



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

Monday, October 6, 2025, 4:30 P.M.  
Shaw Auditorium, Vancouver Island Conference Centre  
80 Commercial Street, Nanaimo, BC

Members: Mayor L. Krog, Chair  
Councillor S. Armstrong\* (joined at 7:00 p.m.; disconnected at 9:20 p.m.)  
Councillor T. Brown  
Councillor H. Eastmure  
Councillor B. Geselbracht  
Councillor E. Hemmens  
Councillor P. Manly (vacated at 9:20 p.m.; returned at 9:30 p.m.)  
Councillor J. Perrino  
Councillor I. Thorpe (vacated at 5:52 p.m.; returned at 7:31 p.m.)

Staff: D. Lindsay, Chief Administrative Officer  
L. Bhopalsingh, General Manager, Community Services/Deputy  
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  
M. Koch, Active Transportation Project Specialist  
A. Chanakos, Steno, Legislative Services  
L. Young, Recording Secretary

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

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

- (b) 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;
- (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;
- (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 4:30 p.m.

Council moved out of In Camera at 5:52 p.m.

Council recessed the Open Meeting at 5:52 p.m.

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

## 3. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 12(a) Friendship City Program and Policy – Add delegation from Michael Guan and Steven Ma.
- (b) Agenda Item 12(d) Downtown Nanaimo Business Association Business Improvement Area – Add PowerPoint presentation from Roberta Bowman, Executive Director, Downtown Nanaimo Business Association, titled “Downtown Nanaimo Bylaw Levy Renewal”.

- (c) Agenda Item 13(a) Housing Agreement Application No. HA14 – 224 White Court Way – Add delegation from Graham Meneilly.
- (d) Agenda Item 13(b) Housing Agreement Application No. HA15 – 95 Kennedy Street – Add delegation from Graham Meneilly.

**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, 2025-SEP-08, at 4:30 p.m.
- Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC on Monday, 2025-SEP-15, at 4:30 p.m.
- Minutes of the Special Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC on Thursday, 2025-SEP-18, at 7:00 p.m.

The motion carried unanimously.

**6. MAYOR'S REPORT:**

Councillor Hemmens provided an update on many accomplishments of the Vancouver Island Regional Library (VIRL) in 2025 and notified Council that the VIRL Board passed its 2026 Budget on 2025-SEP-20.

Mayor Krog advised of the following:

- Members of City Council attended the Union of BC Municipalities (UBCM) Convention from 2025-SEP-22 to 2025-SEP-26, where Council met with provincial cabinet ministers and their delegates to highlight some of the challenges faced by the City and to advocate for support from the Province
- The City is seeking input on funding infrastructure and amenities needed for new development, and is currently in the process of reviewing two tools: Development Cost Charges and Amenity Cost Charges
- Reminder that October is Emergency Preparedness Month. On 2025-OCT-16, the province-wide Great BC ShakeOut earthquake drill will take place at 10:16 a.m. Residents are invited to participate by registering

online at [www.shakeoutbc.ca](http://www.shakeoutbc.ca) and listening to the drill on 102.3 FM The Wave or 106.9 FM The Wolf

- Residents are encouraged to use the City's online services due to potential postal strike disruptions
- The City has purchased two properties at 4246 and 4288 Victoria Avenue to provide additional space for the Loudon Park Improvement Project
- 2025-SEP-30 was the National Day for Truth and Reconciliation. The City hosted three events with 2,524 participants
- As part of the City's ongoing commitment to Truth and Reconciliation, a new art wrap designed by Snuneymuxw artist Noel Brown was added to one of the City's ice resurfacing machines
- Mayor Krog advised of the passing of Nelson Allen, a former City Councillor, and spoke regarding his many contributions to the community

## 7. PRESENTATIONS:

- (a) Carly Pereboom, Executive Director, Tourism Nanaimo, re: Semi-Annual Update from Tourism Nanaimo

Carly Pereboom, Executive Director, Tourism Nanaimo, provided an on-screen presentation. Highlights included:

- Tourism Nanaimo capitalized on the rising demand for domestic travel due to tariffs and the current political climate
- Launched a new brand awareness campaign in Toronto
- Nanaimo recorded its strongest hotel room occupancy rate on record this summer, and revenue per available room also increased
- Key projects include the Stakeholder Outreach Program and the LGBTQIA+ experience survey
- Sports Tourism is expected to generate an estimated \$3.1 million in economic impact
- \$1.5 million estimated economic impact in conferences, meetings, and events year to date

Councillor Thorpe entered the Shaw Auditorium at 7:31 p.m.

*- The remainder of this page is intentionally left blank -*

(b) John McCormick, Executive Director, Nanaimo Systems Planning Organization, re: Semi-Annual Update from the Nanaimo Systems Planning Organization

John McCormick, Executive Director, Nanaimo Systems Planning Organization (SPO), provided an on-screen presentation. Highlights included:

- Working with Nanaimo Youth Services Association (NYSA) on their Youth Research Project to address youth housing precarity
- Collaborating with Colliers Canada to build a strategy around non-market housing
- Worked with Esri to develop apps with ArcGIS to empower the work the SPO does as part of their “Esri Canada 2025 App Challenge”
- Targeting 100 units of additional non-market housing and shelter per year
- Identified a lack of tools to motivate individual agencies to participate in SPO initiatives as a challenge

**8. COMMITTEE MINUTES:**

The following Committee minutes were received:

- 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, 2025-JUL-09, at 4:00 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-JUL-16, at 9:00 a.m.
- Minutes of the Design Advisory Panel Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2025-JUL-24, at 5:04 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, 2025-SEP-10, at 4:01 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-SEP-17, at 9:00 a.m.

## 9. CONSENT ITEMS:

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

(a) Advisory Committee on Accessibility and Inclusiveness Meeting 2025-SEP-10

1. Correspondence dated 2025-JUL-27 re: Maffeo Sutton Park Accessibility Issues

That Council direct Staff to add and prioritize “Maffeo Sutton Park Assessment Audit” to the list of parks, trails, and open spaces being audited by the Rick Hansen Foundation in 2026.

(b) Finance and Audit Committee Meeting 2025-SEP-17

1. “Nanaimo Builds for the Future” Plan Update (Part 1)

That Council direct Staff to update Council's Debt Management Policy to allow long-term borrowing without electoral approval when the City is within the allowable assent free borrowing limit.

2. “Nanaimo Builds for the Future” Plan Update (Part 2)

That Council direct Staff to proceed with a Capital Development (Project Execution) Plan and costing for the South End Community Centre and allocated \$2 million to undertake this work funded by \$675,000 from the Growing Communities Fund and \$1,325,000 from the Special Initiatives Reserve.

3. “Nanaimo Builds for the Future” Plan Update (Part 3)

That Council endorse the “Next Steps - Roadmap for Building for the Future” as outlined in the report titled “Nanaimo Builds for the Future’ Plan Update”, dated 2025-SEP-17.

The motion carried unanimously.

## 10. ADMINISTRATIVE REPORTS:

(a) Friendship City Program and Policy

Amrit Manhas, Economic Development Officer, provided an overview of the report included in the agenda package.

Delegation:

1. Michael Guan spoke in support of the draft Friendship City Policy and outlined the many benefits of friendship cities.

It was moved and seconded that Council:

1. Support the establishment of a Friendship City Program; and,
2. Endorse the Friendship City Policy as attached in the Staff Report titled "Friendship City Program and Policy", dated 2025-OCT-06.

The motion carried.

Opposed: *Councillor Brown*

- (b) Bylaw Notice Enforcement Amendment Bylaw - Waterworks Rate and Regulation Fines

Sheila Gurrie, Director, Legislative Services, provided an overview of the report in the agenda package.

It was moved and seconded that "Bylaw Notice Enforcement Amendment Bylaw 2025 No. 7159.25" (a bylaw to assign fines for violations against the Waterworks Rate and Regulation Bylaw 2006 No. 7004) pass first reading. The motion carried unanimously.

It was moved and seconded that "Bylaw Notice Enforcement Amendment Bylaw 2025 No. 7159.25" pass second reading. The motion carried unanimously.

It was moved and seconded that "Bylaw Notice Enforcement Amendment Bylaw 2025 No. 7159.25" pass third reading. The motion carried unanimously.

- (c) Regional District of Nanaimo "Regional Parks and Trails Service Regional Parkland Acquisition Loan Authorization Bylaw No. 1961, 2025"

S. Gurrie, Director, Legislative Services, provided an overview of the report in the agenda package.

It was moved and seconded that the Council of the City of Nanaimo consents on behalf of the electors to the adoption of "Regional Parks and Trails Service Regional Parkland Acquisition Loan Authorization Bylaw No. 1961, 2025", and further, that the Regional District of Nanaimo be notified accordingly. The motion carried unanimously.

- (d) Downtown Nanaimo Business Association Business Improvement Area

Introduced by L. Mercer, General Manager, Corporate Services.

Presentation:

1. Roberta Bowman, Executive Director, Downtown Nanaimo Business Association (DNBA), provided an on-screen presentation. Highlights included:
  - DNBA is mandated to strengthen the local economy and advocate on behalf of businesses
  - Have led many initiatives such as Picnic in the Plaza and Winterfest to increase foot traffic downtown
  - Supported the Design Commercial project, advocated for free parking during construction, and hosted a banner contest to beautify the construction zone
  - DNBA aims to continue to support and retain downtown businesses, provide resources and engagement opportunities, advocate for business owners, and drive daytime and night-time vibrancy downtown
  - Levy funds provided to the DNBA are invested back into the downtown core

It was moved and seconded that Council:

1. Direct Staff to work with the Downtown Nanaimo Business Association to establish a business improvement area for a term of five years starting in 2026; and,
2. Undertake the establishment of the Downtown Nanaimo Business Association Business Improvement Area as a Council initiative.

The motion carried unanimously.

(e) Active School Travel Program Implementation

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

Presentation:

1. Madeline Koch, Active Transportation Project Specialist, provided an on-screen presentation included in the agenda package and advised the following:
  - Under the Active School Travel (AST) Program, school-specific plans are developed to get more kids travelling to school safely
  - There is an increased demand for the program; however, only a limited number of schools can be admitted into the program

at the same time, so a school selection process has been drafted which will be implemented this year

- AST plans include recommendations for infrastructure improvements; therefore, the draft 2026-2030 Financial Plan includes a modest allocation for AST plan implementation
- The Federation of Canadian Municipalities (FCM) is offering funding for safe school routes/infrastructure of up to \$125,000 to cover a maximum of 50 percent of project costs, and Staff have recommended three projects for this funding

It was moved and seconded that Council:

1. Select Option 1 of Table 1 of the 2025-OCT-06 Staff report entitled “Active School Travel Program Implementation” for year 2026 of the 2025 – 2029 Financial Plan, contingent on a successful grant application; and,
2. Fund the projects as follows:
  - \$245,000 from the 2026 Pedestrian Unallocated budget
  - \$125,000 from the Active School Travel grant

The motion carried.

Opposed: *Councillor Geselbracht*

(f) Manufactured Home Communities - Electrical Capacity Assessments

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

It was moved and seconded that Council endorse the criteria for issuing up to three complementary manufactured home community electrical capacity assessments as outlined in the Staff Report titled “Manufactured Home Communities – Electrical Capacity Assessments”, dated 2025-OCT-06. The motion carried unanimously.

**11. DEVELOPMENT REPORTS:**

(a) Housing Agreement Application No. HA14 - 224 White Court Way

Delegation:

1. Graham Meneilly clarified that there would be 24-hour availability of staff in case of emergencies at the properties, any residents living at the facilities would be required to transfer from approved in-person treatment programs, and that abstinence would be a requirement for all residents.

Staff clarified that no bylaw complaints have been received regarding 224 White Court Way since 2019 or 95 Kennedy Street since 2022. Additionally, Staff clarified that there are provisions for termination of the housing agreements if any conditions are violated.

It was moved and seconded that “Housing Agreement Bylaw 2025 No. 7426” (to secure the terms and conditions of occupancy for a residential shelter at 224 White Court Way) pass first reading. The motion carried.

Opposed: *Councillor Perrino*

It was moved and seconded that “Housing Agreement Bylaw 2025 No. 7426” pass second reading. The motion carried.

Opposed: *Councillor Perrino*

It was moved and seconded that “Housing Agreement Bylaw 2025 No. 7426” pass third reading and that Council direct Staff to register a *Land Title Act* Section 219 covenant to reinforce the terms of the Housing Agreement, following adoption of the bylaw. The motion carried.

Opposed: *Councillor Perrino*

(b) Housing Agreement Application No. HA15 - 95 Kennedy Street

Delegation:

1. Graham Meneilly clarified that they are unaware of any complaints from neighbours.

It was moved and seconded that “Housing Agreement Bylaw 2025 No. 7427” (to secure the terms and conditions of occupancy for a residential shelter at 95 Kennedy Street) pass first reading. The motion carried.

Opposed: *Councillor Perrino*

It was moved and seconded that “Housing Agreement Bylaw 2025 No. 7427” pass second reading. The motion carried.

Opposed: *Councillor Perrino*

It was moved and seconded that “Housing Agreement Bylaw 2025 No. 7427” pass third reading and that Council direct Staff to register a *Land Title Act* Section 219 covenant to reinforce the terms of the Housing Agreement, following adoption of the bylaw. The motion carried.

Opposed: *Councillor Perrino*

Councillor Armstrong disconnected from the meeting at 9:20 p.m.

Councillor Manly vacated the Shaw Auditorium at 9:20 p.m.

Council recessed the Meeting at 9:20 p.m.

Council reconvened the Meeting at 9:29 p.m.

## 12. BYLAWS:

- (a) “Permissive Tax Exemption Bylaw 2025 No. 7429”

It was moved and seconded that “Permissive Tax Exemption Bylaw 2025 No. 7429” be adopted. The motion carried unanimously.

Councillor Manly entered the Shaw Auditorium at 9:30 p.m.

## 13. CORRESPONDENCE:

- (a) Correspondence dated 2025-JUN-30 from the BC Ombudsperson Office re: Quarterly Report, October 1 - December 31, 2024
- (b) Correspondence dated 2025-JUN-30 from the BC Ombudsperson Office re: Quarterly Report, January 1 - March 31, 2025
- (c) Correspondence dated 2025-AUG-15 from the BC Ombudsperson Office re: Quarterly Report, April 1 - June 30, 2025
- (d) AVI Health and Community Services Society Request for Letter of Support re: Additional Funding for Primary Care Services

Council discussion took place noting that AVI Health and Community Services Society is not part of Island Health.

Councillor Hemmens raised a point of order, noting that discussion had commenced without a motion on the floor.

Mayor Krog acknowledged the point of order and advised that a motion was required before proceeding.

It was moved and seconded that the Mayor, on behalf of Council, provide a letter of support to AVI Health and Community Services Society for additional funding in order to expand primary care services.

Council noted concerns regarding the concentration of services at 55 Victoria Road, the need for more primary care services in Nanaimo, and the desire to receive input from the South End Community Association prior to making decisions regarding the letter of support.

It was moved and seconded that the following motion be deferred to a future Council Meeting:

“It was moved and seconded that the Mayor, on behalf of Council, provide a letter of support to AVI Health and Community Services Society for additional funding in order to expand primary care services.”

The motion was defeated.

Opposed: *Mayor Krog, Councillors Hemmens, Perrino, and Thorpe*

The vote was taken on the main motion as follows:

That the Mayor, on behalf of Council, provide a letter of support to AVI Health and Community Services Society for additional funding in order to expand primary care services. The motion was defeated.

Opposed: *Mayor Krog, Councillors Hemmens, Perrino, and Thorpe*

#### **14. NOTICE OF MOTION:**

- (a) Councillor Armstrong Notice of Motion re: Consulting with Emergency Services Agencies Regarding Traffic Calming and Road Changes

Councillor Armstrong provided notice that she would be bringing forward the following Notice of Motion for consideration at a future Council Meeting:

“That Council direct Staff to engage with RCMP, BC Emergency Health Services, Nanaimo Fire Rescue Department, and BC Transit prior to any traffic calming or road changes. It is requested each department speak with the drivers of said agencies to ensure their concerns are heard and furthermore any comments received by these agencies be included for Mayor and Council review.”

#### **15. OTHER BUSINESS:**

- (a) Councillor Manly Motion re: Naming the Park at 933 Park Avenue

Introduced by Councillor Manly.

It was moved and seconded that Council direct Staff to name the park located at 933 Park Avenue ‘Five Acres Farm Community Park’. The motion carried.

Opposed: *Councillor Thorpe*

- (b) Councillor Eastmure Motion re: Draft Transit Oriented Development Along the Island Corridor

Introduced by Councillor Eastmure.

It was moved and seconded that Council, as part of City Plan Review, direct Staff to seek opportunities and create policies that support and advance planning of Transit Oriented Development (TOD) centres, including Country Club and Woodgrove, in a way that provides clear connection to the Island Corridor, which may be used for corridor-related transit in the future. The motion carried unanimously.

**16. QUESTION PERIOD:**

Council received no questions from the public regarding agenda items.

**17. ADJOURNMENT:**

It was moved and seconded at 9:58 p.m. that the meeting adjourn. The motion carried unanimously.

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MAYOR

CERTIFIED CORRECT:

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CORPORATE OFFICER