

**MINUTES**  
GOVERNANCE AND PRIORITIES COMMITTEE MEETING  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,  
80 COMMERCIAL STREET, NANAIMO, BC  
MONDAY, 2021-MAR-08, AT 1:00 P.M.

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Present: Councillor B. Geselbracht, Chair  
Mayor L. Krog  
Councillor D. Bonner  
Councillor T. Brown  
Councillor E. Hemmens (arrived 2:22 p.m.)  
Councillor Z. Maartman  
Councillor I. W. Thorpe (vacated 2:06 p.m.)  
Councillor J. Turley  
Councillor S. D. Armstrong (joined electronically 2:55 p.m., disconnected 4:02 p.m.)

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 (joined electronically)  
B. Corsan, Director, Community Development  
J. Holm, Director, Development Approvals  
L. Mercer, Director, Finance  
L. Bhopalsingh, Manager, Community Planning  
L. Rowett, Manager, Current Planning  
L. Brinkman, Planner  
S. Gurrie, Director, Legislative Services  
K. Lundgren, Recording Secretary

1. CALL THE GOVERNANCE AND PRIORITIES COMMITTEE MEETING TO ORDER:

The Governance and Priorities Committee Meeting was called to order at 1:00 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 5(a) Governance and Priorities Committee Agenda Planning Matrix – Add GPC Agenda Planning Matrix.

3. APPROVAL OF THE AGENDA:

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

4. ADOPTION OF THE MINUTES:

It was moved and seconded that the 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. Be adopted as circulated. The motion carried unanimously.

5. AGENDA PLANNING:

a. Governance and Priorities Committee Agenda Planning Matrix

Sheila Gurrie, Director, Legislative Services, introduced the Governance and Priorities Committee (GPC) Agenda Planning Matrix. Highlights included:

- The matrix identifies topics of importance for the committee
- Intention for today is to address each topic and allow opportunity for the committee to make additions or changes to the matrix
- Priority ranking for each topic before the next GPC meeting
- Ranking process taking place on a 3 to 4 month basis to ensure priorities are up to date
- Matrix includes a timeline of when topics are expected to be ready to move forward

Committee discussion took place. Highlights included:

- Topic: Neighbourhood Associations
  - Creating a criteria to officially recognize neighbourhood associations
  - Opportunity for neighbourhood association representatives to be involved in the discussion
  - Importance of defining what constitutes a neighbourhood association to ensure credibility
- Topic: Crosswalk safety

Sheila Gurrie, Director, Legislative Services, noted a request for additional information on this topic, and that it may be a two part process to accommodate the additional information requested.

- Topic: 1 Port Drive

Sheila Gurrie, Director, Legislative Services, noted that an update on this project will be coming forward to the Committee in the second quarter of 2021.

Committee discussion took place regarding opportunity for the committee to review the plans for 1 Port Drive.

- Topic: Capital Planning
  - Intent of this topic is to bring the committee up-to-date on capital projects
  - Discussions surrounding a multi-project borrowing referendum may be better suited for a Finance and Audit Committee meeting

- Topic: Homelessness and Addictions: Impact on Nanaimo Businesses
  - Topic not viewed as an immediate priority and prefer to see back in potentially 6 months
  - Intention of this topic is for public communication and as an education piece in regards to what the City of Nanaimo (the City) has been doing on this matter
- Topic: Waterfront Walkway

Sheila Gurrie, Director, Legislative Services, noted that this topic would include an update on the status of the project as well as the next steps.

- Topic: Election signage

Sheila Gurrie, Director, Legislative Services, anticipates bringing forward a review of the General Election Bylaw by Fall 2021.

Committee discussion took place regarding the cost of election signage and leveling the playing field for potential candidates.

- Topic: Street Entertainers Bylaw

Sheila Gurrie, Director, Legislative Services, noted that Staff are seeking more clarification on the desired outcomes of this topic.

Committee discussion took place. Highlights included:

- Topic of Street Entertainer Bylaw is not viewed as a priority, but a conversation that should be had
- Topic initially brought forward in response to outdoor noise complaints targeted at a downtown business
- Requested that this topic be brought forward in May or June 2021
- Desired outcomes include reviewing the current bylaw and discussion on how to determine acceptable noise levels for outdoor entertainers
- Hiring buskers to encourage activity at the downtown waterfront

Councillor Thorpe vacated the Shaw Auditorium at 2:06 p.m.

