

DATE OF MEETING JULY 28, 2025

AUTHORED BY KAREN ROBERTSON, DEPUTY CORPORATE OFFICER

**SUBJECT ALTERNATIVE APPROVAL PROCESS RESULTS – “PARKS  
DEDICATION AMENDMENT BYLAW 2025 NO. 2255.01”**

## **OVERVIEW**

### **Purpose of Report:**

To report the results of the Alternative Approval Process for “Parks Dedication Amendment Bylaw 2025 No. 2255.01” – a bylaw to remove dedication as public park from a portion of “Elaine Hamilton Park”.

## **BACKGROUND**

Further to Council direction provided at its 2025-JUN-09 Council meeting, the City conducted an Alternative Approval Process (AAP) to obtain approval of the electors for the adoption of “Parks Dedication Amendment Bylaw 2025 No. 2255.01” – a bylaw to remove dedication as public park from a portion of “Elaine Hamilton Park”. Council also endorsed the AAP Communication and Engagement Strategy which outlined the various methods of engagement to be used during this AAP (see Attachment B).

The AAP began at 8:30 am on 2025-JUN-18 and closed at 4:30 pm on July 21, 2025. Eligible voters had 33 days to vote against the bylaw. Official notice of the AAP was published in the Nanaimo News Bulletin and appeared on the City’s website on 2025-JUN-18 in accordance with Section 94.2 of the *Community Charter* and the City’s “Public Notice Bylaw 2022. No. 7325”.

### **AAP Results**

To receive the assent of the electors, the number of elector response forms received by the deadline could not exceed 10% of the electors for the City of Nanaimo. Section 86(1) of the *Community Charter* states:

*“Approval of the electors by alternative approval process under this section is obtained if... at the end of the time for receiving elector responses, the number of elector responses received is less than 10% of the number of electors of the area to which the approval process applies.”*

For the purposes of conducting the alternative approval process, the number of eligible electors was determined to be 76,724. In order for the bylaw to receive the assent of the electors, less than 10%, or 7,672 elector response forms must have been received by the deadline of 2025-JUL-21 at 4:30 pm. The total number of elector response forms received by that date was 422.

As there was not a sufficient number of elector response forms received to meet the 10% threshold by the deadline, the Corporate Officer is not required to certify individual elector response forms to determine the AAP results. Based on this, the Corporate Officer has

determined and certified that elector approval, in accordance with Section 86 of the *Community Charter* has been obtained (see Attachment A).

## **CONCLUSION**

With elector approval obtained through the alternative approval process, Council may now proceed with adopting “Parks Dedication Amendment Bylaw 2025 No. 2255.01” which appears under the Bylaw section of the agenda.

### **SUMMARY POINTS**

- At its 2025-JUN-09 Council meeting, Council directed staff to conduct an Alternative Approval Process (AAP) to obtain approval of the electors for the adoption of Bylaw 2255.01 to remove dedication as public park from a portion of ‘Elaine Hamilton Park’.
- 422 elector response forms were received by the deadline of 2025-JUL-21 as certified by the Corporate Officer.
- The total number of valid elector response forms required to proceed with adoption of the bylaw must be under 10% at 7,672. With 422 forms received, elector approval in accordance with Section 86 of the *Community Charter* has been obtained.

## **ATTACHMENTS:**

Attachment A – 2025-JUL-22- Certification of Results for AAP- Bylaw 2255.01- Elaine Hamilton Park

Attachment B – 2025-JUN-09 Staff Report

### **Submitted by:**

Karen Robertson,  
Deputy Corporate Officer

### **Concurrence by:**

Sheila Gurrie,  
Director, Legislative Services

Dale Lindsay, CAO