



## **AGENDA REGULAR COUNCIL MEETING**

Monday, March 20, 2023

5:00 p.m. To Proceed In Camera, Reconvene Regular Council Meeting 7:00 p.m.

SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE

80 COMMERCIAL STREET, NANAIMO, BC

SCHEDULED RECESS AT 9:00 P.M.

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**Pages**

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

**2. PROCEDURAL MOTION:**

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

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

- (c) labour relations or other employee relations;
- (d) the security of the property of the municipality;
- (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,
- (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 - 15

Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, on Monday, 2023-FEB-27.

**6. MAYOR'S REPORT:**

**7. RISE AND REPORT:**

a. Culture Awards 2023

At the In Camera Council Meeting held 2023-FEB-27, Council approved the following for 2023 Culture & Heritage Awards: Joel Good, Excellence in Culture; Margo Holmes, Honor in Culture.

8. **PRESENTATIONS:**

9. **COMMITTEE MINUTES:**

a. Minutes

16 - 25

Minutes of the Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, on Monday, 2023-JAN-23 at 1:00 p.m.

10. **CONSENT ITEMS:**

a. Finance and Audit Committee Meeting 2023-MAR-15

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[Note: A link to the 2023-MAR-15 Finance and Audit Committee Meeting agenda is attached for information.]

1. CleanBC Better Homes Rebates Funding 2023

That Council increase the budget for the CleanBC Better Homes Rebate Program project from \$66,900 to \$126,900 in 2023 funded from the Climate Action Reserve Fund.

2. Community Resiliency Investment Program (FireSmart Community Funding and Supports Program)

That Council:

1. Endorse the City of Nanaimo's application under the UBCM Community Resiliency Investment Program (FireSmart Community Funding and Supports Program), and;
2. Amend the 2023-2027 Financial Plan if the application is successful.

3. Fire Station 2 Sprung Structure Project

That Council add a project for \$100,000 funded from the Special Initiatives Reserve to the 2023 – 2027 Final Financial Plan to complete design and permitting for the Fire Station 2 Sprung Structure project.

4. Albert and Fourth Street & Utility Upgrade Project

That Council increase the budget for the Albert and Fourth Street &

Utility Upgrade project in 2023 from \$3,763,701 to \$4,367,120 funded by \$298,013 from the Water Asset Management Reserve Fund, \$289,986 from the BC Active Transportation Grant and \$15,420 from Water DCC contingency fund.

5. Departure Bay Road Water and Sewer Project

That Council increase the budget for the Departure Bay Road Water and Sewer project in 2023 from \$1,476,798 to \$2,035,400 funded by \$70,711 from the Water Asset Management Reserve Fund, \$463,496 from the Sewer DCC Reserve Fund and \$24,395 from the Sewer Asset Management Reserve Fund.

6. Property Tax Due Dates

That Council:

- Keep the property tax due date at 2023-JUL-04
- Set the first property tax penalty rate at 2%, due on 2023-JUL-04
- Set the second property tax penalty rate at 8%, due on 2023-AUG-31

7. FCM Green Municipal Fund Community Buildings Retrofit Program

That:

1. Council direct Staff to submit an application to the FCM Green Municipal Fund Community Buildings Retrofit program for a Corporate Emission Reduction Pathway – Facilities Feasibility Study;
2. City of Nanaimo contribute \$50,000 to undertake the Corporate Emission Reduction Pathway – Facilities Feasibility Study for which funding is requested from the Green Municipal Fund; and
3. The City of Nanaimo acknowledges that should this application be approved, no further projects within the municipality will be eligible under the above noted funding initiative through the Green Municipal Fund's Community Buildings Retrofit initiative.

8. UBCM Disaster Risk Reduction Climate Adaption Fund

That Council approve the submission of the joint application with Snuneymuxw First Nation to the UBCM Disaster Risk Reduction-Climate Adaptation Fund Category 1 stream for a Hazard Risk and Vulnerability Assessment and Risk Mapping project, and that Council commits to City staff providing overall grant management.

9. 2022 Surplus Allocation

That Council approve the allocation of the 2022 operating surplus as

follows:

**General Fund**

a. RCMP Contract Reserve	\$3,000,000
b. Snow and Ice Control Reserve	\$130,000
c. Special Initiatives Reserve	\$2,300,000
d. Property Acquisition Reserve	\$2,100,000
e. General Capital Reserve	\$1,014,855
	<b><u>\$8,544,855</u></b>

**Sewer Fund**

a. Sewer Reserve	<b><u>\$224,302</u></b>
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**Water Fund**

a. Water Reserve	<b><u>\$198,344</u></b>
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**11. DELEGATIONS:**

- a. Collen Middleton, Nanaimo Area Public Safety Association (NAPSA) re: Public Safety Concerns on Victoria Road

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**12. REPORTS:**

- a. Housing Needs Report

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

Presentation:

1. Holly McKeil, Senior Community Planner, CitySpaces.

[Note: Report to be distributed on the addendum.]

- b. Development Variance Permit Application No. DVP446 - 5288 Scarsdale Road

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

*Purpose: To present for Council's consideration, a development variance permit application to reduce the minimum required rear yard setback for a proposed single residential dwelling.*

It is requested that Council hear anyone wishing to speak with respect to DVP446 - 5288 Scarsdale Road.

Recommendation: That Council issue Development Variance Permit No. DVP446 at 5288 Scarsdale Road with a variance as outlined in the "Proposed Variance" section of the Staff Report dated 2023-MAR-20.

- c. Rezoning Application No. RA490 - 6030 Pine Ridge Crescent

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



Deputy CAO.

*Purpose: To present Council with an application to rezone 6030 Pine Ridge Crescent from Single Dwelling Residential (R1) to Three and Four Unit Residential (R5) to facilitate a multi-family residential development.*

Recommendation: That:

1. "Zoning Amendment Bylaw 2023 No. 4500.208" (to rezone 6030 Pine Ridge Crescent from Single Dwelling Residential [R1] to Three and Four Unit Residential [R5]) pass first reading;
2. "Zoning Amendment Bylaw 2023 No.4500.208" pass second reading; and,
3. Council direct Staff to secure the conditions related to "Zoning Amendment Bylaw 2023 No. 4500.208" as outlined in the "Conditions of Rezoning" section of the Staff Report dated 2023-MARCH-20 should Council support the bylaw at third reading.

**13. BYLAWS:**

- a. "Zoning Amendment Bylaw 2021 No. 4500.191"

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That "Zoning Amendment Bylaw 2021 No. 4500.191" (To rezone 6643 Aulds Road from Single Dwelling Residential [R1] to Duplex Residential [R4]) be adopted.

**14. NOTICE OF MOTION:**

**15. OTHER BUSINESS:**

- a. Correspondence from Nanaimo Community Advisory Board re: Request for additional access to showers and laundry in Nanaimo

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**16. QUESTION PERIOD:**

**17. ADJOURNMENT:**

**MINUTES**  
REGULAR COUNCIL MEETING  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,  
80 COMMERCIAL STREET, NANAIMO, BC  
MONDAY, 2023-FEB-27, AT 5:00 P.M.

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Present: Mayor L. Krog, Chair  
Councillor S. Armstrong  
Councillor T. Brown (entered at 5:06 p.m.)  
Councillor H. Eastmure  
Councillor B. Geselbracht  
Councillor E. Hemmens  
Councillor P. Manly (joined electronically 8:17 p.m.)  
Councillor J. Perrino  
Councillor I. Thorpe

Staff: J. Rudolph, Chief Administrative Officer  
D. Lindsay, General Manager, Development Services/Deputy Chief  
Administrative Officer  
R. Harding, General Manager, Parks, Recreation and Culture  
B. Sims, General Manager, Engineering and Public Works  
B. Corsan, Director, Corporate and Business Development  
L. Mercer, Director, Finance  
S. Gurrie, Director, Legislative Services  
K. Robertson, Deputy City Clerk (joined electronically)  
N. Sponaule, Communications Advisor  
E. Bassett, Steno, Legislative Services  
K. Lundgren, Steno, Legislative Services  
A. Chanakos, Recording Secretary

1. CALL THE REGULAR MEETING TO ORDER:

The Regular Council Meeting was called to order at 5:00 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;
- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- (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,
- (n) the consideration of whether a Council meeting should be closed under a provision of this subsection or subsection (2).

The motion carried unanimously.

Council moved In Camera at 5:00 p.m.  
Council moved out of In Camera at 6:06 p.m.

Council recessed the Open Meeting 6:06 p.m.  
Council reconvened the Open Meeting at 7:00 p.m.

3. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 12(g) Development Permit Application No. DP1263 - 591 Bradley Street – Add the following delegations:
  - John Wang
  - Raymond de Beeld
  - Steve Toth
  - Paul Chapman
- (b) Agenda Item 12(i) Rezoning Application No. RA484 – 878 Park Avenue – Add delegation from Paul Chapman.
- (c) Remove Agenda Item 15(b) Councillor Manly Motion re: Addiction and Mental Health Crisis.

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 following Minutes be adopted as circulated:

- Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2023-FEB-06 at 3:00 p.m.
- Minutes of the Special Council (Public Hearing) held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC on Thursday, 2023-FEB-16 at 7:00 p.m.

The motion carried unanimously.

