



**AGENDA**  
**REGULAR COUNCIL MEETING**

Monday, March 17, 2025

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

Shaw Auditorium, Vancouver Island Conference Centre

80 Commercial Street, Nanaimo, BC

SCHEDULED RECESS AT 9:00 P.M.

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

**2. PROCEDURAL MOTION:**

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

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

(c) labour relations or other employee relations;

(e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interests of the municipality;

(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; and,

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

**3. INTRODUCTION OF LATE ITEMS:**

**4. APPROVAL OF THE AGENDA:**

**5. ADOPTION OF THE MINUTES:**

a. Minutes

Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2025-FEB-24, at 4:00 p.m.

b. Minutes

Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2025-MAR-03, at 7:00 p.m.

6. **MAYOR'S REPORT:**

7. **RISE AND REPORT:**

8. **PRESENTATIONS:**

9. **COMMITTEE MINUTES:**

a. Minutes

Minutes of the Design Advisory Panel meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2025-JAN-23 at 5:02 p.m.

10. **CONSENT ITEMS:**

11. **DELEGATIONS:**

12. **REPORTS:**

a. Development Variance Permit Application No. DVP474 - 5515 Godfrey Road

To be introduced by Lisa Brinkman, A/Director, Planning and Development.

*Purpose: To present, for Council's consideration, a development variance permit application to reduce the minimum lot depth requirement to facilitate a two-lot subdivision at 5515 Godfrey Road.*

It is requested that Council hear anyone wishing to speak with respect to Development Variance Permit Application No. DVP474 - 5515 Godfrey Road.

Recommendation: That Council issue Development Variance Permit No. DVP474 which would permit a 2.02m variance to the required lot depth for proposed Lot 1, and a 2.03m variance to the required lot depth for proposed Lot 2 in order to facilitate a proposed two-lot subdivision (SUB01518) at 5515 Godfrey Road.

b. Home Energy Retrofit Financing Program Bylaw

To be introduced by Lisa Brinkman, A/Director, Planning and Development.

*Purpose: To update Council on the development of the Home Energy Retrofit Financing Program and to present the bylaw to establish the program for Council consideration.*

Recommendation: That:

1. “Home Energy Retrofit Financing Program Bylaw 2025 No. 7393” (to initiate the City of Nanaimo’s retrofit financing program) pass first reading;
2. “Home Energy Retrofit Financing Program Bylaw 2025 No. 7393” pass second reading; and,
3. “Home Energy Retrofit Financing Program Bylaw 2025 No. 7393” pass third reading.

c. Proposed Telecommunications Facility - 6675 Mary Ellen Drive

To be introduced by Lisa Brinkman, A/Director, Planning and Development.

*Purpose: To present Council with information regarding a request from Rogers Communications for land use concurrence for a proposed telecommunications tower at 6675 Mary Ellen Drive.*

Recommendation: That Council direct Staff to provide a letter of concurrence to Innovation, Science, and Economic Development Canada in response to a proposed 31m telecommunications facility at 6675 Mary Ellen Drive.

d. Housing Agreement No. HA12 - 11 Dancer Road

To be introduced by Lisa Brinkman, A/Director, Planning and Development.

*Purpose: To present Council with a Housing Agreement Bylaw to secure the terms and conditions of occupancy for a residential shelter at 11 Dancer Road.*

Recommendation: That:

1. “Housing Agreement Bylaw 2025 No. 7394” (to secure the terms and conditions of occupancy for a residential shelter at 11 Dancer Road) pass first reading;
2. “Housing Agreement Bylaw 2025 No. 7394” pass second reading;
3. “Housing Agreement Bylaw 2025 No. 7394” pass third reading; and,
4. Council direct Staff to register a covenant to reinforce the terms of the Housing Agreement prior to bylaw adoption.

**13. BYLAWS:**

a. “Council Procedure Bylaw Amendment Bylaw 2025 No. 7272.05”

That “Council Procedure Bylaw Amendment Bylaw 2025 No. 7272.05” (a bylaw to include provisions associated with delegations, inappropriate behaviour, electronic devices and signs in Council and Committee meetings and minor housekeeping amendments) be adopted.

b. “Respectful Spaces Amendment Bylaw 2025 No. 7381.01”

That “Respectful Spaces Amendment Bylaw 2025 No. 7381.01” (a bylaw to include electronic devices and other housekeeping amendments) be adopted.

**14. CORRESPONDENCE:**

- a. British Columbia Conservation Foundation Request for Letter of Support re: Grant Application to EcoAction Stream 1: Community-led Freshwater Action Across Canada
- b. Art Action Earwig Request for Letter of Support re: Grant Application to Canada Council for the Arts in Support of Pulling To Gather 2025-2026

15. NOTICE OF MOTION:

16. OTHER BUSINESS:

17. QUESTION PERIOD:

18. ADJOURNMENT: