



**MINUTES**  
**REGULAR COUNCIL MEETING**

Monday, November 18, 2024, 5:00 P.M.  
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE  
80 COMMERCIAL STREET, NANAIMO, BC

- Members:
- Mayor L. Krog, Chair
  - Councillor S. Armstrong
  - Councillor T. Brown (arrived at 5:11 p.m.; vacated at 7:18 p.m.)
  - Councillor H. Eastmure
  - Councillor B. Geselbracht
  - Councillor E. Hemmens
  - Councillor P. Manly
  - Councillor J. Perrino
  - Councillor I. Thorpe
- Staff:
- D. Lindsay, Chief Administrative Officer
  - R. Harding, General Manager, Community Services/Deputy Chief Administrative Officer
  - L. Mercer, General Manager, Corporate Services
  - B. Sims, General Manager, Engineering and Public Works
  - J. Holm, Director, Planning and Development
  - D. LaBerge, Director, Public Safety
  - P. Rosen, Director, Engineering
  - J. Van Horne, Director, Human Resources
  - N. Vracar, Deputy Corporate Officer
  - D. Burgos, Manager, Corporate Communications and Community Relation Communications
  - J. Rose, Manager, Transportation
  - D. Thompson, Manager, Roads and Traffic Services
  - K. Biegun, Planner, Community Development
  - N. Sponaule, Communications Advisor
  - L. Young, Steno, Legislative Services
  - K. Lundgren, Recording Secretary

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

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

The Regular Council Meeting was called to order at 5:00 p.m.

**2. INTRODUCTION OF LATE ITEMS:**

- (a) Agenda Item 2 – Procedural Motion to Proceed In Camera – Add *Community Charter* Section 90(1)(e).

**3. PROCEDURAL MOTION:**

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

Section 90(1) A part of a Council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (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; and,
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

The motion carried unanimously.

Council moved In Camera at 5:00 p.m.

Council moved out of In Camera at 5:42 p.m.

Council recessed the Open Meeting at 5:42 p.m.

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

**2. INTRODUCTION OF LATE ITEMS (continued):**

- (b) Agenda Item 9(b) Committee Minutes – Add Minutes of the Advisory Committee on Accessibility and Inclusiveness Meeting held on 2024-NOV-13
- (c) Agenda Item 10(b) Consent Items – Add Recommendation from the Advisory Committee on Accessibility and Inclusiveness Meeting held on 2024-NOV-13
- (d) Remove Agenda Item 13(d) “Zoning Amendment Bylaw 2023 No. 4500.207”

**4. APPROVAL OF THE AGENDA:**

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

**5. ADOPTION OF THE MINUTES:**

It was moved and seconded that the Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2024-NOV-04, at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

**6. MAYOR'S REPORT:**

Mayor Krog advised of the following:

- Pedestrian Safety Day highlights the importance of road safety, and all road users have a role in ensuring road safety
- Neil Surkan was appointed by City Council as the new Poet Laureate for a two-year term effective December 1, 2024
- The City has extended the call for applications to the Nanaimo Performing Arts Guild. Applications will be accepted until 4:00 p.m. on November 29, 2024
- Westwood Lake Improvement Project Phase 2 is underway and announced the addition of a public art piece by Urban Design Roster artist David Martinello from Alternative Woodworks. In addition to the public art, Westwood Lake Park will also see a number of additional improvements
- Nanaimo Parks, Recreation and Culture is preparing to release the Winter 2025 Activity Guide. Program registration begins on November 20, 2024

**7. COMMITTEE MINUTES:**

The following Committee Minutes were received:

- Minutes of the Design Advisory Panel Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Thursday, 2024-SEP-26 at 5:00 p.m.
- Minutes of the Advisory Committee on Accessibility and Inclusiveness Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2024-NOV-13, at 4:00 p.m.

**8. CONSENT ITEMS:**

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

- (a) Special District 68 Sports Field and Recreation Committee Meeting 2024-NOV-06

1. Expansion of Civic Merit Awards and Culture Merit Awards Program to Electoral Areas A, B, C, and the District of Lantzville

That Council direct City staff to work collaboratively with Regional District of Nanaimo staff to conduct a review of the Civic Merit Awards and Culture Merit Awards Program, and prepare a report with options, and financial implications, associated with expanding the programs to include contributing members for the Committee's consideration.

- (b) Advisory Committee on Accessibility and Inclusiveness Meeting Recommendation 2024-NOV-13

1. Local Community Accessibility Grant

That Council provide a letter in support of the City's application for a Local Community Accessibility Grant to SPARC BC in the amount of \$24,052 for the purchase and installation of seven (7) assistive hearing devices for the wickets at the front counters at all five (5) recreation centres; Beban Pool, Nanaimo Ice Centre, Nanaimo Aquatic Centre, Oliver Woods Community Centre and Bowen Complex.

The motion carried unanimously.

## 9. REPORTS:

- (a) Management Terms and Conditions Bylaw Amendment

Introduced by John Van Horne, Director, Human Resources.

It was moved and seconded that "Management Terms and Conditions of Employment Amendment Bylaw 2024 No. 7273.03" (a bylaw to amend the provisions of the Management Terms and Conditions of Employment Bylaw 2019, No. 7273) pass first reading. The motion carried unanimously.

It was moved and seconded that "Management Terms and Conditions of Employment Amendment Bylaw 2024 No. 7273.03" pass second reading. The motion carried unanimously.

It was moved and seconded that "Management Terms and Conditions of Employment Amendment Bylaw 2024 No. 7273.03" pass third reading. The motion carried unanimously.

Councillor Perrino vacated the Shaw Auditorium at 7:11 p.m. declaring a conflict of interest as she owns a short-term rental property.

Mayor Krog vacated the Shaw Auditorium at 7:11 p.m. declaring a conflict of interest as a family member operates a short-term rental.

Councillor Hemmens assumed the Chair at 7:11 p.m.

(b) Short-Term Rental Compliance and Enforcement Tools

Introduced by Jeremy Holm, Director, Planning and Development.

Councillor Brown vacated the Shaw Auditorium at 7:18 p.m.

It was moved and seconded that “Zoning Bylaw Amendment Bylaw 2024 No. 4500.233” (a bylaw to amend the short-term rental regulations) pass first reading. The motion carried.

Opposed: *Councillor Armstrong*

It was moved and seconded that “Zoning Bylaw Amendment Bylaw 2024 No. 4500.233” pass second reading. The motion carried.

Opposed: *Councillor Armstrong*

It was moved and seconded that Council direct Staff to proceed to a public hearing for “Zoning Bylaw Amendment Bylaw 2024. No. 4500.233” prior to consideration of third reading and final adoption, as required by Section 464 (1) of the *Local Government Act*. The motion carried.

Opposed: *Councillor Armstrong*

It was moved and seconded that “Business Licence Amendment Bylaw No. 7318.02” (a bylaw to clarify the licence terms of short-term rentals) pass first reading. The motion carried unanimously.

It was moved and seconded that “Business Licence Amendment Bylaw No. 7318.02” pass second reading. The motion carried unanimously.

It was moved and seconded that “Business Licence Amendment Bylaw No. 7318.02” pass third reading. The motion carried unanimously.

Mayor Krog and Councillor Perrino returned to the Shaw Auditorium at 7:22 p.m.

Mayor Krog resumed the Chair at 7:22 p.m.

(c) Zoning Amendment Bylaw No. 4500.237 - 5800 Sunset Road

Introduced by Jeremy Holm, Director, Planning and Development.

It was moved and seconded that “Zoning Amendment Bylaw 2024 No. 4500.237” (to rezone 5800 Sunset Road from Single Dwelling Residential [R1] to Three and Four Unit Residential [R5]) pass first reading. The motion carried unanimously.

It was moved and seconded that “Zoning Amendment Bylaw 2024 No. 4500.237” pass second reading. The motion carried unanimously.

It was moved and seconded that “Zoning Amendment Bylaw 2024 No. 4500.237” pass third reading. The motion carried unanimously.

It was moved and seconded that “Zoning Amendment Bylaw 2024 No. 4500.237” (to rezone 5800 Sunset Road from Single Dwelling Residential [R1] to Three and Four Unit Residential [R5]) be adopted. The motion carried unanimously.

(d) Commercial Street Construction Project - Parking Management - Parkades

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

It was moved and seconded that Council direct Staff to allocate two levels (approximately 60 stalls) of the Bastion Street Parkade as time limit parking to match the surrounding on-street parking regulations for the duration of construction of the Commercial Street Phase One project. The motion carried.

Opposed: *Councillor Thorpe*

(e) Queen Charlotte Airlines Crash Victims' Memorial

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

David Thompson, Manager, Roads and Traffic Services, informed Council of an installation of a memorial plaque at the mass gravesite in Bowen Cemetery for the victims the Queen Charlotte Airlines Flight 107 crash that occurred on October 17, 1951, on Mount Benson.

**10. BYLAWS:**

(a) “Highway Closure and Dedication Removal Bylaw 2024 No. 7376”

Mayor Krog requested that Council hear anyone wishing to speak with respect to “Highway Closure and Dedication Removal Bylaw 2024 No. 7376”.

No one in attendance wished to speak to “Highway Closure and Dedication Removal Bylaw 2024 No. 7376”.

It was moved and seconded that “Highway Closure and Dedication Removal Bylaw 2024 No. 7376” (to provide for highway closure and dedication removal of an unnamed lane adjacent to 2209 Bowen Road) pass third reading. The motion carried unanimously.

(b) “Cemetery Bylaw Amendment Bylaw 2024 No. 7084.02”

It was moved and seconded that “Cemetery Bylaw Amendment Bylaw 2024 No. 7084.02” (a bylaw to authorize Commonwealth War Graves Commission memorial and other housekeeping amendments) be adopted. The motion carried unanimously.

(c) “Fees and Charges Amendment Bylaw 2024, No. 7336.11”

It was moved and seconded that “Fees and Charges Amendment Bylaw 2024 No. 7336.11” (a bylaw to amend the cemetery fees and charges) be adopted. The motion carried unanimously.

**11. QUESTION PERIOD:**

Council received no questions from the public regarding agenda items.

**12. ADJOURNMENT:**

It was moved and seconded at 7:41 p.m. that the meeting adjourn. The motion carried unanimously.

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MAYOR

CERTIFIED CORRECT:

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DEPUTY CORPORATE OFFICER