6. MAYOR'S REPORT:

Mayor Krog advised of the following:

- The City provided funding to various warming shelters, including Risebridge, 7-10 Club, and the Unitarian Shelter, in response to dropping temperatures on Wednesday, February 22, to extend hours of operations
- Recycle BC is now accepting more materials in the blue cart for curbside pick up, which will reduce the amount of items ending up in the landfill
- Mayor Krog recognized Craig Evans, recipient of a Patron of the City award, for his exceptional service to the community for more than three decades, and highlighted his many contributions and accomplishments, such as:
  - Founding the Nanaimo Community Gardens, Nanaimo Foodshare Society, Nanaimo Recycling Society and the VIU Farmers Market, co-founding the Growing Opportunities Farm Community Co-op and Farmship Growers Cooperative, as well as organized curbside recycling for the city and received the Environmental Achievement Award from the City
- Mr. Evans was unable to attend in person, so a private ceremony was held at City Hall on January 4, 2023, and Mayor Krog attended his residence on February 14<sup>th</sup> with a framed decree

7. COMMITTEE MINUTES:

The following Committee Minutes were received:

- Minutes of the Special Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2022-NOV-23 at 9:00 a.m.
- Minutes of the Special Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2022-NOV-30 at 9:00 a.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, 2022-DEC-14 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, 2023-JAN-23 at 1:00 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, 2023-FEB-13 at 1:00 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, 2023-FEB-15 at 9:00 a.m.

8. CONSENT ITEMS:

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

(a) Governance and Priorities Committee Meeting 2023-FEB-13

1. Mayor's Leaders' Table Reimagined

That Council endorse the Mayor's Leaders' Table terms of reference as attached to the staff report dated 2023-FEB-13.

2. Council Representative to the Municipal Insurance Association of BC

That Council appoint Councillor Thorpe as Council Representative to the Municipal Insurance Association of BC until the end of the Council term to represent the City's interest at any meeting of the Municipal Insurance Association of BC.

That Council appoint Councillors Armstrong and Geselbracht as alternate representatives to the Municipal Insurance Association of BC until the end of the Council term to represent the City's interest at any meeting of the Municipal Insurance Association of BC.

(b) Finance and Audit Committee 2023-FEB-15

1. Terminal Avenue Corridor Upgrades Phase 1

That Council:

1. Authorize the Mayor and Corporate Officer to enter into a Cost Share Agreement with the Ministry of Transportation and Infrastructure for the Terminal Avenue Corridor Upgrades Phase 1.
2. Increase the budget for the Terminal Avenue Corridor Upgrades Phase 1 project by \$1,371,178 in 2023 funded by \$805,054 from the General Asset Management Reserve Fund, \$346,124 from the Water Asset Management Reserve Fund and \$220,000 in private contributions.

2. Consideration of New Permissive Tax Exemptions

That Council:

1. Award a Permissive Tax Exemption for the 2024 taxation year to the Boys and Girls Club Central Vancouver Island, for the portion of the property that it leases at 1985 Boxwood Road.

2. Award a Permissive Tax Exemption Cash Grant for the 2023 taxation year to the Boys and Girls Club Central Vancouver Island, for the portion of the property that it leases at 1985 Boxwood Road, to a maximum of \$5,000, to be funded from the existing \$5,000 cash grants operating budget.

3. Consideration of Other Grant Application – Fairway Gorge Paddling Club

That Council approve an “Other Grant” in the amount of \$5,500 to the Fairway Gorge Paddling Society to host the Nanaimo Dragon Boat Festival in Nanaimo, with funding from the existing ‘Other Grants’ budget.

4. Neighbourhood Association Grants 2023

That Council approve the 2023 Neighbourhood Association Grant funding recommendation of \$8,662.47, in accordance with the Guidelines and Criteria, as follows:

- **Applicant name:** Bradley Street Neighbourhood Association  
**Recommend:** \$762.47
- **Applicant name:** Chase River Neighbourhood Association  
**Recommend:** \$1,000
- **Applicant name:** Departure Bay Neighbourhood Association  
**Recommend:** \$1,000
- **Applicant name:** Harewood Neighbourhood Association  
**Recommend:** \$1,000
- **Applicant name:** Nanaimo Old City Association  
**Recommend:** \$1,000
- **Applicant name:** Newcastle Community Association  
**Recommend:** \$1,000
- **Applicant name:** Protection Island Neighbourhood Association  
**Recommend:** \$1,000
- **Applicant name:** South End Community Association  
**Recommend:** \$1,000
- **Applicant name:** Wellington Action Committee  
**Recommend:** \$900

5. Junior All Native Tournament and Sport Tourism Funds

That Council approve the use of funds of up to \$16,000 from the \$20,000 Sports Tourism 2023 cost centre towards costs associated with JANT 2023, including Opening Ceremony costs and special event licencing costs.

The motion carried unanimously.

9. REPORTS:

(a) Officer's Appointment and Delegation of Authority Bylaw Amendment No. 7353.01

Introduced by Sheila Gurrie, Director, Legislative Services.

Karen Robertson, Deputy City Clerk, provided an overview, and explained that following Council adoption of the "Officer's Appointment and Delegation of Authority Bylaw No. 7353.01" in October 2022, Staff identified some housekeeping amendments that needed to be addressed, and the bylaw before Council will address the required changes.

It was moved and seconded that "Officer Designation and Delegation of Authority Bylaw, 2023 No. 7353.01" (housekeeping amendments) be given first reading. The motion carried unanimously.

It was moved and seconded that "Officer Designation and Delegation of Authority Bylaw, 2023 No. 7353.01" be given second reading. The motion carried unanimously.

It was moved and seconded that "Officer Designation and Delegation of Authority Bylaw, 2023 No. 7353.01" be given third reading. The motion carried unanimously.

(b) Morningside Drive Local Area Service Parcel Tax Amendment 2023

Introduced by Laura Mercer, Director, Finance.

It was moved and seconded that "Morningside Drive Local Area Service Parcel Tax Amendment Bylaw 2023 No.7288.02" (To adopt amendments to reflect the change in the year of parcel tax commencement) pass first reading. The motion carried unanimously.

It was moved and seconded that "Morningside Drive Local Area Service Parcel Tax Amendment Bylaw 2023 No.7288.02" pass second reading. The motion carried unanimously.

It was moved and seconded that "Morningside Drive Local Area Service Parcel Tax Amendment Bylaw 2023 No. 7288.02" pass third reading. The motion carried unanimously.

(c) Development Variance Permit Application No. DVP449 - 250 Albert Street

Introduced by Dale Lindsay, General Manager, Development Services/Deputy CAO.

Mayor Krog requested that Council hear anyone wishing to speak with respect to DVP449 - 250 Albert Street.

No one in attendance wished to speak with respect to DVP449 - 250 Albert Street

It was moved and seconded that Council issue Development Variance Permit No. DVP449 at 250 Albert Street to allow the construction of an over height fence with a variance as outlined in the "Proposed Variance" section of the Staff Report dated 2023-FEB-27. The motion carried unanimously.

(d) Development Variance Permit Application No. DVP442 - 5013 Hinrich View

Introduced by Dale Lindsay, General Manager, Development Services/Deputy CAO.

Mayor Krog requested that Council hear anyone wishing to speak with respect to DVP442 - 5013 Hinrich View.

No one in attendance wished to speak with respect to DVP442 - 5013 Hinrich View.

It was moved and seconded that Council issue Development Variance Permit No. DVP442 at 5013 Hinrich View to allow the construction of an over height retaining wall with a variance as outlined in the "Proposed Variances" section of the Staff Report dated 2023-FEB-27. The motion carried unanimously.

(e) Temporary Use Permit Application No. TUP25 - 2116 Northfield Road

Introduced by Dale Lindsay, General Manager, Development Services/Deputy CAO.

Mayor Krog requested that Council hear anyone wishing to speak with respect to TUP25 - 2116 Northfield Road.

No one in attendance wished to speak with respect to TUP25 - 2116 Northfield Road.

It was moved and seconded that Council issue Temporary Use Permit No. TUP25 to allow custom workshop and mini storage uses at 2116 Northfield Road for a period of three years. The motion carried unanimously.

(f) Liquor Licence Application No. LA152 - 601 Bruce Avenue

Introduced by Dale Lindsay, General Manager, Development Services/Deputy CAO.

(g) Development Permit Application No. DP1263 - 591 Bradley Street

Introduced by Dale Lindsay, General Manager, Development Services/Deputy CAO.

Delegations:

1. John Wang, 591 Bradley Homes Ltd., spoke via Zoom regarding benefits the rental housing development could provide to the City.
2. Raymond de Beeld, 591 Bradley Homes Ltd., provided a PowerPoint presentation and spoke regarding the building design and size of the units.
3. Steve Toth, Toth and Associates Environmental Services, was in attendance to answer any environmental questions regarding the development.
4. Paul Chapman, Executive Director, Nanaimo Area Land Trust, spoke regarding setbacks and the importance of riparian areas to land and wildlife.



It was moved and seconded that Council:

1. approve Development Permit No. DP1263 for a multi-family residential development at 591 Bradley Street with variances as outlined in the “Proposed Variances” section of the Staff report dated 2023-FEB-27; and,
2. direct Staff to secure the conditions outlined in the “Additional Voluntary Contributions” section.

The motion carried.

Opposed: *Councillor Geselbracht*

(h) Development Permit No. DP1286 - 2180 Highland Boulevard

Introduced by Dale Lindsay, General Manager, Development Services/Deputy CAO.

It was moved and seconded that Council issue Development Permit No. DP1286 for a commercial development at 2180 Highland Boulevard with a variance as outlined in the “Proposed Variance” section of the Staff Report dated 2023-FEB-27. The motion carried unanimously.

(i) Rezoning Application No. RA484 - 878 Park Avenue

Introduced by Dale Lindsay, General Manager, Development Services/Deputy CAO.

Mayor Krog vacated the Shaw Auditorium at 7:45 p.m. declaring a conflict of interest as a family member lives adjacent to the subject property.

Delegation:

1. Paul Chapman, Executive Director, Nanaimo Area Land Trust, provided a PowerPoint presentation and spoke regarding connecting potential parkland to the existing parkland, and restoring surrounding parkland.

It was moved and seconded that “Zoning Amendment Bylaw 2023 No. 4500.206” (To rezone 878 Park Avenue from Steep Slope Residential [R10] to Low Density Residential [R6] with site-specific density and height provisions) pass first reading. The motion carried unanimously.

It was moved and seconded that “Zoning Amendment Bylaw 2023 No. 4500.206” pass second reading. The motion carried unanimously.

It was moved and seconded that Council direct Staff to secure the conditions related to “Zoning Amendment Bylaw 2023 No. 4500.206” as outlined in the “Conditions of Rezoning” section of the Staff Report dated 2023-FEB-27 should Council support the bylaw at third reading. The motion carried unanimously.

Mayor Krog returned to the Shaw Auditorium at 7:52 p.m.

- (j) Rezoning Application No. RA475 - 444, 450, 500 Comox Road, 55 Mill Street, and 1 Terminal Avenue
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Introduced by Dale Lindsay, General Manager, Development Services/Deputy CAO.

Councillor Eastmure vacated the Shaw Auditorium at 7:53 p.m. declaring a conflict of interest as she lives near the development.

It was moved and seconded that Council rescind Third Reading of “Land Use Contract Discharge Bylaw 2022 No. 7355” (to discharge an existing Land Use Contract from the property title of 500 Comox Road). The motion carried unanimously.

It was moved and seconded that Council rescind Third Reading of “Zoning Amendment Bylaw 2022 No. 4500.204” (to rezone 444, 450, 500 Comox Road, 55 Mill Street, and 1 Terminal Avenue from Medium Density Residential [R8] and Gateway [DT12] to Comprehensive Development District Zone Seven [CD7] and to amend the CD7 zone with new zoning regulations, to facilitate a mixed-use development and subdivision).

The motion carried unanimously.

Councillor Eastmure returned to the Shaw Auditorium at 8:00 p.m.

10. BYLAWS:

- (a) “Financial Plan Amendment Bylaw 2023 No. 7337.02”

It was moved and seconded that “Financial Plan Amendment Bylaw 2023 No. 7337.02” (To amend the 2022 – 2026 Financial Plan) be adopted. The motion carried unanimously.

11. OTHER BUSINESS:

- (a) Councillor Hemmens Motion re: Emergency Basic Shelter Housing

Introduced by Councillor Hemmens.

Councillor Manly joined electronically at 8:17 p.m.

It was moved and seconded that Council direct Staff to prepare a report to be delivered by June 1, 2023, outlining the costs of designing, constructing and servicing (water and electric) basic shelter housing for up to 100 people on City property. The motion carried. Opposed: Mayor Krog, Councillors Armstrong, Perrino and Thorpe

12. QUESTION PERIOD:

Council received no questions from the public regarding agenda items.

13. ADJOURNMENT:

It was moved and seconded at 8:38 p.m. that the meeting adjourn. The motion carried unanimously.

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C H A I R

CERTIFIED CORRECT:

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CORPORATE OFFICER

**MINUTES**  
GOVERNANCE AND PRIORITIES COMMITTEE MEETING  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,  
80 COMMERCIAL STREET, NANAIMO, BC  
MONDAY, 2023-JAN-23, AT 1:00 P.M.

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Present: Councillor I. Thorpe, Chair  
Mayor L. Krog  
Councillor T. Brown (joined electronically, disconnected 1:47 p.m.)  
Councillor H. Eastmure  
Councillor B. Geselbracht (joined electronically, disconnected 1:12 p.m.)  
Councillor E. Hemmens  
Councillor P. Manly  
Councillor J. Perrino

Absent: Councillor S. Armstrong

Staff: J. Rudolph, Chief Administrative Officer  
R. Harding, General Manager, Parks, Recreation and Culture  
B. Sims, General Manager, Engineering and Public Works  
J. LeMasurier, Deputy Fire Chief – Administration  
L. Bhopalsingh, Director, Community Development  
B. Corsan, Director, Corporate and Business Development  
L. Brinkman, Manager, Community Planning  
T. Pan, Manager, Sustainability  
T. Webb, Manager, Communications  
K. Biegun, Planner, Community Planning  
S. Gurrie, Director, Legislative Services  
N. Sponaugle, Communications Advisor  
K. Lundgren, Recording Secretary

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

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

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 5(a)(1)(1) City Plan: Nanaimo Relimagined Overview - Add delegation from Tim McGrath.

3. APPROVAL OF THE AGENDA:

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

4. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2023-JAN-09 at 1:00 p.m. be adopted as circulated. The motion carried unanimously.

5. REPORTS:

a. GOVERNANCE AND MANAGEMENT EXCELLENCE:

1. City Plan

Introduced by Jake Rudolph, Chief Administrative Officer.

- The City Plan was a large undertaking and is used as a framework to guide City development
- A Council Strategic Priorities Workshop is scheduled for February, 2023 and will be helpful in understanding the alignment between the Integrated Action Plan and Council's strategic plan

1. City Plan: Nanaimo Relmaged – Overview

Presentation:

Lisa Bhopalsingh, Director, Community Development, provided a PowerPoint presentation. Highlights included:

- The City Plan: Nanaimo Relmaged is more than a standard Official Community Plan (OCP) as it integrates six high level documents into one (OCP; Parks, Recreation, Culture Wellness Plan; Transportation Plan; Active Mobility Plan; Climate Action and Resiliency Plan; and Accessibility and Inclusion Plan)
- The OCP was redone as the previous OCP came up for renewal as well as several documents were outdated
- The City of Nanaimo is one of the fastest growing metropolitan cities in Canada, and the OCP guides how the City accommodates the projected population growth
- The Nanaimo framework incorporates five City goals: A Green Nanaimo, A Connected Nanaimo, A Healthy Nanaimo, An Empowered Nanaimo and A Prosperous Nanaimo
- The framework influences how the priorities are structured/organized under each of the five goals
- The City Plan provides a high level roadmap while the actions are in a separate document called the The Integrated Action Plan (IAP)

Bill Sims, General Manager, Engineering and Public Works, continued the presentation. Highlights included:

- The City Plan goal: A Green Nanaimo section looks at how the community can live in harmony with the natural area
- This section incorporates: Greenhouse Gas (GHG) goals, Climate Action Strategy, addresses traditional and natural infrastructure, renewable energy, and transportation
- There is a strong link between growth and the capacity to withstand that growth
- The City Plan goal: A Connected Nanaimo section looks at access and mobility
- Focus is on improving connectivity between urban centres and along corridors

Richard Harding, General Manager, Parks, Recreation and Culture, continued the presentation and introduced the City Plan goal: A Healthy Nanaimo. Highlights included:

- This section addresses community wellbeing for all residents
- Since the adoption of OCP, there has been the implementation of the Community Safety Officers

Councillor Geselbracht disconnected from the meeting at 1:12 p.m.

Lisa Bhopalsingh, Director, Community Development, spoke regarding how the policies set the stage for the City to take consistent actions over next four years.

Richard Harding, General Manager, Parks, Recreation and Culture, continued the presentation:

- The City Plan goal: A Healthy Nanaimo section also includes: affordable housing; intergenerational living; food security; emergency management; and recreation, culture & wellness

Committee discussion took place regarding the tools listed under the C3.2. Affordable Housing Section of the City Plan.

Lisa Bhopalsingh, Director, Community Development, continued the presentation and introduced the City Plan goal: An Empowered Nanaimo.

- In addition to the Empowered Nanaimo section, elements of truth and reconciliation are embedded throughout the document
- An OCP document does not commit Council to any of the actions and it is up to Council to prioritize the areas to focus on

Richard Harding, General Manager, Parks, Recreation and Culture, continued the presentation:

- The Advisory Committee on Accessibility and Inclusiveness (ACAI) provided a lot of input into the Plan
- The An Empowered Nanaimo section also includes: political voice and engagement; culture; archaeology & heritage; public art projects & programs; community events, festivals, tournaments & gatherings; parkland & park amenity management and waterfront use and protection

Jake Rudolph, Chief Administrative Officer, reminded the Committee that there will be additional days to focus on each of the five goals and dive deeper into the sections.

Bill Corsan, Director, Corporate and Business Development, continued the presentation and introduced the City Plan goal: A Prosperous Nanaimo. Highlights included:

- The City's Economic Development Strategy was completed prior to the City Plan, and there is complete alignment between the two
- The A Prosperous Nanaimo Section includes: economic capital; human, social, & environmental capital; business development; innovation & technology; place making & investment attraction and tourism

Committee and Staff discussion took place. Highlights included:

- Recognizing the importance of the Nanaimo Regional General Hospital in terms of job creation
- Area plan for the growth of the hospital is incorporated into the City Plan
- Working with Vancouver Island University in respect to medical programs and identifying talent in Nanaimo
- Thinking of arts and culture as economic generators and contributing to local economy
- Strong partnership between the City and the Tourism Society
- The Port Theatre is a major investment that draws people to the community
- The integrated nature of the Plan and the importance of having a prosperous city and strong economy in order to obtain the resources to support all the other areas

Richard Harding, General Manager, Parks, Recreation and Culture, spoke regarding the 2023 Junior All Native Basketball Tournament which takes place March 19 – March 24, 2023.

Committee discussion took place regarding the large amount of information contained in the City Plan document, and an executive

summary of the Plan is available online which includes a high level overview of the City Plan.

Councillor Brown disconnected from the meeting at 1:47 p.m.

Lisa Bhopalsingh, Director, Community Development, continued the presentation and spoke regarding Part D: City Structure.

- Due to the integrated nature of the Plan, Part D provides a visual representation of how all the different elements fit together

Bill Sims, General Manager, Engineering and Public Works, continued the presentation and provided an overview of the D3 Blue and Green Network Map.

Bill Corsan, Director, Corporate and Business Development, continued the presentation, and provided an overview of the D4 Future Land Use Designations Map.

Committee and Staff discussion took place. Highlights included:

- The Future Land Use Designation map in the OCP reflects the future growth of Nanaimo
- If current zoning is inconsistent, then a rezoning application would be needed or an amendment to the OCP could be made
- In 2022 Council directed Staff to look into the zoning of urban centres and corridors to identify properties to change zoning in order to be consistent with the OCP and Staff anticipate bringing that forward in the Fall of 2023

Lisa Bhopalsingh, Director, Community Development, reminded Council that the *Local Government Act* does not obligate Council to take the actions identified in the Plan; however, any changes to land use must be consistent with the OCP.

Bill Sims, General Manager, Engineering and Public Works, continued the presentation and provided an overview of the D4 Mobility Network Maps.

- There are two maps involved in the Mobility Network: the Active Mobility & Primary Transit Network Map and the Road Network Map

Richard Harding, General Manager, Parks, Recreation and Culture, continued the presentation and provided an overview of the D6 Parks, Recreation, Culture & Wellness Map.

Jake Rudolph, Chief Administrative Officer, spoke regarding the OCP land use amendments and noted that the maps are visions and should inform where Council decides to place investments and emphasis.



Delegation:

1. Tim McGrath spoke regarding his concerns with citizen safety and security in the City Plan. He spoke regarding incidents occurring around the City, a lack of discussion on the topic, the Reimagine Nanaimo public engagement results, and the importance of people feeling safe. He stated that citizen safety needs to be a priority, and he expressed concern that safety and security will get pushed aside due to limited resources and time.

Lisa Brinkman, Manager, Community Planning, continued the presentation and spoke regarding Part E of the Plan: Taking Action.

- Area plans provide more detailed policy direction for specific areas in the City. These include: the Downtown Plan, the Port Drive Waterfront Masterplan, the Hospital Area Plan, the Bowers District Masterplan and the Sandstone Masterplan
- The City will engage with neighbourhoods on a regular basis and Neighbourhood Plans are used as guiding documents
- The City Plan also provides guidance for bylaws and permits, development permit & heritage conservation areas, financial mechanism and relationships
- The Integrated Action Plan (IAP) contains the actions to achieve the City Plan goals and the Monitoring Strategy will track the progress
- Staff anticipate that a full draft of the IAP will be ready by March, 2023

Committee and Staff discussion took place regarding the need to identify priorities that are going to be driven forward.

2. Integrated Action Plan - Introduction

Introduced by Lisa Bhopalsingh, Director, Community Development.

Presentation:

Lisa Brinkman, Manager, Community Planning, provided a PowerPoint presentation and introduced the Integrated Action Plan (IAP). Highlights included:

- The purpose of the IAP is to communicate the actions the City may consider undertaking in the ongoing, short, and long term
- The Committee will have an opportunity to go through the IAP in more detail in upcoming GPC meetings
- The IAP is a living document that can be reviewed and updated on an ongoing basis
- The document's structure includes three parts: Part A: Welcome, Part B: Foundations and Part C: Actions

Kasia Biegun, Planner, continued the presentation and provided an example of what to expect in Part C: Action section of the IAP. Highlights included:

- Actions are organized based on programming actions versus project actions
- Actions are organized by timeframes of ongoing (regularly), immediate (0-5 years) and future (beyond 5 years)
- The section will identify how actions are connected to City Plan policies
- The integrated action areas within the section recognizes that most actions will support progress in multiple topic areas

Committee and Staff discussion took place. Highlights included:

- Potentially including a two-year timeframe considering that the immediate timeframe of 1-5 years is a large gap
- All options/choices are presented to Council, and Council has the opportunity to provide direction
- Recognizing that not everything can be done at once; however, timelines are necessary to not lose sight of what is important
- Budget is a component that must be kept in mind with decision making

Lisa Brinkman, Manager, Community Planning, continued the presentation and spoke regarding the proposed next steps for the City Plan IAP and Monitoring Strategy review:

- A Green Nanaimo and A Connected Nanaimo actions will be discussed at the 2023-MAR-13 GPC
- A Healthy Nanaimo and An Empowered Nanaimo actions will be discussed at the 2023-APR-24 GPC
- A Prosperous Nanaimo actions, City Structure and Taking Action and Draft Monitoring Strategy Introduction will be discussed at the 2023-MAY-08 GPC
- Completed draft IAP and Monitoring Strategy will be brought forward at the 2023-MAY-29 GPC

Jake Rudolph, Chief Administrative Officer spoke regarding the following:

- A facilitated Council strategic planning workshop is scheduled for the end of February
- The Committee has the option to reorder the schedule for the IAP and Monitoring Strategy review if needed
- An update on the Downtown Safety Action Plan is scheduled for March

Committee and Staff discussion took place. Highlights included:

- Committees have provided input into the City Plan and potentially inviting committees to participate in the IAP and Monitoring Strategy review sessions
- Committees topic will be discussed at the 2023-FEB-13 GPC meeting
- Currently the only standing committee is the ACAI
- Council Strategic priorities are reviewed annually
- All rezoning applications are referred to neighbourhood associations for comment
- Neighbourhood plans are key guiding documents that Staff use when reviewing rezoning applications
- Neighbourhood associations are positive supports to the community and it's important to provide them with support
- Concerns regarding Neighbourhood Associations meeting the criteria of being a representation of the entire neighbourhood

The Governance and Priorities Committee recessed the meeting at 3:02 p.m.

The Governance and Priorities Committee reconvened the meeting at 3:17 p.m.

### 3. Monitoring Strategy - Introduction

Introduced by Lisa Bhopalsingh, Director, Community Development.

#### Presentation:

Ting Pan, Manager, Sustainability, provided a PowerPoint presentation and introduced the Monitoring Strategy. Highlights included:

- The purpose of the Monitoring Strategy is to provide insight, indicate if the actions are effective and track the progress towards City goals
- Key indicators tell us how well a system is working over a period of time
- Targets define desired outcomes and show what we wish to achieve and by when
- The MultiCapital Scorecard is a performance measurement methodology to help an organization develop context-based sustainability and performance indicators
- Producing a score in each area of impact makes it possible to communicate progress
- Step 1 includes applying the selection criteria:
  - Indicators are sorted into either Phase 1, Phase 2, Recommended Supportive Indicators, or Potential Supportive Indicators
- Step 2 includes accessing the indicators' sustainability
- An example of using the MultiCapital Scorecard to assess water infrastructure capacity could be by identifying a

- sustainably threshold of “at least 30% of water reservoir capacity should be maintained at all times”
- An example of using the MultiCapital Scorecard to assess housing affordability could be by identifying a sustainably threshold of “no resident in Nanaimo should be required to spend more than 30% of their household income spent on housing costs”

Committee discussion took place regarding housing affordability and that it is important to be clear to the public what is in the City’s control.

Ting Pan, Manager, Sustainability, continued the presentation. Highlights included:

- Step 3 includes developing metrics to measure actual impact and a sustainability end goal
- Assigning values to different increments informs the proximity towards a goal

Committee discussion took place. Highlights included:

- Day-to-day monitoring is used to determine when water restrictions are raised
- Housing affordability data in terms of housing costs can be collected through the Canada Mortgage and Housing Corporation (CMHC)

#### 4. Next Steps

Committee and Staff discussion took place regarding the schedule for the City Plan IAP and Monitoring Strategy review. Staff will return to the 2023-FEB-13 GPC meeting with an updated schedule.

Lisa Bhopalsingh, Director, Community Development, noted that Staff are prepared to switch the order of the schedule. She also added that the MultiCapital Scorecard measure to assess performance is a tool that is typically applied to corporations or businesses, and Staff are attempting to take that tool and apply it at a community level.

#### 6. QUESTION PERIOD:

Council received two questions from the public regarding agenda items.

#### 7. ADJOURNMENT:

It was moved and seconded at 3:57 p.m. that the meeting adjourn. The motion carried unanimously.

---

CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER

Please click the link below to access the 2023-MAR-15 Finance and Audit Committee Meeting agenda:

<https://pub-nanaimo.escribemeetings.com/Meeting.aspx?Id=d3ebf1f0-25d9-4c3b-8431-3280b78f442b&Agenda=Agenda&lang=English>

# Delegation Request

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## **Delegation's Information:**

Collen Middleton, Nanaimo Area Public Safety Association (NAPSA), has requested an appearance before Council.

City: Nanaimo

Province: BC

## **Delegation Details:**

The requested date is 2023-MAR-20

The requested meeting is:  
Council

Bringing a presentation: Yes

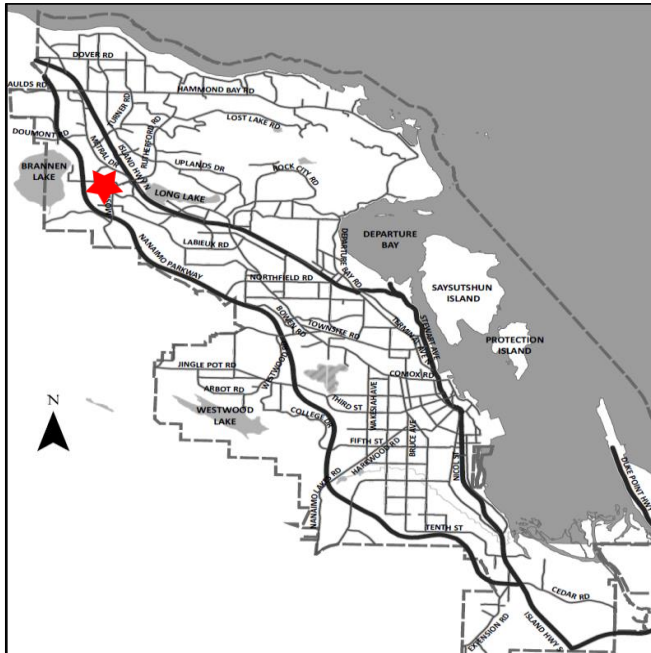
Details of the Presentation:

To present a letter asking for change signed by more than 70 residents within a one-block of 0 Block Victoria Rd. illustrating their public safety concerns. To commend and thank the City of Nanaimo public works, bylaw enforcement, and community safety officers, the RCMP, and property managers for their recent cooperation and attention to the situation. To request support for proposed short and long-term neighbourhood solutions. To request escalation by the City to Island Health, the Ministry of Public Safety, the Ministry of Mental Health and Addictions, regarding the policy enactments and policy shifts that can improve the situation for both housed and unhoused residents.

DATE OF MEETING MARCH 20, 2023

AUTHORED BY KIRSTEN DAFOE, PLANNING ASSISTANT, CURRENT PLANNING

SUBJECT DEVELOPMENT VARIANCE PERMIT APPLICATION NO. DVP446 –  
5288 SCARSDALE ROAD



## Proposal:

Variance to allow a proposed single residential dwelling.

## Zoning:

R2 - Single Residential Dwelling

## City Plan Future Land Use Designation:

Suburban Neighbourhood

## Lot Area:

336m<sup>2</sup>

**DVP**





## **OVERVIEW**

### **Purpose of Report**

To present for Council's consideration, a development variance permit application to reduce the minimum required rear yard setback for a proposed single residential dwelling.

### **Recommendation**

That Council issue Development Variance Permit No. DVP446 at 5288 Scarsdale Road with a variance as outlined in the "Proposed Variance" section of the Staff Report dated 2023-MAR-20.

## **BACKGROUND**

A development variance permit application, DVP446, was received from Deanna Knezevich to vary the provisions of the "City of Nanaimo Zoning Bylaw 2011 No. 4500" (the "Zoning Bylaw"), in order to reduce the minimum rear yard setback for a proposed single residential dwelling at 5288 Scarsdale Road.

### **Subject Property and Site Context**

The subject property is a small vacant lot located on the eastern side of Scarsdale Road, approximately 200m east of the Nanaimo Parkway. The property was created through a subdivision of 5341 Dunster Road in January 2020. This subdivision was facilitated by a rezoning of the parent parcel from R1-Single Residential Dwelling, to R2-Single Residential Dwelling – Small Lot, in August 2012. In January 2018, a development variance permit was issued to reduce the minimum lot depth required for subdivision in the R2 zone from 28m to 24.29m. It was demonstrated at that time that a viable building envelope could be achieved that complied with setbacks.

Surrounding properties are predominantly developed with single residential dwellings on larger suburban lots.

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

## **DISCUSSION**

### **Proposed Development**

The applicant is proposing to construct a single residential dwelling on the property. In order to accommodate the desired living area, the proposed dwelling requires a reduced rear yard setback.

### **Proposed Variance**

#### *Minimum Rear Yard Setback*

The minimum required rear yard setback in the R2 zone is 6.0m. The proposed setback is 4.6m; a requested variance of 1.4m. Staff support the proposed rear yard setback, as the siting is not

anticipated to negatively impact adjacent properties. In particular, the proposed dwelling is designed without any decks or outdoor living areas overlooking neighbouring yards, and it will be approximately 13m from the neighbouring house at 5331 Dunster Road. |

### **SUMMARY POINTS**

- Development Variance Permit No. DVP446 proposes a variance to reduce the minimum rear yard setback from 6.0m to 4.6m for a proposed a single residential dwelling.
- Staff support the proposed variance as negative impact to the adjacent properties is not anticipated. |

### **ATTACHMENTS**

ATTACHMENT A: Permit Terms and Conditions

ATTACHMENT B: Subject Property Map

ATTACHMENT C: Site Plan |

#### **Submitted by:**

Lainya Rowett  
Manager, Current Planning |

#### **Concurrence by:**

Jeremy Holm  
Director, Development Approvals

Dale Lindsay  
General Manager, Development Services  
/ Deputy CAO |

# **ATTACHMENT A**

## **PERMIT TERMS AND CONDITIONS**

### **TERMS OF PERMIT**

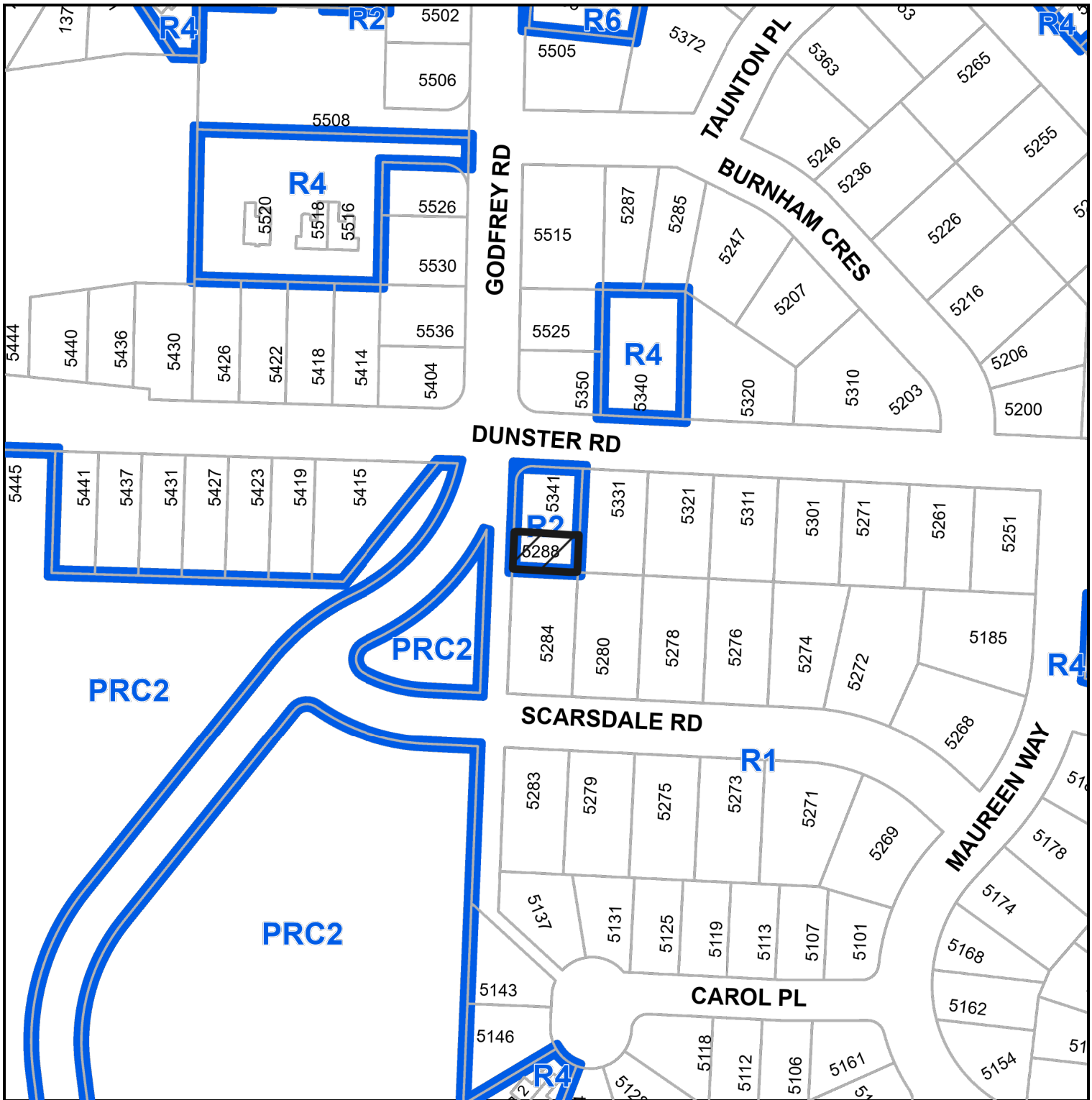
The “City of Nanaimo Bylaw Zoning 2011 No. 4500” is varied as follows:

1. *Section 7.5.1 Siting of Buildings* – to reduce the minimum required rear yard setback from 6.0m to 4.6m for a proposed single residential dwelling.

### **CONDITIONS OF PERMIT**

1. The subject property shall be developed in accordance with the Site Plan, prepared by J.E. Anderson & Associates Surveyors, dated 2022-DEC-08, as shown in Attachment C.

**ATTACHMENT B  
SUBJECT PROPERTY MAP**



**5288 SCARSDALE ROAD**

# ATTACHMENT C SITE PLAN

**JEA** J.E. ANDERSON  
& ASSOCIATES  
SURVEYORS - ENGINEERS

TEL: 250 - 758 - 4631 FAX: 250 - 758 - 4660  
NANAIMO - VICTORIA - PARKSVILLE - CAMPBELL RIVER

File: 90498

Civic: 5288 Scarsdale Road, City of Nanaimo

Legal: Lot B Section 5 Wellington District Plan EPP91706

Dimensions are in metres and are derived from Plan EPP91706.

This sketch does not constitute a redefinition of the legal boundaries hereon described and is not to be used in any matter which would assume same.

This sketch plan has been prepared in accordance with the Professional Reference Manual and is certified correct this 8th day of December, 2022.

**James Enders**  
99G9GJ

Digitally signed by James Enders  
99G9GJ  
Date: 2022.12.08 16:55:00 -08'00'

This document is not valid unless  
originally signed and sealed or  
digitally signed by BCLS

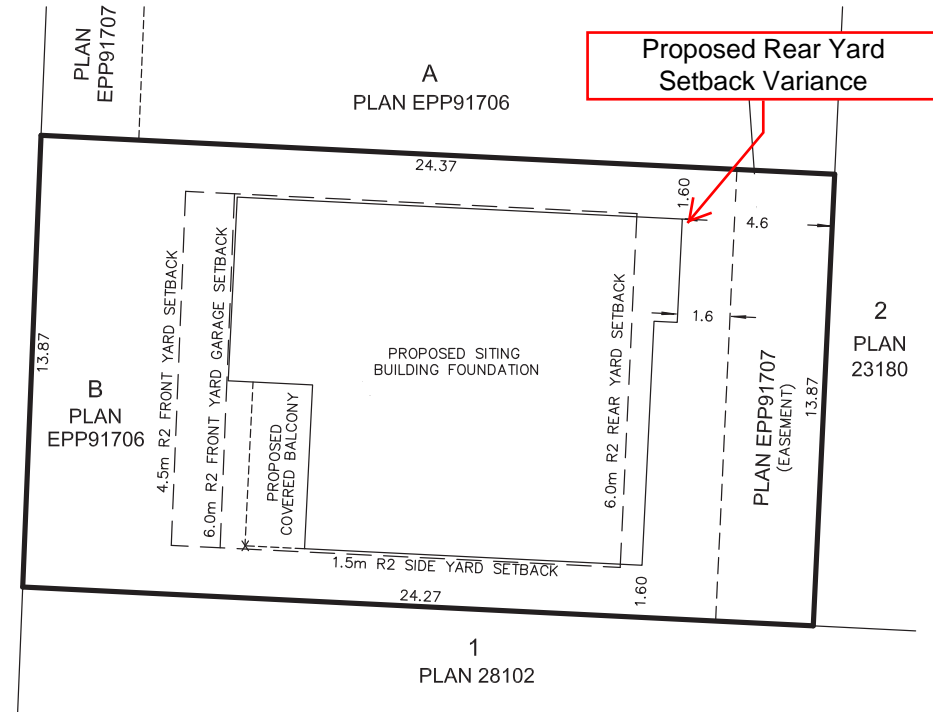
James R. Enders, BCLS

© Copyright 2022 J.E. Anderson & Associates. All rights reserved. No person may copy, reproduce, transmit or alter this document in whole or in part without the consent of the signatory.

The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decision made, or actions taken based on this document.

Subject to charges, legal notations, and interests shown on: Title No. CA7961073 (P.I.D. 031-012-817)

SCARSDALE ROAD

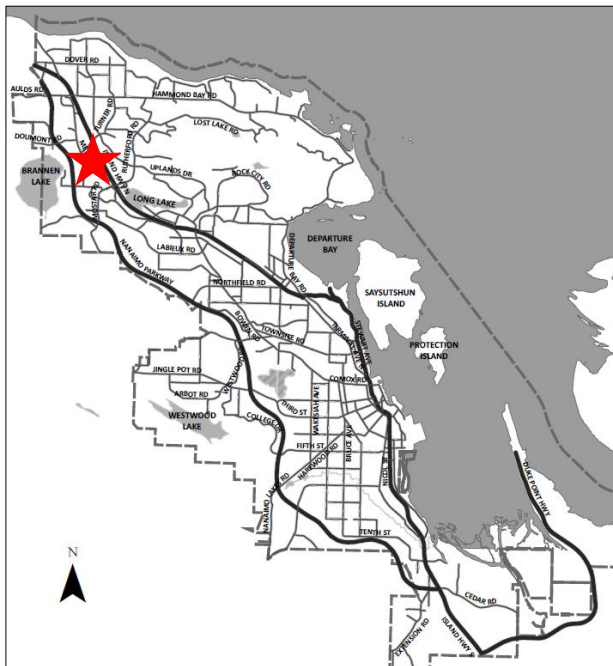


The intended plot size of this plan is 432mm in width by 280mm in height (B size) when plotted at a scale of 1:150.

DATE OF MEETING | March 20, 2023 |

AUTHORED BY | GEORGE FUJII, PLANNER, CURRENT PLANNING |

SUBJECT | REZONING APPLICATION NO. RA490 – 6030 PINE RIDGE CRESCENT |



## Proposal:

To facilitate a multi-family residential development.

## Current Zoning:

R1 - Single Dwelling Residential

## Proposed Zoning:

R5 - Three and Four Unit Residential

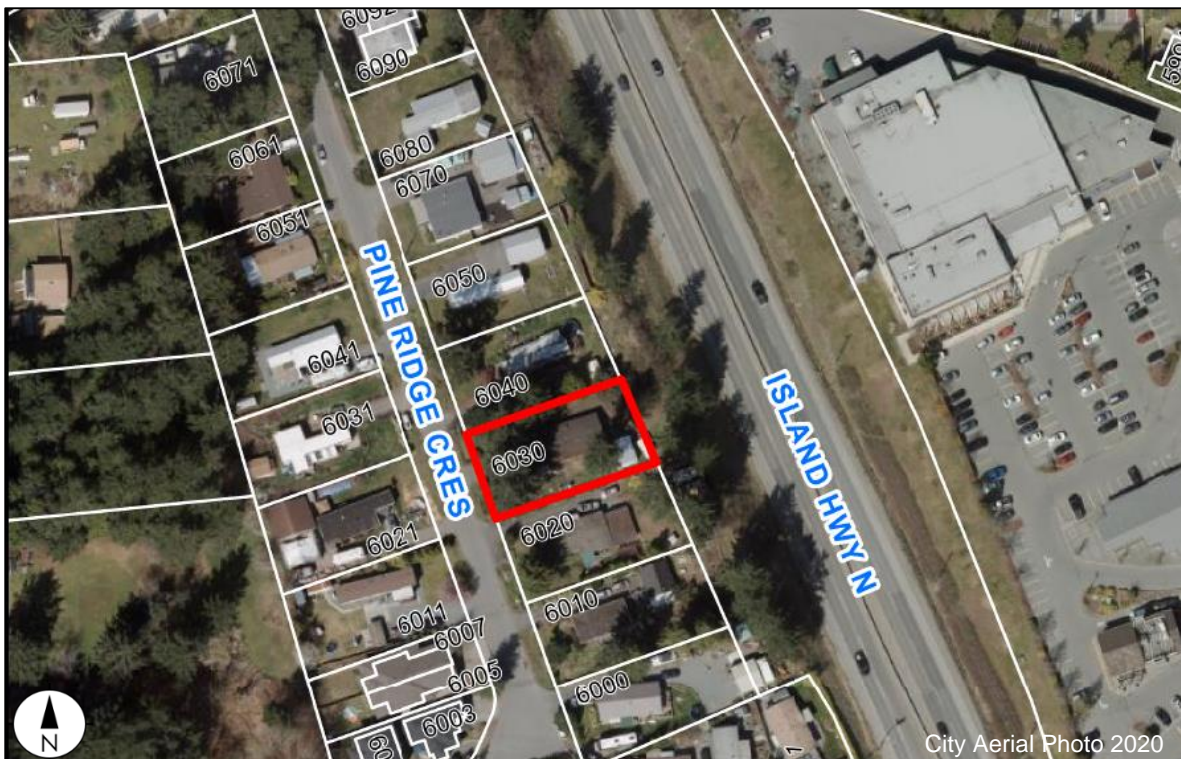
## City Plan Land Use Designation:

Suburban Neighbourhood

## Lot Area:

970 m<sup>2</sup>

RA



City Aerial Photo 2020



## **OVERVIEW**

### **Purpose of Report**

To present Council with an application to rezone 6030 Pine Ridge Crescent from Single Dwelling Residential (R1) to Three and Four Unit Residential (R5) to facilitate a multi-family residential development.

### **Recommendation**

That:

1. "Zoning Amendment Bylaw 2023 No. 4500.208" (to rezone 6030 Pine Ridge Crescent from Single Dwelling Residential [R1] to Three and Four Unit Residential [R5]) pass first reading;
2. "Zoning Amendment Bylaw 2023 No.4500.208" pass second reading; and,
3. Council direct Staff to secure the conditions related to "Zoning Amendment Bylaw 2023 No. 4500.208" as outlined in the "Conditions of Rezoning" section of the Staff Report dated 2023-MARCH-20 should Council support the bylaw at third reading.

## **BACKGROUND**

A rezoning application, RA490, was received from Raymond De Beeld Architect, on behalf of Winskill Development Corporation, to amend the "City of Nanaimo Zoning Bylaw 2011 No. 4500" (the "Zoning Bylaw") to rezone the subject property at 6030 Pine Ridge Crescent from Single Dwelling Residential (R1) to Three and Four Unit Residential (R5) to facilitate a multi-family development.

### **Subject Property and Site Context**

The subject property is located in the Pleasant Valley neighbourhood on the south side of Spartan Road between the Island Highway and Metral Drive. The neighbourhood is predominantly single family with a mix of single family dwellings and mobile homes on individual lots. The subject property is relatively flat and is characterized by a number of large coniferous trees.

## **DISCUSSION**

### **Proposed Development**

The applicant proposes to rezone the subject property from Single Dwelling Residential (R1) to Three and Four Unit Residential (R5) to facilitate a multi-family development. The R5 Zone provides for the development of small-scale multiple family residential dwellings, of up to four units, that are compatible with the scale or enhance the architectural style of single family residential development in the area.

### **Proposed Zoning**

The conceptual plan submitted in support of the rezoning application illustrates how the site could be developed in a 3-unit townhouse form under the R5 Zone. The proposed Floor Area Ratio (FAR) is 0.45 which is below the 0.55 FAR permissible in the R5 Zone. The conceptual plan contemplates three attached 2-storey units accessed from a shared driveway. The allowable

building height in the R5 Zone of 9m is comparable to the 9m allowable building height in the R1 Zone.

The conceptual plan submitted in support of the application illustrates how the site could develop with a building form which complements the surrounding single family houses and allows for some tree retention.

Staff note that the City's Zoning Bylaw was recently amended to not require a Form and Character development permit (DPA8) where construction is limited to no more than four dwelling units on one lot, provided the development is not located within the Old City Neighbourhood and provided a variance is not required. Staff's review of the conceptual plans indicates that no variances are requested and as such, the proposed development may be exempt from a development permit. However, Staff have worked with the applicant to see that the proof of concept could address City's design guidelines should a development permit be required.

## **Policy Context**

### *City Plan – Future Land Use*

The Future Land use Designation of the subject property in City Plan is Suburban Neighbourhood. The Suburban Neighbourhood designation is intended for primarily low density ground-oriented residences on various lot sizes. The proposed rezoning of the subject property to the R5 Zone is consistent with and meets the policy objectives of the Suburban Neighbourhood land use designation to allow residential infill that offers a mix of housing forms.

### *City Plan – Mobility Network*

The subject property is located approximately 800m from the intersection of Metral Drive and Spartan Road. Metral Drive is a primary active mobility route which provides access between the Nanaimo North and Woodgrove urban centres. The site is located near existing services and transit routes serve both Metral Drive and the Island Highway.

Pine Ridge Crescent is designated as an Urban Local in Schedule 4 ("Road Network") of City Plan which requires a 20m road dedication. The existing dedicated width of Pine Ridge Crescent is 15.24m. As such, road dedication of approximately 2.38m will be secured as a condition of rezoning. Also, a Section 219 covenant will be secured through the rezoning for the design and construction of a 2.0m wide sidewalk as a condition of the future building permit application.

## **Community Consultation**

The applicant distributed 44 notification letters in December 2022 advising of the proposed rezoning to the residents of the 6000 and 6100 blocks of Pine Ridge Crescent. The applicant did not receive any community feedback based on the notification letter. The subject property is not part of an active neighbourhood association.



## Community Amenity Contribution

The applicant has proposed a community amenity contribution (CAC) of \$2,500 per unit for a total of \$7,500 with 100% of the contribution to be directed towards the Housing Legacy Reserve Fund.

Staff support the proposed CAC contribution.

The CAC contribution will be secured prior to the consideration of final adoption of the amendment bylaw.

## BC Energy Step Code

As per Council's BC Energy Step Code Rezoning Policy, a Section 219 Covenant will be registered on the subject property as a condition of rezoning to secure a commitment to either (a) exceed the required BC Energy Step Code by one step or (b) provide a low-carbon energy system, to be determined at Building Permit issuance. The applicant has indicated that it is their intention for Option (a).

## Conditions of Rezoning

Should Council support this application and pass Third Reading of "Zoning Amendment Bylaw 2023 No.4500.208, Staff recommend the following items be secured prior to the final adoption of the bylaw:

1. *Road Dedication* – Road dedication of approximately 2.38m along the Pine Ridge Crescent frontage of the subject property to allow for a future Urban Local cross-section of 20m.
2. *Community Amenity Contribution* – A Section 219 covenant to secure a commitment in accordance with Council's Community Amenity Contribution Policy.
3. *BC Energy Step Code Commitment* – A Section 219 covenant to secure a commitment in accordance with the City's BC Energy Step Code Rezoning Policy.
4. *Site layout and building design* – A Section 219 covenant to ensure that the subsequent building permit application drawings are in substantial compliance with the conceptual site layout, building and landscape design, as shown in Attachments B, C and D.
5. *Works and Services* – A Section 219 covenant to secure the design and construction of a 2.0m wide sidewalk offset 0.6m from the front property line as a condition of the future building permit application.

### **SUMMARY POINTS**

- This application is to rezone the subject property from Single Dwelling Residential (R1) to Three and Four Unit Residential (R5) to facilitate a multi-family development.
- The conceptual plans illustrate three attached two-storey townhouse units.
- The proposed ground-oriented multi-family development complies with City Plan policies for the Suburban Neighbourhood designation and provides infill housing near existing services and transit.

## **ATTACHMENTS**

ATTACHMENT A: Subject Property Map  
ATTACHMENT B: Conceptual Site Plan  
ATTACHMENT C: Conceptual Building Perspectives  
“Zoning Amendment Bylaw 2023 No. 4500.208 |

### **Submitted by:**

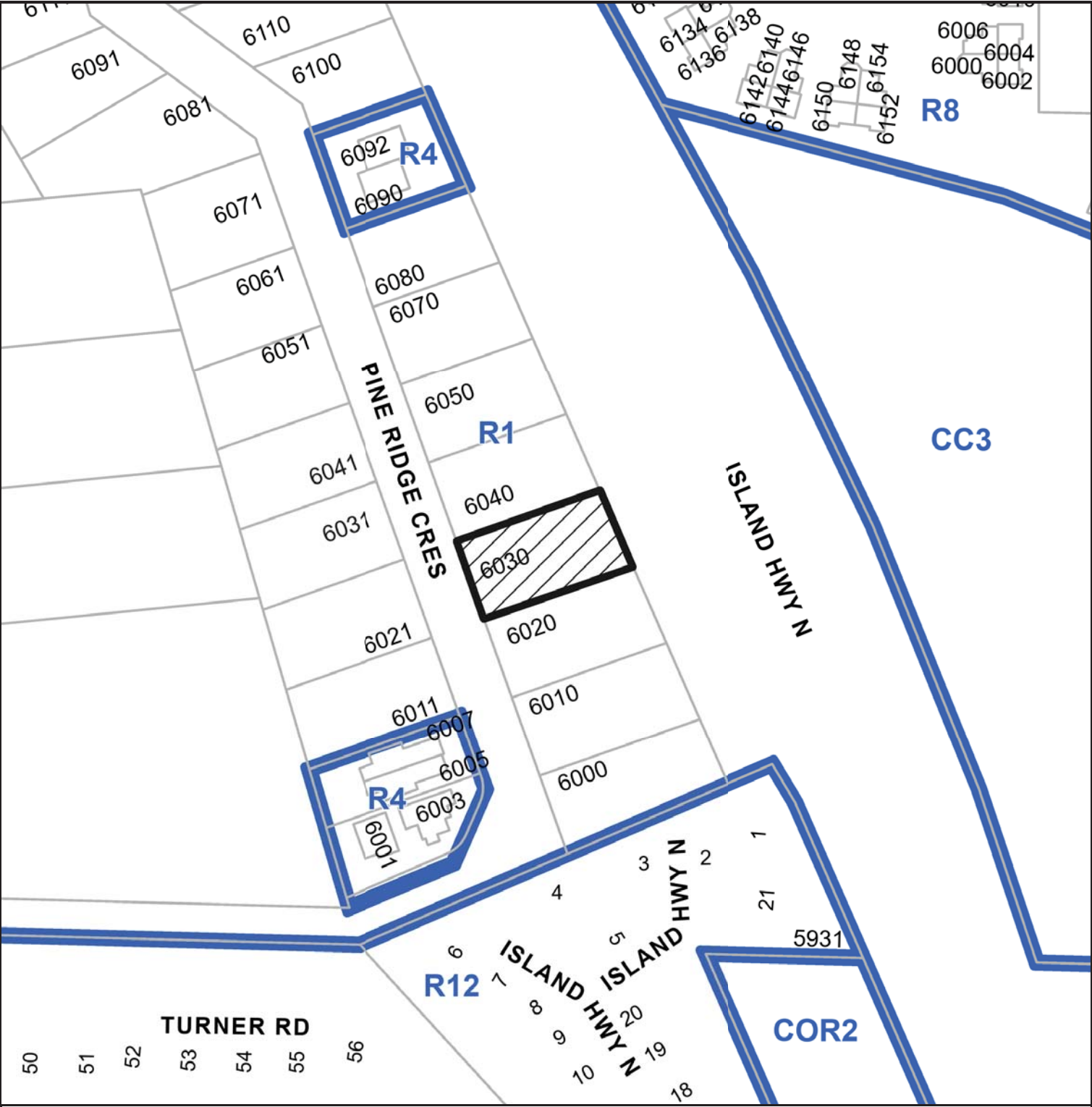
Lainya Rowett  
Manager, Current Planning |

### **Concurrence by:**

Jeremy Holm  
Director, Development Approvals

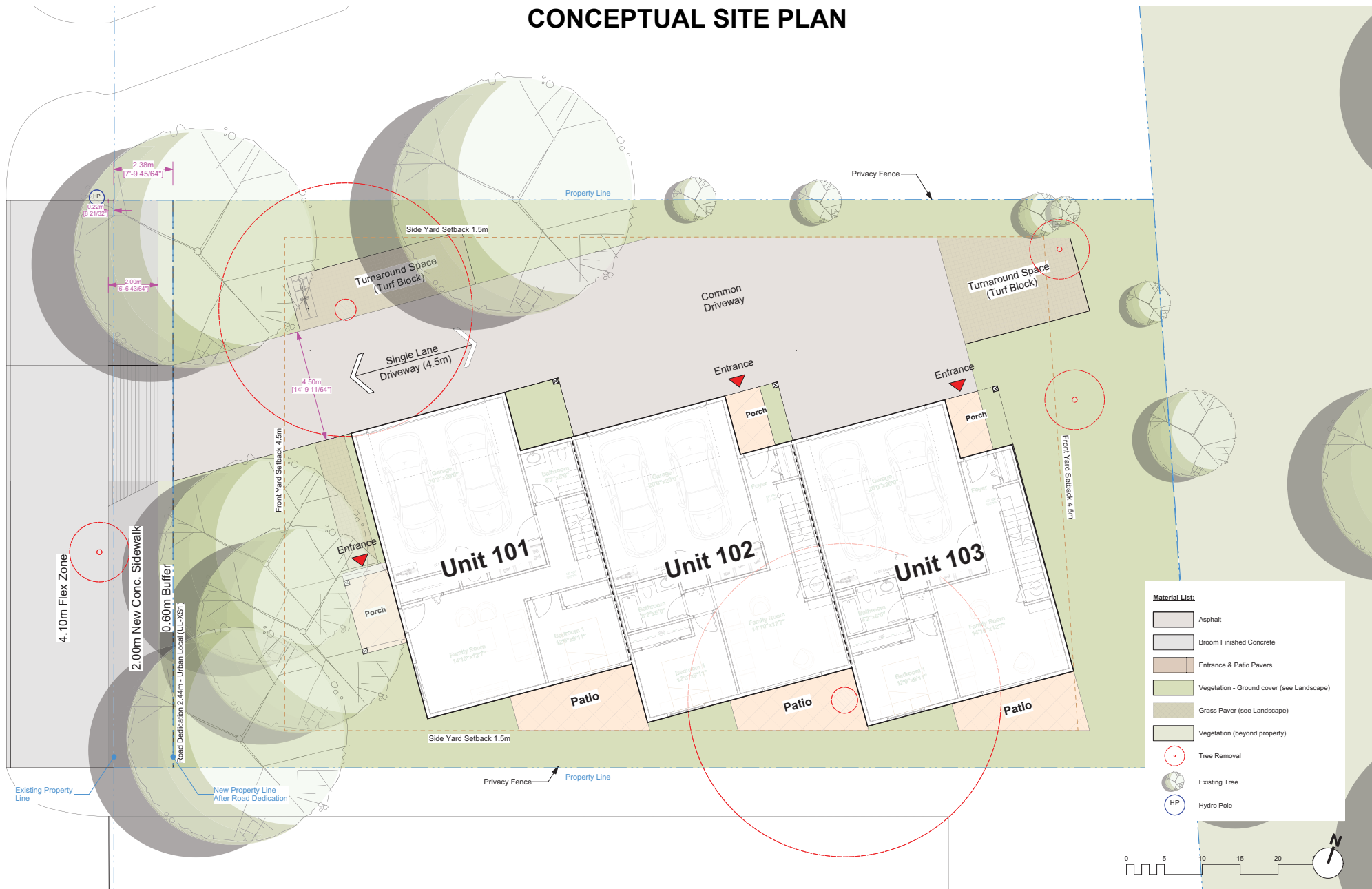
Dale Lindsay  
General Manager, Development Services /  
Deputy CAO |

ATTACHMENT A  
SUBJECT PROPERTY MAP



6030 PINE RIDGE CRESCENT

# ATTACHMENT B CONCEPTUAL SITE PLAN





## ATTACHMENT C CONCEPTUAL BUILDING PERSPECTIVES



1 Air View From Pine Ridge Cres .



2 Air View From Island Hwy N .



3 View From Common Driveway .



4 View From Pine Ridge Cres.

RECEIVED  
RA490  
2023-FEB-09  
CITY OF NANAIMO

CITY OF NANAIMO

BYLAW NO. 4500.208

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, 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 2023 No. 4500.208".
2. The "City of Nanaimo Zoning Bylaw 2011 No. 4500" is hereby amended as follows:
  - (a) By rezoning the lands legally described as LOT 11, DISTRICT LOT 30, WELLINGTON DISTRICT, PLAN 22185 (6030 Pine Ridge Crescent) from Single Dwelling Residential (R1) to Three and Four Unit Residential (R5) as shown on Schedule A of this Bylaw.

PASSED FIRST READING: \_\_\_\_\_

PASSED SECOND READING: \_\_\_\_\_

PUBLIC HEARING HELD: \_\_\_\_\_

PASSED THIRD READING: \_\_\_\_\_

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: \_\_\_\_\_

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

\_\_\_\_\_  
MAYOR

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

File: RA000490  
Address: 6030 Pine Ridge Crescent



LEGAL: LOT 11, DISTRICT LOT 30, WELLINGTON DISTRICT, PLAN 22185

CITY OF NANAIMO

BYLAW NO. 4500.191

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. 4500.191".
2. The "City of Nanaimo Zoning Bylaw 2011 No. 4500" is hereby amended as follows:

By rezoning the lands legally described as LOT 14, SECTION 8, WELLINGTON DISTRICT, PLAN 24916 (6643 Aulds Road) from Single Dwelling Residential (R1) to Duplex Residential (R4) as shown on Schedule A.

PASSED FIRST READING: 2021-AUG-30

PASSED SECOND READING: 2021-AUG-30

PUBLIC HEARING HELD: 2021-SEP-23

PASSED THIRD READING: 2021-SEP-23

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: 2021-DEC-14

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

\_\_\_\_\_  
MAYOR

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

File: RA000466  
Address: 6643 Aulds Road



## SCHEDULE A



### REZONING APPLICATION NO. RA000466



**Subject Property**

CIVIC: 6643 AULDS ROAD

LEGAL: LOT 14, SECTION 8, WELLINGTON DISTRICT, PLAN 24916



United Way  
British Columbia

Working with communities in BC's  
interior, Lower Mainland, Central  
& Northern Vancouver Island

Mayor and Council  
City of Nanaimo  
Via Email: [mayor.council@nanaimo.ca](mailto:mayor.council@nanaimo.ca)

Hello, Mayor Krog and Council,

***Re: Increase in lice and request for additional access to showers & laundry in Nanaimo.***

United Way BC (UWBC) is the Community Entity (CE) for the federal government's Reaching Home (RH) program in Nanaimo. Reaching Home's strategy is aimed at preventing and reducing homelessness in Canada by fifty percent by the year 2028. In Nanaimo, this work has been done by the Nanaimo RH Community Advisory Board (NCAB) with support from UWBC as the CE.

The Reaching Home Nanaimo Community Advisory Board (NCAB) recognizes and appreciates the resources that the City of Nanaimo currently provides in support of the needs of the unsheltered population. However, we are reaching out to request additional access to services that promote hygiene for the unsheltered population.

At the February 9, 2023, meeting of the NCAB, a presentation was provided by Island Health (IH) staff. IH staff reported that there has been an extraordinary increase in head and body lice amongst the unsheltered population in Nanaimo. Body and head lice are treatable with proper hygiene, however, there are currently limited resources available for the unsheltered population to access showers and laundry in Nanaimo. In response to the information about the increase in lice in Nanaimo, a motion was carried that the Nanaimo Community Advisory Board submit a letter to the City of Nanaimo to consider additional shower access.

Thank you for your consideration of this request.

We look forward to hearing from you.

Sincerely,

Deborah Hollins

Deborah Hollins (Feb 22, 2023 15:22 PST)

Deborah Hollins  
Co-Chair

Guy Beaulieu  
Co-Chair

Nanaimo Community Advisory Board

Signature: Deborah Hollins  
Deborah Hollins (Feb 22, 2023 15:22 PST)

Email: [d\\_hollins@nflabc.org](mailto:d_hollins@nflabc.org)

Company: Nanaimo Family Life Association

Signature:

Email: [guy@guybeaulieu.ca](mailto:guy@guybeaulieu.ca)

Company: Mid Island Metis Nation