Dale Lindsay, General Manager, Development Services, noted that an update could be brought forward regarding the regulation of buskers.

- Topic: Vancouver Island Conference Center

Sheila Gurrie, Director, Legislative Services, noted that Staff will be bringing forward an update on the Vancouver Island Conference Center and its uses.

Committee discussion took place. Highlights included:

- Unpredictability post COVID-19 and important not to rush decisions
- Repurposing the Conference Centre for recreational spaces without jeopardizing the conference business
- Topic: Sports Venues and Tourism Strategies

Richard Harding, General Manager, Parks, Recreation and Culture, informed the Committee of several items that will be coming forward.

Committee discussion took place regarding the opportunity to take advantage of sports tourism and it's positive impact on economic development.

- Topic: Committee Structure

Sheila Gurrie, Director, Legislative Services, noted that this topic is intended for feedback and discussion on GPC and committee structures.

Councillor Hemmens entered the Shaw Auditorium at 2:22 p.m.

Committee discussion took place regarding:

- The importance of the matrix being thoroughly filled out when a new topic is brought forward
- Suggested GPC topic: To review the work done by the Mayor's Task Force on Recovery and Resilience in regards to what the City will look like post COVID-19
- Ranking topics on the matrix prior to the next GPC meeting

The Governance and Priorities Committee recessed at 2:30 p.m.

The Governance and Priorities Committee reconvened at 2:38 p.m.

6. REPORTS:

a. GOVERNANCE AND MANAGEMENT EXCELLENCE:

(1) Community Amenity Contribution Policy

Introduced by Dale Lindsay, General Manager, Development Services.

Presentation:

1. Lisa Brinkman, Planner, and Gerry Mulholland, Vice-President, G.P. Rollo & Associates Ltd., Land Economists, provided a PowerPoint Presentation.

Lisa Brinkman, Planner, spoke regarding:

- The purpose of Community Amenity Contribution (CAC) is to collect funds during property rezoning to accommodate growth and development
- The City retained Gerry Mulholland, Vice-President, G.P. Rollo & Associates Ltd., Land Economists, to conduct an analysis and provide recommendations for new CAC rates
- Consultation with the Nanaimo development community
- Provided an overview of the current CAC rates

- Developer required costs, such as development cost charges (DCC's), are different from CAC contributions
- CACs are helpful in creating a more livable city and are a standard practice in many communities
- The City collected \$1,858,946 in CAC funds from 2010 to 2020

Gerry Mulholland, Vice-President, G.P. Rollo & Associates Ltd., Land Economists, continued the presentation. Highlights included:

- Previous review of CAC's for the City was completed in 2007
- Explained the concept of land lift as an increase in land value that is created when a municipality allows for higher density or more profitable use
- Most communities seek between 25% to 80% of the land lift
- Comparison of CAC rates to other municipalities
- Conducted an economic analysis of the potential for the City to increase the CACs secured at rezoning for properties

Councillor Armstrong joined electronically at 2:55 p.m.

- Recommendations for the City as described in the Rollo & Associates Ltd. report, Nanaimo Community Amenity Contribution Study (July 2020):
  - Update city-wide flat fee CAC
  - Ensure the fee is affordable for developers
  - Conduct periodic reviews of rates every 2 to 5 years

Lisa Brinkman, Planner, continued the presentation. Highlights included:

- Addressed concerns from the Nanaimo development community
- Draft CAC Policy evolved in response to both the Rollo & Associates Ltd. report and consultation with the development community
- Supporting affordable housing by increasing the percent of all monetary CACs that are directed to the Housing Legacy Reserve
- Staff seeking direction from the committee to move forward with the next step of community consultation

Committee discussion took place. Highlights included:

- The feedback from the development community
- Consideration for housing prices when comparing rates to other municipalities
- Separate housing markets of resale homes versus new builds

Gerry Mulholland, Vice-President, G.P. Rollo & Associates Ltd., Land Economists, advised the committee:

- Examples of uses of CAC funds in other municipalities
- CAC rate's influence on the inclination to build
- Increasing CAC rates generally does not impact housing affordability

Committee discussion took place regarding profit sharing being an ideal way to generate income for the City.

Committee discussion took place. Highlights included:

- Concerns regarding the unpredictability of the future of the housing market and the possibility of a housing market crash
- The rationale behind the 40% contribution directed to the Housing Legacy Reserve

Lisa Brinkman, Planner, advised that the fund allocation is Council's decision; however, traditionally CACs are used to benefit the neighbourhood impacted by the development.

