



**MERGED AGENDA  
REGULAR COUNCIL MEETING**

Monday, September 23, 2024

5:00 P.M. To Proceed In Camera, Reconvene Regular Council Meeting 7:00 P.M.

SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE

80 COMMERCIAL STREET, NANAIMO, BC

SCHEDULED RECESS AT 9:00 P.M.

---

**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:

(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 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;

(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.

*a. Add - Community Charter Section 90(1)(m)*

(m) a matter that, under another enactment, is such that the public may be excluded from the meeting.

**3. INTRODUCTION OF LATE ITEMS:**

4.	<b>APPROVAL OF THE AGENDA:</b>	
5.	<b>ADOPTION OF THE MINUTES:</b>	
a.	<u>Minutes</u>	6 - 14
	Minutes of the Special Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2024-JUL-29, at 4:30 p.m.	
b.	<u>Add - Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2024-SEP-09, at 4:00 p.m.</u>	15 - 29
6.	<b>MAYOR'S REPORT:</b>	
7.	<b>RISE AND REPORT:</b>	
8.	<b>PRESENTATIONS:</b>	
a.	<u>Colin Stansfield, Chief Executive Officer, and Richard Horbachewski, Board Chair, Nanaimo Prosperity Corporation re: Quarterly Update</u>	
1.	<i>Add - PowerPoint Presentation from the Nanaimo Prosperity Corporation</i>	30 - 35
b.	<u>Carly Pereboom, Executive Director, and Aggie Weighill, Board Chair, Tourism Nanaimo re: Quarterly Update</u>	
1.	<i>Add - PowerPoint Presentation from Tourism Nanaimo</i>	36 - 43
c.	<u>John McCormick, Executive Director, and Don Bonner, Board Chair, Nanaimo Systems Planning Organization re: Quarterly Update</u>	
1.	<i>Add - PowerPoint Presentation from the Nanaimo Systems Planning Organization</i>	44 - 52
9.	<b>COMMITTEE MINUTES:</b>	
a.	<u>Minutes</u>	53 - 60
	Minutes of the Design Advisory Panel meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2024-MAY-09 at 5:00 p.m.	
10.	<b>CONSENT ITEMS:</b>	
11.	<b>DELEGATIONS:</b>	
a.	<u>Alan Clarke re: Amendment to the "Respectful Spaces Bylaw 2024 No. 7381"</u>	61



12. REPORTS:

- a. Bylaw Notice Enforcement Amendment Bylaw - To Authorize the Cowichan Valley Regional District to Participate in the Dispute Adjudication Registry System

63 - 74

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

*Purpose: To amend Schedule B (The Registry Agreement) to formally authorize the Cowichan Valley Regional District to participate in the City's Dispute Adjudication Registry System (DARS).*

Recommendations:

1. That "Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.21" (to amend Schedules B and C – Registry Agreement to authorize the Cowichan Valley Regional District to participate in the City's Dispute Adjudication Registry System) pass first reading.
2. That "Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.21" pass second reading.
3. That "Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.21" pass third reading.

- b. 2025 Permissive Tax Exemption Bylaw

75 - 102

To be introduced by Laura Mercer, General Manager, Corporate Services.

*Purpose: To introduce "Permissive Tax Exemption Bylaw, 2024 No. 7388" (a bylaw to exempt certain land and buildings from taxation) for first, second and third readings.*

Recommendations:

1. That "Permissive Tax Exemption Bylaw, 2024 No. 7388" (a bylaw to exempt certain land and buildings from taxation) pass first reading;
2. That "Permissive Tax Exemption Bylaw, 2024 No. 7388" pass second reading; and
3. That "Permissive Tax Exemption Bylaw, 2024 No. 7388" pass third reading.

- c. Sustainable Building Policy

103 - 135

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

*Purpose: To provide Council with the opportunity to adopt a new Sustainable Building Policy.*

Presentation:

1. Jennifer McAskill, Manager, Facility Asset Planning.

Recommendation: That Council adopt Policy Number COU-229 – Sustainable Building Policy.

- d. Development Permit Application No. DP1347 - 6330 McRobb Avenue 136 - 159

To be introduced by Jeremy Holm, Director, Planning and Development.

*Purpose: To present for Council's consideration a development permit application for a multi-family development at 6330 McRobb Avenue.*

Recommendation: That Council issue Development Permit No. DP1347 for a multi-family development at 6330 McRobb Avenue with variances as outlined in the "Proposed Variance" section of the Staff Report dated 2024-SEP-23.

- e. Small-Scale Multi-Unit Housing Zoning Amendment - 2498 Rosstown Road 160 - 164

To be introduced by Jeremy Holm, Director, Planning and Development.

*Purpose: To present, for Council's consideration, amendments to the "City of Nanaimo Zoning Bylaw 2011 No. 4500" to apply the Provincial Small-Scale Multi-Unit Housing legislation to recently subdivided parcels on Rosstown Road (SUB01416).*

Recommendations: That:

1. "Zoning Amendment Bylaw 2024 No. 4500.231" (amendment to implement the Provincial Small-Scale Multi-Unit Housing legislation) receive first reading.
2. "Zoning Amendment Bylaw 2024 No. 4500.231" receive second reading.
3. "Zoning Amendment Bylaw 2024 No. 4500.231" receive third reading.
4. "Zoning Amendment Bylaw 2024 No. 4500.231" be adopted.

### 13. **BYLAWS:**

- a. "Fire Protection and Life Safety Regulation Amendment Bylaw 2024 No. 7108.04" 165 - 168

That "Fire Protection and Life Safety Regulation Amendment Bylaw 2024 No. 7108.04" (a bylaw to amend the provision associated with fuel tank installation, removal, or withdrawing a fuel tank from service) be adopted.

- b. "Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.22" 169 - 170

That "Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.22" (fines for micromobility devices) be adopted.

- c. "Housing Agreement Bylaw 2024 No. 7387" 171 - 178

That "Housing Agreement Bylaw 2024 No. 7387" (to secure rental tenure and non-market rental housing) be adopted.

**14. CORRESPONDENCE:**

**15. NOTICE OF MOTION:**

**16. OTHER BUSINESS:**

a. Forestry Works for BC Request for Letter of Support

179 - 187

Mayor Krog has requested that Council reconsider the request from Forestry Works for BC, for a letter of support. The request was previously declined by Council during the 2024-SEP-09 Regular Council Meeting.

[Note: Original request and sample letters from other municipalities are included in the agenda package for reference.]

**17. QUESTION PERIOD:**

**18. ADJOURNMENT:**



**MINUTES**  
**SPECIAL COUNCIL MEETING**

Monday, July 29, 2024, 4:30 P.M.  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE  
80 COMMERCIAL STREET, NANAIMO, BC

Members: Mayor L. Krog, Chair  
Councillor T. Brown  
Councillor H. Eastmure  
Councillor B. Geselbracht  
Councillor E. Hemmens  
Councillor P. Manly  
Councillor J. Perrino  
Councillor I. Thorpe

Absent: Councillor S. Armstrong

Staff: D. Lindsay, Chief Administrative Officer  
R. Harding, General Manager, Community Services/Deputy CAO  
L. Mercer, General Manager, Corporate Services  
B. Sims, General Manager, Engineering and Public Works  
S. Gurrie, Director, Legislative Services  
J. Holm, Director, Planning and Development  
P. Rosen, Director, Engineering  
J. Rose, Manager, Transportation  
M. Lonsdale, Senior Project Manager  
M. Pearson, Legislative Communications Clerk  
K. Lundgren, Recording Secretary

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

The Special Council Meeting was called to order at 4:30 p.m.

\* Denotes electronic meeting participation as authorized by "Council Procedure Bylaw 2018 No. 7272"

## **2. PROCEDURAL MOTION:**

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

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

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

Council moved In Camera at 4:30 p.m.

Council moved out of In Camera at 6:05 p.m.

Council recessed the Open Meeting at 6:05 p.m.

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

## **3. APPROVAL OF THE AGENDA:**

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

## **4. MAYOR'S REPORT:**

Mayor Krog advised of the following:

- The City is launching an initiative to update the Country Club Urban Centre with a new transit exchange and streetscape improvements. Community members can get involved by providing feedback online between July 24 and August 30, 2024 and paper feedback forms are available at City Hall or at the Vancouver Island Regional Library

- Nanaimo's new water supply main is now in service. The Midtown Water Supply Project reached a milestone delivering water to two-thirds of the City, including the hospital
- National Lifeguard Appreciation Day is on Wednesday, July 31<sup>st</sup>. On behalf of Council, Mayor Krog extended gratitude for the hard work and enthusiasm City lifeguards demonstrate
- Acknowledged the local athletes, Ethan Katzberg and Olivia Lundman, participating in the Paris 2024 Olympic games; and Dr. Abe Avender serving as team Chiropractor for the Canadian National Men's Volleyball Team
- The Aquatic Division will launch it's Fall and Winter Activity Guide swimming lessons and programs registration at 6:00 a.m. Wednesday, August 7<sup>th</sup>. The separate registration day will reduce congestion for the phone lines and registration. The Activity Guide registration for all other Parks and Recreation programs will follow on Wednesday, August 15<sup>th</sup>
- Lifeguards are on duty at Westwood Lake Park from 11:30 a.m. to 5:30 p.m. and waterparks are open from 9:00 a.m. to 9:00 p.m.

## 5. DELEGATIONS:

### a. Cheryl Bancroft re: Cable Bay

Cheryl Bancroft, Save Cable Bay Group, spoke regarding the group's work since 2020, the proposed subdivision and rezoning to the areas surrounding the Cable Bay Trail, an online petition with 22,752 signatures to protect the Cable Bay lands, and a potential provincial funder interested in saving the Cable Bay lands. She requested that the lands east of the Cable Bay Trail be protected, that the City work with the Save Cable Bay Group and other stakeholders, that a minimum 100m buffer be established along the trail, and that lifesaving rescue rings be installed at Joan Point Park.

## 6. REPORTS:

### a. Public Works Yard Updates Borrowing Bylaw

Introduced by Laura Mercer, General Manager, Corporate Services.

It was moved and seconded that "Public Works Yard Updates Borrowing Bylaw No. 7386" (To authorize the borrowing of up to \$90,000,000 for the construction of the Public Works Yard Updates), pass first reading. The motion carried unanimously.

It was moved and seconded that "Public Works Yard Updates Borrowing Bylaw No. 7386" pass second reading. The motion carried unanimously.

It was moved and seconded that “Public Works Yard Updates Borrowing Bylaw No. 7386” pass third reading. The motion carried unanimously.

b. Nanaimo Operation Centre Alternative Approval Process

Introduced by Sheila Gurrie, Director, Legislative Services.

It was moved and seconded that Council:

1. direct the Corporate Officer to proceed with an Alternative Approval Process for the borrowing of up to \$90,000,000 for Public Works Yard updates;
2. determine the total number of electors of the area to which the approval process applies (the whole of the City of Nanaimo) to be 79,736;
3. establish a deadline of 4:30 p.m. on Thursday, 2024-OCT-31 for receiving elector responses for the Alternative Approval Process in relation to the “Public Works Yard Updates Borrowing Bylaw 2024 No. 7386”; and,
4. approve the draft Elector Response Form as attached to the Staff report dated 2024-JUL-29.

The motion carried unanimously.

c. Public Works Yard AAP Communication and Engagement Strategy

Introduced by Sheila Gurrie, Director, Legislative Services.

It was moved and seconded that Council endorse the draft Public Works Yard Alternative Approval Process Communication and Engagement Strategy as outlined in Attachment B of the report titled “Public Works Yard AAP Communication and Engagement Strategy” dated 2024-JUL-29. The motion carried unanimously.

d. Liquor License Application No. LA156 - 2373 Rosstown Road

Introduced by Jeremy Holm, Director, Planning and Development.

Mayor Krog asked if anyone in attendance wished to speak with regard to Liquor Licence Application No. LA156 – 2373 Rosstown Road.

1. David Bourne, Applicant, Nanaimo Theater Group Society, spoke regarding the venue and noted the challenges with having to apply for special event liquor permits for every performance. He spoke

regarding the proposed liquor service and providing consistent experiences for patrons.

e. Cannabis Retail Store Referral No. 090455 - 50 Tenth Street

Introduced by Jeremy Holm, Director, Planning and Development.

It was moved and seconded that Council recommend to the Liquor and Cannabis Regulation Branch that license application number 090455 for a Cannabis Retail Store at Unit 114 – 50 Tenth Street be issued. The motion carried unanimously.

f. Rezoning Application No. RA498 - 5360 Bergen-Op-Zoom Drive

Introduced by Jeremy Holm, Director, Planning and Development.

It was moved and seconded that Council:

1. rescind the conditions related to “Zoning Amendment Bylaw 2024 No. 4500.227” as presented on 2024-JUL-08; and,
2. direct Staff to secure the conditions related to “Zoning Amendment Bylaw 2024 No. 4500.227” as outlined in the “Conditions of Rezoning” section of the Staff Report dated 2024-JUL-29 prior to final adoption.

The motion carried unanimously.

g. End of Trip Facilities

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

Presentation:

1. Jamie Rose, Manager, Transportation, provided a PowerPoint presentation. Highlights included:
  - End of trip facilities, such as secure bike parking, has been identified as a need in the community
  - The “Priority Index” identifies potential locations for new or improved bike parking and end-of-trip facilities
  - The design guide provides options for different tiers of bike parking
  - Staff are recommending that \$17,000 be included in 2024 to finalize the end of trip facilities toolkit, and that \$225,000 be added over the next three years for secure bike parking



It was moved and seconded that Council:

1. direct Staff to amend the 2024-2028 Financial Plan to add \$17,000 in 2024 to finalize the end of trip facilities toolkit funded from Special Initiatives Reserve.
2. direct Staff to amend the 2024-2028 Financial Plan to add \$75,000 per year for 2024, 2025 and 2026 for secure bike parking funded from the Climate Action Reserve Fund.

The motion carried unanimously.

h. Traffic and Highways Regulation Bylaw Amendment Bylaw 2024 No. 5000.048

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

Jamie Rose, Manager, Transportation, spoke regarding the Provincial Electric Kick Scooter Pilot Project Regulations.

It was moved and seconded that “Traffic and Highways Regulation Bylaw Amendment Bylaw 2024 No. 5000.048” (micromobility traffic and safety on highways), pass first reading. The motion carried unanimously.

It was moved and seconded that “Traffic and Highways Regulation Bylaw Amendment Bylaw 2024 No. 5000.048”, pass second reading. The motion carried unanimously.

It was moved and seconded that “Traffic and Highways Regulation Bylaw Amendment Bylaw 2024 No. 5000.048”, pass third reading. The motion carried unanimously.

i. Bylaw Notice Enforcement Bylaw Amendment - Micromobility Devices

Introduced by Sheila Gurrie, Director, Legislative Services.

It was moved and seconded that “Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.22” (fines for micromobility devices), pass first reading. The motion carried unanimously.

It was moved and seconded that “Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.22”, pass second reading. The motion carried unanimously.

It was moved and seconded that “Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.22”, pass third reading. The motion carried unanimously.

j. Options for Additional Accessible Washrooms at Westwood Lake Park

Introduced by Richard Harding, General Manager, Community Services/Deputy CAO.

Presentation:

1. Michael Lonsdale, Senior Project Manager, provided a PowerPoint presentation. Highlights included:
  - The first phase of the Westwood Lake Park improvements was completed in 2023
  - The second phase includes an expanded beach area and recreational space
  - Noted the BC Building Code and Canadian Standards Association (CSA) requirements for accessible washrooms
  - Presented three options for adding an additional accessible washroom at Westwood Lake Park:
    1. The current configuration that includes one universal and accessible washroom unit and six universal washrooms
    2. Converting two non-accessible washrooms into one accessible washroom
    3. Converting one non-accessible washroom into one accessible washroom

It was moved and seconded that Council direct Staff to proceed with Option 3 – Convert One Non-Accessible Washroom into One Accessible Washroom and increase the 2024 project budget by \$100,000 funded by \$35,000 from the City Wide Parks DCC Reserve Fund and \$65,000 from the Special Initiatives Reserve. The motion carried unanimously.

k. 2024 – 2034 Community Works Fund Agreement

Introduced by Laura Mercer, General Manager, Corporate Services.

It was moved and seconded that Council authorize the Mayor and Corporate Officer to sign the 2024 - 2034 Community Works Fund Agreement. The motion carried unanimously.

**9. BYLAWS:**

a. “Zoning Amendment Bylaw 2024 No. 4500.229”

It was moved and seconded that “Zoning Amendment Bylaw 2024 No. 4500.229” (update to Interim Corridor Area) be adopted. The motion carried unanimously.

b. “Fees and Charges Amendment Bylaw 2024, No. 7336.10”

It was moved and seconded that “Fees and Charges Amendment Bylaw 2024, No. 7336.10” (a bylaw to amend the Police Services (R.C.M.P.) fees for criminal records checks and fingerprinting) be adopted. The motion carried unanimously.

**10. OTHER BUSINESS:**

a. Councillor Thorpe Motion re: Systems Planning Organization and the Nanaimo Prosperity Corporation

It was moved and seconded that, beginning in September, 2024, the Systems Planning Organization and the Nanaimo Prosperity Corporation, provide quarterly reports to City Council on their activities.

It was moved and seconded that the motion be amended to include Tourism Nanaimo.

The vote was taken on the amendment.

The motion carried unanimously.

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

That, beginning in September 2024, the Systems Planning Organization, the Nanaimo Prosperity Corporation, and Tourism Nanaimo, provide quarterly reports to City Council on their activities.

The motion, as amended, carried unanimously.

**11. QUESTION PERIOD:**

Council received no questions from the public regarding agenda items.

**12. ADJOURNMENT:**

It was moved and seconded at 8:24 p.m. that the meeting adjourn. The motion carried unanimously.

---

MAYOR

CERTIFIED CORRECT:

---

CORPORATE OFFICER



**MINUTES**  
**REGULAR COUNCIL MEETING**

Monday, September 9, 2024, 4:00 P.M.  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE  
80 COMMERCIAL STREET, NANAIMO, BC

- Members:
- Mayor L. Krog, Chair (vacated 7:10 p.m., returned 7:38 p.m.)
  - Councillor H. Eastmure, Acting Chair
  - Councillor S. Armstrong
  - Councillor T. Brown (vacated 10:43 p.m.)
  - Councillor B. Geselbracht
  - Councillor E. Hemmens
  - Councillor P. Manly
  - Councillor J. Perrino
  - Councillor I. Thorpe
- Staff:
- D. Lindsay, Chief Administrative Officer
  - R. Harding, General Manager, Community Services/Deputy Chief Administrative Officer
  - L. Mercer, General Manager, Corporate Services
  - B. Sims, General Manager, Engineering and Public Works
  - T. Doyle, Fire Chief
  - S. Gurrie, Director, Legislative Services
  - J. Holm, Director, Planning and Development
  - N. Vracar, Deputy Corporate Officer
  - L. Brinkman, Manager, Community Planning
  - N. Skeels, Acting Manager, Real Estate
  - N. Sponaugle, Communications Advisor
  - A. Chanakos, Recording Secretary

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

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

\* Denotes electronic meeting participation as authorized by "Council Procedure Bylaw 2018 No. 7272"

## 2. PROCEDURAL MOTION:

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

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

- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- (c) labour relations or other employee relations;
- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (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; and,

*Community Charter* Section 90(2):

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

The motion carried unanimously.

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

Council moved out of In Camera at 5:43 p.m.

Council recessed the Open Meeting at 5:43 p.m.

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

## 3. INTRODUCTION OF LATE ITEMS:

- (a) Remove Agenda Item 11(d) Alan Clarke, re: Amendment to the “Respectful Spaces Bylaw 2024 No. 7381”.
- (b) Agenda Item 12(a) Update Lease Disposition to BC Housing – Portion of 1030 Old Victoria Road – Add the following delegations:
  - Patricia Egeli
  - Brianne McDaniel

- (c) Add – Agenda Item 14(b) Royal Canadian Legion Mount Benson Branch Request for Letter of Support re: Grant Application for New Horizons for Seniors Program.

**4. APPROVAL OF THE AGENDA:**

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

**5. ADOPTION OF THE MINUTES:**

It was moved and seconded that the following Minutes be adopted as circulated:

- Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2024-JUL-08, at 4:29 p.m.
- Minutes of the Special Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC on Monday, 2024-JUL-18, 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, 2024-JUL-22, at 7:00 p.m.

The motion carried unanimously.

**6. MAYOR'S REPORT:**

Mayor Krog advised of the following:

- 2024-SEP-08 marks Firefighters' National Memorial Day, and Mayor Krog recognized those who lost their lives to protect their community
- Staff are in the final stages of planning a celebration in recognition of Ethan Katzberg winning an Olympic gold medal for the men's hammer throw at the 2024 Summer Olympics held in Paris, France
- Ryder Wilson won the U17 expert men's division at the Downhill Mountain Bike Championships in August 2024. In addition, Westley Corrigan and Nate Kirby finished fourth and fifth in the 13-14-year-old division
- The Mid-Island Pirates Baseball Club have earned a silver medal in the U18 national championship game
- A poem of Kamal Parmar, former poet laureate, has been added to Nanaimo's poetry walk downtown outside the Port Theatre, and Mayor Krog expressed appreciation to Kamal

- Construction on Commercial Street started 2024-SEP-03, and all businesses remain open and accessible. Construction is expected to continue until May 2025
- Liberal Party of Canada caucus meeting being held in Nanaimo with Mayor Krog providing a welcome message the evening of 2024-SEP-09

Mayor Krog vacated the Shaw Auditorium at 7:10 p.m. and Councillor Eastmure assumed the Acting Chair.

## **7. RISE AND REPORT:**

The Acting Chair advised that at the In Camera portion of the 2024-JUL-29 meeting, Council:

- Appointed Sahara Roden as an at-large member of the Advisory Committee on Accessibility and Inclusiveness for a term ending 2026-OCT-16; and,
- Appointed Angie Boileau and Harry Law as at-large members to the Design Advisory Panel for a three-year term ending 2027-AUG-30.

## **8. PRESENTATIONS:**

### **a. Recreation and Culture Summer 2024**

Introduced by Richard Harding, General Manager, Community Services/Deputy Chief Administrative Officer.

#### Presentation:

1. Darcie Osborne, Director, Recreation and Culture, provided a presentation outlining the initiatives that took place throughout the summer. Highlights included:
  - Overview of the updated registration process, including phone lines and recreation facilities opening at 6:00 a.m., in addition to the regular online registration beginning at 6:00 a.m., to accommodate additional early registrations
  - Spring/Summer registrations have increased by 10,465 compared to 2023
  - 50 summer leaders were hired to organize and run the camps, including 12 inclusion leaders
  - Temporary public art installments included Chimes for the South End and Moon Snail House. The ReWilders is planned for installment in September
  - A video was played during the meeting recess at 9:51 p.m.



## 9. COMMITTEE MINUTES:

The following Committee Minutes were received:

- Minutes of the Advisory Committee on Accessibility and Inclusiveness Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2024-MAY-08, at 4:01 p.m.
- Minutes of the Design Advisory Panel Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2024-MAY-23, at 5:04 p.m.

## 10. DELEGATIONS:

- a. Michael Bassili, Strong Towns Nanaimo, re: Elimination of Parking Requirements

Caelen Middleton, Strong Towns Nanaimo, provided a presentation regarding elimination of parking requirements. Highlights included:

- Parking minimums are the minimum amount of parking spaces that a property must provide per bylaw and appear to be arbitrary
- Underground parking costs approximately \$100,000 per stall to construct, and is paid for by the end user through mortgages, rent, and increased costs of consumer goods
- Recommended expansion of Transit Oriented Areas (TOAs) to cover all reliable and regular bus stops
- Recommended abolishment of minimum parking mandates city wide
- Removing parking requirements allows developers and businesses to provide the amount of parking they feel necessary

Mayor Krog entered Shaw Auditorium at 7:38 p.m. and assumed the Chair.

Council discussion took place. Highlights included:

- Many BC jurisdictions have amended their parking bylaws to make small-scale multi-unit housing more feasible
- Currently, TOAs are concentric rings and there is no flexibility in how the TOA parking reductions for residential parking is applied within those areas
- Policy in Section D4.3 of City Plan supports elimination of parking requirements in the downtown

- The desire to charge market rate for parking to avoid clogging side streets with vehicles in response to a scarcity of parking provided within developments
- Request to put forward a motion to review parking minimums at a future Governance and Priorities Committee (GPC) Meeting under Other Business of the 2024-SEP-09 Council Meeting Agenda

b. Bob Brash, Truck Loggers Association; Doug Pauze, Coastland Wood Industries Ltd.; Daryl Jones, Jones Marine Group Ltd.; and Paul Sadler, Nanaimo Forest Products Ltd., re: Forestry Works for BC, Request for Letter of Support

Bob Brash, Truck Loggers Association, Doug Pauze, Coastland Wood Industries Ltd., Daryl Jones, Jones Marine Group Ltd., and Paul Sadler, Nanaimo Forest Products Ltd., spoke regarding a request for a letter of support. Highlights included:

- The BC forest sector is a top contributor to government revenues and provincial wealth; however, today's revenue numbers are approximately half of what was provided eight years ago
- In 2019, Nanaimo was BC's fourth largest supplier of services to the forest sector
- A forestry worker provides the Provincial Government \$32,900 more than what the Government spends per BC worker
- The allowable annual cut (AAC) is 0.3% of the province's forested lands; however, rapid changes to rules and regulations are hindering access to the AAC for BC forestry companies

Council discussion took place. Highlights included:

- The AAC has dropped 42% in last six years due to provincial changes to forestry policies restricting access to timber
- A ban on log exports would be bad policy; however, it would be preferable to see more timber harvested locally
- Notice to Exporters No. 102 requires every log to be offered to domestic manufacturers, and only those that have been turned down can be exported
- The requested proposal is for Mayor and Council to recognize the value of forestry industry and to persuade the policy makers to encourage the forest industry to return to former state

By unanimous consent, Council agreed to consider Forestry Works for BC's request for a letter of support under Other Business.

c. Shauna McAllister, re: Signage at Colliery Dam Park

Shauna McAllister, resident, spoke regarding the need for signage at Colliery Dam Park, noting concerns regarding individuals fishing in close proximity to both swimmers and dogs, as well as an increase in fishing line being left behind in the park. They suggested signage be put in place to identify “no fishing” areas in designated swimming areas.

**11. REPORTS:**

a. Update Lease Disposition to BC Housing - Portion of 1030 Old Victoria Road

Introduced by Laura Mercer, General Manager, Corporate Services.

Nancy Skeels, Acting Manager, Real Estate, noted that in July 2024, Staff presented a report to Council outlining the purchase of 1030 Old Victoria Road. The purchase was subject to a Good Neighbour Agreement and Community Advisory Committees (CACs) from BC Housing; however, since that time, BC Housing has advised they are moving away from CACs and are no longer implementing Good Neighbourhood Agreements. BC Housing has provided a proposal to implement Neighbourhood Integration Plans in lieu.

Presentation:

1. Stuart Andrie, Supportive Housing Advisor, Jennifer Fox (via Zoom), Regional Director, and Heidi Hartman, Associate Vice President, Supportive Housing and Homelessness Programs, BC Housing, provided a presentation. Highlights included:
  - The Neighbourhood Integration Plan enhances former CACs as they are more inclusive and responsive than CACs, and are customized to the neighbourhood
  - 1030 Old Victoria Road will provide 24/7 services on site, in house supports, overdose prevention response and a daily meal service
  - Neighbourhood Integration Plan will provide up to four neighbourhood meetings, in collaboration with the operator, BC Housing and the City of Nanaimo. In addition, the operator would be encouraged to facilitate regular neighbourhood meetings to ensure consistent communication with the surrounding neighbourhood

- BC Housing would assign a BC Housing staff member to serve as the site liaison to the operator, and contact information would be provided to the City to ensure direct communication
- Operations will be provided by the HEART and HEARTH framework
- A Who to Call/When to Call sheet would be provided to immediate neighbours of housing sites to ensure concerns are directed to the appropriate party

Council discussion took place. Highlights included:

- The concern regarding lack of emphasis on the housing site lessee to engage with the neighbourhood and BC Housing handling requests for operational commitments separately
- The desire for start time of the Neighbourhood Integration Plan to be flexible to ensure neighbours have a chance to meet with the operator prior to the housing being fully occupied
- Neighbourhood Integration Plan's responsiveness to issues and engagement with community noting CAC's role in addressing previous issues at 702 Nicol Street
- Confirmation that residents for 1030 Old Victoria Road will be thoughtfully placed and pre-assessed prior to moving in and will sign an agreement
- BC Housing's commitment to continued engagement with residents annually, or as issues arise
- Operator agreements identify standards and requirements that non-profits must follow. The operator will enter into a program agreement that allows for flexibility to find a new placement if a residency does not work out
- Security measures, including BC Housing's experience that additional trained staff on site are more effective than a security guard and presence of a minimum of three staff at HEARTH sites at any time

Delegations:

1. Patricia Egeli advised of safety concerns in the neighbourhood. As a direct neighbour to the HEARTH site, they expressed concern regarding potential encampments on their property, safety of future residents due to lack of sidewalks, and reduction in property value.

2. Brianne McDaniel was not in attendance to speak.

Council discussion took place regarding concerns with the number of housing units proposed, lack of housing supports for seniors, BC Housing's removal of CACs, and potential downloading of issues to the City. The responsibility to look after vulnerable citizens, respectful reputation of the operator and security measures were cited as potential positive aspects. Concern was also expressed regarding missing out on future offers of housing if the proposal at 1030 Old Victoria Road is denied.

It was moved and seconded that Council direct Staff to amend the 2024-JUL-08 Regular Council Meeting motion relative to the report 9.a. titled "Update Lease Disposition to BC Housing – Portion of 1030 Old Victoria Road", by replacing "a good neighbour agreement and a Community Advisory Committee" as a condition of the lease with "Neighbourhood Integration Plan", approving the disposition of a 3-year lease, with the option for two 2-year renewals, for a portion of City-owned land located at 1030 Old Victoria Road to the Provincial Rental Housing Corporation. The motion carried.

Opposed: *Councillors Armstrong, Brown, Eastmure and Thorpe*

Council recessed the meeting at 9:51 p.m.

Council reconvened the meeting at 10:05 p.m.

b. Fire Protection and Life Safety Bylaw Amendment

Introduced by Tim Doyle, Fire Chief.

It was moved and seconded that "Fire Protection and Life Safety Regulation Amendment Bylaw 2024 No. 7108.04" (a bylaw to amend the provision associated with fuel tank installation, removal, or withdrawing a fuel tank from service) pass first reading. The motion carried unanimously.

It was moved and seconded that "Fire Protection and Life Safety Regulation Amendment Bylaw 2024 No. 7108.04" pass second reading. The motion carried unanimously.

It was moved and seconded that "Fire Protection and Life Safety Regulation Amendment Bylaw 2024 No. 7108.04" pass third reading. The motion carried unanimously.

c. Consideration of New Permissive Tax Exemption Applications

Introduced by Laura Mercer, General Manager, Corporate Services.

Jamie Slater, Manager, Financial Services and Special Projects, spoke regarding the high number of permissive tax exemptions applications received, and noted that Risebridge Society is not in good standing with the *Societies Act* and they have not yet provided their financial information to the City.

It was moved and seconded that Council award the permissive tax exemptions for the 2025 taxation year in accordance with the table in "Attachment A" of the report titled "Consideration of New Permissive Tax Exemption Applications" dated 2024-SEP-09, with the exception of applications number 1, 17 and 20 to be considered separately. The motion carried unanimously.

Councillor Armstrong vacated the Shaw Auditorium at 10:15 p.m. declaring a conflict of interest on application number 1 as she sits on the Board of the Nanaimo Alano Club.

It was moved and seconded that Council award the permissive tax exemption for application number 1 for the 2025 taxation year in accordance with the table in "Attachment A" of the report titled "Consideration of New Permissive Tax Exemption Applications" dated 2024-SEP-09. The motion carried unanimously.

Councillor Armstrong returned to the Shaw Auditorium at 10:16 p.m.

Councillor Manly vacated the Shaw Auditorium at 10:16 p.m. declaring a conflict of interest on application number 20 as he is the Executive Director of the Unitarian Shelter.

It was moved and seconded that Council award the permissive tax exemption for application number 20 for the 2025 taxation year in accordance with the table in "Attachment A" of the report titled "Consideration of New Permissive Tax Exemption Applications" dated 2024-SEP-09. The motion carried unanimously.

Councillor Manly returned to the Shaw Auditorium at 10:17 p.m.

It was moved and seconded that Council deny the permissive tax exemption for application number 17 for the 2025 taxation year in accordance with the report titled "Consideration of New Permissive Tax Exemption Applications" dated 2024-SEP-09. The motion carried unanimously.

d. Commercial Street Construction Project - Parking Management

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

Poul Rosen, Director, Engineering, spoke and noted that during construction Commercial Street will see a temporary loss of approximately

30 parking spaces, and Staff have provided suggestions to Council for addressing concerns as requested by the Downtown Nanaimo Business Association.

Council discussion took place regarding a request to offer two hours of free parking with a fee applying afterwards; however, the parking kiosks technology cannot be programmed in a way to implement fees after a time period.

Delegation:

1. Steven Johns, Downtown Nanaimo Business Association, spoke and requested the City assist with parking by providing free on-street and parkade parking downtown during the construction period.

Council and Staff discussion took place regarding potentially offering free parkade parking in a designated portion of the parkade.

It was moved and seconded that Council direct Staff to suspend pay street parking in the downtown for the duration of Commercial Street Phase One project and replace it with a 2-hour time limit. The motion carried unanimously.

A desire was expressed for staff to consider potentially providing free parking in 10-25% of a parkade space.

e. E-Mobility Technical Study

Introduced by Jeremy Holm, Director, Planning and Development.

It was moved and seconded that Council:

1. adopt a “Lead in the Gaps” approach on e-mobility as recommended in the E-Mobility Landscape and Options for Nanaimo Technical Report (Attachment A); and,
2. direct Staff to identify key actions to address all critical barriers identified in the E-Mobility Landscape and Options for Nanaimo Technical Report and report back to Council for consideration, and as a first step:
  - a) prepare a business case for consideration for the 2026-2030 Financial Plan to provide long-term, sustainable resources to improve active transportation networks for Council’s consideration; and,

- b) leverage external funding and partnerships to expand and improve electric vehicle charging infrastructure in the role of a facilitator, partner, and/or landowner.

The motion carried unanimously.

f. Housing Accelerator Fund 2

Introduced by Jeremy Holm, Director, Planning and Development.

Council and Staff discussion took place regarding any successful applicants in the first phase of Housing Accelerator Fund with sewer upgrades proposals, and factors used to evaluate applications.

It was moved and seconded that Council:

- a. direct Staff to submit an application to the round two Canada Mortgage and Housing Corporation – Housing Accelerator Fund (HAF2);
- b. commit to Staff providing overall grant management; and,
- c. direct Staff to include an Action Plan and funding allocation in the HAF2 application as outlined in the report, titled “Housing Accelerator Fund 2”, dated 2024-SEP-09.

The motion carried unanimously.

g. Development Permit Application No. DP1315 - 821 Haliburton Street

Introduced by Jeremy Holm, Director, Planning and Development.

It was moved and seconded that Council issue Development Permit No. DP1315 for a multi-family residential development at 821 Haliburton Street. The motion carried unanimously.

Councillor Brown vacated the Shaw Auditorium at 10:43 p.m.

h. Development Permit Application No. DP1342 - 116 Pryde Avenue

Introduced by Jeremy Holm, Director, Planning and Development.

It was moved and seconded that Council issue Development Permit No. DP1342 for a multi-family residential infill development at 116 Pryde Avenue with variances as outlined in the “Proposed Variances” section of the Staff report, titled “Development Permit Application No. DP1342 - 116 Pryde Avenue”, dated 2024-SEP-09. The motion carried unanimously.



i. Development Variance Permit Application No. DVP465 - 124 Haida Trail

Introduced by Jeremy Holm, Director, Planning and Development.

Mayor Krog invited anyone in attendance who wished to speak with respect to Development Variance Permit No. DVP465 - 124 Haida Trail.

There were no speakers with respect to Development Variance Permit No. DVP465 - 124 Haida Trail.

It was moved and seconded that Council issue Development Variance Permit No. DVP465 for a residential addition at 124 Haida Trail with a variance as outlined in the "Proposed Variance" section of the Staff report, titled "Development Variance Permit Application No. DVP465 - 124 Haida Trail", dated 2024-SEP-09. The motion carried unanimously.

j. Development Variance Permit Application No. DVP467 - 1870 East Wellington Road

Introduced by Jeremy Holm, Director, Planning and Development.

Mayor Krog invited anyone in attendance who wished to speak with regard to Development Variance Permit No. DVP467 - 1870 East Wellington Road.

There were no speakers with respect to Development Variance Permit No. DVP467 - 1870 East Wellington Road.

It was moved and seconded that Council issue Development Variance Permit No. DVP467 to increase the maximum allowable gross floor area for an individual retail use at 1870 East Wellington Road as outlined in the "Proposed Variance" section of the Staff report, titled "Development Variance Permit Application No. DVP467 - 1870 East Wellington Road", dated 2024-SEP-09. The motion carried unanimously.

k. Housing Agreement Application No. HA11 - 350 and 398 Franklyn Street

Introduced by Jeremy Holm, Director, Planning and Development.

It was moved and seconded that "Housing Agreement Bylaw 2024 No. 7387" (To secure rental tenure and non-market rental housing) pass first reading. The motion carried unanimously.

It was moved and seconded that "Housing Agreement Bylaw 2024 No. 7387" pass second reading. The motion carried unanimously.

It was moved and seconded that:

- “Housing Agreement Bylaw 2024 No. 7387” pass third reading; and,
- Council direct Staff to register a covenant to reinforce the terms of the Housing Agreement.

The motion carried unanimously.

I. Liquor Licence Application No. LA156 - 2373 Rosstown Road

Introduced by Jeremy Holm, Director, Planning and Development.

It was moved and seconded that Council receive the report and recommend that the Liquor and Cannabis Regulation Branch approve the application for a liquor primary licence at 2373 Rosstown Road. The motion carried unanimously.

**12. BYLAWS:**

a. “Traffic and Highways Regulation Bylaw Amendment Bylaw 2024 No. 5000.048”

It was moved and seconded that “Traffic and Highways Regulation Bylaw Amendment Bylaw 2024 No. 5000.048” (micromobility traffic and safety on highways) be adopted. The motion carried unanimously.

b. “Zoning Amendment Bylaw 2021 No. 4500.189”

It was moved and seconded that “Zoning Amendment Bylaw 2021 No. 4500.189” (To rezone 3679 Shenton Road from Single Dwelling Residential [R1] to Residential Corridor [COR1]) be adopted. The motion carried unanimously.

**13. CORRESPONDENCE:**

a. Mid Vancouver Island Elder College Society Request for Letter of Support re: Grant Application for New Horizons for Seniors Program

It was moved and seconded that the Mayor, on behalf of Council, provide a letter of support to Mid Vancouver Island Elder College Society, for their application to New Horizons for Seniors Program. The motion carried unanimously.

b. Royal Canadian Legion Mount Benson Branch Request for Letter of Support re: Grant Application for New Horizons for Seniors Program

It was moved and seconded that the Mayor, on behalf of Council, provide a letter of support to Royal Canadian Legion Mount Benson Branch, for their application to New Horizons for Seniors Program. The motion carried unanimously.

**14. OTHER BUSINESS:**

It was moved and seconded that Council direct Staff to include in the report for the upcoming GPC Meeting on parking minimums a review of the recommendation put forward by Strong Towns Nanaimo delegation and options for Council to consider. The motion carried unanimously.

It was moved and seconded that the Mayor, on behalf of Council, provide a letter of support for Forestry Works for BC to the Honourable David Eby, Premier of British Columbia.

It was moved and seconded that Council defer the motion until a draft letter is received. The motion was defeated.

