



**MERGED AGENDA  
REGULAR COUNCIL MEETING**

Monday, May 4, 2026

5:30 p.m. To Proceed In Camera, Reconvene Regular Council Meeting 7:00 p.m.

Shaw Auditorium, Vancouver Island Conference Centre

80 Commercial Street, Nanaimo, BC

SCHEDULED RECESS AT 9:00 P.M.

---

**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 a 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;
- (f) law enforcement, if the council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- (g) litigation or potential litigation affecting the municipality;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2); and,

Section 90(2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:

- (b) the consideration of information received and held in confidence relating to negotiations
  - (iii) between the municipality and a first nation or a prescribed Indigenous entity, or between a first nation or a prescribed Indigenous entity and a third party.

**3. INTRODUCTION OF LATE ITEMS:**

**4. APPROVAL OF THE AGENDA:**

**5. ADOPTION OF THE MINUTES:**

- a. Minutes

7 - 15

Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2026-APR-13 at 5:00 p.m.

b. Minutes

16 - 23

Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2026-APR-20 at 7:00 p.m.

6. **MAYOR'S REPORT:**

7. **RISE AND REPORT:**

8. **PRESENTATIONS:**

a. Nanaimo RCMP Annual Performance Plan 2026/2027

24 - 28

Superintendent Eric Rochette, OIC, Nanaimo RCMP

9. **COMMITTEE MINUTES:**

a. Minutes

29 - 34

Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2026-MAR-18, at 9:00 a.m.

10. **CONSENT ITEMS:**

a. Special Governance and Priorities Committee Meeting 2026-APR-27

35

[Note: a link to the 2026-APR-27 Special Governance and Priorities Committee Meeting agenda is provided for information.]

b. Separately Addressed Consent Items

1. Building Permit Function Review Update

That Council direct Staff to proceed with implementation of the recommended changes outlined in the report titled "Building Permit Function Review Update", dated 2026-APR-27.

[**Note:** Staff have provided the following recommendations seeking clarification regarding the title, timeframe, and funding sources for the proposed Development Engineering Technician role.]

Recommendations:

- That Council direct Staff to amend the 2026–2030 Financial

Plan, after final adoption, to add a full time Senior Engineering Development Technician, including related costs, effective July 1, 2026, with funding provided from the Strategic Infrastructure Reserve Fund in 2026 and from property taxation beginning in 2027.

**OR**

- That Council direct Staff to amend the 2026–2030 Financial Plan, after final adoption, to add a full time Engineering Development Technician, including related costs, effective July 1, 2026, with funding provided from the Strategic Infrastructure Reserve Fund in 2026 and from property taxation beginning in 2027.

**11. DELEGATIONS:**

**12. ADMINISTRATIVE REPORTS:**

a. 2026-2030 Financial Plan Amendment Bylaw

36 - 46

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

*Purpose: To introduce "Financial Plan Amendment Bylaw 2026, No. 7436.01" for first, second and third readings.*

Recommendation: That:

1. "Financial Plan Amendment Bylaw 2026, No. 7436.01" (to amend the 2026 – 2030 Financial Plan) pass first reading;
2. "Financial Plan Amendment Bylaw 2026, No. 7436.01" pass second reading; and
3. "Financial Plan Amendment Bylaw 2026, No. 7436.01" pass third reading.

b. 2026 Property Tax Rates Bylaw

47 - 55

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

*Purpose: To introduce the "Property Tax Rates Bylaw 2026, No. 7455" for first, second and third readings.*

Recommendation: That:

1. "Property Tax Rates Bylaw 2026, No. 7455" (a bylaw to set the 2026 property tax rates) pass first reading;
2. "Property Tax Rates Bylaw 2026, No. 7455" pass second reading; and
3. "Property Tax Rates Bylaw 2026, No. 7455" pass third reading.

- c. Building Communities Strong Fund Direct Delivery Stream 56 - 60

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

*Purpose: The purpose of this report is to seek Council direction on potential projects to be submitted as Expressions of Interest (EOIs) under the new Build Communities Strong Fund Direct Delivery stream.*

Recommendation: That Council direct Staff to submit Expressions of Interest under the Build Communities Strong Fund Direct Delivery stream for the following projects:

- i. Public Works Yard Update;
- ii. Millstone Trunk Sewer from East Wellington to Westwood;
- iii. Loudon Park Improvements; and
- iv. Stadium District Amenity Buildings.

- d. Protection Island Broadband Project Letter of Support 61 - 64

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

*Purpose: To provide Council with information relating the letter of support request for the Protection Island Broadband Project.*

Recommendation: That Council direct Staff to prepare a letter of support for the Mayor's Office to endorse relating to the Protection Island Broadband Project.

### 13. DEVELOPMENT REPORTS:

- a. Zoning Bylaw - Interim Corridor Area Amendment 65 - 70

*Purpose: To present, for Council's consideration, an amendment to the "City of Nanaimo Zoning Bylaw 2011 No. 4500" to update the Interim Corridor Area zoning regulations specifically for duplex use.*

Recommendation: That:

1. "Zoning Amendment Bylaw 2026, No. 4500.252" (to update the Interim Corridor Area regulations) pass first reading;
2. "Zoning Amendment Bylaw 2026, No. 4500.252" pass second reading; and,
3. "Zoning Amendment Bylaw 2026, No. 4500.252" pass third reading.

- b. Rezoning Bylaw Abandonment - 444, 450, 500 Comox Road, 55 Mill Street, and 1 Terminal Avenue 71 - 84

*Purpose: To seek Council direction to abandon bylaws associated with Rezoning Application No. RA475 (for 444, 450, 500 Comox Road, 55 Mill Street, and 1*

Terminal Avenue).

Recommendation: That Council:

1. Abandon "Land Use Contract Discharge Bylaw 2022, No. 7355" (to discharge an existing Land Use Contract from the property title of 500 Comox Road); and
2. Abandon "Zoning Bylaw Amendment Bylaw 2022, No. 4500.204" (to rezone 444, 450, 500 Comox Road, 55 Mill Street, and 1 Terminal Avenue from Medium Density Residential [R8] and Gateway [DT12] to Comprehensive Development District Zone Seven [CD7] and to amend the CD7 zone with new zoning regulations, to facilitate a mixed-use development and subdivision).

**14. BYLAWS:**

- a. "City of Nanaimo Amenity Cost Charges Bylaw 2026, No. 7440" 85 - 92  
That "City of Nanaimo Amenity Cost Charges Bylaw 2026, No. 7440" be adopted.
- b. "South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026, No. 7444" 93 - 94  
That "South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026, No. 7444" be adopted.
- c. "Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445" 95 - 96  
That "Amenity Cost Charge Reserve Fund Bylaw 2026, No. 7445" be adopted.

**15. CORRESPONDENCE:**

- a. Correspondence dated 2026-APR-20 from Dr. Réka Gustafson, Vice President and Chief Medical Health Officer re: The Relocation of the Drop-in Hub 97
- b. Add - Nanaimo International Jazz Festival Association Request for Letter of Support re: BC Community Gaming Grants Application 98 - 105

**16. NOTICE OF MOTION:**

- a. Councillor Geselbracht Notice of Motion re: The City's Building Permitting  
Councillor Geselbracht advised that he would be bringing forward the following notice of motion for consideration at a future Council Meeting:  
  
"That Council make improving the efficiency of the City's building permitting system and reducing permit processing times a Council Priority; and  
  
That Staff:

1. Return within 60 days with an implementation plan for each accepted 2026 Building Permit Process Review recommendation and the Power BI dashboard to track applications, including specific milestones, deadlines, actions and options for additional resources that could accelerate execution, and an interim approach for tracking internal referral timelines.
2. Provide quarterly written status updates to the Governance and Priorities Committee on the progress of implementing recommendations, tracking software, and interim measures to improve timelines on interdepartmental referrals for both in-process and new applications outlining key bottlenecks and corrective actions.
3. Provide a staff report on Re-Establishing and implementing service standards and target timelines for each permit category (Part 9 residential, Part 3 commercial, Fast Track, Tenant Improvement, and CP Program), including defined timelines for internal referrals, and report performance against those standards to the Governance and Priorities Committee on a quarterly basis. "

**17. OTHER BUSINESS:**

- a. Deferred Consent Item - 2026-FEB-11 Public Safety Committee - RCMP Nanaimo Detachment Priorities 2026 - 2027

[Note: This motion was deferred from the 2026-FEB-23 Regular Council Meeting.]

That Council endorse the RCMP Nanaimo Detachment Annual Performance Plan priorities for 2026 – 2027 as outlined in the 2026-FEB-11 presentation to the Public Safety Committee with an emphasis on the toxic drug crisis, mental health teams, concerns regarding the custody release procedures pertaining to prolific offenders, and restorative justice.

**18. QUESTION PERIOD:**

**19. ADJOURNMENT:**



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

Monday, 2026-APR-13, 5:00 P.M.  
Shaw Auditorium, Vancouver Island Conference Centre  
80 Commercial Street, Nanaimo, BC

Members:

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

Staff:

- D. Lindsay, Chief Administrative Officer\*
- L. Bhopalsingh, General Manager, Community Services/Deputy Chief Administrative Officer
- 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
- A. Chanakos, Zoom Moderator
- K. Lundgren, Recording Secretary

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

The Regular Council Meeting was called to order at 5:00 p.m.

**2. INTRODUCTION OF LATE ITEMS:**

- (a) Agenda Item 2(a) Procedural Motion - Add *Community Charter* Sections 90(1)(e)(i)(m)(n) and 90(2)(b).

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

### 3. 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 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;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (m) a matter that, under another enactment, is such that the public may be excluded from the meeting;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2); and,

Section 90(2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:

- (b) the consideration of information received and held in confidence relating to negotiations.

Council moved In Camera at 5:00 p.m.

Council moved out of In Camera at 6:13 p.m.

Council recessed the open meeting at 6:13 p.m.

Council reconvened the open meeting at 7:00 p.m.

### 2. INTRODUCTION OF LATE ITEMS (continued):

- (b) Agenda Item 8(a) Nanaimo Prosperity Corporation - Semi-Annual Update – add PowerPoint titled “Nanaimo Prosperity Corporation Report to Council”.
- (c) Agenda Item 8(b) Tourism Nanaimo - Semi-Annual Update – add Briefing Note and PowerPoint titled “Tourism Nanaimo - Q1 2026 Progress Report”.
- (d) Agenda Item 13(b) Rezoning Application No. RA521 - 2565 Departure Bay Road – add Delegation from Don Duddridge.
- (e) Agenda Item 17(a) Deferred Motion: Development Cost Charge Reduction Bylaw – add PowerPoint titled “Development Cost Charge (DCC) Reduction Options”.

Council recessed the meeting at 7:05 p.m. to address a technical issue.

Council reconvened the meeting at 7:17 p.m.

**4. APPROVAL OF THE AGENDA:**

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

**5. ADOPTION OF THE MINUTES:**

It was moved and seconded that the minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2026-MAR-23 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

**6. MAYOR'S REPORT:**

Councillor Manly provided a report on his attendance at the Smart City Summit and Expo and the Net Zero City Expo in Taiwan as a delegate for the City of Nanaimo.

Mayor Krog advised of the following:

- As of 2026-APR-13, there are two road closures along Third Street. The intersection at Third Street and Howard Avenue will be closed until 2026-MAY-08, and Third Street, between Howard Avenue and Pine Street, will be closed until 2026-AUG-13
- Starting 2026-APR-13, Public Works staff and contractors will be cleaning the City's stormwater catch basins. The work involves large equipment; therefore, drivers, cyclists and pedestrians are encouraged to approach with caution and obey traffic control personnel

**7. RISE AND REPORT:**

(a) Board of Variance Appointment

Mayor Krog advised that, during the 2026-MAR-23 In Camera Council Meeting, Council appointed Kris Sillem to the Board of Variance for a three-year term ending 2029-MAR-23 or until a successor is appointed.

**8. PRESENTATIONS:**

(a) Nanaimo Prosperity Corporation - Semi-Annual Update

Colin Stansfield, Chief Executive Officer, Nanaimo Prosperity Corporation (NPC), via Zoom, provided NPC's semi-annual update. Highlights included:

- The NPC has completed Nanaimo's first Foreign Direct Investment (FDI) strategy
- NPC has been awarded a second round of CanExport funding
- The NPC is working to ensuring Vancouver Island is in a position to capture its share of Canada's defense investment opportunities
- Creating a Business retention and expansion (BRE) program that reflects shared and coordinated action
- Better aligning Nanaimo by connecting data, decision-making and delivery across sectors
- The Compass Initiative work has been facilitated through the Mayor's Leaders' Table and brings partners together for a shared foundation
- Attainable housing is one of the most critical enabling conditions to economic and social infrastructure
- NPC's initiatives are evolving into a more coordinated approach

(b) Tourism Nanaimo - Semi-Annual Update

Carly Pereboom, Executive Director, Tourism Nanaimo, via Zoom, provided the Tourism Nanaimo progress report between January to March 2026. Highlights included:

- 2025 Destination Health shows that Nanaimo is performing as a healthy tourism destination
- Winter still remains the biggest challenge and there are also challenges around labour shortage
- There has been an increase in external dollar spending in Nanaimo; however, spending patterns show reduced spending on recreation, entertainment and retail
- Provided an overview of conferences hosted, sport events activated, and campaigns running through the first quarter of 2026
- Three target campaigns launched this quarter include "Break Spring", "Escape the Noise" and the Beyond Van Gogh exhibit
- The "Escape the Noise" campaign was launched in partnership with BC Ferries, hullo, Seair, and Devon Transport
- Tourism Nanaimo is working in parallel with the City's strategic plan

**9. COMMITTEE MINUTES:**

The following Committee minutes were received:

- Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Center, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2026-FEB-18 at 9:00 a.m.

## 10. DELEGATIONS:

(a) Raelyn Crossley re: the Parking Bylaw

Raelyn Crossley expressed concerns regarding the downtown area as well as concerns that on-street parking is limited to 24 hours. They addressed a fine they received for parking on the street in front of their home and requested that on-street parking time limits be reconsidered, noting that some people may not be able to move their vehicle daily.

(b) Lois Powell re: Proposed Municipal Boundary Extension Alternative Approval Process

Lois Powell spoke regarding concerns with the alternative approval process and stated support for using a referendum process to receive elector approval. They spoke regarding the Snuneymuxw First Nation reserve lands, uncertainty around the *Declaration on the Rights of Indigenous Peoples Act*, and requested more information on the proposed municipal boundary extension.

## 11. ADMINISTRATIVE REPORTS:

(a) Green Municipal Fund Growing Canada's Community Canopies

Introduced by Laura Mercer, General Manager, Corporate Services.

It was moved and seconded that Council direct Staff:

1. To apply to the Growing Canada's Community Canopies (GCCC) program for funding of \$140,000 to update the City of Nanaimo's Urban Forestry Management Strategy; and,
2. To include the Urban Forestry Management Strategy Update in the 2026-2030 Financial Plan at a total cost of \$175,000, \$50,000 in 2026 and \$125,000 in 2027 funded by grant of \$140,000 and \$35,000 from the Strategic Infrastructure Reserve Fund.

The motion carried unanimously.

## 12. DEVELOPMENT REPORTS:

(a) Development Variance Permit Application No. DVP493 - 3135 Mexicana Road

Mayor Krog requested that Council hear anyone wishing to speak with respect to Development Variance Permit Application No. DVP493 – 3135 Mexicana Road.

No one in attendance wished to speak with respect to DVP493 – 3135 Mexicana Road.

It was moved and seconded that Council issue Development Variance Permit No. DVP493 to reduce the minimum parking requirements for a proposed addition to Wellington Secondary School located at 3135 Mexicana Road as outlined in the “Proposed Variances” section of the Staff Report titled “Development Variance Permit Application No. DVP493 - 3135 Mexicana Road” dated 2026-APR-13. The motion carried unanimously.

(b) Rezoning Application No. RA521 - 2565 Departure Bay Road

Councillor Geselbracht vacated the Shaw Auditorium at 8:24 p.m. declaring a conflict of interest as he is a client of a financial management firm of which the property owner is a partner.

Delegations:

1. Nicole Smith spoke in opposition and noted concerns with increased density in the neighbourhood even further than what has recently been allowed through Bill 44. They noted concerns with increased traffic, pedestrian safety, environment and infrastructure, as well as the direct impact it would have on their privacy, noise levels, views and property value. They advised that they have since sold their property due to the proposed rezoning. While acknowledging the need for housing, they requested that Council also consider the opinions and voices of the existing community.
2. Rob Dykstra spoke in opposition, noting that many residents in the neighbourhood are opposed to the application. They expressed their belief that the existing mandated R5 zoning is sufficient, and encouraged infill designed to compliment the existing neighborhood’s character. They noted traffic concerns on Departure Bay Road and the number of large developments in the area. While acknowledging the need to meet the Provincial housing quota, they requested that Council consider current residents.
3. Don Duddridge spoke in opposition and spoke regarding the original vision for Lynburn Crescent and the changes in the neighbourhood due to development. They expressed concerns regarding increased crowding, speeding traffic, and lack of affordability. They requested that Council be farsighted in their decision.

It was moved and seconded that “Zoning Amendment Bylaw 2026 No. 4500.250” (to rezone 2565 Departure Bay Road from Three and Four Unit Residential [R5] to Row House Residential [R7]) pass first reading. The motion carried.  
*Opposed: Councillor Eastmure*

It was moved and seconded that “Zoning Amendment Bylaw 2026 No. 4500.250” (to rezone 2565 Departure Bay Road from Three and Four Unit Residential [R5] to Row House Residential [R7]) pass second reading.

It was moved and seconded that “Zoning Amendment Bylaw 2026 No. 4500.250” be referred back to Staff to have discussions with the applicant to limit the floor area ratio (FAR) to be generally consistent with the submitted concept plans presented in the Staff report titled “Rezoning Application No. RA521-2565 Departure Bay Road” dated 2026-APR-13. The motion carried.  
*Opposed: Councillor Hemmens*

Council recessed the meeting at 9:28 p.m.

Council reconvened the meeting at 9:39 p.m.

### **13. BYLAWS:**

(a) “Highway Closure and Dedication Removal Bylaw 2026 No. 7448”

Mayor Krog requested that Council hear anyone wishing to speak with respect to “Highway Closure and Dedication Removal Bylaw 2026 No. 7448”.

No one in attendance wished to speak with respect to “Highway Closure and Dedication Removal Bylaw 2026 No. 7448”.

It was moved and seconded that “Highway Closure and Dedication Removal Bylaw 2026 No. 7448” pass third reading. The motion carried unanimously.

### **14. CORRESPONDENCE:**

(a) Island Coastal Economic Trust Request for a Letter of Support re: Advancing Made-on-the-Coast Co-Governance Legislation

It was moved and seconded that the Mayor, on behalf of Council, provide a letter of support to Island Coastal Economic Trust regarding advancing legislation to modernize the Island Coastal Economic Trust. The motion carried unanimously.

- (b) Correspondence dated 2026-FEB-11 from Jim Zaffino, Chief Administrative Officer, Regional District of Okanagan-Similkameen (RDOS) re: Request for Support for Orphan Dike Advocacy Letter

It was moved and seconded that Council support the Regional District of Okanagan-Similkameen (RDOS)'s orphan dike advocacy letter to the Honourable David Eby, Premier of BC. The motion carried unanimously.

**15. OTHER BUSINESS:**

- (a) Deferred motion: Development Cost Charge Reduction Bylaw

The vote was taken on the following motion deferred from the 2026-MAR-23 Regular Council Meeting:

"That Council direct Staff to proceed with a Development Cost Charge (DCC) Reduction Bylaw, with a 75% DCC reduction for not-for-profit rental and supportive housing, and with eligibility criteria as proposed in the Staff Report titled "Development Cost Charge Reduction Bylaw", dated 2026-MAR-18."

The motion was defeated.

Opposed: *Mayor Krog, and Councillors Armstrong, Eastmure, Hemmens and Thorpe*

Councillor Thorpe moved to reconsider the following motion:

"That Council direct Staff to proceed with a Development Cost Charge (DCC) Reduction Bylaw, with a 50% DCC reduction for not-for-profit rental and supportive housing, and with eligibility criteria as proposed in the Staff Report titled "Development Cost Charge Reduction Bylaw", dated 2026-MAR-18."

