

**MINUTES**  
REGULAR COUNCIL MEETING  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,  
80 COMMERCIAL STREET, NANAIMO, BC  
MONDAY, 2021-MAR-01, AT 4:30 P.M.

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

Staff: J. Rudolph, Chief Administrative Officer  
R. Harding, General Manager, Parks, Recreation and Culture  
S. Legin, General Manager, Corporate Services  
D. Lindsay, General Manager, Development Services  
B. Sims, General Manager, Engineering and Public Works  
T. Doyle, Fire Chief  
B. Corsan, Director, Community Development  
A. Groot, Director, Facility & Parks Operations  
J. Holm, Director, Development Approvals  
L. Mercer, Director, Finance  
P. Rosen, Director, Engineering  
P. Stewart, Manager, Engineering Projects  
A. Manhas, Economic Development Officer  
D. Johnstone, Communications and Digital Content Specialist  
S. Gurrie, Director, Legislative Services  
S. Snelgrove, Recording Secretary

1. CALL THE REGULAR MEETING TO ORDER:

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

2. PROCEDURAL MOTION TO PROCEED IN CAMERA:

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

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (g) litigation or potential litigation affecting the municipality;

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

*Community Charter* Section 90(2):

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

The motion carried unanimously.

Council moved In Camera at 4:30 p.m.  
Council moved out of In Camera at 6:35 p.m.

Council recessed the Open Meeting 6:35 p.m.  
Council reconvened the Open Meeting at 7:00 p.m.

3. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 9 Committee Minutes – Add Minutes of the Governance and Priorities Committee Meeting 2021-FEB-22.
- (b) Agenda Item 12(a) Downtown Nanaimo Business Association Business Improvement Area – Replace Attachment A and “Downtown Nanaimo Business Association Business Improvement Area Bylaw 2021 No. 7317”.

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 advised:

- The Parks, Recreation and Culture Department is offering recreation programs this upcoming spring season. Registration begins on Wednesday, March 3, 2021. Residents can look for programs through the online PDF or flipping book version of the Spring Activity Guide and can pick up a hard copy at a recreation centre or register through [recreation.nanaimo.ca](http://recreation.nanaimo.ca).
- The annual watermain flushing program starts March 2, 2021. There will be short periods of low pressure and discolored water can be expected. The discoloured water is temporary and not a health hazard. Residents are asked to minimize water consumption if water discolouration is noticed.

- Every eligible adult should be able to receive their first dose of the COVID-19 vaccine by late July, which is an accelerated timeline announced by the Province. Starting Monday, March 8, 2021 residents and staff of independent seniors' living centres and those living in seniors' supportive housing, as well as home-care support clients and staff will be contacted by health authorities. Seniors not living in care can call to book their own appointment. Phone numbers are listed on the Provincial government website. The Province is using a staggered schedule so the call centre isn't overwhelmed at once.
- There is a certain sense of frustration as it has been well over a year now that we have been living in restricted circumstances. Mayor Krog asked everyone to wash their hands, maintain physical distance and not congregate together.

6. PRESENTATIONS:

(a) Update Regarding Fire Station #1

Tim Doyle, Fire Chief, provided an update on Fire Station #1 and Nanaimo Fire Rescue project updates. Highlights included:

- Background of the projects
  - July 29<sup>th</sup> ground breaking ceremony
  - Construction began in August
- By April 2021 the towers will be completed
- Structural steel and foundation will be completed in early summer 2021
- Project is on budget and on time to finish in summer of 2022
- Firecomm is transitioning to Surrey
- Construction of Wildland Unit
- Self Contained Breathing Apparatus Request for Proposals will be published March 9<sup>th</sup>
- Emergency Medical Responder training is postponed
- Currently preparing for collective bargaining

(b) 2020 - 2021 Development Review

Introduced by Dale Lindsay, General Manager, Development Services.

Presentation:

1. Jeremy Holm, Director, Development Approvals. Highlights included:

- Statistics regarding single family dwelling units and percentages with suites
- Number of housing units and type added to housing stock in 2020
- Value of permits issued
- Buyer profile data
- Distribution of development in the community
- Permit processing times and trends toward infill and smaller subdivisions

(c) State of the Nanaimo Economy

Introduced by Dale Lindsay, General Manager, Development Services.

Presentation:

1. Amrit Manhas, Economic Development Officer. Highlights included:
  - January and February 2020 started off strong and March saw a shut down of activity
  - Significant declines in employment until reopening of businesses in mid-May
  - Businesses had assistance through various programs
  - Supporting local economy a priority of Council
  - City's Covid-19 response
  - Population milestone and population growth over the next five years
  - Statistics regarding:
    - Business licenses by sector
    - Building permit values
    - Home prices
    - Labour force and participation rate
    - Median, average and per capita income
  - Positive economic outlook for 2021

(d) Capital Projects Review 2021

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

Presentation:

1. Phil Stewart, Manager, Engineering Projects. Highlights included:
  - Number and value of capital projects
  - Project drivers such as growth, asset management or strategic planning
  - Construction starting in 2021

(e) Councillor Hemmens Update and Video Regarding Vancouver Island Regional Library (VIRL)

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Councillor Hemmens advised the Nanaimo Harbourfront branch now has extended hours, the board is working on a provincial advocacy strategy, and a review of their strategic plan and facilities master plan. VIRL is planning to start a recruitment process for a new Executive Director due to the retirement of the current Executive Director.

