



**MINUTES**  
**SPECIAL COUNCIL MEETING**

Thursday, May 16, 2024, 7:00 P.M.  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE  
80 COMMERCIAL STREET, NANAIMO, BC

Members: Mayor L. Krog, Chair  
Councillor S. Armstrong\*  
Councillor T. Brown  
Councillor H. Eastmure  
Councillor B. Geselbracht\*  
Councillor E. Hemmens\*  
Councillor P. Manly  
Councillor I. Thorpe

Absent: Councillor J. Perrino

Staff: J. Holm, Director, Planning & Development  
K. Robertson, Deputy Corporate Officer  
D. Fox, Manager, Building Inspections  
A. Chanakos, Recording Secretary

**1. CALL THE MEETING TO ORDER:**

The Special Council Meeting was called to order at 7:00 p.m.

**2. APPROVAL OF THE AGENDA:**

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

\* Denotes electronic meeting participation as authorized by "Council Procedure Bylaw 2018 No. 7272"

### 3. REPORTS:

a. Bylaw Contravention Notice - Construction Not Completed As Per Conditions of Building Permit - 2103 Henderson Way

Introduced by Darcy Fox, Manager, Building Inspections.

Mayor Krog asked if the property owner was in attendance and wished to speak.

The property owner was not in attendance to speak to the matter.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 2103 Henderson Way for construction not completed as per the conditions of the building permit. The motion carried unanimously.

b. Bylaw Contravention Notice - Construction Not Completed As Per Conditions of Building Permit - 690 Albert Street

Introduced by Darcy Fox, Manager, Building Inspections.

Mayor Krog asked if the property owner was in attendance and wished to speak.

The property owner was not in attendance to speak to the matter.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 690 Albert Street for construction not completed as per the conditions of the building permit. The motion carried unanimously.

c. Bylaw Contravention Notice - Construction Started Without a Building Permit - 3180 Barons Road

Introduced by Darcy Fox, Manager, Building Inspections.

Mayor Krog asked if the property owner was in attendance and wished to speak.

1. Dr. Kam Grewal, property owner, spoke regarding the renovations that have taken place so far, and noted that all work completed was done by the tenants of the building, and the tenants had not applied for the proper permits to do so.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 3180 Barons Road for construction started without a building permit in contravention of "Building Bylaw 2016 No. 7224". The motion carried unanimously.

d. Bylaw Contravention Notice - Construction Started Without a Building Permit - 5401 Leslie Crescent

Introduced by Darcy Fox, Manager, Building Inspections.

Mayor Krog asked if the property owner was in attendance and wished to speak.

1. Xiaohong Li, property owner, spoke regarding a window installation. They noted the window installation company was to apply for a permit, but no application was submitted.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 5401 Leslie Crescent for construction started without a building permit in contravention of "Building Bylaw 2016 No. 7224". The motion carried unanimously.

e. Bylaw Contravention Notice - Construction Started Without a Building Permit - 280 Juniper Street

Introduced by Darcy Fox, Manager, Building Inspections.

Mayor Krog asked if the property owner was in attendance and wished to speak.

1. Mackenzie Kelly, property owner, spoke regarding a small repair to the home that grew to a full renovation, and was unaware that permits were required for the work.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 280 Juniper Street for construction started without a building permit in contravention of "Building Bylaw 2016 No. 7224". The motion carried unanimously.

f. Bylaw Contravention Notice - Construction Started Without a Building Permit - 430 Milford Crescent

Introduced by Darcy Fox, Manager, Building Inspections.

Mayor Krog asked if the property owner was in attendance and wished to speak.

The property owner was not in attendance to speak to the matter.

It was moved and seconded that Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the property located at 430 Milford Crescent for construction started without a building permit in contravention of "Building Bylaw 2016 No. 7224". The motion carried unanimously.

**4. ADJOURNMENT:**

It was moved and seconded at 7:16 p.m. that the meeting adjourn. The motion carried unanimously.

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MAYOR

CERTIFIED CORRECT:

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DEPUTY CORPORATE OFFICER