



MINUTES
REGULAR COUNCIL MEETING

Monday, December 2, 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*
 - Councillor H. Eastmure
 - Councillor B. Geselbracht (entered 5:01 p.m.)
 - Councillor E. Hemmens*
 - Councillor P. Manly
 - Councillor J. Perrino
 - Councillor I. Thorpe
- Staff:
- D. Lindsay, Chief Administrative Officer
 - L. Mercer, General Manager, Corporate Services
 - B. Sims, General Manager, Engineering and Public Works
 - T. Doyle, Fire Chief
 - J. Holm, Director, Planning and Development
 - D. LaBerge, Director, Public Safety
 - D. Osborne, Director, Parks, Recreation and Culture
 - N. Vracar, Deputy Corporate Officer
 - D. Burgos, Manager, Corporate Communications and Community Relation Communications
 - D. Thompson, Manager, Roads and Traffic Services
 - A. Manhas, Economic Development Officer
 - N. Sponaule, Communications Advisor
 - A. Chanakos, Recording Secretary

1. CALL THE MEETING TO ORDER:

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

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

2. 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,
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages 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.

The motion carried unanimously.

Council moved In Camera at 5:01 p.m.

Council moved out of In Camera at 6:10 p.m.

Council recessed the Open Meeting at 6:10 p.m.

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

3. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 8(a)(2) 2025 – 2029 Draft Financial Plan Overview – Replace presentation titled “2025 – 2029 Draft Financial Plan Overview”.
- (b) Add New Agenda Item 12(b) Alternative Approval Process Results – “Public Works Yard Updates Borrowing Bylaw 2024 No. 7836”, and reorder subsequent agenda items accordingly.
- (c) Agenda Item 12(f) Amendment to User Fee Subsidies – Replace Report titled “Amendment to User Fee Subsidies” to reflect the correct bylaw title “User Fee Subsidy Amendment Bylaw 2024, No. 7095.06”.

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 following Minutes 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, 2024-NOV-18, at 5:00 p.m.
- Minutes of the Special Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC on Thursday, 2024-NOV-21, at 7:00 p.m.

The motion carried unanimously.

6. **MAYOR'S REPORT:**

Mayor Krog advised of the following:

- To prepare for winter and storm conditions, residents are advised to clear leaves and debris from catch basins and storm drains, remove snow and ice from sidewalks adjacent to residential properties within 24 hours, and ensure they are prepared in the event of a power outage
- Curbside collection delay notices will be sent to residents via the Nanaimo Recycles mobile application
- To use caution in parks, on trails, boardwalks and playgrounds, during and following inclement weather and to report concerns to Parks, Recreation and Culture Department
- Due to the Canada Post strike, the City is at this time delaying issuing user rates statements. The outstanding user rates mailed prior to the strike, and business licence renewals are due by 2024-DEC-31. Unpaid user rates will be transferred to property taxes and outstanding property tax payments will be transferred to arrears as of 2025-JAN-01 and will accrue interest daily. Residents are encouraged to utilize online services and payment options through the City's website.

7. **PRESENTATIONS:**

(a) eTOWN Hall to discuss the 2025 – 2029 Financial Plan

Introduced by Laura Mercer, General Manager, Corporate Services.

A video was presented regarding the draft Financial Plan and budget process.

Presentation:

1. Laura Mercer, General Manager, Corporate Services, provided a PowerPoint presentation. Highlights included:

- The 2025 draft property tax increase is currently 8.7%, including a 1% General Asset Management Reserve allocation
- Investment income, casino revenue and building permit revenue as well as population growth will be reviewed and updated prior to the final budget adoption
- 2024 is the last year to use funding from the Special Initiatives Reserve as part of the COVID-19 pandemic recovery plan to lower property taxes
- Projected future tax rates reflect the end of the Vancouver Island Conference Centre borrowing payments and the five-year funding commitment to the Systems Planning Organization
- Projected user fee increases are 4% for sewer, 5% for water and 5.7% for residential solid waste collection
- The average home valued at \$783,808 will see an approximately \$248 property tax increase for 2025. With user fees, the increase will be approximately \$293, excluding amounts collected for the Regional District of Nanaimo, School District 68, and other public bodies
- Reviewed the operating budget, key budget drivers, new and outstanding deb, draft projects and funding sources, and reserves balance

An eTown Hall regarding the 2025 – 2029 Financial Plan took place from 7:43 - 8:51 p.m.

8. 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, 2024-JUN-24, 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, 2024-JUL-15, at 1:00 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-SEP-11, at 4:00 p.m.

- Minutes of the Design Advisory Panel Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2024-OCT-10, at 5:00 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 Wednesday, 2024-OCT-16, at 9:00 a.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, 2024-OCT-28, 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 Wednesday, 2024-NOV-20, at 9:01 a.m.

9. CONSENT ITEMS:

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

Prior to the vote Councillor Eastmure requested that Agenda Item 10(b)(1) be removed to be voted on separately.

(a) Finance and Audit Committee Meeting 2024-NOV-20

1. Online Accommodation Platform Funds

That Council allocate the Online Accommodation Platform revenue in 2025 as follows:

1. \$830,000 to acquisition of land and/or infrastructure/land improvements for affordable housing developments related to BC Housing and City of Nanaimo partnerships;
2. \$150,000 for continued support to the rent supplement programs; and,
3. \$150,000 for continued support to the Nanaimo Region Rent Bank program, administered by Connective Support Society Nanaimo.

2. Funding Request from Nanaimo Hornets Ruby Football Club

That Council approve the Nanaimo Hornets Rugby Football Club's funding request (for field lighting and upgrades to the clubhouse

washrooms) and allocate \$100,000 from the Strategic Infrastructure Reserve Fund, contingent on a successful grant application by the Club to the Province of BC's Community Gaming Capital Grants Program.

(b) Governance and Priorities Committee Meeting 2024-NOV-25

1. Development Cost Charge and Amenity Cost Charge Programs

That Council direct Staff to proceed with the development of an Amenity Cost Charge (ACC) program that includes the following facilities:

1. Improvements and expansions as outlined in the Beban Park Master Plan;
2. Improvements and expansions in the Stadium District; and,
3. A community recreation facility in the Southgate Urban Centre.

The motion carried unanimously.

(c) Separately Addressed Consent Items

1. Upcoming Topics and Initiatives

That Council direct Staff to move the topic "Social Issues Initiatives" from the 2025-JAN-27 Governance and Priorities Committee Meeting to a future Governance and Priorities Committee Meeting to facilitate an expanded conversation and invite stakeholders such as the Vancouver Island Regional Library and the Nanaimo Systems Planning Organization to participate in the discussion.

The motion carried unanimously.

10. REPORTS:

a. Not-For-Profit Sector Study

Introduced by Laura Mercer, General Manager, Corporate Services.

Amrit Manhas, Economic Development Officer, noted the following:

- The Not-For-Profit (NFP) Sector Study was conducted between May and September of 2024 to measure the size, impact and scope of the sector on the community

- In 2023, the City provided \$6.1 million to the NFP sector, and in 2024, \$7.1 million is budgeted in grants, subsidies and permissive tax exemptions
- In December 2023, 23 Not-For-Profit organizations attended a session to provide input on the study. From this session, a Steering Committee was created to bring the project to fruition
- The City applied for funding from Island Coastal Economic Trust, and received 50% of the funding required to conduct the study

Presentation:

1. Carly Frey, Partner, Project Director, and Joy Pan, Consultant, Project Manager, Nordicity, provided a PowerPoint Presentation. Highlights included:
 - The goal to have a holistic understanding of the benefits of the NFP sector
 - Nanaimo's NFP sector is comprised of 193 organizations, the majority being community organizations. Most organizations are a registered charity/NFP, and most have been in operation for at least 10 years
 - The direct economic impact, including services and products resulting directly from the NFP sector, totalled \$67.5 million in revenue
 - The top three challenges identified in recent years include growing demand for services, rising costs, and greater efforts related to recruiting and retaining staff
 - Future considerations include supporting sector capacity, fostering partnerships within the NFP sector and increasing sector impact and advocacy

Council recessed the meeting at 9:21 p.m.

Council reconvened the meeting at 9:31 p.m.

(b) Alternative Approval Process Results – “Public Works Yard Updates Borrowing Bylaw 2024 No. 7386”

Dale Lindsay, Chief Administrative Officer, noted that elector response forms were received from more than 10% of the electorate, and as a result, the City cannot proceed with the current borrowing bylaw without holding a referendum within 80 days of October 31, 2024 (deadline for receipt of elector response forms). It was moved and seconded that Council abandon “Public Works Yard Updates Borrowing Bylaw 2024 No. 7386” and direct

Staff to report back on options for alternative ways to complete the public works project. The motion carried unanimously.

(c) Amendment to Rates and Charges for Water

Introduced by Laura Mercer, General Manager, Corporate Services.

It was moved and seconded that “Waterworks Rate and Regulation Amendment Bylaw 2024, No. 7004.22” (a bylaw to set the water rates for 2025) pass first reading. The motion carried unanimously.

It was moved and seconded that “Waterworks Rate and Regulation Amendment Bylaw 2024, No. 7004.22” pass second reading. The motion carried unanimously.

It was moved and seconded that “Waterworks Rate and Regulation Amendment Bylaw 2024, No. 7004.22” pass third reading. The motion carried unanimously.

(d) 2025 Amendment to Bulk Water Rates for South West Extension

Introduced by Laura Mercer, General Manager, Corporate Services.

It was moved and seconded that “SouthWest Bulk Water Rate Amendment Bylaw 2024, No. 7099.13” (a bylaw to set the 2025 bulk water rate for South West Extension) pass first reading. The motion carried unanimously.

It was moved and seconded that “SouthWest Bulk Water Rate Amendment Bylaw 2024, No. 7099.13” pass second reading. The motion carried unanimously.

It was moved and seconded that “SouthWest Bulk Water Rate Amendment Bylaw 2024, No. 7099.13” pass third reading. The motion carried unanimously.

(e) Amendment to Rates and Charges for Sanitary Sewer

Introduced by Laura Mercer, General Manager, Corporate Services.

It was moved and seconded that “Sewer Regulation and Charge Amendment Bylaw 2024, No. 2496.38” (a bylaw to set the 2025 rates for sanitary sewer) pass first reading. The motion carried unanimously.

It was moved and seconded that “Sewer Regulation and Charge Amendment Bylaw 2024, No. 2496.38” pass second reading. The motion carried unanimously.

It was moved and seconded that “Sewer Regulation and Charge Amendment Bylaw 2024, No. 2496.38” pass third reading. The motion carried unanimously.

(f) Amendment to User Fee Subsidies

Introduced by Laura Mercer, General Manager, Corporate Services.

It was moved and seconded that “User Fee Subsidy Amendment Bylaw 2024, No. 7095.06” (a bylaw to set the 2025 thresholds for User Fee Subsidies) pass first reading. The motion carried unanimously.

It was moved and seconded that “User Fee Subsidy Amendment Bylaw 2024, No. 7095.06” pass second reading. The motion carried unanimously.

It was moved and seconded that “User Fee Subsidy Amendment Bylaw 2024, No. 7095.06” pass third reading. The motion carried unanimously.

(g) Amendment to Rates and Charges for Municipal Solid Waste Collection

Introduced by Laura Mercer, General Manager, Corporate Services.

It was moved and seconded that “Municipal Solid Waste Collection Amendment Bylaw 2024, No. 7128.16” (a bylaw to set the solid waste collection rates for 2025) pass first reading. The motion carried unanimously.

It was moved and seconded that “Municipal Solid Waste Collection Amendment Bylaw 2024, No. 7128.16” pass second reading. The motion carried unanimously.

It was moved and seconded that “Municipal Solid Waste Collection Amendment Bylaw 2024, No. 7128.16” pass third reading. The motion carried unanimously.

(h) Province of BC Local Government Infrastructure Planning Grant Program

Introduced by Laura Mercer, General Manager, Corporate Services.

It was moved and seconded that Council approve submission of an application to the Local Government Infrastructure Planning Grant program for \$10,000 for the Thirteenth Street Drainage Study. The motion carried unanimously.

(i) Recycle BC Agreements 2025 Through 2029

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

David Thomson, Manager, Roads and Traffic Services, noted the following:

- The City has been a contracted collector with Recycle BC since the program was established in 2014
- The current contract expires at the end of 2024, and Council previously endorsed the option to extend the contract
- Recycle BC conducted a consultation with various stakeholders and service providers in anticipation of the new term, and the draft contract includes rate increases and updated contract language

It was moved and seconded that Council:

1. Execute the Recycle BC Amending Agreement and submit to Recycle BC before December 16, 2024, to extend the term of the current Master Services Agreement from December 31, 2024 to May 1, 2025;
2. Direct Staff to present forecast financial projections for the program term at a subsequent meeting; and,
3. Execute the Recycle BC Master Services Agreement and Statement of Work and submit to Recycle BC before May 1, 2025 for new term ending December 31, 2029.

The motion carried unanimously.

(j) City of Nanaimo Liquor Licence Review Policy - COU-245

Introduced by Jeremy Holm, Director, Planning and Development.

It was moved and seconded that Council approve the City of Nanaimo Liquor Licence Review Policy COU-245. The motion carried unanimously.

(k) Development Permit Application No. DP1337 - 2126 Meredith Road

Introduced by Jeremy Holm, Director, Planning and Development.

It was moved and seconded that Council issue Development Permit No. DP1337 for a multi-family residential infill development at 2126 Meredith Road with variances as outlined in the "Proposed Variances" section of the Staff Report dated 2024-DEC-02. The motion carried unanimously.

11. BYLAWS:

(a) “Zoning Amendment Bylaw 2024 No. 4500.220”

It was moved and seconded that “Zoning Amendment Bylaw 2024 No. 4500.220” (to rezone 6450 Island Highway North from Woodgrove Urban Centre [CC4] to Woodgrove Urban Centre [CC4] with a site-specific mini storage use) be adopted. The motion carried unanimously.

(b) “Zoning Amendment Bylaw 2024 No. 4500.227”

It was moved and seconded that “Zoning Amendment Bylaw 2024 No. 4500.227” (to rezone 5360 Bergen-Op-Zoom Drive from Single Dwelling Residential [R1] to Medium Density Residential [R8]) be adopted. The motion carried unanimously.

(c) “Management Terms and Conditions of Employment Amendment Bylaw 2024 No. 7273.03”

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) be adopted. The motion carried unanimously.

(d) “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) be adopted. The motion carried unanimously.

10. REPORTS: (continued)

(i) Development Permit Application No. DP1341 - 6450 Island Highway North

Introduced by Jeremy Holm, Director, Planning and Development.

It was moved and seconded that Council issue Development Permit No. DP1341 for a commercial development at 6450 Island Highway North with variances as outlined in the “Proposed Variances” section of the Staff Report dated 2024-DEC-02. 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 9:59 p.m. that the meeting adjourn. The motion carried unanimously.

MAYOR

CERTIFIED CORRECT:

DEPUTY CORPORATE OFFICER