7. COMMITTEE MINUTES:

The following Committee Minutes were received:

- Minutes of the Special Health and Housing Task Force Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2020-NOV-26, at 2:17 p.m.
- Minutes of the Special Design Advisory Panel Meeting held in the Boardroom, Services and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Tuesday, 2020-DEC-15, at 5:00 p.m.
- Minutes of the Design Advisory Panel Meeting held in the Boardroom, Services and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2021-JAN-14, at 5:00 p.m.
- Minutes of the Special Economic Development Task Force Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Tuesday, 2021-JAN-19, at 1:00 p.m.
- Minutes of the Design Advisory Panel Meeting held in the Boardroom, Services and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2020-JAN-28, at 5:00 p.m.
- Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2021-FEB-17, at 9:00 a.m.
- Minutes of the Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2021-FEB-22, at 1:01 p.m.

8. CONSENT ITEMS:

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

(a) Finance and Audit Committee 2021-FEB-17

1. Kim Smythe, President and CEO, Chamber of Commerce - City Budget and Upcoming Municipal Tax Rates

That Council request a report from Staff with an analysis of the impact of freezing tax increases on commercial ratepayers for one year to assist and support the business community in Nanaimo.

2. Provision of Barrier-Free Menstrual Products in City Facilities

That Council direct Staff to make menstrual products available, upon request, at:

- Beban Park, including Arenas, Pool, and Social Centre;
- Bowen Park;
- Nanaimo Aquatic Centre;
- Nanaimo Ice Centre;
- Oliver Woods Community Centre;
- Caledonia Park for shower program access;
- Northfield Tourism Visitor Centre,

and that communication be placed in those facilities identifying their availability.

3. Heritage Façade Grant - 315 Fitzwilliam Street

That Council approve a \$20,000 Heritage Façade Grant for the St. Andrew's United Church building located at 315 Fitzwilliam Street to replace the building's asphalt shingle roof.

4. Other Grant - Alano Club of Nanaimo Society

That Council deny the allocation of \$7,000 from the Other Grant funding to the Alano Club of Nanaimo Society.

5. Reallocation of \$60,000 of the ERP Replacement Project Budget from 2022 to 2021 in the 2021-2025 Financial Plan

That Council approve reallocating \$60,000 of the ERP Replacement project budget from 2022 to 2021, in the 2021-2025 Financial Plan.

(b) Governance and Priorities Committee Meeting 2021-FEB-22

1. Canada Healthy Communities Initiative - First Intake

That Council direct Staff to submit an application to the Canada Healthy Communities Initiative for the E & N Trail Lighting Project.

The motion carried unanimously.

9. REPORTS:

(a) Downtown Nanaimo Business Association Business Improvement Area

Introduced by Laura Mercer, Director, Finance.

Presentation:

1. Kim Smythe, President and CEO, Chamber of Commerce, advised he was in attendance to answer questions.

It was moved and seconded that “Downtown Nanaimo Business Association Business Improvement Area Bylaw 2021 No. 7317” (To establish a Business Improvement Area in the downtown Nanaimo area) pass first reading. The motion carried unanimously.

It was moved and seconded that “Downtown Nanaimo Business Association Business Improvement Area Bylaw 2021 No. 7317” pass second reading. The motion carried unanimously.

It was moved and seconded that “Downtown Nanaimo Business Association Business Improvement Area Bylaw 2021 No. 7317” pass third reading. The motion carried unanimously.

It was moved and seconded that Council direct Staff to proceed with notice of intention to conduct a local area service on a Council initiative, subject to a petition against process and direct Staff to carry out the petition against process. The motion carried unanimously.

(b) Rezoning Application No. RA459 - 2345 and 2355 Kenworth Road

Introduced by Dale Lindsay, General Manager, Development Services.

Delegation:

1. Brian Senini advised he is the lawyer for the applicant and spoke regarding the rationale for rezoning the properties.

It was moved and seconded that “Zoning Amendment Bylaw 2021 No. 4500.183” (To amend the Corridor Three [COR3] zone to allow ‘automobile sales, service and rental’ as a site-specific use within 2355 Kenworth Road and a portion of 2345 Kenworth Road) pass first reading. The motion carried unanimously.

It was moved and seconded that “Zoning Amendment Bylaw 2021 No. 4500.183” pass second reading. The motion carried unanimously.

It was moved and seconded that prior to adoption of “Zoning Amendment Bylaw 2021 No. 4500.183”, Council direct that:

- a. Staff secure a covenant for use restrictions to replace Covenants CA6887004 and CA6318912;
- b. the applicant obtain subdivision approval for a lot line adjustment between 2355 and 2345 Kenworth Road; and,
- c. the applicant provide a signed statement from a Contaminated Sites Approved Professional that the Certificate of Compliance is valid for the proposed land uses for proposed Lots A and B.

The motion carried unanimously.

(c) 2021 Appointments to the Parcel Tax Roll Review Panel

Introduced by Sheila Gurrie, Director, Legislative Services.

It was moved and seconded that Council appoint Councillors Hemmens, Thorpe and Turley as members and Councillor Maartman as alternate to the Parcel Tax Roll Review Panel for a term ending 2021-DEC-31. The motion carried unanimously.

10. BYLAWS:

(a) "Financial Plan Amendment Bylaw 2021 No. 7307.02"

It was moved and seconded that "Financial Plan Amendment Bylaw 2021 No. 7307.02" (To amend the 2020 – 2024 Financial Plan) be adopted. The motion carried unanimously.

(b) "Housing Agreement Bylaw 2021 No. 7322"

It was moved and seconded that "Housing Agreement Bylaw 2021 No. 7322" (To secure unit affordability) be adopted. The motion carried unanimously.

11. OTHER BUSINESS:

(a) Correspondence dated 2021-FEB-04 from the Office of the Ombudsperson regarding their quarterly report: October 1 – December 31, 2020

12. ADJOURNMENT:

It was moved and seconded at 9:22 p.m. that the meeting adjourn. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER