



MINUTES
REGULAR COUNCIL MEETING

Monday, October 20, 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 (entered at 7:00 p.m.)
 - Councillor H. Eastmure
 - Councillor B. Geselbracht* (disconnected at 5:47 p.m., entered at 7:00 p.m.)
 - Councillor E. Hemmens*
 - Councillor P. Manly
 - Councillor J. Perrino
 - Councillor I. Thorpe
- 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
 - W. Fulla, Director, Finance
 - S. Gurrie, Director, Legislative Services
 - J. Holm, Director, Planning and Development
 - D. Osborne, Director, Parks, Recreation, and Culture
 - C. Davis, Deputy Director, Parks and Natural Areas
 - G. Bell, Manager, Sports and Arenas
 - A. Breen, Manager, Culture and Special Events*
 - J. B. Sine, Recreation Coordinator - Cultural Services
 - N. Sponaule, Strategic Initiatives Advisor
 - L. Young, 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 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*:

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:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (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;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (n) the consideration of whether a Council meeting should be closed under a provision of this subsection or subsection (2); and,

Section 90(2) A part of the meeting must be closed to the public if the subject matter being considered relates to one or more of the following:

- (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 5:47 p.m.

Council recessed the Open Meeting at 5:47 p.m.

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

3. INTRODUCTION OF LATE ITEMS:

- (a) Agenda Item 8(b) 2025 Nanaimo 55+ BC Games Summary of Events – Add PowerPoint presentation from Nanaimo 55+ BC Games Society titled “55+ BC Games”
- (b) Add Agenda Item 9(c) Minutes of the Finance and Audit Committee held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Wednesday, 2025-OCT-15 at 9:00 a.m.
- (c) Agenda Item 13(c) Rezoning Application No. RA512 – 2367 Arbot Road – Add the following delegations:
 - 1. Rachael Sansom, Land Development Consultant, Grayland Consulting Ltd.
 - 2. Darcy Ross
 - 3. Sharon Kofoed
 - 4. Paul Steele
 - 5. Donya Sutherland Baker, Executive Director, Bethlehem Centre Society
 - 6. Marilyn Hand
 - 7. John Blackman
 - 8. Gerry Hand
- (d) Agenda Item 13(c) Rezoning Application No. RA512 – 2367 Arbot Road – Reorder the list of delegations to start with Rachael Sansom, Land Development Consultant, Grayland Consulting Ltd., appearing on behalf of the applicant, followed by subsequent delegations in the order in which they were received

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-OCT-06, at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

6. MAYOR'S REPORT:

Mayor Krog advised of the following:

- The City of Nanaimo is renaming the viewing tower at Buttertubs Marsh in honour of Bill Merilees, recognizing his decades of dedication to local conservation efforts and his instrumental role in protecting and enhancing the marsh's natural habitat
- As part of Emergency Preparedness Month and Fire Prevention Week, Nanaimo Fire Rescue is hosting a community open house at Fire Station #1 on Tuesday, 2025-OCT-21, from 2:30 to 4:30 p.m., featuring new fire trucks, interactive fire safety exhibits, and opportunities to meet local firefighters and learn about fire prevention

7. PRESENTATIONS:

(a) 2025 Creative City Impact Award for Cultural Events

Lisa Bhopalsingh, General Manager, Community Services and Deputy Chief Administrative Officer, advised that the City of Nanaimo's Luminous Paths: Nanaimo's 150 & Beyond festival received the Creative Cities Impact Award for Cultural Events from the Creative City Network of Canada, recognizing its excellence in fostering community connection, creativity, and cultural celebration. They acknowledged J. B. Sine, Recreation Coordinator - Cultural Services; A. Breen, Manager, Culture and Special Events; and D. Osborne, Director, Parks, Recreation, and Culture, for their work to coordinate the event.

Mayor Krog presented J. B. Sine, Recreation Coordinator - Cultural Services, with the award.

(b) 2025 Nanaimo 55+ BC Games Summary of Events

Introduced by L. Bhopalsingh, General Manager, Community Services and Deputy Chief Administrative Officer.

Presentation:

1. Darcie Osborne, Director, Parks, Recreation, and Culture, Grace Bell, Manager, Sports and Arenas, Diana Johnstone, President, Nanaimo 55+ BC Games Society, and Jenn Houtby-Ferguson, Director, Nanaimo 55+ BC Games Society provided an on-screen presentation included in the agenda package. Highlights included:

- The 55+ BC Games in Nanaimo were a success, showcasing the city's natural beauty, sports venues, and community spirit.

With over 2,700 participants and supporters, 21 events across 20 venues, and a legacy of 1,067 volunteers, the event fostered pride and unity

- Highlights of the event included a 102-year-old swimmer, 2,500 medals awarded, \$300,000 paid to local suppliers, and 2,500 youth work hours
- The opening ceremony at Serauxmen Stadium and strong collaboration among organizers, including Diana Johnstone and Mary Smith, Vice-President, Nanaimo 55+ BC Games Society, contributed to the event's impact. Financials and an economic impact assessment are expected by the end of October, with a legacy committee meeting planned for November
- Expression of appreciation to the Mayor and Council as well as Parks, Recreation, and Culture Staff for their support

(c) BC Housing re: Overview of BC Housing's Projects in Nanaimo

Presentation:

1. Tara Schmidt, Acting Director, Regional Development, Vancouver Island, and Jennifer Fox, Regional Director, Vancouver Island Region, BC Housing, provided an on-screen presentation included in the agenda package.

Council discussion took place. Highlights included:

- The Province has recently expanded the Shelter Aid for Elderly Seniors Program (SAFER) and the Rental Assistance Program
- BC Housing uses a data-informed approach to assist with decision making for demographic-specific supports
- Complex care housing, such as the 1850 Boxwood Road site, is supportive housing with extra supports, including an experienced operator, 24-hour per day staffing, and clinical supports
- The affordable component of the 250 Terminal Avenue development is expected to be in construction within two years, and online within four years
- BC Housing anticipates construction of the Te'tuxwtun development in 2027

- Desire to have a variety of housing options to meet different needs, including dry housing
- BC Housing funds extreme weather response and the Temporary Winter Shelter Program
- BC Housing and the City are continuing discussions regarding 78 temporary housing units at the 1298 Nelson Street (Sparrow) site for persons seeking reduced exposure to alcohol and substances

8. 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, 2025-SEP-11 at 5:01 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-SEP-25 at 5:10 p.m.

9. CONSENT ITEMS:

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

(a) Finance and Audit Committee Meeting 2025-OCT-15

1. Debt Management Policy Amendment

That Council endorse the proposed amendments to Council Policy COU-234 - "Debt Management Policy" as presented in Attachment A of the Staff report titled "Debt Management Policy Amendment" dated 2025-OCT-15.

2. 2026 General Fund Project Contingency

That Council direct Staff to include a \$1,035,000 general fund project contingency for 2026 in the 2026–2030 Provisional Financial Plan, funded from 2025 surplus.

The motion carried unanimously.

10. DELEGATIONS:

- (a) Veronica Carroll, Chief Executive Officer, Children's Health Foundation of Vancouver Island re: Home Away From Home in Nanaimo Build

Veronica Carroll, Chief Executive Officer, and Paul Murray, Board Chair, Children's Health Foundation of Vancouver Island, provided an on-screen presentation, highlighting the many accomplishments of the Home Away from Home Program and informed Council of Jesse's House, which is being constructed adjacent to Nanaimo Regional General Hospital.

- (b) Jackie Bolen re: Banning Single Use Plastic Water Bottles Under 1L in Size in Nanaimo

Jackie Bolen provided an on-screen presentation and proposal to ban the sale of single-use plastic water bottles of 1 litre or less, with District of Tofino set to become the first Canadian municipality to implement the ban on Earth Day 2026. They encouraged Nanaimo to follow as the second, noting that while both communities are small, this initiative could inspire broader change across Canada and contribute meaningfully to environmental sustainability.

Council discussion took place regarding the scope of the ban, and the potential to expand the ban to plastic water bottles of all sizes.

It was moved and seconded that Council direct Staff to report at the next Finance and Audit Committee Meeting on funding options to support the Home Away from Home Project.

It was moved and seconded that the following motion be deferred to the next Council meeting:

“That Council direct Staff to report at the next Finance and Audit Committee Meeting on funding options to support the Home Away from Home Project.”

The motion carried.

Opposed: *Mayor Krog, Councillors Brown and Perrino*

11. ADMINISTRATIVE REPORTS:

- (a) Downtown Nanaimo Business Association Business Improvement Area Bylaw

Laura Mercer, General Manager, Corporate Services, provided an overview of the report included in the agenda package.

It was moved and seconded that “Downtown Nanaimo Business Association Business Improvement Area Bylaw 2025, No. 7395” (a bylaw to establish a Business Improvement Area in the downtown Nanaimo area) pass first reading. The motion carried unanimously.

It was moved and seconded that “Downtown Nanaimo Business Association Business Improvement Area Bylaw 2025, No. 7395” pass second reading. The motion carried unanimously.

It was moved and seconded that “Downtown Nanaimo Business Association Business Improvement Area Bylaw 2025, No. 7395” pass third reading. The motion carried unanimously.

It was moved and seconded that Council direct Staff to proceed with notice of intention to conduct a local area service on a Council initiative subject to a petition against process and that Council direct Staff to carry out the petition against process. The motion carried unanimously.

(b) Home Energy Retrofit Financing Program - Local Area Service Bylaws for Additional Participating Properties

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

2305 Panorama View Drive

It was moved and seconded that “Home Energy Retrofit Financing [2305 Panorama View Drive] Local Area Service Establishment Bylaw 2025 No. 7416” (a bylaw to provide financing for participation in the City of Nanaimo Home Energy Retrofit Financing Program) pass first reading. The motion carried unanimously.

It was moved and seconded that “Home Energy Retrofit Financing [2305 Panorama View Drive] Local Area Service Establishment Bylaw 2025 No. 7416” pass second reading. The motion carried unanimously.

It was moved and seconded that “Home Energy Retrofit Financing [2305 Panorama View Drive] Local Area Service Establishment Bylaw 2025 No. 7416” pass third reading. The motion carried unanimously.

843 Athena Place

It was moved and seconded that “Home Energy Retrofit Financing [843 Athena Place] Local Area Service Establishment Bylaw 2025 No. 7420” (a bylaw to provide financing for participation in the City of Nanaimo Home Energy Retrofit Financing Program) pass first reading. The motion carried unanimously.

It was moved and seconded that “Home Energy Retrofit Financing [843 Athena Place] Local Area Service Establishment Bylaw 2025 No. 7420” pass second reading. The motion carried unanimously.

It was moved and seconded that “Home Energy Retrofit Financing [843 Athena Place] Local Area Service Establishment Bylaw 2025 No. 7420” pass third reading. The motion carried unanimously.

2548 Cosgrove Crescent

It was moved and seconded that “Home Energy Retrofit Financing [2548 Cosgrove Crescent] Local Area Service Establishment Bylaw 2025 No. 7432” (a bylaw to provide financing for participation in the City of Nanaimo Home Energy Retrofit Financing Program) pass first reading. The motion carried unanimously.

It was moved and seconded that “Home Energy Retrofit Financing [2548 Cosgrove Crescent] Local Area Service Establishment Bylaw 2025 No. 7432” pass second reading. The motion carried unanimously.

It was moved and seconded that “Home Energy Retrofit Financing [2548 Cosgrove Crescent] Local Area Service Establishment Bylaw 2025 No. 7432” pass third reading. The motion carried unanimously.

6160 Dover Road

It was moved and seconded that “Home Energy Retrofit Financing [6160 Dover Road] Local Area Service Establishment Bylaw 2025 No. 7433” (a bylaw to provide financing for participation in the City of Nanaimo Home Energy Retrofit Financing Program) pass first reading. The motion carried unanimously.

It was moved and seconded that “Home Energy Retrofit Financing [6160 Dover Road] Local Area Service Establishment Bylaw 2025 No. 7433” pass second reading. The motion carried unanimously.

It was moved and seconded that “Home Energy Retrofit Financing [6160 Dover Road] Local Area Service Establishment Bylaw 2025 No. 7433” pass third reading. The motion carried unanimously.

12. DEVELOPMENT REPORTS:

- (a) Development Variance Permit Application No. DVP486 - 5160 Universal Place

Mayor Krog requested that Council hear anyone wishing to speak with respect to Development Variance Permit No. DVP486 - 5160 Universal Place.

Robert Smith, property owner, offered to answer questions; however, there were no questions for the property owner.

It was moved and seconded that Council issue Development Variance Permit No. DVP486 for the construction of an over height retaining wall at 5160 Universal Place with a variance as outlined in the “Proposed Variance” section of the Staff Report titled “Development Variance Permit Application No. DVP486 – 5160 Universal Place” dated 2025-OCT-20. The motion carried unanimously.

(b) Rezoning Application No. RA496 - 3469 Uplands Drive

It was moved and seconded that “Zoning Amendment Bylaw 2025 No. 4500.245” (to rezone 3469 Uplands Drive from Steep Slope Residential [R10] to Medium Density Residential [R8] with a site-specific Floor Area Ratio), pass first reading. The motion carried unanimously.

It was moved and seconded that “Zoning Amendment Bylaw 2025 No. 4500.245” pass second reading. The motion carried unanimously.

It was moved and seconded that “Zoning Amendment Bylaw 2025 No. 4500.245” pass third reading and that Council direct Staff to secure the conditions related to “Zoning Amendment Bylaw 2025 No. 4500.245” as outlined in the “Conditions of Rezoning” section of the Staff Report titled “Rezoning Application No. RA496 - 3469 Uplands Drive” dated 2025-OCT-20 prior to final adoption. The motion carried unanimously.

(c) Rezoning Application No. RA512 - 2367 Arbot Road

Delegations:

1. Rachael Sansom, Land Development Consultant, Grayland Consulting Ltd, provided an on-screen presentation and advised the following:
 - 2367 Arbot Road is on the north shore of Westwood Lake, in a mostly residential neighbourhood
 - Rezoning would allow two- and three-storey townhomes
 - After received community feedback, the height and unit count were reduced, and the development was moved further from the lake
 - A trail to the lake with a statutory right of way has been added to the concept plan
 - Restoration planting will be done as a condition of the development permit

Council discussion took place. Highlights included:

- Community feedback was received during a public information meeting, and the proposal was recrafted with feedback from that meeting as well as discussions with the next-door neighbour
 - The applicant intends to retain the majority of the trees on site
2. Lois Powell noted concerns that increased housing density would cause noise disruption and increased traffic, and that the development would set a dangerous precedent for other neighbouring properties to develop on the lakefront.
 3. Darcy Ross discussed the benefits of natural spaces such as Westwood Lake Park and the potential negative impacts that development may have on the lakefront.
 4. Sharon Kofoed spoke regarding the disturbance that construction noise would cause at Westwood Lake Park, as well as concerns that this rezoning application did not go to a Public Hearing. They also noted that a neighbouring property has offered to donate their property and is contingent on acquiring this property.

Mayor Krog clarified that the offer of gifting 2343 Arbot Road cannot be taken into consideration in regards to Rezoning Application RA512 – 2367 Arbot Road.

5. Paul Steele stated concerns such as insufficient access to bus transportation, and insufficient water and sewer servicing in the neighbourhood.
6. Donya Sutherland Baker, Executive Director, Bethlehem Centre Society, spoke regarding the operations of the Bethlehem Centre and the potential impacts of development next door, such as construction noise and loss of natural buffering.

Council discussion took place regarding the operations of the Westwood Tennis Club, which does not currently cause a disturbance to the Bethlehem Centre.

7. Marilyn Hand read a letter written by a local resident, which noted concerns such as increased noise, traffic, and street parking, and recommended more conscious densification of the neighbourhood.

8. John Blackman cited concerns that the Staff Report did not reflect the heated discussion at the open house conducted by the applicant, and the potential of a domino effect caused by approving higher density development on Arbot Road.
9. Gerry Hand spoke in opposition to the application.

Council recessed the Meeting at 9:23 p.m.

Council reconvened the Meeting at 9:33 p.m.

In response to questions from Council, Staff clarified that the City owns the triangle-shaped piece of land at 2505 Arbot Road.

It was moved and seconded that “Zoning Amendment Bylaw 2025 No. 4500.246” (to rezone 2367 Arbot Road from Commercial Recreation Centre [CC6] to Low Density Residential [R6] with a site-specific height and lot coverage), pass first reading. The motion was defeated.

Opposed: *Councillors Armstrong, Brown, Eastmure, Geselbracht, Hemmens, Manly, and Perrino*

(d) Rezoning Application No. RA518 - 3614 Hillside Avenue

It was moved and seconded that “Zoning Amendment Bylaw 2025 No. 4500.244” (to rezone 3614 Hillside Avenue from Three and Four Unit Residential [R5] to Low Density Residential [R6] with a site-specific density and height) pass first reading. The motion carried.

Opposed: *Councillors Eastmure, Geselbracht, and Manly*

It was moved and seconded that “Zoning Amendment Bylaw 2025 No. 4500.244”, pass second reading. The motion was defeated.

Opposed: *Councillors Armstrong, Eastmure, Geselbracht, Manly and Thorpe*

13. BYLAWS:

(a) “Bylaw Notice Enforcement Amendment Bylaw 2025 No. 7159.25”

It was moved and seconded that “Bylaw Notice Enforcement Amendment Bylaw 2025 No. 7159.25” be adopted. The motion carried unanimously.

(b) “Housing Agreement Bylaw 2025 No. 7426”

It was moved and seconded that “Housing Agreement Bylaw 2025 No. 7426” be adopted. The motion carried unanimously.

- (c) “Housing Agreement Bylaw 2025 No. 7427”

It was moved and seconded that “Housing Agreement Bylaw 2025 No. 7427” be adopted. The motion carried unanimously.

14. CORRESPONDENCE:

- (a) Mid Vancouver Island Elder College Society Request for Letter of Support re: Community Gaming Grant

It was moved and seconded that that the Mayor, on behalf of Council, provide a letter of support to Mid Vancouver Island Elder College Society, for their application to the Community Gaming Grant. The motion carried unanimously.

15. NOTICE OF MOTION:

Councillor Brown advised that he would be bringing forward the following motion for consideration at a future Council Meeting:

“That Council direct Staff to include process clarity related to motions arising from delegations and correspondence as part of the next housekeeping amendments for “Council Procedure Bylaw 2018 No. 7272”.”

16. OTHER BUSINESS:

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

Introduced by Councillor Armstrong.

It was moved and seconded 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. The motion carried.

Opposed: Councillor Brown

17. QUESTION PERIOD:

Council received no questions from the public regarding agenda items.

18. ADJOURNMENT:

It was moved and seconded at 10:22 p.m. that the meeting adjourn. The motion carried unanimously.

MAYOR

CERTIFIED CORRECT:

CORPORATE OFFICER