

**MINUTES**  
**SPECIAL COUNCIL MEETING**  
**BOARDROOM, SERVICE AND RESOURCE CENTRE,**  
**411 DUNSMUIR STREET, NANAIMO, BC**  
**MONDAY, 2020-APR-20, AT 12:00 P.M.**

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Present: Mayor L. Krog, Chair  
Councillor S. D. Armstrong (joined electronically)  
Councillor D. Bonner (joined electronically)  
Councillor T. Brown (joined electronically)  
Councillor B. Geselbracht (joined electronically)  
Councillor E. Hemmens (joined electronically)  
Councillor Z. Maartman (joined electronically)  
Councillor I. W. Thorpe (joined electronically)  
Councillor J. Turley (joined electronically)

Staff: J. Rudolph, Chief Administrative Officer  
D. Lindsay, General Manager, Development Services  
B. Sims, General Manager, Engineering and Public Works  
S. Legin, General Manager, Corporate Services  
L. Mercer, Director, Finance (vacated 3:03 p.m.)  
W. Fulla, Manager, Business, Asset & Financial Planning (vacated 3:03 p.m.)  
F. Farrokhi, Manager, Communications  
S. Gurrie, Director, Legislative Services  
K. Gerard, Recording Secretary

1. CALL THE SPECIAL MEETING TO ORDER:

The Special Council Meeting was called to order at 12:00 p.m.

Mayor Krog advised that this Special Meeting is being held in accordance with Ministerial Order No. M083.

2. PROCEDURAL MOTION TO PROCEED IN CAMERA:

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

Section 90(2):

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

The motion carried unanimously.

Council moved “In Camera” at 12:00 p.m.  
Council moved out of “In Camera” at 12:53 p.m.

Council recessed the Open Meeting 12:53 p.m.  
Council reconvened the Open Meeting at 1:00 p.m.

3. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 8(a) – 2020 Parking Operations – Add report titled “2020 Parking Fee Relief”.
- (b) Add Agenda Item 8(d) – Property Tax Due Date.
- (c) Add Agenda Item 8(e) – Correspondence dated 2020-APR-16 from Kim Smythe, President and CEO, Nanaimo Chamber of Commerce regarding Nanaimo Business Community Round Table COVID-19 discussion results.
- (d) Re-order Agenda Items as follows:
  - Agenda Item 8(e) – Correspondence dated 2020-APR-16 from Kim Smythe, President and CEO, Nanaimo Chamber of Commerce regarding Nanaimo Business Community Round Table COVID-19 Discussion Results to Agenda Item 8(a)
  - Agenda item 8(c) – 2020 – 2024 Financial Plan and Property Tax Options, to Agenda Item 8(b)
  - Agenda Item 8(d) – Property Tax Due Date to Agenda Item 8(c)
  - Agenda Item 8(a) – 2020 Parking Operations to Agenda Item 8(d)
  - Agenda Item 8(b) – City Facility Leasing and Rental Relief to Agenda Item 8(e)

4. APPROVAL OF THE AGENDA:

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

5. MAYOR’S REPORT:

Mayor Krog spoke regarding:

- Mayor Krog thanked citizens of the community for ensuring they are following the physical distancing recommendations
- Encouraged the community to shop at local stores as much as possible to assist our local businesses in staying open

6. REPORTS:

- (a) Correspondence dated 2020-APR-16 from Kim Smythe, President and CEO, Nanaimo Chamber of Commerce regarding Nanaimo Business Community Round Table Covid-19 Discussion Results
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Delegation:

1. Kim Smythe, President and CEO, Nanaimo Chamber of Commerce, provided Council with the results of the Nanaimo Business Community Round Table COVID-19 discussion results and advised:
  - Some smaller businesses in Nanaimo have already had to close down and many people are out of work
  - The industries that are struggling the most are Tourism, Hospitality small travel and tour companies and these sectors are not sure if they will be able to recoup any revenue due to travel restrictions
  - Some business that are doing well are garden centres, accounting firms, legal firms, automotive centres and restaurants who have adopted a pick-up and/or delivery model of operating
  - Requesting local government support in communicating the loss of revenue and sustainability to the higher levels of government
  - The business community, both large and small, and the Nanaimo Chamber of Commerce are joining together to hold round table discussions regarding business sustainability and economic recovery
  - The Chamber of Commerce hopes that Staff and/or members of Council will join these round table discussions

- (b) 2020 – 2024 Financial Plan & Property Tax Options

Introduced by Shelley Legin, General Manager, Corporate Services.

Presentation:

1. Wendy Fulla, Manager, Business, Asset and Financial Planning, provided Council with a presentation regarding the 2020 – 2024 Financial Plan & Property Tax Options, which included the following information:
  - Changes in the budget and priorities items due to COVID-19 including casino revenue and decrease in parking revenue
  - Existing projected property tax increase is 4.5%
  - Implications if the increase in property taxes is 3.8% or 1.0%
2. Laura Mercer, Director, Finance continued the presentation regarding the 2020 – 2024 Financial Plan & Property Tax Options, which included the following information:
  - Shifting tax revenue between classes would lessen the dependence on big businesses

- As of March 16<sup>th</sup>, 2020, the Province initiated financial supports for businesses and local government including a reduction in the school tax and extending the date of the City's pay over in school tax to December 31, 2020
- Staff will be bringing forward a report to the Regular Council Meeting on 2020-MAY-04 regarding final options and implications for property taxes
- At the Special Council Meeting on 2020-MAY-11, Staff will be bringing forward both the Financial Plan Amendment Bylaw and the Property Tax Bylaw for four readings as allowed by Ministerial Order No. M083

(c) Property Tax Due Date

Introduced by Shelley Legin, General Manager, Corporate Services.

It was moved and seconded that Council direct Staff to bring forward, to a future Council meeting, a report containing the following options regarding the property tax due date:

- Maintain the due date of property taxes as July 2, 2020
- Defer the due date of the first 5% penalty of outstanding property taxes to October 1, 2020
- Defer the due date of the second 5% penalty to 6 weeks after the October 1<sup>st</sup> deadline

The motion carried unanimously.

(d) 2020 Parking Operations

Introduced by Shelley Legin, General Manager, Corporate Services.

Laura Mercer, Director, Finance, provided Council with a verbal update regarding 2020 Parking Operations report and advised that parking revenue is down 80% and the City would need \$445,000 from the General Revenue Reserve to make up for the loss of revenue.

(e) City Facility Leasing and Rental Relief

Introduced by Shelley Legin, General Manager, Corporate Services.

Laura Mercer, Director, Finance, provided Council with a review of the City Facility Leasing and Rental Relief.

W. Fulla and L. Mercer vacated the Boardroom at 3:03 p.m.

7. AGENDA PLANNING:

(a) Agenda Planning

Introduced by Sheila Gurrie, Director, Legislative Services.

Council discussion included:

- Temporarily suspending the Council Remuneration Task Force application process
- Ensuring the City has the Staff capacity to reinstate the existing Committees and Task Forces
- Future Governance and Priorities Committee topics could include:
  - Social procurement
  - Advocacy
  - Transportation
  - Arts, Culture and Neighbourhood Associations

It was moved and seconded that Council reinstate all existing Committees and Task Forces. The motion passed unanimously.

Mayor Krog spoke regarding:

- The City of Nanaimo sends it's condolences to all those affected by the tragic deaths in Nova Scotia and especially to the RCMP
- The City has lowered the flags outside of City Hall to half mast as a show of respect
- Mayor Krog thanked senior Staff for their careful financial planning which has placed Nanaimo in a good economic state during the COVID-19 pandemic
- Recognized Councillor Bonner's frustration with the pandemic and applauds his ideas and suggestion to try and help the citizens and businesses in Nanaimo

8. ADJOURNMENT:

It was moved and seconded at 3:33 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER