



**AGENDA**  
**GOVERNANCE AND PRIORITIES COMMITTEE MEETING**

Monday, February 22, 2021, 1:00 P.M. - 4:00 P.M.  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE  
80 COMMERCIAL STREET, NANAIMO, BC

SCHEDULED RECESS 2:45 P.M.

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Pages

**1. CALL THE MEETING TO ORDER:**

[Note: This meeting will be live streamed and video recorded for the public.]

**2. INTRODUCTION OF LATE ITEMS:**

**3. APPROVAL OF THE AGENDA:**

**4. ADOPTION OF THE MINUTES:**

a. Minutes

3 - 12

Minutes of the Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2021-FEB-08, at 1:00 p.m.

**5. REPORTS:**

a. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning

13 - 18

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

b. GOVERNANCE AND MANAGEMENT EXCELLENCE:

1. Council Resolutions Update

19 - 113

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

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

2. Health and Housing Action Plan Implementation 114 - 186

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

*Purpose: To provide the Governance and Priorities Committee with an update on the final Health and Housing Action Plan and the Health and Housing Task Force's recommended next steps for implementation.*

c. ENVIRONMENTAL RESPONSIBILITY:

d. COMMUNITY WELLNESS/LIVABILITY:

e. REIMAGINE NANAIMO:

1. REIMAGINE NANAIMO Phase II 187 - 191

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

Presentation:

1. Lisa Bhopalsingh, Manager, Community Planning.

f. ECONOMIC HEALTH:

1. Canada Healthy Communities Initiative - First Intake 192 - 195

To be introduced by Shelley Legin, General Manager, Corporate Services.

*Purpose: To provide Council with information on two potential projects for the Canada Healthy Communities Initiative, and obtain a Council resolution.*

Recommendation: That the Governance and Priority Committee recommend that Council direct staff to submit an application to the Canada Healthy Communities Initiative for the E & N Trail Lighting Project.

6. **ADJOURNMENT:**

**MINUTES**  
GOVERNANCE AND PRIORITIES COMMITTEE MEETING  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,  
80 COMMERCIAL STREET, NANAIMO, BC  
MONDAY, 2021-FEB-08, AT 1:00 P.M.

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Present: Councillor D. Bonner, Chair  
Mayor L. Krog  
Councillor S. D. Armstrong (joined electronically, disconnected 2:36 p.m.)  
Councillor T. Brown  
Councillor B. Geselbracht  
Councillor E. Hemmens  
Councillor Z. Maartman  
Councillor I. W. Thorpe  
Councillor J. Turley

Staff: J. Rudolph, Chief Administrative Officer  
R. Harding, General Manager, Parks, Recreation and Culture  
D. Lindsay, General Manager, Development Services  
B. Sims, General Manager, Engineering and Public Works  
S. Legin, General Manager, Corporate Services  
T. Doyle, A/Fire Chief (joined electronically)  
B. Corsan, Director, Community Development  
L. Bhopalsingh, Manager, Community Planning  
S. Gurrie, Director, Legislative Services  
S. Snelgrove, Steno Coordinator  
K. Gerard, Recording Secretary

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

The Governance and Priorities Committee Meeting was called to order at 1:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 5(a)(1) – Governance and Priorities Committee Agenda Planning – Add PowerPoint presentation.
- (b) Agenda Item 5(b)(1) – 2021 Association of Vancouver Island and Coastal Communities Resolutions – Add Proposed Council Resolutions.

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, 2021-JAN-11, at 1:00 p.m. be adopted as circulated. The motion carried unanimously.

5. REPORTS:

a. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning

Introduced by Sheila Gurrie, Director, Legislative Services.

Presentation:

1. Sheila Gurrie, Director, Legislative Services, provided Council with a PowerPoint presentation. Highlights included:
  - There are 15 Governance and Priorities Committee (GPC) meetings remaining in 2021
  - Using the meeting topic framework model and utilizing the column for desired outcome of the Committee topics
  - Goal for today's meeting is to prioritize future meeting items, brainstorm new items and consideration of a roundtable discussion regarding future meeting topics
  - Any new ideas or topics Committee members would like included can be forwarded to Staff for inclusion in the framework document
  - Agenda Planning will now be the first item on the GPC Agenda's with a time limit on discussion

Committee discussion took place. Highlights included:

- Items/Topics the Committee would like brought forward include:
  - Street Entertainers Regulations with an invitation to downtown business owners to present or discuss their concerns and suggest improvements
  - Crosswalk safety
  - Neighbourhood Associations – invite to meeting to discuss new development and their role
  - Election signage
  - Invite representatives from downtown businesses in a forum type discussion regarding safety, homelessness, crime and brainstorm ideas to improve the downtown area
  - New Downtown Business Improvement Association
  - Youth Engagement
  - Capital Planning Process
  - Waterfront Walkway

Sheila Gurrie, Director, Legislative Services, advised the Committee that:

- Staff can rearrange the framework based on discussion today and provide a revised version for the 2021-FEB-22 GPC Meeting
- Work to increase youth engagement was underway through the Communications Department, Community Planning and Parks, Recreation and Culture Department but was paused due to COVID-19

Committee discussion continued. Highlights included:

- The new structure of the BIA does not require funding from the City
- Suggested that Committee members fill out the framework with their top five priorities and bring back for discussion at the 2021-FEB-22 GPC meeting
- Other priority topics include:
  - Engagement with Neighbourhood Associations
  - Joining with Vancouver Island University and School District 68 on youth engagement
  - 1 Port Drive
  - Upcoming Health and Housing Task Force Action Plan
- Embedding language in all Council, Task Force and Committee Terms of Reference documents that encourage women's participation and ensure gender neutral terminology
- Updates regarding outcomes being received by Council
- Ensuring that a forum on Homeless and Addiction related concerns are open to the whole community not only the downtown area
- Council to fill in the framework with priorities and Staff will compile into one framework document for discussion at a future GPC meeting

Jake Rudolph, Chief Administrative Officer, advised the Committee that:

- Going forward Agenda Planning will be the first item on the GPC Agenda
- Staff can plan two months in advance based on Council priorities to ensure large discussion items are not on the same Agenda and provide Staff room to add items that need to come to a GPC meeting
- Forum and discussions with Neighbourhood Associations need to be planned months in advance for invites and to ensure attendance
- Time could be set aside, every couple of months, for a brainstorming and discussion session with the Committee on emerging ideas and topics
- Staff need time to prepare when topics like engagement are placed on the Agenda

Committee discussion continued. Highlights included:

- Staff continue to work on 1 Port Drive and Waterfront Walkway and continue to bring new information forward
- Set aside time for a fulsome discussion regarding fiscal restraints, capital projects and what Council hopes to accomplish by the end of this their term

- Staff could also bring ideas of topics forward for a GPC and the Committee could decide where these would best fit into the framework
- Duplication of information in reports and presentations

Sheila Gurrie, Director, Legislative Services, advised the Committee that the framework document will be sent to each Committee member for input. Committee members are asked to fill out the desired outcomes section of all items and list their priority items. Legislative Services Staff will compile these and bring them to a future GPC meeting for discussion.

b. GOVERNANCE AND MANAGEMENT EXCELLENCE:

1. 2021 Association of Vancouver Island and Coastal Communities Resolutions

Sheila Gurrie, Director, Legislative Services, spoke regarding the proposed Council resolutions and advised the Committee of the format required by the Association of Vancouver Island and Coastal Communities (AVICC).

Committee discussion took place. Highlights included:

- First three resolutions were created by an intermunicipal working groups with input from people working in the field
- Discussion with AVICC representatives regarding the first three resolutions and the three whereas clauses were acceptable

1. Right to Repair – Councillor Geselbracht

It was moved and seconded that the Governance and Priorities Committee recommend that Council submit the following resolution and backgrounder to the Association of Vancouver Island and Coastal Communities for consideration at the 2021 Annual General Meeting and Convention:

Right to Repair

Whereas the longevity of items is decreasing because manufacturers are deliberately designing products to be disposable and;

Whereas citizens and businesses are deterred from repairing their belongings by companies that claim ownership over the intellectual property in their products, fail to provide parts or other aspects that make it hard to repair items;

Therefore be it resolved that UBCM ask the Province of BC to draft and enact Right to Repair legislation.

The motion carried.

Opposed: Councillor Turley

2. BC Government's Commitment to a Province Wide Strategy to Manage Construction and Demolition Waste – Councillor Geselbracht

It was moved and seconded that the Governance and Priorities Committee recommend that Council submit the following resolution and backgrounder to the Association of Vancouver Island and Coastal Communities for consideration at the 2021 Annual General Meeting and Convention:

BC Government's commitment to a Province Wide Strategy to Manage Construction and Demolition waste

Whereas construction and demolition ("C&D") waste comprises approximately 2.8 million metric tonnes of materials annually in British Columbia ("BC"), and about one-third of municipal solid waste disposed in the province; and,

Whereas the materials disposed could have been resold, reused or recycled, they represent sources of embodied carbon, and deconstruction provides six times more job opportunities; and,

Whereas recent research in just Metro Vancouver suggests the value of salvageable wood at \$343 million annually, and the addition of other materials and other regions would radically increase this number of value;

Therefore be it resolved that UBCM request the Ministry of Environment and Climate Change Strategy develop a plan, including changes to regulations, provincial procurement policy, and economic and industrial policy, to significantly reduce Construction and Demolition waste.

The motion carried unanimously

3. BC Circular Economy Strategy – Councillor Geselbracht

It was moved and seconded that the Governance and Priorities Committee recommend that Council submit the following resolution and backgrounder to the Association of Vancouver Island and Coastal Communities for consideration at the 2021 Annual General Meeting and Convention:

BC Circular Economy Strategy

Whereas the provisioning and management of goods and food consumed by BC communities produces excessive and unnecessary quantities of waste, pollution and carbon emissions that threatens environmental health; and,

Whereas the concept of a Circular Economy provides a vision and framework to design out waste and pollution, keep products and materials in use and regenerate natural systems to help BC communities move towards Zero Waste; and,

Whereas, the province has yet to develop a comprehensive strategy to transition BC's economy to a circular one;

Therefore, be it resolved that UBCM request that the province of BC develop a provincial Circular Economy strategy.

The motion carried unanimously.

4. Restorative Justice – Councillor Armstrong

It was moved and seconded that the Governance and Priorities Committee recommend that Council submit a resolution and backgrounder to the Association of Vancouver Island and Coastal Communities for consideration at the 2021 Annual General Meeting and Convention regarding Restorative Justice and that the action clause include:

That a Municipality be given the option of allowing Restorative Justice as a means to resolve bylaw infractions.

The motion carried unanimously.

Jake Rudolph, Chief Administrative Officer, advised the Committee that Staff would provide a report regarding Restorative Justice at the 2021-FEB-22 Regular Council Meeting.

5. To Reinstate Three-Year Local Government Terms Of Office – Councillor Thorpe

Committee discussion took place. Highlights included:

- Some Council, Committee or Task Force projects require significant amounts of time to create and implement and three years may not be enough time for those items
- Larger municipalities require that Council members break from their career to become a Council Member as it is a full time job
- Four years allows for Staff/Council relationships to strengthen
- Similar resolution submitted in 2017 was not debated
- Shorter term could encourage quick decision making that may not be in the best interest of the community in the long term
- Small municipalities may benefit from shorter terms and suggested the local governments be able to set their own terms of office
- If conflict arises electors have no choice but to deal with the current Council for a long period of time
- Adding benefits and increased remuneration for four year terms of office

It was moved and seconded that the Governance and Priorities Committee recommend that Council submit the following resolution and backgrounder to the Association of Vancouver Island and Coastal Communities for consideration at the 2021 Annual General Meeting and Convention:

To Reinstate Three-Year Local Government Terms of Office

WHEREAS: Three-year terms allow greater accountability to voters, who are able to show, through, elections, their regard for the directions their local governments are taking, and;

WHEREAS: Four-year terms are an onerous commitment for many, and more likely to make potential candidates willing to stand for election hesitant to do so; and



THEREFORE: Be it resolved that the provincial government reinstate three-year local government terms of office.

The motion carried.

Opposed: Councillors Bonner, Brown and Hemmens

The Governance and Priorities Committee recessed at 2:26 p.m.

The Governance and Priorities Committee reconvened at 2:35 p.m.

Councillor Armstrong disconnected at 2:36 p.m.

c. REIMAGINE NANAIMO:

1. REIMAGINE Nanaimo Phase 1 Engagement Summary

Introduced by Dale Lindsay, General Manager, Development Services.

Presentation:

1. Lisa Bhopalsingh, Manager, Community Planning, provided Council with a PowerPoint presentation. Highlights included:

- Staff will return with survey results from the Neighbourhood Associations in March which were broken down by neighbourhood
- Phase 1 is now complete but engagement and community awareness will continue throughout the REIMAGINE Nanaimo process
- Phase 1 engagement involved 39 pop-ups, 110+ workshops, meetings and discussion groups and 5855 returned survey questionnaires
- More than half of the respondents were participating for the first time and survey results were the most any engagement platform in Nanaimo has received
- Staff looked for and implemented different methods of engagement through technology, social networking and social media platforms
- Statistically valid survey results provided Staff with a scientific way of measuring the likely outcomes of the responses from the community
- Strong participation from the 30 – 44 year age groups but an under represented group was the 15 – 24 age group despite best efforts by the City, School District 68 and Vancouver Island University
- Geographic distribution was equal to census population especially in the statistical survey results
- All City Committees and Task Forces have had some participation in the process and provided feedback
- Nanaimo Foodshare and Loaves and Fishes were utilized to promote participation and suggested ways for people with barriers to be heard using more accessible questionnaires

- Results showed that the community is happy with access to nature, parks and open spaces
- Biggest concerns were homelessness, social challenges (drug use and crime), and providing safe walking and cycling routes

Committee discussion took place regarding arts and culture spaces and wording of the different types of homelessness.

Lisa Bhopalsingh, Manager, Community Planning, continued her presentation. Highlights included:

- Each City department has a role to play in balancing results with future projects
- Statistically valid survey results allow Staff to prioritize concerns based on results from each neighbourhood
- Staff need to breakdown how we address concerns and prioritize action plans for each area of the City of Nanaimo
- Phase 2 will involve working on and implementing scenarios based on survey results
- More time is needed to define and address homelessness
- Majority of the public say they have a good quality of life but 44.2% say their quality of life has worsened in the last 10 years
- Key issues include a thriving downtown, supportive community, waterfront access for all and a green approach
- Phase 2 will include land use options, policy options, environment, climate change, community events, workshops and the second community survey

Committee discussion took place regarding COVID-19 and the potential impact on numbers contained in the survey scenarios.

Lisa Bhopalsingh, Manager, Community Planning, continued her presentation. Highlights included:

- Higher growth and lower growth rates were built into the scenarios showing anticipated growth
- Next steps include City Portrait, Doughnut Economics, scenario development and continued community engagement
- Phase 3 includes the draft plan development in the Fall/Winter of 2021 and engagement
- May request that Council consider a moratorium on new Official Community Plan (OCP) amendment applications from May to November of 2021
- Thanked Staff, Senior Leadership Team members, Mayor and Council for their support and assistance throughout the process

Committee discussion took place. Highlights included:

- The amount of community members taking part and hopefully those numbers increase in Phase 2

- Implementing survey results and ensuring the community sees their contributions and participation
- Moratorium on OCP amendment applications
- Ensuring that goals match the scenarios presented to the community to measure achievements and indicators going forward
- Utilizing Committees and Task Forces to work on social, financial and other indicators

Lisa Bhopalsingh, Manager, Community Planning, advised the Committee that:

- It will be a challenge to ensure all voices are seen and heard but the valid survey results will help bring awareness to issues in the community
- Major OCP Amendments may be coming in the future and will impact climate change, accessibility and other master plans
- A technical analysis will be completed in the future which will show actions, social, environmental and infrastructure costs
- Phase 2 is critical as it will show how we can accommodate growth while maintaining priorities
- Staff will return to a future GPC meeting to present a framework on how the City can evaluate goals and initial indicators for consideration

b. GOVERNANCE AND MANAGEMENT EXCELLENCE: (continued)

2. Strategic Plan Discussion

Jake Rudolph, Chief Administrative Officer, spoke regarding the Strategic Plan (the Plan). Highlights included:

- Clarify if the Committee wishes to focus on five to eight specific priorities
- A future GPC could be set aside to review the strategic plan, set priorities and discuss items that are more important now, due to COVID-19, that may not have been a priority when the strategic plan was approved

Committee discussion took place. Highlights included:

- The Plan is a good general document that identifies themes and important priorities
- Other priorities and goals may be realized after the completion of the REIMAGINE Nanaimo process
- The Plan is still one of the driving forces Staff focus on regarding development and objectives
- Aligning the City's strategic plan with the Doughnut Economy Model
- Completion of an asset management inventory
- Discussion regarding George Cuff's document on governance that was created for Council

Jake Rudolph, Chief Administrative Officer, advised the Committee that:

- Staff ensure that the Plan is linked to reports to Council and none of the items in the Plan are off target
- Many of the items are on track and include multi-year timelines
- There are many links between the Plan, the Doughnut Model and REIMAGINE Nanaimo and Staff will ensure these are emphasized

Committee discussion continued. Highlights included:

- Would like to see more effort on addressing homelessness and addiction issues and what the expectations are in the community on these items
- Items in the Plan that need to be pushed back or moved forward based on community feedback during the REIMAGINE Nanaimo project
- Terminology used by George Cuff regarding Strategic Direction instead of Strategic Plan

Jake Rudolph, Chief Administrative Officer, advised the Committee that:

- A GPC session in March could be dedicated to the Committees top five priorities and may provide Staff direction on focus items until the end of this Council's term
- Motion will be needed to send the George Cuff document to Council to be received

Committee discussion continued. Highlights included:

- Receiving the George Cuff document titled "Council Covenant" in a public forum would reaffirm Council's commitment to good governance
- Include the document in the training package for new Council members when the time comes
- Public perspective on receiving the document at a Regular Council Meeting

It was moved and seconded that the Governance and Priorities Committee recommend that Council receive the George Cuff governance document titled "Council Covenant" at a future Regular Council meeting. The motion was defeated.

Opposed: Councillors Bonner, Brown, Geselbracht, Hemmens, Maartman and Turley

6. ADJOURNMENT:

It was moved and seconded at 4:08 p.m. that the meeting terminate. The motion carried unanimously.

CERTIFIED CORRECT:

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CHAIR

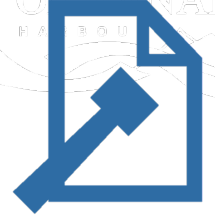
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CORPORATE OFFICER

## Upcoming GPC/Special Council Topics

### March 8

1. Community Amenity Contribution Policy



### March 22

1. Council Priorities
2. Building Permit Review



## Governance and Priorities Committee Agenda Planning

2021 GPC Dates											
Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.
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### JANUARY

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\*January 25 – Meeting Cancelled

### FEBRUARY

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### APRIL

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### JUNE

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### JULY

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### SEPTEMBER

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### OCTOBER





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### NOVEMBER

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### DECEMBER

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 Governance and Priorities Committee Meeting  
 Statutory Holiday  
 FCM Annual Conference (Toronto)  
 Council Meeting

 UBCM Convention (Vancouver)  
 AVICC Convention (Nanaimo)  
 Public Hearing (Special Council Meeting)

## Governance and Priorities Committee Agenda Planning

<u>Future GPC Topics</u>	<u>Meeting Date</u>
1. REIMAGINE NANAIMO	Standing Item
2. Health and Housing Task Force Final Report	February 22 <sup>nd</sup>
3. Community Amenity Contribution Policy	March 8 <sup>th</sup>
4. Building Permit Review	March 22 <sup>nd</sup>
5. Council Priorities	March 22 <sup>nd</sup>
6. Neighbourhood Associations – Part 2	TBD
7. Crosswalk Safety	TBD
8. 1 Port Drive	TBD
9. Capital Planning Process	TBD
10. Homelessness and Addictions – Impact on Nanaimo Businesses	TBD
11. Waterfront Walkway	TBD
12. Review of “Street Entertainers Regulation Bylaw 2011 No. 7109”	TBD
13. Women’s Participation on City of Nanaimo Task Forces and Childminding Reimbursement for members of City Committees	TBD
14. Transit	TBD
15. Community Use of the Vancouver Island Conference Centre	TBD
16. Committee Structure and Community Engagement	TBD
17. Election signage	TBD
18. Mutual Aid Agreement – Fire Department	TBD
19. Sports venues and tourism strategies	TBD
20. Vancouver Island Regional Library overview	TBD
21. Policy Repeal Report	TBD
22. Records Management Update	TBD

## Governance and Priorities Committee Agenda Planning

### Future Topic Framework

MEETING DATE	TOPIC	BACKGROUND	FORMAT	OUTCOMES
TBD	Neighbourhood Associations – Part 2	Identified as a priority topic at the GPC meeting held 2020-JAN-20 (session 2 of 2)	<ul style="list-style-type: none"> <li>- Invite chairs of some associations to attend and be available for the discussion.</li> <li>- Identify what resources are available</li> <li>- Presentation on how neighbourhood associations work in the City and what expectations they have of Council (i.e.: how do they want to be engaged?)</li> </ul>	<ul style="list-style-type: none"> <li>- Formalized process for recognizing neighbourhood associations</li> <li>- Create a new policy and criteria for neighbourhood associations moving forward including how they can be officially recognized.</li> <li>- Defer any financial implications to Finance and Audit Committee</li> </ul>
TBD	Crosswalk Safety	Identified as a priority topic at the GPC meeting held 2020-FEB-10	<p>Crosswalks:</p> <ul style="list-style-type: none"> <li>-report about flashing lights at crosswalks (are they beneficial, etc.)</li> <li>-Education and information around increasing pedestrian safety at crosswalks</li> <li>-Costs around the lighting at crosswalks.</li> </ul>	<p>Could come as a next step:</p> <ul style="list-style-type: none"> <li>-Professional best practice on what should be at crosswalks and what works best and why, etc.</li> </ul> <p>Outcome:</p> <ul style="list-style-type: none"> <li>- a report that outlines all of the pros and cons of crosswalk lighting and pedestrian safety.</li> </ul> <p>Options/costs</p>
TBD	1 Port Drive			
TBD	Capital Planning Process			



## Governance and Priorities Committee Agenda Planning

TBD	Homelessness and Addictions – Impact on Nanaimo Businesses			
TBD	Waterfront Walkway			

## Governance and Priorities Committee Agenda Planning

### Deferred to Finance and Audit Committee

- Fees and Charges

### Previous Topics Covered 2021

- Active Transportation
- Public Engagement report for the Animal Responsibility Bylaw
- SFN and SD68 Truth and Reconciliation -Joan Brown and Scott Saywell Presentation

### Previous Topics Covered 2019 - 2020

- Review of “Council Procedure Bylaw 2018 No. 7272”
- Neighbourhood Associations – Part 1
- Effective Advocacy Strategies
- Coordinated Strategic Policy Review 2020-2021
- Single Use Checkout Bags
- Civic Facilities – conditions, issues, plans and objectives
- Energy and Emissions Management Program
- Advocacy – Part 2
- Coordinated Strategic Policy Review 2020-2021 – Public Engagement Strategy
- Manual of Engineering Standards and Specifications Revision Update

- REIMAGINE NANAIMO Demographics and Land Inventory/Capacity Analysis Summary
- Climate Change Resilience Strategy
- Reallocation of Street Space
- Governance: Question Period/Correspondence/Proclamations/Other
- Council Resolution Update
- Reopening Strategy/Plan
- Roadway Reallocation Options
- Social Procurement
- Sustainable Procurement
- Capital Projects
- Sports Venues
- Proposed Amendments to the MoESS
- Arts & Culture
- Short Term Rental/AirBnB regulations
- REIMAGINE NANAIMO “Water”
- Sanitation Review
- Animal Responsibility Bylaw
- Councillor Brown and Councillor Geselbracht re: Doughnut Economic Framework Model
- Health and Housing Task Force Update
- Environment Committee Recommendations
- Emergency Food and Nutrition Security Strategy

DATE OF MEETING FEBRUARY 22, 2021

AUTHORED BY SHEILA GURRIE, DIRECTOR, LEGISLATIVE SERVICES

SUBJECT COUNCIL RESOLUTIONS UPDATE

## **OVERVIEW**

### **Purpose of Report:**

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

## **BACKGROUND**

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

At the July 13, 2020 Special Council Meeting staff brought forward the list of resolutions from January 1, 2019 up to and including April 15, 2020. Prior to that, at the February 25, 2019 meeting staff brought forward resolutions from the current and previous Council's for the dates January 1, 2017 to February 2019.

## **DISCUSSION**

Attached are two spreadsheets containing resolutions from the beginning of your term up to the end of 2020. One spreadsheet reflects resolutions that are complete and the other spreadsheet reflects resolutions that are in different stages of progress or not started. These spreadsheets are provided for information to ensure Council is aware of the status of their direction provided to staff.

## **CONCLUSION**

Staff will endeavour to bring forward resolution updates on a quarterly basis.

## **SUMMARY POINTS**

- Council resolutions are the motions made at meetings of Council to further the business of the City of Nanaimo.

- Staff prepares and monitors these resolutions in a list format as part of our work plans.
- Attached are the resolutions for the time period November 2018 to December 2020.

## **ATTACHMENTS**

Attachment A: Complete list of resolutions from November 2018 to December 21, 2020.

Attachment B: List of outstanding (incomplete) list of resolutions from November 2018 to December 21, 2020. ]

**Submitted by:** ]

Sheila Gurrie  
Director, Legislative Services ]

## ATTACHMENT A

### Completed Open Resolutions

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	10/19/2020	Options for Prohibiting Bottling of Groundwater Within the City of Nanaimo	That Council deny consideration of adopting a bylaw to prohibit the commercial bottling of groundwater within the City of Nanaimo.	Bill Sims;#413	Complete
Special Council	7/27/2020	Recommendation re: Annual Community Watercourse Restoration Grant	That Council direct Staff to prepare a business case for an annual community watercourse restoration grant.	Bill Sims;#413	Complete
Special Council	7/27/2020	Recommendation re: E-bike rebate program	It was moved and seconded that Council direct Staff to prepare a business case for the creation of an e-bike rebate program for Nanaimo residents with the potential for a separate stream for low-income individuals.	Bill Sims;#413	Complete
Council	6/15/2020	Bastion Street at Commercial Street Quick Win Update	It was moved and seconded that Council direct Staff to implement a four way stop at the intersection of Bastion Street at Commercial Street.	Bill Sims;#413	Complete
Special Council	5/11/2020	Automated Garbage Trucks - Equipment Financing	It was moved and seconded that Council approve the borrowing of up to \$406,585 through the Municipal Finance Authority's (MFA) Equipment Financing Program to purchase one (1) additional automated garbage truck in 2020.	Bill Sims;#413	Complete
Special Council	5/11/2020	Green Fleet Strategy	It was moved and seconded that Council adopt the City of Nanaimo Green Fleet Strategy 2020.	Bill Sims;#413	Complete
Council	5/4/2020	Allocation of Unallocated Pedestrian Funding	That Council approve the recommendation that the \$300,000 Pedestrian Unallocated Funds be allocated to the projects listed under "Intersection Upgrades".	Bill Sims;#413	Complete
Special Council	3/18/2020	Millstone Trunk Sewer Project Funding	It was moved and seconded that Council approve the following changes to the 2020 budget: <ul style="list-style-type: none"> <li>• Decrease the budget for Comox Area Sanitary Project by \$1,140,000, funded from the Sewer Asset Management Reserve Fund; and,</li> <li>• Increase the budget for DCC SS19: Millstone Trunk South by \$1,140,000, to be funded from internal borrowing and the Sewer Asset Management Reserve Fund.</li> </ul>	Bill Sims;#413	Complete
Council	3/16/2020	Single Use Checkout Bag Regulation Update	It was moved and seconded that Council directs 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.	Bill Sims;#413	Complete
Council	2/24/2020	Closed Circuit Television Camera Van	That Council approve increasing the budget for the Closed Circuit Television Video Equipment and Camera Van by \$214,458, funded from the Sewer Reserve.	Bill Sims;#413	Complete
Council	11/4/2019	Commercial Properties Along Bus Routes	That Council direct Staff to prepare a communication strategy around snow and ice removal with the aim of educating residents and business owners about City bylaws relating to snow removal on sidewalks.	Bill Sims;#413	Complete
Council	11/4/2019	Fire Station No. 1 – LEED Certification	That Council exempt the Fire Station No. 1 Project from the LEED certification requirement in the Green Building Strategy.	Bill Sims;#413	Complete
Council	10/7/2019	Hammond Bay Road Widening and Storm Improvements Projects	Council approved the addition of \$195,107 from the Development Cost Charge (DCC) Roads Reserve for the Hammond Bay Road Widening and Utility Improvements Project.	Bill Sims;#413	Complete
Council	10/7/2019	Additional Refuse Collection Fleet	That Council approve: 1. The purchase of two used refuse collection trucks for the purposes of adding one spare unit to the fleet for maintenance reasons and putting one additional collection vehicle in service in order to reduce route sizes; and, 2. Accelerating the start date of the additional Refuse Collector from January 2020 to December 1, 2019.	Bill Sims;#413	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	7/22/2019	Proposed Bylaw Amendments to "Subdivision Control Bylaw 1989 No. 3260 Schedule 'A' - The Manual of Engineering Standards and Specifications	Bylaw 3260.04 passed first, second and third reading.	Bill Sims;#413	Complete
Council	7/8/2019	Green Fleet Strategy	That Council direct Staff to join the E3 Fleet program and complete the Green Fleet Performance Review in 2019.	Bill Sims;#413	Complete
Council	7/8/2019	Union of BC Municipalities Funding Program for Flood Risk Assessment, Mapping and Mitigation Planning	That Council approve adding \$100,000 to 2019 and \$200,000 to 2020 for the South Fork and Jump Creek Dams Inundation Mapping Study to be funded from a grant contribution of \$150,000 and \$150,000 from Water Reserves.	Bill Sims;#413	Complete
Council	5/27/2019	Bruce Avenue and Fifth Street Road Cost Share	That Council direct Staff to: 1. enter into a Cost Share Agreement with the developer of 601 Bruce Avenue, for the work and, 2. amend the 2019 - 2023 Financial Plan to add \$152,980 for the project with \$64,113 to be funded from City Wide Roads Development Cost Charge (DCC) Reserve Fund and \$88,867 to be funded from the General Capital Reserve.	Bill Sims;#413	Complete
Council	5/27/2019	Establishment of Morningside Drive Sewer and Sanitary Service Area and Parcel Tax	Bylaw 7281 passed first, second and third reading. Bylaw 7288 passed first, second and third reading.	Bill Sims;#413	Complete
Council	5/6/2019	Project Management Framework and Policy 3:30 p.m. – 4:00 p.m.	That Council adopt the Capital Project Management Policy 11-5210-01.	Bill Sims;#413	Complete
Council	5/6/2019	Councillor Maartman Motion re: Bottled Water	It was moved and seconded that Council direct Staff to report back to Council regarding options for consideration of a bylaw that prohibits the bottling of groundwater within the City of Nanaimo to help protect groundwater today and for the future.	Bill Sims;#413	Complete
Council	4/29/2019	Opal Road Traffic Calming	It was moved and seconded that Council approve the installation of a partial road closure on Opal Road at Rock City Road for the purpose of reducing non-resident traffic on Opal Road.	Bill Sims;#413	Complete
Council	4/29/2019	Councillor Brown Motion re: Climate Emergency	It was moved and seconded that correspondence be sent to the Regional District of Nanaimo requesting the addition of 20,000 annual public transit hours to improve public transit service delivery within the City of Nanaimo and develop transit routes that connect our local system with inter-regional connections.	Bill Sims;#413	Complete
Council	4/1/2019	Electric Vehicle Charging Station Grant Opportunity	It was moved and seconded that Council refer the Electric Vehicle Charging Station Grant Opportunity back to Staff for further clarification and information regarding funding sources, Regional District of Nanaimo contribution, total number of proposed charging stations, cost to residents and usage of existing charging stations in Nanaimo.	Bill Sims;#413	Complete
Council	4/1/2019	Emergency Pump Station - Water Supply	It was moved and seconded that Council approve increasing the Emergency Pump Station budget by \$755,000 from \$3,131,086 to \$3,886,086 with the funding coming from the Water Reserve Fund.	Bill Sims;#413	Complete
Council	2/25/2019	Road Safety Funding Allocation	That Council approve the addition of the three new projects in 2019 to install pedestrian warning flashers, to be funded by ICBC and the New Horizons Senior Program.	Bill Sims;#413	Complete
Council	2/25/2019	Cross Connection Control Amendment Bylaw	Passed first, second and third reading.	Bill Sims;#413	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/4/2019	Union of BC Municipalities Funding Program for Flood Risk Assessment, Mapping and Mitigation Planning	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. endorse the funding application for the South Fork and Jump Creek Dams Inundation Mapping under the Union of BC Municipalities Funding Program and Flood Risk Assessment, Mapping and Mitigation Planning; and,</li> <li>2. direct Staff, upon a successful grant application, to amend the 2019 – 2023 Financial Plan to accelerate the South Fork and Jump Creek Dams Inundation Mapping project from year three (2021) to year two (2020) of the plan with funding to be a combination of grant funding and water reserves.</li> </ol>	Bill Sims;#413	Complete
Special Council	1/14/2019	Seventh Street Pump Station and Force Main Project	Council directed Staff to increase the budget for DCCSS45 Chase River Pump Station and Force main by \$350,000 and increase the budget for Seventh Street Watermain: Park to Douglas by \$250,000.	Bill Sims;#413	Complete
Committee of the Whole	11/26/2018	Regulation of Single-Use Plastic Checkout Bags	Council directed Staff to prepare a bylaw to regulate the use of single use checkout bags using the City of Victoria's bylaw as a model and prepare a consultation plan for Council's review.	Bill Sims;#413	Complete
Special Council	12/14/2020	Residential Waste Collection Optimization Plan	<p>It was moved and seconded that Council endorse the Ten-Zone Waste Collection Optimization Plan for implementation in January 2021.</p>	Bill Sims;#413	Complete
Special Council	6/22/2020	Fire Station No. 1	<ol style="list-style-type: none"> <li>1. That Council direct Staff to proceed with the Fire Station No. 1 project.</li> <li>2. That Council amend the 2020-2024 Financial Plan to increase the budget in year three (2022) by \$3M from \$3,740,269 to \$6,740,269 with the additional funding from the General Capital Reserve and the General Asset Management Reserve.</li> </ol>	Bill Sims;#413	Complete
Council	11/4/2019	Downtown Priority Projects	That Council accelerate the Front Street bi-directional cycle track portion of the Downtown Cycling Loop project from 2021 to 2020 and direct Staff to return to Council at a future Regular Council Meeting upon completion of the final design of the Installation of the Bi-directional Cycle Track on Front Street.	Bill Sims;#413	Complete
Council	3/16/2020	Front Street Cycle Track Design Approval	It was moved and seconded that Council approve the final design of the Bi-Directional Cycle Track on Front Street and amend the 2020 – 2024 Financial Plan to accelerate the Front: Terminal to Gabriola Ferry Road Asphalt Rehab Project from 2021 to 2020.	Bill Sims;#413	Complete
Council	6/8/2020	Councillor Brown Motion re: Relocation of Roadway Space	It was moved and seconded that Council direct Staff to prepare a report with potential options for the re-allocation of roadway space for physically distancing and temporarily using streets for pandemic recovery and response; such items may include pavement to plaza initiatives, slow streets, and pop-up lanes for cycling, rolling and walking.	Bill Sims;#413	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	12/21/2020	100 Gordon Street - Revised Agreements	<p>It was moved and seconded that Council direct staff to:</p> <ol style="list-style-type: none"> <li>1. Remove the Option to Purchase registered in favour of the City of Nanaimo from 100 Gordon Street;</li> <li>2. Update the Revitalization Tax Exemption Agreement for 100 Gordon Street with PEG Companies; and</li> <li>3. Enter into a parking agreement with PEG Companies – Courtyard by Marriott Hotel to rent reserved parking stalls for use by hotel guests within the City-owned parkade located within the Conference Center Parkade at 101 Gordon Street.</li> </ol>	Dale Lindsay;#251	Complete
Council	12/21/2020	285 Prideaux Street - Lease to BC Housing	<p>It was moved and seconded that Council approve:</p> <ol style="list-style-type: none"> <li>1.the disposition of a 60-year lease of City-owned lands at 285 Prideaux Street to BC Housing, effective 2021-JUL-01; and,</li> <li>2.the extension of the licence agreement to BC Housing for the Emergency Response Centre at 285 Prideaux Street until 2021-JUN-30.</li> </ol>	Dale Lindsay;#251	Complete
Council	12/21/2020	Development Permit Application No. DP1150 - 2517 Bowen Road	<p>It was moved and seconded that Council issue Development Permit No. DP1150 at 2517 Bowen Road with the following variance:</p> <p>to increase the maximum building height from 14.0m to 17.7m</p>	Dale Lindsay;#251	Complete
Council	12/21/2020	Development Permit Application No. DP1174 - 2535 Bowen Road	<p>It was moved and seconded that Council issue Development Permit No. DP1174 at 2535 Bowen Road with the following variances:</p> <ul style="list-style-type: none"> <li>- to waive the minimum building height requirement; and,</li> <li>- reduce the required landscape buffer along the west property line from 1.8m to 0m.</li> </ul>	Dale Lindsay;#251	Complete
Council	12/21/2020	Development Permit Application No. DP1192 - 4851 Cedar Ridge Place	<p>It was moved and seconded that Council issue Development Permit No. DP1192 at 4851 Cedar Ridge Place with the following variances:</p> <ul style="list-style-type: none"> <li>- reduce the minimum required rear yard setback from 7.5m to 5.66m;</li> <li>- reduce the minimum required building front face in the front yard setback from 50% to 32% of the property frontage;</li> <li>- increase the maximum permitted building height from 18m to 20.65m; and,</li> <li>- reduce the minimum required setback for the refuse enclosure from 3m to 0.3m.</li> </ul>	Dale Lindsay;#251	Complete
Council	12/21/2020	Development Variance Permit Application No. DVP406 - 164 Holland Road	<p>It was moved and seconded that Council:</p> <ul style="list-style-type: none"> <li>- issue Development Variance Permit No. DVP406 at 164 Holland Road with the following variances:</li> <li>- increase the maximum allowable gross floor area for all accessory buildings from 90m2 to 243m2; and</li> <li>- increase the maximum allowable height for a proposed accessory building from 7m to 7.85m</li> </ul>	Dale Lindsay;#251	Complete
Council	12/21/2020	Development Variance Permit Application No. DVP409 - 3358 Stephenson Point Road	<p>It was moved and seconded that Council approve Development Variance Permit No. DVP409 at 3358 Stephenson Point Road with the following variance:</p> <ul style="list-style-type: none"> <li>- increase the maximum allowable accessory building height from 7.0m to 7.31m</li> </ul>	Dale Lindsay;#251	Complete



Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	12/21/2020	Development Variance Permit Application No. DVP410 - 5455 Mildmay Road	It was moved and seconded that Council issue Development Variance Permit No. DVP410 at 5455 Mildmay Road with the following variance:  - reduce the minimum required flanking side yard setback from 4.0m to 1.5m.	Dale Lindsay;#251	Complete
Special Council	12/14/2020	REIMAGINE NANAIMO and the Doughnut Economics Framework	It was moved and seconded that the City of Nanaimo adopt the Doughnut Economic Model as a cohesive vision for all City initiatives and planning processes; and that a city portrait for Nanaimo be created to scale down the doughnut economics framework, that the city portrait be blended with the REIMAGINE NANAIMO process and that appropriate measurable targets and indicators relevant to the community be identified and included in the framework to track progress.	Dale Lindsay;#251	Complete
Council	12/7/2020	Appointment of Bylaw Enforcement Officer	It was moved and seconded that Council appoint Mark Jonah as Bylaw Enforcement Officer to enforce the provisions of the City of Nanaimo "Fire Protection and Life Safety Regulation Bylaw 2011 No. 7108" and other regulatory bylaws.	Dale Lindsay;#251	Complete
Council	12/7/2020	Development Variance Permit Application No. DVP405 - 1925 Boxwood Road	It was moved and seconded that Council issue Development Variance Permit No. DVP405 to allow a maximum of 17 fascia signs within the Parkway Buffer to face the Nanaimo Parkway.	Dale Lindsay;#251	Complete
Council	12/7/2020	Development Variance Permit Application No. DVP 408 - 1955 Boxwood Road	It was moved and seconded that Council issue Development Variance Permit No. DVP408 to allow a freestanding sign within the Nanaimo Parkway Buffer.	Dale Lindsay;#251	Complete
Council	11/16/2020	Economic Development Task Force Collaboration with Health and Housing Task Force	That the Economic Development Task Force continues preparation of its economic development strategy, which incorporates efforts to promote and link health and wellbeing and continues the pursuit of the Nanaimo Prosperity Agency focused on the implementation of the economic development strategy. The two initiatives (Economic Development initiative and Health and Housing initiative) would explore opportunities to share back of house resources and maintain constant communication and strategic alignment.	Dale Lindsay;#251	Complete
Council	11/16/2020	90 & 94 Victoria Road - Maintenance of Property Bylaw Appeal	That Council direct Staff to proceed with enforcement action to rectify contraventions of "Property Maintenance and Standards Bylaw 2017 No. 7242" at the properties 90 and 94 Victoria Road.	Dale Lindsay;#251	Complete
Council	11/16/2020	Development Permit Application No. DP1176 - 611 Kennedy Street	That Council issue Development Permit No. DP1176 at 611 Kennedy Street with a variance to increase the maximum allowable percentage of small-car parking spaces from 40% to 100%.	Dale Lindsay;#251	Complete
Council	11/2/2020	2021 Social Planning Grant Increase	It was moved and seconded that Council authorize Staff to advertise that an additional \$30,000 of Social Response Grant funding is available for projects that specifically address community wellness or addictions response.	Dale Lindsay;#251	Complete
Council	11/2/2020	Covenant Amendment Application No. CA13 - 1060, 1070, 1074 & 1098 Douglas Avenue, and 280 Tenth Street	It was moved and seconded that Council direct Staff to amend the Section 219 covenant on the property titles of 1060, 1070, 1074, and 1098 Douglas Avenue, and 280 Tenth Street.	Dale Lindsay;#251	Complete
Council	11/2/2020	Appointment of Bylaw Enforcement Officer	It was moved and seconded that Council appoint Terry Knowles as a Bylaw Enforcement Officer.	Dale Lindsay;#251	Complete
Council	10/19/2020	Covenant Amendment Application No. CA13 - 1060, 1070, 1074 and 1098 Douglas Avenue and 280 Tenth Street	That Council direct Staff to proceed with public notification prior to Council's consideration of Covenant Amendment Application No. CA13 at an upcoming Council meeting.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			That Council issue Development Permit No. DP1138 at 600 Ninth Street with the following variances:		
Council	10/19/2020	Development Permit Application No. DP1138 - 600 Ninth Street	to increase the maximum permitted building height from 9m to 11.07m; and to increase the maximum permitted perimeter wall height from 7.32m to 8.23m.	Dale Lindsay;#251	Complete
Council	10/19/2020	Development Permit Application No. DP1160 - 145 Stewart Avenue	That Council issue Development Permit No. DP1160 at 145 Stewart Avenue with a variance to: increase the maximum allowable percentage of small car spaces from 40% to 56%.	Dale Lindsay;#251	Complete
Council	10/19/2020	Development Variance Permit Application No. DVP407 - 3602 Overlook Drive	That Council issue Development Variance Permit No. DVP407 at 3602 Overlook Drive with the following variance: reduce the minimum required front yard setback for a covered patio from 4.5m to 2.9m.	Dale Lindsay;#251	Complete
Council	10/5/2020	Property Disposition - 350 and 398 Franklyn Street	It was moved and seconded 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.	Dale Lindsay;#251	Complete
Council	9/28/2020	Discussion regarding the Extension of the Health and Housing Task Force	That Council extend the mandate of the Health and Housing Task Force to November 30, 2020.	Dale Lindsay;#251	Complete
Council	9/28/2020	Unsafe Condition - 4063 Old Slope Place	That Council: 1. Issue a Remedial Action Order at 4063 Old Slope Place pursuant to Sections 72, 73, 74 of the Community Charter; 2. Direct Staff or its authorized agents to take action in accordance with Section 17 of the Community Charter without further notice and at the owner's expense, if said remedial action is not undertaken within 30 days of Council's resolution; and 3. Direct the remedial action to consist of filling in the excavation or secure the property with fencing and remove the steel rebar.	Dale Lindsay;#251	Complete
Council	9/28/2020	Downtown Restaurant Patios	That Council: 1. Extend the temporary restaurant patio program until 2021-OCT-31. 2. Direct Staff to notify the Liquor and Cannabis Regulation Branch that the City of Nanaimo has authorized pre-approval for all temporary service area expansions for liquor primary and manufacturing licences until 2021-OCT-31 in response to Liquor Control and Regulation Branch policy directive 20-26; and 3. Continue to suspend the current City approval process for temporary service area expansion of all liquor primary and manufacturing licences until 2021-OCT-31.	Dale Lindsay;#251	Complete
Council	9/28/2020	Development Permit Application No. DP1179 - 227 Prideaux Street	That Council issue Development Permit No. 1179 at 227 Prideaux Street with a variance to reduce the minimum required setback for a refuse enclosure from 3m to 0.46m.	Dale Lindsay;#251	Complete
Council	9/28/2020	Recommendation from 2020-JUL-15 Finance and Audit Committee Meeting re: Indigenous Engagement Specialist	That Council direct Staff to prepare a business case for an Indigenous Engagement Specialist for the purpose of better incorporating First Nations and urban indigenous perspectives and ways of knowing into our work and decisions.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			That Council defer consideration of the following motion from the 2020 SEP-16 Health and Housing Task Force Meeting to the Economic Development Task Force.		
			“It was moved and seconded that the City of Nanaimo collaboratively through the Health and Housing Task Force and Economic Development Task Force explore an arms-length organization that includes economic development and social development planning coordination.”		
Council	9/28/2020	Presentation from Dr. Alina Turner, CEO, HelpSeeker - Updates and Transition Planning		Dale Lindsay;#251	Complete
Council	9/14/2020	Heritage Alteration Permit No. HAP00030 - 421 Franklyn Street	It was moved and seconded that Council issue Heritage Alteration Permit No. HAP00030 for the demolition of the Franklyn Street Gymnasium at 421 Franklyn Street.	Dale Lindsay;#251	Complete
Council	9/14/2020	Development Permit Application No. DP1163 - 1220, 1225 and 1221 Manzanita Place	It was moved and seconded that Council issue Development Permit No. DP1163 at 1220, 1225 and 1221 Manzanita Place with the following variances: - increase the maximum allowable building height from 7m to 7.75m at 1220 Manzanita Place to 8.93m at 1225 Manzanita Place and 8.87m at 1221 Manzanita Place; - reduce the minimum required front yard setback from 6m to 3.25m at 1225 Manzanita Place and from 6m to 4.5m at 1221 Manzanita Place; and - reduce the minimum required rear yard setback from 7.5m to 5.8m at 1225 Manzanita Place	Dale Lindsay;#251	Complete
Council	9/14/2020	Development Permit Application No. DP1172 - 2348 Kenworth Road	It was moved and seconded that Council issue Development Permit No. DP1172 at 2348 Kenworth Road with the following variances: - to increase the maximum permitted front yard setback from 6m to 22.41m for 100% of the front face of the building; - to waive the minimum building height requirement to allow the building as proposed; and - to allow parking between the front property line and the front face of the proposed building	Dale Lindsay;#251	Complete
Council	9/14/2020	Development Permit Application No. DP1177 - 191 and 195 Fourth Street	It was moved and seconded that Council issue Development Permit No. DP1177 at 191 and 195 Fourth Street with the following variances: - reduce the minimum required rear yard setback from 7.5m to 1.3m; - reduce the minimum landscape buffer width for the side and rear yard from 1.8m to 0m; - eliminate the requirement for shrub plantings on the sides of the garbage enclosure; and - reduce the minimum required setback for the garbage enclosure from 3m to 1.5m.	Dale Lindsay;#251	Complete
Council	8/31/2020	Development Variance Permit Application No. DVP404 - 905 Hecate Street	It was moved and seconded that Council issue Development Variance Permit No. DVP404 at 905 Hecate Street with the following variances: - to reduce the minimum front yard setback from 6.0m to 4.2m; and - to reduce the minimum required number of parking spaces from 14 spaces to 0 spaces	Dale Lindsay;#251	Complete
Council	8/31/2020	Covenant Amendment Application No. CA12 - 497 Menzies Ridge Drive	It was moved and seconded that Council direct Staff to proceed with a Public Hearing for covenant amendment application No. CA12 at 497 Menzies Ridge Drive, which proposes to increase the maximum permitted number of residential dwelling units from 10 units to 22 units.	Dale Lindsay;#251	Complete
Council	8/31/2020	Housing Agreement No. HA2 - 326 Wakesiah Avenue	It was moved and seconded that Council direct Staff to register a covenant to reinforce the terms of the Housing Agreement.	Dale Lindsay;#251	Complete
Special Council	7/27/2020	Recommendation re: Manager of Sustainability	That Council direct Staff to update the business case for a Manager of Sustainability, which was prepared for the 2020 budget deliberations, and include information on whether the position would be eligible for the BC Hydro Community Energy Manager program.	Dale Lindsay;#251	Complete

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Special Council	7/27/2020	Recommendation re: Heritage Façade Grant - 45 Victoria Crescent	That Council approve a \$10,000 Heritage Façade Grant for the Nanaimo Pioneer Bakery building located at 45 Victoria Crescent to repair and rehabilitate the building's wooden exterior and storefront, repaint the façade, and add a new awning.	Dale Lindsay;#251	Complete
Special Council	7/27/2020	Recommendation re: Manager of Housing	It was moved and seconded that Council direct Staff to prepare a business case for a Manager of Housing to support the ongoing collaborative work identified by the Health and Housing Task Force.	Dale Lindsay;#251	Complete
Special Council	7/27/2020	Downtown Quick Win Projects - Update	It was moved and seconded that Council: 1. receive the presentation on downtown quick win projects; and 2. reallocate \$25,000 from the Great National Land Building project to support two additional signs in the Old City Quarter as part of the downtown wayfinding project.	Dale Lindsay;#251	Complete
Special Council	7/27/2020	Recommendation re: Nanaimo Rent Bank	It was moved and seconded that Council provide \$90,603 from the Housing Legacy Reserve funds received through the Online Accommodation Tax (OAP) to the Nanaimo Region John Howard Society in order to operate a local rent bank as a temporary pilot project.	Dale Lindsay;#251	Complete
Council	7/20/2020	Relmagine Nanaimo – Public Engagement Launch	It was moved and seconded that Council receive the report titled “REIMAGINE NANAIMO – Public Engagement Launch” dated 2020-JUL-20, and direct Staff to formally launch the process.	Dale Lindsay;#251	Complete
Council	7/20/2020	Nuisance Property – 560 Milton Street	It was moved and seconded that Council declare 560 Milton Street a “Nuisance” pursuant to the “Nuisance Abatement and Cost Recovery Bylaw 2019 No. 7250”, and to authorize Staff to record and charge for municipal services, including police, required to abate nuisance activity.	Dale Lindsay;#251	Complete
Council	7/20/2020	Nuisance Property – 484 Nova Street	It was moved and seconded that Council declare 484 Nova Street a “Nuisance” pursuant to the “Nuisance Abatement and Cost Recovery Bylaw 2019 No. 7250”, and to authorize Staff to record and charge for municipal services, including police, required to abate nuisance activity.	Dale Lindsay;#251	Complete
Council	7/20/2020	Development Permit Application No. DP1148 – 602 Franklyn Street	It was moved and seconded that Council issue Development Permit No. DP1148 at 602 Franklyn Street with the following variances to:  <ul style="list-style-type: none"> <li>• reduce the minimum front yard setback for the first floor from 3.0m to 2.92m;</li> <li>• reduce the minimum front yard setback for the second and third floors from 4.0m to 2.92m;</li> <li>• reduce the minimum flanking side yard setback from 3.0m to 1.49m and reduce the minimum rear yard setback from 3.0m to 0.0m for an accessory building;</li> <li>• increase the maximum fence height from 1.8m to 2.74m; and,</li> <li>• reduce the minimum number of required parking spaces from seven spaces to six spaces.</li> </ul>	Dale Lindsay;#251	Complete
Council	7/20/2020	Development Permit Application No. DP1158 – 2126 Meredith Road	It was moved and seconded that Council issue Development Permit No. DP1158 at 2126 Meredith Road with the following variances to:  <ul style="list-style-type: none"> <li>• reduce the front yard setback from 6.0m to 3.5m;</li> <li>• reduce the rear yard setback from 7.5m to 3.25m; and,</li> <li>• increase the percentage of small car spaces from 40% to 48%.</li> </ul>	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	7/20/2020	Sydney Robertson regarding Emterra Environment, 255 Eaton Street	It was moved and seconded that Council direct Staff organize a joint meeting with Emterra, RDN and SECA representatives to address longstanding neighborhood concerns of runoff, odor, noise control, safety, site cleanliness, security, and material storage; and ensure that responsibility, jurisdiction and enforcement of site use standards are clearly understood by all parties and captured within city bylaws, the waste stream management license and site operation plan.	Dale Lindsay;#251	Complete
Council	7/6/2020	Health and Housing Task Force Meeting 2020-JUN-10	That Council: (a) direct Staff to receive a 45,000 grant offered from the Canadian Medical Association Foundation's COVID-19 Community Response Fund for Vulnerable Populations; and, (b) transfer the funds to the United Way Central & Northern Vancouver Island to be administered along with COVID-19 emergency funding received through the Federal Government's 'Reaching Home' program in its capacity as the Community Entity for the Nanaimo Homeless Coalition.	Dale Lindsay;#251	Complete
Council	7/6/2020	531 Kennedy Street - Amendment of Project Under the Revitalization Tax Exemption Bylaw	It was moved and seconded that Council approve the amended Revitalization Tax Exemption Agreement for a proposed eight-unit multi-family building at 531 Kennedy Street.	Dale Lindsay;#251	Complete
Council	7/6/2020	Development Permit Application No. DP1169 - 1125 Seafeld Crescent	It was moved and seconded that Council issue Development Permit No. DP1169 at 1125 Seafeld Crescent with the following variances: • increase the maximum permitted building height from 14m to 16.13m for Building A, and 16.67m for Building B; • reduce the minimum required landscape buffer width from 1.8m to 1m for a portion of the east property line; and • reduce the minimum required number of parking spaces from 137 to 126.	Dale Lindsay;#251	Complete
Council	7/6/2020	Development Permit Application No. DP1170 - 1615 Northfield Road	It was moved and seconded that Council issue Development Permit No.1170 at 1615 Northfield Road with the following variances: • reduce the minimum front yard setback from 3.5m to 1.2m; • reduce the minimum side yard setback from 3m to 1.5m (for Unit 6); • reduce the minimum rear yard setback from 7.5m to 6m; and • reduce the minimum landscape buffer width from 1.8m to 1.5m along the west side property line, and from 1.8m to 0m along the east side property line.	Dale Lindsay;#251	Complete
Council	7/6/2020	Community Vitatlity Grant - Take a Hike Foundation	It was moved and seconded that Council authorize Staff to redirect a \$10,000 Community Vitality Grant toward mental health supports for students of the Take a Hike at Risk Youth Foundation.	Dale Lindsay;#251	Complete
Special Council	6/22/2020	Plan to Restore Old City Quarter Security and Pride of Place	It was moved and seconded that Council direct Staff to work with the Old City Quarter Business Improvement Association to implement a pilot program for additional security and cleaning in the Old City Quarter until 2020-DEC-31.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	6/15/2020	Development Permit Application No. DP001171 - 3258 Stephenson Point Road	<p>It was moved and seconded that Council issue Development Permit No. DP1171 at 3258 Stephenson Point Road with the following variance:</p> <ul style="list-style-type: none"> <li>• reduce the minimum watercourse setback from 30m to 6.9m as measured from the top of bank of Cottle Creek in order to permit the construction of a proposed single residential dwelling and site improvements.</li> </ul>	Dale Lindsay;#251	Complete
Council	6/1/2020	Development Permit Application No. DP1182 - 380 Cottle Place	<p>It was moved and seconded that Council issue Development Permit No. 1182 at 380 Cottle Place with the following variances:</p> <ul style="list-style-type: none"> <li>• increase the maximum allowable building height from 7m up to 9.5m, as outlined in the development permit; and,</li> <li>• increase the maximum allowable perimeter wall height from 7.32m to 8.96m, as outlined in the terms of the development permit.</li> </ul>	Dale Lindsay;#251	Complete
Council	6/1/2020	Development Permit Application No. DP1128 - 576 and 580 Rosehill Street	<p>It was moved and seconded that Council issue Development Permit No. DP1128 at 576 and 580 Rosehill Street with the following variances to:</p> <ul style="list-style-type: none"> <li>• reduce the front yard setback from 6.0m to 4.58m;</li> <li>• increase the lot coverage from 40% to 47%;</li> <li>• increase the building height from 14m to 14.31m;</li> <li>• reduce the minimum setback for a refuse receptacle adjacent to a property zoned for residential use from 3.0m to 0m; and,</li> <li>• reduce the required off-street parking spaces from 17 spaces to 16 spaces.</li> </ul>	Dale Lindsay;#251	Complete
Council	5/25/2020	Development Variance Permit Application No. DVP403 - 1226 Lawlor Road	Council issued Development Variance Permit No. DVP403 at 1226 Lawlor Road with the following variance: - reduce the minimum required front yard setback within mobile home Lot 19 from 4.5m to 3.32m.	Dale Lindsay;#251	Complete
Council	5/25/2020	Development Variance Permit Application No. DVP402 - 236 Haliburton Street	<p>Council issued Development Variance Permit No. DVP402 at 236 Haliburton Street with the following variance:</p> <p>- increase the maximum allowable front yard setback from 7.5m to 15m for a proposed single residential dwelling</p>	Dale Lindsay;#251	Complete
Council	5/25/2020	Nuisance Property Abatement - 6 2170 Spencer Road	Council declared #6 2170 Spencer Road a “Nuisance” pursuant to the “Nuisance Abatement and Cost Recovery Bylaw 2019 No. 7250”, and authorized Staff to record and charge for municipal services, including police, required to abate nuisance activity.	Dale Lindsay;#251	Complete
Council	5/25/2020	Covenant Amendment Application No. CA11 - 6340 McRobb Avenue	Council directed Staff to amend covenants FB226410 and FB287633.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	5/25/2020	Rezoning Application No. RA448 - 2013 Northfield Road	<p>“Zoning Amendment Bylaw 2020 No. 4500.176” (To rezone 2013 Northfield Road from Single Dwelling Residential [R1] to Residential Corridor [COR1]) passed two readings.</p> <p>Council directed Staff to secure the community amenity contribution, road dedication, and driveway access covenant prior to adoption of the bylaw, should Council support the bylaw at third reading.</p>	Dale Lindsay;#251	Complete
Council	5/25/2020	COVID-19 Response to Downtown Restaurant Patios 2/3	<p>Council:</p> <p>1. directed Staff to notify the Liquor Control and Regulation Branch that the City of Nanaimo has authorized pre-approval for all temporary service area expansions for liquor primary and manufacturing licenses until October 31, 2020 in response to Liquor Control and Regulation Branch policy directive 20-13; and,</p> <p>2. suspended the current City approval process for temporary service area expansion of all liquor primary and manufacturing licenses until October 31, 2020.</p>	Dale Lindsay;#251	Complete
Council	5/25/2020	COVID-19 Response to Downtown Restaurant Patios 3/3	Council endorsed the temporary use of parking spaces on private property for commercial business patio expansions to address medical health orders that support physical distancing requirements during the COVID-19 pandemic.	Dale Lindsay;#251	Complete
Council	5/25/2020	285 Prideaux Street - Licence to BC Housing	Council approved a short-term licence agreement for a BC Housing Emergency Response Centre in a portion of the City-owned Community Services Building at 285 Prideaux Street.	Dale Lindsay;#251	Complete
Council	5/25/2020	"Zoning Amendment Bylaw 2020 No. 4500.175"	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	5/25/2020	City Spark - Public Engagement Strategy	It was moved and seconded that Council rename the City Spark rebranding strategy to Reimagine Nanaimo.	Dale Lindsay;#251	Complete
Special Council	5/25/2020	City Spark - Public Engagement Strategy	<p>It was moved and seconded that Council receive the report titled “City Spark – Public Engagement Strategy” dated 2020-MAY-25, and direct Staff to proceed with implementation of the proposed Public Engagement Strategy.</p> <p>It was moved and seconded that City Spark be renamed and that updated visual identity materials be presented to Council</p>	Dale Lindsay;#251	Complete
Council	5/4/2020	Community Policing and Services Office – 18 Victoria Crescent	That Council terminate the current lease of the Community Policing and Services Office at 18 Victoria Crescent and relocate the City’s bylaw parking function to the Service and Resource Centre.	Dale Lindsay;#251	Complete
Council	5/4/2020	Liquor Licence Application No. LA142 - 940 Old Victoria Road	That Council recommend the Liquor Cannabis and Regulation Branch approve the application for 940 Old Victoria Road (Wolf Brewing Company) to amend their liquor licence to permit the hours of operation to be 9:00 a.m. to 11:00 p.m. seven days per week.	Dale Lindsay;#251	Complete
Council	5/4/2020	Mapping Amendments to the Zoning Bylaw	“Zoning Amendment Bylaw 2020 No. 4500.175” passed first and second reading; and, Council waived the Public Hearing.	Dale Lindsay;#251	Complete
Council	4/27/2020	Deputy Subdivision Approving Officer	Council approved the appointment of Claire Negrin as Deputy Subdivision Approving Officer	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/27/2020	Covenant Amendment Application No. CA11 – 6340 McRobb Avenue	<p>1. Council rescinded the following motions made on 2020-MAR-16:</p> <p>a. Council directed Staff to proceed with a Public Hearing for Covenant Amendment Application No. CA11 at 6340 McRobb Avenue; and</p> <p>b. Council directed Staff to amend covenants FB226410 and FB287633, should Council support the application following Public Hearing.</p> <p>2. Council directed Staff to proceed without a Public Hearing and proceed with public notification prior to Council’s consideration of Covenant Amendment Application No. CA11 at an upcoming Council meeting.</p> <p>3. Council direct Staff to amend covenants FB226410 and FB287633, should Council support the application.</p>	Dale Lindsay;#251	Complete
Council	4/27/2020	Development Variance Permit Application No. DVP400 – 2665 Lynburn Crescent	<p>Council issued Development Variance Permit No. DVP400 at 2665 Lynburn Crescent with the following variance:</p> <ul style="list-style-type: none"> <li>to reduce the minimum required setback for carport entrance ways facing a street from 6m to 4.46m.</li> </ul>	Dale Lindsay;#251	Complete
Council	4/27/2020	Development Variance Permit Application No. DVP401 – 27 Milton Street	<p>Council issued Development Variance Permit No. DVP401 at 27 Milton Street with the following variance:</p> <ul style="list-style-type: none"> <li>increase the maximum allowable principal building height for a roof pitch equal to or greater than 4:12 from 9m to 10.22m.</li> </ul>	Dale Lindsay;#251	Complete
Council	4/27/2020	Rezoning Application No. RA449 – 5801 Turner Road	Council deferred consideration of Rezoning Application No. RA449 – 5801 Turner Road to the 2020-MAY-04 Council Meeting.	Dale Lindsay;#251	Complete
Council	4/27/2020	507 Milton Street - Amendment of Project Under the Revitalization Tax Exemption Bylaw	Council approved the amended Revitalization Tax Exemption Agreement for a proposed 27-unit mixed-use building at 507 Milton Street.	Dale Lindsay;#251	Complete
Council	4/27/2020	“Zoning Amendment Bylaw 2019 No. 4500.162”	Bylaw adopted	Dale Lindsay;#251	Complete
Council	4/27/2020	“Zoning Amendment Bylaw 2020 No. 4500.173”	Bylaw adopted	Dale Lindsay;#251	Complete
Council	4/6/2020	Development Permit Application No. DP1155 – 6117 Uplands Drive	It was moved and seconded that Council issue Development Permit No. DP1155 for the property at 6117 Uplands Drive with a variance to increase the building height from 14m to 15.85m.	Dale Lindsay;#251	Complete
Council	4/6/2020	Development Permit Application No. DP1167 – 400 Newcastle Avenue	<p>It was moved and seconded that Council issue Development Permit No. DP1167 at 400 Newcastle Avenue with the following variance:</p> <ul style="list-style-type: none"> <li>to reduce the minimum required side yard setback from 6m to 0m on the south property line for the proposed boatshed building.</li> </ul>	Dale Lindsay;#251	Complete
Council	4/6/2020	“Zoning Amendment Bylaw 2019 No. 4500.134”	Bylaw 4500.134 adopted.	Dale Lindsay;#251	Complete
Council	4/6/2020	“Zoning Amendment Bylaw 2020 No. 4500.149”	Bylaw 4500.149 adopted.	Dale Lindsay;#251	Complete



Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/6/2020	"Zoning Amendment Bylaw 2019 No. 4500.156"	Bylaw 4500.156 adopted.	Dale Lindsay;#251	Complete
Council	4/6/2020	Councillor Bonner re: Motion deferred from the Special Council Meeting, 2020 APR 01	It was moved and seconded that the City of Nanaimo send updates once per week via the Health and Housing Task Force or Staff, to the Nanaimo Homelessness Coalition regarding the latest development around solutions and ask Island Health and BC Housing to participate in those updates via the City of Nanaimo.	Dale Lindsay;#251	Complete
Council	4/6/2020	Councillor Bonner re: Motion deferred from the Special Council Meeting, 2020 APR 01	It was moved and seconded that correspondence be sent to the Hon. Judy Darcy, Minister of Mental Health and Addictions, reiterating the City of Nanaimo's willingness to be a test site for innovative approaches to addressing mental health and addiction challenges.	Dale Lindsay;#251	Complete
Special Council	4/1/2020	COVID-19 Response – Homeless/Vulnerable Population	It was moved and seconded that council: <ul style="list-style-type: none"> <li>• Endorse the plan to provide additional temporary washrooms and hand sanitizing facilities in the downtown</li> <li>• Exempt the Health and Housing Task Force from the current suspension of committee in order to assist in the facilitation of planning for the vulnerable populations during the pandemic, and to make further recommendations to council as necessary.</li> </ul>	Dale Lindsay;#251	Complete
Special Council	4/1/2020	COVID-19 Response – Homeless/Vulnerable Population	It was moved and seconded that the City of Nanaimo coordinate with the Nanaimo Homelessness Coalition, BC Housing and Island Health to sanction and resource a coordinated emergency response for individuals experiencing homelessness in Nanaimo. The motion carried.	Dale Lindsay;#251	Complete
Council	3/16/2020	Great Coal Strike 1912-1914 - Plaque Proposal	It was moved and seconded that Council approve placement of the proposed Great Coal Strike of 1912-1914 plaque in Dallas Square (next to the "100 Years of Coal" memorial) as provided and paid for by the B.C. Labour Heritage Centre.	Dale Lindsay;#251	Complete
Council	3/16/2020	Covenant Amendment Application No. CA11 - 6340 McRobb Avenue	It was moved and seconded that: <ol style="list-style-type: none"> <li>1. Council direct Staff to proceed with a Public Hearing for Covenant Amendment Application No. CA11 at 6340 McRobb Avenue; and</li> <li>2. Council direct Staff to amend covenants FB226410 and FB287633 should Council support the application following Public Hearing.</li> </ol>	Dale Lindsay;#251	Complete
Council	3/16/2020	Development Permit Application No. DP1143 - 2338 Kenworth Road	It was moved and seconded that Council issue Development Permit No. DP1143 at 2338 Kenworth Road with the following variances: <ul style="list-style-type: none"> <li>• increase the maximum front yard setback to allow 100% of the building face to be more than 6m from the front property line;</li> <li>• allow parking between the front property line and the front face of the proposed building;</li> <li>• waive the minimum building height requirement to allow the building as proposed; and</li> <li>• reduce the minimum planting requirements of Minimum Landscape Treatment Level 1c within the front yard setback.</li> </ul>	Dale Lindsay;#251	Complete
Council	3/16/2020	Rezoning Application No. RA449 - 5801 Turner Road	<ul style="list-style-type: none"> <li>• Zoning Amendment Bylaw 2020 No. 4500.174 passed 1st and 2nd reading.</li> <li>• Direct Staff to secure the amenity contribution prior to adoption of the bylaw should Council support the bylaw at third reading.</li> </ul>	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/24/2020	Funding for Overdose Emergency Response Conference	That Council direct Staff to dispense \$200,000 received from the Ministry of Mental Health and Addictions to the British Columbia Patient Safety & Quality Council for the purpose of hosting a provincial Overdose Emergency Response Centre Conference in Nanaimo in 2020.	Dale Lindsay;#251	Complete
Council	2/24/2020	British Columbia Poverty Reduction Grant Application	<p>That Council adopt the following resolution:</p> <p>“That the City of Nanaimo supports the Regional District of Nanaimo as the primary applicant to the UBCM Poverty Reduction Planning and Action grant program for a Social Needs Assessment and Strategy and supports the Regional District of Nanaimo to receive and manage the grant funding on its behalf”.</p>	Dale Lindsay;#251	Complete
Council	2/24/2020	CleanBC Better Homes Rebate Program	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. Direct Staff to coordinate with the Province of BC and participate in the CleanBC Better Homes Rebate Program; and,</li> <li>2. Direct Staff to add \$100,000 to the 2020-2024 Financial Plan for the participation in the Province of BC CleanBC Better Homes Rebate Program with funding coming from the Emissions Reduction Reserve Fund.</li> </ol> <p>It was moved and seconded that Staff report to Council on the program uptake following the release of the first quarter CleanBC Better Homes Rebate Program implementation results.</p>	Dale Lindsay;#251	Complete
Council	2/24/2020	Coordinated Strategic Review (2020 – 2021) Status Update	It was moved and seconded that Council receive the report titled “Coordinated Strategic Policy Review (2020-2021) Status Update” dated 2020-FEB-24, and adopt the attached Coordinated Strategic Policy Review (2020-2021) Terms of Reference.	Dale Lindsay;#251	Complete
Council	2/24/2020	Development Permit Application No. DP1134 – 633 Milton Street	<p>It was moved and seconded that Council issue Development Permit No. DP1134 at 633 Milton Street with the following variances to:</p> <ul style="list-style-type: none"> <li>• increase the building height from 7.75m to 8.15m;</li> <li>• reduce the front yard setback from 8.5m to 4.3m; and</li> <li>• reduce the required number of parking spaces from 4 to 3.</li> </ul>	Dale Lindsay;#251	Complete
Council	2/24/2020	Liquor Licence Application No. LA141 – 11 Cliff Street	<p>It was moved and seconded that Council recommend the Liquor Cannabis and Regulation Branch approve the application for 11 Cliff Street (Hub City Ales) to amend the liquor licence to:</p> <ol style="list-style-type: none"> <li>1. permit the hours of operation to be 9 a.m. to 1:00 a.m. seven days per week; and,</li> <li>2. permit an outdoor patio</li> </ol>	Dale Lindsay;#251	Complete
Council	2/3/2020	Development Permit Application No. DP1156 - 666 Fitzwilliam Street	<p>It was moved and seconded that Council issue Development Permit No. DP1156 at 666 Fitzwilliam Street with the following variances to:</p> <ul style="list-style-type: none"> <li>• increase the building height from 12m to 15m; and</li> <li>• reduce the front yard setback from 2.5m to 0m.</li> </ul>	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/3/2020	Rezoning Application No. RA432 - 3841 and 3817 Victoria Avenue and 3896, 3874, 3852, 3848 and 3816 Island Highway North	Bylaw 4500.167 passed 1st and 2nd reading. It was moved and seconded Council direct Staff to secure the road dedication, off-site improvements, reciprocal access, lot consolidation, and a Community Amenity Contribution, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	2/3/2020	Liquor Licence Application No. LA140 - 6359 Hammond Bay Road	It was moved and seconded that Council recommend the Liquor Cannabis and Regulation Branch approve the application to permit liquor to be served at a spa located at 6359 Hammond Bay Road.	Dale Lindsay;#251	Complete
Council	1/13/2020	Heritage Home Grant Application – 442 Milton Street	That Council approve a \$1,624 Heritage Home Grant for window repair to the Leynard Residence located at 442 Milton Street.	Dale Lindsay;#251	Complete
Council	1/13/2020	2020 Social Planning Grant Recommendations	That Council approve a total of \$85,000 for the 2020 Social Planning Grant allocations as follows: 2020 Community Vitality Grants Take a Hike Youth at Risk Foundation Nanaimo Take a Hike Program- Vehicle Purchase \$10,000 Spinal Cord Injury Organization of BC - Healthy Active Island Life with SCI \$5,000 Society for Equity, Inclusion and Advocacy (SEIA): Central Vancouver Island Project - Keep SEIA Housed \$10,000	Dale Lindsay;#251	Complete
Council	1/13/2020	2020 Social Planning Grant Recommendations	2020 Social Response Grants  Organization Project Amount Nanaimo Region John Howard Society - Circles of Support \$15,000 United Way Central and Northern Vancouver Island Nanaimo Homeless Coalition - Communications Strategy Implementation Project \$15,000 Literacy Central Vancouver Island - Word on the Street \$30,000	Dale Lindsay;#251	Complete
Council	1/13/2020	Supervised Consumption Site Zoning Amendments	It was moved and seconded that Council direct Staff to bring forward a zoning bylaw amendment to amend the definition of office/medical dental to be interpreted more broadly but exclude Supervised Consumption Sites (SCS), and that the topic of SCS be forwarded to the Health and Housing Task Force.	Dale Lindsay;#251	Complete
Council	1/13/2020	Development Permit Application No. DP1133 – 930 Terminal Avenue North	It was moved and seconded that Council issue Development Permit No. DP1133 at 930 Terminal Avenue North with the following variances to:  <ul style="list-style-type: none"> <li>• reduce the watercourse setback for St. George Creek from 15m to 7.5m;</li> <li>• increase the building height from 18.0m to 18.6m;</li> <li>• reduce the front yard setback from 5.5m to 3.6m;</li> <li>• reduce the required number of parking spaces from 56 to 54; and,</li> <li>• increase the maximum allowable percentage of small car spaces from 40% to 45%</li> </ul>	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	1/13/2020	Development Variance Permit Application No. DVP392 – 3358 Stephenson Point Road	<p>It was moved and seconded that Council issue Development Permit No. DVP392 at 3358 Stephenson Point Road with the following variance:</p> <ul style="list-style-type: none"> <li>to increase the total gross floor area for accessory buildings on a lot from 90m2 to 171.8m2 to allow for the construction of an oversized accessory building at 3358 Stephenson Point Road.</li> </ul>	Dale Lindsay;#251	Complete
Council	1/13/2020	Development Variance Permit Application No. DVP396 – 4461 Wellington Road	<p>It was moved and seconded that Council issue Development Permit No. DVP396 at 4461 Wellington Road with the following variance:</p> <ul style="list-style-type: none"> <li>increase the maximum combined height for a fence and retaining wall within the rear and side yard setbacks from 2.4m to 3.51m.</li> </ul>	Dale Lindsay;#251	Complete
Council	1/13/2020	Development Variance Permit Application No. DVP397 – 3945 Biggs Road	It was moved and seconded that Council issue Development Variance Permit No. DVP397 at 3945 Biggs Road to vary “Building Bylaw 2016 No. 7224”, subject to the terms and conditions specified in Attachment A of the report.	Dale Lindsay;#251	Complete
Council	1/13/2020	Development Variance Permit Application No. DVP399 – 3951 Jingle Pot Road	<p>It was moved and seconded that Council issue Development Permit No. DVP399 at 3951 Jingle Pot Road with the following variance:</p> <ul style="list-style-type: none"> <li>reduce the minimum rear yard setback requirement for the principle dwelling from 7.5m to 5.1m.</li> </ul>	Dale Lindsay;#251	Complete
Council	1/13/2020	“Zoning Amendment Bylaw 2019 No. 4500.133”	Adopted.	Dale Lindsay;#251	Complete
Council	12/16/2019	Tree Removal Permit Application for 950 Phoenix Way	It was moved and seconded that Council confirm the Director’s decision to deny a Tree Removal Permit for 950 Phoenix Way until the OCP Amendment, Rezoning, and Development Permit have been approved by Council and detailed design for subdivision works and services has been issued Design Stage Acceptance.	Dale Lindsay;#251	Complete
Council	12/16/2019	Development Permit Application No. DP1136 - 470 Franklyn Street	That Council issue Development Permit No. DP1136 at 470 Franklyn Street with the following variances to: increase the building height from 12.0m to 15.3m; and reduce the minimum setback for a garbage enclosure adjacent to a property zoned for residential use from 3m to 0m.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	12/16/2019	Development Permit Application No. DP1152 - 2462 Rosstown Road	<p>That Council issue Development Permit No. DP1152 at 2462 Rosstown Road with the following variance:</p> <p>reduce the minimum watercourse setback from 7.5m to 0m in order to permit the construction of a shared access driveway within the watercourse leave strip area.</p>	Dale Lindsay;#251	Complete
Council	12/16/2019	Proposed Telecommunications Tower - 2250 McGarrigle Road	It was moved and seconded that Council give direction for Staff to provide a letter of concurrence to “Innovation, Science and Economic Development Canada” in response to a proposed 20m telecommunications facility at 2250 McGarrigle Road.	Dale Lindsay;#251	Complete
Council	12/2/2019	Appointment of Bylaw Enforcement Officer	It was moved and seconded that Council appoint Mike Sherman as a Bylaw Enforcement Officer to enforce provisions of City of Nanaimo “Licencing and Control of Animals Bylaw 1995 No. 4923” and “Parks, Recreation and Culture Regulation Bylaw 2008 No. 7073”.	Dale Lindsay;#251	Complete
Council	12/2/2019	Development Permit Application No. DP1132 – 4474 Wellington Road	<p>It was moved and seconded that Council issue Development Permit No. DP1132 at 4474 Wellington Road with the following variances to:</p> <ul style="list-style-type: none"> <li>• increase the maximum permitted building height from 14.0m to 14.15m;</li> <li>• reduce the minimum rear yard setback from 7.5m to 3.18m;</li> <li>• reduce the minimum landscape buffer for a garbage enclosure adjacent to a property zoned for residential use from 3m to 0m;</li> <li>• allow surface parking to the front of a building; and,</li> <li>• reduce the minimum dimensions of a loading space from 10m long and 3m wide to 5.8m long and 2.75m wide.</li> </ul>	Dale Lindsay;#251	Complete
Council	12/2/2019	Development Variance Permit Application No. DVP398 – 5485 Godfrey Road	<p>It was moved and seconded that Council issue Development Variance Permit No. DVP398 at 5485 Godfrey Road with the following variance:</p> <ul style="list-style-type: none"> <li>• increase the maximum gross floor area for all accessory buildings from 90m2 to 119m2.</li> </ul>	Dale Lindsay;#251	Complete
Council	11/18/2019	Heritage Home Grant Application - 911 Wentworth Street	That the Finance & Audit Committee recommend that Council approve a \$2,500 Heritage Home Grant for reroofing the Ivers/Honey Residence located at 911 Wentworth Street.	Dale Lindsay;#251	Complete
Council	11/4/2019	2019 Community Action Initiative Community Wellness and Harm Reduction Grant Application	That Council approve the City of Nanaimo’s application to the 2019 Community Action Initiative Community Wellness & Harm Reduction Grant for \$50,000 for the purpose of supporting a peer-run skills and employment program.	Dale Lindsay;#251	Complete
Council	11/4/2019	Property Maintenance – 188 Capt. Morgans Boulevard and 63 Pirates Lane	<p>That Council, pursuant to “Property Maintenance and Standards Bylaw 2017 No. 7242”, direct the owners of the properties as listed below to remove the materials noted within fourteen days or the work will be done by the City or its agents at the owners’ cost:</p> <ul style="list-style-type: none"> <li>• 188 Capt. Morgans Boulevard – Unlicensed and/or derelict vehicles, boats, building materials, and garbage; and,</li> <li>• 63 Pirates Lane – Fifth-wheel travel trailer, building materials, scrap steel, lumber, derelict boat on trailer, derelict hovercraft, dump truck, old trailer full of renovation debris, and garbage.</li> </ul>	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	11/4/2019	Housing Agreement No. HA1 – 1400 Wingrove Street	“Housing Agreement Bylaw 2019 No. 7306” passed three readings. Council directed Staff to register a covenant to reinforce the terms of the housing agreement.	Dale Lindsay;#251	Complete
Council	11/4/2019	Development Permit Application No. DP1164 – 560 Third Street	That Council issue Development Permit No. DP1164 at 560 Third Street to vary the City of Nanaimo “Off-Street Parking Regulations Bylaw 2018 No. 7266” to reduce the required number of parking spaces from 216 to 188.	Dale Lindsay;#251	Complete
Council	11/4/2019	Development Variance Permit No. DVP390 – 1074 Old Victoria Road	Council issue Development Variance Permit No. DVP390 at 1074 Old Victoria Road with the following variances:  <ul style="list-style-type: none"> <li>• reduce the front yard setback from 4.5m to 1.5m on the southern boundary of mobile home pad areas 14, 15, and 16;</li> <li>• reduce the front yard setback from 4.5m to 3.5m on the northern boundary of mobile home pad area 14; and</li> <li>• reduce the flanking side yard setback from 3.0m to 1.5m for mobile home pad area 16.</li> </ul>	Dale Lindsay;#251	Complete
Council	11/4/2019	507 Milton Street – Acceptance of Project Under the Revitalization Tax Exemption Bylaw	That Council approve the Revitalization Tax Exemption Agreement for a proposed 27-unit mixed-use building at 507 Milton Street.	Dale Lindsay;#251	Complete
Council	11/4/2019	“Zoning Amendment Bylaw 2019 No. 4500.154”	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	11/4/2019	“Highway Closure and Dedication Removal Bylaw 2019 No. 7289”	Bylaw adopted.	Dale Lindsay;#251	Complete
Council	11/4/2019	“Highway Closure and Dedication Removal Bylaw 2019 No. 7290”	Bylaw adopted.	Dale Lindsay;#251	Complete
Committee of the Whole	10/28/2019	2019 Community Action Initiative Community Wellness and Harm Reduction Grant Application	That the Committee of the Whole recommend that Council approve the City of Nanaimo’s application to the 2019 Community Action Initiative Community Wellness & Harm Reduction Grant for \$50,000 for the purpose of supporting a peer-run skills and employment program.	Dale Lindsay;#251	Complete
Council	10/21/2019	Heritage Facade Grant Application - 34 Victoria Crescent	That Council approve a Heritage Façade Grant of up to \$20,000 for the Queen’s Hotel located at 34 Victoria Crescent to repaint the building’s exterior, as well as install new brick cladding, a new awning system, new signage (including a vintage refurbished Queen’s sign), and new exterior lighting to the building’s Victoria Crescent façade.	Dale Lindsay;#251	Complete
Council	10/21/2019	Nanaimo Region Foundry BC Centre	It was moved and seconded that Council authorize the Mayor to provide a letter of support to the Nanaimo Region Foundry BC Steering Committee regarding their application to create a Foundry BC site in Nanaimo and direct a representative from City Staff to participate as a non-voting member on the committee	Dale Lindsay;#251	Complete
Council	10/21/2019	Rezoning Application No. RA436 – 120 Commercial Street	Bylaw 4500.161 Passed first and second reading. It was moved and seconded that Council direct Staff to secure the amenity contribution prior to adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	10/21/2019	“Zoning Amendment Bylaw 2019 No. 4500.132”	Adopted.	Dale Lindsay;#251	Complete
Council	10/21/2019	“Building Bylaw Amendment Bylaw 2019 No. 7224.02”	Adopted.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	10/21/2019	"Highway Closure and Dedication Removal Bylaw 2019 No. 7292"	Passed third reading.	Dale Lindsay;#251	Complete
Council	10/7/2019	Task Force Priorities Planning	That Council: <ul style="list-style-type: none"> <li>• direct Staff to organize a facilitated strategic planning session during the Health and Housing Task Force meeting scheduled for 2019-OCT-16; and,</li> <li>• direct Staff to request financial support from the Nanaimo Homeless Coalition to provide a facilitator for future strategic planning sessions.</li> </ul>	Dale Lindsay;#251	Complete
Council	10/7/2019	Rezoning Application No. RA402 - 4961 Songbird Place	"Zoning Amendment Bylaw 2019 No. 4500.156" passed two readings. It was moved and seconded that Council direct Staff to secure the community contribution, including off-site road improvements and active transportation improvements prior to adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	10/7/2019	Development Variance Permit No. DVP394 - 4680 Bates Road	It was moved and seconded that Council issue Development Variance Permit No. DVP394 at 4680 Bates Road with the following variance: increase the maximum accessory building height for a roof pitch less than 6:12 from 4.5m to 4.6m.	Dale Lindsay;#251	Complete
Council	10/7/2019	General Amendments to the Zoning Bylaw	"Zoning Amendment Bylaw 2019 No. 4500.158" passed two readings.	Dale Lindsay;#251	Complete
Council	10/7/2019	580 Fitzwilliam Street - Future Use of Property	It was moved and seconded that Council defer any decision with respect to the future use of 580 Fitzwilliam Street until completion of the Parks, Recreation and Culture Master Plan and a full assessment of the RCMP/City needs in the precinct area is undertaken.	Dale Lindsay;#251	Complete
Council	10/7/2019	Proposed Road Closure - Lubbock Square adjacent to 618 Fitzwilliam Street and 285 Prideaux Street	It was moved and seconded that Council approve the closure of Lubbock Square for consolidation with City-owned property at 618 and 666 Fitzwilliam Street and 285 Prideaux Street. "Highway Closure and Dedication Removal Bylaw 2019 No. 7292" passed two readings. It was moved and seconded that Council direct Staff to proceed with public notice for the closure of Lubbock Square.	Dale Lindsay;#251	Complete
Council	10/7/2019	Community Heritage Register Update	It was moved and seconded that Council adopt the amended Community Heritage Register, which includes the following building additions: <ul style="list-style-type: none"> <li>• Lewis Residence (130 Howard Avenue)</li> <li>• Ivers/Honey Residence (911 Wentworth Street)</li> </ul> and the following deletions: <ul style="list-style-type: none"> <li>• Jean Burns Building (6 Commercial Street)</li> <li>• Nanaimo Hospital/Malaspina Lodge (388 Machleary Street)</li> <li>• Grieve Residence (711 Wentworth Street)</li> </ul>	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	9/16/2019	2020 Strategic Policy Development	<p>It was moved and seconded that Council endorse the draft work plan and guiding principles for the 2020 strategic policy development process:</p> <ol style="list-style-type: none"> <li>1. Build on successful policies in existing documents;</li> <li>2. Incorporate Council's strategic themes identified in the Strategic Plan: Environmental Responsibility, Governance Excellence, Livability, and Economic Health;</li> <li>3. Acknowledge and address the priorities of climate change, reconciliation, and sustainable service delivery;</li> <li>4. Include robust community engagement in the creation of plans and strategies;</li> <li>5. Provide a clear and coordinated vision to guide community-building for the next 25 years; and,</li> <li>6. To provide a method which allows for the evaluation and measurement of plans and strategies.</li> </ol>	Dale Lindsay;#251	Complete
Council	9/16/2019	Building Bylaw Amendments	<p>"Building Amendment Bylaw 2019 No. 7224.02" (To introduce BC Energy Step Code regulations, amend demolition permit expiration, amend works and services exemptions, and amend Schedule A - Fine Schedule) passed three readings.</p> <p>"Bylaw Notice Enforcement Amendment Bylaw 2019 No. 7159.07" (To update Building Bylaw penalty fees in Schedule A - Designated Bylaw Contraventions and Penalties) passed three readings.</p>	Dale Lindsay;#251	Complete
Council	9/16/2019	Zoning Amendment Bylaw 2019 No. 4500.144	Bylaw adopted	Dale Lindsay;#251	Complete
Council	9/16/2019	"Traffic and Highways Regulation Amendment Bylaw 2019 No. 5000.046"	<p>Third reading rescinded.</p> <p>It was moved and seconded that Council refer "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) to Staff for consideration as part of the downtown transportation and mobility study and include consultation with relevant stakeholders.</p>	Dale Lindsay;#251	Complete
Council	9/9/2019	Economic Development Function Service Model Recommendation	<ol style="list-style-type: none"> <li>1. That Council endorse an initial scope of services for the City's new economic development function as outlined in the report;</li> <li>2. That Council endorse the In-House/City-Owned Agency Hybrid Model for the delivery of the City's new economic development function; and,</li> <li>3. That Council, in accordance with the In-House/City-Owned Agency Hybrid Model, divide the scope of services between an in-house economic development group, operated by City Staff, and an arm's-length Nanaimo Prosperity Agency, incorporated and owned (primarily) by the City of Nanaimo, governed by an autonomous Board of Directors, and operated by its own staff.</li> </ol>	Dale Lindsay;#251	Complete



Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	9/9/2019	Economic Development Function Service Model Recommendation	<p>4. That Council assign the following initial scope of services to the in-house economic development group:</p> <p>a. The development of a new Nanaimo Economic Development Strategy;</p> <p>b. The formulation of Nanaimo-specific economic reports on economic activity, performance, trends, opportunities and needs;</p> <p>c. The provision of advice and assistance to existing and prospective businesses that must navigate City Hall to obtain permits, licenses and other permissions or information;</p> <p>d. Management of the City's service contract with Tourism VI, as well as any future economic development related service contracts with external agencies; and,</p> <p>e. The provision of input into the formulation of City policies for other departments and Council aimed at facilitating economic activity and investment.</p>	Dale Lindsay;#251	Complete
Council	9/9/2019	Economic Development Function Service Model Recommendation	<p>5. That Council assign the following initial scope of services to the City-Owned Agency:</p> <p>6. That Council establish the Nanaimo Prosperity Steering Committee to oversee the creation of the new Nanaimo Economic Development Strategy, and to fully develop the ownership, funding, governance, staffing, and other elements of the City-owned Nanaimo Prosperity Agency; and,</p> <p>7. That Council direct Staff to return to an upcoming Finance and Audit Meeting with a detailed business case for the new Economic Development Service Model.</p>	Dale Lindsay;#251	Complete
Council	9/9/2019	Road Closure and Disposition - Unnamed Road Adjacent to 3500 Rock City Road	<p>It was moved and seconded that:</p> <p>1. Council authorize the road closure and disposition of an unnamed road adjacent to 3500 Rock City Road to Hazelwood Holdings Ltd.;</p> <p>2. the Mayor and Corporate Officer execute the conditional Road Closure and Transfer Agreement;</p> <p>3. Council direct Staff to proceed with public notice of closure and disposition of a portion of the unnamed road.</p> <p>Bylaw 7289 passed first and second reading.</p>	Dale Lindsay;#251	Complete
Council	9/9/2019	Proposed Road Closure - Part of Fifth Street and Land Exchange at 900 Fifth Street	<p>It was moved and seconded that:</p> <p>1. Council authorize the road closure and disposition of a portion of Fifth Street adjacent to 900 Fifth Street in exchange for a portion of 900 Fifth Street;</p> <p>2. Council authorize the Mayor and Corporate Officer to execute the Land Exchange Agreement;</p> <p>3. That Council direct Staff to proceed with public notice of closure and disposition of a portion of Fifth Street.</p> <p>Bylaw 7290 passed first and second reading.</p>	Dale Lindsay;#251	Complete
Council	9/9/2019	"Zoning Amendment Bylaw 2019 No. 4500.152"	Adopted.	Dale Lindsay;#251	Complete
Council	9/9/2019	"Nuisance Abatement and Cost Recovery Bylaw 2019 No. 7250"	Adopted.	Dale Lindsay;#251	Complete
Council	9/9/2019	"Housing Agreement Bylaw 2019 No. 7291"	Adopted.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	8/26/2019	Downtown Nanaimo Key Opportunities	It was moved and seconded that Council approve the 'quick wins' as presented in the Staff Report titled "Downtown Nanaimo Key Opportunities", dated 2019-JUL-29, and direct Staff to move forward with their implementation.	Dale Lindsay;#251	Complete
Council	8/26/2019	Liquor Licence Application No. LA139 - 245 Fraser Street	It was moved and seconded that Council recommend the Liquor Control and Licensing Branch approve an application to extend the hours of liquor service for the existing liquor primary licence for the property located at 245 Fraser Street from the current 11 a.m. to 9 p.m. (Sunday), 11 a.m. to 11 p.m. (Monday through Thursday), and 11 a.m. to 12 a.m. (Friday and Saturday) to the new hours of 11 a.m. to 1 a.m., seven days a week.	Dale Lindsay;#251	Complete
Council	8/26/2019	Housing Agreement - 337 Robson Street	Bylaw 7291 received 1st, 2nd and 3rd readings. It was moved and seconded that Council direct Staff to register a covenant to reinforce the terms of the housing agreement.	Dale Lindsay;#251	Complete
Council	8/26/2019	Rezoning Application No. RA372 - 2379 Browns Lane	Bylaw 4500.157 received 1st and 2nd readings. It was moved and seconded that Council direct Staff to secure the road dedication, community amenity contribution, and reciprocal access agreement prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	8/26/2019	OCP Amendment Application - OCP89 and Rezoning Application RA395 – 388 Machleary Street	Bylaw 6500.040 received 1st and 2nd readings. Bylaw 4500.124 received 1st and 2nd readings. It was moved and seconded that Council direct Staff to secure road dedication, community amenity contribution, site improvements, and public rights-of-way prior to adoption of the "Zoning Amendment Bylaw 2019 No. 4500.124", should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	8/26/2019	Councillor Bonner Motion regarding Commercial Properties along Bus Routes	<p>It was moved and seconded that Council defer consideration of the following motion and direct Staff to prepare a report for the 2019-OCT-28 Governance and Priorities Committee meeting on this topic: Whereas Council has stated that “livability” is a Council Priority in the 2019-2022 Strategic Plan, namely that “We proactively plan for Nanaimo’s growth and focus on community infrastructure to support an inclusive, healthy and desirable place to live”; and that, “a safe and connected community” and “active transportation” are key focus areas of the 2019-2022 Strategic Plan; specifically, the necessity of clear and accessible sidewalks for Nanaimo pedestrians, who are disproportionately our most vulnerable citizens: children, the elderly, and the disadvantaged; regarding Bylaw 5000 (Consolidated), Sections 3, Paragraph 21; Section 18; and Section 22,</p> <p>a) Directs Staff to develop and launch a broad communications campaign by October 1, 2019, targeting businesses and commercial property owners and other key stakeholders, that indicates that the City considers compliance with these bylaw sections by commercial property owners a priority;</p> <p>b) Directs Bylaw Services to develop and implement a clear, concise and efficient enforcement policy for implementation by 1 November 2019, that outlines the specific systematic approach that will be taken to enforce these bylaw sections; and</p> <p>c) Supports the commitment and efforts of Bylaw Services to implement the new bylaw policies and procedures, and to enforce Bylaw 5000 (Consolidated), Sections 3, Paragraph 21; Section 18; and Section 22, with all commercial properties, in support of this Council’s 2019-2022 Strategic Plan, in order to help make Nanaimo sidewalks safer for all its citizens.</p> <p>d) In six months following implementation, it is proposed that Staff return to Council with an evaluation of the effectiveness of the initiative including financial impacts.”</p>	Dale Lindsay;#251	Complete
Council	8/26/2019	Bylaw Enforcement	<p>It was moved and seconded that Council direct Staff to prepare a report and presentation for a Governance and Priorities Committee meeting that provides an overview of the bylaw enforcement function, breakdown of the annual enforcement budget and revenues, and how this compares with other similar municipalities and the general bylaw policy of the organization.</p>	Dale Lindsay;#251	Complete
Council	7/22/2019	City of Nanaimo Age Friendly City Plan	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. endorse the “Nanaimo Age-Friendly City Plan (2019-2023)”;</li> <li>2. direct Staff to submit the plan to the Province, as part of the City of Nanaimo’s application for age-friendly recognition; and,</li> <li>3. acknowledge the Nanaimo Seniors Task Force as the lead agency in coordinating plan implementation.</li> </ol>	Dale Lindsay;#251	Complete
Council	7/22/2019	Appointment of Bylaw Enforcement and Animal Control Officers	<p>It was moved and seconded that Council appoint Paul Drescher as a Bylaw Enforcement Officer, and Christian Roy and Graham Keeling as Animal Control Officers to enforce provisions of City of Nanaimo Bylaws.</p>	Dale Lindsay;#251	Complete
Council	7/22/2019	Development Variance Permit No. DVP386 - 1300 Princess Royal Avenue	<p>It was moved and seconded that Council issue Development Variance Permit No. DVP386 at 1300 Princess Royal Avenue to vary the “Building Bylaw 2016 No. 7224” to exempt the proposed improvements from the required works and services.</p>	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Committee of the Whole	7/15/2019	Terms of Reference: Environment Committee	It was moved and seconded that the Committee of the Whole recommended that Council adopt the Terms of Reference for the Environment Committee.	Dale Lindsay;#251	Complete
Council	7/8/2019	Unitarian Emergency Shelter Funding Request	That Council approve an allocation of \$20,000 from the Housing Legacy Reserve to the First Unitarian Fellowship of Nanaimo to extend shelter hours in order to provide additional programming, services and supports at the Unitarian Shelter until 2020-MAR-31.	Dale Lindsay;#251	Complete
Council	7/8/2019	25 Victoria Road Co-Management Agreement Disposition	It was moved and seconded that Council: 1. approve a ten-year co-management agreement with the Harbour City Theatre Alliance Society at 25 Victoria Road; and 2. authorize the Mayor and Corporate Officer to execute the agreement.	Dale Lindsay;#251	Complete
Council	7/8/2019	Development Permit Application No. DP1126 - 560 Third Street	It was moved and seconded that Council issue Development Permit No. DP1126 at 560 Third Street with the following variances: • increase the percentage allocated for residential use in order to be eligible for a shared parking reduction from 75% to 96%; • increase the maximum permitted building height from 14m to 15m; and • increase the maximum permitted height of a retaining wall outside of the required yard setback area from 3m to 4.1m	Dale Lindsay;#251	Complete
Council	7/8/2019	Supervised Consumption Service Zoning Options	It was moved and seconded that Council direct Staff to: - bring forward proposed changes to “City of Nanaimo Zoning Bylaw 2011 No. 4500” to repeal the definition of ‘Drug Addiction Treatment Facility’; - bring forward proposed changes to “City of Nanaimo Zoning Bylaw 2011 No. 4500” to revise the definition of ‘Office Medical/Dental’ with siting requirements developed in consultation with Island Health.	Dale Lindsay;#251	Complete
Council	6/17/2019	Implementing Truth and Reconciliation Call to Action #57	It was moved and seconded that Council support the proposed Intercultural Competency Implementation Plan to support City of Nanaimo Staff learning about local, provincial, and national histories of Indigenous Peoples, including the history and legacy of residential schools, United Nations Declaration on the Rights of Indigenous Peoples, treaties and Aboriginal rights, Indigenous law, and Aboriginal–Crown relations.	Dale Lindsay;#251	Complete
Council	6/17/2019	Rezoning Application No. RA430 - 350 Terminal Avenue	Bylaw 4500.152 passed first and second reading. It was moved and seconded that Council direct Staff to secure the amenity contribution and BC Liquor and Cannabis Regulation Branch approval prior to adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	6/17/2019	Development Permit No. 1114 - 4800 Cedar Ridge Place	It was moved and seconded that Council issue Development Permit DP1114 at 4800 Cedar Ridge Place with the following variances: • increase the maximum allowable building height for Building A from 14m to 15.75m; • increase the maximum allowable building height for Building B from 7m to 11.5m; • increase the maximum allowable building height for Building C from 7m to 10.35m; • reduce the front yard setback for Building A from 6m to 4.13m; • increase the height of a retaining wall within the front yard setback from 1.2m to 2.26m; and, • reduce the landscape screening requirements for the proposed refuse receptacles.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	6/17/2019	Development Permit No. DP1118 - 6010 Hammond Bay Road	<p>It was moved and seconded that Council issue Development Permit No. DP1118 at 6010 Hammond Bay Road with the following variances:</p> <ul style="list-style-type: none"> <li>• increase the maximum front yard setback from 6m to 22.05m on the north property line; and,</li> <li>• increase the maximum front yard setback from 6m to 10.06m on the south property line.</li> </ul>	Dale Lindsay;#251	Complete
Council	6/17/2019	Development Permit No. DP001122 - 4745 Ledgerwood Road	<p>It was moved and seconded that Council issue Development Permit No. DP1122 at 4745 Ledgerwood Road with the following variances:</p> <ul style="list-style-type: none"> <li>• increase the maximum allowable building height for Building 2 from 14m to 15.7m;</li> <li>• increase the maximum allowable retaining wall height from 1.2m up to 3.66m in the front yard setback, and from 2.4m to 6.06m in the side and rear yard setback;</li> <li>• increase the maximum allowable retaining wall height outside the yard setback areas from 3m up to 3.83m; and,</li> <li>• allow parking spaces to extend beyond the front line of Building 1.</li> </ul>	Dale Lindsay;#251	Complete
Special Council	6/10/2019	Development Variance Permit Application No. DVP376 – 903 Park Avenue	<p>It was moved and seconded that Council issue Development Variance Permit No. DVP376 at 903 Park Avenue with the following variances:</p> <ul style="list-style-type: none"> <li>• increase the maximum combined height for a retaining wall and fence within the front yard setback from 1.2m to 3m, and within the side yard setback from 2.4m to 3m.</li> </ul>	Dale Lindsay;#251	Complete
Special Council	6/10/2019	Development Variance Permit No. DP383 – 917 Park Avenue	<p>It was moved and seconded that Council issue Development Variance Permit No. DVP383 at 917 Park Avenue with the following variances:</p> <ul style="list-style-type: none"> <li>• increase the maximum combined height for a retaining wall and fence within the front yard setback from 1.2m to 3m, and within the side yard setback from 2.4m to 3m.</li> </ul>	Dale Lindsay;#251	Complete
Council	5/27/2019	Development Permit Application No. DP1070 – 591 Bradley Street	<p>That Council issue Development Permit No. DP1070 at 591 Bradley Street with the following variances:</p> <ul style="list-style-type: none"> <li>• reduce the watercourse setback as measured from the top of bank of the Millstone River from 30m to 0m;</li> <li>• reduce the minimum front yard setback from 1.8m to 0m for the underground parking structure;</li> <li>• increase the maximum allowable building height from 14m to 18m; and,</li> <li>• increase the maximum allowable percentage of small car spaces from 40% to 41%.</li> </ul>	Dale Lindsay;#251	Complete
Council	5/27/2019	Development Permit Application No. DP1119 – 4800 Uplands Drive / 6035 Linley Valley Drive	<p>That Council issue Development Permit DP1119 at 4800 Uplands Drive / 6035 Linley Valley Drive with the following variances to:</p> <ul style="list-style-type: none"> <li>• increase the maximum building height from 14m to 16.62m;</li> <li>• increase the maximum allowable height of retaining walls from 1.2m to 7.49m; and,</li> <li>• reduce the landscape screening requirements for the proposed refuse receptacles.</li> </ul>	Dale Lindsay;#251	Complete
Council	5/27/2019	Development Permit Application No. DP1123 - 4979 Wills Road	<p>That Council issue Development Permit DP1123 at 4979 Wills Road with the following variances:</p> <p>increase the maximum allowable building height from 14m to 26.13m;</p> <p>reduce the front yard setback from 6m to 4.7m,</p> <p>reduce the side yard setback from 3m to 1.14m,</p> <p>reduce the parking requirement from 101 to 96 spaces, and</p> <p>reduce the minimum number of loading spaces from 3 to 1.</p>	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	5/27/2019	Development Variance Permit Application No. DVP381 - 1875 Boxwood Road	That Council issue Development Variance Permit No. DVP381 at 1875 Boxwood Road with the following variances: reduce the minimum side yard setback (south side) from 6m to 1.75m; and increase the maximum allowable height of retaining walls from 2.4m to 3.65m within the south side yard setback and from 3m to 3.42m where retaining walls are located outside of the required setback area.	Dale Lindsay;#251	Complete
Council	5/27/2019	Rezoning Application No. RA400 - 1300 Junction Avenue	4500.147 passed first and second reading. Council direct Staff to secure the community contribution, road dedication, and a statutory right-of-way to accommodate the future Wexford Creek restoration project.	Dale Lindsay;#251	Complete
Council	5/27/2019	Rezoning Application No. RA409 - 751 Haliburton Street	Bylaw 4500.148 passed first and second reading. Council direct Staff to secure the amenity contribution and road dedication by way of a covenant, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	5/27/2019	Rezoning Application No. RA418 - 52 Victoria Crescent	Bylaw 4500.144 passed first and second reading. Council direct Staff to secure the amenity contribution and BC Liquor and Cannabis Regulation Branch approval prior to adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	5/27/2019	Liquor Licence Application No. LA000135 - Units N & O, 11 Cliff Street	It was moved and seconded that Council recommend that the Liquor Cannabis and Regulation Branch approve the application to permit a lounge endorsement for a proposed brewery manufacturing business to be located at 11 Cliff Street.	Dale Lindsay;#251	Complete
Special Council	5/13/2019	Task Force on Health and Housing	Council:  1. approved the creation of a Health and Housing Task Force; and, 2. approved the proposed Task Force on Health and Housing Terms of Reference. Council appointed Councillor Hemmens and Councillor Bonner as Council representatives to the Task Force on Health and Housing.	Dale Lindsay;#251	Complete
Council	4/29/2019	Development Permit Application No. DP1127 - 337 Robson Street	It was moved and seconded that that Council issue Development Permit DP1127 at 337 Robson Street with the following variances: • increase the maximum allowable height from 12m to 16.08m; and • reduce the parking requirement from 14 spaces to 12 spaces.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/29/2019	Development Variance Permit Application No. DVP330 - 2067 and 2073 Boxwood Road	<p>It was moved and seconded that Council issue Development Variance Permit No. DVP330 with the following variances:</p> <ul style="list-style-type: none"> <li>• for 2067 and 2073 Boxwood Road:</li> <li>• to allow two freestanding signs within the Parkway Buffer on lands designated Rural Parkway;</li> <li>• for 2067 Boxwood Road:</li> <li>• to allow a third-party sign within the Parkway Buffer; and,</li> <li>• for 2073 Boxwood Road:</li> <li>• to increase the maximum allowable fascia sign size within the Parkway Buffer on lands designated Rural Parkway from 5m2 up to 12.6m2, and,</li> <li>• to allow fascia signs within the Parkway Buffer to face the Nanaimo Parkway.</li> </ul>	Dale Lindsay;#251	Complete
Council	4/29/2019	Rezoning Application No. RA407 - 6683 Mary Ellen Drive	<p>Passed first and second reading.</p> <p>It was moved and seconded that Council direct Staff to secure the amenity contribution prior to adoption of the bylaw, should Council support the bylaw at third reading.</p>	Dale Lindsay;#251	Complete
Council	4/29/2019	Rezoning Application No. RA408 - 3200 Island Highway North	<p>Passed first and second reading.</p> <p>It was moved and seconded that Council direct Staff to secure the amenity contribution prior to adoption of the bylaw, should Council support the bylaw at third reading.</p>	Dale Lindsay;#251	Complete
Council	4/1/2019	Seniors Connect Funding Extension	<p>It was moved and seconded that Council continue to receive funding from Employment and Social Development Canada under the New Horizons for Seniors program to continue existing Seniors Connect projects until 2019-DEC-31.</p>	Dale Lindsay;#251	Complete
Council	4/1/2019	Cultural Facility Multi-Year Lease Agreements	<p>It was moved and seconded that Council direct Staff to utilize a 10 year term of occupancy, with the option to renew for 10 additional years at the City's discretion, as the standard for future co-management and lease agreements related to City-owned cultural facilities such as the Port Theatre, Nanaimo Museum, Vancouver Island Military Museum, Nanaimo Art Gallery, and Harbour City Theatre buildings.</p>	Dale Lindsay;#251	Complete
Council	4/1/2019	Regional Context Statement Review (Regional Growth Strategy)	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. retain the existing Regional Context Statement in the Official Community Plan; and</li> <li>2. direct Staff to provide the existing Regional Context Statement to the Regional District of Nanaimo Board for its continued acceptance and advise that it will be updated through the scheduled 2019 Official Community Plan review.</li> </ol>	Dale Lindsay;#251	Complete
Council	4/1/2019	Development Variance Permit Application No. DVP380 - 411 Dunsmuir Street	<p>It was moved and seconded that Council issue Development Variance Permit No. DVP380 at 411 Dunsmuir Street with the following variances:</p> <ul style="list-style-type: none"> <li>- increase the maximum allowable fence height from 1.2m to 1.8m in the front yard setback along Wesley Street; and</li> <li>- increase the maximum allowable side yard fence from 1.8m to 2.9m within the south side yard setback.</li> </ul>	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/1/2019	Development Variance Permit Application No DVP362 - 424 Wesley Street	It was moved and seconded that Council issue Development Variance Permit No. DVP362 at 424 Wesley Street with the following variance:  - increase the maximum allowable fence height from 1.2m to 1.83m in the front yard setback along Wesley Street.	Dale Lindsay;#251	Complete
Council	4/1/2019	Developmnet Variance permit Application No. DVP379 - 240 Twiggly Wiggly Road	It was moved and seconded that Council issue Development Variance Permit No. DVP379 at 240 Twiggly Wiggly Road with the following variance:  - allow a heat pump to be located to the side of the principal building.	Dale Lindsay;#251	Complete
Council	4/1/2019	Rezoning Application No. RA411 - 25 Front Street	"Zoning Amendment Bylaw 2019 No. 4500.141" passed first and second reading.  It was moved and seconded that Council direct Staff to secure the amenity contribution and BC Liquor and Cannabis Regulation Branch approval prior to adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	4/1/2019	Rezoning Application No RA413 - 3923 Victoria Avenue	"Zoning Amendment Bylaw 2019 No. 4500.138" passed first and second reading.  It was moved and seconded that Council direct Staff to secure the amenity contribution and BC Liquor and Cannabis Regulation Branch approval prior to adoption of the Bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	4/1/2019	Rezoning Application No. RA416 - 1483 Bowen Road	"Zoning Amendment Bylaw 2019 No. 4500.139" passed first and second reading.  It was moved and seconded that Council direct Staff to secure the amenity contribution and BC Liquor and Cannabis Regulation Branch approval prior to adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	4/1/2019	Rezoning Application No. RA417 - 510 Fifth Street	"Zoning Amendment Bylaw 2019 No. 4500.140" passed first and second reading.  It was moved and seconded that Council direct Staff to secure the amenity contribution and BC Liquor and Cannabis Regulation Branch approval prior to adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	3/18/2019	Development Permit No. DP1115 - 615 & 699 Harewood Road	That Council issue Development Permit No. DP1115 at 615 and 699 Harewood Road with the following variances: <ul style="list-style-type: none"> <li>• increase the maximum allowable height from 8m to 8.89m for Building A and 8.84m for Building B;</li> <li>• reduce the minimum rear yard setback from 1.5m to 1.2m for proposed Lot A;</li> <li>• reduce the required number of parking spaces for proposed Lot A from 8 spaces to 4; and,</li> <li>• increase the maximum permitted percentage of small car spaces from 40% to 50% for proposed Lot B.</li> </ul>	Dale Lindsay;#251	Complete
Council	3/18/2019	Development Permit No. DP1117 - 77 Chapel Street	It was moved and seconded that Council issue Development Permit No. DP1117 at 77 Chapel Street with the following variance: <ul style="list-style-type: none"> <li>• reduce the minimum front yard setback from 1.5m to 1.0m.</li> </ul>	Dale Lindsay;#251	Complete



Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	3/4/2019	Rezoning Application No. RA410 - Unit 9, 1599 Dufferin Crescent	That "Zoning Amendment Bylaw 2019 No. 4500.133" passed first and second reading. That Council direct Staff to secure the amenity contribution and BC Liquor and Cannabis Regulation Branch approval prior to adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	Complete
Council	3/4/2019	Inter-Community Business Licence Amendment Bylaw 2019 No. 7176.01	"Inter-Community Business Licence Amendment Bylaw 2019 No. 7176.01" passed three readings.	Dale Lindsay;#251	Complete
Council	2/25/2019	New Horizons for Seniors Grant	That Council support the City of Nanaimo's participation in a collaborative Expression of Interest application to the Human Resources and Skills Development Canada New Horizons for Seniors Program for the purpose of enhancing social connectivity amongst adults 55 years and older.	Dale Lindsay;#251	Complete
Council	2/25/2019	Home-Based Business Regulation Review	That Council direct Staff to return to an upcoming Council meeting with amendments to "Zoning Bylaw 2011 No. 4500", "Sign Bylaw 1987 No. 2850" and "Off-Street Parking Regulations Bylaw 2018 No. 7266" relating to the home-based business regulations.	Dale Lindsay;#251	Complete
Council	2/25/2019	Development Variance Permit Application No. DVP374 - 60 Bryden Street	It was moved and seconded that Council issue Development Variance Permit No. DVP374 for 60 Bryden Street with the following variances: <ul style="list-style-type: none"> <li>• reduce the minimum front yard setback from 4.5m to 1.8m;</li> <li>• reduce the minimum side yard setback (west side) from 1.5m to 0.91m;</li> <li>• reduce the minimum rear yard setback from 7.5m to 6m;</li> <li>• increase the maximum allowable lot coverage from 40% to 44%; and,</li> <li>• reduce the minimum of number of required off-street parking spaces from 2 to 0.</li> </ul>	Dale Lindsay;#251	Complete
Council	2/25/2019	Development Variance Permit Application No. DVP377 - 3583 Hammond Bay Road	It was moved and seconded that Council issue Development Variance Permit No. DVP377 at 3583 Hammond Bay Road with the following variance: <ul style="list-style-type: none"> <li>• increase the maximum combined height for retaining walls within the front yard from 1.2m to 3.55m.</li> </ul>	Dale Lindsay;#251	Complete
Council	2/4/2019	Development Permit Application No. DP1102 - 1228 Manzanita Place	It was moved and seconded that Council issue Development Permit No. DP1102 at 1228 Manzanita Place with the following variances: <ul style="list-style-type: none"> <li>• reduce the minimum front yard setback for proposed Building B from 6m to 5.4m;</li> <li>• reduce the minimum front yard setback for proposed Building C from 6m to 4.5m;</li> <li>• increase the maximum building heights for proposed Buildings A, C and D from 7m to 9m; and,</li> <li>• increase the maximum building height for proposed Building B from 7m to 8.2m.</li> </ul>	Dale Lindsay;#251	Complete
Council	2/4/2019	Covenant Amendment Application No. CA10 - 1371 Stewart Avenue	It was moved and seconded that Council direct Staff to proceed with a Public Hearing for Covenant Amendment Application No. CA10 at 1371 Stewart Avenue.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/4/2019	Front Street Extension - Budget Transfer	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. approve a change to the funding strategy for the walkway component of the Front Street Extension project; and,</li> <li>2. direct Staff to submit a revised grant application to Union of BC Municipalities for the waterfront walkway project at 1 Port Drive for evaluation.</li> </ol>	Dale Lindsay;#251	Complete
Committee of the Whole	1/28/2019	Delegation from Dennis McMahon regarding the Nanaimo Arts Community	It was moved and seconded that Council direct Staff to prepare a report that provides information and outlines the feasibility of 580 Fitzwilliam Street being designated as a community arts centre with options for other community groups to use the facility as well.	Dale Lindsay;#251	Complete
Council	1/21/2019	Housing Agreement - 548 Steeves Road	"Housing Agreement Bylaw 2019 No. 7280" passed 1st, 2nd and 3rd reading.	Dale Lindsay;#251	Complete
Council	1/21/2019	Housing Agreement Amendment - 1406 Bowen Road	"Housing Agreement Amendment Bylaw 2019 No. 7262.01" passed 1st, 2nd and 3rd reading.	Dale Lindsay;#251	Complete
Council	1/21/2019	Development Variance Permit Application No. DVP371 - 5284 Sherbourne Drive	<p>It was moved and seconded that Council issue Development Variance Permit No. DVP371 at 5284 Sherbourne Drive with the following variance:</p> <ul style="list-style-type: none"> <li>• reduce the minimum lot frontage requirement from 15m to 10.16m for proposed Lot A.</li> </ul>	Dale Lindsay;#251	Complete
Council	1/21/2019	Rezoning Application No. RA406 - 111 Nicol Street	<p>"Zoning Amendment Bylaw 2019 No. 4500.132" passed 1st and 2nd reading.</p> <p>It was moved and seconded that Council direct Staff to secure the amenity contribution and BC Liquor and Cannabis Regulation Branch approval prior to adoption of the bylaw, should Council support the bylaw at third reading.</p>	Dale Lindsay;#251	Complete
Council	1/21/2019	Proposed Road Closure-Part of Labieux Road and Land Exchange at 2560 Bowen Road	<p>It was moved and seconded that Council:</p> <ul style="list-style-type: none"> <li>• authorize the road closure and disposition of a portion of Labieux Road adjacent to 2560 Bowen Road and direct Staff to enter into a Road Closure and Land Exchange Agreement; and,</li> <li>• direct Staff to proceed with public notice of closure and disposition of a portion of Labieux Road.</li> </ul> <p>"Highway Closure and Dedication Removal Bylaw 2019 No. 7274" passed 1st and 2nd reading.</p>	Dale Lindsay;#251	Complete
Special Council	1/14/2019	2019 Culture & Heritage Grant Recommendations	Council approved the 2019 Culture & Heritage Grant (Operating and Projects funding) recommendations of \$338,887.	Dale Lindsay;#251	Complete
Special Council	1/14/2019	UBCM Community Child Care Planning Program Grant	Council supported an application to the Union of BC Municipalities for funding under the Community Child Care Planning Program on behalf of a collaborative group comprised of the City of Nanaimo and one or more local governments in the region, and that the City of Nanaimo provide overall grant management for the collaborative.	Dale Lindsay;#251	Complete
Special Council	1/14/2019	Councillor Bonner Motion Regarding Arts and Culture Multi-Year Lease Agreements	Council directed Staff to engage with Arts and Culture groups who lease property from the City of Nanaimo by May 1, 2019 to determine if the groups would benefit from multi-year lease agreements in order to be eligible apply to for grant funding from senior levels of governments.	Dale Lindsay;#251	Complete
Special Council	1/14/2019	Councillor Bonner Motion Regarding Truth and Reconciliation Call to Action #57	Council directed Staff to develop an implementation plan for responding to Truth and Reconciliation Call-to-Action #57 for Council's consideration by July 1, 2019.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	12/17/2018	Property Gifting - 603 Nottingham Drive	It was moved and seconded that Council: 1. provide approval to accept a gifting of property located at 603 Nottingham Drive for park purposes; and, 2. direct Staff to issue a tax donation receipt for \$70,000 to Cottle Creek Ventures Inc.	Dale Lindsay;#251	Complete
Council	12/17/2018	Development Variance Permit Application No. DVP365 - 125 Front Street	It was moved and seconded that Council issue Development Variance Permit No. DVP365 at 125 Front Street with the following variances: • allow an animated sign; and, • increase the maximum sign area of a freestanding sign from 10m2 to 30.46m2.	Dale Lindsay;#251	Complete
Council	12/17/2018	Development Variance Permit Application No. DVP367 - 550 Seventh Street	It was moved and seconded that Council issue Development Variance Permit No. DVP367 at 550 Seventh Street with a variance to allow an animated sign.	Dale Lindsay;#251	Complete
Council	12/17/2018	Development Variance Permit Application No. DVP369 - 3135 Mexicana Road	It was moved and seconded that Council issue Development Variance Permit No. DVP369 at 3135 Mexicana Road with a variance to allow an animated sign.	Dale Lindsay;#251	Complete
Council	12/17/2018	Development Variance Permit Application No. DVP372 - 124 Tait Road	It was moved and seconded that Council issue Development Variance Permit No. DVP372 at 124 Tait Road with the following variance: • increase the maximum building height for an accessory building with a roof pitch less than 6:12 from 4.5m to 4.64m.	Dale Lindsay;#251	Complete
Council	12/17/2018	Proposed Road Closure – Part of Redmond Road Adjacent to 5400 Dewar Road and 5351 Redmond Road	It was moved and seconded that: 1. Council authorize the road closure and disposition of a portion of Redmond Road adjacent to 5400 Dewar Road and 5351 Redmond Road; 2. Mayor and Corporate Officer execute the conditional Road Closure and Sale Agreement; and, 3. Council direct Staff to proceed with public notice of closure and disposition of a portion of Redmond Road.	Dale Lindsay;#251	Complete
Council	12/17/2018	2019 Temporary Outdoor Public Art Recommendations	It was moved and seconded that Council approve the ten, 2019 Temporary Outdoor Public Art selections totaling \$28,000, recommended by the 2019 selection panel.	Dale Lindsay;#251	Complete
Special Council	12/12/2018	Social Planning Grants - 2019 Recommendations	It was moved and seconded that Council approve a total of \$85,000 for the 2019 Social Planning Grant allocations as outlined in the report titled Social Planning Grants - 2019 Recommendations, dated 2018-DEC-12.	Dale Lindsay;#251	Complete
Special Council	12/12/2018	2019 Culture & Heritage Grant Recommendations	It was moved and seconded that Council receive the report titled 2019 Culture & Heritage Grant Recommendations, dated 2018-DEC-12, for information and defer consideration to the 2019-JAN-14 Council Meeting.	Dale Lindsay;#251	Complete
Special Council	12/12/2018	2019 Downtown Event Grant Recommendations	It was moved and seconded that Council approve the 2019 Downtown Event Grant recommendations of \$150,000 as outlined in the report titled 2019 Downtown Event Grant Recommendations, dated 2018-DEC-12.	Dale Lindsay;#251	Complete
Council	12/3/2018	Development Variance Permit Application No. DVP370 - 406 Harwell Road	It was moved and seconded that Council issue Development Variance Permit No. DVP370 at 406 Harwell Road with the following variance: • reduce the minimum rear yard setback from 7.5m to 5.8m for the proposed addition.	Dale Lindsay;#251	Complete
Council	11/19/2018	440 Selby Street - Update to the Revitalization Tax Exemption Agreement	It was moved and seconded that Council approve an update to the Revitalization Tax Exemption Agreement for a proposed three-storey hotel at 440 Selby Street.	Dale Lindsay;#251	Complete

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Council	11/19/2018	Development Variance Permit No. DVP363 - 1 Port Drive	It was moved and seconded that Council issue Development Variance Permit No. DVP363 at 1 Port Drive to vary the Subdivision Control Bylaw to exempt the proposed subdivision from the required works and services.	Dale Lindsay;#251	Complete
Council	11/19/2018	Development Variance Permit No. DVP364 - 4822 Whalley Way	It was moved and that Council issue Development Variance Permit No. DVP364 at 4822 Whalley Way with the following variance: <ul style="list-style-type: none"> <li>• reduce the minimum setback for garage doors facing a street from 6m to 4.37m.</li> </ul>	Dale Lindsay;#251	Complete
Council	11/19/2018	Development Variance Permit Application No. DVP366 - 3712 Polaris Drive	It was moved and seconded that Council issue Development Variance Permit No. DVP366 at 3712 Polaris Drive with the following variance: <ul style="list-style-type: none"> <li>• allow a heat pump to be located to the front of the principal dwelling.</li> </ul>	Dale Lindsay;#251	Complete
Council	11/19/2018	Development Variance Permit Application No. DVP368 - 171 Calder Road	It was moved and seconded that Council issue Development Variance Permit No. DVP368 at 171 Calder Road with the following variances within the Parkway Buffer on lands designated as part of the “Rural Parkway”: <ul style="list-style-type: none"> <li>• allow a backlit fascia sign; and</li> <li>• increase the maximum allowable fascia sign size from 5m2 to 11.65m2.</li> </ul>	Dale Lindsay;#251	Complete
Council	10/19/2020	Emergency Food and Nutrition Security Strategy	That Council:  <ul style="list-style-type: none"> <li>• endorse the Emergency Food and Nutrition Strategy as formal stakeholder input into the REIMAGINE NANAIMO process;</li> <li>• support the creation of a Nanaimo Food Policy Council as an independent, arms-length body that would continue collaborative work to strengthen the local food system and request that Staff bring forward a report on how the City can facilitate this work; and,</li> <li>• Direct Staff to include the Emergency Food and Nutrition Strategy on a future Governance and Priorities Committee Agenda for further discussion.</li> </ul>	Dale Lindsay;#251	Complete
Council	8/31/2020	Housing Agreement No. HA3 - 20 Barsby Avenue	It was moved and seconded that Council direct Staff to register a covenant to reinforce the terms of the Housing Agreement.	Dale Lindsay;#251	Complete
Council	8/31/2020	BC Housing Navigation Centre	It was moved and seconded that Council authorize the Mayor to provide a letter of support to the Ministry of Municipal Affairs and Housing regarding the City of Nanaimo’s interest in hosting a navigation centre in Nanaimo for people who are experiencing homelessness that involves an agreement with Island Health to provide an adequate level of ‘integrated clinical health supports’.	Dale Lindsay;#251	Complete
Special Council	7/27/2020	Recommendation re: Mobile Crisis Response Unit	It was moved and seconded that Council direct Staff to prepare a business case for the creation of a mobile crisis response unit to respond to mental health and wellness calls.	Dale Lindsay;#251	Complete
Special Council	7/27/2020	Recommendation re: Nanaimo Prosperity Agency Draft Charter	It was moved and seconded that Council receive for information the Nanaimo Prosperity Agency Draft Charter and direct staff to refer the Draft Charter to the proposed owners for feedback prior to final consideration.	Dale Lindsay;#251	Complete
Special Council	6/22/2020	Climate Change Resilience Strategy	It was moved and seconded that Council adopt the Climate Change Resilience Strategy and direct Staff to prioritize actions in this report and begin implementation of the strategy.	Dale Lindsay;#251	Complete
Council	6/15/2020	Recommendation re: Climate Resiliency Public Engagement Working Group	That Council support establishing a working group in order to prepare a plan on how the City can communicate and engage with the public on the issue of climate resiliency.	Dale Lindsay;#251	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	6/15/2020	Councillor Hemmens - Notice of Motion re: Position Statement - City's Role in Health and Housing	It was moved and seconded that Council refer the attached draft position statement on defining the City's role in health and housing to staff for review and comment.	Dale Lindsay;#251	Complete
Council	5/25/2020	COVID-19 Response to Downtown Restaurant Patios 1/3	<p>Council directed Staff to:</p> <p>1. implement a temporary downtown restaurant patio program in response to the phased reopening of businesses during the COVID-19 Pandemic; and,</p> <p>2. reallocate \$25,000 from the Downtown Event Grants to facilitate the temporary improvements with any shortfall in funding to be funded from Council's Strategic Infrastructure Reserve.</p>	Dale Lindsay;#251	Complete
Special Council	4/1/2020	COVID-19 Response – Homeless/Vulnerable Population	It was moved and seconded that Council direct the Health and Housing Task Force to develop a food security plan; including funding, procurement and distribution options to provide safe and consistent meals for individuals experiencing homelessness and the vulnerable population.	Dale Lindsay;#251	Complete
Council	9/16/2019	Step Code Implementation Strategy	It was moved and seconded that the Step Code Implementation Strategy be referred to the Environment Committee for review including consideration of a potentially expedited implementation plan.	Dale Lindsay;#251	Complete
Council	9/16/2019	Step Code Implementation - Zoning Bylaw Schedule D and Rezoning Policy	<p>"Zoning Amendment Bylaw 2019 No. 4500.154" (To amend Schedule D of the Zoning Bylaw to modify Category 5 – Energy Management to include reference to the BC Energy Step Code) passed two readings.</p> <p>It was moved and seconded that Council direct Staff to develop a building energy efficiency rezoning policy.</p>	Dale Lindsay;#251	Complete
Council	12/21/2020	Correspondence dated 2020-DEC-17 from Nanaimo social service providers	It was moved and seconded that Council refer the letter received from numerous social service providers to the office of the CAO to coordinate a stakeholder meeting inclusive of the health and housing co-chairs, pursuant to the requests made.	Jake Rudolph;#442	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. Approve the COVID-19 Recovery Plan to support the resumption of services, programs and activities where possible and that are in alignment with recommendations, advice, and guidelines that are issued by WorkSafeBC, Island Health, the BC Centre for Disease Control, and the BC Ministry of Health;</li> <li>2. Acknowledge and support that any reopening of services, programs and activities will be informed by safety plans, safe work procedures, signage, and internal and external communication to promote public safety and responsible operations; and,</li> <li>3. Continue to support and remain responsive to changing conditions associated with COVID-19 such that future closures occur where required.</li> </ol>		
Council	7/13/2020	COVID-19 Recovery Plan		Jake Rudolph;#442	Complete
			<p>It was moved and seconded that Council direct Staff to prepare briefing materials and an information report on the following capital projects for consideration of future potential stimulus progress and advocacy opportunities:</p> <ul style="list-style-type: none"> <li>• Waterfront Walkway – Departure Bay</li> <li>• South End Community Centre</li> <li>• RCMP Facility</li> <li>• Public Works Facility</li> <li>• Fire Training Centre</li> <li>• Terminal Nicol Reimagined; and</li> <li>• Wakesiah Avenue Corridor</li> </ul>		
Special Council	5/11/2020	Potential Capital Projects Discussion		Jake Rudolph;#442	Complete
Special Council	5/11/2020	Notice of Motion	It was moved and seconded that Council direct Mayor Krog to write a letter in support of the City of North Vancouver’s request to Hon. David Eby, Q.C. supporting businesses by making liquor licensing more flexible	Jake Rudolph;#442	Complete
Council	12/2/2019	Global Covenant of Mayors Canada and Showcase Cities Pilot Project	It was moved and seconded that Council support participation in the Global Covenant of Mayors Canada Showcase Cities pilot project and endorse the Mayor’s Letter of Commitment.	Jake Rudolph;#442	Complete
Council	11/18/2019	Dr. David Coupland, Nanaimo Medical Staff Association	It was moved and seconded that Council provide a letter of support for a fully funded tertiary hospital at Nanaimo Regional General Hospital in a timeline approved by the Nanaimo medical staff and the patients of Central and North Island.	Jake Rudolph;#442	Complete
Council	10/21/2019	Correspondence from Vancouver Island Regional Library dated, 2019 OCT 11, re: Letter of Support for Canadian Libraries Access to Digital Content	It was moved and seconded that Council send a letter of support to the Canadian Urban Libraries Council (CULS) regarding support for Canadian libraries access to digital content.	Jake Rudolph;#442	Complete

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Council	7/22/2019	Approval of the Nanaimo RCMP Detachment Annual Policing Priorities 2019-JUL-08	That Council approve the Nanaimo RCMP Detachment Annual 2019/2020 Policing Priorities as follows: Road Safety Crime Reduction Violence in Relationships Mental Health Indigenous Policing Services	Jake Rudolph;#442	Complete
Council	7/22/2019	Councillor Hemmens Motion regarding Letter to the Ministry of Education regarding Library Funding	That Council direct the Mayor, on behalf of Council, write a letter to Minister Fleming asking that the BC Government restore library funding to a minimum of \$20 million annually to reflect inflationary and population increases and recommit to a progressive funding approach, reflecting the role of public libraries in achieving the goals of the Province and our communities.	Jake Rudolph;#442	Complete
Committee of the Whole	7/15/2019	Councillor Hemmens: Motion regarding Letter to the Ministry of Education	It was moved and seconded that the Committee of the Whole recommend that Council direct the Mayor, on behalf of Council, write a letter to Minister Fleming asking that the BC Government restore library funding to a minimum of \$20 million annually to reflect inflationary and population increases and recommit to a progressive funding approach, reflecting the role of public libraries in achieving the goals of the Province and our communities.	Jake Rudolph;#442	Complete
Special Council	6/10/2019	Councillor Hemmens – Motion re: Department of National Defense Lands	It was moved and seconded that correspondence be sent from Mayor and Council to the Department of National Defence requesting they convene a meeting with representatives of recreational user groups that have been using the Department of National Defence lands near Nanaimo with the intention of reaching a use agreement which works for all parties.	Jake Rudolph;#442	Complete
Council	5/6/2019	Strategic Plan Update 9:00 a.m. – 10:30 a.m.	That Council direct Staff to narrow down the key focus areas of the Strategic Plan from 21 focus areas to approximately 10 focus areas and return to a future Governance and Priorities Committee meeting with the results.	Jake Rudolph;#442	Complete
Council	4/29/2019	Councillor Brown Motion re: Climate Emergency	It was moved and seconded that the City of Nanaimo officially declare a climate emergency for the purposes of identifying and deepening our commitment to protecting our economy, our eco systems, and our community from global warming.	Jake Rudolph;#442	Complete
Council	4/29/2019	Councillor Brown Motion re: Climate Emergency	It was moved and seconded that correspondence be sent to the Honourable George Heyman, provincial Minister of Environment and Climate Change Strategy, requesting that province reinstate the production of the Community Energy and Emissions Inventory Reports or dedicate grant funding to be used for their creation.	Jake Rudolph;#442	Complete
Council	4/29/2019	Business Arising out of Correspondence from District of Highlands, dated 2019-FEB-26, regarding Local Government Survivor Climate Challenge	It was moved and seconded that Council accept the District of Highland’s Local Government Survivor Climate Challenge, and that each Council member preform an individual global footprint calculation and allow the Chief Administrative Officer to send a letter to the District of Highlands with the average of these footprint results in order to participate in the competition. Each Council member will do their best to reduce their emissions over the year to win this competition.	Jake Rudolph;#442	Complete
Council	3/2/2020	Updated 2019 - 2022 Strategic Plan	It was moved and seconded that Council adopt the revised 2019-2022 Strategic Plan as seen in Attachment A of the report titled “Updated 2019-2022 Strategic Plan”. The motion carried.	Jake Rudolph;#442	Complete

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Council	9/16/2019	City of Nanaimo Privacy Policy & Whistleblower Policy	It was moved and seconded that Council approve the City of Nanaimo Whistleblower Policy as presented in the report titled "City of Nanaimo Privacy Policy & Whistleblower" dated 2019-SEP-16.	John Van Horne;#302	Complete
Council	6/17/2019	Strategic Plan Action Timelines	It was moved and seconded that Council direct Staff to embed the timelines as outlined in Attachment C of the report titled "Strategic Plan Action Timelines", dated 2019-JUN-10, in the Strategic Plan. It was moved and seconded that Council include the appendix outlined in Attachment B of the report titled "Strategic Plan Action Timelines", dated 2019-JUN-10, in the Strategic Plan.	John Van Horne;#302	Complete
Council	6/17/2019	Strategic Plan	It was moved and seconded that Council approve the 2019-2022 Strategic Plan including the change to bullet number seven on the Environmental Responsibility page of the Strategic Plan to "Work with the Regional District of Nanaimo and other community organizations to develop food security for the region."	John Van Horne;#302	Complete
Council	5/27/2019	Draft Strategic Plan	2. That Council advocate for a fast ferry service or other forms of transportation improvements for connectivity, as action items under Economic Health in the draft Strategic Plan. 3. That Council amend the sixth bullet under Governance Excellence on the draft Strategic Plan to read "Advocate for the Provincial and Federal governments to take responsibility for mental health, affordable housing and social disorder issues".	John Van Horne;#302	Complete
Council	5/27/2019	Separate Addressed Consent Items - Draft Strategic Plan	That Council add the following action item under Environmental Responsibility "If requested the City of Nanaimo work with the Regional District of Nanaimo and community organizations to develop food security for the region".	John Van Horne;#302	Complete
Committee of the Whole	1/28/2019	Code of Conduct	It was moved and seconded that the Committee of the Whole recommend that Council adopt the attached Code of Conduct and sign the accompanying declaration at the next regular meeting of Council.	John Van Horne;#302	Complete
Council	11/2/2020	Community Resiliency Investment Program (FireSmart Community Funding and Supports Program)	It was moved and seconded that Council support the City of Nanaimo's application to the Union of BC Municipalities for the Community Resiliency Investment Program (FireSmart Community Funding and Supports Program) and if successful the project will be added to the 2021-2025 Financial Plan.	Karen Fry;#348	Complete
Council	10/21/2019	Presentation: Fire Department Update and Services Delivery Plan	That Council direct Staff to prepare a report for Council on transitioning pre-hospital care up to Emergency Medical Responder.	Karen Fry;#348	Complete
Council	10/21/2019	Community Resiliency Investment Program (FireSmart Community Funding and Supports Program)	That Council support the City of Nanaimo's application to the Union of BC Municipalities for the Community Resiliency Investment Program (FireSmart Community Funding and Support Program) and if successful the 2020-2024 Financial Plan be amended to include this grant.	Karen Fry;#348	Complete
Council	10/7/2019	Central Island Emergency Services Communications Partnership Funding	Council approved the 900Mhz link system and allocate \$30,000 from the E911 Reserve.	Karen Fry;#348	Complete
Council	7/8/2019	911 Funding	That Council approve the 911 Firewall upgrade and allocate \$30,000 from the E911 Reserve.	Karen Fry;#348	Complete
Council	4/29/2019	Appointment of Bylaw Enforcement Officer	It was moved and seconded that Council appoint Craig Dishkin as a Bylaw Enforcement Officer to enforce provisions of the City of Nanaimo Bylaws.	Karen Fry;#348	Complete
Council	2/25/2019	"Bylaw Notice Enforcement Amendment Bylaw 2018 No. 7159.04"	Passed first, second and third reading.	Karen Fry;#348	Complete



Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/25/2019	City of Nanaimo "Public Nuisance Bylaw 2019 No. 7267" and City of Nanaimo "Bylaw Notice Enforcement Amendment Bylaw 2019 No. 7159.05"	Passed first, second and third reading.	Karen Fry;#348	Complete
Council	2/25/2019	"Bylaw Notice Enforcement Amendment Bylaw 2019 No. 7159.06"	Passed first, second and third reading.	Karen Fry;#348	Complete
Council	11/19/2018	Nuisance Property Abatement - 5350 Metral Drive	It was moved and seconded that Council declare 5350 Metral Drive a "Nuisance" pursuant to the "Nuisance Abatement and Cost Recovery Bylaw 2003 No. 5645", and to authorize Staff to record and charge for municipal services including police required to abate nuisance activity.	Karen Fry;#348	Complete
Council	11/19/2018	Appointment of Fire Inspectors and Fire Fighters as Bylaw Enforcement Officers	It was moved and seconded that Council appoint Fire Inspectors and Fire Fighters as Bylaw Enforcement Officers to enforce the provisions of City of Nanaimo "Fire Protection and Life Safety Regulations Bylaw 2011 No. 7108".	Karen Fry;#348	Complete
Council	11/19/2018	Improperly Fenced Swimming Pool - 3168 Uplands Drive	It was moved and seconded that Council, pursuant to Sections 72 and 73 of the <i>Community Charter</i> , order the owner of 3168 Uplands Drive, within 30 days, to erect a fence as required pursuant to the City of Nanaimo "Building Bylaw 2016 No. 7224" or remove the swimming pool.	Karen Fry;#348	Complete
Special Council	6/10/2019	531 Kennedy Street – Acceptance of Project Under "Revitalization Tax Exemption Bylaw 2018 No. 7261"	It was moved and seconded that Council approve the Revitalization Tax Exemption Agreement for a proposed eight-unit multi-family rental building at 531 Kennedy Street.	Laura Mercer;#331	Cancelled
Council	3/2/2020	2019 - 2023 Financial Plan Amendment Bylaw	Bylaw 7279.02 adopted.	Laura Mercer;#331	Complete
Council	2/24/2020	BC Mayors Caucus	It was moved and seconded that Council approve attendance and expenses for Mayor Krog to attend the BC Mayor's Caucus from May 5th to May 6th, 2020.	Laura Mercer;#331	Complete
Council	2/24/2020	2019 – 2023 Financial Plan Amendment Bylaw	Bylaw 7279.02 passed first, second and third reading.	Laura Mercer;#331	Complete
Council	1/13/2020	"Financial Plan Bylaw 2019 No. 7307"	Adopted.	Laura Mercer;#331	Complete
Council	12/16/2019	2020-2024 Financial Plan Bylaw	"Financial Plan Bylaw 2019 No. 7307" (To confirm and adopt the 2020-2024 financial plan) passed three readings.	Laura Mercer;#331	Complete
Council	12/16/2019	Internal Borrowing Resolution	That Council approve internal borrowing from the Development Cost Charge (DCC) City Wide Drainage Reserve Fund in the amount of \$1,165,265 in 2020 and \$2,088,600 in 2021 to fund the Sanitary Sewer DCC project SS19: Millstone Trunk South, for a 20 year term at an interest rate of 2%. Repayment of the internal borrowing to be from sewer operations.	Laura Mercer;#331	Complete
Council	12/16/2019	"Sewer Regulation and Charge Amendment Bylaw 2019 No. 2496.32"	Bylaw adopted.	Laura Mercer;#331	Complete
Council	12/16/2019	Waterworks Rate and Regulation Amendment Bylaw 2019 No. 7004.15"	Bylaw adopted.	Laura Mercer;#331	Complete
Council	12/16/2019	"South West Bulk Water Rate Amendment Bylaw 2019 No. 7099.08"	Bylaw adopted.	Laura Mercer;#331	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	12/16/2019	"Municipal Solid Waste Collection Amendment Bylaw 2019 No. 7128.11"	Bylaw adopted.	Laura Mercer;#331	Complete
Council	12/2/2019	2020 - 2024 Draft Financial Plan Recap	That Council direct Staff to update the 2020 – 2024 budget to cap the annual contribution to the Strategic Infrastructure Reserve at the 2019 level of 100% of annual Fortis Revenues and 67% of annual Casino Revenues.	Laura Mercer;#331	Complete
Council	12/2/2019	2020 - 2024 Draft Financial Plan Recap	That Council direct Staff to update the 2020 – 2024 budget to fund the design phase of the Marie Davidson Bike Park infrastructure upgrade at a cost of \$35,000 to be funded from the Strategic Infrastructure Reserve.	Laura Mercer;#331	Complete
Council	12/2/2019	2021 - 2024 Draft Financial Plan Recap	That Council direct Staff to update the 2020 – 2024 budget to increase the Nanaimo Fire Rescue training budget for six years to implement Emergency Medical Responder Training of \$66,750 in 2020 and \$60,000 a year for 2021 to 2025.	Laura Mercer;#331	Complete
Council	12/2/2019	2022 - 2024 Draft Financial Plan Recap	That Council direct Staff to update the 2020 – 2024 budget to fund the one time increase of \$30,756 to the Vancouver Island Symphony.	Laura Mercer;#331	Complete
Council	12/2/2019	2022 - 2024 Draft Financial Plan Recap	That Council direct Staff to update the 2020 – 2024 budget to fund the one time increase of \$30,756 to the Vancouver Island Symphony from the Strategic Infrastructure Reserve.	Laura Mercer;#331	Complete
Council	12/2/2019	2024 - 2024 Draft Financial Plan Recap	That Council direct Staff to update the 2020 – 2024 budget to increase the Nanaimo Victim Services annual operating grant by \$50,000 to fund 1 additional staff member funded from General Revenue.	Laura Mercer;#331	Complete
Council	12/2/2019	2025 - 2024 Draft Financial Plan Recap	That Council direct Staff to update the 2020 – 2024 budget to increase the Nanaimo Area Land Trust operating grant by \$5000 a year funded from General Revenue.	Laura Mercer;#331	Complete
Council	12/2/2019	2026 - 2024 Draft Financial Plan Recap	That Council defer consideration of the Manager of Sustainability position until the 2021 – 2025 Financial plan to allow for review and updating of the Community Sustainability Action Plan.	Laura Mercer;#331	Complete
Council	12/2/2019	2027 - 2024 Draft Financial Plan Recap	That Council direct Staff to update the 2020 – 2024 budget to fund the design of the Loudon Boathouse from the Strategic Infrastructure Reserve.	Laura Mercer;#331	Complete
Council	12/2/2019	Budget Recap	It was moved and seconded that Council increase the Bylaw Enforcement Officers schedule from 35 hours to 40 hours per week and that the increase be partially funded from Parking Revenues with the rest to be funded from taxation	Laura Mercer;#331	Complete
Council	12/2/2019	Budget Recap	It was moved and seconded that Council remove the Council Contingency Fund from the 2020 Draft budget, that the Emergency Medical Responder training to be funded from the Strategic Infrastructure Reserve in 2020 and that the Deputy City Clerk position be added to the draft budget.	Laura Mercer;#331	Complete
Council	12/2/2019	Amendment to Bulk Water Rates for South West Extension	Bylaw 7099.08 passed first, second and third reading.	Laura Mercer;#331	Complete
Council	11/18/2019	Governance and Priorities Committee Agenda Planning	That the Governance and Priorities Committee recommend that Council invite a representative from the Coastal Community Social Procurement Initiative to make a presentation during the next available Governance and Priorities Committee Meeting.	Laura Mercer;#331	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	11/18/2019	Nanaimo BMX Track Redevelopment Design	That the Finance and Audit Committee recommend that Council: 1. consider funding of \$35,000, during the 2020 - 2024 Financial Plan review, for detailed design and cost estimates for the Nanaimo BMX track redevelopment; and, 2. direct Staff to work with Nanaimo BMX Association and other stakeholders on the development of detailed design and costing for the project	Laura Mercer;#331	Complete
Council	11/18/2019	Emergency Medical Responder	That the Finance and Audit Committee recommend that Council consider funding an increase to the Nanaimo Fire Rescue training budget of \$66,750 in the first year (2020) and \$60,000 for the following five years (2021-2025) during the 2020 2024 Financial Plan review to raise the service level to Emergency Medical Responder (EMR).	Laura Mercer;#331	Complete
Council	11/18/2019	Delegation from Jennifer McAskill, Nanaimo Police Based Victim Services Society Co-Chair, and Cheryl Zapotichny, RCMP Victim Services Program Manager, requesting funding for Victim Services Program	That the Finance and Audit Committee recommend that Council direct Staff to prepare a report regarding the \$100,000 funding request from the Victim Services Program and that letters be sent to the Ministry of Public Safety and Solicitor General, and the Regional District of Nanaimo requesting that they increase funding to the Victim Services Program.	Laura Mercer;#331	Complete
Council	11/4/2019	2019 Asset Management Reserve Fund Amendment Bylaws	General Fund Asset Management Amendment Bylaw 2019 No. 7186.01" "Sewer Fund Asset Management Amendment Bylaw 2019 No. 7187.01" Water Fund Asset Management Amendment Bylaw 2019 No. 7188.01" passed three readings.	Laura Mercer;#331	Complete
Council	11/4/2019	Request from Councillor Geselbracht re: Registration fee covered by City to attend the BC Municipal Climate Leadership Council in Richmond, BC, November 7-8, 2019	That Council approve the accommodation, travel, registration, and meal costs for Councillor Geselbracht to attend the BC Municipal Climate Leadership Council in Richmond, November 7-8, 2019.	Laura Mercer;#331	Complete
Committee of the Whole	10/28/2019	Delegation from Nanaimo BMX Association	It was moved and seconded that the Committee of the Whole recommend that Council refer the request from the Nanaimo BMX Association for \$35,000 for infrastructure upgrades to the Marie Davidson BMX Park to Staff to prepare a report for Council consideration as Council enters budget deliberations for this year.	Laura Mercer;#331	Complete
Council	10/21/2019	"Property Tax Exemption Bylaw 2019 No. 7293"	Adopted.	Laura Mercer;#331	Complete
Council	10/7/2019	Consideration of New Permissive Tax Exemption Applications	Council award a Permissive Tax Exemption for the 2020 tax year to the Canadian Mental Health Association Mid-Island for property that is being leased (lower level) at 290 Bastion Street.	Laura Mercer;#331	Complete
Council	10/7/2019	One Time Bonus Gas Tax Payment	That Council use the one-time bonus Gas Tax payment to fund the Metral Drive Complete Streets Phase 2 project.	Laura Mercer;#331	Complete
Council	10/7/2019	Property Tax Exemption Bylaw for 2020 Property Taxes	"Property Tax Exemption Bylaw 2019 No. 7293" passed three readings.	Laura Mercer;#331	Complete
Council	7/22/2019	Heritage Home Grant Application – 18 Fourteenth Street	That Council approve a \$2,500 Heritage Home Grant for the exterior repaint of the John Wilson Residence located at 18 Fourteenth Street.	Laura Mercer;#331	Complete
Council	7/22/2019	Changes to Serauxmen Stadium Field Lighting Project to LED Standard	That Council amend the 2019 – 2023 Financial Plan to increase the budget from \$752,721 to \$1,096,221 for the Serauxmen Stadium Field Lighting Project to provide for LED field lighting and electrical servicing upgrades to be funded from the Community Works Fund.	Laura Mercer;#331	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	7/22/2019	Brookwood Pump Station Retrofit Project	That Council approve the addition of \$250,000 to the 2019 year of the 2019-2023 Financial Plan for the Brookwood Pump Station Retrofit Project to be funded by Sewer Reserves.	Laura Mercer;#331	Complete
Council	7/22/2019	Haliburton Street Multi-Use Trailway Project	That Council approve the transfer of \$300,000 from the Pedestrian Transportation Improvements Unallocated Fund and \$157,000 from Water Infrastructure Projects Contingency Fund to fund the Haliburton Street Multi-use Trailway Project.	Laura Mercer;#331	Complete
Council	7/22/2019	2020 - 2024 Financial Plan Workshop	That Council direct Staff to proceed with the draft Waterfront Walkway plan as presented. That Council direct Staff to proceed with funding the Waterfront Walkway through debt servicing from property taxation.	Laura Mercer;#331	Complete
Council	7/22/2019	Reserve Policy Update	That Council endorse the summary of recommendations on page 43 of the report titled “City of Nanaimo Reserves Review Report” as follows: 1. Establish the following new Operating Reserves: a. General Financial Stability b. Sewer Financial Stability c. Water Financial Stability d. Special Initiatives 2 Establish new Statutory Reserves, approve related bylaws and transfer balances from corresponding Operating Reserves to new Statutory Reserves: a. 911 b. Cart Replacement c. Copier Replacement d. Housing Legacy e. Information Technology f. NDSS Field Maintenance g. Parking h. Property Acquisition i. Strategic Infrastructure j. Sustainability 3. Establish new Emission Reduction Statutory Reserve and transfer balance from Regional Emission Reduction Reserve.	Laura Mercer;#331	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			<p>4. Eliminate the following reserves:</p> <p>a. Allowance for Bad Debts</p> <p>b. Colliery Dam</p> <p>c. Firehall Improvements</p> <p>d. Fire Training</p> <p>e. Regional Emission Reduction</p> <p>f. SNIC (two reserves combined into one reserve)</p> <p>g. Traffic Fines</p> <p>h. Uncollected Parking Revenues</p> <p>i. Uncollected Taxes</p> <p>j. Uninsured Claim</p> <p>k. VI Fire Academy</p> <p>l. Water Levelling</p> <p>5. Transfer reserve balances as outlined in Appendix 4.</p> <p>6. Approve the methodology for determining target balances for each reserve as outlined in Appendix 2 of this report.</p> <p>7. Approve the Reserves Policy.</p> <p>8. Direct staff to report annually to Council on the status of all City reserves as outlined in the Reserve Policy.</p>		
Council	7/22/2019	Reserve Policy Update		Laura Mercer;#331	Complete
Council	7/8/2019	2020 - 2024 Financial Plan Development Workshop	That Council direct Staff to prepare a business case regarding the addition of an environmental position focused around coordination of the Environmental Sustainability Action Plan.	Laura Mercer;#331	Complete
Special Council	6/24/2019	2018 Statement of Financial Information	It was moved and seconded that Council approve the City of Nanaimo 2018 Statement of Financial Information for filing with the Ministry of Municipal Affairs and Housing.	Laura Mercer;#331	Complete
Special Council	6/24/2019	2018 Annual Municipal Report	It was moved and seconded that Council approve the 2018 Annual Municipal Report.	Laura Mercer;#331	Complete
Special Council	5/13/2019	Councillor Expenses	Council authorized travel expenses including ferry and mileage for Councillor Brown to attend the BC Active Transportation Summit June 17-18, 2019.	Laura Mercer;#331	Complete
Special Council	5/13/2019	2018 Annual Financial Statements	Council approved the 2018 Annual Financial Statements for the City of Nanaimo.	Laura Mercer;#331	Complete
			<p>That Council:</p> <p>1. Award a permissive tax exemption for the 2020 tax year to the Nanaimo Brain Injury Society for property it leases at 106 – 285 Prideaux Street;</p> <p>2. Award a permissive tax exemption for the 2020 tax year to the Let Me Be Me Learning Foundation for property it leases at 200 – 1585 Bowen Road;</p> <p>3. Award a permissive tax exemption for the 2020 tax year to the Nanaimo 7-10 Club Society for property it leases at 303 – 285 Prideaux Street; and,</p> <p>4. Award a permissive tax exemption for the 2020 tax year to Nanaimo Region John Howard Society for property it owns at 2353 Rosstown Road.</p>		
Council	4/29/2019	Consideration of New Permissive Tax Exemption Applications		Laura Mercer;#331	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/29/2019	Consideration of New Permissive Tax Exemption Applications	That Council award a cash grant for the 2019 property taxes to the Nanaimo Region John Howard Society for property it owns at 2353 Rosstown Road.	Laura Mercer;#331	Complete
Council	4/29/2019	Potential Additional FTE – Engineering Development Technician	That Council direct Staff to add an additional FTE (Engineering Development Technician) to the 2019-2023 Financial Plan effective 2019-JUL-01.	Laura Mercer;#331	Complete
Council	4/29/2019	Funding Request from Mid-Island Business Initiative	It was moved and seconded that Council allocate \$48,000 to the Mid-Island Business Initiative for the Manufacturing Technology & Entrepreneurship Council program for the remainder of 2019.	Laura Mercer;#331	Complete
Council	4/29/2019	2019-2023 Financial Plan Amendment Bylaw	Bylaw passed first, second and third reading.	Laura Mercer;#331	Complete
Council	4/29/2019	2019 Property Tax Rates Bylaw	Bylaw passed first, second and third reading.	Laura Mercer;#331	Complete
Council	4/29/2019	Economic Development - Terms of Reference	It was moved and seconded that Council endorse the Terms of Reference: Economic Development Model and direct Staff to commence consultation work immediately.	Laura Mercer;#331	Complete
Council	4/29/2019	Councillor Brown Motion re: Climate Emergency	It was moved and seconded that all funds in the Regional Emissions Reduction Reserve be moved to a new reserve fund for the purpose of supporting projects, plans and initiatives that reduce the City of Nanaimo's community wide CO2 emissions to between 50% to 58% below 2010 levels by 2030, and between 94% and 107% below 2010 levels by 2050.	Laura Mercer;#331	Complete
Council	4/1/2019	Nanaimo Volunteer and Information Centre Society Other Grant Funding Request	It was moved and seconded that Council award an Other Grant to the Nanaimo Volunteer & Information Centre Society (OG-01) in the amount of \$1,551.46 to cover the cost of the rental of Beban Park Auditorium on 2019-APR-11 for their 2019 Volunteer Appreciation Luncheon and that Council continue to cover this annual cost for the duration of this Council's term.	Laura Mercer;#331	Complete
Council	4/1/2019	Community Action Team Funding Extension	It was moved and seconded that Council approve the provision of additional funding from the Overdose Emergency Response Centre for Nanaimo's Community Action Team to support Indigenous community members.	Laura Mercer;#331	Complete
Council	4/1/2019	Parks and Trails Parcel Tax Bylaws	"Regional Parks and Trails Parcel Tax Bylaw 2019 No. 7285" passed first, second and third reading  "Parcel Tax Roll Preparation Bylaw 2019 No. 7284" passed first, second and third reading.	Laura Mercer;#331	Complete
Council	3/18/2019	Social Procurement for the City of Nanaimo	It was moved and seconded that Council join the Coastal Communities Social Procurement Initiative and utilize the outcomes of the initiative to inform the City of Nanaimo's procurement policy.	Laura Mercer;#331	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			That Council approve the allocation of the 2018 operating surplus as follows: 1. General Fund  a. Property Purchase Reserve           \$ 1,600,000  b. General Capital Reserve           1,400,000  c. General Financial Stability Reserve   1,292,000  d. Unallocated General Surplus           276,700  \$ 4,568,700  2. Sewer Fund  a. Sewer Reserve           \$ 675,000  b. Unallocated Sewer Surplus   64,000  \$ 739,000  3. Water Fund a. Water Distribution Reserve \$ 2,000,000 b. Unallocated Water Surplus   287,900 \$ 2,287,900		
Council	3/18/2019	2018 Surplus Allocation		Laura Mercer;#331	Complete
Council	2/25/2019	Consultation Plan – Single-Use Checkout Bags Regulation	That Council approve the consultation plan as attached and add \$15,350 to the 2019 – 2023 Financial Plan, funded from General Taxation.	Laura Mercer;#331	Complete
Council	2/25/2019	Request for Additional Funding - Bastion Street Parkade Infrastructure	That Council approve an additional \$136,100, funded from the Parking Reserve, to complete the Bastion Parkade Post Tension Strand Construction capital project.	Laura Mercer;#331	Complete
Council	2/25/2019	Downtown Metered Parking	That Council approve adding \$17,500 to the 2019 budget for a Downtown Parking Signage project to be funded from the Parking Reserve.	Laura Mercer;#331	Complete
Council	2/25/2019	Automated Solid Waste Collection - Equipment Financing	That Council authorize up to \$432,396 be borrowed, under Section 175 of the <i>Community Charter</i> , from the Municipal Finance Authority, for the purpose of purchasing an automated garbage truck; and that the loan be repaid within five (5) years, with no rights of renewal.	Laura Mercer;#331	Complete
Council	2/25/2019	2018-2022 Financial Plan Amendment Bylaw	Passed first, second and third reading.	Laura Mercer;#331	Complete
Council	1/21/2019	Nanaimo Pride Society Multi - Year Funding Request	It was moved and seconded that Council direct Staff to endorse the full grant of \$7,500 requested by the Nanaimo Pride Society with funding to be provided from the Council Contingency Fund.	Laura Mercer;#331	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	1/21/2019	Nanaimo & District BC SPCA Grant Application	It was moved and seconded that Council direct Staff to approve the Nanaimo & District BC SPCA grant request over two years (2019 – 2020) at \$12,500 per year funded from general taxation.  It was moved and seconded that Council direct Staff to develop a policy that provides direction and expectations for responding to requests from non-profit organizations for financial support outside of the current grant programs.	Laura Mercer;#331	Complete
Council	1/21/2019	Municipal and Regional District Tax (MRDT) Allocation of Online Accommodation Platform (OAP) Revenues	It was moved and seconded that Council direct Staff to submit the necessary documentation to Destination BC to allocate Online Accommodation Platform revenue to the Housing Legacy Reserve to fund affordable housing initiatives.	Laura Mercer;#331	Complete
Special Council	1/14/2019	Port Theatre Community Performing Arts Centre Funding	“Port Theatre Borrowing Bylaw 2019 No. 7282” passed three readings. Council approved funding \$100,000 of the City’s commitment of the Port Theatre Performing Arts Centre funding from the Strategic Infrastructure Reserve.	Laura Mercer;#331	Complete
Special Council	1/14/2019	"Financial Plan Bylaw 2018 No. 7279"	Bylaw adopted.	Laura Mercer;#331	Complete
Council	12/17/2018	Investing in Canada Infrastructure Program	It was moved and seconded that Council endorse the Port Theatre Community Performing Arts Centre, for application under the Community, Culture, and Recreation Stream of the Investing in Canada Infrastructure Program.	Laura Mercer;#331	Complete
Council	12/17/2018	2019 – 2023 Financial Plan Bylaw	Bylaw passed first, second and third reading.	Laura Mercer;#331	Complete
Special Council	12/12/2018	Delegation from Leon Davis, Manager of Nanaimo and District, BC SPCA, regarding funding for Nanaimo Low Income Spay and Neuter Initiative Program	It was moved and seconded that Council direct Staff to prepare a report for review as soon as possible regarding Mr. Davis’s funding request for the Nanaimo and District SPCA Spay/Neuter program including terms, source and amount of funding and to include potential options for making it a line item in future budgets.	Laura Mercer;#331	Complete
Special Council	12/12/2018	Delegation from Mike Scott, Director of Nanaimo Pride Society, and Rick Dagg, Secretary of Nanaimo Pride Society, regarding Nanaimo Pride Society's short and long-term goals	It was moved and seconded that Council direct Staff to prepare a report regarding options for supporting the \$10,000 request from the Nanaimo Pride Society.	Laura Mercer;#331	Complete
Special Council	12/12/2018	Frank Crane Arena - Ammonia Chiller Replacement and Refrigeration Plant Upgrade	It was moved and seconded that Council approve amending year two of the current 2018 – 2022 Financial Plan to include \$471,211 in additional funding from the Facility Development Reserve for a low charge ammonia chiller system and refrigeration plant upgrades for Frank Crane Arena.	Laura Mercer;#331	Complete



Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	12/10/2018	Committee Recommendations	<p>It was moved and seconded that Council approve adoption the following motions recommended during the Special Finance and Audit Committee Meeting 2018-DEC-05:</p> <ul style="list-style-type: none"> <li>• That Council set the 2019 Draft Funding Level for Project Funding – General Taxation at \$6.9 million, a funding increase of \$1.1 million over 2018.</li> <li>• That Council increase the RCMP contract to include 15 new members, 3 per year, over a 5 year period 2020-2024.</li> <li>• That Council increase the growth estimate for 2019 to \$1.3 million from \$1.2 million.</li> <li>• That Council extend the transition period of the annual Casino revenue to the Strategic Infrastructure Reserve from 4 years to 5 years and eliminate the 2019 increase in funding.</li> <li>• That Council maintain the status quo for Economic Development – Service Delivery in the 2019 – 2023 Draft Financial Plan.</li> <li>• That Council continue with the 1% annual increase for contributions to General Asset Management Reserve, to address the infrastructure funding gap.</li> </ul>	Laura Mercer;#331	Complete
Special Council	12/10/2018	Committee Recommendations (continued)	<ul style="list-style-type: none"> <li>• That Council move \$50,000, to create an internal order for Public Engagement, under the Office of the Chief Administrative Officer, to facilitate community engagement in the New Year, to be funded from the Strategic Infrastructure Reserve.</li> <li>• That Council approve the following new positions listed in the 2019 Draft Plan: <ul style="list-style-type: none"> <li>-City Administration - Manager, Communications</li> <li>-Public Safety - Bylaw Enforcement Officer –Parking Patroller (Hospital Area Parking Strategy)</li> <li>-Public Safety - Bylaw Enforcement Officer –Parking Patroller (CPSO Office)</li> <li>-Community Development - Administrative Support</li> <li>-Engineering and Public Works - Parking and Street Use Coordinator</li> <li>-Engineering and Public Works - Public works Clerk/Dispatcher</li> <li>-Parks and Recreations - Special Events Coordinator</li> </ul> </li> </ul>	Laura Mercer;#331	Complete
Special Council	12/10/2018	Committee Recommendations (continued)	<ul style="list-style-type: none"> <li>• That Council include an additional Automated Truck and Refuse Collector in January 2020, truck to be budgeted in 2019, and another in July 2022, to be funded from the Sanitation User Fees.</li> <li>• That Council include a one year Temporary GIS Technologist position in 2019, to be funded from the 2018 Surplus.</li> <li>• That Council approve the Draft 2019 – 2023 Financial Plan with the proposed changes from 2018-DEC-05.</li> </ul>	Laura Mercer;#331	Complete
Special Council	12/10/2018	Separately Considered Consent Items	It was moved and seconded that Council include an additional four career firefighter positions to the 2019 Draft Plan.	Laura Mercer;#331	Complete
Special Council	12/10/2018	Separately Considered Consent Items	It was moved and seconded that Council reduce the contribution to the Engineering and Public Works Snow and Ice Reserve in 2019 to \$100,000.	Laura Mercer;#331	Complete
Special Council	12/10/2018	Councillor Geselbracht re: Recycling and Policy Advisor Position	It was moved and seconded that Council add the Recycling and Policy Advisor position to the 2019 Draft Budget.	Laura Mercer;#331	Complete
Special Council	12/10/2018	Councillor Brown re: Active and Sustainable Transportation Coordinator	It was moved and seconded that Council add the Active and Sustainable Transportation Coordinator position to the 2019 Budget.	Laura Mercer;#331	Complete

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Council	12/3/2018	Amendment to Rates and Charges for Sanitary Sewer	"Sewer Regulation and Charge Amendment Bylaw 2018 No. 2496.31" passed first, second and third reading.	Laura Mercer;#331	Complete
Council	12/3/2018	Amendment to Rates and Charges for Water	"Waterworks Rate and Regulation Amendment Bylaw 2018 No. 7004.14" passed first, second and third reading.	Laura Mercer;#331	Complete
Council	12/3/2018	Amendment to Bulk Water Rates for South West Extension	"South West Bulk Water Rate Amendment Bylaw 2018 No. 7099.07" passed first, second and third reading.	Laura Mercer;#331	Complete
Council	12/3/2018	Amendment to Rates and Charges for Municipal Solid Waste Collection	"Municipal Solid Waste Collection Amendment Bylaw 2018 No. 7128.10" passed first, second and third reading.	Laura Mercer;#331	Complete
Council	11/18/2019	Procurement Policy Review	That the Finance and Audit Committee recommend that Council direct Staff to undertake the planned review of the Procurement Policy with an increased focus on social, environmental and ethical elements for City purchases that specifically align with the desired outcomes of the Strategic Plan.	Laura Mercer;#331	Complete
Council	12/17/2018	Council Remuneration	It was moved and seconded that Council: 1. adjust Council base salaries to compensate net pay for the 1/3 tax exemption effective 2019-JAN-01; 2. amend the "Council Spending and Amenities Policy" to include a provision to annually revise the base compensation for Mayor and Council by applying the BC Annual Percent Consumer Price Index to the prior year's base compensation amount to a maximum of 2% per year; and, 3. appoint an independent Council Remuneration task force to undertake a comprehensive review of Council compensation, Council Spending and Amenities Policy and any other related matters deemed appropriate by Council. The Council remuneration task force should be appointed no later than 2019 and submit its recommendations for implementation January 2021.	Laura Mercer;#331	Cancelled
Council	11/2/2020	Councillor Armstrong - Motion re: City Facilities Room Bookings for Nonprofit Addiction Support Groups	It was moved and seconded that Staff prepare a report for options to secure use of rooms at City of Nanaimo facilities to assist nonprofit addiction support group meetings, which are a critical part of their recovery program.	Richard Harding;#252	Complete
Special Council	7/27/2020	Serauxmen Stadium Improvement Plan	It was moved and seconded that Council receive the "180626 Serauxmen Stadium Improvement – Conceptual Design and Costing Report" and the "200601 Serauxmen Stadium Improvement Report" as guiding documents for the Serauxmen Stadium facility.	Richard Harding;#252	Complete
Special Council	7/27/2020	Re-Opening Plan for Aquatics	It was moved and seconded that Council approve the Aquatics re-opening plan that aligns with the City's "COVID-19 Recovery Plan" and complies with the components of the "Planning Framework for Municipal Operations".	Richard Harding;#252	Complete
Special Council	7/27/2020	Re-Opening Plan for Community Recreation Centres	It was moved and seconded that Council approve the Community Recreation Centres Re-opening Plans that align with the City's "COVID-19 Recovery Plan" and comply with the components of the "Planning Framework for Municipal Operations".	Richard Harding;#252	Complete
Council	7/20/2020	Pilot Sites for Remotely Piloted Aircraft Systems	It was moved and seconded that Council extend the one-year pilot project that allows members of the Nanaimo Model Airs Club, or individuals who qualify for a permit from the General Manager of Parks, Recreation and Culture, to fly remotely piloted aircraft systems in designated locations at designated times, for one additional year.	Richard Harding;#252	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	7/13/2020	Re-Opening Plan for Arenas	It was moved and seconded that Council approve the Arenas Re-opening Plan that aligns with the City's "COVID-19 Recovery Plan" and complies with the components of the "Planning Framework for Municipal Operations".	Richard Harding;#252	Complete
Council	6/1/2020	Advisory Committee on Accessibility and Inclusiveness 2020 Workplan	That Council endorse the Advisory Committee on Accessibility & Inclusiveness 2020 Workplan as presented.	Richard Harding;#252	Complete
Council	5/25/2020	Short Term Solutions for Cleanliness in Public Spaces	Council funded up to \$187,000 for the provision of the City of Nanaimo "Social Disorder Response Team", from the Special Initiatives Reserve to run five days a week until 2020-DEC-31.	Richard Harding;#252	Complete
Council	4/6/2020	2020 Environment Committee Workplan	That Council endorse the draft 2020 Environment Committee Workplan.	Richard Harding;#252	Complete
Special Council	3/18/2020	Electrification and Geoechange Options for Reducing Greenhouse Gas Emissions	It was moved and seconded that Council: 1. direct Staff to proceed with studying the feasibility and potential options at each facility for upgrades to the heating plants at the Nanaimo Aquatic and Beban Park Recreation Centres with the goal of significantly reducing greenhouse gas emissions; and, 2. approve funding of \$50,000 from the "Emission Reduction Reserve Fund Bylaw 2019 No. 7298" to complete these studies.	Richard Harding;#252	Complete
Council	2/24/2020	Community Program Development Grant - Nanaimo Science and Sustainability Society (NS3)	That Council approve the request from the Nanaimo Science and Sustainability Society (NS3) for a Community Program Development Grant in the amount of \$3,000 to assist in funding a Science in the Park summer program for children and families.	Richard Harding;#252	Complete
Council	2/24/2020	Next Phase for Nanaimo Art Gallery Development and Implementation	That Council:  1. direct Staff to work with the Nanaimo Art Gallery on moving forward with the next phase of the Nanaimo Art Gallery development process and return with options that may include an updated co-management agreement; and, 2. direct Staff to include funding options that address the next phase of Art Gallery Development and Operations for Council's consideration in the 2021-2025 budget deliberations.	Richard Harding;#252	Complete
Council	2/24/2020	Rotary Centennial Garden Project Update	That Council approve adding \$186,120 to the 2020 budget for the Rotary Centennial Garden Project at Maffeo Sutton Park to be funded by the Strategic Infrastructure Reserve.	Richard Harding;#252	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	1/13/2020	2020 Downtown Event Grant Recommendations	<p>1. 2020 Downtown Event Grant Recommendations</p> <p>That Council approve the 2020 Downtown Event Grant recommendations of \$150,000 as follows:</p> <p>A Capella Plus Choral Society A - Capella Plus Fall Concert - \$473</p> <p>B. Gallant Homes - B. Gingerbread Homes - \$7,500</p> <p>Friends of Heritage Society - Nanaimo Heritage Festival - \$13,000</p> <p>Friends of Nanaimo Jazz Society - Jazz Affair - \$4,000</p> <p>Greater Nanaimo Chamber of Commerce - Commercial Street Night Market - \$24,750</p> <p>Humanity in Community - Hub City Walls - \$15,000</p> <p>Malaspina Choral Society 50th Anniversary Gala - \$2,000</p> <p>Men's Resource Centre Hub City Soapbox Derby - \$7,325</p> <p>Nanaimo Artwalk Committee - Nanaimo Artwalk 2020 \$2,700</p> <p>Nanaimo Chapter Federation of Canadian Artists -Nanaimo Fine Art Show \$2,100</p> <p>Nanaimo Craft Beer Society - Nanaimo Craft Beer \$3500</p>	Richard Harding;#252	Complete
			<p>Nanaimo Downtown Farmers Market Society - Nanaimo Downtown Farmers Market \$6,695</p> <p>Nanaimo Dragon Boat Festival Society - Nanaimo Dragon Boat Festival \$10,000</p> <p>Nanaimo International Jazz Festival Association - 10-Day Concert Series and 3-Day Festival \$17,000</p> <p>Nanaimo Pride Society - Nanaimo Pride 2020 \$9,500</p> <p>Old City Quarter Association - Christmas in the OCQ \$2,500</p> <p>Old City Quarter Association - Halloween in the OCQ \$2,850</p> <p>Old City Quarter Association - Hop Into Spring in the OCQ \$1,450</p> <p>Old City Quarter Association - Sounds of Summer in the OCQ \$6,000</p> <p>TheatreOne Emerging Voices \$4,000</p> <p>Vancouver Island Regional Library Big Names, Little City – Canadian Author Reading Series \$806</p> <p>Vancouver Island Regional Library - Vancouver Island Childrens' Book Festival (BookFest) \$3,750</p> <p>Volume Studio Ltd. - SHINE2020 Nanaimo \$2,656</p> <p>Wordstorm Society of the Arts Poetry SlamFest \$445</p>		

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			<p>2020 Culture and Heritage Grant Recommendations</p> <p>That Council approve the 2020 Culture &amp; Heritage Grant funding (Operating and Projects) recommendations of \$350,092 as follows:</p> <p>A Capella Plus Choral Society \$3,250  Friends of Nanaimo Jazz Society \$4,500  Heart of the Island Chorus Society \$2,300  Hub City Cinema Society \$10,500  Island Bel Canto Singers \$1,500  Island Consort Society \$1,750  L'Association des francophones de Nanaimo \$21,000  Malaspina Choral Society \$3,500  Mid Island Metis Nation Association \$11,000  Nanaimo Chamber Orchestra \$4,512  Nanaimo Chinese Cultural Society \$3,350  Nanaimo Concert Band Society \$7,750</p>		
Council	1/13/2020	2020 Culture and Heritage Grant Recommendations		Richard Harding;#252	Complete
			<p>Nanaimo International Jazz Festival Association \$20,000  Nanaimo Tidesmen - (BC Chapter of SPEBSQSA) \$2,375  Opera Nanaimo \$1,000  Pacific Coast Stage Company \$6,000  Pacific Institute of Bagpiping and Celtic Music \$3,250  Wordstorm Society of the Arts \$2,750  Crimson Coast Dance Society ** \$23,200  Nanaimo Conservatory of Music ** \$18,400  TheatreOne ** \$42,450  Vancouver Island Symphony ** \$89,244  Western Edge Theatre ** \$13,850  ** Recommended for continued three-year funding (2019 / 2020 / 2021)</p>		
Council	1/13/2020	2020 Culture and Heritage Grant Recommendations		Richard Harding;#252	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	1/13/2020	2020 Culture and Heritage Grant Recommendations	<p>Brechin United Church – Mission and Outreach Team Reconciliation Workshop – Building Bridges and Paddling Together \$800</p> <p>Crimson Coast Dance Society - Leadership Development \$611</p> <p>Crimson Coast Dance Society - Mixed Ability Dance Jams \$1,800</p> <p>Crimson Coast Dance Society - Qwuyulush Nuwilum Xwa’alum Sumshàthut \$3,750</p> <p>Federation of BC Writers - Youth &amp; Elder Journaling Workshops at Salish Lelum \$500</p> <p>Harbour City Jazz Society - JazzFest 2020 \$2,250</p> <p>Mid Island Community Band Society - MICoba “Massed Bands” Project \$500</p> <p>Nanaimo Ballroom Dance Society Island - Fantasy ball \$5,363</p> <p>Nanaimo Blues Society Summertime Blues \$20,000</p> <p>Nanaimo Sings! - Choral Festival Society Sing With Your Ears – A listening workshop for singers \$537</p> <p>Pacific Institute of Bagpiping and Celtic Music Society - Pacific Gael Youth Band \$1,500</p>	Richard Harding;#252	Complete
Council	1/13/2020	2020 Culture and Heritage Grant Recommendations	<p>South End Community Association South End Day \$4,750</p> <p>Vancouver Island Danish Canadian Club 2020 Federation of Danish Associations in Canada (Conference &amp; AGM) \$3,000</p> <p>Vancouver Island Short Film Festival Society Vancouver Island Short Film Festival \$6,200</p> <p>Wordstorm Society of the Arts Wordstorm Website Redesign \$1,100</p>	Richard Harding;#252	Complete
Council	12/16/2019	2020 Temporary Outdoor Public Art Recommendations	<p>That Council approve the 2020 Temporary Outdoor Public Art selections totaling \$28,000 as recommended by the selection panel:</p> <p>Artist Name Artwork Name Category</p> <p>Joanne Helm Joy in the Life and Balance A (\$1,000)</p> <p>Maggie Wouterloot History Needs a Rewrite A (\$1,000)</p> <p>Peter Achurch Sea Bed A (\$1,000)</p> <p>Steve Milroy The Fossil Laughs A (\$1,000)</p> <p>Bryan Faubert Out from Out Where: Beyond Liminality B (\$4,000)</p> <p>5</p> <p>Deryk &amp; Samuel Houston Jardiniere B (\$4,000)</p> <p>Joel Prevost Name your dog! B (\$4,000)</p> <p>Maggie Wouterloot Our Common Ancestor B (\$4,000)</p> <p>Marc Walter Not Out of the Woods B (\$4,000)</p> <p>Troy Moth Untitled B (\$4,000)</p>	Richard Harding;#252	Complete
Council	11/4/2019	Delegation from Nanaimo BMX Association	That Council refer the request from the Nanaimo BMX Association for \$35,000 for infrastructure upgrades to the Marie Davidson BMX Park to Staff to prepare a report for Council consideration as Council enters budget deliberations for this year.	Richard Harding;#252	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	10/21/2019	Discussion: Boathouse and Paddling Centre	That Council direct Staff to invite the Boathouse and Paddling Centre to make a presentation at a future Council meeting.	Richard Harding;#252	Complete
Council	10/7/2019	Harewood Youth Parks	Council directed staff to amend the 2019 – 2023 financial plan to accelerate Phase 2 of the Harewood Youth Park project to 2020 so that Phase 1 and Phase 2 can be constructed concurrently in 2020.	Richard Harding;#252	Complete
Council	9/16/2019	195 and 191 Fourth Street Co-Management Agreement Disposition - Nanaimo Search and Rescue	It was moved and seconded that Council: 1. approve a 25-year co-management agreement with the Nanaimo Search and Rescue at 195 and 191 Fourth Street; and, 2. authorize the Mayor and Corporate Officer to execute the agreement.	Richard Harding;#252	Complete
Council	9/16/2019	Municipal and Regional District Tax Renewal Bylaw	Accommodation Tax Request Bylaw 2019 No. 7294" (To increase the Municipal and Regional District Tax (MRDT) rate from two percent to three percent)" passed three readings. It was moved and seconded that Council direct Staff to submit an application to Destination BC to request that the Municipal and Regional District Tax rate be increased to three percent.	Richard Harding;#252	Complete
Council	7/8/2019	Community Program Development Grant – Mid-Island Youth and Community Development Cooperative	It was moved and seconded that Council approve the request from the Mid-Island Youth and Community Development Cooperative for a Community Program Development Grant in the amount of \$2,850 to assist in funding Nanaimo Earth Day Social Enterprise.	Richard Harding;#252	Complete
Council	5/27/2019	Deaccessioning of the Public Art Piece "The Frame" by Jason Gress	That Council approve the deaccessioning of the public art piece "The Frame" by Jason Gress from the City of Nanaimo's Public Art Collection.	Richard Harding;#252	Complete
Council	5/27/2019	Proposed Pilot Sites for Remotely Piloted Vehicles in Parks	That Council approve a one-year pilot project that allows members of the Nanaimo Model Airs Club, or individuals who qualify for a permit from the Director of Parks and Recreation, to fly Remotely Piloted Aircraft Systems in designated locations at designated times.	Richard Harding;#252	Complete
Council	4/1/2019	Rotary Centennial Garden Proposal for Maffeo Sutton Park	It was moved and seconded that Council: 1. approve the Rotary Centennial Garden for Maffeo Sutton Park as presented and that the garden be funded by the Rotarians; 2. amend the 2019 – 2023 Financial Plan to add the Centennial Garden project to 2019 for the \$200,000, fully funded by private contribution; and, 3. direct Staff to project manage the construction of Centennial Garden in coordination with the Rotarians for opening by 2020-MAY-01.	Richard Harding;#252	Complete
Council	4/1/2019	Travel Assistance Grant - Dover Bay Secondary Grade 9 Girls Basketball	It was moved and seconded that Council approve the request from the Dover Bay Secondary Girls Basketball team for a Travel Assistance Grant in the amount of \$600 for twelve (12) players to attend the Grade 9 Girls Basketball Provincial Championships held from 2019-FEB-28 through 2019-MAR-02 in Port Moody, BC.	Richard Harding;#252	Complete
Council	4/1/2019	Travel Assistance Grant - Vancouver Island Special Needs Hockey Association	It was moved and seconded that Council approve the request from the Vancouver Island Special Needs Hockey Association for a Travel Assistance Grant in the amount of \$2,000 for twenty (20) players to attend the Southern California Special Needs Hockey Festival to be held from 2019-APR-26 through 2019-APR-28 in Valencia, California.	Richard Harding;#252	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/1/2019	Travel Assistance Grants Approval Process	<p>It was moved and seconded that Council approve a change in the process for approving Travel Assistance Grants by:</p> <ul style="list-style-type: none"> <li>- authorizing Staff to approve Travel Assistance Grants as per the criteria; and,</li> <li>- directing Staff to provide a report to the Finance and Audit Committee with bi-annual updates on the distribution of funds.</li> </ul>	Richard Harding;#252	Complete
Council	4/1/2019	Bid to Host the 2021 Royal Bank Cup, National Junior A Hockey Championship	<p>It was moved and seconded that Council:</p> <ul style="list-style-type: none"> <li>- support the Nanaimo Clippers Junior A Hockey Club bid to host the Royal Bank Cup National Junior A Hockey Championship in 2021; and,</li> <li>- if the bid is successful, commit up to \$30,000 in the 2021 budget for the event.</li> </ul>	Richard Harding;#252	Complete
Council	4/1/2019	Nanaimo Aquatic Centre Score Clock Replacement	<p>It was moved and seconded that Council approve adding \$37,000 to the 2019 budget for a LED numeric score clock for the Nanaimo Aquatic Centre, to be funded from the Facility Development Reserve and a \$5,000 private contribution from the Nanaimo Riptides Swim Club.</p>	Richard Harding;#252	Complete
Council	3/18/2019	Request to Install a Peace Pole in Pirates Park	<p>It was moved and seconded that Council approve the installation of a peace pole in Pirates Park as requested.</p>	Richard Harding;#252	Complete
Committee of the Whole	3/11/2019	Request to Install A Peace Pole in Pirates Park	<p>That the Committee of the Whole recommed that Council approve the installation of a peace pole in Pirates Park as requested.</p>	Richard Harding;#252	Complete
Council	2/25/2019	Parks, Recreation and Culture Regulation Amendment Bylaw 2019 No. 7073.07	<p>Passed first, second and third reading.</p>	Richard Harding;#252	Complete
Council	12/17/2018	Vancouver Island Exhibition - Approval of Lease for Exhibition Grounds	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. approve a 25-year lease to the Vancouver Island Exhibition Association based on the terms and conditions outlined in the staff report; and,</li> <li>2. authorize the Mayor and Corporate Officer to execute the lease agreement.</li> </ol>	Richard Harding;#252	Complete
Council	12/17/2018	Nanaimo Equestrian Association - Approval of Lease for Beban Park Equestrian Grounds	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. approve a 10-year lease to the Nanaimo Equestrian Association; and,</li> <li>2. authorize the Mayor and Corporate Officer to execute the lease.</li> </ol>	Richard Harding;#252	Complete
Council	12/17/2018	195 and 191 Fourth Street - Letter of Intent for Lease with Nanaimo Search and Rescue	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. direct the Corporate Officer to execute the Letter of Intent with Nanaimo Search and Rescue; and,</li> <li>2. direct Staff to return to a future Council meeting for final approval of the lease once the conditions within the Letter of Intent have been satisfied.</li> </ol>	Richard Harding;#252	Complete
Special Council	12/12/2018	Travel Assistance Grant - Nanaimo Squash Club	<p>It was moved and seconded that Council approve the request from the Nanaimo Squash Club for a Travel Assistance Grant in the amount of \$100 for one (1) player to attend the Alberta Jesters Junior Open held from 2018-NOV-09 through NOV-11 in Calgary, AB.</p>	Richard Harding;#252	Complete
Special Council	12/12/2018	Travel Assistance Grant - Southside Minor Football	<p>It was moved and seconded that Council approve the request from the Southside Minor Football Association for a Travel Assistance Grant in the amount of \$1,000 for twenty-five (25) players to attend the BCCFA Provincial Championships held on 2018-DEC-02 in Coquitlam, BC.</p>	Richard Harding;#252	Complete



Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	12/12/2018	Travel Assistance Grant - John Barsby Secondary Girls Volleyball	It was moved and seconded that Council approve the request from the John Barsby Secondary Senior Girls Volleyball team for a Travel Assistance Grant in the amount of \$500 for ten (10) players to attend the AA Girls Provincial Volleyball Championships held from 2018-NOV-28 through DEC-01 in Burnaby, BC.	Richard Harding;#252	Complete
			<p>1. approve 2021 Cultural Grant funding (Operating, Project and Downtown Event) recommendations of \$478,166 as follows; and</p> <p>2.direct Staff to administer a special rapid response program for 2021 (Resilience Grant), with the remaining funds of \$28,559, to support resilience in Nanaimo’s arts and culture sector.</p> <p>2021 Culture &amp; Heritage Operating Grants</p> <p>Applicant Name: A Cappella Plus Choral Society Recommend: \$5,300</p> <p>Applicant Name: CineCentral Filmmakers Society Recommend: \$12,000</p> <p>Applicant Name: Crimson Coast Dance Society ** Recommend: \$24,137</p> <p>Applicant Name: Friends of Nanaimo Jazz Society Recommend: \$4,000</p> <p>Applicant Name: Island Bel Canto Singers Recommend: \$1,500</p> <p>Applicant Name: Island Consort Society Recommend: \$830</p> <p>Applicant Name: L’association des francophones de Nanaimo Recommend: \$21,500</p> <p>Applicant Name: Malaspina Choral Society Recommend: \$3,000</p> <p>Applicant Name: Mid Island Metis Nation Recommend: \$11,689</p> <p>Applicant Name: Nanaimo (BC) Chapter of the SPEBSQSA</p>		
Council	12/21/2020	Culture and Events Grants 2021 - Fund Recommendations to Support Community Vibrancy and Resilience 1/3		Richard Harding;#252	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	12/21/2020	Culture and Events Grants 2021 - Fund Recommendations to Support Community Vibrancy and Resilience 2/3	Applicant Name: Brechin United Church, Mission & Outreach Team Project Name: Building Bridges and Paddling Together Recommend: \$1,922 Applicant Name: Central Vancouver Island Multicultural Society Project Name: Anti-Racism Arts Festival Recommend: \$3,220 Applicant Name: CineCentral Filmmakers Society Project Name: Local Film Development Project Recommend: \$3,000 Applicant Name: Crimson Coast Dance Society Project Name: ODROS: Our Digital Reality Online Symposium Recommend: \$7,295 Applicant Name: Crimson Coast Dance Society Project Name: What Happened to We: Nanaimo/Nordic Exchange Recommend: \$10,000 Applicant Name: Festival of Banners (Nanaimo) Association Project Name: Festival of Banners Recommend: \$4,400 Applicant Name: Harbour City Jazz Society Project Name: JazzFest Recommend: \$1,500 Applicant Name: Nanaimo Aboriginal Centre Project Name: National Indigenous Peoples Day 2021 Nanaimo Celebration Recommend: \$3,500 Applicant Name: Nanaimo Arts Council Project Name: R&D: A Capital Plan for an Arts Centre	Richard Harding;#252	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	12/21/2020	Culture and Events Grants 2021 - Fund Recommendations to Support Community Vibrancy and Resilience 3/3	<p>Applicant Name: A Cappella Plus Choral Society  Project/Event Name: A Cappella Plus Spring Concert  Recommend: \$460</p> <p>Applicant Name: Friends of Nanaimo Jazz Society  Project/Event Name: Jazz Affair on the Coast  Recommend: \$3,997</p> <p>Applicant Name: Greater Nanaimo Chamber of Commerce  Project/Event Name: 2021 Commercial Street Night Market  Recommend: \$30,000</p> <p>Applicant Name: Nanaimo Arts Council  Project/Event Name: Nanaimo Artwalk  Recommend: \$3,563</p> <p>Applicant Name: Nanaimo Chapter Federation of Canadian Artists  Project/Event Name: Nanaimo Fine Art Show  Recommend: \$2,200</p> <p>Applicant Name: Nanaimo Downtown Famer's Market Society  Project/Event Name: Nanaimo Downtown Farmer's Market  Recommend: \$4,500</p> <p>Applicant Name: Nanaimo Dragon Boat Festival Society  Project/Event Name: Nanaimo Dragon Boat Festival  Recommend: \$10,000</p> <p>Applicant Name: Nanaimo International Jazz Festival Association  Project/Event Name: Nanaimo International Jazz Festival  Recommend: \$25,000</p> <p>Applicant Name: Nanaimo Men's Resource Centre (partnering with Old City Quarter Association)  Project/Event Name: Hub City Soapbox Derby  Recommend: \$10,000</p>	Richard Harding;#252	Complete
			<p>That Council:</p> <p>1. approve the draft terms of reference to establish an independent task force commencing in 2020 to undertake the review of the Council Spending and Amenities Policy with a focus on Council Remuneration; and,</p> <p>2. approve a Selection Committee comprising of the CAO, Director of Human Resources and Director of Legislative Services to review applicants and to select members of the Task Force, in accordance with the selection criteria contained in the Terms of reference.</p>		
Council	12/16/2019	Council Remuneration		Sheila Gurrie;#28	Cancelled

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	11/19/2018	Committee of the Whole Delegation Policy Report	It was moved and seconded that Council refer this item to Staff until after Council has received training on "Procedure Bylaw 2018 No. 7272" and discussion regarding the Committee of the Whole Delegation Policy has occurred.	Sheila Gurrie;#28	Cancelled
Special Council	12/14/2020	Update on Wesley Street	It was moved and seconded that the statement from Dave LaBerge, Manager, Bylaw Services, regarding the Wesley Street encampment fire response, be made public. The motion carried.	Sheila Gurrie;#28	Complete
Council	12/7/2020	2021 Governance and Priorities Committee Key Date Calendar	It was moved and seconded that Council approve the 2021 Governance and Priorities Committee Key Date Calendar, with meetings held in-person, in the Shaw Auditorium.	Sheila Gurrie;#28	Complete
Council	12/7/2020	2021 Advisory Committee on Accessibility and Inclusiveness Key Date Calendar	It was moved and seconded that Council approve the Advisory Committee on Accessiblity and Inclusiveness 2021 Key Date Calendar with meetings scheduled from 4:00 p.m. to 6:00 p.m.	Sheila Gurrie;#28	Complete
Council	12/7/2020	2021 Council Key Date Calendar	It was moved and seconded that Council approve the 2021 Council Key Date Calendar as presented.	Sheila Gurrie;#28	Complete
Council	11/16/2020	2021 Environment Committee Key Date Calendar	That Council approve the 2021 Environment Committee Key Date Calendar.	Sheila Gurrie;#28	Complete
Council	11/16/2020	Vancouver Island Regional Library Board 2021 Appointments	It was moved and seconded that Council appoint Councillor Hemmens as the trustee to the Vancouver Island Regional Library Board of Trustees for the January 1, 2021 to December 31, 2021 term.	Sheila Gurrie;#28	Complete
			It was moved and seconded that Council appoint Councillor Maartman as the alternate to the Vancouver Island Regional Library Board of Trustees for the January 1, 2021 to December 31, 2021 term.		
Council	11/16/2020	Revised 2021 Regional District of Nanaimo Board Appointments	That Council:  1. rescind the appointment of Councillor Turley as a Director on the Regional District of Nanaimo Board; 2. appoint Councillor Maartman as a Director assigned four votes on the Regional District of Nanaimo Board for a term ending 2021-DEC-31; and, 3. appoint Councillor Turley as an alternate Director on the Regional District of Nanaimo Board for a term ending 2021-DEC-31.	Sheila Gurrie;#28	Complete
Council	11/2/2020	Draft 2021 Finance and Audit Committee Key Date Calendar	It was moved and seconded that Council approve the selected 2021 Finance and Audit Committee Key Date Calendar.	Sheila Gurrie;#28	Complete
Council	11/2/2020	2021 Acting Mayor Schedule	It was moved and seconded that Council select option one for the 2021 Acting Mayor Schedule with the amendment of Councillors Armstrong and Turley switching dates.	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	11/2/2020	2021 Appointments to the Regional District of Nanaimo Board	<p>It was moved and seconded that Council renew, for a term ending 2021-DEC-31, appointments of the current Council members on the Regional District of Nanaimo Board as follows:</p> <p>5 Votes Mayor Krog  5 Votes Councillor Hemmens  5 Votes Councillor Armstrong  5 Votes Councillor Geselbracht  5 Votes Councillor Brown  4 Votes Councillor Turley  4 Votes Councillor Bonner  4 Votes Councillor Thorpe  Alternate Councillor Maartman</p>	Sheila Gurrie;#28	Complete
Council	11/2/2020	Councillor Geselbracht - Notice of Motion re: Riparian Review	"That the City's regulatory framework for watercourses be revised as part of the REIMAGINE Nanaimo process in order to improve the protection of city watercourse riparian areas for the full range of the important environmental and community benefits they provide."	Sheila Gurrie;#28	Complete
Council	9/28/2020	Council Dashboard (Voting Record)	That Council direct staff to proceed with the Council Voting Dashboard that has been developed by our IT Department to track Council's voting record for Council Meetings retroactive to July 1, 2020.	Sheila Gurrie;#28	Complete
Council	9/28/2020	Amendments to the Appointment of Officers and Delegation of Authority and Management Terms and Conditions Bylaws	<p>Officers Appointment and Delegation Bylaw Amendment Bylaw 2020 No. 7031.07" passed first, second and third reading.</p> <p>Management Terms and Conditions of Employment Amendment Bylaw 2020, No. 7273.01" passed first, second and third reading.</p>	Sheila Gurrie;#28	Complete
Council	9/14/2020	Councillor Bonner Notice of Motion re: Pilot Program to Reduce Residential Speed Limits	"That Council direct Staff to report back to Council on options for Nanaimo to participate in a potential Ministry of Transportation and Infrastructure pilot project limiting residential speed limits."	Sheila Gurrie;#28	Complete
Special Council	7/27/2020	Ocean EXP Presentation	<p>It was moved and seconded that Council will endorse the OceanEXP Vision – to create a unique opportunity for people to explore beneath the surface of the oceans empowering them to leave a legacy of ecological sustainability; and,</p> <p>Endorse the concept of developing a centre for ocean discovery in the Nanaimo Community and recognize the OceanEXP project as a unique and positive endeavor for the community and consistent with its strategic priorities and consistent with the city's 'Vision' to be a community that is livable, environmentally sustainable and full of opportunity for all generations and walks of life.</p>	Sheila Gurrie;#28	Complete
Council	7/13/2020	Governance Processes Discussion	It was moved and seconded that "Council Procedure Bylaw 2018 No. 7272", be brought forward to a future Governance and Priorities Committee meeting for further discussion.	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	7/13/2020	COVID-19 Recovery Plan – Council Meetings	<p>It was moved and seconded that effective July 20, 2020; the following rules will apply for public participation in all open Council and Committee meetings;</p> <ul style="list-style-type: none"> <li>• Delegation requests by members of the public for related or unrelated Council or Committee matters, as outlined in Council’s Procedure Bylaw, will be permitted;</li> <li>• All Council and Council related Committee meetings will be livestreamed, recorded and made available on the City’s website; and,</li> <li>• Members of the public who are not registered delegations will not be permitted to attend meetings in person (other than Public Hearings), as physical distancing requirements cannot be assured.</li> </ul>	Sheila Gurrie;#28	Complete
Council	7/6/2020	Health and Housing Task Force Meeting 2020-JUN-24	That Council extend the mandate of the Health and Housing Task Force to October 30, 2020, in order to allow time to complete the deliverables and bring forward a recommendation to Council.	Sheila Gurrie;#28	Complete
Council	7/6/2020	Councillor Geselbracht – Notice of Motion re: Nanaimo Neighbourhood Zero Emission Vehicle Bylaw	"That staff prepare a report with options for the timely implementation of a bylaw to allow the operation of Neighborhood Zero Emission Vehicles in Nanaimo"	Sheila Gurrie;#28	Complete
Council	7/6/2020	Councillor Armstrong Motion re: Council Voting Records	It was moved and seconded that Council direct Staff to prepare a report for Council outlining alternative tracking methods available for capturing each Councillor's vote on motions, other than the official meeting minutes, that allows for easy access of Council voting records by members of the public.	Sheila Gurrie;#28	Complete
Council	7/6/2020	Letter dated 2020-JUN-08 from Bonnie Henry, MD, MPH, FRCPC, Provincial Health Officer, re: Homeless Encampment Health Issues Guidelines in the Context of COVID-19	It was moved and seconded that Council refer the correspondence from Dr. Bonnie Henry to the Health and Housing Task Force to make recommendations, if any, to Council.	Sheila Gurrie;#28	Complete
Special Council	6/22/2020	Municipal Security Issuing Resolution Fire Station No. 1	<p>It was moved and seconded that Council approve borrowing two million (\$2,000,000) from the Municipal Finance Authority of British Columbia, as part of the 2020 fall Borrowing Session and as authorized through “Fire Station #1 Borrowing Bylaw 2018 No. 7257”;</p> <p>And that the Regional District of Nanaimo be requested to consent to the City of Nanaimo borrowing the two million (\$2,000,000) over a 20-year term and include the borrowing in a Security Issuing Bylaw.</p>	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	6/15/2020	Revised Public Hearing Schedule	<p>It was moved and seconded that Council support amending the Public Hearing dates from the first Thursday each month (except for August) to the following dates in order to accommodate public input on as many development applications as possible:</p> <ul style="list-style-type: none"> <li>• July 23, 2020</li> <li>• September 17, 2020</li> <li>• October 22, 2020</li> <li>• November 19, 2020</li> <li>• December 17, 2020</li> </ul>	Sheila Gurrie;#28	Complete
Council	6/15/2020	Councillor Armstrong – Notice of Motion re: Council Voting Records	<p>Councillor Armstrong advised that she would be bringing forward the following notice of motion for consideration at the 2020-JUL-06 Regular Council Meeting:</p> <p>That Council direct Staff to prepare a report for Council outlining alternative tracking methods available for capturing each Councillors vote on motions, other than the official meeting minutes, that allows for easy access of Council voting records by members of the public.</p>	Sheila Gurrie;#28	Complete
Council	6/8/2020	Correspondence from the Select Standing Committee on Finance and Government Services, dated 2020-MAY-06, re: Budget 2021 Consultation	It was moved and seconded that Council direct Mayor Krog to send correspondence to the Select Standing Committee on Finance and Government Services confirming the City of Nanaimo’s support in sharing of information to the community regarding the Select Standing committee on Finance and Government Services: Annual Budget Consultation.	Sheila Gurrie;#28	Complete
Council	6/1/2020	Advisory Committee on Accessibility and Inclusiveness 2020 Key Date Calendar	That Council approve the Advisory Committee on Accessibility and Inclusiveness 2020 Key Date Calendar.	Sheila Gurrie;#28	Complete
Council	6/1/2020	Councillor Brown Notice of Motion re: Relocation of Roadway Space	<p>Councillor Brown advised that he would be bringing forward the following notice of motion for consideration at the Special Council Meeting, on 2020-JUN-08:</p> <p>That Staff prepare a report with potential options for the re-allocation of roadway space for physically distancing and temporarily using streets for pandemic recovery and response; such items may include pavement to plaza initiatives, slow streets, and pop-up lanes for cycling, rolling and walking.”</p>	Sheila Gurrie;#28	Complete
Council	6/1/2020	Councillor Hemmens Notice of Motion re: Position Statement - City's Role in Health and Housing	<p>Councillor Hemmens advised that she would be bringing forward the following notice of motion for consideration at the 2020-JUN-15 Council meeting:</p> <p>“That Council discuss and refer the attached draft position statement on defining the City’s role in health and housing to staff for review and comment.”</p>	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	5/25/2020	Correspondence from Old City Quarter, dated 2020-MAY-19, re: Request that the City work with the Old City Quarter Association to develop a framework and funding strategy for restoring security in the Old City Quarter	It was moved and seconded that Council defer consideration of the following motion to the Regular Council Meeting 2020-MAY-25: “It was moved and seconded that Council request that City Staff work with the Old City Quarter Association to develop a framework and funding strategy for restoring security in the Old City Quarter and that Staff prepare a report for Council.”	Sheila Gurrie;#28	Complete
Special Council	5/11/2020	Approval of Special Health and Housing Task Force Meeting Recommendation – 2020-MAY-06	That Council approve the establishment of a Food Security Advocacy Group Sub-Committee and endorse the Food Security Working Group guidelines.	Sheila Gurrie;#28	Complete
Council	5/4/2020	Committee and Task Force Meetings During COVID-19	That Council: 1. Direct Staff to reinstate the Design Advisory Panel; 2. Direct Staff to reinstate Finance and Audit Committee meetings starting June 2020; 3. Allow for Governance and Priorities Committee meetings to be scheduled as Special Council meetings during the COVID-19 pandemic; and 4. Discontinue and suspend indefinitely, the Council Remuneration Task Force initiative.	Sheila Gurrie;#28	Complete
Special Council	4/9/2020	Correspondence from the Association of Vancouver Island and Coastal Communities (AVICC) dated 2020-MAR-20	It was moved and seconded that the City of Nanaimo host the Association of Vancouver Island and Coastal Communities Conference in 2021.	Sheila Gurrie;#28	Complete
Council	4/6/2020	Correspondence from the Association of Vancouver Island and Coastal Communities (AVICC) dated 2020-MAR-20	It was moved and seconded that Council defer “Correspondence from the Association of Vancouver Island and Coastal Communities (AVICC) dated 2020-MAR-20”, to the Special Council Meeting to be held on 2020-APR-09.	Sheila Gurrie;#28	Complete
Special Council	4/1/2020	COVID-19 Response – Homeless/Vulnerable Population	It was moved and seconded that the following motions be deferred to the 2020-APR 06, Regular Council Meeting:  “That the City of Nanaimo send updates two time each week to the Nanaimo Homelessness Coalition regarding the latest developments around solutions and ask Island Health and BC Housing to participate in those updates via the City of Nanaimo.”  “That correspondence be sent to the Hon. Judy Darcy, Minister of Mental Health and Addictions, reiterating the City of Nanaimo’s willingness to be a test site for innovative approaches to addressing mental health and addiction challenges.”	Sheila Gurrie;#28	Complete
Council	3/16/2020	Committees and Task Forces	It was moved and seconded that Council postpone all Council taskforces and committee meetings, including Finance and Audit and Governance and Priorities Committee, effective immediately.	Sheila Gurrie;#28	Complete
Council	3/16/2020	2020 Appointments to the Parcel Tax Roll Review Panel	It was moved and seconded that Council appoint Councillors Brown, Turley, Hemmens as primary members and Councillor Maartman as the alternate to the Parcel Tax Roll Review Panel for a term ending 2020-DEC-31	Sheila Gurrie;#28	Complete
Council	3/16/2020	Regional District of Nanaimo "Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.04, 2020"	It was moved and seconded that Council consent to the adoption of the “Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.04, 2020” and further, that the Regional District of Nanaimo be notified accordingly.	Sheila Gurrie;#28	Complete



Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	3/16/2020	Regional District of Nanaimo "Regional Growth Management Service Amendment Bylaw No. 1553.04, 2020"	It was moved and seconded that Council consent to the adoption of Regional District of Nanaimo, "Regional Growth Management Service Amendment Bylaw No. 1553.04, 2020" and further, that the Regional District of Nanaimo be notified accordingly.	Sheila Gurrie;#28	Complete
Council	3/16/2020	Regional District of Nanaimo "Regional Parks and Trails Service Area Amendment Bylaw No. 1231.07, 2020"	It was moved and seconded that Council consent to the adoption of "Regional District of Nanaimo Regional Parks and Trails Service Area Amendment Bylaw No. 1231.07, 2020" and further, that the Regional District of Nanaimo be notified accordingly.	Sheila Gurrie;#28	Complete
Council	3/2/2020	Municipal Government Advocacy	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. endorse "Attachment A" (Effective Municipal Government Advocacy Efforts) of the report titled "Municipal Government Advocacy" dated 2020-FEB-24;</li> <li>2. direct Staff to proceed with drafting a robust social disorder advocacy strategy as outlined in "Attachment A" (Effective Municipal Government Advocacy Efforts) of the report titled "Municipal Government Advocacy" dated 2020-FEB-24; and,</li> <li>3. Schedule a Governance and Priorities Committee meeting to review specific topics Council wishes to advocate for and why.</li> </ol>	Sheila Gurrie;#28	Complete
Council	2/24/2020	Committee Recommendation Governance and Priorities Committee Meeting  2020-FEB-10 	<p>That Council revise the 2019-2022 Strategic Plan with the following amendments:</p> <ol style="list-style-type: none"> <li>1. Reword Key Focus Area 2 to read: "Ensure our community and transportation planning are multi-modal designed to encourage active and public transportation"</li> <li>2. Reword the action item regarding public transit to read: "Work with the Regional District of Nanaimo to increase the efficiency and effectiveness of public transit services in the City"</li> <li>3. Add "innovative" and remove "within our risk framework" under Key Focus Area 3</li> <li>4. Add "as well as the health and safety of those in our community" under Key Focus Area 4</li> <li>5. Add the following bullet as an action item: "Undertake a review of civic facilities to prioritize and plan for necessary upgrades, expansion and/or replacement"</li> <li>6. Add "safe" under Council Priority</li> <li>8. Add "connected" under Key Focus Area 7</li> <li>10 Add the following bullet as an action item: "Support the work and implement the recommendations of the Health and Housing Task Force to address the health and housing crisis in our community"</li> <li>11. Add the following bullet as an action item: "Implement improvements in the downtown core to increase pride of place, stimulate the economy and address public safety concerns"</li> </ol>	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/24/2020	2019 - 2022 Strategic Plan Amendments	The vote was taken on the main motion as amended, as follows:	Sheila Gurrie;#28	Complete
			7. Reword Key Focus Area 6 to read: “Proactively address social disorder issues, enhance public safety and advocate for support to ensure our community is a safe place for all people to live, work, play, create and learn” 9. Add the following bullet as an action item: “Work with the RCMP, Bylaw Services, community and neighbourhood block watch programs to reduce social disorder issues and enhance public safety”		
Council	2/24/2020	Southern Community Transit Service Area Amendment Bylaw No. 1230.06, 2020”	It was moved and seconded that Council consent to the adoption of the “Southern Community Transit Service Area Amendment Bylaw No. 1230.06, 2020” and further, that the Regional District of Nanaimo be notified accordingly.	Sheila Gurrie;#28	Complete
Council	2/24/2020	Correspondence dated 2020-JAN-31 from the City of Langley re: Modernizing the Motor Vehicle Act	It was moved and seconded that Council refer “Correspondence dated 2020-JAN-31 from the City of Langley re: Modernizing the Motor Vehicle Act” to the future Governance and Priorities Committee meeting regarding Transit and Sidewalks.	Sheila Gurrie;#28	Complete
Council	2/3/2020	Association of Vancouver Island and Coastal Communities Resolution - Whistleblower Legislation	It was moved and seconded that Council direct Staff to submit the following resolution to the Association of Vancouver Island and Coastal Communities for consideration at their 2020 Annual General Meeting: WHEREAS Whistleblower legislation has become statute for provincial government employees; AND WHEREAS Local Government does not have an independent third party to receive whistleblower complaints or concerns; THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities create an independent third party to handle complaints and concerns of local government employees and officials or lobby the Provincial Government to expand their program to include Local Government.	Sheila Gurrie;#28	Complete
Council	2/3/2020	Association of Vancouver Island and Coastal Communities Resolution - Solid Waste	It was moved and seconded that Council direct Staff to submit the following resolution to the Association of Vancouver Island and Coastal Communities for consideration at their 2020 Annual General Meeting: WHEREAS the Association of Vancouver Island and Coastal Communities has created a Special Committee for Solid Waste; AND WHEREAS developing a circular economy is a vital component of sustainable solid waste management; THEREFORE BE IT RESOLVED that the Association of Vancouver Island and Coastal Communities expand the terms of reference for their Special Committee on Solid Waste to include circular economy.	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/3/2020	Association of Vancouver Island and Coastal Communities Resolution - Municipal Price Index	It was moved and seconded that Council direct Staff to submit the following resolution to the Association of Vancouver Island and Coastal Communities for consideration at their 2020 Annual General Meeting: WHEREAS Local Government and household spending are often compared by taxpayers through the lens of the Consumer Price Index which measures changes in the prices paid by household consumers for goods and services; AND WHEREAS Local Government purchases do not fall into the same category as household purchases with respect to the types of goods each purchases; THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities lobby the Provincial Government to create a Municipal Price Index that more accurately reflects the projected costs of the types of goods that municipalities purchase.	Sheila Gurrie;#28	Complete
Council	12/16/2019	Governance and Priorities Committee Recommendation 2019-DEC-09	That Council establish an Advisory Committee on Accessibility and Inclusiveness and adopt the associated Terms of Reference as presented in "Attachment A" of the report titled "Advisory Committee on Accessibility and Inclusiveness", dated 2019-DEC-09, including amendments for an at large membership model.	Sheila Gurrie;#28	Complete
Council	12/16/2019	2020 Design Advisory Panel Key Date Calendar	That Council approve the 2020 Design Advisory Panel key date calendar as presented.	Sheila Gurrie;#28	Complete
Council	12/16/2019	Design Advisory Panel Mandate and Objectives Amendment	That Council direct Staff to amend the Design Advisory Panel Mandate and Objectives to include an alternate Council Member.	Sheila Gurrie;#28	Complete
Council	12/2/2019	2020 Environment Committee Recommendations 2019-NOV-20	That Council adopt the 2020 Environment Committee Key Date Calendar.	Sheila Gurrie;#28	Complete
Council	12/2/2019	2020 Acting Mayor Schedule	It was moved and seconded that Council approve the 2020 Acting Mayor Schedule.	Sheila Gurrie;#28	Complete
Council	12/2/2019	2020 Council Key Date Calendar	It was moved and seconded that Council approve the 2020 Council Key Date Calendar as presented	Sheila Gurrie;#28	Complete
Council	12/2/2019	2020 Appointment to the Vancouver Island Regional Library Board of Directors	It was moved and seconded that Council appoint Councillor Hemmens as trustee and Councillor Thorpe as alternate to the Vancouver Island Regional Library Board for a one-year term, 2020-JAN-01 to 2020-DEC-31.	Sheila Gurrie;#28	Complete
Council	11/18/2019	2020 Governance and Priorities Key Date Calendar	That the Governance and Priorities Committee recommend that Council adopt the 2020 Governance and Priorities Committee Key Date Calendar.	Sheila Gurrie;#28	Complete
Council	11/18/2019	Governance and Priorities Committee Agenda Planning	That the Governance and Priorities Committee recommend that Council schedule a Governance and Priorities Committee Meeting on the topic of engagement, with an update on different emerging issues, and a focus on neighbourhood associations.	Sheila Gurrie;#28	Complete
Council	11/18/2019	2020 Finance and Audit Committee Key Date Calendar	That the Finance and Audit Committee recommend that Council approve the 2020 Finance and Audit Committee Key Date Calendar.	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			That Council renew, for a term ending 2020 DEC-31, appointments of the current Council members on the Regional District of Nanaimo Board as follows:  Mayor Krog 5 Votes Councillor Hemmens 5 Votes Councillor Armstrong 5 Votes Councillor Geselbracht 5 Votes Councillor Brown 5 Votes Councillor Turley 4 Votes Councillor Bonner 4 Votes Councillor Thorpe 4 Votes Councillor Maartman Alternate		
Council	11/4/2019	2020 Appointments to the Regional District of Nanaimo Board		Sheila Gurrie;#28	Complete
Council	10/21/2019	Council Policy - Notice of Motion	That Council approve the Notice of Motion Policy.	Sheila Gurrie;#28	Complete
Council	10/21/2019	Advisory Committee on Accessibility and Inclusiveness	That Council refer "Advisory Committee on Accessibility and Inclusiveness" to Staff for further input and information.	Sheila Gurrie;#28	Complete
Council	10/21/2019	Agenda Planning	That Council direct Staff to invite the Medical Director, Nanaimo Community, to make a presentation during a future Council meeting.	Sheila Gurrie;#28	Complete
Council	10/21/2019	"Council Procedure Amendment Bylaw 2019 No. 7272.01"	Adopted.	Sheila Gurrie;#28	Complete
Council	10/7/2019	Proposed Amendments to "Council Procedure Bylaw 2018 No. 7272"	"Council Procedure Amendment Bylaw 2019 No. 7272.01" passed three readings.	Sheila Gurrie;#28	Complete
Council	10/7/2019	Economic Development Task Force - Terms of Reference	That Council adopt the Terms of Reference for the Economic Development Task Force as outlined in the report titled "Economic Development Task Force – Terms of Reference" dated 2019 OCT-07 with the amendment that under the bullet "5 business leaders from any of the following sectors:", include a sub bullet for members from the not-for-profit and social services sectors and that the word "business" be removed from "5 business leaders" bullet.	Sheila Gurrie;#28	Complete
Council	9/16/2019	City of Nanaimo Privacy Policy & Whistleblower Policy	It was moved and seconded that Council approve the City of Nanaimo Privacy Policy as presented in the report titled "City of Nanaimo Privacy Policy & Whistleblower Policy" dated 2019-SEP-16	Sheila Gurrie;#28	Complete
Council	9/9/2019	Governance and Priorities Committee Agenda Planning	That Council direct Staff to schedule a Governance and Priorities Committee meeting on 2019-SEP-30.	Sheila Gurrie;#28	Complete
Council	9/9/2019	Councillor Bonner Motion regarding John Howard Society Treatment Beds	It was moved and seconded that Councillor Bonner's motion be referred to a future Health and Housing Task Force meeting for discussion accompanied by a Staff Report outlining funding options and implications: Whereas it's recognized that the city has an addictions crisis and that there are not enough addiction facilities to meet the demand for treatment and that the John Howard Society presently has 5 beds available for addiction treatment that are not being used because of lack of funding That a one time grant of \$70,500 be provided to the John Howard Society to fund 5 beds at the Vancouver Island Therapeutic Community for 6 months.	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	8/26/2019	Agenda Committee	That Staff prepare Terms of Reference for an Agenda Committee for discussion during the August or September Governance and Priorities Committee meeting; the Agenda Committee would review and prioritize agenda items for the Governance and Priorities Committee, Finance and Audit Committee and Regular Council meetings.	Sheila Gurrie;#28	Complete
Council	8/26/2019	Health and Housing Task Force Key Date Calendar	That Council approve the Health and Housing Task Force Key Date Calendar as presented.	Sheila Gurrie;#28	Complete
Council	7/22/2019	Terms of Reference: Environment Committee	That Council adopt the Terms of Reference for the Environment Committee.	Sheila Gurrie;#28	Complete
Council	7/22/2019	Approval of the Governance and Priorities Committee Recommendations 2019-JUL-15	1. By unanimous consent the Governance and Priorities Committee added the following Governance and Priorities Committee meeting dates to their schedule: <ul style="list-style-type: none"> <li>• July 15, 29</li> <li>• August 26</li> <li>• September 9</li> <li>• October 7, 28</li> <li>• November 4, 25</li> <li>• December 9</li> </ul>	Sheila Gurrie;#28	Complete
Council	7/22/2019	Routine Release of “In Camera” Information Policy Updates	It was moved and seconded that Council approve amendments to Routine Release of “In Camera” Resolutions and Related Reports and Information Policy.	Sheila Gurrie;#28	Complete
Committee of the Whole	7/15/2019	Amendments to “Council Procedure Bylaw 2018 No. 7272”	It was moved and seconded that the Committee of the Whole refer the report Amendments to “Council Procedure Bylaw 2018 No. 7272” to a future Governance and Priorities Committee Meeting.	Sheila Gurrie;#28	Complete
Council	7/8/2019	Correspondence from the Regional District of Nanaimo, dated 2019-JUN-07, regarding the Regional District of Nanaimo Offer to Partner in Hosting the 2020 Association of Vancouver Island and Coastal Communities Convention	It was moved and seconded that the City of Nanaimo partner with the Regional District of Nanaimo in hosting the 2020 Association of Vancouver Island Coastal Communities Convention.	Sheila Gurrie;#28	Complete
Council	5/27/2019	Video Recording and Publishing of Public Hearings	That Council direct Staff to maintain the status quo and continue to not record or publish Public Hearings.	Sheila Gurrie;#28	Complete
Council	5/27/2019	Councillor Hemmens Notice of Motion re: Department of National Defence Lands	“That correspondence be sent from Mayor and Council to the Department of National Defence requesting they convene a meeting with representatives of recreational user groups that have been using the Department of National Defence lands near Nanaimo with the intention of reaching a use agreement which works for all parties.”	Sheila Gurrie;#28	Complete
Council	5/6/2019	Committees, Boards, Roundtables and Task Forces 10:30 a.m. - 12:00 p.m.	That Council direct Staff to strike an Environmental Committee with the Terms of Reference to be determined after the 2019-MAY-13 Governance and Priorities Committee Meeting.	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/29/2019	Council Committees	<p>That Council:</p> <ol style="list-style-type: none"> <li>dissolve the following Committees of Council that are currently on hold: <ul style="list-style-type: none"> <li>Community Planning and Development;</li> <li>Community Vitality;</li> <li>Public Safety;</li> <li>Public Works and Engineering;</li> <li>Parks Recreation and Wellness; and,</li> </ul> </li> <li>Continue with the Finance &amp; Audit Committee to carry-out the work on financial and budgetary matters for Council and appoint a Chair based on the Acting Mayor rotating schedule.</li> </ol>	Sheila Gurrie;#28	Complete
Council	4/29/2019	Closed Captioning of Meetings	That Council direct Staff to proceed with the implementation of closed captioning for audio and visual recorded meetings, and allocate \$22,400 for the annual license fee plus one-time implementation and start-up costs of \$2,900, to be funded from general taxation.	Sheila Gurrie;#28	Complete
Council	4/29/2019	Hosting the Association of Vancouver Island and Coastal Communities Annual Convention	<p>That Council:</p> <ol style="list-style-type: none"> <li>submit an application to host the Association of Vancouver Island and Coastal Communities 2020 Annual Convention; and,</li> <li>that if the application is successful, commit up to \$15,174 in the 2020 budget to host this event at the Vancouver Island Conference Centre, with funding to be allocated from general taxation.</li> </ol>	Sheila Gurrie;#28	Complete
Special Council	4/8/2019	Office of the Information and Privacy Commissioner Findings and Recommendations	Council endorsed Staff's initiatives to endeavor to comply with all of the recommendations of the Information and Privacy Commissioner of British Columbia.	Sheila Gurrie;#28	Complete
Council	4/1/2019	Core Services Review 1/3	<ol style="list-style-type: none"> <li>It was moved and seconded that Council direct Staff to remove "Articulate the full range of community goals and identify and link the City's program outcomes to these." listed in the Core Services Review recommendations updates spreadsheet.</li> <li>It was moved and seconded that Council direct Staff to remove "Conduct operational reviews of each Municipal program, beginning with those that were not in scope of the Core Services Review, with a target of conducting one or two of such reviews each year." listed in the Core Services Review recommendations updates spreadsheet.</li> <li>It was moved and seconded that Council direct Staff to remove "Prepare an implementation plan to introduce multi-year budgeting, leading to four-year budgeting that coincides with the terms of councils." listed in the Core Services Review recommendations updates spreadsheet.</li> <li>It was moved and seconded that Council direct Staff to remove "Consolidate Police Support Services building maintenance staff with the facility maintenance unit." listed in the Core Services Review recommendations updates spreadsheet.</li> </ol>	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/1/2019	Core Services Review 2/3	5. It was moved and seconded that Council direct Staff to remove “Review the Nanaimo Economic Development Corporation (NEDC) grant in the context of an updated strategic plan for the City and for NEDC, and in relation to comparable municipalities.” listed in the Core Services Review recommendations updates spreadsheet.	Sheila Gurrie;#28	Complete
			6. It was moved and seconded that Council direct Staff to remove “Through Rationalizing Service Levels: Consider closing Beban pool for 3 months in summer instead of one month to reduce costs.” listed in the Core Services Review recommendations updates spreadsheet.		
			7. It was moved and seconded that Council direct Staff to remove “Through Consolidating Space Requirements: Prepare a Facilities Master Plan” listed in the Core Services Review recommendations updates spreadsheet.		
			8. It was moved and seconded that Council direct Staff to remove “Through Consolidating Space Requirements: Sell 89 Prideaux and relocate to the Public Works offices when they are rebuilt” listed in the Core Services Review recommendations updates spreadsheet.		
Council	4/1/2019	Core Services Review 3/3	9. It was moved and seconded that Council direct Staff to remove “Through Rationalizing Service Levels: Close the Departure Bay Activity Centre to avoid capital expenditure of \$2.1 million and accommodate users elsewhere.” listed in the Core Services Review recommendations updates spreadsheet.	Sheila Gurrie;#28	Complete
			10. It was moved and seconded that Council direct Staff to remove “Through Operational Improvements focused on Purchasing and Contract Administration: Foster increased usage of Purchasing Cards (PCards) and automate replenishment orders.” listed in the Core Services Review recommendations updates spreadsheet.		
Council	4/1/2019	"Regional District of Nanaimo Regional Parks and Trails Service Area Amendment Bylaw No. 1231.06, 2019"	It was moved and seconded that Council consent to the adoption of “Regional District of Nanaimo Regional Parks and Trails Service Area Amendment Bylaw No. 1231.06, 2019” and further, that the Regional District of Nanaimo be notified accordingly.	Sheila Gurrie;#28	Complete
Council	3/18/2019	RCMP Appreciation Day in BC	It was moved and seconded that Council authorize the Mayor, on behalf of Council, to provide a letter to the RCMP Day Committee, in support of their efforts to designate February 1st as Royal Canadian Mounted Police Appreciation Day	Sheila Gurrie;#28	Complete
Council	3/4/2019	Governance and Priorities Committee	That Council establish a Governance and Priorities Committee and adopt the associated Terms of Reference as presented in the report titled “Governance and Priorities Committee” dated 2019-FEB-25.	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	3/4/2019	Council Resolutions Update	<p>That Council rescind the following resolutions carried at the Committee of the Whole meeting held 2017-JUN-26:</p> <p>“It was moved and seconded that Council direct Staff to commence a review of the existing “Innovative Housing for Neighbourhoods: Triplex and Quadruplex Infill Design Guidelines” with consideration given to adding guidelines for other forms of infill housing.”</p> <p>It was moved and seconded that Council direct that the associated consultation with the community include neighbourhood associations.</p>	Sheila Gurrie;#28	Complete
Council	3/4/2019	Council Resolutions Update	<p>That Council rescind the following resolution carried at the Council meeting held 2018-MAY-07:</p> <p>“It was moved and seconded that Council direct Staff to identify sites available for a federally regulated and recognized supervised consumption service.”</p>	Sheila Gurrie;#28	Complete
Council	3/4/2019	Council Resolutions Update	<p>That Council rescind the following resolution carried at the Council meeting held 2017-DEC-04:</p> <p>“It was moved and seconded that Council direct Staff to make recommendations on the scope of Phase 2 of the Core Review with the intent upon Council approval of moving forward as early in 2018 as possible.”</p>	Sheila Gurrie;#28	Complete
Council	3/4/2019	Council Resolutions Update	<p>That Council rescind the following resolution carried at the Council meeting held 2017-AUG-14:</p> <p>“It was moved and seconded that Council direct Staff to coordinate a meeting between Snuneymuxw First Nation representatives, Greater Nanaimo Harbour Association representatives and the City of Nanaimo representatives to further discuss the next steps regarding the Nation-to-Nation discussions.”</p>	Sheila Gurrie;#28	Complete
Council	3/4/2019	Council Resolutions Update	<p>That Council rescind the following resolution carried at the Council meeting held 2018-JUL-09:</p> <p>“It was moved and seconded that Council refer review of Zoning Bylaw Amendments related to Supervised Consumption Services to the Community Planning and Development Committee, and the Public Safety Committee, for recommendations.”</p>	Sheila Gurrie;#28	Complete
Council	3/4/2019	Council Resolutions Update	<p>That Council rescind the following resolution carried at the Council meeting held 2017-DEC-18:</p> <p>“It was moved and seconded that Council direct Staff to engage and review with Regional District of Nanaimo participating members stakeholder agreements and return in early 2018 with a report on their findings.”</p>	Sheila Gurrie;#28	Complete
Council	2/25/2019	2019 Finance and Audit Committee Key Date Calendar	It was moved and seconded that Council approve the 2019 Finance and Audit Committee Key date Calendar.	Sheila Gurrie;#28	Complete



Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Committee of the Whole	2/11/2019	New Horizons for Seniors Grant	That the Committee of the Whole recommend that Council support the City of Nanaimo’s participation in a collaborative Expression of Interest application to the Human Resources and Skills Development Canada New Horizons for Seniors Program for the purpose of enhancing social connectivity amongst adults 55 years and older.	Sheila Gurrie;#28	Complete
Committee of the Whole	2/11/2019	Consultation Plan – Single-Use Checkout Bags Regulation	That the Committee of the Whole recommend that Council approve the consultation plan as attached and add \$15,350 to the 2019 – 2023 Financial Plan, funded from General Taxation.	Sheila Gurrie;#28	Complete
Council	2/4/2019	Councillor Bonner Motion re: Cannabis and Farm Use Activities	<p>It was moved and seconded that Council direct Staff to submit the following resolutions to the AVICC:</p> <p>1. Cannabis and Farm Use Activities</p> <p>"WHEREAS the Agricultural Land Commission Act states "farm use" means an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the Farm Practices Protection (Right to Farm) Act;</p> <p>AND WHEREAS the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) has differentiated the lawful production of cannabis from other “farm use” by limiting the structures for production, and narrowing the definition of ‘necessary’ activities under section 2(3), unlike any other crop in British Columbia:</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation so that the lawful production of cannabis aligns with the growing structures and site development measures available for all other crops. More specifically, placing limits on the unique concrete structure growing method initially targeted for regulation to all crops. Thus enabling cannabis, when grown as any other crop, to be deemed a “farm use”, as defined in the Agricultural Land Commission Act and a “farm operation” under the Farm Practices Protection (Right to Farm). Circumscribing cannabis production in structures that are lawful by regulation for all other crops, may not withstand judicial review."</p>	Sheila Gurrie;#28	Complete

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

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/4/2019	Councillor Bonner Motion re: Cannabis and Farm Use Activities (continued)	<p>It was moved and seconded that Council direct Staff to submit the following resolutions to the AVICC:</p> <p>3. Low Impact Foundation Systems for Farm Use Structures</p> <p>"WHEREAS the structural use of concrete as a foundation system and associated fill, is known to cause irreparable damage to soil biology and render a site unfit for soil-based crops in the future, and low-impact, low carbon, removable foundation technologies are available as a new standard for agricultural structure foundations;</p> <p>AND WHEREAS the Agricultural Land Commission Act, and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) regulate “farm use” structures on the agricultural land reserve (ALR) and the deposit of fill is considered a farm use for all activities under sections 2(1) to (2.2), and does not require notification to the ALR except under limited circumstances, and the National Farm Building Code applies to all agricultural “farm use” structures;</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to encourage the use of low carbon, low impact, cement-free foundation technologies for farm use structures and buildings within the ALR, thereby reducing the deposition of fill material and elimination of arable soil capability in the long term."</p>	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/4/2019	Councillor Bonner Motion re: Cannabis and Farm Use Activities (continued)	<p>It was moved and seconded that Council direct Staff to submit the following resolutions to the AVICC:</p> <p>4. Retrofitting of Structures to Reduce Impact of New Construction</p> <p>"WHEREAS the Agricultural Land Commission Act, and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) Section 2(2.5)(b) has limited cannabis production to existing structures which were previously utilized for crop production, or were under continuous production prior to the regulatory change, eliminating the ability to convert non-crop or other structures within the Agricultural Land Reserve (ALR);</p> <p>AND WHEREAS the Cannabis Act and Regulations require “good production practices” that create hygienic conditions for the cultivation and production of cannabis, and existing structures are available for federally compliant conversion, which would strengthen municipal 2018 BC Building Code oversight, reduce the pressure for new construction, and facilitate contribution to the local and BC Economy:</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation to allow for the retrofitting of existing non-residential structures on the ALR for cannabis production."</p>	Sheila Gurrie;#28	Complete
			<p>It was moved and seconded that Council direct Staff to submit the following resolutions to the AVICC:</p> <p>5. Indoor Agricultural Fertilization Practices</p> <p>"WHEREAS water sustainability, healthy watersheds and ground water are of vital importance and, commercial fertilizers can be damaging to groundwater and influence water quality in watersheds;</p> <p>AND WHEREAS the use of fertilizers in greenhouses and indoor structures creates effluent that contains concentrated commercial fertilizers which, if released untreated can be damaging to groundwater and the overall watershed:</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request that the provincial government explore including in the BC Agricultural Best Practices, the requirement for closed loop greenhouse irrigation systems in commercial greenhouse and indoor agricultural structures, to prevent commercial fertilizers from being emitted into the environment."</p>	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Committee of the Whole	1/28/2019	Councillor Bonner Notice of Motion re: Growing Cannabis Plants on the Agricultural Land Reserve (ALR)	<p>1. WHEREAS the Agricultural Land Commission Act states "farm use" means an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the Farm Practices Protection (Right to Farm) Act;</p> <p>AND WHEREAS the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) has differentiated the lawful production of cannabis from other "farm use" by limiting the structures for production, and narrowing the definition of 'necessary' activities under section 2(3), unlike any other crop in British Columbia:</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation so that the lawful production of cannabis aligns with the growing structures and site development measures available for all other crops. More specifically, placing limits on the unique concrete structure growing method initially targeted for regulation to all crops. Thus enabling cannabis, when grown as any other crop, to be deemed a "farm use", as defined in the Agricultural Land Commission Act and a "farm operation" under the Farm Practices Protection (Right to Farm). Circumscribing cannabis production in structures that are lawful by regulation for all other crops, may not withstand judicial review.</p>	Sheila Gurrie;#28	Complete
Committee of the Whole	1/28/2019	Councillor Bonner Notice of Motion re: Growing Cannabis Plants on the Agricultural Land Reserve (ALR)	<p>2. WHEREAS the Agricultural Land Commission Act states "farm use" means an occupation or use of land for farm purposes, including farming of land, plants and animals and any other similar activity designated as farm use by regulation, and includes a farm operation as defined in the Farm Practices Protection (Right to Farm) Act;</p> <p>AND WHEREAS the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) has differentiated the lawful production of cannabis from other "farm use" by limiting the structures for production, and narrowing the definition of 'necessary' activities under section 2(3), unlike any other crop in British Columbia:</p>	Sheila Gurrie;#28	Complete
Committee of the Whole	1/28/2019	Councillor Bonner Notice of Motion re: Growing Cannabis Plants on the Agricultural Land Reserve (ALR) #2 continued	<p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation in order to clarify the interpretation of section 2(2.5) of the ALR Regulation regarding the lawful production of cannabis "inside a structure (a) that has a base consisting entirely of soil", and clarify that when producing cannabis in a greenhouse, it has the same meaning as "Greenhouse" under section 2(o)(i) of the Regulation. Circumscribing cannabis production in structures that are lawful by regulation for all other crops, may not withstand judicial review.</p> <p>AND BE IT FURTHER RESOLVED THAT the AVICC request the provincial government to amend the ALR Regulation section 2(2.5) to resemble something like the following:</p> <p>(2.5) The lawful production of cannabis is designated as farm use for the purposes of the Act if produced outdoors in a field or inside a structure</p> <p>(a) which has a base consisting entirely of soil, and</p> <p>(i) that is moveable in nature; or</p> <p>(ii) on a helical pile foundation; or</p> <p>(iii) whose base does not create irreversible damage to the soil.</p>	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Committee of the Whole	1/28/2019 (ALR)	Councillor Bonner Notice of Motion re: Growing Cannabis Plants on the Agricultural Land Reserve	<p>3. WHEREAS the structural use of concrete as a foundation system and associated fill, is known to cause irreparable damage to soil biology and render a site unfit for soil-based crops in the future, and low-impact, low carbon, removable foundation technologies are available as a new standard for agricultural structure foundations;</p> <p>AND WHEREAS the Agricultural Land Commission Act, and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) regulate “farm use” structures on the agricultural land reserve (ALR) and the deposit of fill is considered a farm use for all activities under sections 2(1) to (2.2), and does not require notification to the ALR except under limited circumstances, and the National Farm Building Code applies to all agricultural “farm use” structures;</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to encourage the use of low carbon, low impact, cement-free foundation technologies for farm use structures and buildings within the ALR, thereby reducing the deposition of fill material and elimination of arable soil capability in the long term.</p>	Sheila Gurrie;#28	Complete
Committee of the Whole	1/28/2019 (ALR)	Councillor Bonner Notice of Motion re: Growing Cannabis Plants on the Agricultural Land Reserve	<p>4. WHEREAS the <i>Agricultural Land Commission Act</i> , and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the ALR Regulation) Section 2(2.5)(b) has limited cannabis production to existing structures which were previously utilized for crop production, or were under continuous production prior to the regulatory change, eliminating the ability to convert non-crop or other structures within the Agricultural Land Reserve (ALR);</p> <p>AND WHEREAS the Cannabis Act and Regulations require “good production practices” that create hygienic conditions for the cultivation and production of cannabis, and existing structures are available for federally compliant conversion, which would strengthen municipal 2018 BC Building Code oversight, reduce the pressure for new construction, and facilitate contribution to the local and BC Economy:</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request the provincial government to amend the ALR Regulation to allow for the retrofitting of existing non-residential structures on the ALR for cannabis production.</p>	Sheila Gurrie;#28	Complete
Committee of the Whole	1/28/2019 (ALR) #4 continued	Councillor Bonner Notice of Motion re: Growing Cannabis Plants on the Agricultural Land Reserve	<p>5. WHEREAS water sustainability, healthy watersheds and ground water are of vital importance and, commercial fertilizers can be damaging to groundwater and influence water quality in watersheds;</p> <p>AND WHEREAS the use of fertilizers in greenhouses and indoor structures creates effluent that contains concentrated commercial fertilizers which, if released untreated can be damaging to groundwater and the overall watershed:</p> <p>THEREFORE, BE IT RESOLVED that the AVICC request that the provincial government explore including in the BC Agricultural Best Practices, the requirement for closed loop greenhouse irrigation systems in commercial greenhouse and indoor agricultural structures, to prevent commercial fertilizers from being emitted into the environment.</p>	Sheila Gurrie;#28	Complete
Special Council	1/14/2019	Symposium on Water Stewardship in a Changing Climate	Council approved Councillor Bonner to attend the Symposium on Water Stewardship in a Changing Climate, to be held on April 3 and 4, 2019, in Parksville, BC.	Sheila Gurrie;#28	Complete
Special Council	1/14/2019	2019 Association of Vancouver Island Coastal Communities Resolutions	Council directed Staff to forward resolutions regarding Development Cost Charges and Property Taxation to the Association of Vancouver Island Coastal Communities for consideration at their 2019 Annual General Meeting and Convention.	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	1/14/2019	Councillor Hemmens Motion Regarding Governance and Priorities Committee	Council directed Staff to develop a Terms of Reference for a Governance and Priorities Committee by March 1, 2019, with the following considerations: 1. The Committee will include all members of Council; 2. The Committee is intended to be an open forum for more robust discussion and debate on select priority topics, with recommendations provided to Council for consideration; and, 3. The Committee is intended to be a forum where guests and subject matter experts can be invited to participate in discussion.	Sheila Gurrie;#28	Complete
Special Council	1/14/2019	Councillor Armstrong Notice of Motion re: Nuisance Properties	Councillor Armstrong advised that at a future meeting of Council she would be bringing forward a motion to direct Staff to explore the possibility of deeming the supportive housing units at 2020 Labieux Road and 250 Terminal Avenue nuisance properties under the City of Nanaimo's "Nuisance Abatement and Cost Recovery Bylaw 2003 No. 5645".	Sheila Gurrie;#28	Complete
Special Council	1/14/2019	Protocol Agreement Working Group Appointments	Council approved the Special In Camera Committee of the Whole recommendation to appoint Councillors Thorpe and Armstrong to the Protocol Agreement Working Group.	Sheila Gurrie;#28	Complete
Council	12/17/2018	Mid Island Business Initiative - Launch Event	It was moved and seconded that Council approve Mayor Krog to attend the the Mid-Island Business Initiative Launch Event on Wednesday, January 23, 2019, held in Vancouver, BC.	Sheila Gurrie;#28	Complete
Council	12/17/2018	Local Government Leadership Academy – Elected Officials Seminar	It was moved and seconded that Council approve Councillors Armstrong, Geselbracht, Hemmens and Thorpe to attend Session #1 of the Local Government Leadership Academy - Elected Officials Seminar on February 12 to 14, 2018, held in Parksville, BC.	Sheila Gurrie;#28	Complete
Council	12/17/2018	Local Government Leadership Academy – Elected Officials Seminar	It was moved and seconded that Council approve Councillor Bonner to attend Session #2 of the Local Government Leadership Academy - Elected Officials Seminar on February 13 to 15, 2019, held in Parksville, BC.	Sheila Gurrie;#28	Complete
Council	12/17/2018	Symposium on Water Stewardship in a Changing Climate	It was moved and seconded that Council approve Mayor Krog and Councillor Geselbracht to attend the Symposium on Water Stewardship in a Changing Climate, held on April 3rd and 4th, 2018, in Parksville, BC.	Sheila Gurrie;#28	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. identify any topics on which Council wishes Staff to draft resolutions; and,</li> <li>2. direct Staff to present resolutions at the 2019-JAN-14 Regular Committee of the Whole Meeting for consideration of adoption and submission to the Association of Vancouver Island and Coastal Communities 2019 Annual General Meeting and Convention.</li> </ol> <p>It was moved and seconded that Council direct Staff to prepare a motion for submission to the Association of Vancouver Island and Coastal Communities regarding Development Cost Charges for additional items such as fire halls, recreation centres, expanded facilities, expanded park considerations and cultural facilities to be considered by the provincial government and the appropriate legislation.</p> <p>It was moved and seconded that Council direct Staff to prepare a motion for submission to the Association of Vancouver Island and Coastal Communities regarding property taxation being reviewed to permit taxation based on population density, in addition to other taxation methods, as an additional tool for municipalities to enforce at their discretion.</p>		
Special Council	12/10/2018	2019 Association of Vancouver Island and Coastal Communities Resolutions		Sheila Gurrie;#28	Complete
Special Council	12/10/2018	Correspondence from the Association of Vancouver Island and Coastal Communities regarding 2019 Annual General Meeting and Convention.	Mayor Krog requested that the correspondence from the Association of Vancouver Island and Coastal Communities regarding 2019 Annual General Meeting and Convention be placed on a future Council Meeting agenda under Other Business.	Sheila Gurrie;#28	Complete
Council	12/3/2018	2019 Council Key Date Calendar	It was moved and seconded that Council approve the 2019 Council Key Date Calendar as presented..	Sheila Gurrie;#28	Complete
Council	11/5/2018	2019 Appointments to the Regional District of Nanaimo Board	<p>It was moved and seconded that Council appoint, for a one year term, eight Directors, and one Alternate Director, to the Regional District of Nanaimo Board as follows:</p> <p>Mayor Krog - 5 votes  Councillor Hemmens - 5 votes  Councillor Armstrong - 5 votes  Councillor Geselbracht - 5 votes  Councillor Brown - 5 votes  Councillor Turley - 4 votes  Councillor Bonner - 4 votes  Councillor Thorpe - 4 votes  Councillor Maartman - Alternate Director</p>	Sheila Gurrie;#28	Complete
Council	11/5/2018	2019 Appointments to the Vancouver Island Regional Library Board	It was moved and seconded that Council appoint Councillor Hemmens as a trustee and Council Thorpe as an alternate trustee to the Vancouver Island Regional Library Board for a one-year term ending 2019-DEC-31.	Sheila Gurrie;#28	Complete
Council	11/5/2018	2019 Acting Mayor Schedule	It was moved and seconded that Council approve the 2019 Acting Mayor Schedule.	Sheila Gurrie;#28	Complete



Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	11/16/2020	Animal Responsibility Bylaw	It was moved and seconded that readings of the Animal Control Bylaw be delayed until Staff have had the opportunity to post the Draft Bylaw to the City's Bang the Table platform for three weeks of public input, create a report on that input for consideration of changes that might be incorporated into the draft Bylaw and bring back to Council for three readings in early January.	Sheila Gurrie;#28	Complete
Special Council	5/11/2020	Advocacy Framework	It was moved and seconded that Council adopt the Advocacy Framework as a tool for clearly and succinctly outlining future advocacy strategies.	Sheila Gurrie;#28	Complete
Special Council	12/14/2020	Corporate Asset Management System (CAMS)	It was moved and seconded that Council refer the Advocacy Framework to the Health and Housing Task Force Working Group for information.	Sheila Gurrie;#28	Complete
Special Council	12/14/2020	Police Services	It was moved and seconded that Council add a Corporate Asset Management System to the 2021 – 2025 Financial Plan starting in 2021. Implementation to be funded by \$2.15 million in funding from the Community Works Fund and \$660,900 in funding from the Special Initiatives Reserve. Annual operating costs to be funded from General Revenue.	Shelley Legin;#521	Complete
Special Council	12/14/2020	Annual Community Watercourse Restoration Grant	It was moved and seconded that Council add a Digital Forensic Technician position and a Major Case File Specialist position to the 2021 – 2025 Financial Plan effective January 1, 2021.	Shelley Legin;#521	Complete
Special Council	12/14/2020	Municipal Enforcement Officers (MEOs) Change of Hours	It was moved and seconded that Council add an Annual Community Watercourse Restoration Grant program to the 2021 – 2025 Financial Plan, to be funded from the Special Initiatives Reserve in 2021 and 2022.	Shelley Legin;#521	Complete
Special Council	12/14/2020	Community Clean Team	It was moved and seconded that Council increase the hours of the Municipal Enforcement Officers from a 35 to a 40-hour workweek in the 2021 – 2025 Financial Plan effective January 1, 2021.	Shelley Legin;#521	Complete
Special Council	12/14/2020	Art Gallery Next Phase	It was moved and seconded that Council extend the Community Clean Team pilot to December 31, 2021, to be funded from the Special Initiatives Reserve.	Shelley Legin;#521	Complete
Special Council	12/14/2020	Start Date of New Positions Delayed	It was moved and seconded that Council allocate \$25,000 in 2021 for the development of a feasibility report on the concept of an Arts Centre and Nanaimo Art Gallery Phase 3 facility project funded from the Strategic Infrastructure Reserve.	Shelley Legin;#521	Complete
Special Council	12/14/2020	Start Date of New Positions Delayed	It was moved and seconded that Council reinstate a January 01, 2021, start date for the following positions, to be funded from the Special Initiatives Reserve: a. Manager, Facility Assets b. Junior Financial Analyst c. Assistant Accountant	Shelley Legin;#521	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			<p>It was moved and seconded that Council reinstate the following 2021 projects with funding to be allocated from the Special Initiatives Reserve:</p> <p>Fire Services: Emergency Pre-Emption Devices \$ 55,080  Integrated Survey Control Monuments \$5,000  Drainage: Infrastructure Condition Assessment Program \$100,000  ENGPW Contingency: Projects \$50,000  ENGPW Contingency: Developer Cost Shares \$50,000  ENGPW Contingency: Transportation Projects \$50,000  Railway Crossing Repairs \$34,000  PW Yard: Paving \$25,680  Bowen Corridor Traffic Signal management Hardware Upgrade \$250,000  Bowen Park Trail way Lighting \$100,000  Civic Facilities: Condition Assessment Program \$100,000  Bleacher Replacement Program – Portable \$18,360  Park Amenities Condition Assessment Program \$10,000  Park Amenities: Investigation/Pre-Design \$10,000  Parks/Facility Accessibility \$25,000  Total \$883,120</p>		
Special Council	12/14/2020	Reinstate Projects		Shelley Legin;#521	Complete
Special Council	12/14/2020	Community Connect Pilot Extension	<p>It was moved and seconded that Council allocate \$147,000 from the Special Initiatives Reserve to Community Connect to allow for the continuation of an enhanced neighbourhood safety program between January 1, 2021 and June 30, 2021.</p>	Shelley Legin;#521	Complete
Special Council	12/14/2020	COVID Internal Order	<p>It was moved and seconded that Council allocate \$500,000 from the Special Initiatives Reserve to a 2021 COVID Internal Order to cover continuing and potential new costs related to the pandemic.</p>	Shelley Legin;#521	Complete
			<p>It was moved and seconded that Council fund the Emergency Medical Responder (EMR) Training from the Strategic Infrastructure Reserve for the years 2021 and 2022.</p> <p>It was moved and seconded that Council fund the \$84,000 Parking Reserve shortfall from the Special Initiatives Reserve for the 2021 draft budget.</p> <p>It was moved and seconded that Council reduce projected property tax increase by allocating up to \$400,000 of additional funds from the Special Initiatives Reserve for the year 2021 to achieve a target of 2% in General Property Tax increase and 1% in the General Asset Management Reserve.</p>		
Special Council	12/14/2020	Follow up on 2021-2025 Draft Financial Plan Items		Shelley Legin;#521	Complete
Special Council	12/14/2020	Buyer	<p>It was moved and seconded that Council add a Buyer position to the 2021 – 2025 Financial Plan effective July 1, 2021.</p>	Shelley Legin;#521	Complete
Special Council	12/14/2020	Manager, Sustainability	<p>It was moved and seconded that Council add a Manager, Sustainability, to the 2021 – 2025 Financial Plan effective July 1, 2021 and apply to the BC Hydro Community Energy Manager Offer program to fund a portion of the position.</p>	Shelley Legin;#521	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	12/14/2020	Other Business	It was moved and seconded that Council reserve \$400,000 from the Special Initiative Reserve and \$100,000 from the Daytime Resource Centre, to be allocated in the 2021 Budget, for the recommendations coming from the Health and Housing Task Force. The motion carried unanimously.	Shelley Legin;#521	Complete
Special Council	12/14/2020	2021 Preliminary Non-Market Change (Growth) Revenue	It was moved and seconded that council confirm the Provisional 2021-2025 Financial Plan Year 2021 tax increase target as 2% tax increase (plus 1% for Asset Management) Incorporate Non-Market Change (growth) revenue information into the Final 2021-2025 Financial Plan and retain the target 2% tax increase (plus 1% for Asset Management ). For Final: Use the growth to replace additional funding from the Special Initiatives Reserve that was used to reduce the property tax rate increase. Return required funding used to reduce property taxes to the General Financial Stability Reserve.	Shelley Legin;#521	Complete
Council	12/7/2020	Mayor's Task Force on Recovery and Resilience - Next Steps	It was moved and seconded that Council direct Staff to prepare for approval, an implementation plan to establish a Mayor's Leaders Table. The plan should address at a minimum, recommended composition of the Table, alternate chairs, Terms of Reference and general positioning within the overall governance framework.  Further, that Council direct Staff to develop an overall plan for a citizen-directed City of Nanaimo community building and reputation strengthening campaign to generate enthusiasm from all citizens to assist in resilience and recovery through positive dialogue and engagement with each other and the world.	Shelley Legin;#521	Complete
Council	12/7/2020	COVID-19 Safe Restart Grant	It was moved and seconded that Council direct Staff to allocate funds from the General Financial Stability Reserve and the Special Initiatives Reserve specified in Option #3 from the 2020-NOV-30, 2021 – 2025 Draft Financial Plan PowerPoint presentation as follows: Fund the \$1,408,806 from the General Financial Stability Reserve and allocate an additional \$1.4 million from Special Initiatives Reserve over the next three years to stabilize property tax rates	Shelley Legin;#521	Complete
Council	12/7/2020	COVID-19 Safe Restart Grant	It was moved and seconded that Council direct Staff to allocate the full COVID-19 Restart Grant to offset revenue losses and pandemic expenditures for 2020.	Shelley Legin;#521	Complete
Council	11/2/2020	Facilities Valuation Study	It was moved and seconded that Council approve accelerating \$50,000 in grant funding for the Facilities and Park Amenities Condition Assessment Program from 2021 to 2020 for the purposes of a facilities valuation exercise	Shelley Legin;#521	Complete
Council	11/2/2020	Asset Management Update	It was moved and seconded that Council approve extending the annual 1% property tax increase contribution to the General Asset Management Reserve for five (5) years or until the next asset management update and recommendations are presented to Council and include this change in the 2021-2025 Financial Plan. It was moved and seconded that Council approve extending the annual 2.5% water user fee increase for 2021 for contributions to the Water Asset Management Fund reserve and include this change in the 2021-2025 Financial Plan.	Shelley Legin;#521	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			That Council: 1. Award a permissive tax exemption for the 2021 tax year to the Nanaimo Community Gardens Society for property that is being leased at 2300 Bowen Road (Beban Park); 2. Award a permissive tax exemption for the 2021 tax year to the Island Crisis Care Society for property donated at 3413 Littleford Road; 3. Award a permissive tax exemption for the 2021 tax year to the Society for Equity, Inclusion and Advocacy for space being leased at #403 – 489 Wallace Street; 4. Award a permissive tax exemption for the 2021 tax year to the Nanaimo Brain Injury Society for space being leased at #101 – 235 Bastion Street; 5. Award a permissive tax exemption for the 2021 tax year to the Vancouver Island Mental Health Society for property owned at 285 Rosehill Street; and, 6. Award a permissive tax exemption for the 2021 tax year to the Nanaimo Unique Kids Organization for property purchased at 60 Needham Street.		
Council	9/28/2020	Consideration of New Permissive Tax Exemption Applications		Shelley Legin;#521	Complete
Council	7/20/2020	2019 Annual Municipal Report	It was moved and seconded that Council approve the 2019 Annual Municipal Report.	Shelley Legin;#521	Complete
Council	7/6/2020	2019 Statement of Financial Information	It was moved and seconded that Council approve the City of Nanaimo 2019 Statement of Financial Information for filing with the Ministry of Municipal Affairs and Housing.	Shelley Legin;#521	Complete
			That Council include the following items in their review process of the 2021-2025 Budget considerations:  <ul style="list-style-type: none"> <li>• Allocation of \$50,000 per year in additional operating funding of the Nanaimo Art Gallery in the 2021-2025 Financial Plan;</li> <li>• Allocation of \$10,000 per year in funding to the Nanaimo Art Gallery in the 2021 2025 Financial Plan for capital expenditures at the Arts Centre at 150 Commercial Street; and amend the 2014-2023 Co-Management Agreement with an execution date after the Provisional 2021-2025 Financial Plan has been adopted by Council; and</li> <li>• Allocation of \$25,000 in the 2021 budget for the development of a feasibility report on the concept of an Arts Centre and Nanaimo Art Gallery's Phase 3 facility project.</li> </ul>		
Special Council	6/22/2020	Supporting Arts & Culture: Implementation of Nanaimo Art Gallery Phased Development Plan		Shelley Legin;#521	Complete
Special Council	6/22/2020	Province of BC Local Government Infrastructure Planning Grant Program	That Council approve submission of an application to the Local Government Infrastructure Planning Grant program for \$10,000 for the Water Supply Strategic Plan project.	Shelley Legin;#521	Complete
			That Council:  1. Award a Permissive Tax Exemption for the 2021 tax year to Clay Tree Society at 838 Old Victoria Road; and, 2. Award a PTE Cash Grant to Clay Tree Society in the amount of \$5,000 for their 2020 Property Taxes for their newly purchased property at 838 Old Victoria Road.		
Special Council	6/22/2020	Consideration of New Permissive Tax Exemption Application and PTE Cash Grant Funding Request - Clay Tree Society		Shelley Legin;#521	Complete
Council	5/25/2020	2019 Financial Statements	Council approved the 2019 Annual Financial Statements for the City of Nanaimo.	Shelley Legin;#521	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	5/25/2020	Correspondence from Old City Quarter, dated 2020-MAY-19, re: Request that the City work with the Old City Quarter Association to develop a framework and funding strategy for restoring security in the Old City Quarter	That Staff work with the Old City Quarter Business Improvement Association and the Old City Quarter Health and Safety Alliance to develop a framework and funding strategy for restoring security in the Old City Quarter and that Staff prepare a report for Council.	Shelley Legin;#521	Complete
Special Council	5/11/2020	2020-2024 Financial Plan Amendment Bylaw	"Financial Plan Amendment Bylaw 2020 No. 7307.01" passed 1st, 2nd and 3rd readings and was adopted.	Shelley Legin;#521	Complete
Special Council	5/11/2020	2020 Property Tax Rates Bylaw	"Property Tax Rates Bylaw 2020 No. 7309" passed 1st, 2nd and 3rd readings and was adopted.	Shelley Legin;#521	Complete
Special Council	5/11/2020	Internal Borrowing Resolution	It was moved and seconded that Council approve additional internal borrowing from the Development Cost Charge (DCC) City Wide Drainage Reserve Fund in the amount of \$672,600 in 2020 to fund the Sanitary Sewer DCC project SS19: Millstone Trunk South, for a 20-year term at an interest rate of 2%. Repayment of the internal borrowing to be from sewer operations.	Shelley Legin;#521	Complete
Council	5/4/2020	2020 – 2024 Financial Plan Options	That Council direct Staff to prepare the "Financial Plan Amendment Bylaw 2020 No. 7307.01" based on the current Final 2020 – 2024 Financial Plan, Option #1.	Shelley Legin;#521	Complete
Council	4/27/2020	2020 City Facility Leasing and Rental Relief	Council granted temporary relief from lease and rental payment to organizations that occupy City facilities that have been closed and/or have been severely impacted due to the Province of BC Health Emergency issued as a result of the COVID-19 Pandemic.	Shelley Legin;#521	Complete
Council	4/27/2020	2020 Property Tax Due Dates	That Council: keep the property tax due at 2020-JUL-02; and, extend the tax penalty due for all property classes to 2020-OCT-01 at 5% and 2020-NOV-12 at 5%, applicable on any outstanding current year tax balances on those dates.	Shelley Legin;#521	Complete
Council	4/27/2020	"Revenue Anticipation Borrowing Bylaw 2020 No. 7308"	Bylaw adopted	Shelley Legin;#521	Complete
Special Council	4/9/2020	User Rate Billing Payment Due Date Extension	It was moved and seconded that Council extend the payment due date from 30 to 90 days on user rates billings issued after 2020-MAR-17	Shelley Legin;#521	Complete
Special Council	4/9/2020	2020 Revenue Anticipation Borrowing Requirements	"Revenue Anticipation Borrowing Bylaw 2020 No. 7308" (To provide for temporary borrowing of funds required to meet the current lawful expenditures of the City of Nanaimo) passed three readings.	Shelley Legin;#521	Complete
Council	4/6/2020	Correspondence dated 2019-DEC-04 from the Federation of Canadian Municipalities (FCM) and the Union of British Columbia Municipalities (UBCM)	It was moved and seconded that Council provide a voluntary contribution of \$950.29 to support the participation of elected officials from small communities at Federation of Canadian Municipalities (FCM) Board and Standing Committee meetings.	Shelley Legin;#521	Complete

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			<p>It was moved and seconded that that Council approve the allocation of the 2019 operating surplus as follows:</p> <p>1. General Fund</p> <p>a. Special Initiatives Reserve \$4,969,073</p> <p>b. General Financial Stability Reserve 759,874</p> <p>c. Strategic Partnership Reserve 200,000</p> <p>\$5,927,947</p> <p>2. Sewer Fund</p> <p>a. Sewer Reserve \$581,616</p> <p>3. Water Fund</p> <p>a. Water Distribution Reserve \$ 1,069,989</p> <p>Total Surplus Allocation \$ 7,579,552</p>		
Special Council	3/18/2020	2019 Surplus Allocation		Shelley Legin;#521	Complete
Special Council	3/18/2020	Interim Business Property Tax Relief Program	It was moved and seconded that Council delay consideration on implementing the Interim Business Property Tax Relief program to 2021 pending further investigation.	Shelley Legin;#521	Complete
Special Council	3/18/2020	Correspondence from The Boat for Hope Nanaimo Committee, dated 2020-FEB-27, re: Boat for Hope Sponsorship Opportunities	It was moved and seconded that the correspondence from “The Boat for Hope Nanaimo Committee” dated 2020-FEB-27, be deferred to Staff to review options available.	Shelley Legin;#521	Complete
Council	3/2/2020	Union of BC Municipalities Community Emergency Preparedness Fund Grant 2020	It was moved and seconded that Council endorse the application for the Union of British Columbia Municipalities (UBCM) Community Emergency Preparedness Fund grant and the administration for \$25,000 to enhance the Emergency Operations Centre (EOC) capacity through the purchase of additional equipment.	Shelley Legin;#521	Complete
Special Council	12/14/2020	Project Engineer	It was moved and seconded that Council add the position of Project Engineer, to be funded from the Special Initiatives Reserve in 2021 and 2022.	Shelley Legin;#521	Complete
Special Council	12/14/2020	Active Transportation	<p>It was moved and seconded that Council allocate an additional \$700,000 (for a total of \$1 million) in the 2021 Budget for pedestrian infrastructure and improvements to be funded from the Strategic Infrastructure Reserve.</p> <p>It was moved and seconded that Council add the Albert Street Project (from Milton Street to Pine Street) to the 2021 Budget with \$300,000 funded from the Strategic Infrastructure Reserve and \$1 million funded from the Special Initiative Reserve, for project delivery in 2021 - 2022.</p>	Shelley Legin;#521	Complete
Special Council	6/22/2020	Community Program Development Grants	That Council approve the request from the Nanaimo Science and Sustainability Society (NS3) for a Community Program Development Grant in the amount of \$1,000 to assist in funding The Great Pumpkin Toss event for children and families; and \$10,000 to the Salish Storm Hockey Association for a low-barrier Intro to Hockey Program for Indigenous Children.	Shelley Legin;#521	Complete

**ATTACHMENT B**  
**In Progress Council Resolutions**

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
			It was moved and seconded that Council direct Staff to: 1. Create a 0.5 Full Time Equivalent cart administrator position; 2. Incorporate an additional non-collection day in the annual calendar for training; and, 3. Purchase and install an additional on-board computer.		
Special Council	12/14/2020	Curbside Collection Post Implementation Review - 2021 Recommendations		Bill Sims;#413	In Progress
Council	11/16/2020	Opal Road Intersection Operation	That Council direct Staff to monitor the existing situation and report findings in May 2021.	Bill Sims;#413	In Progress
Council	11/16/2020	Bay Street Traffic Calming Update	That Council direct Staff to install two speed humps and one raised crosswalk on Bay Street between Glenayr Drive and Departure Bay Road.	Bill Sims;#413	In Progress
Council	10/19/2020	Madeleine Koch, Active Transportation Project Specialist re: "Intro to the City's Transportation Group"	That Council direct Staff to prepare a report for improving transit stops within the City of Nanaimo including options to ensure all bus stops are uniform and highly visible so they are accessible for all citizens.	Bill Sims;#413	In Progress
Council	10/19/2020	Madeleine Koch, Active Transportation Project Specialist re: "Intro to the City's Transportation Group"	That Council direct Staff to prepare a bylaw which prevents garbage cans and recycling cans from being placed on sidewalks, in order to improve accessibility in the City of Nanaimo.	Bill Sims;#413	In Progress
Council	9/28/2020	Public Works Facility Upgrades	That Council allocate \$200,000 from the existing 2020 - 2024 Financial Plan to further develop an architectural concept and cost estimate for renewal of the Public Works facility.	Bill Sims;#413	In Progress
Council	9/28/2020	Councillor Bonner Motion re: Pilot Program to Reduce Residential Speed Limits	That Council direct Staff to report back to Council on options for Nanaimo to participate in a potential Ministry of Transportation and Infrastructure pilot project limiting residential speed limits.	Bill Sims;#413	In Progress
Council	7/13/2020	Roadway Reallocation Options	It was moved and seconded that Council direct staff to proceed with all options funded by reallocating budgets within the current approved financial plan.	Bill Sims;#413	In Progress
Council	4/6/2020	Downtown Sidewalks and Tree Repairs	It was moved and seconded that Council direct Staff to complete sidewalk / tree repairs at the prioritized locations in the Downtown in 2020.	Bill Sims;#413	In Progress

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	11/18/2019	Downtown Mobility Hub Project Update from Phase 1	That the Governance and Priorities Committee recommend that Council approve siting an on-street Transit Exchange on Front Street adjacent 1 Port Drive, and direct Staff to proceed to Phase 2 of the project to: work with the Regional District of Nanaimo to prepare a design for an on-street Transit Exchange, complete designs for the Downtown and Albert Street bikeways, complete a review of the Downtown Road Network to seek opportunities to enhance connectivity, finalize the Parking Management Strategy, and develop plans to optimize streetscapes and place making.	Bill Sims;#413	In Progress
Special Council	4/8/2019	Electric Vehicle Charging Station Grant Opportunity Follow Up	Council directed Staff to: 1. participate in the Mid-Island Electric Vehicle Network Project and associated CleanBC Communities Fund Application with the Regional District of Nanaimo (RDN) as the lead applicant; 2. allocate up to \$24,000 from within the 2019-2023 Financial Plan for the installation of four public electric vehicle charging stations at City-owned sites within the community; 3. amend the 2019-2023 Financial Plan to add the charging stations project to 2019 for \$80,000 including private (grant) contributions and City share, and, 4. collaborate with RDN Staff to select specific locations within the area that optimize coverage.	Bill Sims;#413	In Progress
Council	12/21/2020	BC Hydro Street Light Upgrades	It was moved and seconded that Council direct Staff to:  1. Work with BC Hydro to develop a Street Light Replacement Plan that replace the BC Hydro lease light fixtures with fixtures of equivalent wattage (brightness) and with a temperature (colour) that aligns with the City's selection criteria. 2. Finalize the City Wide Lighting Study and present a prioritization and implementation strategy to Council for future capital planning considerations.	Bill Sims;#413	In Progress
Council	11/2/2020	Councillor Armstrong - Motion re: Residential Street Parking	It was moved and seconded that Council direct Staff to prepare a report outlining options for Council to consider in order to permit residents to park on residential streets for more than twenty-four hours without having to move their vehicles.	Bill Sims;#413	In Progress
Council	8/31/2020	Delegation from MLA, Sheila Malcolmson re: BC's Situation Tables and Next Steps to Tackle Social Disorder	It was moved and seconded that the City of Nanaimo organize a meeting for Solicitor General Ministry staff to present the situation table model to the Nanaimo-based agencies and non-profits that might form Nanaimo's situation table; and that a letter of general support be provided for the concept of establishing a Situation Table in Nanaimo and any associated grant opportunities.	Dale Lindsay	In Progress



Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	11/4/2019	Downtown Priority Projects	That Council allocate \$220,000 from the Strategic Infrastructure Reserve Fund to implement the Public Realm Improvements identified for the downtown core and that Council direct Staff to remove the \$10,000 request for funding for the “Animate decorative lighting/lasers to the back wall of the Port Theatre” from the Public Realm Improvements/Beautification initiatives.	Dale Lindsay;#251	In Progress
Council	12/21/2020	Nanaimo Food Policy Council	<p>It was moved and seconded that Council support City of Nanaimo Staff participation in the Nanaimo Food Policy Council as non-voting members and include one council member.</p> <p>It was moved and seconded that Council send a letter to the Regional District of Nanaimo Board of Directors requesting that a staff liaison be appointed to the Nanaimo Food Policy Council to represent regional interests.</p> <p>It was moved and seconded that Council provide a letter of support from the City to Nanaimo Foodshare requesting the Nanaimo Region Medical Health Officer provide Nanaimo Foodshare with an additional \$5,000 annually to the health authorities locally designated food hub, to contribute to the administrative costs of coordinating the Nanaimo Food Policy Council.</p>	Dale Lindsay;#251	In Progress
Council	12/21/2020	Covenant Amendment Application No. CA14 - 6010 Brickyard Road	It was moved and seconded that Council direct Staff to proceed with public notification prior to Council’s consideration of Covenant Amendment Application No. CA14 at an upcoming Public Hearing.	Dale Lindsay;#251	In Progress
Special Council	12/14/2020	Health and Housing Action Plan Update	<p>It was moved and seconded that Council extend the mandate of the Health and Housing Task Force until 2021-FEB-28 to allow time for Task Force members to engage their respective organizations on their role in implementing the Health and Housing Action Plan before returning to Council.</p> <p>2. direct Staff to return to Council with a final Health and Housing Action Plan for endorsement along with recommendations regarding any additional investment by the City towards implementing the Health and Housing Action Plan.</p>	Dale Lindsay;#251	In Progress

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Special Council	12/14/2020	Economic Development Strategy	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. extend the mandate of the Economic Development Task Force until 2021-FEB-28 to allow time for the Task Force members to engage their respective organizations on their role in implementing the Economic Development Strategy before returning to Council; and</li> <li>2. direct Staff to return to Council with a final Economic Development Strategy for endorsement along with recommendations regarding any additional investment by the City towards implementing the Economic Development Strategy.</li> </ol>	Dale Lindsay;#251	In Progress
Council	11/16/2020	Environmental Responsibility Framework	<p>It was moved and seconded that Council direct Staff to prepare a report regarding the following three items and bring forward to a future Governance and Priorities Committee meeting for further discussion between Council and the REIMAGINE Nanaimo team:</p> <ol style="list-style-type: none"> <li>1. That Council, as part of its Strategic Plan review process, consider replacing key Focus Area 1 under the Environmental Responsibility Key Focus Area with: "We will take responsibility to build a city and community that operates within the planetary boundaries necessary to maintain core life-sustaining ecological functions.</li> </ol>	Dale Lindsay;#251	In Progress
Council	11/16/2020	Environmental Responsibility Framework	<ol style="list-style-type: none"> <li>2. That the City of Nanaimo adopt the Doughnut Economic Model as a cohesive vision for all City initiatives and planning processes, focused on social and environmental sustainability as defined by the model, and be supported by a localized, objective-based, and evidence-based framework through the Re-Imagine Nanaimo process.</li> <li>3. That Council amend the Environment Committee Work Plan and re-focus it to address the environmental components of this social and environmental sustainability framework</li> </ol>	Dale Lindsay;#251	In Progress
Council	11/16/2020	Councillor Geselbracht - Notice of Motion re: Riparian Review	<p>It was moved and seconded that the City's regulatory framework for watercourses be reviewed and revised as part of the REIMAGINE Nanaimo process in order to improve the protection of city watercourse riparian areas for the full range of the important environmental and community benefits they provide.</p>	Dale Lindsay;#251	In Progress

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	11/2/2020	Climate and Environmental Gap Analysis	It was moved and seconded that Council direct Staff to liaise with Environment Committee members to develop focus group stakeholder engagement around environmental objectives of the Official Community Plan.	Dale Lindsay;#251	In Progress
Council	10/19/2020	Property Disposition - 2230 Boxwood Road, 2221 and 2241 Bowen Road Mid-Town Gateway Project	That Council:  1. authorize the disposition of a portion of City-owned lands located at 2241 Bowen Road to Christ Community Church in exchange for a portion of the Church's property at 2221 Bowen Road; 2. authorize the disposition of a portion of City-owned lands located at 2230 Boxwood Road and the portion of property the City will receive from the Church's property at 2221 Bowen Road to Island West Coast Developments; and 3. direct the Mayor and Corporate Officer to execute the necessary documents to affect the transactions.	Dale Lindsay;#251	In Progress
Council	9/14/2020	City's Role in Health and Housing	It was moved and seconded that Council defer consideration of the position statement on the "City's Role in Health and Housing" until 2021-FEB-01.	Dale Lindsay;#251	In Progress
Council	8/31/2020	Rezoning Application No. RA454 - 5485 and 5495 Godfrey Road	It was moved and seconded that Council direct Staff to secure the road dedication Section 219 covenant with condition of one driveway access and lot consolidation and a community contribution prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	In Progress
Special Council	7/27/2020	Proposal for Civic Precinct Real Estate Strategy	It was moved and seconded that Council direct Staff to address the space needs of the Royal Canadian Mounted Police by exploring options within the Civic Precinct and subsequently develop a strategy for Council's consideration. The motion carried.	Dale Lindsay;#251	In Progress
Council	7/6/2020	Animal Control Service Contract Renewal	It was moved and seconded That Council: 1. Endorse in principle the recommendations of the Animal Control Services review and direct Staff to prepare an RFP for revised contracted services subject to adoption of the 2021-2026 Financial Plan. 2. Direct Staff to prepare an update to the "Licencing and Control of Animals Bylaw 1995 No. 4923" to incorporate the recommendations of the service review; and 3. Direct Staff to work with the Cat Nap society to identify measures to support their work.	Dale Lindsay;#251	In Progress
Council	5/25/2020	Rezoning Application No. RA444 - 30 Lorne Place	"Zoning Amendment Bylaw 2020 No. 4500.177" (To rezone 30 Lorne Place from Duplex Residential [R4] to Low Density Residential [R6]) passed two readings. Council directed Staff to secure the community amenity contribution, road dedication, and access easement should Council support the bylaw at third reading.	Dale Lindsay;#251	In Progress

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	2/3/2020	Rezoning Application No. RA441 - 405 Rosehill Street	Bylaw 4500.171 passed 1st and 2nd reading. It was moved and seconded that Council direct Staff to secure the road dedication and community amenity contribution prior to the adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	In Progress
Council	11/18/2019	Rezoning Application No. RA398 - 307 Hillcrest Avenue and 308/326 Wakesiah Avenue	Bylaw 4500.164 passed first and second reading. It was moved and seconded that Council direct Staff to secure the community amenity contribution, public walkway, road dedication, lot consolidation, and a housing agreement, should Council support the bylaw at third reading.	Dale Lindsay;#251	In Progress
Council	11/18/2019	Official Community Plan Amendment Application No. OCP90 and Rezoning Application No. RA423 - 4392 Jingle Pot Road	Bylaws 6500.041 and 4500.153 passed first and second reading. Council direct Staff to secure road dedication, infrastructure upgrades, vehicle access across the adjacent property, and a community amenity contribution prior to adoption of the Bylaw should Council support the bylaw at third reading.	Dale Lindsay;#251	In Progress
Council	10/21/2019	Rezoning Application No. RA419 – 150 Esplanade and 155 Fry Street	Bylaw 4500.159 Passed first and second reading. It was moved and seconded that Council direct Staff to secure the community amenity contribution should Council support the bylaw at third reading.	Dale Lindsay;#251	In Progress
Council	10/21/2019	Rezoning Application No. RA437 – 115 Chapel Street	Bylaw 4500.160 Passed first and second reading; and, It was moved and seconded Council direct Staff to secure the amenity contribution and BC Liquor and Cannabis Regulation Branch approval prior to adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	In Progress
Council	7/22/2019	Rezoning Application No. RA431 - 50 Tenth Street	Bylaw 4500.155 passed first and second reading. That Council direct Staff to secure the amenity contribution and BC Liquor and Cannabis Regulation Branch approval prior to adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	In Progress
Special Council	6/10/2019	Rezoning Application No. RA422 – 111 Terminal Avenue	Bylaw 4500.146 passed first and second reading. It was moved and seconded that Council direct Staff to secure the community amenity contribution, should Council support third reading of the bylaw.	Dale Lindsay;#251	In Progress
Council	5/27/2019	Rezoning Application No. RA420 - 140 Terminal Avenue	Bylaw 4500.145 passed first and second reading. Council direct Staff to secure the amenity contribution and BC Liquor and Cannabis Regulation Branch approval prior to adoption of the bylaw, should Council support the bylaw at third reading.	Dale Lindsay;#251	In Progress
Council	5/27/2019	Rezoning Application No. RA422 - 111 Terminal Avenue	That Council defer consideration of “Rezoning Application No. RA422 – 111 Terminal Avenue”, to a future Council meeting.	Dale Lindsay;#251	In Progress

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	4/29/2019	Councillor Brown Motion re: Climate Emergency	It was moved and seconded that the framework, strategies and actions, and implementation of City of Nanaimo Community Sustainability Action Plan be updated to reflect the target goal, based on the information contained in the latest Intergovernmental Panel on Climate Change report, of limiting global warming to 1.5°C.	Dale Lindsay;#251	In Progress
Council	12/2/2019	Rise and Report – To Release “In Camera” Motions Approved at the 2019-NOV-04, Health and Housing Task Force “In Camera” Meeting	1. That Council direct Staff to hire a contractor until June 2020 with funds re-purposed from the Drop-In Centre to coordinate the activities of the Health and Housing Task Force. 2. Council request Service Canada to engage Turner Strategies to assist the Health and Housing Task Force with its work starting January 2020.	Jake Rudolph;#442	In Progress
Council	10/7/2019	Correspondence, dated 2019-SEP-20, from Richard Stewart, Mayor, City of Coquitlam, requesting support re: Ride-Hailing letter to BC Minister of Transportation	It was moved and seconded that Council support the taxi industry’s request to provide a level playing field with all transportation providers.	Jake Rudolph;#442	In Progress
Council	12/2/2019	2023 - 2024 Draft Financial Plan Recap	That Council defer consideration of potential Vancouver Island Symphony funding sources for future years until policies are developed.	Laura Mercer;#331	In Progress
Council	10/21/2019	Nanaimo Youth Advisory Council	It was moved and seconded that Council hold the Nanaimo Youth Advisory Council in abeyance; that staff prepare a report on an engagement session to inquire with youth on how they would like to be engaged with and included in local governance structures; and that correspondence be sent to School District 68 and the Regional District of Nanaimo inviting their involvement in organizing the initial engagement session.	Richard Harding;#252	In Progress
Council	12/21/2020	Proposal for Welcome Pole at Maffeo Sutton Park	It was moved and seconded that Council:  1. allocate \$50,000 from Public Art budgeted in the year 2020 and 2021 for a permanent artwork at Maffeo Sutton Park to the realization of a Welcome Pole in the park by Snuneymuxw artist Noel Brown; 2. direct Staff to collaborate with the relevant parties, including Snuneymuxw First Nation and Nanaimo Aboriginal Centre, to see this project completed in a respectful way for the benefit of our communities; and 3. direct Staff to report back to Council with final design and location prior to installation of the artwork.	Richard Harding;#252	In Progress

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	11/2/2020	Councillor Bonner - Motion re: Free Menstrual Products in City Facilities	<p>It was moved and seconded that Council direct Staff to prepare a report outlining options to provide free menstrual products in city facilities in the Spring of 2021, including:</p> <ul style="list-style-type: none"> <li>- A list of City facilities and the cost and feasibility to provide barrier-free menstrual product distribution at each location; and</li> <li>- Outline how the lessons learned from the pilot projects undertaken by the cities of Coquitlam, Port Moody and Victoria (in their civic facilities) can benefit a similar program in Nanaimo and evaluate partnership opportunities such as with the United Way's "Period Promise" campaign and provide future recommendations to Council as part of on-going program sustainment.</li> </ul>	Richard Harding;#252	In Progress
Council	10/19/2020	Program Review of Cultural Grants	That Council to endorse a review of the three grant funding programs administered by Culture & Events (Culture & Heritage Operating Grants, Culture & Heritage Project Grants, and Downtown Event Revitalization Grants), including research on best practices and dialogue with community stakeholders, and return with recommendations to improve and evolve processes to continue to meet the needs of the Nanaimo cultural community.	Richard Harding;#252	In Progress
Council	10/19/2020	Art in Public Spaces Working Group	That Council to endorse the creation of an Art in Public Spaces Working Group to be facilitated by Culture & Events Staff.	Richard Harding;#252	In Progress
Special Council	7/27/2020	Outdoor Stadium Improvement Options	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. receive the draft Stadium Development Report and make available for review and comment by the community, and;</li> <li>2. direct Staff to work with Nanaimo Ladysmith School District No. 68 and local sport and stadium user groups on the concept of making Nanaimo District Secondary School (NDSS) Community Field the medium-sized Stadium for improvement and use and report back.</li> </ol>	Richard Harding;#252	In Progress
Special Council	3/18/2020	Leisure Economic Access Program (LEAP) Review	<p>It was moved and seconded that Council:</p> <ol style="list-style-type: none"> <li>1. approve a review and update of the LEAP program in 2020; and,</li> <li>2. refer the review of the program to the Advisory Committee on Accessibility and Inclusiveness to develop recommendations for changes for Council's consideration.</li> </ol>	Richard Harding;#252	In Progress
Council	11/4/2019	East Wellington Park Management and Action Plan Update	<p>That Council direct Staff to:</p> <ul style="list-style-type: none"> <li>hold an open house at the park and post the draft East Wellington Park Management and Action Plan to the City of Nanaimo's website to gather public input;</li> <li>submit a non-farm use application to the Agricultural Land Reserve for park development; and,</li> <li>report back to Council with the final draft plan.</li> </ul>	Richard Harding;#252	In Progress

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	10/21/2019	Loudon Boathouse Project	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. consider funding of \$123,750 during the 2020 financial plan review for detailed design and costing of the Loudon Boathouse (with \$15,000 coming from private contributions);</li> <li>2. direct Staff to return with, final costing and funding options for Council's review and consideration during the 2021 budget review if design phase is approved; and,</li> <li>3. direct Staff to work with the Long Lake Flatwater Training Centre Society and Rotary Club of Nanaimo North on fundraising and other sources of revenue for the project.</li> </ol>	Richard Harding;#252	In Progress
Council	5/27/2019	Arbot 2 Neighbourhood Park Improvement Request Under the Partners in Parks (PIP) Program	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. allocate \$25,000 from the 2019 Partners In Parks Program fund for Arbot 2 Neighbourhood Park improvements; and,</li> <li>2. approve the renaming of Arbot 2 Park to Royal Oak Park.</li> </ol>	Richard Harding;#252	In Progress
Council	12/2/2019	Councillor Hemmens and Councillor Brown re: Women's Participation on the City of Nanaimo Committees and Task Forces	<p>It was moved and seconded that Council defer consideration of the following motion to a future Governance and Priorities Committee meeting:</p> <p>"It was moved and seconded that a report be prepared for Council with a draft policy and framework for ensuring gender parity on all City committees and task forces.</p>	Sheila Gurrie;#28	In Progress
Council	12/2/2019	Councillor Hemmens and Councillor Brown re: Childminding Reimbursement for Members of Council and City Committee Members	<p>It was moved and seconded that Council defer consideration of the following item to a future Governance and Priorities Committee meeting:</p> <p>"That a report be prepared for Council with a draft policy and framework for reimbursing childminding expenses for members of Council and City Committee Members that are incurred as a result of participation in official City of Nanaimo meetings."</p>	Sheila Gurrie;#28	In Progress
Council	2/24/2020	Sponsorship Policy and Program Development	<p>That Council take a two (2) phased approach to creating a sponsorship policy and strategic plan as follows:</p> <ul style="list-style-type: none"> <li>• Phase 1 – Issue a Request For Proposals to: <ul style="list-style-type: none"> <li>- Conduct a feasibility study/inventory asset valuation</li> <li>- Develop or update sponsorship/advertising/naming policy</li> <li>- Develop sponsorship strategic plan</li> </ul> </li> <li>• Phase 2 – Implement sponsorship program</li> </ul>	Shelley Legin;#521	In Progress

Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	9/28/2020	Federation of Canadian Municipalities Asset Management Program	That Council commits to conducting the Level of Service Study: Asphalt as detailed in the grant application to the Federation of Canadian Municipalities, Municipal Asset Management Program, and commits \$100,000 for 2021 in the 2021 – 2025 Financial Plan toward the costs of this initiative if the grant is successful.	Shelley Legin;#521	In Progress
Council	12/21/2020	Investing in Canada Infrastructure Program Adaptation, Resilience and Disaster Mitigation	It was moved and seconded that Council direct Staff to submit an application to the Investing in Canada Infrastructure Program – Adaptation, Resilience and Disaster Mitigation for the Seabold Drive and Ptarmigan Way Drainage Upgrade project and commit to funding any cost overruns of the project.	Shelley Legin;#521	In Progress
Council	12/21/2020	Investing in Canada Infrastructure Program COVID Resilience Infrastructure Stream	It was moved and seconded that direct Staff to submit an application to the COVID-19 Resilience Infrastructure Stream of the Investing in Canada Infrastructure Program for the Generators for Beban Park Complex and the Water Treatment Plant.	Shelley Legin;#521	In Progress
Council	10/5/2020	Investing in Canada Infrastructure Program	It was moved and seconded 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.	Shelley Legin;#521	In Progress
Council	10/5/2020	Community Economic Recovery Infrastructure Program	It was moved and seconded 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.	Shelley Legin;#521	In Progress
Council	10/5/2020	Community Economic Recovery Infrastructure Program	It was moved and seconded 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.	Shelley Legin;#521	In Progress
Council	8/31/2020	Investing in Canada Infrastructure Program	It was moved and seconded that Council direct Staff to submit an application to the Investing in Canada Infrastructure Program – Community, Culture and Recreation Stream for the Artificial Turf Field Harewood Centennial Park project and that Council commits to funding \$1.19 million of the project.	Shelley Legin;#521	In Progress
Special Council	7/27/2020	Recommendation re: Federation of Canadian Municipalities, Municipal Asset Management Program	That Council approve submission of an application to the Federation of Canadian Municipalities, Municipal Asset Management Program for \$50,000 for a Level of Service Study: Asphalt.	Shelley Legin;#521	In Progress



Meeting Type	Meeting Date	Item	Direction	Assigned To	Status
Council	7/20/2020	Councillor Geselbracht Motion re: Nanaimo Neighbourhood Zero Emission Vehicle Bylaw	It was moved and seconded that Staff prepare a report with options for the timely implementation of a bylaw to allow the operation of Neighbourhood Zero Emission Vehicles in Nanaimo.	Bill Sims;#413	Not Started

DATE OF MEETING February 22, 2021

AUTHORED BY KARIN KRONSTAL, SOCIAL PLANNER

SUBJECT HEALTH AND HOUSING ACTION PLAN IMPLEMENTATION

## **OVERVIEW**

### **Purpose of Report**

To provide the Governance and Priorities Committee with an update on the final Health and Housing Action Plan and the Health and Housing Task Force's recommended next steps for implementation.

## **BACKGROUND**

This report provides the Governance and Priorities Committee with the Staff report presented at the final meeting of the Health and Housing Task Force (the "Task Force") held on 2021-FEB-10 (Attachment A). The attachment includes a summary of the process along with the final version of the Health and Housing Action Plan (the "Action Plan"). This report also provides Council with the following Task Force motions that will be considered by Council at its 2021-FEB-22 meeting as consent items.

The Task Force held its final meeting on 2021-FEB-10, and unanimously passed the following motions:

- "1. That the Health and Housing Task Force recommend that Council endorse the draft Health and Housing Action Plan.*
- 2. That the Health and Housing Task Force recommend that Council direct Staff to convene a transition group to establish the overall governance requirements as well as guide the implementation of the System Planner Organization and report back to Council."*

## **DISCUSSION**

An immediate action identified in the Action Plan is *supporting incubation of a Health and Housing Systems Planner Organization to help optimize current approaches and maximize return on investment*. Essentially, a Systems Planner Organization (SPO) would be responsible for several key areas of plan implementation. This includes focussing on improved coordination and organisation of existing health and housing resources.

To this end, at their final 2021-FEB-10 meeting, the Task Force members passed the above motion requesting that Council direct Staff to convene a transition group to establish the overall governance requirements, as well as guide the implementation of the SPO and report back to

Council. While not necessarily limited to Task Force members, it is likely the transition group would be largely comprised of individuals representing the same organizations that participated in the creation of the Action Plan. Specifically, the Task Force discussed the transition team including the Task Force City Council Chairs Don Bonner and Erin Hemmens, along with representatives from Snuneymuxw First Nation, Chamber of Commerce, the non-profit sector, and other Task Force members in the transition team.

If directed by Council to proceed with the transition group, Staff anticipate it will be two to three months before returning to Council with an update. This will allow time to convene the transition team and facilitate discussions on governance requirements and establishing the SPO. This will also allow transition team members to engage with their respective organizations on how they can best support Action Plan implementation.

#### **SUMMARY POINTS**

- At its final meeting on 2021-FEB-10, Health and Housing Task Force members passed motions requesting that Council endorse a Health and Housing Action Plan and direct Staff to convene a transition group to establish overall governance requirements, and guide the creation of a System Planner Organization, responsible for implementing several key plan priorities.
- Council at its 2021-FEB-22 will consider the motions as consent items.
- If directed to proceed with the transition group, Staff anticipate it will be two to three months before returning to Council with an update.

#### **ATTACHMENTS:**

ATTACHMENT A: 2021-FEB-10 Health and Housing Action Plan Implementation Staff Report

#### **Submitted by:**

Lisa Bhopalsingh  
Manager, Community Planning

#### **Concurrence by:**

Bill Corsan  
Director, Community Development

Dale Lindsay  
General Manager, Development Services

# ATTACHMENT A



## Staff Report for Decision

DATE OF MEETING February 10, 2021

AUTHORED BY KARIN KRONSTAL, SOCIAL PLANNER

SUBJECT HEALTH AND HOUSING ACTION PLAN IMPLEMENTATION

### **OVERVIEW**

#### **Purpose of Report**

To provide the Health and Housing Task Force with the final Health and Housing Action Plan and recommended next steps for implementation.

#### **Recommendation**

That the Health and Housing Task Force recommend that Council:

- a. endorse the draft Health and Housing Action Plan;
- b. direct Staff to facilitate the establishment of a Systems Planner Organization; and
- c. direct Staff to seek funding from partners for establishing a Systems Planner Organization.

### **BACKGROUND**

This report provides the Health and Housing Task Force (the “Task Force”) with the final version of the draft Health and Housing Action Plan that reflects the work of the Task Force (see Attachment A). The report also identifies next steps for consideration to recommend to Council for implementing the Action Plan.

The Task Force and its Terms of Reference was approved by Council at its Special Meeting held 2019-MAY-13. At the same meeting, Council appointed Councillors Bonner and Hemmens as Chair and Alternate Chair (see Attachment B).

At its Special Meeting on 2019-OCT-29, the Task Force worked with a facilitator to identify priority actions. The outcome of this meeting was the following recommendation that Council passed at its “In Camera” meeting held 2019-NOV-04:

- “1. That Council direct Staff to hire a contractor until June 2020 with funds re-purposed from the Drop-In Centre to coordinate the activities of the Health and Housing Task Force.*
- 2. That Council request Service Canada to engage Turner Strategies to assist the Health and Housing Task Force with its work starting January 2020.”*

Although Council allocated sufficient funds for the \$110,000 budget, community partners contributed \$100,000 (\$60,000 was allocated by the Nanaimo Homeless Coalition via the Community Entity using Federal funds designated to address homelessness in Nanaimo and \$40,000 was provided by Service Canada).

The contract, originally scheduled to conclude in July 2020, was delayed by approximately five months due to COVID-19. The deliverables under this contract included the following:

1. A Health and Housing Action Plan outlining priorities for Nanaimo, and targets/gaps/costs to address current and projected vulnerable population needs;
2. Systems Map of 600+ services operating in Nanaimo to understand ecosystem gaps, overlaps and support coordination, and provide help seekers a real-time systems navigation tool (HelpSeeker.org);
3. Strategic engagement to generate key stakeholder buy-in for systems change from end users, service providers, funders/policy makers, and inform public of efforts;
4. Integrated Funding Strategy to create co-investment model among diverse sources to align efforts to maximize impact/performance;
5. Integrated Coordinated Access model to support streamlined process across ecosystem to optimize efforts to prevent and end homelessness; and
6. Complex Needs Integrated Service Model to support housing and wellbeing needs of Nanaimo's 50 highest systems users as a flagship cross-systems initiative.

The final Health and Housing Action Plan meets the first deliverable listed above. An Integrated Needs Assessment and Social Impact Audit was also completed; however, they are not included in this report as they are considered supporting documents that inform the recommendations of the Action Plan.

At its Special Council meeting on 2020-DEC-14, Council received a presentation on the draft Action Plan, and passed the following motions:

- "1. That Council extend the mandate of the Health and Housing Task Force until 2021-FEB-28 to allow time for Task Force members to engage their respective organizations on their role in implementing the Health and Housing Action Plan before returning to Council.*
- 2. That Council direct Staff to return to Council with a final Health and Housing Action Plan for endorsement along with recommendations regarding any additional investment by the City towards implementing the Health and Housing Action Plan."*

Later during the same meeting on 2020-DEC-14, Council passed an additional motion related to resourcing Action Plan implementation:

- "That \$380,000 be added to the 2021-2025 Financial Plan for Health and Housing Initiatives; and that \$100,000 allocated for the day time drop-in center be reallocated to Health and Housing initiatives in the 2021-2025 Financial Plan."*

## **DISCUSSION**

The proposed Action Plan shows that through enhanced collaboration, integration and restructuring of existing health and housing services and supports, there could be a significant positive impact on the number of vulnerable community members who could be served adequately using both existing and future resource investments. Ultimately the Action Plan

shows that fewer resources will be needed to keep pace with demand if funding and resources are used more effectively to meet health and housing needs. However, it is recognized that this would be contingent on the willingness and ability of the various organizations working in Nanaimo to shift resources, change the ways they work, and to overall better coordinate to achieve collective priorities.

There are six immediate action steps identified in the report:

1. Formally call key partners to action to identify areas to support the Action Plan, including capacity to resource funding needs identified.
2. Create a Health & Housing Governance Board to oversee Plan implementation, maintain accountability and focus; its Funders' Table committee will secure the \$18.5M needed for Year 1 rollout.
3. Support incubation of a Health and Housing Systems Planner Organization to help optimize current approaches and maximize return on investment.
4. Expand implementation of the Integrated Coordinated Access model to help with consistent triage of priority clients for the Health and Housing Intervention Teams and supportive housing units and existing resources.
5. Launch Health and Housing Intervention Teams to offer immediate rental subsidies with intensive outreach of wraparound social and health supports to those experiencing the most substantial health and housing complexity/ vulnerability.
6. Secure Permanent Supportive Housing with onsite wraparound social and health supports for individuals in need of intensive low- barrier housing models.

A key immediate action (#3 above) is *supporting incubation of a Health and Housing Systems Planner Organization to help optimize current approaches and maximize return on investment*. Essentially, a Systems Planner Organization (SPO) would be responsible for several key areas of plan implementation focusing especially on improved coordination and organisation of existing health and housing resources.

The Action Plan suggests that the benefits of investing in an SPO would likely result in a high return on investment through improved coordination. However, one key factor impacting this success will be the commitment of individuals and organizations to support the SPO and agree on their role in achieving plan priorities, take concrete action to share resources, and ultimately change the way they currently work to better serve those in need.

While in some communities the SPO resides effectively within local governments, in others it is a stand-alone, new, non-profit organization. Based on discussion with Task Force members, the Action Plan proposes that the SPO be directly incubated with an external agency for one to two years before becoming an independent organization. Reflecting the fact that further discussions are required, the statement on Page 26 of the plan regarding the United Way as SPO incubator has been amended from "will" to "may". This change recognizes that the United Way as the incubator remains a viable option without committing the organization or the City in this planning document. The proposed recommendations in this report reflect the Plans call to establish a SPO. If the recommendation is approved by the Task Force and endorsed by Council, Staff will be directed to facilitate the establishment of a SPO which may include an incubator organization.

The Action Plan estimates that the cost of creating the SPO (\$3.6M over five years) would be split between the various government partners involved in the Task Force as well as others. For a similar type of organization, the City of Kelowna contributes on average \$150,000 a year (approximately \$750,000 over five years) with other funders contributing the remainder of the budget. The City has allocated \$480,000 per year to support plan implementation for five years. If this amount is fully dedicated to the work of the SPO this would amount to \$2.4 Million over five years leaving an estimated shortfall of \$1.2 Million.

The Action Plan intends that the SPO and other coordination activities be collaboratively funded. Related to this, the first immediate action step listed above identifies formally calling “*key partners to action to identify areas to support the Action Plan, including capacity to resource funding needs identified.*” While various agencies including members of the Task Force have been asked to do this and bring this forward in meetings, it is clear that more time is needed to discuss this further and get these commitments formalised by each Task Force representative’s decision makers.

Attachment C provides a draft summary table of key actions under six theme areas (Systems Coordination, Diverse Housing Options, Leadership Engagement, Prevention, Complex Needs Capability and Poverty Reduction). Based on the Action Plan and the mandates of different organizations, the summary includes a draft identification of the anticipated role of the SPO versus the City and other agencies in leading/supporting the different actions. This draft is intended to generate further discussion and confirmation of roles. Any feedback from the Task Force members on the draft summary will be helpful with the establishment of the SPO and clarification of roles in plan implementation

## **NEXT STEPS**

The recommendations of the Task Force will proceed to Council for endorsement of the Plan and final decisions with respect to implementation, including governance.

Staff are seeking direction from the Task Force on the following recommendations to Council.

## **OPTIONS**

1. That the Health and Housing Task Force recommend that Council:
  - a. endorse the Health and Housing Action Plan;
  - b. direct Staff to facilitate the establishment of a Systems Planner Organization; and
  - c. direct Staff to seek funding from partners for establishing a Systems Planner Organization
- The advantages of this option: The Action Plan provides a coordinated framework for responding to the City’s health and housing crisis. Endorsing the Action Plan validates the work of the City and its Partners and allows Staff to proceed with implementing the plan. Furthermore, getting confirmation of partner funding to add to City funds to resource this work will help establish ownership, collaboration, and commitment to implementing the Action Plan.

- The disadvantages of this option: Delaying on these recommendations might be interpreted as the City not being committed to the Action Plan.
- Financial Implications: Council has allocated \$480,000 per year for five years towards plan implementation. This totals approximately \$2.4 Million over five years, some or all of which could be allocated to a Systems Planner Organization. Should other partners commit to funding and/or contributing other resources to the Systems Planner Organization, then more City resources would be available to implement other immediate actions identified in the plan.

2. That the Health and Housing Task Force provide alternative direction.]

### **SUMMARY POINTS**

- On 2019-MAY-13, Council approved the creation of a Health and Housing Task Force to address the health and housing crisis in our community.
- The Task Force has spent the last year working with a consultant to create a Health and Housing Action Plan.
- Staff are seeking Task Force recommendation to Council to endorse the final Health and Housing Action Plan as well as next steps on implementation.

### **ATTACHMENTS:**

ATTACHMENT A: Draft Health and Housing Action Plan

ATTACHMENT B: Health and Housing Task Force – Terms of Reference

ATTACHMENT C: Draft Summary of Key Action Plan Areas by Lead Agency

#### **Submitted by:**

Lisa Bhopalsingh  
Manager, Community Planning

#### **Concurrence by:**

Bill Corsan  
Director, Community Development

Dale Lindsay  
General Manager, Development Services

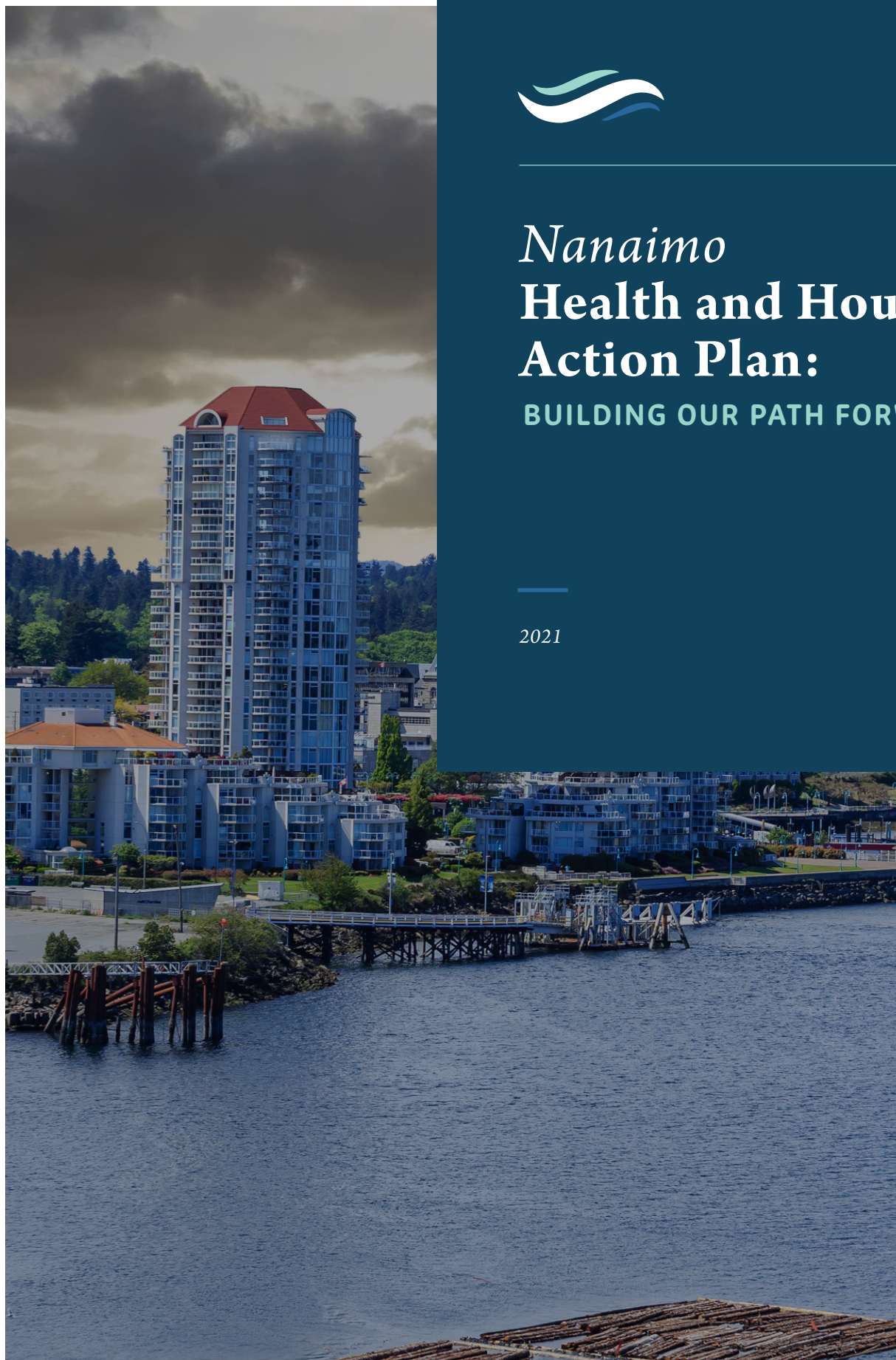




# *Nanaimo* Health and Housing Action Plan:

BUILDING OUR PATH FORWARD

2021







“ Timely action is needed to  
drive solutions forward. ”



## LAND ACKNOWLEDGEMENT

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We would like to begin by acknowledging that the City of Nanaimo is on the Traditional Territory of the Coast Salish Peoples, including the Traditional Territories of the Snuneymuxw and Snaw-Naw-As First Nations.



# NANAIMO HEALTH & HOUSING ACTION PLAN OUTLINE

## VISION

All people in Nanaimo, regardless of their background, situation, or past experiences, are able to navigate & access a full spectrum of health and housing services.

## GUIDING PRINCIPLES

A set of principles has been developed to guide the development of the Plan. The desired outcome of this Plan, in addition to achieving the Vision as listed above, is a system that embodies the following principles:

- » **TOGETHER, NOT AGAINST**  
Our community as a whole is greater than the sum of its parts.
- » **HOLISTIC, NOT SILOED**  
We work together, as a community, taking into account the whole health and wellbeing of those who live here.
- » **SYSTEMS CHANGE, NOT ONEOFFS**  
We are committed to solutions now, while creating long-term change for the future.
- » **ROOT CAUSES, NOT JUST SYMPTOMS**  
We act early, on things that matter most.
- » **COORDINATED, NOT STATUS QUO**  
We will coordinate, unafraid to chart roads not yet travelled.
- » **ACTION, NOT CONSULTATION**  
We will take action on what we know, and what we hear.
- » **SHARED ACCOUNTABILITY, NOT SOLE RESPONSIBILITY**  
We acknowledge that no one is solely responsible for creating system change, but that we all have a part to play in our collective success.
- » **LEADERSHIP, NOT MANAGEMENT**  
We will create a clear direction and vision for health and housing in our community, for others to rally around and build on.

## About the Health & Housing Action Plan

The foundation of the Action Plan is *built on our community's willingness to share their input, perspectives, and personal experiences.*

While a robust data collection and analysis phase provided insights needed to develop an evidence-based framework, it is the contributions of our community that drove the HHTF's guiding principles that focused and drove this work.

**This Action Plan not only sets out a path for progress; it represents a change in direction and a commitment to not only do more, but do better together to meet the needs of our community.**



TURNER | STRATEGIES



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







## IMMEDIATE ACTION STEPS

- 1** Formally call key partners to action to identify areas to support the Action Plan, including capacity to resource funding needs identified.
- 2** Create a Health & Housing Governance Board to oversee Plan implementation, maintain accountability and focus; its Funders' Table committee will secure the \$18.5M needed for Year 1 rollout.
- 3** Support incubation of a Health & Housing Systems Planner Organization to help optimize current approaches and maximize return on investment.
- 4** Expand implementation of the Integrated Coordinated Access model to help with consistent triage of priority clients for the Health & Housing Intervention Teams and supportive housing units, and existing resources.
- 5** Launch Health & Housing Intervention Teams to offer immediate rental subsidies with intensive outreach of wraparound social and health supports to those experiencing the most substantial health and housing complexity/ vulnerability.
- 6** Secure Permanent Supportive Housing with onsite wraparound social and health supports for individuals in need of intensive low- barrier housing models.

## COMMITMENTS

### TRUTH & RECONCILIATION



Use the Truth and Reconciliation Commission's Calls to Action to guide the implementation of the Plan.



Indigenous participation, leadership and self-determination across all aspects of Plan governance, implementation, and data collection.



Improve quality of, and access to, culturally competent service provision.



Improve community cohesion and Indigenous belonging through education and awareness of Indigenous culture and strengths, and the impact of colonialism and racism.

### CHALLENGING DISCRIMINATION & STIGMA



Challenge stigma and change negative public perceptions about homelessness, substance use, mental health, poverty and other commonly stigmatized experiences.

## ACTIONS

### SYSTEM COORDINATION



**1.0** Create a **community-based governance committee** for the oversight of this Action Plan and coordination of the Health and Housing System.



**2.0** Support **continuous improvement & innovation** activities across the ecosystem.

### DIVERSE HOUSING OPTIONS



**1.0** Support and bolster existing efforts in the community to **increase access to affordable housing**.



**2.0** Create **appropriate, accessible, and culturally-competent housing options** across the housing spectrum for individuals with diverse needs, with an emphasis on integrated supportive housing models that include substance use and mental health support, treatment, and recovery options.



**3.0** Enact engagement strategies and programs to improve **Housing & Health Equity** in market housing.

### LEADERSHIP & ENGAGEMENT



**1.0** Promote and support **community engagement and feedback** to support Plan priorities.



**2.0** Leverage the **strengths, experiences and contributions of diverse groups** across the community to champion plan priorities.



**3.0** Support the City to create a **provincial and federal advocacy strategy** to support plan priorities.

### PREVENTION



**1.0** Develop and support a holistic and integrated **health and housing spectrum** that leverages new and existing services and supports across diverse needs that is person-centred across the prevention continuum.

Implement an **Integrated Coordinated Access (ICA) model** that connects the residents of Nanaimo to community services, based on individual needs and preferences.



**2.0** Improve access to supports, through **systems navigators**, to connect children, young people and families to supports that promote lifelong health and wellbeing.

### COMPLEX NEEDS CAPABILITY



**1.0** Leverage a **human rights approach** by ensuring **access to the most basic human needs** for all residents, at minimum, while **connecting clients** to supports they need.



**2.0** Advance a **complex needs capability** approach across the community that ensures consistent practices across services, and improve outcomes for clients with complex needs, including intergenerational trauma, homelessness, mental health, substance misuse, systems involvement, poverty, and discrimination.



**3.0** Support **community health and safety** through proactive planning, partnerships and communitywide prevention.

### POVERTY REDUCTION



**1.0** Develop a **Poverty Reduction Strategy**, aligned with the strategies set forth in TogetherBC and based on community needs and priorities.



**2.0** Explore demand for **programming and supports that improve the economic equity and health of residents** now, and in future generations.



**3.0** Support **Community Economic Development** through initiatives, advocacy and social infrastructure development.



# Executive Summary



The Health and Housing Task Force was appointed by the City Council to advance health and housing as community priorities. As we work toward a shared vision — health and housing for all — the Health and Housing Action Plan serves as a five-year roadmap for collaboration and bold action.

To build the Plan, the Task Force led a community engagement and research process over the course of 2020 that identified needs and priorities for Nanaimo.

“ Health and  
Housing for all ”

## KEY CHALLENGES



**6,000 PEOPLE**

*in Nanaimo are living on the edge of homelessness*



**1,800 PEOPLE**

*experience homelessness over the course of a year*



**ABOUT 180 PEOPLE**

*are experiencing long term, chronic homelessness*

We have significant gaps in our current capacity to support the housing, health, and social needs of these individuals and families. This has been exacerbated by the **COVID-19 pandemic** — which amplified the already widening income and **housing affordability** gaps — impacts of **systemic racism**, and **health inequities**. This is layered on top of a growing yet aging population, and the **ongoing impacts of colonialism on Indigenous people**.

Beyond this, our current system of care is fragmented and **lacks coordination**, creating gaps and inefficiencies in our social safety net. The results impact all of us: early childhood trauma, social disorder, visible homelessness, social marginalization, etc. lower quality of life and entrench inequities further in our community.

## WHAT IF THERE WAS A BETTER WAY?

This Action Plan holds the promise of charting a path forward that can bring everyone better outcomes, while putting resources we are already investing to better use.

Based on the outcomes of feedback received through the community engagement process, the Task Force created a framework for taking action on health and housing, split into two commitments and six priority areas of focus.

## FRAMEWORK FOR ACTION

### 2 COMMITMENTS



TRUTH & RECONCILIATION



CHALLENGING DISCRIMINATION & STIGMA

### 6 PRIORITY AREAS



SYSTEM COORDINATION



PREVENTION



DIVERSE HOUSING OPTIONS



COMPLEX NEEDS CAPABILITY



LEADERSHIP & ENGAGEMENT



POVERTY REDUCTION



### 80 ACTIONS

Each commitment and priority area is followed by specific actions that should be taken to enact that recommendation, timelines for implementation, and tangible methods for measuring progress and success on that action.

### INVESTMENT NEEDS

**2021 Immediate Need - \$18.5M**

**Five-Year Total - \$65.5M**

The immediate priority and our next steps are to ask Council's support to invite key partners to participate in the Governance Board, and to identify their roles in implementing these priorities.

The next immediate priority will be to secure an \$18.5M strategic investment to house and support 280 people with long-term experiences of homelessness and health needs in 2021.

The estimated investment needed overall totals \$65.5M and will support 4,300 people in 635 new program and housing spaces over the next five years and develop essential system coordination functions.

**These proposed measures total just \$40 a day per person helped.**

**Compare this to the costs per night in hospital at \$363, or jail at \$144.**



**Implemented, these actions will:**

- » House and support most people experiencing long term homelessness;
- » Reduce social disorder and rough sleeping;
- » Make better use of health, justice, and social service resources;
- » Improve health and housing equity for all; and
- » Embody Nanaimo's tangible response to the Truth & Reconciliation Calls to Action.

As the Task Force completes its mandate, the Action Plan will be presented to City Council for their endorsement with a request for support in catalyzing a call to action to key partners, as outlined below.

IMMEDIATE PRIORITIES	2021 FUNDING NEEDS	COMPLETED BY	KEY PARTNERS CALLED TO ACTION
<b>1</b> Formally call key partners to action to identify areas to support the Action Plan, including capacity to resource funding needs identified.	n/a	<b>Dec. 31, 2021</b>	<b>City of Nanaimo &amp; Snuneymuxw First Nation initiate calls to action to their own organizations and:</b>
<b>2</b> Create a Governance Board to oversee Plan implementation, maintain accountability and focus; its Funders' Table committee will secure the \$18.5M needed for Year 1 rollout.	n/a	<b>Jan. 30, 2021</b>	<ul style="list-style-type: none"> <li>» BC Housing</li> <li>» Island Health</li> <li>» First Nations Health Authority</li> <li>» United Way</li> <li>» Nanaimo Homeless Coalition</li> <li>» Chamber of Commerce</li> <li>» Government of BC</li> </ul>
<b>3</b> Support incubation of a Health & Housing Systems Planner Organization to help optimize current approaches and maximize return on investment.	\$0.5M in system coordination to optimize current investments of \$55-60M/yr in the service and housing ecosystem.	<b>Jan 30, 2021</b>	<ul style="list-style-type: none"> <li>» Children &amp; Family Development;</li> <li>» Education;</li> <li>» Health;</li> <li>» Indigenous Relations &amp; Reconciliation;</li> <li>» Mental Health &amp; Addictions;</li> <li>» Municipal Affairs &amp; Housing;</li> <li>» Social Development &amp; Poverty Reduction.</li> </ul>
<b>4</b> Expand implementation of the Integrated Coordinated Access model to help with consistent triage of priority clients for the Health & Housing Intervention Teams and supportive housing units, and existing resources.	n/a	<b>Feb. 30, 2021</b>	<ul style="list-style-type: none"> <li>» Employment Social Development Canada</li> <li>» Health Canada</li> <li>» Canada Mortgage and Housing Corporation</li> </ul>
<b>5</b> Launch Health & Housing Intervention Teams to offer immediate rental subsidies with intensive outreach of wraparound social and health supports to those experiencing highest health and housing complexity/ vulnerability.	140 spaces, \$2.7M/yr supports + rent subsidies	<b>Feb. 28, 2021</b>	
<b>6</b> Secure Permanent Supportive Housing with onsite wraparound social and health supports for individuals in need of intensive low-barrier housing models.	90 units, \$15.3M (and + \$13.5M capital + \$1.8M/yr supports)	<b>Jun. 30, 2021</b>	

With a framework for action developed, an investment strategy to support it, and a governance and implementation model that creates clear accountability within the system, Nanaimo is ready to move forward with this Action Plan and get to work.



# BUILDING OUR PATH FORWARD

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## LIST OF ACRONYMS

*ACT - Assertive Community Treatment*

*CMHA - Canadian Mental Health Association*

*COVID-19 - Coronavirus Disease 2019*

*HHAP - Health and Housing Action Plan*

*HHIT - Health and Housing Intervention Team*

*HHTF - Health and Housing Task Force*

*ICA - Integrated Coordinated Access*

*KPI - Key Performance Indicators*

*LGBTQ2S+ - Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, Two-Spirit, and additional sexual or gender identities*

*LivEx - Lived experience*

*MHSU - Mental Health & Substance Use*

*PiT - Point-in-Time Count*

*RCMP - Royal Canadian Mounted Police*

*VIHA - Vancouver Island Health Authority*



# Introduction

**Health and housing are basic needs that should be affordable and accessible to everyone — from our lifelong residents, to members of the community who have newly joined us. As we work toward a shared vision — *health and housing for all* — the Action Plan serves as a five-year roadmap for collaboration and bold action.**

Following the launch of the 2018 Action Plan to End Homelessness, Nanaimo City Council appointed a multi-sectoral Health and Housing Task Force (HHTF) to advance the priorities within the plan, through a collaborative approach. The HHTF — composed of key stakeholders at the municipal, regional, provincial and First Nations governments, and community level — embarked on a collective effort to create a Health and Housing Action Plan (HHAP) that takes into consideration the entire health and social sector in our community. The Action Plan sets a bold vision for creating a stronger, more coordinated system to respond to the needs of people facing the most vulnerable circumstances.



## THE HEALTH AND HOUSING TASK FORCE

The membership of the Health and Housing Task Force (as of September 2020) includes:

### CO-CHAIR

Councillor Don Bonner

### CO-CHAIR

Councillor Erin Hemmens

### STAFF LIAISON

Lisa Bhopalsingh, *Manager, Community and Cultural Planning*

### STAFF LIAISON

Karin Kronstal, *Social Planner*

### APPOINTEES

Councillor Don Bonner (*Council Rep*)  
 Councillor Erin Hemmens (*Council Rep*)  
 Councillor Emmy Manson (*Snuneymuxw First Nation Councillor and Community Wellness Administrator*)  
 Supt. C. Miller (*Officer-in-Charge, RCMP, Nanaimo Detachment*)  
 Keva Glynn (*Executive Director, Mental Health and Substance Use [MHSU], Public Health and Child/Youth Services, Island Health*)  
 Malcolm McNaughton (*Director Regional Development – Vancouver Island, BC Housing*)  
 Anita LaHue (*Director, Partnerships and Strategic Initiatives, Strategic Services Branch, Province of BC, Ministry of Social Development and Poverty Reduction*)  
 Jan Fix (*Director, Program Delivery, Service Canada*)

### AT LARGE MEMBERS

Kim Smythe (*President and CEO, Greater Nanaimo Chamber of Commerce*)  
 Signy Madden (*Executive Director, United Way*)  
 John McCormick (*Executive Director, John Howard Society*)  
 Jason Harrison (*Executive Director, Canadian Mental Health Association [CMHA] Mid-Island Branch*)

### ALTERNATES

Councillor Erin Hemmens (*Council Rep*)  
 Marina White (*Snuneymuxw First Nation Health Director*)  
 Lisa Fletcher (*Inspector, Police Services*)  
 Lisa Murphy (*Director, MHSU, Island Health*)  
 Heidi Hartman (*Regional Director, BC Housing*)  
 Lisa McHaffie (*Service Manager*)

### ALTERNATES

Terra Kaethler (*United Way*)  
 Virginia Fenton (*Managing Executive Director, John Howard Society*)





# NANAIMO HEALTH & HOUSING

## OUR JOURNEY

**The foundation of the Action Plan is built on our community's willingness to share their input, perspectives, and personal experiences.**

While a robust data collection and analysis phase provided insights needed to develop an evidence-based framework, it is the contributions of our community that drove the HHTF's guiding principles that focused and drove this work.

This Action Plan not only sets out a path for progress, but it also represents a change in direction and a commitment to not only do more, but to do better together to meet the needs of our community.

## VISION

All people in Nanaimo, regardless of their background, situation, or past experiences, are able to navigate & access a full spectrum of health and housing services.

## GUIDING PRINCIPLES

A set of principles has been developed to guide the development of the Plan. The desired outcome of this Plan, in addition to achieving the Vision as listed above, is a system that embodies the following principles:

### » TOGETHER, NOT AGAINST

Our community as a whole is greater than the sum of its parts.

### » HOLISTIC, NOT SILOED

We work together, as a community, taking into account the whole health and wellbeing of those who live here.

### » SYSTEMS CHANGE, NOT ONEOFFS

We are committed to solutions now, while creating long-term change for the future.

### » ROOT CAUSES, NOT JUST SYMPTOMS

We act early, on things that matter most.

### » COORDINATED, NOT STATUS QUO

We will coordinate, unafraid to chart roads not yet travelled.

### » ACTION, NOT CONSULTATION

We will take action on what we know, and what we hear.

### » SHARED ACCOUNTABILITY, NOT SOLE RESPONSIBILITY

We acknowledge that no one is solely responsible for creating system change, but that we all have a part to play in our collective success.

### » LEADERSHIP, NOT MANAGEMENT

We will create a clear direction and vision for health and housing in our community, for others to rally around and build on.

## APPROACH

To inform the Action Plan, the HHTF, in partnership with HelpSeeker, undertook a number of foundational pieces to better understand the needs of the community, and build off the existing Nanaimo Action Plan on Homelessness 2018-2023 and the City's 2018 Affordable Housing Strategy. Findings and insights from this research are found throughout the Action Plan.

**INTEGRATED NEEDS ASSESSMENT:** *A community-wide review of current historical data, partnerships, strategies, and reports to gain a common understanding of trends and issues impacting health, housing, and wellbeing in Nanaimo.*

**COMMUNITY ENGAGEMENT:** *Through several engagement activities throughout 2020, approximately 300 people living in Nanaimo — with diverse experiences and perspectives — contributed their input, ideas, and experiences to shape this plan.*

**SOCIAL IMPACT AUDIT:** *A systematic approach to understand how Nanaimo's social safety net is funded, and from where, to understand the capacity of the system and opportunities for efficiency.*

**FINANCIAL MODELLING:** *Cost modelling to explore different options for creating a positive impact in housing and health.*

**INTEGRATED FUNDING STRATEGY:** *A collaborative funding model to maximize impact across multiple funders.*

**SYSTEMS MAPPING:** *An online directory of community supports and services was created using the HelpSeeker Systems Mapping Platform. Individuals in Nanaimo seeking help can download the free app on their phones to connect to (as of November 12, 2020) over 740 local resources for mental health, substance use, housing, recreation, early childhood support, and more (along with over 50,000 Canada-wide social service resources).*

## METHODOLOGY

The HHTF undertook the initial start-up and research activities in January and February of 2020. In March, with the onset of COVID-19, the development of the plan was slowed to create a safe and inclusive alternative to the community engagement activities previously planned. We created a new engagement process that relied on virtual engagement and small group consultations for those without access to technology. More information about the community participants and the engagement approach can be found below in ***Setting the Context.***





# Setting the Context

Together, the **Integrated Needs Assessment** and the **Community Engagement** activities paint a picture of health and housing in Nanaimo.

While there are clear needs in our community that together we must address — poverty, housing unaffordability, food insecurity, safety, and more — the data we collected also shows a vibrant and passionate community, one that is ready for action. We will use these strengths and assets of our community to focus our efforts on where we can improve.

As the pandemic remains active and ongoing at the time of the publication of this Action Plan, many longer-term consequences of the pandemic remain to be seen. Regardless, the impact of COVID is expected to be extensive, affecting all areas of health and housing, and while new issues may arise, it is also likely that existing inequalities, inequities, and systemic gaps may grow. As we implement this plan over the next five years, we are committed to collecting ongoing inputs and feedback to understand how people in Nanaimo are most affected.

## NEEDS ASSESSMENT

### A GROWING COMMUNITY



**POPULATION EXCEEDING  
100,000**



**MIGRATION AND DIVERSITY**



**AGING POPULATION**

**Exceeding 100,000 people:** Nanaimo has seen steady growth and has recently passed the 100,000 mark. Population pressures associated with urbanization are associated with social challenges, particularly housing affordability/homelessness, population health, poverty, and strains on existing infrastructure.

**Growing population, changing demographics:** The growth in Nanaimo is primarily a result of migration. A large proportion of the population considered “visible minorities” in the community is Chinese, making up nearly 28% of people who identify as visible minorities. As well, approximately 7% of Nanaimo’s population identifies as Indigenous, and this population’s average age is 31.3 years – 13 years younger than the community average. A diversifying population calls for an increased focus on inclusion and equity.

**Aging population:** The proportion of Nanaimo residents aged 65 years of age or older is 23%. Over the next five years, this percentage is expected to rise, placing demands on housing, health services, transportation, and other necessary supports.

**A diversified and stable economy:** Driven by Finance and Insurance, Real Estate, and Professional Scientific Technical and Educational services, Nanaimo’s diversified economy is seeing steady growth after transitioning from a commodity-based economy. Nanaimo continues to experience high unemployment rates, currently at 6.2%.



## MEASURES OF POVERTY



**Poverty, deprivation and growing inequality:** The largest proportion of households in the community (27%) earned less than \$40,000 per year, while the second largest earned between \$100,000-149,000, signifying a substantial growing income gap and class divide in the community.

In 2019, 19% of Nanaimo households were considered low-income, based on city data; this is an increase from 17% in 2016 as seen in census data, which provided further insight into more specific sub-populations; for example, 23% were children aged 0-17. Residents in Nanaimo have higher levels of economic dependency and situational vulnerability, according to the Canadian Index of Multiple Deprivation. People with lower income may face compounded poverty in the future as they are less able to contribute to savings and retirement pensions — an important consideration for city planning in the years and decades to come.

**Housing unaffordability:** Nanaimo now ranks in the top five most expensive housing markets in Canada, as well as one of the top 20 least-affordable cities for housing in the world. In December 2019, the MLS® Home Price Index (HPI) benchmark price for single family homes in Nanaimo was \$562,000. This is a 65% increase over five years. Average rent has increased by 27.5% over the same period. Renters living alone, lone parents, Indigenous peoples, and recent immigrants are having higher affordability challenges.

**Housing inadequacy:** An aging housing stock, with many houses needing repairs, is an issue particularly due to the large number of homeowners in the community (67%). This particularly affects the Indigenous population where approximately 36% of homes are in need of major repairs.

**Homelessness increasing:** Looking at the 2016–2020 period, homeless point-in-time counts show an overall increase from 174 to 433 (248%), another factor that will likely continue to be impacted significantly by the pandemic due to employment loss, evictions, and housing affordability. Indigenous people were overrepresented at one-third of those enumerated. Of note, 268 (62%) were sleeping rough.

Of note, 77% of the respondents in 2020 reported being homeless for six months or more, of the last 12. This is an almost 5% increase from 2018 suggesting that on average the length of time that individuals are experiencing homelessness is increasing.

**The way this report defines affordable housing is according to the Canada Mortgage and Housing Corporation (CMHC) definition, which means housing across the entire housing continuum (rental/home ownership, permanent/temporary, private/social, etc.) that costs less than 30% of a household's before-tax income.**

## COMMUNITY HEALTH & SAFETY



COMMUNITY  
WELLBEING



MENTAL  
HEALTH



ALCOHOL AND  
SMOKING-RELATED  
DEATHS



SUBSTANCE  
USE



EMERGENCY  
SERVICE CALLS



INTERPERSONAL  
VIOLENCE

**Food insecurity:** One in 25 people (3.8%) are identified in Island Health Authority as food-insecure and food bank usage is increasing. This will likely be exacerbated by the COVID-19 pandemic due to factors such as loss of employment.

**Community Wellbeing:** The Community Wellbeing (CWB) Index measures socio-economic wellbeing for communities across Canada over time. It has four components: education, labour force activity, income, and housing. In 2016, Nanaimo had a score of 81/100, remaining stable from 2011 (80/100).

**Mental Health:** In one year, the number of people in the Nanaimo Local Health Area newly-diagnosed with depression or anxiety was 1,131. These statistics do not capture those individuals who have not sought medical help.

**Lower life expectancy:** Life expectancy in the Nanaimo Local Health Area is 1.3 years lower than the provincial average. Chronic disease rates for asthma and chronic obstructive pulmonary disorder (COPD) are also higher in our health region.

**The Potential Years of Life Lost (PYLL) Index:** This index estimates the number of years of life 'lost' to early deaths. Alcohol and smoking-related deaths in the Nanaimo Local Health Area are 61% and 26% higher than the provincial average, respectively.

**Drug overdose and emergencies:** There were 30 unintentional illicit drug toxicity deaths in Nanaimo (accidental and undetermined) that occurred between January 1, 2020 and September 30, 2020, inclusive. This is an 11% increase from 2019.

**Demands for police are up:** Crime severity has been steadily increasing over the past five years in Nanaimo (which has a Crime Safety Index of 118), growing at a much faster rate than BC as a whole (CSI = 87.7).

**Interpersonal violence:** Nanaimo RCMP responded to 584 calls in 2019.

## COMMUNITY EXPERIENCES

The Health and Housing Action Plan is based on the real-life experiences, perceptions, and desires of members across the community. To create an equitable community engagement process, the HHTF sought out members of the community who may not regularly have the opportunity to contribute to local planning and decision making, despite the impacts these decisions have on their health and wellbeing.

### DESIGN LABS

Prior to COVID-19, Design Labs, community conversations related to health, housing, and homelessness-related issues in Nanaimo were held in person. In groups of approximately 40, over 200 participants shared their input into the plan including:



**Business Sector  
Solutions**



**Public Awareness  
& Education**



**Media**



**Neighbourhood-based  
Solutions**



**Legal  
& Justice**



**Crime  
& Safety**



**Spirit Of Recovery:  
Supports for Mental Health  
and Addictions**



**Social Inclusion  
& Wellbeing**



**Employment, Education,  
and Poverty Reduction**

## RESULTS

The Design Labs resulted in extensive initial feedback from the community where several recommendations emerged. A full summary of the results can be found in Appendix 1.

01.

### ESTABLISH A CONTINUUM OF CARE

A connected path of services that supports individuals as their needs change — by enhancing leadership representation from all sectors at community round tables; recruiting stakeholders such as RCMP, community agencies, justice representatives, and health care; implementing better service coordination; hiring people to coordinate the continuum of care; and developing a specialized team of people who can help others navigate the social service system.

02.

### INCREASE SUPPORTS

for early intervention, mental health, substance use, and supporting housing.

03.

### IMPROVE ACCESS TO HEALTH CARE

Creating 24-hour outreach and street nurses as well as supportive wet and dry sites; establishing more positions and incentives for social work and psychologists; providing education for health professionals on best practices; intensive case management for people who require more support; supporting family and peers to help their loved ones; and leveraging retired health professionals as volunteers.

04.

### INCLUDE LIVED EXPERIENCE VOICES AND REPRESENTATION

at decision-making tables and increase youth systems advocacy and coordination.

05.

### ENGAGE THE COMMUNITY AND PROMOTE ACCURATE INFORMATION

Conducting public wellness events and campaigns; developing community champion networks; celebrating community success; establishing stronger relationships with the media to prevent misinformation.

06.

### MAKE LONG-TERM CHANGE AT A POLICY LEVEL

advocating for provincial funding; improving access to health and housing; using both emerging research and local knowledge; and undertaking cost-benefit analyses of supportive programs to create awareness of funding needs and temper public vigilantism.

## VALIDATION LABS

As COVID restrictions eased from August to September 2020, the HHTF undertook a second round of community engagement activities, using a more targeted, small-group approach. Community facilitators, representing diverse experiences and knowledge, were trained to recruit participants and lead virtual or in-person discussions that would inform the plan. Facilitators were each provided with a video outlining the working Health and Housing Action Plan priorities, discussion questions, and note sheets to report back on the participants' ideas and feedback. Approximately 100 people participated in the 16 Validation Lab sessions that took place.



**RACIALIZED/  
MULTICULTURAL  
ADULTS**



**PHYSICAL  
ABILITIES &  
DISABILITY**



**FOOD  
SECURITY**



**SENIORS &  
HOUSING LOSS**



**HIDDEN  
HOMELESS**



**HOMELESS**



**WOMEN**



**BRAIN INJURY**



**LGBTQ2S+**



**MEN**

THE VALIDATION LABS INCLUDED INDIGENOUS ON AND OFF RESERVE FROM THE  
**Snuneymuxw First Nation**

## RESULTS

Like the Design Labs, consistent themes arose from the Validation Labs, this time with a greater focus on experiences — and the resulting harm — of stigma, discrimination, and exclusion across service use, and in the community generally. Common themes included: .

01.

### PUT IDEAS INTO ACTION

Participants indicated desire to see action beyond the initial ideas that were presented by the HHTF. Participants expressed a desire to see positive changes related to health, housing, and wellbeing take place, and exactly how those changes would be implemented.

After hearing the overview of the preliminary Action Plan commitments, responses were mixed. In general, participants were supportive of the sentiment and intention of the commitments and glad to be engaged, saying this is “something Nanaimo truly needs.” However, there were some criticisms, largely based on past experiences and worries that action would not be taken. One participant asked, “Why trust the City to ensure this will be followed through? Will my investment in this be worth legitimate effort?” Overall, a common theme was the desire to see action, specificity, and empathy behind the commitments, not just promises that may or may not be fulfilled.



One individual mentioned, *“I have seen no change in three years. The City has lost their grip on social justice and human rights. Maybe get someone who is on City Council to experience homelessness, use the present resources to really identify problems, then move on to how to fix it.”*

02.

### CO-DESIGN SERVICES WITH THOSE WHO USE THEM

Include people with living and lived experience in the consultation process, design, and implementation of services. Participants asserted the importance of having their voices heard, and creating space for conversations about inclusion and representation in a way that is easy to contribute to meaningfully. It was argued that “people in need” should choose who is in charge, and that “Native people [should sit] in the meeting discussing the action plan and direction it’s heading.”

Participants supported the value of inclusivity, not exclusivity, especially of First Nations communities. Also noted was the importance of finding “champions” of communities to take leadership on these issues. An Interfaith Action Council was also proposed to support this, as volunteers viewed themselves as coordinators, funders, campaign supporters, information providers, and navigators.

## 03.

## DIVERSE COMMUNITIES NEED DIVERSE SERVICES

Because Nanaimo is diverse in nature, the needs of the community are also diverse and, as a result, require a wide range of services to meet these needs. Particularly, services are needed to support people with physical and cognitive disabilities, people experiencing homelessness, substance users, the LGBTQ2S+ populations, First Nations, and racialized communities. Participants often feel frustrated that they don't fit the criteria for certain services, so diverse service options due to age, economic status, family life, or specific needs are in demand.

Service diversity offers users more choice over their support-seeking journey, and reduces discrimination based on stigma, eligibility criteria, or personal experiences. One of many examples given of the need for more diverse services is illustrated in this participant's quote:



***"Something not working is people being lumped together in housing. Mental Health and Addictions aren't the only issues. It's not black and white. We need more types of housing. For example: if you live in the modular housing, the cops hassle you, cab drivers ask for money up front when you say where you are going. At first it just seemed like an experiment. The staff were ignoring drug deals in front of them. They wouldn't intervene or solve problems between people; they were just ignoring things [...] we got blamed, and it became a place of stigma. We need more leadership and structure[...] we need housing that isn't so stigmatized and with more options for people, not just mental health and addictions."***

A lack of options leads to mismatches between users and services, therefore leading to higher risk for those individuals, not just in terms of their health vulnerability, but also in terms of risk becoming a victim of violence, as participants shared stories of people being chased with baseball bats, having their camps burned down, and being targeted as a result of stigma.

## 04.

## STIGMA CREATES EXCLUSION

Stigma and prejudice, which stem from discrimination and narratives that dehumanize certain groups of people, prevent some people from accessing services. Housing, mental health services, financial services, food banks, and many other services are difficult enough to approach due to stigma, but stigma also plays a role in how easily people can use those services as people are often denied service due to pre-conceptions based on their appearance.

Comments were made that the HHAP needs to "get rid of judgement and stigma... understand what low-income housing really is," and that leadership needs to "step up and get educated about the issues. If they want to know, get down there and ask!" Adding to the reasons why stigma needs to be broken down, participants argued, "everyone deserves a second chance, or a tenth chance, we need opportunities to prove ourselves and change. Hopelessness turns into complacency." Reducing stigma also improves patient-centred care as patients won't be "lumped into a group," when they are in need of treatment or other support.

## 05.

## EDUCATION AND PREVENTION

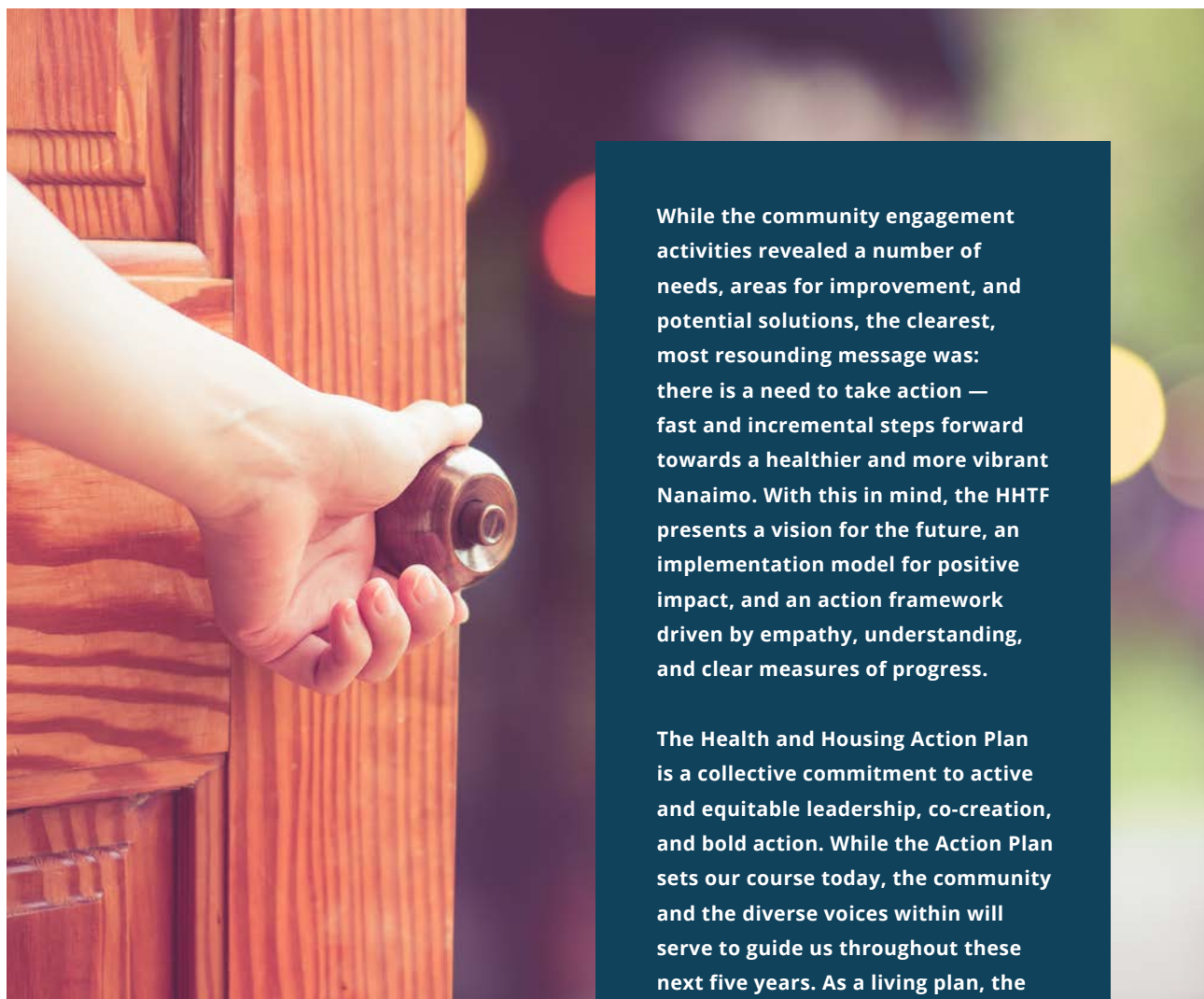
Spanning across all of the themes listed above is education and prevention. Education in this context refers primarily to equipping the public with the knowledge and resources they need to respond either directly to health and housing issues, or by finding resources to support them. Identifying issues early, understanding the root cause of the issues, and navigating open resources and service systems are skill sets that all community members should have. Education can also be a tool in reducing stigma against people in need of support, especially regarding stigmatized topics such as mental health, addictions, and homelessness. This also extends to education on historical injustices based on ableism, racism, colonialism, patriarchy, xenophobia, and oppression. Finally, people deserve to be educated on their rights and the resources available to them, particularly regarding their health, finances, access to information, housing, and basic human rights.

While these themes are not a full summary for understanding the full scope of stories and data collected, their recurrence suggests that they carry a higher priority for the participants who were engaged (see Appendix 2 for a full summary of the results). The feedback from participants in the Validation Labs was used to revise and rework the initial recommendations and actions put forward in this Action Plan.





# Our Health and Housing Action Plan



While the community engagement activities revealed a number of needs, areas for improvement, and potential solutions, the clearest, most resounding message was: there is a need to take action — fast and incremental steps forward towards a healthier and more vibrant Nanaimo. With this in mind, the HHTF presents a vision for the future, an implementation model for positive impact, and an action framework driven by empathy, understanding, and clear measures of progress.

The Health and Housing Action Plan is a collective commitment to active and equitable leadership, co-creation, and bold action. While the Action Plan sets our course today, the community and the diverse voices within will serve to guide us throughout these next five years. As a living plan, the HHAP requires ongoing fine tuning to adapt to changing contexts; as such, its implementation will influence the sequencing and prioritization of actions on a go-forward basis.

**“ There is a need  
to take action ”**

## GOVERNANCE

To advance the targets within this Action Plan, a well-defined governance structure, with clear roles and responsibilities, is required — a sentiment that was conveyed strongly during the community engagement phase.

As part of the development of this plan, the HHTF, along with funders and system-level stakeholders, were brought together to discuss their respective roles in the execution of the proposed Health and Housing Action Plan. Specifically, stakeholders discussed the creation of a longer-term governance model and coordination entity to support implementation, as well as various tables and subcommittees designated to specific tasks and areas of attention.

Lived experience and Indigenous participation in this governance model are mandatory in order for it to achieve decision-making authority within the community — not only on the top oversight committee, but extending to all subcommittees and tables as well within the larger governance structures.

## HEALTH & HOUSING SYSTEM PLANNER ORGANIZATION

To support the coordination of diverse activities, community stakeholders consulted preferred **the creation of a new, arms-length social development entity, to serve as the Health & Housing Systems Planner Organization (SPO)** that could focus on Plan implementation guided by the Governance Board. The Systems Planner Organization would support/encourage the coordination of funding among key investors (IH, BCH, CMHC, etc) via the Funders Table, within the respective accountabilities and responsibilities of these partners. In other words, the funders would be brought together and supported in strategic/coordinated investments; the SPO would not distribute available funding.

An independent, dedicated entity allows exclusive focus on the Action Plan with the greatest flexibility to coordinate funding and resources across the community. While the development of a new entity requires time, financial and resource investment, and infrastructure development, the focused mandate creates greater accountability and potential for positive impact. Further financial modelling and cost analysis can be found below in Investment Strategy.

To support rapid action and minimize funding disruptions, the entity may be incubated for a one-to-two year period within the United Way Central & Northern Vancouver Island, with the goal over time of making it a standalone entity.

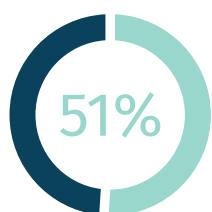
In addition, the recommendations on governance included a number of other

## KEY ELEMENTS:



- » A **Health & Housing Governance Board** to act as a strategic multi-stakeholder governance table representing diverse sectors and perspectives at the decision-making level;
- » A revamped **Coalition on Health & Housing** (previously the Nanaimo Homeless Coalition) to support service provider coordination at the delivery levels advancing common priorities;
- » **Health & Housing Lived Experience (LivEx) Circles** that involve people with lived experiences in the health and housing support system in the design and ongoing consultation about services and housing;
- » A **Health & Housing Systems Planner Organization** to support Plan implementation activities and ecosystem coordination efforts; and
- » The **Funders' Table** which will advance the Integrated Funding Model in partnership with core funders to support common priorities and maximize resources and impact.

In accordance with the commitment to Reconciliation,



a target of 51%+ of members at these  
tables *should be Indigenous peoples.*

The Snuneymuxw First Nation must have a seat at the table at the Health & Housing Governance Board, the Coalition, and the Funders' Table, recognizing that the lands on which Nanaimo exists are traditional and unceded territories.

## HEALTH & HOUSING GOVERNANCE BOARD

A foundational component of the Action Plan's governance is the Health and Housing Governance Board (HHGB). The Governance Board will build on the existing HHTF, but will broaden its membership to include:



The Health and Housing Governance Board will maintain a formal link to the City Council, but not as a committee of Council, and will be accountable to all stakeholders involved in the Plan.

The Governance Board will represent their organizations, providing leadership to the overall mission and direction of the Action Plan. The partnering organizations will sign agreements to ensure collective commitment to implementation and governance roles, so all organizations work cohesively, not competitively, to ensure a realization of the shared vision. Fundamental to the success of the plan is the Governance Boards role in collecting ongoing feedback from the community, and revising the plan based on new and changing community needs.

## A COORDINATED ECOSYSTEM

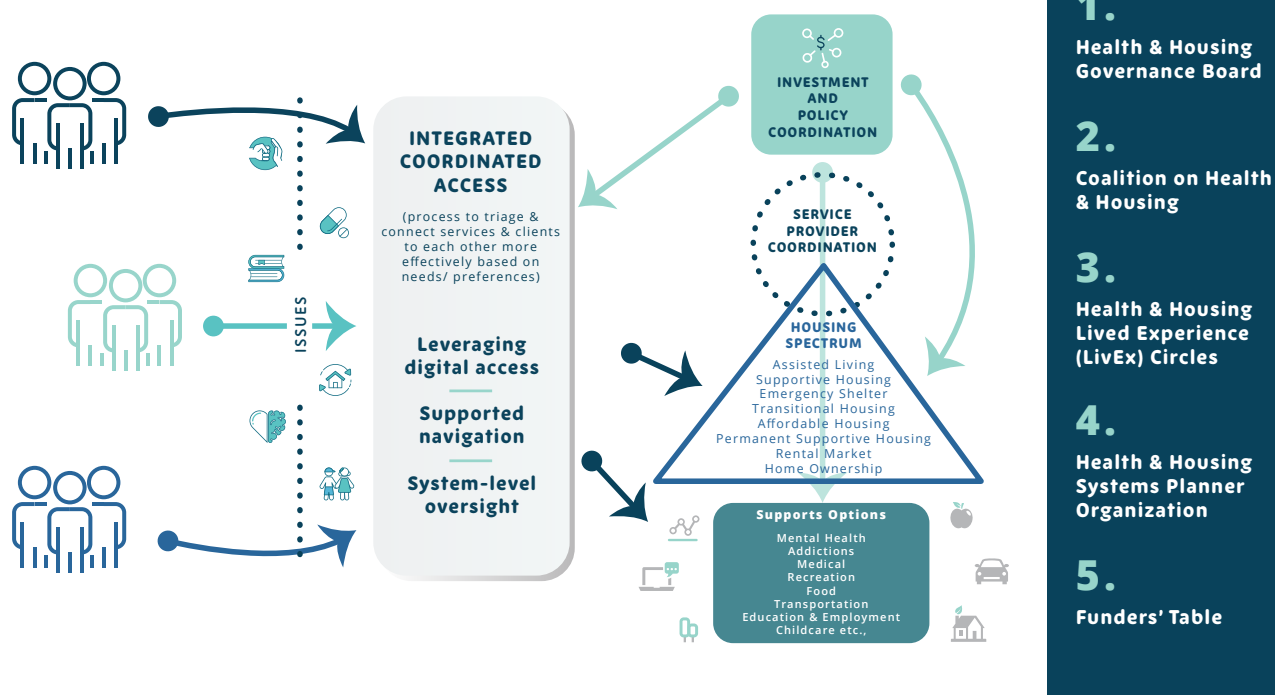
Beyond governance, the successful implementation of the Health and Housing Action Plan is *built on the transformation of our existing system, to better meet the needs of those it serves*. Throughout community engagement, we heard that a better integrated, more streamlined service system is required to support people experiencing or at risk of homelessness, facing adverse mental health outcomes, and/or substance use.

In response to this need, the *Health and Housing Action Plan leverages a nationally emerging approach to coordination and navigation of social services called Integrated Coordinated Access (ICA)*. ICA creates common languages, tools, and processes across the social service sector for service providers, agencies, and most importantly, people seeking help to collaborate efficiently and effectively.

A well-developed ICA system *helps individuals to navigate the services they need on their own, with the support of service providers, or both*. ICA creates multiple doors, or access points, into the social service sector. As a result, people seeking help can access the support they need at any point in the system — there is no “wrong door,” location or phone number; there are mechanisms in place for individuals to be referred to the right place.

An ICA system also integrates already-existing coordination mechanisms in a community, such as case conference groups, Situation Tables, and housing allocation tables to allow for *more streamlined coordination across the social safety net*. Referral, prioritization and coordination mechanisms allow for cross sector teams to work collaboratively and seamlessly across the community.





**Leveraging digital access** -consistent tools and processes to find the right referral, up-to-date information on service providers, and self-navigation resources;

**Supported navigation** -a network of community navigators who are certified experts in information and referral services for a diverse range of needs and populations; and

**System-level oversight** -integrating with existing governance mechanisms and using technology to collect system-wide data to make fast improvements.

## BENEFITS OF ICA IN NANAIMO

- » Members of the community can access the range of services available to meet their needs, rather than just those they 'happen' to know about;
- » It provides everyone looking for/providing help a level playing field of information about what's available and how to access it;
- » It will help service providers to better collaborate through consistent processes, regardless of sector or issue focus (addictions, mental health, community safety, housing, etc.);
- » It will provides us with a better understanding of where we collaborate well, and where there are opportunities to do better;
- » It creates more accurate referrals and program placements that meet individuals' needs and their unique situations;
- » Through data collection and continuous improvement, we can better understand diverse needs and strengths and ensure everyone's needs are being met equally.

## INTEGRATED INVESTMENT STRATEGY

This section outlines a proposed co-investment model for the Funders' Table's consideration as a means of integrating and mutually leveraging diverse sources to align efforts to maximize impact and performance.

### FUNDERS' TABLE

The Funders' Table committee of the Health and Housing Governance Board should bring together key investors in the Nanaimo health and housing ecosystem to coordinate funding, performance management, and quality assurance.

#### Members should include, but not be limited to:

- » City of Nanaimo
- » Snuneymuxw First Nation
- » BC Housing
- » Island Health
- » United Way
- » First Nations Health Authority
- » Provincial ministries including:
  - ◊ Children & Family Development;
  - ◊ Education;
  - ◊ Health;
  - ◊ Indigenous Relations & Reconciliation;
  - ◊ Mental Health & Addictions;
  - ◊ Municipal Affairs & Housing;
  - ◊ Social Development & Poverty Reduction.
- » Employment Social Development Canada
- » Health Canada
- » Service Canada
- » Canada Mortgage and Housing Corporation
- » Private Sector
- » Chamber of Commerce

To this, we will outline the financial modelling approach undertaken to develop immediate and longer term priorities for investment. This begins with an overview of immediate demand among those experiencing homelessness as an extreme manifestation of health and housing needs.

## ESTIMATING INVESTMENT NEEDS

### AT RISK OF HOMELESSNESS

We estimate that at least 6,000 people in Nanaimo are living on the edge of homelessness. These are individuals and families where more than 50% of their total income is spent on housing and where household income is under \$30,000 annually.

When there's an imbalance between income and housing costs, there is a higher risk of being susceptible to falling into homelessness.

### TRANSITIONAL HOMELESSNESS

**1,345 people are estimated to be experiencing transitional homelessness** every year in our community. These are people who move in and out of homelessness quickly, experiencing very few episodes of homelessness throughout their lives.

Often these people do not face homelessness for very long as there are many preventative and diversionary supports available to help them — such as rent subsidies, social services, and affordable housing.

People are most likely to fall into homelessness because of high housing costs, health issues, family breakdown, loss of a job, etc. They are the easiest to help recover because they're able to tap into social and community supports and their own resources.

### EPISODIC HOMELESSNESS

Based on projections from data collected around shelter use, there are 270 people in Nanaimo who are estimated to experience episodic homelessness during the course of the year. They are not always found in shelters as they could be couch surfing, staying with a friend, sleeping in a vehicle after fleeing unsafe living conditions, or other 'hidden homelessness' situations.

Generally, people who are episodically homeless are harder to help, but there is still some resilience as they can access more services and support. As in the case of other people in need of support, they have diverse needs related to their social and economic wellbeing. They may be experiencing domestic violence, mental health and substance-use challenges, coupled with unstable housing and low income.





## CHRONIC HOMELESSNESS

This is the smallest group, but also the group for whom our current approaches and systems need to do a better job. There are an **estimated 180 people who could be experiencing chronic homelessness** in Nanaimo. This group of people are consistently stuck in homelessness as it's often persistent throughout their lifetime.

Unfortunately, compounding experiences of trauma, addictions and health challenges, coupled with discrimination and system involvement make exiting homelessness challenging though absolutely achievable through housing, medical, and social supports. Coordinating and integrating resources across all sectors would be a win for individuals, our community and our public systems. This accounts for people who are likely experiencing homelessness and not accessing emergency shelter.

## FINANCIAL MODELLING APPROACH

Now that we understand the unmet demand in Nanaimo, we can scope our response. A key principle of developing a systems approach accounts for the dynamics and changes in this population and adjusts estimations of need accordingly. Therefore, this point-in-time analysis will need to be continuously updated as the HHAP gets implemented.

Using learnings from studies and reports from other Canadian jurisdictions, we developed a costs model that helps us gain insight into system needs. The underlying dynamics are impacted by shifts in the economy impacting lower-income populations as well as public policy at the federal and provincial levels in particular. For instance, COVID will impact poverty rates related to core housing needs and homelessness risk; thus, poverty reduction measures can mitigate homelessness risk. Alternatively, sustained economic downturn can result in new groups entering the at-risk of homelessness group, leading to increased rates.

Various scenarios were modelled in which we served all who may be experiencing chronic and episodic homelessness and varying figures from the transitionally homeless and at-risk pools. The current scenarios act as a means of addressing the immediate backlog of chronically homeless individuals while still moving into prevention and diversion for all groups — though the current measures assume only a percent of those at-risk would be served through these new measures. The scenarios also assume programs will leverage already existing units in the non-market and private market.

Accordingly, we mapped out three main scenarios with the same focus on supporting those experiencing chronic, episodic, and transitional homelessness, and of those experiencing homelessness risk.

5-YEAR SCENARIOS	COST/ YEAR	TOTAL COSTS	TOTAL OPERATIONAL COSTS	TOTAL CAPITAL COSTS	TARGETS	# SERVED	ASSUMPTIONS
<b>SCENARIO 1 - WORST CASE</b>	\$20M	\$99M	\$9.5M	\$51.2M	1,170	3,345	No coordination of current capacity; heavy capital investment, rent supports in market units.
<b>SCENARIO 2 - BEST CASE</b>	\$4.5M	\$22.7M	\$17.3M	\$5.3M	385	4,946	Maximum coordination of current capacity; heavy reliance on rent supports in market units.
<b>SCENARIO 3 - LIKELY CASE</b>	\$12.4M	\$62.1M	\$33.6M	\$28.4M	635	4,308	Partial coordination of current capacity; heavy capital investment, rent supports in market units.

The key differences between the three scenarios refer to ability of coordination measures proposed in the plan to be implemented successfully. In Scenario 1, we are assuming that none of the thousand units of supportive housing spaces and program supports currently operating in the system are optimized with the proposed performance measures and brought into the Integrated Coordinated Access process. In Scenario 2, we are assuming all of them are brought in and optimized. The 2nd Scenario, assumes about half of these spaces are optimized with placements coming through the ICA process.

**The above analysis reinforces the need to prioritize ecosystem coordination. Assuming the likely Scenario 3 is realized, the impact on the numbers served would be significantly better than in the case of no coordination with a much lower need for funding.**

In this scenario, there would still be a need to increase current system capacity to meet this pent up demand and ensure optimal utilization and performance of services and housing. The table below summarizes these assumptions made in this example.

### **FUNDING GOAL 1: Secure \$12.4M/year to enhance ecosystem capacity to support 4,300 people in 635 new spaces over the next 5 years.**

<b>PROGRAM TYPE</b>	<b># Net New Spaces</b>	<b>#Avg #Intakes /yr</b>	<b>Target Turnover</b>	<b>Target Negative Exit</b>	<b>Operational Costs/ Space/Yr</b>
<b>Permanent Supportive Housing</b>	90	257	25%	15%	\$20K
<b>Affordable Housing</b>	20	349	25%	15%	\$5K
<b>Transitional Housing</b>	70	216	25%	15%	\$20K
<b>Assertive Community Treatment</b>	70	110	25%	15%	\$21K
<b>Intensive Case Management</b>	70	312	150%	15%	\$17.5K
<b>Rapid Re-housing</b>	20	148	200%	20%	\$12K
<b>Prevention Supports</b>	95	863	300%	20%	\$5K
<b>Rent Supports</b>	200	332	25%	15%	\$12K
<b>Total</b>	<b>635 spaces created 4,300 people served</b>				

The proposed investments focus on measurable impact on visible and costly forms of homelessness with some prevention work as a means of leveraging existing resources and housing units. By no means is this approach the silver bullet to all homelessness; if implemented, however, it will make a visible dent in the current backlog and enable us to move increasingly upstream into greater housing stabilization longer term and improved health overall.

## ECOSYSTEM COORDINATION

As the scenarios suggest, achieving optimal results will require a concerted effort and commitment to ecosystem coordination. To this end, an initial estimate for the Systems Planner Organization function sits at \$500K for startup and scales to \$1M by Year 5 as a standalone, arms-length entity.

**FUNDING GOAL 2:** Enhance ecosystem coordination to support HHAP implementation with a \$3.6M investment over 5 years, starting with \$500K in Year 1.



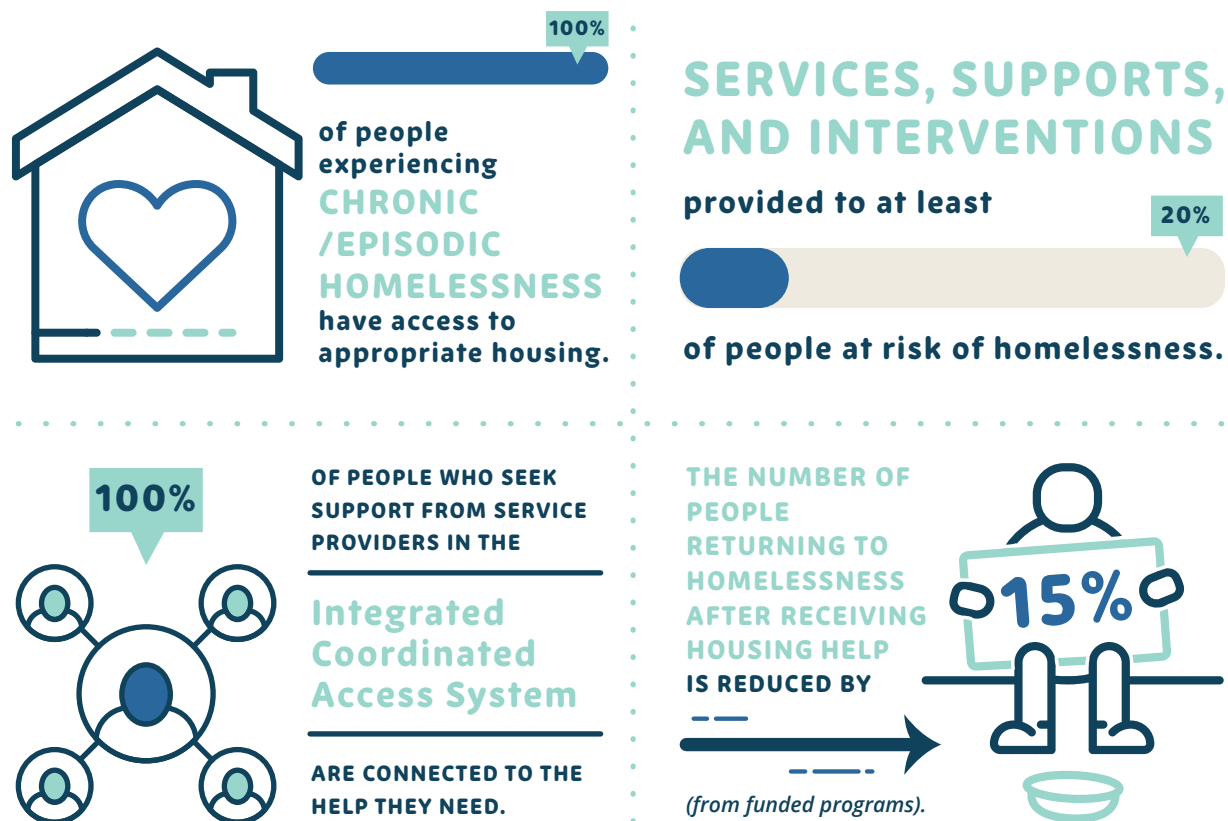
**FIVE YEAR TOTAL COST : \$3.6M**

While the investment is not insignificant, the potential return on investment can be as high as \$30:\$1 — or the difference between \$4.5M and \$20M spent to hit Plan targets enabled through optimizing the existing resources in the ecosystem estimated at \$55M-\$60M a year invested in social and community housing.

Longer term, this model can expand coordination to maximize \$400M+/year in the broader social safety net to support health and housing invested through public institutions in health, educational, justice, and social services.

## KPIS TO TRACK IMPACT

By enhancing ecosystem coordination, and focusing on an investment strategy with high return on social investment, we can achieve the following impact on homelessness in our community by 2025:



While assessing impact will be an ongoing activity for the Systems Planner Organization, the list below outlines proposed indicators to monitor at the outset of implementation. Within the Framework for Action, there are additional outcomes for consideration and/or implementation over time based on emerging priorities and needs.

- » % services with ICA participation
- » % services w/ complex needs capability
- » % service w/ cultural safety/competency standards
- » # clients housed
- » # units/spaces created
- » \$ capital/operations funding brought into Nanaimo
- » % health and housing funding coordinated through Funders' Table
- » % end users satisfied with service
- » % increase in self-reported wellbeing pre/post-intervention change in public systems use pre/during/post- service
- » # long term shelter users/unsheltered/PIT enumerated
- » % Indigenous service end users vs. presenting need
- » # end users accessing service through ICA process



# Framework for Action

Based on the outcomes of feedback received through the community engagement process, the HHTF created an eight-part framework for taking action on health and housing, split into two commitments and six priority areas of focus:

## 2 COMMITMENTS



### TRUTH & RECONCILIATION



### CHALLENGING DISCRIMINATION & STIGMA

## 6 PRIORITY AREAS



### SYSTEM COORDINATION



### PREVENTION



### DIVERSE HOUSING OPTIONS



### COMPLEX NEEDS CAPABILITY

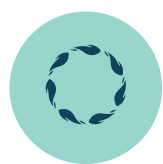


### LEADERSHIP & ENGAGEMENT



### POVERTY REDUCTION

Each commitment and priority area is followed by recommendations based on a combination of data analysis and community feedback, specific actions that should be taken to enact that recommendation, timelines for implementation, and tangible methods for measuring progress and success on that action.



## Commitment #1

## Truth &amp; Reconciliation

1. Use the *Truth & Reconciliation Commission's Calls to Action* to guide the implementation of the Plan.

ACTION	INITIATION	PROGRESS MEASURES
<b>1.1</b> Support Snuneymuxw and local First Nations to hold a <b>ceremony</b> with the Governance Board and Plan tables to kick off the work.	Immediate	<ul style="list-style-type: none"> <li>» First Nations' Elders and Knowledge Keepers identified to validate work identified;</li> <li>» Reconciliation started in Ceremony to ensure an ethical way forward.</li> </ul>
<b>1.2</b> With leadership from the Snuneymuxw First Nation and the surrounding local First Nations, <b>identify the Calls to Action</b> that the Action Plan should connect to and advance.	Y1	<ul style="list-style-type: none"> <li>» Governance Board convened;</li> <li>» Calls to Action connected to the Action Plan validated by Indigenous service users and service providers;</li> <li>» Framework for Action updated with clear progress measures identified.</li> </ul>

2. *Indigenous participation, leadership, and self-determination across all aspects of Plan governance, implementation, and data collection.*

ACTION	INITIATION	PROGRESS MEASURES
<b>2.1</b> Target <b>51%+ Indigenous representation</b> on Plan governance and coordination tables.  <b>Examples:</b> 2.1.1 Health and Housing Governance Board 2.1.2 Coalition on Health & Housing 2.1.3 Funders' Table 2.1.4 CAA Placement Table 2.1.5 Complex Needs Action Table	Immediate	<ul style="list-style-type: none"> <li>» 51% +representation achieved;</li> <li>» Additional measures of diversity across age, gender, sexual orientation, economic experience, experiences of service use, etc. represented.</li> </ul>
<b>2.2</b> Support Indigenous <b>self-determination</b> in all <b>funding decisions</b> .	Immediate	<ul style="list-style-type: none"> <li>» Funding processes and evaluation markers co-designed by Indigenous people, for Indigenous people, with inclusion of Indigenous methodologies;</li> <li>» Indigenous LivEx input provided to Funders' Table to inform funding decisions;</li> <li>» Indigenous organizations successfully secure funding to meet the needs of Indigenous and non-Indigenous members of the community;</li> <li>» Funding parity commitments are set and met that address the unique needs of Indigenous people and diverse groups;</li> <li>» Funding equity transparency reports are published to show the proportion of funds being used to support Indigenous people and diverse groups have been met.</li> </ul>

ACTION	INITIATION	PROGRESS MEASURES
<b>2.3</b> Support local capacity for Indigenous-led housing and social support services in partnership with Snuneymuxw First Nation.	Y1	<ul style="list-style-type: none"> <li>» Gaps in existing services identified; needs of Indigenous service users identified;</li> <li>» Housing and service models developed, or scaled, rooted in the Coast Salish Snawayalth;</li> <li>» Funding secured;</li> <li>» Programs executed;</li> <li>» Training programs developed for Indigenous and non-Indigenous service providers;</li> <li>» Indigenous evaluation frameworks developed.</li> </ul>

### 3. Improve quality of and access to *culturally appropriate service provision*.

ACTION	INITIATION	PROGRESS MEASURES
<b>3.1</b> Create access points within the Integrated Coordinated Access system that meet the needs of Indigenous people, with staff that are Indigenous or culturally-competent, and can deliver appropriate assessment and referral, where needed. <i>[See Prevention 1.1]</i>	Y1	<ul style="list-style-type: none"> <li>» Existing access points identified;</li> <li>» Navigator training conducted, as per ICA implementation plan;</li> <li>» Positive community and client outcomes <i>[TBD]</i>: <ul style="list-style-type: none"> <li>♦ # Indigenous end users accessing service through ICA;</li> <li>♦ % of Indigenous service users vs. presenting need;</li> <li>♦ % of Indigenous end users satisfied with service;</li> <li>♦ # of access points providing culturally appropriate services to Indigenous end users.</li> </ul> </li> </ul>
<b>3.2</b> Support Snuneymuxw First Nation's leadership in exploring potential Indigenous Cultural & Healing Centre to support on- and off-reserve Indigenous people in Nanaimo in collaboration with Indigenous organizations.	Y2	<ul style="list-style-type: none"> <li>» Needs assessment and feasibility study conducted;</li> <li>» Operational plan developed;</li> <li>» Funding secured;</li> <li>» Positive community and client outcomes <i>[TBD]</i>: <ul style="list-style-type: none"> <li>♦ # of service users</li> <li>♦ # of Indigenous people connected to services</li> <li>♦ Reported increases in feelings of belonging and wellbeing.</li> </ul> </li> </ul>
<b>3.3</b> Work with Snuneymuxw and Nanaimo Indigenous organizations to develop and roll out cultural and healing practices across services and housing programs.	Y1	<ul style="list-style-type: none"> <li>» Gaps in existing programming identified;</li> <li>» Programming added and enhanced to meet the needs of Indigenous people seeking services;</li> <li>» Funding secured;</li> <li>» Positive community outcomes <i>[TBD]</i>: <ul style="list-style-type: none"> <li>♦ # of new training modules developed</li> <li>♦ # of programs developed</li> <li>♦ # of clients connected to cultural and healing practices</li> </ul> </li> </ul>



ACTION	INITIATION	PROGRESS MEASURES
<b>3.4</b> Support programming to address intergenerational trauma.	Y1	<ul style="list-style-type: none"> <li>» Gaps in existing programming identified;</li> <li>» Programming added and enhanced to meet the needs of Indigenous people seeking services;</li> <li>» Funding secured;</li> <li>» Positive community outcomes <i>[TBD]</i>: <ul style="list-style-type: none"> <li>♦ # of new training modules developed</li> <li>♦ # of programs developed</li> <li>♦ # of clients connected to cultural and healing practices</li> </ul> </li> </ul>

#### **4. Improve *community cohesion* and *Indigenous belonging* through education and awareness of Indigenous culture and strengths, and the impact of colonialism and racism.**

ACTION	INITIATION	PROGRESS MEASURES
<b>4.1</b> Introduce education and awareness on Indigenous history and colonialism, and connection to social and economic disparities among Indigenous people caused by past and current colonialism and racism.	Y1	<ul style="list-style-type: none"> <li>» Target audiences selected (schools, workplaces, landlords, general public, etc.);</li> <li>» RFP executed to develop a public awareness campaign(s) that reaches the target audience, and that is designed with local community context;</li> <li>» Positive community outcomes <i>[TBD]</i>: <ul style="list-style-type: none"> <li>♦ Increased awareness of Indigenous history and colonialism;</li> <li>♦ Reported increase in feelings of belonging and safety.</li> </ul> </li> </ul>
<b>4.2</b> Advance and resource anti-racism and Indigenous cultural training for housing and social service providers.	Y1	<ul style="list-style-type: none"> <li>» RFP executed to develop training for housing and social service providers on strength-based approaches, cultural practices, anti-racism, anti-bias, and intergenerational trauma;</li> <li>» Positive client and community outcomes <i>[TBD]</i>: <ul style="list-style-type: none"> <li>♦ # of service providers trained;</li> <li>♦ % of service providers with trained staff;</li> <li>♦ % of service providers reporting increased understanding of anti-racism and Indigenous culture;</li> <li>♦ % of Indigenous end users satisfied with service within the ICA system;</li> <li>♦ # of complaints of discrimination and racism among service-users; decrease year-over-year.</li> </ul> </li> </ul>
<b>4.3</b> Advance targeted efforts to prevent and reduce discrimination among landlords that prevents Indigenous people from accessing rental housing or performing cultural practices.	Y2	<ul style="list-style-type: none"> <li>» <i>[See Diverse Housing Options 3.1]</i></li> </ul>



## Commitment #2

# Challenging Discrimination & Stigma

**1. Challenge *stigma* and *change negative public perceptions* about homelessness, substance use, mental health, poverty, and other commonly stigmatized experiences.**

ACTION	INITIATION	PROGRESS MEASURES
<b>1.1</b> Develop innovative community engagement, public education strategies, and campaigns aimed at promoting understanding regarding mental health, substance use, crime and safety, racism, and discrimination.	Y1	» [See Leadership & Engagement 1.1]
<b>1.2</b> Support positive media representation of people who have experienced issues related to mental health, substance use, crime and safety, and discrimination.	Y2	» News outlets and journalists positively engaged; » Easy-to-read information briefs about homelessness, substance use, mental health in Nanaimo; created locally; » Strength-based language guides published.
<b>1.3</b> Create age-appropriate materials for parents, caregivers, and educators to teach children and youth about the causes of homelessness, poverty, and the experience of mental health and substance use.	Y3	» Curriculum co-created with people with diverse lived experience; » Positive community outcomes [TBD]: ♦ # of materials distributed to parents; ♦ % of teachers incorporating material into task design..





## Priority #1

## System Coordination

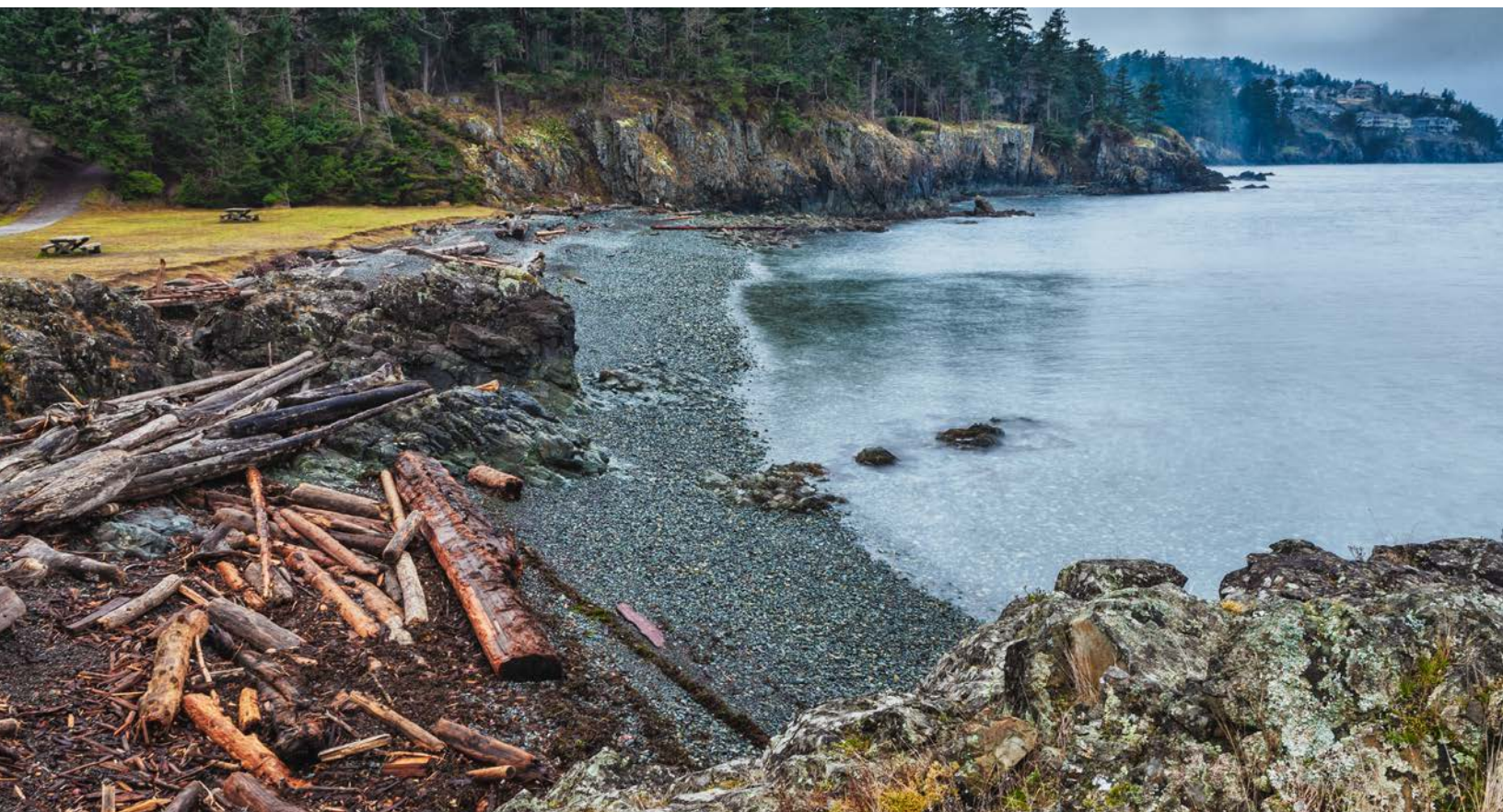
### 1. Create a *community-based governance committee* for the oversight of this Action Plan and coordination of the Health and Housing System.

ACTION	INITIATION	PROGRESS MEASURES
<b>1.1</b> Call key partners to action formally to identify areas to support the Action Plan, including capacity to resource funding needs identified.	Y1	<ul style="list-style-type: none"> <li>» Partners identify contributions and commitment.</li> </ul>
<b>1.2</b> Create a <b>Health &amp; Housing Governance Board</b> to act as a strategic multi-stakeholder leadership table representing diverse sectors and perspectives at the decision-making level.	Y1	<ul style="list-style-type: none"> <li>» MOU developed including, mandate, principles, governance structure, activities, representation, term length, reporting;</li> <li>» Membership determined;</li> <li>» Governance Board launched.</li> </ul>
<b>1.3</b> Secure the <b>\$18.5M</b> needed for Year 1 rollout through the Funders' Table.	Y1	<ul style="list-style-type: none"> <li>» Funding secured.</li> </ul>
<b>1.4</b> Advance an <b>Integrated Funding Model</b> in partnership with core funders to support common priorities through the creation of a <b>Funders' Table</b> to maximize resources and impact.	Y1	<ul style="list-style-type: none"> <li>» Funders' Table initiated; membership selected;</li> <li>» Backbone or administrative organization selected;</li> <li>» Funding model selected; strategy developed to meet Target Space Creation [See <i>Investment Strategy</i>].</li> </ul>
<b>1.5</b> Revamp the <b>Coalition on Health &amp; Housing</b> (previously the Nanaimo Homeless Coalition) to support service provider coordination at the delivery levels, advancing common priorities.	Y1	<ul style="list-style-type: none"> <li>» MOU developed;</li> <li>» Membership determined;</li> <li>» Roles, responsibilities, and collaboration with the Health &amp; Housing Systems Planner Organization determined;</li> <li>» Coalition on Health &amp; Housing Launched.</li> </ul>
<b>1.6</b> Create <b>Health &amp; Housing Lived Experience (LivEx) Circles</b> that involve people with lived experiences in the health and housing support system in the design and ongoing consultation about services and housing.	Y1	<ul style="list-style-type: none"> <li>» [See <i>Leadership &amp; Engagement 2.1</i>]</li> </ul>
<b>1.7</b> Create a <b>Health &amp; Housing Systems Planner Organization</b> to support Plan implementation activities and ecosystem coordination efforts	Y1 - Y2	<ul style="list-style-type: none"> <li>» Start up funding secured;</li> <li>» Organization staffed;</li> <li>» Articles of incorporation completed;</li> <li>» Operational, implementation and funding plan developed;</li> <li>» Organization launched.</li> </ul>



## 2. Support *continuous improvement* and *innovation activities* across the ecosystem.

ACTION	INITIATION	PROGRESS MEASURES
<b>2.1</b> Develop and implement a community-wide integrated data management strategy to drive Plan progress.	Y1	<ul style="list-style-type: none"> <li>» Phase 1 KPIs/outcomes selected <i>[additional KPIs/outcomes can be measured as the plan is implemented]</i>;</li> <li>» Explore tech stack options to support system coordination, including but not limited to HIFIS;</li> <li>» Data framework developed;</li> <li>» Data collection process developed;</li> <li>» Data sharing agreements executed;</li> <li>» Information management system selected; » implemented;</li> <li>» Develop ongoing training to support tech implementation.</li> </ul>
<b>2.2</b> Explore a Social Innovation Fund to advance creative solutions in the ecosystem.	Y3	<ul style="list-style-type: none"> <li>» Funding source determined;</li> <li>» Fund criteria determined and publicized;</li> <li>» Submissions received; selected and advanced.</li> </ul>





## Priority #2

## Diverse Housing Options

1. Support and *bolster existing efforts* in the community to *increase access to affordable housing*.

ACTION	INITIATION	PROGRESS MEASURES
<b>1.1</b> Secure \$28.4M capital funding/land to create: » 90 units of permanent supportive housing; » 70 units of transitional housing; » 20 units of affordable housing.	Y1-Y5	» Positive community outcomes: ♦ Year 1 sees 90 unit# units/spaces created; ♦ % market housing/% affordable housing ratio in housing developments.
<b>1.2</b> Secure \$33.6M to operate 635 new program spaces and serve 4,308 people over 5 years.	Y1-Y5	» Positive community outcomes: ♦ \$ secured; ♦ # units/spaces created; ♦ # people housed/supported.
<b>1.3</b> Encourage the City's ongoing implementation of 2018 Affordable Housing Strategy actions for incentives and enablers to facilitate affordable housing.	Y1-Y5	» Inventory of emergency services and supported housing spaces within the housing continuum completed and maintained; » Housing Needs Assessments conducted every 5 years; » Mixed-use, scattered-site housing developed to promote equity and incorporate community feedback regarding segregation and anti-stigma efforts; » Positive community outcomes [TBD]: ♦ # units/spaces created; ♦ % market housing/% affordable housing ratio in housing developments.
<b>1.4</b> Track the affordable housing pipeline using technology in real time to enable reporting and public accountability.	Y2	» Data framework completed; » Communication and technology platform selected; » Data management process developed; » Positive community outcomes [TBD]: ♦ Affordable housing milestones met; ♦ Increased support for affordable housing initiatives.
<b>1.5</b> Explore a Community Investment Campaign to drive capital and coordinated builds/investments with community, government and private sector partners.	Y2	» Feasibility determined; » Champions identified; » Campaign developed and executed; » Positive community outcomes [TBD]: ♦ \$ capital/operations funding brought into Nanaimo; ♦ Increased community support for affordable housing initiatives.

**2. Create *appropriate, accessible, and culturally appropriate housing options* across the housing spectrum for individuals with diverse needs, with an emphasis on integrated supportive housing models that include substance use and mental health support ,treatment, and recovery options.**

ACTION	INITIATION	PROGRESS MEASURES
<p><b>2.1</b> Explore opportunities to increase permanent supportive housing and transitional housing, rapid re-housing, shelter, detox treatment, and inpatient treatment beds to meet Plan goals with Island Health, BC Housing, provincial, federal, municipal, private sector, and service provider partners.</p> <p><b>Areas to consider in implementation and development:</b></p> <p>2.1.1 Service Needs and Gaps</p> <p>2.1.2 Cultural safety and competency</p> <p>2.1.3 Trauma-informed practices</p> <p>2.1.4 Gender-neutral space provision</p> <p>2.1.5 Stigma reduction in the provision of mental health and substance use services</p> <p>2.1.6 Person-centred design principles</p> <p>2.1.7 Hours, operation, eligibility</p> <p>2.1.8 Staffing and hiring</p> <p>2.1.9 Accessibility, mobility, and transportation</p> <p>2.1.10 Geographic location and ghettoization</p>	Y1	<p>» Progress on current 2018 Affordable Housing Strategy assessed with regards to various housing types;</p> <p>» Funding allocations for each type determined;</p> <p>» BC Housing and developers engaged;</p> <p>» Positive community outcomes [TBD]:</p> <ul style="list-style-type: none"> <li>♦ # of Permanent Supportive Housing (PSH) units created;</li> <li>♦ # of transitional units created;</li> <li>♦ # of shelter beds created;</li> <li>♦ # of detox and inpatient treatment beds created;</li> <li>♦ # of units/buildings repurposed or renovated;</li> <li>♦ # of people housed;</li> <li>♦ # of tenants connected to additional supports;</li> <li>♦ % services with wraparound supports and complex needs capability;</li> <li>≈ % service with cultural safety/competency standards;</li> <li>≈ % of clients with increased health and wellbeing through self-report re-post intervention.</li> </ul>

**3. Enact engagement strategies and programs to improve *Housing & Health Equity* in market housing.**

ACTION	INITIATION	PROGRESS MEASURES
<p><b>3.1</b> Establish a formal and informal <b>landlord engagement and collaboration strategy</b> to encourage participation in housing programs, to prevent evictions, minimize damage, and reduce discrimination.</p> <p><b>Potential areas of focus:</b></p> <p>3.1.1 Training in partnership with equity groups; cultural competency</p> <p>3.1.2 Community funds for landlords to deal with unit damages and protect against tenant vandalism (as part of insurance) to increase incentives to rent to non-profits</p> <p>3.1.3 Housing disputes</p> <p>3.1.4 Discrimination</p> <p>3.1.5 Landlord experience survey</p> <p>3.1.6 Integrated Coordinated Access</p> <p>3.1.7 HelpSeeker Navigation</p> <p>3.1.8 Renters experience survey</p>	Y1 - ongoing	<p>» Landlord stakeholder list developed;</p> <p>» Champions identified, with Indigenous representation;</p> <p>» Champions table initiated;</p> <p>» Engagement and collaboration strategy developed;</p> <p>» Accountability and transparency measures developed;</p> <p>» Community fund for repairs developed;</p> <p>» Positive community outcomes [TBD]:</p> <ul style="list-style-type: none"> <li>♦ Decrease in evictions;</li> <li>♦ # of tenants connected to supports;</li> <li>♦ Increase in landlord awareness of HelpSeeker app;</li> <li>♦ Reported increases in landlord confidence and navigation capability;</li> <li>♦ Decrease in reports of discrimination based on race, culture, income assistance, criminal record checks.</li> </ul>

ACTION	INITIATION	PROGRESS MEASURES
<b>3.2</b> Encourage creation of <b>homeownership grants/supports</b> for low-income households.	Y2	<ul style="list-style-type: none"> <li>» Homeownership grants/supports created;</li> <li>» Increase in # of homeownership grants/supports year over year.</li> </ul>
<b>3.3</b> Expand <b>rent supplement programs</b> for market units.	Y2	<ul style="list-style-type: none"> <li>» Increase in # of rent supplement programs available.</li> </ul>
<b>3.4</b> Explore policy approaches and advocacy strategies around <b>short-term rental policies to protect affordability for renters</b> , such as rent control and vacancy control measures	Y1	<ul style="list-style-type: none"> <li>» Stabilization or decrease in average and median rent in community</li> <li>» Decrease in number of evictions of renters due to increased rental prices</li> </ul>
<b>3.4</b> Ensure <b>housing suitability</b> for people with diverse physical and cognitive abilities.	Y1	<ul style="list-style-type: none"> <li>» Housing stock assessed for accessibility, suitability, and desirability;</li> <li>» Developers with specialization in creating housing for people with disabilities engaged;</li> <li>» Disability lens applied to all housing developments;</li> <li>» Positive community outcomes [TBD]: <ul style="list-style-type: none"> <li>♦ # affordable and market units created appropriate for different types of physical disability;</li> <li>♦ # long-term care units created for people with complex needs.</li> </ul> </li> </ul>



### Priority #3

## Leadership & Engagement

### 1. Promote and support *community engagement* and *feedback* to support Plan priorities.

ACTION	INITIATION	PROGRESS MEASURES
<b>1.1</b> Develop <b>annual public communication plans</b> based on main priorities and milestones.  <b>Potential areas of focus:</b> 1.1.1 Objectives of the Health & Housing Action Plan 1.1.2 Progress and updates 1.1.3 Information on where to seek help (in-person, online, HelpSeeker) 1.1.4 Strength-based awareness campaigns that challenge misconceptions about homelessness, poverty, substance use, interpersonal violence, and mental health, etc. 1.1.5 Indigenous story-telling and cultural competency	Y1-Y5	<ul style="list-style-type: none"> <li>» Key messages determined;</li> <li>» Communication plan developed;</li> <li>» Website developed; feedback mechanisms incorporated;</li> <li>» Social media channels developed (TBD)/ Governance Board existing channels leveraged;</li> <li>» Communication campaigns launched;</li> <li>» Online engagements tracked (click through rate); conversion rate;</li> <li>» Positive community outcomes [TBD]: <ul style="list-style-type: none"> <li>♦ Increased awareness of the Action Plan;</li> <li>♦ Increased support for the Action Plan;</li> <li>♦ Increased community cohesion;</li> <li>♦ Increased usage of HelpSeeker app, year-over-year.</li> </ul> </li> </ul>



ACTION	INITIATION	PROGRESS MEASURES
<p><b>1.2</b> Create mechanisms for regular or continuous <b>community and service user feedback</b> with a focus on reaching service users with diverse experiences.</p> <p><b>Solutions for exploration:</b></p> <p>1.2.1 Hotline/inbox to report discriminatory and/or racist practices in service provision within the social service sector, within ICA agencies, and those outside of it.</p>	Y1-Y2	<ul style="list-style-type: none"> <li>» Mechanisms for community feedback determined;</li> <li>» Continuous improvement processes to evaluate, prioritize, and incorporate feedback developed; roles and responsibilities assigned;</li> <li>» Transparent reporting mechanisms developed.</li> </ul>
<p><b>1.3</b> Promote <b>transparency and accountability</b> through near real-time success tracking.</p>	Y2	<ul style="list-style-type: none"> <li>» <i>[See Leadership &amp; Engagement 3.1]</i></li> </ul>

## 2. Leverage the *strengths, experiences, and contributions of diverse groups across the community to champion plan priorities.*

ACTION	INITIATION	PROGRESS MEASURES
<p><b>2.1</b> Create a <b>Health &amp; Housing LivEx Circle</b> to provide regular input on implementation.</p> <p><b>Membership:</b></p> <p>2.1.1 Target 51%+ of membership to include Indigenous representation.</p> <p>2.1.1 Include additional membership for representation across diverse ages, genders, races, sexual orientations, physical and cognitive abilities, lived experiences, and intersectionalities.</p>	Y1	<ul style="list-style-type: none"> <li>» Terms of Reference developed, including mandate, principles, activities, representation, term length, reporting;</li> <li>» Recruitment completed;</li> <li>» Health and Housing LivEx Circle regularly meeting;</li> <li>» Action Plan progress (interval TBD) reported on by Health and Housing LivEx Circle.</li> </ul>
<p><b>2.2</b> Create <b>informal and formal mechanisms for LivEx input</b> on plan priorities and implementation, outside the Health &amp; Housing LivEx Circle.</p>	Y2	<ul style="list-style-type: none"> <li>» Additional mechanisms for LivEx feedback developed, led by the Health &amp; Housing LivEx Circle.</li> </ul>
<p><b>2.3</b> Support the development of an <b>Interfaith Action Council</b> to coordinate the faith communities long-standing role in supporting members of the community seeking support.</p>	Y1-Y2	<ul style="list-style-type: none"> <li>» Terms of reference developed, including mandate, principles, activities, representation, term length, reporting;</li> <li>» Recruitment;</li> <li>» Council launched.</li> </ul>



### 3. Support the City to create a *provincial and federal advocacy strategy* to support plan priorities.

ACTION	INITIATION	PROGRESS MEASURES
<b>2.1</b> Conduct a <b>policy scan</b> to determine existing and forthcoming government policies that relate to the action plan.	Y1	<ul style="list-style-type: none"> <li>» Directional policy matrix developed;</li> <li>» Strength of overlap and alignment between relevant government policies mapped;</li> <li>» Local and national groups advocating in these areas identified.</li> </ul>



#### Priority #4

## Prevention

### 1. Develop and support a *holistic and integrated health and housing spectrum* that leverages new and existing services and wrap-around supports across diverse needs that is person-centred across the prevention continuum; implement an *Integrated Coordinated Access (ICA) model* that connects the residents of Nanaimo to community services, based on individual needs and preferences.

ACTION	INITIATION	PROGRESS MEASURES
<b>1.1</b> Develop <b>ICA model</b> , service blueprints, and guidelines for new and existing community-wide service provider coordination.	Y1	<ul style="list-style-type: none"> <li>» Model developed;</li> <li>» Service blueprints created; improved through community feedback;</li> <li>» ICA guidelines developed, published;</li> <li>» ICA tech stack, privacy, and data sharing/collection protocols defined;</li> <li>» Launch engagement campaign to recruit early adopter service providers in the ICA process;</li> <li>» Positive community outcomes [TBD]: <ul style="list-style-type: none"> <li>♦ # end users accessing service through ICA process;</li> <li>♦ % services participating in ICA;</li> <li>♦ # ineligible/inappropriate referrals to ICA service providers decreased;</li> <li>♦ # end users indicating a positive experience through ICA system;</li> <li>♦ % service providers indicating understanding of ICA system.</li> </ul> </li> </ul>
<b>1.2</b> Continue to advance <b>online systems map</b> for early intervention, screening, and systems navigation use.	Ongoing	<ul style="list-style-type: none"> <li>» Continue ongoing marketing campaign with end users and service providers to keep map up to date;</li> <li>» # of awareness campaigns;</li> <li>» Increased usage of HelpSeeker app, year-over-year.</li> </ul>

ACTION	INITIATION	PROGRESS MEASURES
<b>1.3</b> Improves access to help by launching a <b>Navigation Centre</b> [see <i>Complex Needs Capability. 1.3</i> ] and other access sites for Integrated Coordinated Access in libraries, community centres, and recreation facilities as sites of navigation.	Y2	<ul style="list-style-type: none"> <li>» Operational plan developed;</li> <li>» Funding secured;</li> <li>» Navigation Centre opened;</li> <li>» Natural access points in the community identified;</li> <li>» Number of new access points and locations determined, based on community need;</li> <li>» # of new access points implemented;</li> <li>» Positive community outcomes [TBD]: <ul style="list-style-type: none"> <li>♦ Increased usage of Navigation Centre year-over-year;</li> <li>♦ Increased client satisfaction rate (Navigation Centre) year-over-year; target 85% by Year 3.</li> </ul> </li> </ul>
<b>1.4</b> Increase <b>digital navigation capacity</b> across the community, including schools and education partners.	Y1-Y2	<ul style="list-style-type: none"> <li>» Natural navigators identified;</li> <li>» Training developed;</li> <li>» Positive community outcomes [TBD]: <ul style="list-style-type: none"> <li>♦ # of digital navigators trained;</li> <li>♦ % of trained navigators with expertise in supporting: Indigenous peoples, seniors, families, youth;</li> <li>♦ % of schools with trained navigators.</li> </ul> </li> </ul>

## 2. Improve access to supports, through *systems navigators*, to connect children, young people, and families to supports that promote lifelong health and wellbeing.

ACTION	INITIATION	PROGRESS MEASURES
<b>2.1</b> Support <b>brain development and trauma learning</b> with educators, parents, and caregivers.	Y2	<ul style="list-style-type: none"> <li>» TRFP executed to develop Nanaimo-specific training for parents, teachers, and caregivers on brain development and trauma learning;</li> <li>» Positive community outcomes [TBD]: <ul style="list-style-type: none"> <li>♦ % of schools with trained educators;</li> <li>♦ % of trained educators reporting increased understanding of developmental impacts of trauma;</li> <li>♦ # of parents/caregivers trained.</li> </ul> </li> </ul>



## Priority #5

## Complex Needs Capability

**1. Leverage a *human rights approach* by ensuring access to the most basic human needs for all residents, at minimum, while *connecting clients* to supports they need.**

ACTION	INITIATION	PROGRESS MEASURES
<p><b>1.1</b> Support the creation of a <b>Navigation Centre</b> [see <i>Prevention: 1.3</i>] bringing together diverse key services for the complex needs group along with basic services (showers, food, etc.). It acts as an entry point into the coordinated system where assessment, intervention can start. Indigenous cultural supports are embedded, trauma-informed, person-centred.</p>	Y2	<ul style="list-style-type: none"> <li>» Funding secured;</li> <li>» RFP for operator launched;</li> <li>» Implementation and operational plan created; theory of change developed;</li> <li>» Data collection protocols developed and implemented;</li> <li>» Service blueprints developed with end user input;</li> <li>» Navigation Centre opened;</li> <li>» Marketing and awareness campaign to promote Centre to target groups;</li> <li>» Client feedback process developed;</li> <li>» Positive client outcomes [TBD]:               <ul style="list-style-type: none"> <li>♦ # of clients served;</li> <li>♦ % of clients reporting high satisfaction with quality of service;</li> <li>♦ % of Indigenous clients reporting high satisfaction with cultural competency and quality of service;</li> <li>♦ % of clients experiencing homelessness successfully housed through referral.</li> </ul> </li> </ul>
<p><b>1.2</b> Create and resource <b>Health &amp; Housing Intervention Teams [HHIT]</b> to support clients immediately with 140 net new spaces in Year 1, in leveraging existing health and housing supports.</p>	Y1	<ul style="list-style-type: none"> <li>» 140 spaces secured in Year 1 to house, and support people experiencing chronic homelessness;</li> <li>» Funding secured to support teams;</li> <li>» Health &amp; Housing Intervention Teams implemented;</li> <li>» Service blueprints developed with end user input;</li> <li>» Positive community outcomes [TBD]:               <ul style="list-style-type: none"> <li>♦ # of positive contacts;</li> <li>♦ Reduction in chronic homelessness;</li> <li>♦ Reduction in police reports of community disorder.</li> </ul> </li> </ul>
<p><b>1.3</b> Leverage the HHITs to provide immediate access to drinkable water and sanitation methods, including hand sanitizers and soap; explore more permanent access points including drinking fountains.</p>	Y1	<ul style="list-style-type: none"> <li>» City Planning engaged to assess public water and sanitation access;</li> <li>» Plan developed;</li> <li>» Water and sanitation tools distributed.</li> </ul>
<p><b>1.4</b> Leverage <b>peer networks</b> to support vulnerable community members as trained navigators and natural supports.</p>	Y1-Y5	<ul style="list-style-type: none"> <li>» Peer Navigator training developed;</li> <li>» # of Navigators trained:               <ul style="list-style-type: none"> <li>♦ Diversity measured with a focus on: Indigenous peoples, seniors, families, youth.</li> </ul> </li> </ul>

**2. Advance a *complex needs capability* approach across the community that ensures consistent practices across services, and improve outcomes for clients with complex needs, including intergenerational trauma, homelessness, mental health, substance misuse, systems involvement, poverty, and discrimination.**

ACTION	INITIATION	PROGRESS MEASURES
<p><b>2.1</b> Operate the <b>Complex Needs Action Tables</b> to support people with specific attention to those experiencing homelessness, exploitation and/or violence, vulnerable seniors, youth, mental health, and addictions.</p>	Y1	<ul style="list-style-type: none"> <li>» Table stakeholders identified;</li> <li>» Funding secured;</li> <li>» ICA lead operator(s) to support Table selected;</li> <li>» Developed tech stack to support Table data collection and sharing needs;</li> <li>» Identified prioritization protocols and operational policies for the table partners;</li> <li>» Terms of reference, informed consent, data sharing agreements developed;</li> <li>» Outreach conducted:</li> <li>» Target caseload in Y1 of operations: 50 end users.</li> <li>» Integrated case plans developed with comprehensive service blueprints;</li> <li>» Approach validated with end users; refined on go-forward basis;</li> <li>» Positive client outcomes [TBD]:               <ul style="list-style-type: none"> <li>♦ # of clients served;</li> <li>♦ % of clients reporting high satisfaction with quality of service;</li> <li>♦ % of Indigenous clients reporting high satisfaction with cultural competency and quality of service;</li> <li>♦ % of clients experiencing homelessness successfully housed through referral;</li> <li>♦ Reduction in health and justice contacts.</li> </ul> </li> </ul>
<p><b>2.2</b> Create <b>service provider training modules</b> that create a common, community-wide understanding of the causes and consequences of complex needs.</p>	Y1	<ul style="list-style-type: none"> <li>» Modules identified based on service provider demand and client services experienced;</li> <li>» RFPs executed for identified training modules or agencies make in-kind contributions to the community-wide training model;</li> <li>» # of modules developed;</li> <li>» Positive community outcomes [TBD]:               <ul style="list-style-type: none"> <li>♦ % of agencies with trained providers across each module</li> </ul> </li> </ul>

### 3. Support community health and safety through proactive planning, partnerships, and community-wide prevention.

ACTION	INITIATION	PROGRESS MEASURES
<p><b>3.1</b> Support the creation and implementation of a <b>Community Addiction &amp; Mental Health Strategy</b>.</p> <p><b>Potential areas of focus:</b></p> <ul style="list-style-type: none"> <li>3.1.1 Existing service capacity; wait times</li> <li>3.1.2 Access to treatment</li> <li>3.1.3 Integrated supportive housing models</li> <li>3.1.4 Intake and discharge</li> <li>3.1.5 Client-driven treatment</li> <li>3.1.6 Harm reduction</li> <li>3.1.7 Substance use related crime and disorder; debris</li> <li>3.1.8 Recovery models</li> <li>3.1.9 Public education</li> <li>3.1.10 Stigma and discrimination</li> <li>3.1.11 Funding allocations</li> </ul>	Y2	<ul style="list-style-type: none"> <li>» Key stakeholders identified;</li> <li>» Best practices reviewed;</li> <li>» Community needs identified;</li> <li>» Plan developed;</li> <li>» Positive community outcomes [TBD]:               <ul style="list-style-type: none"> <li>♦ Increase in community perceptions of safety;</li> <li>♦ Decrease in police reports of community disorder;</li> <li>♦ Reduction in health and justice contacts.</li> </ul> </li> </ul>
<p><b>3.2</b> Develop <b>psychiatrist and psychologist community recruitment and retention</b> plan to address changing needs of community regarding complex mental health and addictions.</p>	Y1	<ul style="list-style-type: none"> <li>» Service need assessed and gaps identified</li> <li>» Plan developed</li> <li>» Professional health bodies and Government of BC engaged regarding recruitment initiatives</li> <li>» Marketing campaign created</li> <li>» Positive community outcomes [TBD]:               <ul style="list-style-type: none"> <li>♦ Number of psychiatrists/psychologists recruited;</li> <li>♦ % of people with mental health needs met.</li> </ul> </li> </ul>
<p><b>3.3</b> Address <b>targeted violence and harassment</b> against people experiencing unsheltered homelessness.</p>	Y1	<ul style="list-style-type: none"> <li>» Plan with RCMP to decrease hate crimes and violence, increase knowledge of homelessness and mental health among officers developed;</li> <li>» Bylaws reviewed with regards to fairness and consistency towards people experiencing homelessness;</li> <li>» Environmental assessment conducted of stigma-inducing and belittling features in the built environment (<i>ex. hostile architecture, anti-panhandling signs</i>);</li> <li>» Safe and anonymous reporting mechanisms to law enforcement or restorative justice leaders established for victims of targeted violence;</li> <li>» Positive community outcomes [TBD]:               <ul style="list-style-type: none"> <li>♦ Decreased rates of hate crimes;</li> <li>♦ Decreased incidents of violence &amp; vigilantism against homelessness encampments;</li> <li>♦ Fewer bylaw tickets;</li> <li>♦ Improved victim satisfaction with outcomes via self-reports;</li> <li>♦ Improved community satisfaction with law enforcement interactions via self-reports;</li> <li>♦ Increased feeling of safety among clients via self-reports;</li> <li>♦ # of shelter beds and safe spaces available in community.</li> </ul> </li> </ul>

ACTION	INITIATION	PROGRESS MEASURES
<b>3.4 Explore Restorative and Diversion-based Justice Models</b> to tackle social disorder challenges.  <b>Potential areas of focus:</b> 3.4.1 Trauma-informed sentencing and triage release 3.4.2 Cultural competency 3.4.3 Warm transfers 3.4.4 Substance use courts 3.4.5 Justice diversion	Y2 - Y3	» Key stakeholders identified; » Best practices reviewed, including models developed and used by First Nations across Canada; » Community needs identified; » Positive community outcomes [TBD]: ♦ # of positive diversions from the criminal justice system; ♦ Improved victim-offender satisfaction.



## Priority #6

# Poverty Reduction

**1. Develop a *Poverty Reduction Strategy* aligned with the strategies set forth in TogetherBC, and based on community needs and priorities.**

ACTION	INITIATION	PROGRESS MEASURES
<b>1.1 Determine short-term actions</b> that can be implemented prior to the execution of a complete Poverty Reduction	Y1	» Interim poverty initiatives identified with implementation plan.
<b>1.2 Leverage the Integrated Needs Assessment</b> to develop a <b>Poverty Reduction Strategy</b> that brings together all community efforts related to Poverty Strategy.  <b>Potential areas of focus:</b> 1.2.1 Economic impact of COVID 1.2.2 Employment 1.2.3 Food security measures 1.2.4 Transportation access measures 1.2.5 Inclusive public infrastructure 1.2.6 Housing 1.2.7 Child care 1.2.8 Diversity and inclusion 1.2.9 Stigma and discrimination	Y2	» Advisory committee initiated; » Best practices in other communities explored; » Execution plan developed; » Priority areas identified, building on findings from the Health & Housing Action Plan; » Poverty Reduction Strategy completed; » Strategy adopted by Council.

## 2. Explore demand for *programming and supports that improve the economic equity and health of residents now and in future generations.*

ACTION	INITIATION	PROGRESS MEASURES
<b>2.1</b> Enhance programs to support citizens with <b>obtaining financial and other benefits</b> to which they are entitled.	Y2	» Gaps in existing programming identified using a diversity and inclusion lens; » Programming added and enhanced to meet community needs; » Positive client outcomes [TBD]: ♦ # of clients connected to financial benefits;
<b>2.2</b> Explore demand for <b>low-income tax clinics</b> to improve access to returns and government benefits.	Y2	» Gaps in existing programming identified using a diversity and inclusion lens; » Programming added and enhanced to meet community needs; » Positive client outcomes [TBD]: ♦ # of low-income clients receiving tax returns.
<b>2.3</b> Increase <b>financial, employment, and life-skill training support.</b>  <b>Potential areas of focus:</b> 2.3.1 Financial and language literacy 2.3.2 Technological proficiency 2.3.3 Upskilling 2.3.4 Training for green jobs 2.3.5 Worker rights 2.3.6 Work/Life balance 2.3.7 Resiliency/Self-esteem 2.3.8 Accessing benefits 2.3.9 Tax and ID clinics 2.3.10 Cooking skills	Y2	» Gaps in existing programming identified using a diversity and inclusion lens; » Programming added and enhanced to meet community needs; » Positive client outcomes [TBD]: ♦ # of training opportunities provided; ♦ % of clients with successful employment outcomes; ♦ Reported increases in financial literacy and confidence.

“ Charting a path  
forward, creating a  
better outcome for all! ”

### 3. Support *Community Economic Development* through initiatives, advocacy, and social infrastructure development.

ACTION	INITIATION	PROGRESS MEASURES
<b>3.1</b> Explore the social and economic impacts of a <b>Living Wage</b> in Nanaimo; consider sector-specific impacts of COVID-19.	Y2	<ul style="list-style-type: none"> <li>» Living Wage feasibility study conducted;</li> <li>» Pending results of the feasibility study: <ul style="list-style-type: none"> <li>♦ Business community engaged;</li> <li>♦ Awareness campaigns developed.</li> </ul> </li> </ul>
<b>3.2</b> Leverage private sector contributions and leadership from local businesses through a jointly-funded, <b>Community Corporate Social Purpose Strategy</b> .	Y1	<ul style="list-style-type: none"> <li>» Corporations in Nanaimo engaged;</li> <li>» Business Champions identified (as part of Funders' Table or in complement to it);</li> <li>» Community Corporate Social Purpose Strategy developed;</li> <li>» Positive community outcomes [TBD]: <ul style="list-style-type: none"> <li>♦ # of Business Champions engaged</li> <li>♦ \$ committed from the private sector over 5 years.</li> <li>♦ # of volunteer hours committed.</li> </ul> </li> </ul>
<b>3.3</b> Advocate for <b>policy changes</b> in social assistance, minimum wage, employment standards, levying of taxes, and tax credit delivery for income security.	Y1-Y5	<ul style="list-style-type: none"> <li>» Policy change priorities determined based on greatest potential for impact;</li> <li>» 5-Year Advocacy Agenda developed;</li> <li>» Position statements developed;</li> <li>» Public campaigns executed.</li> </ul>

**FIVE YEAR  
TOTAL COST**







# Next Steps

With a framework for action developed, an investment strategy to support it, and a governance and implementation model that creates clear accountability within the system, the City of Nanaimo is ready to move forward with this Action Plan. Some of the work described above is already in progress, such as development and implementation of Integrated Coordinated Access, while some may be altered by this plan, and some new actions are yet to begin.



## THE NEXT STEPS FOR THIS ACTION PLAN ARE:

- 1. Formally call key partners to action to identify areas to support the Action Plan, including capacity to resource funding needs identified;**
- 2. Create a Health & Housing Governance Board to oversee Plan implementation, maintain accountability and focus; its Funders' Table committee will secure the \$18.5M needed for Year 1 rollout;**
- 3. Support incubation of a Health & Housing Systems Planner Organization to help optimize current approaches and maximize return on investment;**
- 4. Expand implementation of the Integrated Coordinated Access model to help with consistent triage of priority clients for the Health & Housing Intervention Teams and supportive housing units, and existing resources;**
- 5. Launch Health & Housing Intervention Teams to offer immediate rental subsidies with intensive outreach of wraparound social and health supports to those experiencing the most substantial health and housing complexity/vulnerability;**
- 6. Secure Permanent Supportive Housing with onsite wraparound social and health supports for individuals in need of intensive low-barrier housing models.**



# Glossary of Terms

**At-risk of Homelessness** – People who are not currently homeless, but whose current social, economic and/or housing situation is precarious and/or does not meet public health and safety standards, and are therefore more likely to become homeless.

**Assertive Community Treatment (ACT) Team** – A client-centred, recovery-oriented mental health service delivery model that has received substantial empirical support for facilitating community living, psychosocial rehabilitation, and recovery for persons with complex, high-acuity needs. Clients of ACT Teams have the most serious mental illnesses, have severe symptoms and impairments, and/or have not benefited from traditional outpatient programs.

**Affordable Housing** – Housing (rental/home ownership, permanent/temporary, private/social) that costs less than 30% of a household's before-tax income.

**Case Management** – A collaborative and client centred approach to service provision for persons experiencing homelessness. In this approach, a case worker assesses the needs of the client (and potentially their families) and — when appropriate — arranges, coordinates, and advocates for delivery and access to a range of programs and services to address the individual's needs.

**Core Housing Need** – A household is in Core Housing Need if its housing falls below at least one of the standards for adequacy, affordability, or suitability which are defined as follows:

- » Adequate housing is reported by their residents as not requiring any major repairs;
- » Affordable housing has shelter costs equal to less than 30% of total before-tax household income; and/or
- » Suitable housing has enough bedrooms for the size and composition of resident households according to National Occupancy Standard requirements.

Households are also considered to be in Core Housing Need if they would have to spend more than 30% of its total before-tax income to pay the median rent of alternative local housing that meets all three housing standards.

**Discharge/Transition Planning** – Preparing someone to transition out of or between programs, systems, or institutions (ex. child welfare, criminal justice, hospital, etc.). Proper discharge planning begins early enough to ensure that housing and social and/or financial supports are lined up to ensure the individual or family can smoothly transition into their new environment. The lack of proper discharge/transition planning can cause service disruptions, and can directly cause homelessness.

**Family and Natural Support Programs** – Interventions focused on strengthening relationships between young people and their families and/or natural supports through mediation or brokering access to services and support, with an aim to keep the young person in place, thereby preventing youth homelessness.

**Homelessness Prevention** – Refers to policies, practices and interventions that reduce the likelihood that people will become homeless. The typology of homelessness prevention includes: Structural Prevention, Systems Prevention, Early Intervention, Evictions Prevention, and Housing Stabilization. Prevention efforts either intervene in structural, systems, and individual/relational factors that cause homelessness. Adapted from the public health model, prevention efforts can be understood as follows:

**Primary Prevention:** Interventions that apply to the broadest range of individuals to prevent homelessness from occurring in the first place.

**Secondary Prevention:** Interventions that support those at imminent risk of homelessness, as well as those who have recently become homeless, to divert or get them out of homelessness, and connected to housing and supports as quickly as possible.

**Tertiary Prevention:** Supporting individuals and families with previous experiences of homelessness to prevent future housing loss.

**Housing First** – Both a program model and guiding philosophy for addressing homelessness, Housing First is a recovery-oriented, rights-based, and client-driven approach that centres on quickly moving people experiencing homelessness into permanent housing of their choosing without preconditions around housing readiness. Accompanying access to housing, the Housing First approach includes the provision of additional supports and services as needed and desired by the client.

**Intensive Case Management (ICM) Teams** – A recovery-oriented, client-driven approach to meeting the needs of low-acuity clients who need intensive support for a period of time shorter than those with more complex needs. ICM teams are made up of housing and complementary support workers who will cover regular operating hours of 12 hours a day, seven days a week. Case managers work one-on-one with their clients to broker access to services and accompany the client to meetings and appointments.

**Permanent Supportive Housing (PSH)** – Housing that comes with individualized, flexible, and voluntary support services for people with high acuity and/or complex needs related to physical or mental health, developmental disabilities, or substance use.

**Point-in-Time (PiT) Counts** – A method of data collection that provides a snapshot of the number of sheltered and unsheltered people experiencing homelessness on a specific date in a community. People included in PiT Counts include those sleeping rough, staying in shelters, living in transitional housing units, and those living in public institutions. An accompanying survey is often offered to collect demographic and contextual data that may be compared over time.

**Provisionally Accommodated** – Refers to those whose accommodation is temporary or lacks security of tenure.

**Rapid Re-housing** – A subset of the Housing First approach, Rapid Re-housing is an intervention to move individuals and families into permanent housing as quickly as possible without readiness requirements. Programs may include financial assistance, housing location, and landlord engagement services, and are typically targeted toward people experiencing episodic and transitional homelessness.

**Rental Supplements** – Refers to government-funded subsidies that reduce the cost of housing for households that cannot afford suitable and appropriate housing at market rates. Supplements can be used for private market rental units or government/non-profit social housing units.

**Service Coordination** – Inter- or intra-organizational efforts/practices or policies that coordinate supports that will meet the needs of individuals and families to avoid service disruption, duplication, or gaps.

**Substance Use** – Refers to the use of all types of prescription or illegal drugs, inhalants, solvents, and alcohol. Individuals develop a substance-use problem when their consumption of drugs or alcohol causes harm to others, and can lead to addiction. Substance-use problems and addictions can affect people at any age or stage of life.

**Systems Failures** – System failures occur when the target group of a policy, practice, or intervention encounter gaps in the system, difficulty transitioning out of or between systems, difficulty navigating systems, or are unable to get support when, where, and how they need it.

**Systems Integration** – Improving the interface, leveraging, and systems (public, non-profit, and private) both within and outside of the homeless-serving sector in order to better match, refer, and transition individuals and families to the housing and support they need to prevent and address homelessness, as well as other social problems. Strategic systems integration can improve the overall efficiency and cost-effectiveness of a community's investments in housing and supports.

**Systems Planning** – A process of strategically mapping, coordinating, and delivering policy, practice, and programs to create a complete system of care that is able to nimbly respond to the needs of each unique client. Systems planning brings together diverse actors, sectors, and systems around a common goal to align and leverage the collective strengths and resources within a given jurisdiction for improved outcomes and solutions to complex social problems.

**Transitional Housing** – Refers to supportive/supported accommodation to bridge the gap between homelessness or institutional care and permanent housing by offering structure, supervision, support, life skills, education, etc. Transitional housing models can be either congregate or scattered-site, and are particularly valuable for young people who lack experience and skills for living independently. It should be noted, however, that transitional housing that is inflexibly time-limited or lacks housing/support planning for residents that are reaching the end of their stay can cause further housing precarity and homelessness.



# References

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# *Nanaimo* **Health and Housing Action Plan:** **BUILDING OUR PATH FORWARD**

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This Action Plan holds the promise of charting a path forward that can bring everyone better outcomes, while putting resources we are already investing to better use.

# ATTACHMENT B



## TERMS OF REFERENCE

### TASK FORCE ON HEALTH AND HOUSING

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#### **PURPOSE:**

To address the health and housing crisis in our community. The task force will be required to:

- Work with the Nanaimo Homelessness Coalition (the “Coalition”) to:
  - fulfill the Community Plan requirements of the Federal “Reaching Home” (Designated and Aboriginal) funding; and,
  - determine the optimal governance structure to implement the Nanaimo Action Plan to End Homelessness.
- Oversee the implementation of the Coalition’s Action Plan to End Homelessness and Nanaimo’s Affordable Housing Strategy;
- Provide recommendations to Nanaimo City Council on other issues arising from and giving rise to homelessness in our community (poverty, mental health, substance use disorders);
- Provide status updates on the progress of the task force to the Coalition;
- Determine the connection between the Regional District of Nanaimo affordable housing initiatives and those within the City of Nanaimo.
- Advocate for additional resources from all levels of government for housing, health and poverty reduction initiatives;
- Participate in the creation of a health, housing and homelessness communications strategy; and,
- Address other issues as the task force sees fit.

#### **MEMBERSHIP:**

To be most effective the Committee members should be senior level decision makers for each participating organization.

The voting membership of the Committee will be as follows:

- One-two (1-2) members of Council
- Nine (9) members.

Chair – member of Council

Alternate Chair – member of Council/other Committee member

1 – Snuneymuxw First Nation representative (Council member or designate)

1 – RCMP senior executive representative

1 – VIHA senior executive representative

1 – BC Housing senior executive representative



- 1 – Ministry of Social Development and Poverty Reduction senior executive staff representative
- 1 – Service Canada senior executive staff representative
- 1 – Designated “Reaching Home” Community Entity representative\*
- 2 – Non-Profit Organization representatives\*\*

The initial term of appointment shall be for twelve (12) months with a review at the end of term for possible renewal for a further twelve (12) months.

#### **MEETING FREQUENCY:**

The initial task force meeting will be called by the Chair, with the remaining meeting schedule established by the task force.

#### **STAFF SUPPORT:**

The following City Departments will provide support to the Task Force as needed:

- Community Development Staff
- City Clerk
- Other Staff as required

#### **OBSERVERS & COMMUNITY SUPPORTS:**

Non-voting representatives may be invited to attend the meeting specific to topics of shared interest. All regular meetings are open to the public.

\* Community Entity representative to be appointed by Council

\*\* Non-Profit Organization representatives to be appointed by Council








# ATTACHMENT C

HEALTH + HOUSING ACTION PLAN IMPLEMENTATION SUMMARY OF ROLES - DRAFT FOR DISCUSSION 2021-02-01						
PRIORITIES	ORGANIZATIONS					
Overall Lead /Coordinator = ★ Action Lead = ☆ Key Player = ☆ Partner = ○	SPO	NHC	City	VIHA	BCH	Others
<b>1. System Coordination</b>	★	○	○	○	○	○
a. Create a <b>community- based governance</b> committee	★	○	○	○	○	○
b. Create & organize <b>Funders Table for Integrated Funding Model</b>	★	○	○	○	○	○
c. Develop and implement a <b>community-wide integrated data</b>	★	○	○	○	○	○
d. Management strategy to drive Plan progress	★	○	○	○	○	○
<b>2. Leadership + Engagement</b>	★	○	○	○	○	○
a. Develop <b>annual public communication</b> plans based on main priorities	★	★	○	○	○	○
b. Create a <b>Health &amp; Housing LivEx Circle</b> to provide regular input	★	○	○	○	○	○
c. <del>Support the City to create a</del> <b>Provincial and federal advocacy strategy</b> <i>Strategy creation lead by SPO with partners and City in role of leading advocacy</i>	★	○	★	○	○	○
<b>3. Diverse Housing Options</b>	○	○	★	○	★	○
a. <b>Support and bolster existing efforts</b> in the community to increase access to affordable housing	○	○	★	○	○	○
b. <b>Create appropriate, accessible, and culturally-competent housing</b> options across the housing spectrum for individuals with diverse needs, with an emphasis on integrated supportive housing models that include substance use and mental health support, treatment, and recovery options.	○	○	★	★	★	○
c. Enact engagement strategies and programs to improve <b>Housing &amp; Health Equity</b> in market housing.	○	★	★	○	○	○

PRIORITIES		ORGANIZATIONS					
Overall Lead /Coordinator = ★ Action Lead = ☆ Key Player = ☆ Partner = ○		SPO	NHC	City	VIHA	BCH	Others
<b>4. Complex Needs Capability</b>		★?	★?	○	★?	★?	○?
a. Create and resource <b>Health &amp; Housing Intervention Teams [HHIT]</b> to support clients immediately with 140 net new spaces in Year 1, in leveraging existing health and housing supports		?	?	○	?	?	?
b. Operate the <b>Complex Needs Action Tables</b> to support people with specific attention to those experiencing homelessness, exploitation and/or violence, vulnerable seniors, youth, mental health, and addictions		?	?	○	?	?	?
c. Support the creation and implementation of a <b>Community Addiction &amp; Mental Health Strategy</b>		★	?	○	?	?	?
<b>5. Poverty Reduction</b>		○	○	★	○	○	★ MSDPR
a. Develop a Poverty Reduction Strategy aligned with the strategies set forth in TogetherBC, and based on community needs and priorities		○	○	★	○	○	★ MSDPR
b. Explore demand for programming and supports that improve the economic equity and health of residents now and in future generations		○	○	★	○	○	★ MSDPR
c. Support Community Economic Development through initiatives, advocacy, and social infrastructure development		○	○	★	○	○	★ MSDPR
<b>6. Prevention</b>		★	○	○	○	○	○
a. Develop <b>ICA model, service blueprints, and guidelines</b> for new and existing community-wide service provider coordination		★	○	○	○	○	○
b. Continue to advance <b>online systems map</b> for early intervention, screening, and systems navigation use		★	○	○	○	○	○
c. Improves access to help by launching a <b>Navigation Centre</b> and other access sites for Integrated Coordinated Access in libraries, community centres, and recreation facilities as sites of navigation		★	○	○	○	○	○

# DRAFT REIMAGINE NANAIMO – 2021-22 MILESTONE CALENDAR

+Council Updates ★Council Decisions		PHASE 2 MILESTONES									
		January	February	March	April	May	June	July	August	Sept	
<div> <b>OCP</b> Official Community Plan</div> <div> <b>CAP</b> Climate Action Plan</div> <div> <b>ATP</b> Active Transportation Plan</div>	 <b>INTEGRATED PLANNING</b>	Phase 1 Public Engagement Ends  Base Maps  Indicators for Doughnut Economics City Portrait  <b>Feedback from Environment Committee</b>	<b>+ Feb 8 GPC</b> Phase 1 Engagement Summary  <b>★Feb 22 GPC</b> Phase 2 Milestones  Indicators for Doughnut Economics City Portrait	<b>+ March 8 GPC</b> City Portrait  <b>Committees Feedback &amp; Charrette</b> Preliminary land use scenarios  Staff workshop on options  <b>GPC Council options Charrette</b>	Phase 2 online engagement  Workshops  <b>★April 26 GPC</b> Approval of Plan Framework	<b>+ May 10 GPC</b> <b>+ May 31 GPC</b> Updates  <b>Committees Feedback</b> Workshops/ at-home activities  Engagement continues	<b>+ Jun 14 GPC</b> <b>+ Jun 28 GPC</b>  <b>Committees Feedback</b> Engagement concludes  <b>Drafting Plans</b>	Summary and analysis of Phase 2 findings  <b>+ July 12 GPC</b> Phase 2 engagement numbers/ demographics  <b>+ July 26 GPC</b> Phase 2 Engagement Summary presented  Draft Plans: internal staff review  <b>Drafting Plans</b>	<b>No GPC Mtgs</b>  Preferred scenarios confirmed  Draft Plans refined & reviewed with internal team and <b>Committees</b>  Update Climate modelling  Preparation of summary of key plan directions and rationale  <b>Refining Plans</b>	<b>★Sept 27 GPC</b> Review of key directions and rationale summary  <b>Committees Feedback</b>  <b>External Agency Referrals</b>  <b>Refining Plans</b>	
		WSS synced with land use scenario options, engagement and Council meetings									
				Prepare communication and engagement materials	<b>Establish Advisory Group</b>  List Stakeholders	<b>Advisory Mtg #1</b> Introduce WSS & discuss priorities	<b>Advisory Mtg #2</b> <b>Upgrades Roadmap</b> Stakeholder meetings	<b>Advisory Mtg #3</b> Stakeholder meetings <b>Drafting WSS</b>	Summary of WSS engagement  <b>Drafting &amp; Refining WSS</b>	<b>★Sept 27 GPC</b> Review <b>Refining WSS</b>	
		 <b>EDS</b> Economic Development Strategy		<b>Jan 19 - EDS</b> Task Force recommend Council endorse	<b>★ Feb 1 Council COMPLETE</b> ✓ <b>EDS Endorsed</b>	<ul style="list-style-type: none"><li>EDS priorities inform plan scenarios</li><li>Start EDS implementation</li><li>External Economic Development Corporation</li></ul>			<ul style="list-style-type: none"><li>Draft REIMAGINE link clearly to EDS</li><li>External Economic Development Corporation tasks begin</li></ul>		
EDS and WWS, along with other documents like the Trail Implementation Plan, Culture Plan for a Creative Nanaimo, Various Park Master Plans, Food Security Plan, Health and Housing Action Plan, Age Friendly Plan etc. will inform scenario development/ options for drafting land use and policy directions in integrated plans											

# DRAFT REIMAGINE NANAIMO – 2021-22 MILESTONE CALENDAR

		PHASE 3 – TO BE CONFIRMED					
		October	November	December	January	February	
<b>Council Updates</b> <b>Council Decisions</b>							<b>OPTIONS FOR PLAN INTEGRATION</b> <ul style="list-style-type: none"> <li><b>1 GRAND COMPREHENSIVE / INTEGRATED COMMUNITY PLAN</b> <ul style="list-style-type: none"> <li>Reconciliation, Environmental, Climate Action, social equity lens (Doughnut)</li> <li>Land Use plan (including designations for Residential/Commercial/ Industrial/ Institutional/ Parks &amp; Open Space)</li> <li>Infrastructure policies grey/green/blue assets (water/sewer/road/parks &amp; open space)</li> <li>Social, Economic and Environmental Wellbeing policies (include Recreation and Culture facilities and programs)</li> <li>Active Transportation integrated with Trails planning</li> </ul> </li> <li><b>2 PLANS</b> <ul style="list-style-type: none"> <li>a- <b>COMPREHENSIVE / INTEGRATED COMMUNITY PLAN</b> <ul style="list-style-type: none"> <li>Reconciliation, Environmental, Climate Action, social equity lens</li> <li><b>Land Use Plan and Infrastructure (as above)</b></li> <li>Social, Economic and Environmental Wellbeing policies</li> <li>Active Transportation integrated with Trails planning</li> </ul> </li> <li>b-<b>COMMUNITY WELLBEING PLAN - RECREATION &amp; CULTURE PLAN</b> <ul style="list-style-type: none"> <li>Integrated plan for recreation and cultural facilities and programs</li> </ul> </li> </ul> </li> <li><b>3 PLANS</b> <ul style="list-style-type: none"> <li>a-COMPREHENSIVE /INTEGRATED COMMUNITY PLAN                             <ul style="list-style-type: none"> <li>Reconciliation, Environmental, Climate Action, social equity lens</li> <li><b>Land Use Plan and Infrastructure (as above)</b></li> <li>Social, Economic and Environmental Wellbeing policies</li> </ul> </li> <li>b-RECREATION &amp; CULTURE PLAN                             <ul style="list-style-type: none"> <li>Integrated plan for recreation and cultural facilities and programs</li> </ul> </li> <li>c-ACTIVE TRANSPORTATION INTEGRATED WITH PARKS AND TRAILS PLANNING</li> </ul> </li> <li><b>OTHER OPTIONS??</b></li> </ul>
<div>OCP Official Community Plan</div> <div>CAP Climate Action Plan</div> <div>ATP Active Transportation Plan</div> <div>PRCMP Parks Rec &amp; Culture Master Plan</div> <div>WSS Water Supply Strategy</div> <div>EDS Economic Development Strategy</div>	<div>INTEGRATED PLANS</div>	Draft final plans & prepare Phase 3 Engagement	Phase 3 Engagement	Phase 3 Engagement Summary & Final Plan edits	★ January Public Hearing & Bylaw Adoption  Final Council approval of Plan/s  <b>PLANS COMPLETED</b>	Implementation and ongoing monitoring starts	
		+ Oct 25 GPC Phase 3 progress update	+ Nov 8 GPC + Nov 22 GPC Phase 3 progress updates	★ Dec 13 GPC Council review and approval of final draft Plan/s to proceed to public hearing			
		Sync as above	Sync as above	Sync as above	✓ WSS COMPLETED	Implementation begins	
		✓ EDS COMPLETED ONGOING IMPLEMENTATION LINKED TO THE ABOVE PLANS					



## REIMAGINE NANAIMO – Phase 2 Milestones Update 2021-FEB-22



CITY OF NANAIMO THE HARBOUR CITY									
reimagine NANAIMO									
DRAFT REIMAGINE NANAIMO – 2021-22 MILESTONE CALENDAR									
<div> <div>★ Council Updates</div> <div>★ Council Decisions</div> </div>	PHASE 2 MILESTONES								
	January	February	March	April	May	June	July	August	Sept
<div> <div>Official Community Plan</div> <div>Climate Action Plan</div> <div>Active Transportation Plan</div> <div>Parks Rec &amp; Culture Master Plan</div> <div>Water Supply Strategy</div> <div>Economic Development Strategy</div> </div>	<div> <div>Phase 1 Public Engagement Ends</div> <div>Base Maps</div> <div>Indicators for Doughnut Economics City Portrait</div> <div>Feedback from Environment Committee</div> </div>	<div> <div>★ Feb 8 GPC</div> <div>Phase 1 Engagement Summary</div> <div>★ Feb 22 GPC</div> <div>Phase 2 Milestones</div> <div>Indicators for Doughnut Economics City Portrait</div> </div>	<div> <div>★ March 8 GPC</div> <div>City Portrait</div> <div>Committees Feedback &amp; Charrette</div> <div>Preliminary land use scenarios</div> <div>Staff workshop on options</div> <div>GPC Council options Charrette</div> </div>	<div> <div>Phase 2 online engagement</div> <div>Workshops</div> <div>★ April 26 GPC</div> <div>Approval of Plan Framework</div> </div>	<div> <div>★ May 10 GPC</div> <div>★ May 31 GPC</div> <div>Updates</div> <div>Committees Feedback</div> <div>Workshops/at-home activities</div> <div>Engagement continues</div> </div>	<div> <div>★ Jun 14 GPC</div> <div>★ Jun 28 GPC</div> <div>Committees Feedback</div> <div>Engagement concludes</div> <div>Drafting Plans</div> </div>	<div> <div>Summary and analysis of Phase 2 findings</div> <div>★ July 12 GPC</div> <div>Phase 2 engagement numbers/demographics</div> <div>★ July 26 GPC</div> <div>Phase 2 Engagement Summary presented</div> <div>Draft Plans: internal staff review</div> <div>Drafting Plans</div> </div>	<div> <div>No GPC Mtgs</div> <div>Preferred scenarios confirmed</div> <div>Draft Plans refined &amp; reviewed with internal team and Committees</div> <div>Update Climate modelling</div> <div>Preparation of summary of key plan directions and rationale</div> <div>Refining Plans</div> </div>	<div> <div>★ Sept 27 GPC</div> <div>Review of key directions and rationale summary</div> <div>Committees Feedback</div> <div>External Agency Referrals</div> <div>Refining Plans</div> </div>
WSS synced with land use scenario options, engagement and Council meetings									
	<div> <div>Jan 19 - EDS Task Force recommend Council endorse</div> </div>	<div> <div>★ Feb 1 Council COMPLETE</div> <div>EDS Endorsed</div> </div>	<div> <div>Establish Advisory Group</div> <div>List Stakeholders</div> <div>EDS priorities inform plan scenarios</div> <div>Start EDS implementation</div> <div>External Economic Development Corporation</div> </div>	<div> <div>Advisory Mtg #1</div> <div>Introduce WSS &amp; discuss priorities</div> </div>	<div> <div>Advisory Mtg #2</div> <div>Upgrades Roadmap Stakeholder meetings</div> </div>	<div> <div>Advisory Mtg #3</div> <div>Stakeholder meetings</div> <div>Drafting WSS</div> </div>	<div> <div>Summary of WWS engagement</div> <div>Drafting &amp; Refining WSS</div> </div>	<div> <div>★ Sept 27 GPC Review Refining WSS</div> </div>	<div> <div>★ Draft REIMAGINE link clearly to EDS</div> <div>External Economic Development Corporation tasks begin</div> </div>
EDS and WWS, along with other documents like the Trail Implementation Plan, Culture Plan for a Creative Nanaimo, Various Park Master Plans, Food Security Plan, Health and Housing Action Plan, Age Friendly Plan etc. will inform scenario development/options for drafting land use and policy directions in integrated plans									

CITY OF NANAIMO THE HARBOUR CITY					
reimagine NANAIMO					
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<b>INTEGRATED PLANS</b>  <b>1 GRAND COMPREHENSIVE / INTEGRATED COMMUNITY PLAN</b> • Reconciliation, Environmental, Climate Action, social equity lens (Doughnut) • Land Use plan (including designations for Residential/Commercial/ Industrial/ Institutional/ Parks & Open Space) • Infrastructure policies grey/green/blue assets (water/sewer/road/parks & open space) • Social, Economic and Environmental Wellbeing policies (include Recreation and Culture facilities and programs) • Active Transportation integrated with Trails planning <b>2 PLANS</b> <b>a-COMPREHENSIVE / INTEGRATED COMMUNITY PLAN</b> • Reconciliation, Environmental, Climate Action, social equity lens • Land Use Plan and Infrastructure (as above) • Social, Economic and Environmental Wellbeing policies • Active Transportation integrated with Trails planning <b>b-COMMUNITY WELLBEING PLAN- RECREATION &amp; CULTURE PLAN</b> • Integrated plan for recreation and cultural facilities and programs <b>3 PLANS</b> <b>a-COMPREHENSIVE / INTEGRATED COMMUNITY PLAN</b> • Reconciliation, Environmental, Climate Action, social equity lens • Land Use Plan and Infrastructure (as above) • Social, Economic and Environmental Wellbeing policies <b>b-RECREATION &amp; CULTURE PLAN</b> • Integrated plan for recreation and cultural facilities and programs <b>c-ACTIVE TRANSPORTATION INTEGRATED WITH PARKS AND TRAILS PLANNING</b>  <b>OTHER OPTIONS??</b>					
Sync as above Sync as above Sync as above ✓ EDS COMPLETED ONGOING IMPLEMENTATION LINKED TO THE ABOVE PLANS					

CITY OF NANAIMO  
THE HARBOUR CITY

## REIMAGINE Steering Committee feedback

- Thoughts on upcoming milestones?
- Other comments/thoughts?

reimagine  
NANAIMO







**Our River Our Mountain Our Ocean** – by Connie Paul


Our river  
Our mountain  
Our ocean

This land does not belong to you or I. It belongs to our  
great great grandchildren.

We need to  
Take care of our rivers  
Take care of our mountains  
Take care of our ocean

We need to work collectively,  
One body  
One mind  
One spirit.

The legacy of our decisions today,  
our children will write tomorrow.



**Hay ch q'a/Thank you**

DATE OF MEETING FEBRUARY 22, 2021

AUTHORED BY DEANNA WALKER, FINANCIAL ANALYST

SUBJECT CANADA HEALTHY COMMUNITIES INITIATIVE – FIRST INTAKE

## **OVERVIEW**

### **Purpose of Report**

To provide Council with information on two potential projects for the Canada Healthy Communities Initiative, and obtain a Council resolution.

### **Recommendation**

That the Governance and Priority Committee recommend that Council direct staff to submit an application to the Canada Healthy Communities Initiative for the E & N Trail Lighting Project.

## **BACKGROUND**

The Canada Healthy Communities Initiative is a \$31 million investment from the Government of Canada announced February 9<sup>th</sup> to fund small-scale infrastructure projects to create safer, more vibrant and inclusive communities. The program is available to local governments, Indigenous governing bodies, provincial or territorial organizations delivering municipal services, and federally or provincially incorporated not for profit organizations.

Healthy Communities Initiative projects will respond to identified needs arising from impacts of COVID-19; create and adapt public spaces, and programming and services for public spaces in the public interest; demonstrate consideration of and connections with the community; serve the general public or a community disproportionately impacted by COVID-19 ; and fall within the three Healthy Communities Initiative theme areas. The three theme areas are safe and vibrant public spaces, improved mobility options and digital solutions.

Eligible projects must be completed by June 30, 2022. There are two intake dates for the grant; March 9, 2021 and June 25, 2021. Municipalities may submit one application per intake for 100% funding of eligible project costs up to \$250,000.

The grant application deadline for the first intake is **2021-MAR-09**.



## DISCUSSION

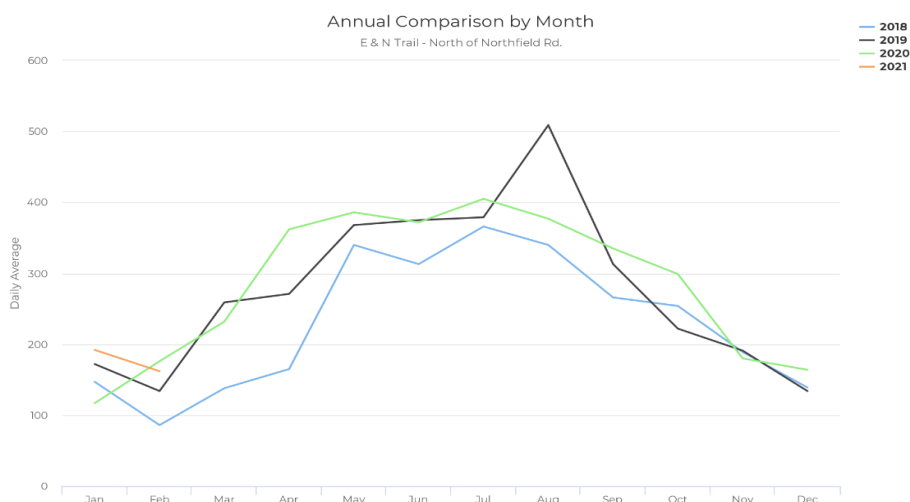
Staff identified the following two potential projects as the best candidates for the first intake of this initiative based on the short time lines to complete the application.

- Lighting of the E&N Trail
- Lenhart Bridge Replacement

Staff will bring forward a shortlist of projects for the second intake to the April Finance and Audit Committee meeting for Council's consideration.

### Lighting E & N Trail

The E&N trail is an All Ages and Ability (AAA) Active Transportation link between the Rutherford, Country Club, Hospital, and Downtown Mobility Hubs. With the completion of the Metral Drive Complete Streets project, this link will be extended north to the Woodgrove Mobility Hub effectively linking all mobility hubs/urban nodes north of Downtown. Use of the trail continues to increase, with the graph below showing daily average usage over the last 3 years.



The original section of the E&N, south of Mostar Road, is not currently lit which creates public safety concerns and is a barrier to year round and evening use, as reflected by the winter months in the graph above. Lighting approximately 750 meters of the paved trail will provide the opportunity for residents to enjoy an accessible, safe, socially-distanced recreational and commuting corridor. The vibrancy and enjoyment of this trail will be increased with the inclusion of public art by incorporating banners on the light fixtures. This project is supported by public feedback from our current Relmagine Nanaimo public engagement, and the City of Nanaimo's Transportation Master Plan. The opportunity presented by the Canada Healthy Communities Initiative will enable the upgrade of this corridor to help increase safe social connectivity, walkability, and bike-ability.

Costs to light approximately 750 meters of trail (Northfield to Dorman and/or other priority locations) with banner friendly light fixtures is estimated at \$250,000. This project is not included in the 2021 – 2025 Financial Plan.

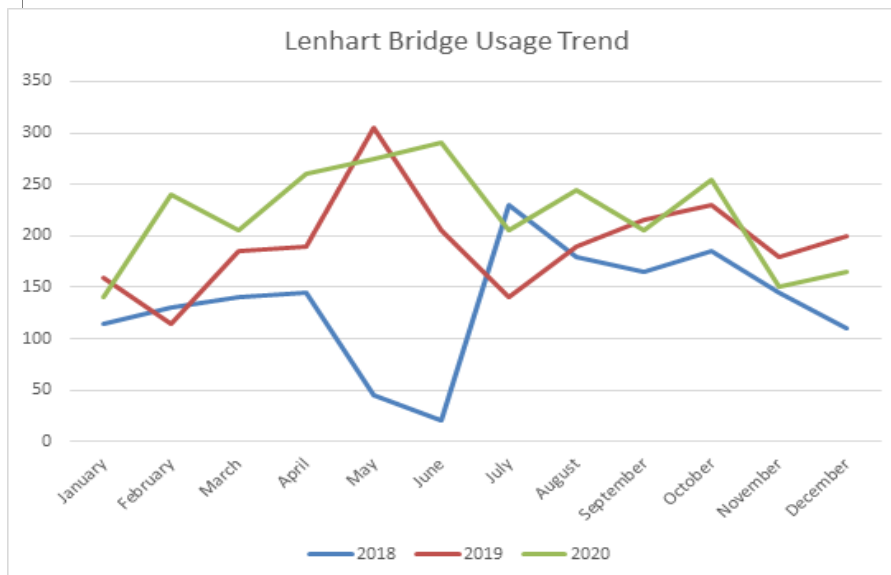
## Lenhart Bridge Replacement

The Lenhart Bridge is an existing pedestrian footbridge over the Millstone River that connects Riverside Drive with an existing trail system in the northeast corner of Bowen Park. The existing bridge has a width of 1.4m with a wooden deck and chain-link fence railings, and is in fair condition overall. While the existing bridge provides a pedestrian connection, the narrow width and offset gates forces cyclists to dismount to cross.

Upgrading the crossing for the purpose of active transportation would entail replacing the bridge with a new 4 metre wide single span structure complete with guardrails, new concrete abutments, and a wearing surface appropriate for all forms of transportation. The added width provides a safer, socially-distanced cross-section for various users, and a reduction in approach grades would support accessibility.

With the completion of the Bowen Park Trailway and Utility Upgrade project, this would significantly enhance an existing mobility link between the hospital and downtown areas. The trailway lighting improvements on the south side of the bridge with the existing lighting on the north will serve to improve visibility and safety for users, with a resulting increase in utilization. The opportunity to upgrade this bridge to an active transportation link would naturally complete this corridor and significantly improve a preferred mobility link.

The conceptual cost to replace the bridge structure is estimated to be \$250,000. If funding is successful, detailed design, procurement and construction would take place in the fall of 2021 and spring 2022.



## **OPTIONS**

1. That Council direct Staff to submit an application to the Canada Healthy Communities Initiative for the Lighting of the E & N Trail.
  - The advantages of this option: Lighting the original section of the E&N trail will increase safety and allow for increased usage of an accessible trail that provides socially-distanced recreational and commuting opportunities. The project can also be undertaken quickly and is scalable.
  - Financial Implications: This project is not currently in the 2021 - 2025 Financial Plan. If the application is successful, we would receive the full project cost in grant funding. This project would be contingent on a successful grant application.
2. That Council direct Staff to submit an application to the Canada Healthy Communities Initiative for the Lenhart Bridge Replacement project
  - The advantages of this option: Upgrading the existing bridge will complete this corridor and significantly improve a preferred mobility link.
  - Financial Implications: Only the conceptual design stage (\$16,000) of this project is currently in the 2021 - 2025 Financial Plan. If the application is successful, we would receive the full project cost in grant funding. The detailed design, procurement and construction of this project in 2021 and 2022 would be contingent on a successful grant application.
3. That Council provide alternative direction to Staff for a project to submit an application to the Canada Healthy Communities Initiative. |

### **SUMMARY POINTS**

- The Canada Healthy Communities Initiative provides up to \$250,000 of funding for eligible project costs
- The City may submit one application for each intake.
- Applications for the first intake are due by 2021-MAR-09.

#### **Submitted by:**

Deanna Walker  
Financial Analyst |

#### **Concurrence by:**

Bill Sims  
General Manager, Engineering and Public Works

Laura Mercer  
Director, Finance

Shelley Legin  
General Manager, Corporate Services