Opposed: Mayor Krog, Councillors Armstrong, Hemmens and Thorpe

It was moved and seconded that the Mayor, on behalf of Council, provide a letter of support for Forestry Works for BC to the Honourable David Eby, Premier of British Columbia. The motion was defeated.

Opposed: Councillors Eastmure, Geselbracht, Hemmens, Manly and Perrino

**15. QUESTION PERIOD:**

Council received two questions from the public regarding agenda items.

**16. ADJOURNMENT:**

It was moved and seconded at 11:09 p.m. that the meeting adjourn. The motion carried unanimously.

---

MAYOR

---

ACTING CHAIR

CERTIFIED CORRECT:

---

CORPORATE OFFICER

# REPORT TO COUNCIL

September 23, 2024

**NANAIMO**  
PROSPERITY CORP.



## NPC acknowledges

that our work takes place on the traditional lands and waters of the Snuneymuxw First Nation, whose connection to this territory has sustained them for generations.



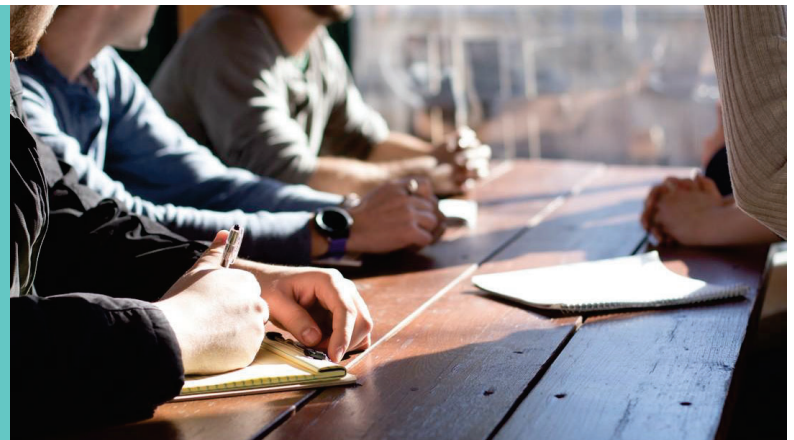
# Staying closely in touch.

Quarterly updates are an essential element in an effective communications plan between the City and NPC.

- Plan will grow to incorporate shared planning, monitoring and reporting.



## Strategic Governance



## Optimized Performance



## Integrated Service Delivery Model

Leveraging the City's strength on matters of infrastructure, land use and development with NPC's market-oriented approach to innovation, attraction and entrepreneurship.

## Championing Major Projects

Major projects stimulate widespread economic activity. They generate jobs, attract businesses, and create demand for services, boosting local and regional economies.

High-profile projects signal to outside investors and businesses that Nanaimo is open for growth.





## Local Economic Development

It takes a network  
to drive success.



## Doughnuts for the people.

The Doughnut is only as effective as the community's understanding and enthusiasm to invest in its potential.

It's time to shift from the City being the primary steward of Doughnut Economics to becoming one of many partners and enablers.

NPC is an ideal partner to be activated as a community convener and industry enabler.









# Fall 2024 Coming Events

VIEA SUMMIT  
October 23-24

DOUGHNUT DAYS  
November 6-9

BUY LOCAL WEEK  
December 2-8

# We want to hear from you.

Connect with us online at [investnanaimo.com](https://investnanaimo.com)

Email your questions or ideas to [contact@investnanaimo.com](mailto:contact@investnanaimo.com)






1


# éy swayel

good day

It is good to see you all,  
thank you for having me.



We respectfully acknowledge that Nanaimo lies within the Traditional Territory of the Snuneymuxw First Nation, who have lived, gathered, hunted, fished, farmed, harvested, traded, and welcomed visitors on their lands since time immemorial.



2

**TOURISM NANAIMO**

**Intent**

**VISION**

The Board envisions Nanaimo becoming a premier destination on Vancouver Island while enhancing residents' quality of life. These goals will be achieved in part, through dedicated governance, authentic representation of Nanaimo's unique character, and aligning industry efforts. Honest, committed hard work from the Board is essential to highlight and preserve the authentic Nanaimo, ensuring sustainable growth and development.

**INTENTIONS**

**01 Allyship**  
We will be a strong ally for our residents and partners, particularly the Snuneymuxw First Nation.

**02 Empowering Better Change**  
We will be guided by the principles of sustainability, diversity, equity, inclusion, and accessibility as we authentically showcase and encourage people to visit the real, unique Nanaimo.

**03 Empowering Sustainable Futures**  
We will only support tourism that is for the benefit of our community.

3

**Strategic Focus:  
Year-Round Economic Growth  
2025-2030**

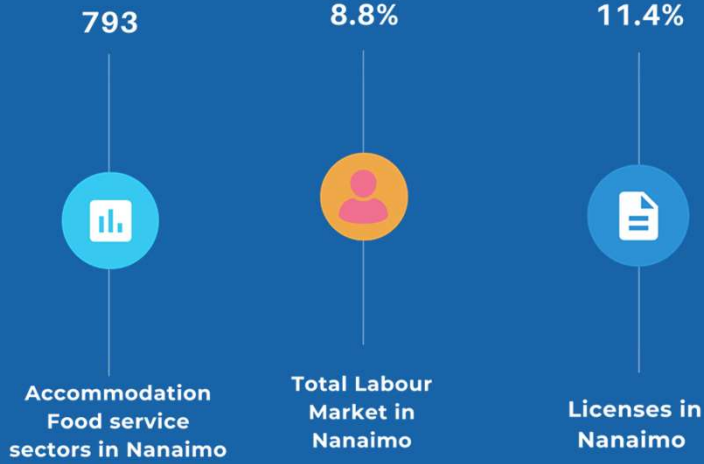
Tourism Nanaimo, in collaboration with local industry, has finalized the 2025-2030 Destination Development Strategy. This plan, now approved by the Ministry of Finance, will serve as the guiding framework for Tourism Nanaimo over the next five years.

**TOURISM NANAIMO**

4



**Industry Landscape:** There are 793 businesses in the accommodation and food service sectors in Nanaimo, accounting for 11.4% of all business licenses in the City. This sector is the third largest employment sector, providing 4,558 jobs, or 8.8% of the total labour market (Esri 2023), and growing.



5

TOURISM NANAIMO

5

**Challenges and Opportunities:** Nanaimo has a unique opportunity to address a growing gap in leisure travel, particularly during the summer months. The recent capacity to fill during this peak season highlights an area the city has yet to fully capitalize on. Key challenges include raising awareness of Nanaimo's offerings and addressing transportation and connectivity issues on Vancouver Island, which can deter visitors.

Tourism Nanaimo is prepared to tackle these challenges in the coming year by building clear databases to track progress. The city is well-positioned to tap into niche leisure markets, such as arts and culture, Indigenous experiences, and expanding sport tourism. There is also significant potential for growth in meetings and conferences during the February-April shoulder season, offering an opportunity to boost occupancy during these months.

Hotel occupancy and revenue per room have seen modest growth, though room rates have yet to stabilize following an increase in inventory. Increased leisure travel, overnight stays, and support from travel trade will help stabilize these rates moving forward.



6

TOURISM NANAIMO

6

# Collaboration

## Industry - City - Key Stakeholders

7

TOURISM NANAIMO



7

### Collaborative Relationships:

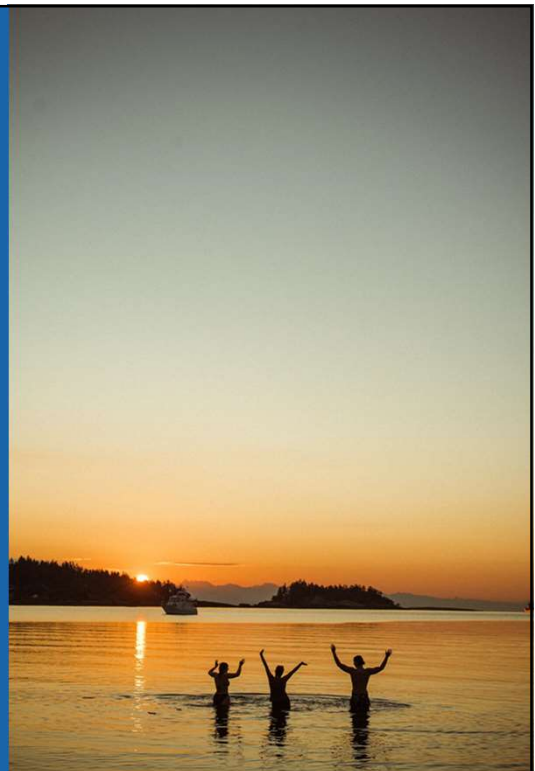
Tourism Nanaimo’s objectives, including specific goals for the tourism sector align with the City of Nanaimo’s Reimagine plan.

The city’s adoption of the donut economic model supports seamless collaboration between departments, helping to remove barriers that may otherwise hinder progress in destination development. By working closely with key departments such as Finance, Engineering & Public Works, Communications, Parks, Recreation and Culture, Public Safety, and the Office of the Chief Administrative Officer, Tourism Nanaimo ensures a strong partnership of consideration and support with the city. In addition to City departments, we are working closely with the Prosperity Group, The Nanaimo Airport, Industry partners, the Nanaimo Port Authority, and the Arts & Culture sector.

This collaborative approach—focused on sharing information, aligning messaging, exploring funding opportunities, and jointly reviewing bids for major events—plays a crucial role in achieving the goals outlined in the 5-year destination development plan, while crossing key goals off of Nanaimo’s Reimagine plan. This ongoing commitment to partnership is essential for creating successful tourism outcomes, that ultimately create success for the community overall.

8

TOURISM NANAIMO



8



**Confirmed Future Conferences:** There are currently 35 conferences on the books for 2025. Notable upcoming events include the BC Library Association Conference (2025) and Canadian Palliative Care & Hospice Association Conference (2026).

**Sports Tourism:** Events like the BC Squash Championships and BC School Sports Track & Field Championships will bring significant economic and regional engagement. As this portfolio grows, the opportunities for Provincial and National events are tangible. Event bids are to compliment infrastructure and capacity within the city, highlighting the best of what we have to offer.

**Brand Evolution:** Industry and community engagement has shaped the ongoing development of how the brand is represented in the market, while driving the creation of assets for industry partners to use and promote. Locally owned businesses have played a key role in brand promotion, being featured on media tours and content creator itineraries. As the brand evolves, more opportunities will arise to showcase additional establishments.

## RESOURCE DEVELOPMENT

- 2025-2030 Destination Development Strategy
- Communications and PR Strategy 2024 - 2025
- Brand Launch in partnership with the Prosperity Group
- Industry Brand Toolkit: Collaborative Messaging
- New SEO and targeted marketing strategy developed
- Meetings and Conventions Industry Tool Kit created

**Incentive Program:** This program has been successful in attracting large-scale events, with groups such as the BC Land Summit and Indigenous Inclusion Conference receiving the incentive grant. The BC Land Summit, bringing in over 600 delegates and generating \$725,400 in economic impact, is a great example of the success of the incentive program. Tourism Nanaimo currently has over \$100K in signed incentive contracts for 2025 - 2026, demonstrating the program's positive impact.

**Marketing & Engagement:** Since the brand launch and media campaigns that launched in April, Tourism Nanaimo has achieved significant media coverage, reinforcing the city's reputation and appeal to the leisure market. A total of 36 media pieces resulted in a reach of 20.4 million, with the public relations value of these efforts estimated at \$568K. Additionally, 19 media outlets and writers were hosted through continuous media tours, resulting in over 105 media mentions and a further 2.2 million in reach.

Key initiatives like community contests, street interviews, and curated tours have boosted local engagement, while targeted advertising—including email marketing (with a subscriber base now at 28,000), Google ads, and visibility through billboards, sky trains, and buses—keeps Nanaimo top of mind in key markets.

**1 Event this Spring :  
Brought over 600 delegates  
Generating \$725,400  
in economic impact**

**36 Media Pieces**

**20.4 Million in Reach**

**Estimated Public Relations Value \$568K**

TOURISM NANAIMO

11

**Future Strategy,  
Whats Next?  
2025**

TOURISM NANAIMO

**NANAIMO**

TOURISM NANAIMO

12



## UPCOMING INITIATIVES



## LONG TERM VISION



1  
3

TOURISM NANAIMO

### Primary Goals to Year End and early 2025 :

- Airport route development discussions and support with Nanaimo Airport
- Review of Team Nanaimo MOU with Hoteliers and the Conference Centre to boost sales and raise awareness of meetings and conference opportunities
- Support messaging for shop local initiatives and Commercial Street closures
- 2024 Budget and Provincial Annual Reporting
- Review PR and Communications plan for 2025

1  
4

TOURISM NANAIMO





## 2025 - 2030 GOALS

- Diversify Nanaimo's tourism offerings to create a unique visitor experience that reflects the city's essence.
- Elevate Nanaimo's brand visibility as a vibrant cultural hub and premier meetings destination by 2030.
- Position Nanaimo as a leading accessible and sports tourism destination by 2030.
- Establish Nanaimo as a model for inclusivity and community cohesion in tourism by 2030.

Each annual plan will focus on these objectives and establish a baseline to measure the success of initiatives year over year.



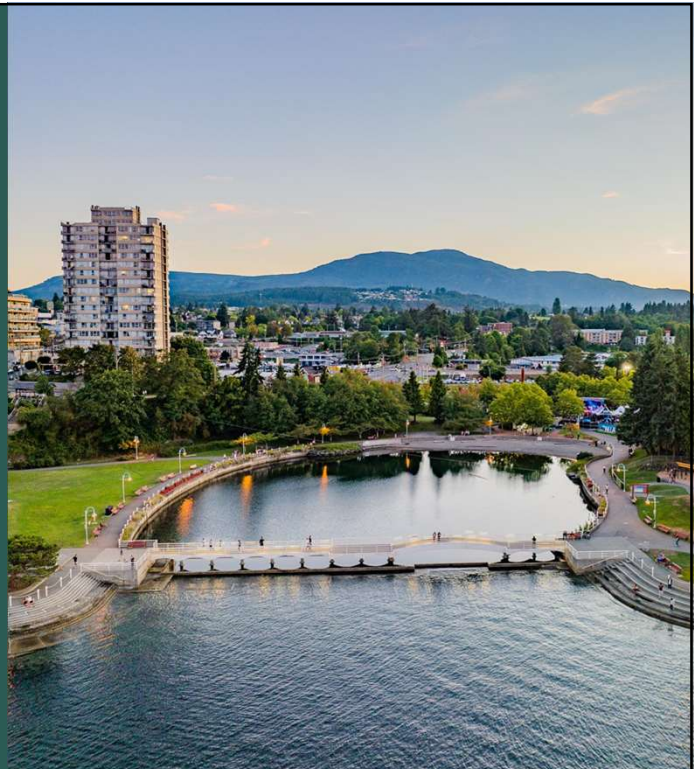
15

TOURISM NANAIMO

## THANK YOU

**TOURISM**  
**NANAIMO**

CARLY PEREBOOM,  
 EXECUTIVE DIRECTOR



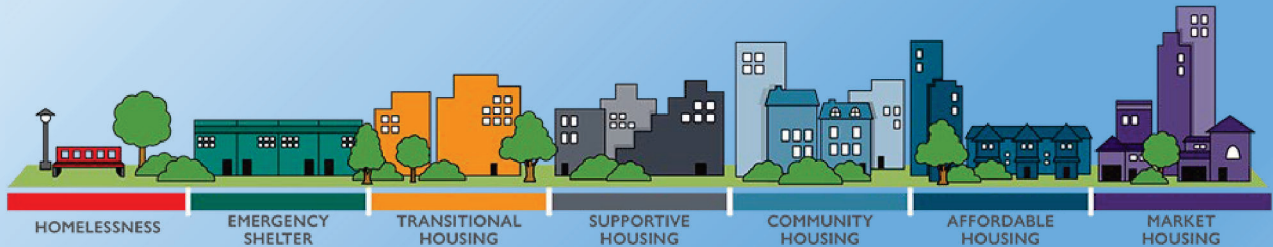
16

THANK YOU

# Nanaimo Systems Planning Organization

Presentation to the City of Nanaimo Council

September 23, 2024



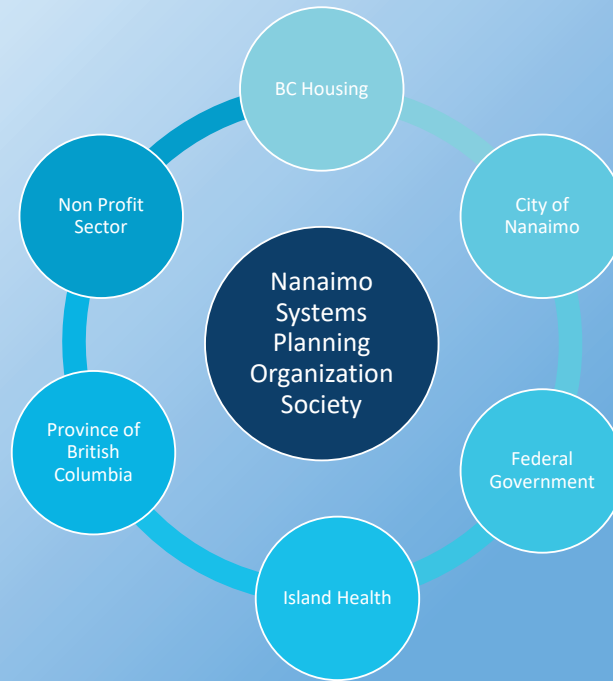
**Presenters:** Don Bonner, Chair of Board / John McCormick, Executive Director

## This Presentation

- Review: Mandate, Structure
- Homelessness Context
- Current Projects
- Fall 2024 New Projects



# Overview



*Nanaimo SPO Society*

## Systems Planning Organization *Reason for Being*

The HHAP supports a **Systems Planning Organization** to help optimize a current approach and maximize return on investment.

The SPO's primary focus is on the resources to meet the housing needs of for housing: seniors, Indigenous peoples, people with diverse abilities, families, dealing with mental health and addiction issues, veterans and young adults.

*Nanaimo SPO Society*

# Systems Planning Organization

## *Mandate*

Recognize the collective value of multiple sectors and organizations working together with a common goal to build strong relationships, develop a well-resourced and high-functioning sector and to address homelessness:

- **Research, data, analysis, education and information** related to the community's collective homelessness prevention and response priorities;
- **Convene** transparent leadership in support of the entire community for housing and homelessness;
- **Coordinate a systems approach to homelessness planning** that connects the sectors together through information and analysis about funding and resources, client service needs, and shared accountability measures to advance strategic outcomes; and
- Identify, communicate and coordinate approaches to deal with **system gaps, priorities and opportunities**.

*Nanaimo SPO Society*

# Systems Planning Organization

## *Governance Structure*

The SPO is an independent, non-aligned agency that jointly manages and makes decisions through an equitable structure. This structure is defined within parameters of the *Society Act*.

- **Board of Directors:**
  - 9 Board Members: City of Nanaimo, SFN, Prosperity, Practitioners, Community
- **Staff: Team of 4**
  - Executive Director, Research, Data and Communications, SPO Manager

*Nanaimo SPO Society*



# Operating Approach in Community

- **We Leverage Resources, Capacity, Data**
- **Facilitate, Collaborate, Convene and Provide Research** with City, Partners, Stakeholder and Funders
- **We Seek Resources for the Community Housing Effort**
  - Support local housing related organizations
  - Emergency Weather Response Program
  - CMHC Research Fund
  - Rental Protection Fund
  - BC Housing HEART/HEARTH Funding
  - Island Health Road to Recovery Funding



*Nanaimo SPO Society*

## Work of the SPO : What We Don't Do

- We Don't...Duplicate efforts or displacing existing organizations
- We Don't...Wander outside of our Mandate
- We Don't...Compete for funding
- We Don't...Run Housing Programming
- We Don't...Speak on Behalf of Funders, City, Community Housing Providers

**= Support and Consultancy**

*Nanaimo SPO Society*

# Community Perspective:



**10,000 PEOPLE**

*in Nanaimo are living on the edge of homelessness*



**2,700 PEOPLE**

*experience homelessness over the course of a year*



**ABOUT 1,000 PEOPLE**

*are experiencing long term, chronic homelessness*

## Nanaimo Homelessness Counts

	<b>BNL BLITZ June 2024</b>	<b>PiT Count Survey April 2023</b>	<b>CMHA Out Shop July 2024</b>
% Male	65.3	64.7	65.5
% Female	33.4	29.4	32.9
% LGBTQI2S+	1.1	2.6	0.9
% Indigenous	29.6	33.3	35.2
% Indigenous (unknown)	5.8	4.5	2.4
<b>N =</b>	<b>1033</b>	<b>453</b>	<b>1065</b>

# Out Shop Survival Supplies

	<b>Tents</b>	<b>Sleeping Bags</b>
<b>Total</b>	<b>2611</b>	<b>2795</b>

## Some Current/Recent Activities

- **Coordinated Access:**
  - HIFIS leadership locally and provincially
- **Research:**
  - Updating Nanaimo Comparative Analysis
  - Warming Centre Report
  - Updating the Health and Housing Action Plan
  - Vancouver Island Communities Collaboration
- **Funding for Programming:**
  - BC Housing Extreme Weather Response
- **Shelters/Housing:**
  - 238 Units (Heart and Hearth)
  - Travellers Lodge

# Travellers Lodge: Update

- **78 Units: Path to Wellness**

- BC Housing Heart and Hearth Funding



## Activities in Progress

- **SPO Taskforce (reconstituted HH Taskforce)**
- **Funding for Programming:** Expand BC Housing Extreme Weather Response
- **Capital Development Services:**
  - Support for community redevelopment opportunities, including partnerships that will move latent redevelopment toward housing
  - Add annually to the below market housing stock, urban Indigenous housing, shelter spaces, long-term transitional housing
- **Opportunities to enhance Community Outreach:**
  - Standards of Practice, HR support and training, etc.
  - Supporting funding opportunities



# Fall 2024: New Projects

- **SPO TaskForce**
  - Re-Invigoration of Health and Housing Taskforce
  - Crystal-Clear Vision of Housing Needs/Costs
- **Capital Development Services**
  - Non-Profit and community owned
  - Inventory and dialogue
  - CMHC Research Funding
- **Combining Community Agency Resources**
  - Work with partners in community
  - Focus on Rental Property Inventory
- **Tracking Housing Resources in Community**
  - GIS-Based System Developed in Abbotsford
  - Community Outreach Tracking of resources to homeless community members

## In Summary: Work of the SPO Increased Resources and Shelter/Housing

- **Laser Focused on Gaps and Leverage Points**
  - E.g. Non-Profit and Community Re-Development Support
- **Every Action of the SPO is tied to INCREASING:**
  - Supply of below market/subsidized housing stock and shelter spaces
  - Supply of related Housing Services
- **New Housing/Shelter Annual Target**
  - 100 additional units a year

*Nanaimo SPO Society*

# Thank You

[www.NanaimoSPO.com](http://www.NanaimoSPO.com)



## MINUTES

### DESIGN ADVISORY PANEL MEETING

Thursday, May 9, 2024, 5:00 p.m.  
Boardroom, Service and Resource Centre,  
411 Dunsmuir Street, Nanaimo, BC

Present: Marie Leduc, Chair\*  
Councillor Eastmure  
Hector Alcala, AIBC\*  
Johnathan Behnke, BCSLA/CSLA\*  
Angela Buick, At Large\*  
Kevin Krastel, At Large\*  
Nathan Middleton, At Large\*

Absent: Kaein Shimuzu, At Large

Staff: L. Rowett, Manager, Current Planning  
K. Mayes, Planner, Current Planning \*  
A. Bullen, Steno, Planning  
B. McCallum, Community Development Clerk  
J. Vanderhoef, Recording Secretary

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

The Design Advisory Panel Meeting was called to order at 5:00 p.m.

**2. ADOPTION OF AGENDA:**

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

**3. ADOPTION OF MINUTES:**

It was moved and seconded that the Minutes of the Design Advisory Panel meeting held in the Boardroom of the Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2024-MAR-14 at 5:02 p.m. be adopted. The motion carried unanimously.

#### 4. PRESENTATIONS:

a. Development Permit Application No. DP001334 - 1740 Dufferin Crescent

Introduced by Kristine Mayes, Planner, Current Planning.

- Application is for a five-story multi-level apartment building over an underground parkade
- The application is comprised of 86 dwelling units
- Proposed variance is to increase the height of the principal building from 14.00m to 16.91m

Presentations:

1. Daryoush Firouzli, Architect AIBC, presented the neighbourhood context, site characteristics, renderings, building materials, site plans, elevations, future site access, project data, requested variances, and architectural features. Highlights included:

- The proposed building follows the curve of the property
- The property is sloped from the south side to the north
- There are a mixture of different uses in the area including commercial, single-family residential, and apartments
- Primary entrance to the building is located on Dufferin Crescent
- There is a large underground parkade under the building
- The proposed development will achieve a density bonus for the provision of underground parking
- The building includes 86 dwelling units consisting of one and two-bedroom units
- The north corner of the building has been set back to respect neighbouring properties
- The design of the building is primarily white with a mix of wood siding, Hardie panel, and plank material in a smooth finish

2. Cara MacDonald, Landscape Architect, MacDonald Gray, presented the landscape plan. Highlights included:

- The landscape plan provides screening for the building foundation
- Planting plan includes indigenous cascading kinnikinnick as well as other drought tolerant deciduous and evergreen species
- The use of a block wall was used to complement those used in neighbouring developments
- Street tree planting is planned along Dufferin Crescent

- Foundation planters and raised planters along the north side of the building will provide shade and screen headlights into ground floor units
- Amenity space at the rear of the property includes a pergola with a seating and picnic area
- The lawn area to the east side of the property is a fenced dog area
- Noted the location of bike racks at the front and rear entrance of the building
- The underground parkade and site grading do not allow for the retention of existing trees

Daryoush Firouzli, Architect AIBC, continued the presentation. Highlights included:

- The design will include letdowns for accessibility in the parking area and marked crossing areas
- Recent changes to the BC Building Code require that all entrances be accessible
- The archway at the entrance can be pushed back
- The railing surrounding the fifth floor amenity space has been setback from the edge of the building to provide privacy for the neighbouring properties

Marie Leduc, Chair, opened the floor for questions to Staff.

Panel discussion took place. Highlights included:

- The form and character design of the building works well
- Desire to enhance the entrance on Dufferin Crescent to make it more noticeable
- Preference for concrete or boulders in lieu of the lock blocks for the retaining wall
- Adding weather protection for bike storage areas
- Need for a shadow study to determine impacts on neighbouring properties
- Access to ground floor units from the street level is challenging due to the change in grade
- Potentially moving the rooftop amenity space to the other side of the building for views of Mt. Benson and more sunlight
- Concern regarding the turning radius for parking stalls located near the dog area and potentially eliminating those parking stalls to expand the dog area

- Concern regarding the curved shape of the building and ensuring a smooth transition of materials
- Considering a pedestrian connection from the outdoor amenity space to the dog park area
- Potentially providing ground floor units access through their patio areas
- Suggestion to have plants overhanging the retaining wall to break it up and adding plantings to the river rock area
- Choosing bike racks that provide two points of contact to connect to bike frames
- Looking for opportunities to include more pavers in the landscape plan instead of all concrete
- Concern that honey locust trees sometimes struggle in this region
- Clarification that the picket fence surrounding the dog area will be a dark colour and a suggestion to include furnishings in that location
- Suggestion to use different materials, or adding a covered area, to the front entrance on Dufferin Crescent to make it stand out more. Potentially moving it closer to the building
- Suggestion to add a second rooftop amenity on the other side of the building
- Suggestion to use plants to increase screening for the first floor units
- Desire to see three-bedroom units and accessible units
- Increasing the shrubs and greenery along the rear of the building to provide more of a buffer for neighbours

It was moved and seconded that Development Permit Application No. DP001334 - 1740 Dufferin Crescent be accepted as presented, with support for the variances. The following recommendations were provided:

- Consider a different approach to the building entries
- Consider alternatives to the lock block retaining along Dufferin Crescent
- Consider adding more plantings to the river rock border between the public path and the parking lot at the back of the property
- Consider reducing some of the extra parking to improve the site circulation and/or amenity space
- Consider adding gated access where feasible to the patios of the ground floor units
- Consider using a type of bike rack with two points of contact
- Consider adding some other paving materials to vary the concrete surface of the outdoor amenity space
- Consider using a different tree species other than honey locust
- Consider adding furnishings such as benches to the dog park

- Consider screening the ground floor suites with some planting

The motion carried unanimously.

b. Development Permit Application No. DP001340 - 350 and 398 Franklyn Street

Introduced by Kristine Mayes, Planner, Current Planning.

- Application is for a five-story multi-family rental tenure residential apartment building over a partial underground parkade
- The application consists of 53 dwelling units and one ground floor commercial unit which is located on Wesley Street
- Two proposed variances are associated with this application. The first is a request to increase the maximum height of the building from 12.00m to 17.85m and the second is to increase the percentage of small parking spaces required from 40% to 70%

Presentations:

1. Bryan Gartner, ACE Architect, presented the neighbourhood context, site characteristics, renderings, building materials, site plans, elevations, future site access, project data, requested variances, and architectural features. Highlights included:
  - Meeting the Floor Area Ratio (FAR) with the proposed 53 units (7 micro-units, 22 1-bedroom units and 24 2-bedroom units)
  - Developer is proposing 44 parking stalls
  - The property is bordered on three sides by three streets with a four-meter drop in grade from Wesley Street to Robson Street
  - The design is stepped with a one-storey Commercial Retail Unit (CRU) fronting Wesley Street and residential units stepping up towards Robson Street
  - The City has registered a statutory-right-of-way (SRW) on the sidewalk along Robson Street
  - An amenity space is proposed for each floor of the building
  - Considering weather protection options along the CRU
  - A light coloured roof is planned to be incorporated

2. Cara MacDonald, Landscape Architect, MacDonald Gray, presented the landscape plan. Highlights included:

- Incorporating evergreens, grasses, and stepped planters along Franklyn Street
- Used stonescape where patio or stair covers did not allow for planting
- Decorative paving on the corner of Franklyn Street and Robson Street
- Using shade-loving indigenous plant for screening
- Private patios will include raised planters with evergreen hedging to screen between the units
- Could look at some trellising possibly on the Franklyn Street side of the building

Bryan Gartner, ACE Architect, reviewed the material palette and noted the use of a fiber cement panel that will look like brick on the main level of the building, corrugated metal panel on the front facing sides, and Hardi panels on the interior facing sides.

Marie Leduc, Chair, opened the floor for questions to Staff.

Clarification regarding the height variance and whether the rooftop area would be included in the height variance. Staff noted that the enclosures for sustainable building structures located on the roof would exceed the 10% allowed and would need to be reduced or would require a variance to the height exemption.

Panel discussion took place. Highlights included:

- Suggestions to use real brick instead of fiber cement panels on the lower portion of the building to build urban interface
- Suggestion to incorporate public art
- Incorporating columnar trees or a climbing vine to provide more vertical planting
- Consider adding a rooftop amenity space or green roofs
- Consider bike racks with two points of contact for securing bikes
- Potentially recessing the balconies or alternate design so they do not jut out
- If possible, consider enclosing stairs and making them straight
- Consider including shower and change facilities for traveling employees
- Suggestion to use a green roof on top of the one-story parkade roof instead of solar panels
- Ensure appropriate lighting is provided at the rear of the building
- Potentially changing the micro-units into three-bedroom units



- Signage in diagram appears to be neon and does not fit with the rest of the building
- Consider alternatives to the boulders under the stairs
- Challenge for architects to meet the Step Code standards without getting boxy looking buildings; however, a nice balance of colours in this design
- Adding a green roof to the upper floor could require that area to be incorporated into the height restriction
- Wesley Street is a treelined street and this project would require the removal of two large trees due to the roots extending under the current parking lot area
- Potentially retain the two trees and modify the design
- The wood material being proposed on the balconies should be weather resistant
- Concern regarding venting from the CRU and how it might impact the residential unit above
- Retaining the trees may impact the project which provides much needed housing in the area
- Potentially replace the trees with something that can mature over time

It was moved and seconded that the applicant for Development Permit Application No. DP001340 - 350 and 398 Franklyn Street return to the Design Advisory Panel, at a future date, with a revised landscape plan to protect the two trees on Wesley Street. The motion carried.

Opposed: *Kevin Krastel and Nathan Middleton*

Staff clarified that the two trees are off-site and would be addressed through the detailed design at the building permit phase.

Panel discussion took place regarding the previous motion, potentially accepting the application pending a revised landscape plan, and the removal of the trees being reviewed during the building permit process.

It was moved and seconded that the Design Advisory Panel rescind the following motion:

*"It was moved and seconded that the applicant for Development Permit Application No. DP001340 - 350 and 398 Franklyn Street return to the Design Advisory Panel, at a future date, with a revised landscape plan to protect the two trees on Wesley Street."*

The motion to rescind carried unanimously.

It was moved and seconded that Development Permit Application No. DP001340 - 350 and 398 Franklyn Street be accepted, with support for the variances. The following recommendations were provided:

- Consider using a more durable finish on the CRU façade and base
- Consider adding public or decorative art to the building and/or landscape features
- Consider including some columnar trees or climbing vines in the planting palette
- Consider a rooftop amenity space
- Consider a bike rack with two points of contact
- Consider shower and change facilities for employee cyclists in the CRU
- Consider a different landscape treatment under the balconies on Franklyn Street
- Consider vertical stairs to the first-floor units directly from Franklyn Street
- Consider green roofs on the garage and the commercial unit
- Consider modifying the extent or design of the parkade in an effort to retain the existing trees

The motion carried.

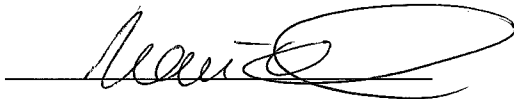
Opposed: *Hector Alcalá and Marie Leduc*

**5. OTHER BUSINESS:**

Panel discussion took place regarding the topic of trees located outside of property lines and having a future discussion on that topic.

**6. ADJOURNMENT:**

It was moved and seconded at 7:29 p.m. that the meeting adjourn. The motion carried unanimously.



CHAIR



RECORDING SECRETARY

## Delegation Request

---

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

Alan Clarke has requested an appearance before Council.

City: Nanaimo

Province: BC

### **Delegation Details:**

The requested date is 2024-SEP-23

Bringing a presentation: No

Details of the Presentation: To obtain clarification of "Respectful Spaces Bylaw 2024 No. 7381", and discuss a possible expansion of the bylaw.

## Delegation Request

---

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

Dan Hula has requested an appearance before Council.

City: Nanaimo

Province: BC

### **Delegation Details:**

The requested date is 2024-SEP-23

Bringing a presentation: Yes

Details of the Presentation: Brief exploration of the pros and cons of Nanaimo's experience with Public/Private Partnerships.

DATE OF MEETING SEPTEMBER 23, 2024

AUTHORED BY KAREN ROBERTSON, DEPUTY CORPORATE OFFICER

**SUBJECT BYLAW NOTICE ENFORCEMENT AMENDMENT BYLAW – TO AUTHORIZE THE COWICHAN VALLEY REGIONAL DISTRICT TO PARTICIPATE IN THE DISPUTE ADJUDICATION REGISTRY SYSTEM**

## **OVERVIEW**

### **Purpose of Report**

To amend Schedule B (The Registry Agreement) to formally authorize the Cowichan Valley Regional District to participate in the City’s Dispute Adjudication Registry System (DARS)

### **Recommendation**

1. That “Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.21” (to amend Schedules B and C – Registry Agreement to authorize the Cowichan Valley Regional District to participate in the City’s Dispute Adjudication Registry System) pass first reading.
2. That “Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.21” pass second reading.
3. That “Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.21” pass third reading.

## **BACKGROUND**

On June 19, 2024 the City of Nanaimo received an email from the Manager, Bylaw Enforcement for the Cowichan Valley Regional District expressing an interest in participating in the City’s Dispute Adjudication Registry System (DARS). This is the system that the City, as well as other participating local governments, utilize to adjudicate disputed tickets that are under \$500.

Although the costs to run the program are shared amongst the participants, the City of Nanaimo oversees administration of the program. Therefore, both the City of Nanaimo, and the Cowichan Valley Regional District must adopt the Agreement to authorize the Regional District’s participation, by bylaw. The Cowichan Valley Regional District gave their authorizing bylaw its first three readings on 2024-SEP-11 and it is recommended that Nanaimo Council now consider giving the bylaw attached to the staff report its first three readings.

## **DISCUSSION**

Currently, there are 9 local governments that participate and share in the costs of running the DARS program. They are: the Regional District of Nanaimo, City of Port Alberni, the Regional District of Alberni Clayoquot, Village of Port Clements, City of Duncan, District of Tofino, City of Parksville, and the District of North Cowichan.

It is recommended that Council support inclusion of the Cowichan Valley Regional District as the more local governments that participate, the more timely adjudication hearings can be held as hearings are only booked when there are enough cases to warrant bringing in an adjudicator.

### **OPTIONS**

#### Option 1:

That “Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.21” (to amend Schedules B and C – Registry Agreement to authorize the Cowichan Valley Regional District to participate in the City’s Dispute Adjudication Registry System) pass first reading;

That “Bylaw Notice Enforcement Amendment Bylaw 2024 No. 7159.21” pass second reading;

That “Bylaw Notice Enforcement Amendment Bylaw 2021 No. 7159.21” pass third reading.

#### **Implications:**

By authorizing the Cowichan Valley Regional District’s inclusion into the DARS program, it will assist in off-setting the costs associated with administering the Adjudication Hearings for all local governments who participate in the program and also result in more timely hearings.

#### Option 2:

That Council decline the Cowichan Valley Regional District’s participation in the Dispute Adjudication Registry System.

#### **Implications:**

Should Council not be supportive of the Cowichan Valley Regional District’s participation in the program, the Cowichan Valley Regional District would continue to administer all of its ticket disputes through the Provincial Court system as it would be cost prohibitive for them to run a DARS program independently.

### **SUMMARY POINTS**

- There are currently 9 local governments that participate and share in the costs of running the Dispute Adjudication Registry System program.
- By adding the Cowichan Valley Regional District into the DARS program, it will assist even further in off-setting the costs associated with administering the Adjudication Hearings for all local governments who participate.

Attachment 1 – BL 7159.21 – Bylaw Notice Enforcement Bylaw Amendment

Attachment 2 – Certified Resolution from the C.V.R.D

#### **Submitted by:**

Karen Robertson  
Deputy Corporate Officer

#### **Concurrence by:**

Sheila Gurrie, Director of Legislative Services  
Dave Laberge, Director of Public Safety  
Richard Harding, Gen. Mgr. Community Services &  
Deputy CAO  
Dale Lindsay, CAO



CITY OF NANAIMO

BYLAW NO. 7159.21

A BYLAW TO AMEND THE CITY OF NANAIMO “BYLAW NOTICE ENFORCEMENT  
BYLAW 2012 NO. 7159”

---

That Council of the City of Nanaimo in open meeting assembled, hereby ENACTS AS  
FOLLOWS:

1. Title

This Bylaw may be cited as “BYLAW NOTICE ENFORCEMENT AMENDMENT BYLAW  
2024 NO. 7159.21”

2. Amendments

“BYLAW NOTICE ENFORCEMENT BYLAW 2012 NO. 7159” is hereby amended as  
follows:

- 2.1 By deleting Schedules “B” and “C” in their entirety and replacing them with  
Schedules “B” and “C” attached to and forming part of this Bylaw.

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

\_\_\_\_\_  
MAYOR

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

**SCHEDULE “B”**

**NANAIMO BYLAW NOTICE DISPUTE ADJUDICATION**

**REGISTRY AGREEMENT**

This Agreement dated \_\_\_\_\_ day of \_\_\_\_\_, 2024 (the “Agreement”).

BETWEEN:

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

(“Nanaimo”)

AND:

**CITY OF DUNCAN**, 200 Craig Street, Duncan, BC V9L 1W3

(“Duncan”)

AND:

**CITY OF PARKSVILLE**, Box 1390, 100 Jensen Avenue East, Parksville, BC V9P 2H3

(“Parksville”)

AND:

**DISTRICT OF TOFINO**, PO Box 9, 121 – 3<sup>rd</sup> Street, Tofino, BC V0R 2Z0

(“Tofino”)

AND:

**THE VILLAGE OF PORT CLEMENTS**, PO Box 198, 36 Cedar Avenue West, Port Clements, BC V0T 1R0

(“Port Clements”)

AND:

**THE REGIONAL DISTRICT OF NANAIMO**, 6300 Hammond Bay Road, Nanaimo, BC V9T 6N2

("Regional District of Nanaimo")

AND:

**THE REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT**, 3008 Fifth Avenue, Port Alberni, BC V9Y 2E3

("Regional District of Alberni-Clayoquot")

AND:

**THE CITY OF PORT ALBERNI**, 4850 Argyle Street, Port Alberni, BC V9Y 1V8

("Port Alberni")

AND:

**THE CORPORATION OF THE DISTRICT OF NORTH COWICHAN**, 7030 Trans Canada Highway, Box 278, Duncan, BC V9L 3X4

("North Cowichan")

AND:

**THE COWICHAN VALLEY REGIONAL DISTRICT**, 175 Ingram Street, Duncan, BC V9L 1N8

("CVRD")

**ADDITIONAL LOCAL GOVERNMENTS** (to be included in Schedule A, without further modification of this Agreement)

(the "Parties")

**WHEREAS:**

1. The *Local Government Bylaw Notice Enforcement Act* (the "Act") provides that a local government may, by bylaw, deal with a bylaw contravention by Bylaw Notice in accordance with the *Act*;
2. The *Act* also provides that two or more local governments may enter into an agreement adopted, by bylaw, by each local government that is party to it;
3. The Parties wish to:
  - (a) Share the costs of a bylaw notice Dispute Adjudication Registry System ("DARS");  
and

(b) Enter an agreement to establish DARS, and to provide for the sharing of costs.

**NOW THEREFORE in consideration of the mutual promises contained herein, the Parties agree as follows:**

## **INTRODUCTORY PROVISIONS**

### **1. Definitions**

1.1 In this Agreement, the following definitions apply:

“Act”	Means the <i>Local Government Bylaw Enforcement Act</i> .
“Adjudication Fee”	Means the sum of \$25.00 payable to the applicable Party should the disputant be unsuccessful in the dispute adjudication.
“Agreement”	Means this Agreement.
“Authorizing Bylaw”	Means a bylaw adopted by each Party for the purposes of section 2 of the <i>Act</i> (application of the <i>Act</i> ).
“Bylaw Adjudication Clerk”	Means a person who facilitates a hearing and assists the adjudicator.
“Bylaw Notice”	Has the same meaning as in the <i>Act</i> .
“Consult”	Means to contact the Screening Officer via telephone, email, regular mail, or in-person for the purpose of obtaining information.
“Disputant”	Has the same meaning as in the Regulation.
“Dispute Adjudication Registry System” or “DARS”	Means a system established in accordance with the <i>Act</i> that provides for the hearing and determination of disputes in respect of whether: a) a contravention in a Bylaw Notice occurred as alleged; or b) the terms and conditions of a compliance agreement were observed or performed.
“Host Municipality”	Means the City of Nanaimo.
“Parties”	Means all of Nanaimo, Duncan, Parksville, Tofino, Port Clements or any additional local governments that may be added later in Schedule A
“Party”	Means any one of Nanaimo, Duncan, Parksville, Tofino, Port Clements or any additional local governments that may be added later in Schedule A
“Regulation”	Means the Bylaw Notice Enforcement Regulation.
“Roster Organization”	Has the same meaning as the Regulation.
“Screening Officer”	Has the same meaning as in the <i>Act</i> .
“Terms”	Means the terms of this Agreement as set out herein.

### **2. Establishment of DARS**

2.1 Subject to the *Act* and to the adoption of the Authorizing Bylaws, the Parties agree that DARS is hereby established.

## **ADJUDICATION**

### **3. Screening Officer**

3.1 The Parties agree that where a Screening Officer position has been established by a Party in accordance with the *Act*, a Bylaw Notice must be reviewed by that

Screening Officer in that local government before a dispute adjudication may be scheduled. If a Disputant Consults a Screening Officer of the Host Municipality, a fee will be assessed under Schedule B.

#### **4. Dispute Adjudication Registry System**

- 4.1 The Parties agree that a DARS will be established as a function to manage disputes heard by an adjudicator who is selected by a Roster Organization in accordance with the Regulation.
- 4.2 The Parties agree that Nanaimo will enter into a contract with a designated Roster Organization for the purpose of providing dispute adjudication services to DARS.

### **DARS OPERATIONS**

#### **5. Location**

- 5.1 DARS will be located in the Service and Resource Center, City of Nanaimo, 411 Dunsmuir Street, Nanaimo, BC V9R 5J6

#### **6. Services Provided**

- 6.1 Nanaimo will provide all administrative services required by DARS, including:
- (a) providing the venue and facilities to hear dispute adjudications in accordance with the *Act*;
  - (b) submitting requests to the Roster Organization for the assignment of an adjudicator;
  - (c) providing a Bylaw Adjudication Clerk on each hearing date to facilitate and support the hearing and the adjudicator;
  - (d) providing venue security;
  - (e) providing for the collection of Adjudication Fees and any penalties payable to a Party for a bylaw contravention;
  - (f) obtaining legal advice and services to ensure this DARS is operating pursuant to the *Act*.
  - (g) Issuing cheques to the applicable Party for penalty amounts collected with the Bylaw Notice number(s); and
  - (h) Issuing invoices to the applicable Party in accordance with Schedule B.
- 6.2 Despite section 6.1(e), the collection of penalties will be the responsibility of the applicable Party if not collected by DARS immediately following the adjudication.

#### **7. Payments and Disbursements**

- 7.1 The Parties agree to pay the City of Nanaimo proportionate costs of the fees charged by the Roster Organization. Amounts owing are to be calculated based

on the Fee Schedule at Schedule B and in accordance with the Municipality Rate Schedule at Schedule C.

- 7.2 Nanaimo will issue an invoice to the applicable Party within 30 days of the service being rendered. Amounts owing are due and payable within 30 days of receipt of the invoice.
- 7.3 For certainty, the Parties agree that hearing costs relating to witnesses, screening officers, bylaw enforcement officers or prosecuting lawyers will be borne by the Party that issued the Bylaw Notice and not by DARS.

## **GENERAL PROVISIONS**

### **8. Amendments**

- 8.1 The Parties may, in good faith, negotiate amendments to this Agreement upon request of any Party. All amendments will be in writing, approved by a two-thirds majority of the Parties by response letter only and listed as an itemized Amendment as Schedule D.

### **9. Dispute Resolution**

- 9.1 If a dispute arises under this Agreement and is not resolved by the Parties within 60 days, it will be settled by final and binding arbitration conducted under the *Commercial Arbitration Act of British Columbia*.

### **10. Term**

- 10.1 This Agreement comes into effect upon adoption of the authorizing bylaws and continues in effect until December 31, 2025. With the consent of a two-thirds majority of the Parties, the effect of this agreement can be extended until a new agreement is in place or until December 31<sup>st</sup>, 2026, whichever comes first. Any Party may withdraw from this Agreement upon 30 days' written notice to the other Parties.

### **11. Execution of Agreement**

- 11.1 This Agreement may be executed in counterparts through original copies, facsimile copies, or by email PDF copies. Each counterpart will be deemed to be an original that, together with the other counterparts, constitutes one agreement having the same effect as if the Parties had signed the same document.



IN WITNESS WHEREOF all Parties have executed this Agreement on the date first above written.

**THE CITY OF Nanaimo**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**THE CITY OF Parksville**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**THE REGIONAL DISTRICT OF Nanaimo**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Officer

**THE CITY OF Port Alberni**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Officer

**THE City of Duncan**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**THE DISTRICT OF Tofino**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**THE VILLAGE OF Port Clements**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**THE REGIONAL DISTRICT OF ALBERNI  
CLAYOQUOT**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Officer

**THE DISTRICT OF North Cowichan**

**THE COWICHAN VALLEY REGIONAL DISTRICT**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Corporate Officer

**(FEES)**

DARS will operate under the following cost recovery fees:

**SUBJECT**

**FEE**

Hearing	\$25.00 per bylaw notice dispute resulting in a hearing
Screening Officer from Host Municipality	\$25.00 per bylaw notice Consult if Disputant contacts Screening Officer from Host Municipality
Adjudicator Cost	Apportioned amongst attending Parties at scheduled hearing proportionate to use as determined by the Screening Officer
Security	\$25.00 per bylaw notice hearing per attending Party
Maintenance and Hospitality	\$15.00 per bylaw notice hearing per attending Party
½ Day Hearings	\$400.00 charged in addition to Adjudicator Cost where a single dispute on a bylaw notice hearing ranges between 1-3 hours
Full Day Hearings	\$800.00 charged in addition to Adjudicator Cost where a single dispute on a bylaw notice hearing exceeds 3 hours
Annual Membership Fee—Fee Level 1	\$100.00
Annual Membership Fee—Fee Level 2	\$200.00
Annual Membership Fee—Fee Level 3	\$300.00

**(ADDITIONAL LOCAL GOVERNMENTS)**

The following local governments have been added as parties to this Agreement as additional local governments:

<b>Local Government</b>	<b>Date Joined</b>	<b>Fee Level</b>
Cowichan Valley Regional District		3

### **SCHEDULE C (MUNICIPALITY RATES)**

This is the rate schedule for the following parties:

<b>LEVEL</b>	<b>MUNICIPALITIES</b>
Level 1	Village of Port Clements
Level 2	City of Duncan City of Parksville District of Tofino City of Port Alberni Regional District of Alberni Clayoquot
Level 3	Corporation of the District of North Cowichan City of Nanaimo Regional District of Nanaimo Cowichan Valley Regional District

## Attachment 2



### COWICHAN VALLEY REGIONAL DISTRICT

Resolution dated: September 11, 2024

**It was moved and seconded that "CVRD Bylaw Offence Notice Enforcement Bylaw No. 4544, 2024", be granted 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading.**

**It was moved and seconded that "CVRD Bylaw Offence Notice Enforcement Bylaw No. 4544, 2024", be adopted.**

I, Allison Boyd, Deputy Corporate Officer of the Cowichan Valley Regional District do hereby certify the above to be a true and correct copy of an excerpt of the minutes of the meeting of the Board of Directors of the Cowichan Valley Regional District held on Wednesday, September 11, 2024.

September 12, 2024  
Date

  
Allison Boyd  
Deputy Corporate Officer

# Staff Report for Decision

DATE OF MEETING    SEPTEMBER 23, 2024

AUTHORED BY        JAMIE SLATER, MANAGER, FINANCIAL SERVICES & SPECIAL PROJECTS

**SUBJECT            2025 PERMISSIVE TAX EXEMPTION BYLAW**

**OVERVIEW**

**Purpose of Report**

To introduce “Permissive Tax Exemption Bylaw, 2024 No. 7388” (a bylaw to exempt certain land and buildings from taxation) for first, second and third readings.

**Recommendation**

1. That the “Permissive Tax Exemption Bylaw, 2024 No. 7388” (a bylaw to exempt certain land and buildings from taxation) pass first reading;
2. That the “Permissive Tax Exemption Bylaw, 2024 No. 7388” pass second reading; and
3. That the “Permissive Tax Exemption Bylaw, 2024 No. 7388” pass third reading.

**BACKGROUND**

Pursuant to the Community Charter, Council may exempt certain properties from taxation through a tax exemption bylaw. This bylaw must be adopted annually by October 31, and Council can choose the term of the exemption as long as it does not exceed ten (10) years.

Each year, a separate exemption bylaw is created so that properties can be added or removed as necessary.

**DISCUSSION**

In 2024, 22 new applications were received and considered by Council. Of those applications, ten (10) applications were approved and twelve (12) applications were denied. A summary of the applications that were approved during the year are outlined below.

<b>Applicant</b>	<b>Council Meeting</b>	<b>Property Address</b>	<b>% Exempt</b>	<b>Status</b>
Nanaimo Men’s Centre	2024-FEB-21	418D Fitzwilliam Street	100% of portion occupied by the organization at 418D Fitzwilliam Street	Approved

Alano Club of Nanaimo Society	2024-SEP-09	201-321 Wallace Street	100% of portion occupied by the organization at 201-321 Wallace Street	Approved
Connective Support Society Nanaimo	2024-SEP-09	2630 Labieux Road	100% of portion occupied by the organization at 2630 Labieux Road	Approved
Island Crisis Care Society	2024-SEP-09	3-2025 Bowen Road	100% of portion occupied by the organization at 3-2025 Bowen Road	Approved
Nanaimo Systems Planning Organization Society	2024-SEP-09	495 Dunsmuir Street	100% of portion occupied by the organization at 495 Dunsmuir Street	Approved
Pacifica Housing Advisory Association	2024-SEP-09	940 Hecate Street	100%	Approved
The Canadian Red Cross Society	2024-SEP-09	Units 4 and 5 – 2525 McCullough Road	100% of portion occupied by the organization at 2525 McCullough Road	Approved
The Vancouver Island Exhibition Association – Beban Urban Gardens	2024-SEP-09	2300 Bowen Road (Folio 05549.014)	100%	Approved
Unitarian Foundation of Nanaimo	2024-SEP-09	591 Townsite Road	100%	Approved
Vancouver Island Symphony	2024-SEP-09	617 Wentworth Street	100% of portion occupied by the organization at 617 Wentworth Street	Approved

During the Permissive Tax Exemption review, it was noted that the property at 4166 Departure Bay Road was previously exempted under the Nanaimo Disability Resource Center. Upon further review, it was noted that the building is occupied by both Diabetes Canada and the Nanaimo Disability Resource Center. The Bylaw has been updated to reflect this change, as both entities continue to meet the criteria for permissive tax exemption.



Throughout the year, properties are removed from the Permissive Tax Exemption Bylaw if there is an ownership change, if lease space is vacated, or if the organization no longer qualifies for an exemption.

### Valuation of Permissive Tax Exemptions

The *Community Charter* requires that the municipal value of the exemptions for the upcoming year, plus two additional subsequent years are disclosed. Each year, this is completed as part of the public notice requirements for the Permissive Tax Exemption bylaw.

The estimated value of the municipal exemptions granted for 2025 for all 179 properties is \$2,379,000, as detailed in the chart below:

	<b>Bylaw Schedule</b>	<b># Properties</b>	<b>2025 – Estimated City Portion Only (\$)</b>
PLACES OF WORSHIP	A	38	\$660,000
SENIOR CITIZENS HOUSING	B	11	\$238,000
COMMUNITY CARE FACILITIES	C	5	\$199,000
MISCELLANEOUS NON-PROFIT	D	66	\$627,000
LEASED PROPERTIES AND PARTIAL EXEMPTIONS	E	59	\$655,000
<b>TOTAL</b>		<b>179</b>	<b>\$2,379,000</b>

### Bylaw Format

The City is committed to continuous improvement and continues to work with BC Assessment to ensure that the bylaw meets and exceeds the standards required for the accurate recording of Permissive Tax Exemptions. This year’s bylaw (specifically Schedule E for Leased Properties and Partial Exemptions) provides additional information regarding the leased properties for easier administration and clarity.

### OPTIONS

1. That the “Permissive Tax Exemption Bylaw, 2024 No. 7388” (a bylaw to exempt certain land and buildings from taxation) pass first reading;

That the “Permissive Tax Exemption Bylaw, 2024 No. 7388” pass second reading; and

That the “Permissive Tax Exemption Bylaw, 2024 No. 7388” pass third reading.

#### **Advantages:**

- Granting permissive tax exemptions is consistent with Council motions made throughout the year, past practice, and with Council’s Permissive Tax Exemption Policy
- Organizations supported by permissive tax exemptions can use the funds that they otherwise would have paid in property taxes to support the work that they are doing to benefit the Community

**Disadvantages:**

- By granting permissive tax exemptions to these organizations, the remaining Class 1 (Residential), Class 2 (Utilities), Class 6 (Business/Other), and Class 8 (Recreational) properties throughout the City of Nanaimo will be required to absorb the property taxes that would have otherwise been paid

**Financial Implications:**

- There are no financial impacts to the City of Nanaimo if the Permissive Tax Exemption bylaw is adopted, as the total amount of taxes requisitioned will remain the same
  - The impact of permissive tax exemptions is a shift from taxpayers that are exempt over to the remaining taxpayers in that same property assessment class
  - The estimated municipal portion of these taxes is \$2,379,000
    - This estimate represents municipal taxes only and does not include collections for other government entities
2. That Council does not pass any readings of the “Property Tax Exemption Bylaw, 2024 No. 7388” (a bylaw to exempt certain land and buildings from taxation)

**Advantages:**

- Approximately \$2,379,000 in municipal taxes would not be required to be absorbed by the remaining Class 1 (Residential), Class 2 (Utilities), Class 5 (Light Industry), Class 6 (Business/Other), and Class 8 (Recreational) properties

**Disadvantages:**

- The denial of permissive tax exemptions for all these organizations would be inconsistent with Council’s cumulative actions to date
- The entities that are currently receiving a permissive tax exemption would be required to pay property taxes in 2025
- The denial of permissive tax exemptions could have a potentially significant financial impact on the operations of multiple charitable organizations

**Financial Implications:**

- There are no financial impacts to the City if the permissive tax exemption bylaw is not adopted, as the total amount of taxes requisitioned will remain the same.
3. Other direction, as provided by Council.

**SUMMARY POINTS**

- The Permissive Tax Exemption bylaw for the upcoming taxation year must be adopted and provided to BC Assessment annually by October 31 each year
- Public Notice will be provided in accordance with the City of Nanaimo’s Public Notice Bylaw
- Applications received throughout the year were presented to Council on 2024-FEB-21 and 2024-SEP-09

**ATTACHMENTS:**

Permissive Tax Exemption Bylaw, 2024 No. 7388

**Submitted by:**

Jamie Slater  
Manager, Financial Services & Special Projects

**Concurrence by:**

Wendy Fulla  
Director, Finance

Laura Mercer  
General Manager, Corporate Services

CITY OF NANAIMO

BYLAW NO. 7388

A BYLAW TO EXEMPT CERTAIN LANDS AND BUILDINGS FROM TAXATION

---

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

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

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

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

1. TITLE

1.1 This Bylaw may be cited as “Permissive Tax Exemption Bylaw, 2024 No. 7388”.

2. PLACES OF WORSHIP

2.1 Subject to Section 2.2 of this Bylaw, the Place of Worship lands, together with the buildings thereon, listed on the attached Schedule ‘A’ shall be exempt from taxation.

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

2.3 The maximum area of land to be exempted from taxation shall be 5.0 acres (217,800 sq. ft.) of the land upon which the buildings for public worship stand plus the footprint of the building(s) used for public worship. This exempted area will not exceed the land area of the legal parcel(s) upon which these buildings stand.

3. SENIOR CITIZENS HOUSING

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

4. COMMUNITY CARE FACILITIES

4.1 The Community Care Facility lands and buildings shall be exempt from taxation as outlined on the attached Schedule ‘C’.

5. MISCELLANEOUS NON-PROFIT

5.1 The Miscellaneous Non-Profit lands and buildings shall be exempt from taxation as outlined on the attached 'Schedule D'.

6. LEASED PROPERTIES AND PARTIAL EXEMPTIONS

6.1 The lands and buildings in this category shall be exempt from taxation as outlined on the attached 'Schedule E'.

7. REPEAL

6.1 "Property Tax Exemption Bylaw 2023 No. 7368" is hereby repealed.

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

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

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

Notice of intention to proceed with this bylaw was published to the City of Nanaimo's website on the \_\_\_ day of \_\_\_\_\_, 2024, and in the Nanaimo News Bulletin newspaper on the \_\_\_ day of \_\_\_\_\_, 2024, circulating in the City of Nanaimo, pursuant to Section 94 of the *Community Charter* and the City of Nanaimo Public Notice Bylaw 2022 No. 7325.

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

\_\_\_\_\_  
MAYOR

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

## SCHEDULE 'A' – PLACES OF WORSHIP

FOLIO	PID	SHORT LEGAL DESCRIPTION	CIVIC ADDRESS	ORGANIZATION	COMMUNITY CHARTER SECTION	DURATION OF EXEMPTION
05342.000	003-783-821	LT 1, SEC 10, RGE 6, PLN 18793, LD 31	2393 ARBOT ROAD	BETHLEHEM INVESTORS GROUP LTD	224(2)(f)	1 Year
05342.200	000-541-095	LT 2, SEC 10, RGE 6, PLN 18793, LD 31	2371 ARBOT ROAD	BETHLEHEM INVESTORS GROUP LTD	224(2)(f)	1 Year
05536.314	031-604-439	LT 2, SEC 18, RGE 7, LD 31, PLN EPP110454	2221 BOWEN ROAD	CHRIST COMMUNITY CHURCH OF THE CHRISTIAN REFORMED CHURCH OF NANAIMO BC	224(2)(f)	1 Year
05680.000	008-885-052	LT ELY PT OF 2, BLK 10, SEC 17, RGE 7, PLN 526, ETC	2114 MEREDITH ROAD	TRUSTEES OF THE BAY VIEW CONGREGATION OF JEHOVA'S WITNESSES NANAIMO	224(2)(f)	1 Year
05949.192	028-024-443	LT 1, SEC 16, RGE 8, LD 31, PLN VIP87081	1609 MEREDITH ROAD	NANAIMO ALLIANCE CHURCH / CHRISTIAN AND MISSIONARY ALLIANCE-CANADIAN PACIFIC DISTRICT	224(2)(f)	1 Year
05965.245	029-083-931	LT 1, SEC 17, RGE 8, LD 31, PLN EPP27309	1720 MEREDITH ROAD	NANAIMO CHURCH OF CHRIST	224(2)(f)	1 Year
06006.305	009-229-736	LT 1, SEC 18, RGE 8, PLN 46005, LD 31	2400 HIGHLAND BOULEVARD	NANAIMO SEVENTH DAY ADVENTIST CHURCH / BC CORP SEVENTH DAY ADVENTIST	224(2)(f)	1 Year
07205.002	023-534-281	LT A (DD EK99968), BLK 11, SEC 5, PL 318, LD 58	4017 VICTORIA AVENUE	ST MICHAEL THE ARCHANGEL UKRAINIAN CATHOLIC CHURCH / UKRANIAN CATHOLIC EPARCHY OF NW	224(2)(f)	1 Year
07357.000	009-444-840	PCL D (DD 5353N) OF SEC 4, LD 58	4334 JINGLE POT ROAD	THE PRIESTLY SOCIETY OF ST PIUS X	224(2)(f)	1 Year
07458.202	018-826-911	LT A, SEC 5, LD 58, PLN VIP58451	4235 DEPARTURE BAY ROAD	TRUSTEES OF ST ANDREW'S PRESBYTERIAN CHURCH NANAIMO	224(2)(f)	1 Year
07618.001	000-304-816	LT 1, SEC 5, PLN 9339, LD 58	3510 DEPARTURE BAY ROAD	TRUSTEES OF THE CONGREGATION OF THE DEPARTURE BAY BAPTIST CHURCH	224(2)(f)	1 Year
07657.100	001-746-936	LT 1, SEC 5, PLN 28663, LD 58	2424 GLEN EAGLE CRESCENT	THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS IN CANADA	224(2)(f)	1 Year



<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
07704.200	003-930-335	LT 4, SEC 12, PL 17325, LD 58	6234 SPARTAN ROAD	BISHOP OF VICTORIA	224(2)(f)	1 Year
07708.570	018-190-740	LT 52, DL 14 & 19, PLN VIP56051, EXC VIP58432, LD 58	4951 RUTHERFORD ROAD	NEIGHBOURHOOD CHURCH / THE BC CONFERENCE OF THE MENNONITE BRETHREN CHURCHES	224(2)(f)	1 Year
07864.065	001-175-351	LT 1, DL 23G, PLN 42114, LD 58	6011 DOUMONT ROAD	TRUSTEES OF THE CONGREGATION OF THE TRINITY UNITED CHURCH	224(2)(f)	1 Year
08055.153	028-710-959	LT A, DL 28, LD 58, PLN EPP14697	6553 PORTSMOUTH ROAD	FOURSQUARE GOSPEL CHURCH OF CANADA	224(2)(f)	1 Year
08323.360	023-329-785	LT 1, DL 54, PL VIP62729, LD 58	4900 HAMMOND BAY ROAD	NANAIMO FULL GOSPEL ASSEMBLY	224(2)(f)	1 Year
08323.405	000-412-384	LT A, DL 54, PLN 40992, LD 58	4960 HAMMOND BAY ROAD	HAMMOND BAY BAPTIST CHURCH	224(2)(f)	1 Year
16001.002	003-785-327	LT 2, SEC 1, LD 32, PLN 18757	2150 DEPARTURE BAY ROAD	CHURCH OF THE NAZARENE CANADA PACIFIC DISTRICT	224(2)(f)	1 Year
16039.665	023-881-933	LT A (DDEL108574), SEC 1, PL 18900, LD 32	2174 DEPARTURE BAY ROAD	HOPE LUTHERAN CHURCH	224(2)(f)	1 Year
16216.002	028-750-624	LT 1, SEC 1, LD 32, PLN EPP14550	1064 OLD VICTORIA ROAD	TRUSTEES OF THE CHASE RIVER CONGREGATION OF JEHOVA'S WITNESSES	224(2)(f)	1 Year
16276.025	005-806-194	LT 1, SEC 1, LD 32, PLN 7109	170 WAKESIAH AVENUE	WAKESIAH GOSPEL CHAPEL SOCIETY	224(2)(f)	1 Year
16355.070	002-789-582	LT 11, SEC 1, PL 26501, LD 32	587 SEVENTH STREET	HAI AN BUDDHIST SOCIETY	224(2)(f)	1 Year
16531.002	023-390-310	LT A (DDEK39556) OF SEC 1, PL 6350, LD 32	394 SHEPHERD AVENUE	ST PAUL'S LUTHERAN CHURCH OF NANAIMO	224(2)(f)	1 Year
16536.100	025-820-133	LT 1, SEC 1, LD 32, PLN VIP76304	328 THIRD STREET	VANCOUVER ISLAND KHALSA DIWAN SOCIETY	224(2)(f)	1 Year
16897.001	006-910-955	PT BLK C, SEC 1, PL 1748, ETC, LD 32	897 HARBOUR VIEW STREET	THE BC MUSLIM ASSOCIATION	224(2)(f)	1 Year

<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
17357.000	007-037-261	SEC 12, RGE 8, SEC 1, PLN 1747, LD 32	505 EIGHTH STREET	THE SALVATION ARMY NANAIMO COMMUNITY CHURCH / THE GOVERNING COUNCIL OF THE SALVATION ARMY IN CANADA	224(2)(f)	1 Year
17545.010	024-834-076	LT 2, SEC 1, PL VIP71136, LD 32	275 PINE STREET	VANCOUVER ISLAND KHALSA DIWAN SOCIETY	224(2)(f)	1 Year
80776.000	024-122-394	LT B (DD EM34637), BLK 12, SEC 1, PLN 584, LD 32	19 NICOL STREET	THE SALVATION ARMY NANAIMO COMMUNITY CHURCH / THE GOVERNING COUNCIL OF THE SALVATION ARMY IN CANADA	224(2)(f)	1 Year
81059.000	008-794-758	PCL B (DD29290N) OF LTS 15&16, BLK 25, SEC 1, PLN 584, LD 32	305 PRIDEAUX STREET	G S M P D SIKH TEMPLE INC	224(2)(f)	1 Year
81095.000	023-756-683	LT A, SEC 1, PLN VIP65271, LD 32	315 FITZWILLIAM STREET	TRUSTEES OF THE CONGREGATION OF ST ANDREW'S UNITED CHURCH	224(2)(f)	1 Year
81643.010	016-625-218	LT PCL A (ED110296) OF 4, BLK B, SEC 1, PLN 584	260 NEEDHAM STREET	NANAIMO NATIVE VICTORY CHAPEL / PENTECOSTAL ASSEMBLIES OF CANADA	224(2)(f)	1 Year
82071.000	008-847-134	LT 4, BLK Q, SEC 1, PLN 584, EXC PLN VIP67460, LD 32	301 MACHLEARY STREET	BISHOP OF VICTORIA	224(2)(f)	1 Year
83042.000	007-254-768	PCL A (DD F34209) SEC 1, LD 32, PLN 1505	595 TOWNSITE ROAD	UNITARIAN FOUNDATION OF NANAIMO	224(2)(f)	1 Year
84302.100	018-748-287	LT A, NR, SEC 1, DL 12, PLN VIP58878, LD 32	1650 WADDINGTON ROAD	FIRST BAPTIST CHURCH / FIRST BAPTIST CHURCH NANAIMO BC	224(2)(f)	1 Year
84331.005	029-547-300	LT 1, SEC 1, LD 32, PLN EPP49398	100 CHAPEL STREET	ANGLICAN SYNOD OF THE DIOCESE OF BRITISH COLUMBIA	224(2)(f)	1 Year

<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
86042.000	003-166-546	LT 1, SEC 1, PLN 22739, LD 32	1300 PRINCESS ROYAL AVENUE	GENERATIONS CHURCH / THE PENTECOSTAL ASSEMBLIES OF CANADA	224(2)(f)	1 Year
83046.000	007-346-948 007-346-956	LTS 22&23, SUB LT 32, DL 96G, NT, SEC 1, PLN 1505, LD 32	591 TOWNSITE ROAD	UNITARIAN FOUNDATION OF NANAIMO	224(2)(f)	1 Year

SCHEDULE 'B' – SENIOR CITIZENS HOUSING

<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
16006.051	003-105-342	LT 11, SEC 1, PLN 23432, LD 32	11 BUTTERTUBS DRIVE	BALLENAS HOUSING SOCIETY	224(2)(k)	1 Year
16006.252	003-105-351	LT 12, SEC 1, PLN 23432, LD 32	15 BUTTERTUBS DRIVE	BALLENAS HOUSING SOCIETY	224(2)(k)	1 Year
16006.277	031-618-243	STR LT 1, SEC 1, LD 32, STR PLN EPS6858	10 BUTTERTUBS DRIVE	BALLENAS HOUSING SOCIETY	224(2)(k)	1 Year
81301.000	008-813-876 008-913-922	LT 6 & S 14FT 9 IN OF LT 7, BLK 45, SEC 1, PLN 584, LD 32	66 PRIDEAUX STREET	BALLENAS HOUSING SOCIETY	224(2)(k)	1 Year
81312.000	008-803-081 008-803-099	LT 8 & 9, BLK 46, SEC 1, PLN 584, LD 32	619 COMOX ROAD	BALLENAS HOUSING SOCIETY	224(2)(k)	1 Year
81314.000	008-803-102	LT 12, BLK 46, SEC 1, PLN 584, LD 32	65 PRIDEAUX STREET	BALLENAS HOUSING SOCIETY	224(2)(k)	1 Year
81315.000	008-803-111	LT 13, BLK 46, SEC 1, PLN 584, LD 32	69 PRIDEAUX STREET	BALLENAS HOUSING SOCIETY	224(2)(k)	1 Year
81316.000	008-803-129	LT 14, BLK 46, SEC 1, PLN 584, LD 32	73 PRIDEAUX STREET	BALLENAS HOUSING SOCIETY	224(2)(k)	1 Year
84328.000	006-157-106 006-157-122 006-157-131	LT B - D, SEC 1, PLN 3421, LD 32	55 PRIDEAUX STREET	BALLENAS HOUSING SOCIETY	224(2)(k)	1 Year
86157.500	000-237-159	LT 1, SEC 1, PLN 33419, LD 32	451 SELBY STREET	BALLENAS HOUSING SOCIETY	224(2)(k)	1 Year
86264.105	031-012-825	LT A, DL 97G, NR, SEC 1, LD 32, PLN EPP86500	1125 SEAFIELD CRESCENT	WOODGROVE SENIOR CITIZENS HOUSING SOCIETY	224(2)(k)	1 Year

SCHEDULE 'C' – COMMUNITY CARE FACILITIES

<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
05955.010	028-585-607	LT 1, SEC 17, RGE 8, LD 31, PLN EPP12446	1917 NORTHFIELD ROAD	NANAIMO TRAVELLERS LODGE SOCIETY (DBA EDEN GARDENS)	224(2)(j)	1 Year
85047.100	025-455-672	STRATA LT 1, DL 97G, SEC 1, LD 32, STRATA PLN VIS5226	1221 KIWANIS CRESCENT	NANAIMO DISTRICT SENIOR CITIZEN'S HOUSING DEVELOPMENT SOCIETY	224(2)(j)	1 Year
85047.201	025-879-154	STRATA LT 3, DL 97G, SEC 1, LD 32, STRATA PLN VIS5226	1233 KIWANIS CRESCENT	NANAIMO DISTRICT SENIOR CITIZEN'S HOUSING DEVELOPMENT SOCIETY	224(2)(j)	1 Year
85047.305	027-044-793	STRATA LT 6, DL 97G, SEC 1, LD 32, STRATA PLN VIS5226	1234 KIWANIS CRESCENT	NANAIMO DISTRICT SENIOR CITIZEN'S HOUSING DEVELOPMENT SOCIETY	224(2)(j)	1 Year
85047.310	027-044-785	STRATA LT 5, DL 97G, SEC 1, LD 32, STRA PLN VIS5226	1237 KIWANIS CRESCENT	NANAIMO DISTRICT SENIOR CITIZEN'S HOUSING DEVELOPMENT SOCIETY	224(2)(j)	1 Year

## SCHEDULE 'D' – MISCELLANEOUS NON-PROFIT

<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
05426.150	000-194-310	LOT 2, SEC 19, RGE 6, PLN 40481, LD 31	2465 LABIEUX ROAD	BC OAP ORGANIZATION BR#4 INC	224(2)(a)	1 Year
05431.100	002-962-802	LT 1, SEC 19, RGE 6, PLN 24020, LD 31	2373 ROSSTOWN ROAD	NANAIMO THEATRE GROUP SOCIETY	224(2)(a)	1 Year
05438.000	000-056-821	LT 6, SEC 19, RGE 6, PLN 6733 EXCEPT VIP63918, LD 31	2368 ROSSTOWN ROAD	CONNECTIVE SUPPORT SOCIETY NANAIMO	224(2)(a)	1 Year
05438.015	024-885-070	STRATA LT A, SEC 19, RGE 6, VIS5043, LD 31	2332 BRACKENWOOD PLACE	VANCOUVER ISLAND MENTAL HEALTH SOCIETY	224(2)(a)	1 Year
05438.020	024-885-088	STRATA LT B, SEC 19, RGE 6, VIS5043, LD 31	2330 BRACKENWOOD PLACE	VANCOUVER ISLAND MENTAL HEALTH SOCIETY	224(2)(a)	1 Year
05457.004	001-912-305	WILDLIFE SANCTUARY, SEC 7, RGE 7, LD 31, EXC PLNS 535R & NO 4 RESERVOIR	201 DOGWOOD ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
05457.006	001-912-461	SEC PT OF 7 & 8, RGE 7 & 8, #4 RESERVOIR (766-8562C), LD 31	250 DOGWOOD ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
05501.100	003-700-534	LT 1, SEC 14 & 15, RGE 7, PLN 20182, EXC VIP58179, LD 31	2060 EAST WELLINGTON ROAD	ITALIAN SOCIETY FELICE CAVALLOTTI LODGE INC NO S7832	224(2)(a)	1 Year

<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
05536.100	002-104-750	LT 1, SEC 19, RGE 7, PLN 27484, LD 31	2352 ROSSTOWN ROAD	VANCOUVER ISLAND MENTAL HEALTH SOCIETY	224(2)(a)	1 Year
05536.170	000-513-008	LT 15, SEC 19, RGE 7, PLN 27484, LD 31	2353 ROSSTOWN ROAD	CONNECTIVE SUPPORT SOCIETY NANAIMO	224(2)(a)	1 Year
05695.000	000-098-302	LT 2, BLK 14, SEC 18, RGE 8, PLN 526, EXCE 396 FT ETC	2227 MCGARRIGLE ROAD	CONNECTIVE SUPPORT SOCIETY NANAIMO	224(2)(a)	1 Year
05761.005	001-912-445	PCL A (DD49323N) OF SEC 5, RGE 8, LD 31, EXC PRTS IN PLNS 8707, 18489, 24715 & 28135	787 NANAIMO LAKES ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
05762.101	001-912-241	LT 4, SEC 6, RGE 8, PLN16149, EXC PL 18489, 19566, 24715	731 DOGWOOD ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
05765.003	001-912-313	SEC 7, RGE 8, EXCE 500FT & RES, LD 31	941 COLLEGE DRIVE	NATURE TRUST OF BC	224(2)(a)	1 Year
05828.005	027-701-573	LT A, SEC 11, RGE 8, LD 31, PLN VIP85882	1946 JINGLE POT ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
05829.000	009-456-601	SEC 12, RGE 8, EXW 11.979 CHAINS & EXC PLN 25503, LD 31	175 PRYDE AVENUE	DUCKS UNLIMITED CANADA / CITY OF NANAIMO	224(2)(a)	1 Year



<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
05863.000	008-977-402	SEC WLY 12.042 CHNS OF 13, RGE 8, LD 31, EXC VIP61247, VIP81292 & EPP53572	154 WESTWOOD ROAD	THE BRITISH COLUMBIA SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (SPCA)	224(2)(a)	1 Year
05895.100	000-968-528	LT 1, SEC 14 & 15, RGE 8, LD 31, PLN39076	1630 EAST WELLINGTON ROAD	ROYAL CANADIAN LEGION MOUNT BENSON BRANCH 256	224(2)(a)	1 Year
05910.000	000-834-351	LT 6, SEC 15, RGE 8, PLN 7272, LD 31	1717 KERRISDALE ROAD	CRISIS PREGNANCY CARE OF NANAIMO SOCIETY	224(2)(a)	1 Year
07233.001	009-174-681	LT 2 , BLK 16, SEC 3 & 5, PL 318A, PKG LT FOR HALL, LD 58	3976 CORUNNA AVENUE	WELLINGTON COMMUNITY ASSOCIATION	224(2)(a)	1 Year
07234.001	009-174-699 009-174-702	LO 3 & 4, BLK 16, SEC 3 & 5, PL 318A, COMM HALL, LD 58	3922 CORUNNA AVENUE	WELLINGTON COMMUNITY ASSOCIATION	224(2)(a)	1 Year
07281.000	003-400-883	LT 12, BLK 22, SEC 5, PLN 318A, LD 58	3793 NORWELL DRIVE	VANCOUVER ISLAND MENTAL HEALTH SOCIETY	224(2)(a)	1 Year
07674.020	001-110-128	LT 2, SEC 10, PLN 32084, LD 58	6100 DOUMONT ROAD	PLEASANT VALLEY SOCIAL CENTRE	224(2)(a)	1 Year
07836.855	031-897-576	LT C, DL 18, LD 58, PLN EPP114091	3425 UPLANDS DRIVE	NANAIMO ASSOCIATION FOR COMMUNITY LIVING	224(2)(a)	1 Year
07838.100	001-157-680	LT 1 , DL 19,PL 31377, LD 58	3413 LITTLEFORD ROAD	ISLAND CRISIS CARE SOCIETY	224(2)(a)	1 Year

<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
07860.001	009-447-156	PRT OF LT 23G LYING N OF DUMONT RD AND WST OF IS HWY, LD 58	6006 DOUMONT ROAD	PLEASANT VALLEY SOCIAL CENTRE	224(2)(a)	1 Year
08310.152	025-903-217	LT 15, DL 53, LD 58, PLN VIP76773	6682 DOVER ROAD	ISLAND CRISIS CARE SOCIETY	224(2)(a)	1 Year
08323.275	000-042-641	LT 1, DL 54, PLN 33028, LD 58	4840 HAMMOND BAY ROAD	NANAIMO HUNGARIAN CULTURAL SOCIETY	224(2)(a)	1 Year
16000.010	003-103-188	LT A, SEC 1, PLN23380, LD 32 EXC PRT IN PLN 3655 RW	750 FIFTH STREET	NANAIMO NAVY LEAGUE SOCIETY	224(2)(a)	1 Year
16007.500	000-558-711	LT 1, BLK 1, PLN 28980, LD 32	1780 JINGLE POT ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
16019.000	005-306-981	LT 3, SEC1, PLN 9450, LD 32	20 FIFTH STREET	BOYS & GIRLS CLUBS OF CENTRAL VANCOUVER ISLAND	224(2)(a)	1 Year
16021.300	023-416-017	LT A, SEC1, PL VIP63268, LD 32	200 BUTTERTUBS DRIVE	NATURE TRUST OF BC	224(2)(a)	1 Year
16170.000	001-887-637	PCL A (DD35952I) OF SEC 1, RGE 6, LD 32	1141 FREW ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
16171.000	006-500-048	PT OF 2, RGE 6, EAST OF NAN RIVER, EXC PCL A, LD 32	1050 RAINES ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year

<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
16172.000	004-678-478 004-678-486	SEC 2 & 3, RGE 6, LYING W OF E BRANCH OF NANAIMO RIVER, ETC	901 RAINES ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
16173.000	006-500-102	SEC2, RGE 7, EXC PCL A, AND PT IN PLN 37922	1145 MAUGHAN ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
16174.000	004-674-006	SPTOFSEC3(D D22536), RGE 7, LD 32	900 RAINES ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
16175.000	004-239-598	PCL A(391611), SEC1, RGE 8, LD 32	1141 MAUGHAN ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
16176.000	009-436-057	SEC1, RGE 8, LD 32, EXC PCL (DD391611) AND THE PRT IN PLN 32333	1201 MAUGHAN ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
16178.000	006-500-404	SEC W ½ OF 2, RGE 8, EXC PLN 32333, 37922, LD 32	1125 MAUGHAN ROAD	NATURE TRUST OF BC	224(2)(a)	1 Year
16417.005	030-876-583	LT1, SEC1, LD 32, PLN EPP85567	858 GEORGIA AVENUE	BALLENAS HOUSING SOCIETY	224(2)(a)	1 Year
16822.135	026-968-690	LT 2, SEC 2, LD 32, PLN VIP82572	1356 CRANBERRY AVENUE	LOYAL ORDER OF MOOSE (CLASS 8 EXEMPTION ONLY)	224(2)(a)	1 Year
16891.001	005-493-471	LT 1, SEC 1, PLN 8961, LD 32	838 OLD VICTORIA ROAD	CLAY TREE SOCIETY FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES	224(2)(a)	1 Year
16905.000	024-043-265	LT A, SEC 1, PL N VIP66687, LD 32	927 HALIBURTON STREET	TILlicum LELUM ABORIGINAL SOCIETY	224(2)(a)	1 Year

<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
16930.000	006-404-014	LT 4, BLK 1, SEC 1, PLN 2009, LD 32	880 VICTORIA ROAD	ISLAND CRISIS CARE SOCIETY	224(2)(a)	1 Year
16931.000	006-404-022	LT 5, BLK1, SEC 1, PLN 2009, LD 32	870 VICTORIA ROAD	ISLAND CRISIS CARE SOCIETY	224(2)(a)	1 Year
17364.001	028-205-146	LT1, THT PRT OF SEC 1, LD 32, PLN EPP5225	479 TENTH STREET	TILlicum LELUM ABORIGINAL SOCIETY	224(2)(a)	1 Year
17364.002	028-205-154	LT 2, THT PRT OF SEC 1, LD 32, PLN EPP5225	477 TENTH STREET	TILlicum LELUM ABORIGINAL SOCIETY	224(2)(a)	1 Year
17458.266	000-962-317	LT16, SEC 1, LD 32, PLN 20827	129 HAREWOOD ROAD	NANAIMO BRANCH ROYAL CANADIAN LEGION - (CLASS 8 EXEMPTION ONLY)	224(2)(a)	1 Year
17545.005	024-834-068	LT1, SEC 1, PLN VIP71136, LD 32	271 PINE STREET	NANAIMO FOOD SHARE SOCIETY	224(2)(a)	1 Year
80596.000	008-906-912	LT18, BLK 3, SEC 1, PLN 584, LD 32	210 FRY STREET	LOAVES AND FISHES COMMUNITY FOOD BANK SOCIETY	224(2)(a)	1 Year
80701.100	025-715-755	LT A, SEC1, LD 32, PLN VIP75290	275 NICOL STREET	PACIFICA HOUSING ADVISORY ASSOCIATION	224(2)(a)	1 Year
80951.000	002-422-506 002-422-476 002-422-492	PCL A (DD670N) OF LT11, PCL B (DD5701N) OF LTS 12&13, PCL A (DD629N) OF LTS 12&13, ALL OF BLK 20, SEC 1, LD 32, PLN 584	505 ALBERT STREET	NANAIMO F.O.S NON – PROFIT HOUSING SOCIETY	224(2)(a)	1 Year

<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
81054.209	018-547-311	STRATA LT 9, SEC 1, STRATA PLN VIS2989, LD 32	9 327 PRIDEAUX STREET	UNITED WAY BRITISH COLUMBIA	224(2)(a)	1 Year
81350.101	025-980-211	LT A, SEC 1, LD 32, PLN VIP77182	77 MILL STREET	BALLENAS HOUSING SOCIETY	224(2)(a)	1 Year
81613.000	008-815-143	LT NLY ½ OF 8, BLK A, SEC 1, PLN 584, LD 32	1009 FARQUHAR STREET	LOAVES AND FISHES COMMUNITY FOOD BANK SOCIETY	224(2)(a)	1 Year
81676.000	008-766-380	LT 23, BLK D, SEC 1, PLN 584 EX VIP52239, LD 32	602 HALIBURTON STREET	TILLICUM LELUM ABORIGINAL SOCIETY	224(2)(a)	1 Year
81974.011	024-598-810	LT A, SEC 1, PL VIP69563, LD 32	940 HECATE STREET	PACIFICA HOUSING ADVISORY ASSOCIATION	224(2)(a)	1 Year
82528.001	015-216-993	LT A, SEC1, PLN 49522, LD 32	60 NEEDHAM STREET	THE NANAIMO UNIQUE KIDS ORGANIZATION	224(2)(a)	1 Year
82664.001	030-524-997	LT A, SEC1, LD 32, PLN EPP79331	285 ROSEHILL STREET	VANCOUVER ISLAND MENTAL HEALTH SOCIETY	224(2)(a)	1 Year
83252.000	006-987-346	LT 2, BLK 2, SEC1, DL 97 GPL1712, NRL D 32	1070 TOWNSITE ROAD	NANAIMO FAMILY LIFE ASSOCIATION	224(2)(a)	1 Year
85901.001	012-542-873	LTA, SEC1, PLN47726, LD32	945 WADDINGTON ROAD	NANAIMO COMMUNITY HOSPICE SOCIETY	224(2)(a)	1 Year
85998.000	003-644-961	LTA, DL 97 G, NR, SEC1, PLN19919, LD32	1191 SEAFIELD CRESCENT	NANAIMO F.O.S NON - PROFIT HOUSING SOCIETY	224(2)(a)	1 Year

<b>FOLIO</b>	<b>PID</b>	<b>SHORT LEGAL DESCRIPTION</b>	<b>CIVIC ADDRESS</b>	<b>ORGANIZATION</b>	<b>COMMUNITY CHARTER SECTION</b>	<b>DURATION OF EXEMPTION</b>
86083.000 86083.001	002-249-286	LT 4, SEC 1, PLN VIP27926, LD 32	321 SELBY STREET	ISLAND CORRIDOR FOUNDATION (CLASS 2 ASSESSMENT ONLY)	224(2)(d)	1 Year
86099.000	001-454-692	LT1, SEC 1, PLN28924, LD 32	375 SELBY STREET	NANAIMO CONSERVATORY OF MUSIC	224(2)(a)	1 Year
86175.000	000-318-396	LT1, SEC1, PLN 35056, LD 32	83 VICTORIA CRESCENT	NANAIMO ASSOCIATION FOR COMMUNITY LIVING	224(2)(a)	1 Year

SCHEDULE 'E' – LEASED PROPERTIES AND PARTIAL EXEMPTIONS

FOLIO	PID	SHORT LEGAL DESCRIPTION	CIVIC ADDRESS	ORGANIZATION	% OF PROPERTY OCCUPIED	% EXEMPT OF PORTION OCCUPIED	COMMUNITY CHARTER SECTION	DURATION OF EXEMPTION
05330.582	023-201-380	LTA, SEC 20, RG E5, PL VIP61896, LD31	2630 LABIEUX ROAD	CONNECTIVE SUPPORT SOCIETY NANAIMO / MUEGO AURELIO / MUEGO CONCEPCION	100%	100%	224(2)(a)	1 Year
05526.018	023-074-426	LT9, SEC16, RG E7, PLVIP61143, LD31	1985 BOXWOOD ROAD	BOYS & GIRLS CLUB CENTRAL VANCOUVER ISLAND / ARMSTRONG DEVELOPMENTS LTD.	25%	100%	224(2)(a)	1 Year
05535.000	005-745-969	LT 9, SEC 16, RGE 7, PLN 7143, EXC PLN VIP54738, LD 31	2025 BOWEN ROAD	ISLAND CRISIS CARE SOCIETY / RISING HOPE SERVICES INC.	28%	100%	224(2)(a)	1 Year
05549.005	030-068-622	LT 3, SEC 20, RGE 7, LD 31, PLN EPP67724	2290 LABIEUX ROAD	VANCOUVER ISLAND HAVEN SOCIETY / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
05549.007	LEASE	LT 1, SEC 18,19 & 20, RGE 7, PLN VIP27441, ETC LEASE BMX LD000130	2 2300 BOWEN ROAD	NANAIMO BMX ASSOCIATION / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
05549.008	LEASE	LT 1, SEC 18 19 & 20, RGE 7, PLN VIP27441 ETC, LEASE NDEA & VIEX	3 2300 BOWEN ROAD	THE VANCOUVER ISLAND EXHIBITION ASSOCIATION / NANAIMO & DISTRICT EQUESTRIAN ASSOCIATION / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
05549.013	000-289-078	LT 1, SEC 18 19 & 20, RGE 7, LD 31, PLN VIP27441 ETC, LEASE NCGS	2300 BOWEN ROAD	NANAIMO COMMUNITY GARDENS SOCIETY / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
05549.014	LEASE	LT 1, SECS 18-20, RGE 7, LD 31, PLN VIP27441, EXC PRS IN PLNS 40622 & 44255, LSE FOR VIEX - BUGS	2300 BOWEN ROAD	THE VANCOUVER ISLAND EXHIBITION ASSOCIATION / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
05549.025	030-068-614	LT 2, SEC 20, RGE 7, LD 31, PLN EPP67724	2250 LABIEUX ROAD	ST JOHN'S AMBULANCE / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year



FOLIO	PID	SHORT LEGAL DESCRIPTION	CIVIC ADDRESS	ORGANIZATION	% OF PROPERTY OCCUPIED	% EXEMPT OF PORTION OCCUPIED	COMMUNITY CHARTER SECTION	DURATION OF EXEMPTION
05549.101	LEASE	LT 1, SEC 18-20, RGE 7, PLN 27441, LD 31-BEBAN HOUSE	2290 BOWEN ROAD	BOYS & GIRLS CLUBS OF CENTRAL VANCOUVER ISLAND / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
05696.000	003-820-441	LT 1, SEC 18, RGE 8, PLN 18947, LD 31	UNIT A - 2221 MCGARRIGLE ROAD	MAKERSPACE NANAIMO ASSOCIATION / 102512 HOLDINGS LTD.	16.80%	100%	224(2)(a)	1 Year
05874.000 05874.005	003-844-153 032-122-390	LT 1, SEC 14, RNG 8, LD 31, PLN EPP134144	1861 EAST WELLINGTON ROAD	LOAVES AND FISHES COMMUNITY FOOD BANK SOCIETY / CITY OF NANAIMO	50%	100%	224(2)(a)	1 Year
05990.101	023-728-141	STRATA LOT 1, SEC 18 & 19, RGE 8, LD 31, STRATA PLN VIS4260	1 - 2525 MCCULLOUGH ROAD	THE CANADIAN RED CROSS SOCIETY / IKONKAR HOLDINGS LTD.	100%	100%	224(2)(a)	1 Year
05990.102	023-728-205 023-728-213	STRATA LOT 2&3, SEC 19, RGE 8, LD 31, STRATA PLN VIS4260	2 & 3 - 2525 MCCULLOUGH ROAD	THE CANADIAN RED CROSS SOCIETY / OM DEVELOPMENT INC.	100%	100%	224(2)(a)	1 Year
05990.104	023-728-221 023-728-230	STRATA LOT 4&5, SEC 18, LD 31, STRATA PLN VIS4260	4 & 5 - 2525 MCCULLOUGH ROAD	THE CANADIAN RED CROSS SOCIETY / 1172572 BC LTD.	100%	100%	224(2)(a)	1 Year
07151.002	LEASE	SEC 5, LD 58, LEASE 105731 (CANOE & KAYAK CLUB & ROWING CLUB)	4295 VICTORIA AVENUE	NANAIMO ROWING CLUB / CITY OF NANAIMO / CROWN PROVINCIAL	100%	100%	224(2)(a)	1 Year
07204.002	LEASE	PRT OF SEC 5, WELLINGTON DISTRICT, AS SHOWN PLN 51235 (NANAIMO FAMILY HISTORY SOCIETY)	3999 VICTORIA AVENUE	MID ISLAND ABILITIES & INDEPENDENT LIVING SOCIETY / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
07375.585	001-006-606	LT 17, SEC 5, LD 58, PLN 38953 EXCEPT PART IN PLAN VIP82697	4148 MOSTAR ROAD	HABITAT FOR HUMANITY MID-VANCOUVER ISLAND SOCIETY / NOORT INVESTMENTS LTD.	47.79%	100%	224(2)(a)	1 Year
07498.216	017-987-695	LOT: 1, SEC: 5, PLN: STRATA VIS2492, LD: 58	1 4166 DEPARTURE BAY ROAD	NANAIMO DISABILITY RESOURCE CENTRE / KATEPWA HOLDINGS LTD. / HART VENTURES LTD.	23.82% (Unit 1)	100%	224(2)(a)	1 Year

FOLIO	PID	SHORT LEGAL DESCRIPTION	CIVIC ADDRESS	ORGANIZATION	% OF PROPERTY OCCUPIED	% EXEMPT OF PORTION OCCUPIED	COMMUNITY CHARTER SECTION	DURATION OF EXEMPTION
07498.217	017-987-709	LOT: 2, SEC: 5, PLN: STRATA VIS2524, LD: 58	2 4166 DEPARTURE BAY ROAD	NATIONAL DIABETES TRUST / KATEPWA HOLDINGS LTD. / HART VENTURES LTD.	41.47% (Unit 2)	100%	224(2)(a)	1 Year
07498.255	001-223-828	LOT: 11, SEC: 5, PLN: 30716, LD: 58	3156 BARONS ROAD	PACIFIC CARE FAMILY ENRICHMENT SOCIETY	48.83%	100%	224(2)(a)	1 Year
08092.305	026-441-896	STRATA LT 1, DL 30, LD 58, PLN VIS5863	5800 TURNER ROAD	NANAIMO AUXILIARY TO NANAIMO REGIONAL GENERAL HOSPITAL / NORED DEVELOPMENTS LTD. AND KELLAND FOODS HOLDINGS LTD.	5%	100%	224(2)(a)	1 Year
08283.925	002-015-269	LT A, DL 48, PLN 42751, LD 58-LEASED TO MCGIRR SPORTS SOCIETY	6175 MCGIRR ROAD	MCGIRR SPORTS SOCIETY / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
08318.010	LEASE	LT 7, DL 53, PLN 1792, LD 58 LEASE PIONEER PARK	6706 DOVER ROAD	NANAIMO CANADIAN AMATEUR FOOTBALL ASSOCIATION / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
13552.001	004-235-959	LT 1, PL 14550, DOUGLAS ISL& LIGHT STATN OIC 1518, LD 32	208 COLVILLETON TRAIL	PROTECTION ISLAND LIONS CLUB / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
13553.701	LEASE	NPA LSE FL255, ADJ TO LT 140, PLN 14111, WTHN PIRATES PARK, PROTECTION ISLAND, LD 32 - DOCK SITE	A 7 PIRATES LANE	PROTECTION ISLAND RATE PAYERS ASSOCIATION / NANAIMO PORT AUTHORITY	100%	100%	224(2)(a)	1 Year
16000.114	024-785-555	LT 1, SEC 1, PL VIP69992, LD 32	901 FIFTH STREET	ROYAL CANADIAN AIR FORCE ASSOCIATION 808 (THUNDERBIRD) WING / CROWN FEDERAL	100%	100%	224(2)(a)	1 Year
16000.025	LEASE	LT 2, SEC 1, PLN 35726 EXC PRT IN PLN 50590, LD 32 (LSE - NANAIMO MINOR HOCKEY)	B 750 THIRD STREET	NANAIMO MINOR HOCKEY / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
16592.002	031-319-513	LT 1, SEC 1, LD 32, PLN EPP108854	195 FOURTH STREET	NANAIMO SEARCH & RESCUE / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year

FOLIO	PID	SHORT LEGAL DESCRIPTION	CIVIC ADDRESS	ORGANIZATION	% OF PROPERTY OCCUPIED	% EXEMPT OF PORTION OCCUPIED	COMMUNITY CHARTER SECTION	DURATION OF EXEMPTION
16753.100	024-129-682	LT 1, SEC 7, PL VIP67048, 32	1275 ISLAND HIGHWAY S	NEXUS PATIENT AND COMMUNITY CARE SOCIETY / SOUTH PARKWAY PLAZA INC.	7.48%	100%	224(2)(j)	1 Year
16822.101	003-203-760	LT 1, SEC 2, PLN 23032, LD 32, EXC PRT INCLUDED IN LEASE TO BOYS & GIRLS CLUB	1400 CRANBERRY AVENUE	BOYS AND GIRLS CLUB OF CENTRAL VANCOUVER ISLAND / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
80306.203	018-429-335	STRATA LT 3, SEC 1, STRATA PLN VIS2892, LD 32	3 1200 PRINCESS ROYAL AVENUE	BALLENAS HOUSING SOCIETY / ISLAND CRISIS CARE SOCIETY	100%	100%	224(2)(a)	1 Year
80958.000	008-892-881 008-892-911 008-892-920	LT 1, AM LT 2 (DD 59351-N), WLY 40 FT OF LT 5, BLK 21, SEC 1, PL 584 & 494R, EX 428B/L	250 ALBERT STREET	CANADIAN MENTAL HEALTH ASSOCIATION MID ISLAND BRANCH / VANCOUVER ISLAND HEALTH AUTHORITY	100%	100%	224(2)(a)	1 Year
80962.000	008-893-390 008-893-519	AM LT 6 (DD 59330N) & LT 5, PLN 584, EXC PCL A (DD 416-N), EXC PRT IN PLN 21310 & EXC THT PRT LYIN WITHIN THE BOUNDARIES OF PLN 494-R, ALL BLK 21, SEC 1, LD 32	489 WALLACE STREET	SOCIETY FOR EQUITY, INCLUSION AND ADVOCACY / GURDEV HOLDINGS LTD.	20.40%	100%	224(2)(a)	1 Year
81094.000	006-003-770 006-003-851	LT 4 & SW 83.8 FT OF 3, BLK 29, SEC 1, PLN 584, LD 32	321 WALLACE STREET	ALANO CLUB OF NANAIMO SOCIETY / 1308567 BC LTD.	13%	100%	224(2)(a)	1 Year
81129.000	007-799-292	LT 6, BLK 32, SEC 1, PLN 584, LD 32	418 FITZWILLIAM STREET	NANAIMO MEN'S RESOURCE CENTRE / KGZ DEVELOPMENT CORP.	19%	100%	224(2)(a)	1 Year
81174.000	008-777-942	LOT NLY 1/2 OF 7, BLK 35, SEC 1, PLN 584, LD 32	617 WENTWORTH STREET	VANCOUVER ISLAND SYMPHONY / DEVIATO ALESSANDRO / BRINKMAN TAMAR JOHANNA	50%	100%	224(2)(a)	1 Year
81283.002	LEASE	PARK DEDICATED BY PLAN 584, EXC PRT IN PLN EPP30249, LSE TO NAN SCOUT GRP - LD003083	445 COMOX ROAD	1ST NANAIMO SCOUT GROUP / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year

FOLIO	PID	SHORT LEGAL DESCRIPTION	CIVIC ADDRESS	ORGANIZATION	% OF PROPERTY OCCUPIED	% EXEMPT OF PORTION OCCUPIED	COMMUNITY CHARTER SECTION	DURATION OF EXEMPTION
81468.000	008-842-124	THE NLY ½ OF LT 9, BLK 55, SEC 1, LD 32, PLN 584, EXC THE ELY 60 FT	20 CHAPEL STREET	CHRISTIAN SCIENCE SOCIETY OF NANAIMO / DSF HOLDINGS LTD.	100%	100%	224(2)(g)	1 Year
81535.000	005-649-871 005-649-919	LT 8&9, BLK 60, SEC 1, PLN 584, EXC E 5 FT OF 9, LD 32	235 BASTION STREET	NANAIMO BRAIN INJURY SOCIETY / BASTION HOUSE HOLDINGS LTD.	10.66%	100%	224(2)(a)	1 Year
84474.000	000-097-110 000-097-420	LT AM A (DD 43426N) & PT OF LT 1, BLK 60, SEC 1, PL 5221 & 584	19 COMMERCIAL STREET	NANAIMO LITERACY ASSOCIATION / NASH HARDWARE LTD.	100%	100%	224(2)(a)	1 Year
84750.000	005-851-882	LT 1, SEC 1, PLN 6675, LD 32, EXC 19380, 30712 & EPP27507	7 PORT DRIVE	ISLAND CORRIDOR FOUNDATION / CANADIAN PACIFIC RAILWAY COMPANY (CLASS 2 ONLY)	100% of Class 2	100% of Class 2	224(2)(d)	1 Year
84750.045	030-812-232	LT 3, SEC 1 & PRT OF THE BED OF THE PUBLIC HARBOUR OF NANAIMO, LD 32, PLN EPP89791	3 PORT DRIVE	ISLAND CORRIDOR FOUNDATION / SEASPAN FERRIES CORPORATION	100%	100%	224(2)(d)	1 Year
84750.045	030-812-241	LT 4, SEC 1 & PRT OF THE BED OF THE PUBLIC HARBOUR OF NANAIMO, LD 32, PLN EPP89791	3 PORT DRIVE	ISLAND CORRIDOR FOUNDATION / SEASPAN FERRIES CORPORATION	100%	100%	224(2)(d)	1 Year
84758.000	005-777-941	LOT: 1, SEC: 1, PLN: 6910, EXC PLAN 29652, LD: 32	1161 MILTON STREET	ISLAND CORRIDOR FOUNDATION / CANADIAN PACIFIC RAILWAY COMPANY (CLASS 2 ONLY)	100% of Class 2	100% of Class 2	224(2)(d)	1 Year
85047.002	015-857-689	LT A, DL 97-G, NR, SEC 1, LD 32, PLN 50077, EXC PRT IN PLN VIP51807	1135 NELSON STREET	NANAIMO CHILD DEVELOPMENT CENTRE SOCIETY / VANCOUVER ISLAND HEALTH AUTHORITY	100%	100%	224(2)(a)	1 Year
85093.002	005-496-497	LT B, SEC 1, PLN 8979, LD 32, NAN DIST MUSEUM SOC - FLR 1	1 100 CAMERON ROAD	NANAIMO & DISTRICT MUSEUM SOCIETY / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
85093.003	005-496-497	LT B, SEC 1, PLN 8979, LD 32, VAN ISL MILITARY MUSEUM - FLR 2 & 3	2 & 3 100 CAMERON ROAD	VANCOUVER ISLAND MILITARY MUSEUM / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year

FOLIO	PID	SHORT LEGAL DESCRIPTION	CIVIC ADDRESS	ORGANIZATION	% OF PROPERTY OCCUPIED	% EXEMPT OF PORTION OCCUPIED	COMMUNITY CHARTER SECTION	DURATION OF EXEMPTION
86094.000	001-479-652	LT 1, SEC 1, LD 32, PLN 28842	UNIT 216, 212 PRIDEAUX STREET	THE REDEEMED CHRISTIAN CHURCH OF GOD LIVING PRAISE CHAPEL/KANAKA MANAGEMENT LTD.	20.37%	100%	224(2)(g)	1 Year
85576.000	LEASE	LIC 113687, THS PRTS OF BLKS D & E, DL 227 FOR PUBLIC DOCK & RAMP AND AUX COAST GUARD FAC-BRECHIN BOAT RAMP & LD002357 RIGHT TO OCCUPY PRTS OF DL 2092, BLK L OF DL 227 & BLK M OF DLS 227 & 2092, LD 32, PLN EPC579 -NAN CANOE & KAYAK CLUB	1844 STEWART AVENUE	NANAIMO CANOE & KAYAK CLUB / AUXILIARY COAST GUARD SEARCH & RESCUE / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
85576.001	LEASE	LD002343 RIGHT TO OCCUPY PRTS OF DL 2092, BLK L OF DL 227 & BLK M OF DLS 227 & 2092, LD 32, PLN EPC579 - DEC 1/2010 - NOV 30/2020 - NANAIMO MARINE RESCUE SOCIETY	A 1844 STEWART AVENUE	NANAIMO MARINE RESCUE SOCIETY / CITY OF NANAIMO / CROWN PROVINCIAL	100%	100%	224(2)(a)	1 Year
85616.004	004-753-551	LT A, SEC 1, LD 32, PLN 12390, THT PRT INCLUDED IN UNITS 4A & 4B LEASE (THEATRE ONE)	4 150 COMMERCIAL STREET	NANAIMO FESTIVAL HERITAGE / THEATRE SOCIETY / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
85616.009	004-753-551	LT A, SEC 1, LD 32, PLN 12390, THT PRT INCLUDED IN UNIT 9 LEASE (NANAIMO COMMUNITY ARCHIVES)	9 150 COMMERCIAL STREET	MID-ISLAND ARCHIVES AND HERITAGE RESOURCE SOCIETY / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year

FOLIO	PID	SHORT LEGAL DESCRIPTION	CIVIC ADDRESS	ORGANIZATION	% OF PROPERTY OCCUPIED	% EXEMPT OF PORTION OCCUPIED	COMMUNITY CHARTER SECTION	DURATION OF EXEMPTION
85616.010	004-753-551	LT A, SEC 1, LD 32, PLN 12390, THT PRT INCLUDED IN UNIT 10 LEASE (CRIMSON COAST DANCE SOCIETY)	10 150 COMMERCIAL STREET	CRIMSON COAST DANCE SOCIETY / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year
86055.000	001-755-927	LT 1, SEC 1, PLN 25254, LD 32	290 BASTION STREET	CANADIAN MENTAL HEALTH ASSOCIATION MID-ISLAND BRANCH / LB VENTURES INC.	100%	100%	224(2)(a)	1 Year
86081.000	002-248-930	LT 2, SEC 1, PLN VIP27926, LD 32	319 SELBY STREET	CENTRAL VANCOUVER ISLAND MULTICULTURAL SOCIETY / WIDSTEN LINDSAY FARRELL	56.30%	100%	224(2)(a)	1 Year
86165.000	000-290-793	LT 1, SEC 1, PLN 34442, LD 32	495 DUNSMUIR STREET	NANAIMO SYSTEMS PLANNING ORGANIZATION SOCIETY / NANAIMO INTERNATIONAL CENTRE LIMITED	5.37%	100%	224(2)(a)	1 Year
86226.000	002-498-600	LT 1, SEC 1, PLN 43024, LD 32	256 WALLACE STREET	NANAIMO SQUASH CLUB / 597500 BC LTD. / 126848 BC LTD.	27%	100%	224(2)(a)	1 Year
89095.000	LEASE	LT LAND IN BOWEN PARK E OF WALL STREET, SEC 1, LEASE (NANAIMO CURLING CLUB)	100 WALL STREET	NANAIMO CURLING CLUB / CITY OF NANAIMO	100%	100%	224(2)(a)	1 Year

DATE OF MEETING    SEPTEMBER 23, 2024  
AUTHORED BY        JENNIFER MCASKILL, MANAGER, FACILITY ASSET PLANNING  
**SUBJECT                SUSTAINABILITY BUILDING POLICY**

## **OVERVIEW**

### **Purpose of Report**

To provide Council with the opportunity to adopt a new Sustainable Building Policy. |

### **Recommendation**

That Council adopt Policy Number COU-229 – Sustainable Building Policy.

## **BACKGROUND**

As part of the policy renewal project, the existing Green Building Strategy was identified by Staff for an update. The existing policy was adopted in 2006-MAY-29 and last updated 2011-MAR-28 and applies only to new construction or substantial additions to city-owned and operated facilities. Currently, new city facilities greater than 500 square meters in size are to be certified LEED® Silver, and new city facilities greater than 900 square meters in size are to be certified LEED® Gold. Certification can be opted out of with Council approval. While the existing Green Building Strategy has been in effect, seven city facilities were constructed, two of which were certified under LEED®. The remaining five buildings pursued green-building practices but forewent the certification. Neither of the two originally certified buildings have been recertified since original construction.

LEED® was developed about 25 years ago as a way to measure and define green building. Since that time, several other proprietary initiatives have gained notoriety including Canadian Green Building Council's Zero Carbon Building Standard, Passive House, Well Building Standard, Green Globes, BOMA Best, and others. Each of these proprietary rating systems provide design and construction guidelines, and project certifications. Collectively they cover several different building archetypes in residential, commercial, industrial, and public infrastructure. Certifications are generally reached by implementing design and construction strategies that align with various goals which are then awarded points or credits. Different thresholds of point-totals equate to different levels of certification.

Since the original Green Building Strategy was adopted, there have been significant advances in the codification of energy and efficiency requirements for new buildings. Recognizing the adoption of the zero-carbon step code, and acceleration of the BC Energy Step Code by Nanaimo, using the targets included in these documents provides a good starting point for new buildings in the corporate portfolio. Although many of the building archetypes the city would build are not required to meet either the ZCSC or higher levels of the BC Energy Step Code due to their occupancy classification, consideration of these targets is prudent and shows leadership of the requirements the development community must meet.

In 2022, with the adoption of City Plan: Nanaimo ReImagined, Council provided community-specific, strategic direction that included not only construction related green goals, but also community-oriented sustainability goals. Many of these sustainability goals reflect available credits offered in LEED® and other proprietary certifications.

## **DISCUSSION**

Environmentally responsible construction needs to consider many factors, including: the building users, operations, longevity, durability, functionality and the purpose for which it was built. “Green” long ago became a marketing strategy for many manufacturers and suppliers and is a label that is inconsistently applied and has limited enforcement. Truly sustainable construction requires a holistic approach, considering all facets of the building’s life cycle, and many decisions beyond just the energy source and emissions.

The proposed Sustainable Building policy provides a framework for each project team to apply the goals laid out in City Plan. This allows the City Plan principles to shape design principles, construction, and operating systems while maintaining the flexibility for each project to incorporate the City Plan goals that best align with the project being built. The proposed policy update is intended to focus on fit-for-purpose construction, at a project level, on a project-by-project basis, by the project team. Moving towards the goals of City Plan will happen while still meeting the existing requirements for development such as development and building permits, design guidelines, input from the Design Advisory Panel, and the building’s form and character.

The guidance document (see Attachment B) is intended to be a technical reference for the project team, assisting in the application of the principles of City Plan through building standards and design guidelines. While not all topic areas of City Plan are directly referenced in the guidance document, the topic areas that have corresponding industry standards, codes, and guidelines are included, e.g. National Energy Code of Canada for Buildings (NECB), American Society of Heating Refrigeration and Air Conditioning Engineers (ASHRAE). The guidance document also includes an introductory statement for each of the design criteria covered. These introductions provide examples of leadership within the various categories to help guide the project team. Some leadership examples are rooted in LEED®, others are in the Zoning Bylaw, or the Canadian Green Building Council’s Zero Carbon Building Standard. The guidance document is intended to be a more nimble response to the changing landscape of sustainable buildings and design. The guidance document can be updated on its own more readily than the policy. These updates may be needed to reflect changes in zoning bylaws and design guidelines where it is appropriate for corporate facilities to follow those guidelines.

Nanaimo was ranked among the top five fastest-growing regions in Canada during the last census. With growth comes increased demand for services and infrastructure. Instead of following a proprietary, point-focused path to sustainable construction, the proposed Sustainable Building Policy builds on the goals and strategic direction laid out in City Plan and focuses on areas important to the community but not requiring a certain number of points.



## **OPTIONS**

1. That Council adopt Policy Number COU-229 – Sustainable Building Policy.
  - The advantages of this option: an updated approach for sustainable building aligned with the objectives of the Official Community Plan and one that holistically considers the inherent trade-offs of construction. Decoupling from LEED® certification allows fit-for-purpose design considerations that can respond to variable project needs and better suit community requirements.
  - The disadvantages of this option are that the reliance is placed on the project team to guide the sustainability process and balance the project demands. There would also be less regional, national, or global recognition of the sustainable building efforts without the project listed in a proprietary register.
  - Financial Implications: Sustainability initiatives have varying impact on the cost of buildings, some of which have life cycle pay offs, while others provide tangible community and quality of life improvement. Proprietary certifications have fees associated, and significant costs to assemble reporting requirements. By forgoing a proprietary certification, these costs no longer apply. The actual financial implications for each project are unknown and would be heavily reliant on the specifics of the project.
  
2. That Council provide Staff with alternate direction. |

### **SUMMARY POINTS**

- The initial Green Building Strategy was adopted in 2006.
- The proposed Sustainable Building Policy shifts away from a proprietary certification.
- Nanaimo’s OCP provides holistic, community focused sustainable initiatives that should be applied to design and construction of corporate facilities.
- Sustainable building should consider the totality of the design, construction, operations, and de-construction of the building.

### **ATTACHMENTS:**

- Attachment A – Sustainable Building Policy – Policy Number COU-229
- Attachment B – Guidance Document Support the Sustainability Policy for City-Owned Buildings  
COU-229 Sustainable Building Policy
- Attachment C – Sustainable Building Policy Presentation |

**Submitted by:**

Jennifer McAskill  
Manager, Facility Asset Planning

**Concurrence by:**

Poul Rosen  
Director, Engineering

Mike Bryson  
A/Director, Facility & Park Operations

Bill Sims  
General Manager, Engineering and Public Works

Richard Harding  
General Manager Community Services

Laura Mercer  
General Manager, Corporate Services

Dale Lindsay  
Chief Administrative Officer

# Attachment A



<b>RCRS Secondary:</b>	GOV-02	<b>Effective Date:</b>	
<b>Policy Number:</b>	COU-229	<b>Amendment Date/s:</b>	
<b>Title:</b>	Sustainable Building Policy	<b>Repeal Date:</b>	
<b>Department:</b>	Engineering	<b>Approval Date:</b>	

## PURPOSE:

To ensure City facilities are built in an efficient, healthy, and ecologically responsible manner that enhances the well-being of the community in accordance with Council's strategic goals, the Official Community Plan, and community expectations.

## DEFINITIONS:

N/A

## SCOPE:

This policy applies to:

- (a) all new municipal buildings or additions with a gross floor area greater than 250 square meters, or

This policy can inform:

- (b) any asset renewals within facilities.

For clarity, nothing in this Policy should be interpreted to contradict the Building Code, and any associated regulations or laws thereunder, as amended from time to time.

## POLICY:

The City of Nanaimo (the "City") is committed to constructing, upgrading, and expanding municipal buildings in a manner that has a positive impact on society and a neutral or reduced impact on the environment, and is in accordance with the City's strategic goals, and community expectations.

The City will strive to ensure the following principles are applied to all required projects in an appropriately scaled manner and considered for all other projects.

As part of this commitment, the design of all new municipal buildings or additions with a gross floor area greater than 250 square meters shall include:

1. Climate risk assessment
2. Life cycle cost analysis for major systems
3. Project summary report including design concepts pertaining to:
  - a. Energy and Carbon
  - b. Resilient and Regenerative Ecosystems
  - c. Equitable Access and Mobility
  - d. Occupant Health and Wellbeing
  - e. Materials and Resources, including Waste Management

4. A requirement for commissioning of the major building systems upon project completion and recommissioning of all commissioned systems one year following project completion

Reporting of projects that fall within this policy will be completed through the statutory Annual Financial Report, or other specific reporting, as available.

## **PROCESS:**

Numerous proprietary standards exist to encourage more sustainable building construction and operations. To ensure fit-for-purpose, value oriented, and sustainable design and construction methodologies, this Policy requires City Staff to consider sustainable and regenerative initiatives appropriate to the scope, form, and character of the project, instead of seeking points towards a specific certification.

A companion document is included in Appendix A: *Guidance Document Supporting the Sustainability Policy for City Owned Buildings*, providing additional information and recommended targets for a number of topics falling under the following headings:

- a. Energy and Carbon
- b. Resilient and Regenerative Ecosystems
- c. Equitable Access and Mobility
- d. Occupant Health and Wellbeing
- e. Materials and Resources

### **1) Responsibilities:**

To implement this Policy and maintain continual improvement of the City's sustainability goals, the appropriate governance must be in place throughout the City.

Council is responsible for:

- a. Adopting, periodically reviewing, and updating this Policy;
- b. Maintaining the necessary corporate capacity to support the elements and practices within this Policy; and
- c. Setting priorities and articulating community values to City administration.

The CAO is responsible for:

- a. Implementing this Policy; and
- b. Committing to the implementation and continuous improvement of the sustainability goals as they support achievement of the City's organizational objectives.

### **2) Benefits of Compliance:**

Implementing this Policy will:

- a. Support the goals stated in the Official Community Plan,
- b. Support the City's vision, community values, and priorities as stated in Council's Strategic Plans, and
- c. Support the City's sustainability goals.

### **3) Review Date:**

This Policy should be reviewed every 5 years from the effective date or from time to time as substantial advancements in climate science, changes in community priority, National or Provincial codes or updated targets are adopted by the City.

**RELATED DOCUMENTS:**

N/A

**REPEAL or AMENDMENT:**

COU-173 Green Building Strategy



## **Guidance Document Supporting the Sustainability Policy for City-owned Buildings**

**Prepared for:**

City of Nanaimo  
411 Dunsmuir Street,  
Nanaimo, BC, V9R 0E4

**Prepared by:**

RJ C Engineers  
238 Franklyn Street, Unit 105  
Nanaimo BC V9R 2X4

# Table of Contents

Executive Summary .....	1
<b>1.0 Introduction.....</b>	<b>2</b>
<b>2.0 General.....</b>	<b>3</b>
2.1 Education .....	3
2.2 Green building certifications .....	3
<b>3.0 Energy and Carbon .....</b>	<b>4</b>
3.1 BC Energy Step Code .....	5
3.2 BC Zero Carbon Step Code .....	5
3.3 Use of on-site renewable energy .....	6
3.4 Infrastructure for electric vehicles .....	6
3.5 Commissioning and ongoing performance.....	7
<b>4.0 Resilient and Regenerative Ecosystems .....</b>	<b>7</b>
4.1 Climate Risk Assessment .....	8
4.2 Urban forest, natural areas , greenways .....	9
4.3 Healthy watersheds .....	10
4.4 Water and stormwater.....	10
4.5 Solid Waste Management.....	12
4.6 Light Pollution .....	12
<b>5.0 Equitable Access and Mobility.....</b>	<b>12</b>
5.1 Connected Communities .....	13
5.2 Integrated Walk, Roll, Cycle & Transit Network.....	13
<b>6.0 Occupant Health and Wellbeing .....</b>	<b>14</b>
6.1 Indoor environment.....	14



6.2	Indoor air quality .....	15
7.0	<b>Materials and Resources .....</b>	<b>16</b>
7.1	Embodied Carbon / Life Cycle Assessment (LCA).....	16
7.2	Material selection .....	16
7.3	Life Cycle Cost Analysis (LCCA) .....	17
8.0	<b>Conclusion .....</b>	<b>18</b>



## Executive Summary

This guidance document is intended to support the Sustainable Building Policy for City-owned buildings. The document is envisioned as an accompaniment to the City's Sustainable Building Policy for new buildings owned by and located within the City of Nanaimo.

While the Sustainable Building Policy outlines requirements of new municipal buildings, this accompanying document is intended to provide additional context and suggested considerations for sustainability strategies that align with select City of Nanaimo Integrated Action Plan (IAP) Topic Areas. These may be used by project teams as guidance in the development of Reports to Council relating to how a project intends to achieve the requirements of the Sustainable Building Policy.

To develop this report RJC's work was informed by:

- Nanaimo Integrated Action Plan<sup>1</sup> and draft Sustainable Building Policy as provided by the City.
- Conversations and check-ins with City staff to better understand scope and needs.
- City of Nanaimo General Development Permit Area Design Guidelines<sup>2</sup>.
- City of Nanaimo Zoning Bylaw 4500, Schedule D – Amenity Requirements for Additional Density<sup>3</sup>.

This document is to work hand-in-hand with the Sustainability Policy, which was in draft form at time of the creation of this document. This document is intended to provide ideas, but not be an exhaustive list of potential strategies, nor a list of requirements each project must employ. Note that City of Nanaimo's Zoning Bylaw 4500 and the principles and mandatory statements of the City of Nanaimo's General Development Permit Area Design Guidelines must be followed, as a minimum.

It should be noted that absent from this document are strategy suggestions regarding City Goals C3 A Healthy Nanaimo: Community Wellbeing & Livability, C4 An Empowered Nanaimo: Reconciliation, Representation, & Inclusion, and C5 A Prosperous Nanaimo: Thriving & Resilient Economy. These are all areas of critical importance in any discussion of community wellness and in the development of new buildings. While addressing these goals is outside the scope of this document, project teams are encouraged to employ Design-Thinking and Systems-Thinking, engineering with empathy and working to ensure projects align with the needs and aspirations of the people it serves.

---

<sup>1</sup> <https://www.nanaimo.ca/your-government/projects/integrated-action-plan>

<sup>2</sup> <https://www.nanaimo.ca/docs/property-development/development-applications/general-development-permit-area-design-guidelines.pdf>

<sup>3</sup> <https://www.nanaimo.ca/bylaws/ViewBylaw/4500.pdf> Schedule D – Amenity Requirements for Additional Density

## 1.0 Introduction

Nanaimo’s Integrated Action Plan (IAP)<sup>4</sup> is a supporting document to City Plan: Nanaimo ReImagined. The IAP is designed to communicate a range of key actions already underway and prioritized to do over the immediate and long term. The IAP includes The Five City Goals that make up the Nanaimo Framework. City Goals have 35 related City Plan Policy Topic Areas, which include a ‘library of actions’ detailed in the IAP.

### 5 CITY GOALS



### 35 CITY PLAN POLICY TOPIC AREAS



Figure 1 Nanaimo Integrated Action Plan – 5 City Goals and 35 City Plan Policy Topic Areas - June 2023 (Ref.: [https://www.nanaimo.ca/docs/city-plan-documents/iap---final---2023.06.27-\(web\).pdf](https://www.nanaimo.ca/docs/city-plan-documents/iap---final---2023.06.27-(web).pdf))

<sup>4</sup> <https://www.nanaimo.ca/your-government/projects/integrated-action-plan>

This Guidance Document Supporting the Sustainability Policy is envisioned as an accompaniment to the City’s Sustainable Building Policy. While the Sustainable Building Policy outlines requirements of new municipal buildings, this accompanying document is intended to provide additional context and suggested considerations for sustainability strategies that align with select IAP Topic Areas. These may be used as guidance in the development of Reports to Council relating to how a project intends to achieve the requirements of the Sustainable Building Policy. Note that City of Nanaimo’s Zoning Bylaw 4500<sup>5</sup> and the principles and mandatory statements of the City of Nanaimo’s General Development Permit Area Design Guidelines<sup>6</sup> must be followed, as a minimum.

This document does not attempt to capture strategies relating to all Topic Areas, nor to all five City Goals. Further, not all strategies for consideration in this document will be appropriate for all projects: it is at the discretion of project teams to determine how best to incorporate these suggestions.

It should be noted that conspicuously absent from this document are strategy suggestions regarding City Goals C3 A Healthy Nanaimo: Community Wellbeing & Livability, C4 An Empowered Nanaimo: Reconciliation, Representation, & Inclusion, and C5 A Prosperous Nanaimo: Thriving & Resilient Economy. These are all areas of critical importance in any discussion of community wellness and in the development of new buildings. While addressing these goals is outside the scope of this document, we encourage project teams to employ Design-Thinking and Systems-Thinking, engineering with empathy and working to ensure projects align with the needs and aspirations of the people it serves.

## 2.0 General

### 2.1 Education

Rationale: Many sustainability features and strategies in a project are not readily apparent. City owned projects are excellent opportunities to provide education about sustainability goals and initiatives underway in the City, and how the project contributes.

Projects are encouraged to incorporate educational information in the form of signage or display(s) on the project site.

### 2.2 Green building certifications

Rationale: Green building certification systems like LEED are a means of providing context for what are considered current industry best practices and can offer a vigorous third-party certification process. Some

---

<sup>5</sup> <https://www.nanaimo.ca/bylaws/ViewBylaw/4500.pdf> Schedule D – Amenity Requirements for Additional Density

<sup>6</sup> <https://www.nanaimo.ca/docs/property-development/development-applications/general-development-permit-area-design-guidelines.pdf>

project teams may opt to pursue a green building certification to show leadership and demonstrate the level of rigor the project has undergone in achieving sustainability targets. Different rating systems have different areas of focus. Green building certification systems are referenced throughout this document. Regardless of whether a project wishes to pursue certification with one or more systems, these systems may be referred to by project teams for ideas of industry best practice strategies and performance metrics in particular areas of interest (e.g. energy, wellness, material use, etc.).

A few notable standards which might be applicable for certain City of Nanaimo projects are:

1. Leadership in Energy and Environmental Design (LEED®) – likely the most widely recognized, LEED is an internationally used holistic sustainability rating system. More information available through the Canada Green Building Council (CAGBC) [here](#).
2. CAGBC's Zero Carbon Building Standard – a made-in-Canada framework intended to be simple and accessible and specifically focuses on strategies to support decarbonization of buildings. More information available through the Canada Green Building Council (CAGBC) [here](#).
3. Passive House – an international standard for high performance, energy efficient buildings. More information available through Passive House Canada [here](#).
4. Envision – an internationally used holistic sustainability rating system for infrastructure projects. More information available through the Institute for Sustainable Infrastructure [here](#).
5. WELL – an international standard focused on developing buildings that support health and wellness. More information available through the International WELL Building Institute [here](#).
6. Living Building Challenge - an internationally used holistic sustainability rating system that is intended to be the most advanced measure of sustainability in the built environment. More information available through the International Living Future Institute [here](#).
7. Green Globes – an internationally used holistic sustainability rating system for commercial real estate, which champions the theme of ‘rigor meets accessibility’. More information available through the Green Building Initiative (GBI) [here](#).
8. BOMA Best – an internationally used holistic sustainability rating system for assessing environmental performance and management of existing commercial real estate, “designed by industry, for industry”. More information available through the Building Owners and Managers Association (BOMA) [here](#).

### 3.0 Energy and Carbon

Within the City's goal of “A Green Nanaimo: Resilient & Regenerative Ecosystems”, the topic area of C1.1 Greenhouse Gas Emissions Reduction stands out as a major focus for building design and construction. Burning fossil fuels for space heating and hot water in buildings currently generates 31% of Nanaimo's emissions, and burning fossil fuels in vehicles currently generates 63% of Nanaimo's emissions.

This section outlines some energy and carbon related strategies and metrics aligned with the City’s “A Green Nanaimo: Resilient & Regenerative Ecosystems” goal, specifically relating to greenhouse gas reduction. Additional ideas for best practices in this area may be found within the City of Nanaimo’s Zoning Bylaw 4500 Schedule D, the CAGBC’s Zero Carbon Building Standard, Passive House standard, and/or the energy related sections within LEED, Envision, and the Living Building Challenge.

### 3.1 BC Energy Step Code

Rationale: For topic area C1.1 Greenhouse Gas Emissions Reduction, the City requires new buildings to meet higher energy efficiency standards and/or use zero-carbon fuels. Improving energy efficiency will help reduce demand for energy, lower operating cost, and improve comfort. The following are considerations for projects as a means of demonstrating how the project might support this action area:

- 1 For Part 3 projects with major occupancies as listed in Subsection 10.2.3 of the BC Energy Step Code, target the most ambitious level of compliance (i.e. Step 3 or Step 4, as applicable).
- 2 For Part 3 projects with major occupancies as listed in Subsection 10.2.3 of the BC Energy Step Code which do not have Thermal Energy Demand Intensity (TEDI) and Total Energy Use Intensity (TEUI) targets prescribed, target a 25% improvement over baseline NECB 2020 building <sup>7</sup>.
- 3 For Part 3 projects with major occupancies not listed in Subsection 10.2.3 of the BC Energy Step Code, target a 25% improvement over baseline NECB 2020 building. <sup>8</sup>
- 4 For Part 9 projects, consider targeting the most ambitious Step applicable, or 25% over an NECB 2020 baseline.

### 3.2 BC Zero Carbon Step Code

Rationale: For topic area C1.1 Greenhouse Gas Emissions Reduction, the City requires new buildings to meet higher energy efficiency standards and/or use zero-carbon fuels, and shifting to zero-carbon energy in all City buildings is required in order to meet Nanaimo’s GHG emissions targets. The following are considerations for projects as a means of demonstrating how the project might support this action area:

- 1 For projects with major occupancies as listed in Subsection 10.3.1.1 of the BC Zero Carbon Step Code, consider targeting the most ambitious level of compliance (i.e. Emissions Limit EL-4). (Preferred approach.)
- 2 For occupancies not covered by the BC Zero Carbon Step Code, consider avoiding use of on-site combustion for space heating and service water heating (except for emergencies). (Preferred approach.)

---

<sup>7</sup> Per [CAGBC Zero Carbon Building Standard](#) – Design v4, Energy Efficiency – Flexible Approach.

<sup>8</sup> Per [CAGBC Zero Carbon Building Standard](#) – Design v4, Energy Efficiency – Flexible Approach.

- .3 For occupancies not covered by the BC Zero Carbon Step Code, consider targeting a maximum GHGI of 2.0 kgCO<sub>2e</sub>/m<sup>2</sup>/yr.<sup>9</sup>
- .4 For projects which choose to include on-site combustion, investigate how the project can decarbonize, and include provisions for future changes (e.g. low temperature systems, space to replace combustion systems with electric options).

### 3.3 Use of on-site renewable energy

Rationale: For topic area C1.1 Greenhouse Gas Emissions Reduction, the City requires new buildings to meet higher energy efficiency standards and/or use zero-carbon fuels. Related to this, Nanaimo wishes to explore opportunities for generating renewable energy production. The following are considerations for projects as a means of demonstrating how the project might support this action area:

- .1 Projects are encouraged to consider the viability of onsite renewables.
- .2 Projects incorporate on-site renewable energy and report the anticipated % total energy use from renewables. If rooftop PV installation, report the percentage of roof area covered. As a reference, more than 5% of total energy use from renewable energy and/or more than 40% of roof area coverage is considered notable<sup>10</sup>.
- .3 Projects include an option for future rooftop solar PV installation (i.e. electrical and/or structural design).

### 3.4 Infrastructure for electric vehicles

Rationale: For topic area C1.1 Greenhouse Gas Emissions Reduction, the City aims to make regular travel in the city zero-carbon; reducing the demand for fossil fuel vehicle travel is the easiest and most affordable way to reduce GHG emissions from transportation. The following are considerations for projects as a means of demonstrating how the project might support this action area:

- .1 A minimum of 50% of the parking provided for the project includes access to an electric vehicle charging station. (Preferred option.)<sup>11</sup>
- .2 Projects provide electric vehicle supply equipment (EV charging stations) and report the amount of parking that is serviced with chargers. As a reference, 5% of all parking spaces having access to charging (and a minimum of two spaces, whichever is greater) is notable<sup>12</sup>.

---

<sup>9</sup> Per Zero Carbon Step Code, Table 10.3.1.3 Greenhouse Gas Emissions, based on EL-4 (most ambitious emissions limit) for ‘Other Business and Personal Service and Mercantile Occupancies’.

<sup>10</sup> Per [CAGBC Zero Carbon Building Standard](#) – Design v4, Impact and Innovation strategies.

<sup>11</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D – Amenity Requirements for Additional Density (2 pts).

<sup>12</sup> Per LEED BD+C v4.1, [Electric Vehicles](#) credit.



- Projects include parking stalls that are “EV Ready”, providing infrastructure for future installation of EV charging stations. EV Ready stalls would include a dedicated electrical circuit with sufficient capacity for each space, each circuit on its own conduit and with wire sufficient for Level 2 charging or greater, and end at an electrical box or enclosure located near each space. As a reference, making 10% of spaces EV Ready is considered notable<sup>13</sup>.

### 3.5 Commissioning and ongoing performance

Rationale: Ultimately a concept is only as good as it performs in reality. For Nanaimo to meet the C1.1 Greenhouse Gas Emissions Reduction targets, it is imperative that buildings function well and operate with low emissions. This is best achieved through a robust commissioning, hand-over, and ongoing measurement & verification process. The following are considerations for projects as a means of demonstrating how the project might support this action area:

- From project outset through to post-occupancy and warranty review, project implements strategies to align project design and operations with owner requirements. Refer to LEED Building Design & Construction Fundamental Commissioning (prerequisite) and Enhanced Commissioning (credit) for suggested strategies, and/or [ASHRAE Guideline 0-2019 – The Commissioning Process](#).
- Plans are in place to ensure project undergoes commissioning of the major building systems upon project completion and recommissioning of all commissioned systems following project completion (e.g. six month, one year, two year).
- Consider ways to support City staff in future analysis of the operations and emissions of the building. This may include energy sub-metering of certain systems, as applicable and useful.

### 4.0 Resilient and Regenerative Ecosystems

Studies indicate summers are becoming hotter and drier which can affect the health of community members and the health of natural areas, cause drought, as well as increase wildfire risk. Climate predictions indicate there will be an increase in the frequency and severity of extreme storms and higher sea levels in the coming years. While we cannot predict specific weather events, planning ahead for climate change allows proactiveness that limits vulnerabilities wherever possible.

Impacts from development, human use, invasive species and other activities can affect the quality of natural areas. Environmentally sensitive areas support biodiversity in the city, provide fish and wildlife habitat, and access to nature. Local ecosystems can play a role in climate change mitigation and adaptation, and dedicated efforts to protect and restore them helps preserve these assets for future generations.

---

<sup>13</sup> Per LEED BD+C v4.1, [Electric Vehicles](#) credit.

This section outlines some strategies and metrics aligned with the City’s “A Green Nanaimo: Resilient & Regenerative Ecosystems” goal. Additional ideas for best practices in this area may be found within the City of Nanaimo’s Zoning Bylaw 4500 Schedule D, and the sustainable sites, water efficiency, and resilience related credits within LEED, Envision, and the Living Building Challenge. As a general comment, it is preferable that where possible, projects be located on brownfield and/or infill sites, so as to minimize encroachment on green and natural areas.

## 4.1 Climate Risk Assessment

Rationale: For topic area C1.2 Climate Adaptation & Hazard Management, the City aims to take steps to help understand and reduce the City’s risk and vulnerability to a changing climate and extreme events. The most thorough approach is through undertaking a climate risk and vulnerability assessment (CRA) as part of the process. Teams may reference the Strategic Climate Risk Assessment Framework for BC, Climate Lens, PIEVC (Public Infrastructure Engineering Vulnerability Committee), BC Housing, Climate Resilience Guidelines for BC Health Facility Planning & Design, and/or City of Vancouver’s Resilient Buildings Planning Worksheet for more information on the Climate Risk Assessment process.

It is reasonable to expect that the level of effort of the Climate Risk Assessment be scaled to be in alignment with value, size, and/or criticality of the building (e.g. Post-disaster buildings and those deemed essential to the provision of services in the event of an emergency should undergo a more robust assessment than those which present a low hazard to human life in the event of failure and/or lack of performance). Even small projects can benefit from a review of how to improve resilience to climate change.

In alignment with and/or as an addition to the CRA, the following are considerations for projects as a means of demonstrating how the project might support this action area:

1. Project teams refer to the [Pacific Climate Impacts Consortium’s Design Value Explorer](#) tool and review or adjust the design to accommodate future climatic design data. Teams will need to relate the life span of the project and systems to the chosen level of global warming used to inform the design. For example: if a building’s mechanical system component is expected to have a lifespan of 20 years, use the global temperature rise indicated for the time period that component will be in operation. (E.g. for a building completing construction in 2027, a component expected to last 20 years might be sized to accommodate 2047 climate data, which on an RCP8.5 pathway, would be based on a global temperature rise of 1.5degC. Design VE provides revised Nanaimo specific climatic data (HDD, summer design temperatures, snow load, etc. based on that global average rise of 1.5degC).
2. Project teams could perform building performance modelling using future weather files for 2050 and 2080 (RCP8.5) and report resulting energy consumption (TEUI), energy cost, and carbon emissions (GHGI).



- .3 Project teams are encouraged to consider strategies for passive resilience; means of the building continuing to operate despite power disruptions (i.e. flushing toilets, “envelope first” heating/cooling strategies, ventilation).
- .4 Project teams should describe or report on ability to maintain comfort conditions in future climate. As a reference, design for parts of the building to maintain a maximum temperature of 26degC in the cooling season, or indicate a targeted maximum number of overheating hours (e.g. 20 hours for vulnerable groups, or 200 hours for non-vulnerable groups).
- .5 Project teams should consider incorporating strategies to minimize impact of wildfire smoke on indoor air quality of the buildings, such as installing MERV 13 (or better) filtration on all ventilation air intakes and/or having a full recirculating ventilation mode option.
- .6 Project teams should comment on use of FireSmart principles in the landscaping and building materials.
- .7 Project teams should comment on critical utilities (e.g. electrical service infrastructure, HVAC service infrastructure, communications services infrastructure, wastewater systems, and backup power/generators) ability to withstand flood events. As a reference, flood events up to the 200-year floodplain level might be considered a minimum best practice.

## 4.2 Urban forest, natural areas, greenways

Rationale: For topic area C1.3 Urban Tree Canopy, Natural Areas, & Greenways, the City aims to maintain the urban tree canopy, and enhance natural and sensitive areas, through the lens of climate change resilience and adaptation. The following are considerations for projects as a means of demonstrating how the project might support this action area:

- .1 Project briefs to reference the City of Nanaimo’s General Development Permit Area Design Guidelines for guidance regarding site and building design i.e. regarding landscaping and setbacks.
- .2 Projects could include the retention of natural vegetation, trees, shrubs, and understory for a contiguous area that is equal to or greater than 15% of the property area, exclusive of the required watercourse leavestrip or environmentally sensitive area buffer<sup>14</sup>.
- .3 Projects could include at least 50% retention of natural soils<sup>15</sup>.
- .4 Projects should not result in the loss of any trees included on the list of significant trees within the City of Nanaimo’s Management and Protection of Trees Bylaw, includes street trees, and increases net number of trees by 20% (pre to post development), with no net loss of trees with a caliper greater than 6 cm.<sup>16</sup>

---

<sup>14</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (3 pts).

<sup>15</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (1 pt).

<sup>16</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (6 pts).

- .5 Project brief to comment on alignment with the Urban Tree Canopy Management Strategy.
- .6 Project brief could reference <https://healthyplan.city/en> (selecting the Nanaimo and Built Environment: tree canopy dropdowns) to investigate if project is located in an area deemed as a higher equity priority for increasing tree canopy cover for particular vulnerable people populations, and comment on this statistic. HealthyPlan.City provides heat maps overlaying vulnerable population maps (where vulnerable people live) collated with information about the built environment and identifies whether a particular location is in an “equity priority” area (e.g. if the project is located in an area that shows a high number of low-income older adults but low level of tree canopy).
- .7 Limit development and construction activity impact on greenfield areas of the site. If the property includes a Terrestrial Environmentally Sensitive Area (ESA) as designated by the City Plan “Schedule 6 – DPA1 Environmentally Sensitive Areas”, include at least a 15m natural area buffer around the ESA.<sup>17</sup>
- .8 Restore/cover a minimum of 50% of the site area (excluding the building footprint) by maintaining pervious surface. Permeable surface area may include a green roof.<sup>18</sup>
- .9 Restore previously disturbed portions of the site with native or adapted landscaping that provides habitat. For reference, restoring 30% of the site (including the building footprint) is notable.<sup>19</sup>

### 4.3 Healthy watersheds

Rationale: For the topic area C1.4 Healthy Watersheds, the City aims to protect local lakes, rivers and ocean through management of stormwater. The following are considerations for projects as a means of demonstrating how the project might support this action area:

- .1 Projects to meet or exceed the requirements of the City’s Manual of Engineering Standards and Specifications, noting Section 7 on Stormwater Management which includes sections on Stormwater Runoff, Storage Facilities, Rainwater Best Practice Management Practices, Water Quality, and Climate Change.
- .2 Project teams may wish to learn about Salmon Safe certification (and its strategies), and determine if it is right for the project.

### 4.4 Water and storm water

Rationale: For the topic area C1.5 Water, Sewer, & Stormwater Services, the City aims to conserve Nanaimo’s finite water resources that will be in increasing demand from population growth and hotter, drier summers due to climate change. Further to this, as storms become more intense, stormwater systems will need to

---

<sup>17</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (2 pts).

<sup>18</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (5 pts).

<sup>19</sup> Per LEED BD+C v4, [Site development – protect or restore habitat credit](#).

accommodate more rainfall in shorter periods of time in order to reduce flood risk. The following are considerations for projects as a means of demonstrating how the project might support this action area:

1. Include a rain garden, cistern, bioswale or stormwater retention pond on the property.<sup>20</sup> Projects to meet or exceed the requirements of the [City's Manual of Engineering Standards and Specifications](#), noting Section 7 on Stormwater Management which includes sections on Stormwater Runoff, Storage Facilities, Rainwater Best Practice Management Practices, Water Quality, and Climate Change.
2. Restore/cover a minimum of 50% of the site area (excluding the building footprint) by maintaining pervious surface. Permeable surface area may include a green roof.<sup>21</sup>
3. Install green roof for minimum of 30% of roof area.<sup>22</sup>
4. Install living wall to cover at least 10% of total available wall area.<sup>23</sup>
5. Consider performing a "water balance" of the site to determine how much of the non-potable water requirements of the site could be provided from rainfall or other non-potable sources.
6. Install a non-potable irrigation system for all on-site irrigation.<sup>24</sup> Alternatively, describe how potable water use for irrigation on the site has been minimized through use of native and/or drought tolerant landscaping, efficient irrigation practices (e.g. drip irrigation<sup>25</sup>), or by using stored non-potable water from rainwater capture or other non-potable sources.
7. Projects should incorporate use of low-flow, water efficient fixtures. For reference of what is considered a minimum best practice, achieving a 35% reduction in water usage over a baseline based on BC Building Code standard plumbing fixtures<sup>26</sup>, or alternatively, projects could indicate if they plan to use plumbing with the following maximum installed flush or flow rates, or better: toilets (4.8 lpf / 1.28 gpf), urinals (1.9 lpf / 0.5 gpf), residential faucets (5.7 lpm / 1.5 gpm), commercial lavatory (restroom) faucets (1.9 lpm / 0.5 gpm), shower heads (7.6 lpm / 2.0 gpm).<sup>27</sup>
8. Consider ways to support City staff in future analysis of the water usage of the building. This may include water sub-metering of certain systems, as applicable and useful (e.g. indoor plumbing, irrigation, makeup water systems, commercial kitchen, commercial laundry).
9. Projects could consider using design values referenced from Pacific Climate Impacts Consortium (PCIC)'s Design Value Explorer<sup>28</sup> for projected design values for future annual total precipitation and

---

<sup>20</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (2 pts).

<sup>21</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (5 pts).

<sup>22</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (3 pts).

<sup>23</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (2 pts).

<sup>24</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (3 pts).

<sup>25</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (1 pts).

<sup>26</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (2 pts).

<sup>27</sup> Per LEED BD+C v5 (draft for public comment), [Minimum Water Efficiency](#) prerequisite.

<sup>28</sup> <https://www.pacificclimate.org/analysis-tools/design-value-explorer>

annual total rainfall, annual maximum 1-day rain (50-year return period), and/or annual maximum 15-minute rainfall (10-year return period) values.

## 4.5 Solid Waste Management

Rationale: Recirculating existing resources allows the reduction of waste and pollution, recirculation of products and materials, and allows us to mimic nature by supporting natural processes leaving more room for nature to thrive. For the topic area C1.6 Solid Waste Management, the City aims to be a less wasteful community by aligning with this philosophy. The following are considerations for projects as a means of demonstrating how the project might support this action area:

- 1 Projects are to abide by City of Nanaimo's construction recycling, demolition, and demolition bylaw.
- 2 Projects to implement a Construction Waste Management plan. For reference, a rate of 75% (by weight) of construction material diverted from landfill is considered good practice. Generating less than 50 kg/m<sup>2</sup> of waste materials from all new construction activities is considered best practice.<sup>29</sup>
- 3 Include a construction and waste management plan that, at a minimum, identifies the materials to be diverted from disposal and whether the materials will be sorted onsite or comingled.<sup>30</sup>

## 4.6 Light Pollution

Rationale: For the topic area C1.8 Artificial Lighting & Dark Skies, the City aims to be thoughtful in managing light pollution and make efforts to preserve the night sky through responsible lighting and dark sky stewardship. The following are considerations for projects as a means of demonstrating how the project might support this action area:

- 1 Project teams should consider Dark Sky compliance for lighting design, being mindful of applicability due to lighting conditions of surrounding areas<sup>31</sup>.
- 2 Projects are encouraged to not exceed backlight-uplight-glare (BUG) ratings, based on the specific light source installed in the luminaire, as defined in IES TM-15-11 Addendum A, as appropriate for the site's Model Lighting Ordinance (MLO) lighting zone.<sup>32</sup>

## 5.0 Equitable Access and Mobility

Nanaimo will continue to grow, and thoughtfully linking development with Nanaimo's mobility network will make it easier to move around in ways that have fewer impacts. Strategies to encourage safe, efficient, low-

---

<sup>29</sup> Per LEED BD+C v4.1, [Construction and Demolition Waste Management](#) credit.

<sup>30</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D – Amenity Requirements for Additional Density (2 pts).

<sup>31</sup> Reference priority action C1.8 Artificial Lighting & Dark Skies in [Nanaimo's Integrated Action Plan](#).

<sup>32</sup> Per LEED BD+C v4, [Light pollution reduction](#) credit.

impact mobility are the focus of the City’s “A Connected Nanaimo: Equitable Access & Mobility” goal. Additional ideas for best practices in this area may be found within the City of Nanaimo’s Zoning Bylaw 4500 Schedule D, and the transportation/mobility related credits within LEED-Neighbourhood Development, Living Community (ILFI), and Envision.

## 5.1 Connected Communities

Rationale: For the topic area C2.1 Connected Communities, the City aims to thoughtfully link development with Nanaimo’s mobility network to make it easier to move around in ways that have fewer impacts. The following are considerations for projects as a means of demonstrating how the project might support this action area:

1. Project briefs are to reference the City of Nanaimo’s General Development Permit Area Design Guidelines for guidance regarding site and building design i.e. how layout and design of site and building can encourage pedestrian, bicycle and transit utilization, and support vehicle circulation.
2. Project teams are encouraged to find ways for the project to be proactive in identifying future mobility needs of the community and determine if there are ways the project can contribute to safer, more efficient mobility in the community. Strategies might include modes in which the site is configured to facilitate access to transit, improve traffic flow, and/or expand walk, roll, and cycle networks.
3. Projects provide dedicated carshare parking space(s). For reference, best practice might include for at least 5% of total parking spaces (rounded up)<sup>33</sup>, and/or one car share or car co-op vehicle parking space<sup>34</sup>. Project could consider gifting a car to a recognized car share provider for inclusion of a car share space on the property<sup>35</sup>.

## 5.2 Integrated Walk, Roll, Cycle & Transit Network

Rationale: For the topic area C2.2 Integrated Walk, Roll, Cycle & Transit Network, the City aims to free up space on City streets and help everyone move more efficiently, through encouragement of transit use and active transportation. The following are considerations for projects as a means of demonstrating how the project might support this action area:

1. Project teams should consider how the project may support an integrated walk, roll, cycle, & transit network through incorporation of walking, rolling and/or bike trails, and provisions for transit users, through the site. Provide clear signage and wayfinding and identify routes that reduce negative impact on natural surroundings caused by vehicle or pedestrian traffic. Universal design standards are to be used to ensure broad accessibility and safety.

---

<sup>33</sup> Per LEED BD+C v4, [Reduced parking footprint](#) credit.

<sup>34</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (1 pts).

<sup>35</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (4 pts).

- .2 Projects should include Bike Parking / End of Trip facilities. For reference, best practices might suggest providing short-term bicycle storage for at least 2.5% of estimated peak visitors, but no fewer than four storage spaces per building, providing long-term bicycle storage for at least 5% of all regular building occupants, but no fewer than four storage spaces per building in addition to the short-term bicycle storage spaces, and providing at least one on-site shower with changing facility for the first 100 regular building occupants and one additional shower for every 150 regular building occupants thereafter.<sup>36</sup>
- .3 Locate a minimum of 80% of the total parking area underground or in a parking structure incorporated into the design of the building.<sup>37</sup>
- .4 Include covered and designated parking spaces for a motorized or electric scooter, or a designated motorcycle parking space according to: 1 space per 600m<sup>2</sup> Gross Floor Area for the first 5000m<sup>2</sup> plus one space for 1500m<sup>2</sup> of additional Gross Floor Area.<sup>38</sup>
- .5 Include a pedestrian network that connects the buildings on site with the public road right-of-way and the pedestrian network from the adjacent site to which there is access by perpetual easement or right-of-way.<sup>39</sup>
- .6 Parking does not exceed minimum parking requirements within the City of Nanaimo “Off-Street Parking Regulations Bylaw 2018 No. 7226” and amendments thereto, and any subsequent bylaw or bylaws which may be enacted in the substitution thereof.<sup>40</sup>

## 6.0 Occupant Health and Wellbeing

This section outlines some strategies and metrics relating to health and wellbeing, particularly focused on the occupants and users of the project. Additional ideas for best practices in this area may be found within the WELL rating system, and/or indoor environment related credits within LEED and the Living Building Challenge.

### 6.1 Indoor environment

Rationale: Promoting a quality indoor environment for the occupants of Nanaimo’s buildings contributes to overall community wellbeing. This section will vary in its applicability to projects, dependent on the nature of the occupants and the use of the building, or even if the building is simply not an occupied building (i.e. is the project a community centre, a washroom, a pump house). The following are considerations for projects as a means of demonstrating how the project might support this action area:

---

<sup>36</sup> Per LEED BD+C v4, [Bicycle facilities](#) credit.

<sup>37</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (4 pts).

<sup>38</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (2 pts).

<sup>39</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (2 pts).

<sup>40</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (2 pts).

- .1 Projects afford occupants an increased relationship with nature through incorporating attributes from biophilic design. For ideas and more information, see [The Practice of Biophilic Design](#) by Kellert and Calabrese. As just one example, quality of lighting, access to daylight and views of the outside have a significant impact on human health and wellbeing. (Note: control of glare should be considered when designing for daylighting, as should impact of increased glazing on energy performance).<sup>41</sup>
- .2 Project teams should consider the thermal comfort of occupants (reference ASHRAE 55). See also section in this document on climate resilience for ideas on how to address future climate conditions when considering thermal comfort conditions.
- .3 Project teams should review if occupants would benefit from the ability to customize their environment or choose between various types of environments and provide means to do so. For example, spaces where occupants (i.e. staff) are likely to spend extended time might have provisions for individual occupant lighting control, and thermal control (temperature sensors and/or operable windows). Consider whether this project would benefit from including a variety of space types (e.g. quiet spaces vs. areas with high levels of sensory stimulation).<sup>42</sup>

## 6.2 Indoor air quality

Rationale: Quality indoor air contributes to the comfort and well-being of occupants. The following are considerations for projects as a means of demonstrating how the project might support this action area:

- .1 Projects should incorporate monitoring systems to confirm ventilation systems are operating as intended (i.e. outdoor air monitors, indicators that intake dampers are in the position needed to maintain design airflows, or indication devices on natural ventilation openings)<sup>43</sup>.
- .2 Provide means to limit ingress of outdoor particulates and contaminants through use of entryway systems at regularly used doors<sup>44</sup>.
- .3 Installing MERV 13 or higher filtration on each ventilation system supplying outdoor air to occupied spaces<sup>45</sup>. Consider incorporating an automatic filter change notification system by monitoring static pressure differential across the filters on outdoor air and/or recirculated air and alerting the Building Automation System (BAS) when filter change is required<sup>46</sup>.
- .4 Provide operable windows. Refer to opening size and requirements indicated in ASHRAE 62.1<sup>47</sup>.

---

<sup>41</sup> Per LEED BD+C v5 (draft for public comment), [Connecting with Nature](#) credit.

<sup>42</sup> Per LEED BD+C v5 (draft for public comment), [Occupant Experience](#) credit.

<sup>43</sup> Per LEED BD+C v4.1, [Minimum Indoor Air Quality Performance](#) prerequisite.

<sup>44</sup> Per LEED BD+C v4.1, [Enhanced Indoor Air Quality Strategies](#) credit.

<sup>45</sup> Per LEED BD+C v4.1, [Enhanced Indoor Air Quality Strategies](#) credit.

<sup>46</sup> Per LEED BD+C v5 (draft for public comment), [Enhanced Air Quality](#) credit.

<sup>47</sup> Per LEED BD+C v4, [Thermal Comfort](#) credit.



## 7.0 Materials and Resources

This section outlines some strategies and metrics relating to materials and resources used in a project. Additional ideas for best practices in this area may be found within the City of Nanaimo’s Zoning Bylaw 4500 Schedule D, and material resources related credits within LEED, WELL, and the Living Building Challenge.

### 7.1 Embodied Carbon / Life Cycle Assessment (LCA)

Rationale: The GHG emissions from the materials associated with a building (e.g. emissions from extraction, transportation, construction, and demolition of buildings) are a significant component of a building’s whole life cycle carbon emissions, and the need to report and track these “embodied” emissions is being required by an increasing number of municipalities. Beyond this, the manufacturing and use of materials has environmental impacts beyond carbon emissions, such as impact on water quality, acid rain, depletion of non-renewable resources, and many others. The following are considerations for projects as a means of demonstrating how the project might support the C1.1 Greenhouse Gas Emissions Reduction topic area through embodied carbon/life cycle assessment:

- .1 Project teams should undertake whole building embodied carbon analysis and indicate how embodied carbon emissions compare with recognized embodied carbon targets (e.g. City of Vancouver, CAGBC’s Zero Carbon Building Standard, Toronto Green Standard.) (Preferred approach.)
- .2 Project teams should undertake a Whole Building Life Cycle Assessment per LEED (includes environmental impact categories beyond carbon emissions).<sup>48</sup> (Preferred approach.)

### 7.2 Material selection

Rationale: The materials in a building impact the environment, the health of the occupants within the building, and their production may contribute to social health and equity (or not). The following are a list of some certifications and/or attributes for individual products/materials which are an indicator of a product’s impact to human health or the environment. Incorporating products which have these attributes or certifications is a means to encourage the production of these products, or products with these attributes. They have been loosely grouped into categories<sup>49</sup>. More information about material selection may be found within the LEED, WELL, and the Living Building Challenge rating systems.

- .1 Climate/ecosystem health:
  - a. Environmental Product Declaration (EPD)
  - b. [Forest Stewardship Council](#) (FSC) Certified Wood, [Sustainable Forestry Initiative](#) (SFI), the Canadian Standards Associated – Sustainable Forest Management Standard (CSA-SFM), or

---

<sup>48</sup> Per LEED BD+C v4.1, [Building Life-Cycle Impact Reduction](#) credit.

<sup>49</sup> Per LEED BD+C v5 (draft for public comment), [Optimized Building Products](#) credit.



recognized equivalents. Consider targeting at least 50% of all wood products used in construction be certified through one of these systems.<sup>50</sup>

- c. Salvaged, refurbished, or reused materials (circular economy). Consider targeting at least 10% of the total value of the materials on the project.<sup>51</sup>
  - d. Recycled content (circular economy). Consider targeting materials such that the sum of the postconsumer recycled material constitutes at least 25%, based on costs, of the total value of the materials in the project.<sup>52</sup>
  - e. Material selection such that at least 75% of materials used in construction are renewable resources.<sup>53</sup>
  - f. Non-wood biobased products (circular economy).
- .2 Health of occupants:
- a. Health Product Declaration (HPD)
  - b. [Declare](#) (e.g. Red List free)
  - c. [Green Seal Certified](#)
  - d. Low emitting materials
- .3 Both:
- a. [Cradle-to-Cradle](#)
  - b. [BIFMAe3 / level](#)
  - c. [Living Product Challenge](#)

## 7.3 Life Cycle Cost Analysis (LCCA)

Rationale: As a building owner and operator, the City is committed to making prudent financial choices about buildings. Sometimes this can mean higher capital costs in order to reduce the overall life cycle cost of a building. This can be noticeable when it comes to selection of high performing, low carbon emitting systems, which may have higher upfront costs but ultimately aim to reduce operational costs and carbon pricing. Project teams are encouraged to make use of Life Cycle Cost Analysis as a process to support long-term financially prudent design choices.

---

<sup>50</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (3 pts).

<sup>51</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (2 pts).

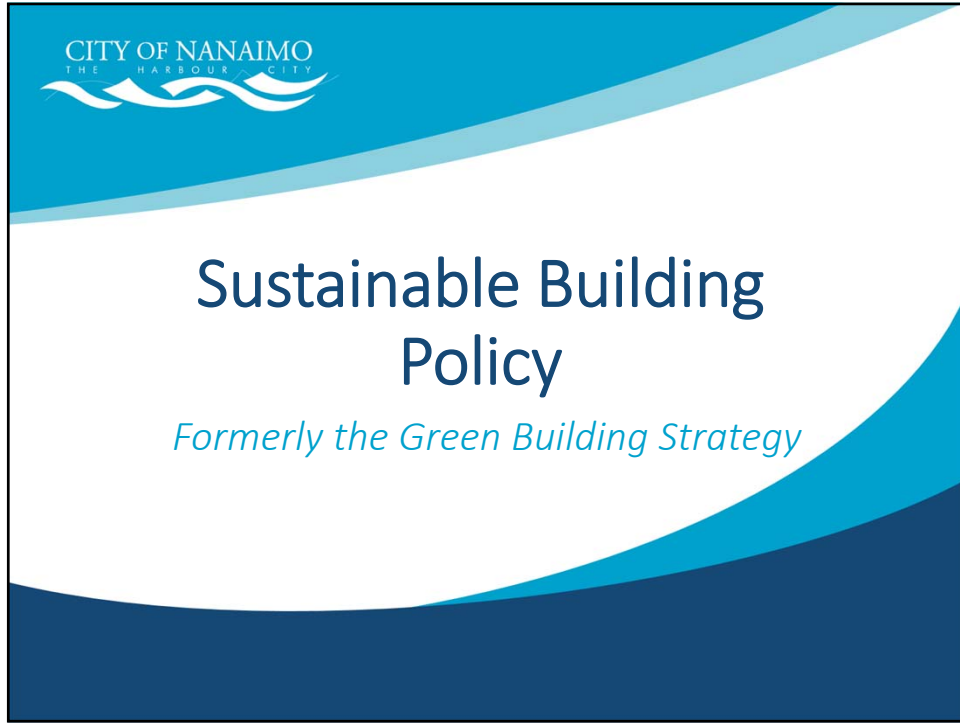
<sup>52</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (2 pts).

<sup>53</sup> Per [City of Nanaimo – Zoning Bylaw 4500](#), Schedule D– Amenity Requirements for Additional Density (2 pts).

It is suggested that the LCCA use the Whole Building Design Guide - Life-Cycle Cost Analysis (LCCA) as a reference methodology. Residual values will be excluded from the LCCA. The City will provide reference values for maintenance, energy costs, carbon pricing (e.g. \$/ton), discount rate, and inflation to be used in the analysis.

## 8.0 Conclusion

The above list presents an additional “library of strategies” which may be selected from report to Council how a given project proposes to align with select City Goals and topic areas from Nanaimo’s Integrated Action Plan. This document is to work hand-in-hand with the Sustainability Policy. It is intended to provide ideas, but not be an exhaustive list of potential strategies, nor a list of requirements each project must employ. Project teams are encouraged to determine for themselves the most appropriate sustainability initiatives that can be incorporated into their project that can best support sustainability and the five City Goals of Nanaimo’s Integrated Action Plan.



1

## The Nanaimo Doughnut “Green” Goals

5 CITY GOALS

<b>A GREEN NANAIMO: RESILIENT, REGENERATIVE ECOSYSTEMS</b>	<b>A CONNECTED NANAIMO: EQUITABLE ACCESS &amp; MOBILITY</b>	<b>A HEALTHY NANAIMO: COMMUNITY WELLBEING &amp; LIVABILITY</b>	<b>AN EMPOWERED NANAIMO: RECONCILIATION, REPRESENTATION &amp; INCLUSION</b>	<b>A PROSPEROUS NANAIMO: THRIVING &amp; RESILIENT ECONOMY</b>
--	---	--	---	---

35 CITY PLAN POLICY TOPIC AREAS

<ul style="list-style-type: none"> <li>C1.1 Greenhouse Gas Emissions Reduction</li> <li>C1.2 Climate Adaptation &amp; Hazard Mitigation</li> <li>C1.3 Urban Tree Canopy, Natural Areas, &amp; Greenways</li> <li>C1.4 Healthy Watersheds</li> <li>C1.5 Water, Sewer, &amp; Stormwater Services</li> <li>C1.6 Solid Waste Management</li> <li>C1.7 Brownfield Sites</li> <li>C1.8 Artificial Lighting &amp; Dark Skies</li> </ul>	<ul style="list-style-type: none"> <li>C2.1 Connected Communities</li> <li>C2.2 Integrated Walk, Roll, Cycle, &amp; Transit Network</li> <li>C2.3 Recreational Trails</li> <li>C2.4 Safe Mobility Urban Street</li> <li>C2.5 Complete Streets</li> </ul>	<ul style="list-style-type: none"> <li>C3.1 Community Safety &amp; Security</li> <li>C3.2 Affordable Housing</li> <li>C3.3 Intergenerational Living</li> <li>C3.4 Food Security</li> <li>C3.5 Language Management</li> <li>C3.6 Heritage, Culture, &amp; Arts</li> </ul>	<ul style="list-style-type: none"> <li>C4.1 Truth &amp; Reconciliation</li> <li>C4.2 Equity &amp; Inclusion</li> <li>C4.3 Access for All</li> <li>C4.4 Cultural Value &amp; Engagement</li> <li>C4.5 Culture</li> <li>C4.6 Architecture &amp; Heritage</li> <li>C4.7 Public Art Projects &amp; Programs</li> <li>C4.8 Community Events, Festivals, &amp; Gatherings</li> <li>C4.9 Outdoor &amp; Park Amenity Management</li> <li>C4.10 Substant Use &amp; Protection</li> </ul>	<ul style="list-style-type: none"> <li>C5.1 Economic Capital</li> <li>C5.2 Finance, Social, &amp; Environmental Capital</li> <li>C5.3 Economic Development</li> <li>C5.4 Innovation &amp; Technology</li> <li>C5.5 Home Making &amp; Neighbourhood Expansion</li> <li>C5.6 Tourism</li> </ul>
--	--	--	---	---

2



## The Nanaimo Doughnut “Sustainable” Goals

5 CITY GOALS


- A GREEN NANAIMO:** RESILIENT, REGENERATIVE ECOSYSTEMS
- A CONNECTED NANAIMO:** EQUITABLE ACCESS & MOBILITY
- A HEALTHY NANAIMO:** COMMUNITY WELLBEING & LIVABILITY
- AN EMPOWERED NANAIMO:** RECONCILIATION, REPRESENTATION & INCLUSION
- A PROSPEROUS NANAIMO:** THRIVING & RESILIENT ECONOMY

35 CITY PLAN POLICY TOPIC AREAS

C1.1 Climate Change Mitigation & Resilience	C2.1 Connected Communities	C3.1 Community Safety & Security	C4.1 Park & Recreation	C5.1 Economic Capital
C1.2 Climate Adaptation & Hazard Mitigation	C2.2 Progressive Walk, Roll, Cycle & Transit Networks	C3.2 Affordable Housing	C4.2 Youth & Industry	C5.2 Human, Social, & Environmental Capital
C1.3 Urban Tree Canopy, Natural Areas, & Greenways	C2.3 Recreational Trails	C3.3 Intergenerational Living	C4.3 Access for All	C5.3 Cultural Development
C1.4 Healthy Watersheds	C2.4 Safe Mobility (Vision Zero)	C3.4 Food Security	C4.4 Political Voice & Engagement	C5.4 Innovation & Technology
C1.5 Public Space & Stormwater Services	C2.5 Complete Streets	C3.5 Emergency Management	C4.5 Culture	C5.5 Smart Building & Investment Attraction
C1.6 Wastewater Management	C3.6 Recreation, Culture, & Wellness	C4.6 Technology & Heritage	C5.6 Tourism	
C1.7 Sewerbed Sites		C4.7 Public Art Projects & Programs		
C1.8 Artificial Lighting & Dark Skies		C4.8 Community Events, Festivals, Celebrations, & Gatherings		
		C4.9 Parkland & Park Amenity Management		
		C4.10 Government Use & Protection		

- All City Plan topic areas speak to building a sustainable community.

3



## “Green” vs “Sustainable” Building

Green Building is...

*“...the planning, design, construction, and operations of buildings with several central, foremost considerations: energy use, water use, indoor environmental quality, material selection and the building’s effects on its site”*

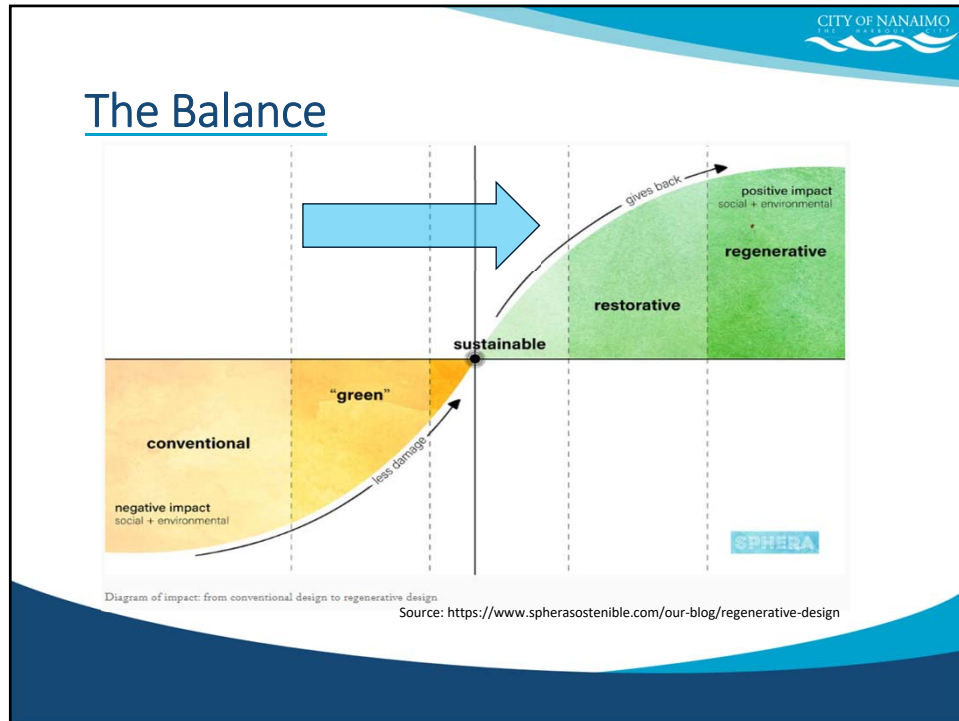
*Source: US Green Building Council*

Sustainable Building is...

*“to ensure that it meets the needs of the present without compromising the ability of future generations to meet their own needs”*

*Source: Green Building Canada*

4



5

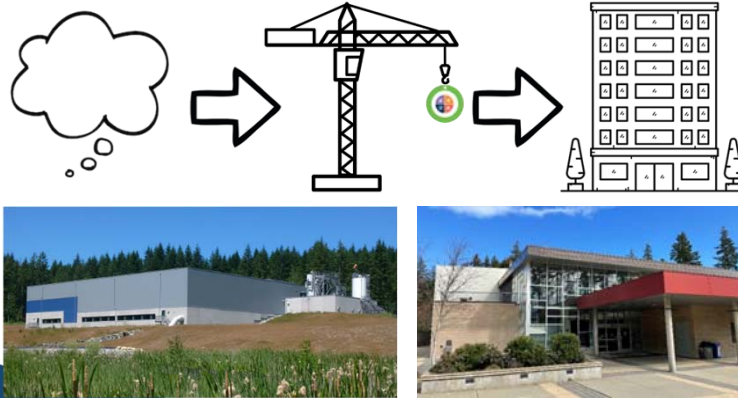
## The Nanaimo Doughnut

- Sustainability and regeneration aligns with the core principles of the Nanaimo Doughnut
- Building decisions are more than just the “green-ness” of material choices, land siting, energy and emissions efficiencies
- Balance fit-for-purpose, operations, life-cycle costing, and form and character.

6

## How it Works - The Process

- Consider: a service delivery building versus a gathering place for community enrichment.

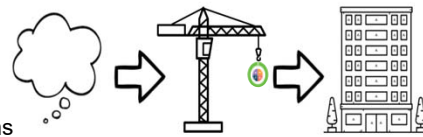


7

## How it Works - The Minimums

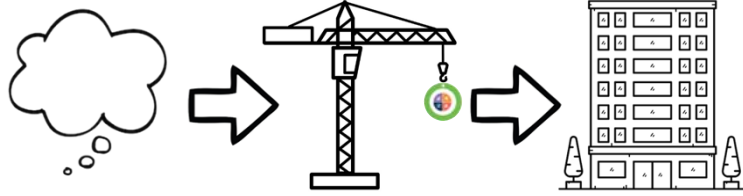
The Minimums:

1. Climate risk assessment
2. Life cycle cost analysis for major systems
3. Project summary report including design concepts pertaining to:
  - a. Energy and Carbon
  - b. Resilient and regenerative ecosystems
  - c. Equitable access and mobility
  - d. Occupant health and wellbeing
  - e. Materials and resources including waste management
4. A requirement for commissioning of the major building systems upon project completion and recommissioning of all commissioned systems one year following project completion



8

# Questions

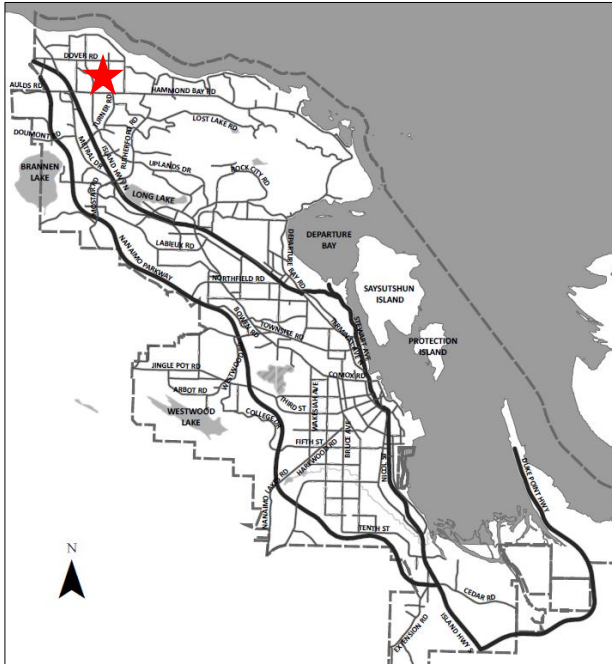




DATE OF MEETING | September 23, 2024

AUTHORED BY | PAYTON CARTER, PLANNER, CURRENT PLANNING

**SUBJECT** | **DEVELOPMENT PERMIT APPLICATION NO. DP1347 – 6330**  
**MCROBB AVENUE**



**Proposal:**  
86-unit multi-family development

**Zoning:**  
R8 – Medium Density Residential

**City Plan Land Use Designation:**  
Secondary Urban Centre

**Development Permit Areas:**  
DPA8 – Form and Character

**Lot Area:**  
9,428m<sup>2</sup>





## **OVERVIEW**

### **Purpose of Report**

To present for Council's consideration a development permit application for a multi-family development at 6330 McRobb Avenue.

### **Recommendation**

That Council issue Development Permit No. DP1347 for a multi-family development at 6330 McRobb Avenue with variances as outlined in the "Proposed Variance" section of the Staff Report dated 2024-SEP-23.

## **BACKGROUND**

A development permit application, DP1347, was received from Daryoush Firouzli Architecture Inc. on behalf of Camargue Properties Inc., to permit an 86-unit multi-family development at 6330 McRobb Avenue. This is the second phase of the Dover Ridge Apartments. Phase 1 was completed in 2016 and contained 50 rental units (DP909).

A previous Development Permit (DP1241) was issued for this development, however, the permit lapsed and the owner would like to proceed with the development plans as previously approved.

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

The subject property is located in the Dover neighbourhood. The Phase 1 development occupies the northern portion of the lot, fronting McRobb Avenue, and the site is accessed via Sentinal Drive, a privately maintained access easement. The lot is flat with existing trees in the southwest corner of the lot.

The surrounding neighbourhood includes a mix of multi-family residential developments, institutional and commercial uses within the Woodgrove Urban Centre. Existing townhouse developments are located to the northwest, and two multi-family apartment buildings (Texada and Uplands Terrace Apartments) are located to the east. A multi-family apartment building is under construction to the south, and the City is reviewing an application for two apartment buildings on the west side of Sentinal Drive (DP1260). The subject property is located near Woodgrove Shopping Centre, and transit service and public amenities including a library, schools, sports fields and parks are all located within walking distance.

## **DISCUSSION**

### **Proposed Development**

The applicant is proposing to construct a six-storey multi-family rental development with 86 units and underground parking. The proposed unit composition is as follows:

Unit Type	Unit Count	Unit Size
Studio	18	43m <sup>2</sup>
One-Bedroom	35	62m <sup>2</sup>
Two-Bedroom	29	82m <sup>2</sup>
Three-Bedroom	4	102m <sup>2</sup>

The proposed gross floor area for this phase is 6,961m<sup>2</sup> and the total Floor Area Ratio (FAR), combined with existing Phase 1, is 1.19, below the maximum permitted FAR of 1.25 in the R8 zone.

### *Site Design*

The proposed building will be constructed in the southwest corner of the site and will be accessed from Sentinel Drive via the existing drive aisle. The majority of parking is provided underground with some expanded surface parking. The primary building entrance is internal to the site, facing the parking area and outdoor amenity space. An additional pedestrian entrance is proposed in the southeast corner of the building and units located at grade will have direct pedestrian connections to Sentinel Drive similar to the development in Phase 1.

Two outdoor amenity areas are provided as part of this phase, complete with landscaping, lighting, crushed-gravel pedestrian pathways, outdoor seating, and a stormwater retention area. Short-term bicycle parking is proposed adjacent to the primary building entrance and three-stream waste collection will occur from the existing enclosure, which will be expanded to support both buildings.

### *Building Design*

The proposed six-storey building complements the design of the existing Phase 1 building and provides a range of exterior finishes including different coloured cement composite siding and cementitious plank siding, with an alternate woodgrain plank siding to distinguish the exterior of the ground level. Visual interest will be provided on all elevations through the use of materials and balconies.

The building shape mirrors the existing Phase 1 building with a central lobby and residential units within two wings. A common indoor amenity space is proposed at the ground level and a common rooftop amenity is proposed in the northeast corner of the building.

The development substantially meets the intent of the General Development Permit Area Guidelines by providing a well-articulated building form; shared indoor and outdoor amenity space; a range of exterior finishes to create visual interest; and, screening of surface parking from adjacent streets and residences.

### *Landscape Design*

Landscaped amenity areas are proposed adjacent to the front entry, centrally between the building and the parking area, and along the Sentinel Drive frontage with a stormwater feature and pedestrian pathways and seating in the southeast corner of the site. A large Arbutus tree will also be retained in this area. Proposed plantings include both deciduous and coniferous trees as well as a number of small shrubs, grasses, ferns, and perennials. A rose hedge will be continued

along the east property line on the edge of the surface parking lot to screen the parking area from Sentinel Drive.

### **Design Advisory Panel**

The application was not referred to the Design Advisory Panel (DAP) as the design is in substantial compliance with the design of previously issued DP (DP1241), accepted by DAP in 2021.

### **Proposed Variance**

#### *Maximum Building Height*

The maximum permitted height for a principal building in the R8 zone is 14.0m. The proposed building height is 19.6m, a requested variance of 5.6m. The variance is requested in order to provide the permitted density onsite in a more compact building footprint, which provides for greater soft surface area and amenity space.

A Building Massing Study (Attachment G) has been provided to demonstrate how the proposed density could be achieved in a larger building footprint, without a height variance and without proposed amenity and outdoor spaces. The concept from the time of rezoning envisioned one large building for the subject property. The current proposal offers increased permeability of the site and reduces the perceived massing of the building by emphasizing the roofline of the fifth storey and stepping-back the sixth storey to provide a rooftop amenity space.

The subject property is located within the Secondary Urban Centre as identified in City Plan, where taller residential buildings (up to 12 storeys) are supported.

Staff support the proposed building height variance. |

### **SUMMARY POINTS**

- Development Permit Application No. DP1347 is for a six-storey 86-unit multi-family rental residential building at 6330 McRobb Avenue.
- The proposed building will be the final phase of the Dover Ridge Apartments development.
- A variance is requested to increase the maximum permitted building height from 14m to 19.6m.
- Staff support the proposed variance. |

## **ATTACHMENTS**

ATTACHMENT A: Permit Terms and Conditions  
ATTACHMENT B: Subject Property Map  
ATTACHMENT C: Site Plan  
ATTACHMENT D: Underground Parking Plan  
ATTACHMENT E: Building Elevations & Details  
ATTACHMENT F: Building Renderings  
ATTACHMENT G: Building Massing Study  
ATTACHMENT H: Landscape Plan & Details  
ATTACHMENT I: Shadow Study |

### **Submitted by:**

Lainya Rowett  
Manager, Current Planning |

### **Concurrence by:**

Jeremy Holm  
Director, Planning & Development |

# ATTACHMENT A

## PERMIT TERMS AND CONDITIONS

### TERMS OF PERMIT

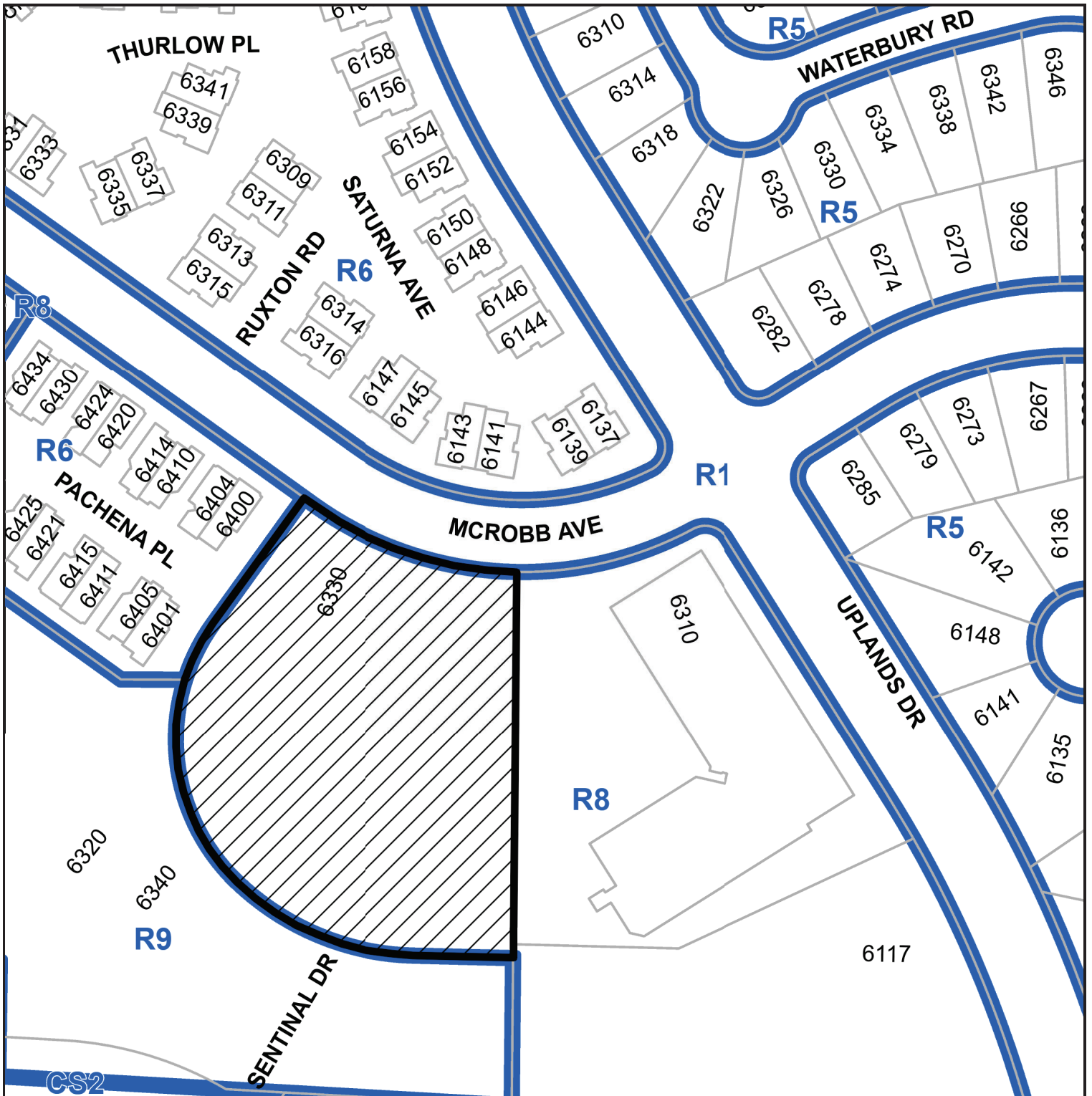
The “City of Nanaimo Zoning Bylaw 2011 No. 4500” is varied as follows:

1. *Section 7.6.1 Size of Buildings* – to increase the maximum allowable building height from 14.0m to 19.6m.

### CONDITIONS OF PERMIT

1. The subject property is developed generally in accordance with the Site Plan prepared by Daryoush Firouzli Architecture Inc., dated 2022-MAR-28, as shown on Attachment C.
2. The subject property is developed generally in accordance with the Underground Parking Plan prepared by Daryoush Firouzli Architecture Inc., dated 2022-MAR-28, as shown on Attachment D.
3. The development is in substantial compliance with the Building Elevations and Details prepared by Daryoush Firouzli Architecture, dated 2021-DEC-14, as shown on Attachment E.
4. The development is in substantial compliance with the Landscape Plan and Details prepared by Victoria Drakeford Landscape Architect, dated 2024-AUG-23, as shown on Attachment G.

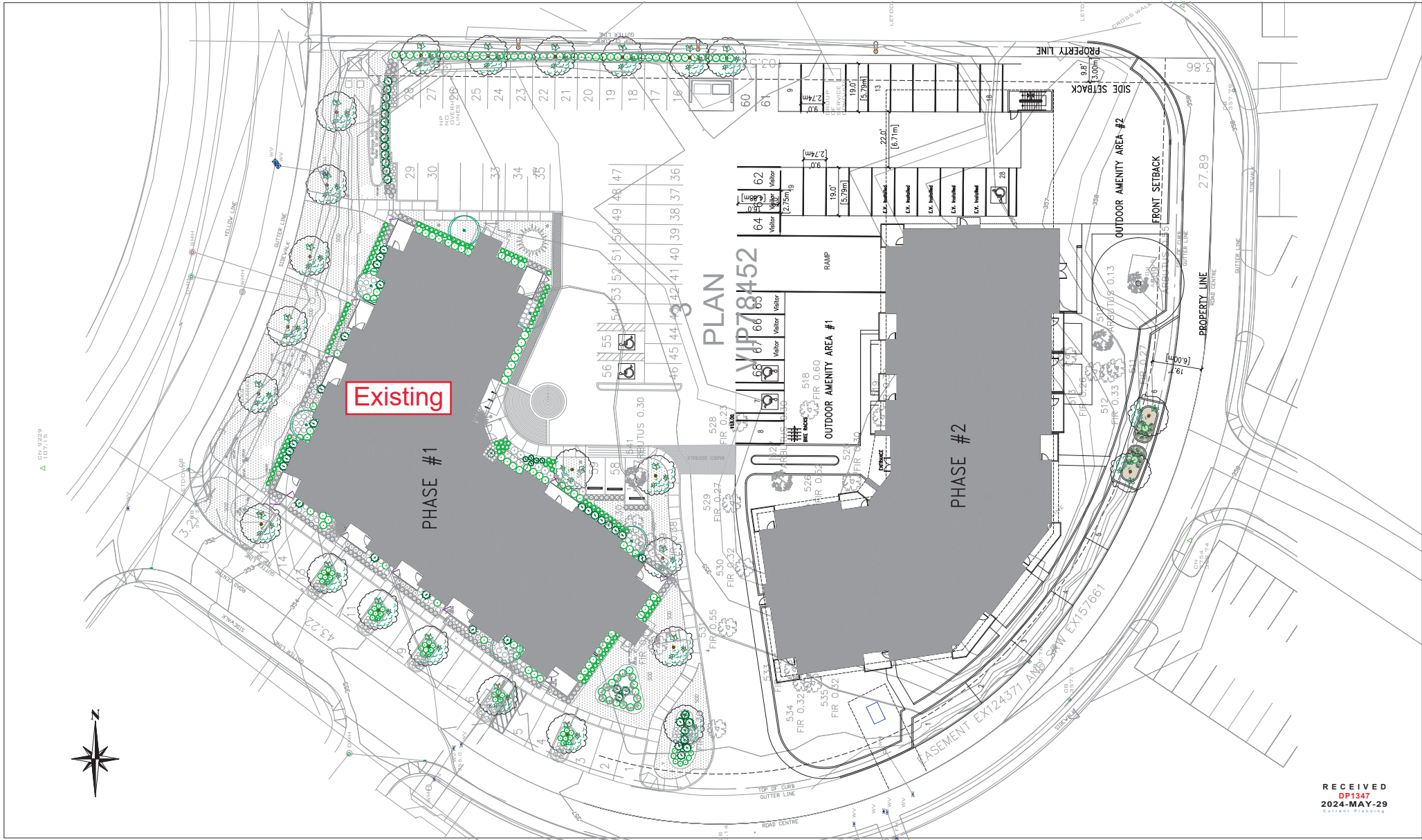
ATTACHMENT B  
SUBJECT PROPERTY MAP



6330 MCROBB AVENUE



# ATTACHMENT C SITE PLAN



RECEIVED  
DP1347  
2024-MAY-29

**NOTES**  
1. This drawing is an architectural site plan and is not a legal document. It is intended to provide a visual representation of the proposed development and is subject to change without notice.  
2. All dimensions are in meters unless otherwise specified.  
3. The site plan is based on the information provided by the client and is not a guarantee of accuracy.  
4. The site plan is subject to the approval of the relevant authorities.  
5. The site plan is not to be used for any other purpose without the written consent of the architect.

DATE	28 MAR 22
DRAWN	
CHECKED	
SCALE	

**D-ARCHITECTURE**  
2377 HANSEN DRIVE, NANAIMO, BC V9V 1N4  
T: 250-933-1991, E: FIRGULZI@D-A.COM  
DARYOUSH FIRGULZI ARCHITECTURE INC.

ARCHITECT SEAL: [Signature]  
CONSULTANT SEAL: [Signature]

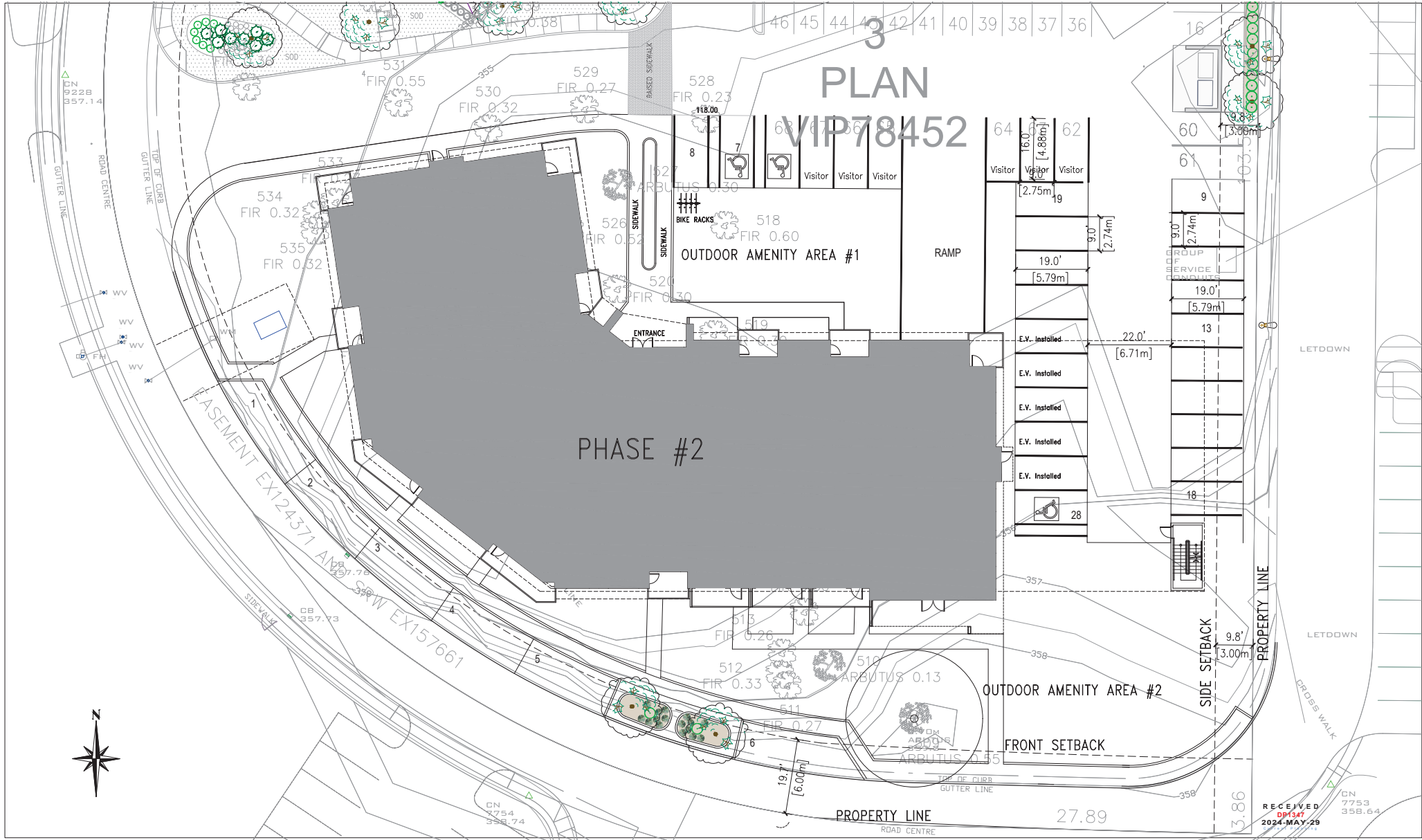
DATE	28 MAR 22
DRAWN	
CHECKED	
SCALE	

PROJECT: 6330 MCROBB AVENUE  
NANAIMO, BC  
PHASE #2

CLIENT: ROBIN KELLEY  
PROJECT NO: 2750

SHEET TITLE: OVERALL SITE PLAN  
PRELIMINARY

SHEET NO: **A0.1**  
REVISION:



NOTES

1. The owner is to be advised of all applicable laws, codes, and regulations that may affect the project.
2. The owner is to be advised of all applicable laws, codes, and regulations that may affect the project.
3. The owner is to be advised of all applicable laws, codes, and regulations that may affect the project.
4. The owner is to be advised of all applicable laws, codes, and regulations that may affect the project.
5. The owner is to be advised of all applicable laws, codes, and regulations that may affect the project.
6. The owner is to be advised of all applicable laws, codes, and regulations that may affect the project.
7. The owner is to be advised of all applicable laws, codes, and regulations that may affect the project.
8. The owner is to be advised of all applicable laws, codes, and regulations that may affect the project.
9. The owner is to be advised of all applicable laws, codes, and regulations that may affect the project.
10. The owner is to be advised of all applicable laws, codes, and regulations that may affect the project.


**D-ARCHITECTURE**  
 6377 HARBOR DRIVE, NANAIMO, BC V9V 1N4  
 T: 250-933-1991 F: 250-933-1992  
 WWW.D-ARCHITECTURE.COM

ARCHITECT SEAL: \_\_\_\_\_  
 CONSULTANT LOGO: \_\_\_\_\_  
 CONSULTANT SEAL: \_\_\_\_\_

SCALE: 3/32" = 1'-0"  
 DRAWN: \_\_\_\_\_  
 CHECKED: \_\_\_\_\_  
 DATE: 28 MAR 22

PROJECT: 6330 MCROBB AVENUE  
 NANAIMO, BC  
 PHASE #2

CLIENT: ROBIN KELLEY  
 PROJECT NO: 2750

SHEET TITLE: SITE PLAN  
 PRELIMINARY

SHEET NO: **A1.1**  
 REVISION: \_\_\_\_\_





# ATTACHMENT E BUILDING ELEVATIONS AND DETAILS

Proposed Building Height Variance

Maximum Allowable Building Height

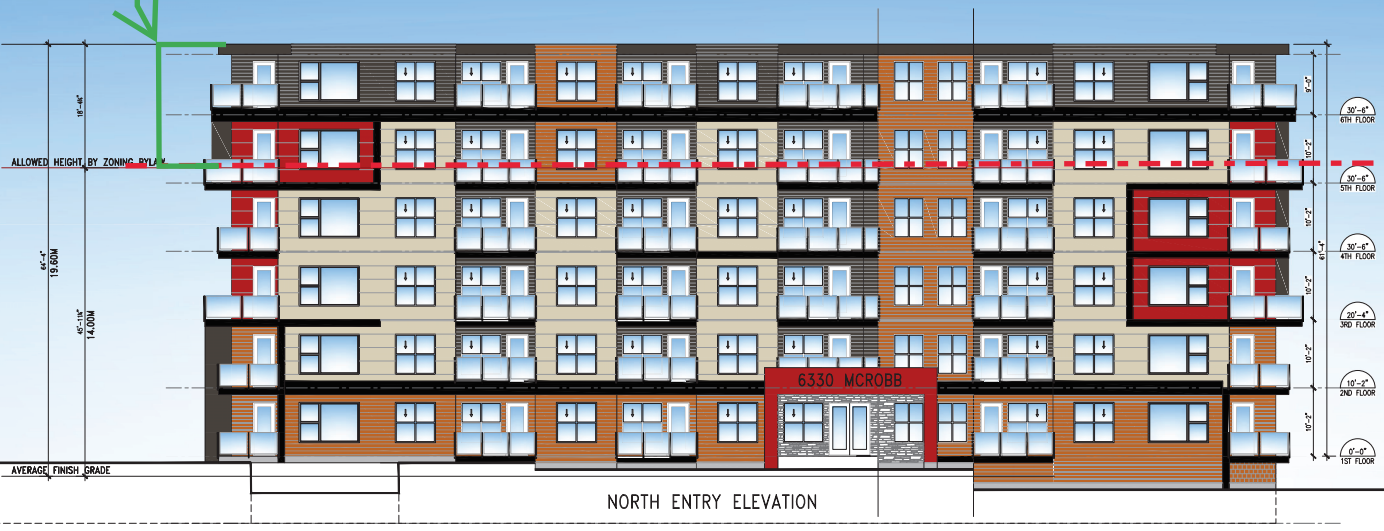


NORTH ELEVATION (SIDE)

EAST ELEVATION (SIDE)

Proposed Building Height Variance

Maximum Allowable Building Height



NORTH ENTRY ELEVATION

EXTERIOR MATERIALS & COLORS		
CODE	COLOR	MATERIAL
1	[Brown]	8" WOOD GRAIN PLANK SIDING FROM WOODTON
2	[Red]	CEMENT COMPOSITE SIDING BURGUNDY WINE: DLX1053-7
3	[Black]	CEMENT COMPOSITE SIDING CHARCOAL
4	[Light Tan]	CEMENT COMPOSITE SIDING HEAVY CREAM:DLX1098-2
5	[Dark Grey]	8" HARDIE PLANK SIDING GLAZED GRANITE: DLX1011-6
6	[Brown]	8" WOOD GRAIN PLANK SIDING FROM WOODTON
7	[Grey]	BLACK ALUMINUM RAILING

NOTES  
This drawing is an instrument of service in the province of British Columbia. It is the property of D-ARCHITECTURE and shall remain their property. It is to be used only for the project and site identified on this drawing. Any reproduction or use of this drawing for any other project or site without the written consent of D-ARCHITECTURE is strictly prohibited. The client agrees to indemnify and hold D-ARCHITECTURE harmless from and against all claims, damages, losses and expenses, including reasonable attorneys' fees, that may be asserted against or incurred by D-ARCHITECTURE in connection with this instrument of service, whether or not such claims, damages, losses and expenses result from or are caused in whole or in part by the negligence of D-ARCHITECTURE.

**D-ARCHITECTURE**  
6377 GARUS DRIVE, NANAIMO, BC V9V 1H4  
T: 250-933-1991, E: FRODZL@SHAW.CA  
DANVOUSHER FRODZL ARCHITECTURE INC.

ARCHITECT SEAL  
CONSULTANT LOGO  
CONSULTANT SEAL

SCALE  
DRAWN  
CHECKED  
DATE 14 DEC 21

PROJECT  
6330 MCROBB AVENUE  
NANAIMO, BC  
PHASE #2

CLIENT  
ROBIN KELLEY  
PROJECT NO. 2750

SHEET TITLE  
BUILDING ELEVATIONS  
PRELIMINARY  
RECEIVED  
DP1347  
2024-AUG-21

SHEET NO.  
**A4.1**  
REVISION



SOUTH ELEVATION

EXTERIOR MATERIALS & COLORS		
CODE	COLOR	MATERIAL
1		8" WOOD GRAIN PLANK SIDING FROM WOODTON
2		CEMENT COMPOSITE SIDING BURGUNDY WINE: DLX1053-7
3		CEMENT COMPOSITE SIDING CHARCOAL
4		CEMENT COMPOSITE SIDING HEAVY CREAM:DLX1098-2
5		8" HARDIE PLANK SIDING GLAZED GRANITE: DLX1011-6
6		8" WOOD GRAIN PLANK SIDING FROM WOODTON
7		BLACK ALUMINUM RAILING

**NOTES**

1. This drawing is the intellectual property of the architect. It is to be used only for the project and site for which it was prepared. It is not to be used for any other project without the written consent of the architect. The architect shall not be responsible for any errors or omissions in this drawing. The architect shall not be responsible for any construction methods or materials not shown in this drawing. The architect shall not be responsible for any construction methods or materials not shown in this drawing. The architect shall not be responsible for any construction methods or materials not shown in this drawing.

**D-ARCHITECTURE**  
 6377 ICARUS DRIVE, NANAIMO, BC V9V 1N4  
 T: 250-933-1991, E: PRODU@DASHAW.CA  
 GARY GOURSI FRODULLI ARCHITECTURE INC.

ARCHITECT SEAL

CONSULTANT LOGO

CONSULTANT SEAL

SCALE  
 DRAWN  
 CHECKED  
 DATE 14 DEC 21

PROJECT  
 6330 MCROBB AVENUE  
 NANAIMO, BC  
 PHASE #2

CLIENT  
 ROBIN KELLEY  
 PROJECT NO. 2750

SHEET TITLE  
 BUILDING ELEVATIONS  
 PRELIMINARY  
 RECEIVED  
 DP1347  
 2024-AUG-21

SHEET NO.  
**A4.2**  
 REVISION



# ATTACHMENT F BUILDING RENDERINGS



<p><b>NOTES</b></p> <p>The client is not responsible for errors in this project. The architect is not responsible for errors in this project. The client is not responsible for errors in this project. The architect is not responsible for errors in this project.</p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	 <p><b>D-ARCHITECTURE</b> 6377 SCARUS DRIVE, NANAIMO, BC V9V 1N4 T: 250-933-1991, E: PRODUZ@SHAW.CA DARYOUSH FRODULLI ARCHITECTURE, INC.</p>	<p>ARCHITECT SEAL</p>	<p>CONSULTANT LOGO</p>	<p>CONSULTANT SEAL</p>	<p>SCALE — DRAWN CHECKED DATE 14 DEC 21</p>	<p>PROJECT <b>6330 MCROBB AVENUE NANAIMO, BC PHASE #2</b></p>	<p>CLIENT <b>ROBIN KELLEY</b></p> <p>PROJECT NO. 2750</p>	<p>SHEET TITLE <b>RENDERING PRELIMINARY</b></p> <p>RECEIVED DP1347 2024-AUG-21 C. FRODULLI ARCHITECTURE</p>	<p>SHEET NO. <b>A5.1</b></p> <p>REVISION</p>
--	---	---	-----------------------	------------------------	------------------------	---	---	---	---	--

View from 6340 148 Robb Avenue









**NOTES**

1. This drawing is an instrument of service to the project. It is not to be used for any other purpose without the written consent of the architect. The architect is not responsible for any errors or omissions in this drawing or for any consequences arising therefrom. The architect is not responsible for any construction or other work not shown on this drawing. The architect is not responsible for any construction or other work not shown on this drawing.




**D-ARCHITECTURE**  
 6377 ICARUS DRIVE, NANAIMO, BC V9V 1N4  
 T: 250-933-1991, E: FRODZUL@SHAW.CA  
 DAYCOURT FRODZUL ARCHITECTURE INC.

ARCHITECT SEAL

CONSULTANT LOGO

CONSULTANT SEAL

SCALE  
 —  
 DRAWN  
 CHECKED  
 DATE 14 DEC 21

PROJECT  
 6330 MCROBB AVENUE  
 NANAIMO, BC  
 PHASE #2

CLIENT  
 ROBIN KELLEY  
 PROJECT NO. 2750

SHEET TITLE  
 RENDERING  
 PRELIMINARY  
 RECEIVED  
 DP1347  
 2024-AUG-21

SHEET NO.  
**A5.3**  
 REVISION

View from 6340 150 Robb Avenue





**NOTES**

The client is to be responsible for providing the final program and any other information that may be required for the project. The architect is not responsible for the accuracy of the information provided by the client.

When the client is to be responsible for providing the final program and any other information that may be required for the project, the architect is not responsible for the accuracy of the information provided by the client.

When the client is to be responsible for providing the final program and any other information that may be required for the project, the architect is not responsible for the accuracy of the information provided by the client.



**D-ARCHITECTURE**  
 6377 IGARUS DRIVE, NANAIMO, BC V9V 1N4  
 T: 250-933-1991, E: PHOZZU@SHAW.CA  
 DARYL GORDON FROSTELL ARCHITECTURE INC.

ARCHITECT SEAL

CONSULTANT LOGO

CONSULTANT SEAL

SCALE  
 —  
 DRAWN  
 CHECKED  
 DATE 14 DEC 21

PROJECT  
 6330 MCROBB AVENUE  
 NANAIMO, BC  
 PHASE #2

CLIENT  
 ROBIN KELLEY  
 PROJECT NO. 2750

SHEET TITLE  
 RENDERING  
 PRELIMINARY  
 RECEIVED  
 DP1347  
 2024-AUG-21  
 C. KELLEY ARCHITECTS

SHEET NO.  
**A5.4**  
 REVISION

View from Sentinel Drive





**NOTES**

This drawing is an instrument of service in this project. It shall be used only for the project and site described herein. It shall not be used for any other project or site without the written consent of the architect. The architect shall not be responsible for any errors or omissions in this drawing. The architect shall not be responsible for any construction or other work that may be done in reliance on this drawing. The architect shall not be responsible for any other work that may be done in reliance on this drawing. The architect shall not be responsible for any other work that may be done in reliance on this drawing.



**D-ARCHITECTURE**  
 6377 SCARUS DRIVE, NANAIMO, BC V9V 1N4  
 T: 250-933-1991, E: PRODUZ@DHAW.CA  
 DARYOUBH FROUZALI ARCHITECTURE INC.

ARCHITECT SEAL

CONSULTANT LOGO

CONSULTANT SEAL

SCALE  
 —  
 DRAWN  
 CHECKED  
 DATE 14 DEC 21

PROJECT  
 6330 MCROBB AVENUE  
 NANAIMO, BC  
 PHASE #2

CLIENT  
 ROBIN KELLEY  
 PROJECT NO. 2750

SHEET TITLE  
 RENDERING  
 PRELIMINARY  
 RECEIVED  
 DP1347  
 2024-AUG-21

SHEET NO.  
**A5.5**  
 REVISION

View to internal site





**NOTES**

The client is responsible for obtaining all necessary permits and approvals for this project. The architect is not responsible for obtaining these permits and approvals. The client is responsible for providing all necessary information and documentation to the architect. The architect is not responsible for providing this information and documentation. The client is responsible for providing all necessary information and documentation to the architect. The architect is not responsible for providing this information and documentation.




**D-ARCHITECTURE**  
 6377 GARUS DRIVE, NANAIMO, BC V9V 1N4  
 T: 250-933-1991, E: PRODUZ@D-AW.COM  
 DARYLOUGH FRODELL ARCHITECTURE INC.

ARCHITECT SEAL

CONSULTANT LOGO

CONSULTING SEAL

SCALE  
 —  
 DRAWN  
 CHECKED  
 DATE 14 DEC 21

PROJECT  
 6330 MCROBB AVENUE  
 NANAIMO, BC  
 PHASE #2

CLIENT  
 ROBIN KELLEY  
 PROJECT NO. 2750

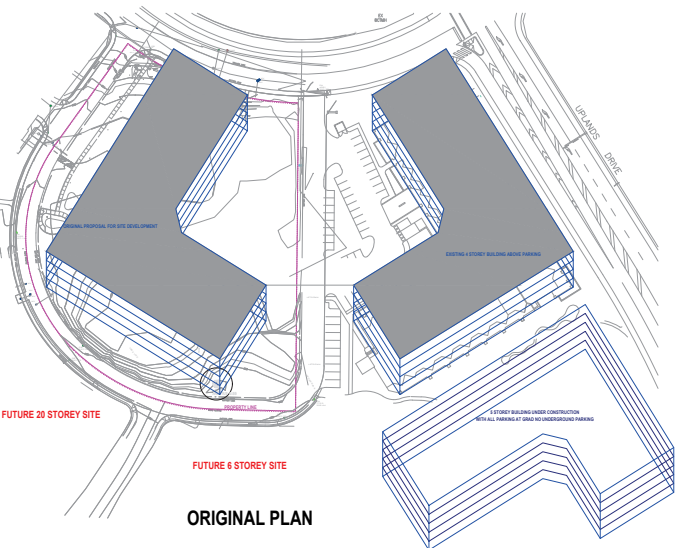
SHEET TITLE  
 RENDERING  
 PRELIMINARY  
 RECEIVED  
 DP1347  
 2024-AUG-21

SHEET NO.  
**A5.6**  
 REVISION

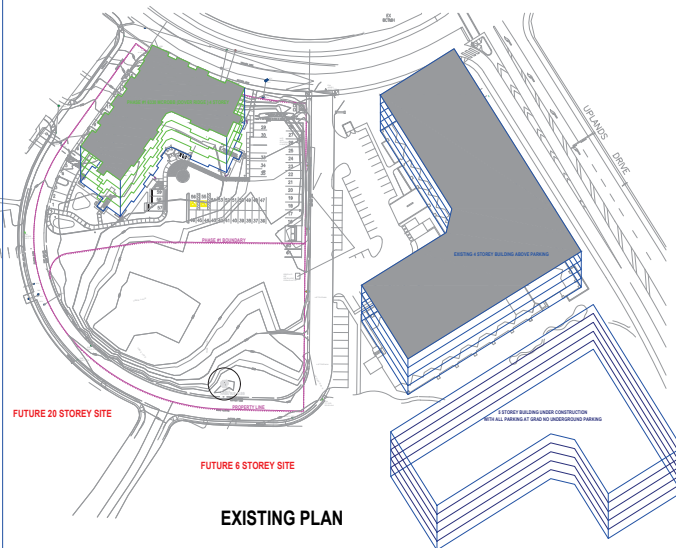
View of outdoor amenity space 153



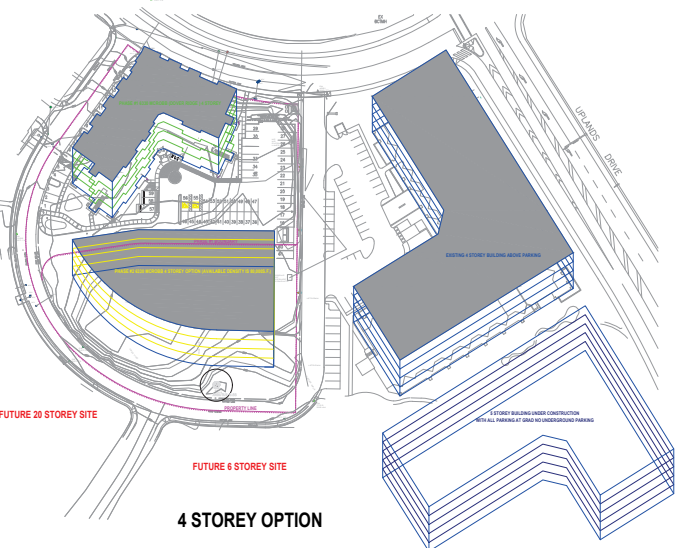
# ATTACHMENT G BUILDING MASSING STUDY



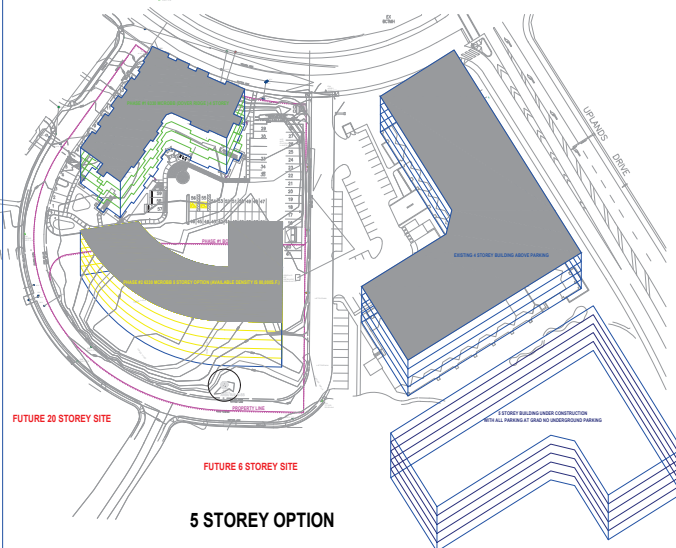
**IMAGE #1**



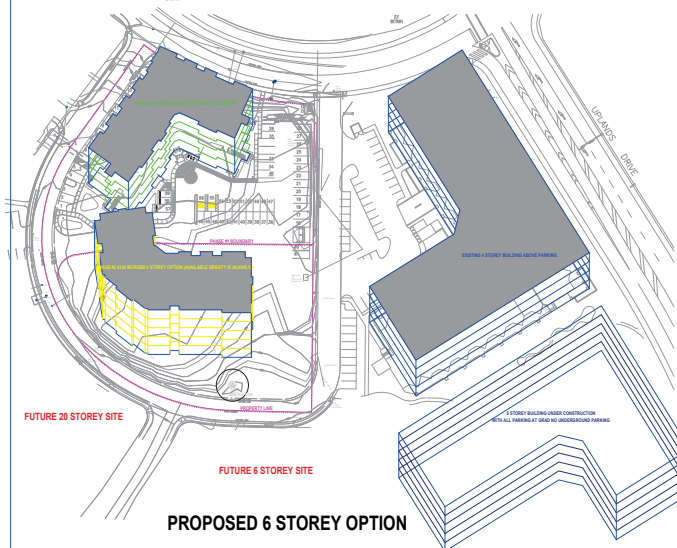
**IMAGE #2**



**IMAGE #3**



**IMAGE #4**



**IMAGE #5**

**NOTES**

1. This drawing is the property of the architect and shall remain the property of the architect. It shall not be used for any other purpose without the written consent of the architect.
2. The architect is not responsible for the accuracy of the information provided by the client or for the accuracy of the information provided by the client's consultants.
3. The architect is not responsible for the accuracy of the information provided by the client or for the accuracy of the information provided by the client's consultants.
4. The architect is not responsible for the accuracy of the information provided by the client or for the accuracy of the information provided by the client's consultants.
5. The architect is not responsible for the accuracy of the information provided by the client or for the accuracy of the information provided by the client's consultants.
6. The architect is not responsible for the accuracy of the information provided by the client or for the accuracy of the information provided by the client's consultants.
7. The architect is not responsible for the accuracy of the information provided by the client or for the accuracy of the information provided by the client's consultants.
8. The architect is not responsible for the accuracy of the information provided by the client or for the accuracy of the information provided by the client's consultants.
9. The architect is not responsible for the accuracy of the information provided by the client or for the accuracy of the information provided by the client's consultants.
10. The architect is not responsible for the accuracy of the information provided by the client or for the accuracy of the information provided by the client's consultants.



**D-ARCHITECTURE**  
6377 SARUS DRIVE, NANAIMO, BC V9V 1K4  
T: 250-933-1991, E: FRIDUZZI@SHAW.CA  
DARYLOUGH FRIDUZZI ARCHITECTURE INC.

ARCHITECT SEAL	CONSULTING SEAL	SCALE 3/32" = 1'-0" DRAWN CHECKED DATE 14 DEC 21	PROJECT 6330 MCROBB AVENUE NANAIMO, BC PHASE #2	CLIENT ROBIN KELLEY PROJECT NO. 2750	SHEET TITLE 6 STOREY DEIGN RATIONAL RECEIVED DP1347 2024-AUG-21 COURTESY OF THE	SHEET NO. <b>A0.0</b> REVISION
----------------	-----------------	---	--	---	---	--------------------------------------

# ATTACHMENT H LANDSCAPE PLAN AND DETAILS

## PHASE 2 RESIDENTIAL - - - - - LANDSCAPE CONCEPT - - - - - 6330 McROBB AVENUE, NANAIMO, BC

### DESIGN RATIONALE

#### Overall Concept:

The building at 6330 McRobb has been designed around the existing Arbutus tree on the south side of the property and has become the focal point of the project. The planting scheme consisting of a typical woodland edge planting design will surround the building, providing a setting which works with the existing tree and the mass of the building.

This planting will consist of a tree layer, coniferous trees (species such as Serbian Spruce) medium sized deciduous trees such as flowering dogwood, a deciduous shrub layer (indigenous plants), and a low evergreen shrub/groundcover layer (indigenous plants). Plants will be selected for hardiness and wildlife (bird and insect) value.

#### The site is divided into three main areas:

1. The Arbutus Garden
2. The Front Entry Garden
3. The Sentinel Streetscape (the Arbutus Garden edge is part of this streetscape)

#### 1. The Arbutus Garden

A private garden, secured by a 4'-0" high metal picket fence with:

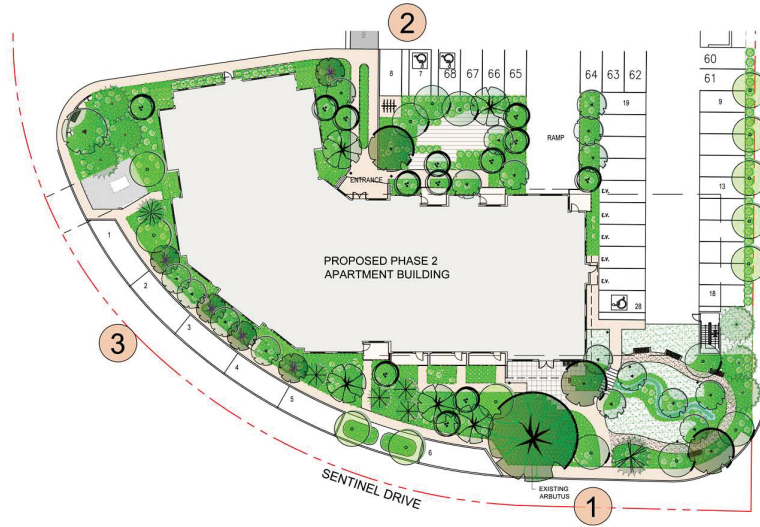
- A sunny patio outside the amenity room,
- A winding path through a quiet place of grass and trees with places to sit and read or visit with friends,
- The reinstatement of groundcovers under the arbutus,
- Creation of a bioswale which will be
  - functional, taking the rainwater from the roof and allowing infiltration into the surrounding garden
  - ornamental, it will be an organic 'stream' at the centre of the garden space, running through a lawn
- A planted edge to screen the street

#### 2. Front Entry

- small deciduous trees and groundcovers to accommodate slopes
- a bench at the front door
- bollards to mark pathways
- bike racks

#### 3. The Sentinel Streetscape

The Sentinel buffer area will be planted with a variety of plants forming the woodland edge, see above. This will allow filtered views in and out of the site. The vegetation is designed to soften the scale of the building, shade and cool the south facing rooms from direct sunlight and provide variety and interest to both residents and passersby along the street.



LANDSCAPE KEY PLAN  
Scale: N.T.S.



### PLANT PALETTE

NOTE - REPLACEMENT TREES:

100 REQUIRED: SEE L0.3

73 PROPOSED: 61 DECIDUOUS, 12 CONIFEROUS

Icon	Key	Qty	Botanical Name	Common Name	Pot Size
<b>Deciduous Trees</b>					
	Ap	13	Acer palmatum	Japanese Maple	2.5m
	Ac	17	Acer circinatum	Vine Maple	10 gall
	Ce	7	Cornus eddis white wonder	Eddies White Wonder Dogwood	4 cm cal
	Ck	6	Cornus kousa	Chinese Dogwood (multistem)	3m. ht
	Fad	5	Fagus sylvatica 'Dawycok Gold'	Dawycok Gold Beech	6 cm cal
	Pp	10	Parrotia persica 'Vanessa'	Upright Persian Ironwood	6 cm cal
	Sjap	3	Styrax japonica	Snowbell Tree	6 cm cal
<b>Coniferous Trees</b>					
	Plv	1	Pinus flexilis vanderwolf	Vanderwolf Pine	2 m ht
	Ph	6	Pinus nigra	Austrian Pine	2 m ht
	PsB	4	Picea omorika Bruns	Serbian Spruce	2m ht
	Ps	1	Pinus sylvestris	Scots Pine	2m ht
<b>Hedging / Shrubs / Grasses / Ferns &amp; Perennials (2000 TOTAL)</b>					
<b>Hedging</b>					
	Ym	100	Yucca media Hicksii	Yew	5 gall
<b>Evergreen Shrubs</b>					
	Ci	490	Choysya ternata	Mexican Orange Blossom	#1
	La		Lavandula angustifolia 'Hidcote'	English Lavender	#1
	Sh		Sarcococca humilis	Sweetbox	#1
	Vd		Viburnum davidii	David's Viburnum	#1
	Vo		Vaccinium ovalum	Evergreen Huckleberry	#1
<b>Deciduous Shrubs</b>					
	Cs	490	Cornus alba sibirica	Red Twigged Dogwood	#1
	Hd		Hedysarum discolor	Ocean Spray	#1
	Rt		Ribes sanguineum	Red Flowering Currant	#1
<b>Low Shrubs</b>					
	Gs	490	Gaultheria shallon	Salt	#1
	Mh		Mahonia aquifolium	Yell Oregon Grape	#1
	Mn		Mahonia nervosa	Dull Oregon Grape	#1
	Ro		Rosemarinus officinalis	Rosemary	#1
<b>Grasses</b>					
	Hk	490	Hakonechloa macra	Japanese Woodland grass	#1
	Hs		Helictotrichon sempervirens	Blue Owl Grass	#1
	Mt		Miscanthus sinensis yaku jima	Maiden Grass	#1
	Mis		Miscanthus sinensis var. purpurascens	Orange Flame Grass	#1
	Sg		Stipa giganteans	Giant Feather Grass	#1
<b>Ferns</b>					
	Alf	490	Athyrium filix-femina	Lady Fern	#1
	Bls		Blechnum spicant	Deer Fern	#1
	De		Dryopteris erythrosora	Autumn Fern	#1
	Pim		Polystichum munitum	Sword Fern	#1
<b>Perennials</b>					
	Am	225	Achillea millefolium	Yarrow	#1
	Co		Coreopsis canadensis	Goldenrod	#1
	St		Symphytum subspicatum	Douglas Aster	#1
<b>Bioswale shrubs / rushes/sedges</b>					
	Al	225	Aquilegia formosa	Red Columbine	4" pot
	Aa		Anemone sylvestris	Goat's Beard	1 gall
	Co		Coreopsis	Stough Sedge	#1
	Eu		Euponymus alata compacta	Burning Bush	4" pot
	Ir		Iris ensata	Japanese Iris	#1
	Mg		Mirca palea	Sweet Gale	1 gall
	Mm		Mimulus guttatus	Common Monkeyflower	1 gall
	Sid		Sidacea hendersonii	Henderson's Cheekier-mallow	4" pot
	Sm		Scopus microcarpus	Small flowered Butth	#1

NOTE: The plants for this scheme will be chosen from the Plant Palette as appropriate. Not all plants will necessarily be used and others may be substituted depending on availability and suitability. The plant numbers are based on the conceptual plan and may change during the development of the Building Permit drawing.

NOTES:  
ALL GRADES APPROXIMATE;  
TO BE CO-ORDINATED WITH  
CIVIL.

NOT FOR  
CONSTRUCTION

#### REVISIONS:

Issued for DP - 2021Jul26

Rev for CoN Comprehensive Letter - 2022Apr11

Rev for CoN Comprehensive Letter of Aug 21 2024 - 2024Aug23

#### CONSULTANT:



#### PROJECT:

6330 McROBB  
NANAIMO, BC

#### SITE LEGAL DESCRIPTION:

RECEIVED  
DP1347  
2024-AUG-26  
CIVIL PLANNING

#### SHEET TITLE:

CONCEPTUAL  
LANDSCAPE  
DESIGN SCHEME

#### SCALE:

AS NOTED JUL. 2. 2021

#### DRAWN:

DR

#### CHECKED:

VJD

#### PROJECT NUMBER:

6330 McROBB 2021

#### DRAWING NUMBER:

L0.1/ DP

MUN. DWG#:

### PLANTING SCHEME



conifers



medium deciduous trees



small deciduous trees



deciduous shrubs



evergreen shrubs



low evergreen shrubs

### SITE ELEMENTS



Existing Arbutus tree



boulder from site



metal picket fence



benches



crushes gravel path



lighting bollards



bike racks













MAY 15 at 10:00AM

JUNE 15 AT 10:00AM

JULY 15 AT 10:00AM

AUGUST 15 AT 10:00AM

MAY 15 at 12:00 NOON

JUNE 15 AT 12:00 NOON

JULY 15 AT 12:00 NOON

AUGUST 15 AT 1:00 NOON

MAY 15 at 2:00PM

JUNE 15 AT 2:00PM

JULY 15 AT 2:00PM

AUGUST 15 AT 2:00PM

NOTES  
 No liability is accepted for errors in the project or drawings. The client is responsible for providing accurate information and for obtaining all necessary permits and approvals. The architect is not responsible for the accuracy of the information provided by the client. The architect is not responsible for the accuracy of the information provided by the client. The architect is not responsible for the accuracy of the information provided by the client.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



**D-ARCHITECTURE**  
 6377 ICARUS DRIVE, NANAIMO, BC V9V 1N4  
 T: 250-933-1991, E: FIRUZLI@D-A.COM  
 DARYOUSH FIRUZLI ARCHITECTURE INC.

ARCHITECT SEAL

CONSULTANT LOGO

CONSULTANT SEAL

SCALE  
 DRAWN  
 CHECKED  
 DATE 6 MAY 22

PROJECT  
 6330 MCROBB AVENUE  
 NANAIMO, BC  
 PHASE #2

CLIENT  
 ROBIN KELLEY  
 PROJECT NO. 2750

SHEET TITLE  
 SHADOW STUDY  
 RECEIVED  
 DP1347  
 2024-MAY-29

SHEET NO.  
**A6.2**  
 REVISION





SEPTEMBER 15 at 10:00AM

OCTOBER 15 AT 10:00AM

NOVEMBER 15 AT 10:00AM

DECEMBER 15 AT 10:00AM



SEPTEMBER 15 at 12:00 NOON

OCTOBER 15 AT 12:00 NOON

NOVEMBER 15 AT 12:00 NOON

DECEMBER 15 AT 1:00 NOON



SEPTEMBER 15 at 2:00PM

OCTOBER 15 AT 2:00PM

NOVEMBER 15 AT 2:00PM

DECEMBER 15 AT 2:00PM

NOTES

1. All dimensions are in millimeters unless otherwise specified.

2. All dimensions are to the centerline of the building unless otherwise specified.

3. All dimensions are to the centerline of the road unless otherwise specified.

4. All dimensions are to the centerline of the driveway unless otherwise specified.

5. All dimensions are to the centerline of the parking lot unless otherwise specified.

6. All dimensions are to the centerline of the sidewalk unless otherwise specified.

7. All dimensions are to the centerline of the fence unless otherwise specified.

8. All dimensions are to the centerline of the wall unless otherwise specified.

9. All dimensions are to the centerline of the roof unless otherwise specified.

10. All dimensions are to the centerline of the ground unless otherwise specified.

11. All dimensions are to the centerline of the sky unless otherwise specified.

12. All dimensions are to the centerline of the sun unless otherwise specified.

13. All dimensions are to the centerline of the moon unless otherwise specified.

14. All dimensions are to the centerline of the stars unless otherwise specified.

15. All dimensions are to the centerline of the universe unless otherwise specified.



**D-ARCHITECTURE**  
 6377 ICARUS DRIVE, NANAIMO, BC V9Y 1N4  
 T: 250-933-1991, E: FIRROUZ@D-A.COM  
 DARYOUSH FIRROUZ ARCHITECTURE INC.

ARCHITECT SEAL

CONSULTANT LOGO

CONSULTANT SEAL

SCALE  
 DRAWN  
 CHECKED  
 DATE 6 MAY 22

PROJECT  
 6330 MCROBB AVENUE  
 NANAIMO, BC  
 PHASE #2

CLIENT  
 ROBIN KELLEY  
 PROJECT NO. 2750

SHEET TITLE  
 SHADOW STUDY  
 RECEIVED  
 DP1347  
 2024-MAY-29

SHEET NO.  
**A6.3**  
 REVISION



DATE OF MEETING | September 23, 2024 |

AUTHORED BY | MATTHEW REMPEL, SUBDIVISION PLANNER, SUBDIVISION |

**SUBJECT                      SMALL-SCALE MULTI-UNIT HOUSING ZONING AMENDMENT –  
2498 ROSSTOWN ROAD**

## **OVERVIEW**

### **Purpose of Report**

To present, for Council’s consideration, amendments to the “City of Nanaimo Zoning Bylaw 2011 No. 4500” to apply the Provincial Small-Scale Multi-Unit Housing legislation to recently subdivided parcels on Rosstown Road (SUB01416). |

### **Recommendation**

That:

1. “Zoning Amendment Bylaw 2024 No. 4500.231” (amendment to implement the Provincial Small-Scale Multi-Unit Housing legislation) receive first reading.
2. “Zoning Amendment Bylaw 2024 No. 4500.231” receive second reading.
3. “Zoning Amendment Bylaw 2024 No. 4500.231” receive third reading.
4. “Zoning Amendment Bylaw 2024 No. 4500.231” be adopted.

## **BACKGROUND**

In 2023, the Province enacted the *Housing Statutes (Residential Development) Amendment Act, 2023* (Bill 44). Bill 44 included amendments to the *Local Government Act* that obligate local governments to allow for “Small-Scale Multi-Unit Housing” (SSMUH). The *Local Government Act* now requires local governments to permit the use and density of use necessary to accommodate at least the prescribed number of housing units defined in the legislation.

Unless otherwise exempt, affected parcels are required to be zoned to meet the new density requirements. Exemptions include parcels not within an urban containment boundary, parcels not connected to sanitary and water services, or parcels greater than 4,050m<sup>2</sup> in area.

Over time and through various mechanisms, properties that were previously exempt may no longer meet the legislative exemption criteria, meaning they will be required to be zoned to comply with the new provisions of the *Local Government Act*. Such mechanisms could include a change to the urban containment boundary, the extension of services to an area not previously serviced, or the subdivision of a parcel greater than 4,050m<sup>2</sup> in area into parcels less than 4,050m<sup>2</sup> in area, as is the case for the lands subject to this zoning amendment. |

## **DISCUSSION**

On 2024-JUN-17, Council amended the Zoning Bylaw to meet the SSMUH requirements of Bill 44. At the time of adoption, the parent parcel was exempt from the required rezoning as the lot was greater than 4,050m<sup>2</sup> in area. At the time, the parent parcel had an active subdivision

application that has now been completed and registered; the previously exempt parent parcel has been subdivided into 13 new parcels, which range in area from 450m<sup>2</sup> to 745m<sup>2</sup>, meaning they no longer meet the exemption criteria.

The new lots are now less than 4,050m<sup>2</sup> and are zoned R1 (Single Dwelling Residential), being a restricted zone. As such, pursuant to the *Local Government Act* section 481.3[3], Council must exercise the powers under section 479 (Zoning Bylaws) to permit the density required by the legislation. To satisfy this requirement, Zoning Amendment Bylaw 2024 No. 4500.231 will rezone the subject parcels from Single Dwelling Residential (R1) to Three and Four Unit Residential (R5). City Plan designates the subject property as ‘Neighbourhood’; the Neighbourhood designation supports a mix of low-density residential uses, including infill development. The rezoning of these lands is consistent with Neighbourhood policies in City Plan and there are no anticipated servicing and site constraints that would impact the lots developing under the R5 zone.

### Public Notification

Pursuant to Sections 464(3) and 467 of the *Local Government Act*, a public hearing is prohibited for proposed “Zoning Amendment Bylaw 2024 No. 4500.231”. Statutory notification of first reading occurred on 2024-SEP-18.

### ATTACHMENTS

ATTACHMENT A: “Registered Subdivision Plan”  
“Zoning Amendment Bylaw 2024 No.4500.231”

#### Submitted by:

Claire Negrin  
Manager of Subdivision

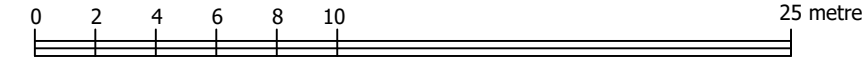
#### Concurrence by:

Jeremy Holm  
Director of Planning & Development

SUBDIVISION PLAN OF LOT 1, SECTION 19, RANGE 6, MOUNTAIN DISTRICT, PLAN 41045

BCGS 92F.020

SCALE 1:250



THE INTENDED PLOT SIZE OF THIS PLAN IS 864mm IN WIDTH BY 560mm IN HEIGHT (D SIZE) WHEN PLOTTED AT A SCALE OF 1:250.

LEGEND

- ▲ CONTROL MONUMENT FOUND
- STANDARD IRON POST FOUND
- STANDARD IRON POST PLACED

THIS PLAN SHOWS WITNESS POSTS WHICH ARE NOT SET ON THE TRUE CORNERS.

INTEGRATED SURVEY AREA No. 20, CITY OF NANAIMO, NAD83(CRS) 3.0.0.BC.1.NVI.

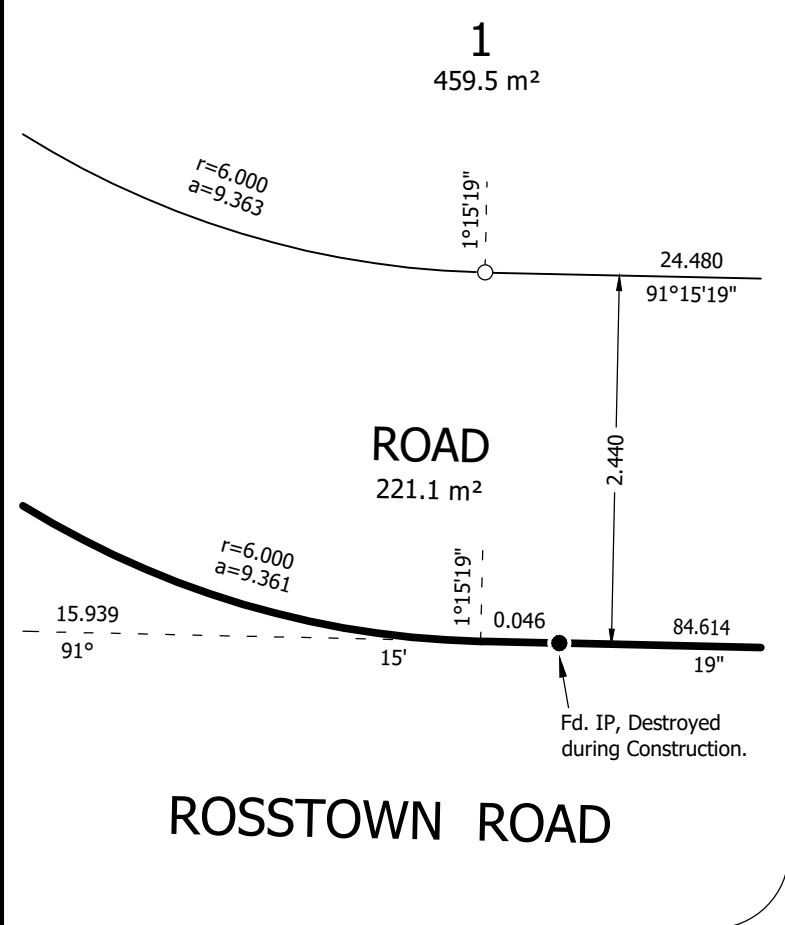
GRID BEARINGS ARE DERIVED FROM OBSERVATIONS BETWEEN GEODETIC CONTROL MONUMENTS 82H5628 AND 78H5451 AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 10.

THE UTM COORDINATES AND ESTIMATED ABSOLUTE ACCURACY ACHIEVED ARE DERIVED FROM SURVEY OBSERVATIONS TO GEODETIC CONTROL MONUMENTS 82H5628 AND 78H5451.

THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES UNLESS OTHERWISE SPECIFIED. TO COMPUTE GRID DISTANCES, MULTIPLY GROUND-LEVEL DISTANCES BY THE AVERAGE COMBINED FACTOR OF 0.9996500 WHICH HAS BEEN DERIVED FROM AN AVERAGE OF SURVEY MONUMENTS WITHIN INTEGRATED SURVEY AREA No. 20.

Georeferencing Table			
Datum: NAD83 (CRS) 3.0.0.BC.1.NVI		UTM ZONE 10 COORDINATES	
TABLET MARKING	UTM NORTHING	UTM EASTING	ESTIMATED ABSOLUTE ACCURACY
82H5628	5,449,790.287	426,573.657	0.016 Metres
78H5451	5,449,685.691	426,581.213	0.019 Metres

DETAIL "A"  
NOT TO SCALE



ROSSTOWN ROAD

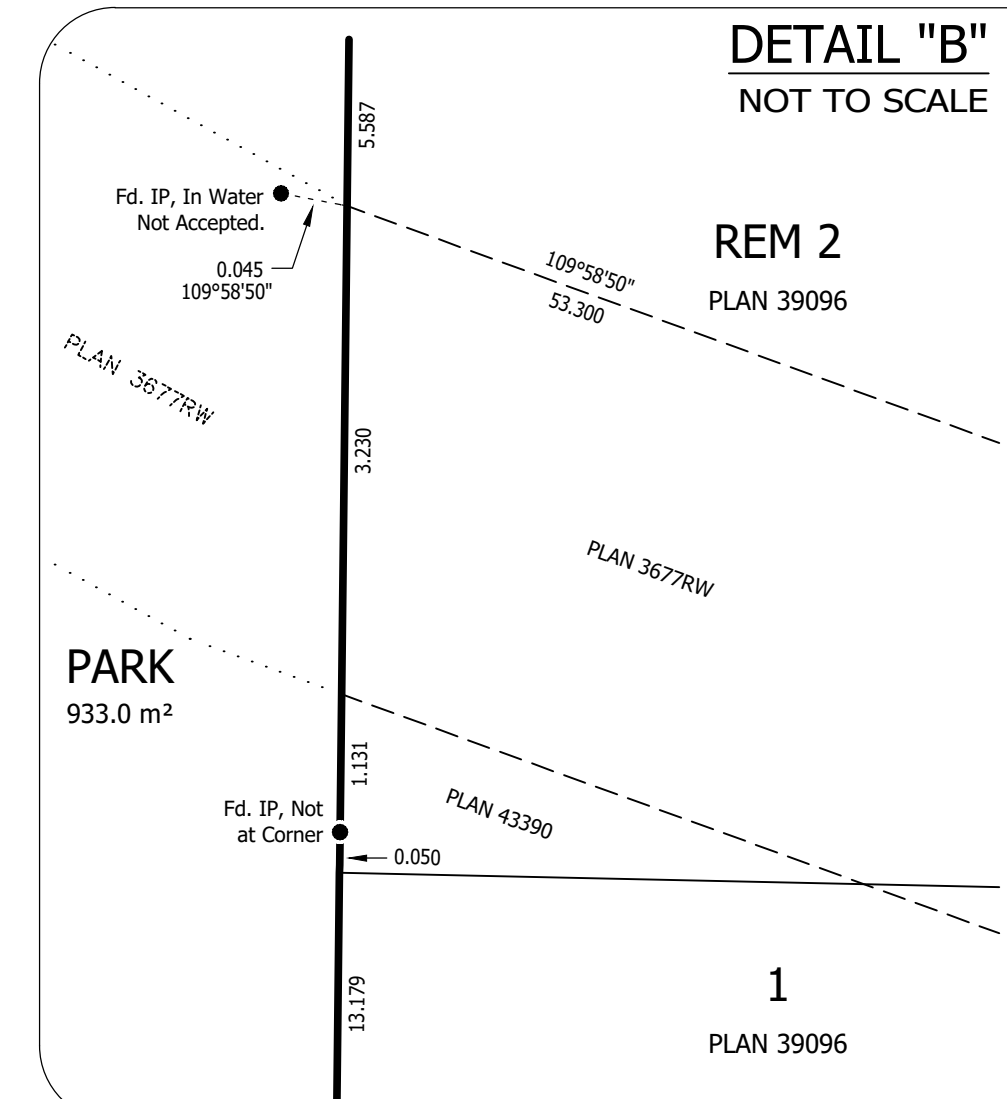
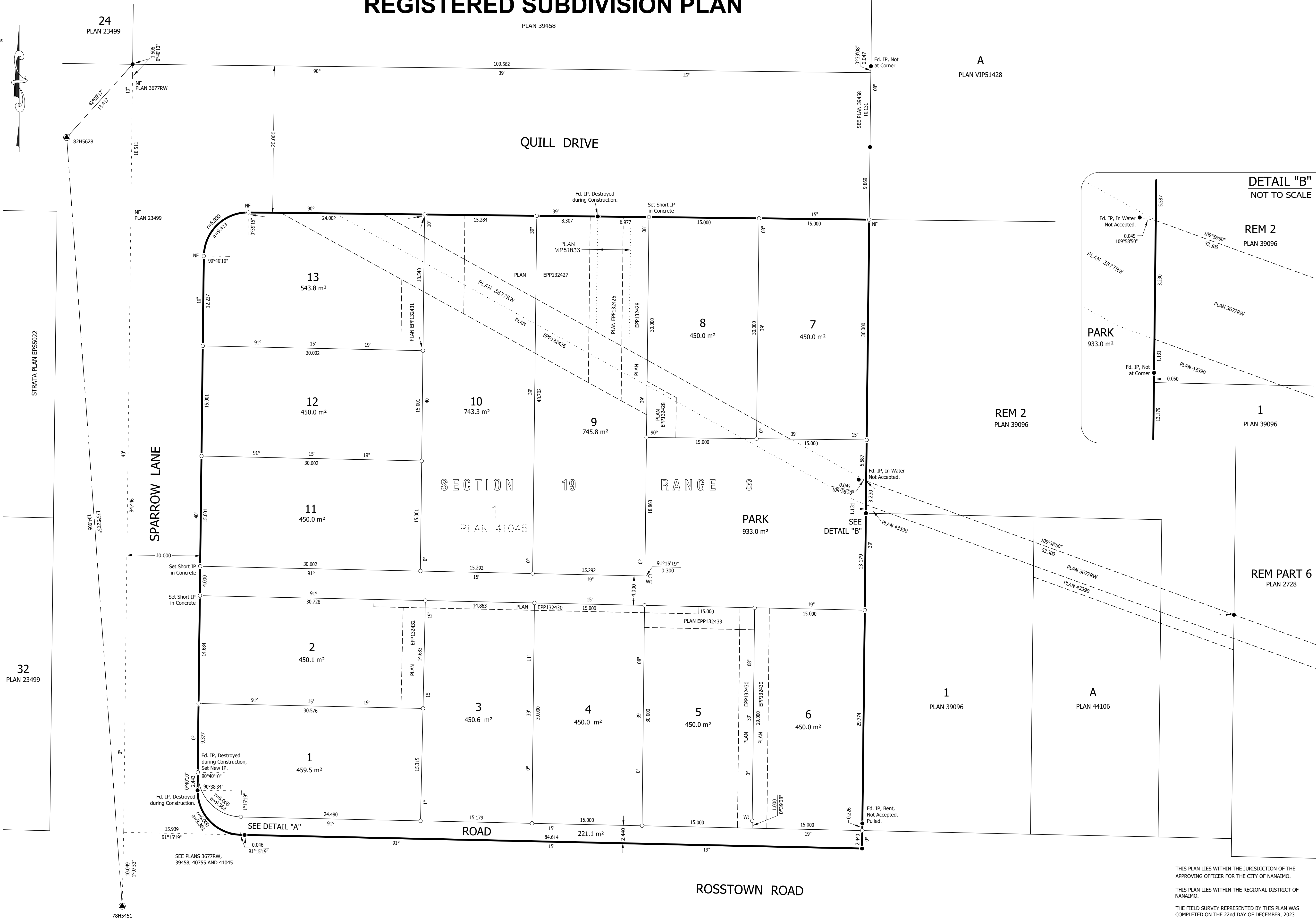
32  
PLAN 23499

Williamson & Associates  
Professional Surveyors  
3088 Barons Road  
Nanaimo B.C. V9T 4B5  
FILE: 20129-3 SUB BASEPLAN: 18050

# ATTACHMENT A REGISTERED SUBDIVISION PLAN

PLAN 39458

PLAN EPP132425



DETAIL "B"  
NOT TO SCALE

THIS PLAN LIES WITHIN THE JURISDICTION OF THE APPROVING OFFICER FOR THE CITY OF NANAIMO.

THIS PLAN LIES WITHIN THE REGIONAL DISTRICT OF NANAIMO.

THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED ON THE 22nd DAY OF DECEMBER, 2023.

TYLER J. HANSEN, BCLS 985

CITY OF NANAIMO

BYLAW NO. 4500.231

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

---

WHEREAS the Council may zone land, by bylaw, pursuant to Sections 479 and 480 of the *Local Government Act*;

AND WHEREAS a local government must exercise powers under Section 479 to permit the use and density necessary to accommodate the prescribed number of housing units pursuant to Section 481.3 of the *Local Government Act* and *B.C. Reg. 262/2023*;

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 Bylaw Amendment Bylaw 2024 No. 4500.231".
2. The "City of Nanaimo Zoning Bylaw 2011 No. 4500" is hereby amended as follows:
  - (1) By rezoning those lands:
    - a) from Single Dwelling Residential (R1) to Three and Four Unit Residential (R5), as shown on Schedule A of this Bylaw;

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

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

PUBLIC HEARING: Not held pursuant to *Local Government Act* section 464

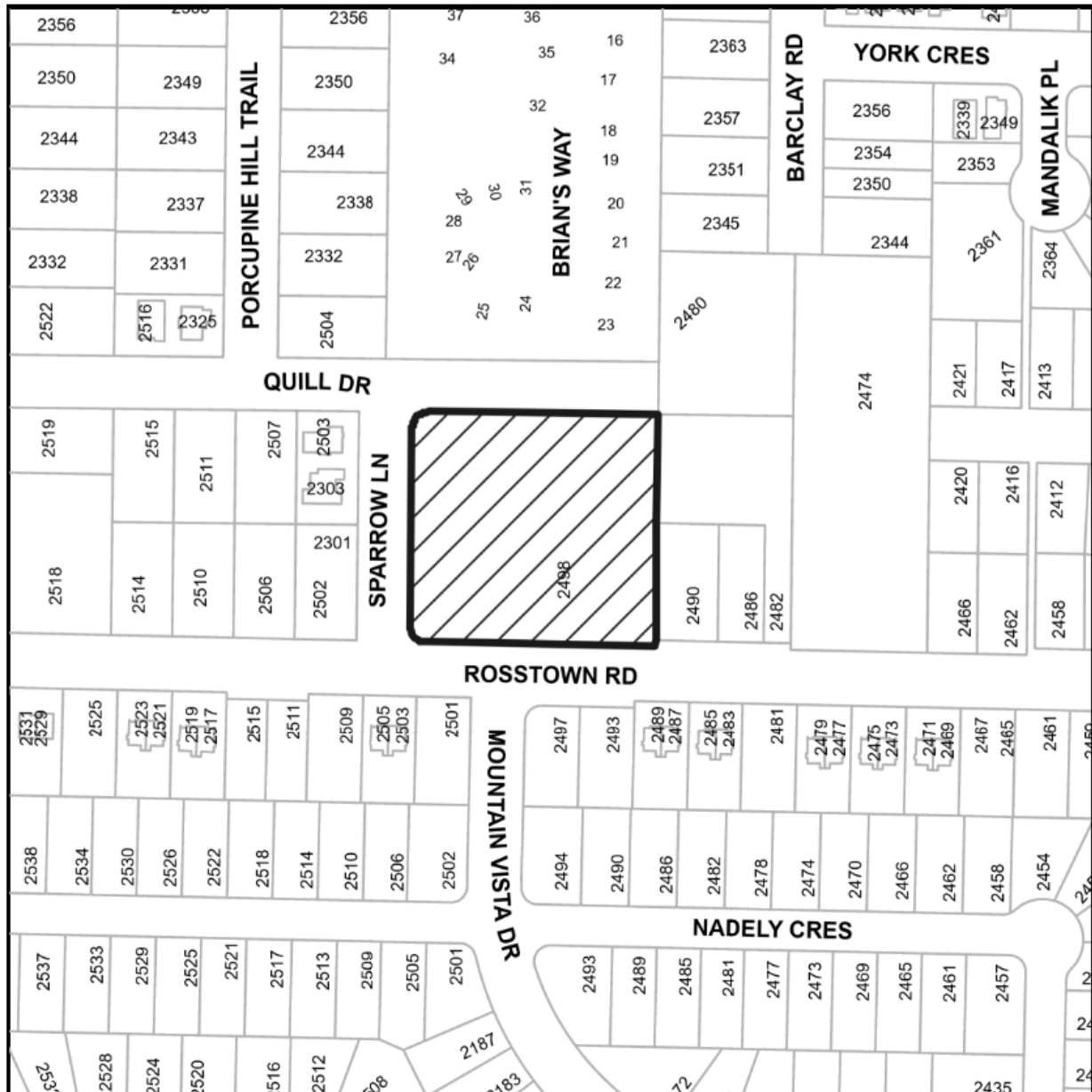
PASSED THIRD READING: \_\_\_\_\_

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

\_\_\_\_\_  
MAYOR

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

SCHEDULE A



CIVIC: 2498 Rosstown Road

 Subject Property

CITY OF NANAIMO

BYLAW NO. 7108.04

A BYLAW TO AMEND THE FIRE PROTECTION AND LIFE SAFETY BYLAW

---

The Council of the City of Nanaimo in open meeting assembled, ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as “Fire Protection and Life Safety Amendment Bylaw 2024 No. 7108.04”.

2. Amendments

“Fire Protection and Life Safety Regulation Bylaw 2011 No. 7108” is hereby amended as follows:

2.1 Add the following definitions to the Interpretation section:

“FUEL TANK” includes storage tanks for flammable liquid (a liquid that has a flash point below 37.8 °C and a vapour pressure not exceeding 275.6 kPa, 40 psi, absolute, at 37.8°C) or combustible liquid (a liquid that has a flash point at or above 37.8°C and below 93.4°C).

“FUEL TANK PERMIT” means a permit authorizing the installation, removal, or withdrawal from service of an underground or aboveground Fuel Tank issued by the Fire Chief.

2.2 Delete the provision within Section 22 and replace it with the following:

*Permits*

(1) A person must obtain a Fuel Tank Permit from the Fire Chief before undertaking any of the following activities:

- (a) installing a Fuel Tank;
- (b) removing a Fuel Tank; or
- (c) withdrawing a Fuel Tank from service.

(2) To apply for a Fuel Tank Permit, the owner of the Premises on which the Fuel Tank is located must submit to the Fire Rescue Department:

- (a) a report prepared and sealed by a qualified professional certifying that the proposed works comply with all applicable provisions of the following:
  - i. Fire Code;
  - ii. Building Code; and
  - iii. CAN/CSA B139 – Installation Code for Oil Burning Equipment;



- (b) an application form in the form shown as Schedule “G” to this Bylaw;  
and
  - (c) any fees prescribed by the City of Nanaimo Fees and Charges Bylaw.
- (3) Upon completion of work authorized by a Fuel Tank Permit, the owner of the Premises on which the Fuel Tank is located must promptly submit to the Fire Rescue Department a report prepared and sealed by a qualified professional certifying that the work was completed in accordance with the relevant Fuel Tank Permit and applicable provisions of the following:
- (a) Fire Code;
  - (b) Building Code; and
  - (c) CAN/CSA B139 – Installation Code for Oil Burning Equipment.

*Maintenance*

- (4) Fuel Tanks must be maintained and inspected for leakage in accordance with the Fire Code.
- (5) The Fire Chief may order that a Fuel Tank be tested for leakage whenever a leak is suspected.
- (6) When a leak in a Fuel Tank is detected, the Fire Chief may order that the Fuel Tank:
  - (a) be replaced, in the case of an underground Fuel Tank;
  - (b) be repaired or replaced, in the case of an above ground Fuel Tank;

and the Fire Chief may require that the person provide a report prepared and sealed by a qualified professional certifying that such work has been carried out in compliance with the applicable provisions of the following:

- (c) Fire Code;
- (d) Building Code; and
- (e) CAN/CSA B139 – Installation Code for Oil Burning Equipment.

2.3 Delete Schedule “G” in its entirety and replace it with the Schedule “G” attached to and forming part of this bylaw.

PASSED FIRST READING: 2024-SEP-09  
PASSED SECOND READING: 2024-SEP-09  
PASSED THIRD READING: 2024-SEP-09  
ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
MAYOR

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

**SCHEDULE "G"**

**FUEL TANK PERMIT APPLICATION**

**Application to Remove, Withdraw From Service, or Install a Fuel Tank**

**The applicant hereby applies for permission to (check all that apply):**

- Install Fuel Tank
- Remove Fuel Tank
- Withdraw Fuel Tank from Service

**Type of Fuel Tank:**

- Above Ground
- Underground

If there is more than one Fuel Tank on the property, or proposed to be installed on the property, please describe all such Fuel Tanks and specify which one(s) this application concerns:

---

---

**Attached Report by Qualified Professional:**

Name of Qualified Professional: \_\_\_\_\_

Date of Report: \_\_\_\_\_

It is understood that completion of this form constitutes an application only and that the work applied for will not be commenced unless and until a Fuel Tank Permit has been issued.

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

Full Name of Registered Owner: \_\_\_\_\_

Mailing Address of Registered Owner: \_\_\_\_\_

Name of Contractor/Installer: \_\_\_\_\_

Address of Contractor: \_\_\_\_\_

Phone Number of Contractor: \_\_\_\_\_

Name of Applicant (if different): \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

<b>City of Nanaimo - Fire Rescue Department</b>	
Date Application Received: _____	
Approved:	YES <input type="checkbox"/> or NO <input type="checkbox"/>
Comments: _____ _____ _____	
Signature: _____	

**SCHEDULE "G"**

**Fuel Tank Permit Application Instructions**

1. Fill out application form, attach report from qualified professional, and deliver both the form and report to the Fire & Loss Prevention Division of Nanaimo Fire Rescue.
2. The Fire & Loss Prevention Division will process the application and will contact the applicant to arrange for pick-up of the permit(s), notify the applicant that the application has been denied, or request additional information to process the application.
3. Applicant will pay for permit(s) at the time of issue.

**Permit Costs.**

See the Fees and Charges Bylaw for Permit Costs.

CITY OF NANAIMO

BYLAW NO. 7159.22

A BYLAW TO AMEND THE CITY OF NANAIMO “BYLAW NOTICE ENFORCEMENT  
BYLAW 2012 NO. 7159”

That Council of the City of Nanaimo in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as “BYLAW NOTICE ENFORCEMENT AMENDMENT BYLAW 2024 No. 7159.22”.

2. Amendments

“BYLAW NOTICE ENFORCEMENT BYLAW 2012 NO. 7159” is hereby amended as follows:

By adding the following fines to the Traffic and Highways Regulation Bylaw 1993 No. 5000 section within Schedule “A”:

Section	Description	Penalty	Early Payment Penalty	Late Payment Penalty
63.1	Stop vehicle on bicycle lane	100.00	75.00	125.00
63.2	Ride scooter in marked crosswalk	100.00	75.00	125.00
63.4	Fail to yield to pedestrian in marked crosswalk	100.00	75.00	125.00
63.6(a)	Operate scooter on sidewalk	100.00	75.00	125.00
63.6(b)	Operate scooter on highway with posted speed limit above 50 km/h	100.00	75.00	125.00
63.6(c)	Operate scooter on highway where bicycles and pedestrians prohibited	100.00	75.00	125.00
63.6(d)	Operate scooter under 16 years of age.	100.00	75.00	125.00
63.6(e)	Scooter motor exceeds 500 watts and provides speeds above 25 km/h	150.00	112.50	187.50
63.7(a)	Ride scooter wearing headphones	100.00	75.00	125.00
63.7(b)	Ride scooter without helmet	75.00	56.25	93.75
63.7(c)	Ride scooter at night without lights	100.00	75.00	125.00
63.7(d)	Fail to keep right or in protected bike lane on scooter	100.00	75.00	125.00
63.7(e)	Reckless operation of scooter	150.00	112.50	187.50
63.8(a)	Carry other person or cargo on scooter	100.00	75.00	125.00
63.8(b)	Tow person, vehicle or device from scooter	100.00	75.00	125.00
63.8(c)	Attach to scooter, vehicle or device	100.00	75.00	125.00
63.8(d)	Operate scooter in position other than standing	100.00	75.00	125.00

63.8(e)	Leave scooter in location that obstructs	100.00	75.00	125.00
63.9(a)	Operate scooter with internal combustion motor	150.00	112.50	187.50
63.9(b)	Operate motor vehicle on a path	150.00	112.50	187.50
63.11	Fail to provide correct name, address and date of birth to Peace Officer	200.00	150.00	250.00
63,13	Fail to comply with BC Order in Council 640/2023	100.00	75.00	125.00

PASSED FIRST READING: 2024-JUL-29  
PASSED SECOND READING: 2024-JUL-29  
PASSED THIRD READING: 2024-JUL-29  
ADOPTED:

---

MAYOR

---

CORPORATE OFFICER

CITY OF NANAIMO

BYLAW NO. 7387

A BYLAW TO AUTHORIZE A HOUSING AGREEMENT

---

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

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

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

1. This Bylaw may be cited for all purposes as the City of Nanaimo "Housing Agreement Bylaw 2024 No. 7387".
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 this Agreement is legally described as PID: 006-037-674, Lot A, Section 1, Nanaimo District, Plan 5108; and PID: 006-037-682, Lot B, Section 1, Nanaimo District, Plan 5108; and PID: 006-037-712, Lot I, Section 1, Nanaimo District, Plan 5108; and PID: 008-779-392, The Southerly 66 Feet of Lot 1, Block 28, Section 1, Nanaimo District, Plan 584, with Civic Addresses of 350 & 398 Franklyn Street, Nanaimo, BC (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: 2024-SEP-09  
PASSED SECOND READING: 2024-SEP-09  
PASSED THIRD READING: 2024-SEP-09  
ADOPTED: \_\_\_\_\_

---

MAYOR

---

CORPORATE OFFICER



**SCHEDULE A**  
**TERMS OF INSTRUMENT - PART 2**  
**HOUSING AGREEMENT AND SECTION 219 COVENANT**

**THIS AGREEMENT** is made the \_\_\_\_\_ day of \_\_\_\_\_ 2024

**BETWEEN:**

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

(the "**Transferee**")

OF THE FIRST PART

**AND:**

**CAMARGUE PROPERTIES INC.**  
(Inc. No. A0122787)  
101 – 1950 Watkiss Way  
Victoria, BC V9B 0V6

(the "**Transferor**")

OF THE SECOND PART

**WHEREAS:**

- A. Under section 483 of the *Local Government Act*, the Transferee may, by bylaw, enter into a Housing Agreement with an owner regarding the use and occupancy of housing units identified in the agreement, including but not limited to terms and conditions referred to in section 483(2) of the *Local Government Act*;
- B. Section 219 of the *Land Title Act* permits the registration of a covenant of a negative or positive nature in favour of the Transferee in respect of the use of land or construction on land;
- C. The Transferor is the registered owner in fee simple of the Land as defined in this Agreement;
- D. The Transferor intends to construct a 53-unit (dwelling units) building on the Land, and has received a Development Permit (DP1340);

E. The Transferee and the Transferor wish to enter into this 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 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 agree each with the other as follows:

## 1.0 Definitions

### 1.1 In this Agreement

**"Affordable Units"** means 10% of the Dwelling Units located on the Land; and the Affordable Units will only be occupied by one or more Eligible Tenants

**"Agreement"** means this agreement, including its recitals;

**"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;

**"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*, 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;

**"Final Occupancy Date"** means the date upon which the entirety of the New Building has been approved for occupancy by the building inspector for the City of Nanaimo;

**"Land"** means those parcels of land having civic addresses of 350 & 398 Franklyn Street, Nanaimo, BC and legally described as PID: 006-037-674, Lot A, Section 1, Nanaimo District, Plan 5108; and PID: 006-037-682, Lot B, Section 1, Nanaimo District, Plan 5108; and PID: 006-037-712, Lot I, Section 1, Nanaimo District, Plan 5108; and PID: 008-779-392, The Southerly 66 Feet of Lot 1, Block 28, Section 1, Nanaimo District, Plan 584;

**"New Building"** means the residential building, containing up to 53-Dwelling Units, to be constructed on the Land;

**"Permitted Rent"** means the monthly rent that the Transferor 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;

**"Rent Charge"** means the rent charge referred to in Section 5.6;

**"Term"** is ten (10) years from Final Occupancy Date;

**"Transferor"** includes a person which acquires an interest in the Land, or any part of it and is thereby bound by this Agreement; and

**"Subdivision"** means the division of land into two (2) or more parcels whether by plan, apt descriptive words or otherwise, and includes subdivision under the *Strata Property Act* and the creation, conversion, organization or development of "cooperative units" or "shared interests in land" as defined in the *Real Estate Development Marketing Act*; and **"Subdivide"** has the corresponding meaning.

## 2.0 Occupancy and Use of Affordable Units

2.1 The Transferor covenants and agrees with the Transferee that from and after the Final Occupancy Date and for the Term, all Affordable 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 Transferor covenants and agrees with the Transferee that during the Term the Transferor shall not Subdivide the Land.

## 3.0 Reporting

3.1 The Transferor covenants and agrees that during the Term, it will, commencing on the first anniversary of the Final Occupancy Date and on each anniversary date thereafter, provide to the Transferee's Director of Planning and Development a report, in writing and in a form acceptable to the Director of Planning and Development, confirming compliance with the provisions of this Agreement including, without limitation, section 2.1.

3.2 The Transferor hereby irrevocably authorizes the Transferee to make such inquiries as it considers necessary in order to confirm that the Transferor is complying with this Agreement.

## 4.0 Notice to be Registered in Land Title Office

4.1 Notice of this Agreement (the **"Notice"**) will be registered in the Land Title Office by the Transferee at the cost of the Transferor in accordance with section 483 of

the *Local Government Act*, and this Agreement is binding on the parties to this Agreement as well as all persons who acquire an interest in the Land after registration of the Notice.

- 4.2** Further, the restrictions and covenants herein contained shall be covenants running with the Land and shall charge and bind the Land, and shall be registered in the Victoria Land Title Office pursuant to section 219 of the *Land Title Act* as covenants in favour of the Transferee as a first charge against the Land.
- 4.3** On the expiry of the ten-year period following the Final Occupancy Date, the Transferor may require the Transferee to execute and deliver to the Transferor a release, in registrable form, of this Agreement.

## **5.0 Enforcement and Waiver**

- 5.1** Nothing contained or implied herein shall prejudice or affect the rights and powers of the Transferee 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 Transferor. 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.
- 5.2** The parties agree that the Transferee is not obligated to inspect the Land or to otherwise ensure compliance with this Agreement, nor is the Transferee obligated to remedy any default of this Agreement. A failure by the Transferee to enforce this Agreement shall not constitute a waiver of any of the Transferee's rights hereunder.
- 5.3** 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.
- 5.4** The Transferor covenants and agrees that, in addition to any remedies that are available under this Agreement or at law, the Transferee is entitled to all equitable remedies, including specific performance, injunction and declarative relief to enforce its rights under this Agreement. The Transferor acknowledges that specific performance, injunctive relief (mandatory or otherwise) or other equitable relief may be the only adequate remedy for a default by the Transferor under this Agreement.
- 5.5** The Transferor acknowledges that the Transferee requires the Affordable Units for the benefit of the community. The Transferor therefore agrees that for each day the Land is occupied in breach of this Agreement, the Transferor must pay the Transferee \$100.00 (the "**Daily Amount**") as liquidated damages and not as a penalty, due and payable at the offices of the Transferee on the last day of the calendar month in which the breach occurred. The Daily Amount is increased on January 1<sup>st</sup> of each year by the amount calculated by multiplying the Daily Amount

as of the previous January 1<sup>st</sup> by the percentage increase between that previous January 1<sup>st</sup> and the immediately preceding December 31<sup>st</sup> in the Consumer Price Index. The Transferor agrees that payment may be enforced by the Transferee in a court of competent jurisdiction as a contract debt.

- 5.6** By this section, the Transferor grants to the Transferee a rent charge under section 219 of the Land Title Act, and at common law, securing payment by the Transferor to the Transferee of the Daily Amount as described in section 5.5. The Transferee agrees that enforcement of the rent charge granted by this section is suspended until the date that is thirty (30) days after the date on which any amount due under section 5.5 is due and payable to the Transferee in accordance with section 5.5. The Transferee 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.

## **6.0 General Provisions**

### Indemnity and Release

- 6.1** The Transferor agrees to indemnify and save harmless the Transferee and each of its elected and appointed officials, employees and agents, of and from all claims, demands, actions, damages, costs and liabilities that all or any of them are, will, or may be liable for, suffer, incur, or be put to by reason of, or arising out of the failure of the Transferor to comply with the terms of this Agreement.
- 6.2** The Transferor hereby releases and forever discharges the Transferee and each of its elected and appointed officials, employees and agents, of and from any and all claims, demands, actions, damages, economic loss, costs, and liabilities that the Transferor now has or may have with respect to, or by reason of, or arising out of the fact that the Lands are encumbered by this Agreement.

### Time

- 6.3** Time is of the essence of this Agreement.

### Binding Effect

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

### Headings

- 6.5** The headings in this Agreement are inserted for convenience and reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any provision of it.

### Language

**6.6** Wherever the singular, masculine and neuter are used throughout this Agreement, the same is to be construed as meaning the plural or the feminine or the body corporate or politic as the context so requires.

### Cumulative Remedies

**6.7** No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.

### Entire Agreement

**6.8** This Agreement when executed will set forth the entire agreement and understanding of the parties as at the date it is made.

### No Derogation from Statutory Authority

**6.9** Nothing in this Agreement shall:

- (a) Limit, impair, fetter or derogate from the statutory powers of the Transferee all of which powers may be exercised by the Transferee from time to time and at any time to the fullest extent that the Transferee is enabled and no permissive bylaw enacted by the Transferee, or permit, licence or approval granted, made or issued thereunder shall estop, limit, or impair the Transferee from relying upon and enforcing this Agreement; or
- (b) Relieve the Transferor from complying with any enactment, including the Transferee's bylaws, or any obligation of the Transferor under any other agreement with the Transferee.

### Further Assurances

**6.10** Each of the parties will do, execute, and deliver, or cause to be done, executed, and delivered all such further acts, documents and things as may be reasonably required from time to time to give effect to this Agreement.

### Priority

**6.11** At the Transferor's expense, the Transferor must do everything necessary to secure priority of registration and interest for this Agreement and the Section 219 Covenant it creates over all registered and pending charges and encumbrances of a financial nature against the Lands.



BC Laws Govern


**6.12** 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

**CAMARGUE PROPERTIES INC.**, by its authorized signatory:

  
\_\_\_\_\_)  
Robin Kelley, President/Partner

July 22, 2024

Mayor and Council  
City of Nanaimo  
455 Wallace Street  
Nanaimo, BC, V9R 5J6

Sent Via Email: leonard.krog@nanaimo.ca

RE: ForestryWorksforBC

Dear Mayor Krog and Nanaimo City Council Members

We are writing to local governments across British Columbia to introduce the ForestryWorksforBC campaign, a new grassroots initiative to raise awareness about the critical role forestry plays in the well-being of rural and urban communities.

The ForestryWorksforBC campaign is a collective effort that represents over 1000 forest-based organizations and companies, including many small and medium sized and intergenerational family-owned businesses across British Columbia. We believe that a better and brighter future in this province needs a strong forest sector.

Forestry matters in every corner of B.C. From hospitals to schools, roads, and communities; forestry has been the foundation of all that we hold dear in this province. Forestry is a renewable sector – and it has been a thriving sector while harvesting just a fraction of one percent of the forest land base each year. But the future of forestry in BC is uncertain.

Harvest levels have dropped by 42% since 2018 and half of BC's mills have been lost in the last two decades. Today, harvest levels have fallen to less than 60% of the sustainable allowable annual cut (AAC) set by the province's chief forester.

When access to the AAC is unreliable, harvest levels drop, government revenues for critical services decline, and the impact reaches every British Columbian. Here are a few quotes from voices across the province:

- *“I don't see a future in my industry in BC... It kills me to leave this Province as my family all live here. My wife is a nurse... her hospital is severely understaffed and (they will) will cry to see another hole to fill.”*
- *“As businesses disappear, so do the jobs and many small communities have nothing to replace them with. The communities themselves become unstable.”*
- *“I am 24 years old...I used to think this was a career I could cherish but I can no longer see myself pursuing a lifelong career in forestry.”*
- *“Our province is losing some of its most productive workers, successful contractors and essential investment dollars every day.”*

Through the ForestryWorksforBC campaign, people are rallying their voices to let our provincial leaders know these impacts are too much, and that without reliable and timely access to the AAC, we have a lot more to lose than mills.

The momentum is growing in communities. [Mayor Kermit Dahl of Campbell River](#) raised concerns in a public letter to the minister for forests; the [Kamloops council](#) has recognized a critical need to support forestry through a forestry-focused resolution submitted the Union of BC Municipalities convention this fall; and Lheidli T'enneh [Chief Dollen Logan and George Lampreau, chief of the Simpcw First Nation](#) near Barriere were joined by the mayors of McBride, Prince George, and Valemount to voice their concern over the crisis in the forest sector.

We ask that you include a discussion of this important topic on the next council meeting agenda and consider joining other communities in sending a letter to provincial representatives to let them know that ForestryWorks for your community too. You can see a template letter on our website at <https://forestryworksforbc.ca/send-the-message/>.

To learn more, please review the attached press release and visit our website. We will follow up shortly to request an opportunity to bring a delegation to present to Council about our concerns and this important initiative.

Sincerely,



Bob Brash  
Executive Director  
Truck Loggers Association



Doug Pauze  
President  
Coastland Wood Industries Ltd



Daryl Jones  
President  
Jones Marine Group Ltd.



Paul Sadler  
Chief Executive Officer  
Nanaimo Forest Products Ltd

for/ ForestryWorksforBC

Attachments/ 2

# Forestry Works for BC



Forestry matters in every corner of BC. From hospitals, schools and roads and communities; forestry has been the foundation of all that we hold dear in this province.

## A Stronger BC Needs a Stronger Forest Sector

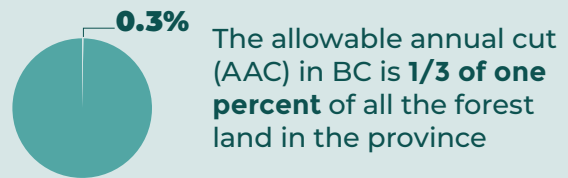
- Help with people's everyday costs
- Deliver more homes for people, faster
- Strengthen health and mental health care
- Deliver services people rely on
- Support a stronger, cleaner economy
- Build infrastructure for the future

## Get Involved

It is not trees versus jobs; its quality of life and an allowable annual cut we can all count on. It's time BC's leaders commit to **both** because **ForestryWorksforBC**.

- **Send a message to government** — by mail or on our website
- **Follow us on social media** and share the campaign with your community
- **Ask your MLA and MLA candidates how they'll help ensure** that forestry provides for BC into the future

## The Future of BC Forestry is Uncertain



...**but**...government-issued cutting permits have slowed



...**and now**...harvest levels are less than 60% of the sustainable AAC.

**FORESTRY**  
**WORKS FOR BC**

hello@ForestryWorksForBC.ca  
ForestryWorksForBC.ca

  #ForestryWorksForBC



Take action!  
Send your MLA  
letter today!

## Who We Are

We are a group of forest-based organizations and companies, representing more than 1,000 businesses engaged in all aspects of British Columbia's forestry sector. We are proud to stand up for tens of thousands of workers and their families who are concerned about the future of forestry in British Columbia.



This campaign includes the voices of regular British Columbians who have sent letters to provincial leaders sharing their personal stories, as well as a range of organizations and companies that have all played a part in building British Columbia's forest sector and are committed to a better future for our province.

**\$7 Billion** of local goods and services purchased



Supporting 9,900 businesses in over **340** communities and **120** Indigenous Nations and organizations\*

**\$6.6 Billion**



in annual government revenues that support essential public services and infrastructure.



**\$15.8 Billion**

Investment in BC's future by the forest sector in operations and upgrades across communities between 2013-2022.

## Forestry Supports Employment

The sector provides about nearly 50k direct jobs and supports even more.

Forestry supports 51,000+ additional jobs through supporting local business.

**48,725** Direct Jobs **100,000**

All combined, forestry supports **over 100,000** BC jobs

The Forestry Sector Supports **More than**

**\$9 Billion**

in wages, salary, and benefits.

\*Source: 2019 Regional Supply Chain Study- COFI.org

**FORESTRY  
WORKS FOR BC**

hello@ForestryWorksForBC.ca  
ForestryWorksForBC.ca

  #ForestryWorksForBC



Take action!  
Send your MLA  
letter today!

## New Initiative Calls on British Columbians to Stand Up For Forestry

VANCOUVER, British Columbia, June 3, 2024 – A new grassroots initiative is encouraging British Columbians to be better informed on B.C.'s forest sector and take action through various activities including [online letters](#) and informing local governments to raise the importance of forestry to British Columbians.

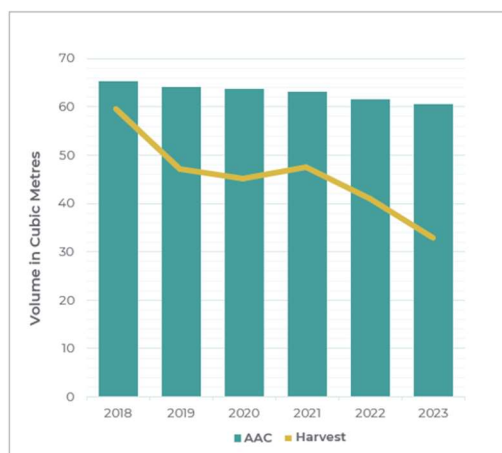
Across the province, small, medium and large forest companies, family-owned enterprises and local businesses have joined forces through ForestryWorksForBC, a new grassroots initiative to address the sectors' uncertain future and its impact on British Columbians and communities that rely on the revenues from forestry to support critical services like roads, schools, and health care.

“Forestry matters in every corner of B.C., from hospitals, schools and roads and communities; forest jobs and forest revenues have been the foundation of all that we hold dear in this province,” said Bob Brash, executive director of the Truck Loggers Association. “Ensuring reliable and timely access to the allowable annual cut (AAC) means we can build affordable, climate-friendly homes for British Columbians; and we can keep people in their homes and communities with good paying jobs.”

In the last 20 years nearly half of all B.C. sawmills have closed. Some of this is the result of natural forces like wildfire and mountain pine beetle but increasing policy changes and escalating complexity have created instability and reduced cutting permits and investment. Today harvest levels are less than 60 per of the AAC set by the Province's chief forester.

Dean Garofano, president and chief operating officer at Delta Forestry Group, has been conducting crew talks across the company and hanging posters around the mill to build momentum for the campaign. “Our workers see the lack of logs coming in, and they are concerned about the future not just for themselves but the communities they call home,” said Garofano. “This initiative gives everyone who cares about forestry and the future of this province a voice – when BC's forest sector does well, we all do better.”

**A Rapid Decline in Harvest Levels**



Source: BC AAC and Harvest Levels 2018-2023 – COFI.org

- 30 -

For More Information:

Visit: [www.forestryworksforbc.ca](http://www.forestryworksforbc.ca)

Email: [hello@forestryworksforbc.ca](mailto:hello@forestryworksforbc.ca)





City of Campbell River  
From the Office of the Mayor

May 28, 2024

The Honorable Bruce Ralston  
Minister of Forests  
Room 138 Parliament Buildings  
Victoria, BC V8V 1X4

Via email: [FLNR.Minister@gov.bc.ca](mailto:FLNR.Minister@gov.bc.ca)

Dear Minister Ralston,

I am writing to express my deep concern regarding the provincial government's recent management of forest practices, which are having severe repercussions on local communities and the broader provincial economy. As you may be aware, two weeks ago, Canfor Corporation announced its decision to close a sawmill in Bear Lake, curtail production at a pulp mill in Prince George, and suspend plans for a new mill in Houston, BC. This announcement has sent shockwaves through these three BC communities, resulting in hundreds of job losses that support families and sustain local economies.

The forest sector in BC is facing significant challenges, compounded by uncertainties surrounding fibre supply and the BC Government's Forest policies and directives. Our forests have supported communities and families for generations, and it is essential to maintain this legacy.

According to the BC Council of Forest Industries' 2024 report, the forest industry in BC supports approximately 100,000 jobs across the province. The industry contributes \$17.4 billion in value-added activity, with significant portions derived from forestry, logging supported activities, wood products manufacturing, and pulp and paper manufacturing. Additionally, the sector generates approximately \$9.1 billion in labour income and contributes \$6.6 billion in government revenue, benefitting provincial, federal and municipal levels.

This decline in the forest sector is not just a statistic; it represents a real crisis affecting people and communities. It is imperative that all levels of government take immediate and decisive action to protect good forestry jobs and ensure a sustainable future for this vital industry.

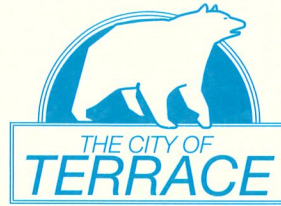
Without significant change, announcements like the one Canfor made two weeks ago will become more frequent, affecting communities across BC, including Campbell River. It is vital that we prioritize the health and sustainability of our forest sector to protect our communities, families, and the economy. I urge you to consider the far-reaching impacts of current forest management practices and to work

collaboratively with industry stakeholders to develop policies that support the long-term viability of BC's Forest sector.

Sincerely,



Kermit Dahl  
Mayor



## OFFICE OF THE MAYOR

June 27, 2024

*The Honourable David Eby  
Premier of British Columbia  
PO Box 9041 Stn Prov Govt  
Victoria, BC V8W 9E1*

*Sent Via Email: [premier@gov.bc.ca](mailto:premier@gov.bc.ca)*

*To The Honourable David Eby, Premier*

### ***Re: Forestry Works for BC***

---

*Forestry matters in every corner of this province. From hospitals, schools and roads and communities; forestry has been the foundation of so much of what we hold dear in this province. The City of Terrace believes that when British Columbia's forest sector is healthy, we all do better.*

*Today, the future of forestry in BC is uncertain. Harvest levels have fallen to less than 60% of BC's sustainable allowable annual cut and mills are closing. Natural forces like wildfire and mountain pine beetle contribute to the trend, but there is more to the story. The volume and pace of policy change in BC has led to uncertainty for cutting permits and forestry activities across the province.*

*A sustainable forest sector must have reliable and timely access to the Annual Allowable Cut (AAC) to continue to keep our province thriving. Without it:*

- The potential for livable wages drops – people are moving away to pursue a better life elsewhere*
- Community investment slows - companies are taking their capital to other provinces and countries, and*
- One of the government's major renewable revenue sources declines. Governments have less funding in hand to support the programs, services, and infrastructure that residents of British Columbia deserve and need.*

3215 EBY STREET, TERRACE, B.C.  
CANADA V8G 2X8  
250-635-6311  
FAX 250-638-4777



*It is not a matter of trees versus jobs, it is quality of life and an AAC we can all count on.*

*Terrace's economy is inextricably linked to forestry, and its residents have seen the direct impacts of the recent uncertainty in the industry. Most recently, this was evidenced through the loss of more than 150 local jobs with the closure of Skeena Sawmills. The City of Terrace Council kindly requests your support for the future of forestry in British Columbia via a meaningful commitment to allowable annual cut on the ground; not just on paper.*

*Sincerely,*

A handwritten signature in black ink, appearing to read 'S. Bujtas', with a stylized, cursive script.

*Sean Bujtas  
Mayor*

*Cc: The Honourable Bruce Ralston, Minister of Forests  
FOR.Minister@gov.bc.ca*

*The Honourable Andrew Mercier, Minister of State for Sustainable Forestry Innovation  
Andrew.Mercier@gov.bc.ca*

*The Honourable Ellis Ross, MLA Skeena  
Ellis.Ross.MLA@leg.bc.ca*