



AGENDA REGULAR COUNCIL MEETING

Monday, October 18, 2021

4:30 p.m. to Proceed In Camera, Reconvene Regular Council Meeting at 7:00 p.m.

SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE

80 COMMERCIAL STREET, NANAIMO, BC

SCHEDULED RECESS AT 9:00 P.M.

Pages

1. CALL THE MEETING TO ORDER:

2. PROCEDURAL MOTION:

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

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

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

(c) labour relations or other employee relations;

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and,

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

3. INTRODUCTION OF LATE ITEMS:

4. APPROVAL OF THE AGENDA:

5. ADOPTION OF THE MINUTES:

a. Minutes

6 - 14

Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2021-OCT-04 at 4:00 p.m.

6. MAYOR'S REPORT:
7. RISE AND REPORT
8. PRESENTATIONS:
9. COMMITTEE MINUTES:
10. CONSENT ITEMS:
11. DELEGATIONS:
 - a. Yellow Point Ecological Society re: Doughnut Economic Framework for Industrial Lands 15
12. REPORTS:
 - a. Commitment to Maintenance of Integrated Survey Area 20 16 - 24

To be introduced by Bill Sims, General Manager, Engineering and Public Works.

Purpose: To provide Council with information on the Provincial survey monument program and to seek Council's support to commit to the Province of British Columbia on the City of Nanaimo's continued maintenance of the Integrated Survey Area.

Recommendation: That Council commit to the Integrated Survey Area program, continue the maintenance of the City of Nanaimo's integrated survey monuments, and authorize Staff to advise the Province.
 - b. Development Variance Permit Application No. DVP375 – 704 Hyatt Place 25 - 33

To be introduced by Jeremy Holm, Director, Development Approvals.

Purpose: To present for Council's consideration, a development variance permit application to reduce the setback for a garage facing a street in order to facilitate an alteration to an existing single residential dwelling.

It is requested that Council hear anyone wishing to speak with respect to DVP375 - 704 Hyatt Place.

Recommendation: That Council issue Development Variance Permit No. DVP375 at 704 Hyatt Place to reduce the minimum permitted setback for a garage door from 6.0m to 4.5m.
 - c. Development Variance Permit Application No. DVP426 – 2230 Neil Drive 34 - 41

To be introduced by Jeremy Holm, Director, Development Approvals.

Purpose: To present for Council's consideration, a development variance permit

application to reduce the minimum lot depth requirement in order to facilitate a two-lot subdivision at 2230 Neil Drive.

It is requested that Council hear anyone wishing to speak with respect to DVP426 - 2230 Neil Drive.

Recommendation: That Council issue Development Variance Permit No. DVP426 at 2230 Neil Drive to reduce the minimum lot depth requirement from 30.0m to 27.80m.

d. Covenant Amendment Application No. CA15 – 416 Wakesiah Avenue

42 - 58

To be introduced by Jeremy Holm, Director, Development Approvals.

Purpose: To present Council with an application to discharge and replace a Section 219 covenant and Housing Agreement registered on the property title of 416 Wakesiah Avenue in order to increase the allowable number of beds in a proposed student housing development.

Recommendation: That:

1. "Housing Agreement Bylaw 2021 No. 7334" (To authorize a housing agreement for a student housing development at 416 Wakesiah Avenue) pass first reading;
2. "Housing Agreement Bylaw 2021 No. 7334" pass second reading;
3. "Housing Agreement Bylaw 2021 No. 7334" pass third reading; and
4. Council direct Staff to proceed with a Public Hearing to consider the proposed covenant amendment.

e. Rezoning Application No. RA468 – 6004 Nelson Road

59 - 68

To be introduced by Jeremy Holm, Director, Development Approvals.

Purpose: To present Council with an application to rezone the property located at 6004 Nelson Road from Single Dwelling Residential (R1) to Low Density Residential (R6) to allow a multiple-family development.

Recommendation: That:

1. "Zoning Amendment Bylaw 2021 No. 4500.192" (To rezone 6004 Nelson Road from Single Dwelling Residential [R1] to Low Density Residential [R6]) pass first reading;
2. "Zoning Amendment Bylaw 2021 No. 4500.192" pass second reading; and
3. Should Council support the bylaw at third reading, direct Staff to secure the road dedication, a statutory right-of-way for a pedestrian path, the community amenity contribution, and a Section 219 covenant for the restriction to one driveway access and to register the geotechnical report.

- f. Development Permit Application No. DP1220 – 4961 Songbird Place 69 - 89

To be introduced by Jeremy Holm, Director, Development Approvals.

Purpose: To present for Council's consideration, a development permit application for a multi-family residential development with 98 rental units at 4961 Songbird Place.

Recommendation: That Council issue Development Permit No. DP1220 for a residential development at 4961 Songbird Place with the following variances to:

- increase the maximum allowable building height from 18m to 18.42m; and
- reduce the front yard setback for a portion of the building from 3.5m to 2.45m.

- g. 2022 Council and Committee Key Date Calendars 90 - 101

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

Purpose: To request that Council approve the 2022 Council Key Date Calendar.

Recommendation: That Council approve the 2022 Council Key Date Calendar as presented on Attachment A of the Staff report titled "2022 Council and Committee Key Date Calendars".

13. BYLAWS:

- a. "Zoning Amendment Bylaw 2021 No. 4500.185" 102 - 103

That "Zoning Amendment Bylaw 2021 No. 4500.185" (To rezone 1621 Northfield Road from Single Dwelling Residential [R1] to Residential Corridor [COR1]) be adopted.

- b. "Council Procedure Bylaw Amendment Bylaw 2021 No. 7272.03" 104 - 106

That "Council Procedure Bylaw Amendment Bylaw 2021 No. 7272.03" (To authorize the holding of electronic meetings and remote participation by Council members.) be adopted.

- c. "Property Tax Exemption Bylaw 2021 No. 7332" 107 - 145

That "Property Tax Exemption Bylaw 2021 No. 7332" (To provide exemption from 2022 property taxes) be adopted.

14. NOTICE OF MOTION:

- a. Councillor Armstrong Notice of Motion re: Safety Audits and 911 Response Calls via Mental Health Specialists

1. That Council support the RCMP Community Policing Team in securing a meeting with the Honourable Sheila Malcolmson, MLA, to present the safety audit reports and request a solution; and,
2. That Council direct Staff to engage with the Union of British Columbia Municipalities (UBCM) to engage the Province on resolving the issue of how 9-1-1 calls can be routed and responded to by mental health specialists (whether Police or Ministry of Health) throughout the province.

15. **OTHER BUSINESS:**

16. **QUESTION PERIOD:**

17. **ADJOURNMENT:**

MINUTES
REGULAR COUNCIL MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,
80 COMMERCIAL STREET, NANAIMO, BC
MONDAY, 2021-OCT-04, AT 4:00 P.M.

Present: Mayor L. Krog, Chair
Councillor S. D. Armstrong (arrived 4:43 p.m.)
Councillor D. Bonner
Councillor T. Brown (arrived 4:43 p.m.)
Councillor B. Geselbracht (arrived 4:01 p.m.)
Councillor E. Hemmens
Councillor Z. Maartman
Councillor I. W. Thorpe

Absent: 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
Supt. L. Fletcher, Nanaimo Detachment RCMP
L. Mercer, Director, Finance
F. Farrokhi, Manager, Communications
K. Lindsay, Manager, Emergency Program
C. Wood, Community Policing Coordinator, RCMP
S. Gurrie, Director, Legislative Services
K. Gerard, Recording Secretary

1. CALL THE REGULAR MEETING TO ORDER:

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

2. PROCEDURAL MOTION TO PROCEED IN CAMERA:

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

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

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality; and,

Community Charter Section 90(2):

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

The motion carried unanimously.

Council moved In Camera at 4:00 p.m.

Council moved out of In Camera at 5:22 p.m.

Council recessed the Open Meeting 5:22 p.m.

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

3. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 8(b) – Literacy Central Vancouver Island – Add PowerPoint presentation.
- (b) Agenda Item 8(c) – Emergency Preparedness Month – Add PowerPoint presentation.
- (c) Agenda Item 8(d) – Community Safety Audits – Add delegation Tim McGrath re: Nanaimo Neighbourhood Network support.
- (d) Agenda Item 12(a) – Development Variance Permit Application No. DVP425 – 508 Eighth Street – Add delegation Sean Large, General Manager, Liquor Plus.
- (e) Add – Agenda Item 12(i) – Appointment of Bylaw Enforcement Officer

4. APPROVAL OF THE AGENDA:

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

5. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Tuesday, 2021-SEP-21, at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

6. MAYOR'S REPORT:

Mayor Krog spoke regarding:

- Thanked residents who attended the first Truth and Reconciliation Day on Thursday, 2021-SEP-30
- Thanked all attendees who are in attendance for the Freedom of the City award ceremony this evening
- October is Emergency Preparedness Month. October 3rd to 9th will focus on sounds of fire. The Great BC ShakeOut will take place on October 21st, at 10:21 a.m., and a test of the City's emergency alert system will take place on Thursday, October 28 at 10:15 a.m.
- The Coastal Fire Centre has issued an information bulletin that the campfire ban has been lifted for Nanaimo and surrounding area.

7. RISE AND REPORT:

The Mayor advised that at the 2021-OCT-04, In Camera Council Meeting, Council appointed Councillor Bonner as the Co-chair of the Environment Committee.

8. PRESENTATIONS:

(a) Freedom of the City Award to Diane Brennan

Mayor Krog presented the Freedom of the City Award to Diane Brennan.

The Regular Council Meeting recessed at 7:57 p.m.

The Regular Council Meeting reconvened at 8:09 p.m.

(b) Literacy Central Vancouver Island

George Anderson, President, and Samantha Letourneau, Executive Director, Literacy Central Vancouver Island, provided Council with an overview of Literacy Central Vancouver Island's 30 years in operation. Highlights included:

- Literacy Central Vancouver Island has served over 6000 adult learners since opening and is currently serving over 100 people with reading, writing and digital literacy programs
- Programs include:
 - Word on the Street bulletin board
 - Family literacy program including immigrant parents
 - Indigenous literacy
 - Youth programs
 - Donation of computers and laptops to individuals and schools

(c) Emergency Preparedness Month

Karen Lindsay, Manager, Emergency Program, provided Council with a PowerPoint presentation regarding Emergency Preparedness Month. Highlights included:

- October 3rd to 9th is Fire Prevention Week where the focus will be on the sounds of fire
- Great BC ShakeOut will take place on Thursday, October 21st at 10:21 a.m.
- Testing of the Voyent Alert system will take place on October 28th at 10:15 a.m.

(d) Community Safety Audits

Lisa Fletcher, Superintendent, Nanaimo Detachment, RCMP, and Christy Wood, Community Policing Coordinator, RCMP, Nanaimo Detachment, presented the current Community Safety Audits. Highlights included:

- The purpose of the audit was to acquire citizens' perspective on policing and safety in Nanaimo
- Focused on six neighbourhood areas including Brechin Hill, Newcastle, South End, Harewood, Old City Quarter and Downtown
- 746 businesses and residents took part in the survey and active engagement
- Majority of participants concerns included housing, reducing poverty, drug use, traffic safety, crime prevention, mental health services and drug houses
- Opportunities for change or improvement included ensuring adequate resources, support of the homeless coalition, proactive policing, stigma attached to drug use and homelessness and addressing child poverty and/or at risk youth

Delegation:

1. Tim McGrath spoke regarding mental health, substance abuse issues, engaging with the Province and the Union of British Columbia Municipalities for housing and mental health resources.

9. COMMITTEE MINUTES:

The following Committee Minutes were received:

- Minutes from the Special Mayor's Leaders' Table Meeting held virtually, on Friday, 2021-JUN-18, at 9:30 a.m.
- Minutes of the Advisory Committee on Accessibility and Inclusiveness held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2021-JUN-23, at 4:00 p.m.
- Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2021-JUL-21, at 9:00 a.m.
- 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-JUL-26, 2:00 p.m.
- 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-SEP-27, at 1:00 p.m.

10. CONSENT ITEMS:

It was moved and seconded that the following items be adopted by consent:

(a) Finance and Audit Committee Meeting 2021-SEP-22

1. Community Program Development Grant – Salish Storm Hockey

That Council approve the request from the Salish Storm Hockey Association for a Community Program Development Grant in the amount of \$4,500 to assist in funding the Storm the Ice program.

(b) Governance and Priorities Committee Meeting 2021-SEP-27

1. Political Signage Regulations

1. That Council direct staff to draft amendments to “Sign Bylaw 1987 No. 2850” and “Traffic and Highways Regulation Bylaw 1993 No. 5000” to remove references to political signage and incorporate the regulations into a single comprehensive Political Signage Bylaw.
2. That Council include the following provision within the new Political Signage Bylaw:
“Election/political signage, as authorized by the Corporate Officer, may be placed on public or private property 30 days prior to an election or referendum and must be removed by the next working day following the electoral event.”
3. That Council direct staff to retain the status quo of not limiting the number of political signs per candidate.

The motion carried unanimously.

11. DELEGATIONS:

(a) Sherry Durnford re: Two Lane Asphalt Walkway on the Departure Bay Shoreline

Sherry Durnford provided Council with a PowerPoint presentation regarding the proposed two-lane asphalt walkway on the Departure Bay Shoreline and the negative effects the walkway may have on habitat, erosion, safety and the financial implications.

The Regular Council Meeting recessed at 9:38 p.m.
The Regular Council Meeting reconvened at 9:51 p.m.

12. REPORTS:

(a) Development Variance Permit Application No. DVP425 – 508 Eighth Street

Introduced by Dale Lindsay, General Manager, Development Services.

Delegation:

1. Sean Large, General Manager, Liquor Plus, spoke regarding substantial renovations on the property, the LED sign will not conflict with neighbouring businesses and the ability to market merchandise using the sign.

Mayor Krog requested that Council hear anyone wishing to speak with respect to DVP No. 425.

No one in attendance wished to speak with respect to DVP425.

It was moved and seconded that Council issue Development Variance Permit No. DVP425 at 508 Eighth Street with a variance to allow an LED sign. The motion carried.

Opposed: *Councillors Brown and Geselbracht*

(b) Liquor Licence Application No. LA144 - Unit 2, 75 Front Street

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that Council recommend the Liquor and Cannabis Regulations Branch approve the application for Unit 2, 75 Front Street (The Nanaimo Bar) to amend their liquor licence to permit the hours of operation to be 10 a.m. to 1:30 a.m. seven days per week. The motion carried unanimously.

(c) 2022 Acting Mayor Schedule

Introduced by Sheila Gurrie, Director, Legislative Services.

It was moved and seconded that Council approve option one (1) as the 2022 Acting Mayor Schedule, as follows:

NAME	DATES
Councillor Bonner	2022-JAN-01 to 2022-FEB-06
Councillor Geselbracht	2022-FEB-07 to 2022-MAR-13
Councillor Armstrong	2022-MAR-14 to 2022-APR-17
Councillor Maartman	2022-APR-18 to 2022-MAY-22
Councillor Thorpe	2022-MAY-23 to 2022-JUN-26
Councillor Turley	2022-JUN-27 to 2022-JUL-31
Councillor Brown	2022-AUG-01 to 2022-SEP-04
Councillor Hemmens	2022-SEP-05 to 2022-OCT-15

The motion carried unanimously.

(d) Council Procedure Bylaw Amendment - Electronic Meeting Provisions

Introduced by Sheila Gurrie, Director, Legislative Services.

It was moved and seconded that “Council Procedure Bylaw Amendment Bylaw 2021 No. 7272.03” (To authorize the holding of electronic meetings and remote participation by Council members) pass first reading. The motion carried unanimously.

It was moved and seconded that “Council Procedure Bylaw Amendment Bylaw 2021 No. 7272.03” pass second reading. The motion carried unanimously.

It was moved and seconded that “Council Procedure Bylaw Amendment Bylaw 2021 No. 7272.03” pass third reading. The motion carried unanimously.

(e) Council Policy re: Appointments to the Board of Directors of the Regional District of Nanaimo

Introduced by Sheila Gurrie, Director, Legislative Services.

It was moved and seconded:

That Council repeal Council Policy Number COU-138 (Appointments to the Board of Directors of the Regional District of Nanaimo) and appoint Municipal Directors based on Section 198 of the *Local Government Act*, which is at the pleasure of Council from amongst its members:

AND

That Council appoint the following eight (8) members of Council as Municipal Directors to the Regional District Board, for a term ending 2022-OCT-14, with votes and Alternate Director to correspond as follows:

Mayor Krog – 5 votes
Councillor Hemmens – 5 votes
Councillor Armstrong – 5 votes
Councillor Geselbracht – 5 votes
Councillor Brown – 5 votes
Councillor Bonner – 4 votes
Councillor Thorpe – 4 votes
Councillor Maartman – 4 votes
Councillor Turley – Alternate Director

The motion carried unanimously.

(f) Business Licence Bylaw 2021 No. 7318 and Fees and Charges Amendment Bylaw 2021 No. 7041.03

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that “Business Licence Bylaw 2021 No. 7318” (To regulate the operation of businesses within the city of Nanaimo) pass first reading. The motion carried unanimously.

It was moved and seconded that “Business Licence Bylaw 2021 No. 7318” pass second reading. The motion carried unanimously.

It was moved and seconded that “Business Licence Bylaw 2021 No. 7318” pass third reading. The motion carried unanimously.

It was moved and seconded that “Fees and Charges Amendment Bylaw 2021 No. 7041.03” (To add business licence fees) pass first reading. The motion carried unanimously.

It was moved and seconded that “Fees and Charges Amendment Bylaw 2021 No. 7041.03” pass second reading. The motion carried unanimously.

It was moved and seconded that “Fees and Charges Amendment Bylaw 2021 No. 7041.03” pass third reading. The motion carried unanimously.

(g) Bylaw Notice Enforcement Amendment Bylaw - Business Licence Fine Schedule

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that “Bylaw Notice Enforcement Amendment Bylaw 2021 No. 7159.13” (To replace the fine schedule for the Business Licence Regulation Bylaw) pass first reading. The motion carried unanimously.

It was moved and seconded that “Bylaw Notice Enforcement Amendment Bylaw 2021 No. 7159.13” pass second reading. The motion carried unanimously.

It was moved and seconded that “Bylaw Notice Enforcement Amendment Bylaw 2021 No. 7159.13” pass third reading. The motion carried unanimously.

(h) Property Tax Exemption Bylaw for 2022 Property Taxes

Introduced by Laura Mercer, Director, Finance.

It was moved and seconded that “Property Tax Exemption Bylaw 2021 No. 7332” (To provide exemption from 2022 property taxes) pass first reading. The motion carried unanimously.

It was moved and seconded that “Property Tax Exemption Bylaw 2021 No. 7332” pass second reading. The motion carried unanimously.

It was moved and seconded that “Property Tax Exemption Bylaw 2021 No. 7332” pass third reading. The motion carried unanimously.

(i) Appointment of Bylaw Enforcement Officer

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that Council appoint Natalie Frei as a Bylaw Enforcement Officer to enforce the provisions of City of Nanaimo “Animal Responsibility Bylaw 2021 No. 7316”. The motion carried unanimously.

13. BYLAWS:

(a) “Parks, Recreation and Culture Regulation Amendment Bylaw 2021 No. 7073.08”

It was moved and seconded that “Parks, Recreation and Culture Regulation Amendment Bylaw 2021 No. 7073.08” (To remove sections that will be administered under the Animal Responsibility Bylaw and replace the Violation and Penalty section) be adopted. The motion carried unanimously.

(b) “Bylaw Notice Enforcement Amendment Bylaw 2021 No. 7159.12”

It was moved and seconded that “Bylaw Notice Enforcement Amendment Bylaw 2021 No. 7159.12” (To amend the fine schedule for the Parks, Recreation and Culture Bylaw and add a fine schedule for the Animal Responsibility Bylaw) be adopted. The motion carried unanimously.

(c) “Climate Action Reserve Fund Bylaw 2021 No. 7330”

It was moved and seconded that “Climate Action Reserve Fund Bylaw 2021 No. 7330” (To establish a Climate Action Reserve Fund) be adopted. The motion carried unanimously.

Councillor Geselbracht vacated the Shaw Auditorium stating a conflict of interest, as he is a member of the Island Corridor Foundation at 10:23 p.m.

(d) “Property Tax Exemption Bylaw (Island Corridor Foundation) 2021 No. 7331”

It was moved and seconded that “Property Tax Exemption Bylaw (Island Corridor Foundation) 2021 No. 7331” (To provide a 10-Year Permissive Tax exemption, 2022 to 2031 inclusive) be adopted. The motion carried unanimously.

Councillor Geselbracht returned to the Shaw Auditorium at 10:23 p.m.

14. ADJOURNMENT:

It was moved and seconded at 10:24 p.m. that the meeting adjourn. The motion carried unanimously.

CERTIFIED CORRECT:

CHAIR

CORPORATE OFFICER

Delegation Request

Delegation's Information:

Guy Dauncey has requested an appearance before Council.

City: Nanaimo

Province: BC

Delegation Details:

The requested date is October 18, 2021.

The requested meeting is:
Council

Bringing a presentation: No

Details of the Presentation:

Green Industrial Lands

We - the Yellow Point Ecological Society - would like to propose that the City develop a Doughnut Economy framework for all lands that are rezoned to industrial, and a phasing in of the framework for existing industrial lands.

DATE OF MEETING OCTOBER 18, 2021

AUTHORED BY ANNALISA FIPKE, PROJECT ENGINEER, ENGINEERING AND PUBLIC WORKS

SUBJECT COMMITMENT TO MAINTENANCE OF INTEGRATED SURVEY AREA 20

OVERVIEW

Purpose of Report

To provide Council with information on the Provincial survey monument program and to seek Council's support to commit to the Province of British Columbia on the City of Nanaimo's continued maintenance of the Integrated Survey Area.

Recommendation

That Council commit to the Integrated Survey Area program, continue the maintenance of the City of Nanaimo's integrated survey monuments, and authorize Staff to advise the Province.

BACKGROUND

Integrated Survey Areas (ISAs) have been a foundation of surveying and mapping in British Columbia for the last 50+ years and continue to play an important role today. The Integrated Survey Monuments (ISMs) within ISAs are part of a larger provincial network of coordinate control monuments that form an important public utility, supporting a range of activities: surveying, engineering, asset management, land development, construction, and resource development, among them.

The City of Nanaimo currently has a designation as ISA No. 20, established by Order in Council, on February 10, 1984 and amended on April 6, 1994, and again in 2014. The annual budget is \$10,000 per year to integrate new control monuments. Any monuments damaged through construction are funded by the capital project or through the third parties responsible.

DISCUSSION

The survey control monuments established across ISA No. 20 are used on a near daily basis by City Staff, consulting engineers, contractors, and land surveyors. They support a wide range of activities taking place across the City including the construction and renewal of municipal infrastructure works and private land development. The established control monuments, within the ISA, provide a standard vertical and horizontal reference system that supports mapping, engineering, and surveying. The positional information associated with the monuments also provides essential support for the City's Remote Sensing program and semi-annual update of orthophotography. The continued use of integrated monuments will ensure that the information is used to improve the City's spatial infrastructure database, ensuring a consistent and tight cadastral.

Providing our stakeholders/users with access to a common horizontal and vertical control network supports a standardized and quality controlled approach to integration of survey plans.

Given that some municipalities within BC have not maintained their ISMs over the years, the Surveyor General is looking to annul the ISA program in communities not willing to commit to their responsibility in maintaining an ISA.

The City has a process in place to track and replace destroyed monuments and to set new ones on an annual basis in order to maintain and expand the ISA. Our current process and practice meet the guidelines that the Surveyor General requires.

The City has been asked to submit a signed commitment letter to the Surveyor General to acknowledge our awareness of our responsibilities and ongoing commitment to the ISA program.

OPTIONS

1. That Council commit to the Integrated Survey Area program, continue the maintenance of the City of Nanaimo's integrated survey monuments, and authorize Staff to advise the Province.
 - The advantage of this option is that the City of Nanaimo will continue to have monuments available for mapping and surveying.
2. That Council declines the commitment outlined in the Integrated Survey Area program letter.
 - The advantage of this option is that funding can be redirected to other programs.
 - The disadvantage of this option is that it will result in the Surveyor General annulling the Integrated Survey Area within Nanaimo due to the City of Nanaimo's inability to fulfill the responsibilities of the Integrated Survey Area program.

SUMMARY POINTS

- The Integrated Survey Area monument system provides a reliable and cost-effective method of standardizing high accuracy surveys in Nanaimo.
- A great deal of investment has historically been made by the City of Nanaimo in this system, supported by continuous maintenance and expansion efforts.
- The Surveyor General requires the City of Nanaimo to commit to fulfilling our maintenance responsibilities, otherwise Integrated Survey Area 20 will be annulled.

ATTACHMENTS:

Attachment A – Changes to the Integrated Survey Area program - Nanaimo
Attachment B – Commitment to Integrated Survey Area 20 letter - Nanaimo

Submitted by:

Annalisa Fipke
Project Engineer
Engineering and Public Works

Concurrence by:

Poul Rosen
Director
Engineering



June 07, 2021

Annalisa Fipke

City of Nanaimo
455 Wallace Street
Nanaimo, BC
V9R 5J6

Dear: Annalisa Fipke

Re: **Changes to the Integrated Survey Area (ISA) Program**

The purpose of this letter is to explain upcoming changes to the Surveyor General's ISA Program.

The ISA Program was first introduced in 1967 to support local governments in surveying and mapping activities. ISAs are areas within participating municipalities where a network of permanent coordinate control monuments called integrated survey monuments (ISMs) have been installed, carefully surveyed, and had their precise coordinates registered in GeoBC's MASCOT system.

Under the ISA Program, land surveyors must connect their survey to at least two ISMs when conducting a legal survey. This allows a user of the plan to accurately locate its parcels in relative and georeferenced space. Further information on the ISA Program has been supplied in the *ISA Information For Municipalities* document which accompanies this letter.

The City of Nanaimo was established as Integrated Survey Area No. 20 in 1984.

After consultation with stakeholders of the ISA Program, the Surveyor General has identified two conflicting elements of the Program:

1. There is significant support amongst stakeholders in retaining the ISA Program; however
2. Some municipalities are unaware of/not fulfilling their responsibilities toward their ISA. As a result, some ISAs may be in a state of disrepair and are not functioning as they were originally envisioned.

The Surveyor General typically considers an ISA to be in a state of disrepair when many ISMs have been damaged or destroyed within the ISA, and no initiative has been made to maintain an adequate density of monuments within the ISA. This causes a burden on users of the ISA, as well as uncertainty among users of the system as to whether their remaining ISMs still have accurate published values.

Land surveyors who were consulted on the ISA Program noted that ISAs that are well maintained are a benefit to their surveying practice; conversely, ISAs that are in disrepair are an impediment to their practice. A poorly maintained ISA impacts all users of the province's coordinate control network, making it more difficult, more costly, and less reliable to do their work.

Change to the ISA Program

The Surveyor General recognizes that despite stated support for the ISA Program, it is untenable to continue the Program without clarifying responsibilities within ISAs. It is believed to be in the best interest of all stakeholders to limit the ISA Program to those municipalities who are able and wish to commit to the upkeep required for a functioning ISA.

To move forward with the ISA Program, the Surveyor General will annul the ISAs of those municipalities that cannot fulfill the responsibilities of the ISA Program. The end result will be a smaller group of well-functioning ISAs that work as they were intended.

To achieve this, the Office of the Surveyor General has included a commitment letter, which outlines the responsibilities of the municipality in maintaining an ISA. Please review this agreement and decide whether your municipality is meeting/can meet the responsibilities of maintaining your ISA.

If your municipality wishes to keep its ISA, please review this information with the appropriate signing authority within your municipality, and return the signed commitment letter to the LTSA at your earliest convenience and no later than **January 15, 2022**.

Municipalities who are already meeting the commitments outlined in the commitment letter should return the signed letter to indicate their awareness of their responsibilities and ongoing commitment to the ISA program.

Those municipalities who are not currently meeting commitments to their ISA, but wish to retain the program, should return the signed letter and will have a two year period to organize internally and initiate the process of ISM replacement under the guidance of GeoBC.

If you are unsure of whether your municipality is currently meeting the responsibilities outlined in the commitment letter, or have further questions about these responsibilities, please contact the Office of the Surveyor General for further clarification.

Failure to return a signed commitment letter will be considered an indication that your municipality no longer wishes to participate in the ISA Program. You will be notified by the

Surveyor General of our intent to annul the ISA within your municipality, and be provided an opportunity for response before any further action is taken.

Under Part 2 of the *Land Survey Act*, the Surveyor General has the authority to create, redefine and annul ISA's.

Understanding What Annulment of an ISA Means

It is important to understand that the ISA Program is limited in scope. Many aspects of your municipality's coordinate control network would continue to function if your ISA was annulled. The most important impact of annulling an ISA is that, while they remain coordinate control points, the affected monuments lose their ISM status with *no ongoing requirement for land surveyors to reference their legal plans to ISMs when conducting a legal survey within an ISA*.

Annulment of your ISA would mean:

- Surveyors would no longer be required to reference their legal surveys to the two closest ISMs within your municipality's ISA.
- Surveyors would still have a requirement to georeference their legal plans; this would simply revert to the provincial georeferencing requirements that already exist for areas outside of an ISA:
 - Surveyors would be required to georeference their legal surveys, but would now have the option to establish their own independent coordinate control for this purpose. They would also continue to have the option to use the former ISMs if they prefer.
 - Surveyors would be required to meet the provincial positional accuracy standard of 0.20m. In many cases, their positional accuracy may be better than 0.20m, though it would not be a requirement for their legal surveys.

An annulled ISA *would not* trigger any change to the availability of control monuments in your municipality, and existing monuments would continue to be published in MASCOT.

Most other aspects related to your municipality's coordinate control would not change:

- Other parties would continue to be able to use the coordinate control monuments in the same manner that they had previously.
- The municipality could continue to work with GeoBC to establish new coordinate control monuments, outside of the purview of the ISA Program, if they choose to do so.
- Municipalities would have the option to rejoin the ISA Program, at a later date, provided they could fulfill the responsibilities of the ISA Program at that time.

Demonstrating Commitment to the ISA Program

The responsibilities of your municipality to its ISA are described in the attached *ISA Commitment Letter*. Further information on the ISA Program is available in the attached *ISA Information For Municipalities* document, as well as the [LTSA website](#). Please review these documents carefully and consider whether your municipality can and wishes to commit to these responsibilities in order to remain in the ISA Program.

To remain in the ISA Program, please return the attached commitment letter with signature by **January 15, 2022**. If your municipality is not willing to sign the letter of commitment, please inform the LTSA, and we can begin the process of annulling your ISA.

Please feel free to contact me for more information.

Regards,



Tobin Pope

Policy and Program Analyst

Land Title and Survey Authority of British Columbia

Suite 200 – 1321 Blanshard Street, Victoria, BC V8W 9J3

Tobin.Pope@ltsa.ca

250-410-0587

Date: _____

Cristin Schlossberger, Surveyor General
Land Title and Survey Authority of British Columbia
Suite 200 – 1321 Blanshard Street
Victoria BC V8W 9J3

Dear Ms. Schlossberger:

Re: Commitment to Integrated Survey Area (ISA) Program

The City of Nanaimo writes to communicate its intention to remain a participant in the Province's ISA Program, established under Part 2 of the *Land Survey Act*, and its commitment to follow the guidelines identified by the Surveyor General as reasonably necessary to maintain Integrated Survey Area No. 20 in a state of good repair, including:

- (a) maintaining an adequate density (see *ISA Information for Municipalities* for guidelines) of functional integrated survey monuments (ISMs) throughout the ISA, as reported through [GeoBC's MASCOT](#) website;
- (b) protecting ISMs from unnecessary damage or destruction due to development activities; and
- (c) maintaining an accurate inventory of ISMs, reporting ISM conditions and initiating the process of ISM replacement under the guidance of GeoBC without undue delay.

Scenario 1:
<p>The City of Nanaimo is currently meeting the above guidelines and commits to continue doing so.</p> <p>This applies to the City of Nanaimo (initials): _____</p>
Scenario 2:
<p>The City of Nanaimo is not currently meeting the above guidelines. The City of Nanaimo is willing and able to allocate resources towards meeting any of the above objectives currently deficient within the municipality's ISA. If ISM density is not currently adequate, the City of Nanaimo is aware of, and agrees with, the Surveyor General's identified two-year time period within which the process of ISM replacement should be commenced.</p> <p>This applies to the City of Nanaimo (initials): _____</p>

Please accept this signed letter as our acknowledgment of this commitment.

Yours truly,

Name: _____

Title: _____

Signature: _____

Signing Authority for City of Nanaimo

DATE OF MEETING | October 18, 2021 |

AUTHORED BY | CALEB HORN, PLANNER, CURRENT PLANNING |

**SUBJECT | DEVELOPMENT VARIANCE PERMIT APPLICATION NO. DVP375
– 704 HYATT PLACE |**

OVERVIEW

Purpose of Report

To present for Council's consideration, a development variance permit application to reduce the setback for a garage facing a street in order to facilitate an alteration to an existing single residential dwelling. |

Recommendation

That Council issue Development Variance Permit No. DVP375 at 704 Hyatt Place to reduce the minimum permitted setback for a garage door from 6.0m to 4.5m. |

BACKGROUND

A development variance permit application, DVP375, was received from Raymond de Beeld Architect Inc., on behalf of Emile and Brenda Houle, to vary the provisions of the "City of Nanaimo Zoning Bylaw 2011 No. 4500" (the "Zoning Bylaw") to reduce the minimum permitted setback for a garage door facing a street at 704 Hyatt Street.

Subject Property and Site Context

<i>Zoning</i>	R1 – Single Dwelling Residential
<i>Location</i>	The subject property is located on the north side of Hyatt Place at the end of a cul-de-sac, and is abutting the sea.
<i>Lot Area</i>	2,833m ²
<i>Official Community Plan</i>	Neighbourhood

The subject property currently contains a single residential dwelling that was completed in 1981. The southern portion of the lot adjacent to the street and containing the house is relatively flat. The northern portion of the property slopes steeply downhill approximately 40m to the natural boundary of the sea. The house is set back approximately 10m from the top of the slope.

Surrounding land uses include single residential dwellings and an undeveloped park – Schook Park. The District of Lantzville boundary is approximately 25m west of the subject property.

Statutory Notification has taken place prior to Council's consideration of the variance.

DISCUSSION

Proposed Development

The applicant is proposing renovations to an existing one-and-a-half-storey single residential dwelling. As part of the renovations, a carport at the front of the house is proposed to be enclosed and converted into a garage. In order to accommodate two standard-size vehicles within the new garage, the front of the structure will be extended closer to the front property line. The cladding of the garage is proposed to match the exterior materials of the house.

Being located within North Slope Development Policy area, a geotechnical assessment was submitted to and accepted by the City. The geotechnical assessment concluded that the land is considered safe for the intended use.

Proposed Variance

Minimum Garage Door Setback

The Zoning Bylaw requires a minimum setback of 6.0m for a garage door facing the street in the R1 zone. The applicant is proposing a setback of 4.5m for the new garage door, a requested variance of 1.5m. Notwithstanding the garage door setback, the front yard setback for structures in the R1 zone is 4.5m.

The garage door setback in the Zoning Bylaw is intended to ensure adequate space for vehicle parking where necessary in front of garage doors without encroaching into the abutting public right-of-way or sidewalk, as well as to break up building faces in residential neighbourhoods. The applicant has demonstrated that the required residential parking can be accommodated on site within the proposed garage. Any additional vehicle parking on the driveway apron would not interfere with the cul-de-sac and there is no sidewalk on the street. Being located on a cul-de-sac, there is an existing diversity of building orientations, and the proposed garage door setback is not expected to detract from the character of the neighbourhood.

No negative impacts are anticipated and Staff support the proposed variance.

SUMMARY POINTS

- Development Variance Permit No. DVP375 proposes to reduce the minimum permitted setback for a garage door from 6.0m to 4.5m at 704 Hyatt Place.
- As part of renovations to an existing single residential dwelling, a carport at the front of the house is proposed to be enclosed and converted into a garage.
- No negative impacts are anticipated and Staff support the proposed variance.

ATTACHMENTS

ATTACHMENT A: Permit Terms and Conditions
ATTACHMENT B: Context Map
ATTACHMENT C: Location Plan
ATTACHMENT D: Site Plan
ATTACHMENT E: Building Elevations (Garage)
ATTACHMENT F: Aerial Photo

Submitted by:

Lainya Rowett
Manager, Current Planning

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A

PERMIT TERMS AND CONDITIONS

TERMS OF PERMIT

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

1. *Section 7.5.3 Siting of Buildings* – to reduce the minimum permitted setback for garage doors and carport entrance ways facing a street from 6.0m to 4.5m.

CONDITIONS OF PERMIT

1. The subject property shall be developed in accordance with the Site Plan, prepared by Raymond de Beeld Architect Inc., dated 2021-MAR-05, as shown on Attachment B.

ATTACHMENT B CONTEXT MAP



DEVELOPMENT VARIANCE PERMIT APPLICATION NO. DVP00375

N

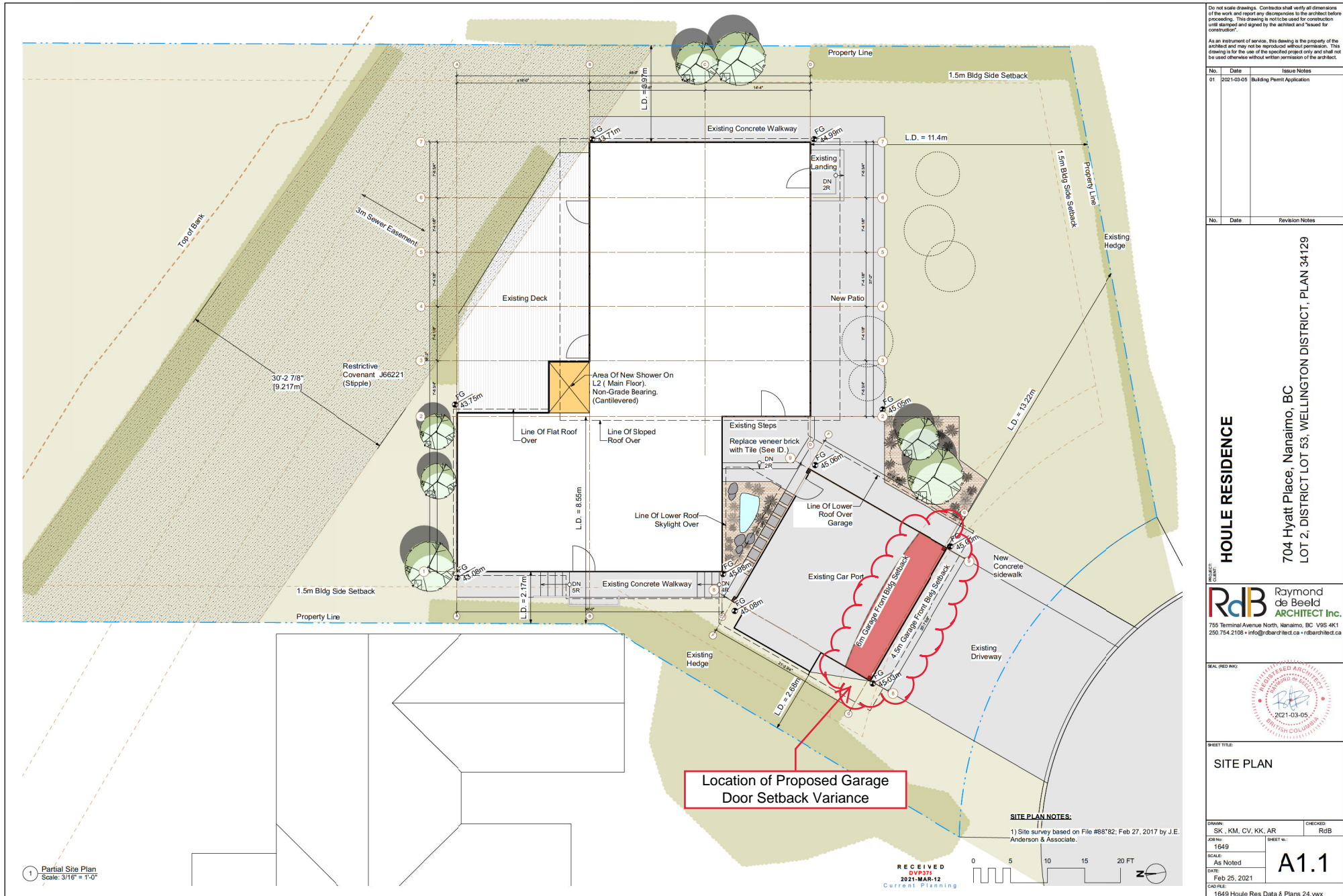


704 HYATT PLACE

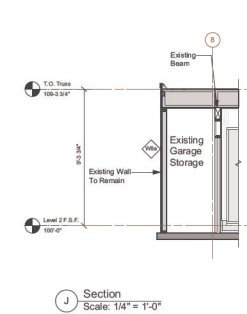
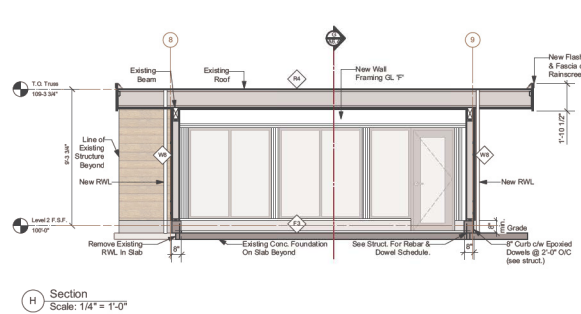
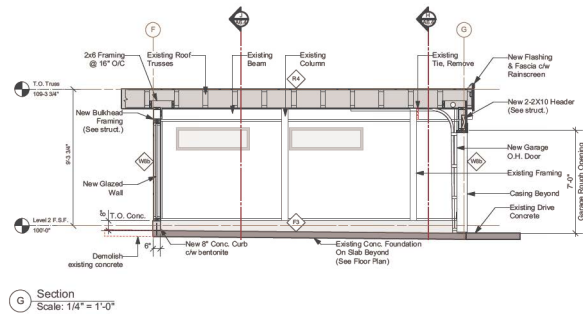
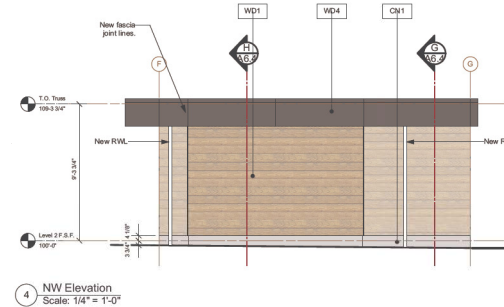
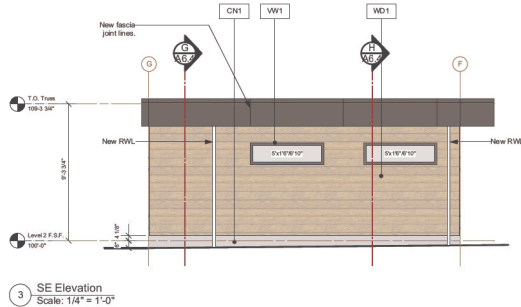
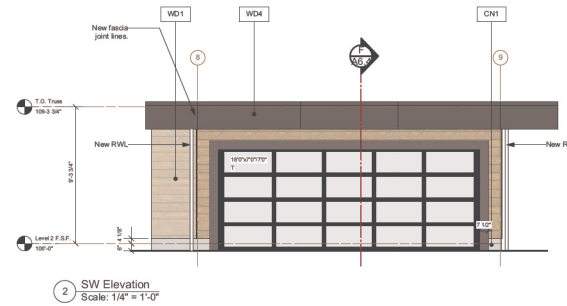
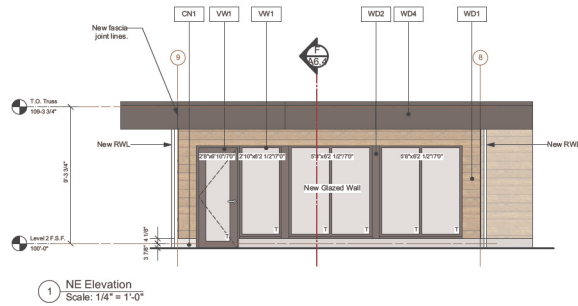
N

Document Path: V:\Source Data\Departmental Data\EngPubWks\GIS\Projects\TEMPLATES\LOCATION_PLAN\Maps\DVP00375_LP.mxd

ATTACHMENT D SITE PLAN



ATTACHMENT E BUILDING ELEVATIONS (GARAGE)



RECEIVED
DVP375
2021-MAR-12
Current Planning

WINDOW LEGEND:	
W1	Wing Window Frame
W2	Wing Window Frame
W3	Wing Window Frame
W4	Wing Window Frame
W5	Wing Window Frame
W6	Wing Window Frame
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W99	Wing Window Frame
W100	Wing Window Frame

Do not scale drawings. Contractor shall verify all dimensions of the work and report any discrepancies to the architect before proceeding. This drawing is not to be used for construction until stamped and signed by the architect and "issued for construction".

As an instrument of service, this drawing is the property of the architect and may not be reproduced without permission. This drawing is for the use of the specified project only and shall not be used otherwise without written permission of the architect.

No.	Date	Issue Notes
01	2021-03-05	Building Permit Application

No.	Date	Revision Notes
-----	------	----------------

HOULE RESIDENCE

704 Hyatt Place, Nanaimo, BC
LOT 2, DISTRICT LOT 53, WELLINGTON DISTRICT, PLAN 34129

RdB Raymond de Beeld ARCHITECT INC.
755 Terminal Avenue North, Nanaimo, BC V9S 4K1
250.754.2106 • info@rdbarchitect.ca • rdbarchitect.ca

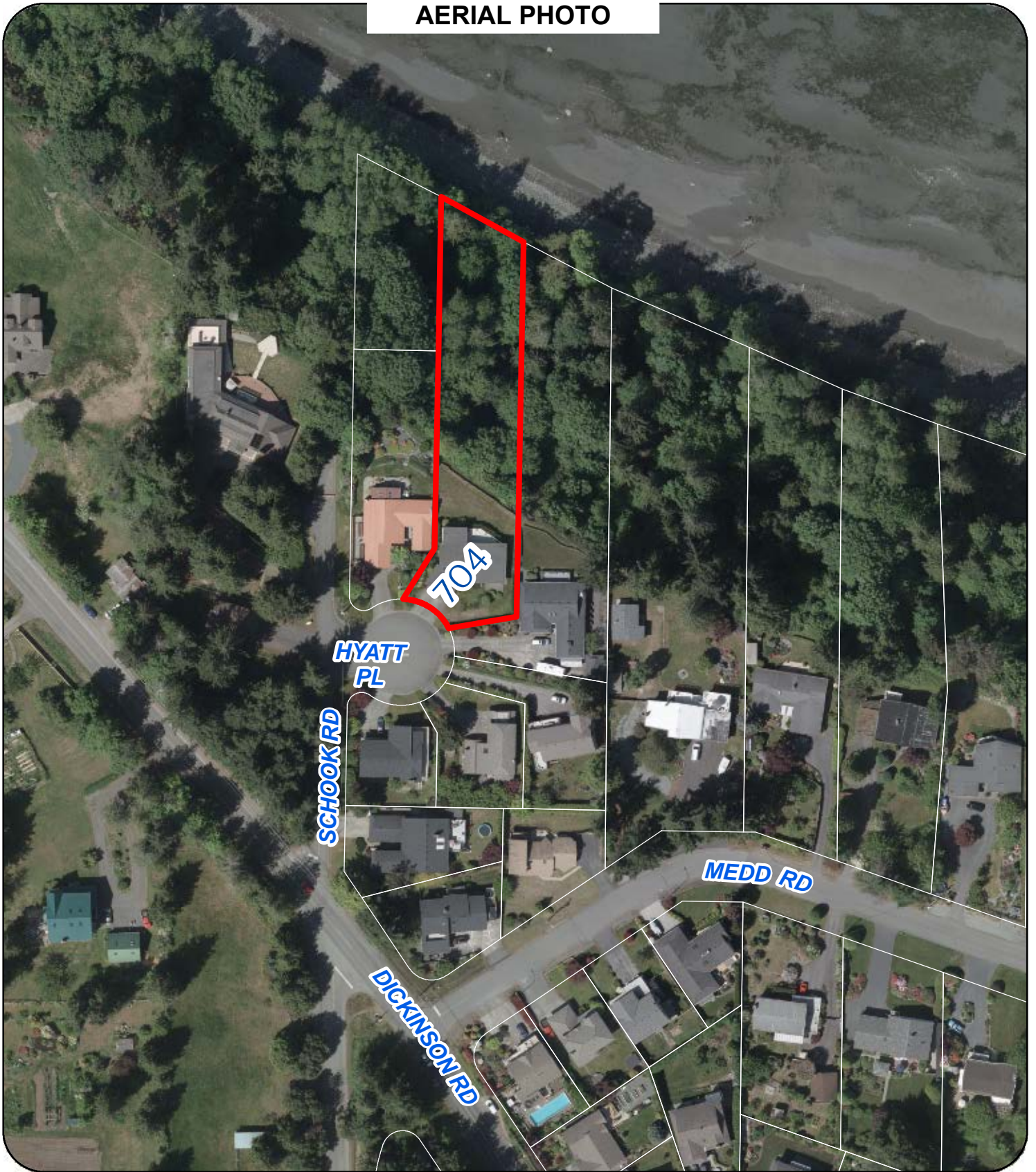
REGISTERED ARCHITECT
2021-03-05
BRITISH COLUMBIA

SHEET TITLE:
GARAGE - ELEVATIONS & SECTIONS F, G & H

DESIGNED BY: SK, KM, CV, KK	CHECKED BY: RdB
DATE: Feb 25, 2021	CAD FILE: 1649 Houle Res Elev & Sect 24.wxv

A6.4

AERIAL PHOTO



N



DEVELOPMENT VARIANCE PERMIT APPLICATION NO. DVP00375

LEGEND



SUBJECT PROPERTY

DATE OF MEETING October 18, 2021

AUTHORED BY MATTHEW REMPEL, PLANNING ASSISTANT, CURRENT PLANNING

SUBJECT DEVELOPMENT VARIANCE PERMIT APPLICATION NO. DVP426
– 2230 NEIL DRIVE

OVERVIEW

Purpose of Report

To present for Council's consideration, a development variance permit application to reduce the minimum lot depth requirement in order to facilitate a two-lot subdivision at 2230 Neil Drive.

Recommendation

That Council issue Development Variance Permit No. DVP426 at 2230 Neil Drive to reduce the minimum lot depth requirement from 30.0m to 27.80m.

BACKGROUND

A development variance permit application, DVP426, was received from Turner and Associates Land Surveying Inc., on behalf of Aaron and Suhki Sekhon, to vary the provisions of the "City of Nanaimo Zoning Bylaw 2011 No. 4500" (the "Zoning Bylaw") to reduce the minimum lot depth requirement in order to facilitate a two-lot subdivision. This variance will allow the applicant to subdivide the existing property and retain the existing single residential dwelling.

Subject Property and Site Context

<i>Zoning</i>	R1A – Single Dwelling Residential
<i>Location</i>	The subject property is located on the corner of Dawkins Lane and Neil Drive.
<i>Total Lot Area</i>	1,665m ²
<i>Official Community Plan</i>	Map 1 – Future Land Use - Neighbourhood

The subject property is a corner lot in the Westwood Lake Neighbourhood. The lot currently contains a single residential dwelling. Surrounding land uses are single dwelling residential lots.

Statutory Notification has taken place prior to Council's consideration of the variances.

DISCUSSION

Proposed Development

The applicant proposes to subdivide the subject property into two fee-simple lots while retaining the existing single residential dwelling. In order to facilitate the subdivision, a development variance permit is required to reduce the minimum lot depth requirement for the proposed lots. The requested variance will allow the applicant to create one new lot, while maximizing the density permitted in the R1A zone with a corner lot (Lot B) that meets the minimum lot size to permit two dwellings or one duplex in the future.

Proposed Variance

Minimum Lot Depth

The minimum lot depth required in the R1A zone is 30m. The applicant is requesting to reduce the minimum lot depth requirement for a proposed two-lot subdivision from 30m to 27.8m; a proposed variance of 2.2m.

The proposed lots meet or exceed all other zoning requirements, including minimum lot frontage and lot size. The proposed lot depth variances will not negatively impact the functionality of the parcels. Despite the reduced depth, the lots will have adequate building envelopes to construct new dwellings in accordance with the R1A zone, and will be consistent with other residential development in the neighbourhood.

A variance to facilitate subdivision of the subject property will allow a modest infill in an existing neighbourhood. The Neighbourhood designation within the Official Community Plan (OCP) supports a mix of low-density residential uses, including infill development of this nature. The proposed subdivision is consistent with Neighbourhood policies in the OCP, which support a residential density of 10 to 50 units per hectare (uph), approximately 1 to 8 units on a parcel of this size. The proposed two-lot subdivision would achieve a unit density of 12 uph if the existing home was converted into a duplex or two dwellings in the future. The proposed variance is not anticipated to negatively impact neighbouring properties.

Staff support the proposed variance.

SUMMARY POINTS

- Development Variance Permit No. DVP426 proposes a variance to reduce the minimum lot depth requirement for a proposed two-lot subdivision of the subject property.
- The proposed lot depth variance will facilitate a two-lot subdivision while retaining an existing single residential dwelling and maximizing the permitted density in the R1A zone.
- Despite the reduced lot depth, the proposed lots will meet all other requirements of the R1A zone and provide adequate building envelopes for the intended residential use.

ATTACHMENTS

ATTACHMENT A: Permit Terms and Conditions
ATTACHMENT B: Context Map
ATTACHMENT C: Location Plan
ATTACHMENT D: Site Survey
ATTACHMENT E: Aerial Photo

Submitted by:

Lainya Rowett
Manager, Current Planning

Concurrence by:

Dale Lindsay
General Manager, Development Services

ATTACHMENT A

PERMIT TERMS AND CONDITIONS

TERMS OF PERMIT

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

1. *Section 7.4.1 Lot Size and Dimensions* – to reduce the minimum required lot depth from 30.0m to 27.8m for both proposed Lots A and B.

CONDITIONS OF PERMIT

1. The subject property shall be developed in accordance with the Proposed Subdivision Plan, prepared by Turner & Associates Land Surveying Inc., dated 2021-JUL-21, as shown in Attachment D.

ATTACHMENT B
CONTEXT MAP

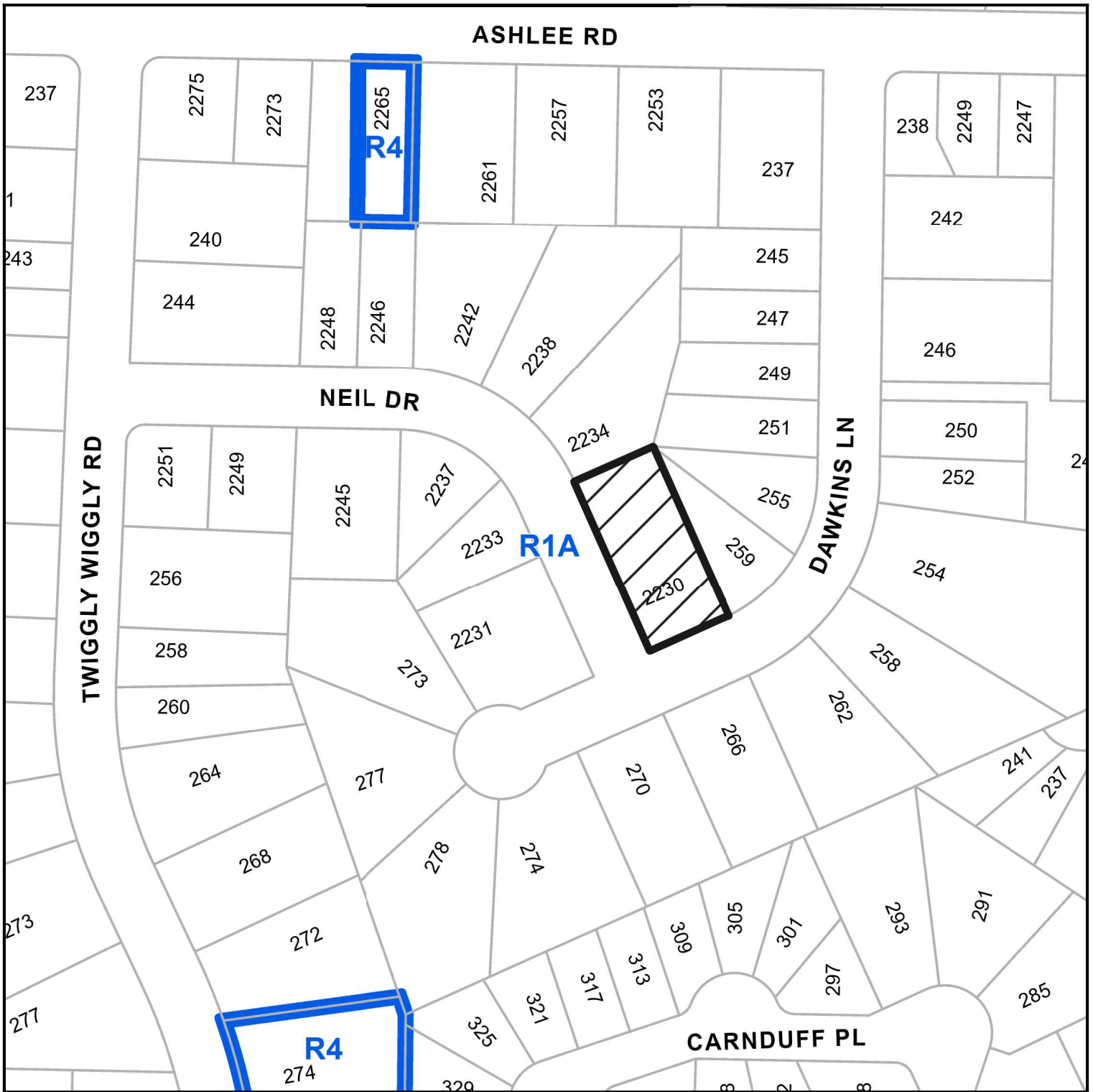


DEVELOPMENT VARIANCE PERMIT APPLICATION NO. DVP00426



2230 NEIL DRIVE

ATTACHMENT C LOCATION PLAN



DEVELOPMENT VARIANCE PERMIT APPLICATION NO. DVP00426



Subject Property

CIVIC: 2230 NEIL DRIVE

LEGAL: LOT 50, SECTION 11, 4ANGE 7, MOUNTAIN DISTRICT, PLAN 25416

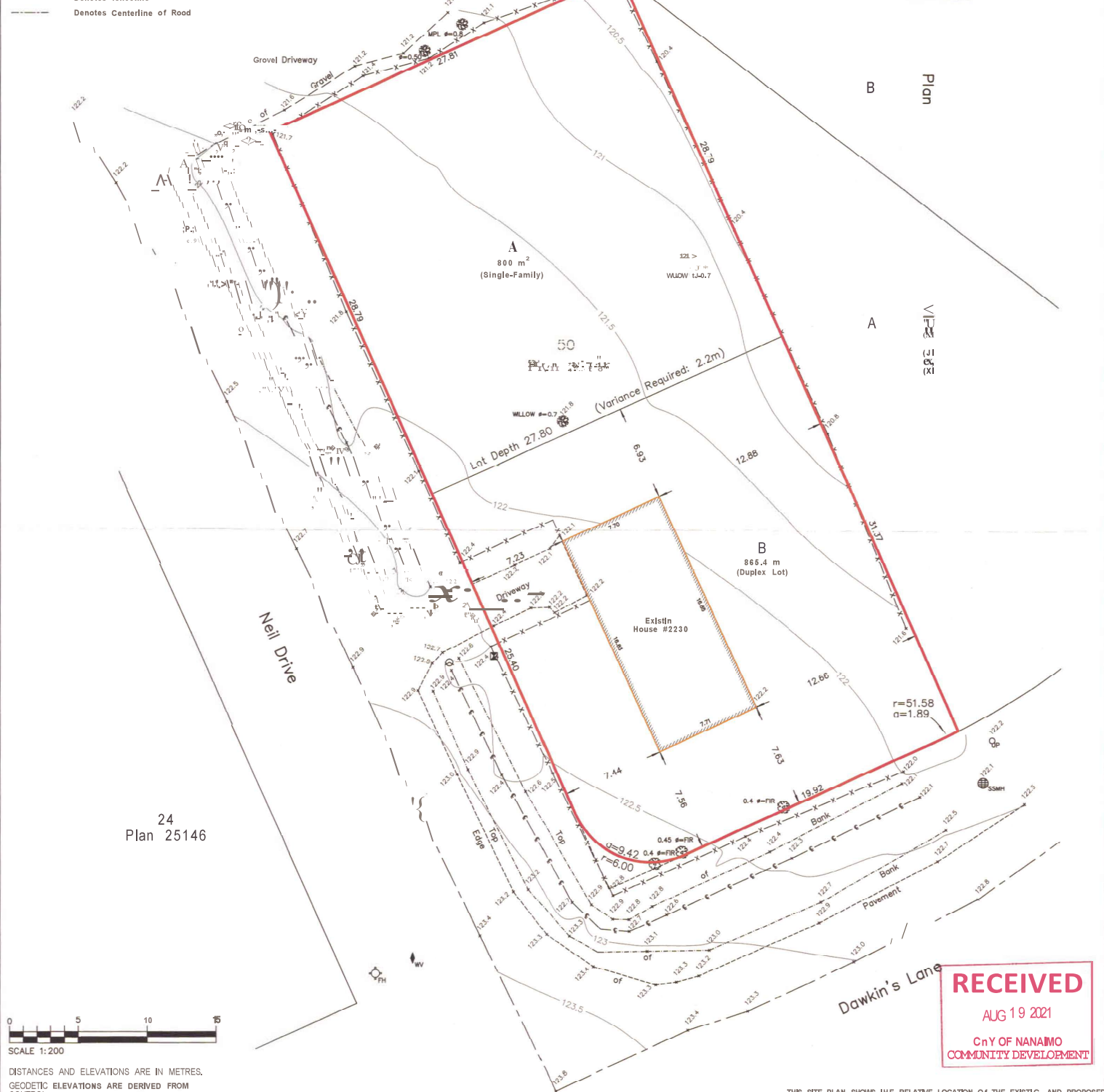
ATTACHMENT D SITE SURVEY

Legend

- +120.00 Denotes Spot Elevation
- BB UP Denotes Utility Pole
- T ANC Denotes Pole Anchor
- FEH Denotes Fire Hydrant
- WW Denotes Water Valve
- @sSMH Denotes Sanitary Sewer Manhole
- B WME Denotes Water Meter
- * Denotes Culvert
- Denotes Coniferous Tree
- Denotes Tree Trunk Diameter
- - - - - Denotes fence line
- - - - - Denotes Centerline of Road

49
Plan 25146

B
Plan 48311



DISTANCES AND ELEVATIONS ARE IN METRES.
GEODETIC ELEVATIONS ARE DERIVED FROM
CONTROL MONUMENT 77H6600 (GGV128BC DATUM).

NOTE:
THE REGISTERED LINES OF THIS PROPERTY IS AFFECTED BY THE
FOLOWING LEGAL NOTATIONS AND REGISTERED CHARGES, LIENS
AND INTERESTS:
A40466.
THIS SITE PLAN DOES NOT VERIFY COMPLIANCE WITH THE ABOVE
NOTED DOCUMENTS.

SITE PLAN SHOWING PROPOSED SUBDIVISION OF:
LOT 50, SECTION 11, RANGE 7,
MOUNTAIN DISTRICT, PLAN 25146

a1,mt5UHKI SEKHON Chib - 2230 NEIL DRIVE
File: 21-081 Scale: 1:200 Drawn by: EEP Property Zoning: R1A

Certified correct this 21st day of July, 2021.

Brody Phillips
954A28

Digitally signed by Brody Phillips
954A28
Date: 2021.08.04 12:47:00 -07'00'

B.C.L.S.

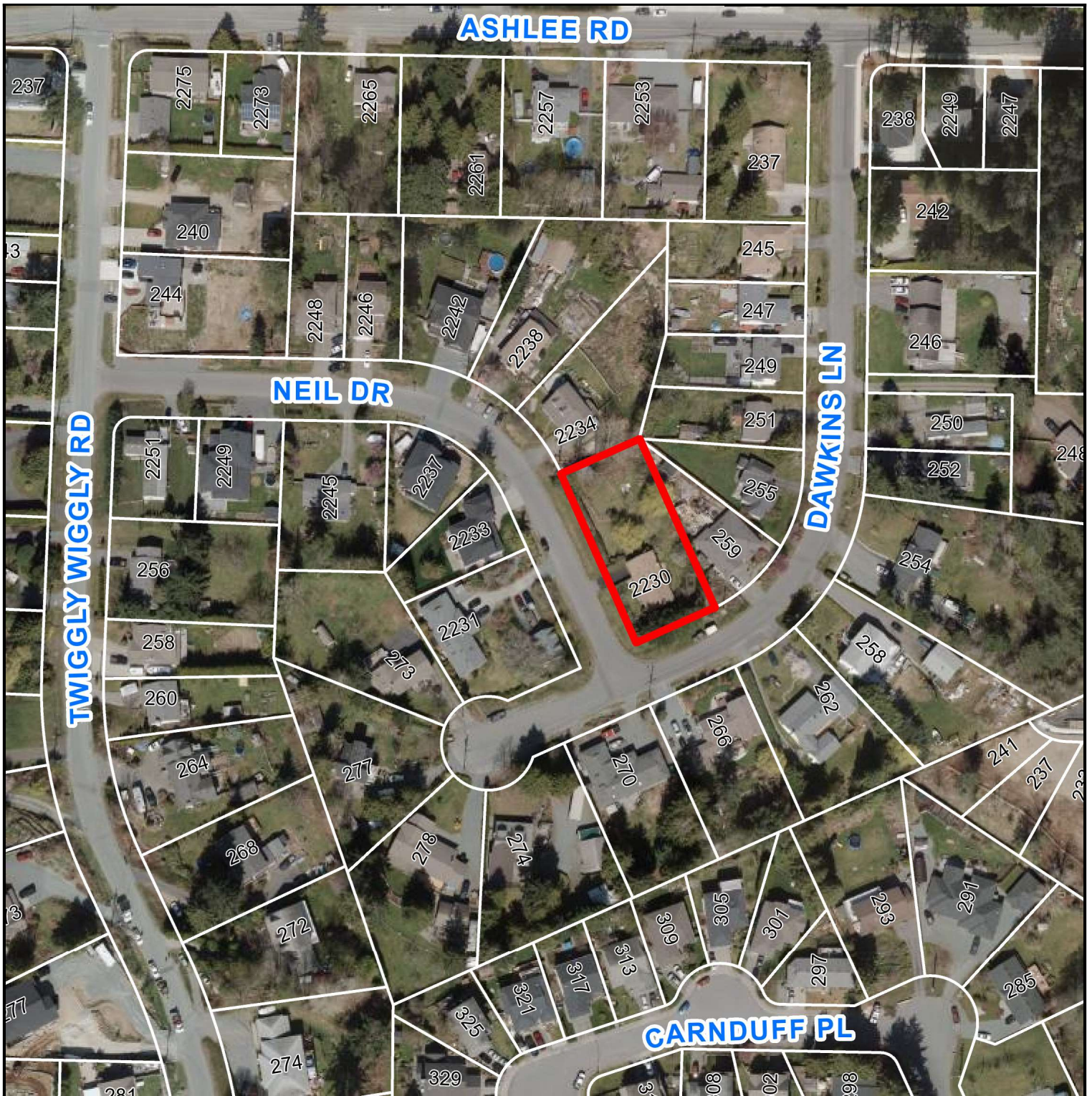
(This document is not valid unless originally signed and sealed.)

RECEIVED
AUG 19 2021
CITY OF NANAIMO
COMMUNITY DEVELOPMENT

THIS SITE PLAN SHOWS THE RELATIVE LOCATION OF THE EXISTING AND PROPOSED
STRUCTURES/IMPROVEMENTS WITH RESPECT TO THE BOUNDARIES OF THE
DESCRIBED PARCEL, ONLY.
THIS SITE PLAN SHALL NOT BE USED TO DEFINE PROPERTY LINES OR PROPERTY
CORNERS.
THE SIGNATORY ACCEPTS NO RESPONSIBILITY FOR AND HEREBY DISCLAIMS ALL
OBLIGATIONS AND LIABILITIES FOR DAMAGES ARISING OUT OF OR IN CONNECTION
WITH ANY DIRECT OR INDIRECT USE OR RELIANCE UPON THE SITE PLAN BEYOND
ITS INTENDED USE.

Turner & Associates
land surveying
250.753.9778
435 Terminal Avenue North
Nanaimo, BC V9S 4J8
www.turnersurveys.co

ATTACHMENT E
AERIAL PHOTO



DEVELOPMENT VARIANCE PERMIT APPLICATION NO. DVP00426



2230 NEIL DRIVE

DATE OF MEETING | October 18, 2021 |

AUTHORED BY | CALEB HORN, PLANNER, CURRENT PLANNING |

SUBJECT | **COVENANT AMENDMENT APPLICATION NO. CA15**
| **– 416 WAKESIAH AVENUE** |

OVERVIEW

Purpose of Report

To present Council with an application to discharge and replace a Section 219 covenant and Housing Agreement registered on the property title of 416 Wakesiah Avenue in order to increase the allowable number of beds in a proposed student housing development. |

Recommendation

That:

1. "Housing Agreement Bylaw 2021 No. 7334" (To authorize a housing agreement for a student housing development at 416 Wakesiah Avenue) pass first reading;
2. "Housing Agreement Bylaw 2021 No. 7334" pass second reading;
3. "Housing Agreement Bylaw 2021 No. 7334" pass third reading; and
4. Council direct Staff to proceed with a Public Hearing to consider the proposed covenant amendment.

BACKGROUND

A covenant amendment application, CA15, was received from Island West Coast Developments, on behalf of 1249818 BC Ltd., to discharge and replace a Section 219 covenant and Housing Agreement registered on the property title of 416 Wakesiah Avenue in order to allow an increase to the number of beds in a proposed student housing development.

The subject property was rezoned from Single Dwelling Residential (R1) to Mixed Use Corridor (COR2) with student housing permitted as a site-specific use in 2016 (RA358). A Section 219 covenant (CA5052723) was registered on the property title as a condition of rezoning to secure several items including the terms of a Housing Agreement.

Subject Property and Site Context

<i>Location</i>	The subject property is located on the east side of Wakesiah Avenue between Fourth Street and Queen Street.
<i>Lot Area</i>	1,800m ²
<i>Zoning</i>	COR2 – Mixed Use Corridor
<i>Official Community Plan (OCP)</i> <i>Future Land Use Designation</i>	Corridor
<i>Neighbourhood Plan</i> <i>Land Use Designation</i>	Harewood Neighbourhood Plan – Mixed Use Corridor

The subject property is located in the Harewood Neighbourhood directly across Wakesiah Avenue from Vancouver Island University (VIU). The lot is relatively flat and is currently vacant. There were previously two single residential dwellings located on the lot that were demolished in 2017.