Committee discussion took place. Highlights included:

- Rationale for the 50% reduced CACs for market rental units
- The substantial difference between the Staff recommendation and the recommendation in the consultant's report
- Seeking more information behind the Staff recommendation
- CACs are voluntary and can be negotiated at the time of rezoning
- Other municipalities have much higher CAC rates
- Would like further information regarding all the associated costs for developers

Jeremy Holm, Director, Development Approvals, explained the complexity of calculating development cost charges and noted that more information could be provided.

Councillor Armstrong disconnected at 4:02 p.m.

It was moved and seconded that the Governance and Priorities Committee recommend that Council:

1. support the Community Amenity Contribution (CAC) Policy with the rates and defined increases as recommended in the Rollo report (July 2020), as follows:

Land Use	CAC rate starting 2022-JAN-01	CAC rate starting 2023-JAN-01	CAC rate starting 2024-JAN-01
<b>Single Residential Dwelling</b>	\$3,000 per unit	\$5,500 per unit	\$8,000 per unit
<b>Townhouse Residential Dwelling</b> A dwelling that shares one or more walls with another unit, with no unit above, and has a ground level entrance.	\$2,500 per unit	\$5,000 per unit	\$7,500 per unit
<b>Multiple Family Dwelling</b>	\$2,000 per unit	\$3,500 per unit	\$5,000 per unit
<b>Commercial and Industrial</b>	\$34 per m <sup>2</sup> (GFA)	\$34 per m <sup>2</sup> (GFA)	\$34 per m <sup>2</sup> (GFA)
<b>Cannabis and Liquor Retail Store</b>	\$10,000 per store	\$10,000 per store	\$10,000 per store
<b>Student Housing</b>	\$1,000 per bed	\$1,000 per bed	\$1,000 per bed

2. and prior to endorsement, direct Staff to move forward with community consultation, including creating an information page on the City website, and send a referral to the Neighbourhood Network.

The motion carried.

*Opposed: Councillor Turley*

The Governance and Priorities Committee recessed at 4:03 p.m.

The Governance and Priorities Committee reconvened at 4:12 p.m.

b. ENVIRONMENTAL RESPONSIBILITY:

c. ECONOMIC HEALTH:

(1) Status of Municipal Grants

Introduced by Shelley Legin, General Manager, Corporate Services.

- Information report is to update the committee on the status of all active municipal grant streams
- Time constraints in grant applications and would like to see our grant applications viewed as key contenders
- Proposed potential opportunity to improve grant success rate by piloting a resource on a contract basis
- Staff will be returning with a needs assessment and direct ask

Committee discussion took place. Highlights included:

- Nanaimo in the same position in terms of time constraints as other communities, and would like to see a comparison to other communities
- Sound investment to increase efficiency of grant applications

d. COMMUNITY WELLNESS/LIVABILITY:

e. REIMAGINE NANAIMO:

(1) Update on Doughnut Economics Framework

Introduced by Dale Lindsay, General Manager, Development Services.

Presentation:

1. Lisa Bhopalsingh, Manager, Community Planning, provided a PowerPoint presentation. Highlights included:

- Overview of the Doughnut Economics Model
- Explanation of the downscaled Doughnut/City portrait and incorporating Council's Strategic Plan
- Incorporating the Doughnut Economics Model into the REIMAGINE NANAIMO process
- Provided examples of City Portrait models created by other municipalities
- Presented preliminary draft of the Nanaimo Doughnut Economic model
- Provided examples of official Council-endorsed targets
- Overview of next steps and key dates on the 2021 - 2022 draft REIMAGINE NANAIMO milestone calendar
- Workshop on 2021-MAR-10 for Council and City committees to provide feedback on targets and indicators for the development of the City Portrait
- Returning to the 2021-MAR-22 GPC meeting to confirm targets and indicators

Committee discussion took place regarding the structure and expected outcomes of the 2021-MAR-10 workshop.

Lisa Bhopalsingh, Manager, Community Planning, continued her presentation as follows:

- Potential for one single indicator to reflect multiple goals
- Workshop on 2021-APR-29 to develop and evaluate scenarios
- Provided example of scenario evaluation summaries

Committee discussion took place. Highlights included:

- Importance of the indicators being practical and understandable to the community

- Understanding the limitations of what the City has control over
- Ensuring that the City is doing it's part locally, globally and building our city for the next generation

7. ADJOURNMENT:

It was moved and seconded at 5:01 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER