



MINUTES
REGULAR COUNCIL MEETING

Monday, July 7, 2025, 4:30 P.M.
Shaw Auditorium, Vancouver Island Conference Centre
80 Commercial Street, Nanaimo, BC

Members: Mayor L. Krog, Chair
Councillor S. Armstrong
Councillor T. Brown* (joined at 5:29 p.m.)
Councillor H. Eastmure
Councillor B. Geselbracht (entered at 4:31 p.m.)
Councillor E. Hemmens
Councillor P. Manly
Councillor I. Thorpe

Absent: Councillor J. Perrino

Staff: D. Lindsay, Chief Administrative Officer
L. Mercer, General Manager, Corporate Services
B. Sims, General Manager, Engineering and Public Works
S. Gurrie, Director, Legislative Services
J. Holm, Director, Planning and Development
K. Lundgren, Zoom Moderator
A. Chanakos, Recording Secretary

1. CALL THE MEETING TO ORDER:

The Regular Council Meeting was called to order at 4:30 p.m.

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*:

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

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:

- (b) labour relations or other employee relations;
- (c) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- (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;
- (m) a matter that, under another enactment, is such that the public may be excluded from the meeting;
- (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.

Council moved In Camera at 4:31 p.m.

Council moved out of In Camera at 5:36 p.m.

Council recessed the Open Meeting at 5:36 p.m.

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

3. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 12(a) Development Variance Permit Application No. DVP477 – 4286 Departure Bay Road – Add delegation from Liz Resch, Permit Administrator, Country Signs.
- (b) Agenda Item 12(c) Liquor Licence Application No. LA160 – Unit 205 – 2000 Island Highway North – Add delegation from Ngoc Luu Tran.

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, 2025-JUN-16, at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

6. MAYOR'S REPORT:

Mayor Krog advised of the following:

- Noted the importance of putting out lit cigarettes in ashtrays, rather than discarding them in flowerpots, on the ground or out car windows, due to rising temperatures and the corresponding increased risk of wildfires
- The City received a letter from the Canadian Federation of Independent Business requesting support for local businesses by encouraging consumers to shop local this July
- The City is seeking artists for the 2026 – 2028 Urban Design Roster. Applications can be submitted online through the City's website or in person to the Bowen Complex at 500 Bowen Road
- Water and sewer main replacement will take place along Hammond Bay Road beginning 2025-JUN-30 and will focus on replacing underground pipe between Turner Road and Rutherford Road. Traffic delays will be in place Monday to Friday from 7:00 a.m. to 7:00 p.m., and construction is expected to continue until spring 2026
- The 2026 annual Street Banner Program will invite youth artists under the age of 19, currently living in British Columbia, to share their unique experiences, hopes and dreams for the future

7. RISE AND REPORT:

- (a) Member-at-Large Appointments to the Advisory Committee on Accessibility and Inclusiveness and the Board of Variance

The Mayor advised that at the In Camera portion of the 2025-JUN-09 meeting, Council appointed Andrea Dillingham-Lacoursiere to the Advisory Committee on Accessibility and Inclusiveness for a three-year term ending 2026-OCT-16.

- (b) Appointments to the Nanaimo Performing Arts Guild

The Mayor advised that at the In Camera portion of the 2025-JUN-16 meeting, Council appointed Michael Armstrong, Eliza Gardiner and Peter S. Petralia to the Nanaimo Performing Arts Guild to fill the remainder of a term ending 2026-DEC-16.

(c) Design Advisory Panel Member Appointment – Architectural Institute of British Columbia Representative

The Mayor advised that at the In Camera portion of the 2025-JUN-16 meeting, Council appointed Architectural Institute of British Columbia representative, Dusan Nikolic, to the Design Advisory Panel for a two-year term commencing 2025-JUL-11 and ending 2027-JUL-11, or until a successor is appointed.

8. COMMITTEE MINUTES:

The following Committee Minutes were received:

- Minutes of the Public Safety Committee Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2025-APR-09, 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, 2025-APR-10, at 5:02 p.m.
- Minutes of the Design Advisory Panel Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2025-APR-24, at 5:01 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, 2025-MAY-12, 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, 2025-MAY-21, at 9:00 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 Wednesday, 2025-JUN-18, at 9:00 a.m.

9. CONSENT ITEMS:

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

Prior to the vote Councillor Thorpe requested that Agenda Item 10(b)(2) be removed to be voted on separately, and Councillor Armstrong requested that Agenda Item 10(a)(1) be removed to be voted on separately.

(a) Governance and Priorities Committee Meeting 2025-JUN-23

(1) Development Cost Charge Bylaw Update and Amenity Cost Charge Bylaw

1. That Council select Scenario 2 (Moderate Investment) for the Development Cost Charge (DCC) update, and Amenity Cost Charge (ACC) program, as presented in the Staff report titled “Development Cost Charge Bylaw Update and Amenity Cost Charge Bylaw” dated 2025-JUN-23;
2. That Council direct Staff to proceed with:
 - a. Public engagement, including consultation with relevant stakeholders;
 - b. An economic impact assessment of the proposed DCC and ACC rates;
 - c. Preparation of a DCC bylaw and Fire Protection and Police Development Cost Charge Reserve Fund bylaws;
 - d. Preparation of an ACC bylaw and ACC Reserve Fund bylaw;
 - e. Preparation of a Local Area Transportation DCC bylaw for South Nanaimo and South Nanaimo Transportation Development Cost Charge Reserve Fund bylaw; and
 - f. Preparation of a DCC and ACC Waivers and Reductions bylaw to provide an incentive for the development of not-for-profit rental housing and supportive housing.
3. That Council direct Staff to allocate \$125,000 from the Special Initiatives Reserve to fund additional consultant work to support the economic impact assessment.

(b) Special District 68 Sports Field and Recreation Committee 2025-JUN-27

(1) District 68 Sports Field and Recreation Services Agreement 2026 - 2045

That the City of Nanaimo Council and the Regional District of Nanaimo Board authorize a renewal of the District 68 Sports Field and Recreation Services Agreement for a 20-year term from 2026-2045 commencing 2026-JAN-01.

That the City of Nanaimo Council direct Staff to update the Special District 68 Sports Field and Recreation Committee Terms of Reference pending renewal of the District 68 Sports Field and Recreation Services Agreement.

(2) Civic Sport Merit Awards and Arts and Culture Merit Awards Council Policy (COU-014) Amendment

That Council support including those who participate in Nanaimo based sports, or arts and culture organizations from Electoral Areas A (Cassidy, Cedar, Yellow Point and South Wellington), B (Gabriola, Mudge and Decourcy Islands), C (Extension, Arrowsmith Benson, East Wellington and Pleasant Valley) and the District of Lantzville be eligible for awards through the City's Civic Sports Merit Awards and Arts and Culture Merit Awards program subject to District of Lantzville Council and Regional District of Nanaimo Board approval.

The motion carried unanimously.

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(c) Separately Addressed Consent Items

(1) Invasive Plant Management and Control

That Council direct Staff to:

1. Begin a phased process to draft a bylaw that prohibits the sale and distribution of specific species on the Invasive Plant Council of BC lists within City limits;
2. Partner with local garden retailers and community organizations on a public awareness campaign to promote awareness about native and non-invasive alternatives and the proper disposal of plant waste; and,
3. Update Nanaimo's Invasive Plant Management Strategy and resource materials and continue to fund community and Staff participation in the long-term reduction of invasive plants. Include updated action plans to strategically look at sites for removal and restoration plantings.

The motion carried.

Opposed: *Councillor Thorpe*

(2) Allocation of Unallocated Pedestrian Funds

That Council invest \$200,000 from the Pedestrian Unallocated budget for 2025 towards raised crosswalks at the following locations:

- Townsite Road at St. Patrick's Crescent (\$100,000)
- Portsmouth Road at Applecross Road (\$100,000)

That Council invest \$100,000 from the Pedestrian Unallocated budget for 2025 towards a raised crosswalk at Waddington Road at Dufferin Crescent.

The motion carried unanimously.

10. REPORTS:

(a) Development Variance Permit Application No. DVP477 - 4286 Departure Bay Road

Jeremy Holm, Director, Planning and Development, provided an overview of the report in the agenda package.

Delegation:

1. Liz Resch, Permit Administrator, Country Signs, was available, via Zoom, to answer questions.

Mayor Krog asked if anyone in attendance wished to speak with respect to Development Variance Permit No. DVP477 - 4286 Departure Bay Road.

No one in attendance wished to speak with respect to Development Variance Permit No. DVP477 - 4286 Departure Bay Road.

It was moved and seconded that Council issue Development Variance Permit No. DVP477 for the installation of two freestanding canopy signs with variances as outlined in the "Proposed Variances" section of the Staff Report titled "Development Variance Permit Application No. DVP477 - 4286 Departure Bay Road", dated 2025-JUL-07. The motion carried unanimously.

(b) Rezoning Application No. RA516 - 3397 Tunnah Road

Jeremy Holm, Director, Planning and Development, provided an overview of the report in the agenda package.

It was moved and seconded that "Zoning Amendment Bylaw 2025 No. 4500.240" (to rezone 3397 Tunnah Road from Single Dwelling Residential [R1] to Row House Residential [R7]) pass first reading. The motion carried unanimously.

It was moved and seconded that "Zoning Amendment Bylaw 2025 No. 4500.240" pass second reading. The motion carried unanimously.

It was moved and seconded that "Zoning Amendment Bylaw 2025 No. 4500.240" pass third reading; and,

That Council direct Staff to secure the conditions related to "Zoning Amendment Bylaw 2025 No. 4500.240" as outlined in the "Conditions of Rezoning" section of the Staff Report titled "Rezoning Application No. RA516 - 3397 Tunnah Road", dated 2025-JUL-07.

The motion carried unanimously.

(c) Liquor Licence Application No. LA160 - Unit 205 - 2000 Island Highway North

Jeremy Holm, Director, Planning and Development, provided an overview of the report in the agenda package.

Delegation:

1. Ngoc Luu Tran spoke regarding requests from customers for liquor service to be provided at the salon.

It was moved and seconded that Council recommend that the Liquor and Cannabis Regulation Branch approve the application for a liquor primary licence at Unit 205 – 2000 Island Highway North. The motion carried unanimously.

(d) Amendment to Home Energy Retrofit Financing Program Bylaw

Jeremy Holm, Director, Planning and Development, provided an overview of the report in the agenda package.

It was moved and seconded that “Home Energy Retrofit Financing Program Amendment Bylaw 2025 No. 7393.01” (a bylaw to address housekeeping amendments) pass first reading. The motion carried unanimously.

It was moved and seconded that “Home Energy Retrofit Financing Program Amendment Bylaw 2025 No. 7393.01” pass second reading. The motion carried unanimously.

It was moved and seconded that “Home Energy Retrofit Financing Program Amendment Bylaw 2025 No. 7393.01” pass third reading. The motion carried unanimously.

(e) Deputy Approving Officer

Jeremy Holm, Director, Planning and Development, provided an overview of the report in the agenda package.

It was moved and seconded that Council approve the appointment of Barbara Thomas as Deputy Approving Officer. The motion carried unanimously.

11. BYLAWS:

(a) “Off-Street Parking Regulations Amendment Bylaw 2025 No.7266.04”

It was moved and seconded that “Off Street Parking Regulations Amendment Bylaw 2025 No. 7266.04” (to eliminate minimum parking requirements in the Downtown Urban Centre) be adopted. The motion carried.

Opposed: Councillor Thorpe

12. QUESTION PERIOD:

Council received one question from the public regarding agenda items.

13. ADJOURNMENT:

It was moved and seconded at 7:33 p.m. that the meeting adjourn. The motion carried unanimously.

MAYOR

CERTIFIED CORRECT:

CORPORATE OFFICER