The motion to reconsider was voted on and carried.

Opposed: *Councillor Perrino*

The following motion was now on the floor for reconsideration:

"That Council direct Staff to proceed with a Development Cost Charge (DCC) Reduction Bylaw, with a 50% DCC reduction for not-for-profit rental and supportive housing, and with eligibility criteria as proposed in the Staff Report titled "Development Cost Charge Reduction Bylaw", dated 2026-MAR-18."

*The motion carried.*

Opposed: *Councillor Perrino*

(b) Deferred Request for Reconsideration re: BC Council of Forest Industries Request for Endorsement of "Forestry is a Solution"

The vote was taken on the following motion deferred from the 2026-MAR-23 Regular Council Meeting:

"That Council:

1. Endorse the "Forestry is a Solution" campaign;
2. Encourage community members to visit forestryisasolution.com to sign the petition and send a letter to their MLA, the Minister of Forests, the Premier, and the Official Opposition of Forests Critic; and,
3. Direct Staff to share information about Forestry is a Solution through the City's official communication channels."

The motion carried.

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

**16. QUESTION PERIOD:**

Council received no questions from the public regarding agenda items.

**17. ADJOURNMENT:**

It was moved and seconded at 10:14 p.m. that the meeting adjourn. The motion carried unanimously.

---

MAYOR

CERTIFIED CORRECT:

---

CORPORATE OFFICER



## MINUTES

### REGULAR COUNCIL MEETING

Monday, April 20, 2026, 7:00 P.M.  
Shaw Auditorium, Vancouver Island Conference Centre  
80 Commercial Street, Nanaimo, BC

Members:

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

Staff:

- D. Lindsay, Chief Administrative Officer
- L. Mercer, General Manager, Corporate Services
- B. Sims, General Manager, Engineering and Public Works
- S. Gurrie, Director, Legislative Services
- W. Fulla, Director, Finance
- J. Holm, Director, Planning and Development
- P. Rosen, Director, Engineering
- L. Brinkman, Manager, Community Planning
- N. Sponaugle, Strategic Initiatives Advisor
- L. Young, Recording Secretary

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

The Regular Council Meeting was called to order at 7:00 p.m.

#### 2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 13(a) Development Permit Application No. DP1402 – 270 Neen Road – Add Delegation from Paul Chapman

- (b) Agenda Item 13(b) Liquor Licence Application No. LA167 – 25 Front Street – Add Delegation from Fin Edwards
- (c) Add Agenda Item 17(a) AVICC Resolution re: Streamlining the MRDT Renewal Process

**3. APPROVAL OF THE AGENDA:**

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

S. Gurrie, Director, Legislative Services, noted that the attachments for Agenda Item 12(d) Amenity Cost Charge Bylaw were out of order when the agenda published; however, this has since been corrected on the website.

**4. MAYOR'S REPORT:**

Mayor Krog advised of the following:

- The City of Nanaimo has officially opened a new 1.2 km soft-surface section of the E&N Trail connecting Hecate Street and Seventh Street, improving safety and connectivity for walking and cycling along the rail corridor. The extension, delivered in partnership with the Island Corridor Foundation and Southern Rail, fills a key gap in the trail network and supports active, sustainable transportation
- Acknowledged the retirement of Bill Sims, General Manager, Engineering and Public Works, following more than 30 years of service to the City of Nanaimo

**5. CONSENT ITEMS:**

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

(a) Finance and Audit Committee Meeting 2026-APR-15

1. Rise and Report re: Vancouver Island Military Museum 2026 Financial Support and 2027-2031 Financial Plan Decision Point for Co-Management Agreement

That Council:

1. approve a one-time payment of \$60,000 in 2026, inclusive of operating and capital, to be funded through taxation, and amend the 2026 – 2030 Financial Plan for final to incorporate this payment; and

2. add a decision point to the 2027-2031 Financial Plan deliberations to consider options for a 10-year Co-Management Agreement between the Vancouver Island Military Museum Society and the City of Nanaimo.

2. 2025 Annual Financial Statements

That Council accept the 2025 Annual Financial Statements for the City of Nanaimo.

3. Community Environmental Sustainability Project Grant

That Council approve a total of \$20,000, in accordance with the Community Environmental Sustainability Project Grant Guidelines and Criteria, and that the grant allocations be as follows:

1. **Beaufort Community Gardens** - \$1,500  
**Project:** The Beaufort Bee Happy Garden
2. **Light House Sustainability Society** - \$3,000  
**Project:** Building Materials Drive - Nanaimo Reuse Challenge
3. **Nanaimo & Areas Land Trust** - \$2,000  
**Project:** Nanaimo Old City Pollinator Pathway Project
4. **Nanaimo Community Gardens** - \$2,000  
**Project:** Project at Beban Park and Pine Street
5. **Nanaimo Climate Action Hub** - \$3,000  
**Project:** Nanaimo Climate Connections
6. **Repair Café Nanaimo** - \$2,000  
**Project:** Repair Café Nanaimo
7. **Rock City Neighbourhood Association** - \$2,000  
**Project:** Rock City Community Nursery
8. **Synergy** - \$2,500  
**Project:** Small Business, Big Impact: Greening Trades and Construction in Nanaimo
9. **Broombusters Invasive Plant Society** - \$2,000  
**Project:** Broom Removal Nanaimo Parkway

4. Sunview Park - Partners in Parks Program Proposal

That Council award \$50,000 from the 2026 Partners in Parks Program Fund, to the Sunview Park Committee for the proposed park improvements and playground installation at Sunview Park.

5. Beyond Van Gogh: The Immersive Experience Funding Request  
That Council approve the \$100,000 grant request to the *Beyond Van Gogh: The Immersive Experience* event.
6. Community Environmental Sustainability Project Grant (Part Two)  
That Council request a Staff report on the criteria for accessing the Knowles Reserve Fund, and further, that Staff provide an opinion on applying those funds to the unsuccessful community environmental sustainability grants from the south end neighbourhood.

The motion carried unanimously.

## 6. ADMINISTRATIVE REPORTS:

### (a) Alternative Approval Process Results - Municipal Boundary Extension

S. Gurrie, Director, Legislative Services, provided an overview of the report included in the agenda package.

It was moved and seconded that Council direct Staff to submit all necessary documentation to the Ministry of Housing and Municipal Affairs to request the boundary extension to include IR#1, IR#2, IR#3 and IR#4 in the City of Nanaimo. The motion carried unanimously.

### (b) Development Cost Charge Bylaw Update

B. Sims, General Manager, Engineering and Public Works, provided an overview of the report included in the agenda package.

It was moved and seconded that “City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438” (a bylaw to impose development cost charges), pass first reading. The motion carried.

Opposed: *Councillor Brown*

It was moved and seconded that “City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438”, pass second reading. The motion carried.

Opposed: *Councillor Brown*

It was moved and seconded that “City of Nanaimo Development Cost Charges Bylaw 2026, No. 7438”, pass third reading. The motion carried.

Opposed: *Councillor Brown*

It was moved and seconded that “South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439” (a bylaw to impose transportation development cost charges in the South Nanaimo Area), pass first reading. The motion carried.

Opposed: *Councillor Brown*

It was moved and seconded that “South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439”, pass second reading. The motion carried.

Opposed: *Councillor Brown*

It was moved and seconded that “South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439”, pass third reading. The motion carried.

Opposed: *Councillor Brown*

(c) South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw

L. Mercer, General Manager, Corporate Services, provided an overview of the report included in the agenda package.

It was moved and seconded that “South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444” (To establish a South Nanaimo Transportation Development Cost Charge Reserve Fund), pass first reading. The motion carried unanimously.

It was moved and seconded that “South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444” pass second reading. The motion carried unanimously.

It was moved and seconded that “South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026 No. 7444” pass third reading. The motion carried unanimously.

(d) Amenity Cost Charge Bylaw

L. Brinkman, Manager, Community Planning, provided an overview of the report included in the agenda package.

It was moved and seconded that “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440” (a bylaw to impose amenity cost charges), pass first reading. The motion carried.

Opposed: *Councillors Brown and Geselbracht*

It was moved and seconded that “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440”, pass second reading. The motion carried.

Opposed: *Councillors Brown and Geselbracht*

It was moved and seconded that “City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440”, pass third reading. The motion carried.

Opposed: *Councillors Brown and Geselbracht*

It was moved and seconded that the “Community Amenity Contribution Policy” (COU-212) be repealed. The motion carried.

Opposed: *Councillor Geselbracht*

(e) Amenity Cost Charge Reserve Fund Bylaw

L. Mercer, General Manager, Corporate Services, provided an overview of the report included in the agenda package.

It was moved and seconded that “Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445” (to establish an Amenity Cost Charge Reserve Fund) pass first reading. The motion carried unanimously.

It was moved and seconded that “Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445” pass second reading. The motion carried unanimously.

It was moved and seconded that “Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445” pass third reading. The motion carried unanimously.

(f) Development Cost Charge Reduction Bylaw

L. Brinkman, Manager, Community Planning, provided an overview of the report included in the agenda package.

It was moved and seconded that “City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449” (to offer a 50% DCC reduction for not-for-profit rental housing and supportive housing), pass first reading. The motion carried.

Opposed: *Councillor Perrino*

It was moved and seconded that “City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449”, pass second reading. The motion carried.

Opposed: *Councillor Perrino*

It was moved and seconded that “City of Nanaimo Development Cost Charge Reduction Bylaw 2026, No. 7449”, pass third reading. The motion carried.

Opposed: *Councillor Perrino*

## **7. DEVELOPMENT REPORTS:**

### (a) Development Permit Application No. DP1402 - 270 Neen Road

#### Delegation:

1. Paul Chapman, Executive Director, Nanaimo Area Land Trust, spoke regarding the success of the recent changes to net gain provisions of “City of Nanaimo Zoning Bylaw 2011 No. 4500” and spoke in support of riparian setbacks being guaranteed through covenant, fencing and signage.

It was moved and seconded that Council issue Development Permit No. DP001402 to:

1. Permit the subdivision of 6 fee-simple lots where the minimum lot area is not achieved exclusive of the watercourse leave strip; and,
2. Permit construction of an emergency and pedestrian access across Morgan Creek within the watercourse setback, with associated variances as outlined in the “Proposed Variances” section of the Staff report titled “Development Permit Application No. DP1402 – 270 Neen Road”, dated 2026-APR-20 and vary the required watercourse setback from 15.0m to 0.0m.

The motion carried unanimously.

### (b) Liquor Licence Application No. LA167 - 25 Front Street

#### Delegation:

1. Fin Edwards spoke regarding ways the Glove Live Studio plans to mitigate noise concerns at the venue as well as support musicians (especially young artists) in Nanaimo. Mitigation strategies would include indoor performances only, all-ages shows ending at 9:40 p.m., no projected music outside, no re-entry into the venue to

reduce crowd movement, and continued soundproofing of doors, walls, and stage areas.

It was moved and seconded that Council recommend that the Liquor and Cannabis Regulation Branch approve the application for a liquor primary licence at 25 Front Street. The motion carried unanimously.

**8. BYLAWS:**

(a) “Highway Closure and Dedication Removal Bylaw 2026 No. 7448”

It was moved and seconded that “Highway Closure and Dedication Removal Bylaw 2026 No. 7448” be adopted. The motion carried unanimously.

**9. OTHER BUSINESS:**

(a) AVICC Resolution re: Streamlining the MRDT Renewal Process

It was moved and seconded that Council rescind the following resolution carried at the Council meeting held 2026-JAN-19:

“That Council direct Staff to submit the resolution ‘Streamlining the MRDT Renewal Process’ as presented in the report titled ‘2026 Association of Vancouver Island and Coastal Communities Resolutions’ to AVICC for consideration at its 2026 Annual Convention”.

The motion carried unanimously.

**10. QUESTION PERIOD:**

Council received three (3) questions from the public regarding agenda items.

**11. ADJOURNMENT:**

It was moved and seconded at 7:56 p.m. that the meeting adjourn. The motion carried unanimously.

CERTIFIED CORRECT:

---

MAYOR

---

CORPORATE OFFICER

# Nanaimo RCMP Annual Performance Plan 2026/2027



Superintendent Eric ROCHETTE  
Officer in Charge  
Nanaimo RCMP

\* Unclassified

Nanaimo RCMP Detachment  
Protected 'A'

## Executive Summary Highlights

### Overall Trends

In 2025, **Criminal Code violations increased slightly** from the previous year. Total Criminal Code offences rose by 4% (+475 files), though trends varied significantly across offence types.

### Violent Crime

Violent crime accounted for 21.7% of all Criminal Code offences, **bringing Nanaimo's violent crime average 3.6% lower than the 2024 national average** (25.3%) and slightly below the 2024 provincial average (21.8%). Nanaimo's annual violent crime rate is trending downward, with a 2% decrease from 2024.

### Property Crime

Property crimes remain the most frequent type of reported crime in Nanaimo, with little change from 2024 numbers. There were only 18 more offences reported in 2025. The most notable increases were in **mischief to property** (+172 files), **theft from vehicle** (+86 files), and **other theft** (+63 files). However, most other property crime types declined including **break and enters** (-120 files), **shoplifting** (-111 files), and **auto theft** (-53 files).

### Other Offences and Occurrences

**Cause a disturbance** files saw a dramatic increase in 2025, with 435 more files than 2024, representing a 25% increase. **Mental health** related calls have dramatically increased across Nanaimo with 448 more files than last year (+20%). **Child sexual exploitation** has also seen a notable increase with 15 more reports made in 2025 (+33%).

### Downtown District

The Downtown District saw local increases in file volume overall, particularly in **mental health related calls** (+163 files), **cause disturbance** offences (+140 files), and **mischief to property** offences (+89 files). However, other crime types in the Downtown District saw significant reductions including **drug possession** (-104 files), and **break and enters** (-52 files), and **violent crime offences** in general (-33 files).

THIRD PARTY RULES APPLY – This document is the property of the RCMP and is not to be reclassified, copied, reproduced, used in whole or in part, or further disseminated further without the consent of the originator.

## Quarterly Offence Overview

Table 1 below provides summary statistics for all offences and occurrences that were reported within Nanaimo in 2025. Statistics for the total number of calls for service and general occurrences are also provided.

% Change Legend	
	Overall Decrease
	Small Increase (1-14%)
	Great Increase (>15%)
	New Occurrence

File Type	Q1	Q2	Q3	Q4	YTD 2024	YTD 2025	Difference	% Change
<b>Criminal Code Offences</b>	<b>2768</b>	<b>3011</b>	<b>3,202</b>	<b>2,870</b>	<b>11,376</b>	<b>11,851</b>	<b>475</b>	<b>4%</b>
Persons Violent Crime	640	585	659	672	2,617	2,556	-61	-2%
Property Crime	1500	1627	1631	1556	6,296	6,314	18	0%
Other CC Offences	628	799	912	643	2,463	2,982	519	21%
<b>Non-CC Offences</b>	<b>715</b>	<b>760</b>	<b>761</b>	<b>694</b>	<b>3,684</b>	<b>2,930</b>	<b>-754</b>	<b>-20%</b>
CDSA Offences	85	110	88	47	475	330	-145	-31%
Federal Statutes	12	17	22	16	59	67	8	14%
Provincial Statutes	502	495	513	503	2,621	2013	-608	-23%
Traffic Offences	116	138	138	128	529	520	-9	-2%
<b>Total Offences</b>	<b>3,483</b>	<b>3,771</b>	<b>3,963</b>	<b>3,564</b>	<b>15,060</b>	<b>14,781</b>	<b>-279</b>	<b>-2%</b>
<b>Total Calls for Service</b>	<b>9,333</b>	<b>10,815</b>	<b>11,467</b>	<b>9,360</b>	<b>42,359</b>	<b>40,975</b>	<b>-1,384</b>	<b>-3%</b>
<b>Total General Occurrences</b>	<b>9,440</b>	<b>10,932</b>	<b>11,596</b>	<b>9,479</b>	<b>42,745</b>	<b>41,447</b>	<b>-1,298</b>	<b>-3%</b>

In 2025, Criminal Code offences increased by 4% (+475 files) compared to 2024. The peak of all crime types occurred during the summer months, in line with national trends.<sup>[1]</sup>

- **Violent crime** decreased by 2% (-61 files).
- **Property crime** stayed relatively stable, with a marginal increase of only 18 files.
- **Other Criminal Code offences** increased by 21% (519 files).

Non-Criminal Code offences in 2025 decreased by 20% (-754) compared to 2024.

- **CDSA offences** decreased by 31% (-145 files)
- **Federal statute violations** increased by +14% (+8 files).
- **Provincial statute violations** decreased by 23% (-608 files).
- **Traffic offences** decreased by 2% (-9 files).

YTD totals for calls for service and total number of general occurrences both decreased by 3%.

- **Calls for service** generated 99% of all files (total general occurrences), with the remaining 1% of files being generated by proactive patrols, officer-initiated investigations, follow-up actions, etc.

## Downtown Crime Summary

A summary of offences reported within Nanaimo's Downtown District is provided in Table 6 below. The downtown region is defined in Figure 8.

Overall, violent crime has decreased in the Downtown District by 6% (-33 files), including:

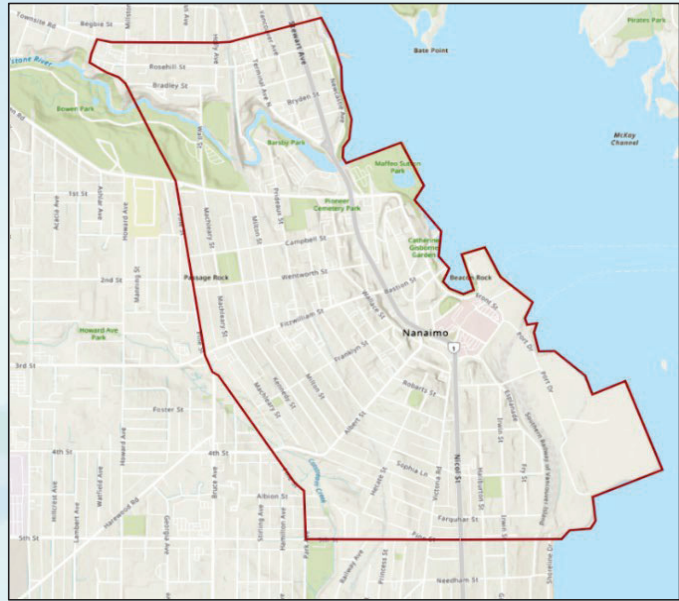
- Assaults (-22 files, -7%)
- Robbery (-2 files, -13%)

Other significant decreases include:

- Drug possession (-104 files, -38%)
- B&Es (-52 files, -34%)
- Shoplifting (-38 files, -20%)
- Check well-being (-19, -3%)
- Assaults (-22 files, -7%)
- Weapons offences (all) (-16 files, -17%)
- Drug trafficking (-11 files, -22%)

The most significant increases include:

- Mental health related calls (+163 files, +37%)
- Disturbances (+140 files, +20%)
- Mischief to property (+89 files, +13%)
- Theft from vehicle (+26 files, +16%)



**Table 6.** 2025 Downtown Summary

Offence Type	2024	2025	% of All (2025)	Difference	YTD % Change
Persons Violent Crime	518	485	19%	-33	-6%
Assaults (All Types)	299	277	24%	-22	-7%
Robbery	16	14	30%	-2	-13%
Property Crime	1,546	1,613	26%	67	4%
Auto Theft	48	30	15%	-18	-38%
Break & Enter (All Types)	151	99	29%	-52	-34%
Mischief to Property	675	764	30%	89	13%
Shoplifting	190	152	20%	-38	-20%
Theft from Vehicle	158	184	28%	26	16%
Weapons Offences (All)	96	80	44%	-16	-17%
Drug Possession	272	168	66%	-104	-38%
Drug Trafficking	51	40	54%	-11	-22%
Cause a Disturbance	687	827	39%	140	20%
Check Well-Being	745	726	679%	-19	-3%
Mental Health Related	440	603	135%	163	37%



## 2026 – 2027 Nanaimo Detachment APP Priorities

- 1) Crime Reduction
  - a. REVOII / C-POII / SITE (Special Investigation and Targeted Enforcement) - Offender Management. Criminal Charges.
  - b. PTEP (Provincial Tactical Enforcement Priority) – Led by our Drug Team. Seeking funding to support CDSA investigation into known PTEP identified drug traffickers.
  
- 2) Youth – Officer visibility and engagements in schools / Managing high risk youth.



## 2026 – 2027 Nanaimo Detachment APP Priorities

- 3) Road Safety – Combat impaired driving. Improving Road Safety through education/enforcement.
- 4) Employee Wellness
  - a. ODS management / morale of the members and support staff.
  - b. Ensuring employee wellness through education, awareness.
- 5) Inclusion & Reconciliation
  - a. Engagement
  - b. Building trust through enhanced communication



## 2026 – 2027 Nanaimo Detachment APP Priorities

- 6) Community Public Safety
  - a. Addressing mental health issues specifically. Liaison with Island Health, and other partners to address the continuing mental health issues in the community. Expansion of the MHLO program.
  - b. Increasing referrals to Restorative Justice program.
- 7) Recruiting
  - a. Proactive recruiting from the detachment

# Questions?





## MINUTES

### FINANCE AND AUDIT COMMITTEE MEETING

Wednesday, 2026-MAR-18, 9:00 A.M.  
Shaw Auditorium, Vancouver Island Conference Centre  
80 Commercial Street, Nanaimo, BC

- Members: Mayor L. Krog, Chair  
Councillor H. Eastmure  
Councillor B. Geselbracht\*  
Councillor E. Hemmens  
Councillor J. Perrino
- Absent: Councillor S. Armstrong  
Councillor T. Brown  
Councillor P. Manly  
Councillor I. Thorpe
- Staff: D. Lindsay, Chief Administrative Officer  
L. Bhopalsingh, General Manager, Community Services/Deputy  
Chief Administrative Officer  
L. Mercer, General Manager, Corporate Services  
B. Sims, General Manager, Engineering and Public Works  
W. Fulla, Director, Finance  
S. Gurrie, Director, Legislative Services  
J. Holm, Director, Planning and Development  
D. Osborne, Director, Parks, Recreation and Culture  
C. Davis, Deputy Director, Parks and Natural Areas  
D. Bailey, Manager, Accounting Services  
L. Brinkman, Manager, Community Planning  
L. Young, Zoom Moderator  
K. Lundgren, Recording Secretary

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

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

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

**2. INTRODUCTION OF LATE ITEMS:**

- (a) Remove Agenda Item 10. Procedural Motion to Proceed In Camera.

**3. ADOPTION OF AGENDA:**

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

**4. ADOPTION OF MINUTES:**

It was moved and seconded that the minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2026-FEB-18, at 9:00 a.m. be adopted as circulated. The motion carried unanimously.

**5. REPORTS:**

- (a) Consideration of Deferred Item “Council Spending and Amenities Policy Update”

L. Mercer, General Manager, Corporate Services, advised that the discussion regarding the Council Spending and Amenities Policy was deferred from the 2026-FEB-18 Finance and Audit Committee Meeting.

Committee and Staff discussion took place. Highlights included:

- Support for maintaining the status quo under the current Council Spending and Amenities Policy
- Compensation is based on the median rate of comparable municipalities
- The policy would be in effect for the new Council's term

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

- a. Increase Mayor and Council salaries to median rates based on the 2025 Remuneration survey as per the current Council Spending and Amenities Policy effective 2026-NOV-01.
- b. Continue to annually apply the BC Annual Percent Consumer Price Index (CPI) to the prior year's base compensation amount to a maximum of 2% per year as per the current Council Spending and Amenities Policy.
- c. Provide no reimbursement for Dependant Care expenses to Mayor and Council.

The motion carried unanimously.

(b) Development Cost Charge Reduction Bylaw

L. Mercer, General Manager, Corporate Services, advised that at the 2025-JUL-07 Regular Council Meeting, Council directed Staff to proceed with a new development cost charge (DCC) reduction bylaw, and provided an overview of the potential financial impacts of the proposed bylaw.

L. Brinkman, Manager, Community Planning, advised that the proposed DCC reduction bylaw continues to offer a 50% DCC reduction for not-for-profit rental and supportive housing and provided an overview of the proposed changes to the eligibility criteria.

Committee and Staff discussion took place. Highlights included:

- The proposed DCC reduction bylaw would not apply to temporary supportive housing
- As the proposed DCC reduction bylaw will be separate from the “City of Nanaimo Development Cost Charge Bylaw 2017 No. 7252”, Council will have more flexibility to adjust the reduction percentage
- Consideration that the reductions to DCCs will put pressure on taxation to cover the loss in revenues
- There will still be opportunity for applicants to come forward to Council and request further DCC reductions
- Support for the proposed eligibility criteria that eliminates the requirement that 30% of the units in the development be affordable
- The majority of the affordable housing projects over the past five years have been BC Housing projects; therefore, the DCC reduction is more likely to relieve costs for the Province than for developers
- Concern that the DCC reductions for the Province would essentially be downloading cost on to the City
- Possibly adjusting the eligibility criteria so DCC reductions only apply to not-for-profit housing registered societies

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to proceed with a Development Cost Charge (DCC) Reduction Bylaw, with a 75% DCC reduction for not-for-profit rental and supportive housing, and with eligibility criteria as proposed in the Staff Report titled “Development Cost Charge Reduction Bylaw”, dated 2026-MAR-18. The motion was defeated.

Opposed: *Mayor Krog, Councillors Eastmure and Hemmens*

It was moved and seconded that the Finance and Audit Committee recommend that Council direct Staff to proceed with a Development Cost Charge (DCC) Reduction Bylaw, with a 50% DCC reduction for not-for-profit rental and supportive housing, and with eligibility criteria as proposed in the Staff Report titled “Development Cost Charge Reduction Bylaw”, dated 2026-MAR-18. The motion carried.

Opposed: *Councillor Perrino*

(c) Heritage Façade Grant - 426 Fitzwilliam Street

J. Holm, Director, Planning and Development, informed the Committee that a Heritage Façade Grant application for \$20,000 was received for the Angell’s Trading Building.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve a \$20,000 Heritage Façade Grant to replace and paint the exterior wood siding; replace the awning; and replace the lighting for the Angell’s Trading building at 426 Fitzwilliam Street. The motion carried unanimously.

(d) 2025 Budget Carryforwards

L. Mercer, General Manager, Corporate Services, provided a brief summary of the 2025 budgets carried forward to 2026.

(e) 2025 Surplus Allocation

L. Mercer, General Manager, Corporate Services, provided an overview the recommended allocation of the 2025 operating surplus.

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

1. Approve the allocation of the 2025 operating surplus as follows:

A.	General Fund	
a.	Special Initiatives Reserve	5,475,135
b.	RCMP Contract Reserve	4,015,860
c.	Property Acquisition Reserve	1,700,000
d.	Snow and Ice Control Reserve	257,000
		<u>\$ 11,447,995</u>
B.	Sewer Fund	
a.	Sewer Reserve	<u>\$ 340,938</u>
C.	Water Fund	
a.	Water Reserve	<u>\$ 1,592,953</u>

2. Amend the 2026 – 2030 Financial Plan to include the following:

- A. A \$149,900 grant to the Children’s Health Foundation of Vancouver Island in 2026 to support the Home Away from Home project, funded from the Special Initiatives Reserve.
- B. An ongoing annual allocation of \$250,000 for all five years of the Financial Plan to support DCC Waivers and Reductions provided for non-market (affordable) housing units, with the 2026 amount funded from the Special Initiatives Reserve.

The motion carried unanimously.

(f) Kal's Replay Fund 2026 Intake

L. Mercer, General Manager, Corporate Services, advised that the City has submitted a grant application to the Kal’s Replay Fund for up to \$20,000 for the Barney Moriez Park Improvements Project.

The Finance and Audit Committee recessed the meeting at 9:47 a.m.

The Finance and Audit Committee reconvened the meeting at 9:49 a.m.

(g) Changes to Provincial Home Owner Grant Program

L. Mercer, General Manager, Corporate Services, advised that the Province has announced that, effective 2027-JAN-01, the Home Owner Grant Program will be reduced. While there will be no financial impact to the City, property owners will be paying more on their tax levy. Additional changes also include compounding interest on the property tax deferral program which will significantly increase the interest on deferred taxes.

Committee discussion took place regarding the anticipation that residents may mistake the tax increases from these provincial changes as City-driven.

(h) Partners in Parks Policy - COU-252

L. Bhopalsingh, General Manager, Community Services and Deputy Chief Administrative Officer, encouraged the public to engage with the City’s Partners in Parks (PIP) program.

Darcy Osborne, Director, Parks, Recreation and Culture, introduced the proposed Partners in Parks Policy.

It was moved and seconded that the Finance and Audit Committee recommend that Council approve the City of Nanaimo Partners in Parks Policy COU-252, as outlined in the Staff Report titled “Partners in Parks Policy - COU-252”, dated 2026-MAR-18. The motion carried unanimously.

**6. QUESTION PERIOD:**

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

**7. ADJOURNMENT:**

It was moved and seconded at 9:57 a.m. that the meeting adjourn. The motion carried unanimously.

---

CHAIR

CERTIFIED CORRECT:

---

CORPORATE OFFICER

Please click the link below to access the 2026-APR-27 Special Governance and Priorities Committee Meeting agenda:

<https://pub-nanaimo.escribemeetings.com/Meeting.aspx?Id=4c386cfd-41ae-4c51-96af-6549b10277c9&Agenda=Agenda&lang=English>

FOR: COUNCIL  
MEETING DATE: May 4, 2026  
DEPARTMENT: CORPORATE SERVICES  
SUBJECT: **2026 – 2030 FINANCIAL PLAN AMENDMENT BYLAW**

**OVERVIEW**

**Purpose of Report**

To introduce “Financial Plan Amendment Bylaw 2026 No. 7436.01 for first, second and third readings.

**Recommendation**

That:

1. “Financial Plan Amendment Bylaw 2026 No. 7436.01” (To amend the 2026 – 2030 Financial Plan) pass first reading;
2. “Financial Plan Amendment Bylaw 2026 No. 7436.01” pass second reading; and
3. “Financial Plan Amendment Bylaw 2026 No. 7436.01” pass third reading.

**BACKGROUND**

Council at the 2026-JAN-19 Council meeting adopted the Provisional 2026 – 2030 Financial Plan Bylaw “Financial Plan Bylaw 2025 No. 7436”. The Financial Plan reflected decisions made by Council during the budget review process in 2025. A Final 2026 – 2030 Financial Plan Bylaw and a 2026 Property Tax Rates Bylaw must be adopted by 2026-MAY-15 to enable the calculation and collection of 2026 property taxes.

At the 2026-APR-15, Finance and Audit Committee meeting Council received an update on the proposed Final 2026 – 2030 Financial Plan and staff sought direction from Council for any additional changes to the budget. The update highlight changes since the provisional budget was adopted including updates to estimates and directives from Council.

At the meeting the Finance and Audit Committee, based on a staff reports, recommended that Council provide an operating grant for 2026 of \$60,000 to the Vancouver Island Military Museum funded from property taxation and provide a \$100,000 grant for the Beyond Van Gogh: The Immersive Experience funded from the Special Initiatives Reserve.

**DISCUSSION**

The Final 2026 -2030 Financial Plan (Financial Plan) outlines strategic investment in services and infrastructure to support a growing community of over 100,000 residents and the stewardship of more than \$4.8 billion in assets (as of 2021). Departmental business plans and project initiatives are aligned

with the City's Integrated Action Plan, reinforcing the City's commitment to achieving the five key goals identified in City Plan: Nanaimo ReImagined.

Supporting the Five Goal Areas:

#### **A Green Nanaimo – Resilient and Regenerative Ecosystems**

- **NAC Dehumidification Improvement project**

This project will renew end-of-life assets at the Nanaimo Aquatic Centre (NAC) while incorporating components that significantly reduce the facility's greenhouse gas (GHG) emissions. The upgrades align with the City's climate action goals and support long-term sustainability by improving energy efficiency and reducing environmental impact.

- **Sustainability Initiatives**

Continued investment in programs that promote energy efficiency, climate awareness, and community-led environmental stewardship, including:

- Building Benchmarking
- Cool It! Program
- Community Environmental Sustainability Project Grant Program.

#### **A Connected Nanaimo – Equitable Access & Mobility**

- **Multi-Modal Infrastructure**

- Investment to strengthen an inclusive and accessible transportation network, including increased funding for active transportation projects.
- Secure bike parking facilities.
- Pedestrian improvements such as flashers, audible signals and new sidewalks.

#### **A Healthy Nanaimo – Community Wellbeing & Livability**

- **RCMP Staffing Expansion**

Addition of 12 new RCMP members, phased in at four per year starting in 2025, to address community growth and increased demand for public safety services.

- **Community Safety Officers Program**

The program's expansion will conclude with the onboarding of four final team members, completing the addition of ten new staff over the past two years to strengthen service delivery.

- **Affordable Housing Support**

Ongoing contributions to the Housing Legacy Reserve Fund to fund initiatives and projects that increase access to safe, stable housing for vulnerable populations.

- **Leisure Economic Access Pass (LEAP)**

Continued funding to ensure equitable access to recreation programs and facilities for children, youth and families.

- **Recreational Infrastructure Investments**

Ongoing renewal and development of amenities, including:

- New washroom facilities at Maffeo Sutton Park.
- Loudon Park improvements, including a new amenity building, dock and park amenities.
- Phase 3 improvements at Westwood Lake, including accessibility upgrades.
- Amenity buildings in the Stadium District.

- **Public Works Yard Updates**

This project will replace two of the most significant buildings at the Public Works Yard and relocate Parks Operations and Facilities crews. These changes will consolidate the majority of the City’s operational staff into modern facilities that support the continued delivery of essential services—from clean water and garbage and recycling collection to well-maintained park spaces for the community to enjoy.

**An Empowered Nanaimo – Reconciliation, Representation & Inclusion**

- **Arts and Culture Investment**

Operating grants for key cultural venues such as the Port Theatre, Nanaimo Museum, and Nanaimo Art Gallery. Increased funding for culture operating grants and culture project grants and continued funding for downtown event revitalization.

- **Public Art Initiatives**

Continued funding for the Temporary Public Art Program and specific installations or renewals in the Stadium District, Colliery Dam Park, Mansfield Park and Harewood Park.

- **Reconciliation Events**

Ongoing support for events to recognize National Indigenous People Day and Truth and Reconciliation Day.

**A Prosperous Nanaimo – Thriving & Resilient Economy**

- **Nanaimo Prosperity Corporation**

Funding to support efforts in promoting Nanaimo’s economic vitality and investment opportunities.

- **Tourism Nanaimo**

Continued support for the City’s designated Destination Marketing Organization as it shapes Nanaimo’s tourism landscape.

- **Technology and Innovation**

Investment in the development of a multi-year technology roadmap and digital strategy to guide secure, transparent, and cost-effective adoption of new technologies. Funding will also support the implementation of tech-based services to streamline City processes.

**FINANCIAL CONSIDERATIONS**

The projected property taxes increases in the Financial Plan are:

	2026	2027	2028	2029	2030
General Asset Management Reserve	1.0%	1.0%	1.0%	0.0%	0.0%
General Property Tax Increase	5.4%	6.8%	3.9%	4.3%	2.8%
<b>Total Municipal Taxes</b>	<b>6.4%</b>	<b>7.8%</b>	<b>4.9%</b>	<b>4.3%</b>	<b>2.8%</b>

The projected impact to the typical home is \$196 for municipal taxes or approximately \$16/month (\$240 including user fee increases or approximately \$20/month).

	2025	2026	\$ Change	% Change
<b>Assessment - Average Home</b>	<b>\$790,349</b>	<b>\$797,225</b>	<b>\$6,876</b>	<b>0.9%</b>
Property Taxes	\$3,091	\$3,287	\$196	6.4%
Municipal User Fees				
Water Fees <sup>1</sup>	532	558	26	5.0%
Sewer Fees	172	178	6	4.0%
Sanitation Fees	241	253	12	5.0%
<b>Total Municipal Taxes &amp; User Fees</b>	<b>\$4,036</b>	<b>\$4,276</b>	<b>\$240</b>	

<sup>1</sup>Based on 3 year average seasonal usage

Assumes a single family home with average Class 1 assessment change

Numbers are rounded

**COMMUNICATION AND COMMUNITY ENGAGEMENT**

Budget sessions and an E-Town Hall were held in the fall of 2025 and advertised on the City’s website, in a newspaper ad and on the City’s social media channels. The presentation of the Financial Plan update was advertised on the City’s website and on the City’s social media channels.

**ALIGNMENT WITH CITY PLAN**

The report is aligned with the following City goals:

- A Green Nanaimo: Resilient and Regenerative Ecosystems
- A Connected Nanaimo: Equitable Access and Mobility
- A Healthy Nanaimo: Community Wellbeing and Livability
- An Empowered Nanaimo: Reconciliation, Representation and Inclusion
- A Prosperous Nanaimo: Thriving and Resilient Economy

**ALIGNMENT WITH COUNCIL’S STRATEGIC PRIORITIES**

The report is aligned with the following Council Strategic Framework priorities:

- Implementing City Plan Action Plans and Key City Management Plans
- Social, Health and Public Safety Challenges
- Maintaining and Growing Current Services
- Capital Projects
- Communicating with the Community
- Governance and Corporate Excellence

**NEXT STEPS**

Both bylaws will be presented for adoption at a Special Council Meeting scheduled for 2026-MAY-11.

**OPTIONS**

1. That “Financial Plan Amendment Bylaw 2026 No. 7436.01” (To amend the 2026 – 2030 Financial Plan) pass first reading;  
  
That “Financial Plan Amendment Bylaw 2026 No. 7436.01” pass second reading; and  
  
That “Financial Plan Amendment Bylaw 2026 No. 7436.01” pass third reading.
  - The advantages of this option: Adopting the 2026 – 2030 Financial Plan Amendment Bylaw authorizes the expenditures in the 2026 budget and calculation of the 2026 property taxes.
  - The disadvantages of this option: None
  - Financial Implications: Enables the calculation and collection of 2026 property taxes. Annual property taxes help fund City services and the project plan.
2. That Council table the report and request more information from Staff.
  - The disadvantages of this option: Additional meeting(s) will be required to complete adoption of the bylaws by 2026-MAY-15.
  - Financial Implications: The 2026 Property Tax Rates Bylaw for the calculation and collection of 2026 property taxes cannot be adopted until the 2026 – 2030 Financial Plan Amendment Bylaw is adopted.

**KEY MESSAGES**

- The 2026 property tax increase will be 6.4%.
- The “Financial Plan Amendment Bylaw 2026 No. 7436.01” must be adopted by 2026-MAY-15.
- This bylaw will allow Staff to calculate and collect 2026 property taxes, annual property taxes help fund City services and the project plan.

**ATTACHMENTS**

ATTACHMENT A: “Financial Plan Amendment Bylaw 2026 No. 7436.01”

**Authored by:**

Wendy Fulla  
Director, Finance

**Concurrence by:**

Laura Mercer  
General Manager, Corporate Services

# ATTACHMENT A

CITY OF NANAIMO

BYLAW NO. 7436.01

## A BYLAW TO AMEND THE 2026 - 2030 FINANCIAL PLAN

---

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

1. Title

This Bylaw may be cited as "Financial Plan Amendment Bylaw 2026 No. 7436.01".

2. Amendments

"Financial Plan Bylaw 2025 No. 7436" is hereby amended as follows:

(1) Delete Schedule "A" in its entirety and replace with the attached Schedule "A".

(2) Delete Schedule "B" in its entirety and replace with the attached Schedule "B".

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

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

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

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

---

MAYOR

---

CORPORATE OFFICER

**Schedule A**  
**City of Nanaimo**  
**2026 - 2030 Financial Plan**

	2026	2027	2028	2029	2030
<b>Revenues:</b>					
Revenue from Property Value Taxes	180,195,594	195,201,689	205,855,505	215,927,432	223,298,720
Revenue from Parcel Taxes	228,230	174,655	176,287	177,936	179,602
Revenue from Fees & Charges	73,053,284	76,264,621	80,150,983	82,292,260	83,970,952
Revenue from Other Sources	42,252,702	30,899,467	31,726,755	32,619,754	27,842,996
	<u>295,729,810</u>	<u>302,540,432</u>	<u>317,909,530</u>	<u>331,017,382</u>	<u>335,292,270</u>
<b>Expenses:</b>					
General Operating Expenditures	216,685,094	213,272,635	222,010,769	226,450,814	233,681,953
Sanitary Sewer Operating Expenditure:	6,209,659	5,552,671	6,015,658	5,782,516	6,155,156
Waterworks Operating Expenditures	15,811,146	15,270,217	14,903,742	15,260,275	15,551,431
Interest Payment on Municipal Debt	2,482,566	2,476,928	3,528,619	4,960,552	5,277,857
Amortization	35,620,864	36,283,561	36,401,955	38,564,042	42,929,098
	<u>18,920,481</u>	<u>29,684,420</u>	<u>35,048,787</u>	<u>39,999,183</u>	<u>31,696,775</u>
<b>Add back:</b>					
Amortization	35,620,864	36,283,561	36,401,955	38,564,042	42,929,098
<b>Capital Expenditures</b>					
General Capital Expenditures	99,906,857	61,479,975	72,865,975	36,572,897	48,769,300
Sanitary Sewer Capital Expenditures	11,570,919	6,775,720	12,771,900	7,034,950	7,190,700
Waterworks Capital Expenditures	22,386,854	22,419,500	18,820,950	17,232,600	10,604,400
Proceeds from Municipal Borrowing	(10,570,000)	(26,775,000)	(35,530,000)	(4,175,300)	(10,869,800)
Principal Payment on Municipal Debt	4,543,997	3,962,778	3,559,475	4,752,019	5,059,186
<b>Transfers between Funds:</b>					
Reserve Funds	-	-	-	-	-
DCC Funds	-	-	-	-	-
Transfers to/(from) Accumulated Surplus	<u>(73,297,282)</u>	<u>(1,894,992)</u>	<u>(1,037,558)</u>	<u>17,146,059</u>	<u>13,872,087</u>
<b>Financial Plan Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**Schedule B**  
**City of Nanaimo**  
**Statement of Revenue Objectives & Policies**

**1. Proportion of Revenue by Source**

The City of Nanaimo (the City) receives revenues from a variety of sources including property taxes and user fees. This funding pays for such services as police and fire protection, solid waste collection, management of roads, drainage, sanitary sewer, waterworks and parks infrastructure, along with the delivery of leisure and cultural services. Property taxes are the largest source of revenue as detailed in Table 1.

Table 1: Sources of Revenue

Revenue Source	\$ Total Revenue	% Total Revenue
Property Value Taxes	180,195,594	60.9%
Parcel Taxes	228,230	0.1%
Fees & Charges	73,053,284	24.7%
Other Sources	42,252,702	14.3%
<b>Total</b>	<b>295,729,810</b>	<b>100.0%</b>

**Policies and Objectives:**

**Property Taxes**

- The City will attempt to keep the proportional share of revenue from property taxes at a level similar to the average of comparable municipalities.
- Where new sources of revenue are made available to the City from senior governments, wherever possible these revenues will be used to reduce dependency on property taxation revenue.

**Parcel Taxes**

- Parcel taxes will be used whenever Council determines that they are more appropriate than property taxes.

**Fees & Charges**

- Wherever possible, fees & charges will be used to assign costs to those who benefit from the service provided. The proportion of the costs recovered by fees and charges will vary with the nature of the service provided.

**Proceeds of Borrowing**

- Borrowing will be considered when determining the funding sources of large capital projects that provide benefits to taxpayers over a long period of time (20 years or more).
- Borrowing will be consistent with the City’s Debt Management Policy.

**Other Sources of Revenue**

- The City will continue to seek other sources of revenue in order to reduce reliance on property taxes.
- The City will consider hydroelectric power generation where practical and environmentally supportable.

**2. Distribution of Property Taxes Among the Classes**

Table 2 outlines the projected distribution of property taxes amongst the property classes. Projected revenue from residential provides the largest proportion of property tax revenue. This class represents the largest portion of the tax base and utilizes the majority of City services. Between 2009 and 2013, the light and major industrial tax rates were reduced to the same level as the commercial tax rate.

Table 2: Projected Distribution of Property Tax Rates and Tax Class Ratios

Property Class	\$ Property Taxes	% of Total Property Taxation	Tax Class Ratios
Residential (1)	123,875,053	68.7%	1.000
Utilities (2)	870,918	0.5%	8.987
Supportive Housing (3)	-	0.0%	-
Major Industry (4)	2,552,423	1.4%	3.187
Light Industry (5)	3,158,778	1.8%	3.187
Business and Other (6)	49,311,693	27.4%	3.187
Managed Forest Land (7)	9,878	0.0%	5.630
Recreational/Non-Profit (8)	416,688	0.2%	2.563
Farm (9)	163	0.0%	0.116
<b>Total</b>	<b>180,195,594</b>	<b>100.0%</b>	

**Policies and Objectives:**

- The City will attempt to keep the percentage of property taxes received from residential taxpayers at a level comparable to the average of similar municipalities.
- The City will attempt, over time, to reduce the commercial tax rate to the average of all BC municipalities.

**3. Permissive Tax Exemptions**

The City believes that permissive tax exemptions are an appropriate way to recognize the value of the services provided to the community by non-profit organizations. Each year, a list of these exemptions is included in the City’s Annual Report.

**Policies and Objectives:**

- Permissive tax exemptions are governed by the City’s Permissive Tax Exemption Policy, which outlines the criteria for which property tax exemptions may be granted.
- Permissive tax exemption requests will be reviewed by the Finance and Audit Committee and the Committee will make recommendations to Council.

- Permissive tax exemptions will be reviewed at least every five years to ensure that the organization and property still meets the criteria established by Council.

#### **4. Revitalization Tax Exemptions**

The City believes that revitalization tax exemptions are an appropriate tool to assist the City in realizing its strategic objectives.

##### **Policies and Objectives:**

- The City can exempt municipal taxes for up to five years for projects undertaken by landowners, where the project meets defined objectives of a City strategy.
- Recipients of exemptions must enter into a Revitalization Tax Exemption Agreement with the City.
- Every revitalization tax exemption must be approved by the General Manager, Corporate Services.

FOR: COUNCIL  
MEETING DATE: May 4, 2026  
DEPARTMENT: CORPORATE SERVICES  
SUBJECT: **2026 PROPERTY TAX RATES BYLAW**

**OVERVIEW**

**Purpose of Report**

To introduce the “Property Tax Rates Bylaw 2026, No. 7455” for first, second and third readings.

**Recommendation**

That:

1. “Property Tax Rates Bylaw 2026, No. 7455” (a bylaw to set the 2026 property tax rates) pass first reading;
2. “Property Tax Rates Bylaw 2026, No. 7455” pass second reading; and
3. “Property Tax Rates Bylaw 2026, No. 7455” pass third reading.

**BACKGROUND**

In accordance with Section 197 of the *Community Charter*, each year, after the adoption of the Financial Plan, Council must, by bylaw, impose property value taxes for the municipal revenue proposed to be collected from property taxes and for the amounts requisitioned on behalf of other local governments or public bodies.

The tax rates (also referred to as mill rates) are applied to every \$1,000 of taxable assessed value as determined by the BC Assessment Authority, based on a valuation date of July 1<sup>st</sup> of the previous year.

**DISCUSSION**

The 2026 Financial plan reflects a 6.4% increase in the municipal budget compared to the 2025 budget. Property tax rates are set each year to ensure the City of Nanaimo collects sufficient revenue to support Council-approved municipal programs and services outlined in the Financial Plan.

The average assessed value for a single-family residential property in Nanaimo (when adjusted for growth to exclude new construction) increased by 0.87% in 2026 as compared to a decrease of 0.04% in 2025.

The key factor in determining the impact on property taxes is how a property’s assessed value has changed compared to the average change for its property class.

**Impact to the Average Single-Family Home**

The table below illustrates the estimated municipal taxes for a typical single-family residential property that had its assessed value increase by the average of 0.87%. The proposed municipal tax increase is \$196 for the average residential property:

Year	Average Single-Family Home Value	Municipal Tax Rate <sup>1</sup>	Estimated Gross Municipal Taxes Paid
2026	\$797,225	4.12326	\$3,287
2025	\$790,349	3.91080	\$3,091

<sup>1</sup>General Municipal and Debt residential tax rate (excludes library)  
 Gross municipal taxes paid are rounded

Residential properties with assessed value increase greater than the average 0.87% increase will likely see tax increases of more than 6.4%. Properties with a lower increase in assessed value can expect tax increases lower than 6.4%

Schedule A of Bylaw 7455 also includes tax rates applicable to amounts requisition by the following public bodies:

- Regional District Hospital
- Regional District of Nanaimo
- Vancouver Island Regional Library

The City also collects taxes for School, BC Assessment Authority, and the Municipal Finance Authority. As the tax rates are directly set by these entities and not calculated by the City they are not included in the bylaw. As governed by legislation, the City remits these requisitioned amounts to those organizations as it is done for the Regional District Hospital, Regional District of Nanaimo and the Vancouver Island Regional Library.

Under the *Municipal Tax Regulation*, a 10% penalty applies to unpaid current year taxes. City council has approved a 2% penalty on amounts unpaid after the 2026-JUL-02 deadline and an additional 8% penalty on amounts till outstanding after 2026-AUG-31, the last business day of August.

**ALIGNMENT WITH CITY PLAN**

The report is aligned with the following City goals:

- A Healthy Nanaimo: Community Wellbeing and Livability
  - The City can provide services and programs that support the wellbeing of the residents and the livability of the city.
- A Prosperous Nanaimo: Thriving and Resilient Economy
  - Leveraging the City’s assets, growing a sustainable economy and enhancing the quality of life.

**ALIGNMENT WITH COUNCIL'S STRATEGIC PRIORITIES**

The report is aligned with the following Council Strategic Framework priorities:

- Maintaining and Growing Current Services

**OPTIONS**

1. That:
  1. "Property Tax Rates Bylaw 2026, No. 7455" (a bylaw to set the 2026 property tax rates) pass first reading;
  2. "Property Tax Rates Bylaw 2026, No. 7455" pass second reading; and
  3. "Property Tax Rates Bylaw 2026, No. 7455" pass third reading.

**Advantages:** The City will meet the 2026-MAY-15 legislated deadline to set the applicable property tax rates that will allow property taxes to be collected from the City and other local government and public bodies.

**Financial Implications:** The City will collect property tax amounts required to fund 2026 operations for the City and other local government and public bodies.

2. That Council defer consideration of the report and request more information from Staff.

**Disadvantages:** Delaying readings of the bylaw would require additional council meetings to complete the adoption of the bylaw by the legislated deadline of 2026-MAY-15.

**Financial Implications:** Until the property tax rates bylaw is adopted, the City will not be able to collect the property tax amounts required to fund 2026 operations.

**KEY MESSAGES**

- In accordance with Section 197 of the *Community Charter*, the Property Tax Rates bylaw must be adopted by May 15<sup>th</sup> each year.
- The property tax increase is directed by the 2026 – 2030 Financial Plan. The 2026 budget increase is 6.4%.
- The annual property taxes fund City services, programs, and capital projects, as approved in the Financial Plan.
- The City collects property taxes on behalf of other local government and public bodies, as requisitioned by such.

**ATTACHMENTS**

ATTACHMENT A: Property Tax Rates Bylaw 2026, No. 7455

**Authored by:**

Ana Francisco  
Manager, Revenue Services

**Concurrence by:**

Wendy Fulla,  
Director, Finance

Laura Mercer  
General Manager, Corporate Services

# ATTACHMENT A

## CITY OF NANAIMO

### BYLAW NO. 7455

#### A BYLAW TO FIX THE TAX RATES UPON REAL PROPERTY IN THE CITY OF NANAIMO AND TO PROVIDE FOR THE PAYMENT OF TAXES FOR THE YEAR 2026

---

WHEREAS the Council shall, pursuant to Section 197 of the *Community Charter*, in each year, adopt a bylaw to impose rates on all taxable land and improvements according to their assessed value to provide the money required for purposes specified in the *Charter*;

WHEREAS the Council may, pursuant to Section 235 of the *Community Charter*, establish an Alternative Municipal Tax Collection Scheme, including penalties to be applied in relation to payments made after a tax due date established by such bylaw;

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

1. Title

This Bylaw may be cited as the "Property Tax Rates Bylaw 2026 No. 7455".

2. Definition

"COLLECTOR" means the person duly appointed as such from time to time by Council, and includes all persons appointed or designated by the Collector to act on her behalf.

"ALTERNATIVE MUNICIPAL TAX SCHEME" means the Scheme for the payment of taxes established under sections 10, 12, and 13.2 of this bylaw.

3. Tax Rates for General Municipal Purposes

Tax rates for all lawful general purposes, as shown in column 'A' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2026.

4. Tax Rates for General Debt

Tax rates for the payment of interest and principal on debts incurred by the City for municipal purposes as shown in column 'B' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on all taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2026.

5. Tax Rates for Library

Tax rates for the payment of the Vancouver Island Regional Library requisition for the Library function as shown in column 'C' of Schedule 'A' attached hereto and forming a part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2026.

6. Specified Area Tax Rates

(1) Tax rates for sewer/wastewater utility purposes including all debts incurred for such function, as shown in column 'D' of Schedule 'A' attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land and improvements liable to be specially charged by virtue of being located within the specified area as defined by the Regional District of Nanaimo pursuant to "Regional District of Nanaimo Southern Community Sewer Local Service Conversion Bylaw No. 888, 1993" and amendments thereto, according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2026.

(2) Tax rates for the purposes outlined in Regional District of Nanaimo bylaw, known as "Duke Point Sewer Local Service Area Establishment Bylaw No. 1004, 1996" and amendments thereto, are hereby imposed and levied on taxable land and improvements liable to be specially charged pursuant to that bylaw as shown in column 'H' of Schedule 'A' attached hereto and forming a part of this Bylaw, according to their assessed value on the basis provided under Section 26 of the *Hospital District Act* and as shown upon the Real Property Tax Roll for the City of Nanaimo for 2026.

7. Tax Rates for Regional Parks Function

Tax rates for the payment of the Regional District of Nanaimo requisition for the Regional Parks Function as shown in column 'E' of Schedule 'A' attached hereto and forming a part of this Bylaw are hereby imposed and levied on taxable land and improvements according to their assessed value as shown upon the Real Property Tax Roll for general municipal purposes for the City of Nanaimo for 2026.

8. Tax Rates for Regional District of Nanaimo

Tax rates for the payment of the Regional District of Nanaimo requisition, excluding tax rates for the Regional Parks Function under Section 7, as shown in column 'F' of Schedule 'A' attached hereto and forming part of this Bylaw, are hereby imposed and levied on taxable land and improvements according to their assessed value on the basis provided under Section 26 of the *Hospital District Act* and as shown upon the Real Property Tax Roll for the City of Nanaimo for 2026.

9. Tax Rates for Nanaimo Regional Hospital District

Tax rates for the payment of the Nanaimo Regional Hospital District requisition, as shown in column 'G' of Schedule 'A' attached hereto and forming part of this Bylaw are hereby imposed and levied on taxable land and improvements according to their assessed value on the basis provided by Section 26 of the *Hospital District Act* and as shown upon the Real Property Tax Roll for the City of Nanaimo for 2026.

10. Alternative Municipal Tax Scheme

- (1) Unless section 10.3 applies, the rates and taxes named under this Bylaw are due and shall be paid in accordance with sections 10, 11, and 12 of this Bylaw on or before July 2, 2026.
- (2) An owner may elect to pay the rates and taxes named under this Bylaw in accordance with the Alternative Municipal Tax Collections Scheme by providing written notice of that election to the Collector at her office at the Service and Resource Centre, Nanaimo BC, on or before June 12, 2026.
- (3) An owner may elect to pay the rates and taxes named under this Bylaw in accordance with the General Municipal Tax Collection Scheme established under Division 10 of Part 7 of the *Community Charter* by giving written notice of that election to the Collector at her office at the Service and Resource Centre, Nanaimo BC, on or before June 12, 2026.
- (4) If an Owner does not make an election under Section 10.2 or 10.3, the Alternative Municipal Collection Scheme applies to the rates and taxes payable to that owner.

11. Rates and Taxes Payable to Collector

The rates and taxes named under this Bylaw shall be levied, raised and collected for the purposes stated, and shall be payable in Canadian funds to the Collector at the Service and Resource Centre, Nanaimo, BC.

12. Penalties

- (1) Upon the 3<sup>rd</sup> day of July, 2026, or as soon thereafter as is practicable, the Collector shall add to the unpaid balance of the current year's taxes, in respect of each parcel of land and the improvements as shown upon the Real Property Tax Roll of the City for 2026, two (2) percent of the amount unpaid as of the end of the 2<sup>nd</sup> day of July, 2026.
- (2) Upon the 1<sup>st</sup> day of September, 2026, or as soon thereafter as is practicable, the Collector shall add to the then unpaid balance of the current year's taxes, in respect of each parcel of land and the improvements as shown upon the Real Property Tax Roll of the City for 2026, an additional eight (8) percent of the amount unpaid as of the end of the 31<sup>st</sup> day of August, 2026.

13. Supplementary Tax Rolls

- (1) Upon receipt of a Supplementary Tax Roll from B.C. Assessment, the Collector shall levy taxes in accordance with the rates specified in Schedule 'A' of this Bylaw according to the taxable values as shown on the Supplementary Tax Rolls.
- (2) For each Supplementary Tax Roll, the Collector shall add penalties to the unpaid amounts as follows:
  - (a) where Supplementary Tax Notices are sent before the 1<sup>st</sup> day of June, 2026, penalties shall be added as set out in Section 12 of this Bylaw.
  - (b) where Supplementary Tax Notices are sent after the 1<sup>st</sup> day of June, 2026 and before the 2<sup>nd</sup> day of July, 2026; two (2) percent shall be added on any amount unpaid after thirty (30) days. An additional eight (8) percent shall be added on the amount unpaid as of the 31<sup>st</sup> day of August, 2026.
  - (c) where Supplementary Tax Notices are sent on or after the 3<sup>rd</sup> day of July, 2026, ten (10) percent shall be added on any amount unpaid after sixty (60) days.

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

\_\_\_\_\_  
MAYOR

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

**SCHEDULE 'A'**  
**2026 TAX RATES**

<u>CLASS</u>	<u>GENERAL MUNICIPAL</u>	<u>GENERAL MUNICIPAL DEBT</u>	<u>MUNICIPAL LIBRARY</u>	<u>REGIONAL SEWER (B AREA)</u>	<u>REGIONAL DISTRICT PARKS</u>	<u>REGIONAL DISTRICT</u>	<u>REGIONAL DISTRICT HOSPITAL</u>	<u>DUKE POINT SEWER L.S.A</u>
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
1 Residential	4.07052	0.05274	0.17163	0.36562	0.06267	0.50143	0.64280	0.78381
2 Utilities	36.58177	0.47398	1.54244	3.28581	0.56321	1.75502	2.24979	2.74334
3 Supportive Housing	4.07052	0.05274	0.17163	0.36562	0.06267	0.50143	0.64280	0.78381
4 Major Industry	12.97293	0.16809	0.54699	1.16522	0.19973	1.70488	2.18551	2.66496
5 Light Industry	12.97293	0.16809	0.54699	1.16522	0.19973	1.70488	2.18551	2.66496
6 Business/Other	12.97293	0.16809	0.54699	1.16522	0.19973	1.22851	1.57486	1.92034
7 Managed Forest Land	22.91790	0.29694	0.96631	2.05843	0.35283	1.50430	1.92840	2.35144
8 Recreation/Non-Profit	10.43367	0.13519	0.43993	0.93708	0.16062	0.50143	0.64280	0.78381
9 Farm	0.47388	0.00614	0.01998	0.04241	0.00727	0.50143	0.64280	0.78381

FOR: COUNCIL

MEETING DATE: May 4, 2026

DEPARTMENT: CORPORATE SERVICES

SUBJECT: **BUILDING COMMUNITIES STRONG FUND DIRECT DELIVERY STREAM**

**OVERVIEW**

**Purpose of Report**

The purpose of this report is to seek Council direction on potential projects to be submitted as Expressions of Interest (EOIs) under the new Build Communities Strong Fund Direct Delivery stream.

**Recommendation**

That Council direct Staff to submit Expressions of Interest under the Build Communities Strong Fund Direct Delivery stream for the following projects;

- i. Public Works Yard Update;
- ii. Millstone Trunk Sewer from East Wellington to Westwood;
- iii. Loudon Park Improvements; and
- iv. Stadium District Amenity Buildings.

**BACKGROUND**

On April 7, 2026, the Government of Canada announced the Build Communities Strong Fund (BCSF). The BCSF will invest in a wide range of infrastructure projects that support economic prosperity, housing, education, health, transit, and climate adaptation. It will provide \$51 billion over 10 years, starting in 2026-27, and \$3 billion per year ongoing, to support new and renewed public infrastructure. The BCSF will deliver funding through three streams;

- Provincial and Territorial stream. This stream will provide \$17.2 billion over 10 years, starting in 2026-27, to support provincial and territorial infrastructure projects and priorities related to housing, post-secondary education, and health.
- Community stream. This stream will provide \$27.8 billion over 10 years, starting in 2026-27, and \$3 billion per year ongoing, as planned to support local infrastructure priorities. The Community stream is formerly known as the Canada Community-Building Fund.
- Direct Delivery stream. This stream will provide \$6 billion over 10 years, starting in 2026-27, to support regionally significant projects, climate adaptation, and community infrastructure.

The BCSF Direct Delivery stream emphasizes momentum and rapid delivery and has extended a call for Expressions of Interest (EOIs) for projects. Funding will be prioritized for shovel-ready projects that can start over the next 12 months and have Class C estimates at a minimum.

Eligible recipients under the Direct Delivery stream consist of provinces, territories, municipalities, and Indigenous communities. Eligible assets include large building retrofits, climate adaptation, and community infrastructure. Regionally significant projects will need to consider private sector investment, including through the Canada Infrastructure Bank, to maximize public investment capacity and reduce pressure on government budgets. At this time, the percentage of funding allowed per project has not been disclosed in the program information, nor has the timeline for when funding will be announced.

## **DISCUSSION**

Based on the limited information that has been made available regarding the BCSF Direct Delivery stream, Staff propose to submit EOIs for the following four projects that will meet the eligibility requirements.

### **Public Works Yard Update**

The City's Public Works Yard is a critical municipal operations facility that supports daily service delivery and serves as a Departmental Operations Centre. Previous assessments have confirmed the need for reinvestment to address safety, functionality, and long-term resilience. The project proposes construction of a new Crew & Administration building, a new Fleet Maintenance building, and related site improvements to support operations.

Using the Integrated Project Delivery (IPD) method, the Public Works Yard Update project has engaged a contractor, and construction is scheduled to start in September/October 2026. In February 2026 Council approved a \$79.4 M budget for the total projected capital cost of the project. The project is currently funded by General Asset Management Fund (\$2 M), Water Reserves (\$0.5 M), Sewer Reserves (\$0.2 M) and Borrowing (\$76.7 M). Any funding awarded by the BCSF Direct Delivery stream would reduce required borrowing, lowering debt servicing costs which are being funded by property taxes and water and sewer user rates.

### **Millstone Trunk Sewer from East Wellington to Westwood**

The existing 1977 600 mm asbestos cement sewer trunk along a one-kilometre section of Millstone between East Wellington and Westwood requires upsizing to 900 mm to address current and future capacity deficiencies identified in the 2012 Millstone Sewer Trunk and Laterals Master Plan. This segment of the Millstone Trunk is a high-risk asset due to inadequate capacity during peak wet weather events, resulting in a demonstrated risk of surcharging and flooding in environmentally sensitive areas adjacent to the Millstone River. Construction was initially planned for spring 2026, but higher-than-anticipated tender prices have postponed the project, as proceeding as planned in 2026 would deplete Sewer DCC reserves and constrain delivery of other high-priority capital works.

This project is shovel-ready, can start within the next 12 months, and has Class C cost estimates. The 2026 - 2030 Financial Plan currently has \$3.3 M budgeted for this project. If funding was awarded by the BCSF Direct Delivery stream, this would allow the project to proceed in spring of 2027. Alternatively, the City may need to consider other funding sources to advance the project such as external borrowing.

### **Loudon Park Improvements**

The Loudon Park Improvements Project is a master-planned initiative to enhance one of Nanaimo's most well-used waterfront parks on Long Lake, to deliver a boat house and community activity center and expanded and improved park amenities.

This project will have Class C estimates within six months, and construction could start as early as Q1 2027. In the fall of 2025 Council selected Option C, estimated at \$11.5 M, including \$1.3 M in non-building park improvements. The current budget is funded by Community Works (\$4.3 M), Strategic Infrastructure Fund (\$3.6 M), Special Initiatives Reserve (\$2.9 M) and Operating Reserves (\$0.7 M). If funding were awarded by the BCSF Direct Delivery stream, the amount of funding required from the City reserves would be reduced.

### **Stadium District Amenity Building**

The Stadium District Amenity Building Project brings forth the development of a centralized change room and washroom facility to support key athletic venues within Nanaimo's Stadium District, including Q'únq'ínuqwtuxw Stadium, Rotary Bowl, and Serauxmen Stadium.

This project will have Class C estimates within six months, and construction could start as early as Q1 2027. The 2026 – 2030 Financial Plan includes \$3.7 M for this project based on conceptual drawings and funded by Community Works (\$3.4 M) and the General Operating Fund (\$0.3 M). If funding were awarded by the BCSF Direct Delivery stream, the amount of funding required from the City would be reduced.

### **Other Projects Considered**

The Maffeo Sutton Park Washroom 2026 - 2030 Financial Plan includes \$3 M for final design and construction costs and public art. The major funding source for this project is the Growing Communities Fund. It was determined that the Loudon Park Improvements and the Stadium District Amenity Building projects would better suit the BCSF Direct Delivery stream eligibility and provide the potential for a larger grant contribution if successful.

## **COMMUNICATION AND COMMUNITY ENGAGEMENT**

This initiative does not require a statutory notification or include community engagement activities.

### **ALIGNMENT WITH CITY PLAN**

The report is aligned with the following City goals:

- A Green Nanaimo: Resilient and Regenerative Ecosystems
- A Connected Nanaimo: Equitable Access and Mobility
- A Healthy Nanaimo: Community Wellbeing and Livability
- An Empowered Nanaimo: Reconciliation, Representation, and Inclusion
- A Prosperous Nanaimo: Thriving and Resilient Economy
  - C5.1 Economic Capital]

**ALIGNMENT WITH COUNCIL'S STRATEGIC PRIORITIES**

The report is aligned with the following Council Strategic Framework priorities:

- Implementing City Plan Action Plans and Key City Management Plans
- Social, Health and Public Safety Challenges
- Maintaining and Growing Current Services
- Capital Projects
- Communicating with the Community
- Governance and Corporate Excellence

**NEXT STEPS**

If the EOIs result in an invitation to submit a full proposal for funding, a Staff Report for Decision will be brought forward to the Finance and Audit Committee recommending that Council direct Staff to apply to the BCSF Direct Delivery stream for the relevant project(s).

**OPTIONS**

1. That Council direct Staff to submit Expressions of Interest under the Build Communities Strong Fund Direct Delivery stream for the following projects;
  - i. Public Works Yard Update;
  - ii. Millstone Trunk Sewer from East Wellington to Westwood;
  - iii. Loudon Park Improvements; and
  - iv. Stadium District Amenity Buildings.
  - The projects identified, while representing a good variety of investment in community infrastructure, also meet the grant program's objective of being shovel-ready with good cost estimates.
  - City Staff time will be required to prepare the EOI for each project.
  - The full financial implications are not yet known as the grant program has not specified the funding percentages. However, any funding received will reduce the amount of funding required to be contributed by the City.
2. That Council provides alternate direction.

**KEY MESSAGES**

- The Government of Canada announced the Build Communities Strong Fund (BCSF) to support economic prosperity, housing, education, health, transit, and climate adaptation.
- Full program details are not yet available.
- Staff have identified four potential projects for Expressions of Interest (EOI) submissions.

**Authored by:**

Deanna Walker  
Senior Financial Analyst

**Concurrence by:**

Charlotte Davis  
Deputy Director, Parks, and Natural Areas

Poul Rosen  
Director, Engineering

Darcie Osborne,  
Director, Parks, Recreation and Culture

Dhanya Balachandran  
Manager, Financial Planning

Wendy Fulla  
Director, Finance

Lisa Bhopalsingh  
General Manager, Community Services and  
Deputy CAO

Laura Mercer  
General Manager, Corporate Services

FOR: COUNCIL  
MEETING DATE: May 4, 2026  
DEPARTMENT: CORPORATE SERVICES  
SUBJECT: PROTECTION ISLAND BROADBAND PROJECT LETTER OF SUPPORT

**OVERVIEW**

**Purpose of Report**

To provide Council with information relating the letter of support request for the Protection Island Broadband Project.

**Recommendation**

That Council direct Staff to prepare a letter of support for the Mayor’s Office to endorse relating to the Protection Island Broadband Project.

**DISCUSSION**

In March 2026, the Protection Island Neighborhood Association (PINA) reached out to the Staff to discuss how to provide Protection Island residents with fibre optic internet connectivity. Their concern is that the existing internet bandwidth is well-below the bandwidth capacity received by the majority of properties in the City.

On 2026-APR-10, Staff, along with MLA Sheila Malcomson and members of PINA, met to discuss getting fibre connectivity to the island. At this meeting MLA Malcomson confirmed provincial support to the Protection Island Broadband Project and that Protection Island would be included in the Connecting Communities BC Program.

The Connecting Communities BC Program is a Canada-British Columbia broadband partnership. Announced March 8, 2022, and in coordination with the Innovation, Science and Economic Development’s (ISED) Universal Broadband Fund (UBF), the Connecting Communities BC Program supports a target of connecting 100 per cent of households in BC to high-speed Internet services by 2027.

To move forward, CityWest, a BC-based internet service provider with the support of PINA will apply to the Connecting Communities BC Program (under the authority of the Ministry of Citizen Services) to access funding for the last-mile fibre-to-the-home project. As a prerequisite to be considered for funding, and because Protection Island is part of the City of Nanaimo, CityWest requires a letter of support from the City.

An example of a support letter is provided in Attachment A. The letter needs to be addressed to the Ministry for Citizen Services and show the City's support for CityWest to be included in the Connecting Communities BC Program.

### **COMMUNICATION AND COMMUNITY ENGAGEMENT**

This initiative does not require a statutory notification or include community engagement activities.

### **ALIGNMENT WITH CITY PLAN**

This report is aligned with the following City goals:

- An Empowered Nanaimo: Reconciliation, Representation and Inclusion
  - [C4.3 Access For All]
- A Prosperous Nanaimo: Thriving and Resilient Economy
  - [C5.4 Innovation & Technology]

### **ALIGNMENT WITH COUNCIL'S STRATEGIC PRIORITIES**

The report is aligned with the following Council Strategic Framework priorities:

- Implementing City Plan Action Plans and Key City Management Plans

### **NEXT STEPS**

If Council is supportive of this initiative, a letter will be drafted for signature and forwarded to the Ministry of Citizens' Services for inclusion in the Connected Coast program.

### **OPTIONS**

1. That Council direct Staff to prepare a letter of support for the Mayor's Office to endorse relating to the Protection Island Broadband Project.
  - The advantages of this option: Residents of Protection Island will have improved broadband access.
  - The disadvantages of this option: None
  - Financial Implications: None
2. That Council deny the request for a letter of support for the Protection Island Broadband Project.
  - The advantages of this option: None
  - The disadvantages of this option: Residents of Protection Island will not have access to improved broadband services.
  - Financial Implications: None

**KEY MESSAGES**

- The Protection Island Neighborhood Association (PINA) reached out for a letter of support for the provincial application to the Connecting Communities BC Program for improved broadband services.
- As Protection Island is within the boundaries of the City of Nanaimo, a letter of support from the City is needed to support their application to join the Connecting Communities BC Program.

**ATTACHMENTS**

ATTACHMENT A: Example Letter of Support for the Protection Island

**Authored by:**

Laura Mercer  
**General Manager, Corporate Services**

**Concurrence by:**

Kerry Ing  
**Director, Information Technology/CIO**

## ATTACHMENT A

Connecting Communities BC (CCBC)  
Ministry of Citizens' Services  
Province of British Columbia

Dear Program Officer,

Re: Letter of Support – Connecting Protection Island Broadband Project

On behalf of the City of Nanaimo, I am pleased to provide this letter in support of CityWest's application to the Connecting Communities BC program to deliver high-speed fibre broadband service to Protection Island.

Protection Island is a unique and valued part of our community, located within Nanaimo Harbour and home to a vibrant residential population. Despite its proximity to the city, the island remains underserved in terms of reliable, high-speed internet infrastructure. This gap presents ongoing challenges for residents in accessing essential digital services, including remote work opportunities, online education, healthcare, and business development.

The proposed project would bring fibre-to-the-home connectivity to Protection Island, significantly improving service reliability, speed, and capacity. This investment would support inclusive economic development, enhancing quality of life for residents, and advancing digital equity across all communities within our region.

Improved broadband access will provide meaningful benefits to Protection Island residents by enabling greater participation in the digital economy, supporting local businesses and entrepreneurs, improving access to virtual health services, and ensuring students and families can fully engage in online learning. It will also strengthen the overall resilience and sustainability of the community.

The City of Nanaimo supports this application and recognizes the importance of continued collaboration between CityWest, the Province, and local stakeholders to successfully deliver this project. We encourage the Province to consider this application favourably given its strong alignment with program objectives and the clear need within the community.

Thank you for your consideration.

Sincerely,

[Name]

[Title]

City of Nanaimo

FOR: COUNCIL MEETING  
MEETING DATE: May 4, 2026  
DEPARTMENT: PLANNING AND DEVELOPMENT  
SUBJECT: **ZONING BYLAW – INTERIM CORRIDOR AREA AMENDMENT**

**OVERVIEW**

**Purpose of Report**

To present, for Council’s consideration, an amendment to the “City of Nanaimo Zoning Bylaw 2011 No. 4500” to update the Interim Corridor Area zoning regulations specifically for duplex use.

**Recommendation**

That:

1. “Zoning Amendment Bylaw 2026 No. 4500.252” (to update the Interim Corridor Area regulations) pass first reading;
2. “Zoning Amendment Bylaw 2026 No. 4500.252” pass second reading; and,
3. “Zoning Amendment Bylaw 2026 No. 4500.252” pass third reading.

**BACKGROUND**

On 2024-JUN-17, Council adopted amendments to the “City of Nanaimo Zoning Bylaw 2011 No. 4500” (the “Zoning Bylaw”) to implement the Increasing Housing Options initiatives and the Provincial Small-Scale Multi-Unit Housing (SSMUH) legislation. As part of these amendments, an “Interim Corridor Area” zone was introduced which was subsequently amended on 2024-JUL-29 to address unintended consequences for single residential dwellings where the Interim Corridor Area zoning was applied. Since that time, Staff have been reviewing the Corridor zones as part of the Pre-Zoning in Urban Centres and Corridors project and have noted that some properties previously zoned Duplex Residential (R4) have become non-conforming. To address this, an amendment to the Interim Corridor Area is recommended by Staff.

**DISCUSSION**

Most of the properties that were pre-zoned to the Interim Corridor Area in 2024 were previously zoned exclusively for single residential dwelling use; however, Staff have identified 39 properties that were previously zoned for duplex use. While the Interim Corridor Area contemplates higher densities than SSMUH on certain lots, the lots previously zoned R4 have become non-conforming where duplexes are present. To address this unintended consequence, proposed “Zoning Amendment Bylaw 2026 No. 4500.252” will allow duplexes (two multi-family residential dwelling units) by-right as a site-specific use on the 39 lots in the Interim Corridor Area that were previously zoned R4.

**COMMUNICATION AND COMMUNITY ENGAGEMENT**

Pursuant to sections 464(3) and 467 of the *Local Government Act*, a public hearing is prohibited for proposed “Zoning Amendment Bylaw 2026 No. 4500.252”. Statutory notification of first reading occurred on 2026-APR-23.

**ATTACHMENTS**

“Zoning Amendment Bylaw 2026 No. 4500.252”

**Authored by:**

Caleb Horn  
Planner II, Current Planning

**Concurrence by:**

Lainya Rowett  
Manager, Current Planning

Jeremy Holm  
Director, Planning and Development

CITY OF NANAIMO

BYLAW NO. 4500.252

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

---

WHEREAS the Council may zone land, by bylaw, pursuant to Sections 464, 467, 479, 480, 481, and 482 of the *Local Government Act*;

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

1. This Bylaw may be cited as the "Zoning Amendment Bylaw 2026 No. 4500.252".
2. The "City of Nanaimo Zoning Bylaw 2011 No. 4500" is hereby amended as follows:
  - 1) By deleting Subsection 9.8.1 and replacing with:

9.8.1 Despite Subsections 9.2.1, 9.3.1, and 9.3.2, where:

    - i. the lot is located on the lands identified as 'Interim Corridor Area' in "Schedule A"; and
    - ii. the lot area is less than 2,000m<sup>2</sup>, exclusive of any required road dedication to meet the road standards of a major road;

the following shall apply:

    - a) the sole permitted principal use on the lot shall be single residential dwelling and the maximum allowable density on the lot shall be as specified in the R1 zone; except
    - b) on the lots identified in Subsection 9.8.3 where the permitted principal uses on the lot shall be single residential dwelling or multiple family dwelling and the maximum allowable density on the lot shall be as specified in the R4 zone.
  - 2) By adding the following Subsection after Subsection 9.8.2

9.8.3 Notwithstanding Sections 6.6, 6.10, 9.5, 9.6, and 9.7, on the lots described in the table below, the following shall apply:

    - a) the minimum required setback from the property lines, the maximum allowable lot coverage, the maximum height of a principal building, the maximum size of an accessory building, and the fence height regulations shall be as specified for the R4 zone; and
    - b) parking shall be permitted between the front lot line and the front face of the building, and within the front yard setback.

