



## **AGENDA REGULAR COUNCIL MEETING**

Monday, June 5, 2023

4:30 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;
- (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;
- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (n) the consideration of whether a Council meeting should be closed under a provision of this subsection or subsection (2); and,

*Community Charter* Section 90(2):

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

**3. INTRODUCTION OF LATE ITEMS:**

**4. APPROVAL OF THE AGENDA:**

**5. ADOPTION OF THE MINUTES:**

- a. Minutes 6 - 7

Minutes of the Special Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2023-MAY-08 at 12:30 p.m.

- b. Minutes 8 - 16

Minutes of the Regular Council Meeting held in the Shaw Auditorium, 80 Commercial Street, Nanaimo, BC, on Monday, 2023-MAY-15 at 3:00 p.m.

**6. MAYOR'S REPORT:**

**7. RISE AND REPORT:**

**8. PRESENTATIONS:**

- a. Sean De Pol, Senior Manager, Wastewater Services, Regional District of Nanaimo re: The Liquid Waste Management Plan Amendment 17 - 23

**9. COMMITTEE MINUTES:**

- a. Minutes 24 - 32

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-MAR-27 at 1:00 p.m.

- b. Minutes 33 - 40

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-APR-24 at 1:00 p.m.

- c. Minutes 41 - 53

Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Center, 80 Commercial Street, Nanaimo, BC on 2023-APR-19 at 8:30 a.m.

- d. Minutes 54 - 62

Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on 2023-MAY-17 at 9:00 a.m.

**10. CONSENT ITEMS:**



[Note: a link to the 2023-MAY-17 Finance and Audit Committee Meeting agenda is provided for information.]

1. Douglas Island Garden Society (DIGS) Partners in Parks Program Proposal

That Council award \$25,000 from the 2023 Partners In Parks (PIP) Program Fund, to the Douglas Island Garden Society proposed community garden improvements.

2. Rocky Point Neighbourhood Park Improvement Request Under the Partners in Parks Program

That Council award \$50,000 from the 2023 Partners In Parks (PIP) Program funds, to the proposed PIP Rocky Point Park improvements – including playground installation at Harry Wipper Park.

3. Community Program Development Grant – Nanaimo Nature Society

That Council approve the request from the Nanaimo Nature Society for a Community Program Development Grant in the amount of \$1,600 to assist in funding the Buttertubs Tour Guide Program.

4. 3 Year Budget – Nanaimo Youth Resilience Strategy – Building Safer Communities Fund

That Council direct Staff to proceed with a 3-year contribution agreement with Public Safety Canada using the Building Safer Communities Fund for the Nanaimo Youth Resilience Strategy as outlined in the 2023-MAY-17 Staff report, 3 Year Budget – Nanaimo Youth Resilience Strategy – Building Safer Communities Fund.

5. Council Spending and Amenities Policy Amendment

That Council endorse the proposed amendments to the Council Spending and Amenities Policy as outlined in Attachment 1 to the 2023-MAY-17 report titled "Council Spending and Amenities Policy Amendment" by the Deputy City Clerk.

That Council remuneration be reviewed in the third year of Council's term (2025), and that any changes begin in the next Council's term commencing 2026.

That Council direct Staff to prepare a report, with options, for potentially increasing the maximum Consumer Price Index percentage rate that is annually applied to the Mayor and Council's base rate of pay as outlined in Section 2.1 of the Council Spending and Amenities Policy.

6. 2022 Statement of Financial Information

That Council accept the 2022 Statement of Financial Information for filing with the Ministry of Municipal Affairs and Housing.

11. DELEGATIONS:

- |    |                                                                                                                                                      |    |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| a. | <u>Brian Snyder re: Health and fire safety protection for seniors living in manufactured home parks in the City</u>                                  | 64 |
| b. | <u>Susan Jarvis, Ken Burleigh and Susan Hermanson re: 24-hour parking exemptions for residents in buildings that only provide 30% parking spaces</u> | 65 |
| c. | <u>Craig Keating, Small Housing BC re: BC's Housing Action Plan</u>                                                                                  | 66 |

12. REPORTS:

- |                                                                                                                                                                                                                                                                  |                                                                                         |           |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|-----------|
| a.                                                                                                                                                                                                                                                               | <u>Council Strategic Framework</u>                                                      | 67 - 75   |
| To be introduced by Mayor Krog.                                                                                                                                                                                                                                  |                                                                                         |           |
| <u>Presentation:</u>                                                                                                                                                                                                                                             |                                                                                         |           |
| 1. Allison Habkirk, Registered Professional Planner                                                                                                                                                                                                              |                                                                                         |           |
| b.                                                                                                                                                                                                                                                               | <u>Liquor Licence Amendment Application No. LA153 - Unit 101, 223 Commercial Street</u> | 76 - 101  |
| To be introduced by Dale Lindsay, General Manager, Development Services/Deputy CAO.                                                                                                                                                                              |                                                                                         |           |
| <i>Purpose: To present Council with an application to amend the existing food primary liquor licence at Unit 101, 223 Commercial Street (Melange Restaurant) to extend the hours of liquor service.</i>                                                          |                                                                                         |           |
| Recommendation: That Council recommend that the Liquor and Cannabis Regulation Branch approve an application for Unit 101, 223 Commercial Street (Melange Restaurant) to extend their hours of liquor service to be from 9:00am until 1:00am, seven days a week. |                                                                                         |           |
| c.                                                                                                                                                                                                                                                               | <u>Liquor Licence Application No. LA154 - Unit 2, 5771 Turner Road</u>                  | 102 - 107 |
| To be introduced by Dale Lindsay, General Manager, Development Services/Deputy CAO.                                                                                                                                                                              |                                                                                         |           |
| <i>Purpose: To inform Council of a new liquor licence application to permit liquor to be served at an existing Nail Spa located at Unit 2, 5771 Turner Road.</i>                                                                                                 |                                                                                         |           |

- d. Complete Communities Funding Program (2023/24) 108 - 112

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

*Purpose: To seek Council endorsement for an application to the Union of British Columbia (UBCM) Complete Communities 2023/24 funding program to support the development of an Area Plan for the Woodgrove Urban Centre.*

Recommendation: That Council direct Staff to submit an application to the Union of British Columbia Complete Communities funding program to support the development of an Area Plan for the Woodgrove Urban Centre in collaboration with the Regional District of Nanaimo, and that Council commits to City staff providing overall grant management.

**13. BYLAWS:**

- a. "Fees and Charges Amendment Bylaw 2023 No. 7336.04" 113 - 120

That "Fees and Charges Amendment Bylaw 2023 No. 7336.04" (a bylaw to incorporate the new Parks, Recreation and Culture classification system and price structure) be adopted.

- b. "Housing Agreement Bylaw 2023 No. 7363" 121 - 127

That "Housing Agreement Bylaw 2023 No. 7363" (to secure unit affordability) be adopted.

- c. "Zoning Amendment Bylaw 2019 No. 4500.155" 128 - 129

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

**14. NOTICE OF MOTION:**

**15. OTHER BUSINESS:**

**16. QUESTION PERIOD:**

**17. ADJOURNMENT:**

**MINUTES**  
**SPECIAL COUNCIL MEETING**  
**SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,**  
**80 COMMERCIAL STREET, NANAIMO, BC**  
**MONDAY, 2023-MAY-08, AT 12:30 P.M.**

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Present: Mayor L. Krog, Chair  
Councillor S. Armstrong  
Councillor H. Eastmure  
Councillor B. Geselbracht  
Councillor E. Hemmens  
Councillor P. Manly  
Councillor J. Perrino  
Councillor I. Thorpe

Absent: Councillor T. Brown

Staff: J. Rudolph, Chief Administrative Officer  
D. Lindsay, General Manager, Development Services/Deputy Chief  
Administrative Officer  
R. Harding, General Manager, Parks, Recreation and Culture  
L. Mercer, Director, Finance  
S. Gurrie, Director, Legislative Services  
J. Vanderhoef, Steno Coordinator, Legislative Services  
N. Sponaule, Communications Advisor  
K. Lundgren, Recording Secretary

1. CALL THE SPECIAL MEETING TO ORDER:

The Special Council Meeting was called to order at 12:30 p.m.

2. APPROVAL OF THE AGENDA:

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

3. BYLAWS:

(a) "Financial Plan Amendment Bylaw 2023 No. 7359.01"

It was moved and seconded that "Financial Plan Amendment Bylaw 2023 No. 7359.01" (to amend the 2023 – 2027 Financial Plan) be adopted. The motion carried.

Opposed: Councillors Armstrong, Perrino and Thorpe

(b) "Property Tax Rates Bylaw 2023 No. 7360"

It was moved and seconded that "Property Tax Rates Bylaw 2023 No. 7360" (a bylaw to set the property tax rates for 2023) be adopted. The motion carried.

Opposed: Councillors Armstrong, Perrino and Thorpe

4. ADJOURNMENT:

It was moved and seconded at 12:32 p.m. that the meeting adjourn. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER

**MINUTES**  
REGULAR COUNCIL MEETING  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,  
80 COMMERCIAL STREET, NANAIMO, BC  
MONDAY, 2023-MAY-15, AT 3:00 P.M.

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Present: Mayor L. Krog, Chair  
Councillor S. Armstrong  
Councillor T. Brown (arrived 4:23 p.m.)  
Councillor H. Eastmure  
Councillor B. Geselbracht  
Councillor E. Hemmens  
Councillor P. Manly  
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  
J. Van Horne, Director, Human Resources  
Supt. L. Fletcher, Nanaimo Detachment RCMP  
S/Sgt T. Casson, Nanaimo RCMP  
M. King, Nanaimo RCMP  
M. Plenert, Nanaimo RCMP  
J. Saliken, Nanaimo RCMP  
T. Doyle, Fire Chief  
K. Gonzales, Manager, Aquatics  
D. Johnston, Manager, Recreation Services  
T. Webb, Manager, Communications  
S. Gurrie, Director, Legislative Services  
N. Sponaugle, Communications Advisor  
A. Chanakos, Recording Secretary

1. CALL THE REGULAR MEETING TO ORDER:

The Regular Council Meeting was called to order at 3:00 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*:

*Community Charter* Section 90(1):

- (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;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary states and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public; and,

*Community Charter* Section 90(2):

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

The motion carried unanimously.

Council moved In Camera at 3:00 p.m.

Council moved out of In Camera at 6:10 p.m.

Council recessed the Open Meeting 6:10 p.m.

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

3. INTRODUCTION OF LATE ITEMS:

- (a) Agenda item 8(a) RCMP Annual Update – Add PowerPoint presentation titled “Nanaimo RCMP”.

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 Special Council Meeting (Public Hearing) held in the Shaw Auditorium, 80 Commercial Street, Nanaimo, BC, on Thursday, 2023-MAR-16 at 7:00 p.m.
- Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2023-APR-17, at 4:30 p.m.
- Minutes of the Special Council Meeting (Public Hearing) held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Thursday, 2023-APR-20, at 7:00 p.m.

- Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2023-MAY-01, at 4:01 p.m.

The motion carried unanimously.

6. MAYOR'S REPORT:

- The City committed \$10,000 to the Cool It! Climate Education Program, which will continue throughout 2023. Students participated in interactive workshops and games to show their knowledge of climate change, as well as a four-week Cool It! challenge to reduce energy usage at home;
- The public is invited to attend the Public Works open house on Wednesday, 2023-MAY-24. Public Works Staff will host students in grades 4 and 5 during the day to learn about road maintenance, water distribution, solid waste, recycling and more;
- Tours of the Public Works yard will be open to the public from 3-6 p.m. where small groups can go through and learn about how staff respond to weather events and maintain above and below ground assets to ensure the City runs smoothly. Attendance is free but registration is required;
- Staff will also lead a guided tour at the South Fork Dam and South Fork Water Treatment Plant on Thursday, 2023-MAY-25. Attendance is free but registration is required;
- On 2023-MAY-08, Council adopted the 2023-2027 Financial Plan, with a 7.2% property tax increase for 2023. Some highlights include 12 Community Safety Officers, two Community Clean Teams, the Downtown Ambassador Program, seasonal park attendance program, Vandalism Relief Grant, additional downtown parkade cleaning, additional RCMP members and 20 new firefighters;
- 2023 Property Taxes are due 2023-JUL-04. Late payments will incur a 2% penalty, with a further 8% penalty after August;
- Staff are seeking input on the community's preferred communication method. A survey is available on the "Get Involved" website page until 2023-JUN-05;
- Mayor and Council expressed condolences to the family of Ray Brookbank, who passed away on 2023-MAY-01. He was a member of the first City Council of the newly amalgamated City of Nanaimo in 1975, was made Freeman of the City, and served as a Director of the Nanaimo Harbour Commission and the Nanaimo Airport Commission;
- Praise was given for the volunteer efforts of Joel Canfield and Melissa Griswold who are commonly seen around town with their bikes collecting litter. They are often invited to community clean ups and set a positive example for change in the City;
- The Mayor wished Merve Unger well as he leaves Nanaimo to be closer to family. He was a former City Councillor, founded the Nanaimo News Bulletin, and helped secure supportive housing in the City; and,
- Geoffery Markovich has offered to give the City a portrait of Frank Ney that he painted 41 years ago, to be hung in City Hall.



7. RISE AND REPORT:

The Mayor advised that at the In Camera portion of the 2023-MAY-01 meeting, Council appointed Jonathan Behnke, Landscape Architect, as nominated by the British Columbia Society of Landscape Architects, to the Design Advisory Panel for a two-year term, to be effective once appointed with the term to end on 2025-MAY-01, or until a replacement member is identified.

8. PRESENTATIONS:

(a) RCMP Annual Update

Introduced by Superintendent Lisa Fletcher, Officer in Charge, Nanaimo RCMP.

- The RCMP detachment currently has 169 regular members, 76 civilian staff and two public service employees;
- Last year the detachment covered 45,082 files, a slight decrease from the previous year, and based on stats from the first quarter, the RCMP are on track to receive a similar volume of calls this year;
- Enforcement of drug possession has dropped in anticipation of drug decriminalization legislation coming in, with the focus being more on drug trafficking and production;
- The Integrated Municipal Provincial Auto Crime Team (IMPACT) will be coming into the community to focus on catching and prosecuting individuals involved in auto theft;
- The Uniform Gang Enforcement Team (UGET) will be used to focus on disruption, enforcement and prosecution of violent or gang-related activities;
- Partnership with the Community Safety Officers (CSOs) have allowed the RCMP to focus on other areas, as the CSOs handle less serious incidents;
- Last year, Community Policing volunteers logged 971 hours of volunteer work in the community, participating mainly in speed watch patrols in school zones and other trouble areas identified by the RCMP;
- 18 communities have been participating in the Neighbourhood Community Safety Audits, which have been an effective tool for the VIU Criminology program;
- The RCMP have 48 specific patrols with Snuneymuxw First Nation and Snaw-Naw-As, and one new indigenous RCMP member is currently working on an outdoor adventure training program for Qwam Qwum Stuwixwulh school;
- The Youth Unit has five full-time school Liaison Officers, and a Youth Police Camp will be held this summer in partnership with School District 68 for high school students to try out policing;
- Car 54, a partnership between RCMP and Island Health, provides a coordinated response to mental health crises, and is comprised of a Mental Health Liaison Officer and a RCMP Liaison nurse;
- Saturday, 2023-MAY-13, was the first RCMP open house since 2019 and saw a turnout of 800-1000 people;

Council and Staff discussion took place regarding impacts of the Supreme Court appeal, *R. v. Jordan* on policing.

9. CONSENT ITEMS:

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

(a) Governance and Priorities Committee Meeting 2023-MAY-08

1. Draft Integrated Action Plan and Draft Priority Actions

That recommendations 1 to 3 of the Mayor's Leaders' Table Doughnut Economics Working Group be incorporated into the Priority Action Plan and a report be prepared for Council outlining an implementation schedule for the remaining recommendations.

2. Draft Integrated Action Plan and Draft Priority Actions

That Council direct Staff to write an information report on City Plan policy C1.1.8, (including a legal review) outlining whether a development permit area can be established to promote the reduction of greenhouse gas emissions by developing guidelines for machinery, equipment and systems external to buildings and other structures that limit the use of high carbon energy systems, such as natural gas.

3. Draft Integrated Action Plan and Draft Priority Actions

That Council direct Staff to write an information report on City Plan policy C1.1.8, which includes a legal review, be prepared on low carbon energy system bylaws and that the report provide information on the appropriate steps for establishing such a bylaw in Nanaimo and the degree to which the city can regulate fossil fuel-based energy systems.

The motion carried.

Opposed: Councillors Armstrong, Perrino and Thorpe

10. DELEGATIONS:

(a) Potential Affordable Housing Project on Bruce Avenue and Eighth Street

Andrea Blakeman, CEO, and Bob Moss, Board Member, Ballenas Housing Society, spoke regarding a potential affordable housing project on Bruce Avenue and Eighth Street. Highlights included:

- Ballenas Housing Society (BHS), formerly Nanaimo Affordable Housing Society, is non profit dedicated to providing rental housing for individuals and families on low to moderate income, and currently has 730 rental units in the City;
- The Salvation Army has decided to subdivide the 5-acre property at 505 Eighth Street, and sell a portion of the lot to BHS to help pay for necessary upgrades to the church;

- The 2021 Preliminary Layout Acceptance (PLA) for the subdivision required roadwork and service upgrades estimated at \$1.7 million. Working with City Staff and Cascara Engineering, a new compromised scope of work has reduced the cost to \$700,000, and a Development Variance Permit (DVP) has been submitted requesting the compromised scope of work be implemented into the existing PLA;
- Purchase of the lot will allow BHS to construct 80-100 apartment style units;
- BHS requested that the City agree to the reduced scope of works and services in the DVP application, contribute to the cost by limiting the total cost to the applicants to \$500,000, expedite approval of the DVP application and a subsequent Rezoning application, and adjust “Development Cost Charge Bylaw 2018 No. 7261” for non-profit rentals to allow for use of conventional financing.

(b) Potential Affordable Housing Project on Bruce Avenue and Eighth Street

Derland Orsted, Divisional Secretary for Business Administration, The Salvation Army Division Headquarters BC, spoke regarding investing in the community by selling part of the Salvation Army Church lot to add affordable housing to the area, and promoting community wellness through programs offered through the church.

Council and Staff discussion took place regarding the number of buildings intended for the site and when the housing project would be complete.

11. REPORTS:

(a) Parks, Recreation and Culture Fees and Charges

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

It was moved and seconded that “Fees and Charges Bylaw 2023 No. 7336.04” (a bylaw to incorporate the new Parks, Recreation and Culture classification system and price structure) pass first reading. The motion carried unanimously.

It was moved and seconded that “Fees and Charges Bylaw 2023 No. 7336.04” pass second reading. The motion carried unanimously.

It was moved and seconded that “Fees and Charges Bylaw 2023 No. 7336.04” pass third reading. The motion carried unanimously.

(b) Development Permit No. DP 1290 – 1861 East Wellington Road

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

It was moved and seconded that Council issue Development Permit No. DP1290 for an industrial warehouse development at 1861 East Wellington Road with the variances outlined in the “Proposed Variances” section of the staff report dated 2023-MAY-15 titled “Development Permit No. DP1290 – 1861 East Wellington Road”. The motion carried unanimously.

(c) Development Permit Application No. DP1262 – 921 Terminal Avenue North

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

It was moved and seconded that Council issue Development Permit No. DP1262 for a multiple family development at 921 Terminal Avenue North with variances as outlined in the “Proposed Variances” section of the staff report dated 2023-MAY-15 titled “Development Permit Application No. DP1262 – 921 Terminal Avenue North”. The motion carried unanimously.

(d) Housing Agreement – 2345 Kenworth Road

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

It was moved and seconded that “Housing Agreement Bylaw 2023 No. 7363” (to secure unit affordability) pass first reading. The motion carried unanimously.

It was moved and seconded that “Housing Agreement Bylaw 2023 No. 7363” pass second reading. The motion carried unanimously.

It was moved and seconded that “Housing Agreement Bylaw 2023 No. 7363” pass third reading. The motion carried unanimously.

It was moved and seconded that Council direct Staff to register a covenant on the title of 2345 Kenworth Road to reinforce the terms of the housing agreement. The motion carried unanimously.

12. BYLAWS:

(a) “Zoning Amendment Bylaw 2021 No. 4500.190”

It was moved and seconded that “Zoning Amendment Bylaw 2021 No. 4500.190” (To rezone 608 Sandy Court from Single Dwelling Residential [R1] to Three and Four Unit Residential [R5]) be adopted. The motion carried unanimously.

13. OTHER BUSINESS:

(a) Councillor Eastmure Motion re: The City’s Vandalism Relief Grant Fund

It was moved and seconded that Staff prepare a report back to Council with options to expand funding to the Vandalism Relief Grant fund, and that the grant program be amended to allow properties/businesses to apply more than twice per year, and to receive up to \$2500 per incident, up to a maximum of \$5000 per year. The motion carried unanimously.

(b) Councillors Brown and Manly Motion re: Development Corporations

It was moved and seconded that:

1. an information report be prepared that provides background on municipally owned development corporations, their purpose and governance structures; the steps required for establishing a development corporation in British Columbia; and high-level costs and considerations associated with establishing a municipally owned development corporation in Nanaimo; and,
2. that the report on development corporations be brought to a Governance and Priorities Committee Meeting prior to 2024 budget deliberations for discussion, and that topic matter experts be identified and invited to provide information at the meeting.

The motion carried unanimously.

(c) Councillor Thorpe Motion re: Controlled Use of Substances in Public Spaces

Delegation:

Sarah Lovegrove, Nanaimo Community Action Team, spoke regarding the human rights, public health risks and implications related to the establishment of an Anti-Drug User Bylaw. Highlights included:

- In the past 15 months, Nanaimo has lost 113 community members to toxic drug supply, with 78% of those dying alone in their homes due to stigma;
- Decriminalization of drugs will help reduce the barriers and stigma that prevent people from accessing lifesaving services;
- The limited number of shelters, detox and treatment beds, and only one safe consumption site leaves people with few safe places to consume drugs; and,
- Isolated drug use has led to increases of brain injury, chronic wounds, amputations of extremities and infections.

It was moved and seconded that Council direct Staff to prepare a report on options to regulate the use of controlled substances in public spaces including a summary of steps being proposed in other British Columbia Communities following Provincial decriminalization. The motion carried.

Opposed: *Councillors Brown, Eastmure, Geselbracht, and Manly*

It was moved and seconded that Council endorse that Councillor Brown attend the Planning Institute of BC Annual Conference in Sun Peaks from May 30 – June 2, 2023. The motion carried unanimously.

14. QUESTION PERIOD:

No one was in attendance to ask questions.

Council moved In Camera at 9:05 p.m.

Council moved out of In Camera at 9:50 p.m.

15. ADJOURNMENT:

It was moved and seconded at 9:50 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




## Liquid Waste Management Plan Amendment

Presentation to the City of Nanaimo Council  
June 5, 2023


 REGIONAL DISTRICT OF NANAIMO [www.rdn.bc.ca](http://www.rdn.bc.ca)

1

## Wastewater Management



- Wastewater management is a key service provided by the RDN
- Greater Nanaimo Pollution Control Centre provides wastewater treatment for the City of Nanaimo

 REGIONAL DISTRICT OF NANAIMO [www.rdn.bc.ca](http://www.rdn.bc.ca)

2

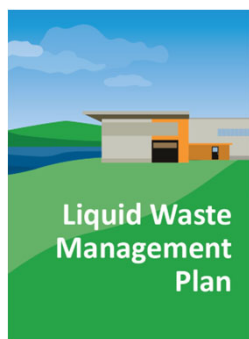
## Greater Nanaimo Pollution Control Centre



- Also serves Lantzville, Snuneymuxw First Nation, BC Ferries
- Total 104,000 people
- Secondary Treatment
- Class B biosolids from its processes and solids trucked from DPPCC

3

## Liquid Waste Management Plan



- Liquid Waste Management Plan is the RDN's long-range plan to manage wastewater
- Establishes **elector approval to borrow** funds for capital project
- The LWMP was last amended in 2014

4



## LWMP Amendment



- The RDN is amending its LWMP to:
  - Continue protecting human health and the environment
  - Build on LWMP successes
  - Set new action items to reflect current priorities
  - Update the projects and timelines for projects in the 10-year Capital Plan
  - Communicate new cost estimates and borrowing



[www.rdn.bc.ca](http://www.rdn.bc.ca)

5

## LWMP Amendment

- Organizes new action items into focus areas
- A Factsheet is available for each focus area

Factsheet 1: Wastewater Infrastructure

Factsheet 4: Education & Outreach

Factsheet 2: Biosolids Management

Factsheet 5: Administrative Tasks

Factsheet 3: Water Protection

Factsheet 6: Financial Planning



[www.rdn.bc.ca](http://www.rdn.bc.ca)

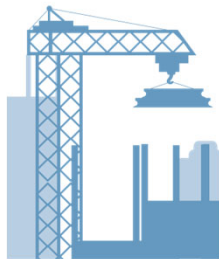
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## Wastewater Infrastructure & Financial Planning



- Information on other focus areas available online
- LWMP Amendment lists 8 major capital projects in the next 10 years for GNPCC

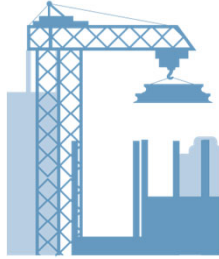
## What it Means for GNPCC



Capital Project	Cost Estimate*	Variability
Departure Bay Pump Station Upgrade	\$34,200,000	50%
Hammond Bay Forcemain Twinning	\$45,800,000	50%
Wellington Pump Station Generator Retrofit	\$3,800,000	50%
GNPCC Basement MCC Replacement	\$2,100,000	25%
GNPCC Grit & Sediment Tank Upgrade	\$7,100,000	40%
GNPCC Digester #1 Upgrade	\$3,100,000	50%
GNPCC Reclaimed Water Upgrade	\$500,000	50%
GNPCC Old Outfall Pipe Decommissioning	\$800,000	50%

\*2023 Dollars; \$71,500,000 may require borrowing; assumes no grants

## What it Means For Sewered Areas



For illustration, based on the “average” home in Nanaimo

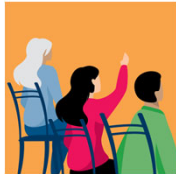
Area	2023 Average Household Tax	Average Annual Increase	Total 10-Year Increase	Tax in 2032
Nanaimo	\$234	\$27	\$246	\$480

## Community Feedback



- Community feedback is crucial to the success of an LWMP Amendment
- An LWMP approved by the Province authorizes the RDN to put the plan in place and borrow funds

## Ways to Get Involved



- Meetings and open houses in May / June
- Survey: now until June 30

## Community Feedback



- Feedback
  - documented in a report
  - Published on project website
  - considered for the final LWMP Amendment

## Project Website

**Get Involved RDN!**

[getinvolved.rdn.ca/lwmp-amendment](http://getinvolved.rdn.ca/lwmp-amendment)



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13

# THANK YOU



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**MINUTES**  
GOVERNANCE AND PRIORITIES COMMITTEE MEETING  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,  
80 COMMERCIAL STREET, NANAIMO, BC  
MONDAY, 2023-MAR-27, AT 1:00 P.M.

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Present: Councillor I. Thorpe, Chair  
Mayor L. Krog  
Councillor S. Armstrong  
Councillor H. Eastmure  
Councillor B. Geselbracht  
Councillor E. Hemmens  
Councillor P. Manly  
Councillor J. Perrino (joined electronically)

Absent: Councillor T. Brown

Staff: J. Rudolph, Chief Administrative Officer  
D. Lindsay, General Manager, Development Services/Deputy Chief Administrative Officer  
B. Sims, General Manager, Engineering and Public Works  
L. Fletcher, OIC, Nanaimo Detachment RCMP  
A. Burton, Inspector, Nanaimo Detachment RCMP  
T. Doyle, Fire Chief  
J. Le Masurier, Deputy Fire Chief  
J. Elliot, Director, Public Works  
L. Bhopalsingh, Director, Community Development  
R. Harding, Director, Parks, Recreation and Culture  
K. Ing, Director, IT/CIO (joined electronically)  
L. Brinkman, Manager, Community Planning  
D. Laberge, Manager, Bylaw Services  
T. Webb, Manager, Communications (joined electronically)  
C. Wood, Social Planner  
K. Biegun, Planner  
E. Dixon, Planning Assistant  
S. Gurrie, Director, Legislative Services  
N. Sponaugle, Communications Advisor  
A. Chanakos, Steno, Legislative Services  
E. Bassett, 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. APPROVAL OF THE AGENDA:

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

3. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2023-MAR-13 at 11:00 a.m. be adopted as circulated. The motion carried unanimously.

4. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning

Sheila Gurrie, Director, Legislative Services, introduced a schedule of upcoming Governance and Priorities Committee meetings.

Committee and Staff discussion took place regarding the topic of Neighbourhood Associations returning to a future Governance and Priorities Committee meeting. It was noted that there will be an engagement session with Neighbourhood Associations on 2023-APR-26 outside of the GPC format.

5. REPORTS:

a. COMMUNITY WELLNESS/LIVABILITY:

1. Downtown Nanaimo Community Safety Action Plan Update

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

Presentation:

Dave LaBerge, Manager, Bylaw Services, provided an update on the Downtown Community Safety Action Plan. Highlights included:

- The Downtown Community Safety Action Plan brought \$2.5 million in annual investments to the downtown to provide new and enhanced resources downtown, focusing on public safety and cleanliness;
- In 2021, Nielsen Consultants were assigned to consult with the community and report back their findings;
- The findings recognized that the situation downtown was acute and there was an imperative need for quick action in response to the serious challenges that were impacting downtown;
- The desire was to provide alternative responses other than RCMP response;
- Other goals were to make businesses and residents feel connected and supported by cutting down the wait time for responses, and to provide similar supports to make the unhoused feel supported and connected;
- The Downtown Nanaimo Community Safety Plan consists of three groups of measures:

- Tiered Response - The tiered approach consists of creating a new tier of responses such as the Community Safety Officers (CSOs);
- Public Spaces & Assets - The public spaces and assets plan includes programs that keep public spaces and infrastructure clean, safe, and accessible to everyone;
- Action Plan Governance - Action plan governance consists of providing a system of governance, understanding that the plan will not be static and will evolve as the conditions continue to change downtown;
- The twelve Community Safety Officers (CSOs) hired have a diverse background, not only in enforcement but also in various social services and clinical outreach;
- They are trained to de-escalate conflict and minimize the necessity for police interventions;
- The CSOs are the most consistent group on the street at any time doing proactive foot and bike patrols for 19.5 hours a day, seven days a week, from 6 a.m. to 1:30 a.m.;
- One of the key goals of the CSOs is to provide responses within 30 minutes of calls;
- Some of the work the CSOs having been doing includes providing points of entry for engagement for the services in town including shelters, warming centres, shower programs, and overdose prevention sites;
- Since 2022-OCT-01, the CSOs have responded to 3,465 unique calls;
- In 2019, the City implemented a Clean Team Project that included two sanitation workers and a truck used to shadow the Bylaw Officers to focus on the downtown cleanliness;
- The City received funding to make two full time Clean Teams permanent, providing coverage seven days a week;
- Industrial waste garbage vacuums and two custom trucks have been ordered that are designed to include onboard pressure washers and generators to address the sanitation issue more efficiently;
- The Vandalism Relief Grant provides property owners with quick assistance to repair damage caused by vandalism, break ins, or graffiti;
- On 2022-OCT-01, the City entered a service agreement with the Chamber of Commerce that implemented a system in place to provide funding up to \$1,000 per property owner, for up to two claims in a calendar year. During the last three months of 2022, a total of \$8,805 was dispersed for 12 incidents;
- The City manages three parkade facilities downtown with a total of 901 parking stalls;
- A security assessment was conducted in the fall of 2022 to get recommendations to reduce the vulnerabilities in the parkades;
- \$225,000 worth of CCTV infrastructure is planned to be installed in the summer of 2023 to the Port of Nanaimo and Harbourfront parkades;
- Staff are looking at the possibility of an operational command centre that would provide real time camera monitoring and event-based responses in cases of intrusions and other threats; and,



- An access control system is being considered by Staff which would include entrance gating to secure facilities for overnight parkers and to increase a more thorough maintenance program.

Committee and Staff discussion took place. Highlights included:

- Programs are in place to put garbage out the morning of collection, not overnight, mainly for bear prevention;
- Public Works and the Sanitation Department requested additional patrols by Bylaw Officers on the evenings prior to garbage pickup to ensure residents are not putting their garbage out overnight;
- The Community Safety Officers and the Bylaw Officers are routinely going through many of the known encampments along with the RCMP;
- It is difficult for enforcement to determine what is a discarded item and what is a valuable item that is potentially stolen;
- Costs associated with using CCTV systems versus on site personnel;
- Police are required to have a warrant to enter tents because they are considered homes;
- The public can contact the CSOs during business hours by calling the Bylaw Department, or after hours by calling the Public Works Department;
- Statistics are not kept on naloxone administration; and,
- The narrative from the CSOs experiences is important.

Jake Rudolph, Chief Administrative Officer, advised the Committee that there has been discussion regarding a one-year audit to show the effectiveness of the Community Safety Officers program. He noted that since hiring the CSOs, Bylaw Officers have been able to deploy more effectively to other areas around the City.

Committee and Staff discussion continued. Highlights included:

- CSOs have brought a lot of benefit to the housed and unhoused people;
- Having the CSOs focused exclusively on homelessness allows Bylaw Officers to complete their other regular duties; and,
- An agreement with the CUPE union allows the CSO program to provide coverage 24 hours a day depending on what is needed.

Lisa Fletcher, OIC, Nanaimo Detachment RCMP, advised the Committee of a strong connection between the Community Safety Officers, Bylaw, and RCMP. Knowing that the CSOs are very accessible downtown has given the RCMP the opportunity to focus other parts of town.

2. Community Safety and Security

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

Presentation:

Christy Wood, Social Planner, provided an update on City initiatives and programs that work to address community safety and security. Highlights included:

- The City has an important impact on the work that is done on the root causes of crime and social disorder;
- The Public Works team is recognized for dealing directly with social disorder and the work they do around vandalism and prevention; and,
- The purpose of the report is to show the different kinds of impact that downstream, midstream, and upstream programs have on community safety and initiative.

Christy Wood, Social Planner, provided a presentation regarding downstream initiatives and programs. Highlights included:

- Downstream approaches are immediate responses to urgent incidents that happen in the community;
- Some of the downstream work that the City does is in response to homelessness;
- The City received \$2.5 million dollars in 2021 (Round 1) and \$625,000 in 2022 (Round 2) through the Strengthening Communities and Services Program;
- Round 1 funds are being distributed by Staff to support different initiatives including the shower program, expansion of additional downtown clean up, security services, and portable toilets;
- Round 2 funds are currently supporting a morning meal program, extreme cold and general daytime warming services, and outreach services for the Snuneymuxw First Nation members experiencing homelessness;
- Risebridge and Nanaimo 7-10 Club Society are supporting an average of 55-60 individuals daily with warming services;
- The Unitarian Shelter provided shelter to an average of 18 individuals daily during extreme weather events from December to February;
- The Salvation Army provided 6,206 breakfast meals between November and the end of January;
- City Staff were able to coordinate and distribute just over \$332,000 from the Strengthening Communities and Services Program, and accessed funds from the Emergency Management Climate Readiness to provide the winter response;
- The City partnered with the Unitarian Shelter in 2018 to start a shower program which currently runs Monday to Friday from 7 a.m. to 12 p.m.;
- Between 2017-2022 the City provided just over \$246,000 to fund a Urban Clean-up Program in response to social issues and downtown concerns around garbage and discarded needles;

- The City funded the John Howard Society to provide the Urban Clean-up program and it was used as an employment skill-based program for people who are transitioning out of correctional facilities or homelessness;
- The Urban Clean-up program ended in 2022 as a request by the operator because there were other employment opportunities for their clients to explore and the increase of garbage was becoming too much for the small crew to handle;
- City Staff are currently updating the Surviving Nanaimo Guide;
- Nanaimo Fire Rescue (NFR) plays a key role in responding to issues of community safety and security;
- Last year NFR responded to 10,000 incidents including fires, hazardous material emergencies, technical rescues, vehicle accidents, and medical calls;
- NFR is collaborating with BC Centre for Disease Control as one of the first Fire Departments to participate in the take home naloxone kit program; and,
- In 2022, Council supported the addition of 4 Downtown Safety Enforcement Officers and 15 RCMP officers.

Christy Wood, Social Planner, provided a presentation regarding midstream initiatives and programs. Highlights included:

- Midstream approaches to community safety and security incorporate risk intervention strategies that target groups at a higher risk.
- They work to respond to elevated risk situations to mitigate harm and decrease the likelihood of victimization or trauma;
- Parks, Recreation and Culture partnered with Island Health to support youth at risk with a Wellness Centre at the Nanaimo Aquatic Centre;
- The Health and Housing Action Plan is a midstream approach that is providing a 5-year road map to support the needs of those at risk or facing vulnerable circumstances;
- Council is contributing \$500,000 over 5 years to a system planning organization to ensure strategic direction is being taken around coordination, accurate data collection, research, and education;
- The Community Policing Program provides community-based crime prevention and community policing initiatives;
- In 2023 the City provided just over \$129,000 to the Community Policing Program;
- Through round 1 of the Strengthening Communities Program, the program is funding 12 studio housing units and 6 scattered site housing units in partnership with Snuneymuxw First Nation;
- Round 2 of the Strengthening Communities Program is funding the lease of a second vehicle for the Community Policing Program to provide additional crime watch;
- In January 2023, the City launched its situation table in partnership with the Provincial Government;
- A \$30,000 grant was received to provide training for the situation table participants of the situation table; and,

- A situation table is a proactive hub that brings frontline staff to the table so that they can respond quickly and effectively to a high-risk situation.

Christy Wood, Social Planner, provided a presentation regarding upstream initiatives and programs. Highlights included:

- Upstream approaches are about creating communities where everyone has equal opportunity to grow, work, play, and be valued;
- Protective factors such as positive social skills, strong relationships, access to recreational activities, volunteering, or other social determined health indicators like housing, employment, and education all create an environment that reduces crime and victimization;
- The City's Parks, Recreation and Culture division supports upstream initiatives by providing safe gathering spaces, programs, and events for a diverse group of people;
- The leisure economic access pass ensures families who face financial barriers can access recreation and positive development programs;
- Parks, Recreation and Culture staff are actively supporting children by providing the opportunity to be engaged in positive programming, as well as acting as mentors and navigators connecting youth to other service providers in the community;
- The affordable housing strategy and City Plan provides a framework for the City to facilitate the development of affordable housing;
- The City established an MOU with BC Housing to support the building of affordable housing units;
- The City created and implemented the short-term rental regulation to help reduce the pressures on the rental market;
- In 2021, the City launched their first rent bank;
- Staff will be back at the end of the year to present additional affordable housing initiatives to Council;
- The City supports the Social Planning Grant Program which supports organizations, responds to social issues, and supports programs that enhance social cohesion, address the root causes and effects of poverty, and contributes to the vitality of our community annually;
- Last year, Council adopted the Neighbourhood Association Supports Policy and committed \$10,000 annually through the grant program to encourage healthy and vibrant neighbourhoods which are key to community safety and security; and,
- In 2022, the City was allocated \$1.8 million to develop and implement a strategic plan to prevent gun and gang violence in Nanaimo.

Committee and Staff discussion took place. Highlights included:

- The City must complete the upstream work in order to make a difference; however, as a society people tend to focus more on the downstream crisis response;
- The City is advocating for support from the Provincial and Federal Government;
- The report does not reflect the advocacy work being done;

- The situation table is meant to serve not only the homeless, but also the whole community including youth, seniors, and families to reduce the risk of eviction, victimization, and more;
- There are 24 service organizations at the situation table;
- Working towards further coordinated access;
- The situation table being connected to a Provincial database tracking risk factors;
- Future plans with SFN to continue program implemented there through the Strengthening Communities Program once funding terminates summer 2023; and,
- No secured funding for ongoing operations of the units currently; however, the City continues to seek a third round of funding if eligible.

Jake Rudolph, Chief Administrative Officer, advised the Committee that Council has previously flagged advocacy as an important topic during their Strategic Plan workshops. Advocacy is not a new topic, and that Council has chosen a quiet advocacy approach in the past in order to maintain relationships.

Committee and Staff discussion continued regarding Nanaimo Systems Planning Organization (SPO) and the Health and Housing Action Plan. It was noted that the Strategic Priorities document is scheduled to come back to Council at the Governance and Priorities Committee meeting at the end of April.

The Governance and Priorities Committee recessed the meeting at 2:45 p.m.  
The Governance and Priorities Committee reconvened the meeting at 3:01 p.m.

3. Draft Integrated Action Plan and Draft Priority Actions – A Healthy & Empowered Nanaimo

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

Presentation:

Lisa Bhopalsingh, Director, Community Development, introduced the Draft Integrated Action Plan. (Kasia Biegun, Planner, launched a series of Zoom polls on draft priority actions.)

A Zoom poll was launched related to community safety and security in the Draft Integrated Action Plan Priority Actions – A Healthy Nanaimo.

A Zoom poll was launched related to affordable housing in the Draft Integrated Action Plan Priority Actions – A Healthy Nanaimo

Committee discussion took place regarding public hearings in relation to rezoning applications, the City's support for affordable housing, and the Park Avenue Concept Plan.

A Zoom poll was launched related to intergenerational living in the Draft Integrated Action Plan - A Healthy Nanaimo.

Committee discussion took place regarding working with Island Health to create a memory clinic at a City facility. Staff will return to Council with an updated report on what they are trying to achieve.

A Zoom poll was launched related to food security in the Draft Integrated Action Plan - A Healthy Nanaimo.

Committee discussion took place regarding who is responsible for stocking the fish in local lakes and how it is paid for. It was noted that there is no budget or staffing implications for integrating fishing features into the design of future boardwalks and that it is inexpensive, healthy, and good for the community.

A Zoom poll was launched related to emergency management and recreation, culture, and wellness in the Draft Integrated Action Plan Priority Actions – A Healthy Nanaimo.

A Zoom poll was launched related to recreation, culture, and wellness in the Draft Integrated Action Plan Priority Actions – A Healthy Nanaimo.

It was moved and seconded that the Governance and Priorities Committee recommend that Council not support the approach to evaluating the remaining Draft Priority Actions and proposed schedule as outlined in the Staff report dated 2023-MAR-27 titled “Draft Integrated Action Plan – A Healthy & Empowered Nanaimo.” The motion carried unanimously.

6. QUESTION PERIOD:

Council received no questions from the public regarding agenda items.

7. ADJOURNMENT:

It was moved and seconded at 4:43 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

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-APR-24, AT 1:00 P.M.

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Present: Councillor I. Thorpe, Chair  
Mayor L. Krog  
Councillor T. Brown (joined electronically; disconnected 3:25 p.m.)  
Councillor H. Eastmure  
Councillor B. Geselbracht  
Councillor E. Hemmens  
Councillor P. Manly (joined electronically)  
Councillor J. Perrino

Absent: Councillor S. Armstrong

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  
G. Whiting, Deputy Fire Chief - Operations  
J. Van Horne, Director, Human Resources  
L. Bhopalsingh, Director, Community Development  
B. Corsan, Director, Corporate and Business Development  
P. Rosen, Director, Engineering  
C. Davis, Manager, Parks Operations  
T. Pan, Manager, Sustainability  
J. Rose, Manager, Transportation  
T. Webb, Manager, Communications  
K. Biegum, Planner  
E. Dixon, Planning Assistant  
S. Gurrie, Director, Legislative Services  
N. Sponaugle, Communications Advisor  
E. Bassett, Steno, Legislative Services  
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) Removed Agenda Item 6(a) Robyn Webb, BC Hydro, presentation regarding BC Hydro and Electrification.

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, on 2023-MAR-27 at 1:00 p.m. be adopted as circulated. The motion carried unanimously.

5. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning

Sheila Gurrie, Director, Legislative Services, introduced the Governance and Priorities Committee (GPC) Agenda Planning. Highlights included:

- The 2023-APR-26 Special GPC meeting will include a discussion on Committees and the GPC's Terms of Reference;
- Changes to the GPC meeting schedule will be proposed at the 2023-APR-26 Special GPC meeting

6. REPORTS:

a. COMMUNITY WELLNESS/LIVABILITY:

1. Draft Integrated Action Plan and Draft Priority Actions - An Empowered, A Green and A Connected Nanaimo

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

Presentation:

1. Lisa Bhopalsingh, Director, Community Development, spoke regarding the draft Integrated Action Plan (IAP). Highlights included:
  - The "A Healthy Nanaimo" section was discussed at the 2023-MAR-27 GPC Meeting;
  - A Special GPC meeting is scheduled for 2023-APR-26 to continue discussing any remaining items from today's meeting;
  - The first annual Neighbourhood Association Engagement Event will take place 2023-APR-26, and it is anticipated that this event will bring up additional priority actions for Council's consideration; and,



- The Committee was encouraged to make any amendments or additions to the IAP.

Kasia Biegun, Planner, introduced the process for the Zoom polls for the “Empowered Nanaimo” section of the IAP priority list.

Zoom polls were launched related to draft priority actions of the “An Empowered Nanaimo” section related to truth and reconciliation.

The Committee requested clarification regarding Action #109 “Explore partnering opportunities in areas related to skill development and training with Snuneymuxw First Nation (SFN)”.

Committee discussion took place regarding Action #111 “Work with SFN, the Provincial Government, and the Regional District of Nanaimo to enable SFN members living on reserve to participate in City elections.” Highlights included:

- Policy doesn’t commit the City to anything other than approaching the Provincial Government and exploring options; and,
- There is already work underway, and it would be premature for the City to actively get involved.

The Committee removed Action #111 from the IAP priority actions list.

Committee discussion took place regarding Action #112 “Work with SFN, towards the transfer of 100 Comox Road property adjacent to Swy-a-lana Park.”

Zoom polls were launched related to draft priority actions of the “An Empowered Nanaimo” section related to equity and inclusivity.

Committee discussion took place regarding Action #118 “Allocate staff resources to create a Recreation Coordinator position to focus on equity and inclusivity for City programs and facilities.” Highlights included:

- Staff are currently working on an internal style guide to standardize gender inclusivity and gender neutrality in municipal communications, which will be applied to items going forward; and,
- Preference that new positions come to Council in the form of business cases.

The Committee removed Action #118 from the IAP priority actions list.

Zoom polls were launched related to draft priority actions of the “An Empowered Nanaimo” section related to access for all.

Committee and Staff discussion took place. Highlights included:

- Concerns regarding agreeing to some of the actions without knowing the cost implications;

- Agreeing to keep actions in the IAP will direct Staff to explore options and not commit Council to proceed, as items will still go through the budgeting process;
- The priority action list uses symbols to indicate actions reflecting motions passed by previous Councils, and actions already included in the 5-year Financial Plan;
- Concerns regarding the process of the Committee reviewing these actions due to the level of specific detail; and,
- Identifying priorities for the next four years provides a road map for the community.

Zoom polls were launched related to draft priority actions of the “An Empowered Nanaimo” section related to culture.

Committee discussion took place regarding Action #129 “Prepare a strategy that raises the awareness of the role culture plays through culture grants in supporting the production and delivery of arts and culture activity” and Staff suggested adding the word “communication” in front of “strategy” to clarify the action.

Committee discussion took place regarding Action #135 “Upgrade the Lions Pavilion to improve the acoustics and audience views” and it was noted that work would be done in conjunction with the Nanaimo Lion’s Club.

Zoom polls were launched related to draft priority actions of the “An Empowered Nanaimo” section related to archeology and heritage.

Committee and Staff discussion took place. Highlights included:

- An archeological overview assessment is a methodology used to do a broad assessment of areas of known or high archeological potential.

Zoom polls were launched related to draft priority actions of the “An Empowered Nanaimo” section related to public art projects and programs.

Committee discussion took place regarding Action #146 “Integrate a public art feature into the Midtown Gateway project along Boxwood Drive.” Highlights included:

- Art features in roundabouts could be a distraction to drivers;
- Clarifying the wording of the action by including “Boxwood Road roundabout”;
- An art feature in the area would be nice, as it is a gateway into the City for people driving off of the Nanaimo Parkway; and,
- Prefer to see public art in areas where people can interact with it and view it up close.

The Committee removed Action #146 from the IAP priority actions list.

Committee discussion took place regarding Action #149 “Integrate a public art feature into the Harewood Turf Field”. Highlights included:

- Concerns for budget implication; however, there are creative opportunities for different types of public art that may not have a high cost.

Zoom polls were launched related to draft priority actions of the “An Empowered Nanaimo” section related to community events, festivals, tournaments and gatherings.

Zoom polls were launched related to draft priority actions of the “An Empowered Nanaimo” section related to parkland and park amenity.

Zoom polls were launched related to draft priority actions of the “An Empowered Nanaimo” section related to waterfront use and protection.

The Governance and Priorities Committee recessed the meeting at 2:37 p.m.  
The Governance and Priorities Committee reconvened the meeting at 2:50 p.m.

Kasia Biegun, Planner, introduced the Zoom polls for the “Green Nanaimo” section.

Ting Pan, Manager, Sustainability, informed the Committee that the City received a BC Hydro grant to develop a higher step code requirement. An industry consultation workshop has been scheduled for 2023-MAY-09, and Staff plan to bring a report back to Council in June with policy recommendations.

Zoom polls were launched related to draft priority actions of the “A Green Nanaimo” section regarding greenhouse gas (GHG) emission reduction.

Committee discussion took place regarding Action #5 related to updating development permit requirements. Highlights included:

- Very large and multifaceted topic;
- This action, if identified as a priority, would direct Staff to explore options in more depth and come forward with draft wording;
- Request for a Staff information report related to City Plan policy C1.1.8;
- Concerns regarding placing more burden on builders in pursuit of environmental goals;
- Request that Action #4, related to completing an inventory of energy use and GHG emissions of all community buildings, be amended to include the phrase “immediately develop a financing and rebate program to accelerate the replacement of high-carbon energy systems with low-carbon energy systems”;
- Intent of the motion is to tighten the language by setting a timeframe;
- Budgetary implementations of the action and looking to the Province to impose requirements;
- Adjusting the program to help people who can’t afford upgrading to low-carbon energy systems; and,
- Appreciation for the intent of the motion; however, there are concerns regarding the financial implication.

It was moved and seconded that priority action 4 of “A Green Nanaimo” be replaced with “Complete an inventory of energy use and Greenhouse Gas emissions of all community buildings, to identify building energy upgrade opportunities and challenges by building type, and immediately develop a financing and rebate program to accelerate the replacement of high-carbon energy systems with low-carbon energy systems.” The motion carried.

Opposed: Mayor Krog, Councillors Perrino and Thorpe

Councillor Brown disconnected from the meeting at 3:25 p.m.

Ting Pan, Manager, Sustainability, spoke regarding the inventory of energy use and GHG emissions of all community buildings and noted that funding has been received from the Federation of Canadian Municipalities (FCM) to do a more detailed inventory, focusing primarily on homes.

Zoom polls were launched related to draft priority actions of the “A Green Nanaimo” section regarding climate adaptation and hazard management.

Committee discussion took place regarding Action #10 “Develop a Sea Level Rise Management Plan”. Highlights included:

- The City intends to use existing data and work that has been done through the Regional District of Nanaimo (RDN) related to sea level rise risk management.

Zoom polls were launched related to draft priority actions of the “A Green Nanaimo” section regarding urban tree canopy, natural areas and greenways.

Committee and Staff discussion took place. Highlights included:

- Adding a priority action related to updating the urban tree canopy management strategy, conducting a tree canopy assessment, and updating tree protection bylaws;
- Trees are a massive infrastructure component of the City and they provide wind protection, temperature regulation, stormwater regulation and habitat;
- Current tree management strategy is over 10 years old;
- Many of the objects in the existing urban tree canopy management strategy still need to be achieved; and,
- The size of the tree canopy assessment would depend on the level of detail.

It was moved and seconded that the following be included as a priority action of “A Green Nanaimo” under Urban Tree Canopy, Natural Areas and Greenways: “Update the urban tree canopy management strategy, conduct a tree canopy assessment, and update tree protection bylaws and development guidelines to bring urban tree management into alignment with City Plan objectives.” The motion carried.

Opposed: Councillors Perrino and Thorpe

Zoom polls were launched related to draft priority actions of the “A Green Nanaimo” section regarding water, sewer and stormwater services.

Zoom polls were launched related to draft priority actions of the “A Green Nanaimo” section regarding solid waste management.

Committee and Staff discussion took place. Highlights included:

- The Trunk Sale and Reuse Rendezvous are popular events in the City;
- Two deconstruction demolition bylaws have been successfully implemented in North Vancouver and Victoria;
- 58% of materials going to landfill are recyclable, and construction demolition waste has been identified as a major contributor;
- The RDN has been proactive on this, and they have put out a guidebook on this topic;
- This is a difficult time to impose a deconstruction bylaw on the construction community, and it will add a further burden to the cost of housing in our community;
- The RDN has a fee and penalty structure for the separation of demolition material;
- Agree with the intent of the bylaw; however, would request more information before making a decision; and,
- A bylaw would take a few years before it could be implemented, and therefore would not be immediately actioned.

It was moved and seconded that the following be included as a priority action of “A Green Nanaimo” under the Solid Waste Management Section: “Develop and implement a construction recycling, deconstruction, and demolition bylaw. The bylaw will include measures to reduce the amount of waste that goes to landfill from construction and demolition activities, and promote re-use of construction material in Nanaimo.” The motion carried.

Opposed: Mayor Krog, Councillors Perrino and Thorpe

Committee and Staff discussion took place regarding developing a zero-waste public events program to improve efforts to reduce waste.

It was moved and seconded that the following be included as a priority action of “A Green Nanaimo” under the Solid Waste Management section: “Develop Zero Waste Public events program as part of a waste reduction effort and experiential community education program.” The motion carried.

Opposed: Mayor Krog, Councillors Perrino and Thorpe

Zoom polls were launched related to draft priority actions of the “A Green Nanaimo” section related to brownfield sites.

Zoom polls were launched related to draft priority actions of the “A Green Nanaimo” section related to artificial lighting and dark skies.

Committee and Staff discussion took place. Highlights included:

- Amending Action #32 to broaden the scope of the action to include street lighting in the dark skies assessment;
- Concerns regarding public safety and acknowledging that light discourages criminal behaviour;

- Current action would look at parts of the City that don't require extremely bright lights, and a large part of lighting will be omitted if street lighting is not included; and,
- Current process for lighting within the City includes installing warmer lighting in residential areas and brighter lighting on main roads for safety.

It was moved and seconded that priority action 32 of "A Green Nanaimo" be replaced with "Complete a dark skies assessment of all city parks, facilities and infrastructure, including street lighting, and develop an action plan to implement dark-sky best practices. The City assessment would include an analysis of light pollution and its sources, current lighting policies and new policies for consideration, priority dark sky locations, recommendations for lighting fixtures, and implementation timelines." The motion was defeated.

Opposed: Mayor Krog, Councillors Hemmens, Perrino and Thorpe

Committee and Staff discussion took place. Highlights included:

- The draft priority actions of "A Connected Nanaimo" section will be deferred to the 2023-APR-26 Special Governance and Priorities Committee Meeting.

7. QUESTION PERIOD:

Council received no questions from the public regarding agenda items.

8. ADJOURNMENT:

It was moved and seconded at 4:37 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER

**MINUTES**  
**FINANCE AND AUDIT COMMITTEE MEETING**  
**SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,**  
**80 COMMERCIAL STREET, NANAIMO, BC**  
**WEDNESDAY, 2023-APR-19 AT 8:30 A.M.**

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Present: Mayor L. Krog  
Councillor S. Armstrong (joined electronically)  
Councillor T. Brown (joined electronically at 10:03 a.m.; disconnected at 11:43 a.m.)  
Councillor H. Eastmure  
Councillor B. Geselbracht  
Councillor E. Hemmens  
Councillor P. Manly  
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  
T. Doyle, Fire Chief (joined electronically)  
L. Bhopalsingh, Director, Community Development  
B. Corsan, Director, Corporate and Business Development  
A. Groot, Director, Facility and Parks Operations  
J. Holm, Director, Development Approvals  
L. Mercer, Director, Finance  
D. Osborne, Director, Recreation and Culture  
W. Fulla, Deputy Director, Finance  
D. Bailey, Acting Manager, Accounting Services  
G. Bell, Manager, Arenas  
A. Breen, Manager, Culture and Special Events  
K. Gonzales, Manager, Aquatics  
D. Johnston, Manager, Recreation Services  
J. Matheson, Acting Manager, Accounting Services  
T. Pan, Manager, Sustainability  
P. Stewart, Manager, Engineering Projects  
M. Van Zyl, Manager, Construction Projects  
M. Duerksen, Assistant Manager, Parks, Recreation and Culture  
S. Gurrie, Director, Legislative Services (joined electronically)  
K. Robertson, Deputy City Clerk  
N. Sponaule, Communications Advisor  
J. Vanderhoef, Steno Coordinator  
E. Bassett, Recording Secretary

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

The Finance and Audit Committee Meeting was called to order at 8:30 a.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*.

*Community Charter* Section 90(1):

- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public.

The motion carried unanimously.

The Finance and Audit Committee moved “In Camera” at 8:30 a.m.

The Finance and Audit Committee moved out of “In Camera” at 8:32 a.m.

3. INTRODUCTION OF LATE ITEMS:

- (a) Reorder Agenda Heading 6 Presentations to follow Agenda Heading 7 Delegations.
- (b) Agenda Item 8(j) Parks, Recreation and Culture Fees and Charges – Replace Attachment B titled “Updated Fee Schedule 2023 to 2027” with the attached version.
- (c) Agenda Item 8(j) Parks, Recreation and Culture Fees and Charges – Remove Darcie Osborne, Director, Recreation and Culture as presenter and replace with Richard Harding, General Manager, Parks, Recreation and Culture.
- (d) Agenda Item 8(j) Parks, Recreation and Culture Fees and Charges – Add delegation from Brian Cornborough.

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 Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2023-MAR-15 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, 2023-MAR-29 at 9:00 a.m.

The motion carried unanimously.



6. PRESENTATIONS:

(a) Summary of Audit Findings

Liette Bates-Eamer, Lead Audit Engagement Partner, KPMG, provided a PowerPoint presentation on the 2022 summary of audit findings. Highlights included:

- The next steps would be for Council to accept the financial statements at the 2023-MAY-01 Council meeting;
- The one risk that is required to be identified by professional standards is the risk of fraud due to management override of control;
- The risk was addressed with standard procedures which included looking at journal entries, significant estimates, or unusual transactions;
- There were no issues, and the testing addressed the risk;
- The areas of audit focus included:
  - Tangible capital assets and developer contributed capital assets
  - Cash and investments
  - Revenues and receivables
  - Salaries and benefits
  - Expenses, procurement, and payables
- One minor uncorrected adjustment was identified that was not considered material in the audit;
- One corrected difference was identified in the notes in the presentation of commitments;
- Management went through the assessment to clear out items that had been disclosed that were not formally committed under a contract or a purchase order and reduced the disclosure;
- No significant deficiencies in internal controls were identified; and,
- The following new accounting standards that will be applicable in 2023:
  - Asset retirement obligations
  - Financial instruments

Committee discussion took place. Liette Bates-Eamer, Lead Audit Engagement Partner, KPMG, confirmed that they did not come across any cause for concern regarding oversight of management and procedures in the audit.

7. REPORTS:

(a) 2022 Annual Financial Statements

Introduced by Laura Mercer, Director, Finance.

- Under legislation in the *Community Charter*, financial statements must be approved by Council and submitted to the Province before May 15<sup>th</sup> of each year;
- The City's auditors, KPMG, have completed the audit work and anticipate issuing a clean audit opinion that the statements fairly represent the financial position of the City as of 2022-DEC-31, once Council has accepted the statements;
- Highlights of the financial statements at 2022-DEC-31 include:

- \$290.4 million in cash and investments
- \$238.9 million in reserves
- \$65.4 million in Development Cost Charge (DCC) Reserves
- \$81.9 million in Statutory Reserves
- \$41.3 million in outstanding debt
- \$810 million in network value for capital assets
- The City has a capital asset policy that establishes the threshold that Staff used to determine if an asset is capital or operating in nature;
- In June, Staff will be presenting the 20-year investment plan and asset management update; and,
- The financial statement asset number differs from the 20-year investment plan as Staff does not account for every asset in the financial statements and the assets are depreciated.

Committee and Staff discussion took place regarding Staffs process for reviewing companies that perform the financial audits.

It was moved and seconded that the Finance and Audit Committee recommend that Council accept the 2022 Annual Financial Statements for the City of Nanaimo. The motion carried unanimously.

(b) 2022 Annual Parking Reserve Fund Report

Laura Mercer, Director, Finance, introduced the 2022 Annual Parking Reserve Fund Report. She noted the City has two parking Reserve Funds, the Old City Neighbourhood Reserve Fund and the Off-Street Parking Reserve Fund that collect cash in lieu of payments.

Committee and Staff discussion took place regarding using the funding towards improvements identified at the 2023-APR-17 Council meeting and future transit shelters.

8. DELEGATIONS:

(a) Jovonne Johnson re: Risebridge Community Centre Hours of Operation and Request for Funding

Jovonne Johnson, provided a verbal presentation regarding Risebridge Community Centre. Highlights included:

- Risebridge currently provides outreach services funded by Island Health;
- A warming centre was previously funded by the City and the Union of BC Municipalities (UBCM) Strengthening Communities Services Program;
- Staff or volunteers are working 8 hours a day, 7 days a week;
- There is a lack of resources in the community and places for people to go;
- It is difficult not having a place to direct people to go to get clean clothes, laundry services, basic food, and shelter;
- It is helpful for support workers to have a known location where they can provide support to people applying for detox treatment and housing;

- The library should not be the only place that is relied upon in the community to service the extreme need;
- Risebridge is requesting \$15,000 per month for the next three months to be used to operate 4 days a week to provide resource centre access and shelter space;
- In summer there is less of a need for warm clothes and a dry place to stay, so the funding will help get them through for the next three months until then;

Committee discussion took place. Highlights included:

- Risebridge does not currently offer showers;
- They operate outreach services and a resource access tent in Parksville;
- There are 10 full time volunteers and 40-50 other volunteers;
- They have applied for every grant in the last two years that they were eligible for;
- The money requested will help get them through the next few months until grants are released;
- Risebridge does not have many of the credentials that make them eligible for many grants due to the fact that they are a newer organization, they do not have charity status, and they do not have three years of financial records;
- The funding they received from Island Health is for outreach services only;
- They are heavily relied upon from Community Safety Officers (CSO), Bylaw, Security, and RCMP to drop people off or to direct them to the centre;
- \$300,000 has been received in awarded funding over the last two years;
- The cost of operation is \$890 per day to provide 4.5 hours of service with half of volunteer capacity;
- Staff get paid \$25 as a support worker or helpful community member and \$30 as a director;
- No staff gets paid more than 20-25 hours a week although they work closer to 60 hours per week;
- 60% of the funding would be used for wages;
- Part of their Island Health contract is doing real time data collection and they have counted 92 new faces in the last week;
- On 2023-JAN-26, they worked with CSOs and Bylaw to bring in as many unhoused individuals as they could during the snowstorm; and,
- The role of the Systems Planning Organization (SPO) is to coordinate efforts around these fundings.

Lisa Bhopalsingh, Director, Community Planning, advised the Finance and Audit Committee that the City distributed \$157,000 to Risebridge for warming between December 16 and the end of March. She noted that there is approximately \$42,000 left that could be used toward a cooling centre through the UBCM funding to be used by the end of the fiscal funding period. Staff have been in contact with different organizations regarding using the funding for cooling services.

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to consult with Risebridge and return to Council with a report on options for funding.

It was moved and seconded that the motion be amended to add the words “and the Nanaimo Systems Planning Organization” after the word Risebridge.

The vote was taken on the amendment.

The motion carried unanimously.

The vote was then taken on the main motion, as amended, as follows:

That the Finance and Audit Committee recommend that Council direct Staff to consult with Risebridge and the Nanaimo Systems Planning Organization and return to Council with a report on options for funding.

The motion, as amended, carried unanimously.

7. REPORTS (CONTINUED):

(c) 2022 Annual Development Cost Charges Reserve Fund Report

Laura Mercer, Director, Finance, provided an overview of the 2022 Annual Development Cost Charges (DCC) Reserve Fund report. The purpose of the DCC Fund is to take contributions from developers and fund specific infrastructure projects that are required due to growth. She noted that on December 31, 2022, the balance in the DCC fund was \$65,416,377.

(d) 2023-2027 Financial Plan Update

Introduced by Laura, Mercer, Director, Finance.

Presentation:

Laura Mercer, Director, Finance provided a PowerPoint presentation regarding the 2023-2027 financial plan update. Highlights included:

- The projected property tax increase for 2023 is 6.4%;
- In recent years, Council used reserves to lower the cost of taxes in response to COVID 19;
- Staff are currently working on an asset management update;
- 2023 user fee increases as a result of utility rate review:
  - Sewer 4%
  - Water 5%
  - Sanitation 2.3%
- The 10-year average of property tax increases from 2013-2022 is 2.7%;
- Other government levy information is being received, and Staff should have all of the information by the time the 2023-2027 Financial Plan Bylaw is presented in May;

- For 2023, single family residential properties are looking at a 12% increase in assessed value;
- When looking at property tax potential increases for an individual property its important to consider how the assessed value changed in relation to the average property assessment change;
- Based on the revised tax increase, a single-family dwelling with an assessed value of \$808,873 would pay a total of \$2,625 for their City portion of property taxes;
- Based on 2022, this represents an increase of \$157 for taxes, \$30 for water fees, \$6 for sewer fees, and \$5 for sanitation fees;
- The total revenue for 2023 is \$266.6 million;
- The revenue provides funding for annual operating and maintenance, projects, and contributions to infrastructure renewal reserves;
- The 2023 operating budget is \$184.4 million for day-to-day City services;
- There have been major changes to budget drivers since December 2022 resulting in a reduction of 0.95% or \$1,207,700, bringing revised property tax increase down to 6.4% from previous estimate of 7.3%;
- The City will receive approximately \$1.1 million in revenue for 2023;
- An additional \$2 million is expected to be received in interest income;
- The City has been able to secure better rates on investments due to rising interest rates; and,
- Other changes that occurred that did not result in a property tax increase included project plan changes, Fortis BC operating agreement, Growing Community Fund Grant, and an adjustment to the sanitation budget.

Committee and Staff discussion took place regarding the Fortis BC Operating Agreement in relation to the Strategic Infrastructure Reserve Fund.

Laura Mercer, Director, Finance, continued the presentation, advising the Committee that the next steps were for the 2023-2027 Financial Plan Amendment Bylaw and the Property Tax Bylaw to come to the 2023-MAY-01 Regular Council Meeting for their first three readings, and then return to the 2023-MAY-08 Special Council Meeting for adoption.

Councillor Brown joined the meeting electronically at 10:03 a.m.

Committee and Staff discussion took place regarding the use of \$1.1 million out of the Special Initiatives Reserve Fund to reduce property taxes.

It was moved and seconded that the Finance and Audit Committee recommend that Council direct staff to eliminate the \$1.1 million in funding from the Special Initiatives Reserve previously allocated to reduce property taxes in 2023. The motion carried.

*Opposed:* Mayor Krog, Councillors Armstrong, Perrino, and Thorpe

The Finance and Audit Committee meeting recessed at 10:15 a.m.

The Finance and Audit Committee meeting reconvened at 10:45 a.m.

(e) Growing Communities Fund Allocations

Introduced by Laura Mercer, Director, Finance.

- The City received \$16,088,000 in March from the provincial government under the Growing Communities Fund;
- The Growing Communities Fund is designed to help local governments prioritize local infrastructure and amenities projects to enable community growth;
- Staff have proposed that the funds be split in two ways;
- The first group would allocate \$8 million for funding of future budget shortfalls in the current 2023-2027 Financial Plan;
- With the current market conditions as they are, it is anticipated that several projects in the current Financial Plan will need further funding to be completed;
- The Growing Community Fund can be used instead of depleting the City's reserves;
- The second group would allocate the remaining \$8,088,000 for funding of new projects for consideration in the upcoming 2024-2028 Financial Plan;
- The City is still waiting on an announcement for the Community Works Fund, the current agreement ends in March 2024;
- The Community works Fund revenue is not included in the 5-year plan other than 2023;
- Staff will return to Council once they receive details on the new agreement;
- The City received approximately \$4 million from the Community Works Fund in 2022; and,
- Combination of the two funding opportunities provides potential to add funding for many projects to come into the Financial Plan.

Committee and Staff discussion took place. Highlights included:

- Staff recommend that the funds cover short falls and have opportunities for new projects; however, Council can decide where the funds are allocated;
- The funding can be used to fund the planned land purchases in 2024 instead of debt funding which impacts the taxation in 2024;
- The result of this would be approximately a 1% reduction;
- The Community Works Fund has to be spent by 2024 and can't be used for land purchases; and,
- Staff anticipates there to be \$7.7 million left in the Community Works Fund at the end of 2023 and \$552,000 at the end of 2024.

Jake Rudolph, Chief Administrative Officer, advised the Committee that the money will remain in the reserve fund until Council decides what they want to allocate the money towards.

(f) Harewood Artificial Turf Field Tender Results and Next Steps

Richard Harding, General Manager, Parks, Recreation and Culture, provided a summary of the report. He noted that the artificial turf fields are major facilities that can last over 80 years (with turf fields turn over in 10-year cycles) and that Staff

strongly support these facilities because they provide sport amenities in the community. School District 68 has provided \$700,000 to support this project.

Committee and Staff discussion took place. Highlights included:

- The lifespan of turf fields is 12-14 years;
- The two artificial turf fields at Beban Park each get 2,000-3,000 hours of use per year;
- Studies show that there are no health concerns associated with these fields;
- The chances of any microplastic getting into the environment from the infill is slim;
- Users can get six times the use on turf fields compared to natural grass fields because natural grass has a limit to how much you can play on it;
- There is no way to maintain a natural grass field without herbicides and insecticides;

If Council waited on this project, Staff would have to change the scope of work on the project to justify later going back out for tender

Doug Wournell, Sports Architect, provided the Committee with information regarding the different types of infill used and Nanaimo's plan to use SPR (recycled tires).

Committee and Staff discussion took place regarding the cost overruns for the project.

Councillor Brown disconnected from the meeting 11:43 a.m.

It was moved and seconded that the Finance and Audit Committee recommend that Council increase the budget for the Harewood Artificial Turf Field project in 2023 from \$4,937,100 up to \$9,957,070 with the additional \$5,019,970 funded from:

- \$3,000,000 Growing Communities Fund (GCF) Reserve Fund
- \$1,489,970 Strategic Infrastructure Reserve Fund
- \$330,000 Casino Reserve
- \$200,000 Private Contribution – School District 68

The motion carried.

Opposed: *Councillors Geselbracht and Manly*

(g) White Street Sewer Project

Phil Stewart, Manager, Engineering Projects, advised the Committee that due to rising costs the White Street Sewer project requires an additional \$235,614 to complete.

(h) Community Watershed Restoration Grant – 2023 Intake Two

Introduced by Dale Lindsay, General Manager, Development Services/Deputy Chief Administrative Officer.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve a total of \$11,907.25 for the 2023 Community Restoration Grant's second intake allocations as follows:

- Applicant Name: Nanaimo Area Land Trust/syuwé'énct Elementary School (formerly Coal Tyee)
  - Project: Northfield Marsh Restoration
  - Recommend: \$2,500.00
- Applicant Name: Walley Creek Streamkeepers/Nanaimo Area Land Trust
  - Project: Walley Creek-Reach Two Bank Stabilization
  - Recommend: \$2,000.00
- Applicant Name: Pacific Gardens Cohousing
  - Project: Pacific Gardens (Zone 3) Wildlife Habitat/Wetland Restoration Project
  - Recommend: \$7,407.25

The motion carried unanimously.

(i) 580 Fitzwilliam Street Building Upgrade Project

Bill Corsan, Director, Corporate and Business Development, advised the Committee that Staff have been working on a phased approach to address the need for space challenges for the RCMP. The first phase includes relocating 22 staff members from the current detachment into the former fire administration building at 580 Fitzwilliam Street and completing renovations at 303 Prideaux Street. The building requires security upgrades, new technology, and renovations to support the RCMP staff that will be moving to the new building.

Committee and Staff discussion took place regarding the potential addition to develop a sidewalk in this area.

It was moved and seconded that the Finance and Audit Committee recommend that Council increase the budget for the 580 Fitzwilliam Street Building Upgrade project in 2023 from \$750,000 to \$1,145,000. The \$395,000 difference to be funded from the RCMP Contract Reserve. The motion carried unanimously.

(j) Parks, Recreation & Culture Fees and Charges

Delegation:

Brian Cornborough spoke in opposition to the increased fees to rent the fields. He advised the Committee of his concerns regarding the overall maintenance of the fields and noted that other municipalities do not charge minor sport associations to rent fields. Previously, he has made requests to address the dilapidated bleachers and has offered to paint them.



Committee and Staff discussion took place. Highlights included:

- Sports groups actively help with maintenance of the fields;
- The request to paint the bleachers was delayed due to weather;
- There is a work order in place to have the bleachers painted and they are being moved today;
- The fees charged for fields is not necessarily for revenue, but more for maintenance costs; and,
- There are issues if there is no charge as groups can book the fields and then not show, preventing others from using the field.

The Finance and Audit Committee meeting recessed at 12:08 p.m.

The Finance and Audit Committee meeting reconvened at 12:41 p.m.

Presentation:

Richard Harding, General Manager, Parks, Recreation and Culture, provided a PowerPoint presentation. Highlights included:

- The Parks, Recreation and Culture Master Plan is part of the City Plan;
- In 2015 nationally many cities got together to create Pathways to Wellness (CRPA);
- Some of the key areas of focus as per the Pathways to Wellness:
  - Recreation as an essential public good
  - Part of quality of life sector
  - Community at the Core
  - Access to recreation
  - Connect people
- Parks, Recreation and Culture provides a number of upstream services;
- The gross expenditures for Parks, Recreation and Culture is approximately \$28 million and approximately \$7 million in revenue on a good year; and,
- Revenue from Fees and Admissions in the report are taken from 2019 (pre-pandemic).

Committee and Staff discussion took place. Highlights included:

- The fees and charges are typically reviewed and increased every three years; however, the City has not increased the fees since 2015;
- There were a number of issues that occurred from 2015 onwards that prolonged the increased fees;
- A core services review was conducted in 2016; and,
- Staff was previously ready with a fees and charges recommendations in 2020; however, all the facilities shut down shortly after in response to COVID 19.

Darcie Osborne, Director, Recreation and Culture, continued the PowerPoint presentation. Highlights included:

- Registered programs are outside the scope of the fees and charges bylaw;
- They are pre-registered, so individuals have to commit prior to attending;

- The City provides facilities to hundreds of groups and organizations to provide Parks, Recreation and Culture services throughout the City;
- Over the years Council has provided a number of programs and services to ensure all citizens have access despite the Fees and Charges Bylaw;
- There are a number of grants provided to help groups and organizations to assist in making programs and services available to citizens;
- With the assistance of the Advisory Committee on Accessibility and Inclusiveness, Staff has the ability to be current and dialed in to what the community needs are;
- The outcomes the report has strived to recognize include keeping an active and healthy community, the provision of quality recreation services accessible to all, and that the changing needs and demands of the community are addressed;
- Staff conducted a thorough review based on five considerations:
  - Fees that provide accessibility for most taxpayers
  - Fees that are straight forwards and easily administered
  - Fees that mirror cost of living increases
  - Fee rates that are comparable to other Vancouver Island municipalities
  - Fees that provide subsidized admissions to children, students, and seniors
- Staff have been in regular communication with user groups over the potential and expected fee increases; and,
- Council can make changes to the fees and charges at any point in their term if desired.

Kathy Gonzales, Manager, Aquatics, spoke regarding the suggested user rate classification changes including the youth admission rate, family admission rate, and rental group admission rate.

Committee and Staff discussion took place regarding the recent job fair held at the Nanaimo Aquatic Centre.

Darcie Osborne, Director, Recreation and Culture, advised the Committee that Staff received over 45 resumes for the business services areas and that there are currently 19 grade 8, 9, and 10 students participating in the first level of lifeguard certification.

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

1. Support the user rate classification system, pricing structure, and percentage increase as outlined in Attachment B to the 2023-APR-19 staff report for a four-year period (September, 2023 – August, 2027); and,
2. direct Staff to bring forward an amendment to the Fees and Charges Bylaw No. 7336 to incorporate the new classification system and price structure.

The motion carried unanimously.

9. QUESTION PERIOD:

The Finance and Audit Committee received no questions from the public regarding agenda items.

10. ADJOURNMENT:

It was moved and seconded at 1:34 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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DEPUTY CITY CLERK

**MINUTES**  
**FINANCE AND AUDIT COMMITTEE MEETING**  
**SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,**  
**80 COMMERCIAL STREET, NANAIMO, BC**  
**WEDNESDAY, 2023-MAY-17, AT 9:00 A.M.**

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Present: Mayor L. Krog, Chair  
Councillor B. Geselbracht  
Councillor S. Armstrong  
Councillor H. Eastmure  
Councillor E. Hemmens  
Councillor P. Manly  
Councillor J. Perrino  
Councillor I. Thorpe

Absent: Councillor T. Brown

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  
J. LeMasurier, Deputy Fire Chief - Administration  
B. Corsan, Director, Corporate and Business Development  
A. Groot, Director, Facilities and Parks Operations  
L. Mercer, Director, Finance  
D. Bailey, Acting Manager, Accounting Services  
C. Davis, Manager, Parks Operations  
D. Johnston, Manager, Recreation Services  
J. Matheson, Acting Manager, Accounting Services  
J. Slater, Manager, Financial Services and Special Projects  
T. Webb, Manager, Communications  
D. Walker, Financial Analyst  
C. Wood, Social Planner, Community Development  
S. Gurrie, Director, Legislative Services  
N. Sponaugle, Communications Advisor  
K. Lundgren, Recording Secretary

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

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

2. APPROVAL OF THE AGENDA:

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

3. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2023-APR-19 at 8:30 a.m. be adopted as circulated. The motion carried unanimously.

4. REPORTS:

(a) Fern Park Partners in Parks (PIP) Project Update

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

Presentation:

1. Charlotte Davis, Manager, Parks Operations, provided an overview of the Partners in Parks (PIP) program. Highlights included:

- The PIP program was initiated in 1982 as a method of developing green spaces, and \$100,000 is allocated to dedicated groups annually;
- The program has continued to expand, and it benefits from the knowledge and motivation from the community;
- The COVID-19 pandemic impacted the program as it became difficult for groups to meet, and the increase in prices stretched the \$100,000 thinner;
- Over 70 projects have been undertaken in neighbourhood parks over the past 30 years;
- There are two PIP project updates which include a change in scope for the Fern Park Project and cancellation of the Royal Oak Park Project; and,
- The two new potential PIP projects being brought forward for consideration include improvements to the Douglas Island Garden Society (DIGS) Community Garden and a Rocky Point Playground at Harry Wipper Park.

(b) Royal Oak Partners in Parks Project Cancellation

Richard Harding, General Manager, Parks, Recreation and Culture, informed the Committee that the Royal Oak Park Partners In Parks Project has been cancelled.

Committee discussion took place. Highlights included:

- The program has been cancelled; however, there is opportunity for the project to be refunded if there is a desire for it in the neighbourhood; and,
- Funds from cancelled projects will return to the PIP unallocated fund and will be available to other groups.

(c) Douglas Island Garden Society (DIGS) Partners in Parks Program Proposal

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

- Douglas Island Garden Society (DIGS) is located at Smugglers Park on Protection Island;
- They are seeking funds to replace the original, aging beds and to increase the size of the greenhouse;
- The Society was established in 2007 and has been very successful; and,
- The project is heavily aligned with the City Plan with respect to food security.

Delegation:

1. Jim Harris, President, Douglas Island Garden Society (DIGS), provided a presentation and spoke regarding the Society and the community garden on Protection Island. He noted the benefits of the garden which include sharing knowledge and harvests with Protection Island residents. He spoke regarding the fundraising and in-kind work that has been done, and that the Society is requesting funds through the PIP program to help with the expansion of the garden by increasing the size of the greenhouse and replacing aging beds.

Committee and Staff discussion took place. Highlights included:

- Food security is an area that the City wants to support and facilitate;
- Encroachment issue with expansion of the greenhouse has been resolved;
- The greenhouse is an important aspect of the project and would be utilized most of the year as it would provide shelter during winter weather;
- The Society has been doing their share in fundraising and in-kind goods and services;
- The percentage of PIP funding for projects is dependant on the project itself and the broadness of community benefit; and,
- One of the benefits of PIP projects is that while they are professionally installed, the neighbourhood participates in the installation.

It was moved and seconded that the Finance and Audit Committee recommend that Council award \$25,000 from the 2023 Partners In Parks (PIP) Program Fund, to the Douglas Island Garden Society proposed community garden improvements. The motion carried unanimously.

(d) Rocky Point Neighbourhood Park Improvement Request Under the Partners in Parks Program

Introduced by Charlotte Davis, Manager, Parks Operations.

- a formalized group from the Rocky Point Neighbourhood has identified a need for a toddler friendly playground that is accessible during school hours;
- Staff have identified a potential location adjacent to Harry Wipper Sports Field;

Mayor Krog vacated the Shaw Auditorium at 9:19 a.m. and Councillor Geselbracht assumed the Chair.

- Estimated total project cost is \$130,000 and the group is seeking \$50,000 awarded from the PIP funding.

Delegation:

1. Karolien Soylu, Rocky Point Neighbourhood Association, provided a PowerPoint presentation and spoke regarding their PIP request for funds to help build a playground in the neighbourhood. She spoke regarding the need for the playground, the many unique fundraising initiatives, the project bringing the community together and noted that a total of \$9,500 has been raised so far and they are still waiting to hear back from several grant applications.

Mayor Krog returned to the Shaw Auditorium at 9:26 a.m. and assumed the Chair.

Committee discussion took place regarding the incorporation of accessibility features in the proposed playground for those with mobility challenges.

It was moved and seconded that the Finance and Audit Committee recommend that Council award \$50,000 from the 2023 Partners In Parks (PIP) Program funds, to the proposed PIP Rocky Point Park improvements – including playground installation at Harry Wipper Park. The motion carried unanimously.

Charlotte Davis, Manager, Parks Operations continued the presentation and provided an overview of the financial implications of the four PIP reports presented on the PIP fund.

(e) Community Program Development Grant – Nanaimo Nature Society

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

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the request from the Nanaimo Nature Society for a Community Program Development Grant in the amount of \$1,600 to assist in funding the Buttertubs Tour Guide Program. The motion carried unanimously.

(f) 3 Year Budget – Nanaimo Youth Resilience Strategy – Building Safer Communities Fund

Introduced by Christy Wood, Social Planner, Community Development.

- Presented the 3-year budget for the Nanaimo Youth Resilience Strategy (the Strategy);
- The Strategy outlines six focus areas to prevent youth from engaging in gun and gang violence;
- Eligibility criteria for the Building Safer Communities Fund is set out by Safety Canada;
- Building Safer Communities funds are distributed on a yearly basis and funds must be spent in that year as they do not carry over to the next;
- Staff have proposed a 3-year budget to allocate the funds to support the implementation of the Strategy; and,

- The budget includes wages for a Specialized Recreation Coordinator position to oversee implementation of the Strategy.

Committee and Staff discussion took place. Highlights included:

- Safe Youth Gathering Spaces is a focus area identified by The Nanaimo Youth Resilience Steering Committee;
- Safe spaces would include elements of sports and recreation, cultural activities, food and youth culture, and Staff are looking to leverage existing spaces or City-owned facilities to establish these spaces;
- The Steering Committee includes representatives from School District 68, Snuneymuxw First Nation and youth; and,
- Elements from the Tillicum Lelum Neutral Zone study are included in the Strategy.

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to proceed with a 3-year contribution agreement with Public Safety Canada using the Building Safer Communities Fund for the Nanaimo Youth Resilience Strategy as outlined in the 2023-MAY-17 Staff report, 3 Year Budget – Nanaimo Youth Resilience Strategy – Building Safer Communities Fund. The motion carried.

Opposed: Councillor Armstrong

(g) Council Spending and Amenities Policy Amendment

Jake Rudolph, Chief Administrative Officer, spoke regarding the opportunity to revisit the subject of Council remuneration, having support mechanisms in place for elected officials and introduced the Council Spending and Amenities Policy.

Sheila Gurrie, Director, Legislative Services, provided an overview of the proposed amendments to the Council Spending and Amenities Policy. Highlights included:

- Mayor and Council are compensated at the median rate of twelve comparable municipalities and this is done at the start of every Council term;
- Policies need amendments as prices have increased, particularly for costs associated with attending conferences;
- Since registration and travel costs for conferences vary each year depending on the location, Staff propose that section 5.4 of the policy be removed;
- The amendment includes removing section 8.1 as there is a shift towards paperless
- Due to the Federal tax benefit being discontinued in 2018, an adjustment has been made on remuneration.

Committee and Staff discussion took place. Highlights included:

- Legal fees structured around conflicts of interest are brought forward on an as-needed basis;
- The Acting Mayor is provided acting pay at a rate of 10% of the Mayor's base rate. Each councillor takes a rotation in the position and it is built into their annual rate of pay;
- Important to have further discussion around remuneration particularly in light of the increased cost of living;



- Renumeration is important to consider when attracting people to the position, especially in order to have a diverse group around the table;
- When the policy was developed, the inflation rate was steady and it wasn't anticipated that there would be such a drastic change in inflation;
- Currently in the Policy, the Consumer Price Index is applied to Mayor and Council's base rate of pay to a maximum of 2% per year;
- A fulsome review of the compensation process is overdue as it had previously been postponed due to COVID-19; and,
- It would be appropriate to have a discussion regarding Council remuneration and the Consumer Price Index in the third or fourth year of Council's term.

It was moved and seconded that the Finance and Audit Committee recommend that Council endorse the proposed amendments to the Council Spending and Amenities Policy as outlined in Attachment 1 to the 2023-MAY-17 report titled "Council Spending and Amenities Policy Amendment" by the Deputy City Clerk. The motion carried unanimously.

Finance and Audit Committee recessed the meeting at 10:30 a.m.

Finance and Audit Committee reconvened the meeting at 10:45 a.m.

Councillor Hemmens vacated the Shaw Auditorium at 10:45 a.m.

It was moved and seconded that the Finance and Audit Committee recommend that Council remuneration be reviewed in the third year of Council's term (2025), and that any changes begin in the next Council's term commencing 2026. The motion carried unanimously.

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to prepare a report, with options, for potentially increasing the maximum Consumer Price Index percentage rate that is annually applied to the Mayor and Council's base rate of pay as outlined in Section 2.1 of the Council Spending and Amenities Policy. The motion carried.

*Opposed: Councillors Geselbracht and Perrino*

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

Laura Mercer, Director, Finance, informed the Committee that for the period of 2022-OCT-01 to 2022-DEC-31, the City undertook 22 single and sole source purchases, 4 purchases in excess of \$250,000. There were no instances of non-compliance purchases.

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

Laura Mercer, Director, Finance, informed the Committee that for the period of 2023-JAN-01 to 2023-MAR-31, the City undertook 24 single and sole source purchases, 3 purchases in excess of \$250,000. There were no instances of non-compliance.

(j) Elimination of School Tax Credit for Industrial Properties

Laura Mercer, Director, Finance, informed the Committee of the Provincial changes to the industrial property tax credit.

- Effective for 2023, the Province of BC has eliminated the School Tax Credit for properties that were assessed in the Class 4 (Major Industry) category; and,
- In 2022, the City had 15 properties eligible for tax credits and these properties will see a financial impact as they will no longer receive this credit.

Councillor Hemmens returned to the Shaw Auditorium at 10:55 a.m.

(k) 2022 Statement of Financial Information

Introduced by Laura Mercer, Director, Finance.

- The *Financial Information Act* requires municipalities to prepare a Statement of Financial Information (SOFI); and,
- The report includes lists of City staff earning over \$75,000.

It was moved and seconded that the Finance and Audit Committee recommend that Council accept the 2022 Statement of Financial Information for filing with the Ministry of Municipal Affairs and Housing. The motion carried unanimously.

(l) Sponsorship Policy, Inventory Development and Valuation for the City of Nanaimo

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

Presentation:

1. Brent Barootes, President and CEO, Partnership Group - Sponsorship Specialists, provided a PowerPoint presentation. Highlights included:
  - Helping organizations identify what inventory they have to sell for sponsorship and helping them take it to market;
  - While advertisement is a “push” medium, sponsorship is a business relationship that should enhance the experience that is already there;
  - 85% of Canadians are open to the idea that buildings be named by corporate entities, while only 1 in 2 Canadians agree on renaming existing buildings;
  - Inventory Asset Valuation (IAV) for the City has been completed; and,
  - The value of all City assets is \$9.4 million, and the amount that could be generated annually is approximately \$850,000.

Committee discussion took place regarding the sponsorship program 5-year projections for operating costs.

Brent Barootes, President and CEO, Partnership Group - Sponsorship Specialists, continued the presentation and outlined seven recommendations:

1. Sponsorship when done right enhances the experience
2. Staffing levels to do this work do not presently exist
3. Need a policy and a strategy
4. Strategy needs endorsement of administration and Council – including a 5-year pilot mandate
5. Centralized (internal or external) sale model needs to be utilized
6. Recommend outsourcing sales for key properties for a short term, then bring all sales and services in-house after two to three years
7. Must fund a fulfilment position from the start – somebody that is working with various departments to ensure everything promised is delivered
8. Need to have excellent communication in regard to historically named properties
9. Must work in collaboration with stakeholders

Committee discussion took place regarding ways sponsorships can benefit the community such as the sponsor offering free public skates or swims, and the importance of negotiating these benefits.

Brent Barootes, President and CEO, Partnership Group - Sponsorship Specialists, continued the presentation and spoke regarding the two approaches for implementation and outlined the structure of the draft policy.

Committee and Staff discussion took place. Highlights included:

- Companies that do sponsorship receive a marketing receipt that can be written off as an operating expense;
- All assets listed in the IAV are City-owned and the naming of the facilities would be solely a Council decision and not required to go through the Province;
- Acknowledging that what the City does for sponsorship/advertisement reflects on the City;
- Concerns regarding potential promotion for products that are harmful to health and placing restrictions on sponsors;
- Building sponsorship as part of the Request for Proposal (RFP) Process
- Ensuring that funding is not replacing budgeting items;
- There is a fine line between advertising and endorsing and managing that risk;
- The sponsorship agreement with Shaw in the naming of the Shaw Auditorium of the Vancouver Island Conference Centre has expired;
- The Shaw Auditorium sponsorship agreement is unique due to Shaw's broadcast of the Regular Council Meetings and their investment in the technology in the room that has since been replaced;
- Opportunity to take advantage of resources;

Mayor Krog vacated the Shaw Auditorium at 12:04 p.m. and Councillor Geselbracht assumed the Chair.

- Important that businesses in the community do well and allowing them the opportunity to be promoted; and
- Ensuring sponsorships reflect community values.

Richard Harding, General Manager, Parks Recreation and Culture, noted that Staff will return to either the June or July Finance and Audit Committee Meeting for further discussion on this topic.

5. QUESTION PERIOD:

Council received no questions from the public regarding agenda items.

6. ADJOURNMENT:

It was moved and seconded at 12:10 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

Please click the link below to access the 2023-MAY-17 Finance and Audit Committee Meeting agenda:

<https://pub-nanaimo.escribemeetings.com/Meeting.aspx?Id=af72a068-d3ba-4a76-98e1-013f15ec2e86&Agenda=Agenda&lang=English>

## Delegation Request

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### **Delegation's Information:**

Brian K. Snyder has requested an appearance before Council.

City: Nanaimo

Province: BC

### **Delegation Details:**

The requested date is 2023-JUN-05

The requested meeting is:  
Council

Bringing a presentation: Yes

Details of the Presentation:

Health and Fire Safety Protection for Seniors living in Manufactured Home Parks in the City.

Review of City bylaws, 2104 and 7108. Responsibility of Landowners to test, inspect and submit annual reports on fire hydrant operation in their Manufactured Home Parks. Impact that non-compliance with these bylaws could affect a homeowners ability to obtain home insurance.

## Delegation Request

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### **Delegation's Information:**

Susan Jarvis, Ken Burleigh, and Susan Hermanson have requested an appearance before Council.

City: Nanaimo

Province: BC

### **Delegation Details:**

The requested date is 2023-JUN-05

The requested meeting is:  
Council

Bringing a presentation: No

Details of the Presentation:

Requesting the 24-hour parking limit on Nanaimo streets be changed to include exemptions for residents in buildings that only provide 30% parking spaces.

## Delegation Request

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### **Delegation's Information:**

Craig Keating, Small Housing BC, has requested an appearance before Council.

City: Vancouver

Province: BC

### **Delegation Details:**

The requested date is 2023-JUN-05

The requested meeting is:  
Council

Bringing a presentation: Yes

Details of the Presentation:

Small Housing BC (SHBC) is a non-profit organization of planners, architects, and builders that works to support best practices for the inclusion of attainable ground-oriented housing in single-detached neighbourhoods. Building on the experience of other jurisdictions (such as California, Oregon, and Washington state) and the experience of the engaged professionals who make up its board, SHBC has developed a “tool kit” of bylaw amendments, design guidelines, public opinion research, and feasibility analyses that can help ensure that coming implementation of 3-, 4-, and sometimes 6-unit developments in single-detached zones both fit within existing neighbourhoods and deliver the attainable housing we all desire. SHBC wants to share some of the tools and best practices it has developed to help Council and the community understand how coming changes can work in your municipality.





Allison Habkirk  
Town Planner

## Memo

**To:** Mayor Krog and Council

**From:** Allison Habkirk

**Date:** May 29, 2023

**CC:** Jake Rudolph, CAO

**Re:** 2023-2026 Council Strategic Framework

I am pleased to submit to Council the final draft of your 2023-2026 Council Strategic Framework.

As you will recall the Framework was developed through a series of workshops held over the past several months with both Council and Staff. The framework is a set of key focus areas that will guide Council's decision-making and actions throughout the term.

Early on Council considered the comprehensive nature of *City Plan* and the extensive public process that accompanied its development and decided to use *City Plan* as the foundation for its strategic priority setting for this term of office. This led to the development of the Strategic Framework rather than a conventional strategic plan.

Key to the implementation of the Strategic Framework and *City Plan* is the development of City Plan Action Plans. The process of developing the Action Plans which is currently underway will provide Council with a more comprehensive and thorough priority setting process than would have been possible in a conventional strategic planning process.

In addition to the Action Planning Process, Council is also undertaking a significant capital project planning process which will enable Council to determine capital investments both large and small that will have positive impacts across the city. During the strategic planning workshops Council identified key capital projects which are identified in the Strategic Framework; it is anticipated this list of capital projects will be refined by Council in the coming months.

In addition to the *City Plan* and Capital Projects components the Strategic Framework includes Communicating with the Community and Governance and Corporate Excellence components which highlight the importance of these focus areas to Council.

It has truly been a pleasure working with you and your staff on this unique but entirely appropriate initiative and I look forward to watching your progress over the coming years.

Regards, Allison Habkirk BA MA MPA MCIP

777 Harding Lane Brentwood Bay B.C.  
250 216 6757



# City of Nanaimo Strategic Framework

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2023-2026





# Message from Mayor and Council

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We are pleased to present Council's Strategic Framework for 2023-2026.

Council respectfully acknowledges the City of Nanaimo lies within the Traditional Territory of the Snuneymuxw First Nation and the Snuneymuxw Treaty of 1854.

This framework is a set of key focus areas that will guide our decision-making and actions as we work towards building a stronger, more sustainable and more resilient community.

The focus areas are ones that Council believes need special attention and resourcing in order to make significant progress over our term. The framework describes the focus areas in broad terms and will be followed by detailed decision-making processes as is the case with the City Plan implementation and capital projects planning. These detailed decision-making processes will roll out over the course of Council's term.

We recognize the importance of planning for the future, particularly for climate change and emergencies, and creating a roadmap to guide our actions and decisions. We have developed this strategic framework to guide us in achieving our vision of a vibrant and inclusive city that offers a high quality of life for all.

We are committed to working collaboratively with our partners and stakeholders to make progress on these priorities and to create a bright future for the City of Nanaimo.

We invite you to join us in shaping the future of our city.

*Mayor Leonard Krog and Council*



*Nanaimo City Hall*

# Implementing City Plan Action Plans and Key City Management Plans

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With broad community engagement, the City of Nanaimo developed a comprehensive City Plan to guide the city's growth and development over the coming 25 years. *City Plan: Nanaimo Reimagined* is designed to ensure Nanaimo continues to be a vibrant and livable city that meets the needs of its residents, while also supporting economic growth and sustainability.

*City Plan: Nanaimo Reimagined* identifies five goals around which the plan is structured:

**A Green Nanaimo:** resilient and regenerative eco systems including GHG reductions, climate change and mitigation

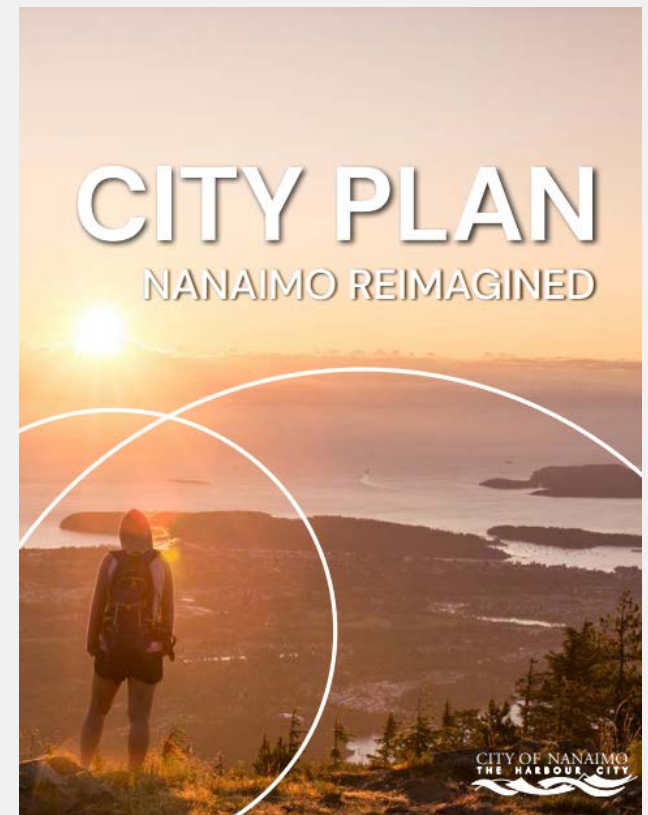
**A Connected Nanaimo:** equitable access and mobility including walk, roll, cycle and transit networks and complete streets

**A Healthy Nanaimo:** community wellbeing and livability including community safety, affordable housing and emergency preparedness

**An Empowered Nanaimo:** reconciliation, representation and inclusion

**A Prosperous Nanaimo:** thriving and resilient economy

Early in the term Council, with staff, will develop City Plan Action Plans that, together with numerous key City management plans, will guide Council's priority setting and the implementation of City Plan over the term and into the future.



# Social, Health and Public Safety Challenges



*Community Safety Officers*

Feeling and being safe in our community is essential to having a high quality of life. Because the root causes of social disorder are complex, far-reaching and long-lasting positive outcomes require shared collaborative action and commitment by all partners and levels of government.

The City will continue to implement the Downtown Safety Action Plan and through the Nanaimo Systems Planning Organization provide support to the community's homelessness response and coordinated action and advocacy by Nanaimo's non-profit organizations, Snuneymuxw First Nation, other levels of government, the business sector and the broader community.



# Maintaining and Growing Current Services

As a growing community, it is critical that we provide essential services to our residents and businesses to ensure their well-being and contribute to the overall quality of life in our city. Our current core services include everything from public safety, transportation and waste management to parks, recreation and community development.

Over this term Council will ensure the City plans, maintains and grows these services as our population grows while ensuring we are fiscally responsible and responsive to the evolving needs of our community.



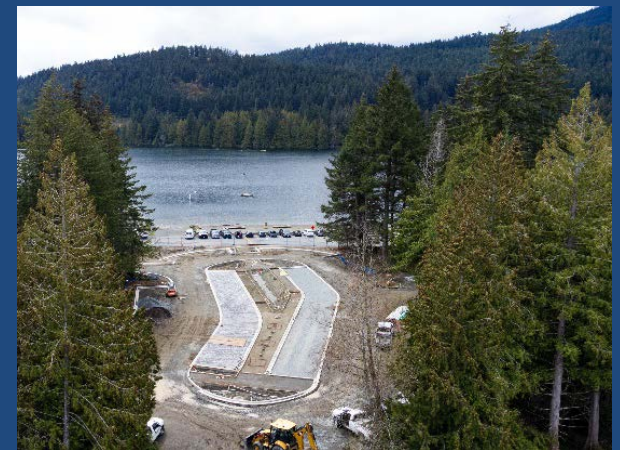
*Midtown Water Supply Project*



*Fourth Street upgrades*



*Automated garbage truck*



*Westwood Lake Park improvements*

# Capital Projects

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In addition to maintaining and growing critical core services, Council is committed to working to identify, plan and resource future key capital projects. Council, with the support of staff, initiated a process of assessing and prioritizing the capital needs of the City, particularly the downtown. This process will identify capital projects within our resources, both large and small, that will contribute to service and quality of life improvements across the city.

Key capital project priorities identified to date include:

- Development of the **Waterfront Walkway** to provide access to the waterfront
- Planning for and development of **1 Port Drive** to invigorate the downtown
- Development of a **community centre** to serve Nanaimo's South End neighbourhood
- Planning for a **new police station** to support the delivery of RCMP services to the City
- Redevelopment of the **Nanaimo Operations Centre** to support the delivery of essential City services
- Significant **downtown capital investments** to support continued redevelopment of the heart of the city
- Small but big impact **capital improvements across the city**



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# Communicating with the Community

As a municipal government, we understand the importance of engaging with our community and stakeholders to ensure we are responsive to their needs and concerns.

Our commitment to communication is based on the principles of transparency, accountability and accessibility, and is an essential part of our efforts to build trust and confidence in our government.

We recognize that effective communication is essential to building a strong and vibrant community, and we are committed to this in all aspects of our work.





# Governance and Corporate Excellence

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At the foundation of Council's work is good governance and corporate excellence. Over this term, Council will continue to develop the City's culture of good governance and service delivery excellence and ensure innovative, expeditious, information-based decision making.





DATE OF MEETING June 5, 2023

AUTHORED BY SADIE ROBINSON, PLANNER, CURRENT PLANNING

SUBJECT LIQUOR LICENCE AMENDMENT APPLICATION NO. LA153 – UNIT 101, 223 COMMERCIAL STREET



## Proposal:

To amend an existing liquor licence to extend the hours of liquor service.



## Zoning:

DT1 – Downtown Core

## City Plan Land Use Designation:

Primary Urban Centre

## Lot Area:

469m<sup>2</sup>



## **OVERVIEW**

### **Purpose of Report**

To present Council with an application to amend the existing food primary liquor licence at Unit 101, 223 Commercial Street (Melange Restaurant) to extend the hours of liquor service.

### **Recommendation**

That Council recommend that the Liquor and Cannabis Regulation Branch approve an application for Unit 101, 223 Commercial Street (Melange Restaurant) to extend their hours of liquor service to be from 9:00am until 1:00am, seven days a week.

## **BACKGROUND**

An application was received from Gaetan Brousseau, owner of Melange Restaurant, requesting a local government resolution in support of a permanent change to a food primary liquor license to the Provincial Liquor and Cannabis Regulation Branch (LCRB) to extend their hours of liquor service.

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

The subject property is located centrally within Nanaimo's downtown core, at the intersection of Commercial Street and Church Street. The area is characterized predominantly by commercial and mixed-use buildings. Melange Restaurant launched their business at Unit 101, 223 Commercial Street in December 2019.

## **DISCUSSION**

The applicant is proposing to amend their hours of liquor service to contribute to Nanaimo's nightlife by creating more opportunities for an extended dining experience with liquor service in the evening, catering to those who may prefer a restaurant setting over a bar or club environment. The later closing time will allow Melange Restaurant to offer a quieter space for individuals to socialize as an alternative to bars and clubs. The existing and proposed hours of service are as follows:

	<b>Monday to Sunday</b>
<b>Existing Hours</b>	9:00 a.m. to 12:00 a.m. (midnight)
<b>Proposed Hours</b>	9:00 a.m. to 1:00 a.m.

Melange is an existing restaurant and no increase in occupant load is requested. In terms of food primary establishments, the Liquor Control Strategy, which was adopted by Council in 2002, had recommended that Council not endorse any extension to hours of liquor service for food primary licensed establishments. However, Council, at its meeting of 2007-MAY-28, amended Nanaimo's Hours of Service Policy to allow liquor service until 1:30am in all areas of the City.

For food primary liquor licenses, the extension of hours past midnight is subject to local government consideration and comment. A municipal resolution is required before the province will consider the application further.

The LCRB has requested the food-primary liquor licence amendment application be reviewed in terms of the following criteria, and requests the local government gather the views of nearby residents and business owners:

- The impact of noise on nearby residents; and,
- The impact on the community if the application is approved.

#### *Public Consultation*

The following summarizes opportunities for information sharing and public consultation for the proposed liquor licence amendment:

- A public notice and comment sheet was mailed, and hand-delivered, to owners and occupants of all buildings within a 100m radius of the subject property on 2023-APR-24. A total of 18 responses to the public notification were received by the City from surrounding residents and businesses, of which 14 are in support of the application, one is neutral, and three are opposed, citing the potential for disturbance of the peace and proximity to residences, as concerns. Comment sheets returned are included as Attachment E.
- The liquor licence amendment application was referred to the RCMP and City departments for review and comment. Responses are summarized in the sections below.

#### *Impact of noise on nearby residents*

The subject property is located in the downtown core, at the north end of Commercial Street. The property is designated as 'Primary Urban Centre' and is within the DT1 – Core zone, which permits restaurant, neighbourhood pub, lounge, and nightclub. The surrounding area includes a mixture of medium to high density residential, commercial, tourist accommodation, service, and office uses. Residential uses exist approximately 20m northwest of the subject property.

When deciding on whether or not to support the application, Council is asked to consider any potential for increased noise and disturbance to neighbouring residents that may be caused by the increased hours of liquor service.

Melange Restaurant provides a full menu, does not provide entertainment, requests no increase in occupant load, and has provided a written confirmation of intent (Attachment D) that the primary function will remain that of a restaurant. Licencing would also prevent the business from operating as a nightclub without further approvals. The City's Bylaw Enforcement section notes that the area is active for security, and some disorder; however there is no record of noise complaints related to the existing restaurant.

Given there are no changes in occupant load, and the business focus is food, Staff do not anticipate an increase in noise over existing levels if the application is approved.

### *Impact on the Community if the Application is Approved*

Of 18 responses, two residents were opposed given the potential for disturbance of the peace and proximity to residences. Many of the responses in support of the application, made mention of supporting downtown business in general, the restaurant, nightlife, and that longer business hours will create more activity at night, and provide 'eyes on the street'.

The RCMP has no objection with the application, a copy of the RCMP referral response is attached (Attachment B). Business Licencing has noted no record of complaints related to the business. From a social planning perspective, businesses staying open later can bring more activity downtown.

Melange has been operating as a restaurant at this location since December 2019. A number of existing food primary restaurants in the City currently serve past 12:00am. It is Staff's opinion that the extension of liquor service to 1:00am is consistent with Council's Hours of Liquor Service Policy. Given the business history, and central location downtown, Staff do not anticipate any negative community impact with respect to the liquor license amendment application.

### **Next Steps**

Should Council pass a resolution to support the application to change the hours of service, Staff will forward the resolution to the LCRB. The final decision regarding the approval of this liquor primary licence amendment application will be made by the LCRB.

### **SUMMARY POINTS**

- The applicant proposes to change the hours of liquor service to be from 9:00am until 1:00am, seven days a week.
- 18 public responses have been received; 14 in support, one neutral, and three in objection to the application.
- Staff recommend support of the proposed amendment to the liquor licence.

### **ATTACHMENTS**

ATTACHMENT A: Subject Property Map  
ATTACHMENT B: RCMP Referral Response  
ATTACHMENT C: Letter of Rationale  
ATTACHMENT D: Written Confirmation of Intent  
ATTACHMENT E: Public Comment Sheets

### **Submitted by:**

Lainya Rowett  
Manager, Current Planning

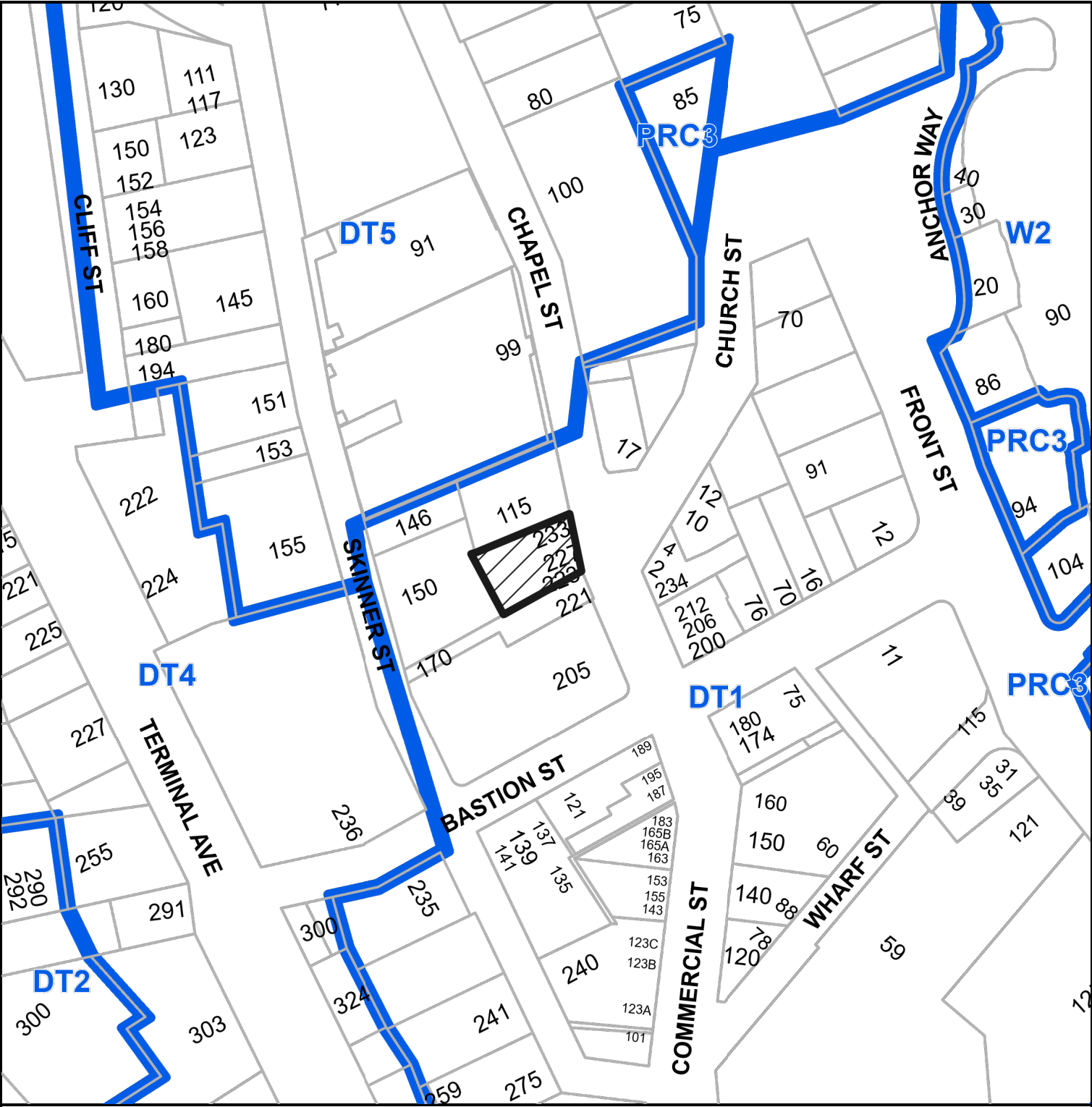
### **Concurrence by:**

Jeremy Holm  
Director, Development Approvals

Dale Lindsay  
General Manager, Development Services  
/ Deputy CAO



ATTACHMENT A  
SUBJECT PROPERTY MAP



101-223 COMMERCIAL STREET

# ATTACHMENT B RCMP REFERRAL RESPONSE



Royal Canadian Mounted Police  
Gendarmerie royale du Canada

Security Classification/Designation

**Non-sensitive**

OIC Nanaimo RCMP  
303 Prideaux Street,  
Nanaimo, B.C. V9R 2N3

Your File

City of Nanaimo  
Attention: Planning Dept.,  
411 Dunsmuir Street,  
Nanaimo, B.C. V9R 5J6

Our File

2023-04-17

**RE: LA000153 - Melange Restaurant**

The Nanaimo RCMP Detachment has received a request to provide comment on a permanent change to the liquor primary license for the Melange Restaurant.

The establishment wishes to change hours of operation to extend closing time by one hour. The purposed hours would be 9:00 a.m. until 1:00 a.m.

The Nanaimo RCMP has no objection to the license modification.

Should you require further information or assistance concerning this matter, please contact Cpl. Kevin Flood of the Nanaimo Bike Unit at (250) 754-2345.

Yours truly,

Superintendent Lisa Fletcher  
Officer in Charge  
Nanaimo RCMP

**ATTACHMENT C  
LETTER OF RATIONALE**

223 Commercial Street Unit #101

Nanaimo, BC V9R5G5

December 30, 2022

-Name of receiver

-City of Nanaimo

-address of receiver

Nanaimo, BC [postal code]

To whom it may concern,

Holiday greetings - hope you are well! My name is Gaetan Brousseau, owner of the Melange Restaurant, and I wish to propose an idea that will broaden the diverse local dining experiences of Nanaimo.

Downtown Nanaimo's night life is exponentially growing but only with regards to bars and clubs. We suggest expanding this growth in more amicable ways by allowing our restaurant to remain open later on weekends providing a safe, rich dining experience without further taxing the city infrastructure and resources. As we are located in the heart of Nanaimo's night life, the later additional hours would offer a quieter space for individuals to meet and socialize as an alternative to the current options.

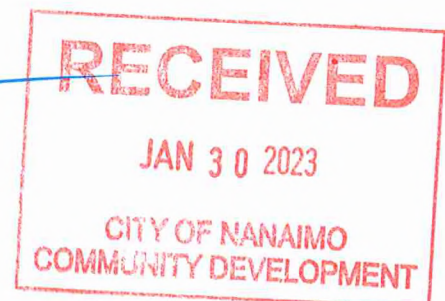
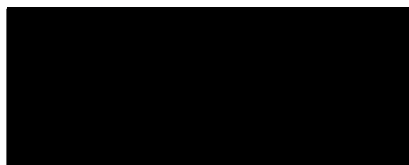
In order to achieve this, we would like to recommend the extension of our restaurant hours by one hour from midnight until 1 a.m. With this change, we hope to offer an alternative source of leisure for the city of Nanaimo's residents.

I can be reached at [REDACTED], or at [REDACTED]. I look forward to hearing from you.

Sincerely,

[signature of gaetan]

Gaetan Brousseau





**ATTACHMENT D**  
**WRITTEN CONFIRMATION OF INTENT**

**From:** gaetan brousseau [REDACTED]  
**Sent:** Wednesday, April 12, 2023 1:46 PM  
**To:** Sadie Robinson [REDACTED]  
**Subject:** RE: Request for Liquor Application - City of Nanaimo

We received a desire to stay open from guests that would appreciate having quality food later in the night instead of what is available now, which is mainly fast food outlets.

Our venue is a very controlled environment and provides excellent opportunities for patrons attending an event downtown and for the many hotel guests that might be coming from larger communities where such restaurants are open to be able to have quality food and beverage in a nice environment.

Our food primary licence allows us to serve guests until midnight and that includes the patio and now on weekends we usually close anywhere between 10 and midnight.  
It should be noted that we do not provide entertainment and that we are and will remain a food primary license and with a ratio of 66% food and 33% alcoholic beverage.  
Regards,

Gaetan  
Melange restaurant

| | | | |

ATTACHMENT E  
PUBLIC COMMENT SHEETS



RECEIVED  
LA153  
2023-APR-27  
Current Planning

Unit 101, 223 Commercial Street (Melange Restaurant)  
APPLICATION FOR A PERMANENT CHANGE TO A LIQUOR LICENCE

PUBLIC NOTICE AND COMMENT SHEET

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**Current Planning**  
Service and Resource Centre  
411 Dunsmuir Street, Nanaimo BC V9R 0E4  
Phone : 250-755-4460 Ext. 4302  
Email: [planning@nanaimo.ca](mailto:planning@nanaimo.ca)

Comment sheets can also be mailed to 455 Wallace St, Nanaimo, BC V9R 5J6.

More information regarding the proposed change of hours at Melange Restaurant can be found on the City website at: <https://www.nanaimo.ca/whatsbuilding/Folder/LA000153>. If you have any questions regarding this application, contact **Sadie Robinson, Planner** at (250) 755-4429, Ext. 4302.

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I SUPPORT THE APPLICATION.


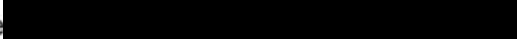


I DO NOT SUPPORT THE APPLICATION.

Comments: \_\_\_\_\_

\_\_\_\_\_

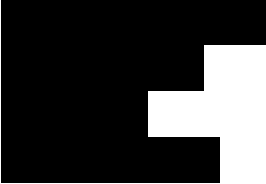
\_\_\_\_\_

<i>For Residents</i>	<i>For Businesses</i>
Name: <u>Nikki &amp; Bryce Tremblay</u>	Business Name: _____
Address: 	Address: _____
Signature: 	Signature: _____

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

**We support this application by Melange.**

**Trevor Jackson**





Unit 101, 223 Commercial Street (Melange Restaurant)  
APPLICATION FOR A PERMANENT CHANGE TO A LIQUOR LICENCE

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I SUPPORT THE APPLICATION.



I DO NOT SUPPORT THE APPLICATION.

Comments:

Let us support downtown business

For Residents

For Businesses

Name:

Barry Amson

Business Name:

Address:

Address:

Signature:

Signature:

LA153- Unit 101, 223 Commercial Street





Unit 101, 223 Commercial Street (Melange Restaurant)  
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I SUPPORT THE APPLICATION.



I DO NOT SUPPORT THE APPLICATION.

Comments: GOOD TO HAVE SOME NIGHTLIFE DOWNTOWN.

**For Residents**

Name: IAN NIAMATH

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**For Businesses**

Business Name: IAN NIAMATH ARCHITECT

Address: \_\_\_\_\_

Signature: \_\_\_\_\_



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- ☒ **I SUPPORT THE APPLICATION.**  
☐ **I DO NOT SUPPORT THE APPLICATION.**

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**For Residents**

**For Businesses**

Name: \_\_\_\_\_ Business Name: MOSS FINANCIAL CORPORATION  
Address: \_\_\_\_\_ Address: (PROPERTY OWNER)  
FRONT STREET / CHAPEL STREET  
Signature: \_\_\_\_\_ Signature: \_\_\_\_\_



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I SUPPORT THE APPLICATION.



I DO NOT SUPPORT THE APPLICATION.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**For Residents**

**For Businesses**

Name: \_\_\_\_\_ Business Name: MOSS FINANCIAL CORPORATION  
(PROPERTY OWNER)  
Address: \_\_\_\_\_ Address: [REDACTED] COMMERCIAL STREET  
Signature: \_\_\_\_\_ Signature: [REDACTED]





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☐ I SUPPORT THE APPLICATION.

☒ I DO NOT SUPPORT THE APPLICATION.

Comments: We don't need more restaurants or bars that  
serve liquor late at night as there are already  
many inebriated folks downtown disturbing the peace.  
late at night

For Residents

For Businesses

Name: John Hoffman Business Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Address: \_\_\_\_\_  
Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

LA153- Unit 101, 223 Commercial Street



**From:** Inger Marshall <[REDACTED]>  
**Sent:** Monday, May 1, 2023 8:46 AM  
**To:** Planning <[Planning@nanaimo.ca](mailto:Planning@nanaimo.ca)>  
**Subject:** alcohol hours

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Sir or Madam

My wife and I own a unit at [REDACTED] but reside in [REDACTED] and have no opinion regarding the extension

Of hours to sell alcohol.

Sent from [Mail](#) for Windows



Unit 101, 223 Commercial Street (Melange Restaurant)  
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☒ **I SUPPORT THE APPLICATION.**

☐ **I DO NOT SUPPORT THE APPLICATION.**

Comments: This restaurant deserves all the support we can give!

**For Residents**

**For Businesses**

Name: \_\_\_\_\_ Business Name: Nanaimo Business Services Ltd

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

**From:** sarah langen [REDACTED] >

**Sent:** Thursday, May 4, 2023 9:04 PM

**To:** Planning <[Planning@nanaimo.ca](mailto:Planning@nanaimo.ca)>

**Subject:** 223 commercial street

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I support the application for 223 Commercial street Melange restaurant.

Resident

Sarah langen

[REDACTED]

[REDACTED]





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☐

I SUPPORT THE APPLICATION.



I DO NOT SUPPORT THE APPLICATION.

Comments: \_\_\_\_\_

*The restaurant is too close to residences. It looks to be trying to compete with night clubs. The extra hour would be minimal monetary gain, and at the detriment of residents*  
**For Residents**

**For Businesses**

Name: Ami - Sharma Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_



Unit 101, 223 Commercial Street (Melange Restaurant)  
APPLICATION FOR A PERMANENT CHANGE TO A LIQUOR LICENCE

PUBLIC NOTICE AND COMMENT SHEET

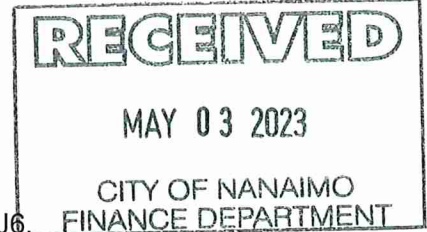
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**Current Planning**

Service and Resource Centre  
411 Dunsmuir Street, Nanaimo BC V9R 0E4  
Phone : 250-755-4460 Ext. 4302  
Email: [planning@nanaimo.ca](mailto:planning@nanaimo.ca)



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I SUPPORT THE APPLICATION.



I DO NOT SUPPORT THE APPLICATION.

Comments: I absolutely support longer business hours to  
create more activity & eyes on the street

**For Residents**

Name: \_\_\_\_\_

**For Businesses**

Business Name: Artzi Stuff

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_





RECEIVED  
MAY 03 2023

Unit 101, 223 Commercial Street (Melange Restaurant)  
APPLICATION FOR A PERMANENT CHANGE TO A LIQUOR LICENCE

CITY OF NANAIMO  
FINANCE DEPARTMENT

PUBLIC NOTICE AND COMMENT SHEET

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☐ I SUPPORT THE APPLICATION.

☒ I DO NOT SUPPORT THE APPLICATION.

Comments: midnight is late enough to be serving  
alcoholic beverages

**For Residents**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

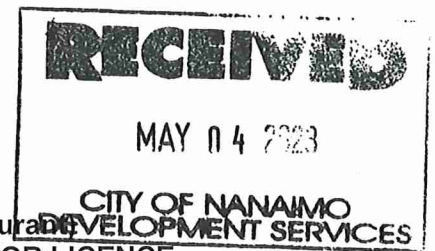
Signature: \_\_\_\_\_

**For Businesses**

Business Name: St. Paul's Anglican church

Address: \_\_\_\_\_

Signature: \_\_\_\_\_



Unit 101, 223 Commercial Street (Melange Restaurant)  
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☒ **I SUPPORT THE APPLICATION.**

☐ **I DO NOT SUPPORT THE APPLICATION.**

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**For Residents**

**For Businesses**

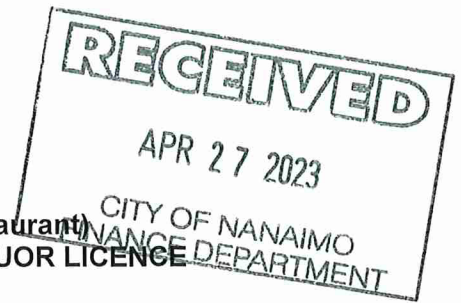
Name: Diane McKay Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_







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**I SUPPORT THE APPLICATION.**



**I DO NOT SUPPORT THE APPLICATION.**

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**For Residents**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**For Businesses**

Business Name: 115 Chapel St #101

Address: \_\_\_\_\_

Signature: \_\_\_\_\_





-04- 28 2023

DROP MAIL

Unit 101, 223 Commercial Street (Melange Restaurant)  
APPLICATION FOR A PERMANENT CHANGE TO A LIQUOR LICENCE

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**I SUPPORT THE APPLICATION.**



**I DO NOT SUPPORT THE APPLICATION.**

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**For Residents**

**For Businesses**

Name: Georgina Ray Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_



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☒ **I SUPPORT THE APPLICATION.**

☐ **I DO NOT SUPPORT THE APPLICATION.**

Comments: \_\_\_\_\_

*For sure!*

**For Residents**

**For Businesses**

Name: *Ilona Beechie* Business Name: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

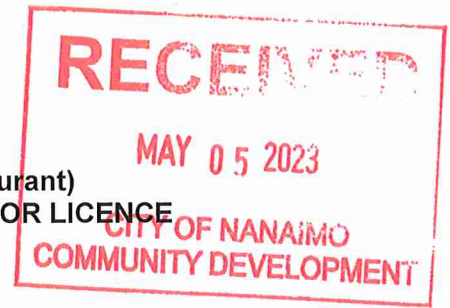
Signature: \_\_\_\_\_ Signature: \_\_\_\_\_





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**I SUPPORT THE APPLICATION.**



**I DO NOT SUPPORT THE APPLICATION.**

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**For Residents**

**For Businesses**

Name: \_\_\_\_\_ Business Name: VANCOUVER ISLAND SYMPHONY

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

DATE OF MEETING June 5, 2023

AUTHORED BY SADIE ROBINSON, PLANNER, CURRENT PLANNING

SUBJECT LIQUOR LICENCE APPLICATION NO. LA154 – UNIT 2, 5771  
TURNER ROAD



## Proposal:

To inform Council of a new liquor licence application for consideration.



## Zoning:

CC3 – City Commercial Centre

## City Plan Land Use Designation:

Mixed-Use Corridor

## Lot Area:

0.9ha



## **OVERVIEW**

### **Purpose of Report**

To inform Council of a new liquor licence application to permit liquor to be served at an existing Nail Spa located at Unit 2, 5771 Turner Road.

## **BACKGROUND**

A notice of application was received from Dave Dinh of Posh Nails Spa requesting a local government resolution in support of their application to the Provincial Liquor and Cannabis Regulation Branch (LCRB) to permit liquor to be served at an existing Nail Spa located at Unit 2, 5771 Turner Road.

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

The subject property is a unit within Longwood Station, an established commercial centre in north Nanaimo that contains retail, restaurant, and other commercial uses. The property is bound by the Island Highway to the west, Turner Road to the north, and Uplands Drive to the east. The nearest residences are in a multi-family building, located approximately 160m southeast from the nail spa.

## **DISCUSSION**

The existing 'City Commercial Centre' (CC3) zone permits a wide range of commercial and service oriented uses (e.g. Fast Food Restaurant, Micro-Brewery, Neighbourhood Pub, Restaurant, Shopping Centre).

The applicant proposes liquor service be permitted within an existing business, Posh Nails Spa, to accompany a limited food menu for clients while they relax and receive treatments. The proposed occupancy is 15 persons, and the proposed hours of liquor service are as follows:

	<b>Sunday</b>	<b>Monday-Saturday</b>
<b>Liquor Service Hours</b>	10:00 a.m. – 5:00 p.m.	9:00 a.m. – 6:00 p.m.

Location, hours of service, and capacity in relation to the liquor service are subject to local government consideration and comment. A municipal resolution is required before the LCRB will consider the liquor licence application further.

The LCRB asks the local government to gather the views of nearby residents and business owners. The City requires a public meeting for all new liquor licence applications, for the purposes of seeking public input. Should Council direct this application to advance, it would proceed to a public meeting tentatively scheduled for 2023-JUN-15. A public notice and comment sheet will also be sent to all property owners and occupants within 100m of the subject property to seek public input on the liquor licence proposal. Once responses have been returned, they will be summarized and attached to a future report to Council.



The LCRB has requested the local government comment on the impact of noise on the community in the immediate vicinity of the establishment, and the impact on the community if the application is approved. Staff will comment on these criteria in a future report, following the public meeting and after referral responses have been received.

### ***Opt Out of Application Process***

With respect to all food and liquor primary licence applications, it is worth noting that Council has the option to provide no comment. If Council chooses to opt out of the application process, Staff will inform the LCRB of Council's decision and no further action will be taken by Staff regarding the application. If a local government chooses to opt out, the LCRB will start their own review process, which could considerably delay the application process. As such, Staff recommends that Council does not opt out of the application review process.

### **SUMMARY POINTS**

- An application for a new liquor primary licence has been received to permit liquor to be served at an existing nails spa at Unit 2, 5771 Turner Road.
- Public notices will be delivered and the public will have an opportunity to comment on the liquor licence application at an upcoming public meeting.
- A summary of public comments and evaluation of community impacts will be brought to Council for consideration in a meeting following the public meeting.

### **ATTACHMENTS**

ATTACHMENT A: Subject Property Map  
ATTACHMENT B: Site Plan  
ATTACHMENT C: Floor Plan

#### **Submitted by:**

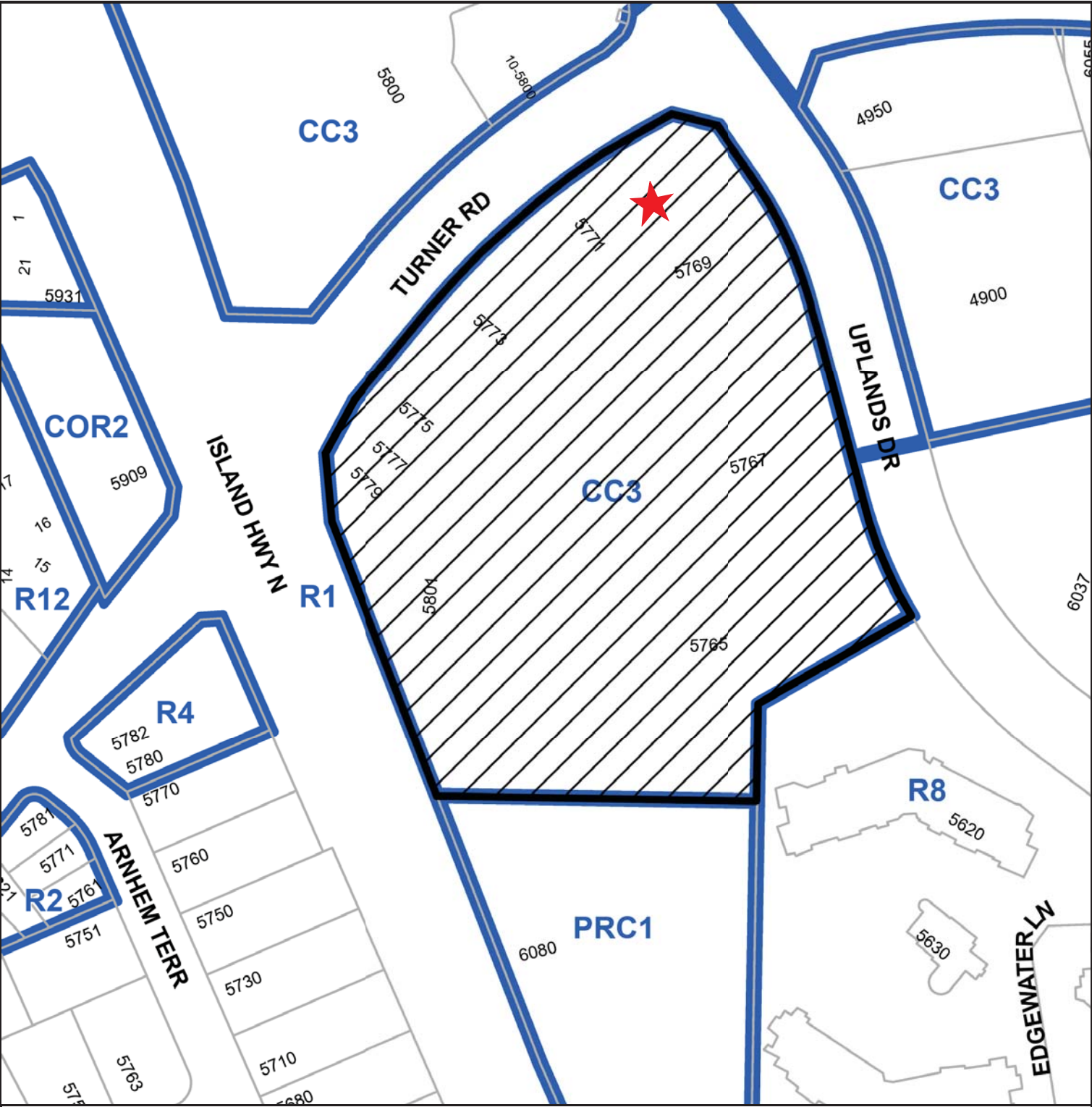
Lainya Rowett  
Manager, Current Planning

#### **Concurrence by:**

Jeremy Holm  
Director, Development Approvals

Dale Lindsay  
General Manager, Development Services  
/ Deputy CAO

ATTACHMENT A  
SUBJECT PROPERTY MAP



Unit 2, 5771 Turner Road

UNIT #2  
LONGWOOD STATION  
5771 TURNER ROAD  
NANAIMO, B.C.

CLIENT: GWL REALTY ADVISORS INC.

1:75



ALL DISTANCES ARE IN METRES UNLESS OTHERWISE NOTED

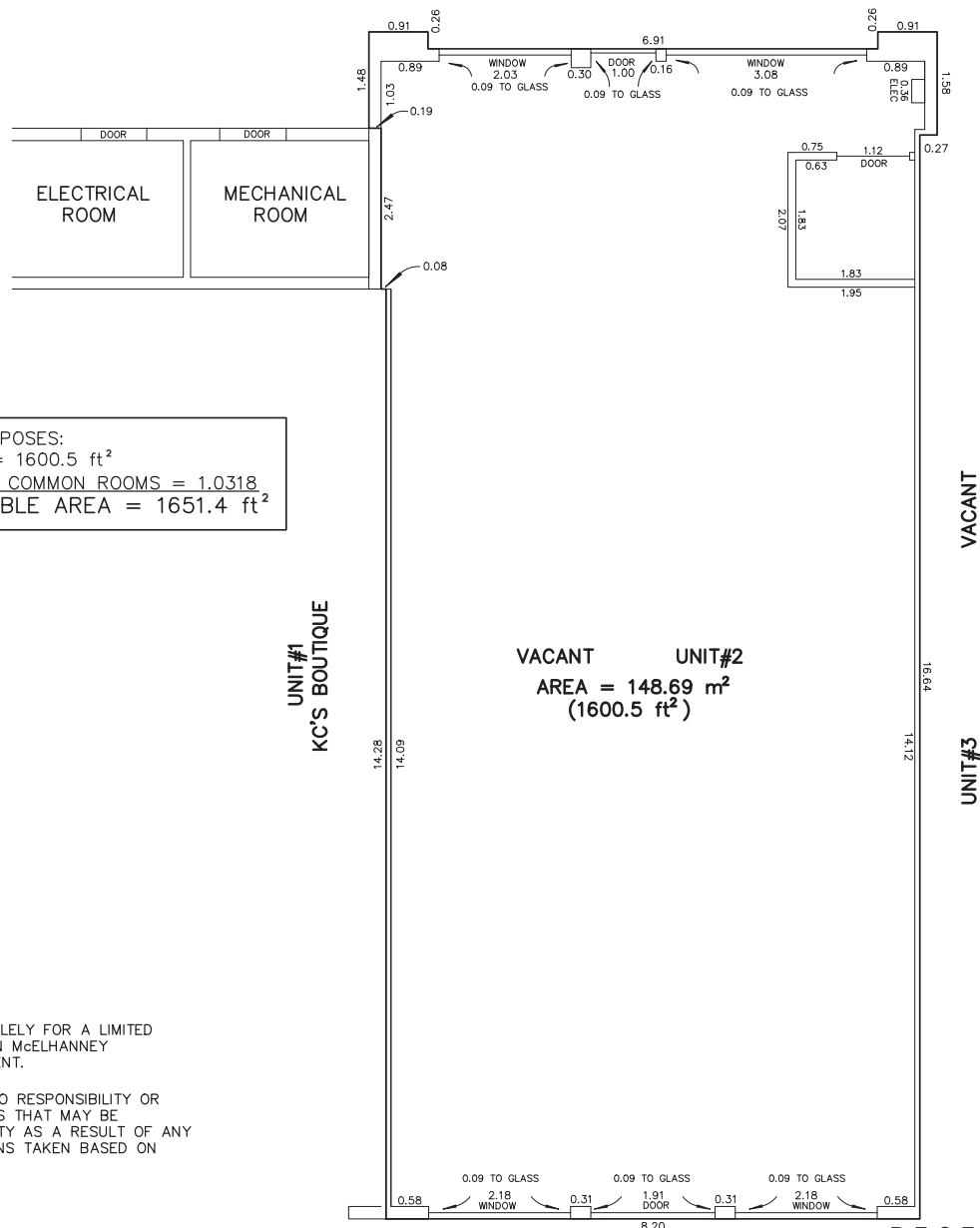
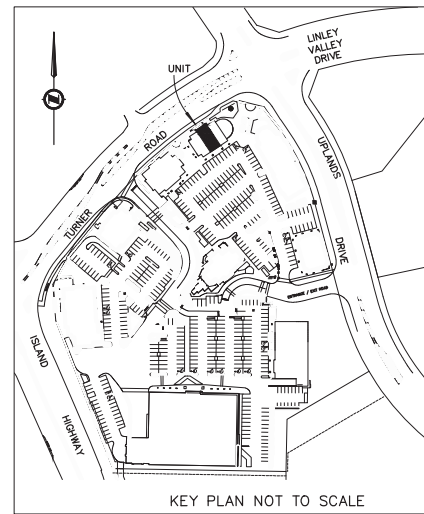
DATE OF FIELD SURVEY: AUGUST/5/2015

INTERIOR WALLS WITHIN UNIT 0.12 m WIDE

NOTE: MEASUREMENTS SHOWN ARE TO CENTRE LINE OF INTERIOR COMMON WALLS SEPARATING RENTABLE PREMISES FROM ADJOINING RENTABLE PREMISES; EXTERIOR FACE OF EXTERIOR WALLS, AND TO THE FINISHED SURFACE OF INTERIOR WALLS SEPARATING RENTABLE PREMISES FROM COMMON FACILITIES.

EXTERIOR MEASUREMENTS TO OUTSIDE CONCRETE FOUNDATION

## ATTACHMENT B SITE PLAN



THIS PLAN IS PREPARED SOLELY FOR A LIMITED CONTRACTUAL USE BETWEEN McELHANNEY ASSOCIATES AND OUR CLIENT.

THE SIGNATORY ACCEPTS NO RESPONSIBILITY OR LIABILITY FOR ANY DAMAGES THAT MAY BE SUFFERED BY A THIRD PARTY AS A RESULT OF ANY DECISIONS MADE, OR ACTIONS TAKEN BASED ON THIS DOCUMENT.

**McElhanney**  
McELHANNEY ASSOCIATES  
LAND SURVEYING LTD.  
SUITE 1 - 1351 ESTEVAN ROAD  
NANAIMO, BC V9S 3Y3  
TEL: 250.716.3336

OUR FILE NO.: 2232-80302-2  
DWG NO.: 80302-2 UNIT 2 5771.dwg

© 2015 McELHANNEY ASSOCIATES LAND SURVEYING LTD.  
ALL RIGHTS RESERVED. NO PERSON MAY COPY, REPRODUCE, TRANSMIT OR ALTER THIS DOCUMENT IN WHOLE OR IN PART PART WITHOUT THE CONSENT OF THE SIGNATORY.

CERTIFIED CORRECT  
THIS 7th DAY OF AUGUST, 2015

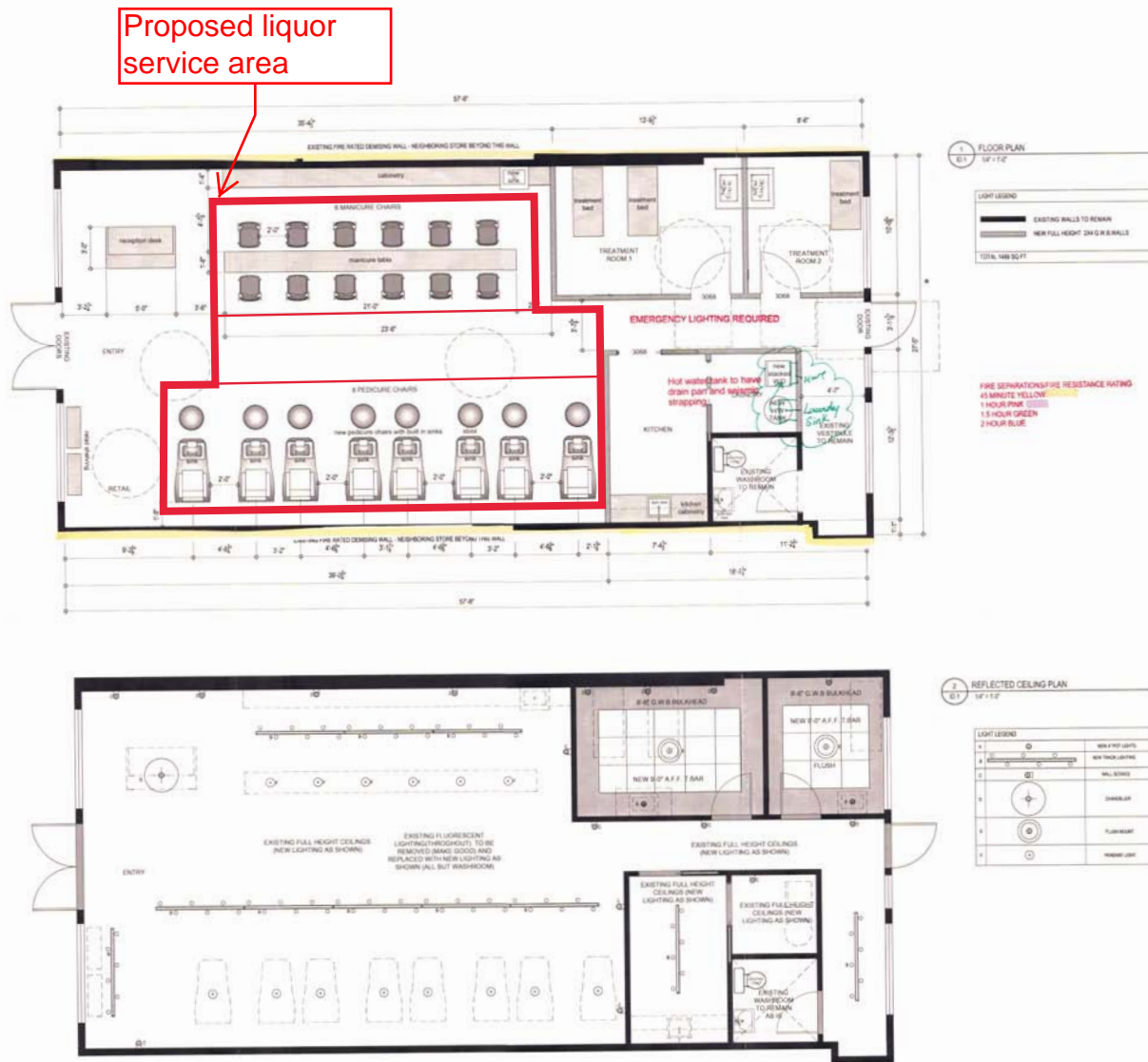
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**LA154**  
**2023-APR-25**  
Current Planning

BRIAN D. WARDROP, BCLS



## ATTACHMENT C

### FLOOR PLAN



REVISED June 8/11  
CS

CITY OF NANAIMO  
BUILDING INSPECTION  
DIVISION  
PLANS REVIEWED 122785  
FOR BUILDING PERMIT IN  
DATE FEB 20 2017  
SIGNED [Signature]  
PLANS HAVE BEEN REVIEWED FOR GENERAL  
CONFORMANCE WITH CURRENT CITY OF  
NANAIMO BYLAW 8 & B.C. BUILDING CODE  
REQUIREMENTS  
EXPIRATION: AUGUST 18, 2017  
BY: [Signature] HARRIS CORRY LTD. - TERN

RECEIVED  
LA154  
2023-MAY-10  
Current Planning



ivory  
design company

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DATE OF MEETING | JUNE 05, 2023 |

AUTHORED BY | DEANNA WALKER, FINANCIAL ANALYST  
LISA BRINKMAN, MANAGER, COMMUNITY PLANNING |

**SUBJECT                      COMPLETE COMMUNITIES FUNDING PROGRAM (2023/24)**

## **OVERVIEW**

### **Purpose of Report**

To seek Council endorsement for an application to the Union of British Columbia (UBCM) Complete Communities 2023/24 funding program to support the development of an Area Plan for the Woodgrove Urban Centre. |

### **Recommendation**

That Council direct Staff to submit an application to the Union of British Columbia Complete Communities funding program to support the development of an Area Plan for the Woodgrove Urban Centre in collaboration with the Regional District of Nanaimo, and that Council commits to City staff providing overall grant management.

## **BACKGROUND**

The Ministry of Housing is providing \$10 million in funding to support the development of 'Complete Communities' through a grant program administered through the Union of British Columbia Municipalities (UBCM). The Complete Communities program supports undertaking assessments to inform land use decision-making, considering housing need, supply, and location; providing transportation options including increased walkability; and making connections to infrastructure investment and servicing decisions.

The Complete Communities program can contribute 100% of the costs of eligible activities to a maximum of \$150,000, with an additional \$50,000 offered for collaborative regional projects. Only new projects are eligible under this program, and the projects must be capable of completion by the applicant within one year from the date of grant approval. The grant application deadline is 2023-JUN-16. Funding announcements are expected by September 2023. This is the first intake for the Complete Communities fund, with a second intake scheduled for January 2024. |

## **DISCUSSION**

*City Plan – Nanaimo Reimagined (2022)* designates seven Urban Centres intended to be the focus of the majority of the City's future growth, with policy direction to develop each centre as "a complete community that includes housing, employment, and services and allows for daily needs to be met without requiring travel outside the Urban Centre". This grant opportunity aligns well with City Plan policy requiring "Area Plans for Urban Centres to provide more detailed land use and policy guidance for future development to remove constraints, coordinate infrastructure, and identify amenity needs".

The Woodgrove area is prioritized as one of the top Secondary Urban Centres for future City Investment (following the Downtown Primary Urban Centre). Based on this, scoping work to develop an Area Plan for the Woodgrove Secondary Urban Centre has been identified in the 2023 Community Development Business Plan. Given the alignment, it is proposed a Complete Community grant application be submitted to support the development of an Area Plan.

The Woodgrove Urban Centre is the City's northern gateway, serving a city-wide and regional function for commercial activity. It is also identified as a northern mobility hub where major regional and city-wide mobility networks connect. Safe and accessible walking, rolling, cycling, and transit connections are a priority in this centre. A future Area Plan would take into account the full extent of the Woodgrove Urban Centre area, as well as transitions to surrounding areas (as shown on the map in Attachment A).

The general approach for completing the Woodgrove Urban Centre Area Plan would involve three phases as outlined below. Staff are proposing that the Complete Communities funding be used to complete all three phases.

**Phase 1** - Background research including:

- Market supply and demand study for housing, office, and employment
- Existing transportation capacity and servicing analysis
- Existing water, sewer, and stormwater capacity and servicing analysis
- Existing parks, recreational, culture, and wellness capacity and servicing analysis

**Phase 2** - Developing the Woodgrove Urban Centre Area Plan utilizing the results of the background research, and including:

- Consultation with the public to confirm vision, principles and directions for the urban centre
- Land use concept, policies, and design guidelines
- Projected transportation infrastructure demands, costing, and financing options
- Projected water, sewer, and stormwater demands, costing, and financing options
- Projected parks, recreation and culture demands, costing, and financing options

**Phase 3** - Completing the Woodgrove Urban Centre Area Plan. The final plan document will include:

- Growth projections (population, housing, employment)
- Land use concept plan and design guidelines
- Transportation servicing plan - including road, transit, cycling and pedestrian network
- Water, sewer, and stormwater system servicing plans
- Parks, recreation and culture plans

The Woodgrove Urban Centre is prioritized to develop as a complete community as well as a regional centre, with significant regional road, transit servicing and infrastructure implications to be considered. For this reason Staff are proposing that the City partner with the Regional District of Nanaimo in the Complete Communities Funding application, and in the creation of the Area Plan. This partnership will allow the Complete Communities funding request to be increased to \$200,000 as an extra \$50,000 is available for collaborative regional projects.]

## **FINANCIAL CONSIDERATIONS**

The project to develop a scope of work for an Area Plan for the Woodgrove Urban Centre is included in the 2023-2027 Financial Plan with a budget of \$50,000. If the Complete Communities funding application is successful, the 2023-2027 Financial Plan would be amended to increase the budget by \$200,000 funded by the UBCM Complete Communities Fund, to provide a total of \$250,000 to support completing the project. |

## **OPTIONS**

1. That Council direct Staff to submit an application to the Union of British Columbia Complete Communities funding program to support the development of an Area Plan for the Woodgrove Urban Centre in collaboration with the Regional District of Nanaimo, and that Council commits to City staff providing overall grant management.

- The advantages of this option: If the funding application is successful, the project scope will be expanded to complete the Area Plan using the provincial Complete Communities funds.

Financial Implications: The 2023-2027 Financial Plan includes a budget of \$50,000 to develop a scope of work for an Area Plan for the Woodgrove Urban Centre. If the funding application to UBCM Complete Communities Fund is successful, the 2023-2027 Financial Plan would be amended to reflect the successful grant application.

2. That Council provide alternative direction. |

### **SUMMARY POINTS**

- The UBCM Complete Communities funding program allows for up to 100% funding to a maximum of \$150,000, with an additional \$50,000 available when partnering with another municipality or regional district.
- Staff are seeking Council support to submit a Complete Communities application to fund the Woodgrove Urban Centre Area Plan in partnership with the Regional District of Nanaimo, such that the overall project budget to complete the plan is \$250,000 (\$50,000 City of Nanaimo funds, and \$200,000 Complete Communities funds).
- The application submission deadline is 2023-JUN-16.

## **ATTACHMENTS:**

ATTACHMENT A: Woodgrove Secondary Urban Centre Map

**Submitted by:**

Deanna Walker  
Financial Analyst

Lisa Brinkman  
Manager, Community Planning

**Concurrence by:**

Jamie Rose  
Manager, Transportation

Bill Sims  
General Manager, Engineering & Public Works

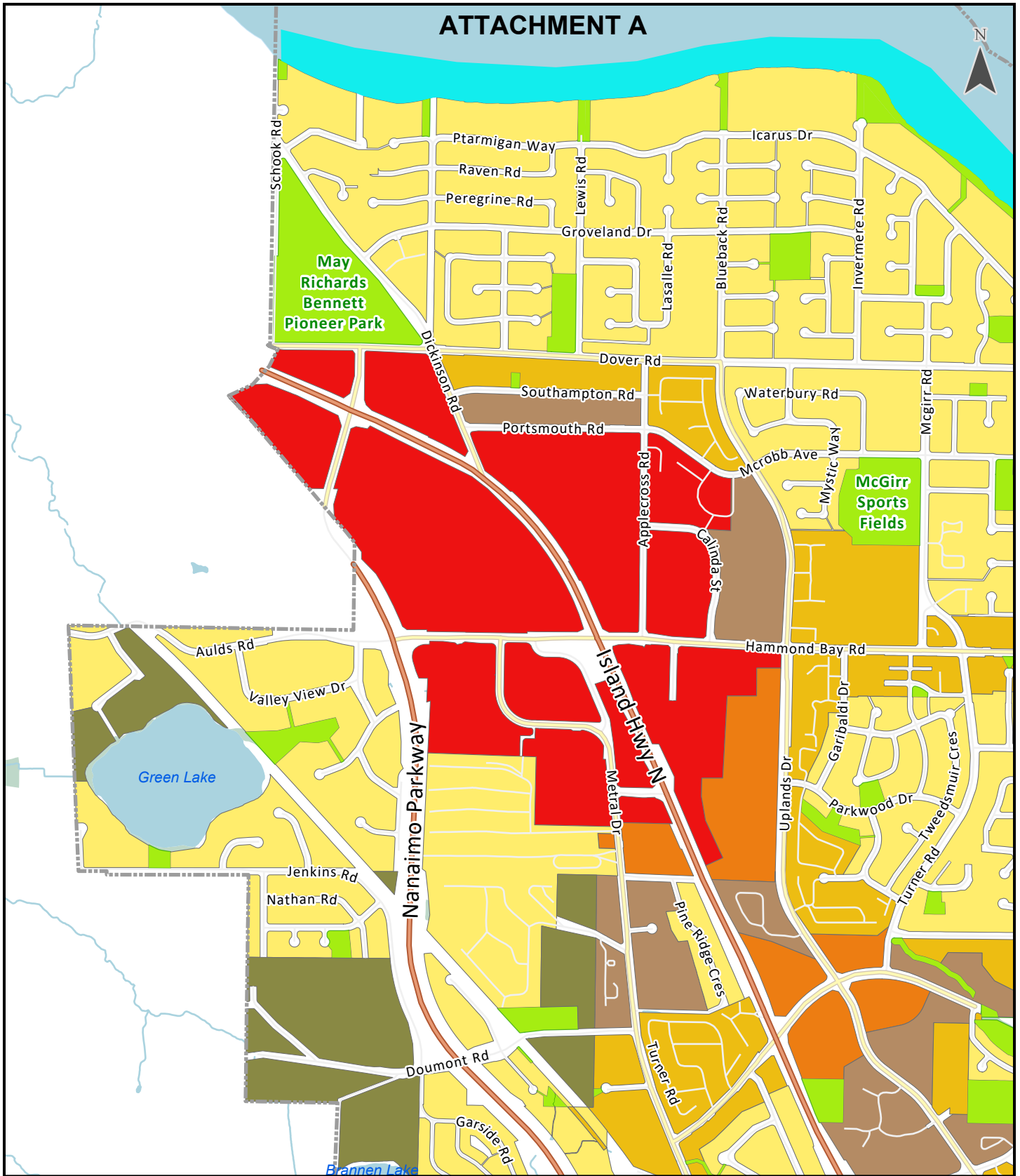
Wendy Fulla  
Deputy Director, Finance

Lisa Bhopalsingh  
Director, Community Development

Dale Lindsay  
General Manager, Development Services /  
Deputy CAO

Laura Mercer  
Director, Finance

# ATTACHMENT A



**City of Nanaimo**

Woodgrove

Secondary Urban Centre

## Legend

### Future Land Use Designation

- Secondary Urban Centre
- Mixed-Use Corridor
- Residential Corridor
- Neighbourhood

- Suburban Neighbourhood
- Waterfront
- Park & Open Spaces
- Resource Management

Published: May 19, 2023

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**CITY OF NANAIMO**  
THE HARBOUR CITY

**GIS**

gis.support@nanaimo.ca

CITY OF NANAIMO  
BYLAW NO. 7336.04  
FEES AND CHARGES AMENDMENT BYLAW  
A BYLAW TO AMEND THE “FEES AND CHARGES BYLAW NO. 7336”

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WHEREAS the Council of the City of Nanaimo wishes to amend “Fees and Charges Bylaw No. 7336” to add fees and charges for the Parks, Recreation and Culture Department.

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

1. Title

This Bylaw may be cited for all purposes as “Fees and Charges Amendment Bylaw 2023 No. 7336.04”.

2. Amendments:

“Fees and Charges Bylaw 2022 No. 7336” is hereby amended as follows:

- 2.1 By deleting the Parks and Recreation fees and charges from Schedule “A” and replacing them with the following:

**PARKS**

Definitions

Non-Profit 1 (NP1)	Means any registered non-profit group whose primary purpose is to provide organized sport, leisure or cultural activities for persons 24 years and younger. Membership must be open to the public and group must be volunteer based.
Non-Profit 2 (NP2)	Means any registered non-profit group whose primary purpose is to provide organized sport, leisure or cultural activities for persons 25 years and older and for multi-age groups where over 50% of members are 25 years or older. Membership must be open the public and group must be volunteer based. Also includes recognized government and education organizations.
Private	Means any individual, group or organization not meeting the definition of non-profit 1, non-profit 2, or commercial.
Commercial/ Commercial Non-Sport	Means any individual, group or company engaged in the pursuit of business for profit through the use of Parks, Recreation and Culture facilities. Also includes any renter from outside the greater Nanaimo contributing area. Non-sport designation may have different fees for different facilities.

CITY PARKS, PLAZAS, PAVILLIONS, AMPITHEATRES, GROUNDS, PARKING LOTS, TRAILS					
	Current	2023	2024	2025	2026
NP1	\$16.88	\$23.81	\$24.65	\$25.51	\$26.40
NP2	-	\$47.63	\$49.29	\$51.02	\$52.80
Private	\$30.00	\$59.53	\$61.62	\$63.77	\$66.00
Commercial	\$63.91	\$66.15	\$68.46	\$70.86	\$73.34



<b>PICNIC SHELTERS, VOLLEYBALL COURTS, TENNIS COURTS, PICKLEBALL COURTS, LACROSSE BOXES</b>					
<b>Picnic Shelter</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$7.44	\$7.70	\$7.96	\$8.24	\$8.53
NP2	-	\$12.31	\$12.74	\$13.19	\$13.66
Private	\$15.33	\$13.85	\$14.34	\$14.84	\$15.36
Commercial	\$14.87	\$15.39	\$15.93	\$16.49	\$17.07

<b>Sand Volleyball</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$3.99	\$3.80	\$3.93	\$4.06	\$4.20
NP2	-	\$6.07	\$6.28	\$6.50	\$6.72
Private	\$7.33	\$6.83	\$7.07	\$7.31	\$7.56
Commercial	\$7.33	\$7.59	\$7.85	\$8.12	\$8.40
<b>Covered Court</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$15.00	\$17.60	\$18.21	\$18.85	\$19.51
NP2	-	\$28.15	\$29.14	\$30.16	\$31.22
Private	\$34.00	\$31.67	\$32.78	\$33.93	\$35.10
Commercial	\$34.00	\$35.19	\$36.42	\$37.70	\$39.02
<b>Uncovered Court – Pickleball/Tennis/ Lacrosse (per court)</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$3.99	\$3.80	\$3.93	\$4.06	\$4.20
NP2	-	\$6.07	\$6.28	\$6.50	\$6.72
Private	\$7.33	\$6.83	\$7.07	\$7.31	\$7.56
Commercial	\$7.33	\$7.59	\$7.85	\$8.12	\$8.40

<b>SPORTS FIELDS</b>					
<b>Artificial Turf Fields</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Q'unq'inuqwtuw Stadium, Beban Park Merle Logan Field 1, Beban Park 2 <sup>nd</sup> Artificial					
NP1	\$15.00	\$17.60	\$18.21	\$18.85	\$19.51
NP2	-	\$28.15	\$29.14	\$30.16	\$31.21
Private	\$34.00	\$31.67	\$32.78	\$33.93	\$35.11
Commercial	\$34.00	\$35.19	\$36.42	\$37.70	\$39.02
<b>Fields "A"</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>

Elaine Hamilton Field, May Richards Bennett Pioneer Park Fields, Beban Gyro Fields 1, 2 &3, Harewood Centennial Park Sherry Big Field, Caledonia Park Field, Serauxman Third Sports Fields 1,2,&3					
NP1	\$6.00	\$6.72	\$6.96	\$7.21	\$7.46
NP2	-	\$21.53	\$22.28	\$23.06	\$23.87
Private	\$26.00	\$24.22	\$25.07	\$25.94	\$26.85
Commercial	\$26.00	\$26.91	\$27.85	\$28.83	\$29.84
<b>Fields "B"</b> Harry Wipper Park, Pleasant Valley Park, Departure Bay Centennial Park, Bowen Park West, Sid Clark Gyro Park, Mansfield Park, Harewood Centennial Park Sherry Small Field, Robbins Park Practice Area, Comox Gyro Park, Deverill Square Park	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$3.00	\$3.37	\$3.48	\$3.60	\$3.73
NP2	-	\$10.76	\$11.14	\$11.53	\$11.93
Private	\$13.00	\$12.11	\$12.53	\$12.97	\$13.43
Commercial	\$13.00	\$13.46	\$13.93	14.41	\$14.92
<b>Fields "C"</b> Groveland Park, Old Harewood School Field	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$2.25	\$2.27	\$2.34	\$2.43	\$2.51
NP2	-	\$7.25	\$7.50	\$7.76	\$8.03
Private	\$8.75	\$8.15	\$8.44	\$8.73	\$9.04
Commercial	\$8.75	\$9.06	\$9.37	\$9.70	\$10.04
<b>Lighting</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Per Hour	-	\$15.00	\$15.00	\$15.00	\$15.00

## RECREATION

<b>AQUATICS (Beban Pool)</b>					
<b>25m Lane</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$10.35	\$10.76	\$11.19	\$11.69	\$12.16
NP2	\$18.62	\$18.62	\$18.62	\$18.62	\$19.45
Private	\$20.69	\$20.69	\$20.69	\$20.94	\$21.88
Commercial	\$20.69	\$21.52	\$22.38	\$23.27	\$24.31
<b>Leisure &amp; Slides</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$116.73	\$121.40	\$126.26	\$131.31	\$136.56
NP2	\$210.12	\$210.12	\$202.12	\$210.12	\$218.50
Private	\$233.47	\$233.47	\$233.47	\$236.36	\$245.82
Commercial	\$233.47	\$242.81	\$252.52	\$262.62	\$273.13
<b>37m Pool</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$82.77	\$86.09	\$89.53	\$93.11	\$96.83
NP2	\$148.99	\$148.99	\$148.99	\$148.99	\$154.94
Private	\$165.55	\$165.55	\$165.55	\$167.60	\$174.30
Commercial	\$165.55	\$172.17	\$179.06	\$186.22	\$193.67
<b>Teach Pool</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$5.33	\$5.55	\$5.77	\$6.00	\$6.24
NP2	\$8.53	\$8.87	\$9.22	\$9.59	\$9.98
Private	\$9.59	\$9.98	\$10.38	\$10.79	\$11.22
Commercial	\$10.66	\$11.09	\$11.53	\$11.99	\$12.47
<b>Shallow End</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	42.98	\$44.70	\$46.49	\$48.35	\$50.28
NP2	77.36	\$77.36	\$77.36	\$77.57	\$80.45
Private	\$85.96	\$85.96	\$85.96	\$87.26	\$90.50
Commercial	\$85.96	\$89.40	\$92.97	\$96.69	\$100.56
<b>Complete Pool</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$198.98	\$206.94	\$215.21	\$223.82	\$232.77
NP2	\$358.16	\$358.16	\$358.16	\$358.16	\$372.44
Private	\$397.95	\$397.95	\$397.95	\$402.88	\$419.00
Commercial	\$397.95	\$413.87	\$430.42	\$447.64	\$465.55

<b>AQUATICS (Nanaimo Aquatic Centre)</b>					
<b>25m Lane</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$10.35	\$10.76	\$11.19	\$11.69	\$12.16
NP2	\$18.62	\$18.62	\$18.62	\$18.62	\$19.45
Private	\$20.69	\$20.69	\$20.69	\$20.94	\$21.88
Commercial	\$20.69	\$21.52	\$22.38	\$23.27	\$24.31
<b>Leisure &amp; Slides</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$238.77	\$248.32	\$258.25	\$268.59	\$279.33
NP2	\$429.79	\$429.79	\$429.79	\$429.74	\$446.92
Private	\$477.54	\$477.54	\$477.54	\$483.45	\$502.79
Commercial	\$477.54	\$496.64	\$516.50	\$537.17	\$558.65
<b>Shallow End</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$42.98	\$44.70	\$46.49	\$48.35	\$50.28
NP2	\$77.36	\$77.36	\$77.36	\$77.57	\$80.45
Private	\$85.96	\$85.96	\$85.96	\$87.26	\$90.50
Commercial	\$85.96	\$89.40	\$92.97	\$96.69	\$100.56
<b>Deep End</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$42.98	\$44.70	\$46.49	\$48.35	\$50.28
NP2	\$77.36	\$77.36	\$77.36	\$77.57	\$80.45
Private	\$85.96	\$85.96	\$85.96	\$87.26	\$90.50
Commercial	\$85.96	\$89.40	\$92.97	\$96.69	\$100.56
<b>Complete Pool</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$402.73	\$418.84	\$435.60	\$453.02	\$471.14
NP2	\$663.79	\$670.14	\$696.95	\$724.83	\$753.82
Private	\$805.46	\$805.46	\$805.46	\$815.44	\$848.05
Commercial	\$805.46	\$837.68	\$871.19	\$906.04	\$942.28

ARENA RENTAL RATES (All Arenas)					
Ice-Prime Time Monday-Friday 3:00 pm-12:00 am Saturday/Sunday/Holidays – 6:00 am-12:00 am	Current	2023	2024	2025	2026
NP1	\$83.05	\$95.00	\$110.00	\$125.00	\$136.08
NP2	\$166.10	\$177.73	\$190.17	\$203.48	\$217.73
Private	\$166.10	\$199.94	\$213.94	\$228.92	\$244.94
Commercial	\$207.63	\$222.16	\$237.71	\$254.35	\$272.16
Commercial Non-Sport	\$406.49	\$434.94	\$465.39	\$497.97	\$532.83
Ice – Non Prime Time Monday-Friday 12:00 am -3:00 pm Saturdays/Sundays/Holidays 12:00 am – 6:00 am	Current	2023	2024	2025	2026
NP1	\$83.05	\$89.89	\$96.18	\$102.91	\$110.12
NP2	\$134.41	\$143.82	\$153.88	\$164.66	\$176.18
Private	\$134.41	\$161.79	\$173.12	\$185.24	\$198.21
Commercial	\$168.01	\$179.77	\$192.35	\$205.82	\$220.23
Commercial Non-Sport	\$406.49	\$434.94	\$465.39	\$497.96	\$532.83
Dry Floor					
NP1	\$46.99	\$62.85	\$67.25	\$71.96	\$77.00
NP2	\$93.98	\$100.56	\$107.60	\$115.13	\$123.19
Private	\$93.98	\$113.13	\$121.05	\$129.52	\$138.59
Commercial	\$117.48	\$125.70	\$134.50	\$143.91	\$153.99
Commercial Non-Sport	\$406.49	\$434.94	\$465.39	\$497.96	\$532.83
Television Lights					
Per Hour	\$45.89	\$47.73	\$49.64	\$51.63	\$53.70

COMMUNITY CENTRE AND ACTIVITY CENTRE RATES					
Rooms	Current	2023	2024	2025	2026
Group 1 (up to 500sq feet)	Beban Dressing Rooms 1 or 2, Beban Stage, Bowen Small Meeting Room 1, 2, 3, Bay Room, Cliff McNabb Conference Room, Frank Crane VIP Room				
NP1	\$6.79	\$5.81	\$6.02	\$6.23	\$6.44
NP2	\$8.25	\$9.30	\$9.62	\$9.96	\$10.31
Private	\$10.10	\$10.46	\$10.83	\$11.21	\$11.60
Commercial	\$11.23	\$11.62	\$12.03	\$12.45	\$12.89

<b>Group 2 (500-1200 sq feet)</b>	Beban Single Room 1, 2, 3, 4, 5, 6, 7, 8, Bowen Room 5, 6, Kin Hut Activity Center, Rotary Field House, Nanaimo Aquatic Center Jack Little A or B, Oliver Woods Hemlock Room, Oliver Woods Monarch 1 or 2, Oliver Woods Salal 1 or 3, Oliver Woods Tree Frog Room				
NP1	\$11.59	\$8.87	\$9.18	\$9.50	\$9.84
NP2	\$12.51	\$14.19	\$14.69	\$15.20	\$15.74
Private	\$14.91	\$15.97	\$16.52	\$17.10	\$17.70
Commercial	\$17.14	\$17.74	\$18.36	\$19.00	\$19.67
<b>Group 3 (1200-3000 sq feet)</b>	Beban Social Center Lounge, Bowen Activity Room 1, Bowen Club House, Nanaimo Ice Center Lounge, Oliver Woods Salal 2				
NP1	\$17.13	\$12.33	\$12.76	\$13.21	\$13.67
NP2	\$18.06	\$19.73	\$20.41	\$21.13	\$21.87
Private	\$21.45	\$22.19	\$22.97	\$23.77	\$24.61
Commercial	\$23.83	\$24.66	\$25.52	\$26.41	\$27.34

<b>Group 4 (3000-6000 sq feet)</b>	Beban Auditorium A or B, Bowen Auditorium				
NP1	\$40.56	\$33.37	\$34.54	\$35.75	\$37.00
NP2	\$48.30	\$53.40	\$55.26	\$57.20	\$59.20
Private	\$58.05	\$60.08	\$62.17	\$64.35	\$66.60
Commercial	\$64.49	\$66.75	\$69.08	\$71.50	\$74.00

GYMNASIUMS, STADIUMS, CENTENNIAL BUILDING					
Oliver Woods Community Center Gymnasium	Current	2023	2024	2025	2026
NP1	\$21.44	\$22.30	\$23.19	\$24.12	\$25.08
NP2	\$41.68	\$41.68	\$41.75	\$43.41	\$45.15
Private	\$41.68	\$44.60	\$46.38	\$48.24	\$50.17
Commercial	\$65.51	\$68.13	\$70.86	\$73.69	\$76.64
Commercial Non-Sport	\$146.50	\$152.36	\$158.45	\$164.79	\$171.38
Centennial Building	Current	2023	2024	2025	2026
NP1		\$19.25	\$20.02	\$20.82	\$21.65
NP2		\$30.79	\$32.02	\$33.30	\$34.64



Private		\$34.64	\$36.03	\$37.47	\$38.97
Commercial	\$37.01	\$38.49	\$40.03	\$41.63	\$43.30
<b>Rotary Bowl</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
NP1	\$20.00	-	-	-	-
NP2	\$30.00	-	-	-	-
Private	\$35.00	-	-	-	-
Commercial	\$100.00	\$104.00	\$108.16	\$112.49	\$116.99

STORAGE FEES					
<b>Long Term Storage in Recreation Facilities/Activity Centers</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Per Sq Foot/Year (rounded)	\$6.50	\$6.75	\$7.00	\$7.25	\$7.50
Minimum is \$50.00 per year	\$50.00	\$65.00	\$65.00	\$65.00	65.00
<b>Long Term Storage in Field Houses and Centennial Building</b>	<b>Current</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Per Sq Foot/Year (rounded)	\$5.50	\$5.70	\$5.90	\$6.10	\$6.30

PASSED FIRST READING: 2023-MAY-15  
PASSED SECOND READING: 2023-MAY-15  
PASSED THIRD READING: 2023-MAY-15  
ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
MAYOR

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

CITY OF NANAIMO

BYLAW NO. 7363

A BYLAW TO AUTHORIZE A HOUSING AGREEMENT

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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 2023 No. 7363".
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 B, SECTION 20, RANGE 7, MOUNTAIN DISTRICT, PLAN EPP110921 (the "**Land**");
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: 2023-MAY-15  
PASSED SECOND READING: 2023-MAY-15  
PASSED THIRD READING: 2023-MAY-15  
ADOPTED: \_\_\_\_\_

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MAYOR

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CORPORATE OFFICER

**SCHEDULE A**  
**SECTION 219 COVENANT AND AFFORDABLE HOUSING**  
**AGREEMENT**

**THIS AGREEMENT** made this \_\_\_\_ day of \_\_\_\_\_ 2023

**BETWEEN:**

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

(the “**City**”)

OF THE FIRST PART

**AND:**

**PROVINCIAL RENTAL HOUSING CORPORATION**  
C/O BC Housing Management Commission  
1701 - 4555 Kingsway  
Burnaby, BC  
V5H 4V8

(the “**Grantor**”)

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 use and occupancy of the dwelling 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 Grantor is the registered owner in fee-simple of the lands described as:  
  
LOT B SECTION 20 RANGE 7 MOUNTAIN DISTRICT PLAN EPP110921, PID 031-406-939, (the “**Land**”);
- C. The Grantor wishes to develop 30 Dwelling Units and 10 Sleeping Units (the “**Development**”) and has applied for a Building Permit (BP128482);

- D. Section 483 of the *Local Government Act* (British Columbia) authorizes the City, by bylaw, to enter into a Housing Agreement;
- E. Section 219 of the *Land Title Act* permits the registration of a covenant of a negative or positive nature in favour of the City in respect of the subdivision of land, use of land or construction on the Land;
- F. The City and the Grantor wish to enter into this agreement ("**Agreement**") to restrict the use of, and construction on, the Land on the terms and conditions of this Agreement, to have effect as both a covenant under section 219 of the *Land Title Act* and a housing agreement under section 483 of the *Local Government Act*.

**NOW THEREFORE THIS AGREEMENT WITNESSES** that pursuant to Section 483 of the *Local Government Act* and Section 219 of the *Land Title 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 The City and the Grantor agree that the definitions in the City of Nanaimo's Zoning Bylaw 2011 No. 4500, as amended or replaced from time to time, ("**Zoning Bylaw**") apply to the interpretation of the terms in this Agreement.
- 1.2 In addition to the definitions of the Zoning Bylaw, the following words and terms have the following meanings:
  - a) "Affordable Units" means all of the Dwelling Units which will only be occupied by one or more Eligible Tenants, but does not include any Sleeping Unit;
  - b) "Development" refers to the totality of all Dwelling Units, Sleeping Units and ancillary spaces constructed on that part of the Land;
  - c) "Dwelling Unit" means a habitable room consisting of a self-contained unit with a separate entrance for the residential accommodation of only one family and which contains a cooking facility but excludes all accommodation for the travelling public, but does not include any Sleeping Unit; and
  - d) "Eligible Tenant" means a tenant or tenants of an Affordable Unit whose collective annual before-tax income does not exceed the most current Housing Income Limits for Nanaimo, as amended from time to time, published by British Columbia Housing Management Commission or its successors in function that is in effect at the time the Eligible Tenant takes occupancy of the Affordable Unit;

- e) “Final Occupancy Date” means the date upon which the entirety of the Development has been approved for occupancy by the building inspector for the City;
- f) “Grantor” means the current owner of the Land or any person who acquires an interest in the Land;
- g) “Permitted Rent” means the monthly rent that the Grantor may charge an Eligible Tenant for an Affordable Unit, which monthly rent shall not exceed 1/12 of 30% of the Eligible Tenant(s) collective before-tax annual income;
- h) “Rent Charge” means the rent charge referred to in Section 6.6;
- i) “Sleeping Unit” shall have the meaning set out in the Zoning Bylaw;
- j) “Term” means in perpetuity from the Final Occupancy Date.

## **2.0 OCCUPANCY and USE OF AFFORDABLE UNITS**

- 2.1 The Grantor covenants and agrees with the City that from and after the Final Occupancy Date and for the Term, no less than 30% of the Dwelling Units within the Development are and shall remain Affordable Units for the Term and shall only be occupied by an Eligible Tenant.
- 2.2 The Grantor covenants and agrees that no Affordable Unit shall be rented to an Eligible Tenant for more than the Permitted Rent.
- 2.3 The Grantor shall not require an Eligible Tenant to pay any extra charges or fees for use of any common area, including parking or storage, or for sanitary sewer, storm sewer, water, strata fees or levies, and property taxes. Provided, however, that this section shall not apply to cablevision, telephone, internet, gas or electricity and shall not prohibit the Grantor from charging for the use of washing and drying machines in the common areas of the Development.
- 2.4 The Grantor covenants and agrees with the City that the Land shall not be subdivided by any means whatsoever.

## **3.0 DEVELOPMENT COST CHARGES**

- 3.1 If the number of Affordable Units in the Development is at least 30% of the total number of Dwelling Units, the City agrees to reduce development cost charges for the Development, in accordance with Section 6 of CITY OF NANAIMO DEVELOPMENT COST CHARGE BYLAW 2017 NO. 7252.

#### **4.0 ANNUAL REPORT**

- 4.1 The Grantor further covenants and agrees that during the Term of this Agreement, it will, commencing on the first anniversary of the issuance of the Final Occupancy Date for the Development on the Land, and on that anniversary date annually thereafter, provide to the City's General Manager of Development Services a report in writing and in a form acceptable to the City's General Manager of Development Services confirming that the Affordable Units continue to be used and occupied as required under this Agreement.

#### **5.0 BINDING EFFECT**

- 5.1 This Agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective heirs, administrators, executors, successors, and permitted assignees.

#### **6.0 ENFORCEMENT AND WAIVER**

- 6.1 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 Land as if this Agreement had not been executed and delivered by the Grantor. 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.
- 6.2 The parties agree that the City is not obligated to inspect the Land 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.
- 6.3 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.
- 6.4 The Grantor 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 Grantor acknowledges that specific performance, injunctive relief (mandatory or otherwise) or other equitable relief may be the only adequate remedy for a default by the Grantor under this Agreement.



6.5 The Grantor acknowledges that the City requires the Affordable Units for the benefit of the community. The Grantor therefore agrees that for each day the Land is occupied in breach of this Agreement, the Grantor must pay the City \$100.00 (the “**Daily Amount**”) as liquidated damages and not as a penalty, due and payable at the offices of the City on the last day of the calendar month in which the breach occurred. Should any breach be unintentional, and the Grantor is actively and diligently working to rectify the breach, the Cure period shall be extended to a maximum of 60 days inclusive, in order for the Grantor to rectify the breach, and the Daily Amount shall not accrue until the cure period has expired. The Daily Amount is increased on January 1 of each year by the amount calculated by multiplying the Daily Amount as of the previous January 1 by the percentage increase between that previous January 1 and the immediately preceding December 31 in the Consumer Price Index. The Grantor agrees that payment may be enforced by the City in a court of competent jurisdiction as a contract debt. The Daily Amount may be collected by the City as a rent charge under the following section.

6.6 By this section, the Grantor grants to the City a rent charge under section 219 of the *Land Title Act*, and at common law, securing payment by the Grantor to the City of the Daily Amount as described in section 6.5. The City may enforce the rent charge granted by this section by an action for an order for sale or by proceedings for the appointment of a receiver.

#### 7.0 **NOTICE TO BE REGISTERED IN LAND TITLE OFFICE**

7.1 Notice of this Agreement shall be registered in the *Land Title Office* by the City at the cost of the Grantor in accordance with Section 483 of the *Local Government Act*, and as a covenant in accordance with Section 219 of the *Land Title Act*.

#### 8. **TERMINOLOGY**

8.1 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.

#### 9. **BC LAWS GOVERN**

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

**IN WITNESS WHEREOF** the parties hereto have set their hands and seals as of the day and year first above written.

**CITY OF NANAIMO** by its authorized signatories

\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
Mayor \_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
Corporate Officer \_\_\_\_\_)

**PROVINCIAL RENTAL HOUSING CORPORATION**  
by its authorized signatories:

\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)

CITY OF NANAIMO

BYLAW NO. 4500.155

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

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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 2019 No. 4500.155".
2. The "City of Nanaimo Zoning Bylaw 2011 No. 4500" is hereby amended as follows:

By rezoning the lands legally described as LOT A, SECTION 7, NANAIMO DISTRICT, PLAN VIP86854, (50 Tenth Street) to allow Cannabis Retail Store as a site-specific use within the City Commercial Centre (CC3) Zone, as shown on Schedule A.

PASSED FIRST READING: 2019-JUL-22

PASSED SECOND READING: 2019-JUL-22

PUBLIC HEARING HELD: 2019-SEP-19

PASSED THIRD READING: 2019-OCT-07

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: 2019-OCT-29

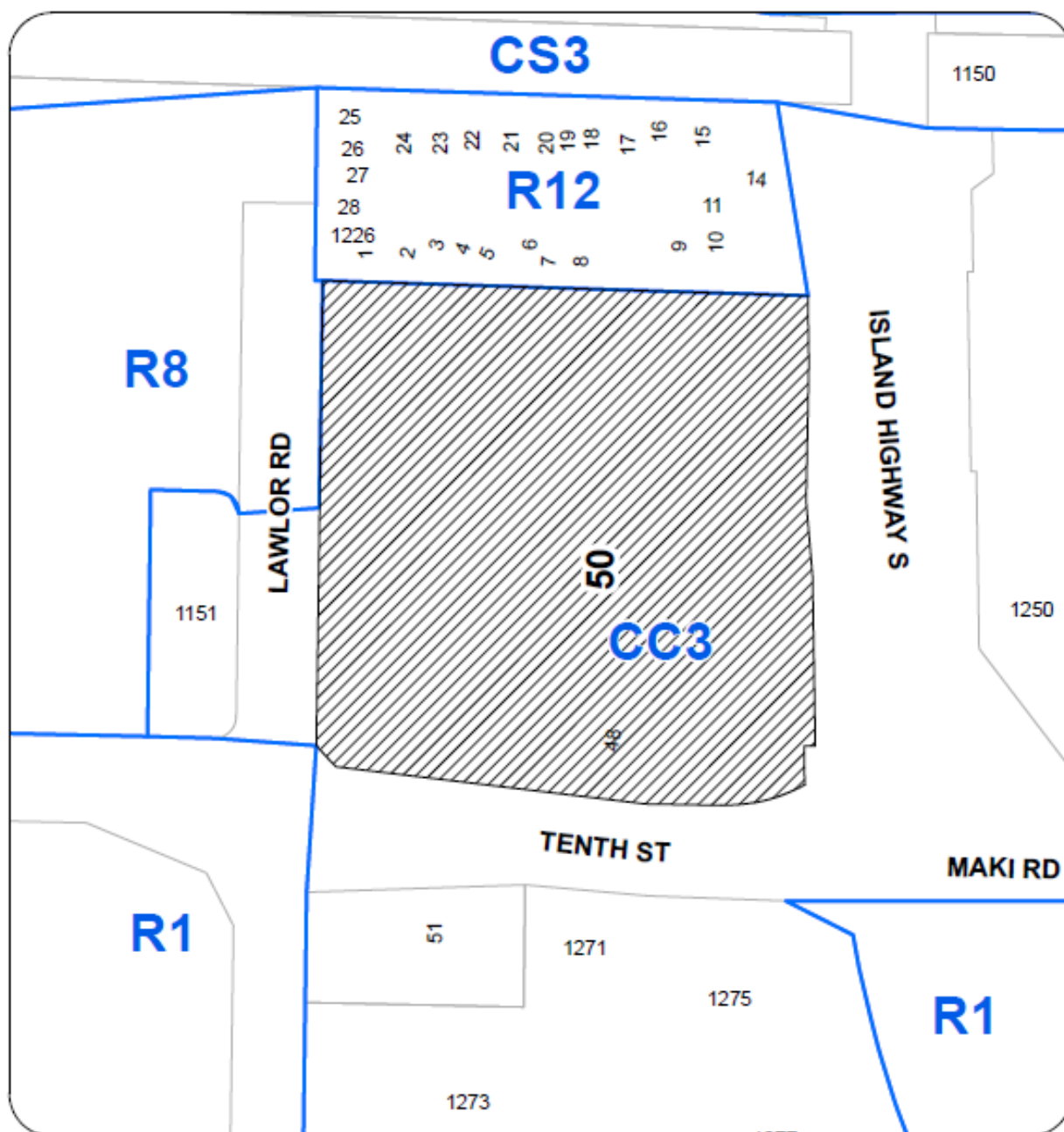
ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
MAYOR

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

File: RA000431  
Address: 50 Tenth Street

## LOCATION PLAN



REZONING APPLICATION NO. RA000431

## LOCATION PLAN

CIVIC: 50 TENTH STREET

LEGAL: LOT A, SECTION 7, NANAIMO DISTRICT, PLAN VIP86854



SUBJECT PROPERTY

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