

MINUTES
GOVERNANCE AND PRIORITIES COMMITTEE MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,
80 COMMERCIAL STREET, NANAIMO, BC
MONDAY, 2023-JAN-09, AT 1:00 P.M.

Present: Acting Chair, Councillor Armstrong
Councillor T. Brown (joined electronically)
Councillor H. Eastmure
Councillor E. Hemmens
Councillor P. Manly
Councillor J. Perrino
Councillor I. Thorpe
Councillor B. Geselbracht (joined electronically)

Absent: Mayor L. Krog

Staff: J. Rudolph, Chief Administrative Officer
D. Lindsay, General Manager, Development Services/Deputy Chief
Administrative Officer
R. Harding, General Manager, Parks, Recreation and Culture
B. Sims, General Manager, Engineering and Public Works
T. Doyle, Fire Chief
B. Corsan, Director, Corporate and Business Development
L. Brinkman, Manager, Community Planning
T. Webb, Manager, Communications
C. Wood, Social Planner, Community Planning
S. Gurrie, Director, Legislative Services
N. Sponaugle, Legislative Communications Clerk
A. Long, 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)(1) "Affordable Housing Update" – Add PowerPoint presentation
- (b) Agenda Item 5(a)(2) "BC Housing & City of Nanaimo Memorandum of Understanding (MOU) Update" – Add PowerPoint presentation
- (c) Agenda Item 5(a)(3) "Temporary Emergency Accommodation Summary of 2021 Council Motions and Reports" - Add PowerPoint presentation

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, Nanaimo, BC, on Monday, 2022-DEC-12 at 1:02 p.m., be adopted. The motion carried unanimously.

5. REPORTS:

a. COMMUNITY WELLNESS/LIVABILITY:

1. Affordable Housing Update

Dale Lindsay, General Manager, Development Services/Deputy CAO, advised that the intent of the Governance and Priorities Committee (the Committee) meeting held 2023-JAN-09 was to provide an understanding of where the City of Nanaimo (the City) is, what has been done, and when staff will be coming back to Council for decisions regarding affordable housing topics in 2023. The Committee will be updated regarding the Memorandum of Understanding (MOU) with BC Housing and the temporary accommodations in Nanaimo.

Presentation:

1. Lisa Brinkman, Manager, Community Planning, provided a presentation. Highlights included:
 - The Affordable Housing Strategy (AHS) adopted in 2018, the Health and Housing Action Plan (HHAP) completed in 2021, and the City Plan adopted in 2022 provides guidance for housing vulnerable community members
 - The short-term rental business licence program was approved in 2022 to help restrict short-term rentals in Nanaimo, and protect long-term rentals by enforcing regulations on non-compliant short-term rentals
 - In 2021, updates were completed in Schedule D of the Zoning Bylaw No. 4500 to provide incentives and increase the supply of affordable housing by offering a density bonus for non-rental markets and purpose-built rentals that are secured by housing agreements
 - A density bonus allows for additional units to be built on a property without having to complete a rezoning process
 - Family friendly and adaptable units are proposed to be included in Schedule D of the Zoning Bylaw No. 4500, and could be added in 2023
 - The Community Amenity Contribution policy (CAC) was updated in 2021 to increase the monetary contributions paid by the developer at the time of rezoning
 - The monetary contribution paid in the CAC requires 40% be allocated to the Legacy Reserve Fund which is used for housing initiatives
 - The CAC is currently waived for non-rental market housing when it is secured at the rezoning stage

- The AHS directs Staff to continue to look for ways to infill and densify neighbourhoods in Nanaimo
- In Nanaimo, 2400 multi-unit dwellings have been constructed since 2018, 3600 secondary suites since 2005, and 250 non-rental market units have received a Development Cost Charge (DCC) reduction since 2018
- A joint Housing Needs Report assessment was completed with the Regional District of Nanaimo (RDN) in 2020, and the City of Nanaimo is currently finalizing a new report specific to Nanaimo
- The Housing Needs Report for Nanaimo will be based on 2021 Census data, and will be presented to Council February 2023 as it is a requirement of the *Local Government Act* with funding provided from the Province of BC to complete it
- A recent land economist study and the Housing Needs Report will provide guidance to help increase the supply of family friendly and accessible housing
- In Spring 2023, Staff will present recommended bylaw amendments and policy recommendations for family friendly and accessible housing
- Staff are working with BC Housing to create a new MOU for more supportive and affordable housing units in addition to the original 2019 MOU units already agreed upon
- The Nanaimo Regional Rent Bank program run by Connective (formerly John Howard Society) was supported by the City with a contribution of \$90,000, and Staff will be providing an update to Council on its successes
- A rent bank is a short-term prevention tool to provide housing stability for low to moderate income renters who are unable to pay rent due to life circumstances
- In October 2022, Council endorsed a list of affordable housing projects, one being to continue to find ways to densify and infill existing neighbourhoods, and the second being to expand opportunities for secondary suites and coach houses
- In 2023, Staff will bring forward recommendations to increase the number of secondary suites and coach houses in the City including a review of the existing residential zones and the Zoning Bylaw No. 4500 to provide ways to create infill in existing neighbourhoods
- An analysis will be completed of the urban centre and corridor land use designations in the new City Plan and the consideration of pre-zoning appropriate parcels for affordable housing

Committee and Staff discussion took place. Highlights included:

- Coach house and secondary suite regulations in the Zoning Bylaw will be reviewed by Staff to see if there are innovative ways to allow for more opportunities to provide infill and remove barriers
- Currently the City only allows for one secondary suite per residential property, and an option proposed is to allow a detached suite and a secondary suite on the same property
- Delegation Bylaw No. 7353 will be reviewed to consider increasing delegation powers to Staff for development permits for affordable housing

- The General Manager of Development Services and Director of Development Approvals can currently approve development permits of up to 100 units when variances are limited to 50% or less
- The AHS calls for a tenant relocation policy to help tenants who are relocated due to development and to provide guidance to the development community to minimize impacts on existing tenants
- The *Residential Tenancy Act* was updated to provide more protection for tenants, but Staff will explore ways the City can provide assistance
- Staff will evaluate a recent update to the *Local Government Act* which has removed mandatory Public Hearings for Zoning Bylaw amendments that are consistent with the City Plan
- The successful applications of both round one and two of the Strengthening Communities Fund has allowed temporary modular housing for unhoused Snuneymuxw First Nation members as well as three warming centres and a breakfast program
- A review on the Schedule D updates has been completed and will be provided to Council
- The Short-Term Rental Operator's Guidebook is available on the City website which outlines the rules and regulations of short-term rentals
- The City has a role in encouraging and facilitating affordable housing for seniors, workers and families
- The Provincial government is responsible for mental health supports and supportive housing to assist individuals
- Supportive housing has traditionally been funded by BC Housing through the Provincial government indirectly, and the City has provided land, even though it is not required
- HHAP is used for the needs of the homeless, extreme weather shelters, supportive housing, and vulnerable populations
- The Systems Planning Organization was established to implement the HHAP
- The data from the HHAP is the basis of the City's lobbying the Provincial government and it is relied upon when asking for additional emergency weather housing, traditional supportive housing, and below market housing
- The City works with BC Housing and Nanaimo Affordable Housing to defer Development Cost Charges (DCC) for their projects and there is a waiver in place for Community Amenity Contributions and DCC reductions for non-market housing

(2) BC Housing Memorandum of Understanding Update

Introduced by Dale Lindsay, General Manager, Development Services/Deputy CAO.

Presentation:

1. Christy Wood, Social Planner, Community Planning, provided a presentation. Highlights included:
 - In 2019, a MOU was signed between BC Housing and the City of Nanaimo to provide affordable and supportive housing

- The 2019 MOU committed to developing 7 projects across 6 identified sites in Nanaimo providing the following:
 - 140-160 units of permanent supportive housing in 3-4 locations
 - 80 units of affordable family rental housing in 2 locations
 - 40 units of affordable rental housing in 1-2 locations
- 51 units of supportive housing are now occupied at 702 Nicol Street with the project operated by Island Crisis Care Society
- 51 units at 285 Prideaux Street are expected to start construction January 16th 2023, and to be completed by summer 2023
- The Connective Society (formerly John Howard Society) has been identified as the operator for 285 Prideaux Street
- 250 Terminal Avenue (Newcastle Place) is a temporary supportive housing site operated by Island Crisis Care Society with BC Housing proposing to build 50 supportive housing units and 50 affordable housing units
- 355 Nicol Street (formerly the Samaritan House site) will be dedicated to providing long-term supportive housing for Snuneymuxw community members as well as other indigenous members at risk
- 1425 Cranberry Avenue is a City owned property that is in the process of finalizing a lease with BC Housing as 46 affordable housing units are proposed to be built
- 564 Fifth Street (Te'tuxwtun project) is a project involving 4 knowledge partners:
 - Snuneymuxw First Nation
 - School District 68
 - BC Housing
 - City of Nanaimo
- The Te'tuxwtun project follows a land use plan that prioritizes housing, recreation and wellness, and educational facilities with 40 proposed affordable housing units
- 640 units have been completed by BC Housing
- 580 additional units are currently in the stages of either being initiated, under construction or in a tenant selection process

Committee and Staff discussion took place. Highlights included:

- The rezoning and construction process for 250 Terminal Avenue is anticipated to be completed by 2024
- Some affordable housing units are geared towards middle income and service worker income
- Uplands Walk was opened under one set of criteria regarding clientele from BC Housing and the clientele was changed without notice given to the City
- The City has the ability to negotiate terms of a proposed lease, and it could focus on the types of housing implemented at the proposed sites

(3) Temporary Emergency Accommodation – Summary of 2021 Council Motions and Reports

Introduced by Dale Lindsay, General Manager, Development Services/Deputy CAO.

Presentation:

1. Christy Wood, Social Planner, Community Planning, provided a presentation. Highlights included:
 - 2022-DEC-19 Council received a delegation regarding tiny homes, and the delegation noted that in 2021, Council considered emergency accommodations like the tiny homes in Cowichan
 - 2021-FEB-01 Council directed Staff to explore options to implement emergency accommodations similar to the Cowichan housing model
 - 2021-APR-21 Staff presented the tiny home program to council that included capital costs, operation costs, opportunities for partnership, and feedback from the RCMP, fire department and non-profit groups
 - Council directed Staff to find appropriate properties for the sites and to develop an expression of interest in the tiny home project for operators who had the capacity to operate two emergency shelter sites
 - 2021-JUL-26 Staff reported to Council at an In Camera meeting with the information requested regarding tiny homes, and Council decided not to proceed on the model of two cabin style temporary emergency shelters
 - The City has implemented other models of temporary supportive housing at Labieux Road operated by Pacifica Housing and Terminal Avenue operated by Island Crisis Care Society
 - The City has established, through the Strengthening Communities Fund grant, a temporary emergency modular housing project on the Snuneymuxw First Nation reserve

Committee and Staff discussion took place. Highlights included:

- The Cowichan housing model does not have a washroom in each unit, but the municipality had porta potties and a water delivery service instead
- Each tiny home in Cowichan has a locked door, window, and heat provided
- The City has a working relationships with the operators at Labieux Road and Terminal Avenue, and the feedback from the clients is the infrastructure that is in place is meeting the clients needs needs
- It is unreasonable for clients in the tiny homes to not have a washroom in their accommodations
- The Terminal Avenue and Labieux Road temporary housing is more supportive to clients than the Cowichan tiny home model, and it is designed to meet a different type of client as it has less supports
- There are not washroom facilities for the unhoused camping in Bowen Park, and there are excretions in the park
- There are a full range of citizens in the community that are unhoused for varying reasons like seniors on low income, diverse abilities, mental health issues, addiction issues as well as other circumstances
- Cities across Canada need to speak out collectively to senior levels of government telling them that what is happening currently in the country is unacceptable regarding unhoused citizens

- There will be a strategic priorities workshop for Council in February 2023
- The working poor, the couch surfers, and entry level workers need to be addressed at a future meeting

6. QUESTION PERIOD:

Council received no questions from the public regarding agenda items.

7. 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*:

- (e) the acquisition, disposition or expropriation of land or improvements, if the Council considers that disclosure could reasonably be expected to harm the interest of the municipality;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary states and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- (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.

The Governance and Priorities Committee moved In Camera at 1:55 p.m.

The Governance and Priorities Committee moved out of In Camera at 3:36 p.m.

10. ADJOURNMENT:

It was moved and seconded at 3:36 p.m. that the meeting adjourn. The motion carried unanimously.

CERTIFIED CORRECT:

CHAIR

CORPORATE OFFICER