Surrounding land uses include single residential dwellings to the north and across a lane to the east, an existing 37-bed student housing development to the south at 438 Wakesiah Avenue, and the VIU Trades Discovery Centre across Wakesiah Avenue to the west. Other nearby amenities include the Nanaimo Ice and Aquatic Centres, approximately 600m to the north, and the University Village and Village Centre Shopping Centres, approximately 800m to the east.

DISCUSSION

Proposed Development

The applicant is proposing to increase the maximum permitted number of student housing beds from 44 beds to 117 beds. The conceptual site plans are for a mixed-use four-storey building with 117 beds within 44 units, plus 3 commercial retail units, with a total gross floor area of 3,781m². The existing Mixed Use Corridor zone (COR2) with site-specific use allows for the intended use. No variances are anticipated and the applicant has demonstrated that all required student housing and commercial parking can be accommodated on site in an underground parking level. The applicant has proposed the increase in beds in order to develop a feasible student housing project in response to current student housing demand.

To facilitate the proposed development, the following steps are required:

1. Consideration of first, second, and third readings of “Housing Agreement Bylaw 2021 No. 7334” (the “HA Bylaw”) to authorize a new Housing Agreement.
2. A public hearing to consider the discharge and replacement of the covenant from title in accordance with the City of Nanaimo Covenant Amendment Process Council Policy.
3. Consideration of final adoption of the HA Bylaw.
4. Discharge of the existing Housing Agreement and associated Section 219 covenant (CA5052723) and discharge of the existing notice on title (CA5214792).
5. Registration of a new Section 219 covenant and notice on title to secure the terms of the proposed Housing Agreement.

In addition to securing the terms of the Housing Agreement, the existing covenant (CA5052723) requires bicycle parking, a community amenity contribution, and road dedication. These additional items no longer need to be secured as the bicycle parking is now required by the City’s “Off-Street Parking Regulations Bylaw 2018 No. 7266”, and the payment of the amenity contribution and registration of road dedication have occurred. Therefore, the new covenant is proposed to include the Housing Agreement as presented in the HA Bylaw. An additional covenant to secure a new amenity contribution will be required should Council support the proposed covenant amendment following Public Hearing (see Community Amenity Contribution section following).

Policy Context

Official Community Plan

The Official Community Plan (OCP) identifies the subject property as within the Corridor future land use designation. Development in Corridors is characterized by a mix of residential, commercial, professional, and service uses, with residential developed at medium- to high-level densities. The proposed covenant amendment meets the intent of the OCP future land use designation.

Harewood Neighbourhood Plan

The Harewood Neighbourhood Plan identifies the subject property as within the Mixed Use Corridor land use designation. This land use designation supports the same types of development as the OCP's Corridor designation, with building heights between two- to six-storeys. Commercial services within mixed-use developments are supported along Wakesiah Avenue, particularly between Fourth Street and Fifth Street. The proposed covenant amendment will allow for a mixed-use development that meets the objectives of the Harewood Neighbourhood Plan.

Affordable Housing Strategy

The City of Nanaimo Affordable Housing Strategy, adopted in 2018, contains a number of objectives related to diversifying housing. Specifically, Objective 5.3 supports rental housing and related programs for university students. The proposed covenant amendment will support this objective by allowing for more purpose-built rental student housing in close proximity to VIU.

Transportation Master Plan

The subject property is located within the core of the VIU mobility hub, as identified by the Nanaimo Transportation Master Plan (NTMP). The VIU mobility hub is recognized as a city-wide and regional centre for educational services. The area's unique demographics, access to transit, and neighbourhood layout support levels of alternative forms of transportation, with the neighbourhood already achieving the second highest proportion of sustainable transportation trips in the city. A future land use vision includes higher density housing within the mobility hub that supports a mix of demographic needs and income levels. Overall, the NTMP recognizes the importance of strengthening Urban Nodes and Corridors and creating opportunities for residents to meet their daily needs with travel over shorter distances and reducing private vehicle dependency.

The subject property is in close proximity to commercial services, recreational amenities, educational facilities, transit stops, and multi-use trails, providing a range of opportunities and options within a short distance to support the proposed higher density.

Community Amenity Contribution

In exchange for the increase in permitted density (number of beds), the applicant is encouraged to provide a Community Amenity Contribution (CAC). The previous rezoning application secured a CAC at a rate of \$300 per student housing bed and \$34 per m² of commercial floor

area to be used towards local trail and lane improvements, and was collected in 2016 through rezoning application RA358.

As part of this covenant amendment application, the applicant is offering an additional CAC at the same rate. With a proposed increase of 73 student housing beds, a CAC with a value of at least \$21,900 would be expected. The applicant has proposed the following CAC:

- A monetary contribution of \$22,000 towards parks, recreation, and culture improvements in the Vancouver Island University / Harewood neighbourhood.

Staff support the proposed CAC.

SUMMARY POINTS

- Covenant Amendment application No. CA000015 proposes to discharge and replace a Section 219 covenant and Housing Agreement registered on the property title of 416 Wakesiah Avenue in order to increase the allowable number of beds in a proposed student housing development from 44 beds to 117 beds.
- To facilitate the development, "Housing Agreement Bylaw 2021 No. 7334" is proposed to authorize the new Housing Agreement.
- The proposed covenant amendment meets the objectives of the Official Community Plan, Harewood Neighbourhood Plan, Affordable Housing Strategy, and Transportation Master Plan.
- A monetary contribution of \$22,000 towards parks, recreation, and culture improvements in the Vancouver Island University / Harewood neighbourhood is proposed for the Community Amenity Contribution.

ATTACHMENTS

ATTACHMENT A: Context Map
ATTACHMENT B: Location Plan
ATTACHMENT C: Conceptual Site Plan
ATTACHMENT D: Conceptual Perspective Views
ATTACHMENT E: Aerial Photo
"Housing Agreement Bylaw 2021 No. 7334" |

Submitted by:

Lainya Rowett
Manager, Current Planning

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A CONTEXT MAP



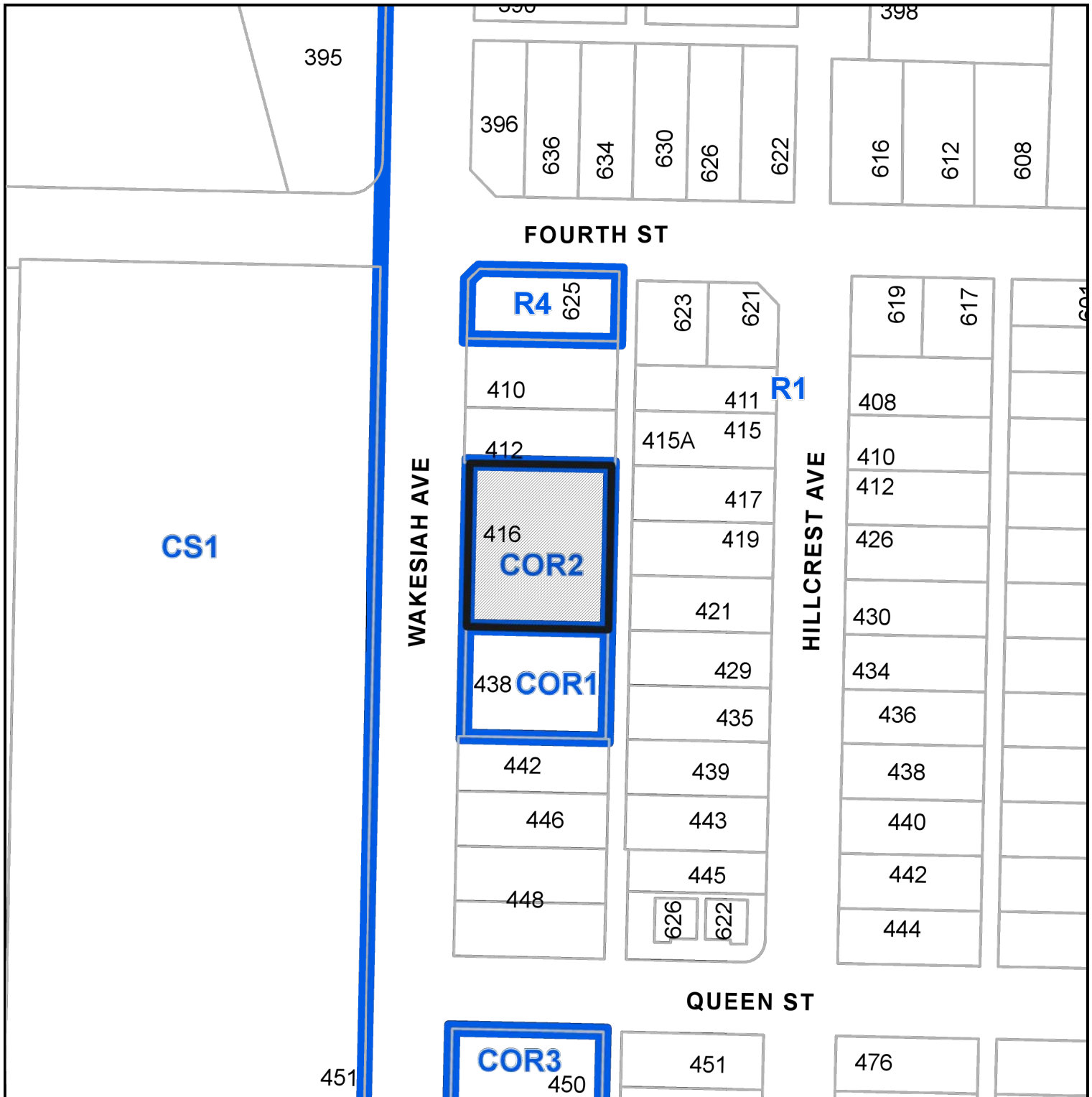
COVENANT AMENDMENT APPLICATION NO. CA000015

N



416 WAKESIAH AVENUE

**ATTACHMENT B
LOCATION PLAN**



COVENANT AMENDMENT APPLICATION NO. CA000015



Subject Property

CIVIC: 416 WAKESIAH AVENUE

LEGAL: LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN EPP58523

ATTACHMENT C CONCEPTUAL SITE PLAN



RECEIVED
CA 15
2020-NOV-06
Current Planning

WA
ARCHITECTS

416 WAKESIAH STUDENT HOUSING
20024

GROUND FLOOR PLAN

NOV 04 2020
1/16"=1'-0"

ATTACHMENT D
CONCEPTUAL PERSPECTIVE VIEWS



416 WAKESIAH STUDENT HOUSING
20024

RECEIVED
CA 15
2020-NOV-06
Current Planning

SOUTH-WEST VIEW

NOV 04 2020
N.T.S.







395

396 636 634 630 626 622

398 616 612 608

FOURTH ST

625 410 412 416 438 442 446 448

WAKESIAH AVE

623 621 411 415A 415 417 419 421 429 435 439 443 445 626 622

HILLCREST AVE

619 617 408 410 412 426 430 434 436 438 440 442 444

QUEEN ST

451 450 451 476



CITY OF NANAIMO

BYLAW NO. 7334

A BYLAW TO AUTHORIZE A HOUSING AGREEMENT

WHEREAS Section 483 of the *Local Government Act* provides that Council may enter into a Housing Agreement, which may include terms and conditions agreed to regarding the occupancy of the housing units identified in the Agreement;

AND WHEREAS, Council wishes to enter into such an Agreement with respect to certain housing units located in the City of Nanaimo;

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

1. This Bylaw may be cited for all purposes as the City of Nanaimo "Housing Agreement Bylaw 2021 No. 7334".
2. The Council of the City of Nanaimo hereby authorizes the Mayor and Corporate Officer to enter into an Agreement, on behalf of the City of Nanaimo, in substantially the form attached hereto as Schedule 'A', which sets out the terms and conditions of the occupancy of the housing units identified in the Agreement. The land identified in the Agreement is legally described as "LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN EPP58523" (416 Wakesiah Avenue).
3. Upon execution of the Agreement by the Mayor and Corporate Officer and application of the seal of the City of Nanaimo, this Agreement shall be validly entered into as authorized by this Bylaw.

PASSED FIRST READING: _____

PASSED SECOND READING: _____

PASSED THIRD READING: _____

ADOPTED: _____

MAYOR

CORPORATE OFFICER

SCHEDULE A

STUDENT HOUSING AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2021.

BETWEEN:

CITY OF NANAIMO
455 Wallace Street
Nanaimo, BC
V9R 5J6

(the "**City**")

OF THE FIRST PART

AND:

1249818 B.C. LTD. (INC. NO. BC1249818)

3175 Dickinson Crescent
West Vancouver, BC
V7V 2L4

(the "**Owner**")

OF THE SECOND PART

WHEREAS:

- A. The City may, by agreement under section 483 of the *Local Government Act*, enter into a housing agreement with an owner regarding the occupancy of the housing units identified in the agreement, including but not limited to terms and conditions referred to in section 483(2) of the *Local Government Act*;
- B. The Owner is the registered owner in fee-simple of the lands described as:
PID: 029-789-001, Lot 1, Section 1, Nanaimo District, Plan EPP58523 (the "**Lands**");
- C. The Owner wishes to construct a mixed-use development on the Lands. The mixed-use development will consist of one or more buildings devoted to student housing containing student housing units (the "**Student Housing Complex**");
- D. The City and the Owner wish to enter into this agreement (the "**Agreement**") to establish terms and conditions regarding the occupancy of the Student Housing Complex.

NOW THEREFORE THIS AGREEMENT WITNESSES that pursuant to section 483 of the *Local Government Act* and in consideration of the premises and covenants contained in this Agreement, the parties hereto covenant and agree with the other as follows:

1.0 INTERPRETATION

- 1.1 In this Agreement, unless otherwise defined words have the same meanings as in the Zoning Bylaw, and the following words have the following meanings:

"Agreement" means this agreement and all Recitals thereto;

"Dwelling Unit" means:

- (i) habitable room or rooms constituting of a self-contained unit for residential purposes with a cooking facility; or
- (ii) a habitable room used for sleeping and living purposes but in which there are no kitchen or cooking facilities,

to be developed on the Lands;

"Lands" has the meaning given to it in Recital B;

"Student" means a person who is enrolled on a full-time or part-time basis as a post-secondary student at a Ministry of Advanced Education accredited college, university or trade school located within the City of Nanaimo;

"Student Housing Complex" has the meaning given to it in Recital C; and

"Zoning Bylaw" means the "City of Nanaimo Zoning Bylaw 2011 No. 4500" as amended from time to time, and any enactment that may replace it.

2.0 FORM OF STUDENT HOUSING COMPLEX

- 2.1 The Student Housing Complex must consist of one (1) or more buildings, which building or buildings must contain dwelling units, sleeping units, or both dwelling and sleeping units, and which building or buildings must not contain a collective total of more than forty-four (44) dwelling units with a collective total of not more than one hundred seventeen (117) beds, together with a communal space on each floor and may include commercial retail units on the ground floor of the building(s) (the **"Commercial Units"**).

3.0 OCCUPANCY OF STUDENT HOUSING COMPLEX

- 3.1 The Owner covenants and agrees that the Student Housing Complex must only be occupied by Students.
- 3.2 All dwelling units and all sleeping units within the Student Housing Complex must be available for rent by Students.
- 3.3 The Owner must provide a resident manager to manage the occupancy and maintenance of the Student Housing Complex.
- 3.4 As an exception to sections 3.1 and 3.2, one (1) dwelling unit in the Student Housing Complex may be occupied by the resident manager.
- 3.5 For certainty, it is understood and agreed that if there are Commercial Units, they may be occupied for their intended use and do not need to be rented to and occupied by Students.

4.0 REPORTING

- 4.1 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.

5.0 BINDING EFFECT

- 5.0 This agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, administrators, executors, successors and permitted assignees.

6.0 LIABILITY

- 6.0 The Owner agrees to indemnify and saves harmless the City and each of its elected and appointed officials, employees and agents and their respective administrators, successors and permitted assigns, of and from all claims, demands, actions, damages, costs and liabilities, which all or any of them shall or may be liable for or suffer or incur or be put to by reason of or arising out of failure of the Owner to comply with the terms and conditions of this Agreement.
- 6.1 The Owner hereby releases and forever discharges the City and each of its elected and appointed officials, employees and agents and their respective administrators, successors and permitted assigns, of and from any and all claims, demands, actions, damages, economic loss, costs and liabilities which the Owner now has or hereafter may have with respect to or by reason of or arising out of the fact that the Lands are encumbered by and affected by this Agreement.

7.0 ENFORCEMENT AND WAIVER

- 7.1 Nothing contained or implied herein shall prejudice or affect the rights and powers of the City in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Lands as if this Agreement had not been executed and delivered by the Owner. The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement shall not be construed as a waiver of any future or continuing failure, whether similar or dissimilar.
- 7.2 The parties agree that the City is not obligated to inspect the Lands or to otherwise ensure compliance with this Agreement, nor is the City obligated to remedy any default of this Agreement. A failure by the City to enforce this Agreement shall not constitute a waiver of any of the City's rights hereunder.
- 7.3 No remedy under this Agreement is deemed to be exclusive but will, where possible, be cumulative with all other remedies available at law or in equity.
- 7.4 The Owner covenants and agrees that, in addition to any remedies that are available under this Agreement or at law, the City is entitled to all equitable remedies, including specific performance, injunction and declarative relief to enforce its rights under this Agreement. The Owner acknowledges that specific performance, injunctive relief (mandatory or otherwise) or other equitable relief may be the only adequate remedy for a default by the Owner under this Agreement.

8.0 NOTICE TO BE REGISTERED IN LAND TITLE OFFICE

- 8.1 Notice of this Agreement shall be registered in the Land Title Office by the City at the cost of the Owner in accordance with section 483 of the *Local Government Act*, and this Agreement shall be binding on all persons who acquire an interest in the Land after registration of this notice.
- 8.2 The restrictions and covenants herein contained shall be perpetual and shall continue to bind all of the Lands and all persons who acquire an interest in the Land after registration of this notice.
- 8.3 The parties covenant and agree that if the Lands are subdivided, the legal notation shall be released and discharged from the title to the Commercial Units at the cost of the Owner.

9.0 TERMINOLOGY

- 9.1 Wherever the singular, masculine or neuter are used throughout this Agreement, the same shall be construed as meaning the plural or the feminine or the body corporate or politic as the context requires.

10.0 LAW

- 10.1 This Agreement shall be construed in accordance with, and governed by, the laws applicable in the Province of British Columbia.

11.0 WAIVER

- 11.1 The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

12.0 SEVERABILITY

- 12.1 If any part of this Agreement is found to be illegal or unenforceable by a court of competent jurisdiction, that part shall be considered separate and severable and the remaining parts shall not be affected thereby and shall be enforceable to the fullest extent permitted by law.

EXECUTED BY THE CITY at _____, British Columbia, this ____ day of _____, 2021.

CITY OF NANAIMO, by its
authorized signatories:)
)
)
)

Mayor)
)
)

Corporate Officer)

EXECUTED BY THE OWNER at _____, British Columbia, this ____ day of _____, 2021.

1249818 B.C. LTD. (INC. NO. BC1249818)
by its authorized signatories:)
)
)

)
)
)

)

DATE OF MEETING | October 18, 2021 |

AUTHORED BY | LISA BRINKMAN, PLANNER, CURRENT PLANNING |

SUBJECT | REZONING APPLICATION NO. RA468 – 6004 NELSON ROAD |

OVERVIEW

Purpose of Report

To present Council with an application to rezone the property located at 6004 Nelson Road from Single Dwelling Residential (R1) to Low Density Residential (R6) to allow a multiple-family development.

Recommendation

That:

1. "Zoning Amendment Bylaw 2021 No. 4500.192" (To rezone 6004 Nelson Road from Single Dwelling Residential [R1] to Low Density Residential [R6]) pass first reading;
2. "Zoning Amendment Bylaw 2021 No. 4500.192" pass second reading; and
3. Should Council support the bylaw at third reading, direct Staff to secure the road dedication, a statutory right-of-way for a pedestrian path, the community amenity contribution, and a Section 219 covenant for the restriction to one driveway access and to register the geotechnical report.

BACKGROUND

A rezoning application, RA468, for 6004 Nelson Road was received from Seward Developments Inc. on behalf of Black Squirrel Developments Ltd. The applicant proposes to rezone the subject property from Single Dwelling Residential (R1) to Low Density Residential (R6) to allow a multiple-family development.

Subject Property and Site Context

<i>Location</i>	The subject property is located in north Nanaimo near Randerson Ridge Elementary School, and south of Rutherford Park.
<i>Total Area</i>	0.6ha
<i>Current Zone</i>	R1 – Single Dwelling Residential
<i>Proposed Zone</i>	R6 – Low Density Residential
<i>Official Community Plan Designation</i>	Neighbourhood

The subject property is located in a residential neighbourhood with multi-family development located to the east and southeast. Randerson Ridge Elementary School is located to the southwest. Single family residential is located to the west and northwest. Rutherford Park is located to the northeast, and this park contains a ravine with McGregor Creek.

DISCUSSION

Proposed Development

The applicant is proposing to rezone the subject property from Single Dwelling Residential (R1) to Low Density Residential (R6) to allow the development of approximately 16 townhouse residential units. The R6 zone allows for ground-oriented (townhouse) residential uses. The development concept anticipates a Floor Area Ratio (FAR) of 0.44, and the R6 zone allows a base FAR of 0.45. A 15m riparian setback and 6m geotechnical setback from the top of the ravine bank is required in the northeastern corner of the property, and the applicant has demonstrated that buildings can be sited outside of these required setbacks.

Policy Context

Official Community Plan

The Official Community Plan (OCP) designates the subject property as 'Neighbourhood', which supports residential infill and a mix of housing types, including ground-oriented multiple-family units two to four storeys in height, with a maximum density of 10 – 50 dwelling units per hectare (uph). The development concept proposes a density of 27 uph in a ground-oriented townhouse housing form, which is consistent with the Neighbourhood designation policies. The proposed development meets the policy objectives of the OCP and offers an infill development in a neighbourhood near schools and parks, as well as commercial services within 800m.

Transportation Master Plan

The subject properties are located in the 600m buffer area of the North Nanaimo mobility hub, as identified by the Nanaimo Transportation Master Plan. A bus stop for the VIU express bus route is within 750m of the property on Uplands Drive. As the North Nanaimo mobility hub continues to develop, the pedestrian, cyclist, and transit facilities will continue to be improved.

Community Consultation

A rezoning sign was posted on the property in July 2021, and the applicant held a public information meeting on 2021-AUG-25. In general, the comments received at the meeting were regarding traffic concerns during peak school pick-up and drop-off times, available onsite parking spaces, the fourplex townhouse building form, and siting of buildings along Nelson Road.

To assist with traffic concerns, any proposed development on the property will be limited to one driveway access. The development concept also shows that two parking spaces can be provided for each unit in compliance with "Off-Street Parking Regulations Bylaw 2018 No. 7266". Both the duplex and fourplex building forms are permitted in the R6 zone and offer a variety of housing options in the neighbourhood. The proposed site plan meets the City's design guidelines, which encourage residential units to be integrated into the context of the streetscape.

Community Contribution

As outlined in Section 7.3 of the OCP, applicants are encouraged to provide an amenity contribution as part of their rezoning proposal. The current practice is to secure the rate of \$1,000 per unit, with payment at the building permit stage. The applicant is proposing a monetary contribution of \$16,000 (\$1,000 per unit). It is recommended that 40% of these funds be directed to the Housing Legacy Fund, and 60% be directed to park and trail improvements in North Nanaimo.

Conditions of Rezoning

Should Council support this application and pass third reading of “Zoning Amendment Bylaw 2021 No. 4500.192”, Staff recommend the following items be secured prior to final adoption of the bylaw:

1. *Road Dedication:* The registration of a road dedication plan for a 2.44m width from the frontage of the parcel at 6004 Nelson Road.
2. *Pedestrian Path:* A blanket statutory right-of-way to secure a public pedestrian path from Nelson Road through the property to the public park. The location of the path can be finalized at the time of development permit.
3. *Access Restrictions:* A Section 219 covenant be registered on the title of the land to:
a) restrict the property to one driveway access from Nelson Road, and b) register the geotechnical report from Lewkowich Engineering (2021-JAN-14).
4. *Community Contribution:* A Section 219 covenant be registered on the title of the land to secure a monetary contribution of \$1,000 per residential unit, and that 40% of the funds be directed to the Housing Legacy Reserve Fund and 60% be directed to park and trail improvements in North Nanaimo.

SUMMARY POINTS

- The application is to rezone the subject properties from Single Dwelling Residential (R1) to Low Density Residential (R6) to allow a multiple-family development.
- The proposed rezoning application meets the policy objectives of the OCP and offers an infill development in a neighbourhood near an elementary school, Rutherford Park, and commercial services.
- A community amenity contribution of \$1,000 per unit is proposed to be directed towards the Housing Legacy Reserve Fund, as well as park and trail improvements in North Nanaimo.

ATTACHMENTS

ATTACHMENT A: Context Map

ATTACHMENT B: Location Plan

ATTACHMENT C: Conceptual Site Plan

ATTACHMENT D: Aerial Photo

“Zoning Amendment Bylaw 2021 No. 4500.192”

Submitted by:

Lainya Rowett
Manager, Current Planning

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

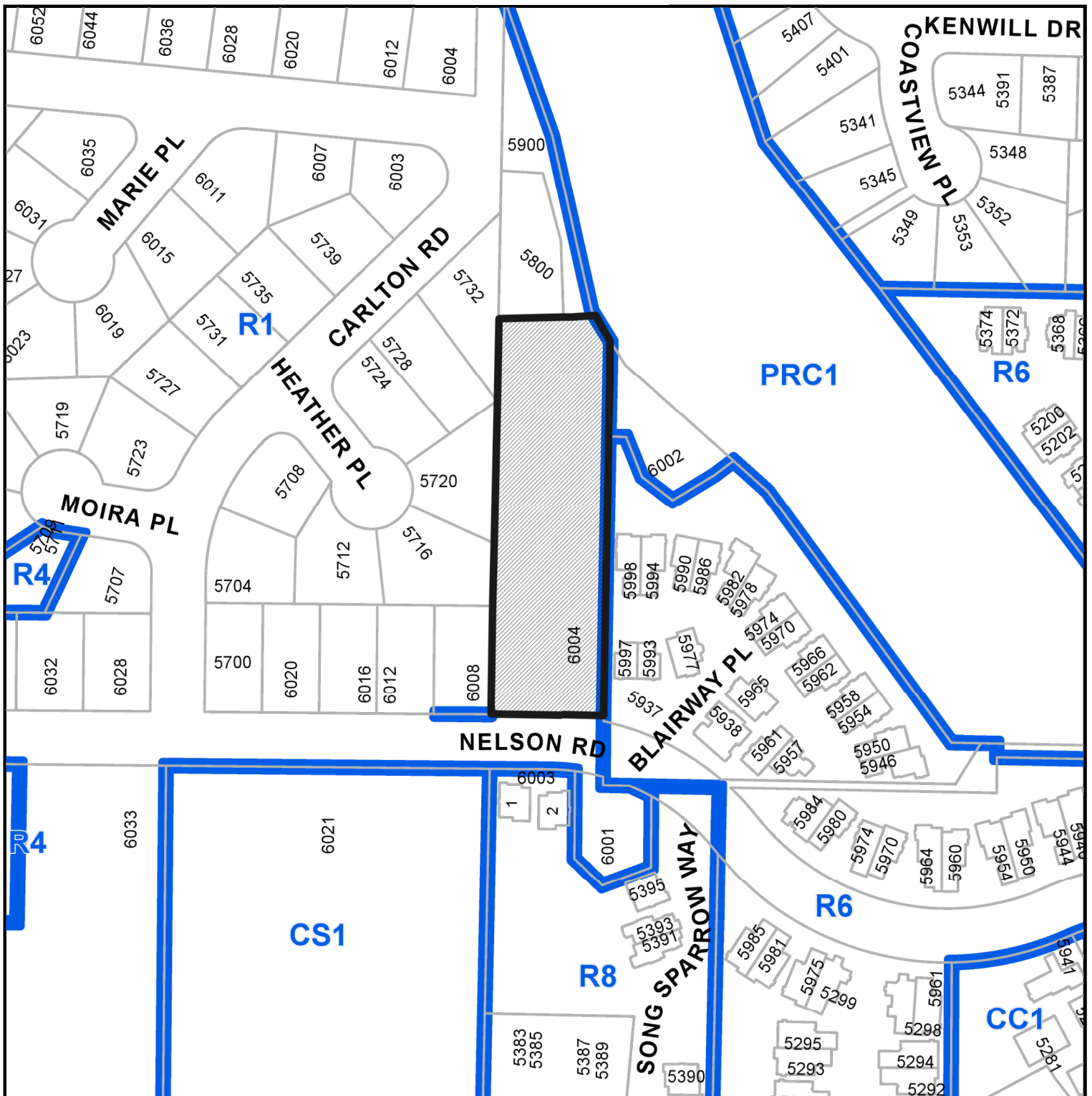
The map displays a residential neighborhood with a network of streets and green spaces. A red rectangle is positioned on Carlton Rd, between Marie Pl and Nelson Rd, indicating a specific area of interest. The map includes labels for numerous streets, including Hammond Bay Rd, Butcher Rd, Shanda Pl, Marie Pl, Carlton Rd, Nelson Rd, Stillwater Way, and others. It also shows parks and water bodies, such as Molecey Creek and McGregor Creek, and various other landmarks like Edge Water Ln and Uplands Dr.

N



63

ATTACHMENT B LOCATION PLAN



REZONING APPLICATION NO. RA000468

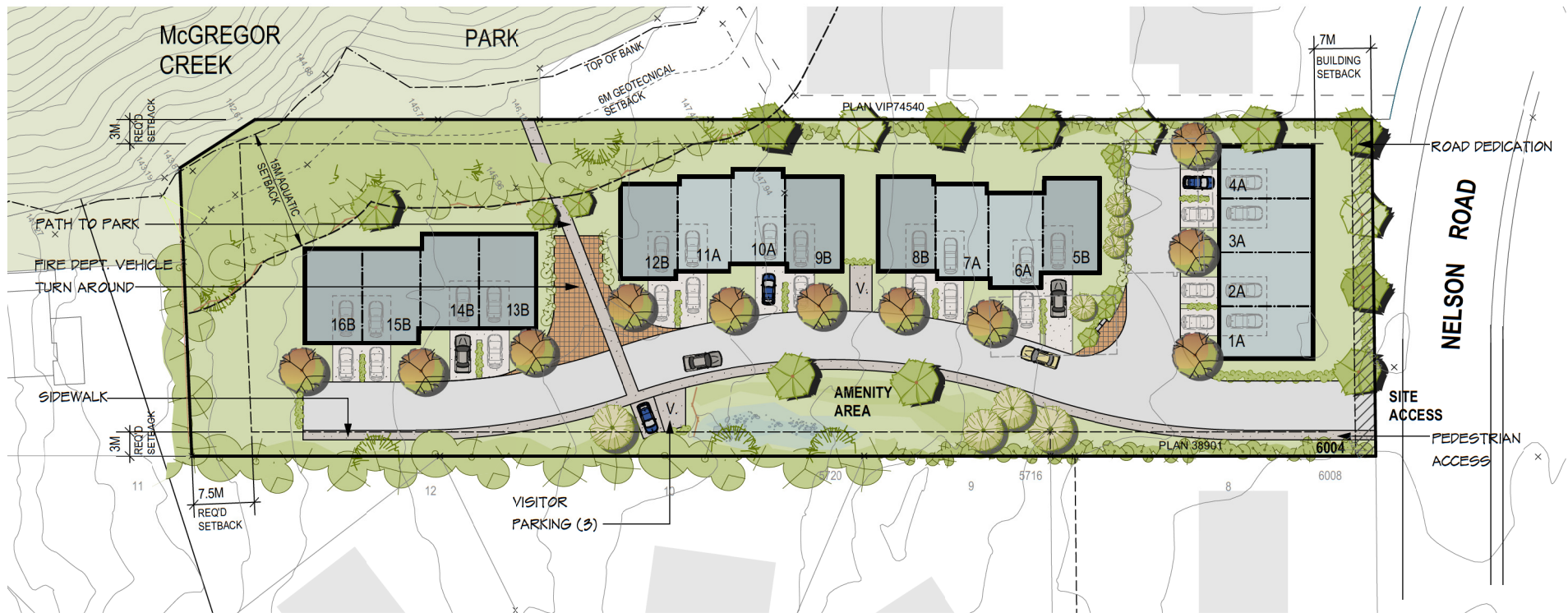


Subject Property

CIVIC: 6004 NELSON ROAD

LEGAL: LOT 2, DISTRICT LOT 32, WELLINGTON DISTRICT, PLAN EPP102733

ATTACHMENT C CONCEPTUAL SITE PLAN



PROJECT DATA - PRELIMINARY

CIVIC: 6004 NELSON ROAD, NANAIMO B.C.	TYPICAL UNIT AREAS: UNIT A: MAIN 880 SQ.FT. (8 UNITS) UPPER 880 SQ.FT. TOTAL: 1,760 SQ.FT.	PARKING: REQ'D: 2 PER UNIT (AREA 1) PROV: 32
LOT AREA: 6,159 SQ.M.	UNIT B: MAIN 960 SQ.FT. (8 UNITS) UPPER 960 SQ.FT. TOTAL: 1,920 SQ.FT.	VISITOR: REQ'D: 1/22 REQ'D SPACES PROV: 3
CURRENT ZONING: R1 SINGLE FAMILY RESIDENTIAL		BICYCLE: REQ'D: SHORT TERM 0.1/UNIT LONG TERM 0.5/UNIT PROV: 8
PROPOSED ZONING: R6 LOW DENSITY RESIDENTIAL	LOT COVERAGE (40% MAX.): 22.2%	E.V.: 1 R.I. PER UNIT 1 COMMON PARKING
	F.A.R. (0.45 MAX.): 0.44	

RECEIVED
RA468
2021-SEP-24
Current Planning

PROPOSED RESIDENTIAL DEVELOPMENT

6004 NELSON ROAD, NANAIMO B.C.

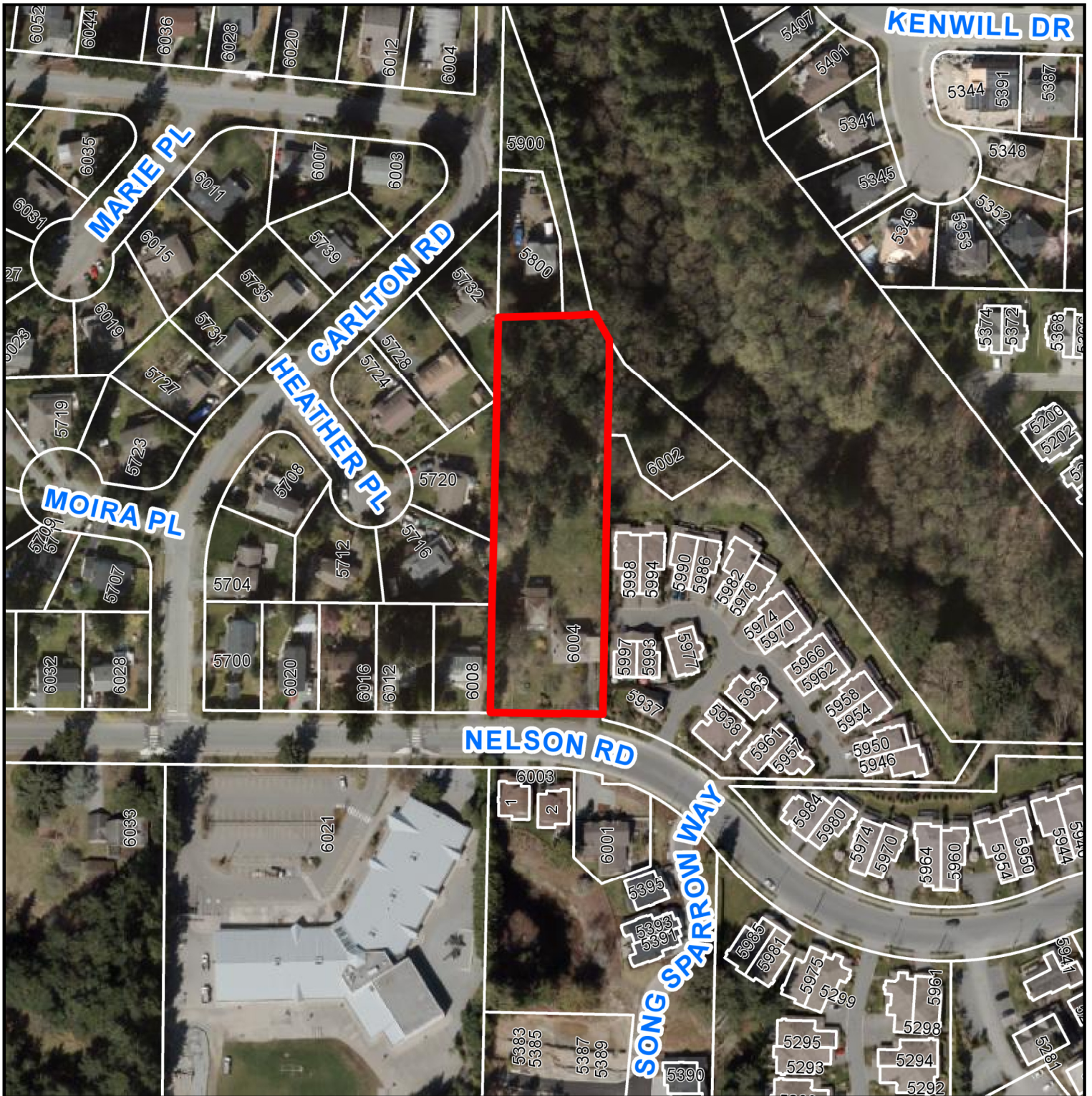
CLIENT: BLACK SQUIRREL DEVELOPMENT LTD.



PROJECT #: 1543.10.19
REVIEW: 13 AUG. 2020
REZONING: 20 OCT. 2020
REZONING: 11 JAN. 2021
REVISED: 24 SEPT. 2021

PR1

ATTACHMENT D
AERIAL PHOTO



REZONING APPLICATION NO. RA000468



6004 NELSON ROAD

CITY OF NANAIMO

BYLAW NO. 4500.192

A BYLAW TO AMEND THE "CITY OF NANAIMO ZONING BYLAW 2011 NO. 4500"

WHEREAS the Council may zone land, by bylaw, pursuant to Sections 464, 465, 469, 477, 479, 480, 481, 482, and 548 of the *Local Government Act*;

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

1. This Bylaw may be cited as the "Zoning Amendment Bylaw 2021 No. 4500.192".
2. The "City of Nanaimo Zoning Bylaw 2011 No. 4500" is hereby amended as follows:

(A) By rezoning the lands legally described as LOT 2, DISTRICT LOT 32, WELLINGTON DISTRICT, PLAN EPP102733 (6004 Nelson Road) from Single Dwelling Residential (R1) to Low Density Residential (R6) as shown on Schedule A.

PASSED FIRST READING: _____
PASSED SECOND READING: _____
PUBLIC HEARING HELD: _____
PASSED THIRD READING: _____
ADOPTED: _____

MAYOR

CORPORATE OFFICER

File: RA000468
Address: 6004 Nelson Road

DATE OF MEETING | October 18, 2021 |

AUTHORED BY | LISA BRINKMAN, PLANNER, CURRENT PLANNING |

**SUBJECT | DEVELOPMENT PERMIT APPLICATION NO. DP1220
– 4961 SONGBIRD PLACE |**

OVERVIEW

Purpose of Report

To present for Council's consideration, a development permit application for a multi-family residential development with 98 rental units at 4961 Songbird Place. |

Recommendation

That Council issue Development Permit No. DP1220 for a residential development at 4961 Songbird Place with the following variances to:

- increase the maximum allowable building height from 18m to 18.42m; and
- reduce the front yard setback for a portion of the building from 3.5m to 2.45m. |

BACKGROUND

A development permit application, DP1220, was received from Westmark Construction Ltd., for a multi-family development with 98 rental units to be located at 4961 Songbird Place. The property was rezoned from Single Dwelling Residential (R1) to Residential Corridor (COR1) in April 2020 (RA402).

Subject Property and Site Context:

<i>Zoning</i>	Residential Corridor (COR1)
<i>Location</i>	The subject property is located to the southeast of the North Nanaimo Town Centre, between Rutherford Road and Songbird Place.
<i>Total Area</i>	1.25ha
<i>Official Community Plan (OCP)</i>	Map 1 – Future Land Use Plan - Corridor Map 3 – Development Permit Area No. 9 - Commercial, Industrial, Institutional Multiple Family and Mixed Commercial/Residential development
<i>Relevant Design Guidelines</i>	General Development Permit Area Design Guidelines

The subject property is currently vacant and includes a wetland on the eastern portion. The lot is triangular in shape, with a narrow access at Songbird Place and increased width to the south, with frontage on Rutherford Road. Due to the wetland location and the unique shape of the property, the developable area is limited to the southwest portion. The wetland requires a 15m aquatic setback. |

DISCUSSION

Proposed Development

The applicant is proposing a five-storey residential building with 98 rental units and underground parking. A gross floor area of 9,347m² is proposed (excluding underground parking). The subject property is zoned COR1, which permits a floor area ratio of 1.00, and a floor area ratio of 0.73 is proposed for the development.

The proposed unit composition is as follows:

<i>Unit Type</i>	<i>Number of Units</i>	<i>Average Unit Size</i>
One-bedroom	40	60m ²
Two-bedroom	54	80m ²
Three-bedroom	4	93m ²
<i>Total</i>	98 units	

Site Design

The proposed building is L-shaped, with one section facing Rutherford Road and the other section facing the wetland area. The siting of the building is outside of the 15m aquatic setback. Driveway access is from Songbird Place, and access to the underground parking area is provided at the north end of the building. A landscape buffer, surface parking, and the garbage/recycling/organics enclosure is provided along the northwest property line. A total of 20 surface parking spaces will be provided, and 90 parking spaces will be provided in an underground parking level. The total number of required parking spaces will be provided on site, including electric vehicle parking, accessible parking, visitor parking, and bicycle parking.

Building Design

The L-shaped building is proposed to be five storeys in height, with horizontal and vertical accent walls, and a blend of exterior materials and colours used to break the building massing. The exterior building materials are proposed to be cement board panel and 'wood-like' cement board plank, with vinyl windows and glass balcony railings. The lobby, building entrances, and amenity room are on the first storey in the centre of the building, with the primary entrance facing the surface parking area, and a secondary entrance facing Rutherford Road. The underground parking area also contains bicycle storage rooms and a fitness room.

Landscape Design

Two pedestrian paths are provided from the Rutherford Road sidewalk to building entrances. An outdoor amenity space, seating area overlooking the wetland, and retained grove of arbutus trees are located at the east corner of the building. The pedestrian path in the west corner of the property winds through a landscaped area and raingarden to the surface parking area and building entrance. An outdoor patio is provided adjacent to the fitness room. A concrete paver pedestrian path (1.5m in width) is provided along the driveway from the building entrance to Songbird Place. A landscaped buffer with evergreen trees is proposed along the full length of the front and west property line. The vegetation management of the riparian area will include removing invasive species and any debris, maintaining the soil, and replanting approximately 25% of the area with indigenous plants.

The site, building, and landscape design for the proposed development at 4961 Songbird Place complies with the General Development Permit Area Design Guidelines.

Design Advisory Panel

The Design Advisory Panel (DAP), at its meeting held on 2021-APR-22, accepted DP1220 as presented with support for the proposed setback and building height variances. The following recommendations were provided:

- Consider opportunities for taller plantings in the main courtyard to help frame the entrance;
- Consider using an alternate type of railing for the balconies;
- Consider ways to enhance and increase the prominence of the main entrance; and
- Consider moving the garbage enclosure to the underground parking area.

The applicant responded to the DAP recommendations by:

- Adding raised planting beds to the courtyard area for small trees;
- Changing the railings to frosted glass with gray trim; and
- Increasing the size of the canopy above the main building entrance.

The applicant determined it was not feasible to move the garbage enclosure to the underground parking area, as the service providers are not able to pick up from an underground parking garage at this time.

Proposed Variances

Building Height

The maximum allowable building height in the COR1 zone where at least 75% of the required parking is provided underground is 18m. In the case of the proposed development, more than 75% of the required parking will be underground. The proposed building height is 18.42m; a proposed variance of 0.42m.

The building height variance allows for the shed roof architectural features. These features provide interest, assist in screening rooftop equipment, and will allow the building to reflect the design of the multi-family building on the north side of the wetland area (4960 Songbird Place).

Minimum Front Yard Setback

The minimum required front yard setback is 3.5m. The proposed front yard setback for a small portion of the building is 2.45m; a proposed variance of 1.05m.

The southern wing of the building is sited 3.5m from the front property line, except for the eastern corner which extends 1.05m into the setback due to the curve of the front property line along Rutherford Road.

Staff support the proposed building height and front yard setback variances.

SUMMARY POINTS

- Development Permit Application No. DP1220 is for a multi-family residential development with 98 rental units.
- Variances are requested for building height and the front yard setback.
- The proposed development addresses the City's design guidelines and Staff support the proposed variances.

ATTACHMENTS

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

Submitted by:

Lainya Rowett
Manager, Current Planning

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A

PERMIT TERMS AND CONDITIONS

TERMS OF PERMIT

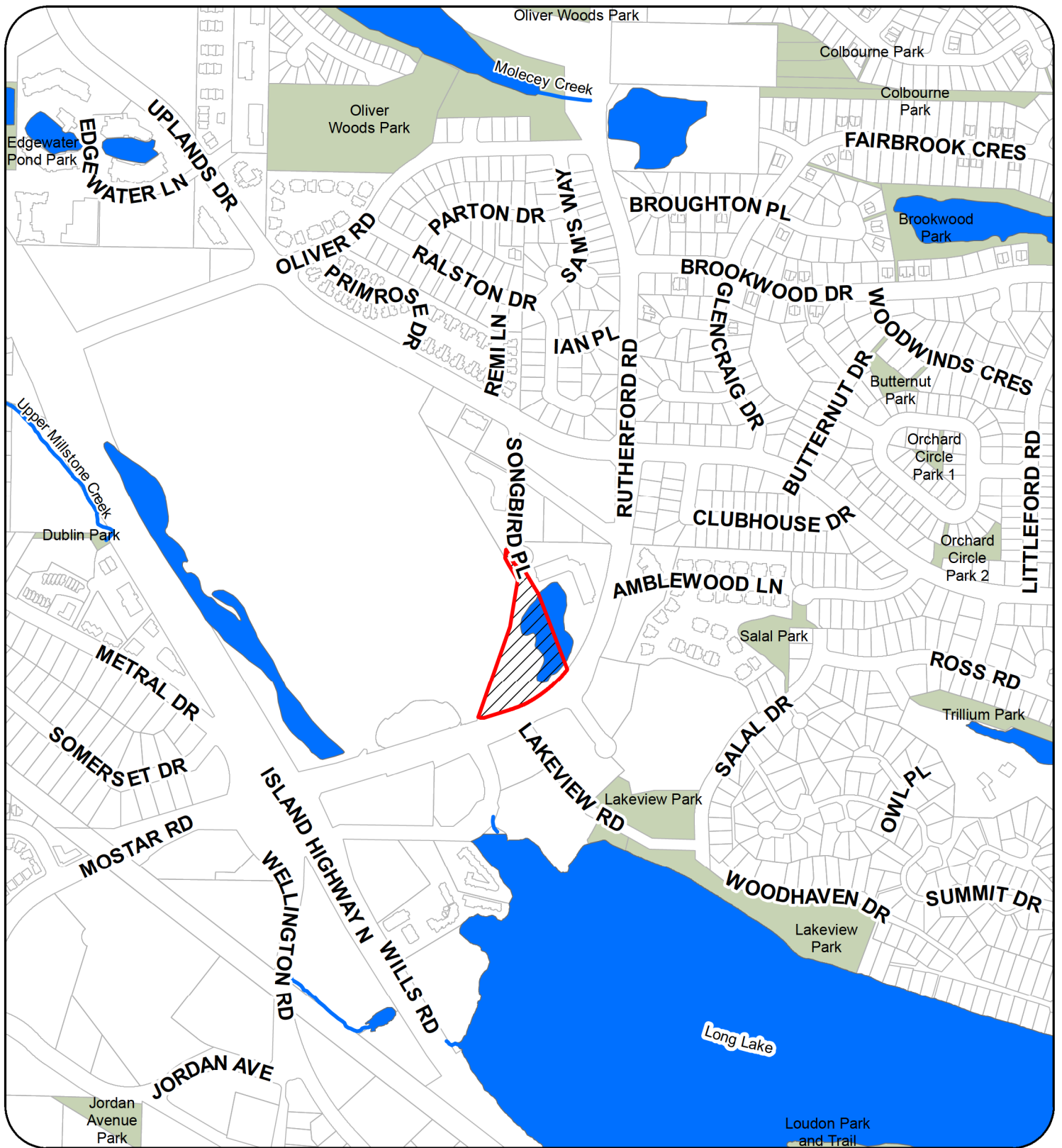
The “City of Nanaimo Zoning Bylaw 2011 No. 4500” is varied as follows:

1. *Section 9.5.1 Siting of Buildings* – to reduce the minimum required front yard setback from 3.5m to 2.45m.
2. *Section 9.7.1 Size of Buildings* – to increase the maximum allowable building height from 18m to 18.42m.

CONDITIONS OF PERMIT

1. The subject property is developed in accordance with the Site and Parking Plans prepared by Daryoush Firouzli Architecture Inc., dated 2021-SEP-22 and 2021-SEP-20 respectively, as shown on Attachment D.
2. The development is in substantial compliance with the Building Elevations and Details prepared by Daryoush Firouzli Architecture Inc., dated 2021-SEP-22, as shown on Attachment E.
3. The subject property is developed in substantial compliance with the Landscape Plan and Details prepared by Victoria Drakeford Landscape Architect, dated 2021-AUG-30; and RB Engineering Ltd., dated 2021-JUL-23, as shown on Attachment G.

ATTACHMENT B CONTEXT MAP

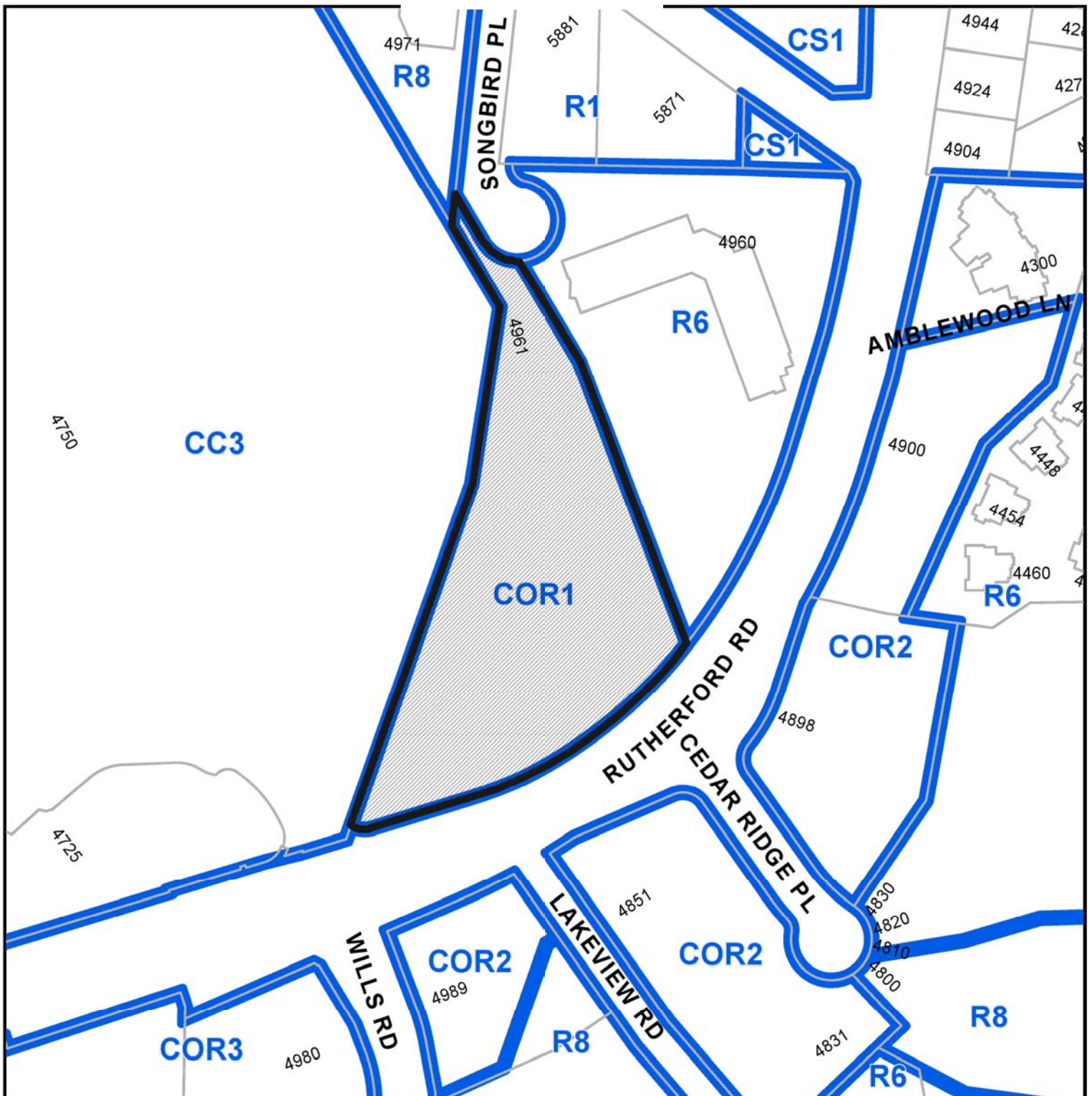


DEVELOPMENT PERMIT APPLICATION NO. DP001220



4961 SONGBIRD PLACE

ATTACHMENT C LOCATION PLAN



DEVELOPMENT PERMIT APPLICATION NO. DP001220

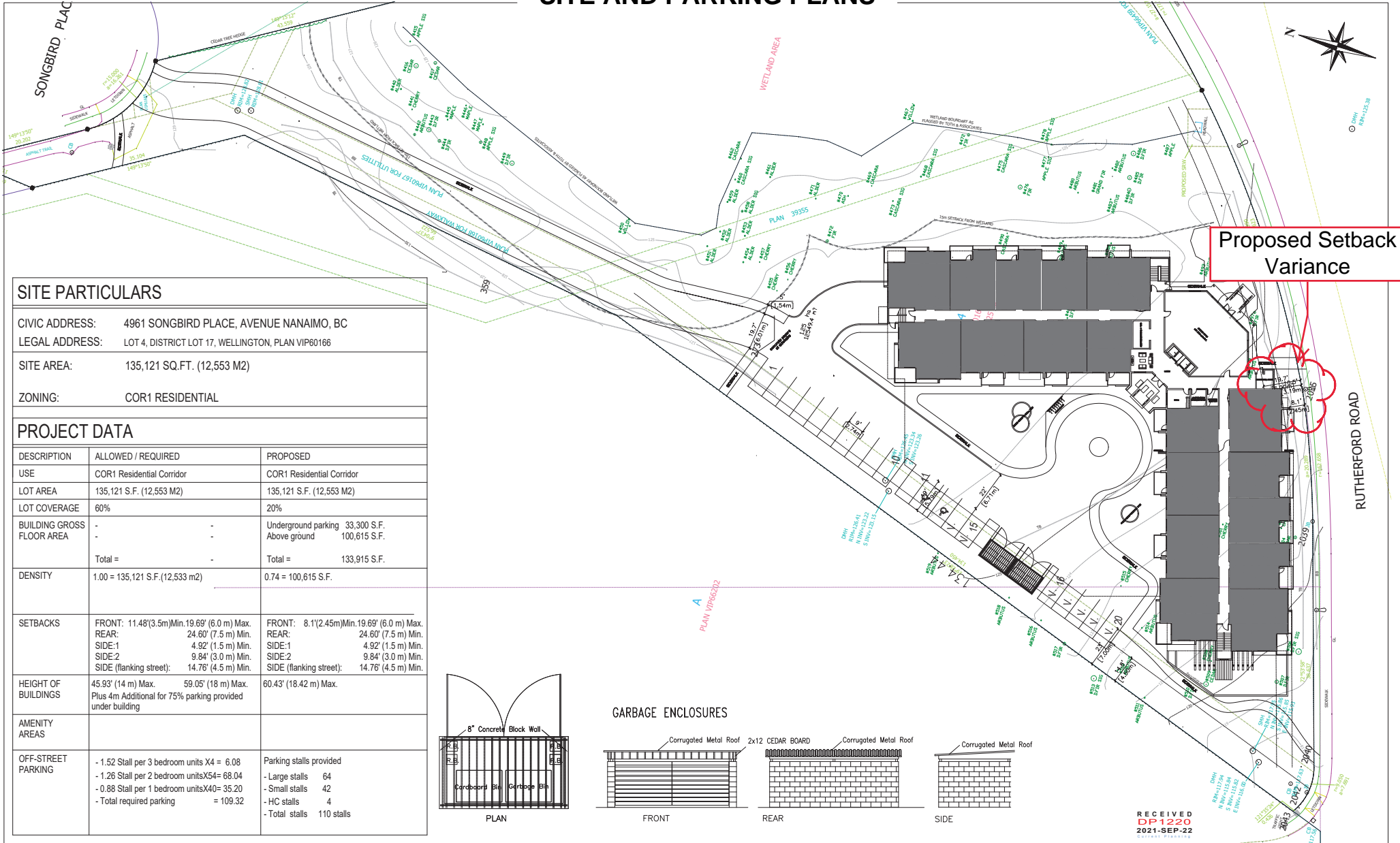
CIVIC: 4961 SONGBIRD PLACE

LEGAL: LOT 4, DISTRICT LOT 17, WELLINGTON, PLAN VIP60166 EXCEPT THAT
PART IN PLAN VIP65179



Subject Property

ATTACHMENT D SITE AND PARKING PLANS

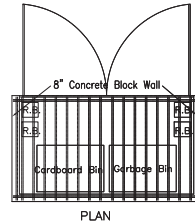


SITE PARTICULARS

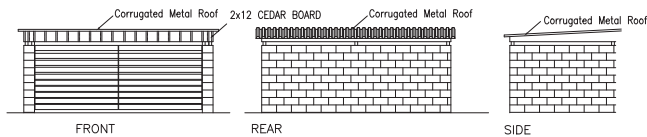
CIVIC ADDRESS: 4961 SONGBIRD PLACE, AVENUE NANAIMO, BC
 LEGAL ADDRESS: LOT 4, DISTRICT LOT 17, WELLINGTON, PLAN VIP60166
 SITE AREA: 135,121 SQ.FT. (12,553 M2)
 ZONING: COR1 RESIDENTIAL

PROJECT DATA

DESCRIPTION	ALLOWED / REQUIRED	PROPOSED
USE	COR1 Residential Corridor	COR1 Residential Corridor
LOT AREA	135,121 S.F. (12,553 M2)	135,121 S.F. (12,553 M2)
LOT COVERAGE	60%	20%
BUILDING GROSS FLOOR AREA	-	Underground parking 33,300 S.F. Above ground 100,615 S.F.
Total =	-	Total = 133,915 S.F.
DENSITY	1.00 = 135,121 S.F. (12,553 m2)	0.74 = 100,615 S.F.
SETBACKS	FRONT: 11.48'(3.5m)Min.19.69'(6.0 m) Max. REAR: 24.60'(7.5 m) Min. SIDE:1 4.92'(1.5 m) Min. SIDE:2 9.84'(3.0 m) Min. SIDE (flanking street): 14.76'(4.5 m) Min.	FRONT: 8.1'(2.45m)Min.19.69'(6.0 m) Max. REAR: 24.60'(7.5 m) Min. SIDE:1 4.92'(1.5 m) Min. SIDE:2 9.84'(3.0 m) Min. SIDE (flanking street): 14.76'(4.5 m) Min.
HEIGHT OF BUILDINGS	45.93'(14 m) Max. 59.05'(18 m) Max. Plus 4m Additional for 75% parking provided under building	60.43'(18.42 m) Max.
AMENITY AREAS		
OFF-STREET PARKING	- 1.52 Stall per 3 bedroom units X4 = 6.08 - 1.26 Stall per 2 bedroom units X54 = 68.04 - 0.88 Stall per 1 bedroom units X40 = 35.20 - Total required parking = 109.32	Parking stalls provided - Large stalls 64 - Small stalls 42 - HC stalls 4 - Total stalls 110 stalls



GARBAGE ENCLOSURES



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PRELIMINARY
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 6377 ICARUS DRIVE, NANAIMO, BC V9Y 1N4
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 DARYOUSH FIROUZLI ARCHITECTURE INC.



CONSULTANT LOGO

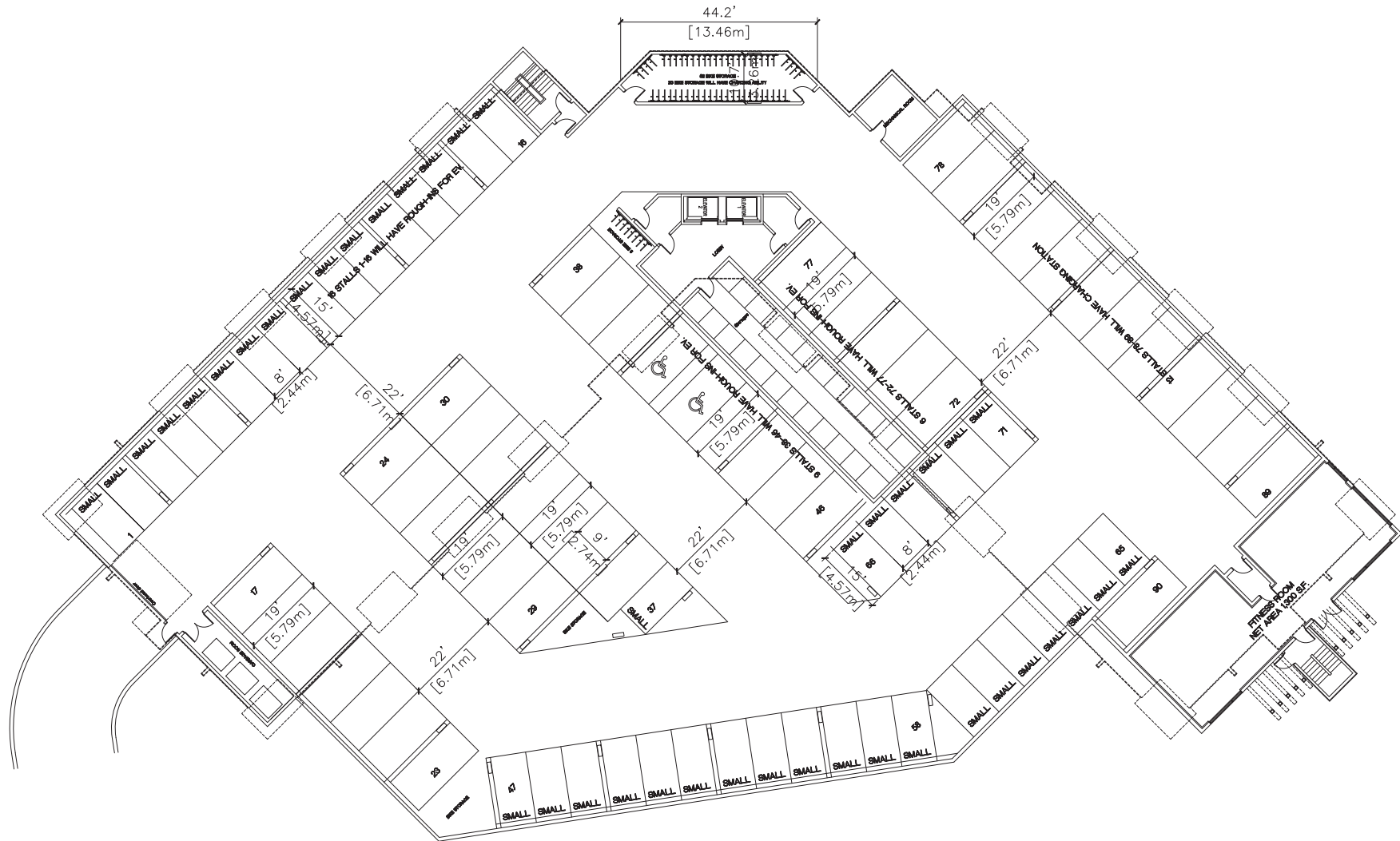
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PROJECT
 4961 Songbird Place
 NANAIMO, BC

CLIENT
 CEDAR RIDGE HOLDING
 PROJECT NO.
 2755

SHEET TITLE
 SITE PLAN & PARKING

SHEET NO.
A1.1
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NOTE:

This drawing as an instrument of service is the property of Dorynne Frazell Architecture Inc., and may not be reproduced without their permission and unless the reproduction carries their name. All designs and other information shown on the drawing are for use on the specified project only and shall not be used otherwise without written permission of this office.

Written dimensions shall show precedence over coded dimensions. Contractors shall verify and be responsible for all dimensions and conditions on the job and this drawing shall prevail whenever there is a discrepancy and conditions shown on the drawing. They drawings shall be submitted to this office for approval before proceeding with fabrication.

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DARYOUSH FIROUZLI ARCHITECTURE INC.

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4961 Songbird Place
NANAIMO, BC

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PROJECT NO.	2755
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UNDERGROUND PARKING

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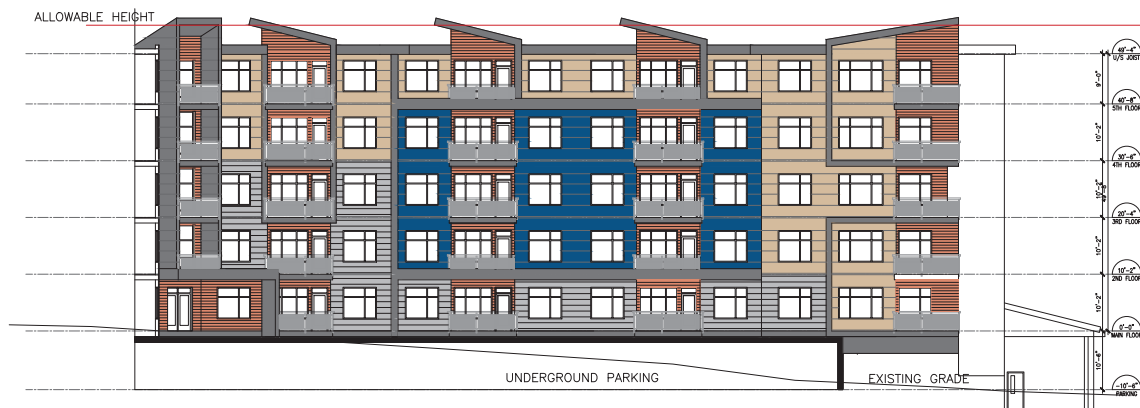
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ATTACHMENT E

BUILDING ELEVATIONS AND DETAILS



EXTERIOR MATERIALS & COLORS		
CODE	COLOR	MATERIAL
①		HARDIPANEL WALL SMOOTH FINISH FOLDED METAL FLASHING JOINTS COLOUR # COBBLE STONE
②		6" HARDIPLANK SIDING (HORIZONTAL) SUMMER WHEAT
③		HARDIPANEL WALL SMOOTH FINISH DEEP OCEAN
④		HARDIPANEL SMOOTH FINISH DEEP CHARCOAL
④		HARDIPANEL SMOOTH FINISH GRAY SLATE
⑤		VINYL WINDOWS
⑥		GLASS RAILING

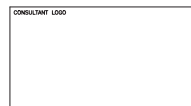
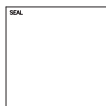


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DARYOUSH FIRDOUZI ARCHITECTURE INC.

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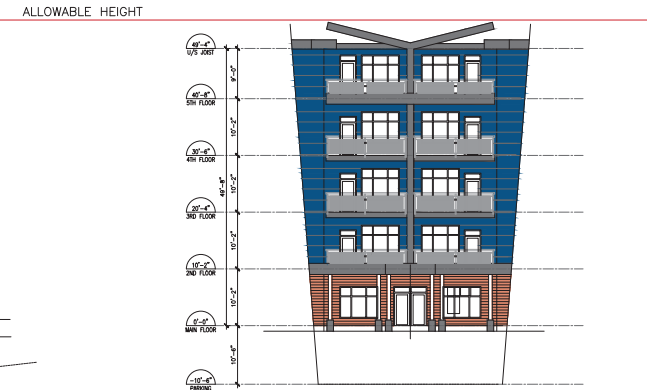
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CLIENT CEDAR RIDGE HOLDING
PROJECT NO. 2755

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NANAIMO, BC

CLIENT	CEDAR RIDGE HOLDING
PROJECT NO.	2755

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BUILDING ELEVATION


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ATTACHMENT F BUILDING RENDERINGS



Southwest Corner (Facing Rutherford Road)

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<p>NOTE: This drawing is an illustration of a proposed project and is not intended to be used for construction or other purposes. It is provided for informational purposes only. The design is preliminary and subject to change without notice.</p>	<table border="1"> <thead> <tr> <th>NO.</th> <th>DATE</th> <th>REVISIONS</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	NO.	DATE	REVISIONS																																<p>PRELIMINARY</p> <p>D-ARCHITECTURE 6377 ICARUS DRIVE, NANAIMO, BC V9V 1N4 T: 250-933-1991, E: FIRDOUZ@SHAW.CA DARYOUSH FIRDOUZI ARCHITECTURE INC.</p>	<p>IDEAL</p>	<p>CONSULTANT LOGO</p>	<p>SCALE 3/32"=1'-0"</p> <p>DRAWN</p> <p>CHECKED</p> <p>DATE 11 MAY 21</p>	<p>PROJECT</p> <p>4961 Songbird Place NANAIMO, BC</p>	<p>CLIENT</p> <p>CEDAR RIDGE HOLDING</p> <p>PROJECT NO. 2755</p>	<p>SHEET TITLE</p> <p>RENDERING MODEL FOR REVIEW</p>	<p>SHEET NO.</p> <p>A4.1</p> <p>REVISION</p>
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Northwest Corner

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Northwest Corner

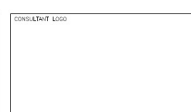
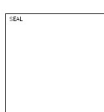
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PROJECT NO. 2755

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West Corner

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PROJECT
4961 Songbird Place
NANAIMO, BC

CLIENT
CEDAR RIDGE HOLDING
PROJECT NO.: 2755

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Southeast Corner

(Facing Rutherford Road)

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PROJECT 4961 Songbird Place NANAIMO, BC

CLIENT CEDAR RIDGE HOLDING
PROJECT NO. 2755

SHEET TITLE Rutherford Road view
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North Corner

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PROJECT

4961 Songbird Place
NANAIMO, BC

CLIENT
CEDAR RIDGE HOLDING

PROJECT NO.
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SHEET TITLE
RENDERING MODEL
FOR REVIEW

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ATTACHMENT G

LANDSCAPE PLAN AND DETAILS

DESIGN RATIONALE

The site is bounded by Rutherford Road to the south, Nanaimo North Town Centre to the west and a condominium to the north. Half of the project site consists of a constructed wetland (Aquaparian, October 24 2018). Much of the riparian vegetation, while impacted by garbage left by encampments, is intact. This garbage will be cleared out and the areas replanted with native plants.

This small wetland, still well vegetated, provides important habitat for upland and aquatic bird species, such as red-winged blackbirds, hummingbirds, aerial insectivores and ducks; amphibians, reptiles and small mammals, both terrestrial and aquatic such as muskrats, raccoon, mice, voles etc. (Aquaparian 2018).

Research (Douglas Tallamy) shows there is a direct link in the decline of common resident bird species due to the lack of insect prey that results from the use of non-native plants in landscape design and installation. Therefore, the design of the planting scheme around the development will reflect the importance of this habitat, and use at least 70% native plants in the design.

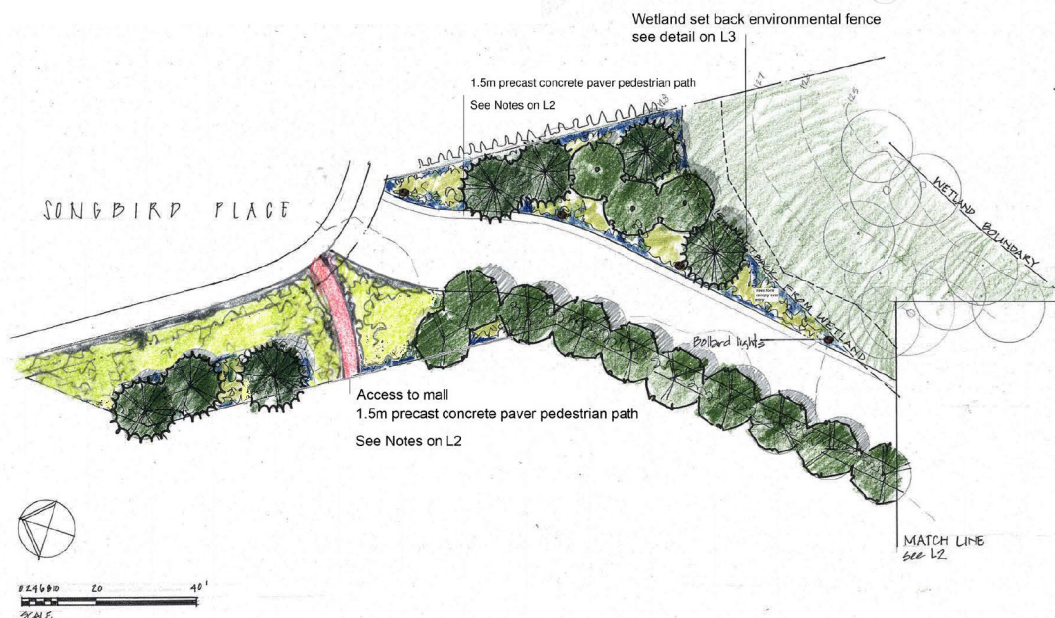
Landscape Zones

Rutherford Streetscape. The proposed scheme will mimic the character of the current street edge of evergreen trees. The native firs, cedar and arbutus will be replaced by trees with narrow growth habits, such as Serbian Spruce and columnar beech. These will provide a visual barrier, while allowing glimpses into and out of the site.

On the south east corner of the building an amenity area in the building opens up onto an outdoor seating space, which in turn leads to a bird watching area by the setback to the pond. A small path leads you out to Rutherford Road.

At the foot of the hill, pedestrians can enter the site via a woodland trail past the 'raingarden'. The raingarden is part of the stormwater management plan. This area forms a **mini woodland** area at the corner of the mall entrance and Rutherford. These trees will form a link from the streetscape plantings to the existing arbutus which will remain on the west side of the site.

Vehicles enter the site via Songbird Place. **The tree lined driveway** leads to a **central garden** of low plants, on the podium with **sidewalks, bollard lights and a seating area**. This area creates a south facing space for neighbours to meet or wait for friends. Evergreen hedges in 2' high planters will provide privacy for the outdoor living spaces of the ground floor apartments. These patios will have access directly into the entrance gardens.



① Layered, dense plantings ② Diverse plantings ③ Mature trees ④ Water

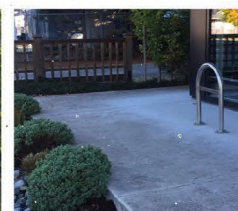
Design for a bird friendly landscape



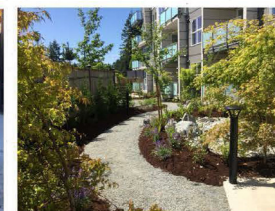
Birds of Nanaimo



Bench



Bike Rack



Bollard Lighting

Site furnishings

30.08.21		C # N COMPREHENSIVE LETTER -
25.01.21		ISSUED FOR DP
DATE	REV	DESCRIPTION
CONSULTANT		
		
VICTORIA DRAKEFORD B.S. MPAH, Landscape Architect		
LANDSCAPE ARCHITECT		
236 Pine St. Nanaimo, B.C. V9R-2B6 250-754-4335 victoria@island.net		

PROJECT	4961
	SONGBIRD
	PLACE
	NANAIMO
	BC

SHEET TITLE	CONCEPTUAL LANDSCAPE PLAN NORTH
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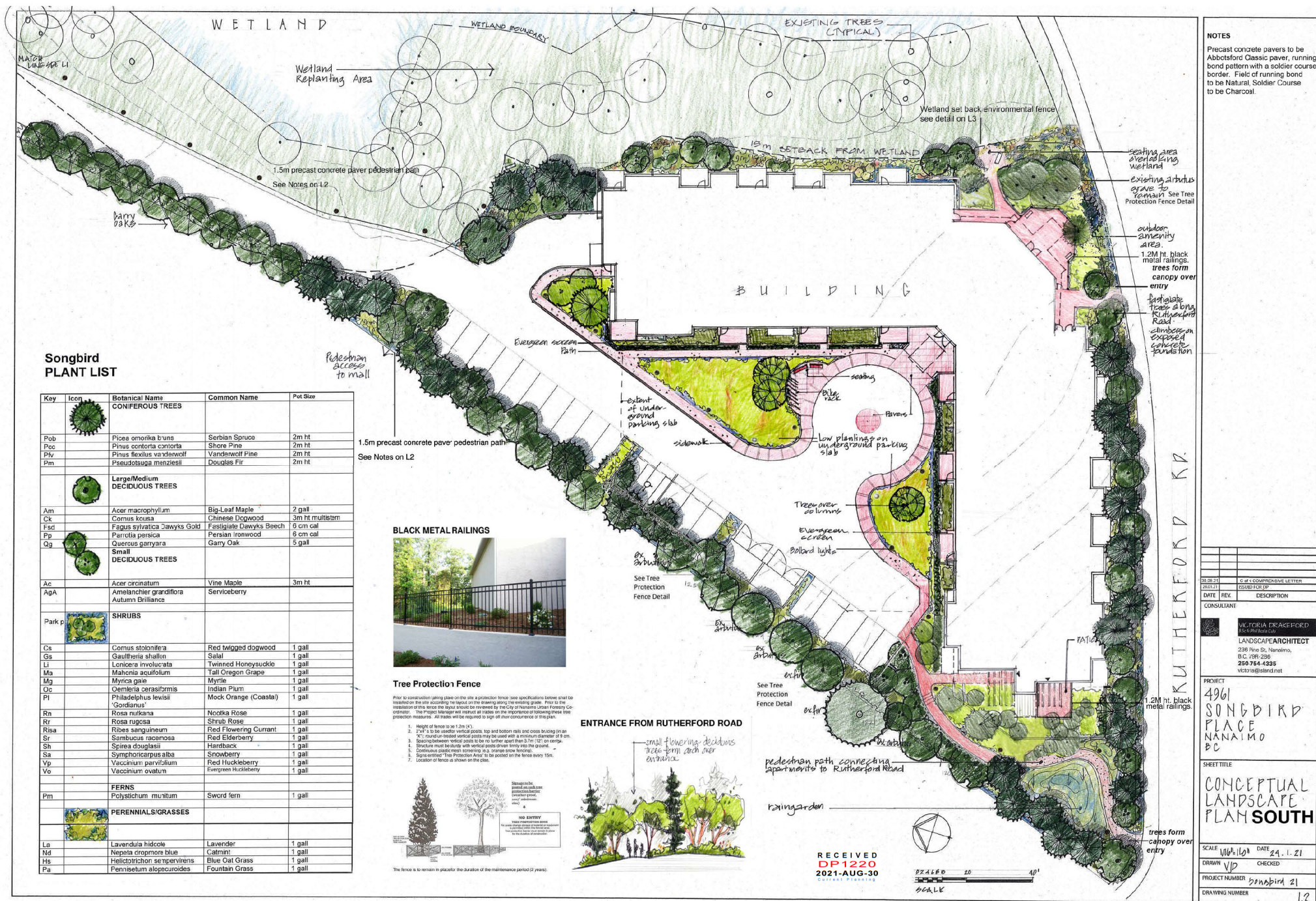
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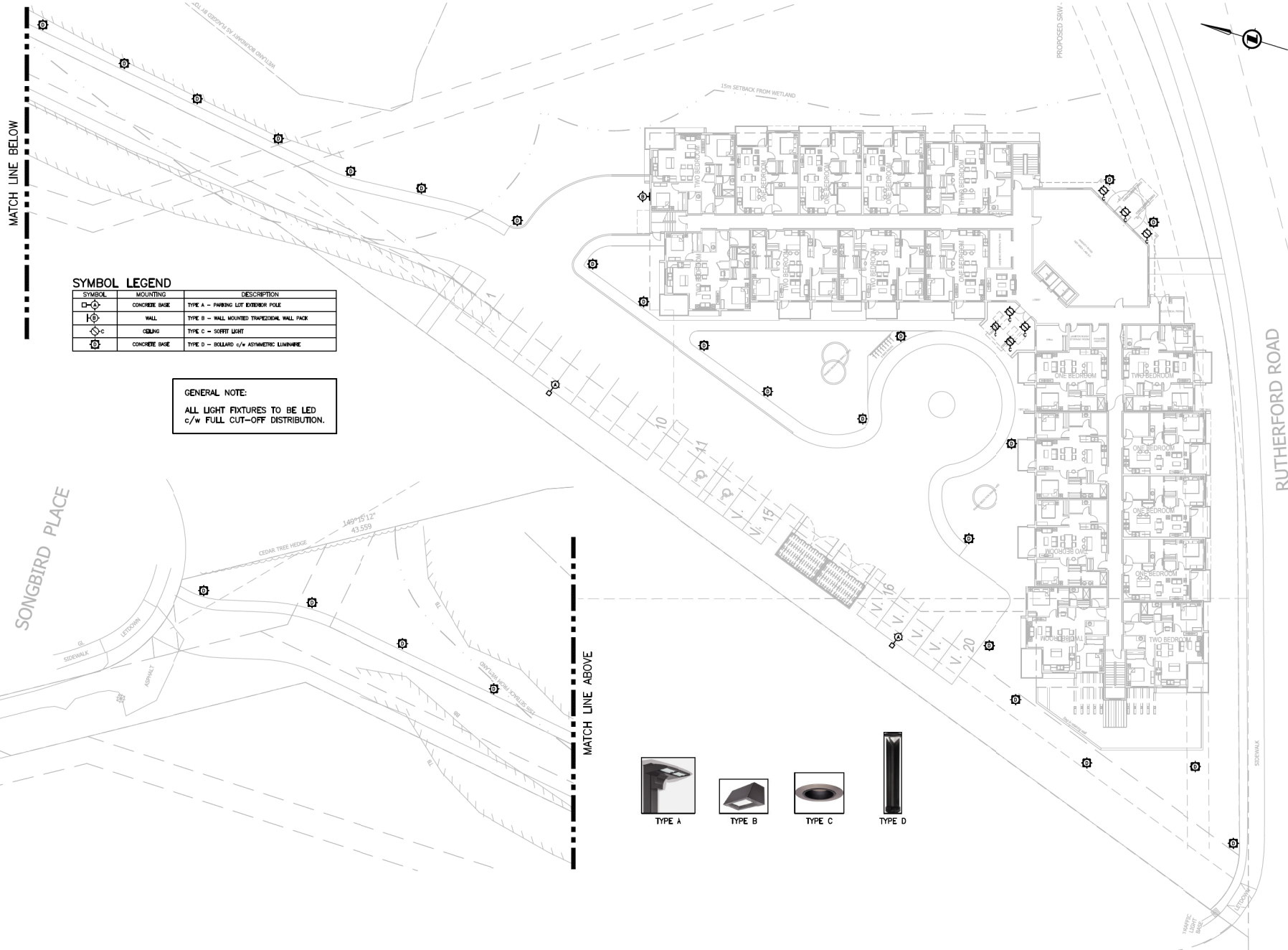
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DP1220
2021-AUG-30
City of Nanaimo







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DATE OF MEETING OCTOBER 18, 2021

AUTHORED BY SKY SNELGROVE, STENO COORDINATOR, DEPUTY
CORPORATE OFFICER

SUBJECT 2022 COUNCIL AND COMMITTEE KEY DATE CALENDARS

OVERVIEW

Purpose of Report

To request that Council approve the 2022 Council Key Date Calendar. |

Recommendation

That Council approve the 2022 Council Key Date Calendar as presented on Attachment A of the Staff report titled “2022 Council and Committee Key Date Calendars”.

BACKGROUND

Prior to December 31st of each year, a Key Date Calendar for the upcoming year is prepared for Council meetings and Public Hearings. The Key Date Calendar is prepared in accordance with “Council Procedure Bylaw 2018 No. 7272”. Under Section 127 of the *Community Charter* (Charter), a schedule of the date, time and place of regular Council meetings must be made available to the public and notice of its availability given in accordance with section 94 of the Charter.

Regular Council meetings may be cancelled or the date, time and location changed in accordance with “Council Procedure Bylaw 2018 No. 7272”. Special Council meetings may also be scheduled when needed. Where revisions are made to the regular Council meeting schedule, notice must be given and the Key Date Calendar updated. Regular Council meetings and Public Hearings will be held in the Shaw Auditorium, Vancouver Island Conference Centre. Regular Council meetings are recorded, livestreamed on the City’s website and broadcast on Shaw TV. The 2022 Key Date Calendar was developed as follows:

- Public Hearings will be held on the third Thursday of the month at 7:00 p.m.
- Regular Council Meetings will be held on the first and third Mondays of the month at 4:30 p.m. to proceed In Camera.
- Regular Council Meetings will reconvene their public open portion at 7:00 p.m.
- Where a meeting falls on a statutory holiday or occurs during the week of the Union of British Columbia Municipalities Convention, Association of Vancouver Island and Coastal Communities Conference or Federation of Canadian Municipalities Conference, the meeting will be moved to the following Monday
- Due to the Municipal Election on October 15, 2022, the October 17th Council Meeting and October 20th Public Hearing have not been scheduled

- The Inaugural Council Meeting is November 7th.

DISCUSSION

22 Regular Council meetings and 10 Public Hearings have been scheduled for 2022. The following list identifies dates where a meeting deviates from the bylaw, an alternate day is suggested or a meeting of note is included:

Date	Rationale
February 28 th	Meeting moved forward one week due to holiday February 21 st
April 25 th	Meeting moved forward one week due to holiday April 18 th
May 9 th	Council Meeting added for budget bylaw adoption only, to immediately precede or follow GPC meeting. Time to be determined.
May 30 th	Council Meeting added to reduce length of time between meetings in May and June
June 6 th	No meeting scheduled due to FCM. Meeting on May 30 th instead.
July 18 th	Additional Council Meeting added
August 29 th	Additional Council Meeting added
September 19 th	One Council meeting scheduled due to holiday and UBCM
September 29 th	Public Hearing moved forward one week due to Design Advisory Panel meeting
October 20 th	Public Hearing not scheduled due to election
October 24 th	Council Meeting moved forward one week due to election (last meeting with current Council)

Once the calendar is approved by Council, public notice will be provided and invitations distributed.

COMMITTEES

The 2022 committee schedules have been prepared based on the 2021 schedules and are attached for information.

- Governance and Priorities Committee – Mondays alternating from Council Meetings, 1:00 p.m. to 5:00 p.m.
- Finance and Audit Committee – Wednesdays, once a month, 9:00 a.m. to 12:00 p.m.
- Advisory Committee on Accessibility and Inclusiveness – Wednesdays, approximately every two months, 4:00 p.m. to 6:00 p.m.
- Environment Committee – Wednesdays, approximately every two months, 5:00 p.m. to 7:00 p.m.

- Mayor's Leaders' Table Meeting – Quarterly on Fridays, 9:00 a.m. to 11:00 a.m.

The Governance and Priorities Committee and Finance and Audit Committee Meetings will be held in the Shaw Auditorium, Vancouver Island Conference Centre, for the foreseeable future due to COVID-19. The location may be changed to the Boardroom, Service and Resource Centre depending on public health guidelines.

The Environment Committee (EC) and Advisory Committee on Accessibility and Inclusiveness (ACAI) will receive a copy of their calendars at their October and November meetings. The chairs and staff liaisons of the EC and ACAI were consulted in the development of the calendars. Due to COVID-19 the EC and ACAI will continue to meet virtually until further notice. The report presented to Council on October 4, 2021 titled "Council Procedure Bylaw Amendment – Electronic Meeting Provisions" provides the authority to continue to hold meetings electronically.

The Mayor's Leaders' Table reviewed their 2022 calendar on September 24, 2021. |

OPTIONS

1. That Council approve the 2022 Council Key Date Calendar as presented on Attachment A of the Staff report titled "2022 Council and Committee Key Date Calendars".
 - The advantages of this option: Approving the 2021 Council Key Date Calendar is in accordance with "Council Procedure Bylaw 2018 No. 7272".
 - The disadvantages of this option: Council may wish to alter their meeting schedule.
 - Financial Implications: There has not been a significant increase in the cost of meetings from previous years.
2. That Council provide alternative direction regarding the 2022 Council Key Date Calendar.
 - The advantages of this option: Council may wish to select different meeting dates.
 - The disadvantages of this option: Meetings have been booked with the Vancouver Island Conference Centre and alternative dates may not be available.
 - Financial Implications: Financial implications would vary depending on the direction provided. |

SUMMARY POINTS

- In accordance with "Council Procedure Bylaw 2018 No. 7272" the Key Date Calendar must be adopted before December 31st of each year.
- Council meetings have been scheduled on the first and third Monday's of the month with exceptions noted. Public Hearings will be held on the third Thursday of the month.
- Council meetings and Public Hearings are held in the Shaw Auditorium of the Vancouver Island Conference Centre. Council meetings are held at 4:30 p.m. to proceed In Camera and reconvene their open portion at 7:00 p.m. Public Hearings are held at 7:00 p.m.

- If the calendar is approved by Council, public notice will be given in accordance with section 127 of the *Community Charter*.

ATTACHMENTS:

Attachment A: 2022 Council Key Date Calendar
Attachment B: 2022 Governance and Priorities Committee Key Date Calendar
Attachment C: 2022 Finance and Audit Committee Key Date Calendar
Attachment D: 2022 Advisory Committee on Accessibility and Inclusiveness Key Date Calendar
Attachment E: 2022 Environment Committee Key Date Calendar
Attachment F: 2022 Mayor's Leaders' Table Key Date Calendar
Attachment G: All 2022 Calendars Combined

Submitted by:

Sheila Gurrie,
Director, Legislative Services

Concurrence by:




Jake Rudolph
Chief Administrative Officer




ATTACHMENT A

City of Nanaimo

COUNCIL KEY DATE CALENDAR – 2022

City of Nanaimo Regular Council Meetings commence at 4:30 p.m., to proceed “In Camera” if necessary and reconvene for the public portion at 7:00 p.m. Public Hearings (Special Council Meetings) commence at 7:00 p.m. and meetings will be held in the Shaw Auditorium, Vancouver Island Conference Centre, located at 80 Commercial Street. Meetings are subject to change. Please confirm meetings with the Legislative Services Department at (250) 755-4405.

 Council Meeting
 Public Hearing (Special Council Meeting)
 Statutory Holiday

 FCM Annual Conference (Regina, SK)
 UBCM Convention (Whistler)
 AVICC Convention (Victoria)

JANUARY

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*Council Meeting for budget bylaw adoption only.

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ATTACHMENT B

City of Nanaimo

GOVERNANCE AND PRIORITIES COMMITTEE KEY DATE CALENDAR – 2021

Meetings are held in the Shaw Auditorium of the Vancouver Island Conference Centre, 80 Commercial Street unless otherwise stated.

Committee	Start Time	Day of the Month
Governance and Priorities Committee	1:00 p.m.	Mondays alternating with Council Meetings

January 3 *New Year's Day observed*
January 10 **Governance and Priorities Committee**
January 24 **Governance and Priorities Committee**

February 14..... **Governance and Priorities Committee**
February 21..... *Family Day*

March 14..... **Governance and Priorities Committee**
March 28..... **Governance and Priorities Committee**

April 1-3..... *AVICC Convention – Victoria*
April 11 **Governance and Priorities Committee**
April 15..... *Good Friday*
April 18..... *Easter Monday*

May 9 **Governance and Priorities Committee**
May 23 *Victoria Day*

June 2-5 *FCM Conference – Regina, SK*
June 13..... **Governance and Priorities Committee**
June 27 **Governance and Priorities Committee**

July 1..... *Canada Day Stat*
July 11 **Governance and Priorities Committee**
July 25 **Governance and Priorities Committee**

No meetings in August

September 5..... *Labour Day*
September 12-16..... *UBCM Conference – Whistler*
September 26..... **Governance and Priorities Committee**

No meeting in October due to election

November 11..... *Remembrance Day*
November 14..... **Governance and Priorities Committee**
November 28..... **Governance and Priorities Committee**

December 12..... **Governance and Priorities Committee**
December 25..... *Christmas Day*
December 26..... *Boxing Day*
December 27..... *Christmas Day (observed)*
December 28..... *Boxing Day (observed)*

ATTACHMENT C

City of Nanaimo

FINANCE AND AUDIT COMMITTEE KEY DATE CALENDAR – 2022

Meetings are held in the Shaw Auditorium of the Vancouver Island Conference Centre, 80 Commercial Street unless otherwise stated.

Committee	Start Time	End Time	Day of the Month
Finance and Audit Committee	9:00 a.m.	12:00 p.m.	3rd Wednesday

January 3 New Year's Day observed

January 19 Finance and Audit Committee

February 16 Finance and Audit Committee

February 21 Family Day

March 16 Finance and Audit Committee

April 1-3 AVICC Convention – Victoria

April 15 Good Friday

April 18 Easter Monday

April 20 Finance and Audit Committee

May 18 Finance and Audit Committee

May 23 Victoria Day

June 2-5 FCM Conference – Regina, SK

June 15 Finance and Audit Committee

July 1 Canada Day

July 20 Finance and Audit Committee

No Meetings in August

September 5 Labour Day

September 12-16 UBCM Conference – Whistler

September 21 Finance and Audit Committee

No meeting in October due to the General Local Election

November 11 Remembrance Day Stat

November 16 Finance and Audit Committee

December 14 Finance and Audit Committee

December 25 Christmas Day

December 26 Boxing Day

December 27 Christmas Day (observed)

December 28 Boxing Day (observed)

ATTACHMENT D

City of Nanaimo

ADVISORY COMMITTEE ON ACCESSIBILITY AND INCLUSIVENESS KEY DATE CALENDAR – 2022

Committee meetings are currently held electronically. Meetings may transition to in person based on public health guidelines. In person meetings will be held in the boardroom on the first floor of the Service and Resource Centre at 411 Dunsmuir Street unless otherwise stated.

Committee	Start Time	End Time	Day of the Month
Advisory Committee on Accessibility and Inclusiveness (ACAI)	4:00 p.m.	6:00 p.m.	Select Wednesdays, every two months

January 3 New Year's Day observed

January 12 ACAI Committee

February 21 Family Day

February 23 ACAI Committee

April 15 Good Friday

April 18 Easter Monday

April 27 ACAI Committee

June 2-5 FCM Conference – Regina, SK

June 22 ACAI Committee

September 5 Labour Day

September 7 ACAI Committee

September 12-16 UBCM Conference – Whistler

ATTACHMENT E

City of Nanaimo

**ENVIRONMENT COMMITTEE
KEY DATE CALENDAR – 2022**

Committee meetings are currently held electronically. Meetings may transition to in person based on public health guidelines. In person meetings will be held in the boardroom on the first floor of the Service and Resource Centre at 411 Dunsmuir Street unless otherwise stated.

Committee	Start Time	End Time	Day of the Month
Environment Committee	5:00 p.m.	7:00 p.m.	Select Wednesdays, every two months

January 3 New Year's Day observed

January 26 Environment Committee

March 30..... Environment Committee

May 23 Victoria Day

May 25 Environment Committee

July 1..... Canada Day

July 27 Environment Committee

September 5..... Labour Day

September 10-14..... UBCM Conference – Whistler

September 28..... Environment Committee

November 11..... Remembrance Day

November 30..... Environment Committee

ATTACHMENT F

City of Nanaimo

MAYOR'S LEADERS' TABLE KEY DATE CALENDAR – 2022

Committee meetings are held in the Boardroom on the first floor of the Service and Resource Centre at 411 Dunsmuir Street unless otherwise stated. Meetings may be held electronically or in-person and will be determined closer to the meeting dates.

Committee	Start Time	End Time	Day of the Month
Mayor's Leaders' Table	9:00 a.m.	11:00 a.m.	Friday

March 4..... Mayor's Leaders' Table

June 10..... Mayor's Leaders' Table

No August Meetings

September 5..... Labour Day















September 9..... Mayor's Leaders' Table

ATTACHMENT G

City of Nanaimo

COUNCIL KEY DATE CALENDAR – 2022

City of Nanaimo Regular Council Meetings commence at 4:30 p.m., to proceed “In Camera” if necessary and reconvene for the public portion at 7:00 p.m. Public Hearings (Special Council Meetings) commence at 7:00 p.m. and meetings will be held in the Shaw Auditorium, Vancouver Island Conference Centre, located at 80 Commercial Street. Please refer to individual committee calendars for all other meeting locations and times. Meetings are subject to change. Please confirm meetings with the Legislative Services Department at (250) 755-4405.

	Council Meeting		FCM Annual Conference (Regina)
	Public Hearing (Special Council Meeting)		UBCM Convention (Whistler)
	Statutory Holiday		AVICC Convention (Victoria)
	Environment Committee		Finance and Audit Committee
	Governance and Priorities Committee		Design Advisory Panel
	2022 Election		Board of Variance
	Advisory Committee on Accessibility and Inclusiveness		Mayor's Leaders' Table

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*Council meeting for budget bylaw adoption only

ATTACHMENT G

SEPTEMBER

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DRAFT

CITY OF NANAIMO

BYLAW NO. 4500.185

A BYLAW TO AMEND THE "CITY OF NANAIMO ZONING BYLAW 2011 NO. 4500"

WHEREAS the Council may zone land, by bylaw, pursuant to Sections 464, 465, 469, 477, 479, 480, 481, 482, and 548 of the *Local Government Act*;

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

1. This Bylaw may be cited as the "Zoning Amendment Bylaw 2021 No. 4500.185".
2. The "City of Nanaimo Zoning Bylaw 2011 No. 4500" is hereby amended as follows:

By rezoning the lands legally described as LOT B, SECTION 17, RANGE 8, MOUNTAIN DISTRICT, PLAN 25806 (1621 Northfield Road) from Single Dwelling Residential (R1) to Residential Corridor (COR1) as shown on Schedule A.

PASSED FIRST READING: 2021-APR-19

PASSED SECOND READING: 2021-APR-19

PUBLIC HEARING HELD: 2021-MAY-20

PASSED THIRD READING: 2021-MAY-20

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: 2021-JUN-08

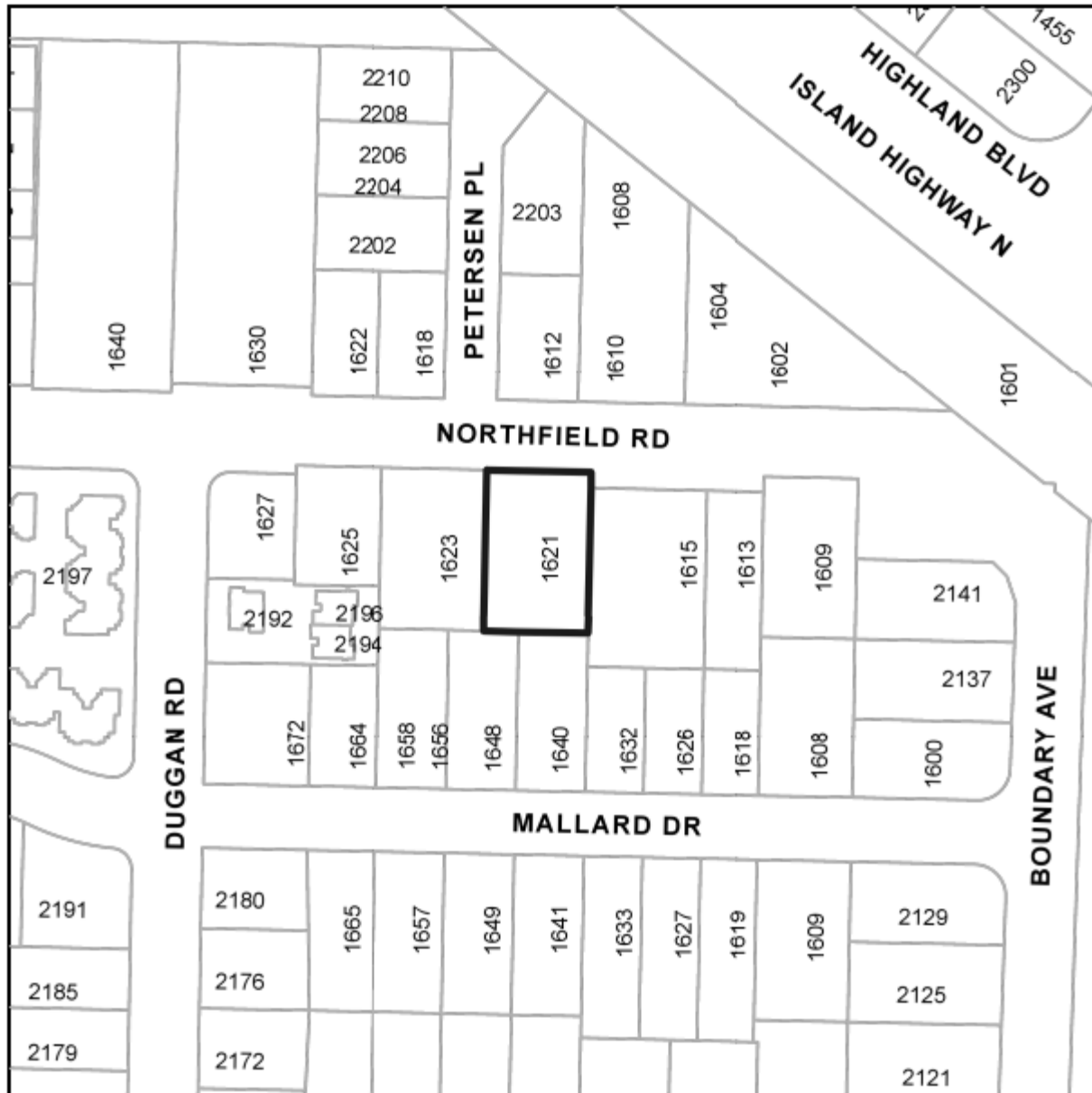
ADOPTED: _____

MAYOR

CORPORATE OFFICER

File: RA000458
Address: 1621 Northfield Road

SCHEDULE A



REZONING APPLICATION NO. RA000458



Subject Property

CIVIC: 1621 NORTHFIELD ROAD

LEGAL: LOT B, SECTION 17, RANGE 8, MOUNTAIN, PLAN 25806

CITY OF NANAIMO

BYLAW NO. 7272.03

A BYLAW TO AMEND COUNCIL PROCEDURE BYLAW 2018, NO. 7272

WHEREAS City Council has enacted Council Procedure Bylaw 2018, No. 7272 under the *Community Charter* to govern the proceedings of Council and its Committee Meetings;

AND WHEREAS Bill 10 *Municipal Affairs Statutes Amendment Act, 2021* was enacted which authorizes municipalities to conduct regular and committee meetings electronically (in addition to special meetings already authorized under the *Charter*) effective September 29, 2021;

AND WHEREAS Council deems it expedient to amend its Procedure Bylaw to expand the opportunities for electronic meetings and electronic participation in meetings;

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

1. Title

This Bylaw may be cited as “Council Procedure Bylaw Amendment Bylaw 2021 No. 7272.03”.

2. Amendments

Council Procedure Bylaw 2018 No. 7272 is hereby amended as follows:

1. By deleting the definition of “Electronic Means”;
2. by deleting Section 26 and replacing it with the following:

“Electronic Meetings and Electronic Participation

Electronic Meetings

- 26.1 Subject to Sections 128 to 128.2 of the *Community Charter*, Regular Council meetings, Special Council meetings, and Council Committee meetings may be conducted by means of electronic or other communication facilities if the Mayor, or in the absence of the Mayor, the Acting Mayor, determines it is advisable based on an emergency, or health, safety, environmental, or urgent City business, and the number of members able to attend the meeting in person is insufficient to achieve quorum.
- 26.2 Advance notice will be provided advising that the meeting will be conducted by means of electronic or other communication facilities, as follows:
 - (a) notice of the meeting will be provided, pursuant to the *Community Charter*,

- (b) the agenda cover sheet will include that the meeting is being held electronically;
- (c) details will be included on the agenda cover sheet and on the City's website noting the location for the public to attend to watch and hear the meeting.

26.3 For Regular Council meetings and Special Council meetings, the public may attend to watch and hear any part of the meeting that is open to the public with the Corporate Officer in attendance.

Electronic Participation by Members

26.4 If a Council or Committee Member is unable to attend a Regular Council meeting, Special Council meeting, or Committee Meeting, as applicable, in person, the Council or Committee Member may participate in the meeting by means of electronic or other communication facilities if:

- (a) The facilities enable the other Council or Committee Members to hear and be heard by the Council or Committee Member; and
- (b) Except for any part of the Council or Committee Meeting that is closed to the public, the facilities enable the public to hear, or watch and hear, the Council or Committee Member.

26.6 A Council or Committee Member who intends to participate in a Regular Council Meeting, Special Council Meeting, or Committee Meeting by electronic or other communication facilities shall give the Corporate Officer notice of this intention at least 24 hours prior to the Regular Council Meeting, Special Council Meeting, or Committee Meeting. The Corporate Officer shall, as soon as reasonably possible thereafter, provide the Council or Committee Member with instructions on how to connect to and participate in the Regular Council Meeting, Special Council Meeting or Committee Meeting by electronic or other communication facilities.

26.7 A Member who participates in a Regular Council Meeting, Special Council Meeting, or Committee Meeting by electronic or other communication facilities shall:

- (a) Advise Council when they join the Meeting and when they leave the Meeting; and,
- (b) if applicable, ensure no person other than themselves or a person authorized under section 91 of the *Community Charter* is able to hear, or watch and hear, that part of a meeting that is closed to the public."

3. by deleting section 45.2.

4. by amending section 6.3(a) to remove the words "July and".

PASSED FIRST READING: 2021-OCT-04
PASSED SECOND READING: 2021-OCT-04
PASSED THIRD READING: 2021-OCT-04

Notice of intention to proceed with this bylaw was published on the 6th day of October, 2021 and the 13th day of October, 2021 in the *Nanaimo News Bulletin* newspaper, circulating in the City of Nanaimo, pursuant to Section 94 of the *Community Charter*.

ADOPTED:

MAYOR

CORPORATE OFFICER

CITY OF NANAIMO

BYLAW NO. 7332

A BYLAW TO EXEMPT CERTAIN LANDS AND BUILDINGS FROM TAXATION

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

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

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

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

1. TITLE

1.1 This Bylaw may be cited as “Property Tax Exemption Bylaw 2021 No. 7332”.

2. CHURCHES

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

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

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

3. SENIOR CITIZENS HOUSING

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

4. COMMUNITY CARE FACILITIES

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

5. MISCELLANEOUS NON-PROFIT

- 5.1 The Miscellaneous Non-Profit lands and buildings listed on the attached Schedule 'D' and further clarified in Maps 'D-1' to 'D-15', unless otherwise specified, shall be exempt from taxation.

6. REPEAL

- 6.1 "Property Tax Exemption Bylaw 2020 No. 7315" is hereby repealed.

PASSED FIRST READING: 2021-OCT-04
PASSED SECOND READING: 2021-OCT-04
PASSED THIRD READING: 2021-OCT-04

Notice of intention to proceed with this bylaw was published on the 29th day of September, 2021 and the 6th day of October, 2021 in the *Nanaimo News Bulletin* newspaper, circulating in the City of Nanaimo, pursuant to Section 94 of the *Community Charter*.

ADOPTED: _____

MAYOR

CORPORATE OFFICER

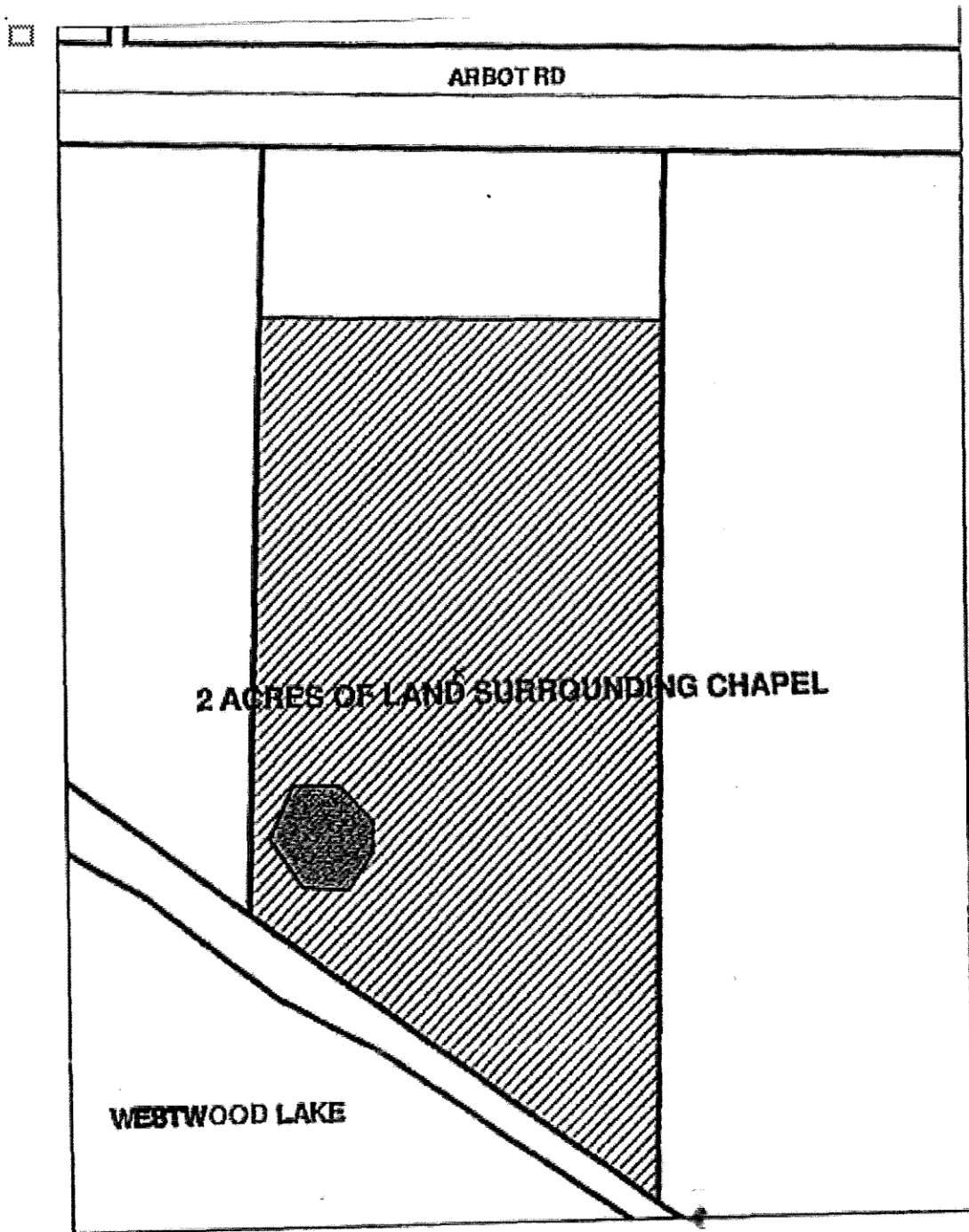
SCHEDULE 'A'

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

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

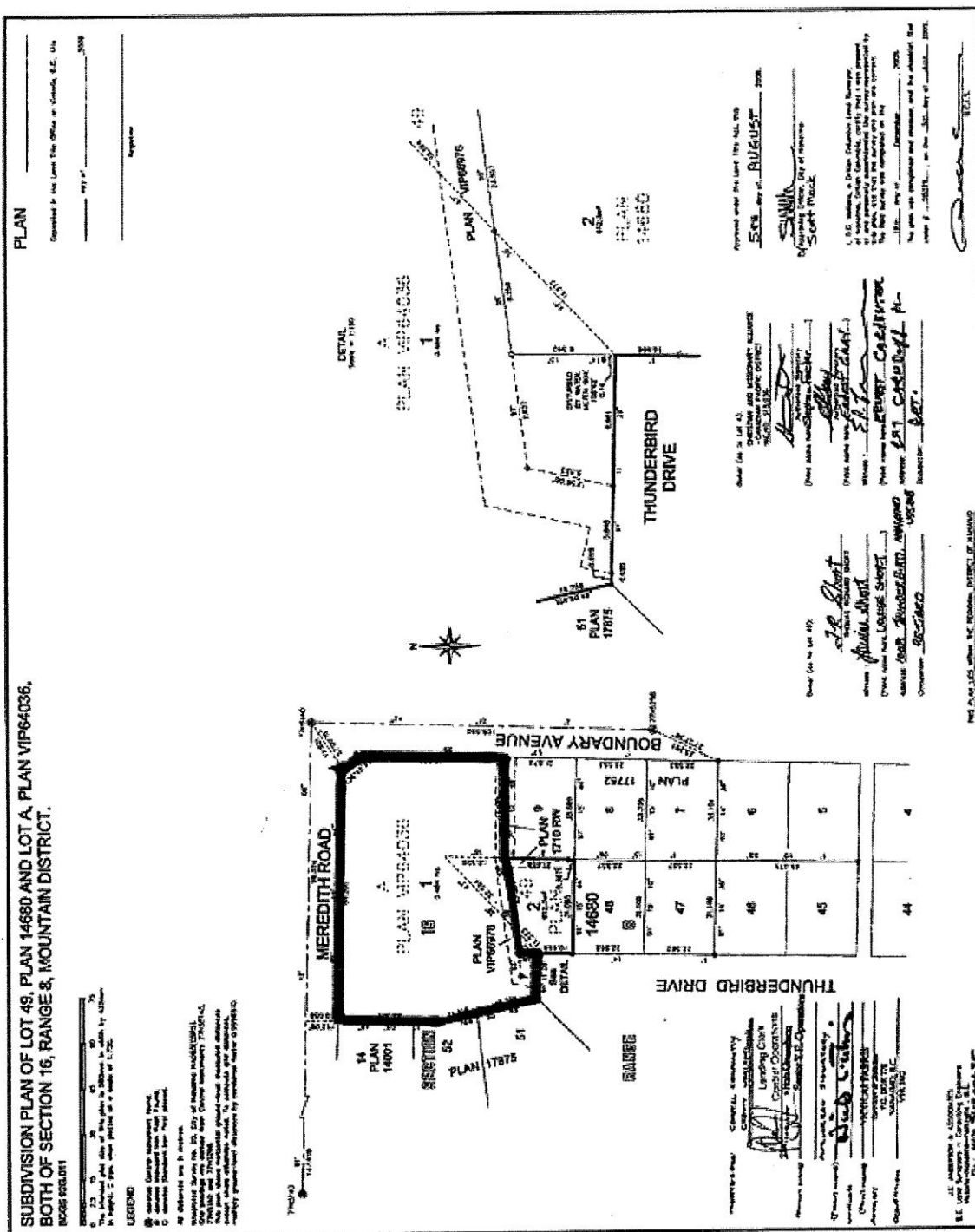
Folio	House	Street	Organization	Legal Description	Map
16536.100	328	THIRD STREET	VANCOUVER ISLAND KHALSA DIWAN SOCIETY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN VIP76304	A-9
17545.010	275	PINE STREET	VANCOUVER ISLAND KHALSA DIWAN SOCIETY	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN VIP71136	
16276.025	170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

MAP 'A-1'



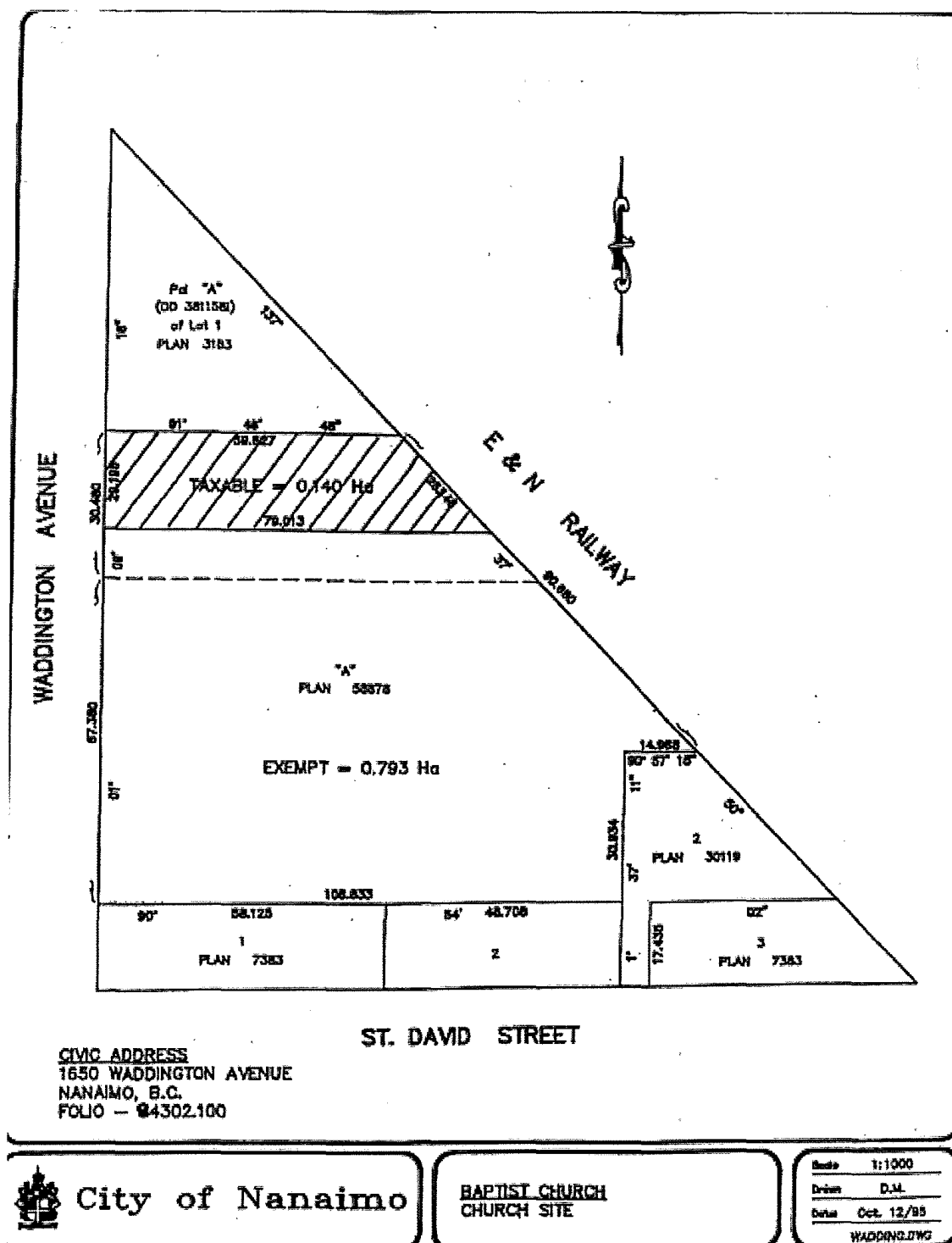
Folio: 05342.200
Civic: 2371 Arbot Road
Organization: **BASIC CHRISTIAN COMMUNITY ASSOCIATION (BETHLEHEM CENTRE)**

MAP 'A-2'



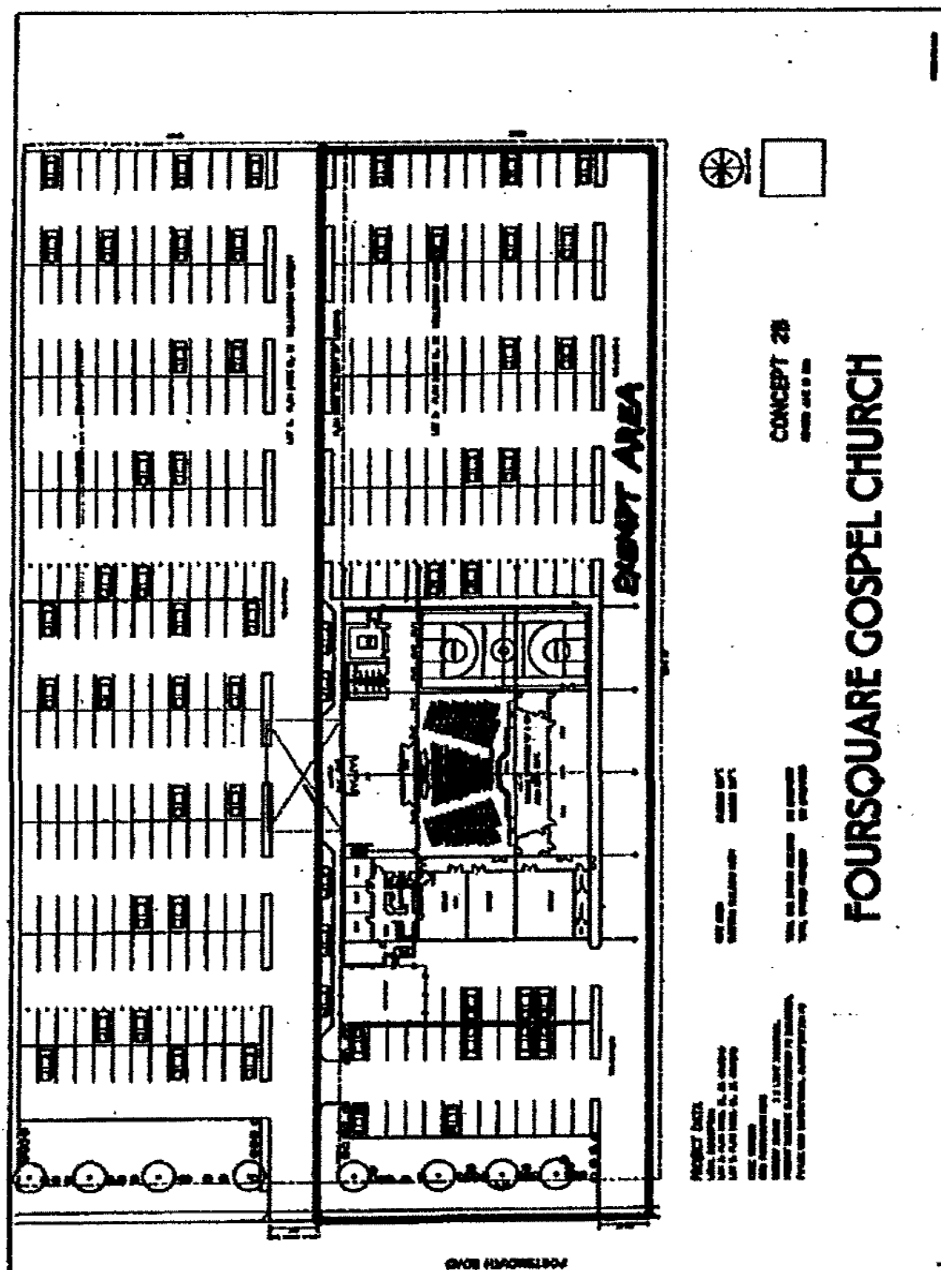
Folio: 05949.192
Civic: 1609 Meredith Road
Organization: **CHRISTIAN & MISSIONARY ALLIANCE**
CANADIAN PACIFIC DISTRICT

MAP 'A-3'



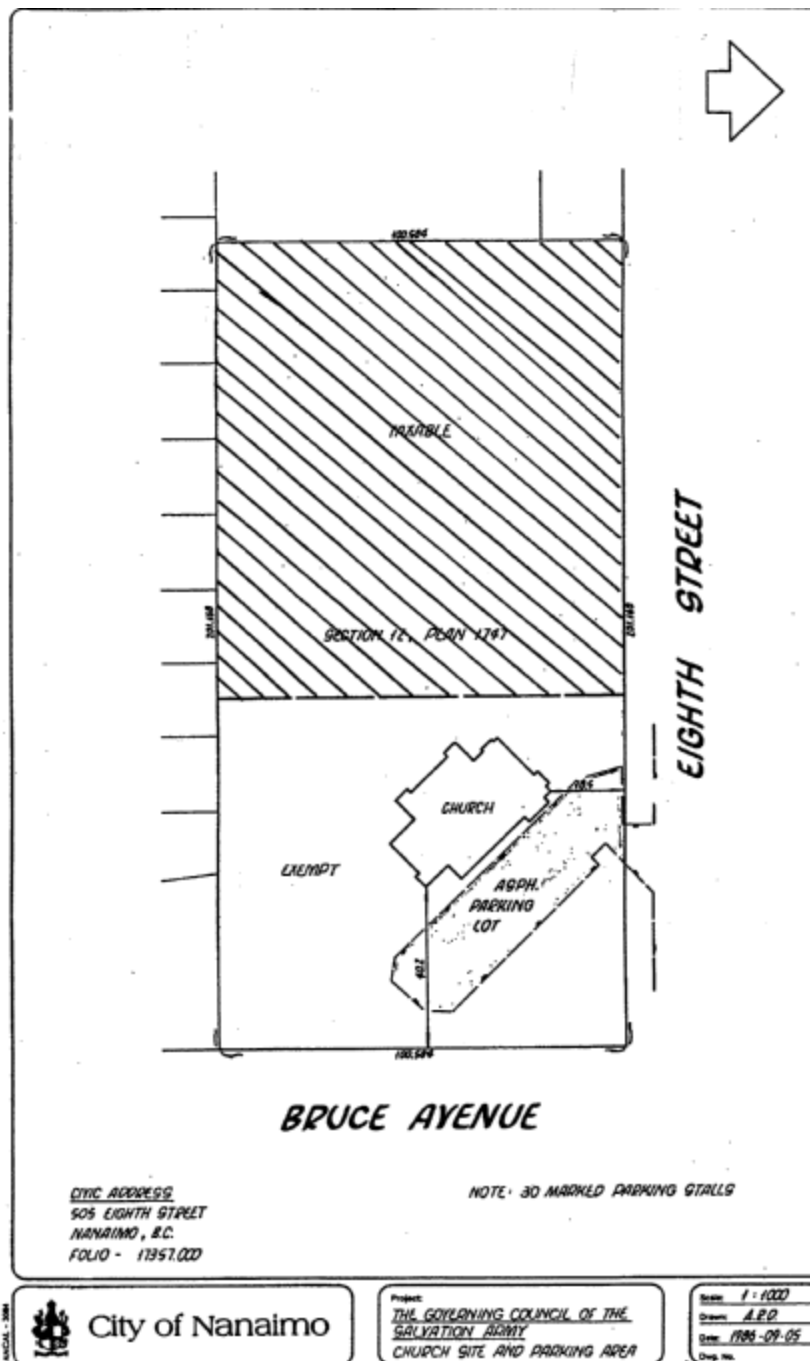
Folio: 84302.100
Civic: 1650 Waddington Road
Organization: FIRST BAPTIST CHURCH NANAIMO BC

MAP 'A-4'



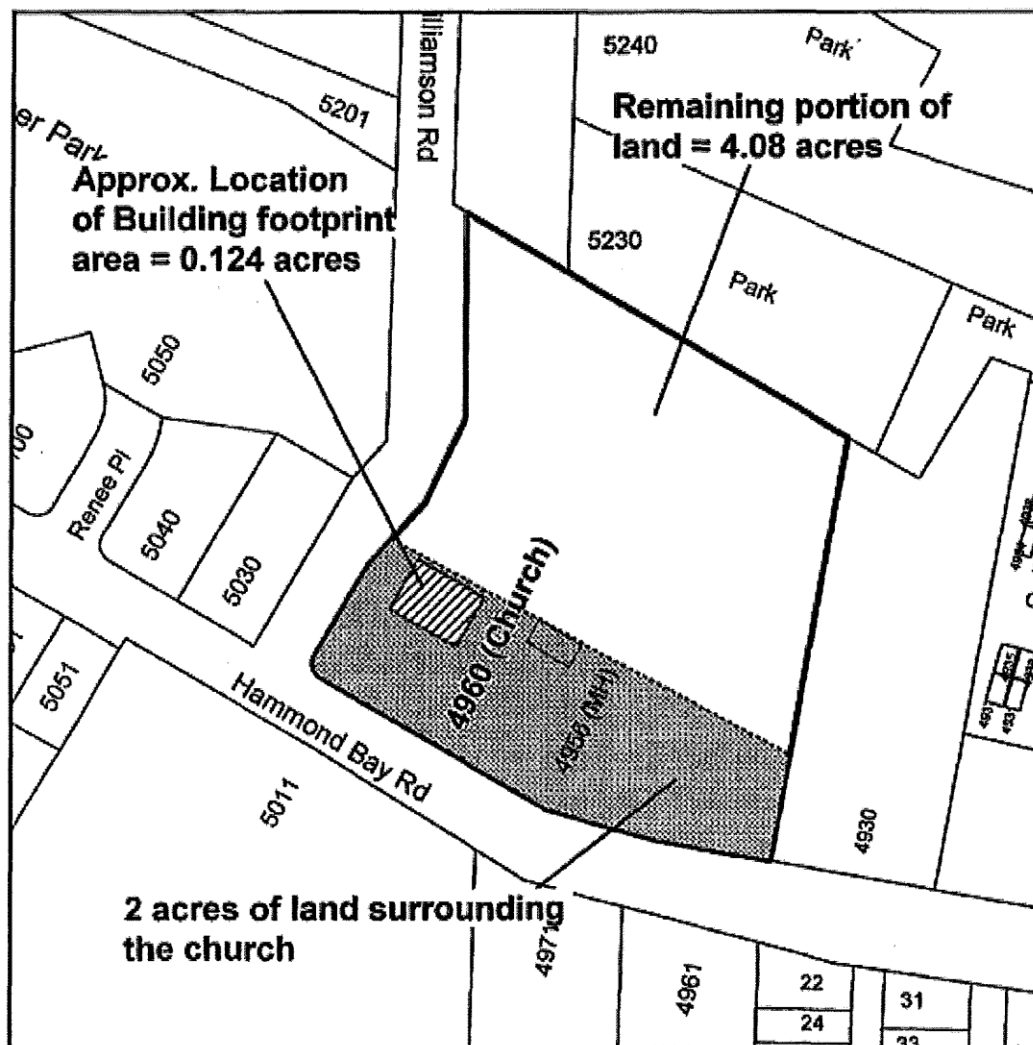
Folio: 08055.153
Civic: 6553 Portsmouth Road
Organization: **FOURSQUARE GOSPEL CHURCH OF CANADA**

MAP 'A-5'



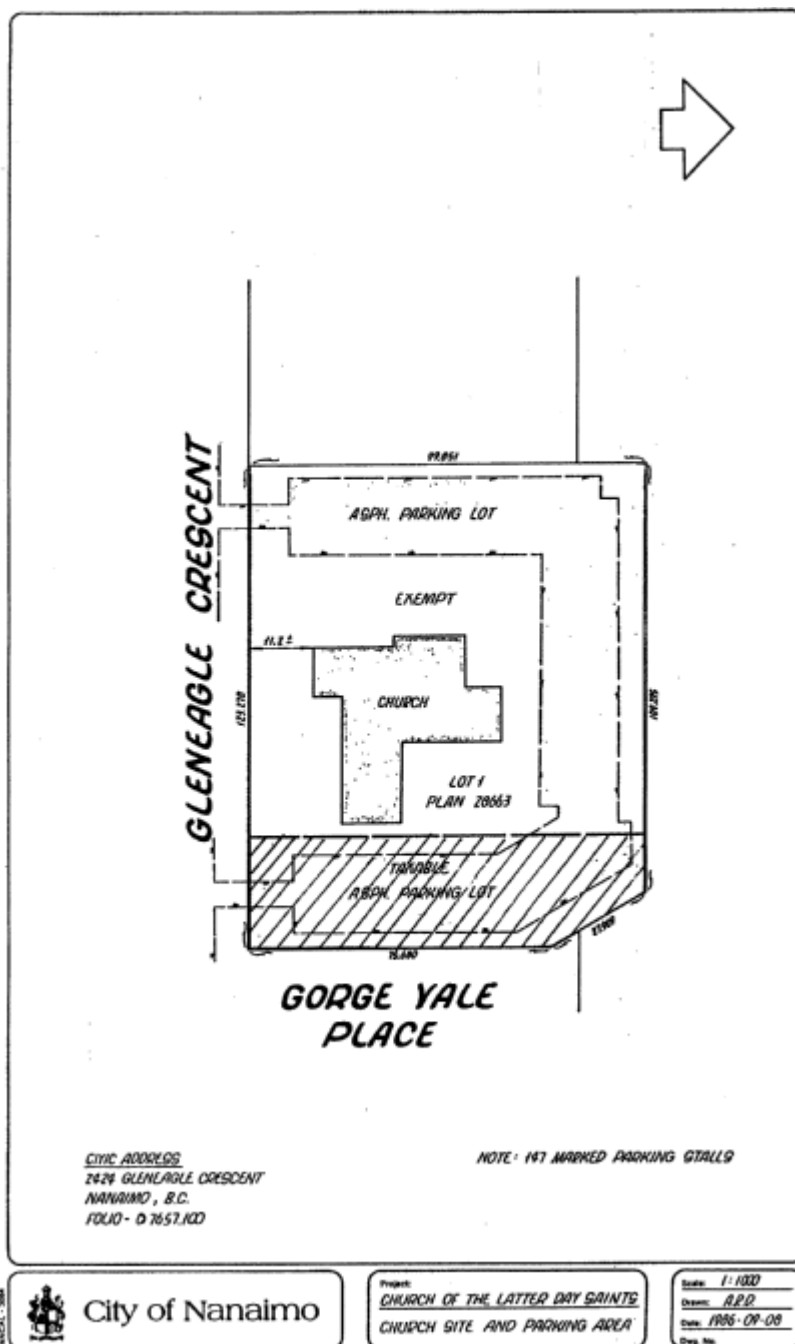
Folio: 17357.000
Civic: 505 Eighth Street
Organization: **THE GOVERNING COUNCIL OF THE SALVATION ARMY CANADA WEST**

MAP 'A-6'



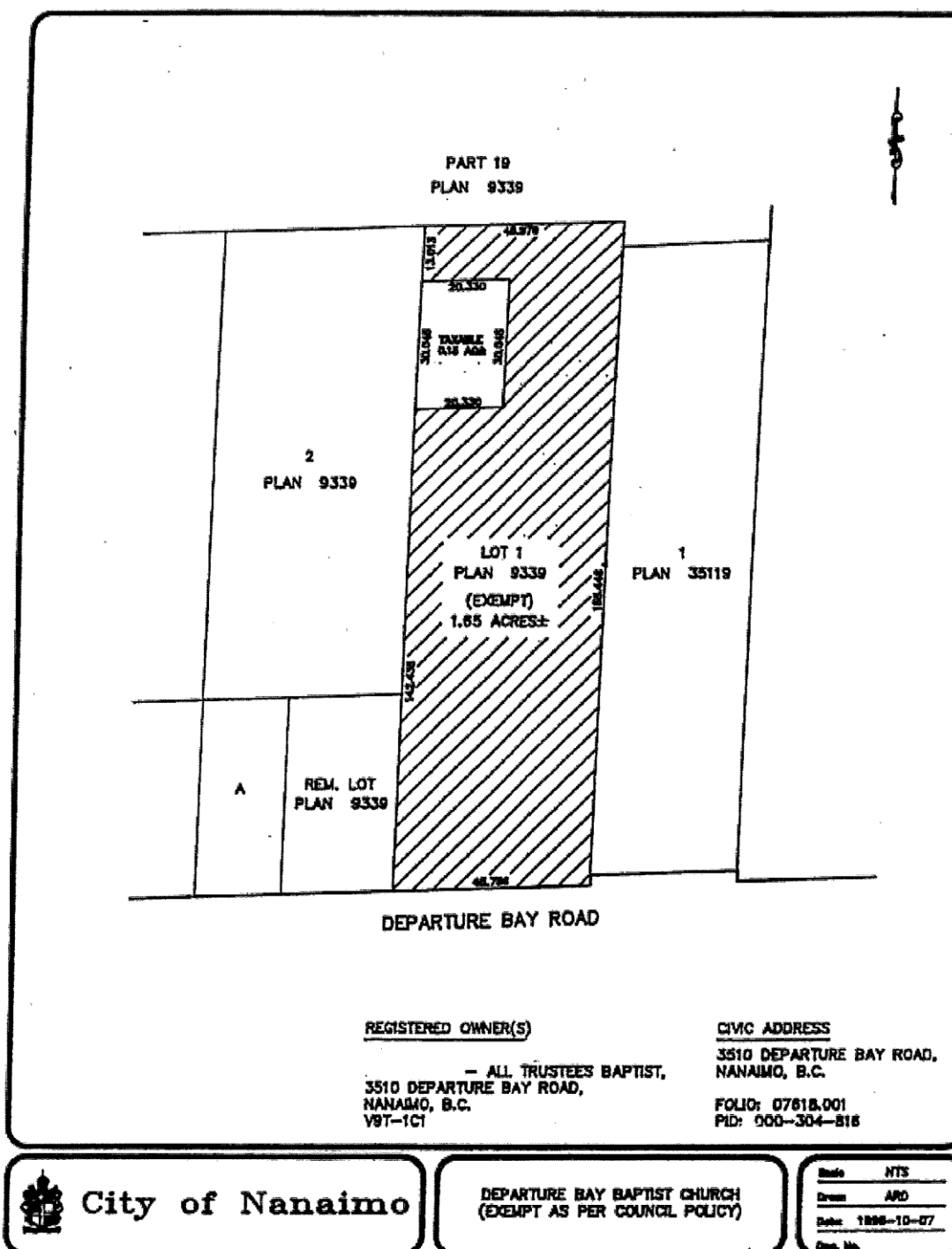
Folio: 08323.405
Civic: 4960 Hammond Bay Road
Organization: HAMMOND BAY BAPTIST CHURCH

MAP 'A-7'



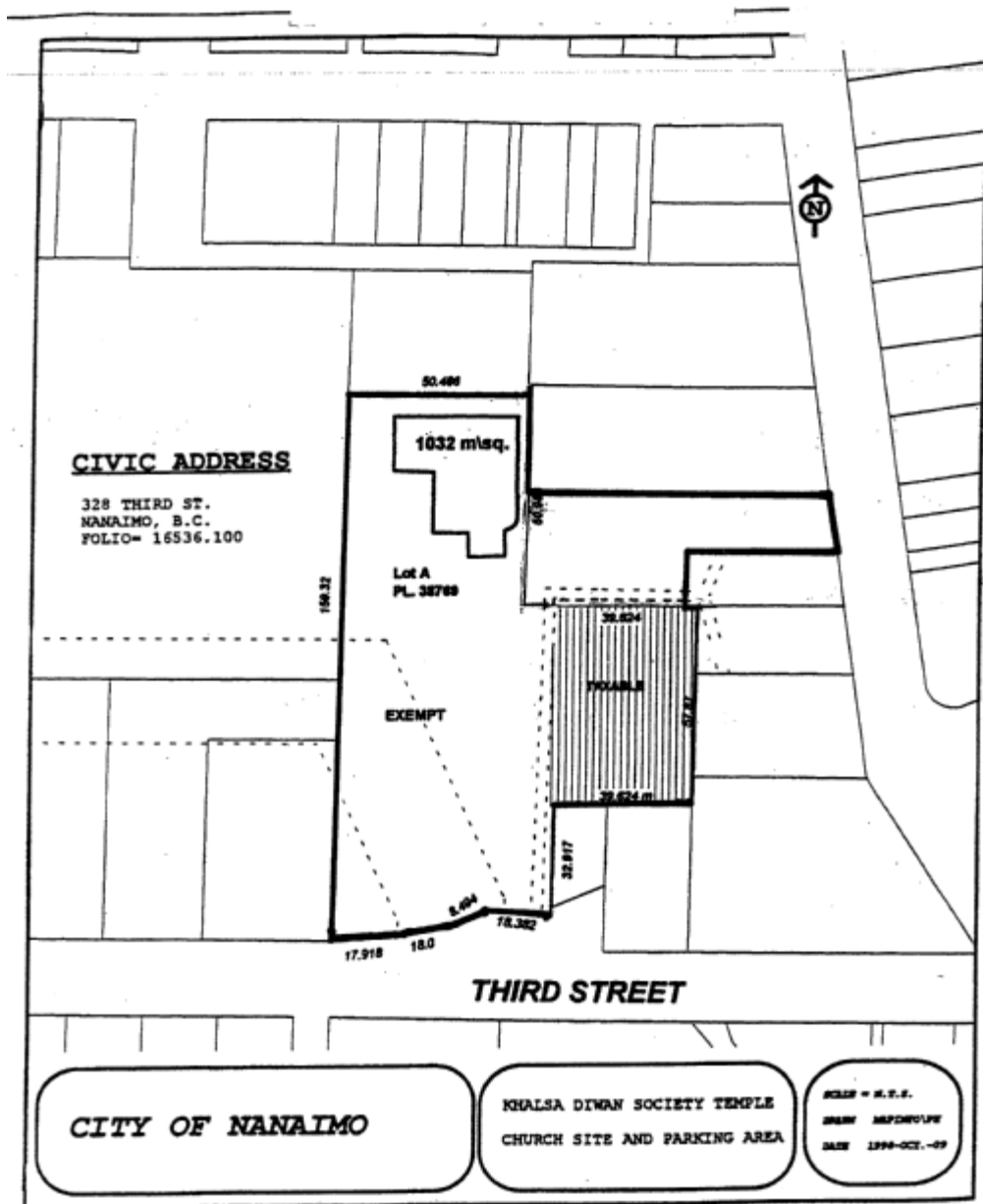
Folio: 07657.100
Civic: 2424 Glen Eagle Crescent
Organization: **CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS IN CANADA**

MAP 'A-8'

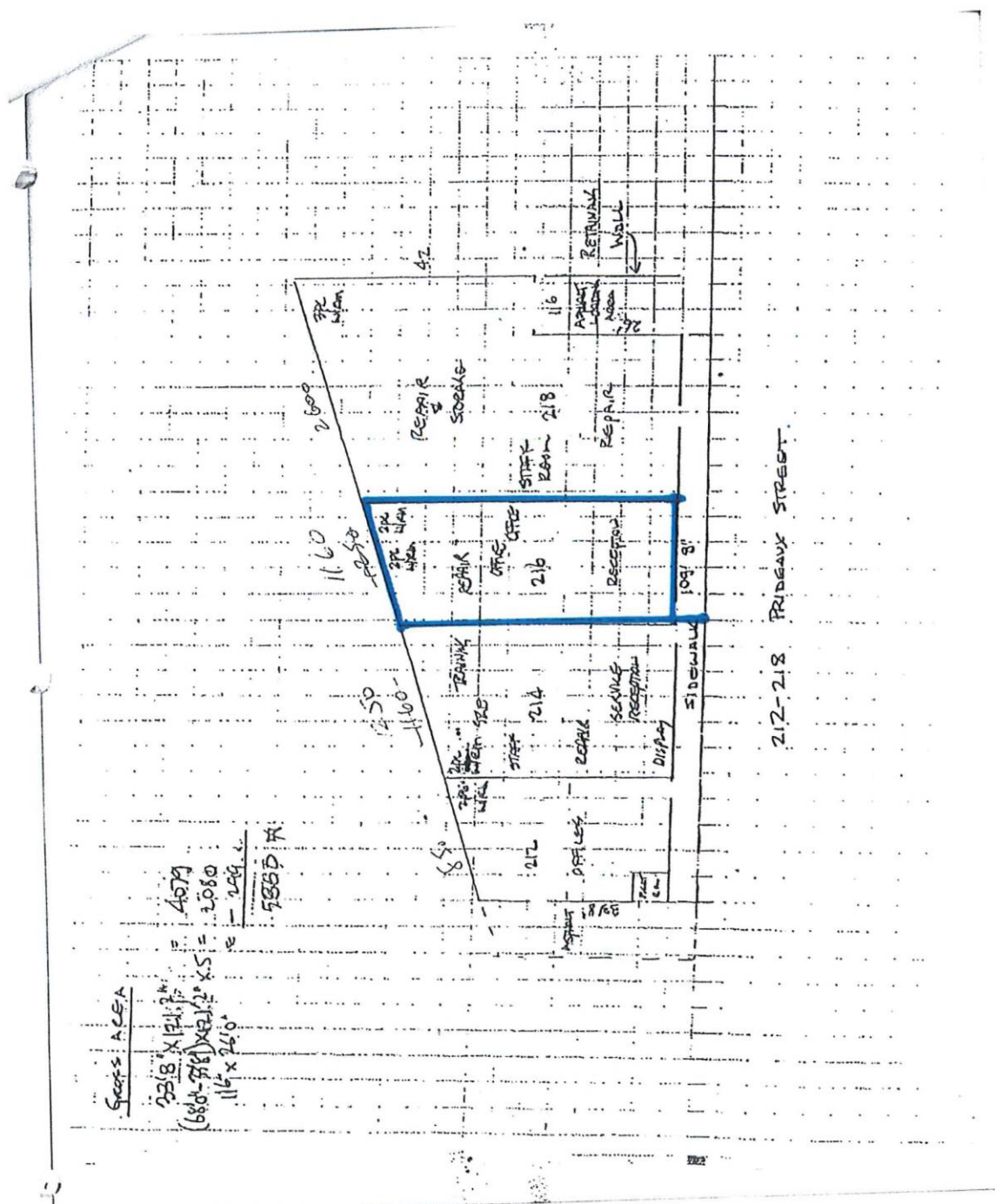


Folio: 07618.001
Civic: 3510 Departure Bay Road
Organization: **TRUSTEES OF THE CONGREGATION OF DEPARTURE BAY BAPTIST CHURCH**

MAP 'A-9'



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



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

SCHEDULE 'B'

Folio	House	Street	Organization	Legal Description
16006.051	11	BUTTERTUBS DRIVE	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 11, SECTION 1, NANAIMO DISTRICT, PLAN 23432
16006.252	15	BUTTERTUBS DRIVE	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 12, SECTION 1, NANAIMO DISTRICT, PLAN 23432
16006.275	10	BUTTERTUBS DRIVE	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 13, SECTION 1, NANAIMO DISTRICT, PLAN 23432
81301.000	66	PRIDEAUX STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 6 AND THE SOUTHERLY 14 FEET 9 INCHES OF LOT 7, BLOCK 45, SECTION 1, NANAIMO DISTRICT, PLAN 584
81315.000	69	PRIDEAUX STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 13, BLOCK 46, SECTION 1, NANAIMO DISTRICT, PLAN 584
81312.000	619	COMOX ROAD	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 8 AND 9, BLOCK 46, SECTION 1, NANAIMO DISTRICT, PLAN 584
84328.000	55	PRIDEAUX STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT B - D, SECTION 1, NANAIMO DISTRICT, PLAN 3421
81314.000	65	PRIDEAUX STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 12, BLOCK 46, SECTION 1, NANAIMO DISTRICT, PLAN 584
81316.000	73	PRIDEAUX STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 14, BLOCK 46, SECTION 1, NANAIMO DISTRICT, PLAN 584
86157.500	451	SELBY STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 33419 (72 SUITES)
86264.105	1125	SEAFIELD CRESCENT	WOODGROVE SENIOR CITIZENS HOUSING SOCIETY	LOT A, DISTRICT LOT 97G, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 86500

SCHEDULE 'C'

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

SCHEDULE 'D'

Folio	Unit	House	Street	Organization	Legal Description	Map
81283.002		445	COMOX ROAD	1 ST NANAIMO SCOUT GROUP / SCOUT PROPERTIES (BC/YUKON)	PARK DEDICATED BY PLAN 584, EXCEPT PART IN PLAN EPP30249, LEASE TO NANAIMO SCOUT GROUP - LD003083	
05426.150		2465	LABIEUX ROAD	BC OLD AGE PENSIONERS BRANCH 4 INC	LOT 2, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, PLAN 40481	
05863.000		154	WESTWOOD ROAD	B C SPCA	THE WESTERLY 12.042 CHAINS OF SECTION 13, RANGE 8, MOUNTAIN DISTRICT EXCEPT PART IN PLANS VIP61247, VIP81292 AND EPP53572	
05342.000		2393	ARBOT ROAD	BASIC CHRISTIAN COMMUNITY ASSOCIATION (BETHLEHEM CENTRE)	LOT 1, SECTION 10, RANGE 6, MOUNTAIN DISTRICT, PLAN 18793	
16019.000		20	FIFTH STREET	BOYS AND GIRLS CLUB OF CENTRAL VANCOUVER ISLAND	LOT 3, SECTION 1, NANAIMO DISTRICT, PLAN 9450 EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-4
16822.101		1400	CRANBERRY AVENUE	BOYS AND GIRLS CLUB OF CENTRAL VANCOUVER ISLAND/ CITY OF NANAIMO	LOT 1, SECTION 2, NANAIMO DISTRICT, PLAN 23032, EXCEPT PART INCLUDED IN LEASE TO BOYS & GIRLS CLUB	
05549.101		2290	BOWEN ROAD	BOYS AND GIRLS CLUB OF CENTRAL VANCOUVER ISLAND/CITY OF NANAIMO	LOT 1, SECTION 18, 19, & 20, RANGE 7, MOUNTAIN DISTRICT, PLAN 27441, AS SHOWN ON SCHEDULE "C" – BEBAN HOUSE	
86055.000		290	BASTION STREET	CANADIAN MENTAL HEALTH ASSOCIATION – MID-ISLAND	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 25254	D-13
86081.000	101	319	SELBY STREET	CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY/WIDSTEN KATHLEEN MAY & WIDSTEN LINDSAY FARRELL (50% TAX EXEMPTION)	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN 27926 (UNIT 101 LEASE) AS SHOWN OUTLINED IN BLACK ON MAP ATTACHED HERETO.	D-6
16891.000		838	OLD VICTORIA ROAD	CLAY TREE SOCIETY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 8961	
85616.010	10	150	COMMERCIAL STREET	CRIMSON COAST DANCE SOCIETY/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNIT 10 LEASE	
05910.000		1717	KERRISDALE ROAD	CRISIS PREGNANCY CENTRE OF NANAIMO SOCIETY	LOT 6, SECTION 15, RANGE 8, MOUNTAIN DISTRICT, PLAN 7272	
05829.000		175	PRYDE AVENUE	DUCKS UNLIMITED CANADA/CITY OF NANAIMO	SECTION 12, RANGE 8, MOUNTAIN DISTRICT, EXCEPT THE WESTERLY 11.979 CHAINS THEREOF AND EXCEPT THAT PART IN PLANS 25503 AND VIP61854	
07375.585		4148	MOSTAR ROAD	HABITAT FOR HUMANITY MID-VANCOUVER ISLAND/LENCO DEVELOPMENT LTD/FERNCO DEVELOPMENT LTD/NORCO DEVELOPMENT LTD	LOT 17, SECTION 5, WELLINGTON DISTRICT, PLAN 38953 EXCEPT PART IN PLAN VIP82697 EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-7
16355.070		587	SEVENTH STREET	HAI AN BUDDHIST SOCIETY	LOT 11, SECTION 1, NANAIMO DISTRICT, PLAN 26501	
82336.000		25	VICTORIA ROAD	HARBOUR CITY THEATRE ALLIANCE SOCIETY/CITY OF NANAIMO	LOT 4, BLOCK AA, SECTION 1, NANAIMO DISTRICT, PLAN 584, EXCEPT PARCELS A (DD 94054) & PARCEL B (DD 11647N).	

Folio	Unit	House	Street	Organization	Legal Description	Map
84750.000		7	PORT DRIVE	ISLAND CORRIDOR FOUNDATION/CANADIAN PACIFIC RAILWAY COMPANY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 6675 EXCEPT PLANS 19380 & 30712 (EXCEPT NON-UTILITY OPERATIONS SEE 84750.100) - EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-8
84758.000		1161	MILTON STREET	ISLAND CORRIDOR FOUNDATION/CANADIAN PACIFIC RAILWAY COMPANY	LOT 1, BLOCK 1, SECTION 1, NANAIMO DISTRICT, PLAN 6910, EXCEPT PLAN 29652 - EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-8
08310.152		6682	DOVER ROAD	ISLAND CRISIS CARE SOCIETY	LOT 15, DISTRICT LOT 53, WELLINGTON DISTRICT, PLAN VIP76773	
16930.000		880	VICTORIA ROAD	ISLAND CRISIS CARE SOCIETY	LOT 4, BLOCK 1, SECTION 1, NANAIMO DISTRICT, PLAN 2009	
16931.000		870	VICTORIA ROAD	ISLAND CRISIS CARE SOCIETY	LOT 5, BLOCK 1, SECTION 1, NANAIMO DISTRICT, PLAN 2009	
80306.203	3	1200	PRINCESS ROYAL AVENUE	ISLAND CRISIS CARE SOCIETY	STRATA LOT 3, NEWCASTLE TOWNSITE, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS2892 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1	
80306.204	4	1200	PRINCESS ROYAL AVENUE	ISLAND CRISIS CARE SOCIETY	STRATA LOT 4, NEWCASTLE TOWNSITE, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS2892 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1	
84680.005		355	NICOL STREET	ISLAND CRISIS CARE SOCIETY	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN EPP29088	
07838.100		3413	LITTLEFORD ROAD	ISLAND CRISIS CARE SOCIETY	LOT 1, DISTRICT LOT 19, WELLINGTON DISTRICT, PLAN 31377	
05501.100		2060	EAST WELLINGTON ROAD	ITALIAN SOCIETY FELICE CAVALOTTI LODGE INC NO S7832	LOT 1, SECTIONS 14 AND 15, RANGE 7, MOUNTAIN DISTRICT, PLAN 20182, EXCEPT THAT PART IN PLAN VIP58179	
86186.000	200	1585	BOWEN ROAD	LET ME BE ME LEARNING FOUNDATION/BC0811580 BC LTD	LOT 1, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 36556	D-9
80596.000		210	FRY STREET	LOAVES & FISHES FOOD BANK FOUNDATION	LOT 18, BLOCK 3, SECTION 1, NANAIMO DISTRICT, PLAN 584	
81613.000		1009	FARQUHAR STREET	LOAVES & FISHES FOOD BANK FOUNDATION	THE NORTH 1/2 OF LOT 8, BLOCK A, SECTION 1, NANAIMO DISTRICT, PLAN 584	
16822.135		1356	CRANBERRY AVENUE	LOYAL ORDER OF MOOSE, NANAIMO LODGE NO. 1052 -(CLASS 8 EXEMPTION ONLY)	LOT 2, SECTION 2, NANAIMO DISTRICT, PLAN VIP8257	
08283.925		6175	MCGIRR ROAD	MCGIRR SPORTS SOCIETY THE/ CITY OF NANAIMO	LOT A, DISTRICT LOT 48, PLAN 42751, WELLINGTON DISTRICT-LEASED TO MCGIRR SPORTS SOCIETY - BYLAW #5145	
05895.100		1630	EAST WELLINGTON ROAD	MT BENSON (PAC BR 256) ROYAL CANADIAN LEGION -(CLASS 8 EXEMPTION ONLY)	LOT 1, SECTIONS 14 & 15, RANGE 8, MOUNTAIN DISTRICT, PLAN 39076	
07204.002		3999	VICTORIA AVENUE	MID ISLAND ABILITIES & INDEPENDENT LIVING SOCIETY/CITY OF NANAIMO	PART OF SECTION 5, WELLINGTON DISTRICT, AS SHOWN ON PLAN 51235	

Folio	Unit	House	Street	Organization	Legal Description	Map
05549.008	3	2300	BOWEN ROAD	NANAIMO & DISTRICT EQUESTRIAN ASSOCIATION/VANCOUVER ISLAND EXHIBITION ASSOCIATION/CITY OF NANAIMO	LOT 1, SECTIONS 18, 19 AND 20, RANGE 7, MOUNTAIN DISTRICT, PLAN 27441 EXCEPT THOSE PARTS IN PLANS 40622 AND 44255 LEASE FOR VANCOUVER ISLAND EXHIBITION ASSOC & NANAIMO & DISTRICT EQUESTRIAN ASSOC AS OUTLINED IN A HEAVY DASHED LINE ON MAP ATTACHED HERETO	D-1
85093.002		100	CAMERON ROAD	NANAIMO & DISTRICT MUSEUM SOCIETY/CITY OF NANAIMO	LOT B, SECTION 1, PLAN 8979, NANAIMO DISTRICT, NANAIMO & DISTRICT MUSEUM SOCIETY - FLOOR 1 - THAT PART INCLUDED IN CITY OF NANAIMO LEASE	
16417.005		858	GEORGIA AVENUE	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN EPP85567	
81350.101		77	MILL STREET	NANAIMO AFFORDABLE HOUSING SOCIETY	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP77182	
86175.000		83	VICTORIA CRESCENT	NANAIMO ASSOCIATION FOR COMMUNITY LIVING	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 35056	
07836.840		3425	UPLANDS DRIVE	NANAIMO ASSOCIATION FOR COMMUNITY LIVING	LOT 51, DISTRICT LOT 18, WELLINGTON DISTRICT, PLAN VIP13120	
08092.305		5800	TURNER ROAD	NANAIMO AUXILIARY TO NANAIMO REGIONAL GENERAL HOSPITAL	STRATA LOT 1, DISTRICT LOT 30, WELLINGTON DISTRICT, STRATA PLAN VIS5863 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1 – 5% EXEMPTION	
05549.007	2	2300	BOWEN ROAD	NANAIMO B M X ASSOCIATION /CITY OF NANAIMO	LOT 1, SECTIONS 18, 19 AND 20, RANGE 7, MOUNTAIN DISTRICT, PLAN 27441 EXCEPT THOSE PARTS IN PLANS 40622 AND 44255 LEASE FOR NAN BMX ASSOC	
81535.000	101	235	BASTION STREET	NANAIMO BRAIN INJURY SOCIETY	LT 8&9, BLK 60, SEC 1, PLN 584, EXC E 5 FT OF 9, LD 32	D-14
05990.101	1	2525	MCCULLOUGH ROAD	NANAIMO BRANCH OF THE RED CROSS SOCIETY/IKONKAR HOLDINGS LTD	STRATA LOT 1, SECTIONS 18 &19 , RANGE 8, MOUNTAIN DISTRICT, STRATA PLAN VIS4260, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1	
05990.102	2	2525	MCCULLOUGH ROAD	NANAIMO BRANCH OF THE RED CROSS SOCIETY/O M DEVELOPMENT INC	STRATA LOT 2&3, SECTIONS 19 , RANGE 8, MOUNTAIN DISTRICT, STRATA PLAN VIS4260, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1	
17458.266		129	HAREWOOD ROAD	NANAIMO BRANCH ROYAL CANADIAN LEGION (BRANCH 10) -(CLASS 8 EXEMPTION ONLY)	LOT 16, SECTION 1, NANAIMO DISTRICT, PLAN 20827	
07151.002		4295	VICTORIA AVENUE	NANAIMO CANOE & KAYAK CLUB / NANAIMO ROWING CLUB / CITY OF NANAIMO	SECTION 5, WELLINGTON DISTRICT, ROADWAY & PUBLIC PARK BETWEEN LOTS 1 & 8 AND LONG LAKE (LBF0138849) THAT PART INCLUDED IN LICENSE FOR THE PURPOSE OF A STORAGE AND TRAINING FACILITY FOR FLATWATER CANOE & KAYAK RACING ON LONG LAKE-SEE 07151.000-LEASE LEA0108, AS OUTLINED ON MAP ATTACHED HERETO	D-2

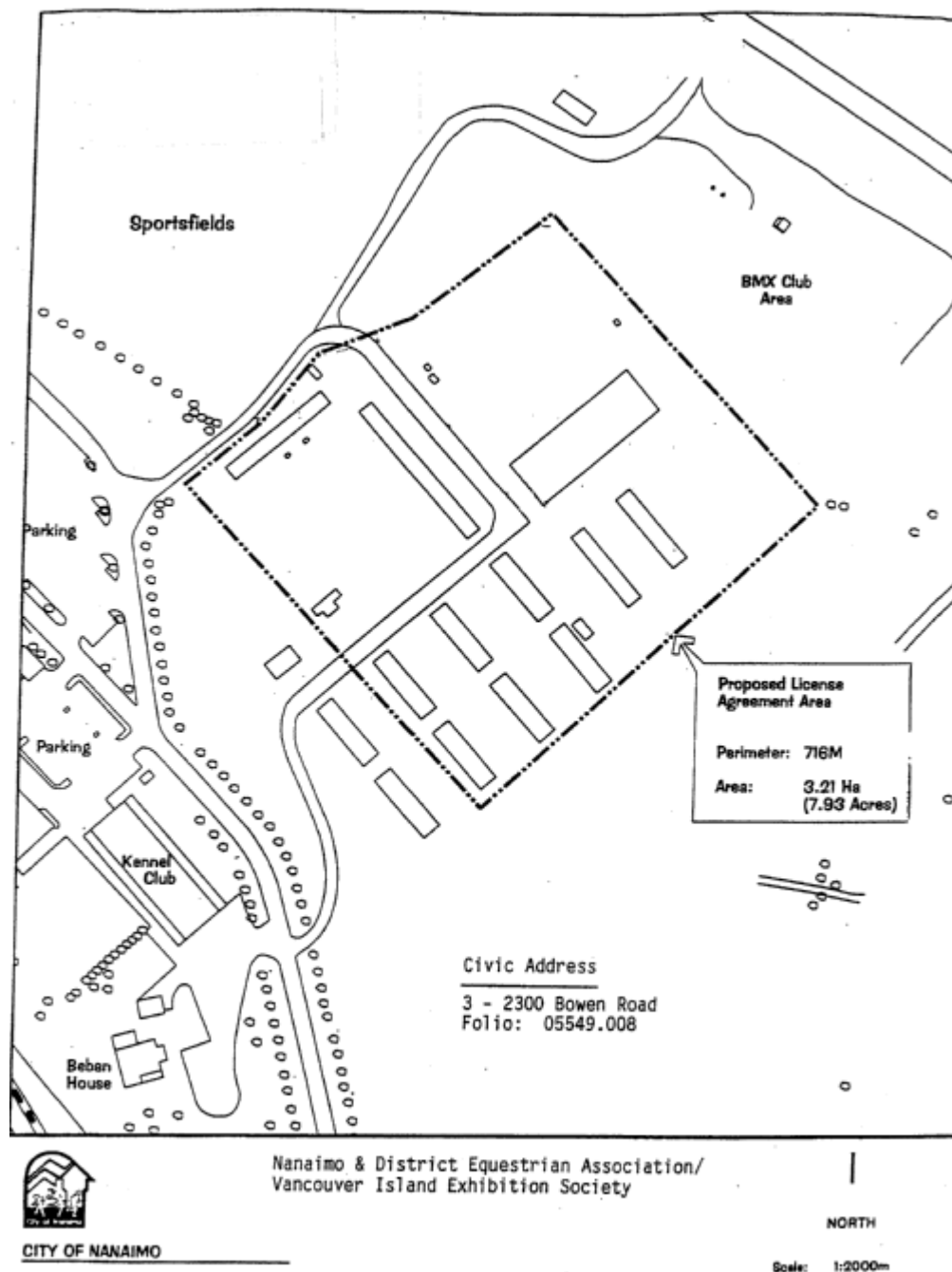
Folio	Unit	House	Street	Organization	Legal Description	Map
85047.002		1135	NELSON STREET	NANAIMO CHILD DEVELOPMENT CENTRE SOCIETY/ VANCOUVER ISLAND HEALTH AUTHORITY	LOT A, DISTRICT LOT 97-G, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 50077, EXCEPT THAT PART IN PLAN VIP51807, LEASED FOR 25 YEARS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

Folio	Unit	House	Street	Organization	Legal Description	Map
05695.000		2227	MCGARRIGLE ROAD	NANAIMO REGION JOHN HOWARD SOCIETY	LOT 2, BLOCK 14, SECTION 18, RANGE 8, MOUNTAIN DISTRICT, PLAN 526, EXCEPT THE EAST 396 FEET OF THE SOUTH 165 FEET THEREOF AND EXCEPT PARCEL "A" (DD 34684I) THEREOF- EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	
05536.170		2353	ROSSTOWN ROAD	NANAIMO REGION JOHN HOWARD SOCIETY	LOT 15, SECTION 19, RANGE 7, MOUNTAIN DISTRICT, PLAN 27484	
05438.000		2368	ROSSTOWN ROAD	NANAIMO REGION JOHN HOWARD SOCIETY	LOT 6, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, PLAN 6733 EXCEPT PART IN PLAN VIP63918	
16592.001		195	FOURTH STREET	NANAIMO SEARCH & RESCUE SOCIETY/REGIONAL DISTRICT OF NANAIMO/CITY OF NANAIMO	THAT PART OF SECTION 28, RANGE 9, SECTION 1, NANAIMO DISTRICT, PLAN 630, SHOWN OUTLINED IN RED ON PLAN 563R EXEMPT PORTION AS SHOWN ON MAP ATTACHED HERETO	D-5
86226.000		256	WALLACE STREET	NANAIMO SQUASH CLUB/597500 BC LTD	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 43024	D-10, D-11
05431.100		2373	ROSSTOWN ROAD	NANAIMO THEATRE GROUP	LOT 1, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, PLAN 24020	
82528.001		60	NEEDHAM STREET	NANAIMO UNIQUE KIDS ORGANIZATION	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 49522	
86055.000		290	BASTION STREET	NANAIMO YOUTH SERVICES ASSOCIATION	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 25254	
05457.004		201	DOGWOOD ROAD	NATURE TRUST OF BC	WILDLIFE SANCTUARY, SECTION 7, RANGE 7, MOUNTAIN DISTRICT, EXCLUDING PLANS 535R AND NO. 4 RESERVOIR	
05457.006		250	DOGWOOD ROAD	NATURE TRUST OF BC	SECTION 7&8, RANGE 7, MOUNTAIN DISTRICT, PARTS PORTION AND PTS OF SECTION 7 RANGE 8, #4 RESERVOIR AS SHOWN ON PLAN UNDER 766-8562C	
05761.005		787	NANAIMO LAKES ROAD	NATURE TRUST OF BC	PARCEL A (DD 49323N) OF SECTION 5, RANGE 8, MOUNTAIN DISTRICT, EXCEPT PARTS IN PLANS 8707, 18489, 24715 AND 28135	
16021.300		200	BUTTERTUBS DRIVE	NATURE TRUST OF BC	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP63268	
05762.101		731	DOGWOOD ROAD	NATURE TRUST OF BC	LOT 4, SECTION 6, RANGE 8, MOUNTAIN DISTRICT, PLAN 16149, EXCEPT PARTS IN PLANS 18489, 19566 AND 24715	
05765.003		941	COLLEGE DRIVE	NATURE TRUST OF BC	SECTION 7, RANGE 8, EXCEPT THE EASTERLY 500 FT AND EXCEPT PART IN NO. 4 RESERVOIR AS SAID RESERVOIR IS SHOWN ON PLAN DEPOSITED UNDER NUMBER 766-8562-C, MOUNTAIN DISTRICT	
05828.005		1946	JINGLE POT ROAD	NATURE TRUST OF BC	LOT A, SECTION 11, RANGE 8, MOUNTAIN DISTRICT, PLAN VIP85882	
16007.500		1780	JINGLE POT ROAD	NATURE TRUST OF BC	LOT 1, BLOCK 1, NANAIMO DISTRICT, PLAN 28980	
16170.000		1141	FREW ROAD	NATURE TRUST OF BC	PARCEL A (DD 35952-I) OF SECTION 1, RANGE 6, NANAIMO DISTRICT	
16171.000		1050	RAINES ROAD	NATURE TRUST OF BC	THAT PART OF SECTION 2, RANGE 6, NANAIMO DISTRICT, LYING TO THE EAST OF THE EAST BRANCH OF THE NANAIMO RIVER, EXCEPT PARCEL A THEREOF	

Folio	Unit	House	Street	Organization	Legal Description	Map
16172.000		901	RAINES ROAD	NATURE TRUST OF BC	THAT PART OF SECTION 2 AND THAT PART OF SECTION 3, RANGE 6, NANAIMO DISTRICT, LYING WEST OF THE EAST BRANCH OF THE NANAIMO RIVER	
16173.000		1145	MAUGHAN ROAD	NATURE TRUST OF BC	SECTION 2, RANGE 7, NANAIMO DISTRICT, EXCEPT PARCEL A THEREOF, AND EXCEPT PART IN PLAN 37922	
16174.000		900	RAINES ROAD	NATURE TRUST OF BC	THE SOUTH PART OF SECTION 3, RANGE 7, NANAIMO DISTRICT, CONTAINING 21 ACRES MORE OR LESS, AS SHOWN ON A PLAN DEPOSITED UNDER DD 22536	
16175.000		1141	MAUGHAN ROAD	NATURE TRUST OF BC	PARCEL A (39161I), SECTION 1, RANGE 8, NANAIMO DISTRICT, CONTAINING 9 ACRES MORE OR LESS	
16176.000		1201	MAUGHAN ROAD	NATURE TRUST OF BC	SECTION 1, RANGE 8, NANAIMO DISTRICT, EXCEPT PARCEL A (DD 39161I), EXCEPT THE PART IN PLAN 32333, AND EXCEPT PART IN PLAN VIP62603	
16178.000		1125	MAUGHAN ROAD	NATURE TRUST OF BC	THE WEST 1/2 OF SECTION 2, RANGE 8, NANAIMO DISTRICT, EXCEPT PARTS IN PLANS 32333 AND 37922	
16000.010		750	FIFTH STREET	NAVY LEAGUE OF CANADA NAN BRANCH	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 23380 EXCEPT PART IN PLAN 3655 RW	
80701.100		275	NICOL STREET	PACIFICA HOUSING ADVISORY ASSOCIATION	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN VIP75290	
07498.255		3156	BARONS ROAD	PACIFIC CARE FAMILY ENRICHMENT SOCIETY/DASH HOLDINGS INC/TURRIF HOLDINGS LTD)	LOT 11, SECTION 5, WELLINGTON DISTRICT, PLAN 30716. LEASING 2,500 OF 5,047 SQUARE FEET.	D-12
07674.020		6100	DOUMONT ROAD	PLEASANT VALLEY SOCIAL CENTRE	LOT 2, SECTION 10, WELLINGTON DISTRICT, PLAN 32084	
07860.001		6006	DOUMONT ROAD	PLEASANT VALLEY SOCIAL CENTRE	THAT PART OF LOT 23G, WELLINGTON DISTRICT, LYING NORTH OF DOUMONT ROAD AND WEST OF THE ISLAND HIGHWAY AS SHOWN PLAN DEPOSITED UNDER DD 16913N	
13552.001		208	COLVILLETON TRAIL	PROTECTION ISLAND LIONS CLUB/CITY OF NANAIMO	LOT 1, NANAIMO DISTRICT, PLAN 14550, DOUGLAS ISLAND LIGHT STATION OIC 1518	
13553.701	A	7	PIRATES LANE	PROTECTION ISLAND NEIGHBOURHOOD ASSOCIATION/NANAIMO PORT AUTHORITY	NPA LSE FL255, ADJ TO LT 140, PLN 14111, WTHN PIRATES PARK, PROTECTION ISLAND, LD 32 – DOCK SITE	
16000.114		901	FIFTH STREET	ROYAL CANADIAN AIRFORCE ASSOC 808 (THUNDERBIRD) WING/HER MAJESTY THE QUEEN IN RIGHT OF CANADA	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN VIP69992, LEASED AREA AT MILITARY CAMP	
80962.000	403	489	WALLACE STREET	SOCIETY FOR EQUITY, INCLUSION AND ADVOCACY	AMENDED LOT 6, (DD 59330N) AND LOT 5, PLAN 584, EXCEPT PARCEL A (DD 416-N), EXCEPT PART IN PLAN 21310 AND EXCEPT THAT PART LYING WITHIN THE BOUNDARIES OF PLAN 494-R, ALL OF BLOCK 21, SECTION 1, NANAIMO DISTRICT	D-15
19805.301		2250	LABIEUX ROAD	ST JOHN'S AMBULANCE/CITY OF NANAIMO	ST JOHN LEASEHOLD AREA, PLN VIP72802, BYLAW 5512	

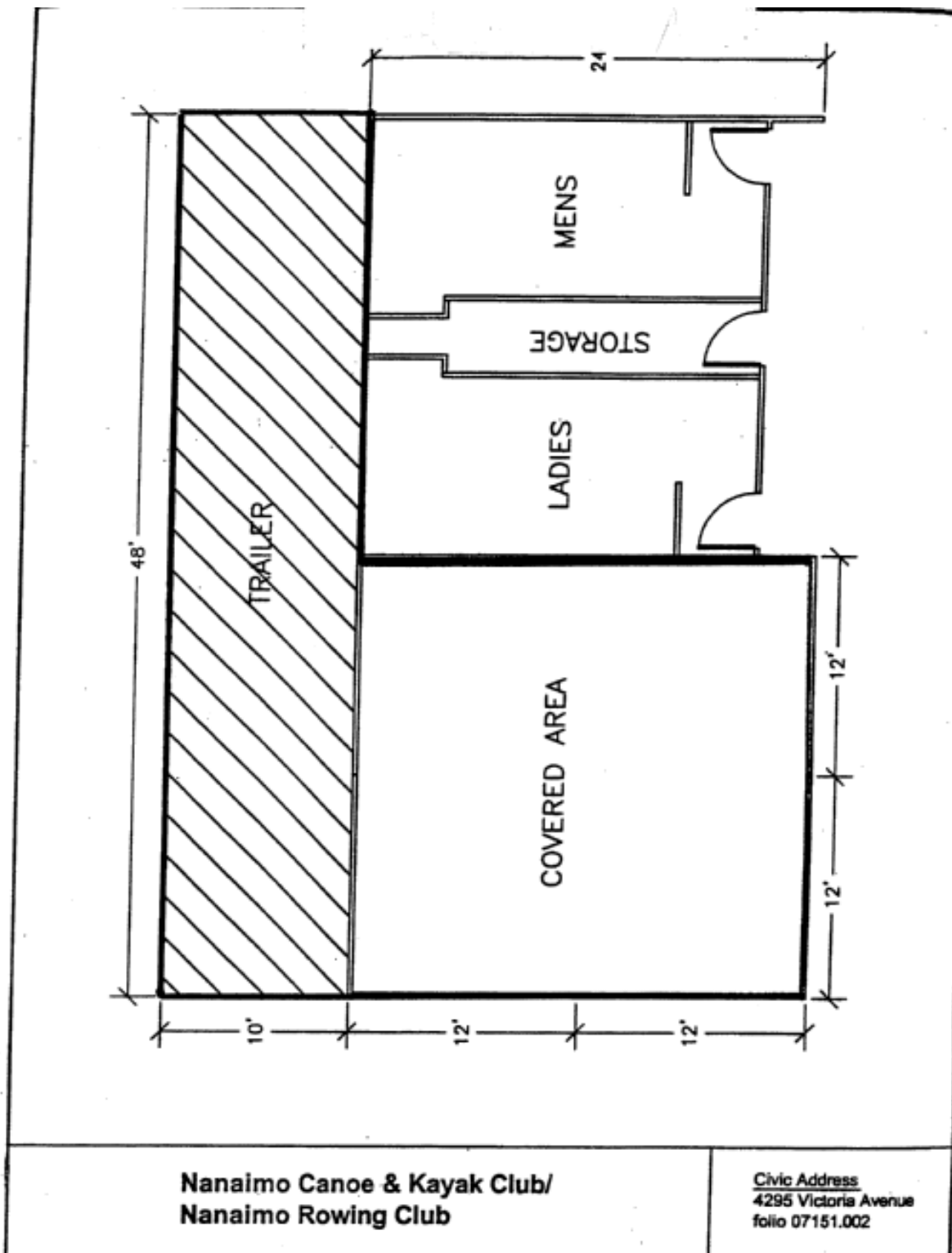
Folio	Unit	House	Street	Organization	Legal Description	Map
85616.004	4A/4B	150	COMMERCIAL STREET	THEATRE ONE/CITY OF NANAIMO	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 12390, THAT PART INCLUDED IN UNITS 4A & 4B LEASE	
81676.000		602	HALIBURTON STREET	TILlicum LELUM ABORIGINAL SOCIETY	LOT 23, BLOCK D, SECTION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

MAP 'D-1'



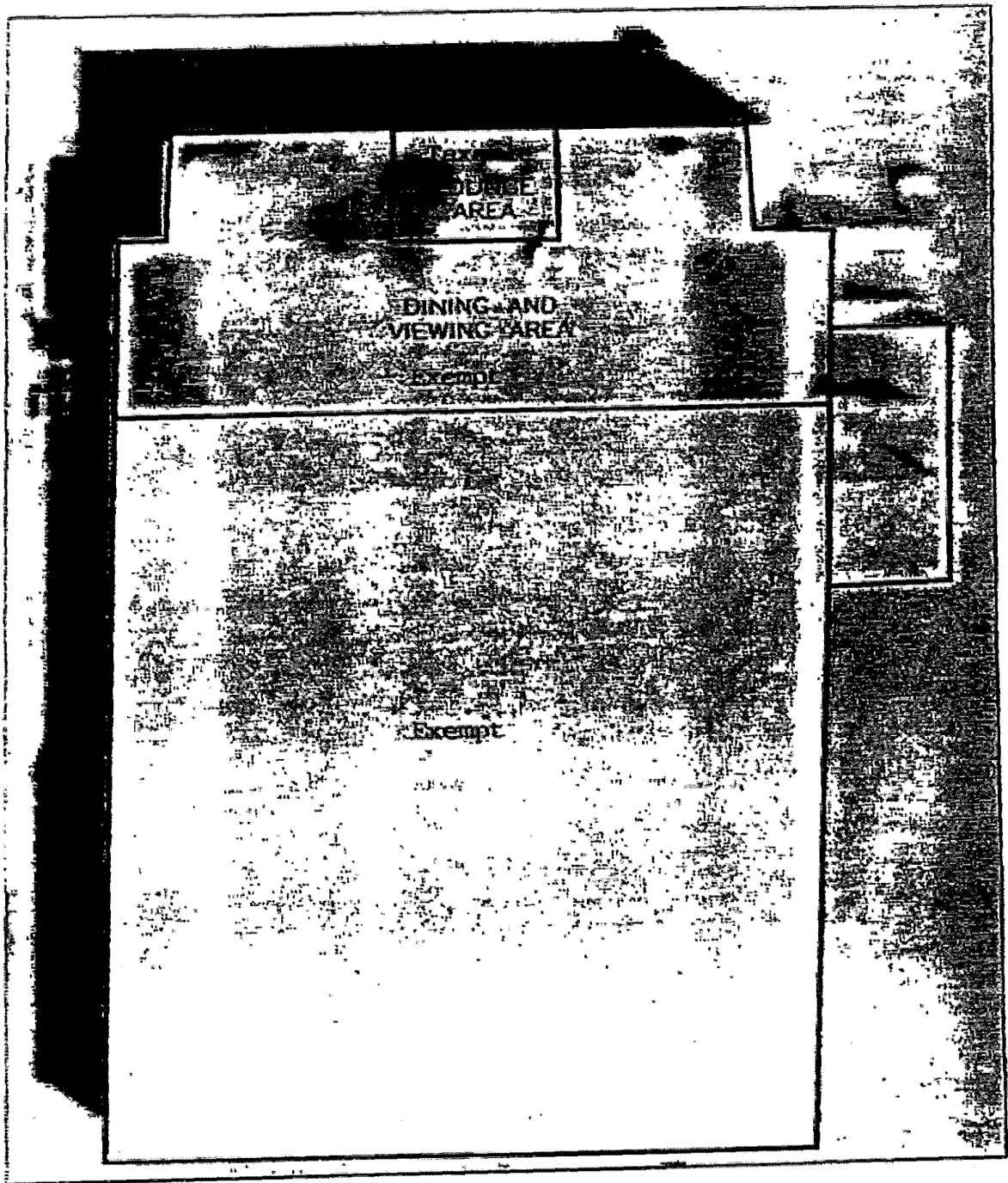
Folio: 05549.008
Civic: 3 - 2300 Bowen Road
Organization: **NANAIMO & DISTRICT EQUESTRIAN ASSOCIATION
VANCOUVER ISLAND EXHIBITION ASSOCIATION**

MAP 'D-2'



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

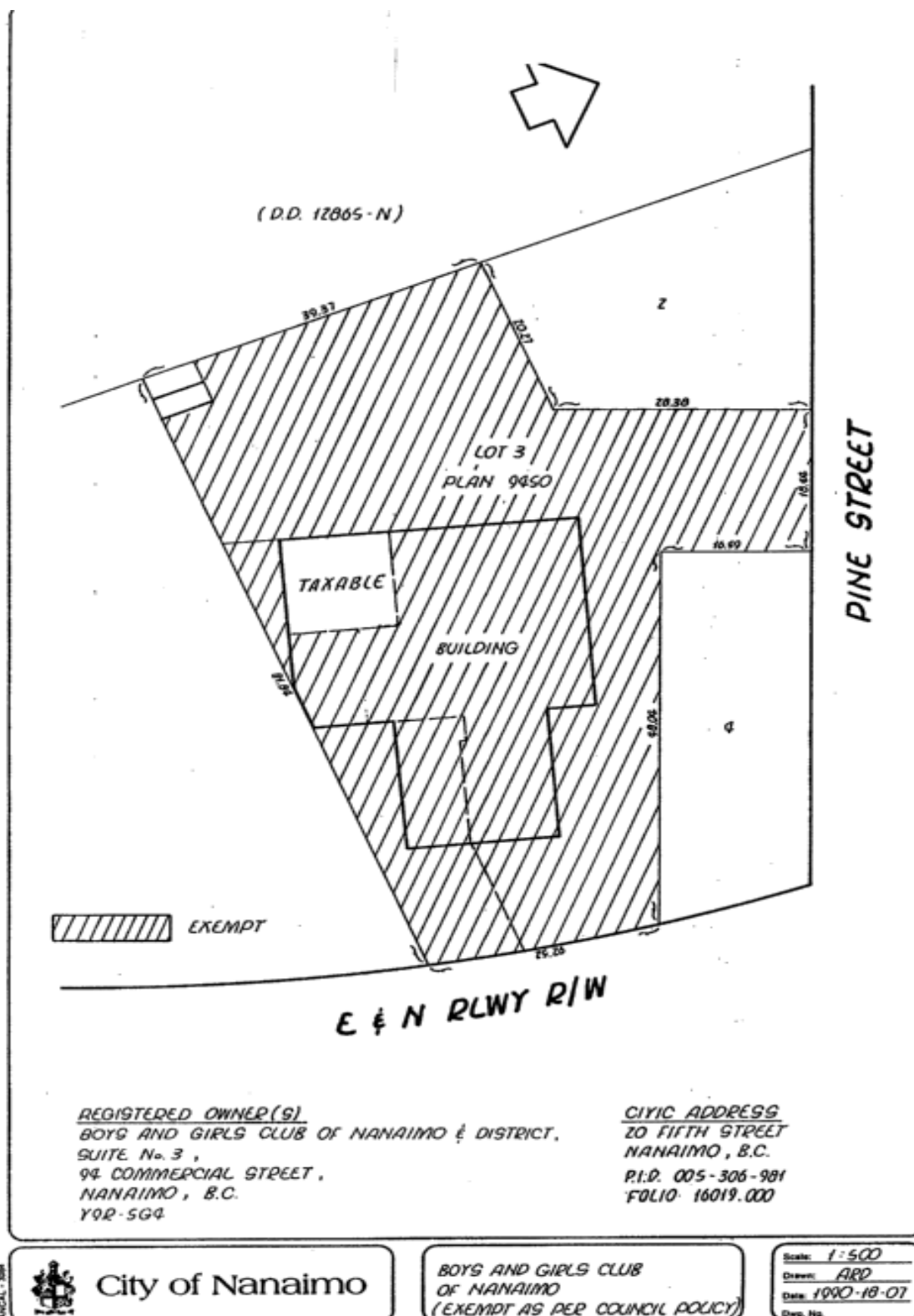
MAP 'D-3'



NANAIMO CURLING CLUB

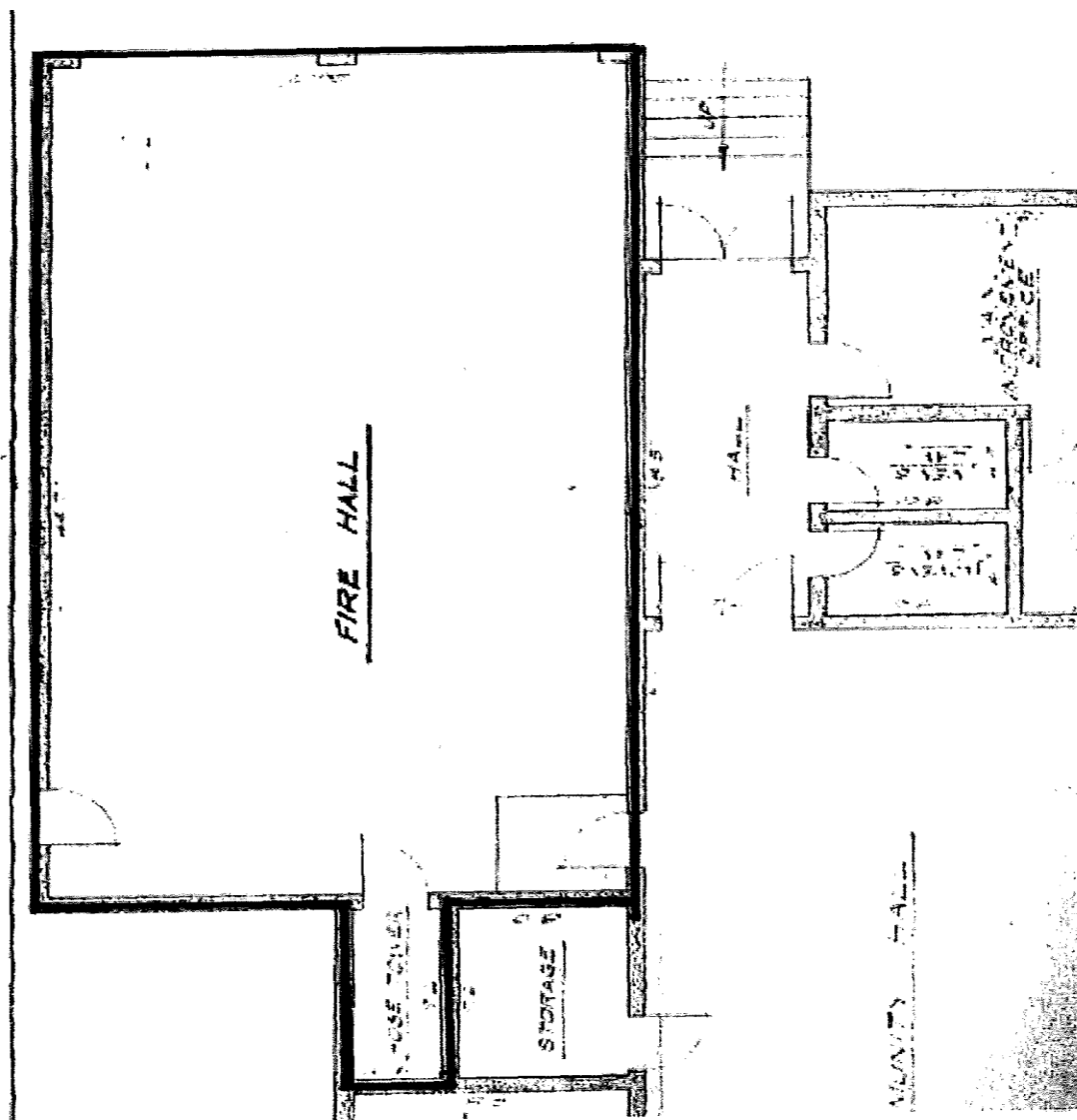
Folio: 89095.000
Civic: 100 Wall Street
Organization: **NANAIMO CURLING CLUB**

MAP 'D-4'



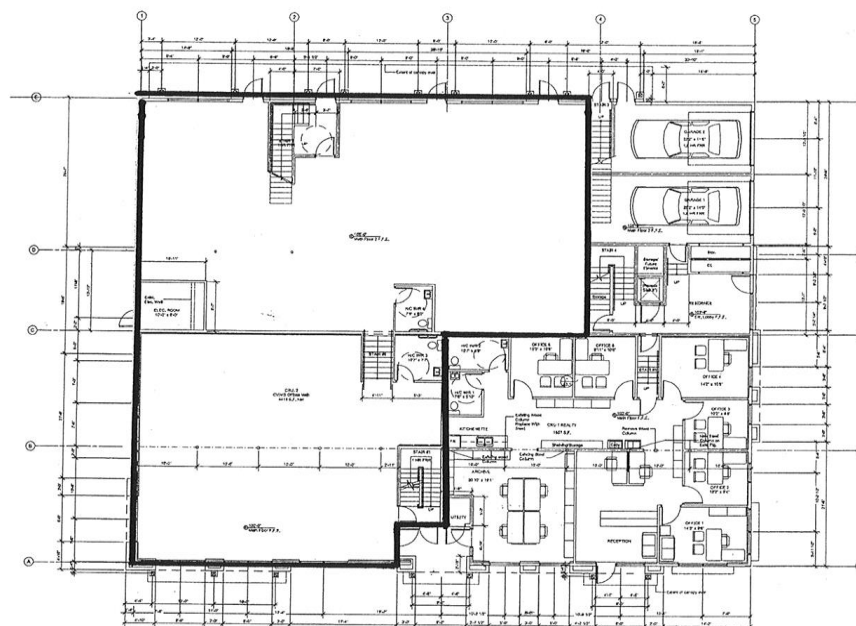
Folio: 16019.000
Civic: 20 Fifth Street
Organization: **BOYS AND GIRLS CLUB OF CENTRAL VANCOUVER ISLAND**

MAP 'D-5'

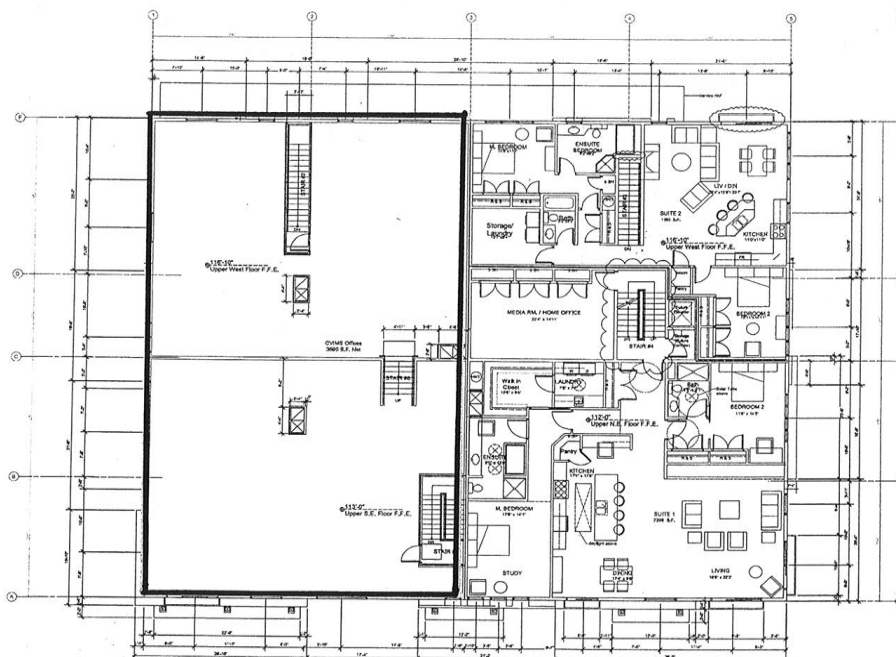


Folio: 16592.001
Civic: 195 Fourth Street
Organization: **NANAIMO SEARCH & RESCUE SOCIETY**

MAP 'D-6'



MAIN FLOOR

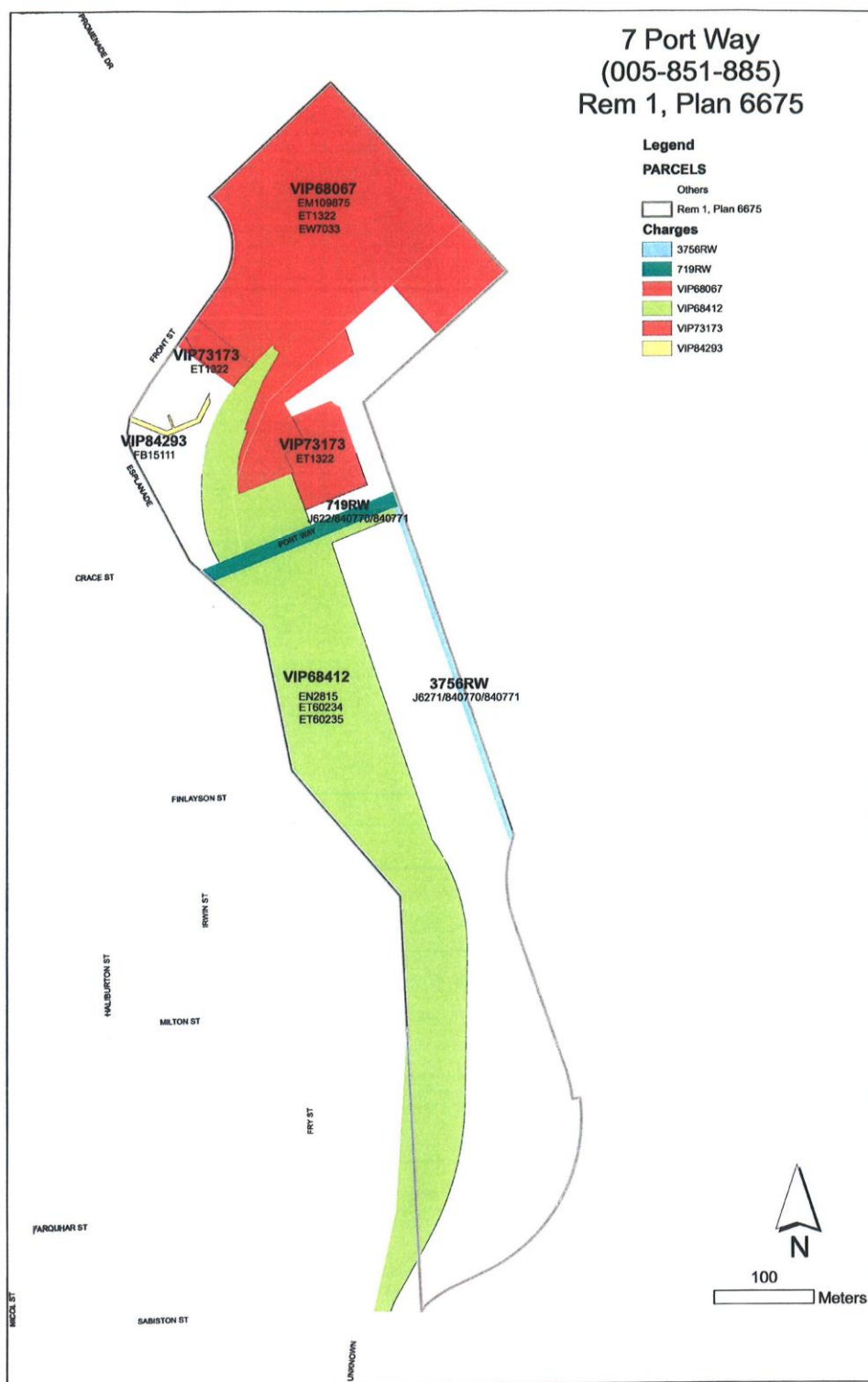


TOP FLOOR

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

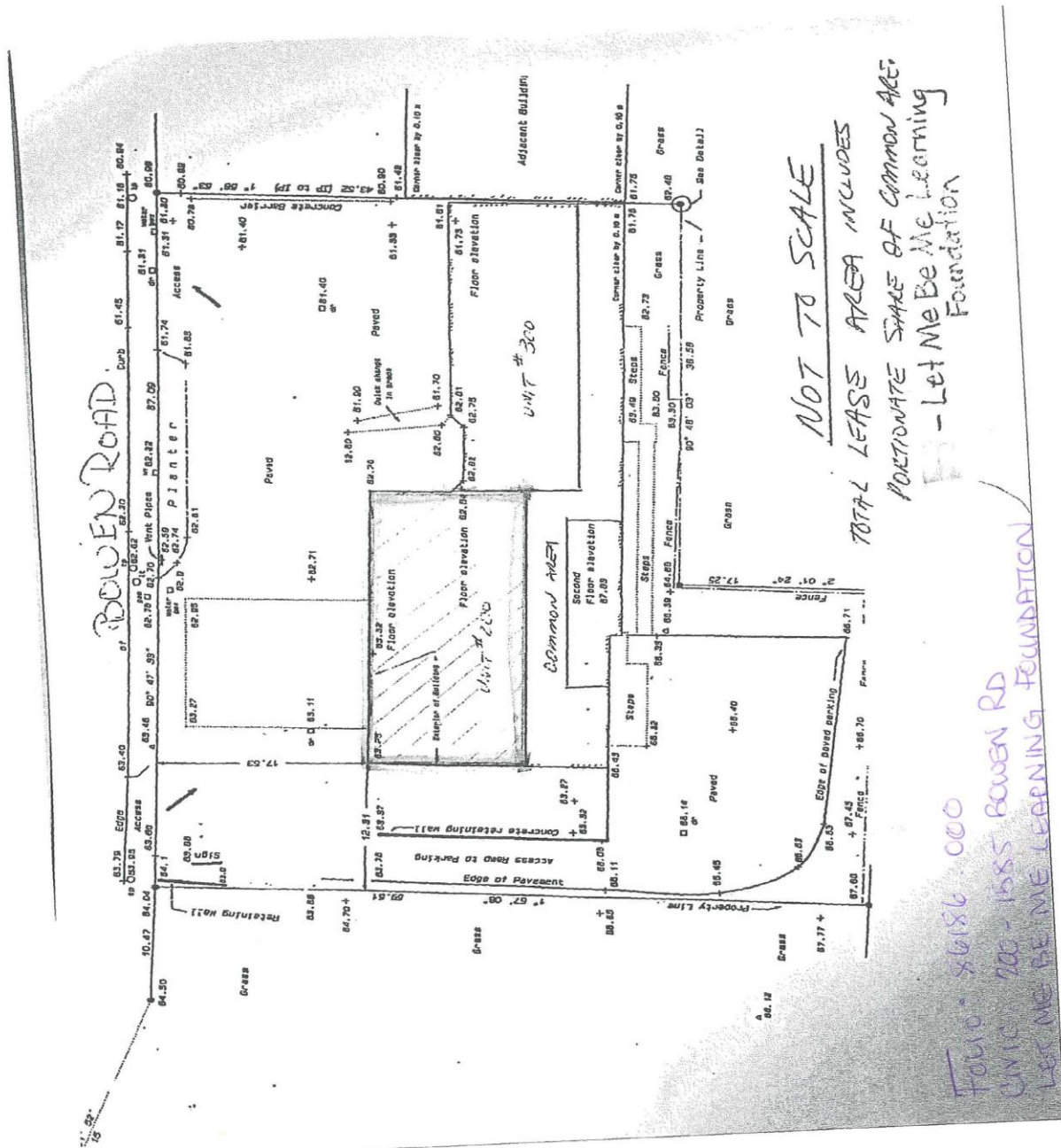


MAP 'D-8'



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

MAP 'D-9'



Folio: 86186.000
Civic: 200 - 1585 Bowen Road
Organization: **LET ME BE ME LEARNING FOUNDATION**

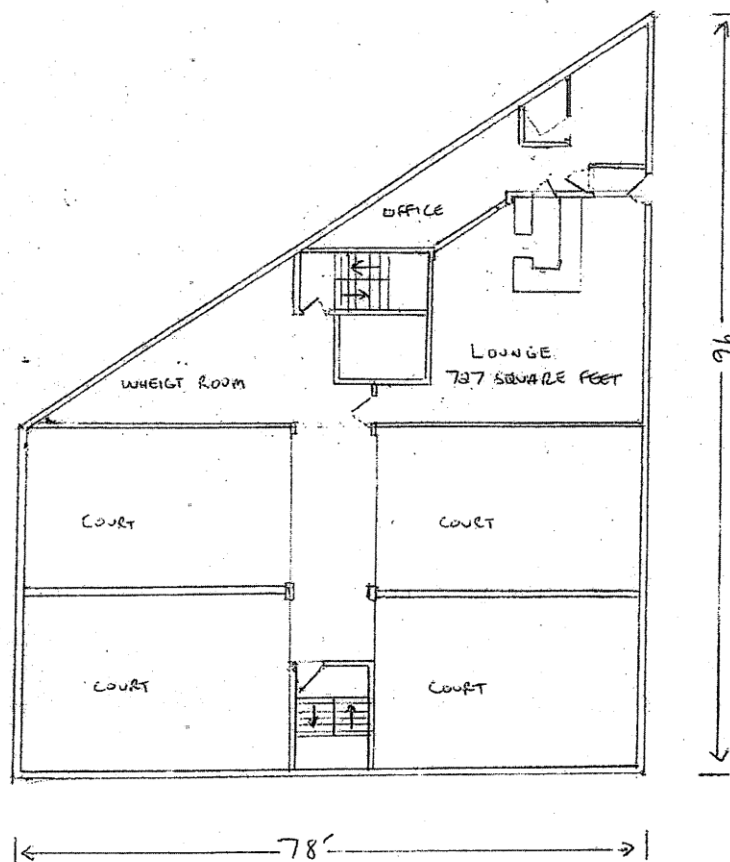
MAP 'D-10'

NANAIMO SQUASH CLUB

TOTAL SQUARE FOOTAGE 7993

LOUNGE SQUARE FOOTAGE 727

PERCENTAGE OF BUILDING USED FOR LOUNGE = 9.1%



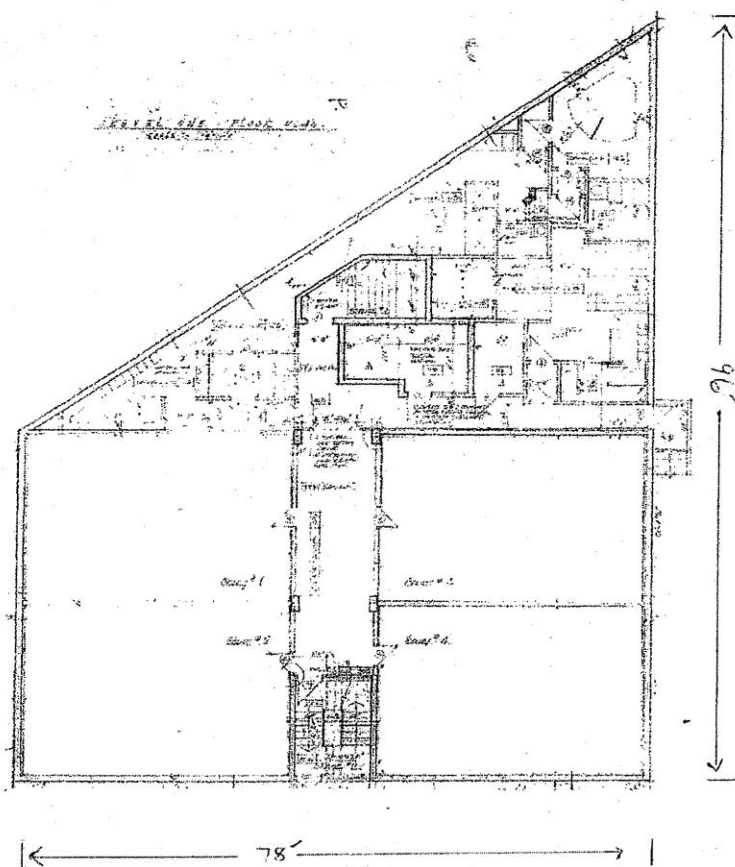
MEZZANINE LEVEL 2498 SQUARE FEET

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

MAP 'D-11'

Plan of space leased:

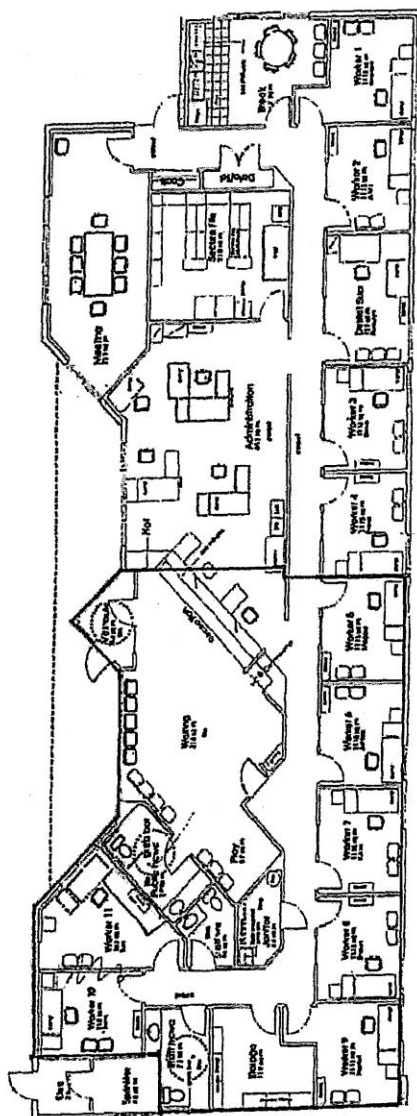
NANAIMO SQUASH CLUB



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

MAP 'D-12'

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



3156 Barrons Road

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



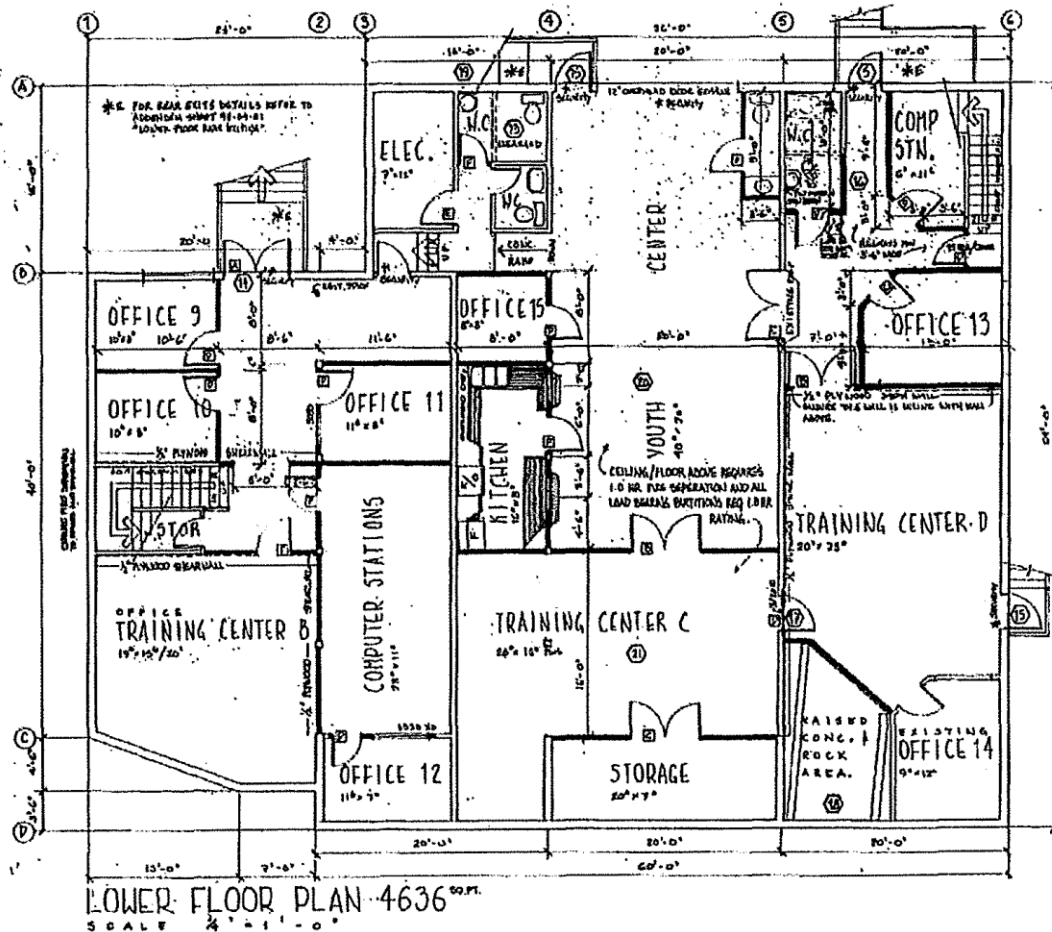
Folio : 07498.255
Civic: 3156 Barons Road
Organization: **PACIFIC CARE FAMILY ENRICHMENT SOCIETY**

MAP 'D-13'

Civic Address: 290 Bastion Street, Nanaimo, B.C.

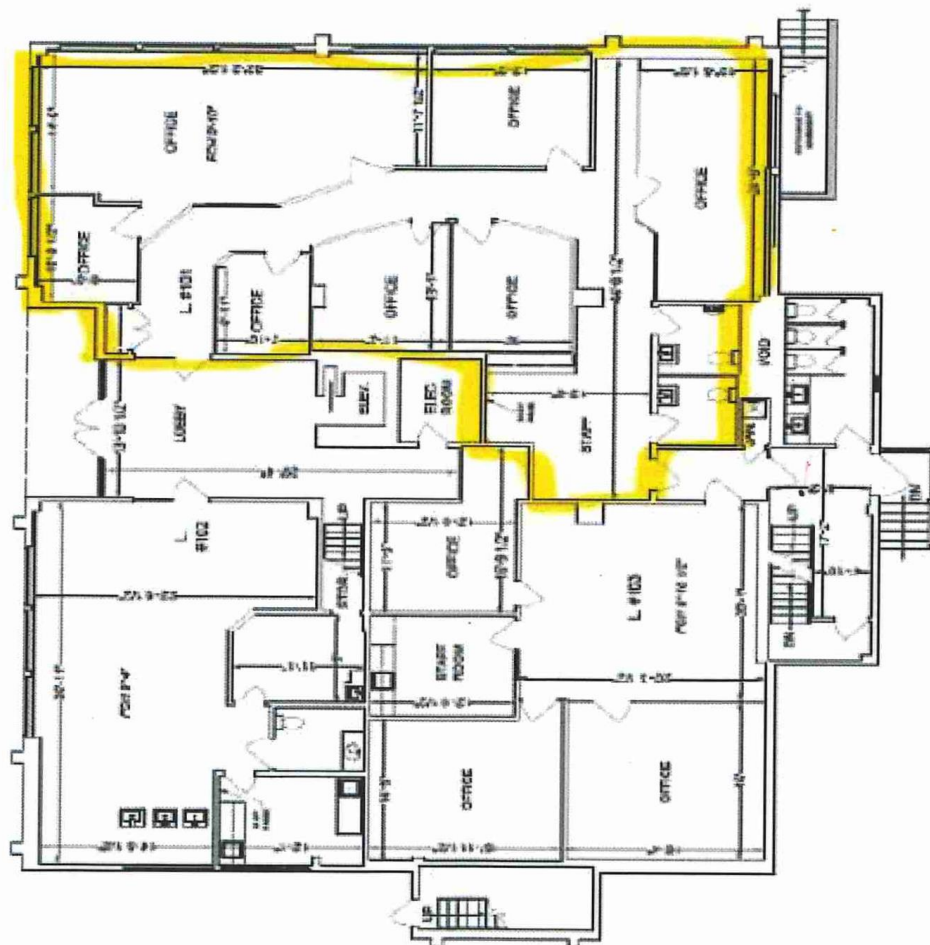
Parcel Identifier: 001-755-927

Legal Description: LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 25254



Folio: 86055.000
Civic: 290 Bastion Street
Organization: CANADIAN MENTAL HEALTH ASSOCIATION - MID-ISLAND

MAP 'D-14'



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

MAP 'D-15'