<b>Civic Address</b>	<b>Legal Description</b>
<b>25 Acacia Avenue</b>	LOT 20 AND 21, BLOCK 8, SECTION 1, NANAIMO DISTRICT, PLAN 1465
<b>1340 Boundary Crescent</b>	LOT 7, DISTRICT LOT 97-G, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 18936
<b>1380 Boundary Crescent</b>	LOT 6, DISTRICT LOT 97G, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 18936

<b>Civic Address</b>	<b>Legal Description</b>
<b>1725 Boundary Avenue</b>	LOT 6, SECTION 16, RANGE 8, MOUNTAIN, PLAN 17752
<b>2375 Bowen Road</b>	LOT C, SECTION 19, RANGE 7, MOUNTAIN DISTRICT, PLAN 35993
<b>2379 &amp; 2381 Bowen Road</b>	STRATA LOTS 1 AND 2 AND COMMON PROPERTY, SECTION 19, RANGE 7, MOUNTAIN DISTRICT, STRATA PLAN 983
<b>472 Bruce Avenue</b>	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 2996
<b>1638 Crescent View Drive</b>	LOT 1, SECTION 16, RANGE 8, MOUNTAIN DISTRICT, PLAN 25271
<b>525 &amp; 527 Deering Street</b>	STRATA LOTS 1 AND 2 AND COMMON PROPERTY, SECTION 1, NANAIMO DISTRICT, STRATA PLAN VIS3735
<b>6710 Dickinson Road</b>	LOT 76, DISTRICT LOT 28, WELLINGTON DISTRICT, PLAN 26689 EXCEPT PART IN PLAN VIP75288
<b>625 Fourth Street</b>	AMENDED LOT 13 (DD96514N), BLOCK 2, SECTION 1, NANAIMO DISTRICT, PLAN 1325 EXCEPT PART IN PLAN VIP72966
<b>616 Georgia Avenue</b>	LOT 5, SECTION 1, NANAIMO DISTRICT, PLAN 9181
<b>620 &amp; 622 Georgia Avenue</b>	STRATA LOTS A AND B AND COMMON PROPERTY, SECTION 1, NANAIMO DISTRICT, STRATA PLAN EPS654
<b>1720 Hallen Avenue</b>	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 9780
<b>320 Harewood Road</b>	THE SOUTHERLY 3.076 CHAINS OF THAT PART OF SECTION 25, RANGE 6, SECTION 1, NANAIMO DISTRICT, PLAN 630, LYING TO THE WEST OF HAREWOOD ROAD AS SHOWN OUTLINED IN RED ON PLAN DEPOSITED UNDER DD 23555-N (SEE 128601I) EXCEPT THOSE PARTS IN PLAN 5652, 833-R AND 1217-R
<b>334 Howard Avenue</b>	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 12798
<b>286 Lambert Avenue</b>	LOT A, SECTION 1, NANAIMO DISTRICT, PLAN 26870
<b>600 Lambert Avenue</b>	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN 12950
<b>5330 Metral Drive</b>	LOT 1, SECTION 4, RANGE 4, WELLINGTON DISTRICT, PLAN 45103
<b>6174 Metral Drive</b>	LOT A, DISTRICT LOT 30, WELLINGTON DISTRICT, PLAN 25914
<b>697 Montague Road</b>	LOT 8, SECTION 1, NANAIMO DISTRICT, PLAN 48A
<b>698 Montague Road</b>	LOT 3, SECTION 1, NANAIMO DISTRICT, PLAN 33300
<b>1441 Montrose Avenue</b>	LOT 67, SECTION 1, RANGE 8, NANAIMO DISTRICT, PLAN 9500

<b>Civic Address</b>	<b>Legal Description</b>
<b>1140 Nelson Street</b>	LOT 6, SECTION 1, PLAN 9780, NANAIMO DISTRICT
<b>6610 Portsmouth Road</b>	LOT 73, DISTRICT LOT 28, WELLINGTON DISTRICT, PLAN 26689
<b>6620 Portsmouth Road</b>	LOT 74, DISTRICT LOT 28, WELLINGTON DISTRICT, PLAN 26689
<b>6630 Portsmouth Road</b>	LOT 75, DISTRICT LOT 28, WELLINGTON DISTRICT, PLAN 26689
<b>618 Sandy Court</b>	LOT 21, SECTION 1, NANAIMO DISTRICT, PLAN 12950
<b>701 Second Street</b>	LOT 1, SECTION 1, NANAIMO DISTRICT, PLAN 33300
<b>5102 Somerset Drive</b>	LOT 4, SECTION 4, RANGE 4, WELLINGTON DISTRICT, PLAN 18987
<b>431 Third Street</b>	LOT 10, SECTION 1, NANAIMO DISTRICT, PLAN 12798
<b>451 Third Street</b>	LOT 12, SECTION 1, RANGE 7, NANAIMO DISTRICT, PLAN 12798
<b>1480 Townsite Road</b>	LOT 10, DISTRICT LOT 97G, NEWCASTLE RESERVE, SECTION 1, NANAIMO DISTRICT, PLAN 18612
<b>3725 Victoria Avenue</b>	LOT 8, BLOCK 25, SECTION 3, WELLINGTON DISTRICT, PLAN 318A
<b>152 Wakesiah Avenue</b>	PARCEL "A" (DD 377767-I) OF SECTION 39, RANGE 5, SECTION 1, NANAIMO DISTRICT, PLAN 630
<b>206 Wakesiah Avenue</b>	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN 33300
<b>473 Watfield Avenue</b>	LOT 3, SECTION 1, NANAIMO DISTRICT, PLAN 8240
<b>481 Winchester Avenue</b>	LOT 2, SECTION 1, NANAIMO DISTRICT, PLAN 12669
<b>487 Winchester Avenue</b>	LOT 3, SECTION 1, NANAIMO DISTRICT, PLAN 12669

PASSED FIRST READING: \_\_\_\_\_  
PASSED SECOND READING: \_\_\_\_\_  
PUBLIC HEARING: Not held pursuant to *Local Government Act* sections 464(3) and 467  
PASSED THIRD READING: \_\_\_\_\_  
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: \_\_\_\_\_  
ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
MAYOR

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

FOR: COUNCIL MEETING

MEETING DATE: May 4, 2026

DEPARTMENT: PLANNING & DEVELOPMENT

SUBJECT: **REZONING BYLAW ABANDONMENT – 444, 450, 500 COMOX ROAD, 55 MILL STREET, AND 1 TERMINAL AVENUE**

**OVERVIEW**

**Purpose of Report**

To seek Council direction to abandon bylaws associated with Rezoning Application No. RA475 (for 444, 450, 500 Comox Road, 55 Mill Street, and 1 Terminal Avenue).

**Recommendation**

That Council:

1. Abandon “Land Use Contract Discharge Bylaw 2022 No. 7355” (to discharge an existing Land Use Contract from the property title of 500 Comox Road); and
2. Abandon “Zoning Bylaw Amendment Bylaw 2022 No. 4500.204” (to rezone 444, 450, 500 Comox Road, 55 Mill Street, and 1 Terminal Avenue from Medium Density Residential [R8] and Gateway [DT12] to Comprehensive Development District Zone Seven [CD7] and to amend the CD7 zone with new zoning regulations, to facilitate a mixed-use development and subdivision).

**DISCUSSION**

A rezoning application, RA475, was received in 2021 to rezone the subject properties of 444, 450, 500 Comox Road, 55 Mill Street, and 1 Terminal Avenue to facilitate a mixed-use residential and commercial development. The properties previously included the former Howard Johnson Hotel, which was demolished last year.

The associated rezoning bylaws received three readings before the properties were acquired by the Province and Snuneymuxw First Nation (SFN) in 2024. SFN intends to redevelop the site, which includes a portion of the traditional sxwayxum village, and has applied for a boundary adjustment subdivision (SUB01543) to facilitate this redevelopment. While SFN is working on a vision for the site which may require further development approvals, they and the Province have authorized the City to cancel the rezoning application.

The following are key dates related to the subject properties and associated rezoning:

- 2021-JUL-28 – Rezoning application received
- 2022-AUG-29 – Rezoning bylaws passed first and second readings
- 2022-SEP-29 – Public Hearing
- 2022-OCT-24 – Third reading

- 2023-FEB-27 – Third reading rescinded
- 2023-MAY-02 – Second reading rescinded, passed as amended
- 2023-MAY-18 – Public Hearing and third reading
- 2024-MAR-18 – Third reading rescinded
- 2024-APR-18 – Public Hearing and third reading
- 2024-JUL-15 – Province announces acquisition of subject properties
- 2026-JAN-05 – Boundary adjustment subdivision application received

Abandoning the bylaws will cancel the current rezoning application (RA475). The abandonment of the Zoning Amendment Bylaw will mean that the existing zoning will be retained (Medium Density Residential [R8], Gateway [DT12], and Comprehensive Development District Zone Seven [CD7], which allows a mix of medium density commercial and residential uses) and that the conditions of rezoning registered on title through *Land Title Act* Section 219 covenants can be released. The Land Use Contract Discharge Bylaw will also be abandoned, as it is redundant now that all Land Use Contracts in the Province have been terminated as of June 2024. |

### **KEY MESSAGES**

- The associated rezoning bylaws received three readings before the properties were acquired by the Province and Snuneymuxw First Nation (SFN) in 2024.
- While SFN is working on a vision for the site which may require further development approvals, they and the Province have authorized the City to cancel the rezoning application. |

### **ATTACHMENTS**

ATTACHMENT A: Subject Property Map  
“Land Use Contract Discharge Bylaw 2022 No. 7355”  
“Zoning Bylaw Amendment Bylaw 2022 No. 4500.204” |

#### **Authored by:**

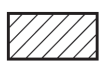
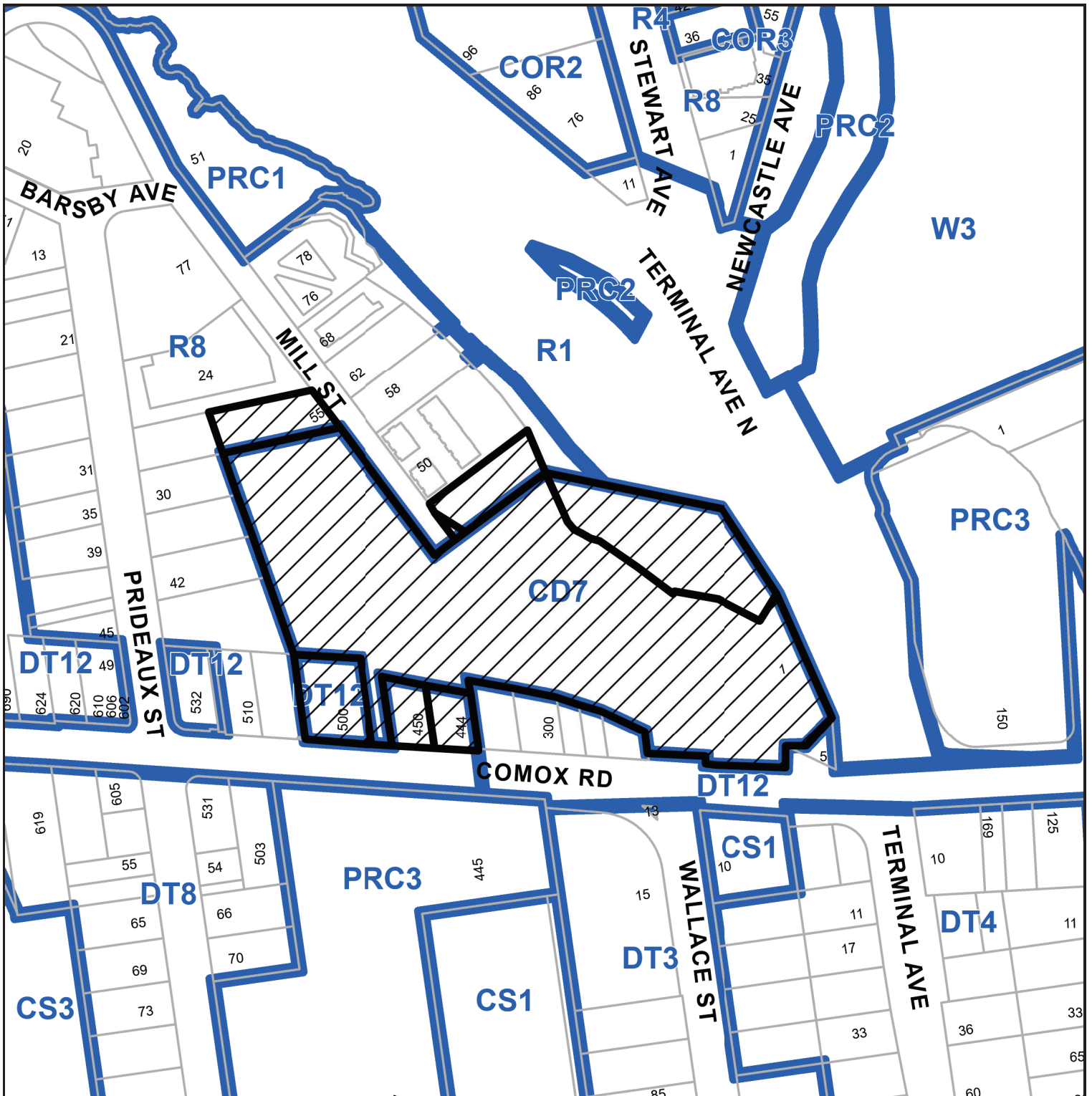
Caleb Horn  
Planner II, Current Planning |

#### **Concurrence by:**

Lainya Rowett  
Manager, Current Planning

Jeremy Holm  
Director, Planning & Development |

# ATTACHMENT A SUBJECT PROPERTY MAP



1 TERMINAL AVENUE  
 55 MILL STREET  
 444, 450 AND 500 COMOX ROAD

CITY OF NANAIMO

BYLAW NO. 7355

A BYLAW TO AUTHORIZE THE DISCHARGE OF A LAND USE CONTRACT

---

WHEREAS the City of Nanaimo entered into a Land Use Contract with KLAUS GERICK and MONA MAXINE, to provide for the development of LOT B, SECTION 1, NANAIMO DISTRICT, PLAN 15272, EXCEPT PART IN PLAN 49116 (500 Comox Road, hereby referred to as the "Lands");

AND WHEREAS the City of Nanaimo adopted "Land Use Contract Authorization Bylaw 1977 No. 1844" on January 26<sup>th</sup>, 1977;

AND WHEREAS the said Land Use Contract was registered in the Victoria Land Title Office under registration number F90666 on November 4<sup>th</sup>, 1977;

AND WHEREAS the City of Nanaimo has agreed to release and discharge said Land Use Contract from the Lands;

NOW THEREFORE the Council of the City of Nanaimo, in open meeting assembled, HEREBY ENACTS AS FOLLOWS:

Title

1. This Bylaw may be cited for all purposes as the City of Nanaimo "Land Use Contract Discharge Bylaw 2022 No. 7355".

Discharge

2. The City of Nanaimo does hereby discharge the Land Use Contract registered against the Lands in the Victoria Land Title Office on November 4<sup>th</sup>, 1977 under registration number F90666.

Execution of Documents

3. The Mayor and Director of Legislative Services are hereby authorized to execute all documents necessary for the discharge of the Land Use Contract.

Repeal

4. The City of Nanaimo "Land Use Contract Authorization Bylaw 1977 No. 1844" is hereby repealed.

PASSED FIRST READING: 2022-AUG-29  
PASSED SECOND READING: 2022-AUG-29  
PUBLIC HEARING HELD: 2022-SEP-29  
PASSED THIRD READING: 2022-OCT-24  
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: 2022-NOV-08  
THIRD READING RESCINDED: 2023-FEB-27  
PUBLIC HEARING HELD: 2023-MAY-18  
PASSED THIRD READING: 2023-MAY-18  
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: 2023-MAY-31  
THIRD READING RESCINDED: 2024-MAR-18  
PUBLIC HEARING HELD: 2024-APR-18  
PASSED THIRD READING: 2024-APR-18  
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: 2024-APR-29  
ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
MAYOR

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

CITY OF NANAIMO

BYLAW NO. 4500.204

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

---

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

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

1. This Bylaw may be cited as the "Zoning Bylaw Amendment Bylaw 2022 No. 4500.204".
2. The "City of Nanaimo Zoning Bylaw 2011 No. 4500" is hereby amended as follows:
  - 1) By deleting Section 16.7 and replacing it with a new Section 16.7 as shown in Schedule A of this Bylaw.
  - 2) By amending the table in section 17.11 by adding the following row after the row labeled 'CD5':

<b>Subject Property Zoned</b>	<b>Front Yard</b>	<b>Side Yard</b>	<b>Rear Yard</b>	<b>Storage / Landfill / Refuse Receptacles</b>
CD7	1	1	1	2

- 3) By rezoning the lands legally described as LOT 5, BLOCK 48, SECTION 1, NANAIMO DISTRICT, PLAN 584, EXCEPT PART IN PLAN 15272 (444 Comox Road), LOT C, SECTION 1, NANAIMO DISTRICT, PLAN 15272 (450 Comox Road), LOT B, SECTION 1, NANAIMO DISTRICT, PLAN 15272, EXCEPT PART IN PLAN 49116 (500 Comox Road), LOT 25, BLOCK 48, SECTION 1, NANAIMO DISTRICT, PLAN 584 (55 Mill Street), and LOTS A & B, SECTION 1, NANAIMO DISTRICT, PLAN 3360 (portion of 1 Terminal Avenue) from Medium Density Residential (R8) and Gateway (DT12) to Comprehensive Development District Zone Seven (CD7), as shown on Schedule B of this Bylaw.

PASSED FIRST READING: 2022-AUG-29

PASSED SECOND READING: 2022-AUG-29

PUBLIC HEARING HELD: 2022-SEP-29

PASSED THIRD READING: 2022-OCT-24

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: 2022-NOV-08

THIRD READING RESCINDED: 2023-FEB-27

SECOND READING RESCINDED: 2023-MAY-01

PASSED SECOND READING, AS AMENDED: 2023-MAY-01

PUBLIC HEARING HELD: 2023-MAY-18

PASSED THIRD READING: 2023-MAY-18

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: 2023-MAY-31

THIRD READING RESCINDED: 2024-MAR-18  
PUBLIC HEARING HELD: 2024-APR-18  
PASSED THIRD READING: 2024-APR-18  
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: 2025-APR-29  
ADOPTED: \_\_\_\_\_

---

MAYOR

---

CORPORATE OFFICER

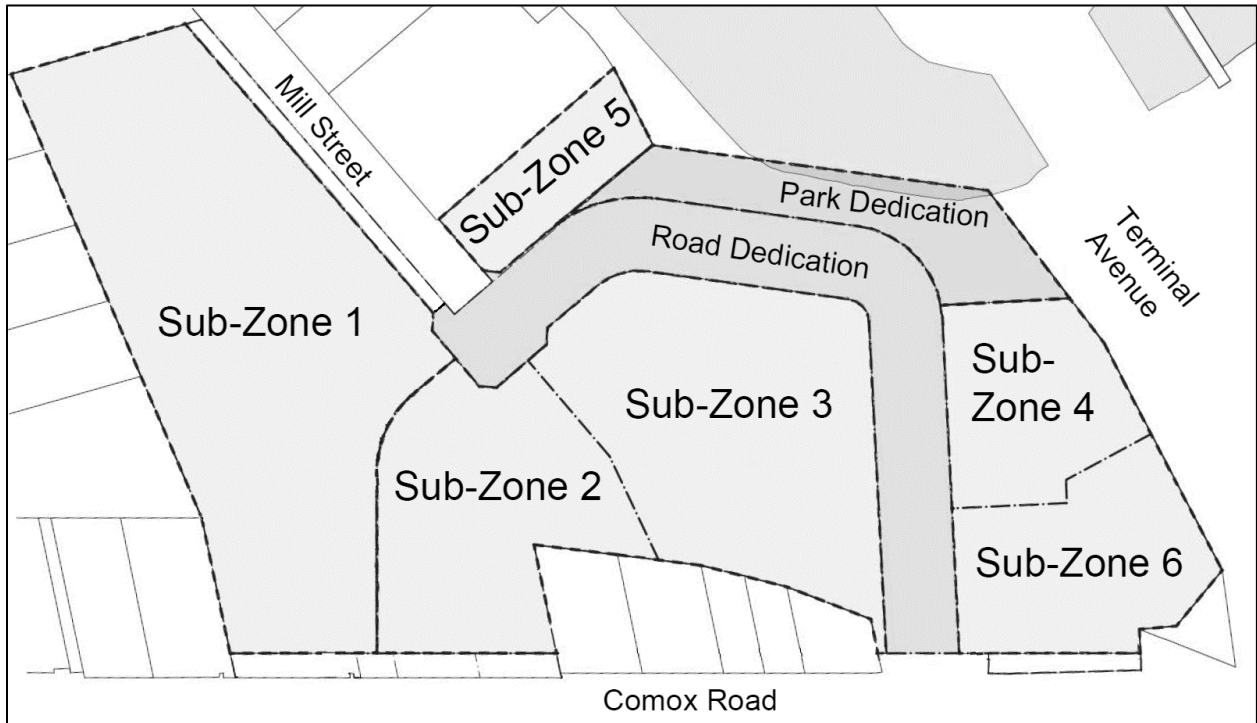
File: RA000475  
Address: 444/450/500 Comox Road, 55 Mill Street, and 1 Terminal Avenue

**16.7 COMPREHENSIVE DEVELOPMENT DISTRICT ZONE SEVEN (CD7)**

The intent of this zone is to provide a comprehensive mixed-use development area at the north edge of Downtown Nanaimo adjacent to the Millstone River, with a range of commercial and residential uses.

**16.7.1 ESTABLISHMENT OF SUB-ZONES**

16.7.1.1 Regulations in the CD7 zone will be established within sub-zones as identified in the following plan:



**16.7.2 PERMITTED USES**

16.7.2.1 The uses listed in the following table shall be permitted in sub-zones where indicated with a 'P' within the corresponding column with sub-zone number, as per the conditions of use specified:

Use	Sub-Zone						Conditions of Use
	1	2	3	4	5	6	
Arcade	--	P	P	P	--	P	
Assembly Hall	P	P	P	P	--	P	
Bingo Hall	--	P	P	P	--	P	
Commercial School	--	P	P	P	--	P	
Convention Centre	--	P	P	P	--	P	

**SCHEDULE A**

Use	Sub-Zone						Conditions of Use
	1	2	3	4	5	6	
Court of Law	--	P	P	P	--	P	
Cultural Facility	P	P	P	P	--	P	
Custom Workshop	--	P	P	P	--	P	
Daycare	P	P	P	P	P	P	
Funeral Parlour	--	P	P	P	--	P	
Hotel	--	P	P	P	--	P	
Laundromat	P	P	P	P	--	P	
Library	P	P	P	P	--	P	
Liquor Store	--	P	P	P	--	P	
Live/Work	P	P	P	P	P	P	
Micro-Brewery	--	P	P	P	--	P	The Gross Floor Area of a micro-brewery shall not exceed 557m <sup>2</sup> .
Multiple Family Dwelling	P	P	P	P	P	P	Within sub-zones 3, 4, and 6, multiple family dwelling residential shall only be permitted where a commercial use exists on the same lot.
Neighbourhood Pub	--	P	P	P	--	P	
Office	P	P	P	P	--	P	
Personal Care Facility	P	P	P	P	--	P	
Printing and Publishing Facility	--	P	P	P	--	P	
Recreation Facility	P	P	P	P	--	P	
Religious Institution	P	P	P	P	P	P	
Repair Shop	--	P	P	P	--	P	
Restaurant	P	P	P	P	--	P	
Retail	P	P	P	P	--	P	
Rooming House	P	P	P	P	P	P	
Shopping Centre	--	P	P	P	--	P	
Personal Care Facility	P	P	P	P	P	P	
Seniors' Congregate Housing	P	P	P	P	P	P	
Social Services Resource Centre	P	P	P	P	--	P	
Veterinary Clinic	P	P	P	P	--	P	

*P = Permitted Use*  
*-- = Use Not Permitted*

**SCHEDULE A**

16.7.2.2 The uses listed in the following table shall be permitted as an accessory use where indicated with an ‘A’ within the corresponding column with sub-zone number, as per the conditions of use specified:

Use	Sub-Zone						Conditions of Use
	1	2	3	4	5	6	
Accessory Dwelling	A	A	A	A	A	A	
Boarding and Lodging	A	A	A	A	A	A	Shall not exceed two sleeping units and shall not accommodate more than two persons.
Home Based Business	A	A	A	A	A	A	Subject to Part 6.
Secondary Suite	A	--	--	--	A	--	Subject to Part 6. Must be accessory to a single residential dwelling.
Short-Term Rental	A	A	A	A	A	A	Subject to Part 6.
Teletheatre Outlet	--	A	A	A	--	A	Must be contained within a Hotel or Neighborhood Pub.

*P* = Permitted as an Accessory Use  
*--* = Use Not Permitted

**16.7.3 DENSITY**

16.7.3.1 The following table specifies the maximum allowable base density, expressed as a Floor Area Ratio, per lot in each sub-zone. The additional density columns permit additional density where the specified criteria have been provided. Tier 1 awards additional density where a development meets or exceeds the Tier 1 requirements as specified in Schedule D of this Bylaw, and Tier 2 awards additional density where a development meets or exceeds the Tier 2 requirements as specified in Schedule D. Where a development achieves additional density as established through a development permit process, the additional floor area may be added to the base density within the sub-zone. A development may achieve all of the additional density available within the sub-zone:

Sub-Zone	Maximum Allowable Floor Area Ratio (FAR)	Additional Density	
		Tier 1	Tier 2
1	1.75	+0.2	+0.25
2	4.05	+0.2	+0.25
3	2.50	+0.2	+0.25
4	5.40	+0.2	+0.25
5	0.70	+0.1	+0.15
6	2.20	+0.2	+0.25

**SCHEDULE A**

16.7.3.2 Notwithstanding Subsection 16.7.3.1, where parking spaces are provided beneath a principal building (where the roof of the underground parking is not more than 0.8m above the adjacent finished grade), an amount may be added to the Floor Area Ratio equal to 0.25 multiplied by the percentage of the total parking spaces provided underground.

16.7.3.3 Notwithstanding Subsection 16.7.3.1, up to 15% of the calculated maximum permitted floor area of a lot in any sub-zone may be transferred to a lot in another sub-zone, with the exception of sub-zone 5, through a form & character development permit process and provided that a Section 219 covenant is registered on the property title of both subject parcels to record the terms of the density transfer.

**16.7.4 LOT SIZE AND DIMENSIONS**

16.7.4.1 The minimum lot size for a serviced lot shall be 1,000m<sup>2</sup>.

16.7.4.2 The minimum lot frontage shall be 20m.

16.7.4.3 The minimum lot depth shall be 40m.

**16.7.5 SITING OF BUILDINGS**

16.7.5.1 The following table specifies the minimum distance a principal building must be set back from any front or flanking side lot line shared with the respective street identified in the first column:

Street	Front / Flanking Side Yard
Comox Road	0m – for the first five storeys of the building 2.2m – for any portion of the building above the fifth storey
Mill Street	3.5m – for the first four storeys of the building 4.5m – for any portion of the building above the fourth storey
Street labeled 'Road Dedication' in Subsection 16.7.1.1	2.5m
Terminal Avenue	5.5m

16.7.5.2 The following table specifies the minimum distance a principal building must be set back from any side or rear lot line within each respective sub-zone:

Sub-Zone	Side Yard	Rear Yard
1	7.5m	7.5m
2	7.5m	7.5m
3	5.0m	7.5m
4	2.5m	3.0m
5	3.0m	7.5m
6	3.0m	3.0m

16.7.5.3 Notwithstanding Subsections 16.7.5.1 and 16.7.5.2, general provisions in Part 6 of this Bylaw for the siting of buildings near watercourses will also apply.

**SCHEDULE A**

- 16.7.5.4 Notwithstanding Subsection 16.7.5.1, the maximum front yard setback shall be 6m from all lot lines shared with a street except for the street known as Terminal Avenue where there is no maximum front yard setback.
- 16.7.5.4.1 Where only one principal building exists on the lot no more than 50% of the front face of a building façade shall be setback further than the maximum permitted front yard setback.
- 16.7.5.4.2 Where more than one principal building exists on the lot at least 50% of the property frontage must include a building front face within the maximum front yard setback area.
- 16.7.5.5 No vehicle parking shall be permitted between the front face of a principal building and any lot line abutting a street.
- 16.7.5.6 Notwithstanding Subsections 6.5.1, 16.7.5.1, and 16.7.5.2, a minimum setback shall not be required for an underground parking structure except from any lot line shared with the street known as Terminal Avenue where the minimum setback for an underground parking structure shall be 4.5m.

**16.7.6 SIZE OF BUILDINGS**

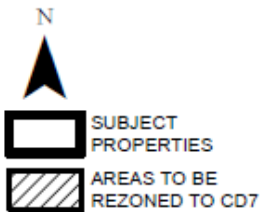
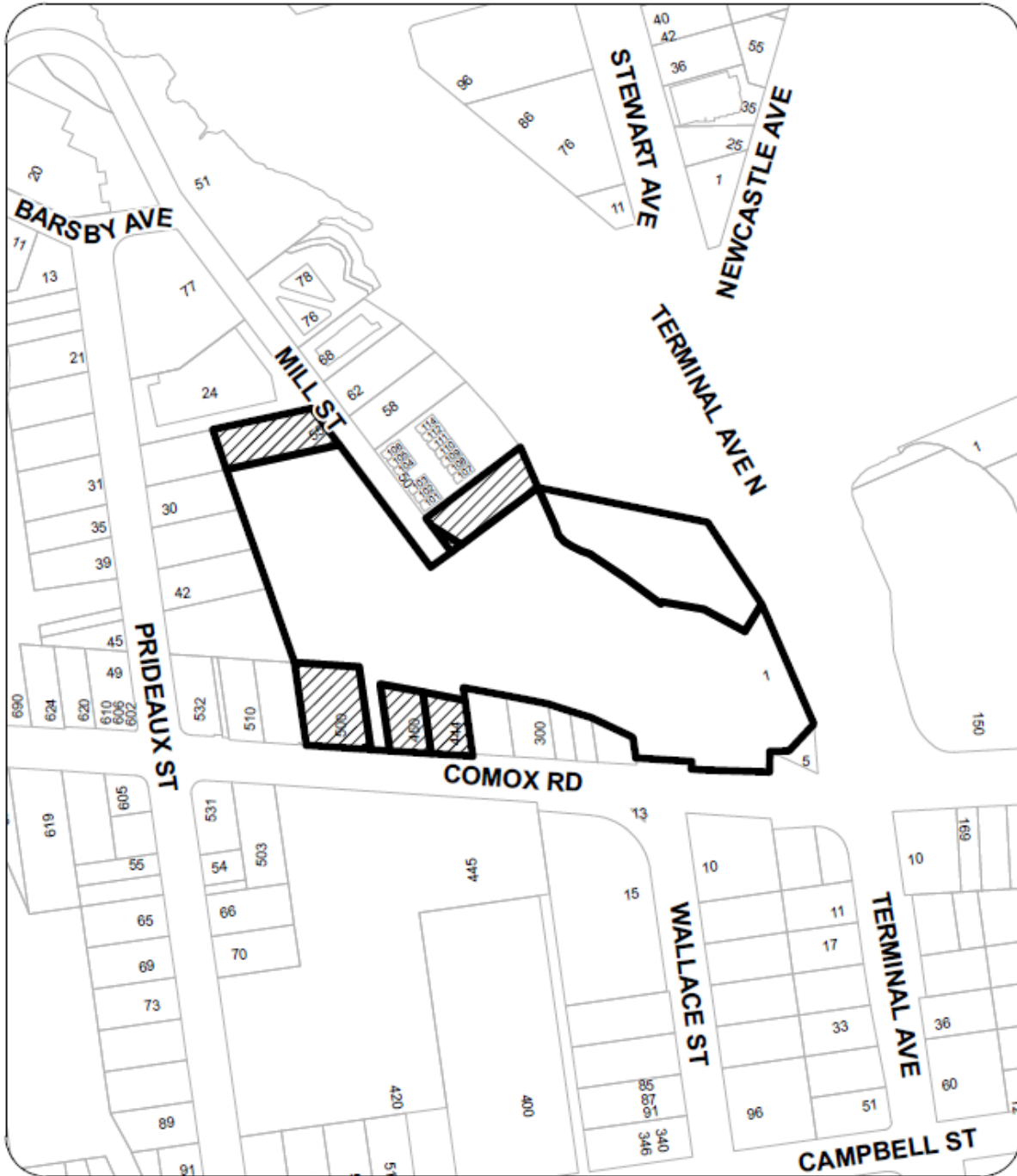
- 16.7.6.1 The following table specifies the maximum permitted lot coverage and building height, as well as the minimum required height of a principal building, within each respective sub-zone:

<b>Sub-Zone</b>	<b>Lot Coverage</b>	<b>Maximum Building Height</b>	<b>Minimum Building Height</b>
<b>1</b>	40%	21m	2 Storeys
<b>2</b>	40%	55m	2 Storeys
<b>3</b>	44%	30m	2 Storeys
<b>4</b>	60%	58m	2 Storeys
<b>5</b>	40%	13m	n/a
<b>6</b>	60%	25m	2 Storeys

**16.7.7 HEIGHT OF FENCES**

- 16.7.7.1 The maximum height of a fence shall not exceed 1.2m where located within 3m of any front or flanking side lot line.
- 16.7.7.2 The maximum height of a fence shall not exceed 1.8m in any side or rear yard.
- 16.7.7.3 The maximum height of a fence shall not exceed 3.0m in any portion of the lot that is not within a front, flanking side, side, or rear yard setback.

SCHEDULE B



**REZONING APPLICATION NO. RA000475**

CIVIC: 1 TERMINAL AVENUE, 444, 450 & 500 COMOX ROAD, 55 MILL STREET  
LEGAL: SEE NEXT PAGE FOR LEGAL DESCRIPTIONS

Document Path: \\c:\p\gis\source\_data\departmental\_data\eng\pub\w\gis\PROJECTS\TEMPLATES\LOCATION\_PLAN\Map\RA000475\_08.mxd

**SCHEDULE B**

**LEGAL DESCRIPTIONS:**

LOTS A & B, SECTION 1, NANAIMO DISTRICT, PLAN 3360

LOT 5, BLOCK 48, SECTION 1, NANAIMO DISTRICT, PLAN 584, EXCEPT PART IN PLAN 15272

LOT C, SECTION 1, NANAIMO DISTRICT, PLAN 15272

LOT B, SECTION 1, NANAIMO DISTRICT, PLAN 15272, EXCEPT PART IN PLAN 49116

LOT 25, BLOCK 48, SECTION 1, NANAIMO DISTRICT, PLAN 584

CITY OF NANAIMO

BYLAW NO.7440

A BYLAW TO IMPOSE AMENITY COST CHARGES

---

WHEREAS pursuant to the *Local Government Act*, the Council of the City of Nanaimo may, by Bylaw, impose amenity cost charges;

AND WHEREAS amenity cost charges may be imposed for the purpose of providing funds to assist the municipality in paying the capital costs of providing, constructing, altering, or expanding a facility or feature (amenity) that provides social, cultural, heritage, recreational or environmental benefits to a community and service, directly or indirectly, the development for which the charges are imposed;

AND WHEREAS Council has considered the charges imposed by this Bylaw in relation to future land use patterns and development, the phasing of works and services and the provision of park land described in the Official Community Plan (City Plan), expected increases in population growth of residents and workers, the Financial Plan, and how development designed to result in a low environmental impact may affect the capital costs of facilities or features;

AND WHEREAS in the opinion of the Council, the charges imposed by this Bylaw are related to capital costs attributable to projects included in the municipality's financial plan and long-term capital plans, and to capital projects consistent with the Official Community Plan (City Plan).

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

1. Title

This Bylaw may be cited as "City of Nanaimo Amenity Cost Charges Bylaw 2026, No. 7440".

2. Definitions and Interpretation

2.1 In the event of a conflict with any term of this Bylaw with the provisions of the *Local Government Act* authorizing the imposition of amenity cost charges, this Bylaw is to be interpreted so that it is consistent with the authority set out in the *Local Government Act*.

2.2 For the purposes of this Bylaw, the words or phrases that are not defined in this section shall have the meaning assigned to them in the Zoning Bylaw.

2.3 In this Bylaw:

"BUILDING"	means a Structure which is used or intended to be used for the support, enclosure, and/or shelter of persons, animals, or property.
"BUILDING PERMIT"	means a permit authorizing the Construction, alteration, or extension of a Building or Structure.
"CAMPGROUND"	means the use of land for providing the temporary accommodation of persons for vacation or recreational purposes in recreational vehicles or tents; but excludes Mobile Home Parks.
"CITY"	means the City of Nanaimo.
"COMMERCIAL"	means any use of land or Buildings for any Commercial use, including, but not limited to: retail, tourist accommodation, restaurant, office, personal or professional service, or recreation or entertainment.
"CONSTRUCTION"	includes building, erection, installation, repair, alteration, addition, enlargement, moving, relocating, reconstruction, demolition, removal, excavation, or shoring requiring a Building Permit.
"DUPLEX"	means a Structure containing two (2) Dwelling Units within one (1) Building located on a single Lot and which is used or intended to be used as the residences for two (2) households.
"DWELLING UNIT"	means one or more habitable rooms, consisting of a self-contained unit used for residential purposes by a household, with a separate entrance and containing a cooking facility.
"GROSS FLOOR AREA" OR "GFA"	means the Gross Floor Area of a Building or Structure calculated to the outside of the exterior walls, including floor areas over 1.8 metres in height, canopies with an occupancy or use, and parking Structures as the principal use, with the following exemptions: stairwells and elevators exceeding one floor only, gas canopies and parking portions of a Structure.
"HIGH DENSITY RESIDENTIAL"	means a residential Building that is used or designed where three (3) or more self-contained Dwelling Units are accessible via a common hallway or corridor and shared entrance facilities (e.g., apartments).
"INDUSTRIAL"	means any Industrial use of land or Buildings, including, but not limited to uses related to the co-generation, manufacturing, processing, assembling, fabricating, servicing, testing, repair, storing, transporting, warehousing, or distributing of goods, materials, or things, or wholesaling provided that the merchandise being sold is distributed from the Lot.

<p>“INSTITUTIONAL”</p>	<p>means the Institutional use of land or Buildings including, but not limited to, use for a school, hospital, correctional facility, or for a care facility including a senior’s care residence where a minimum of 20 percent of the floor area of all Buildings located on the Lot are operated under a license issued pursuant to the <i>Community Care and Assisted Living Act</i> or any enactments that replace it.</p>
<p>“LOT”</p>	<p>means any Parcel, block, or other area in which land is held or into which it is Subdivided whether under the <i>Land Title Act</i> or the Bare Land Strata Regulations under the <i>Strata Property Act</i> and includes a water Lot, but does not include a phased Subdivision boundary nor an air space Parcel.</p>
<p>“LOW DENSITY RESIDENTIAL”</p>	<p>means two (2) or fewer Dwelling Units on a Lot, where each may contain a Secondary Suite consistent with the provisions of the British Columbia Building Code.</p>
<p>“MEDIUM DENSITY RESIDENTIAL”</p>	<p>means a residential Building used or designed where there are three (3) or more self-contained Dwelling Units on a Lot, each having direct access to the outside whether via exterior staircase or at grade level (e.g., townhouse). Also includes Row Houses, Secondary Suites, Secondary Suites within Accessory Buildings, Campgrounds, Recreational Vehicle Parks, or Mobile Home Parks.</p>
<p>"MOBILE HOME"</p>	<p>means a Dwelling Unit built in an enclosed factory environment in one (1) or more sections, intended to be occupied in a place other than that of its manufacture, and includes Mobile Homes and modular homes that are either completely self-contained, or Mobile Homes that are incomplete and are assembled outside of the place their manufacture.</p>
<p>"MOBILE HOME PARK"</p>	<p>means a use of land, carried out in accordance with the Zoning Bylaw, for the purpose of providing pads for the accommodation of two (2) or more Mobile Homes.</p>
<p>“PARCEL”</p>	<p>means any Lot, block or other area in which land is held or into which it is Subdivided but does not include a highway.</p>
<p>“RECREATIONAL VEHICLE PARK”</p>	<p>means a site intended for the temporary or permanent accommodation of persons in recreational vehicles or park model trailers, and excludes a Mobile Home Park or Campground, but may include an accessory laundry facility, washroom and shower facility, convenience store, office, storage area, and recreational facilities provided such uses are limited to the occupants of the Recreational Vehicle Park.</p>
<p>“ROW HOUSE”</p>	<p>means two (2) or more Dwelling Units which share a common party wall or are otherwise connected at the side yard lot line.</p>

“SECONDARY SUITE”	means one (1) or more habitable rooms, but not more than three (3) bedrooms and one (1) cooking facility, constituting a self-contained unit with a separate entrance, but which is clearly subordinate to the principal dwelling for residential accommodation.
“SECONDARY SUITE WITHIN AN ACCESSORY BUILDING”	means a Secondary Suite within an Accessory Building attached to a foundation, used or designed as a self-contained, detached Dwelling Unit located on a Lot with a Single Residential Dwelling and does not include a strata Lot.
“SINGLE RESIDENTIAL DWELLING”	means a Building, consisting of one (1) Dwelling Unit, used or intended to be used as the residence of one household, and which Building may include one attached Secondary Suite.
“STRUCTURE”	means anything constructed, placed, or erected on land.
“SUBDIVISION”	means a division of land as defined in the <i>Land Title Act</i> and a bare land Subdivision as defined in the <i>Strata Property Act</i> or any subsequent Act or Acts which may be enacted in substitution therefore.
“ZONING BYLAW”	means the <i>City of Nanaimo Zoning Bylaw 2011 No. 4500</i> , as amended, or repealed and replaced from time to time.

