

# Staff Report for Decision

DATE OF MEETING April 8, 2024

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SUBJECT COUNCIL RESOLUTIONS UPDATE

## **OVERVIEW**

### **Purpose of Report**

To provide Council with an update on resolutions that are in progress and complete and to seek Council direction on outstanding resolutions.

### **Recommendation**

That Council rescind the following motions:

1. "That Council direct staff to develop a permitted use for shipping containers also known as Sea Cans. To include requirements of zoning use and fee structure on a temporary and permanent basis for the now non-conforming shipping containers on industrial and commercial properties in the City of Nanaimo and further to look to update the residential permitted use."
2. "That Council direct Staff to prepare a report regarding implications of correspondence from the Office of the Mayor, City of Burnaby, dated 2019-MAY-02, regarding "Expanding Investment Opportunities."
3. "That Council direct staff to report back to Council on options for Nanaimo to participate in a potential Ministry of Transportation and Infrastructure pilot project limiting residential speed limits."
4. "That Council direct staff to develop the 100,000 Voices Campaign concept and report back to Council with the marketing and communications plan, including a budget."
5. "That Council refer the decision to direct staff to include an annual 0.50% property tax increase to support new positions effective 2025 to a future Governance and Priorities meeting in early 2024."

That Council select one of the following options:

1. That Council direct staff to prepare a report in advance of the 2025 Council remuneration discussion in response to the following motion which was deferred at the 2019-DEC-02 Regular Council meeting:  
  
"That a report be prepared for Council with a draft policy and framework for reimbursing childminding expenses for members of Council and City Committee members that are incurred as a result of participation in official City of Nanaimo meetings."

**OR**

2. That Council rescind the following motion:

“That Council defer consideration of the following item to a future Governance and Priorities Committee meeting:

‘That a report be prepared for Council with a draft policy and framework for reimbursing childminding expenses for members of Council and City Committee members that are incurred as a result of participation in official City of Nanaimo meetings.’”

## **BACKGROUND**

At regular or special meetings of Council, Council makes resolutions to forward the business of the City of Nanaimo. These motions are inventoried and tracked by staff and help to inform department work plans. Resolutions are reviewed and updated by staff on a regular basis to reflect whether they are in progress, complete or not started.

The last Council resolutions update was presented at the 2022-APR-04 Council meeting.

## **DISCUSSION**

Today’s update provides Council with the following information:

- Open resolutions (up to the end of 2023) that are currently in progress (**Attachment A**)
- Open resolutions (up to the end of 2023) that have been completed during this Council’s term (**Attachment B**)
- Open resolutions that were completed during the previous Council’s term (**Attachment C**)

To reduce the volume of information provided, some “regular business” items have been removed from the attachments such as letters of support, grant allocations and applications, development permits and approvals, housing agreements, amendment bylaws, remedial action orders and declaration of nuisance properties, road closures, revitalization tax exemptions, permissive tax exemptions, motions to defer/refer and items of an administrative nature.

In reviewing the outstanding resolutions noted on the internal tracking system as “in progress”, “not started” or “cancelled”, staff identified the following resolutions which have not been actioned and are seeking Council direction to rescind, or provide alternate direction:

1. Motion from the 2017-NOV-06 Regular Council meeting:

*“That Council direct staff to develop a permitted use for shipping containers also known as Sea Cans. To include requirements of zoning use and fee structure on a temporary and permanent basis for the now non-conforming shipping containers on industrial and commercial properties in the City of Nanaimo and further to look to update the residential permitted use.”*

Sea cans are currently allowed as a temporary use and can be used as a building material in permanent construction as desired. Given other priorities and commitments, staff recommend that this item not be pursued at this time.

2. Motion from the 2019-MAY-27 Regular Council meeting:

*“That Council direct Staff to prepare a report regarding implications of correspondence from the Office of the Mayor, City of Burnaby, dated 2019-MAY-02, regarding “Expanding Investment Opportunities.”*

This motion has not been actioned and Finance staff do not recommend pursuing this further.

3. Motion from the 2020-SEP-28 Regular Council meeting:

*“That Council direct staff to report back to Council on options for Nanaimo to participate in a potential Ministry of Transportation and Infrastructure pilot project limiting residential speed limits.”*

Context for this motion can be found in the information report titled “Speed Limit Reduction Motion Update” from the 2024-FEB-12 Governance and Priorities Committee meeting. To summarize, the provincial pilot project did not happen, and should an opportunity present itself in the future it would be brought forward to Council for consideration at that time.

4. Motion from the 2021-MAR-29 Regular Council meeting:

*“That Council direct staff to develop the 100,000 Voices Campaign concept and report back to Council with the marketing and communications plan, including a budget.”*

A citizen-driven “Nanaimo Builds” campaign was one of the recommendations of the Mayor’s Task Force on Recovery and Resilience. In 2021, Nanaimo reached a population of 100,000 residents and a “100,000 Voices Campaign” concept plan was presented at the 2021-MAR-22 Governance and Priorities Committee meeting. To date, work on this campaign concept has not taken place; however, the desire and intent behind encouraging citizen engagement will be considered as part of an updated City of Nanaimo Communication Plan in 2024.

5. Motion from the 2023-DEC-04 Regular Council meeting:

*“That Council refer the decision to direct staff to include an annual 0.50% property tax increase to support new positions effective 2025 to a future Governance and Priorities meeting in early 2024.”*

Staff recommend continuing with the status quo of bringing forward business cases as needed for Council to consider as part of their annual budget deliberations.

6. Motion from the 2019-DEC-02 Regular Council meeting:

*“That Council defer consideration of the following item to a future Governance and Priorities Committee meeting:*

*‘That a report be prepared for Council with a draft policy and framework for reimbursing childminding expenses for members of Council and City Committee members that are incurred as a result of participation in official City of Nanaimo meetings.’”*

This motion is not currently on the schedule of upcoming topics for a Governance and Priorities Committee meeting. Council remuneration will be reviewed in the third year of Council's term (2025), with any changes beginning in the next Council's term, and staff are seeking direction on whether Council would like to proceed with this deferred motion. ]

## **CONCLUSION**

Staff will continue to monitor the status of outstanding resolutions and endeavour to provide an update to Council twice a year. Staff will also be exploring options for improvements to the internal tracking and reporting process.

## **OPTIONS**

1. [That Council rescind the following motions:

1. "That Council direct staff to develop a permitted use for shipping containers also known as Sea Cans. To include requirements of zoning use and fee structure on a temporary and permanent basis for the now non-conforming shipping containers on industrial and commercial properties in the City of Nanaimo and further to look to update the residential permitted use."
2. "That Council direct Staff to prepare a report regarding implications of correspondence from the Office of the Mayor, City of Burnaby, dated 2019-MAY-02, regarding "Expanding Investment Opportunities".
3. "That Council direct staff to report back to Council on options for Nanaimo to participate in a potential Ministry of Transportation and Infrastructure pilot project limiting residential speed limits"
4. "That Council direct staff to develop the 100,000 Voices Campaign concept and report back to Council with the marketing and communications plan, including a budget."
5. "That Council refer the decision to direct staff to include an annual 0.50% property tax increase to support new positions effective 2025 to a future Governance and Priorities meeting in early 2024."

That Council direct staff to prepare a report in advance of the 2025 Council remuneration discussion in response to the following motion which was deferred at the 2019-DEC-02 Regular Council meeting:

"That a report be prepared for Council with a draft policy and framework for reimbursing childminding expenses for members of Council and City Committee members that are incurred as a result of participation in official City of Nanaimo meetings."

- The advantages of this option: Having direction from Council will allow staff to focus on the resolutions that are currently in progress and provides transparency to the public regarding the status of outstanding motions.
- The disadvantages of this option: None anticipated.
- Financial Implications: At this time, the only financial impact would be staff time to prepare the report regarding childminding expenses; however, when that report comes forward it would impact the budget if Council provided direction to proceed.

2. That Council rescind the following motions:

1. "That Council direct staff to develop a permitted use for shipping containers also known as Sea Cans. To include requirements of zoning use and fee structure on a temporary and permanent basis for the now non-conforming shipping containers on industrial and commercial properties in the City of Nanaimo and further to look to update the residential permitted use."
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6. "That Council defer consideration of the following item to a future Governance and Priorities Committee meeting:  
  
"That a report be prepared for Council with a draft policy and framework for reimbursing childminding expenses for members of Council and City Committee members that are incurred as a result of participation in official City of Nanaimo meetings."  
  
  - The advantages of this option: Having direction from Council will allow staff to focus on the resolutions that are currently in progress and provides transparency to the public regarding the status of outstanding motions.
  - The disadvantages of this option: None anticipated.
  - Financial Implications: None anticipated.

3. That Council provide alternate direction.]

**SUMMARY POINTS**

- Council resolutions are the motions passed at meetings of Council to further the business of the City of Nanaimo. Staff prepare and monitor these resolutions as part of department work plans.
- Staff are seeking Council direction regarding a number of outstanding resolutions.
- The status of resolutions currently in progress (until the end of 2023), resolutions completed during the current Council's term (until the end of 2023) and resolutions completed during the previous Council's term are attached to this report.

**ATTACHMENTS:**

ATTACHMENT A: Open resolutions that are currently in progress up to 2023-DEC-31  
ATTACHMENT B: Open resolutions completed between 2022-NOV-7 to 2023-DEC-31  
ATTACHMENT C: Open resolutions completed between Nov. 2018 to Oct. 2022 |

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