

**MINUTES**  
REGULAR COUNCIL MEETING  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,  
80 COMMERCIAL STREET, NANAIMO, BC  
MONDAY, 2023-JUN-05, AT 4:30 P.M.

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Present: 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: J. Rudolph, Chief Administrative Officer  
D. Lindsay, General Manager, Development Services/Deputy Chief  
Administrative Officer  
B. Sims, General Manager, Engineering and Public Works  
T. Doyle, Fire Chief  
J. LeMasurier, Deputy Fire Chief - Administration  
L. Bhopalsingh, Director, Community Development  
B. Corsan, Director, Corporate and Business Development  
J. Holm, Director, Development Approvals  
L. Mercer, Director, Finance  
D. Osborne, Director, Recreation and Culture  
L. Brinkman, Manager, Community Planning  
J. Rose, Manager, Transportation  
T. Webb, Manager, Communications  
S. Gurrie, Director, Legislative Services  
N. Sponaugle, Communications Advisor  
K. Lundgren, 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*:

- (c) labour relations or other employee relations;
- (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;
- (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; 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 6:22 p.m.

Council recessed the Open Meeting 6:22 p.m.

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

3. APPROVAL OF THE AGENDA:

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

4. ADOPTION OF THE MINUTES:

It was moved and seconded that the following minutes be adopted as circulated:

- Minutes of the Special Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2023-MAY-08 at 12:30 p.m. be adopted as circulated.
- Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2023-MAY-15 at 3:00 p.m.

The motion carried unanimously.

5. MAYOR'S REPORT:

Mayor Krog advised of the following:

- The City of Nanaimo Public Works Day 2023 was a success. On 2023-MAY-24 Public Works' staff provided hundreds of grade 5 students a tour of the Public Works yard and insight on how Public Works serves our community. Later, Staff opened doors for families as well. It was an opportunity to explore the inner workings of City infrastructure;
- The City has been awarded the Popular Annual Financial Reporting award for the second year in a row for its 2021 Annual Report Highlights document. This award was established to encourage local governments to produce high quality financial reports that are easily understandable to the general public;

- The City Plan – Nanaimo Reimagined has received the Gold Award from the Planning Institute of BC (PIBC) for excellence in policy planning. The Mayor congratulated and presented the award to Lisa Bhopalsingh, Director, Community Development, Darcie Osborne, Director, Recreation and Culture, and Jamie Rose, Manager, Transportation;
- It was announced at the PIBC annual conference that next year’s conference will be held May 8<sup>th</sup>-10<sup>th</sup> in Nanaimo. This will be the 5<sup>th</sup> BC Land Summit. The BC Land Summit is the premier collaborative conference for professional practitioners working in fields related to land and land use in British Columbia;
- Tent caterpillars are a native species and nest in specific species of trees every year. There is an infestation about every 5-7 years. They do not cause significant lasting damage to trees. Staff may treat infestations if they are in a nuisance location;
- Curbside recycling inspections began 2023-JUN-02 in efforts to ensure only acceptable materials are put in recycling carts. Inspectors are identifiable as City employees and will review cart contents to identify contaminants as well as applaud those following the guidelines;
- The Parks, Recreation and Culture Department has developed an employment training program for lifeguards and swim instructors. The program will provide opportunities by offering financial support to achieve the required leadership certifications;
- The first phase of Westwood Lake Park Improvements Project is complete and the new parking lot opened on June 1<sup>st</sup>. The area remains an active construction site, and park users are asked to follow on-site park signage; and,
- Announced that it was his wife’s birthday and thanked her for her support.

6. PRESENTATIONS:

(a) The Liquid Waste Management Plan Amendment

Sean De Pol, Senior Manager, Wastewater Services, Regional District of Nanaimo, spoke regarding the Liquid Waste Management Plan amendment. Highlights included:

- The Regional District of Nanaimo (RDN) provides a number of key services including wastewater management;
- Greater Nanaimo Pollution Control Centre provides wastewater treatment for the City of Nanaimo;
- The Liquid Waste Management Plan (LWMP) is a long-range plan to manage wastewater;
- The RDN is amending its LWMP to continue protecting human health/environments, build on successes, set new action items to reflect current priorities, update the projects and timelines for projects in the 10-year capital plan, and communicate new cost estimates and borrowing;
- Community feedback is crucial to the success of an LWMP amendment;
- There are a number of ways to get involved including attending open houses and a survey is open from now until June 30<sup>th</sup>; and,
- Feedback will be documented in a report, published on the project website and considered for the final LWMP amendment.

7. COMMITTEE MINUTES:

The following Committee Minutes were received:

- Minutes of the Governance and Priorities Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC on Monday, 2023-MAR-27 at 1:00 p.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, 2023-APR-24 at 1:00 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 2023-APR-19 at 8:30 a.m.
- Minutes of the Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on 2023-MAY-17 at 9:00 a.m.

8. CONSENT ITEMS:

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

(a) Finance and Audit Committee Meeting 2023-MAY-17

1. Douglas Island Garden Society (DIGS) Partners in Parks Program Proposal

That Council award \$25,000 from the 2023 Partners In Parks (PIP) Program Fund, to the Douglas Island Garden Society proposed community garden improvements.

2. Rocky Point Neighbourhood Park Improvement Request Under the Partners in Parks Program

That Council award \$50,000 from the 2023 Partners In Parks (PIP) Program funds, to the proposed PIP Rocky Point Park improvements – including playground installation at Harry Wipper Park.

3. Community Program Development Grant – Nanaimo Nature Society

That Council approve the request from the Nanaimo Nature Society for a Community Program Development Grant in the amount of \$1,600 to assist in funding the Buttertubs Tour Guide Program.

4. 3 Year Budget – Nanaimo Youth Resilience Strategy – Building Safer Communities Fund

That Council direct Staff to proceed with a 3-year contribution agreement with Public Safety Canada using the Building Safer Communities Fund for the Nanaimo Youth Resilience Strategy as outlined in the 2023-MAY-17 Staff report, 3 Year Budget – Nanaimo Youth Resilience Strategy – Building Safer Communities Fund.

5. Council Spending and Amenities Policy Amendment

That Council endorse the proposed amendments to the Council Spending and Amenities Policy as outlined in Attachment 1 to the 2023-MAY-17 report titled "Council Spending and Amenities Policy Amendment" by the Deputy City Clerk.

That Council remuneration be reviewed in the third year of Council's term (2025), and that any changes begin in the next Council's term commencing 2026.

That Council direct Staff to prepare a report, with options, for potentially increasing the maximum Consumer Price Index percentage rate that is annually applied to the Mayor and Council's base rate of pay as outlined in Section 2.1 of the Council Spending and Amenities Policy.

6. 2022 Statement of Financial Information

That Council accept the 2022 Statement of Financial Information for filing with the Ministry of Municipal Affairs and Housing.

The motion carried unanimously.

9. DELEGATIONS:

(a) Bryan Snyder re: Health and fire safety protection for seniors living in manufactured home parks in the City

Brian Snyder spoke regarding manufactured home parks in Nanaimo and expressed concern regarding fire safety for seniors in those homes. He spoke regarding a fire incident in Sharman Mobile Home Park and expressed concerns regarding the nearby hydrant not functioning and a lack of reporting of hydrant inspections. He requested that "Mobile Home Parks Bylaw 1984 No. 2704" be applied to all Nanaimo Mobile Home Parks.

Council and Staff discussion took place regarding the Fire Department's role and the responsibility of manufactured home park owners to ensure hydrants are inspected.

- (b) Susan Jarvis, Ken Burleigh and Susan Hermanson re: 24-hour parking exemptions for residents in buildings that only provide 30% parking spaces

Susan Jarvis, Ken Burleigh, and Susan Hermanson, spoke regarding the burden that the 24-hour parking has placed on residents in their building, and requested an amendment to the “Off-Street Parking Regulations Bylaw 2018 No. 7266” to ensure seniors are given adequate parking spaces. They noted the amount of tickets issued to residents over the past couple months, acknowledged a study currently underway to address the parking, and requested an exemption to the 24-hour bylaw for residents.

- (c) Craig Keating, Small housing BC re: BC's Housing Action Plan

Craig Keating, Akua Schatz, and Jake Fry, Small Housing BC, introduced the Small Housing BC organization and gentle density housing. They noted that research results showed that a majority of British Columbians are concerned about affordable housing and agree that infill housing can help. They also spoke regarding ways to get small housing built and presented case studies in California and Oregon.

Councillor Armstrong vacated the Shaw Auditorium at 8:10 p.m.

10. REPORTS:

- (a) Council Strategic Framework

Mayor Krog introduced the 2023-2026 Council Strategic Framework and spoke regarding the six key focus areas that will guide decision-making and actions:

1. Implementing the City Plan Action Plans and Key City Management Plans;
2. Social, Health and Public Safety Challenges;
3. Maintaining and Growing Current Services;
4. Capital Projects;
5. Communicating with the Community; and,
6. Governance and Corporate Excellence.

Allison Habkirk, Registered Professional Planner, joined via Zoom. She congratulated Council and noted that she was in attendance to answer any questions.

It was moved and seconded that Council endorse the 2023-2026 Council Strategic Framework as attached to the 2023-JUN-05 Council agenda. The motion carried.

Opposed: *Councillor Brown*

Councillor Armstrong returned to the Shaw Auditorium at 8:14 p.m.

- (b) Liquor Licence Amendment Application No. LA153 - Unit 101, 223 Commercial Street

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

It was moved and seconded that Council recommend that the Liquor and Cannabis Regulation Branch approve an application for Unit 101, 223 Commercial Street (Melange

Restaurant) to extend their hours of liquor service to be from 9:00 a.m. until 1:00 a.m., seven days a week. The motion carried unanimously.

(c) Liquor Licence Application No. LA154 - Unit 2, 5771 Turner Road

Dale Lindsay, General Manager, Development Services/Deputy CAO, informed Council of a new liquor license application at Unit 2, 5771 Turner Road.

(d) Complete Communities Funding Program (2023/24)

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

It was moved and seconded that Council direct Staff to submit an application to the Union of British Columbia Complete Communities funding program to support the development of an Area Plan for the Woodgrove Urban Centre in collaboration with the Regional District of Nanaimo, and that Council commits to City staff providing overall grant management. The motion carried unanimously.

11. BYLAWS:

(a) "Fees and Charges Amendment Bylaw 2023 No. 7336.04"

It was moved and seconded that "Fees and Charges Amendment Bylaw 2023 No. 7336.04" (a bylaw to incorporate the new Parks, Recreation and Culture classification system and price structure) be adopted. The motion carried unanimously.

(b) "Housing Agreement Bylaw 2023 No. 7363"

It was moved and seconded that "Housing Agreement Bylaw 2023 No. 7363" (to secure unit affordability) be adopted. The motion carried unanimously.

(c) "Zoning Amendment Bylaw 2019 No. 4500.155"

It was moved and seconded that "Zoning Amendment Bylaw 2019 No. 4500.155" (to rezone 50 Tenth Street to allow "Cannabis Retail Store" as a site-specific use in the City Commercial Centre [CC3] zone) be adopted. The motion carried unanimously.

12. QUESTION PERIOD:

Council received one question from the public regarding agenda items.

13. ADJOURNMENT:

It was moved and seconded at 8:20 p.m. that the meeting adjourn. The motion carried unanimously.

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C H A I R

CERTIFIED CORRECT:

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CORPORATE OFFICER