Building Permit Function Review will begin in October 2020 and is scheduled to be completed in January 2021 with a report and presentation to the Governance and Priorities Committee. The project will include a review of current City of Nanaimo building permit processes, consideration of building permit processes at comparable municipalities, interviews with representatives from the building industry, homeowners, and business owners who have applied for building permits, as well as Staff at various levels of the City.

## **SUMMARY POINTS**

- Nanaimo has been experiencing strong development activity in recent years, which has placed a high and sustained demand on the services of the Building Inspections Section.
- The City's Building Inspections Section reviews building permit applications within a framework of municipal policies and bylaws, and Provincial regulations and statutes. Changes within this framework add to the workload of the Section and to the complexity of approvals, which can impact the efficient and timely issuance of building permits.
- In keeping with the City's commitment to service excellence and continuous improvement, a Building Permit Function Review is being conducted to ensure building permit approvals are carried out by the City in an efficient and effective manner.

### **Submitted by:**

Jeremy Holm  
Director, Development Approvals

### **Concurrence by:**

Dale Lindsay  
General Manager, Development Services

CITY OF NANAIMO

BYLAW NO. 7031.07

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

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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: 2020-SEP-28  
PASSED SECOND READING: 2020-SEP-28  
PASSED THIRD READING: 2020-SEP-28  
ADOPTED:

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MAYOR

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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”

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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: 2020-SEP-28  
PASSED SECOND READING: 2020-SEP-28  
PASSED THIRD READING: 2020-SEP-28  
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.

7031.07

"Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 7031.07" (To align the bylaw with the revised management organizational structure).

Passed three readings 2020-SEP-28.

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.

7273.01

"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").

Passed three readings 2020-SEP-28.

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.