### 3. Amenity Cost Charges

3.1 Pursuant to section 570.2(1) of the *Local Government Act* for the purpose of providing funds to assist the City in paying the capital costs of providing, Constructing, altering or expanding the amenities set out in Schedule “B” to this Bylaw to service, directly or indirectly, the development and the increased population of residents or workers that results from the development for which the charge is being imposed, the amenity cost charges set out in Schedule “A”, attached hereto and forming part of this Bylaw, are hereby imposed on every person who obtains:

- (a) approval of a Subdivision of land under the *Land Title Act* or the *Strata Property Act*, that results in two or more Parcels on which the Zoning Bylaw permits the Construction of Low Density Residential;
- (b) approval of a Building Permit authorizing the Construction of Low Density Residential on an existing Parcel; or
- (c) approval of a Building Permit authorizing the Construction of Medium Density Residential, High Density Residential, Commercial, Industrial, or Institutional;

and the amenity cost charge shall be paid upon approval of a Subdivision or issuance of a Building Permit, as the case may be.

4. Calculation of Applicable Charges

- 4.1 The amount of amenity cost charges payable in relation to a particular development shall be calculated using the applicable charges set out in Schedule "A" of this Bylaw.
- 4.2 Where a type of development is not specifically identified in Schedule "A" the amount of amenity cost charges to be paid to the City shall be equal to the amenity cost charges that are payable for the most comparable type of development.
- 4.3 The amount of amenity cost charges payable in relation to mixed-use type of development shall be calculated separately for each portion of the development, in accordance with Schedule "A", based on the mix of uses included in the Building Permit application and the total amenity cost charges payable shall be the sum of the charges payable for each type.
- 4.4 In the case of a Building Permit for a Mobile Home Park, amenity cost charges are calculated by multiplying the total amenity cost charges payable per unit for a Medium Density Residential use, as prescribed in Schedule "A", by the number of Mobile Home pads to be constructed.
- 4.5 In the case of a Building Permit for a Campground, amenity cost charges are calculated by multiplying the total amenity cost charges payable per unit for a Medium Density Residential use, as prescribed in Schedule "A", by the number of Campground sites to be constructed.
- 4.6 In the case of a Building Permit for a Recreational Vehicle Park, amenity cost charges are calculated by multiplying the total amenity cost charges payable per unit for a Medium Density Residential use, as prescribed in Schedule "A", by the number of Recreational Vehicle Park sites to be constructed.

5. Exemptions

- 5.1 Despite any other provision of this Bylaw, an amenity cost charge is not payable in relation to a Building Permit that authorizes the Construction, alteration or extension of a building or part of a building that is, or will be, after the Construction, alteration or extension, exempt from taxation under section 220(1)(h) or 224(2)(f) of the *Community Charter*;
- 5.2 Despite any other provision of this Bylaw, an amenity cost charge is not payable:
  - (a) in relation to affordable and special needs housing units that are required under an affordable and special needs housing zoning bylaw as defined under section 478.1 of the *Local Government Act*;
  - (b) if no increase in the population of residents or workers is expected to result from the development;
  - (c) in respect of a particular amenity, if an amenity cost charge in respect of that amenity has previously been paid for the same development, unless further development is expected to result in an increase in the population of residents or workers;
  - (d) in respect of a capital cost for which a development cost charge may be imposed;

- (e) in relation to a development for any class of affordable housing prescribed by regulation; or,
- (f) the *Local Government Act* or any regulations thereunder provide that no amenity cost charge is payable.

6. Effective Date

6.1 This Bylaw shall come into force and effect on January 1<sup>st</sup>, 2029.

7. Severability

7.1 If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the Bylaw remains valid.

PASSED FIRST READING: 2026-APR-20  
PASSED SECOND READING: 2026-APR-20  
PASSED THIRD READING: 2026-APR-20  
ADOPTED: \_\_\_\_\_

---

MAYOR

---

CORPORATE OFFICER

SCHEDULE "A"  
AMENITY COST CHARGES

	<b>Unit</b>	<b>ACC</b>
Low Density Residential	Per lot / dwelling unit	\$5,278.43
Medium Density Residential	Per dwelling unit	\$3,591.83
High Density Residential	Per dwelling unit	\$2,186.33
Commercial	Per square metre of gross floor area (GFA)	\$3.44
Industrial	Per square metre of GFA	\$1.41
Institutional	Per square metre of GFA	\$3.44

SCHEDULE "B"  
LIST OF AMENITIES

1. Beban Park Improvements
2. South Gate Urban Centre – Community Centre
3. Stadium District Improvements

CITY OF NANAIMO

BYLAW NO. 7444

A BYLAW AUTHORIZING THE CITY OF NANAIMO TO ESTABLISH THE SOUTH NANAIMO  
TRANSPORTATION DEVELOPMENT COST CHARGE RESERVE FUND

---

WHEREAS the City of Nanaimo wishes to establish a reserve fund for the purposes of segregating development cost charges paid to the City of Nanaimo, as per the “South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439”;

AND WHEREAS Section 188 of the *Community Charter* authorizes Council to establish a reserve fund for a specified purpose and direct that money be placed to the credit of the reserve fund;

AND WHEREAS money in this reserve fund, and interest earned on it, must be used in accordance with section 566(2) of the *Local Government Act*

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

1. Title:

This Bylaw may be cited as "South Nanaimo Transportation Development Cost Charge Reserve Fund Bylaw 2026, No. 7444".

2. Administration

2.1 Money in this reserve fund, and interest earned on it, must only be used for the following:

- (a) to fund expenditures for projects identified in the “South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439”;
- (b) to pay principal and interest on a debt incurred by the City as a result of an expenditure under 2.1(a);
- (c) to pay a person subject to a development cost charge some or all of the capital costs the person incurred in completing a project described in section 2.1(a) if:
  - (i) the project was completed under an agreement between the person and the City, and
  - (ii) the project is included in the calculations used to determine the amount of that development cost charge.

2.2 Funds received from the “South Nanaimo Area-specific Transportation Development Cost Charge Bylaw 2026, No. 7439” shall be placed in this reserve.

3. Effective Date

This bylaw shall take effect upon adoption of this bylaw.

Bylaw 7444  
Page 2

PASSED FIRST READING: 2026-APR-20  
PASSED SECOND READING: 2026-APR-20  
PASSED THIRD READING: 2026-APR-20  
ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
MAYOR

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

CITY OF NANAIMO

BYLAW NO. 7445

A BYLAW AUTHORIZING THE CITY OF NANAIMO TO ESTABLISH THE AMENITY COST  
CHARGE RESERVE FUND

---

WHEREAS the City of Nanaimo wishes to establish a reserve fund for the purposes of segregating amenity cost charges paid to the City of Nanaimo, as per the "City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440";

AND WHEREAS Section 188 of the *Community Charter* authorizes Council to establish a reserve fund for a specified purpose and direct that money be placed to the credit of the reserve fund;

AND WHEREAS money in this reserve fund, and interest earned on it, must be used in accordance with section 570.8(2) of the *Local Government Act*

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

1. Title:

This Bylaw may be cited as "Amenity Cost Charge Reserve Fund Bylaw 2026 No. 7445".

2. Administration

2.1 Money in this reserve fund, and interest earned on it, must only be used for the following:

- (a) to fund expenditures for projects identified in the "City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440";
- (b) to pay principal and interest on a debt incurred by the City as a result of an expenditure under 2.1(a);
- (c) to pay a person subject to an amenity cost charge some or all of the capital costs the person incurred in completing a project described in section 2.1(a) if:
  - (i) The project was completed under an agreement referred to in section 570.9(1) of the *Local Government Act* between the person and the City, and
  - (ii) The project is included in the calculations used to determine the amount of that amenity cost charge.

2.2 Funds received from the "City of Nanaimo Amenity Cost Charge Bylaw 2026, No. 7440" shall be placed in this reserve.

3. Effective Date

This bylaw shall take effect upon adoption of this bylaw.

Bylaw 7445  
Page 2

PASSED FIRST READING: 2026-APR-20  
PASSED SECOND READING: 2026-APR-20  
PASSED THIRD READING: 2026-APR-20  
ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
MAYOR

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

**OUR VISION:**

Excellent health and care for everyone,  
everywhere, every time.



Ref #22754

April 20, 2026

Dale Lindsay  
Chief Administrative Officer  
City of Nanaimo  
455 Wallace Street  
Nanaimo, BC V9R 5J6

Dear Mr. Lindsay,

Thank you for your letter of March 24<sup>th</sup>, 2026, and for taking the time to outline your proposal regarding the use of space in Island Health's building at 250 Albert Street in Nanaimo.

We acknowledge and respect the important work your organization does to support vulnerable people in Nanaimo and recognize the value provided by the HUB.

Island Health is unable to accommodate the proposed use of space at 250 Albert Street. Renovations are currently underway to support the long-anticipated Wellness and Recovery Centre, which is intended to open this summer. As a result, there is no surplus space available to support additional services beyond those already planned by Island Health.

We appreciate the work being done to address housing and homelessness in Nanaimo and commend your ongoing efforts to strengthen supports for people in need. We wish you every success as you continue to pursue solutions to this issue and look forward to continuing our partnership to respond to these pressing community priorities.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Gustafson".

Dr. Réka Gustafson  
Vice President and Chief Medical Health Officer

RG/ss



## REQUEST FOR SUPPORT APPLICATION FORM

Date of Request	April 28, 2026
Organization/Group making the request	Nanaimo International Jazz Festival Association
Contact Person	Kim Smythe
Address	[REDACTED]
Telephone	250-740-0771
Email Address:	president@nanaimojazzfest.ca
Type of Support Requested (Select one)	<input checked="" type="radio"/> Letter of Support in Principle <input type="radio"/> In-Kind Contribution <input type="radio"/> Partnership  <i>Note: This policy is not applicable to requests for grant funding by the City, including Permissive Tax Exemption requests, or in-kind funding for facility rentals (see Grants Policy and Guidelines for further details)</i>

### IF APPLICABLE:

Name of grant or program for which you are applying:

---

Amount of Funding Requested: \$40,000

Grant Due Date: \_\_\_\_\_

Grant Organization: Nanaimo International Jazz Festival Association

Address: PO Box 825

City: Nanaimo Postal Code: V5N 9R2

Telephone: 250-740-0771

Please provide an executive summary or short narrative that addresses each of the points outlined in the "Council Support policy". Include any supporting documents or materials and a detailed list of other funding partners (if applicable).

Please submit this form, with accompanying materials, to the attention of the Corporate Officer, Legislative Services, City of Nanaimo, 455 Wallace St. Nanaimo, BC V9R 5J6, or by email to: [legislative.servicesoffice@nanaimo.ca](mailto:legislative.servicesoffice@nanaimo.ca).

Respecting Your Privacy

Freedom of Information and Protection of Privacy Act (FOIPPA) – Information collected on this form is done so under the general authority of the *Community Charter* and FOIPPA, and is protected in accordance with FOIPPA. Personal information will only be used by authorized staff to fulfill the purpose for which it was originally collected, or for a use consistent with that purpose. For more information, please visit the Legislative Services Department at 455 Wallace Street, call 250-755-4405, or email [foi@nanaimo.ca](mailto:foi@nanaimo.ca).



## REQUEST FOR COUNCIL SUPPORT LETTER

1. The request is from a recognized and federally registered non-profit charity as per the formal request form.
2. Name and contact information are on the formal request form.
3. The organization was formed in Nanaimo 10 years ago with the stated purpose in the attached Constitution. We have staged educational and entertainment events annually since then. Our plans and impact on the community are aligned with City Plan, most specifically in the areas of C4.5, 4.7, 4.8, 5.51 and 5.56 relating not only to Culture, but also to Tourism and Downtown place-making.
4. Our funding sources are primarily government at this point, although we are expanding our efforts and reach into foundation and corporate support. Without obvious and stated municipal support (from local government) we would be ineligible for funding from most senior government programs. It would also be very hard to make the case for corporate and individual support without the City recognizing the value of the organization to the community.
5. The organization organizes and presents an annual Jazz Festival, this year it is projected to span 18 days. Performances will include ticketed events in pubs, clubs and theatres as well as two days of free, open-air concerts in Maffeo-Sutton Park with approximately a dozen performances. Our tenth anniversary is also planned to include a 'Salute to Music Education' which profiles student performers from the mid-Island alongside professional locals and touring musicians. Year-round, NIJFA supports the live music scene with collaborations, cross-promotions, and co-productions to ensure continuing development of the jazz genre in our community.
6. We target the community in general with our free concerts and youth particularly through support of music education with workshops. Our efforts in the local entertainment scene help enhance Nanaimo's attractiveness to visitors and locals.
7. Our Festival is held over three weekends in September. The rest of our mandate is exercised throughout the year.
8. Anticipated outcomes include recognition of the talent growing within our community and the enrichment of our local cultural landscape.
9. Budget is attached.
10. No similar programs exist in the RDN

11. No other similar organization is applying for support.
12. As mentioned, this organization is celebrating its 10<sup>th</sup> anniversary presenting an annual, multi-day Festival (during Covid, we sustained this by presenting virtually).
13. We are working with the Wellington Jazz Academy, SD68 & 69, Nanaimo Blues Society, DNBA, Old City Quarter Association, Nanaimo Pride, SFN and all others who can mutually benefit from our association.



## CONSTITUTION

BC Society • Societies Act

**CERTIFIED COPY**  
Of a document filed with the  
Province of British Columbia  
Registrar of Companies

CAROL PREST

**NAME OF SOCIETY: NANAIMO INTERNATIONAL JAZZ FESTIVAL ASSOCIATION**

Incorporation Number: S0064525  
Business Number: 80907 5526 BC0001  
Filed Date and Time: November 21, 2018 11:37 AM Pacific Time

The name of the Society is NANAIMO INTERNATIONAL JAZZ FESTIVAL ASSOCIATION

The purposes of the Society are:

- A. To develop and foster an ongoing Jazz festival or festivals in the City of Nanaimo bringing together audiences and musicians interested in Jazz, Ragtime, Blues and related forms of Improvised Music.
- B. To organize other Jazz musical events within the Mid Vancouver Island Region
- C. To engage the services of qualified musicians to participate in such events
- D. To bring recognition to Nanaimo as a centre for Jazz
- E. To develop and educate audiences in the appreciation and understanding of Jazz music
- F. To carry out such other activities as are required in order to achieve the above purposes.



## 2026 NIJFA Proposed Budget - February 10, 2026

<b>PROJECTED REVENUE</b>	
<b>EARNED REVENUE</b>	
Admissions and box office from ticket sales	\$ 40,000.00
Membership dues or fees	\$ 1,000.00
Merch Sales (Net)	\$ 2,000.00
<b>Total Earned Revenue</b>	<b>\$ 43,000.00</b>
<b>PRIVATE SECTOR REVENUE</b>	
Local Corporate Donations (TBC)	20,000
Foundations, Donations, Sponsorships (Individual & Corporate)	\$ 15,500.00
Fundraising events (50-50)	\$ 2,000.00
In-kind goods and services revenues from private sector (Equals In-Kind Expenses)	
<b>Total Private Sector Revenue</b>	<b>\$ 37,500.00</b>
<b>FEDERAL</b>	
Department of Canadian Heritage	\$ 12,000.00
<b>PROVINCIAL</b>	
BC Arts Council Operating grant	\$ 6,000.00
BC Touring Council	\$ 3,000.00
BC Ministry operating grants	\$ 10,000.00
BC Gaming	\$ 20,000.00
<b>MUNICIPAL AND REGIONAL REVENUES</b>	
City of Nanaimo Special Council Grant	N/A
<b>Total Government Grant Revenue</b>	<b>\$ 51,000.00</b>
<b>TOTAL REVENUES</b>	<b>\$ 131,500.00</b>
<b>PROJECTED EXPENSES</b>	
<b>ARTISTIC EXPENSES</b>	
Artists' fees & expenses	\$ 55,500.00
Salute to Education Performance Fees	\$ 7,000.00
SOCAN, etc	\$ 2,000.00
<b>VENUE, TECH &amp; PRODUCTION EXPENSES</b>	
Venue Rental, Outdoor Stage, Permits & Licenses	\$ 12,500.00
Technical, Staging & Production Staff	\$ 7,000.00
In-kind goods and services expenses for private sector (Equals In-Kind Revenues)	
<b>Total Entertainment &amp; Production Expenses</b>	<b>\$ 84,000.00</b>
<b>MARKETING &amp; COMMUNICATION EXPENSES</b>	
Social Media Content & Management	\$ 4,000.00
Marketing Design & Production	\$ 5,000.00
Advertising purchases	\$ 7,500.00
<b>Total marketing and communication expenses</b>	<b>\$ 16,500.00</b>
<b>ADMINISTRATION EXPENSES</b>	
Executive Director	\$ 14,400.00
Artistic Director	\$ 9,600.00
Bookkeeping & Accounting	\$ 4,500.00
Other administrative expenses -- Insurance, Office, Misc	\$ 2,000.00
<b>Total administrative, operating, management expenses</b>	<b>\$ 30,500.00</b>
<b>TOTAL EXPENSES</b>	
<b>SURPLUS OR (DEFICIT)</b>	<b>\$ 500.00</b>
Total revenues (A)	\$ 131,500.00
Total expenses (B)	\$ 132,000.00

City of Nanaimo  
Culture & Events  
455 Wallace Street  
Nanaimo, BC

Thursday January 26, 2026

Dear Selection Committee,

On behalf of the Downtown Nanaimo Business Association (DNBA), I am writing to express our strong support for the Nanaimo Independent Jazz and Folk Arts (NIJFA) organization and its continued contribution to our community.

As an organization dedicated to the economic vitality, cultural vibrancy, and overall success of Downtown Nanaimo, the DNBA has witnessed the positive impact NIJFA has on both the arts community and the downtown business environment. Through longstanding initiatives such as Sounds of Summer and the Nanaimo International Jazz Festival, NIJFA has played a meaningful role in activating public spaces, drawing visitors, and creating engaging experiences in the downtown core.

In recent seasons, NIJFA has hosted the Nanaimo International Jazz Festival within the downtown area, utilizing a mix of outdoor and indoor venues. These events attract local, regional, and international audiences, increasing foot traffic and contributing to the economic and cultural vitality of downtown Nanaimo. NIJFA's programming also provides valuable opportunities for local musicians and artists to showcase their talents and connect with diverse audiences.

We believe NIJFA's work is vital to the continued growth and development of our community, and we strongly encourage you to consider supporting their efforts through funding. Your investment will not only enable NIJFA to continue delivering high-quality cultural programming, but will also demonstrate a commitment to the long-term artistic and economic vitality of Downtown Nanaimo.

Thank you for your consideration,

Roberta Bowman  
Executive Director  
Downtown Nanaimo Business Association

**nanaimo**  
**JAZZ**  
festival

10th Anniversary | September 2026

A month of shows and  
concerts around Nanaimo!



Clubs, Pubs & Theatres  
Maffeo Sutton Outdoor Free Stage

*nanaimojazzfest.ca*



Nanaimo International Jazz Festival Association

Support Letter Template – City of Nanaimo

TO WHOM IT MAY CONCERN:

On behalf of the City of Nanaimo, I am happy to express our support for the Nanaimo International Jazz Festival Association. We applaud its ten-year history in our community and share their hope for a long future.

The organization not only presents an annual Festival celebrating this genre, they have developed programs in partnerships with local school districts and the university promoting and supporting public and post-secondary music education. The non-profit Society has also instituted programming aimed at the development of local talent to meet the demands of audiences everywhere.

The efforts of this organization are tied to the core of our City's commitment to supporting arts and culture, as stated in our planning guide "City Plan": *Culture connects us and defines us as a community. It is about our history, our values, and our beliefs. Our culture is what makes our city unique, distinctive, and vibrant and is why people love where they live. Creativity, innovation, arts, and culture are at the heart of a thriving Nanaimo.*

The City of Nanaimo is committed to ongoing cultural development through such special-interest, non-profit organizations as Nanaimo International Jazz Festival Association. We encourage partners in the public and private sectors to support community development by standing behind this organization and financially support its mandate and principles and actions. City Plan states, and this association works toward, a desired outcome of *"Strong community pride and sense of place supported by events and community gatherings that offer free, family oriented, inter-generational opportunities."* The City of Nanaimo endorses and encourages these efforts.