MERGED AGENDA
REGULAR COUNCIL MEETING

Monday, December 16, 2019

4:00 to Proceed In Camera, Reconvene Open Meeting at 7:00 P.M.

SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE

80 COMMERCIAL STREET, NANAIMO, BC

SCHEDULED RECESS AT 9:00 P.M.

Pages

1. CALL TO ORDER:

2. PROCEDURAL MOTION:

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 the 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;

(f) law enforcement, if the Council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

(g) litigation or potential litigation affecting the municipality;

(h) an administrative tribunal hearing or potential administrative tribunal hearing affecting the municipality, other than a hearing to be conducted by the Council or a delegate of Council;

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public;

(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under Section 98 [*annual municipal report*];

(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.

3. INTRODUCTION OF LATE ITEMS:

4. APPROVAL OF THE AGENDA:

5. ADOPTION OF THE MINUTES:

a. Minutes 9 - 20

Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2019-DEC-02, at 4:00 p.m.

6. MAYOR'S REPORT:

7. PRESENTATIONS:

a. Civic Sports and Culture Merit Awards

Councillor Thorpe, Councillor Hemmens and Councillor Maartman to present the 2019 Civic Sport and Culture Merit Awards to local recipients and teams for their Provincial and National accomplishments.

b. Anthony Everett, President and CEO, Tourism Vancouver Island, and Karen Bannister, Director of Destination Marketing and Executive Director, Tourism Vancouver Island re: Tourism Nanaimo

Anthony Everett, President and CEO, Tourism Vancouver Island, and Karen Bannister, Director of Destination Marketing and Executive Director, Tourism Vancouver Island, to provide an update on Tourism in Nanaimo.

1. Attach presentation from Tourism Nanaimo *21 - 32*

c. Robert Schmidt, Chief Development Officer, and McKay Quinn, Development

Manager, PEG Developments re: 100 Gordon Street

Robert Schmidt, Chief Development Officer, and McKay Quinn, Development Manager, to provide Council with a presentation regarding 100 Gordon Street.

1. *Replace Robert Schmidt, Chief Development Officer, and McKay Quinn, Development Manager, PEG Developments with Cameron Gunter, Chief Executive Officer, PEG Developments*

d. Lauren Semple re: Urban Art Gallery Project and Open Art Wall

Lauren Semple to provide an update regarding the Urban Art Gallery Project and Open Art wall initiative, one year after its completion.

8. CONSENT ITEMS:

a. Advisory Committee Minutes

1. Minutes of the Governance and Priorities Committee meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Monday 2019-NOV-04 at 1:00 p.m. 33 - 40

2. Minutes of the Health and Housing Task Force meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2019-NOV-13 at 3:00 p.m. 41 - 45

3. Minutes of the Design Advisory Panel meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Thursday, 2019-NOV-14 at 5:00 p.m. 46 - 48

b. Committee Recommendations

1. Governance and Priorities Committee Recommendation 2019-DEC-09 49

[Note: A link to the 2019-DEC-09 Governance and Priorities Committee Agenda is attached for information.]

1. Advisory Committee on Accessibility and Inclusiveness

That Council establish an Advisory Committee on Accessibility and Inclusiveness and adopt the associated Terms of Reference as presented in “Attachment A” of the report titled “Advisory Committee on Accessibility and Inclusiveness”, dated 2019-DEC-09, including amendments for an at large membership model.

9. DELEGATIONS:

a. Les Barclay re: City of Nanaimo Government Transparency in 2019 50

Les Barclay to provide Council with a presentation which will review the City of Nanaimo government transparency in regards to "Good Governance" in 2019.

10. REPORTS:

a. 2020-2024 Financial Plan Bylaw 51 - 58

To be introduced by Laura Mercer, Director, Finance

Purpose: To introduce "Financial Plan Bylaw 2019 No. 7307" for first, second and third readings.

Recommendation: That:

1. "Financial Plan Bylaw 2019 No. 7307" (To confirm and adopt the 2020 – 2024 Financial Plan) pass first reading;
2. "Financial Plan Bylaw 2019 No. 7307" pass second reading; and,
3. "Financial Plan Bylaw 2019 No. 7307" pass third reading.

b. Internal Borrowing Resolution 59 - 60

To be introduced by Laura Mercer, Director, Finance.

Purpose: To have Council approve an internal borrowing resolution for the portion allocated to growth for Sanitary Sewer project DCC SS19: Millstone Trunk South.

Recommendation: That Council approve internal borrowing from the Development Cost Charge (DCC) City Wide Drainage Reserve Fund in the amount of $1,165,265 in 2020 and $2,088,600 in 2021 to fund the Sanitary Sewer DCC project SS19: Millstone Trunk South, for a 20 year term at an interest rate of 2%. Repayment of the internal borrowing to be from sewer operations.

c. Council Remuneration 61 - 80

To be introduced by Jake Rudolph, Chief Administrative Officer.

Purpose: To provide an update to Council on the Council motion of 2018-DEC-17 regarding Council remuneration and to seek direction from Council regarding the Council Remuneration Review.

Recommendation: That Council:

1. approve the draft terms of reference to establish an independent task force commencing in 2020 to undertake the review of the Council Spending and Amenities Policy with a focus on Council Remuneration; and,
2. approve a Selection Committee comprising of the CAO, Director of Human Resources and Director of Legislative Services to review applicants and to select members of the Task Force, in accordance with

the selection criteria contained in the Terms of reference.

1. *Replace Council Remuneration report with attached version to show updated numbering for the report options* *81 - 84*

d. 2020 Design Advisory Panel Key Date Calendar 85 - 90

To be introduced by Sheila Gurrie, Director, Legislative Services.

Purpose: To request Council approve the 2020 Design Advisory Panel key date calendar as presented.

Recommendation: That Council approve the 2020 Design Advisory Panel key date calendar as presented.

e. Design Advisory Panel Mandate and Objectives Amendment 91 - 94

To be introduced by Sheila Gurrie, Director, Legislative Services.

Purpose: To obtain Council approval to amend the Design Advisory Panel Mandate and Objectives to include an alternate member of Council.

Recommendation: That Council direct Staff to amend the Design Advisory Panel Mandate and Objectives to include an alternate Council Member.

f. Departure Bay Road Seasonal Traffic Calming Pilot Project Update 95 - 96

To be introduced by Bill Sims, General Manager, Engineering and Public Works.

Purpose: This report provides information to Council with the results of the temporary installation of the 40 km/h speed zone on Departure Bay Road adjacent to Departure Bay beach.

g. 2020/2021 Street Banner Design Competition - Theming 97 - 116

To be introduced by Richard Harding, General Manager, Parks, Recreation and Culture.

Purpose: To provide Council an update on the request to theme the 2020/2021 Street Banner Design Competition with the Rotary Club of Nanaimo's colour scheme and six key areas of focus.

h. 2020 Temporary Outdoor Public Art Recommendations 117 - 122

To be introduced by Richard Harding, General Manager, Parks, Recreation and Culture.

Purpose: To obtain Council approval of the 2020 Temporary Outdoor Public Art recommendations.

Recommendation: That Council approve the 2020 Temporary Outdoor Public Art selections totaling $28,000 as recommended by the selection panel:

Artist Name	Artwork Name	Category
Joanne Helm	Joy in the Life and Balance	A ($1,000)
Maggie Wouterloot	History Needs a Rewrite	A ($1,000)
Peter Achurch	Sea Bed	A ($1,000)
Steve Milroy	The Fossil Laughs	A ($1,000)
Bryan Faubert	Out from Out Where: Beyond Liminality	B ($4,000)
Deryk & Samuel Houston	Jardiniere	B ($4,000)
Joel Prevost	Name your dog!	B ($4,000)
Maggie Wouterloot	Our Common Ancestor	B ($4,000)
Marc Walter	Not Out of the Woods	B ($4,000)
Troy Moth	Untitled	B ($4,000)

i. Tree Removal Permit Application for 950 Phoenix Way 123 - 128

To be introduced by Jeremy Holm, Director, Development Approvals.

Purpose: For Council to reconsider the Director's decision with respect to a Tree Removal Permit application pursuant to Section 52 of the Community Charter.

Delegation:

1. Glenn Brower, Oceanview Golf Resort and Spa Ltd.

Recommendation: That Council provide direction with respect to the Director's decision to deny a Tree Removal Permit for 950 Phoenix Way.

j. Development Permit Application No. DP1136 - 470 Franklyn Street 129 - 146

To be introduced by Jeremy Holm, Director, Development Approvals.

Purpose: To present for Council's consideration, a development permit application for a four-storey multi-family building with nine residential units.

Recommendation: That Council issue Development Permit No. DP1136 at 470 Franklyn Street with the following variances to:

- increase the building height from 12.0m to 15.3m; and
- reduce the minimum setback for a garbage enclosure adjacent to a property zoned for residential use from 3m to 0m.

k. Development Permit Application No. DP1152 - 2462 Rosstown Road 147 - 155

To be introduced by Jeremy Holm, Director, Development Approvals.

Purpose: To present for Council's consideration, a development permit application to permit the construction of a shared access driveway, engineered ponds, and riparian plantings within the watercourse leave strip in conjunction with a subdivision. The application includes a request for a variance to allow a driveway to cross a creek.

Recommendation: That Council issue Development Permit No. DP1152 at 2462 Rosstown Road with the following variance:

- reduce the minimum watercourse setback from 7.5m to 0m in order to permit the construction of a shared access driveway within the watercourse leave strip area.

l. Rezoning Application No. RA401 - 4771 Hammond Bay Road 156 - 166

To be introduced by Jeremy Holm, Director, Development Approvals.s.

Purpose: To present Council with an application to rezone the subject property at 4771 Hammond Bay Road from Single Dwelling Residential (R1) to Low Density Residential (R6) in order to permit a multi-family development.

Recommendation: That:

1. "Zoning Amendment Bylaw 2019 No. 4500.170" (To rezone 4771 Hammond Bay Road from Single Dwelling Residential [R1] to Low Density Residential [R6]) pass first reading;
2. "Zoning Amendment Bylaw 2019 No. 4500.170" pass second reading; and
3. Council direct Staff to secure the community amenity contribution prior to adoption of the bylaw, should Council support the bylaw at third reading.

m. Rezoning Application No. RA433 - 4271 Jingle Pot Road 167 - 176

To be introduced by Jeremy Holm, Director, Development Approvals.

Purpose: To present Council with an application to rezone portions of the subject property at 4271 Jingle Pot Road from Single Dwelling Residential (R1) and Duplex Residential (R4) to Low Density Residential (R6), R1, and R4, to allow for a multi-family residential development and to align existing zone boundaries with a proposed subdivision.

Recommendation: That:

1. "Zoning Amendment Bylaw 2019 No. 4500.168" (To rezone portions of 4271 Jingle Pot Road from Single Dwelling Residential [R1] and Duplex Residential [R4] to Low Density Residential [R6], R1, and R4) pass first reading;
2. "Zoning Amendment Bylaw 2019 No. 4500.168" pass second reading; and
3. Council direct Staff to secure the community amenity contribution should Council support the bylaw at third reading.

n. Proposed Telecommunications Tower - 2250 McGarrigle Road 177 - 188

To be introduced by Jeremy Holm, Director, Development Approvals.

Purpose: To present Council with information regarding a request from Rogers Communications Inc., for land use concurrence for a proposed telecommunications tower at 2250 McGarrigle Road.

Recommendation: That Council give direction for Staff to provide a letter of concurrence to "Innovation, Science and Economic Development Canada" in response to a proposed 20m telecommunications facility at 2250 McGarrigle Road.

11. BYLAWS:

a. "Sewer Regulation and Charge Amendment Bylaw 2019 No. 2496.32" 189 - 191

That "Sewer Regulation and Charge Amendment Bylaw 2019 No. 2496.32" (To set the 2020 rates for sanitary sewer) be adopted.

b. "Waterworks Rate and Regulation Amendment Bylaw 2019 No. 7004.15" 192 - 198

That "Waterworks Rate and Regulation Amendment Bylaw 2019 No. 7004.15" (To set the 2020 water rates) be adopted.

c. "South West Bulk Water Rate Amendment Bylaw 2019 No. 7099.08" 199

"South West Bulk Water Rate Amendment Bylaw 2019 No. 7099.08" (To set the 2020 bulk water rates for South West Extension) be adopted.

d. "Municipal Solid Waste Collection Amendment Bylaw 2019 No. 7128.11" 200 - 202

That "Municipal Solid Waste Collection Amendment Bylaw 2019 No. 7128.11" (To update the bylaw to set rates for 2020) be adopted.

e. Bylaw Status Sheet (For information only) 203 - 206

12. NOTICE OF MOTION:

13. OTHER BUSINESS:

14. QUESTION PERIOD:

15. ADJOURNMENT:

MINUTES
REGULAR COUNCIL MEETING
SHAW AUDITORIUM, VANCOUVER ISLAND CONFERENCE CENTRE,
80 COMMERCIAL STREET, NANAIMO, BC
MONDAY, 2019-DEC-02, AT 4:00 P.M.

Present: Mayor L. Krog, Chair
Councillor S. D. Armstrong
Councillor D. Bonner
Councillor T. Brown
Councillor B. Geselbracht
Councillor E. Hemmens
Councillor Z. Maartman
Councillor I. W. Thorpe
Councillor J. Turley

Staff: J. Rudolph, Chief Administrative Officer
R. J. Harding, General Manager, Parks, Recreation and Culture (vacated 10:10 p.m.)
D. Lindsay, General Manager, Development Services
B. Sims, General Manager, Engineering and Public Works
J. Van Horne, Director, Human Resources
K. Fry, Fire Chief (vacated 8:13 p.m.)
L. Mercer, Director, Finance (vacated 10:24 p.m.)
J. Elliot, Director, Public Works (vacated 10:09 p.m.)
J. Holm, Director, Development Approvals (arrived 9:30 p.m.)
F. Farrokhi, Manager, Communications
B. Wardill, Manager, Revenue Services (arrived 7:37 p.m., vacated 10:24 p.m.)
D. Stevens, Client Support Specialist
S. Gurrie, Director, Legislative Services
K. Gerard, Recording Secretary

1. CALL THE REGULAR MEETING TO ORDER:

The Regular Council Meeting was called to order at 4:00 p.m.

2. PROCEDURAL MOTION TO PROCEED IN CAMERA:

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;

(f) law enforcement, if the Council considers that disclosure could reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;

(g) litigation or potential litigation affecting the municipality;

(h) an administrative tribunal hearing or potential administrative tribunal hearing affecting the municipality, other than a hearing to be conducted by the Council or a delegate of Council;

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public;

(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under Section 98 [annual municipal report]; 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 4:00 p.m.
Council moved out of “In Camera” at 6:32 p.m.

3. <u>INTRODUCTION OF LATE ITEMS:</u>

(a) Agenda Item 9(a) – Delegations – Add Delegation from Deborah Fraess re: Noise Pollution from Nanaimo Bar located at #2 - 75 Front Street.

(b) Agenda Item 13(a) and 13(b) – Add Delegation from Janina Stajic and Maeve O’Bryne, Equal Voice Central Vancouver Island.

(c) Agenda Item 8(d) - Separately Addressed Consent Items - Add the following two motions from the Special Finance and Audit Committee Meeting held on 2019-DEC-02.

"It was moved and seconded that Council increase the Bylaw Enforcement Officers schedule from 35 hours to 40 hours per week and that the increase be partially funded from Parking Revenues with the rest to be funded from taxation.

It was moved and seconded that Council remove the Council Contingency Fund from the 2020 Draft budget, that the Emergency Medical Responder training be funded from the Strategic Infrastructure Reserve in 2020 and that the Deputy City Clerk position be added to the draft budget."

(d) Councillor Bonner requested that Agenda Item 13 – Other Business be moved to follow Agenda Item 9 – Delegations and re-order items accordingly.

It was moved and seconded that Agenda Item 13 – Other Business, be moved to follow Agenda Item 9 – Delegations. The motion carried.
Opposed: Mayor Krog, Councillors Armstrong, Thorpe and Turley

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 Special Council Meeting (Public Hearing) held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Thursday, 2019-NOV-07, at 7:00 p.m.

- Minutes of the Regular Council Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, 80 Commercial Street, Nanaimo, BC, on Monday, 2019-NOV-18, at 3:00 p.m.

The motion carried unanimously.

6. MAYOR'S REPORT:

Mayor Krog spoke regarding:

- Welcomed residents and the community to the 10th eTOWN Hall. The format allows for participants to submit questions online as well as in person. The Institute of Public Administration of Canada awarded a Bronze medal to the City of Nanaimo for Innovation Management after the first eTOWN Hall Meeting held in March of 2013.
- The Metral Drive redesign unveiling took place on Wednesday, November 27th.

- The following people have been appointed to the Economic Development Task Force:
  - Councillor Turley, Chair
  - Councillor Maartman, Co-chair
  - Douglas Backhouse
  - Chris Beaton
  - Cathy Carlile
  - Jolynn Green
  - Mike Hooper
  - Ian Marr
  - Bob Moss
  - Erralyn Thomas
  - Deborah Saucier
  - Kim Smythe
  - Andre Sullivan
- The City of Nanaimo reminds residents to prepare for winter weather. Property owners and/or occupants are required to remove snow and ice from sidewalks in front of their properties within 24 hours of a snowfall. Please use caution when walking along sidewalks and trailways. A reminder also, to use caution when snow plows and salt trucks are working, drivers must keep back a safe distance back and may not pass

7. PRESENTATIONS:

(a) eTOWN Hall to Discuss the 2020 – 2024 Financial Plan

Farnaz Farrokhi, Manager, Communications, introduced the eTOWN Hall and explained the format for asking questions.

Council conducted an eTOWN Hall regarding the 2020 – 2024 Financial Plan.

B. Wardill entered the Shaw Auditorium at 7:37 p.m.

8. CONSENT ITEMS:

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

(a) Rise and Report – To Release “In Camera” Motions Approved at the 2019-NOV-04, Health and Housing Task Force “In Camera” Meeting

1. That Council direct Staff to hire a contractor until June 2020 with funds re-purposed from the Drop-In Centre to coordinate the activities of the Health and Housing Task Force.
2. Council request Service Canada to engage Turner Strategies to assist the Health and Housing Task Force with its work starting January 2020.

(b) Advisory Committee Minutes

1. Minutes of the Design Advisory Panel Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2019-SEP-26, at 5:00 p.m.

2. Minutes of the Health and Housing Task Force Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2019-OCT-02, at 3:00 p.m.

3. Minutes of the Design Advisory Panel Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2019-OCT-10, at 5:00 p.m.

4. Minutes of the Finance and Audit Committee Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2019-OCT-16, at 9:00 a.m.

5. Minutes of the Special Finance and Audit Committee Meeting held in the Shaw Auditorium, Vancouver Island Conference Centre, Nanaimo, BC, on Monday, 2019-OCT-21, at 4:30 p.m.

6. Minutes of the Design Advisory Panel Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Thursday, 2019-OCT-24, at 5:00 p.m.

7. Minutes of the Special Health and Housing Task Force Meeting held at St. Paul's Anglican Church, St. Matthews Meeting Room, 27 Church Street, Nanaimo, BC, on Tuesday, 2019-OCT-29, at 11:30 a.m.

8. Minutes of the Environment Committee Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Tuesday, 2019-OCT-29, at 5:00 p.m.

(c) Committee Recommendations

1. Environment Committee Recommendations 2019-NOV-20

   1. That Council adopt the 2020 Environment Committee Key Date Calendar.

2. Special Finance and Audit Committee Recommendations 2019-NOV-25

   1. 2020 - 2024 Draft Financial Plan Recap

      That Council direct Staff to update the 2020 – 2024 budget to cap the annual contribution to the Strategic Infrastructure Reserve at the 2019 level of 100% of annual Fortis Revenues and 67% of annual Casino Revenues.

2. 2020 - 2024 Draft Financial Plan Recap

That Council direct Staff to update the 2020 – 2024 budget to fund the design phase of the Marie Davidson Bike Park infrastructure upgrade at a cost of $35,000 to be funded from the Strategic Infrastructure Reserve.

3. 2020 - 2024 Draft Financial Plan Recap

That Council direct Staff to update the 2020 – 2024 budget to increase the Nanaimo Fire Rescue training budget for six years to implement Emergency Medical Responder Training of $66,750 in 2020 and $60,000 a year for 2021 to 2025.

4. 2020 - 2024 Draft Financial Plan Recap

That Council direct Staff to update the 2020 – 2024 budget to fund the one time increase of $30,756 to the Vancouver Island Symphony.

5. 2020 - 2024 Draft Financial Plan Recap

That Council direct Staff to update the 2020 – 2024 budget to fund the one time increase of $30,756 to the Vancouver Island Symphony from the Strategic Infrastructure Reserve.

6. 2020 - 2024 Draft Financial Plan Recap

That Council defer consideration of potential Vancouver Island Symphony funding sources for future years until policies are developed.

7. 2020 - 2024 Draft Financial Plan Recap

That Council direct Staff to update the 2020 – 2024 budget to increase the Nanaimo Victim Services annual operating grant by $50,000 to fund 1 additional staff member funded from General Revenue.

8. 2020 - 2024 Draft Financial Plan Recap

That Council direct Staff to update the 2020 – 2024 budget to increase the Nanaimo Area Land Trust operating grant by $5000 a year funded from General Revenue.

9. 2020 - 2024 Draft Financial Plan Recap

That Council defer consideration of the Manager of Sustainability position until the 2021 – 2025 Financial plan to allow for review and updating of the Community Sustainability Action Plan.

10. 2020 - 2024 Draft Financial Plan Recap

That Council direct Staff to update the 2020 – 2024 budget to fund the design of the Loudon Boathouse from the Strategic Infrastructure Reserve.

The motion carried unanimously.

K. Fry vacated the Shaw Auditorium at 8:13 p.m.

(d) Separately Addressed Consent Items

1. Special Finance and Audit Committee Recommendations 2019-DEC-02

1. Budget Recap

It was moved and seconded that Council increase the Bylaw Enforcement Officers schedule from 35 hours to 40 hours per week and that the increase be partially funded from Parking Revenues with the rest to be funded from taxation. The motion carried unanimously.

2. Budget Recap

It was moved and seconded that Council remove the Council Contingency Fund from the 2020 Draft budget, that the Emergency Medical Responder training to be funded from the Strategic Infrastructure Reserve in 2020 and that the Deputy City Clerk position be added to the draft budget. The motion carried.
Opposed: Councillor Turley

9. DELEGATIONS:

(a) Deborah Fraess re: Noise Pollution from Nanaimo Bar Located at #2 - 75 Front Street

Deborah Fraess spoke regarding noise pollution from Nanaimo Bar located at #2 75 Front Street, and stated there is constantly loud music and noise from the Nanaimo Bar. Residents of 38 Front Street have called the Bylaw Department and RCMP numerous times and there has been no action taken to reduce the noise.

10. OTHER BUSINESS:

(a) Councillor Hemmens and Councillor Brown re: Women's Participation on the City of Nanaimo Committees and Task Forces

Delegations:

1. Janina Stajic and Maeve O'Bryne, Equal Voice Central Vancouver Island, spoke regarding Women's Participation on the City of Nanaimo Committees and Task Forces and stated that Equal Voice Central Vancouver Island encourages women to take leadership and political roles and that policies are needed to remove barriers and create solutions that assist with gender parity.

It was moved and seconded that Council defer consideration of the following motion to a future Governance and Priorities Committee meeting:

"It was moved and seconded that a report be prepared for Council with a draft policy and framework for ensuring gender parity on all City committees and task forces."

The motion carried.
Opposed: Councillors Bonner, Brown, Geselbracht, Hemmens

(b) Councillor Hemmens and Councillor Brown re: Childminding Reimbursement for Members of Council and City Committee Members

Delegations:

1. Janina Stajic and Maeve O'Bryne, Equal Voice Central Vancouver Island, spoke regarding the challenges related to attending meetings held after hours for families. How subsidized or free childcare can largely impact women wanting to participate in politics and advised many municipalities, cities and organizations are looking at ways to implement reimbursement for childcare.

It was moved and seconded that Council defer consideration of the following motion 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 motion carried.
Opposed: Councillors Bonner, Geselbracht and Hemmens

The Regular Council Meeting recessed at 9:27 p.m.

J. Holm entered the Shaw Auditorium at 9:30 p.m.

The Regular Council Meeting reconvened at 9:42 p.m.

11. REPORTS:

(a) Snow and Ice Removal Communications Overview

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

Presentation:

1. Bill Sims, General Manager, Engineering and Public Works, and Farnaz Farrokhi, Manager, Communications provided Council with a presentation regarding Snow and Ice Removal procedures and communication, which included the following information:

- Snow and ice control equipment throughout the city and levels of service after, during and before snowfalls
- Budget for 2019 and costs involved in a 24 hour snowfall period
- Winter driving/walking conditions

Farnaz Farrokhi, Manager, Communications, continued the presentation and spoke regarding:

- Key messages and various ways of communicating to the public prior to, during and after snow events
- Potential amplification of communication opportunities

Bill Sims, General Manager, Engineering and Public Works, continued the presentation and stated:

- Staff are continuing to meet and look at way to adjust priorities and optimizing equipment between departments
- Communications with School District 68 and public are ongoing
- Climate change and its effect on snowfall

J. Elliot vacated the Shaw Auditorium at 10:09 p.m.

(b) 2020 Acting Mayor Schedule

Introduced by Sheila Gurrie, Director, Legislative Services.

It was moved and seconded that Council approve the 2020 Acting Mayor Schedule. The motion carried unanimously.

R. Harding vacated the Shaw Auditorium at 10:10 p.m.

(c) 2020 Council Key Date Calendar

Introduced by Sheila Gurrie, Director, Legislative Services.

It was moved and seconded that Council approve the 2020 Council Key Date Calendar as presented. The motion carried unanimously.

(d) 2020 Appointment to the Vancouver Island Regional Library Board of Directors

Introduced by Sheila Gurrie, Director, Legislative Services.

It was moved and seconded that Council appoint Councillor Hemmens as trustee and Councillor Thorpe as alternate to the Vancouver Island Regional Library Board for a one-year term, 2020-JAN-01 to 2020-DEC-31. The motion carried unanimously.

(e) Affordable Housing Strategy 2019 Annual Update

Dale Lindsay, General Manager, Development Services, provided Council with update regarding the 2019 Affordable Housing Strategy.

(f) Global Covenant of Mayors Canada and Showcase Cities Pilot Project

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that Council support participation in the Global Covenant of Mayors Canada Showcase Cities pilot project and endorse the Mayor's Letter of Commitment. The motion carried unanimously.

(g) Amendment to Rates and Charges for Sanitary Sewer

Introduced by Laura Mercer, Director, Finance.

It was moved and seconded that "Sewer Regulation and Charge Amendment Bylaw 2019 No. 2496.32" (To set the 2020 rates for sanitary sewer) pass first reading. The motion carried unanimously.

It was moved and seconded that "Sewer Regulation and Charge Amendment Bylaw 2019 No. 2496.32" pass second reading. The motion carried unanimously.

It was moved and seconded that "Sewer Regulation and Charge Amendment Bylaw 2019 No. 2496.32" pass third reading. The motion carried unanimously.

(h) Amendment to Rates and Charges for Water

Introduced by Laura Mercer, Director, Finance.

It was moved and seconded that "Waterworks Rate and Regulation Amendment Bylaw 2019 No. 7004.15" (To set the 2020 water rates) pass first reading. The motion carried unanimously.

It was moved and seconded that "Waterworks Rate and Regulation Amendment Bylaw 2019 No. 7004.15" pass second reading. The motion carried unanimously.

It was moved and seconded that "Waterworks Rate and Regulation Amendment Bylaw 2019 No. 7004.15" pass third reading. The motion carried unanimously.

(i) Amendment to Rates and Charges for Municipal Solid Waste Collection

Introduced by Laura Mercer, Director, Finance.

It was moved and seconded that "Municipal Solid Waste Collection Amendment Bylaw 2019 No. 7128.11" (To update the bylaw to set rates for 2020) pass first reading. The motion carried unanimously.

It was moved and seconded that "Municipal Solid Waste Collection Amendment Bylaw 2019 No. 7128.11", pass second reading. The motion carried unanimously.

It was moved and seconded that "Municipal Solid Waste Collection Amendment Bylaw 2019 No. 7128.11", pass third reading. The motion carried unanimously.

(j) Amendment to Bulk Water Rates for South West Extension

Introduced by Laura Mercer, Director, Finance.

It was moved and seconded that "South West Bulk Water Rate Amendment Bylaw 2019 No. 7099.08" (To set the 2020 bulk water rates for South West Extension) pass first reading. The motion carried unanimously.

It was moved and seconded that "South West Bulk Water Rate Amendment Bylaw 2019 No. 7099.08" pass second reading. The motion carried unanimously.

It was moved and seconded that "South West Bulk Water Rate Amendment Bylaw 2019 No. 7099.08" pass third reading. The motion carried unanimously.

L. Mercer and B. Wardill vacated the Shaw Auditorium 10:24 p.m.

(k) Appointment of Bylaw Enforcement Officer

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that Council appoint Mike Sherman as a Bylaw Enforcement Officer to enforce provisions of City of Nanaimo "Licencing and Control of Animals Bylaw 1995 No. 4923" and "Parks, Recreation and Culture Regulation Bylaw 2008 No. 7073". The motion carried unanimously.

(l) Development Permit Application No. DP1132 – 4474 Wellington Road

Introduced by Dale Lindsay, General Manager, Development Services.

It was moved and seconded that Council issue Development Permit No. DP1132 at 4474 Wellington Road with the following variances to:

- increase the maximum permitted building height from 14.0m to 14.15m;
- reduce the minimum rear yard setback from 7.5m to 3.18m;
- reduce the minimum landscape buffer for a garbage enclosure adjacent to a property zoned for residential use from 3m to 0m;
- allow surface parking to the front of a building; and,
- reduce the minimum dimensions of a loading space from 10m long and 3m wide to 5.8m long and 2.75m wide.

The motion carried.
Opposed: Councillors Bonner, Brown and Geselbracht

(m) Development Variance Permit Application No. DVP398 – 5485 Godfrey Road

Introduced by Dale Lindsay, General Manager, Development Services.

Mayor Krog requested that Council hear anyone wishing to speak regarding Development Variance Permit No. DVP398 – 5485 Godfrey Road.

No one in attendance wished to speak to DVP398 – 5485 Godfrey Road.

It was moved and seconded that Council issue Development Variance Permit No. DVP398 at 5485 Godfrey Road with the following variance:

- increase the maximum gross floor area for all accessory buildings from 90m2 to 119m2.

The motion carried unanimously.

(n) Liquor Licence Application No. LA140 – 6359 Hammond Bay Road

Introduced by Dale Lindsay, General Manager, Development Services

12. BYLAWS:

(a) "Zoning Bylaw Amendment Bylaw 2019 No. 4500.158"

It was moved and seconded that "Zoning Bylaw Amendment Bylaw 2019 No. 4500.158" (To make general text and mapping amendments to City of Nanaimo Zoning Bylaw 2011 No. 4500) be adopted. The motion carried unanimously.

(b) "Zoning Amendment Bylaw 2019 No. 4500.161"

It was moved and seconded that "Zoning Amendment Bylaw 2019 No. 4500.161" (To rezone 120 Commercial Street to allow Cannabis Retail Store as a site-specific use in the Core [DT1] zone) be adopted. The motion carried unanimously.

13. QUESTION PERIOD:

- Bill Manners re: Agenda Item 10(b) - Councillor Hemmens and Councillor Brown re: Childminding Reimbursement for Members of Council and City Committee Members and asked if Council had considered, in their discussion that the Vancouver Island Library Board appointees are reimbursed for childminding during meetings times.

14. ADJOURNMENT:

It was moved and seconded at 10:39 p.m. that the meeting terminate. The motion carried unanimously.

CERTIFIED CORRECT:

C H A I R

CORPORATE OFFICER

TOURISM VANCOUVER ISLAND

Presentation to City of Nanaimo Mayor and Council on December 16, 2019

GOOD EVENING

Tourism Vancouver Island Staff and Dogs

TOURISM IN BRITISH COLUMBIA

CANADA FOR GLOWING HEARTS

DESTINATION BRITISH COLUMBIA™

Tourism Vancouver Island

TOURISM NANAIMO

PROVINCIAL STRATEGIC FRAMEWORK

1 SUPPORTING PEOPLE AND COMMUNITIES

2 SUSTAINABLY GROWING THE VISITOR ECONOMY

3 RESPECTING NATURE & THE ENVIRONMENT

OUR VISION IS TO BUILD A STRONG, SUSTAINABLE TOURISM SECTOR THAT BENEFITS ALL BRITISH COLUMBIANS. OUR NEW STRATEGIC FRAMEWORK IS BUILT ON A FOUNDATION OF SUSTAINABILITY WHICH CALLS FOR EQUAL CONSIDERATION OF THE BENEFITS OF THE SECTOR ALONG WITH ITS ECONOMIC, SOCIOCULTURAL AND ENVIRONMENTAL IMPACTS.

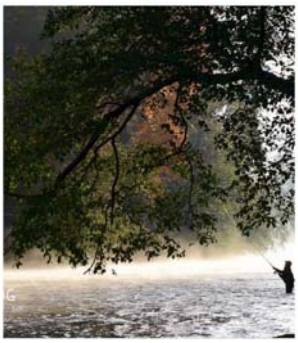
TOURISM VANCOUVER ISLAND STRATEGY STATEMENT

UNIFY
AMPLIFY
COLLABORATE

- BY 2024 WE WILL NURTURE A SUSTAINABLE AND UNIFIED VANCOUVER ISLAND TOURISM ECONOMY THROUGH INNOVATIVE LEADERSHIP, ADVOCACY BRAND STEWARDSHIP AND INDUSTRY DEVELOPMENT TO POSITIVELY IMPACT TOURISM RELATED MATTERS FOR OUR PARTNERS.

KEY ISSUES – GROWING A TOURISM ECONOMY

MANAGED GROWTH



RESPONSIBLE TRAVEL

TOURISM FOR ALL

OUR PRESENT SITUATION

- TOURISM IS RAPIDLY GROWING IN CANADA
  - 57,000 overnight visitors arrive in Canada every day
- TOURISM IS ONE OF CANADA'S BIGGEST ECONOMIC DRIVERS
  - $100B per year in spending
  - 1/10 jobs
  - SME - driven industry
  - Link between visitor origin and foreign trade
- DESPITE OUR SUCCESS AS AN INDUSTRY WE CAN GROW DRAMATICALLY
  - 4% - 6% per-year expected nationally
- DEMAND IS CENTRALIZED
  - 3.5x more summer visitors than winter visitors
  - Seasonal crowding is impacting our reputation

THE SQUAMISH CHIEF ≡ MENU

Joffre Lakes visitors react angrily to shuttle bus wait

BC Parks staff experience verbal abuse after bus is delayed on Canada Day long weekend

Joel Barde / Pique Newsmagazine
JULY 7, 2019 09:27 AM

THE HIDDEN COSTS OF TOURISM

- INFRASTRUCTURE BEYOND RESIDENT NEEDS
- RISING PROPERTY VALUES
- MANAGE AND PROTECT SPECIAL PLACES
- CLIMATE CHANGE COSTS

TWO PATHS FORWARD

① BUSINESS AS USUAL

- Modest annual growth, strong employment numbers
- We will be left behind by other destinations and we will lose market share

② LEADERSHIP APPROACH

- Ambitious and achievable objective
- Tens of thousands more jobs
- Billions more spending
- New investment

SOCIAL LICENSE

MORAL RESPONSIBILITY

BUSINESS OPPORTUNITY

BLUE OCEAN

ACTIONS

- ECONOMIC
  - Increase spending and inclusiveness
  - Sustainable business practices
  - Investment
- VISITOR
  - Exceed expectations and engage withe visitors throughout the journey
  - Monitor satisfaction and visitor impact
- HOST COMMUNITY
  - Community satisfaction
  - Employee satisfaction
- ENVIRONMENT
  - Tourism businesses champion environmental projects
  - Businesses measure, monitor and reduce their carbon foot print and environmental impact

EXAMPLES

OCEAN FRIENDLY MARKETING CAMPAIGN

Video and written content educates travellers on the importance of our oceans.

SUSTAINABLE BUSINESS PRACTICES IN TOURISM

Professional Development, Support to businesses to adopt practices.

SPINAL CORD BC MOU AND ACCESSIBLE CHECKLISTS

Working with tourism businesses to improve access.

DESTINATION LEADERSHIP COUNCIL

Guided by our community leaders - dmo representatives.

EXAMPLES

TRAVEL TRADE DISPERSION

Collaborative marketing approach to reach the fly-drive travel trade market in the USA and promote product on Vancouver Island where and when available.

UNIFICATION AROUND KEY ISSUES

Working to support stakeholders in tackling tough issues like fishing bans, and acting as a communication channel to government.

TOURISM CONFERENCE

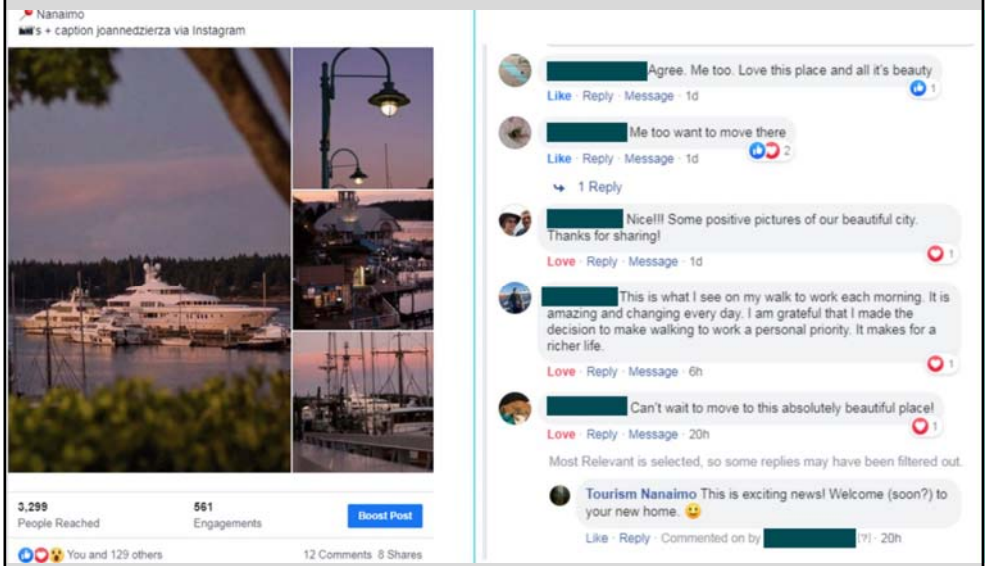
Brought to Nanaimo speakers to look at these issues: Surfrider Foundation, Cristina Mittermeier, Tourism for All panelists.

THREE TAKEAWAYS

TOURISM NANAIMO REVIEW

COLLABORATION

- STAKEHOLDER REFERRALS
- VOLUNTEER AMBASSADORS
- TRIBAL JOURNEYS
- THE POWER OF LUNCH
- RESIDENT ENGAGEMENT
- PERSONALIZED MARKETING
- BUSINESS TOURISM
- VANCOUVER ISLAND COLLABORATION
- STAKEHOLDER ENGAGEMENT



STRATEGIC PILLARS

BI-DIRECTIONAL CONVERSATIONS WITH CONSUMERS

Data-driven digital and social advertising, email marketing and dynamic website content.

DEVELOP AND PROMOTE REMARKABLE EXPERIENCES

Digital Readiness, Itinerary and content development, Strategic Investment, Saysutshun marketing support

SUPERIOR CONSUMER EXPERIENCES

Front-line staff training and ambassador training and program, Product familiarization

ENCOURAGE RESIDENT ENGAGEMENT

Resident pride program

STRATEGIC PILLARS

ALIGN THE INDUSTRY

Tourism Roundtable

Engagement Sessions

Networking Events

COLLABORATION

Chamber of Commerce "Walk Abouts"

VIU Partnership and training opportunities

ORDER OF TRANSPARENCY

Quarterly reports, written and presented, to council

PRINCIPLES – VALUES

1. FIRST NATIONS LAND, HISTORY AND CULTURE INFORMATION AND ACKNOWLEDGEMENT
2. PROVIDING SUPPORT, ADDING VALUE TO OTHER COMMUNITY ORGANIZATIONS
3. SUSTAINABILITY
4. ACCESSIBILITY
5. CUSTOMER EXPERIENCE
6. ENGAGEMENT AND EVALUATION IS ONGOING

THANK YOU – QUESTIONS

MINUTES
GOVERNANCE AND PRIORITIES COMMITTEE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE,
411 DUNSMUIR STREET, NANAIMO, BC
MONDAY, 2019-NOV-04, AT 1:00 P.M.

Present: Councillor J. Turley, Chair
Mayor L. Krog
Councillor S. D. Armstrong
Councillor D. Bonner
Councillor T. Brown
Councillor B. Geselbracht
Councillor E. Hemmens
Councillor Z. Maartman
Councillor I. W. Thorpe

Staff: J. Rudolph, Chief Administrative Officer
R. J. Harding, General Manager, Parks, Recreation and Culture
D. Lindsay, General Manager, Development Services
B. Sims, General Manager, Engineering and Public Works
K. Fry, Fire Chief (arrived 1:04 p.m.)
B. Corsan, Director, Community Development (arrived 1:31 p.m., vacated 2:49 p.m.)
P. Rosen, Senior Manager Engineering (vacated 2:49 p.m.)
F. Farrokhi, Manager, Communications
L. Bhopalsingh, Manager, Community & Cultural Planning (arrived 2:53 p.m.)
J. Rose, Manager, Transportation (vacated 2:49 p.m.)
D. Blackwood, Client Support Specialist (vacated 1:05 p.m.)
S. Gurrie, City Clerk
J. Vanderhoef, Recording Secretary

1. CALL THE GOVERNANCE AND PRIORITIES COMMITTEE MEETING TO ORDER:

The Governance and Priorities Committee Meeting was called to order at 12:59 p.m.

2. INTRODUCTION OF LATE ITEMS:

(a) Agenda Item 5(e)(1) Downtown Mobility Hub Project Update From Phase 1 – add presentation.

3. APPROVAL OF THE AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF THE MINUTES:

It was moved and seconded that the Minutes of the Governance and Priorities Committee Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Monday, 2019-OCT-28 at 1:00 p.m. be adopted as circulated. The motion carried unanimously.

5. REPORTS:

a. Presentation from Richard Harding, General Manager, Parks, Recreation and Culture, and Joanne Schroeder, Vancouver Island University, Recreation and Tourism Program re: Recreation Prescription Project

Richard Harding, General Manager, Parks, Recreation and Culture, spoke regarding the following:

- Completed the first phase of the program and reviewing/publishing findings of the project
- Purpose to work with youth to find ways to engage youth at a younger age and encourage an active lifestyle and healthy eating habits
- The Recreation Prescription Project has been a collective partnership between the City of Nanaimo, School District 68, Vancouver Island University (VIU) and care providers who promote youth health and wellbeing
- Goal to build positive, collaborative networks that support health and wellbeing for youth, build the capacity of youth in the preteen period through purposeful engagement in recreation programs and to create sustainable relationships

K. Fry entered the Boardroom at 1:04 p.m.
D. Blackwood vacated the Boardroom at 1:05 p.m.

Joanne Schroeder, Vancouver Island University, Recreation and Tourism Program, spoke regarding the following:

- Program addresses issues of youth health and wellbeing within our community
- Intersectoral and interdisciplinary collaboration
- 3 schools were involved, including 120 students
- 16 weeks of recreation programing with 3 data points: pre, mid and post health assessments
- At 10 years old youth are at a complex development stage
- Goals of project embedded in the Canadian National Recreation framework
- Addressed 3 key items: social connectiveness, physical activity and mental health
- Priorities of project: active transportation, connection to nature, inclusion and access, access to good nutrition, digital detox of screen time
- 25 VIU students took part as mentors and emerging professionals
- Project made possible through the Island Health Wellness Grant
- Activities included 2 hours of programing within school time, including active play

- 82% of girls and 65% of boys eat one or more sugary drinks or candies per day, 35% of boys and 40% of girls live within a tobacco environment
- Kids are looking for safe spaces and access to activities
- Program included Fitbit challenges to encourage small changes
- Access and inclusion became a recognized issue and resulted in the Shed Your Threads program which provides recreation gear within the community
- $20,000 has been secured through Vancouver Foundation to move into Second Phase to probe systemic issues and root causes of health and wellbeing in our community

Bobbie Deans, Nursing Student, VIU, provided a video presentation regarding nursing student's efforts within this program, and spoke regarding the following:

- Working with an intersectoral and interdisciplinary team to fight complex societal issues that are present today
- Nursing component of the team conducted a needs assessment and partnered with students to help them build capacity to make informed choices regarding their health and wellness
- Witnessed students ability to promote health using a primary prevention model or education/awareness model
- A primary prevention model can have a ripple effect on families and communities and potentially reduce burden and costs on the health care system
- Hopes that the Recreation Prescription Project will become a permanent fixture within the community

Alesha Coombs, Tourism and Recreation Grad, VIU, spoke regarding:

- Submitted grant application for the Recreation Prescription Project
- Program brought together 120 grade 4, 5 and 6 students, 25 VIU students in the health advocate team and brought together 4 VIU disciplines: Nursing, Sport Health and Physical Education, Child and Youth Care, and Recreation
- Became the Recreation Prescription Project Coordinator
- Interdisciplinary and intersectoral approach allowed for students to learn from a variety of fields all promoting youth health and wellbeing
- VIU students were involved in the following types of activities:
  - Walking to local parks
  - Swimming
  - Skating
  - Hiking
  - Sleep exercises
  - Learning about mental fitness
  - Creating easy and healthy cook books
- Interprovincial Sport and Recreation Council and Canadian Parks and Recreation Association established the pathways to wellbeing and outlined 5 priorities for recreation in Canada which the Recreation Prescription Project embodies
- Recreation Prescription Project has the potential to create strong emerging leaders and strengthen developing relationships

Georgia Brennan, Recreation and Tourism student, VIU, spoke regarding:

- Her role as a Health Advocate in the program
- Intersectoral approach was influential to her education and career path

Joanne Schroeder, VIU, Recreation and Tourism Program, spoke regarding:

- Recreation being used as a prevention tool
- Moving forward into the convened stage

Committee discussion took place regarding:

- Keeping this program running – need for leadership capacity building and continued collaboration
- Daily physical activity statistics refer to after school activity and does not include time during school
- Consider including other types of drugs in addition to tobacco
- Nanaimo youth results compared with the rest of BC

B. Corsan entered the Boardroom at 1:31 p.m.

b. GOVERNANCE AND MANAGEMENT EXCELLENCE:

(1) 2020 Governance and Priorities Key Date Calendar

Introduced by Sheila Gurrie, Director, Legislative Services.

It was moved and seconded that the Governance and Priorities Committee recommend that Council adopt the 2020 Governance and Priorities Committee Key Date Calendar. The motion carried unanimously.

c. COMMUNITY WELLNESS/LIVABILITY:

(1) Downtown Mobility Hub Project Update from Phase 1

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

Presentation:

1. Jamie Rose, Manager, Transportation, introduced Bernard Abelson, Project Engineer, McElhanney, and Jana Zelenski, Engagement Planner, Lanarc, who provided a presentation regarding the following:

    - Guidance from City of Nanaimo Transportation Master Plan – suggests prioritizing pedestrians, cyclists and transit before commercial vehicles and cars
    - Study Objectives Review – developing short-term project solutions, focused on cycling, traffic safety, transit and parking
    - Overview of engagement completed so far
    - Types of activities in round 1 of engagement and level of participation

- Common feedback received regarding pedestrian networks related to pedestrian safety, wayfinding and improving walkability
- Primary issues regarding pedestrian networks are around Front Street, Terminal Avenue and Nicol Street, and Commercial Street and Victoria Avenue
- Feedback received regarding bicycle network related to secure bike storage, signage, cyclist safety, connectivity and enforcement
- Generally there is support for the suggested bicycle network priorities with a strong interest in improvements to Front Street
- Feedback regarding transit focused on connectivity, public amenities, safety and accessibility and integrated design
- Some support for bus exchange on Front Street; however, some preference for closer to downtown
- Key intersections identified as priorities:
  - High Priorities: Albert Street/Wallace Street/Commercial Street and Victoria Crescent/Nicol Street/Esplanade Street
  - Moderate Priorities: Bastion Street/Wallace Street/Fraser Street and Front Street/Church Street
  - Lower Priority: Bastion Street/Commercial Street
  - Other Locations: Fitzwilliam Street, Terminal Avenue, Esplanade Avenue/Front Street and Comox Road
- Feedback received regarding parking related to the amount of parking, costs, wayfinding to parking and safety
- Engagement in round 2 – plans to summarize input, present options and preliminary recommendations, receive feedback
- Provided a schedule of targeted timelines for round 2 of engagement
- Listed some quick win opportunities:
  - Victoria Road/Wallace Street/Albert Street intersection improvement
  - Bastion Street/Commercial Street intersection signal is at the end of its life cycle and sidewalks are congested/narrow – suggested possibly changing to a 4 way stop control
- Suggested other project updates for intersections which didn't necessarily fit within quick wins:
  - Wallace Street/Fraser Street/Bastion Street intersection provides safety concerns and delays for pedestrians
  - Make Front Street/Church Street safer for pedestrians

S. Gurrie vacated the Boardroom at 2:04 p.m.

Richard Drdul, Drdul Community Transportation Planning, spoke regarding the following:

- Provided a map of short term cycling plan for downtown
- Front Street cycle track – providing a 2 way cycle track along water side of Front Street where there is a limited number of driveways crossing. Would reduce vehicle traffic lanes from 4 to 2 lanes and adjust parking locations

- Other proposed cycling improvements:
  - Albert Street – removing parking on south side of road to install protected bicycle lane, would require road widening
  - Wallace Street – install protected bike lane, lose capacity for 40 – 45 parked vehicles on Wallace Street
  - Pearson Bridge – take away one lane of vehicle traffic to accommodate a protected bike lane

Committee discussion took place regarding:

- Access to Canada Service building for people with mobility issues
- Accessibility and impact on emergency services vehicles
- Cyclists accessing Pearson Bridge

S. Gurrie returned to the Boardroom at 2:16 p.m.

- Front Street bike lane being located on the east side of the road when businesses are primarily located on the west side
- Possibility of reducing the number of vehicle traffic lanes on Pearson Bridge
- Upgrades to Terminal Avenue/Nicol Street
- Traffic congestion
- Ensuring that plans reinforce the Nanaimo Transportation Master Plan
- Feasibility of 2 lanes of vehicle traffic if bike lanes are installed
- Increasing reference to pedestrian safety and not just cycling
- Directing traffic from Gabriola ferry terminal

Bernard Abelson, Project Engineer, McElhanney, continued his presentation regarding:

- Project updates for transit exchange – recommendation and community feedback supports Front Street location
- Benefit of real feedback with the temporary transit exchange on Front Street
- Parking Strategy looked at supply and demand, turnover, current restrictions and timeframes for usage of parking spaces
- Need to improve wayfinding to parking

Committee discussion took place regarding:

- Engagement and educating/notifying the public about these projects
- Amount of parking available downtown and parking during events
- Transit Future Plan and design plans related to on-street transit design
- Location of bike storage sites in key locations downtown
- Safety concerns regarding transit exchange at Front Street

- Estimated need for vehicle parking downtown in the future
- Methods of managing demand for parking downtown
- Working with the Regional District of Nanaimo to ensure the transit exchange meets their needs
- Increasing safety at the current Front Street temporary transit exchange

It was moved and seconded that the Governance and Priorities Committee recommend that Council approve siting an on-street Transit Exchange on Front Street adjacent 1 Port Drive, and direct Staff to proceed to Phase 2 of the project to:

- work with the Regional District of Nanaimo to prepare a design for an on-street Transit Exchange;
- complete designs for the Downtown and Albert Street bikeways;
- complete a review of the Downtown Road Network to seek opportunities to enhance connectivity;
- finalize the Parking Management Strategy; and,
- develop plans to optimize streetscapes and place making.

The motion carried unanimously.

B. Corsan, J. Rose, P. Rosen, and B. Sims vacated the Boardroom at 2:49 p.m.

d. AGENDA PLANNING:

1. Governance and Priorities Committee Agenda Planning

Sheila Gurrie, Director, Legislative Services, provided updates/corrections to the Governance and Priorities Committee (GPC) agenda schedule as follows:

- Public Safety topic is scheduled for November 25th and Jake Rudolph, Chief Administrative Officer, will be presenting
- Potential Special GPC Meeting December 2nd to discuss Fees and Charges
- Municipal Insurance Association of British Columbia to speak on December 9th
- Arts and Culture topic is tentatively scheduled for January 6th, 2020, when the new Culture Manager should be able to attend and contribute.

Jake Rudolph, Chief Administrative Officer, spoke regarding a tentative schedule for January 2020 GPC meetings and suggested scheduling a Strategic Plan check-in meeting January 27th or 28th.

Committee discussion took place regarding:

- Neighbourhood associations, how the City interacts with them, and implementing a policy on how associations are structured
- Coastal Community Social Procurement Initiative being invited to a Council or GPC meeting

It was moved and seconded that the Governance and Priorities Committee recommend that Council invite a representative from the Coastal Community Social Procurement Initiative to make a presentation during the next available Governance and Priorities Committee Meeting. The motion carried unanimously.

Committee discussion took place regarding expectations of neighbourhood associations.

It was moved and seconded that the Governance and Priorities Committee recommend that Council schedule a Governance and Priorities Committee Meeting on the topic of engagement, with an update on different emerging issues, and a focus on neighbourhood associations. The motion carried unanimously.

B. Sims and L. Bhopalsingh entered the Boardroom at 2:53 p.m.

6. ADJOURNMENT:

It was moved and seconded at 3:00 p.m. that the meeting terminate. The motion carried unanimously.

_____
C H A I R

CERTIFIED CORRECT:

_____
CORPORATE OFFICER

MINUTES
HEALTH AND HOUSING TASK FORCE MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2019-NOV-13 AT 3:00 P.M.

Present: Councillor Bonner, Chair
Councillor Hemmens (vacated 4:59 p.m.)
J. Harrison
H. Hartman
S. Madden
Supt. C. Miller, Nanaimo Detachment, RCMP
L. Murphy (joined via phone 3:49 p.m., disconnected 4:48 p.m.)
K. Smythe

Absent: J. Fix
K. Good
A. LaHue
E. Manson
J. McCormick
L. McHaffie
M. McNaughton

Staff: J. Rudolph, Chief Administrative Officer (vacated 4:08 p.m.)
D. Lindsay, General Manager, Development Services (vacated 4:53 p.m.)
D. LaBerge, Manager, Bylaw Services (vacated 4:42 p.m.)
L. Bhopalsingh, Manager, Community and Cultural Planning
S. Gurrie, Director, Legislative Services (vacated 4:07 p.m.)
S. Snelgrove, Deputy Corporate Officer (vacated 4:29 p.m.)
G. Whitters, Recording Secretary

1. CALL THE HEALTH AND HOUSING TASK FORCE MEETING TO ORDER:

The Health and Housing Task Force Meeting was called to order at 3:07 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):

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public; and,

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 Health and Housing Task Force Meeting moved “In Camera” at 3:07 p.m.
The Health and Housing Task Force Meeting moved out of “In Camera” at 3:49 p.m.

L. Murphy joined via telephone at 3:49 p.m.

3. INTRODUCTION OF LATE ITEMS:

(a) Add - Agenda Item 6(a) – Rise and Report to release "In Camera" motions approved at the 2019-NOV-04 "In Camera" Council Meeting.

4. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

5. ADOPTION OF MINUTES:

It was moved and seconded that the following minutes be adopted as circulated:

- Minutes of the Health and Housing Task Force meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC on Wednesday, 2019-OCT-02 at 3:00 p.m.
- Minutes of the Special Health and Housing Task Force meeting held in St. Matthew's Meeting Room, St. Paul's Anglican Church, 29 Church Street, Nanaimo, BC on Tuesday, 2019-OCT-29 at 11:30 a.m.

The motion carried unanimously.

J. Rudolph returned to the Boardroom at 3:52 p.m.

6. PRESENTATIONS:

(a) Rise and Report - to release "In Camera" motions approved at the 2019-NOV-04 "In Camera" Council Meeting

Councillor Bonner announced that during the 2019-NOV-04 “In Camera” Council meeting, Council approved the following motions:

"It was moved and seconded that Council direct Staff to hire a contractor until June 2020 with funds repurposed from the Drop-In Centre to coordinate the activities of the Health and Housing Task Force."

and

"It was moved and seconded that the Health and Housing Task Force recommend that Council request Service Canada to engage Turner Strategies to assist the Health and Housing Task Force with its work starting January 2020."

He noted that the funding from Service Canada is being matched by the Reaching Home Strategy.

(b) Next Steps for Future Meetings

Introduced by Lisa Bhopalsingh, Manager, Community and Cultural Planning.

Task Force discussion took place regarding:

- The hiring of Turner Strategies and use of HelpSeeker
- Portion of Reaching Home funding to pay for annual subscription of Helpseeker
- Turner strategies available from January - June
- Time frame for systems mapping
- Community feedback and engagement with organizations and groups
- Health and Housing progress report to Council in January
- Council's outstanding motions for the Task Force to discuss
- Turner Strategies to make recommendations and community to implement the plan

S. Gurrie vacated the Boardroom at 4:07 p.m.

- Role of the Nanaimo Homeless Coalition and its relationship with the Health and Housing Task Force
- Reaching Home funding is to be directed to coordinated access

J. Rudolph vacated the Boardroom at 4:08 p.m.

- Spectrum of homelessness
- Coordinated access that is taking place already
- Who is going to take ownership, give direction and keep momentum

(c) Jason Harrison, Executive Director, Canadian Mental Health Association, regarding the Canadian Alliance for Ending Homelessness Conference - Discussion of Common Themes

Jason Harrison, Executive Director, Canadian Mental Health Association, provided a presentation that included the following information:

- Sessions that he attended and what he learned:
  - Systems Planning: do what you can with what you have, small wins lead to bigger changes, you don't need everyone, focus on relationships and change management, move from system planning to systems planning

- Building Will and Leading Change: Don't get stuck with those that don't buy in, get core of willing partners, keep moving if people don't understand, keep working to bring others along, focus on what we know versus what we think we know, start the "bus" towards the destination
- Driving Reductions and Reaching and Sustaining Functional Zero: adopt built for zero principles, knowing people's names more important than goals, clear prioritization and selection criteria, buy-in to mission, data to inform decision making, people aren't numbers

Task Force discussion took place regarding:

- What housing is available and how to move people into it
- Making choices as a community
- Housing specific groups of people
- Including the health piece in this picture
- Eviction prevention

S. Snelgrove vacated the Boardroom at 4:29 p.m.

- Coordinated access meetings,
- Deciding housing priorities collectively
- What staffing levels would look like
- different views on what issues are,
- Consistent inventory of homeless
- Number of homeless, outreach team and services currently available
- Challenges of housing at Terminal and Labieux
- Cross referencing data and services between service providers and RCMP

D. LaBerge vacated the Boardroom at 4:42 p.m.
L. Murphy disconnected at 4:48 p.m.

J. Harrison continued his presentation regarding:

- Built for Zero website www.bfzcanada.ca that provides playbooks and instructions on how to deal with certain parts of the system
- What now:
  - Facilitate the implementation and use of a quality By Name List in Nanaimo: foundational step to designing a coordinated system, using implementation guideline from Built for Zero, Ad Hoc Committee of Coalition, Authentic engagement of stakeholders including groups such as indigenous partners, corrections, public safety, faith-based, etc.
- Approach to stakeholder engagement: Based on International Association for Public Participation (IAP2) principles to Inform, Consult and Involve
- True number of homeless compared to housing availability

D. Lindsay vacated the boardroom at 4:53 p.m.

Task Force discussion took place regarding:

- Coordinating Point in Time Count with registry week
- Informing and inviting people to the table
- The Vulnerability Assessment Tool
- How to respect work already done and combine data already available

Councillor Hemmens vacated the boardroom at 4:59 p.m.

(d) Rent Bank Proposed Workshop 2019-DEC-11

Introduced by Lisa Bhopalsingh, Manager, Community and Cultural Planning.

Task force discussion took place regarding holding a Rent Bank workshop on 2019-DEC-11.

7. QUESTION PERIOD:

No one was in attendance to ask questions.

8. ADJOURNMENT:

It was moved and seconded at 5:02 p.m. that the meeting terminate. The motion carried unanimously.

_____
CHAIR

CERTIFIED CORRECT:

_____
CORPORATE OFFICER

MINUTES
DESIGN ADVISORY PANEL MEETING
BOARDROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
THURSDAY, 2019-NOV-14 AT 5:00 P.M.

PRESENT: Members: Gur Minhas, Chair
Tyler Brown, Councillor
Charles Kierulf
Kevin Krastel
Marie Leduc
Kate Stefiuk

Absent: Martin Hagarty
Steve Johnston

Staff: L. Rowett, Manager, Current Planning Section
L. Brinkman, Planner, Current Planning Section
L. Nielsen, Recording Secretary

1. CALL THE DESIGN ADVISORY PANEL MEETING TO ORDER:

The Design Advisory Panel Meeting was called to order at 5:04 p.m.

2. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, be adopted. The motion carried unanimously.

3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Meeting of the Design Advisory Panel, held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo BC, on Thursday, 2019-SEP-26 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

It was moved and seconded that the Minutes of the Regular Meeting of the Design Advisory Panel, held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo BC, on Thursday, 2019-OCT-24 at 5:00 p.m. be adopted as circulated. The motion carried unanimously.

4. OTHER BUSINESS:

Lainya Rowett, Manager, Current Planning Section, announced the upcoming term completion for AIBC member, Mr. Martin Hagarty.

5. PRESENTATION:

(a) Development Permit Application No. DP1160 – 145 Stewart Avenue

Lisa Brinkman, Planner, Current Planning Section, introduced the project, a 15 unit multi-family building with under-the-building parking. Ms. Brinkman spoke regarding zoning, floor area ratio, building height, and the proposed parking (small car spaces) and minimum landscape treatment level variances.

Presentations:

1. Daryoush Firouzli, Architect of D-Architecture Inc., introduced Pat Harrison, Landscape Architect of JPH Consultants and presented the project. Mr. Firouzli spoke regarding site & neighbourhood context, zoning, building siting, existing walnut tree (south side), and proposed parking and landscape treatment level variances.
   - A full fence around the parking area will reduce light pollution for neighbouring properties.
   - Electrical and garbage enclosure room are located within the parking area.
   - Exterior materials include HardiePanel, corrugated metal, and wood.
   - Proposed variances: small car parking spaces from 56% to 40%; and, 1m landscape buffer along rear property line.

2. Pat Harrison, Landscape Architect of JPH Consultants Ltd., presented the landscape plan and spoke regarding taking neighbours into consideration, the proposed retaining wall and fencing, planting material, and retention and/or replacement of existing trees.
   - Currently awaiting consultation with the City arbourist regarding the maple tree on the Stewart Avenue ROW and walnut tree on property's south side.

Panel discussions took place regarding:

- The potential to vary the roofline overhangs along the north and south elevations to provide cover for the balconies.
- Views from balconies at the back of the building.
- Lattice material screening the under-the-building parking area.
- Methods used for parking area lighting, and taking the neighbours into consideration.
- The parking area and its exposure to the street.
- Exterior finishes used for the garbage enclosure and electrical room.
- Tree retention and/or removal – walnut tree, and maple tree (east side).
- Landscaping, fence and retaining wall along the south property line.
- The visual strength of the proposed fence.
- The location and space allotted for bike storage.
- Visibility of rooftop equipment.
- Pedestrian scale and walkability, and the possibility of incorporating a gathering space (bench) to the front entrance.

- Improvements for the front façade to balance the appearance and create a better street presence.
- Ways to improve the entrance to the parking area and subsequent grounding the building to the street level.
- Shortening the fence to stop at the garbage enclosure (south side of parking area) to retain the flow between neighbouring properties.

It was moved and seconded that Development Permit Application No. DP1160 - 145 Stewart Avenue be accepted as presented with support for the proposed variance and provided the following recommendations:

- Look at extending the rooflines over the balconies on the north and south sides;
- Consider adding a garage door with opaque glazing, set back near the garbage enclosure door;
- Consider stopping the fence at the garbage enclosure door on the south side;
- Look at removing the walnut tree and replacing it with a columnar deciduous tree or another similar type of tree;
- Identify the left and right band to stand-alone and bring them down to ground the building to the street level;
- Look at lighting methods to ensure the lighting plan within the parking area is sympathetic to the neighbours;
- If rooftop equipment is used, consider screening it with materials similar to the building;
- Consider implementing a more robust fence with no lattice, that better relates to the character of the building;
- Consider a buffer of landscaping on the south side of the building;
- Consider ways to enhance the entire ground floor and pedestrian experience of the building such that the underground parking garage is not the focus;
- Consider integrating an outdoor gathering space for residents such as a bench or two near the building entrance; and
- Add a similar tree from the north edge to the west side and add an arbour to improve the view from the decks on the upper storeys.

The motion carried unanimously.

6. ADJOURNMENT:

It was moved and seconded at 6:35 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

Link to the 2019-DEC-09 Governance and Priorities Committee Agenda:

https://pub-nanaimo.escribemeetings.com/FileStream.ashx?DocumentId=27592

Delegation Request

Delegation's Information:

Les Barclay has requested an appearance before Council.

City: Nanaimo
Province: BC

Delegation Details:

The requested date is December 16, 2019.

The requested meeting is:
Council

Bringing a presentation: Yes

Details of the Presentation:

Short presentation will review the City of Nanaimo government transparency as regards "Good Governance" in 2019.

CITY OF NANAIMO
THE HARBOUR CITY

Staff Report for Decision

DATE OF MEETING	DECEMBER 16, 2019
AUTHORED BY	WENDY FULLA, MANAGER, BUSINESS, ASSET AND FINANCIAL PLANNING
SUBJECT	**2020 – 2024 FINANCIAL PLAN BYLAW**

OVERVIEW

Purpose of Report

To introduce "Financial Plan Bylaw 2019 No. 7307" for first, second and third readings.

Recommendation

That:

1. "Financial Plan Bylaw 2019 No. 7307" (To confirm and adopt the 2020 – 2024 Financial Plan) pass first reading;

2. "Financial Plan Bylaw 2019 No. 7307" pass second reading; and,

3. "Financial Plan Bylaw 2019 No. 7307" pass third reading.

BACKGROUND

The financial planning process is informed by policies and plans endorsed by Council including the *2019 – 2022 Strategic Plan,* the *Official Community Plan (OCP)* and the *20 Year Investment Plan*. In compliance with the *Community Charter*, the Financial Plan is developed through public consultation and Council direction. Prior to May 15th each year, Council must adopt both a Five Year Financial Plan Bylaw and a Property Tax Rates Bylaw. Council may adopt a Five Year Financial Plan Bylaw earlier to allow the City to proceed in a timely manner to work on programs and projects. This bylaw is referred to as the Provisional Financial Plan pending adoption of the Financial Plan by May 15th of each year.

The Draft 2020 – 2024 Financial Plan and 2020 Departmental Business Plans were presented to Council at the Finance and Audit Committee meeting on 2019-NOV-20 and a Special Finance and Audit Committee meeting 2019-NOV-22. At the 2019-NOV-25 Special Finance and Audit Committee meeting Council was advised of changes to the project plan since the preliminary project plan was presented in October as well as changes received since the draft Financial Plan was prepared. Council engaged in deliberations and provided additional direction to Staff for changes to the draft plan. On 2019-DEC-02 at a Special Finance and Audit Committee Meeting Council was presented with the Provisional 2020 – 2024 Financial Plan and engaged in deliberations and provided further direction to staff. Public consultation also included an eTown Hall on 2019-DEC-02.

DISCUSSION

The Provisional 2020 – 2024 Financial Plan reflects the motions the Finance and Audit Committee made at the Special Finance and Audit Committee meetings on 2019-NOV-25 and 2019-DEC-02.

The provisional plan includes a number of initiatives to support Council priorities and enhance service levels:

- Investing in Our Community: through funding for new amenities including construction of the Harewood Youth Park, the multi-year replacement project for Fire Station #1 and the Metral Drive Complete Street project.
- Enhancing Public and Community Safety: with the addition of three RCMP officers in 2020 (15 over the next five years) and two new Prisoner Guards; an increase to the Bylaw Enforcement Officer schedule from 35 hours to 40 hours per week and an additional $50,000 funding towards victim services.
- Strengthening Nanaimo's Economy: through the implementation of an external Economic Development function and with the addition of a Manager of Economic Development Services.
- Supporting Good Governance and Effective Service Delivery: with the addition of a General Manager of Corporate Services, Deputy City Clerk, Urban Forestry Technician, and Director of IT.

The projected property taxes increases in the 2020 – 2024 Financial Plan are:

	2020	**2021**	**2022**	**2023**	**2024**
General Asset Management Reserve	1.0%	1.0%	1.0%	0.0%	0.0%
General Property Tax Increase	4.2%	1.9%	2.4%	1.9%	1.8%
Total Municipal Taxes	**5.2%**	**2.9%**	**3.4%**	**1.9%**	**1.8%**

Projected user fees rates are as follows:

	2020	**2021**	**2022**	**2023**	**2024**
Sanitary Sewer User Fee Increase	4.0%	4.0%	4.0%	0.0%	0.0%
Water User Fee Increase	7.5%	5.0%	5.0%	5.0%	5.0%

	2020	**2021**	**2022**	**2023**	**2024**
Sanitation User Fees	$ 171	$ 173	$ 178	$ 183	$ 184

The projected impact to the typical home is $109 for municipal taxes and $158 including user fee increases or approximately $13/month.

	2019	2020	$ Change	% Change
Property Taxes	$2,102	$2,211	$109	5.2%
Municipal User Fees				
Water Fees	$552	$594	$42	7.5%
Sewer Fees	$135	$141	$6	4.0%
Sanitation Fees	$170	$171	$1	0.6%
Total Municipal Taxes & User Fees	**$2,959**	**$3,117**	**$158**	**5.3%**

Rounded to nearest dollar
Assumes a typical single family house with average assessment change

Council will have opportunities to review and amend the 2020 – 2024 Financial Plan in April prior to final adoption and adoption of the Property Tax Rates Bylaw. The Final 2020 – 2024 Financial Plan in April will include any updates to estimates including changes to extended health benefit and pension rats and any additional directives from Council. Adopting the 2020 – 2024 Financial Plan Bylaw authorizes expenditures in the 2020 budget and allows the City to proceed in a timely manner to work on programs and projects.

OPTIONS

1. That "Financial Plan Bylaw 2019 No. 7307" (To confirm and adopt the 2020 – 2024 Financial Plan) pass first reading;

   That "Financial Plan Bylaw 2019 No. 7307" pass second reading; and

   That "Financial Plan Bylaw 2019 No. 7307" pass third reading.

   - The advantages of this option: Adopting the Provisional 2020 – 2024 Financial Plan Bylaw authorizes the expenditures in the 2020 budget and allows the City to proceed to work on programs and projects.

2. That Council the report and request more information from Staff.

   - The disadvantages of this option: Delaying the adoption of the Provisional 2020 - 2024 Financial Plan may delay the start of programs and/or projects.
   - Financial Implications: The City will operate under year two of the approved 2019 - 2023 Financial Plan Bylaw until the Provisional 2020 – 2024 Financial Plan is adopted.

SUMMARY POINTS

- The provisional plan supports Council priorities and enhances service levels through a number of initiatives and the addition of positions in the areas of public safety, economic development, environment and corporate services.
- The "Financial Plan Bylaw 2019 No. 7307" allows the City to proceed in a timely manner to work on 2020 programs and projects.

- Council will have opportunities to review the 2020 – 2024 Financial Plan in April prior to adoption of the Property Tax Rates Bylaw.

ATTACHMENTS:

"Financial Plan Bylaw 2019 No. 7307"

Submitted by:

Wendy Fulla
Manager, Business, Asset and Financial Planning

Concurrence by:

Laura Mercer
Director, Finance

CITY OF NANAIMO

BYLAW NO. 7307

A BYLAW TO CONFIRM AND ADOPT THE FINANCIAL PLAN

The Municipal Council of the City of Nanaimo in open meeting assembled, ENACTS AS FOLLOWS:

1. Title

This Bylaw may be cited as the “Financial Plan Bylaw 2019 No. 7307”.

2. Schedule “A” attached hereto and forming part of this Bylaw is hereby adopted and is the Financial Plan for the City of Nanaimo for the period 2020-JAN-01 to 2024-DEC-31.

3. The various items of expenditure set forth in Schedule “A” are hereby authorized.

4. Schedule “B” attached hereto and forming part of this Bylaw is hereby adopted and is the Statement of Revenue Objectives & Policies for the City of Nanaimo for the period 2020-JAN-01 to 2024-DEC-31.

5. The Financial Plan may be amended in the following manner:

   (a) Funds may be reallocated in accordance with the City of Nanaimo's management policy on budget transfers.

   (b) The Director of Finance may transfer unexpended appropriations to Reserve Funds or Reserve Accounts for future expenditures.

PASSED FIRST READING _____
PASSED SECOND READING _____
PASSED THIRD READING _____
ADOPTED _____

_____
MAYOR

_____
CORPORATE OFFICER

Schedule A
City of Nanaimo
2020 - 2024 Financial Plan

	2020	2021	2022	2023	2024
Revenues:					
Revenue from Property Value Taxes	117,159,673	121,766,292	127,202,038	130,931,706	134,551,707
Revenue from Parcel Taxes	42,010	42,430	-	-	-
Revenue from Fees & Charges	51,585,667	53,263,007	56,808,614	58,389,488	59,914,030
Revenue from Other Sources	27,765,893	27,437,760	28,989,007	28,189,055	24,392,368
	196,553,243	202,509,489	212,999,659	217,510,249	218,858,105
Expenses:					
General Operating Expenditures	136,101,517	136,469,419	139,711,180	143,080,251	146,741,209
Sanitary Sewer Operating Expenditure	4,692,054	4,872,099	4,932,911	5,074,905	5,163,830
Waterworks Operating Expenditures	10,601,569	10,174,491	10,383,419	10,574,304	10,681,070
Interest Payment on Municipal Debt	1,817,183	1,783,113	2,139,497	2,360,079	2,441,868
Amortization	24,914,598	26,564,653	27,340,541	27,428,095	26,753,382
Annual Surplus/Deficit	18,426,322	22,645,714	28,492,111	28,992,615	27,076,746
Add back:					
Amortization	24,914,598	26,564,653	27,340,541	27,428,095	26,753,382
Capital Expenditures					
General Capital Expenditures	27,390,759	46,060,462	44,206,646	32,336,832	22,341,246
Sanitary Sewer Capital Expenditures	6,446,625	8,175,450	5,386,700	5,351,800	5,914,807
Waterworks Capital Expenditures	9,818,850	8,841,860	10,785,250	15,580,166	10,608,450
Proceeds from Municipal Borrowing	(3,000,000)	(15,958,863)	(14,411,769)	(3,675,000)	(6,724,800)
Principal Payment on Municipal Debt	4,705,762	4,364,322	5,133,695	5,439,360	5,061,819
Transfers between Funds:					
Transfers to/(from) Accumulated Surplus	(2,021,076)	(2,272,864)	4,732,130	1,387,552	16,628,606
Financial Plan Balance	-	-	-	-	-

Schedule B

City of Nanaimo
Statement of Revenue Objectives & Policies

1. Proportion of revenue by source

Property taxes

- The City of Nanaimo will attempt to keep the proportional share of revenue from property taxes at a level similar to the average of comparable municipalities.
- Where new sources of revenue are made available to the City from senior governments, wherever possible these revenues will be used to reduce dependency on property taxation revenue.

Parcel taxes

- Parcel taxes will be used whenever Council determines that they are more appropriate than property taxes.

Fees & Charges

- Wherever possible, fees & charges will be used to assign costs to those who benefit from the service provided. The proportion of the costs recovered by fees and charges will vary with the nature of the service provided.

Proceeds of borrowing

- Borrowing will be considered when determining the funding sources of large capital projects that provide benefits to taxpayers over a long period of time (20 years or more).
- Council will consider a policy to identify an appropriate level of debt for the community.

Other sources of revenue

- The City will continue to seek other sources of revenue in order to reduce reliance on property taxes.
- The City will consider hydroelectric power generation where practical and environmentally supportable.

2. Distribution of property taxes among the classes

- The City of Nanaimo will maintain the percentage of property taxes received from residential taxpayers at a level comparable to the average of similar municipalities.
- The City will attempt, over time, to reduce the commercial tax rate to the average of all BC municipalities.
- Between 2009 and 2013, the light and major industrial tax rates were reduced to the same level as the commercial tax rate.

3. Permissive Tax Exemptions

- The City of Nanaimo believes that Permissive Tax Exemptions are an appropriate way to recognize the value of the services provided to the community by non-profit organizations.
- Permissive Tax Exemption requests will be reviewed by the Finance and Audit Committee based on policies and guidelines approved by Council. The Committee will make recommendations to Council.
- Permissive Tax Exemptions will be reviewed at least every three years to ensure that the organization and property still meets the criteria established by Council.

4. Revitalization Tax Exemptions

- The City of Nanaimo believes that Revitalization Tax Exemptions are an appropriate tool to assist the City in realizing its strategic objectives.
- The City can exempt municipal taxes for up to ten years for projects undertaken by landowners, where the project meets defined objectives of a City strategy.
- Recipients of exemptions must enter into a Revitalization Tax Exemption Agreement with the City.
- Every Revitalization Tax Exemption must be approved by Council.

CITY OF NANAIMO
THE HARBOUR CITY

Staff Report for Decision

DATE OF MEETING	DECEMBER 16, 2019
AUTHORED BY	WENDY FULLA, MANAGER, BUSINESS ASSET & FINANCIAL PLANNING
SUBJECT	**INTERNAL BORROWING RESOLUTION**

OVERVIEW

Purpose of Report

To have Council approve an internal borrowing resolution for the portion allocated to growth for Sanitary Sewer project DCC SS19: Millstone Trunk South

Recommendation

That Council approve internal borrowing from the Development Cost Charge (DCC) City Wide Drainage Reserve Fund in the amount of $1,165,265 in 2020 and $2,088,600 in 2021 to fund the Sanitary Sewer DCC project SS19: Millstone Trunk South, for a 20 year term at an interest rate of 2%. Repayment of the internal borrowing to be from sewer operations.

BACKGROUND

Sections 189 (4.1) and (4.2) of the *Community Charter* govern borrowing between capital reserve funds. These subsections allow borrowing between any capital reserves, including those established for DCCs. Section 189 (4.2) of the *Community Charter* provides as follows:

"189 (4.2) If money from one reserve fund is used under subsection (4.1) for the purposes of another reserve fund, the municipality must repay to the first reserve fund, no later than the time when the money is needed for the purposes of that reserve fund,

(a) the amount used, and
(b) an amount equivalent to the interest that would have been earned on the amount used had it remained in the first reserve fund."

The temporary borrowing between reserve funds does not require a bylaw or Ministry approval; however, best practice would be for Council to authorize the borrowing by resolution.

DISCUSSION

The 2020 - 2024 Financial Plan contains internal borrowing between Sanitary Sewer and the Drainage Development Cost Charge Reserve Fund for DCC SS19: Millstone Trunk South in 2020 and 2021.

The current balance in the City Wide Sewer DCC Reserve Fund is insufficient to fund the project. Council approved a new "City of Nanaimo Development Cost Charge Bylaw 2017 No. 7252" at the regular Council meeting 2018-APR-23 in an effort to increase the reserve to meet

future funding requirements. In the future, if sufficient funding is available, repayment from the Sewer DCC Reserve for the debt servicing costs will be considered.

OPTIONS

1. That Council approve internal borrowing from the Development Cost Charge (DCC) City Wide Drainage Reserve Fund in the amount of $1,165,265 in 2020 and $2,088,600 in 2021 to fund the Sanitary Sewer DCC project SS19: Millstone Trunk South, for a 20 year term at an interest rate of 2%. Repayment of the internal borrowing to be from sewer operations.

    - The advantages of this option: An internal borrowing resolution is consider best practice and supports governance excellence one of Council's strategic themes in their *2019 – 2022 Strategic Plan*)

SUMMARY POINTS

- The City will fund the portion of the project allocated to growth for the Sanitary Sewer DCC SS19: Millstone Truck South project with internal borrowing from the City Wide Drainage DCC Reserve Fund.
- Section 189 (4.1) and (4.2) of the *Community Charter* allow internal borrowing between capital reserves.
- Full amount of the borrowing must be repaid plus an equivalent to the interest that would have been earned on the monies had it remained in the first reserve fund.

Submitted by:

Wendy Fulla
Manager, Business, Asset & Financial Planning

Concurrence by:

Laura Mercer
Director of Finance

CITY OF NANAIMO
THE HARBOUR CITY

Staff Report for Decision

File Number: 0530-05

DATE OF MEETING DECEMBER 16, 2019

AUTHORED BY SHEILA GURRIE, DIRECTOR, LEGISLATIVE SERVICES

SUBJECT **Council Remuneration and Spending and Amenities Policy**

OVERVIEW

Purpose of Report

To provide an update to Council on the Council motion of 2018-DEC-17 regarding Council remuneration and to seek direction from Council regarding the Council Remuneration Review.

Recommendation

1. That Council:
    1. approve the draft terms of reference to establish an independent task force commencing in 2020 to undertake the review of the Council Spending and Amenities Policy with a focus on Council Remuneration; and,
    2. approve a Selection Committee comprising of the CAO, Director of Human Resources and Director of Legislative Services to review applicants and to select members of the Task Force, in accordance with the selection criteria contained in the Terms of reference.

BACKGROUND

Council received the report titled “Council Remuneration” on 2018-DEC-17 (ATTACHMENT A), and made the following motion:

It was moved and seconded that Council:

1. adjust Council base salaries to compensate net pay for the 1/3 tax exemption effective 2019-JAN-01;
2. amend the “Council Spending and Amenities Policy” to include a provision to annually revise the base compensation for Mayor and Council by applying the BC Annual Percent Consumer Price Index to the prior year’s base compensation amount to a maximum of 2% per year; and,
3. appoint an independent Council Remuneration task force to undertake a comprehensive review of Council compensation, Council Spending and Amenities Policy and any other related matters deemed appropriate by Council. The Council remuneration task force should be appointed no later than 2019 and submit its recommendations for implementation January 2021.

The motion carried.

Opposed: Councillor Turley

The Council Spending and Amenities Policy (ATTACHMENT B), has been in effect since 2016-MAR-26, with amendments on 2016-APR-04, 2016-MAY-02 and 2018-DEC-17. In the policy statement, the following is recommended:

"This policy shall be reviewed in three years from its effective date to determine its effectiveness and appropriateness. This policy may be assessed before time as necessary to reflect organizational change."

Council conducted an interim assessment of the policy in late 2018 with the understanding that a more comprehensive review would be initiated in 2019. As noted in the enclosed motion, Council amended the timing of the staff report recommendation, such that recommendations would be effective January 2021.

DISCUSSION

This report is to advise Council of progress on the Council motion, and to confirm the process options going forward. To date, staff have updated the Council Spending and Amenities Policy effective 2018-DEC-17. Based on Council's motion of last year, and as the Council Spending and Amenities Policy is set to be reviewed every three years, options for the process going forward could include:

1. Establishing an independent task force (draft terms of reference attached)
2. Retaining a qualified consultant to conduct a review of the policy
3. Directing Staff to conduct the review

Council may also consider interim updates to the policy regarding attendance at conferences or other non-compensation matters that could be referred to Staff (as was done in 2018-DEC-17). Establishment of the task force is recommended to occur in mid to late 2020, or 2021, as previously recommended.

OPTIONS

2. That Council:
    3. approve the draft terms of reference to establish an independent task force commencing in 2020 to undertake the review of the Council Spending and Amenities Policy with a focus on Council Remuneration; and,
    4. approve a Selection Committee comprising of the CAO, Director of Human Resources and Director of Legislative Services to review applicants and to select members of the Task Force, in accordance with the selection criteria contained in the Terms of reference.

- The advantages of this option: an independent task force is a common practice in other municipalities and provides an impartial and objective review of the policy in order to help provide recommendations. Staff could still undertake reviews or make changes upon direction from Council, to non-compensation related matters related to the policy.

- The disadvantages of this option: The Task Force may make recommendations that could be challenging to some members of the public.
- Financial Implications: Staff resources spent preparing for and attending the task force meetings would have minor financial implications.

2. That Council retain a qualified consultant to conduct a review of the Council Spending and Amenities Policy, with a focus on Council Remuneration.

- The advantages of this option: A consultant would provide an impartial and independent review of the Council Spending and Amenities Policy and provide a report with recommendations on changes set out in the mandate provided to them. Staff could still undertake reviews or make changes upon direction from Council, to non-compensation related matters related to the policy.
- The disadvantages of this option: A consultant review may lack the engagement or inclusion of the public perspective that a task force would capture.
- Financial Implications: There would be a cost associated with a consultant undertaking the review of the Council Spending and Amenities Policy. Staff would come back to Council with the costs after an RFP, or a review for direct award for services was conducted and costs were known.

3. That Council direct Staff to undertake the review of the Council Spending and Amenities Policy with a focus on Council Remuneration.

- The advantages of this option: Staff are familiar with the Council Spending and Amenities policy and the amendment process. The time to undertake the review could be expedited using this method, with other work diverted.
- The disadvantages of this option: Staff dealing with matters of Council remuneration is difficult, and not considered a best practice. Engagement and inclusion of the public would be difficult using this model. Staff time spent undertaking this review is time away from other files and work must be redistributed to others.
- Financial Implications: Costs would be minimal; however extra work on other staff may have financial implications.

SUMMARY POINTS

- Council made a motion on 2018-DEC-17 with respect to Council Remuneration.
- Staff have brought forward an update on the progress made regarding this direction from Council.
- Staff are seeking clarification and direction regarding the process going forward and recommending council approve the draft terms of reference to undertake an independent task force.

ATTACHMENTS:

ATTACHMENT A – Council Remuneration Report dated 2018-DEC-17
ATTACHMENT B – Council Spending and Amenities Policy
ATTACHMENT C – DRAFT City of Nanaimo Term of Reference for Council Remuneration Task Force

Submitted by:	**Concurrence by:**
Sheila Gurrie Director, Legislative Services	Jake Rudolph Chief Administrative Officer

CITY OF NANAIMO
THE HARBOUR CITY

Staff Report for Decision

DATE OF MEETING December 17, 2018

AUTHORED BY JAKE RUDOLPH, INTERIM CHIEF ADMINISTRATIVE OFFICER

SUBJECT COUNCIL REMUNERATION

OVERVIEW

Purpose of Report
To seek direction from Council with remuneration options relating to the elimination of the one-third deemed tax exemption for members of Council, annual cost of living adjustments and a Council Spending and Amenity Policy review.

Recommendation
That Council:
1. adjust Council base salaries to compensate net pay for the 1/3 tax exemption effective 2019-JAN-01;
2. amend the "Council Spending and Amenities Policy" to include a provision to annually revise the base compensation for Mayor and Council by applying the BC Annual Percent Consumer Price Index to the prior year's base compensation amount to a maximum of 2% per year; and,
3. Appoint an independent Council Remuneration task force to undertake a comprehensive review of Council compensation, Council Spending and Amenities Policy and any other related matters deemed appropriate by Council. The Council remuneration task force should be appointed no later than 2021 and submit its recommendations to be implemented January 2023.

BACKGROUND

Council remuneration is guided by the "Council Spending and Amenities Policy" (Attachment A) dated May 2016.

The purpose of this report is to seek direction from Council on three remuneration issues:

1. Elimination of the One Third (1/3) Tax Exemption

Currently Members of Council have a one third (1/3) deemed tax exemption on their earnings as per Canada Revenue Agency guidelines. Therefore, fewer taxes are deducted, resulting in a higher take home pay. The City is able to claim a GST rebate on the one third (1/3) exempt portion, resulting in a higher offset to GST payable for the City.

Effective 2019, the Federal Budget requires that current non-accountable allowances paid to Members of Council be included as taxable income and taxed. The reimbursement of employment expenses (i.e. kilometer reimbursement) remains a non-taxable benefit. Unless Council remuneration is increased, the net compensation (take home pay) will be reduced by $4,753 per year.

Survey Conducted

Accounting Services conducted a survey of 12 municipalities, six (6) with a population lower and six (6) with a population higher than Nanaimo, to determine how other municipalities are handling the elimination of the one-third non-taxable portion. Only 11 of the municipalities provided the requested information.

Survey Results:

3	Municipalities will fully tax earning without grossing them up
4	Municipalities have grossed up earnings to effectively compensate members of Council
4	Municipalities have not yet determined how they will be handling this change

Financial Impacts

The gross annual recommendation cost for the nine members of Council will require an adjustment of $63,933 to address the Federal income tax changes ($15,485 for Mayor and $6,056 per Councillor).

In addition, the City must increase its share of deductions for Members of Council relating to CPP due to the elimination of the one third (1/3) exempt portion (CPP $7,232).

The following table illustrates the financial implications to Members of Council and assuming basic tax exemptions.

	Current 2018 Total Annual Remuneration	Proposed New 2019 Annual Salary – Fully Taxable adjusted to 2018 Net Pay	Net Change
Mayor			
Annual Remuneration	$ 95,103	$ 110,588	$ 15,485
Taxable Earnings	63,402	110,588	
Non-Taxable Earnings	31,701	-	
Deductions:			
Income Taxes	(11,271)	(26,756)	(15,485)
CPP	(2,594)	(2,594)	-
Net Pay	$ 81,238	$ 81,238	$ -
Per Councillor			
Annual Remuneration	$ 36,636	$ 42,692	$ 6,056
Taxable Earnings	24,424	42,692	
Non-Taxable Earnings	12,212	-	
Deductions:			
Income Taxes	(1,914)	(5,777)	(3,863)
CPP	(1,036)	(1,940)	(904)
Net Pay	$ 33,686	$ 34,975	$ 1,289

It is recommended that the gross compensation for Mayor and Council be adjusted to offset the impacts of the Federal income tax changes and to maintain Council net compensation.

2. Annual Cost of Living Adjustment

The current Council Spending and Amenities Policy is silent on the subject of annual adjustments. There have been no adjustments to the base salary amounts since 2015.

The current policy requires a survey of 12 municipalities to be completed at the beginning of the Council term to determine the new Council base rates. The Policy does not incorporate any increased measures for the years between Council terms.

Many Municipalities include language in their Council remuneration policies for annual increases equal to Consumer Price Index (CPI). In the past, the City of Nanaimo Council remuneration policy has included an annual CPI increase. This practice was eliminated with the adoption of the Current Council Spending and Amenities Policy in 2016.

Staff recommends an annual inflationary adjustment occur in January based on the annual averages CPI for British Columbia published by Statistics Canada for the twelve-month period January to December of the previous year. Council may wish to cap this inflationary

provision to provide certainty should CPI rates escalate. Staff recommend an annual inflationary adjustment up to a maximum of 2%.

3. Council Spending and Amenities Policy Review

It is the practice of medium and large municipalities to periodically conduct Council remuneration and accompanying policies reviews. This would be considered a best practice and good governance.

Such reviews are often undertaken by an appointed independent panel of 4 - 6 community members who might represent legal, financial, human resource and community expertise. The timing of such a review may occur at any time but often occurs in advance of a municipal election. In this case, Council would have the option to initiate a review in 2021 to be applicable to the Council elected in October 2022. Alternatively, Council may choose to advance the review given this did not occur in recent years.

Staff recommend that Council direct staff to prepare a draft terms of reference for a Council Remuneration Task Force. Unless otherwise directed by Council, the Task Force should be appointed no later than 2021 and completed its review in 2022.

OPTIONS

1. Council,
   - adjust Council base salaries to compensate net pay for the 1/3 tax exemption effective 2019-JAN-01.
   - amend the "Council Spending and Amenities Policy" to include a provision to annually revise the base compensation for Mayor and Council by applying the BC Annual Percent Consumer Price Index to the prior year's base compensation amount to a maximum of 2% per year, and
   - Appoint an independent Council Remuneration task force to undertake a comprehensive review of Council compensation, Council Spending and Amenities Policy and any other related matters deemed appropriate by Council. The Council remuneration task force should be appointed no later than 2021 and submit its recommendations for implementation January 2023.
     - **Budget Implication:**
       - For 2019, Wages and benefits increase by an estimated $71,165 and would be funded from general taxation (0.07% approximate tax increase).
       - For 2020 – 2022, estimates for CPI will be included in the 2019 – 2023 Financial Plan for Council remuneration increases to a maximum of 2% per year.
     - **Legal Implication:** The City would comply with federal law, as all Council remuneration would be fully taxable.
     - **Policy Implication:** This is in accordance with the Council Spending and Amenities Policy No. 1-0530-05.

2. Council could choose an alternate remuneration scheme.

SUMMARY POINTS

- Effective 2019-JAN-01, the Federal Budget requires that current non-accountable allowances paid to Members of Council be included as taxable income and taxed.
- For 2019, wages and benefits for Council would be increased to compensate for the elimination of the one third (1/3) tax exemption. The financial impact is $71,165 to be funded from general taxation (0.07% approximate tax increase).

ATTACHMENTS

- Attachment A: Council Spending and Amenities Policy 1-0530-05
- Attachment B: Council Remuneration Survey Results

Submitted by:

Jake Rudolph
Interim Chief Administrative Officer

CITY OF NANAIMO
THE HARBOUR CITY

COUNCIL POLICY MANUAL

Section:	**Administration**	**1**
Subsection:	**Council - General**	**0530**
Title:	**Council Spending and Amenities Policy**	**05**

POLICY

The City of Nanaimo (the City) will establish transparent spending management practices in providing tools and amenities to its elected officials.

This policy shall be reviewed in 3 years from its effective date to determine its effectiveness and appropriateness. This policy may be assessed before that time as necessary to reflect organizational change.

REASON FOR POLICY

To establish governance and control parameters regarding expenditure for and by elected officials. The Policy is intended to:

- provide a consistent oversight process for expenditure for and by elected officials;
- protect the interests of taxpayers by ensuring the City obtains the best value for its money.

AUTHORITY TO ACT

Retained by Council with some delegation to Staff.

PROCEDURE

1. Responsibilities

1.1 Council to:
- 1.1.1 approve this policy;
- 1.1.2 approve future amendments to this policy.

1.2 Mayor to:
- 1.2.1 review and approve expenditures incurred by the Acting Mayor;
- 1.2.2 bring forward future amendments to this policy for Council's consideration.

1.3 Acting Mayor to:
- 1.3.1 review and approve expenditures incurred by the Mayor and other Councillors;
- 1.3.2 bring forward future amendments to this policy for Council's consideration.

1.4 Chief Administrative Officer:
- 1.4.1 support elected officials by reviewing requests to expend funds;
- 1.4.2 review and approve administrative procedures and guides that support efficient response to elected official spending requests.

1.5 Director of Finance to:
- 1.5.1 Support elected officials by reviewing requests to expend funds;
- 1.5.2 provide an accounting report of elected official spending on a quarterly basis;
- 1.5.3 develop administrative procedures and guides that support efficient response to elected official spending requests.

2. Application of Policy

2.1 The Policy applies to:
- 2.1.1. Council remuneration;
- 2.1.2 attendance at in-town or out-of-town meetings;
- 2.1.3 training and development;
- 2.1.4 expense reimbursement;
- 2.1.5 legal fees;
- 2.1.6 association fees and membership dues;
- 2.1.7 provision of certain equipment and furniture to Elected Officials such as the following:
  - i. office Equipment;
  - ii. cellular phones and related plan features;
  - iii. internet plans;
- 2.1.8 Council initiatives.

3. Council Remuneration

3.1 **Base Pay Rate** - Mayor and Council will be compensated at the median rate of twelve comparable municipalities. Such list of comparable municipalities are the six above and six below the City's population. The list of comparable municipalities will be updated at the beginning of each Council term.

3.2 **Acting Pay Rate** – The Acting Mayor will be provided acting pay at a rate of 10% of the Mayor's base compensation. *(2016-APR-04, 2016-MAY-02)*

3.3 **Medical Benefits** – Council will be afforded the same level of benefits as those provided to management.

4. Attendance at In-Town or Out-of-Town Meetings

4.1 **In-Town Meetings** – Elected Officials are authorized to attend in-town meetings as they deem appropriate.

4.2 **Out-of-Town Meetings** – Elected Officials are authorized, as approved by resolution to attend the following out-of-town meetings as applicable and as they deem appropriate:
- i. Federation of Canadian Municipalities (FCM) conventions and other meetings;
- ii. Union of BC Municipalities (UBCM) conventions and other meetings; and,
- iii. Association of Vancouver Island and Coastal Communities (AVICC) conventions and other meetings.

4.3 The Mayor and Acting Mayor may attend out-of-town emergency meetings on behalf of the City upon pre-notification of Council via email and provide a report at the next Council meeting.

4.4 Any travel other than provided for in 4.2 or 4.3 above, will require prior approval by Council.

5. Training and development

5.1 Mayor and Council may undertake training and development courses subject to budget availability and travel approval provided in Section 4 – In-Town and Out-of-Town Meetings of this policy as applicable.

6. Expense Reimbursements

6.1 Mayor and Council will be afforded the same expense reimbursement and per diem as provided to all employees of the City.

6.2 Mayor and Council will be allocated up to $1,000 each for travel, hospitality and conference activities directly related to City business and the office of a Council member. *(2016-MAY-02)*

6.3 Mayor and Council members must deliver a report on their activities to Council as soon as practicable. *(2016-MAY-02)*

6.4 Up to $3,000 for the Federation of Canadian Municipalities annual conference; $2,500 for the Union of BC Municipalities annual conference; and, $1,000 for the Association of Vancouver Island & Coastal Communities annual conference will be allocated for each approved member of Council to attend these conferences. *(2016-MAY-02)*

7. Legal Fees

7.1 Council, by resolution, may approve paying legal fees for a Councillor on a matter arising from a decision of Council subject to a dollar value limit at the discretion of Council.

7.2 Conflict of Interest Opinions – Council will provide a budget allocation per Councillor per year to cover the cost for each individual Councillor to secure an opinion whether they are in a conflict of interest on a matter before Council. Such expenditure will be pre-approved by the Chief Administrative Officer. This will be treated as a taxable benefit to the benefiting Councillor.

7.3 Opinions secured through provisions of 7.2 above remain the property of the individual Councillor and the Councillor may release individual opinions at their discretion to Council or members of the public.

7.4 Council may, through resolution, direct for a legal opinion on a perceived or actual conflict of interest should an individual Councillor not take advantage of provisions of 7.2 above.

8. Association Fees, Membership Dues and Publication Subscriptions

8.1 The City of Nanaimo will pay for association fees, membership dues and publication subscriptions at the request of an individual Councillor provided such membership or publication is in local government in North America.

9. Office Equipment and Furniture

9.1 Office Equipment – The City of Nanaimo shall provide each Councillor upon request, a filing cabinet to store City files at their residence.

9.2 The City of Nanaimo will provide each Councillor telecommunications and other equipment such as laptop, printer/scanner/copier/fax, and smartphone that meets their individual needs and expectations in fulfilling their duties.

9.3 Retiring members of Council may purchase items provided in 9.1 and 9.2 at a depreciated value over four years.

9.4 The City will pay a monthly allowance for internet services at a Councillor's home for City business and such an allowance will not be taxed.

9.5 The City will pay an amount equivalent to the cost for service for a City issued cellular phone service to a Councillor who chooses to use a personal cellular phone service.

10. Council Initiative

10.1 The City will allocate contingency funds for Council initiatives within each annual budget.

10.2 Commitment of funds provided in 10.1 shall be through a Council resolution.

Date:	2016-MAR-21	Approved by:	Council
1. Amendment Date:	2016-APR-04	Approved by:	Council
2. Amendment Date:	2016-MAY-02	Approved by:	Council

MAYOR & COUNCIL COMPENSATION SURVEY RESULTS

Municipality	Population (1)	No. of Council	Acting Mayor	1/3 tax free	Last review	Mayor	Councillor	Estimated Acting Pay (2)	Total	How are they dealing with the 1/3 exemption
New Westminster	73,928	7	Yes	Yes	2017	106,034	43,189	2,000	45,189	To be determined
North Vancouver (District)	85,842	7	Yes	Yes	28-Jun-18	104,005	41,602	2,444	44,046	Increasing salary to have the same take home pay as in 2018
Victoria	86,130	9	No	No		106,458	42,583	-	-	Stopped providing 1/3 exemption in 2009
Maple Ridge	87,713	7	Yes	Yes		96,417	38,944	3,214	42,158	Increasing salary to have the same take home pay as in 2018
Chilliwack	88,287	7	Yes	Yes	2-Oct-18	99,222	37,852	1,654	39,506	Increasing salary to have the same take home pay as in 2018
Kamloops	92,317	9	No	Yes		95,124	38,049	-	38,049	Fully Taxable
Delta	102,679	7	Yes	Yes	2016	118,874	50,470	1,981	52,451	Unknown
Saanich	115,864	9	No	Yes	1-Mar-18	102,887	41,310	-	41,310	To be determined
Kelowna	127,330	9	Yes	Yes	11-Jun-18	95,695	33,493	525	34,018	Looks like they Increased salary to have the same take home pay as in 2018
Langley (District)	127,730	9	Yes	No	1-Jan-18	118,598	47,439	1,482	48,921	To be determined
Abbotsford	145,102	9	Yes	No	2016	97,600	38,500	2,440	40,940	Fully Taxable
Median of above (3)	**92,317**					**$ 102,887.39**	**$ 41,309.50**			
Add: Acting Pay per Policy - 10% of Mayor Base								$ 1,286	$ 42,596	
City of Nanaimo (current)	**94,743**					**$ 95,103**	**$ 35,447**	**$ 1,189**	**$ 36,636**	
Difference from median						$ 7,784	$ 5,863	$ 97	$ 5,960	
Percentage						*7.6%*	*14.2%*			

NOTE:

(1) BC Stats estimated poplulation for 2017 (latest available)

(2) Acting pay calculations were given but some assumptions were made about how long the acting pay term was when that information was not provided

CITY OF NANAIMO
THE HARBOUR CITY

COUNCIL POLICY MANUAL

Section:	**Administration**	**1**
Subsection:	**Council - General**	**0530**
Title:	**Council Spending and Amenities Policy**	**05**

POLICY

The City of Nanaimo (the City) will establish transparent spending management practices in providing tools and amenities to its elected officials.

This policy shall be reviewed in 3 years from its effective date to determine its effectiveness and appropriateness. This policy may be assessed before that time as necessary to reflect organizational change.

REASON FOR POLICY

To establish governance and control parameters regarding expenditure for and by elected officials. The Policy is intended to:

- provide a consistent oversight process for expenditure for and by elected officials;
- protect the interests of taxpayers by ensuring the City obtains the best value for its money.

AUTHORITY TO ACT

Retained by Council with some delegation to Staff.

PROCEDURE

1. Responsibilities

1.1 Council to:
- 1.1.1 approve this policy;
- 1.1.2 approve future amendments to this policy.

1.2 Mayor to:
- 1.2.1 review and approve expenditures incurred by the Acting Mayor;
- 1.2.2 bring forward future amendments to this policy for Council's consideration.

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  - i. office Equipment;
  - ii. cellular phones and related plan features;
  - iii. internet plans;
- 2.1.8 Council initiatives.

3. Council Remuneration

3.1 **Base Pay Rate** – the British Columbia Annual Percent Consumer Price Index (CPI) will be applied to the prior year's base compensation amount to a maximum of two percent (2%) per year. *(2018-DEC-17)*

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7.4 Council may, through resolution, direct for a legal opinion on a perceived or actual conflict of interest should an individual Councillor not take advantage of provisions of 7.2 above.

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9.3 Retiring members of Council may purchase items provided in 9.1 and 9.2 at a depreciated value over four years.

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10. Council Initiative

10.1 The City will allocate contingency funds for Council initiatives within each annual budget.

10.2 Commitment of funds provided in 10.1 shall be through a Council resolution.

Date:	2016-MAR-21	Approved by:	Council
1. Amendment Date:	2016-APR-04	Approved by:	Council
2. Amendment Date:	2016-MAY-02	Approved by:	Council
3. Amendment Date:	2018-DEC-17	Approved by:	Council

TERMS OF REFERENCE

COUNCIL REMUNERATION TASK FORCE

PURPOSE:

The purpose of the Council Remuneration Task Force (Task Force) is to provide an impartial and objective review of the current Council Spending and Amenities Policy (the Policy) with a focus on Council remuneration and to help provide recommendations that would be effective January 2021.

The Task Force's purpose is to provide recommendations to Council on the following:

- Council remuneration
- Council Spending and Amenities Policy
- Annual and monthly expense allowance and indemnities
- Benefits
- Annual adjustment calculations
- other issues referred to the Task Force

These focus areas have been identified according to the following documents:

- Council Spending and Amenities Policy
- 2019 - 2022 Strategic Plan

The order and thus priority may change depending on changes to emerging issues as identified by the Committee.

MEMBERSHIP:

The membership of the Task Force will be not less than four (4) members and no more than six (6) members.

TERM:

The Task Force will exist for a limited period of time in correlation to the tasks identified in the Terms of Reference. It is envisioned the recommendations from the Task Force will be submitted by the fall of 2020. Upon completion of the mandate, the Task Force will cease.

ELIGIBILITY:

All residents are eligible to apply; however, an individual with the following skills and/or expertise may be given preference for membership on this Task Force:

- Management experience of a large or complex organization
- Business and/or legal experience
- Local government or other public sector experience
- Accounting or finance experience
- Human Resources and benefits experience

MEETING FREQUENCY:

In addition to regularly scheduled meetings, the Task Force will meet upon call of the Chair or the request of two Task Force Members.

STAFF SUPPORT:

The following City Staff may provide support to the Task Force in accordance with the ***City of Nanaimo Committee Operating Guidelines***:

- Chief Administrative Officer
- Director, Human Resources
- Director, Legislative Services
- Other Staff as required

CITY OF NANAIMO
THE HARBOUR CITY

Staff Report for Decision

File Number: 0530-05

DATE OF MEETING DECEMBER 16, 2019

AUTHORED BY SHEILA GURRIE, DIRECTOR, LEGISLATIVE SERVICES

SUBJECT **Council Remuneration and Spending and Amenities Policy**

OVERVIEW

Purpose of Report

To provide an update to Council on the Council motion of 2018-DEC-17 regarding Council remuneration and to seek direction from Council regarding the Council Remuneration Review.

Recommendation

That Council:

1. approve the draft terms of reference to establish an independent task force commencing in 2020 to undertake the review of the Council Spending and Amenities Policy with a focus on Council Remuneration; and,
2. approve a Selection Committee comprising of the CAO, Director of Human Resources and Director of Legislative Services to review applicants and to select members of the Task Force, in accordance with the selection criteria contained in the Terms of reference.

BACKGROUND

Council received the report titled “Council Remuneration” on 2018-DEC-17 (ATTACHMENT A), and made the following motion:

It was moved and seconded that Council:

1. adjust Council base salaries to compensate net pay for the 1/3 tax exemption effective 2019-JAN-01;
2. amend the “Council Spending and Amenities Policy” to include a provision to annually revise the base compensation for Mayor and Council by applying the BC Annual Percent Consumer Price Index to the prior year’s base compensation amount to a maximum of 2% per year; and,
3. appoint an independent Council Remuneration task force to undertake a comprehensive review of Council compensation, Council Spending and Amenities Policy and any other related matters deemed appropriate by Council. The Council remuneration task force should be appointed no later than 2019 and submit its recommendations for implementation January 2021.

The motion carried.

Opposed: Councillor Turley

The Council Spending and Amenities Policy (ATTACHMENT B), has been in effect since 2016-MAR-26, with amendments on 2016-APR-04, 2016-MAY-02 and 2018-DEC-17. In the policy statement, the following is recommended:

"This policy shall be reviewed in three years from its effective date to determine its effectiveness and appropriateness. This policy may be assessed before time as necessary to reflect organizational change."

Council conducted an interim assessment of the policy in late 2018 with the understanding that a more comprehensive review would be initiated in 2019. As noted in the enclosed motion, Council amended the timing of the staff report recommendation, such that recommendations would be effective January 2021.

DISCUSSION

This report is to advise Council of progress on the Council motion, and to confirm the process options going forward. To date, staff have updated the Council Spending and Amenities Policy effective 2018-DEC-17. Based on Council's motion of last year, and as the Council Spending and Amenities Policy is set to be reviewed every three years, options for the process going forward could include:

1. Establishing an independent task force (draft terms of reference attached)
2. Retaining a qualified consultant to conduct a review of the policy
3. Directing Staff to conduct the review

Council may also consider interim updates to the policy regarding attendance at conferences or other non-compensation matters that could be referred to Staff (as was done in 2018-DEC-17). Establishment of the task force is recommended to occur in mid to late 2020, or 2021, as previously recommended.

OPTIONS

1. That Council:

    1. approve the draft terms of reference to establish an independent task force commencing in 2020 to undertake the review of the Council Spending and Amenities Policy with a focus on Council Remuneration; and,
    2. approve a Selection Committee comprising of the CAO, Director of Human Resources and Director of Legislative Services to review applicants and to select members of the Task Force, in accordance with the selection criteria contained in the Terms of reference.

        - The advantages of this option: an independent task force is a common practice in other municipalities and provides an impartial and objective review of the policy in order to help provide recommendations. Staff

could still undertake reviews or make changes upon direction from Council, to non-compensation related matters related to the policy.

- The disadvantages of this option: The Task Force may make recommendations that could be challenging to some members of the public.
- Financial Implications: Staff resources spent preparing for and attending the task force meetings would have minor financial implications.

2. That Council retain a qualified consultant to conduct a review of the Council Spending and Amenities Policy, with a focus on Council Remuneration.

   - The advantages of this option: A consultant would provide an impartial and independent review of the Council Spending and Amenities Policy and provide a report with recommendations on changes set out in the mandate provided to them. Staff could still undertake reviews or make changes upon direction from Council, to non-compensation related matters related to the policy.
   - The disadvantages of this option: A consultant review may lack the engagement or inclusion of the public perspective that a task force would capture.
   - Financial Implications: There would be a cost associated with a consultant undertaking the review of the Council Spending and Amenities Policy. Staff would come back to Council with the costs after an RFP, or a review for direct award for services was conducted and costs were known.

3. That Council direct Staff to undertake the review of the Council Spending and Amenities Policy with a focus on Council Remuneration.

   - The advantages of this option: Staff are familiar with the Council Spending and Amenities policy and the amendment process. The time to undertake the review could be expedited using this method, with other work diverted.
   - The disadvantages of this option: Staff dealing with matters of Council remuneration is difficult, and not considered a best practice. Engagement and inclusion of the public would be difficult using this model. Staff time spent undertaking this review is time away from other files and work must be redistributed to others.
   - Financial Implications: Costs would be minimal; however extra work on other staff may have financial implications.

SUMMARY POINTS

- Council made a motion on 2018-DEC-17 with respect to Council Remuneration.
- Staff have brought forward an update on the progress made regarding this direction from Council.
- Staff are seeking clarification and direction regarding the process going forward and recommending council approve the draft terms of reference to undertake an independent task force.

ATTACHMENTS:

ATTACHMENT A – Council Remuneration Report dated 2018-DEC-17
ATTACHMENT B – Council Spending and Amenities Policy
ATTACHMENT C – DRAFT City of Nanaimo Term of Reference for Council Remuneration Task Force

Submitted by:	**Concurrence by:**
Sheila Gurrie Director, Legislative Services	Jake Rudolph Chief Administrative Officer

CITY OF NANAIMO
THE HARBOUR CITY

Staff Report for Decision

File Number: 0360-01

DATE OF MEETING	DECEMBER 16, 2019
AUTHORED BY	SKY SNELGROVE, STENO COORDINATOR/DEPUTY CORPORATE OFFICER
SUBJECT	**2020 DESIGN ADVISORY PANEL KEY DATE CALENDAR**

OVERVIEW

Purpose of Report

To request Council approve the 2020 Design Advisory Panel key date calendar as presented.

Recommendation

That Council approve the 2020 Design Advisory Panel key date calendar as presented.

BACKGROUND

The Design Advisory Panel serves as an advisory body to Council responsible for reviewing form and character development permit applications and to provide recommendations to Staff in its negotiations with applicants. The objectives of the Panel are to:

- review development proposals in relation to design guidelines and provide recommendations based on same;
- assist Staff in establishing guidelines to ensure that the form and character of future development is of a high quality which meets the needs of the community;
- encourage a high standard of project design and construction through educational programs; and
- recommend to Council, through an awards program, projects which have demonstrated innovation and high standards in urban and landscape designs.

Prior to December 31st of each year, a key date calendar for the upcoming year is prepared and presented to Council for approval. The Design Advisory Panel Mandate and Objectives set out the schedule for Design Advisory Panel Meetings. Meetings are to be held on the second and fourth Thursday of the month, 5:00 p.m. – 7:00 p.m. in the Boardroom, Service and Resource Centre.

DISCUSSION

Council is requested to approve the 2020 calendar. The calendar has been developed using the parameters in the Mandate and Objectives. If special meetings need to be added, or scheduled meetings cancelled, the calendar will be updated as necessary.

OPTIONS

1. That Council approve the 2020 Design Advisory Panel key date calendar as presented.
   - The advantages of this option: The draft calendar aligns with the schedule in the approved mandate and objectives.
   - The disadvantages of this option: Council may wish to determine a different meeting day.
   - Financial Implications: None expected at this time.

2. That Council direct changes be made to the 2020 Design Advisory Panel key date calendar.
   - The advantages of this option: Council could provide input into the meeting schedule.
   - The disadvantages of this option: The changes would not align with the approved mandate and objectives.
   - Financial Implications: None expected at this time.

SUMMARY POINTS

- Council is requested to approve the 2020 Design Advisory Panel key date calendar.
- Meetings will be held on the 2nd and 4th Thursdays of the month from 5:00 p.m. to 7:00 p.m.

ATTACHMENTS:

Attachment A: Draft 2020 DAP Key date calendar
Attachment B: Design Advisory Panel Mandate and Objectives

Submitted by:

Sheila Gurrie,
Director, Legislative Services

Concurrence by:

Lainya Rowett,
Manager, Current Planning

ATTACHMENT A

DESIGN ADVISORY PANEL
KEY DATE CALENDAR – 2020

Meetings are held in the boardroom on the first floor of the Service and Resource Centre Building at: 411 Dunsmuir Street unless otherwise stated.

Committee	Start Time	Day of the Month
Design Advisory Panel	5:00 p.m.	2nd and 4th Thursday

January 1 ..... New Year's Day
January 9 ..... Design Advisory Panel
January 23 ..... Design Advisory Panel

February 13 ..... Design Advisory Panel
February 17 ..... Family Day
February 27 ..... Design Advisory Panel

March 12 ..... Design Advisory Panel
March 26 ..... Design Advisory Panel

April 9 ..... Design Advisory Panel
April 10 ..... Good Friday
April 13 ..... Easter Monday
April 23 ..... Design Advisory Panel

May 14 ..... Design Advisory Panel
May 18 ..... Victoria Day
May 28 ..... Design Advisory Panel

June 11 ..... Design Advisory Panel
June 25 ..... Design Advisory Panel

July 1 ..... Canada Day
July 9 ..... Design Advisory Panel
July 23 ..... Design Advisory Panel

August 3 ..... BC Day
August 13 ..... Design Advisory Panel
August 27 ..... Design Advisory Panel

September 7 ..... Labour Day
September 10 ..... Design Advisory Panel
September 24 ..... Design Advisory Panel

October 8 ..... Design Advisory Panel
October 12.....Thanksgiving Day
October 22 ..... Design Advisory Panel

November 11.....Remembrance Day Stat
November 12..... Design Advisory Panel
November 26..... Design Advisory Panel

December 10..... Design Advisory Panel
December 25.....Christmas Day
December 26.....Boxing Day

CITY OF NANAIMO
THE HARBOUR CITY

DESIGN ADVISORY PANEL
MANDATE AND OBJECTIVES
(adopted 2015-MAR-02)

Mandate

The Design Advisory Panel serves as an advisory body to Council responsible to review form and character development permit applications and to provide recommendations to staff in its negotiations with applicants.

Objectives

The objective of the Panel is to:

- review development proposals in relation to design guidelines and provide recommendations based on same;
- assist staff in establishing guidelines to ensure that the form and character of future development is of a high quality which meets the needs of the community;
- encourage a high standard of project design and construction through educational programs; and
- recommend to Council, through an awards program, projects which have demonstrated innovation and high standards in urban and landscape designs.

Meetings

The Design Advisory Panel will meet every second and fourth Thursday of the month at 5:00 p.m., or on an as needed basis.

In addition to the regularly scheduled meeting, members may be requested to participate with Council and staff on specific task forces or project committees.

Membership

The membership of the Panel will be comprised of:

- One (1) Council Member
- Two (2) architects – recommended by the Architectural Institute of BC
- One (1) landscape architect – recommended by the BC Society of Landscape Architects
- Four (4) members of the general public

One (1) member from the Nanaimo Community Heritage Commission (NCHC) will be invited to attend in a resource capacity as required for downtown projects.

Design Review Process

The development permit review process will be as follows:

- City staff will present background information and a summary of major policy issues applicable to the proposal.
- The applicant or his/her agent will present the proposed development, highlighting:
  - The proposed development's function.
  - The project's adherence to the appropriate design guidelines and the neighbourhood context.
  - The reasons for requested variances, if applicable.
- The Panel will have an opportunity to ask the applicant, his/her agent(s) and staff questions about the design and zoning requirements.
- The Panel will consider the presentations and formulate a recommendation to assist staff in further design discussions with the applicant. The recommendation from the Panel will form part of the staff report to Council.

See also:

- Terms of Reference for Advisory Committees
- Council Procedures Bylaw

CITY OF NANAIMO
THE HARBOUR CITY

Staff Report for Decision

File Number: 0360-01

DATE OF MEETING	DECEMBER 16, 2019
AUTHORED BY	SKY SNELGROVE, STENO COORDINATOR/DEPUTY CORPORATE OFFICER
SUBJECT	**DESIGN ADVISORY PANEL MANDATE AND OBJECTIVES AMENDMENT**

OVERVIEW

Purpose of Report

To obtain Council approval to amend the Design Advisory Panel Mandate and Objectives to include an alternate member of Council.

Recommendation

That Council direct Staff to amend the Design Advisory Panel Mandate and Objectives to include an alternate Council Member.

BACKGROUND

The membership of the Design Advisory Panel is comprised of

- One Council Member
- Two architects – recommended by the Architectural Institute of BC
- One landscape architect – recommended by the BC Society of Landscape Architects
- Four members of the general public

The chair is selected annually from amongst the members.

DISCUSSION

It is recommended that the Mandate and Objectives of the Design Advisory Panel be amended to include an alternate member of Council. Once appointed, this member would attend meetings in the absence of the primary member. The additional member would only be requested to attend meetings when the primary member is absent.

The term of the current Council appointee on the Design Advisory Panel expires 2020-FEB-24. Staff anticipate bringing forward a report to appoint a Council member and alternate in February 2020. The term for each member of Council will be for one year.

OPTIONS

1. That Council direct Staff to amend the Design Advisory Panel Mandate and Objectives to include an alternate Council Member.

   - The advantages of this option: Amending the mandate and objectives to include an additional member provides coverage when the primary member is unavailable.
   - The disadvantages of this option: Council may wish to provide alternative direction not previously considered.
   - Financial Implications: There is no additional remuneration associated with Council appointments to the Design Advisory Panel.

2. That Council deny amending the Design Advisory Panel Mandate and Objectives to include an alternate Council member.

   - The advantages of this option: Council could provide alternative direction.
   - The disadvantages of this option: Coverage would not be provided if the primary member is unable to attend meetings.
   - Financial Implications: There are no financial implications.

SUMMARY POINTS

- It is recommended that the Mandate and Objectives of the Design Advisory Panel be amended to include an alternate member of Council.
- The additional member would only be requested to attend meetings when the primary member is absent.
- Staff will be bringing forward a report in February 2020 to appoint a new Council member and an alternate Council member.

ATTACHMENTS:

Attachment A: Design Advisory Panel current Mandate and Objectives

Submitted by:

Sheila Gurrie
Director, Legislative Services

Concurrence by:

Lainya Rowett
Manager, Current Planning

CITY OF NANAIMO
THE HARBOUR CITY

DESIGN ADVISORY PANEL
MANDATE AND OBJECTIVES
(adopted 2015-MAR-02)

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- The Panel will consider the presentations and formulate a recommendation to assist staff in further design discussions with the applicant. The recommendation from the Panel will form part of the staff report to Council.

See also:

- Terms of Reference for Advisory Committees
- Council Procedures Bylaw

CITY OF NANAIMO
THE HARBOUR CITY

Information Report

File Number: 5460.06.33

DATE OF MEETING DECEMBER 16, 2019

AUTHORED BY JAMIE ROSE, MANAGER, TRANSPORTATION

SUBJECT **DEPARTURE BAY ROAD SEASONAL TRAFFIC CALMING PILOT PROJECT UPDATE**

OVERVIEW

Purpose of Report:

This report provides information to Council with the results of the temporary installation of the 40 km/h speed zone on Departure Bay Road adjacent to Departure Bay beach.

BACKGROUND

Departure Bay is one of Nanaimo's premier summer destinations. The beach and Centennial Park are huge draws for residents and visitors, which creates a significant seasonal increase in pedestrian activity. In an effort to address speeding concerns raised by residents, staff, in consultation with the RCMP and ICBC undertook a pilot project to reduce the speed limit on Departure Bay Road from 50 km/h to 40 km/h for the summer. The change went into effect in May and was to be removed in October.

DISCUSSION

During the pilot project, staff received feedback that the change was good, but not good enough. This was corroborated by traffic data, which indicated a 1 kph or 3kph reduction in majority vehicle speeds, depending on the direction of travel. See the below table for summary of data.

Date of Count	Posted Speed Limit	Directional Volume - Average Weekday Daily Traffic		Directional Speed – 85th Percentile	
		Northbound	Southbound	Northbound	Southbound
October 2015	50 km/h	5242 vpd	6005 vpd	59 km/h	56 km/h
September 2019	40 km/h	6457 vpd	7950 vpd	56 km/h	55 km/h
Change		6% per year increase	8% per year increase	3 km/h decrease – still exceeds 40 km/h posted	1 km/h decrease – still exceeds 40 km/h posted

CONCLUSION

The outcome of this project is consistent with changes limited to traffic signage. In order to see meaningful changes in driver behaviour, it is necessary to introduce physical traffic calming features, such as horizontal or vertical deflections, whatever is most appropriate to the class of road.

Moving forward, the pre-pilot project signage will be reinstated before year end and staff will begin the planning process for a more effective seasonal traffic calming plan on Departure Bay Road for the summer of 2020.

SUMMARY POINTS

- The pilot project to reduce the speed limit during the summer, had little impact on travel speeds and more engineering is required to have substantial impact.
- The original speed limit will be reinstated before year end.
- Staff will begin planning a seasonal traffic calming plan for implementation in the summer of 2020.

Submitted by:

Jamie Rose
Manager, Transportation

Concurrence by:

Poul Rosen
Director, Engineering

CITY OF NANAIMO
THE HARBOUR CITY

Information Report

DATE OF MEETING DECEMBER 16, 2019

AUTHORED BY CHRIS BARFOOT, CULTURE & HERITAGE COORDINATOR

SUBJECT **2020/2021 STREET BANNER DESIGN COMPETITION – THEMING**

OVERVIEW

Purpose of Report:
To provide Council an update on the request to theme the 2020/2021 Street Banner Design Competition with the Rotary Club of Nanaimo's colour scheme and six key areas of focus.

BACKGROUND

Each year, the City of Nanaimo invites all amateur and professional artists to submit designs to the Street Banner Design Competition through a "Call for Proposals" issued by the City's Purchasing Department. Everyone is welcome to participate. Ultimately, one design is selected and printed on hundreds of banners before being installed on major streets and corridors throughout Nanaimo. Banners are on display for two years.

DISCUSSION

The City of Nanaimo will soon be issuing a "Call for Proposals" for street banner designs from artists for 2020/2021. Each year, the "Call for Proposals" includes a broad-based theme with intention to beautify and brighten our streets and has the artistic ability to share Nanaimo's story and unique history.

On 2019-OCT-07, Staff received a letter from the Rotary Club of Nanaimo requesting that the City consider theming the next call for banners with the theme "Celebrating 100 Years of Rotary". This is the second year that a request from a local group wishing to celebrate a significant milestone in the community has been incorporated into the banner theme; the first to accommodate the Horticultural Society in 2016 in which the theme was "Culture in Horticulture".

On 2019-NOV-08, Staff met with members of the Rotary Club of Nanaimo to discuss options for theming. Due to the nature of street banners and their two-year display term, Staff recommend that the theme not be limited to a single year and that words and logos be avoided. It was determined that utilizing the Club's "colour scheme" (Azure, Royal Blue and Gold) and "six areas of focus" (as listed below) is an appropriate option.

The work of the Rotary Club of Nanaimo begins in the community, and every community has its own unique needs and concerns. The Club has focused its efforts in six key areas to maximize impact. The focus areas encompass some of the world's most critical and widespread humanitarian needs and can be used as guiding design themes:

1. Peace and conflict prevention/resolution
2. Disease prevention and treatment
3. Water and sanitation
4. Maternal and child health
5. Basic education and literacy
6. Economic and community development

CONCLUSION

Incorporating the Rotary Club of Nanaimo's "six areas of focus" and "colour scheme" into the City's 2020/2021 Street Banner Design Competition is an effective way to capture the Rotary Club of Nanaimo's "100 Years of Rotary" while remaining subtle and working with the overall banner design guidelines.

SUMMARY POINTS

- On 2019-OCT-07, Staff received a letter from the Rotary Club of Nanaimo that requested the City consider theming the next call for banners with the theme "Celebrating 100 Years of Rotary".
- The use of logos on street banners is not recommended.
- Theming for the City's 2020/2021 Street Banner Design Competition will consist of the use of the Rotary Club of Nanaimo's "colour scheme" and "six areas of focus".

ATTACHMENTS

ATTACHMENT A – Letter dated 2019-OCT-03 from Rotary Club of Nanaimo
ATTACHMENT B – Rotary Club of Nanaimo – Six Areas of Focus
ATTACHMENT C – Rotary Club of Nanaimo – Identity at-a-Glance

Submitted by:

Elizabeth Williams
A/Director, Recreation & Culture

Concurrence by:

Richard Harding
General Manager of Parks, Recreation & Culture

ATTACHMENT A

City of Nanaimo
455 Wallace Street
Nanaimo, BC
V9R 5J6
Attn: Mayor Leonard Krog

RECEIVED
OCT 07 2019
CITY OF NANAIMO
CULTURE & HERITAGE DEPARTMENT

Rotary Club of Nanaimo
P.O. Box 405
Nanaimo, B.C.
V9R 5L3

3 October 2019

Dear Len,

The Rotary Clubs of Nanaimo and Lantzville are celebrating 100 years of Rotary in 2019-2020. These celebrations will peak on the first weekend in May 2020 when we will dedicate the Rotary Peace Garden project in Maffeo Sutton Park and host a Gala Dinner in the Conference Center

To continue celebrating this major anniversary during the year, we would like to participate in the City street banner programme.

This could include two initiatives. We would like to install a few Rotary specific banners, provided at our own cost, on one key street – perhaps Commercial Street.

For the other initiative we would like the City to include a celebration of Rotary in the design guidelines for the 2020 street banners programme. We shall be pleased to provide image guidelines and well as simplified information on the Rotary areas of focus to City staff for that purpose.

We appreciate the support and encouragement of the City of Nanaimo over the last 100 years, and look forward to a continuing excellent relationship in the next 100.

With best wishes,

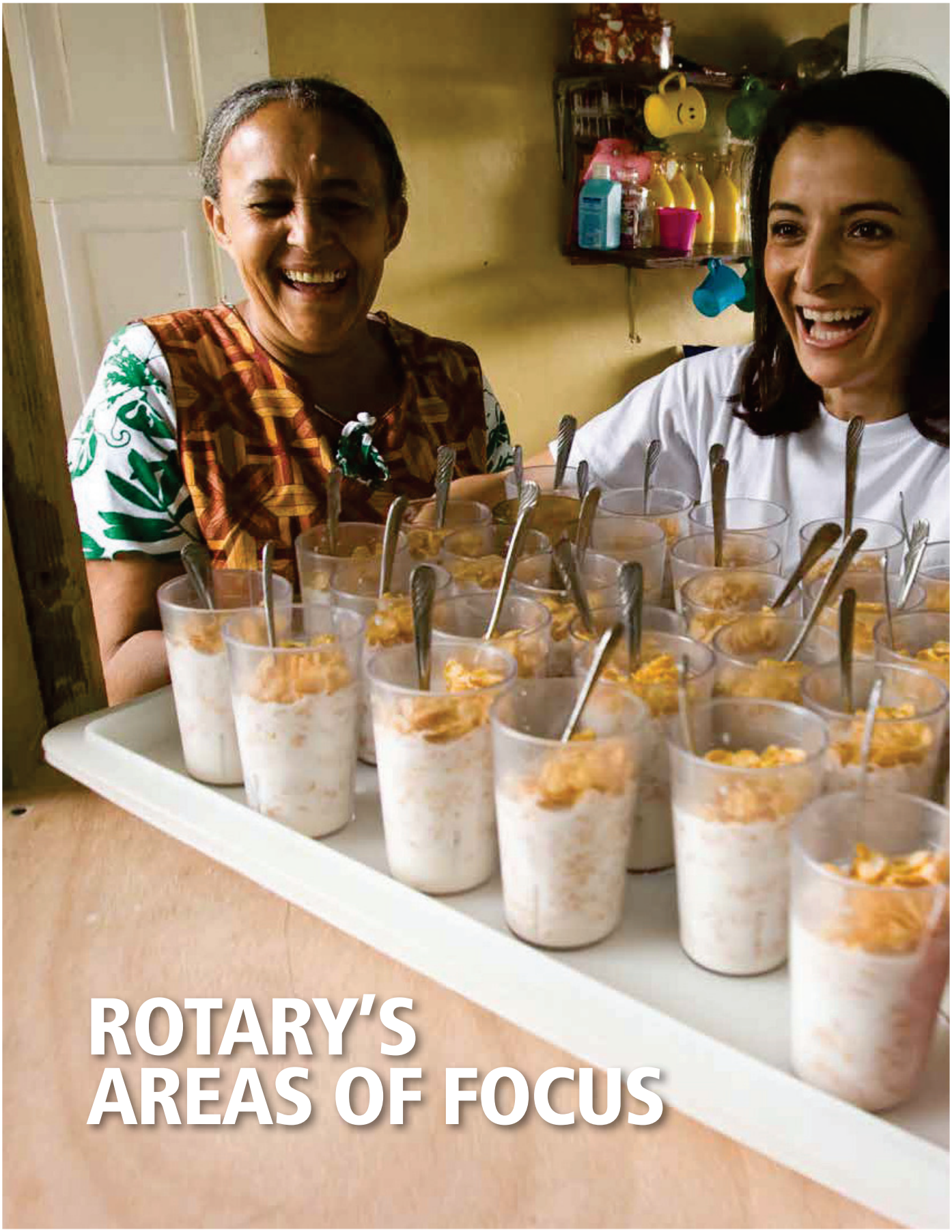
Dave Hammond,

Chair Centennial Committee

Copy: Chris Barfoot
Culture and Heritage Coordinator

ATTACHMENT B

ROTARY'S AREAS OF FOCUS



ROTARY'S AREAS OF FOCUS

The work of Rotary begins in the community, and every community has its own unique needs and concerns. While we serve in countless ways, we've focused our efforts in six key areas to maximize our impact. These areas encompass some of the world's most critical and widespread humanitarian needs, and we have a proven record of success in addressing them:

- Peace and conflict prevention/resolution
- Disease prevention and treatment
- Water and sanitation
- Maternal and child health
- Basic education and literacy
- Economic and community development

Rotary members planning new service projects are encouraged to consider these areas and the many opportunities for innovative projects within them. This publication introduces each area and suggests how Rotary clubs and districts and their service partners can address these needs both locally and internationally.

ROTARY FOUNDATION GLOBAL GRANTS AND THE AREAS OF FOCUS

All Rotary clubs and districts are eligible to apply for global grants from The Rotary Foundation to support sustainable activities with high-impact outcomes in one or more of the six areas of focus. These activities may include humanitarian projects, scholarships, and vocational training teams. Prospective global grant-funded projects should include a plan for monitoring and evaluation using the measures established by the Foundation for each area. Learn about the criteria for global grants in each area by consulting the Areas of Focus Policy Statements at Rotary.org.

ROTARY SHOWCASE

Interested in seeing how other clubs are making an impact in Rotary's areas of focus? Check out Rotary Showcase (www.rotary.org/showcase), a tool that lets you view, share, and publicize Rotary service projects. Find inspiration from other clubs' success stories and add your own project to show the world how your club is making a difference.

RESPONDING TO CONFLICT

20,000 people

are maimed or killed by land mines each year.

TAKE ACTION

Identify triggering or accelerating factors in the conflict and work to mitigate them.

TAKE ACTION

Offer support to marginalized groups that are at risk of violence or persecution.

51 million people

are currently displaced by armed conflict or persecution.

TAKE ACTION

Provide relief to those who have fled areas of conflict.

TAKE ACTION

Help children who have been orphaned, injured, or traumatized by conflict.

TIPS FOR SUCCESS

1. Plan projects to engage all community stakeholders, including women, marginalized populations such as ethnic or religious minorities, and opposing sides in conflicts.
2. Understand and respect the laws and customs of all the communities you serve.

90% of casualties

in armed conflicts are civilians, at least half are children.

300,000 child soldiers

(boys and girls under age 18) are believed to be involved in conflicts around the world.

TIPS FOR SUCCESS

1. Use role-playing and sports to teach children and young adults socially appropriate ways of dealing with conflict.
2. As a component of service projects, train community leaders in strategies to prevent and mediate conflict, such as facilitating community dialogue and initiating alternative dispute resolution.
3. Partner with Rotary Peace Fellows and other conflict-prevention experts and organizations.

TAKE ACTION

Incorporate conflict resolution and mediation strategies into service projects involving local schools, orphanages, workplaces, and community centers.

TAKE ACTION

Recruit candidates for a Rotary Peace Fellowship. Up to 100 peace fellowships are offered annually at Rotary Peace Centers at universities around the world.

TAKE ACTION

Pursue projects that **address the underlying causes of conflict**, including poverty, inequality, ethnic tensions, lack of access to education, and unequal distribution of resources.

TAKE ACTION

Participate in fellowship and service activities with Rotary clubs in other parts of the world to promote understanding and peace.

DISEASE PREVENTION

1 billion people

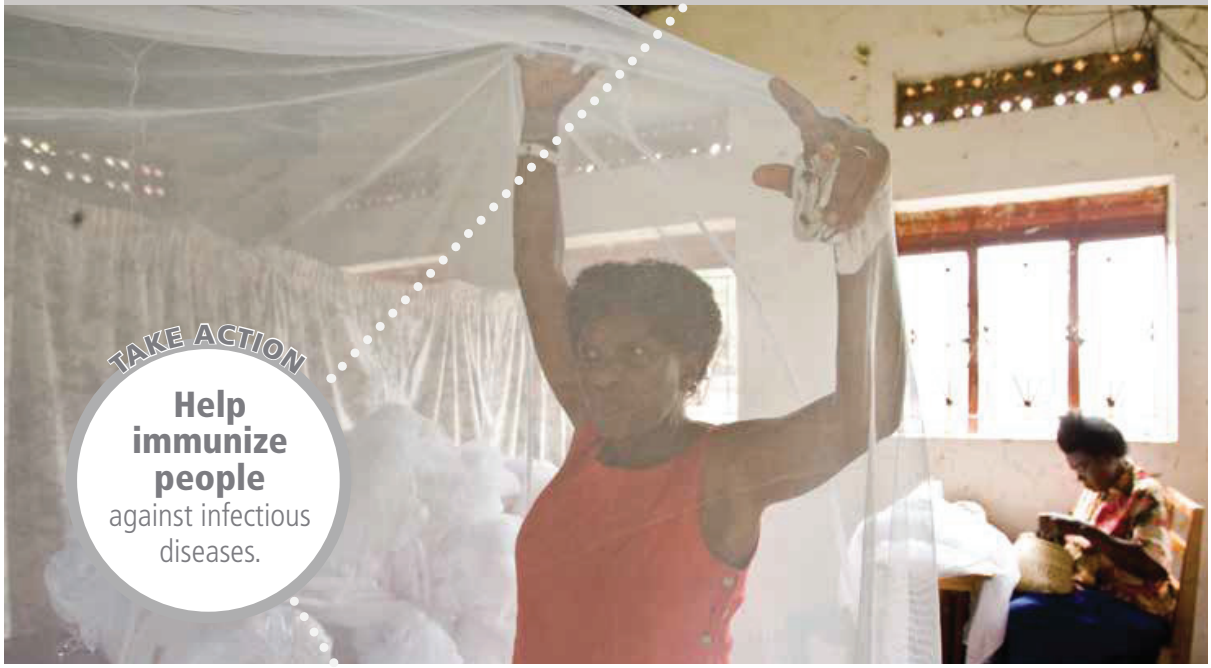
suffer from neglected tropical diseases such as dengue fever and leprosy each year.

TIPS FOR SUCCESS

1. Consult with Rotary members who have medical or public health expertise.
2. Communicate with local and regional hospitals, clinics, universities, and ministries of health to avoid duplicating efforts and to take advantage of local resources.
3. Enlist community workers and health and medical volunteers to perform immunizations.
4. Partner with successful community-based health care organizations to strengthen and expand existing services.

TAKE ACTION

Support health education programs that explain how diseases are spread, and promote ways to reduce the risk of transmission.



TAKE ACTION

Help immunize people against infectious diseases.

2.4 million doctors,

nurses, midwives, and other skilled caregivers are needed worldwide.

57 countries

have fewer than 23 health workers for every 10,000 people.

TIPS FOR SUCCESS

1. Work with local health centers to develop programs that attract health workers with a variety of skills. A shortage in a particular skill area can burden health center staff and limit the care available.
2. Ensure that training facilities are located where the workforce lives and works in order to improve retention rates.

TAKE ACTION

Support continuing education and training for health workers through scholarships, stipends, and public recognition.

100 million people

are pushed into poverty each year by medical costs.

1 in 6 people

worldwide cannot pay for health care.

TAKE ACTION

Improve and expand access to low-cost and free health care in underserved areas.

SANITATION AND HYGIENE

2.5 billion people
lack access to improved sanitation.

TIPS FOR SUCCESS

1. Avoid prescribing a solution for a community. Instead, work with the community to determine what is most appropriate.
2. Remember sanitation and hygiene: Very few people die from thirst; millions die from preventable waterborne diseases.

TAKE ACTION

Improve sanitation facilities by providing toilets and latrines that flush into a sewer or safe enclosure.

1,400 children
die each day from diseases caused by lack of sanitation and unsafe water.

TAKE ACTION

Promote good hygiene habits through education. Proper hand washing with soap and water can reduce diarrhea cases by up to 35 percent.

IMPROVE WATER QUALITY AND ACCESS TO WATER

TAKE ACTION

Build wells to extract groundwater from underground aquifers.

TIPS FOR SUCCESS

1. Work with the community to establish a water committee and a fee system to allow for ongoing operation and maintenance of the water system.
2. Before digging or drilling a new well, plan carefully to ensure that the water will be safe and the well is environmentally sustainable.
3. Utilize government-approved technology and equipment so that spare parts and repair work will be readily available.

TAKE ACTION

Implement rainwater harvesting systems to collect and store rainwater for drinking or recharging underground aquifers.

6 hours

per day is what women in some rural parts of Africa spend collecting water from a remote source.

TAKE ACTION

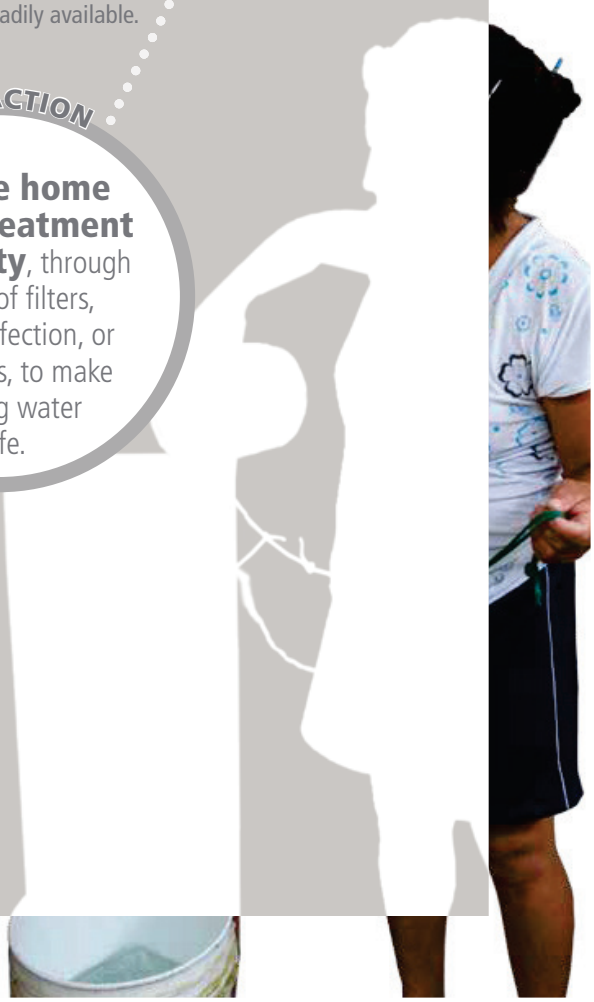
Provide home water treatment capability, through the use of filters, solar disinfection, or flocculants, to make drinking water safe.

TAKE ACTION

Promote low-cost solutions, such as chlorine tablets or plastic bottles that can be exposed to sunlight, to improve water quality.

748 million people

don't have clean drinking water.



CHILD HEALTH CARE

TAKE ACTION

Develop or support programs that **provide immunizations and antibiotics**. Measles, malaria, pneumonia, AIDS, and diarrheal diseases are the leading causes of death in children under five.

6.3 million children

under the age of five die each year from diseases, malnutrition, poor health care, and inadequate sanitation.

TAKE ACTION

Promote good nutrition, including encouraging breastfeeding for most infants.

TAKE ACTION

Prevent mother-to-infant HIV transmission by encouraging the use of antiretroviral drugs and formula feeding.

TAKE ACTION

Include water, sanitation, and hygiene efforts to maximize child nutrition. Diarrheal diseases caused by contaminated water exacerbate malnutrition in children.

REPRODUCTIVE HEALTH

222 million women

who would prefer to delay or avoid childbearing lack access to safe and effective contraception.

TAKE ACTION

Provide information about — and access to — contraceptives. Just filling the unmet need for contraception could reduce the number of maternal deaths by nearly one-third.

TIP FOR SUCCESS

Take time to understand prospective beneficiaries' beliefs surrounding contraception and foster an environment of open, nonjudgmental communication to build good working relationships in the community.

ANTENATAL CARE AND CHILDBIRTH

TAKE ACTION

Provide birthing kits to health professionals.

Women in sub-Saharan Africa face a

1 in 39 lifetime risk

of dying of pregnancy- or childbirth-related complications.

80% of maternal deaths

could be prevented with access to reproductive health services and trained health care workers.

TAKE ACTION

Support accredited training programs for health professionals.

TIPS FOR SUCCESS

1. Ensure sustainability by empowering the local community to take ownership of health training programs.
2. Consult Rotary members who are trained in maternal and newborn health care, such as midwives, obstetricians, and gynecologists.
3. Partner with local organizations that have expertise in maternal and child health.

TEACHER TRAINING

1.7 million additional teachers

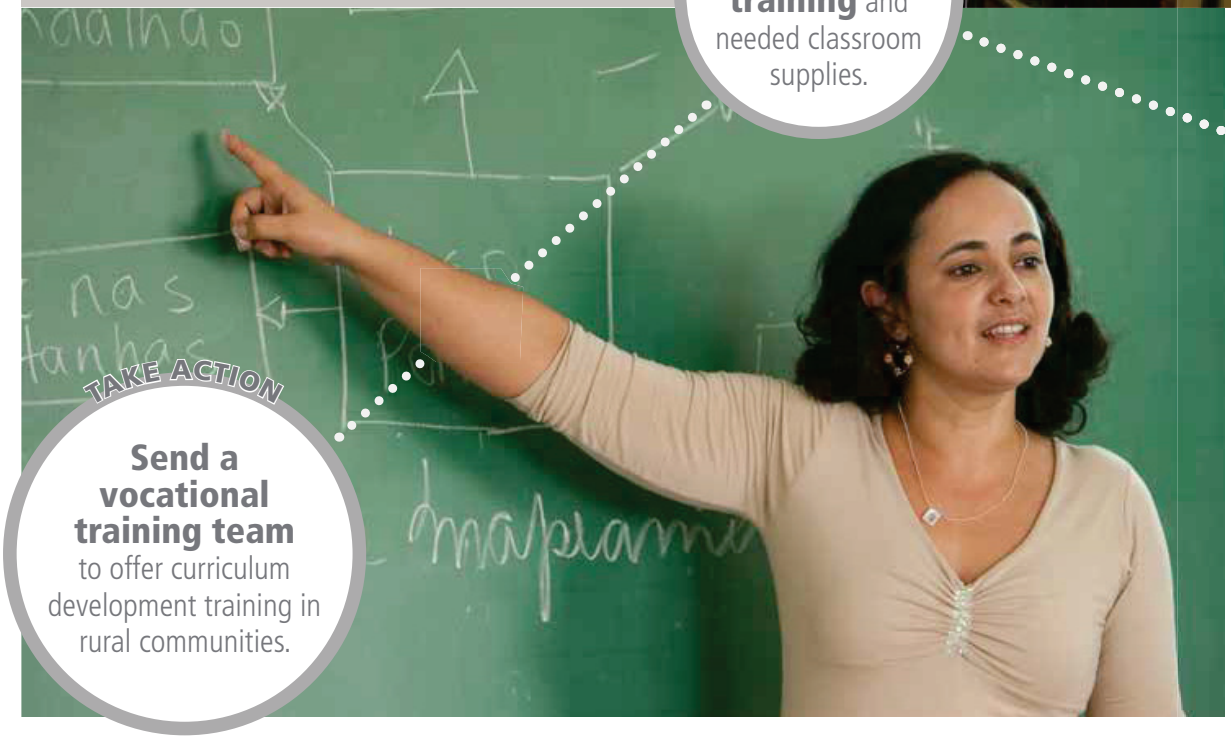
are needed worldwide to meet the goal of universal primary education.

TIPS FOR SUCCESS

1. Develop long-term relationships with teachers to ensure that they have access to the latest training and materials.
2. Consult with education officials to design teacher training programs and curriculums.

TAKE ACTION

Provide teacher training and needed classroom supplies.



TAKE ACTION

Send a vocational training team to offer curriculum development training in rural communities.

TAKE ACTION

Volunteer in a classroom or after-school program.

57 million children

worldwide are not in school.

TAKE ACTION

Support concentrated language encounter (CLE) literacy programs. These low-cost text- or activity-based immersion programs can be effective with adults as well as children.

TAKE ACTION

Develop an **adult literacy program**.

781 million people

over the age of 15 — 60 percent of them women — are illiterate.

TAKE ACTION

Serve as a mentor to students in your community.

TAKE ACTION

Promote student enrollment and prevent health-related absences by sponsoring school meal programs and providing safe drinking water and sanitation facilities.

TIPS FOR SUCCESS

1. Remove barriers to girls' education caused by cultural attitudes, safety concerns, and the need for girls to contribute to the household economy. Gender equality is vital to sustainable community development.
2. Involve students, parents, teachers, and administrators to gain support for your endeavors.
3. Partner with local organizations that can offer advice and resources to help you organize a CLE program.

INCOME GENERATION AND SAVINGS

190 million people

are funding their business endeavors through microfinance.

TAKE ACTION

Partner with a local microlender to improve access to financial services and provide financial infrastructure in the community.

TAKE ACTION

Develop mobile banking resources in partnership with a microlender. Cell phones, which can be used to make deposits and transfer funds, can increase access to banking systems in developing communities.

TIPS FOR SUCCESS

1. When supporting service projects in a developing community, purchase goods and supplies locally to stimulate the economy and avoid unnecessary shipping fees.
2. Establish a Rotary Community Corps (RCC) and empower members to take action. RCC members are in a unique position to identify barriers to the community's economic progress and develop sustainable solutions.

JOB CREATION AND ENTREPRENEURSHIP

1.4 billion people

— nearly half of them employed — live on less than $1.25 a day.

TAKE ACTION

Expand vocational training opportunities, including job placement programming, at local nonprofit organizations.

TAKE ACTION

Send a vocational training team to teach business leaders in developing communities how to create a business plan and maintain accurate financial accounting.

TIP FOR SUCCESS

Support entrepreneurs and small businesses in developing communities. The success of local business leaders can multiply employment opportunities in the community.

TAKE ACTION

Partner with a cooperative that provides training, joint economic ventures, and ownership of assets to its members through a democratic structure.

TAKE ACTION

Provide equipment or supplies to a cooperative to increase production and sales in the local market.

ADDITIONAL RESOURCES

Consult the Lifecycle of a Project resources at Rotary.org for information about conducting a service project, including community assessments, collaborating with others, sustainability strategies, and evaluation methods.

Rotary

Rotary International
One Rotary Center
1560 Sherman Avenue
Evanston, IL 60201-3698 USA

www.rotary.org

965-EN—(515)

ATTACHMENT C

IDENTITY AT A GLANCE

Overview

Our identity at a glance contains the basic elements in our visual system: our logos, color palette, typography, iconography, and information graphic styles, along with photography style and suggested subject matter and merchandise ideas. Each element is designed to work in harmony with the others, while providing flexibility within a framework. When combined, they clearly convey our active leadership, our persevering spirit, and our compassion. Please use this condensed guide in conjunction with the full guidelines available at www.rotary.org.

What logo format do I use for:

Print	.eps	spot or cmyk
Embroidery	.eps	spot or cmyk
Silkscreen	.eps	spot or cmyk
Word Doc (Print)	.png	rgb
PowerPoint	.png	rgb
Digital: Web/Email Tablet/Mobile	.png	rgb

Logos

Masterbrand Signature

RotaryMBS-R_PMS-C.eps

Mark of Excellence

RotaryMOE-R_PMS-C.eps

RotaryMBS-R_Rev-Gold-PMS-C.eps

RotaryMOE-R_Rev.eps

RotaryMBS-R_Rev.eps

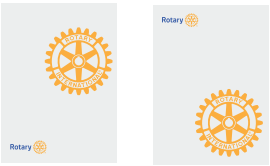
RotaryMBS-R_Azure-PMS-C.eps

RotaryMOE-R_Azure-PMS-C.eps

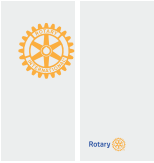
RotaryMBS-R_Black.eps

RotaryMOE-R_Black.eps

Single Page Logo Usage Example



Multipage Example (front/back)



Signature System for Clubs, Districts, Zones, and Projects

Rotary
Club [of/at] [Location]

Rotary
District 1239

Rotary
Zone 33

Rotary
Club of Evanston

Day of Service

Typography

Licensed Option —
fonts for purchase

Primary
FRUTIGER BLACK CONDENSED
ALL CAPS FOR HEADLINES
Frutiger for subheads,
secondary nav,
info graphics, and lockups

Secondary
Sentinel for body text, secondary heads, captions, and callouts

Free Option —
when Frutiger and Sentinel are not available or are cost-prohibitive

Primary
OPEN SANS CONDENSED
OPEN SANS
ARIAL NARROW
FOR HEADLINES
Arial for subheads, secondary nav, etc.

Secondary
Georgia for body text, secondary heads, etc.

Imagery

Rotarians Taking Action for Community

Rotarians Uniting and Exchanging Ideas

Metaphorical

Member Pin

Recognized by Rotarians the world over, your Rotary pin remains unchanged as a proud symbol of membership.

Colors

Azure
PMS 2175C
C99 M47 Y0 K0
PMS 2175U
C99 M53 Y0 K0
Hex #0050a2
R0 G93 B170

Royal Blue
PMS 286C
C100 M80 Y9 K2
PMS 286U
C100 M92 Y9 K2
Hex #0c3c7c
R23 G69 B143

Gold
PMS 130C
C0 M41 Y100 K0
PMS 129U
C0 M35 Y100 K0
Hex #f7a81b
R247 G168 B27

547B-EN—(1016)

CITY OF NANAIMO
THE HARBOUR CITY

Staff Report for Decision

DATE OF MEETING DECEMBER 16, 2019

AUTHORED BY CHRIS BARFOOT, CULTURE & HERITAGE COORDINATOR

SUBJECT 2020 TEMPORARY OUTDOOR PUBLIC ART RECOMMENDATIONS

OVERVIEW

Purpose of Report
To obtain Council approval of the 2020 Temporary Outdoor Public Art recommendations.

Recommendation
That Council approve the 2020 Temporary Outdoor Public Art selections totaling $28,000 as recommended by the selection panel:

Artist Name	Artwork Name	Category
Joanne Helm	Joy in the Life and Balance	A ($1,000)
Maggie Wouterloot	History Needs a Rewrite	A ($1,000)
Peter Achurch	Sea Bed	A ($1,000)
Steve Milroy	The Fossil Laughs	A ($1,000)
Bryan Faubert	Out from Out Where: Beyond Liminality	B ($4,000)
Deryk & Samuel Houston	Jardiniere	B ($4,000)
Joel Prevost	Name your dog!	B ($4,000)
Maggie Wouterloot	Our Common Ancestor	B ($4,000)
Marc Walter	Not Out of the Woods	B ($4,000)
Troy Moth	Untitled	B ($4,000)

BACKGROUND

Since 2010, the City of Nanaimo has been involved in a dynamic and evolving temporary public art program that enhances and animates our parks. Each year, outdoor artwork is installed on a temporary basis for the enjoyment of residents and visitors. The parks essentially become outdoor art galleries, showcasing artworks for a limited period of time.

Temporary public art displays are a common method for municipalities to animate outdoor spaces and parks. Viewing the changing art pieces provides people with a reason to attend the parks and “check out” new pieces of art. Because the art pieces are not permanent, they can also be conservative or controversial, yet advance public art programs at low cost to the municipality.

In September 2019, the City of Nanaimo issued “CALL FOR ARTISTS FOR TEMPORARY OUTDOOR ART NO. 2474”, requesting artist proposals for the 2020 Temporary Outdoor Public Art program. Prior to the deadline of 2019-OCT-21, a total of 36 proposals were received from 22 artists/teams from across North America.

A new selection panel is convened each year. For 2020, the selection panel consisted of eight members, with representation from both the design/artistic community and City Staff, as is described in the Nanaimo's *Community Plan for Public Art.* The selection panel evaluated each submission based on the following criteria:

1. Quality of the proposal
2. Suitability and durability of the proposed work (i.e., ability to withstand a year of external installation)
3. Ability of the proposal to meet public safety and vandalism consideration
4. Addition of cultural vitality to the public space

The artworks recommended for approval are detailed in Attachment A.

OPTIONS

1. That Council approve the 2020 Temporary Outdoor Public Art selections totaling $28,000 as recommended by the selection panel:

Artist Name	Artwork Name	Category
Joanne Helm	Joy in the Life and Balance	A ($1,000)
Maggie Wouterloot	History Needs a Rewrite	A ($1,000)
Peter Achurch	Sea Bed	A ($1,000)
Steve Milroy	The Fossil Laughs	A ($1,000)
Bryan Faubert	Out from Out Where: Beyond Liminality	B ($4,000)
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Joel Prevost	Name your dog!	B ($4,000)
Maggie Wouterloot	Our Common Ancestor	B ($4,000)
Marc Walter	Not Out of the Woods	B ($4,000)
Troy Moth	Untitled	B ($4,000)

- The advantages of this option: Proposed expenditure for the 2020 Temporary Public Art Program is provided by the 2020 budget for Public Art. A total of $28,000 of the available $30,000 is being recommended for approval, with the remaining $2,000 to be set aside for install and maintenance costs. The Temporary Public Art Program implements the goals of the *2014-2020 Cultural Plan for a Creative Nanaimo*.
- The disadvantages of this option: None.
- Financial Implication: None.

2. That Council provide Staff with alternative direction.

- The advantages of this option: None.
- The disadvantages of this option: None.
- Financial Implication: None.

SUMMARY POINTS

- In September 2019, the City of Nanaimo issued "CALL FOR ARTISTS FOR TEMPORARY OUTDOOR ART NO. 2474", requesting artist proposals for the 2020 Temporary Outdoor Public Art program.
- A total of 36 proposals were received from 22 artists/teams from across North America. A total of 10 proposals are recommended for approval as outlined in the report.
- A total of $28,000 of the available $30,000 is being recommended for approval, with the remaining $2,000 to be set aside for install and maintenance costs.

ATTACHMENTS:

ATTACHMENT A – 2020 Temporary Outdoor Public Art Recommendations

Submitted by:

Elizabeth Williams
A/Director, Recreation & Culture

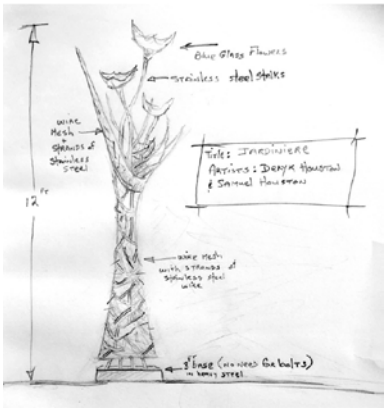
Concurrence by:

Richard Harding
General Manager of Parks, Recreation & Culture

ATTACHMENT A

2020 TEMPORARY OUTDOOR PUBLIC ART RECOMMENDATIONS

OVERVIEW		
1	**Joy in the Life and Balance** by Joanne Helm Category A ($1,000) Install Location: Maffeo Sutton Gallery Row Description: A bronze, life-sized standard wire Daschund on a steel pipe and base	
2	**History Needs a Rewrite** by Maggie Wouterloot Category A ($1,000) Install Location: Maffeo Sutton Gallery Row Description: A resin cast moose skull positioned vertically and mounted on a router-cut aluminum sheeting in the shape of a stylized ruminant (i.e. cattle, sheep). Surface to be etched and painted with metal paint to resemble the work of ancient cave artists	
3	**Sea Bed** by Peter Achurch Category A ($1,000) Install Location: Maffeo Sutton Gallery Row Description: Hand-weaving of found marine rope and cord (gathered over many years from BC beaches) utilizing a steel spring mattress as its armature and hung from a wooden frame	
4	**The Fossil Laughs** by Steve Milroy Category A ($1,000) Install Location: Maffeo Sutton Gallery Row Description: Cast, highly polished metal sculpture displayed heavy-duty pipe stand, viewers can walk 360 degrees around it to watch it transform due to differing perspectives	

5	**Out From Out Where: Beyond Liminality** by Bryan Faubert Category B ($4,000) Install Location: McGregor Park Description: Laser-cut steel archway where viewers can enter to see images cut into the steel where the natural light can shine through and reveal images on the grounds' surface	
6	**Jardiniere** by Deryk & Samuel Houston Category B ($4,000) Install Location: Maffeo Sutton Park Description: Large-scale, light and airy vessel holding blue glass flowers. The focus on this sculpture will be the vessel itself, made from wire mesh	
7	**Name your dog!** by Joel Prevost Category B ($4,000) Install Location: Maffeo Sutton Park Description: Cast in concrete, this large dog welcomes and oversees the public. Dog walkers and children alike will enjoy having a sculpture to interact with	
8	**Our Common Ancestor** by Maggie Wouterloot Category B ($4,000) Install Location: Maffeo Sutton Park Description: Fiberglass sculpture combines elements of the human body and a gilled-fish, representing an artist perspective of evolution	

9	**Not Out of the Woods** by Marc Walter Category B ($4,000) Install Location: Maffeo Sutton Park Description: Two-dimensional whale created using recycled and reclaimed local branches. Creating the endangered whale out of natural materials is a play on the "*Not Out of the Woods*" title	
10	**Untitled** by Troy Moth Category B ($4,000) Install Location: Maffeo Sutton Park Description: Large, wooden with three points of contact meant to spark a familiar feeling and provoke the viewer's imagination	

CITY OF NANAIMO
THE HARBOUR CITY

Staff Report for Decision

DATE OF MEETING December 16, 2019

AUTHORED BY DEAN MOUSSEAU, MANAGER, ENGINEERING & ENVIRONMENT

SUBJECT TREE REMOVAL PERMIT APPLICATION FOR 950 PHOENIX WAY

OVERVIEW

Purpose of Report
For Council to reconsider the Director's decision with respect to a Tree Removal Permit application pursuant to Section 52 of the *Community Charter*.

Recommendation
That Council provide direction with respect to the Director's decision to deny a Tree Removal Permit for 950 Phoenix Way.

BACKGROUND

On 2019-OCT-31, Staff received an Official Community Plan (OCP) amendment application for 950, 1170, 1260, and 1270 Phoenix Way to redesignate the lands from Resort Centre to Industrial to allow for subsequent rezoning and subdivision applications. These properties are currently zoned AR1 and located within Development Permit Area 2 – Environmentally Sensitive Areas.

On 2019-NOV-12, Staff met with Mr. Glenn Brower to discuss a Tree Removal Permit (TRP) application to allow the development of an access road through 900 and 950 Phoenix Way. Mr. Brower was informed that, while a TRP could be accepted for 900 Phoenix Way, a TRP would not be issued for 950 Phoenix Way, as the property is the subject of an OCP amendment application. As of the date of this report, a TRP application has not been received.

DISCUSSION

TRPs are reviewed and issued under the provisions of the "Management and Protection of Trees Bylaw 2013 No. 7126" (the "Tree Bylaw"), which is intended to support the objectives of the City of Nanaimo's Urban Forest Management Strategy.

A TRP for land development is generally issued only after any discretionary approvals such as OCP amendments, rezonings, and development variance permits have been granted, and a detailed Tree Management Plan has been provided to support non-discretionary approvals, such as a building permit or development permit. This approach, as provided for in the Tree Bylaw, is intended to ensure that tree removal for development has been fully vetted based on a review of detailed information provided through progressive development approval processes.

As consistent with Staff's prior interpretation and practice, Mr. Brower has been advised a TRP would not be issued for 950 Phoenix Way while the City is processing an OCP amendment application for the property.

Under the *Community Charter*, Section 52, and the Tree Bylaw, Section 17(4), the applicant may request Council confirm, overturn, or modify the decision of the Director.

OPTIONS

1. That Council confirm the Director's decision to deny a Tree Removal Permit for 950 Phoenix Way until the OCP Amendment, Rezoning, and Development Permit have been approved by Council and detailed design for subdivision works and services has been issued Design Stage Acceptance.

    - Advantages: Consistent with past interpretation and practice. The outcome of the OCP amendment and subsequent discretionary approvals is uncertain, and removal of trees would occur with the impact fully vetted with information provided through progressive development approvals.
    - Disadvantages: None identified
    - Financial Implications: None identified.

2. That Council overturn the Director's decision to deny a Tree Removal Permit for 950 Phoenix Way until the OCP Amendment, Rezoning, and Development Permit have been approved by Council, and detailed design for subdivision works and services has been issued Design Stage Acceptance.

    - Advantages: None identified.
    - Disadvantages: Inconsistent with past interpretation and practice. The outcome of the OCP amendment and subsequent discretionary approvals is uncertain, and removal of trees would occur without the impact fully vetted with information provided through progressive development approvals.
    - Financial Implications: None identified.

3. That Council provide alternative direction.

SUMMARY POINTS

- A TRP for land development is generally issued only after any discretionary approvals have been granted by Council. The impact of tree removal for development is intended to be fully vetted through a progressive development approval processes.
- The Director has determined a TRP will not be issued for 950 Phoenix Way while an OCP amendment application is under review.
- The Director's decision can be reconsidered by Council upon request, as per Section 52 of the *Community Charter* and Section 17(4) of the Tree Bylaw.

ATTACHMENTS:

ATTACHMENT A: Aerial Photo
ATTACHMENT B: Link to "Management and Protection of Trees Bylaw 2013 No. 7126"

Submitted by:

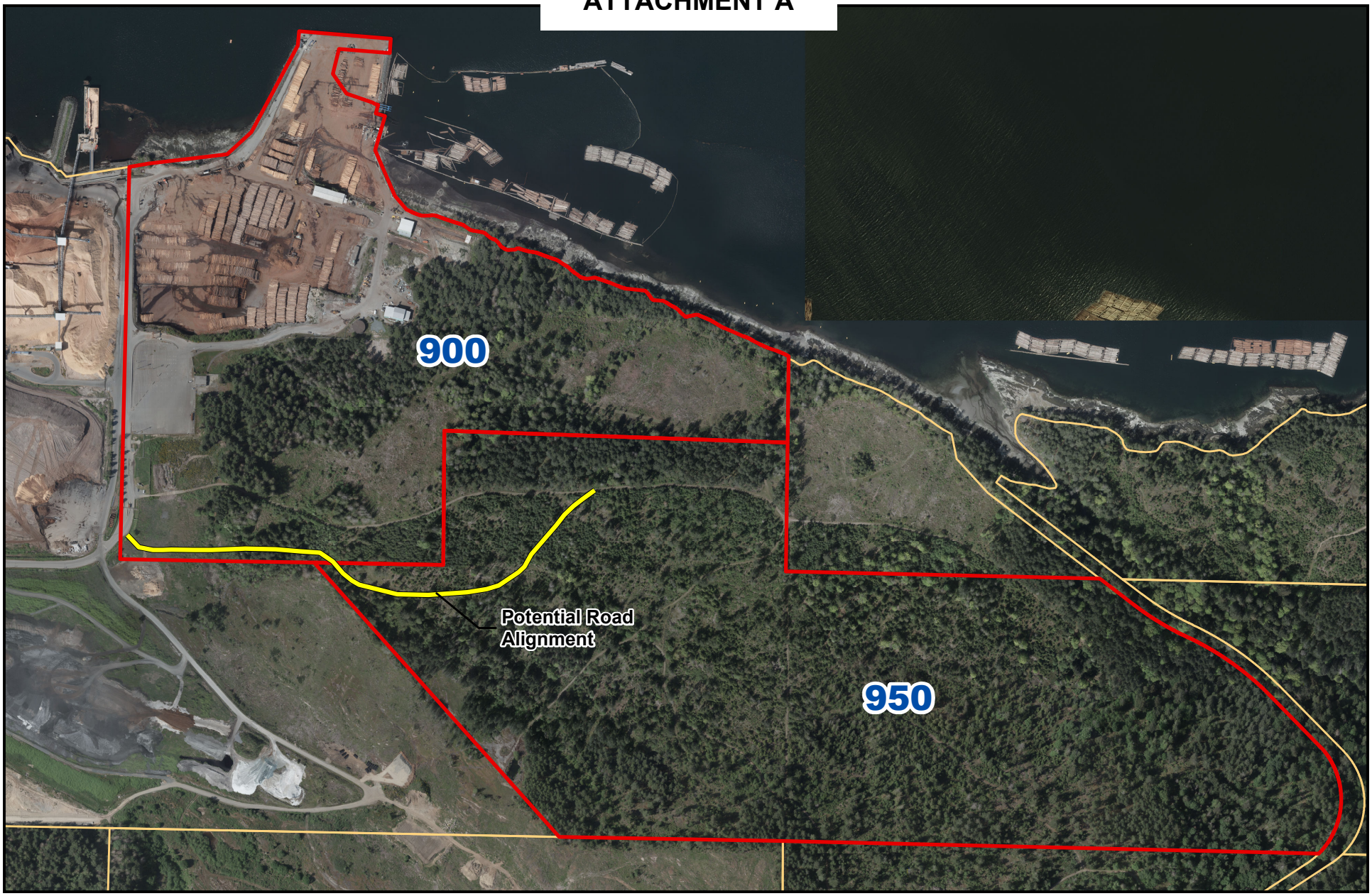
Dean Mousseau
Manager, Engineering & Environment

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A



City of Nanaimo
950 Phoenix Way

Legend

Subject Properties

Potential Road Alignment

CITY OF NANAIMO
THE HARBOUR CITY

N

ATTACHMENT A

Document Path: V:\Source Data\Departmental Data\EngPubWks\GIS\Projects\TEMPLATES\OTHERMAPS\PhoenixWayTreeRemovalPermitRefusal.mxd

ATTACHMENT B

Link to “Management and Protection of Trees Bylaw 2013 No. 7126”:

https://www.nanaimo.ca/docs/services/home-and-property/tree-protection-bylaw-7126.pdf

Delegation Request

Delegation's Information:

Glenn Brower, Oceanview Golf Resort and Spa LTD. has requested an appearance before Council.

City: Nanaimo
Province: BC

Delegation Details:

The requested date is December 16, 2019.

The requested meeting is:
Council

Bringing a presentation: No

Details of the Presentation:

Request for 2 tree removal permits allowing logging over 84 metres x 20 metres width to facilitate construction of access road to 950 Phoenix Way.

Reconsideration of Director's decision of:

1. Limiting clearing width to 10 metres
2. Refusing a permit for a 536 metre section on 950 Phoenix Way

Staff Report for Decision

File Number: DP001136

DATE OF MEETING December 16, 2019

AUTHORED BY CALEB HORN, PLANNER, CURRENT PLANNING

SUBJECT **DEVELOPMENT PERMIT APPLICATION NO. DP1136 – 470 FRANKLYN STREET**

OVERVIEW

Purpose of Report

To present for Council's consideration, a development permit application for a four-storey multi-family building with nine residential units.

Recommendation

That Council issue Development Permit No. DP1136 at 470 Franklyn Street with the following variances to:

- increase the building height from 12.0m to 15.3m; and
- reduce the minimum setback for a garbage enclosure adjacent to a property zoned for residential use from 3m to 0m.

BACKGROUND

A development permit application, DP1136, was received from Raymond deBeeld Architect Ltd., on behalf of Freedom 56 Investments Ltd., in order to permit a multi-family development at 470 Franklyn Street.

Subject Property and Site Context

Zoning	DT2 - Fitzwilliam
Location	The subject property is located on the north side of Franklyn Street between Selby Street and Wesley Street.
Lot Area	419m^2
Official Community Plan (OCP)	Map 1 – Future Land Use Plan – Urban Node Map 3 – Development Permit Area DPA No. 9 – Commercial, Industrial, Institutional, Multiple Family, and Mixed Commercial / Residential Development

The subject property is a small lot in the Old City Neighbourhood currently occupied by an older single residential dwelling. The property owners are exploring opportunities to relocate the existing house to another site. The surrounding neighbourhood is a mix of commercial and residential uses with retail stores to the southwest, the Selby Street Mission to the northwest, a dental clinic to the east, and a parking lot across Franklyn Street to the south.

DISCUSSION

Proposed Development

The applicant is proposing an infill development consisting of a four-storey residential building with under-the-building parking at ground level. Nine residential units are proposed, including six one-bedroom units and three two-bedroom units. A rooftop amenity space, including a patio, gardens, and elevator / stair access is proposed.

The proposed building's gross floor area is 822m^2, and the Floor Area Ratio (FAR) is equal to 1.96, below the maximum permitted FAR of 2.3.

Site Design

The proposed building is sited adjacent to the west property line, taking advantage of the 0m side lot lines in the DT2 zone and providing an adequate drive aisle on the east side of the property. All six required parking spaces will be provided below the building with access at ground level. Pedestrian access will be adjacent to the drive aisle entrance on Franklyn Street and will be demarcated with stamped concrete. A garbage enclosure is proposed at the north end of the drive aisle and the parking area will be gated at night for security.

Building Design

As an infill project, the building design is emphasized vertically with a reduced building footprint on the small lot. The units are oriented towards the east with no openings on the west side of the building. No balconies are provided due to the constrained nature of the lot, but the building maintains a residential character. Large windows and projecting features provide articulation along the east elevation, as well as portions of the north and south elevations. Building materials generally consist of concrete blocks, fiber cement panels, and horizontal wood cladding. The west elevation will include coloured glass fins and metal shadow castings to provide visual interest.

The ground floor of the building will contain a common lobby, a utility room, and bicycle storage. The residential units will be on the upper three floors, with three units per floor. A flat roof allows for a rooftop amenity space including green roof features. The elevator and stair access to the rooftop accentuate the southwest corner of the building.

Landscape Design

Landscaping on the site is limited to within the front yard, on the green roof, and adjacent to the garbage enclosure. The ground-level landscaping will include rows of evergreen shrubs and a tulip tree. The green roof will include different ground cover vegetation with shallow soil.

Design Advisory Panel

The Design Advisory Panel (DAP), at its meeting held on 2019-MAY-23, accepted DP001136 as presented with support for the proposed variances, and provided the following recommendations:

- Consider ways to strengthen the verticality, volume, and massing of the elevator tower.
- Consider ways to simplify the bands and fins of the east elevation.

- Reconsider the reflective nature of the materials proposed for the rooftop patio and/or replace them with plants.
- Consider enhancing the garbage enclosure with landscape screening material.

The applicant has subsequently submitted revised plans to address the DAP recommendations, including the following revisions:

- The verticality of the elevator core has been strengthened by removing a horizontal facia strip and adding coloured glass fins on the south elevation.
- White horizontal bands have been removed and the roofline has been capped with flashing.
- Landscaping added around the garbage enclosure.

Proposed Variances

Maximum Building Height

The maximum building height in the DT2 zone is 12m. The proposed building height is 15.3m; a proposed variance of 3.3m.

The additional height is requested in order to accommodate the elevator and stair access to the rooftop amenity space. The "City of Nanaimo Zoning Bylaw 2011 No. 4500" exempts green roofs and infrastructure needed to access and maintain a green roof from building height calculations, but the proposed rooftop amenity space does not meet the definition of green roof in the bylaw under 'sustainable building technologies'. The mechanical portion of the elevator shaft above the access, however, is exempt from height calculations.

As the proposed development will occupy a constrained narrow lot, the only practical opportunity for outdoor amenity space is on the rooftop. The requested height variance will allow for access to the rooftop and is not anticipated to have a significant impact on views. The subject property is down-slope from much of the Old City Neigbourhood, and the outdoor amenity area is located to maximize views for residents and privacy for up-slope residences. Neighbouring properties are also zoned DT2 and may redevelop in the future to higher densities. The rooftop amenity space with green roof will have the added benefit of reducing the heat island effect, providing additional insulation and improving stormwater management on-site.

Garbage Enclosure Landscape Buffer

The minimum setback for a garbage enclosure adjacent to a property zoned for residential use is 3m, and the applicant is proposing a garbage enclosure setback of 0m; a proposed variance of 3m.

Given the constrained lot size, there is limited space for a garbage enclosure on the subject property that avoids impacting parking supply and the drive aisle. The proposed garbage enclosure will be adequately screened from neighbouring properties and is not anticipated to have a negative impact.

Staff support the proposed variances.

SUMMARY POINTS

- Development Permit Application No. DP1136 is for a four-storey multi-family building with nine residential units at 470 Franklyn Street.
- Variances are requested to increase building height and reduce the setback for a garbage enclosure.
- Staff support the proposed variances.

ATTACHMENTS

ATTACHMENT A: Permit Terms and Conditions
ATTACHMENT B: Location Plan
ATTACHMENT C: Site Plan
ATTACHMENT D: Building Elevations and Details
ATTACHMENT E: Building Renderings
ATTACHMENT F: Landscape Plans
ATTACHMENT G: Aerial Photo

Submitted by:

Lainya Rowett
Manager, Current Planning

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A
PERMIT TERMS AND CONDITIONS

TERMS OF PERMIT

"City of Nanaimo Zoning Bylaw 2011 No. 4500" is varied as follows:

1. *Section 11.7.1 Size of Buildings* – to increase the maximum allowable building height from 12m to 15.3m.

2. *Section 17.3.4 Refuse Receptacles* – to reduce the minimum setback for a dumpster or container from any lot line adjoining a property zoned for residential use from 3m to 0m.

CONDITIONS OF PERMIT

1. The subject property is developed in accordance with the Site Plan prepared Raymond de Beeld Architect Inc., dated 2019-OCT-11, as shown on Attachment C.

2. The development is developed in substantial compliance with the Building Elevations prepared by Raymond de Beeld Architect Inc., dated 2019-OCT-11, as shown on Attachment D.

3. The subject property is developed in substantial compliance with the Landscape Plans prepared by Fred Brooks Landscape Architect, dated 2019-MAR-25 and 2019-SEP-18, as shown on Attachment F.

ATTACHMENT B
LOCATION PLAN

DEVELOPMENT PERMIT NO. DP001136

LOCATION PLAN

N

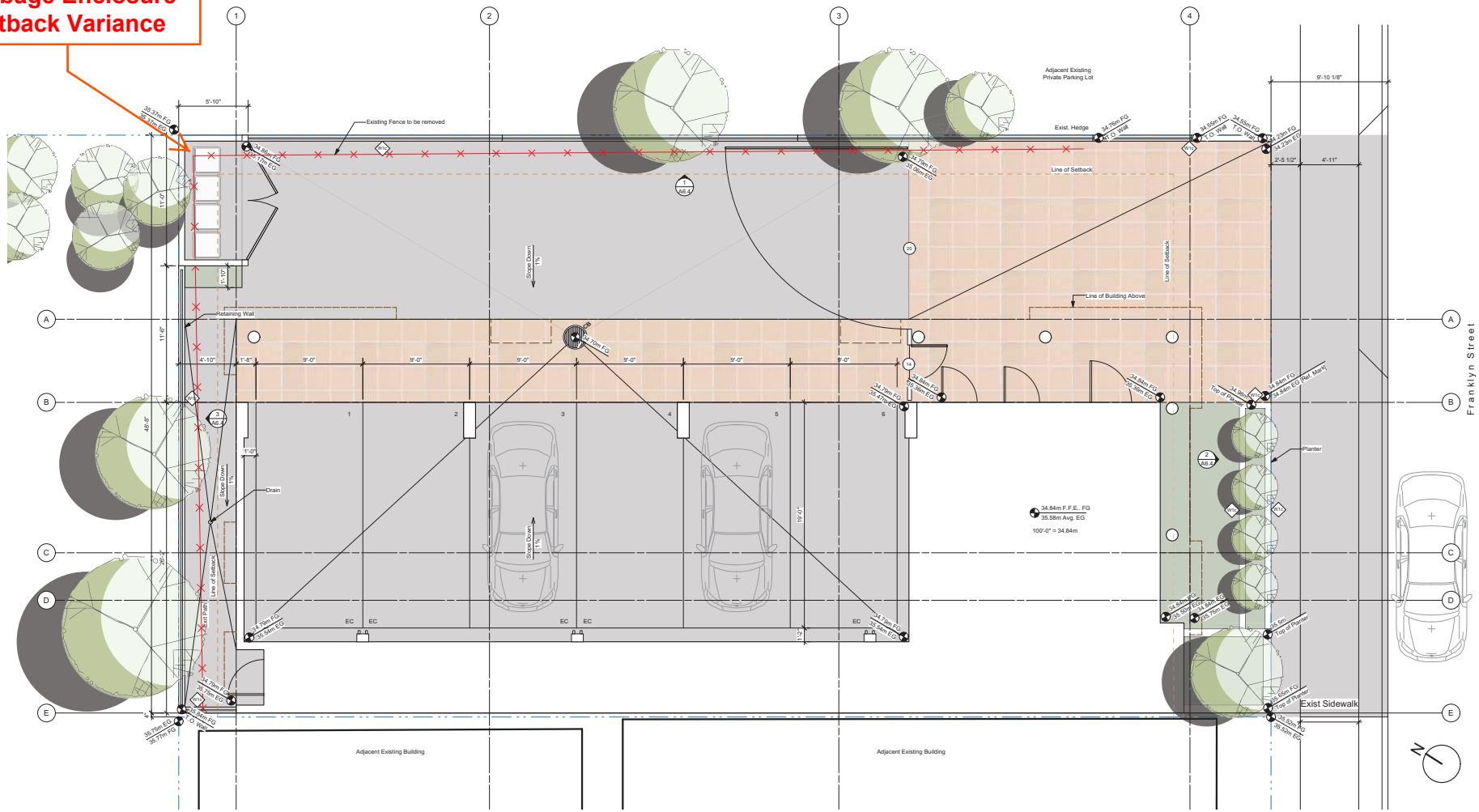
Subject Property

Civic: 470 FRANKLYN STREET
Legal: THE SOUTHERLY 92 FEET OF LOT 3, BLOCK 27 SECTION 1, NANAIMO DISTRICT, PLAN 584 EXCEPT THAT PART IN PLAN 221R

Document Path: V:\Source Data\Departmental Data\EngPubWks\GIS\Projects\TEMPLATES\LOCATION_PLAN\Maps\DP001136_LP.mxd

ATTACHMENT C
SITE PLAN

Proposed Garbage Enclosure Setback Variance



1 SITE PLAN
1/4" = 1'-0"

LEGEND:

- 2x2 Concrete Pavers
- Planters (see landscape)
- Concrete

RAYMOND de BEELD ARCHITECT Inc.

Corris

470 Franklyn Street, Nanaimo

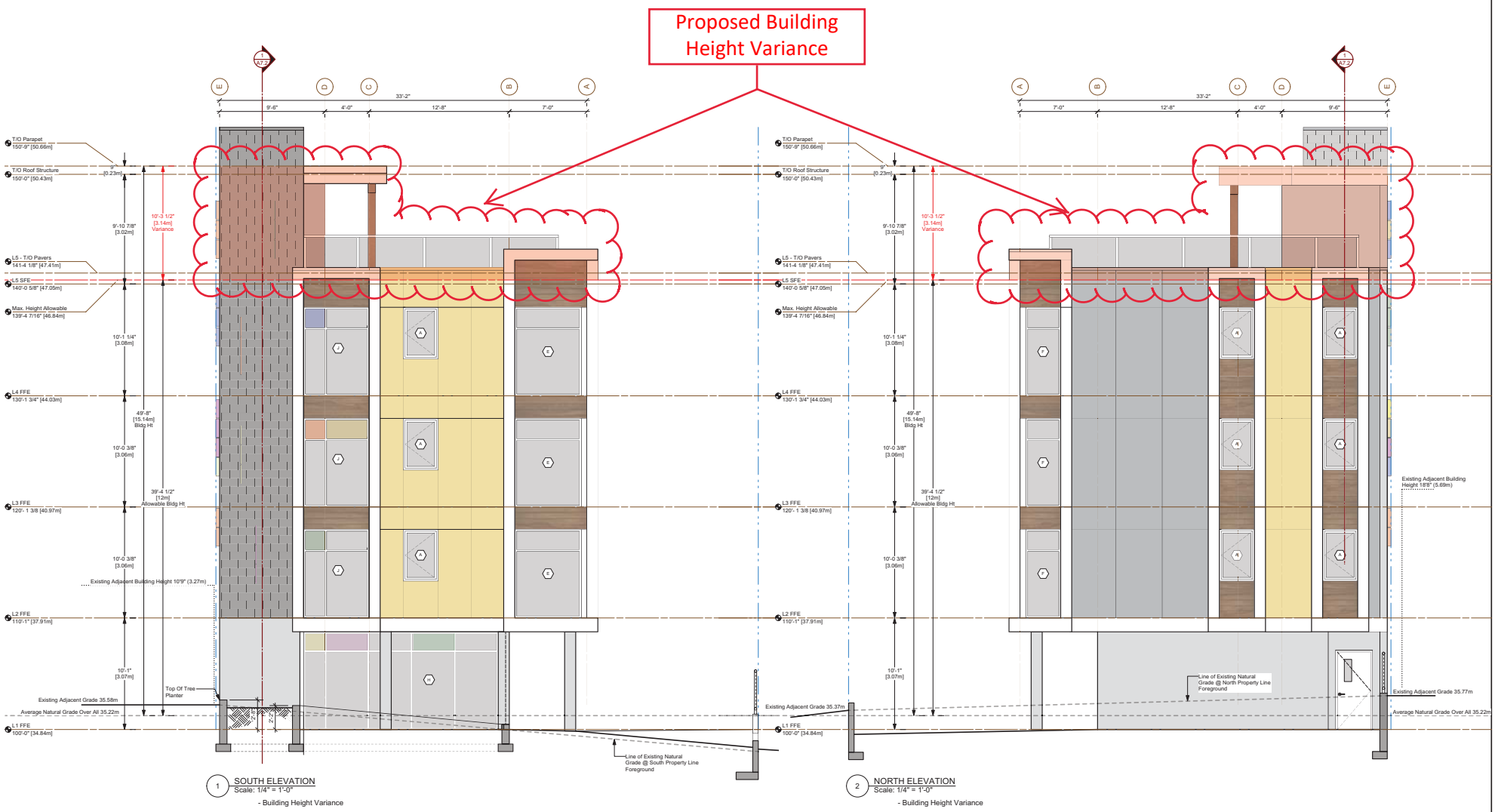
Site Plan

RECEIVED
DP1136
2019-OCT-15
Current Planning

October 11, 2019
DP Revision 01

A1.0

SCHEDULE D
BUILDING ELEVATONS AND DETAILS



1 SOUTH ELEVATION
Scale: 1/4" = 1'-0"
- Building Height Variance

2 NORTH ELEVATION
Scale: 1/4" = 1'-0"
- Building Height Variance

RECEIVED
DP1136
2019-NOV-29
Current Planning

RAYMOND de BEELD ARCHITECT Inc.
755 Terminal Ave. North, Nanaimo, B.C. V9S 4K1
Tel: (250) 754-2108
Email: info@rdbarchitect.ca
www.rdbarchitect.ca

PROJECT: / CLIENT:
Corris

470 Franklyn Street, Nanaimo, BC
The Southerly 92 Feet Of Lot 3, Block 27, Section 1, Nanaimo District, Plan 584 Except That Part In Plan 221r

SHEET TITLE:
ELEVATIONS 1

No.	Date	Issue Notes
1	2019 10 08	Issued For DP Revision 01 To City of Nanaimo
2	2019 11 29	Issued For DP Revision 02 To City of Nanaimo

No.	Date	Revision Notes
1	2019 10 07	DP Revision 01

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CHECKED: RdB
JOB No: 1803
SHEET No.: A6.1
SCALE: As Noted
DATE: Nov. 29, 2019
CAD FILE: 1803 470 Franklyn 14 - Elev & Sect.vwx

1 EAST ELEVATION
Scale: 1/4" = 1'-0"
- Building Height Variance

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PROJECT:
CLIENT:

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The Southerly 92 Feet Of Lot 3, Block 27, Section 1, Nanaimo District, Plan 584 Except That Part In Plan 221r

SHEET TITLE:
ELEVATIONS 2

No.	Date	Issue Notes
1	2019 10 08	Issued For DP Revision 01 To City of Nanaimo
2	2019 11 29	Issued For DP Revision 02 To City of Nanaimo

No.	Date	Revision Notes
1	2019 10 07	DP Revision 01

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SCALE: As Noted
DATE: Nov. 29, 2019
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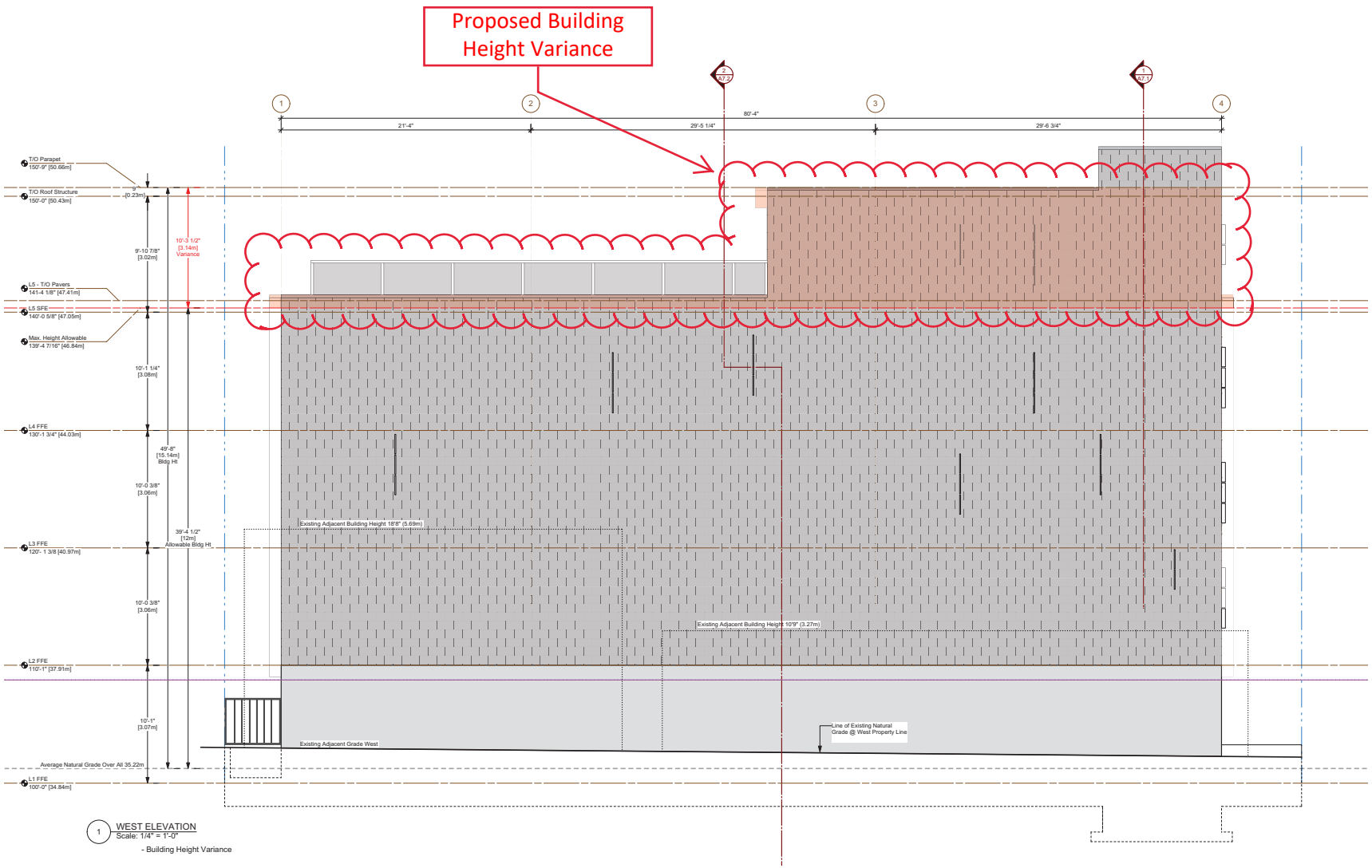

1 WEST ELEVATION
Scale: 1/4" = 1'-0"
- Building Height Variance

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PROJECT:
CLIENT:

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470 Franklyn Street, Nanaimo, BC
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SHEET TITLE:
ELEVATIONS 3

No.	Date	Issue Notes
1	2019 10 08	Issued For DP Revision 01 To City of Nanaimo
2	2019 11 29	Issued For DP Revision 02 To City of Nanaimo

No.	Date	Revision Notes
1	2019 10 07	DP Revision 01

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SCALE: As Noted
DATE: Nov. 29, 2019
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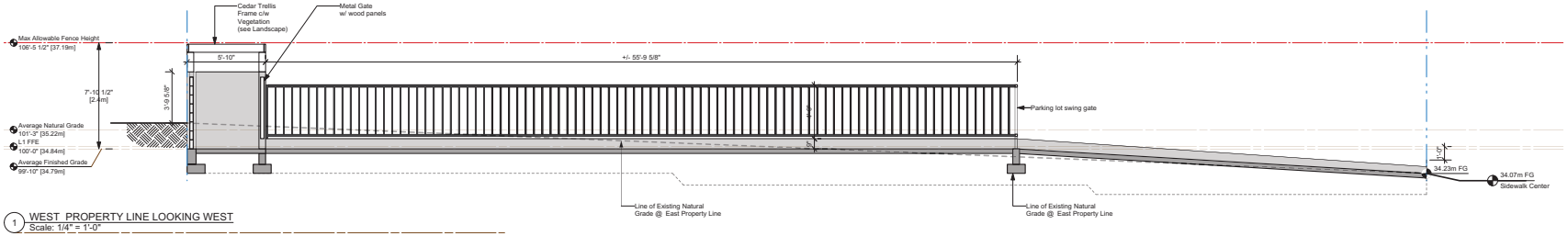
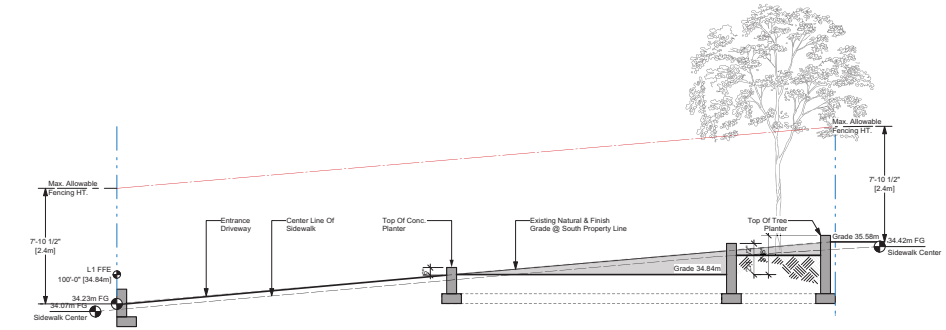


1 WEST PROPERTY LINE LOOKING WEST
Scale: 1/4" = 1'-0"



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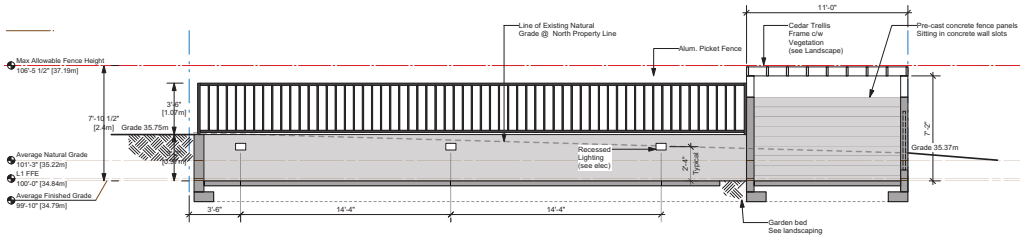
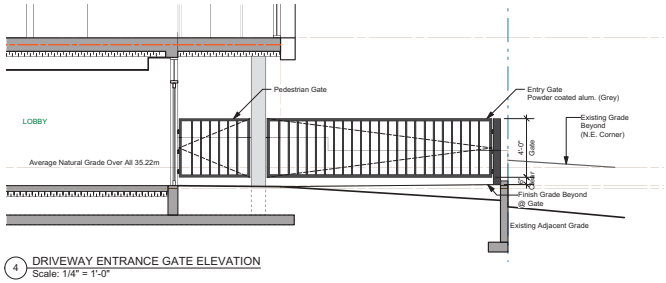
Scale: 1/4" = 1'-0"



3 NORTH PROPERTY LINE LOOKING NORTH
Scale: 1/4" = 1'-0"



4 DRIVEWAY ENTRANCE GATE ELEVATION
Scale: 1/4" = 1'-0"

ATTACHMENT E
BUILDING RENDERINGS

1 SE LOW PERSPECTIVE

Owner:
Rob Grey & Melanie Donohue
Freedom 56 Developments Ltd.
Tel: 250-713-3322
Email: rob@robgrey.com
Email: melanie@robgrey.com

Architect:
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Raymond de Beeld Architect Inc.
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Tel: 250-754-2108
Email: raymond@rdbarchitect.ca
ruben@rdbarchitect.ca
rasila@rdbarchitect.ca

General Contractor
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Dueck General Contracting
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Email: dueckcontracting@shaw.ca

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RB Engineering
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Email: David@rbengineering.ca
Anthony Townsend
Tel: 250-756-4444 ext. 105
Email: anthony@rbengineering.ca

Civil:
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Herold Engineering Ltd.
3701 Shenton Rd.
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Email:GHrabowych@Heroldengineering.com

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Tel: 250-751-8558
Email: smahon@heroldengineering.com

Interior Designer:

Landscape:
Fred Brooks
Fred Brooks Landscape Arch.
4845 Laguna Way
Nanaimo, B.C. V9T 5C2
Tel: 250-751-0950
Email: fbla@shaw.ca

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Rocky Point Engineering Ltd.
102 – 3721 Shenton Rd.
Nanaimo, B.C. V9T 2H1
Tel: 250-585-0222
Email: aaron.mullaley@rpeng.ca

Geotechnical:
Steve Stacey
Lewkowich Engineering Associates Ltd.
1900 Boxwood Rd.
Nanaimo, B.C. V9S 5Y2
Tel: 250-756-3831
Email: sstacey@lewkowich.com

Surveyor:
Brock Williamson
Williamson & Associates
3088 Barons Rd.
Nanaimo, BC V9T 4B5
Tel: 250-756-7723
Email: brock@vibcls.ca

Building Envelope (BEP)
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Herold Engineering Ltd.
3701 Shenton Rd.
Nanaimo, B.C. V9T 2H1
Tel: 250-751-8558
Email: jkoster@heroldengineering.com
Xuezhou (Victor) Wu
Cell: 250-741-6845
Email: vwu@heroldengineering.com

2 CONSULTANT LIST
Jul 11, 2019

AFF	Above Finished Floor
AS	Adjustable Shelf
AB	Air Barrier
BP	Building Paper
BEP	Bldg Envelope Professional
C/W	Comes With
CB	Catch Basin
CG	Corner Guard
CJ	Control Joint
CL	Closet
CLR	Clear
CL'G	Ceiling
CONC	Concrete
CR	Card Reader
DW	Dishwasher
EG	Existing Grade
EQ	Equal
FAA	Fire Alarm Annunciator
FD	Floor Drain
FDC	Fire Department Connection
FFE	Finished Floor Elevation
FG	Finished Grade
FP	Fireplace
FR	Refrigerator
FRR	Fire Resistance Rating
FS	Fixed Shelf
FT2	Square Feet
GC	General Contractor
GWB	Gypsum Wall Board
HB	Hose Bibb
HSS	Hollow Structural Section
HWT	Hot Water Tank
ID	Interior Design
KP	Keypad
LL	Landlord
LLBSBP	Landlord Bldg Shell Bldg Permit
LS	Lamp Standard
MB	Moisture Barrier
N/A	Not Applicable
O/C	On Centre
PLY	Plywood
PP	Power Pole
PT	Pressure Treated
RCP	Reflected Ceiling Plan
RD	Roof Drain
RI	Rough In
RO	Rough Opening
R & S	Rod & Shelf
RWL	Rain Water Leader
SAM	Self-Adhered Membrane
SF	Square Feet
SFE	Structural Floor Elevation
SH	Shelves
Sim	Similar
Specs	Specifications/ General Notes
T	Tempered
TBD	To Be Determined
TI	Tenant Improvement
TO	Top of
TOC	Top of Concrete
TOP	Top of Parapet
TOW	Top of Wall
TYP	Typical
T & G	Tongue and Groove
U/S	Underside
UP	Utility Pole
VB	Vapour Barrier
WD	Wood

3 ABBREVIATIONS

1 North-East High View

2 North-East Low View

3 North-West High View

4 North-West Low View

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2019-NOV-29
Current Planning

RAYMOND
de BEELD
ARCHITECT Inc.

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Tel: (250) 754-2108
Email: info@rdbarchitect.ca
www.rdbarchitect.ca

PROJECT:
CLIENT:

Corris

470 Franklyn Street, Nanaimo, BC
The Southerly 92 Feet Of Lot 3, Block 27, Section 1, Nanaimo District, Plan 584 Except That Part In Plan 221r

SHEET TITLE:

PERSPECTIVES 1

No.	Date	Issue Notes
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2	2019 11 29	Issued For DP Revision 02 To City of Nanaimo

No.	Date	Revision Notes
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CHECKED: RdB
JOB No: 1803
SHEET No.: A0.6
SCALE: As Noted
DATE: Nov. 29, 2019
CAD FILE: 1803 470 Franklyn 14 - Data.vwx

1 South-East High View

2 South-East Low View

3 South-West High View

4 South-West Low View

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SHEET TITLE:
PERSPECTIVES 2

No.	Date	Issue Notes
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No.	Date	Revision Notes
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SEAL (RED INK):

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CHECKED: RdB
JOB No: 1803
SHEET No.: A0.7
SCALE: As Noted
DATE: Nov. 29, 2019
CAD FILE: 1803 470 Franklyn 14 - Data.vwx

1 North-East High View

Note:
- Image derived Google Earth 2018.

2 North-East Low View

Note:
- View from Wesley Street.
- Image derived Google Earth 2018.

3 South-West High View

Note:
- Image derived Google Earth 2018.

4 View East from L5 Roof Deck

Note:
- Image derived Google Earth 2018.

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Current Planning

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PROJECT:
CLIENT:

Corris

470 Franklyn Street, Nanaimo, BC
The Southerly 92 Feet Of Lot 3, Block 27, Section 1, Nanaimo District, Plan 584 Except That Part In Plan 221r

SHEET TITLE:

PERSPECTIVES 3
w/ Google Earth

No.	Date	Issue Notes
1	2019 10 08	Issued For DP Revision 01 To City of Nanaimo
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No.	Date	Revision Notes
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JOB No: 1803
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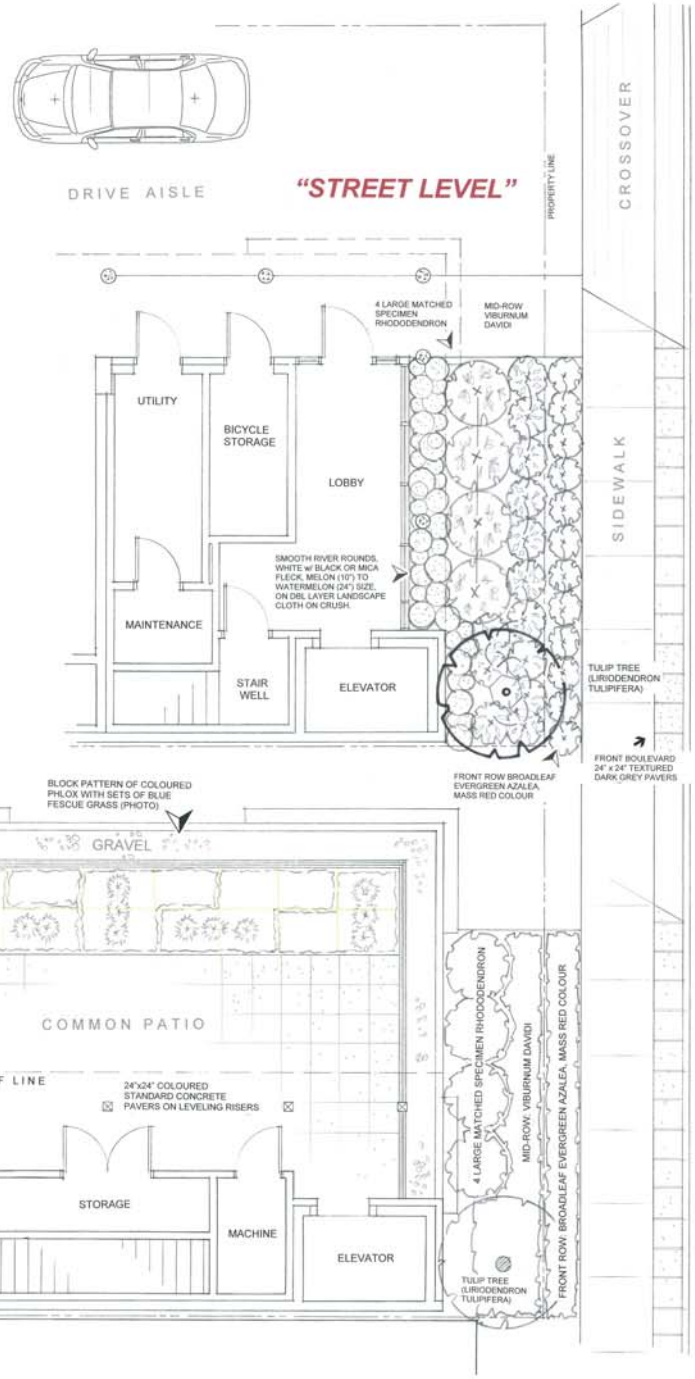
ATTACHMENT F
LANDSCAPE PLANS



470 Franklin Street, Nanaimo

LANDSCAPE PLANT LIST

25 March 2018 — Fred Brooks BCLA

KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE +/-
STREET LEVEL		TREES - DECIDUOUS		
LIQ	1	Liriodendron tulipifera	Tulip tree, one-sided select	# 20
		SHRUBS - BROAD LEAF EVERGREEN		
RHO	4	Rhododendron	(to be selected)	# 7
DAV	14	Viburnum davidi	David's viburnum	# 2
AZA	14	Azalea japonica	Rockery azalea, massed, stron	# 2
		ROSES		
ROSE	10	Rosa rugosa	rose, 'pink'	# 2
		GROUNDCOVER		
FERN	16	Polystichum	fern varieties	# 1
ROOF TOP		GROUNDCOVER		
		Rubus calycinoides	Tiawan creeping rubus	flats
		Sedum	Stronecrop	flats
		Sempervivum	Houseleek	flats
		Thymus lanuginosus	Woolly thyme	flats
		Yucca	Yucca	# 5
		Festuca ovina glauca	Blue fescue	# 1

BRITISH COLUMBIA SOCIETY OF LANDSCAPE ARCHITECTS — REGISTERED MEMBER — FREDERICK BROOKS — 50

FRED BROOKS BCSLA CSLA
Landscape Architect
4845 Laguna Way
Nanaimo, B.C. V9T 5C2
Tel/fax: 250 751 0950
email: fbla@shaw.ca

Project:
Nine Unit Residential Apartment

Address:
470 Franklyn Street
Old City Quarter, Nanaimo, B.C.

Owner:
Mr Rob Grey, Nanaimo, BC

Architect:
Raymond de Beeld, Nanaimo

SCALE: 1/4" = 1' (Orig.)

DWG DATE: 25 March 2019

ISSUE DATE: 26 March 2019

Drawing title:
LANDSCAPE CONCEPT SITE PLAN

Sheet number:
L - 1 OF 1

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2019-APR-03
Current Planning

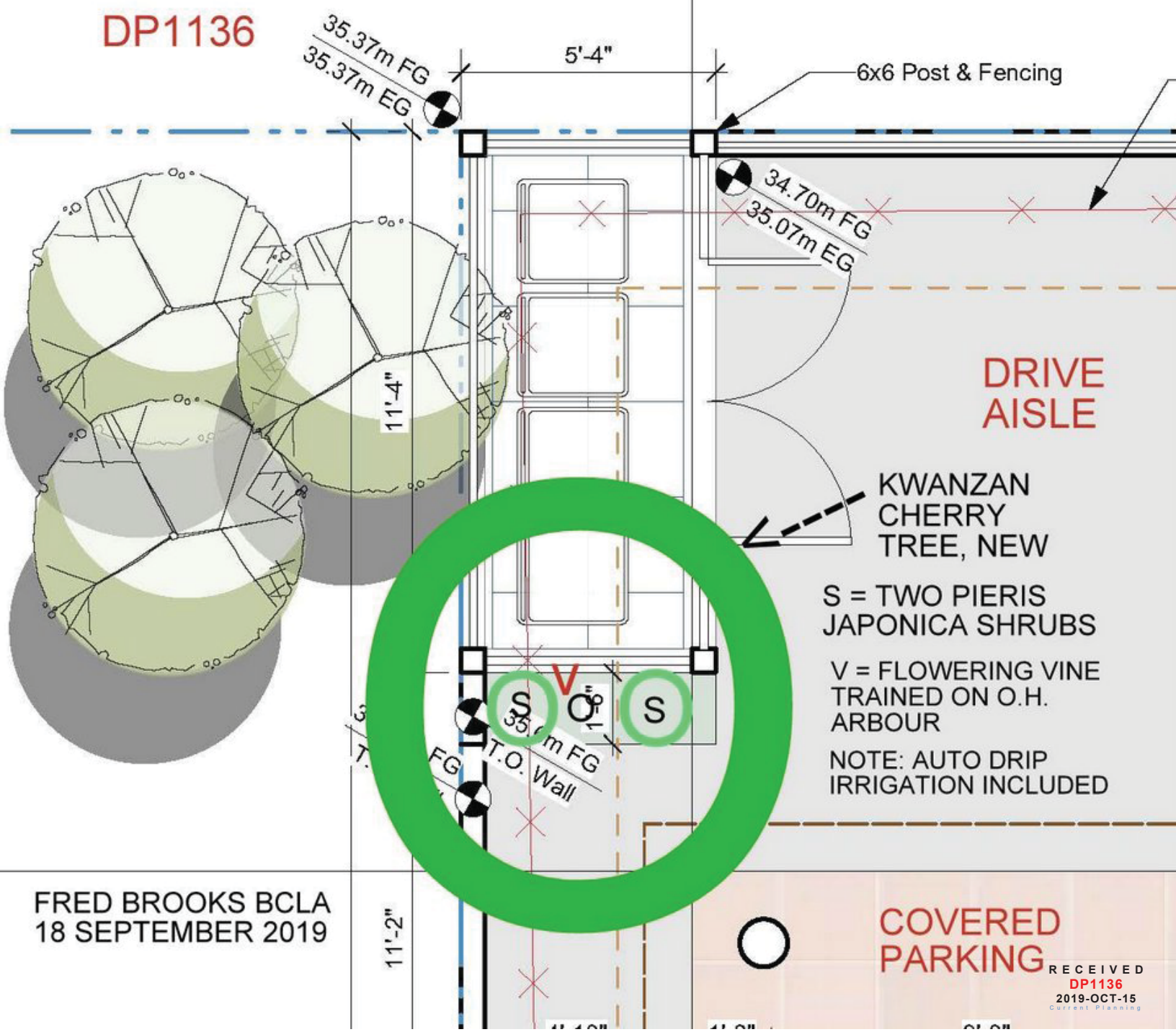
Issued for:
DEVELOPMENT PERMIT
APPLICATION ONLY
25 March 2019
NOT ISSUED FOR B.P., TENDER OR CONSTRUCTION PURPOSES

LANDSCAPE PLANTING AT REFUSE CORRAL

PER STAFF COMPREHENSIVE LETTER, 30 AUGUST 2019

470 FRANKLYN STREET, NANAIMO, BC

DP1136



FRED BROOKS BCLA
18 SEPTEMBER 2019

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DP1136
2019-OCT-15
Current Planning

ATTACHMENT G
AERIAL PHOTO

N

DEVELOPMENT PERMIT NO. DP001136

Legend

Subject Property

Document Path: V:\Source Data\Departmental Data\EngPubWks\GIS\Projects\TEMPLATES\LOCATION_PLAN\Maps\DP001136_AP.mxd

CITY OF NANAIMO
THE HARBOUR CITY

Staff Report for Decision

File Number: DP0001152

DATE OF MEETING December 16, 2019

AUTHORED BY LAINY NOWAK, PLANNING ASSISTANT, CURRENT PLANNING

SUBJECT **DEVELOPMENT PERMIT APPLICATION NO. DP1152 – 2462 ROSSTOWN ROAD**

OVERVIEW

Purpose of Report

To present for Council's consideration, a development permit application to permit the construction of a shared access driveway, engineered ponds, and riparian plantings within the watercourse leave strip in conjunction with a subdivision. The application includes a request for a variance to allow a driveway to cross a creek.

Recommendation

That Council issue Development Permit No. DP1152 at 2462 Rosstown Road with the following variance:

- reduce the minimum watercourse setback from 7.5m to 0m in order to permit the construction of a shared access driveway within the watercourse leave strip area.

BACKGROUND

A development permit application, DP1152, was received from Tyler Hansen of Williamson & Associates Professional Surveyors on behalf of Angela and Douglas Pearson to permit the construction of a shared access driveway, engineered ponds, and riparian plantings within the watercourse leave strip, at 2462 Rosstown Road.

Subject Property and Site Context

Zoning	R1 – Single Dwelling Residential
Location	The subject property is located on the north side of Rosstown Road, between Briarwood Place and Mountain Vista Drive.
Total Area	7,718m²
Official Community Plan (OCP)	Map 1 – Future Land Use Plans – Neighbourhood; Map 3 – Development Permit Area No. 1 – Watercourses
Relevant Design Guidelines	General Development Permit Area Design Guidelines

The subject property is a large lot that slopes upwards from Rosstown Road to York Crescent. There is currently one single family dwelling located on the property. There are single family dwellings on the properties immediately surrounding the subject property.

DISCUSSION

There is a small watercourse that crosses the southwest corner of the subject property. The Official Community Plan (OCP) Map 3 designates this watercourse as a "Creek/Stream", which requires a 7.5m setback from the top of bank. The driveway for the existing single family dwelling crosses the watercourse along the eastern property line, parallel to an existing public walkway.

A report provided by a Qualified Environmental Professional (QEP) determined the stream is non-fish bearing. The QEP report states that the watercourse originates from storm drains and ditches on Quill Drive and continues to flow within a ditched channel into a storm drain on Rosstown Road. The existing watercourse leave strip area within the subject property is a ditched section of the watercourse that is filled with grass and lined with tree stumps.

There is an active subdivision file at this property, with a proposal to create nine new lots (SUB01319) with frontage on Rosstown Road, York Crescent, and Mandalik Place. Two of the proposed lots (Lot 8 and 9) will front onto Rosstown Road, where the existing watercourse runs. A Development Permit application is required to permit the construction of a shared access driveway, engineered ponds, and riparian plantings within the watercourse leave strip.

Proposed Development

In order to access the proposed Lot 8 and 9, the applicant proposes to relocate the existing driveway in favour of a new, shared driveway (6m wide), within proposed Lot 8. The new driveway will be further west from the existing public walkway.

The proposed improvements within the watercourse leave strip area include the following:

- removal and upgrades to the existing culvert;
- creation of two new engineered ponds;
- replacement of existing sidewalk along Rosstown Road;
- revegetation and planting; and
- installation of a split-rail fence around the watercourse leave strip.

The intent of the Development Permit Area guidelines is to restore and enhance watercourses and riparian areas so they can provide biologically diverse corridors for wildlife movement and for the protection of natural features. A QEP assessed the subject property and the proposed development and recommended re-vegetation of the watercourse leave strip and the installation of an environmental protection fence.

The proposed re-vegetation plan includes two engineered drainage ponds on either side of the shared access driveway, connected with a culvert. These ponds will provide storm water retention during storm events, and help to ensure post-development run-off rates do not exceed the existing conditions. Vegetation, including native riparian shrubs, will be placed along the edges of the ponds and within the watercourse leave strip. Deciduous and coniferous trees will be planted within the watercourse leave strip as well.

A 1.2m-high split-rail-design riparian fence will be built around the perimeter of the two re-vegetation areas to minimize future disturbance of the watercourse leave strip area. The

fencing will be a requirement of subdivision. The proposed re-vegetation plan will enhance the existing creek/stream and storm water management.

Proposed Variances

Minimum Watercourse Setback

The required watercourse setback is 7.5m from the top of bank of the watercourse. The proposed setback is 0m for the proposed shared access driveway; a proposed variance of 7.5m.

Staff support the proposed variance as it will allow two new drainage ponds to be created on either side of the proposed shared access driveway and the watercourse leave strip will be enhanced with natural vegetation.

SUMMARY POINTS

- Development Permit No. DP1152 proposes to permit the construction of a shared access driveway with a 0m setback within the watercourse leave strip at 2462 Rosstown Road.
- Two new engineered ponds will be created on either side of the proposed shared access driveway and the watercourse leave strip will be enhanced with natural vegetation.
- Staff support the proposed variance.

ATTACHMENTS

ATTACHMENT A: Permit Terms and Conditions
ATTACHMENT B: Location Plan
ATTACHMENT C: Proposed Subdivision Plan
ATTACHMENT D: Proposed Site Plan
ATTACHMENT E: Re-vegetation Plan
ATTACHMENT F: Aerial Photo

Submitted by:

Lainya Rowett
Manager, Current Planning

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A
PERMIT TERMS AND CONDITIONS

TERMS OF PERMIT

"City of Nanaimo Zoning Bylaw 2011 No. 4500" is varied as follows:

1. *Section 6.3.2 Location and Siting of Buildings and Structures to Watercourses* – to reduce the minimum watercourse setback from 7.5m to 0m in order to permit construction of a shared access driveway within the watercourse leave strip, as shown on the proposed Re-vegetation Plan.

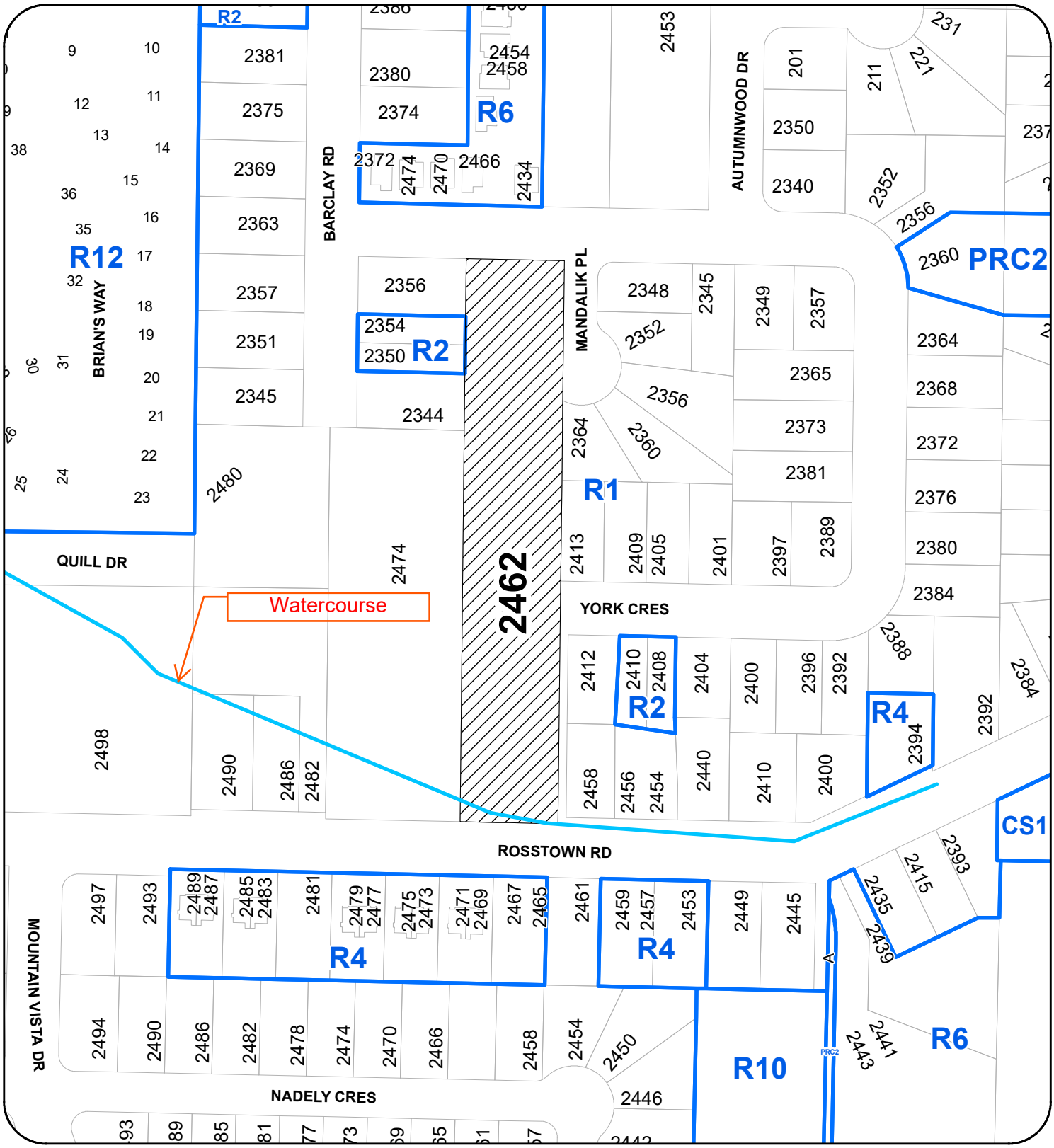
CONDITIONS OF PERMIT

1. The subject property is developed in accordance with the Site Plan prepared by Williamson & Associates Professional Surveyors, dated 2019-JUL-05, as shown on Attachment D.

2. The subject property is developed in substantial compliance with the Re-vegetation Plan prepared by JPH Consultants Inc., received 2019-NOV-15, as shown on Attachment E.

3. A Vegetation Restoration Plan with a three-year maintenance period and bonding for the riparian area is submitted prior to Design Stage Approval for the final subdivision plan.

ATTACHMENT B
LOCATION PLAN



DEVELOPMENT PERMIT NO. DP001152

LOCATION PLAN

Civic: 2462 ROSSTOWN ROAD
Legal: LOT 3, SECTION 19, RANGE 6, MOUNTAIN DISTRICT PLAN 10788, EXCEPT PART IN PLAN EPP52903

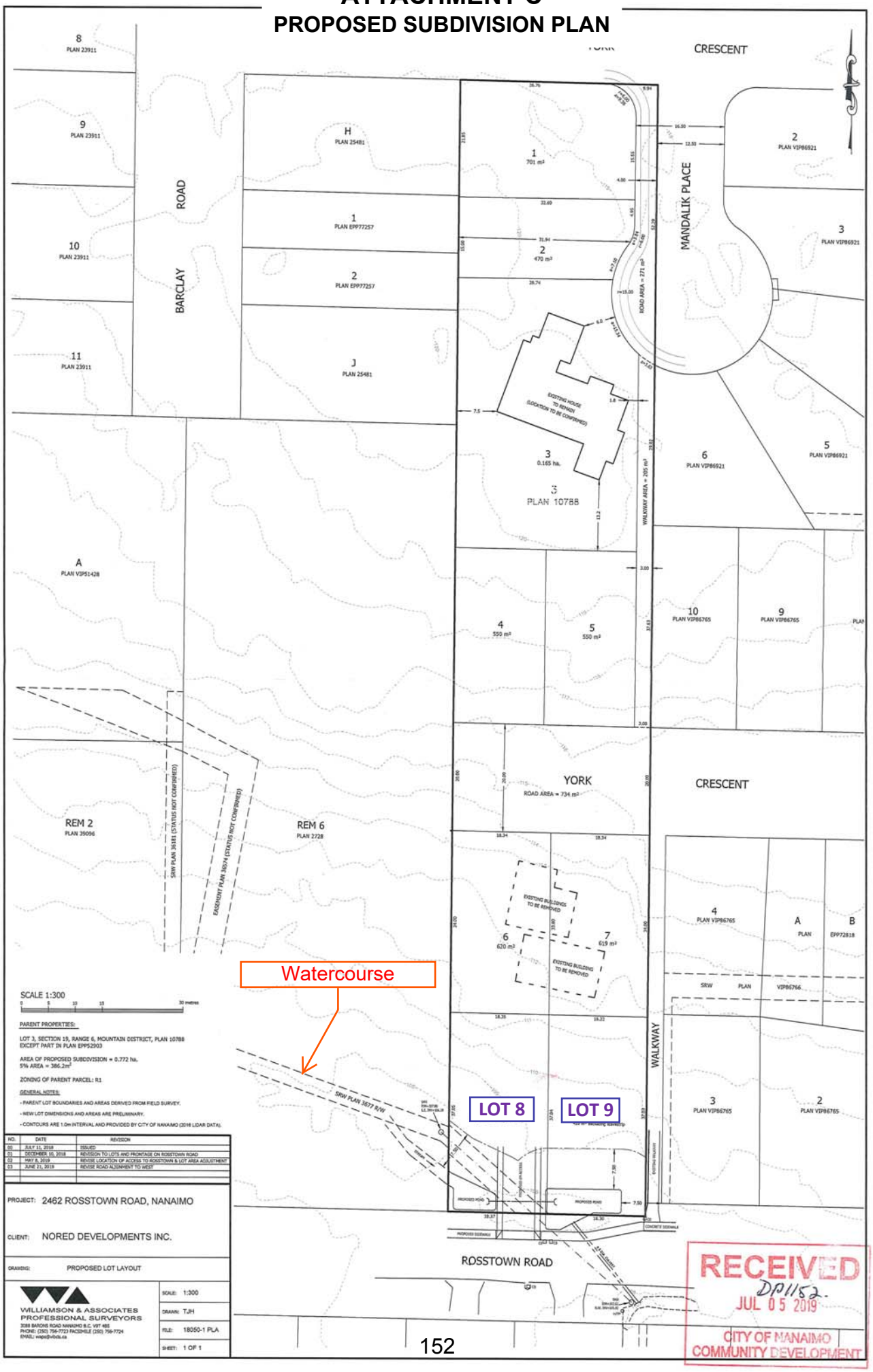
N

Subject Property

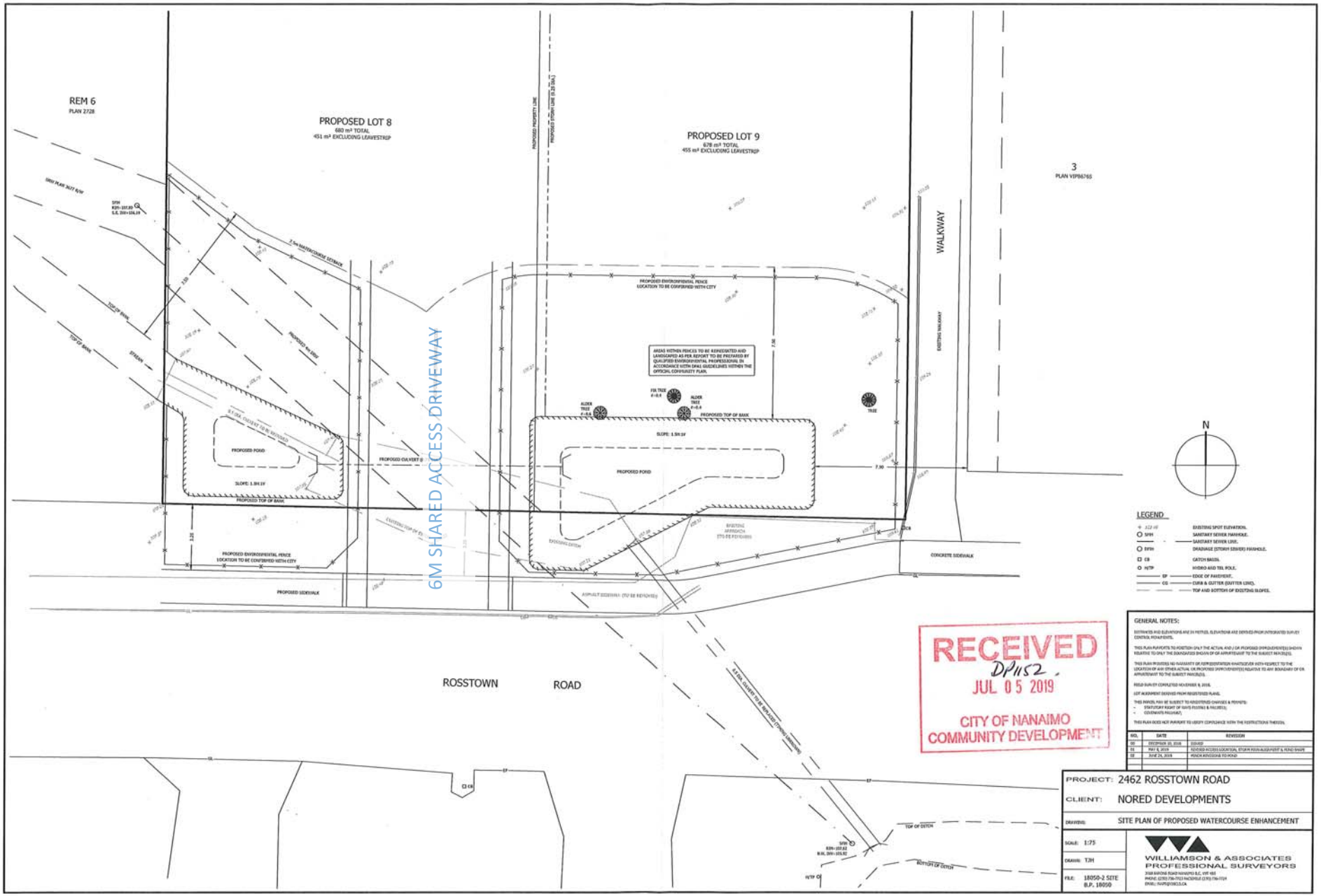
Schedule C Watercourse

Document Path: V:\Source Data\Departmental Data\EngPubWks\GIS\Projects\TEMPLATES\LOCATION_PLAN\Maps\DP001152_LP.mxd

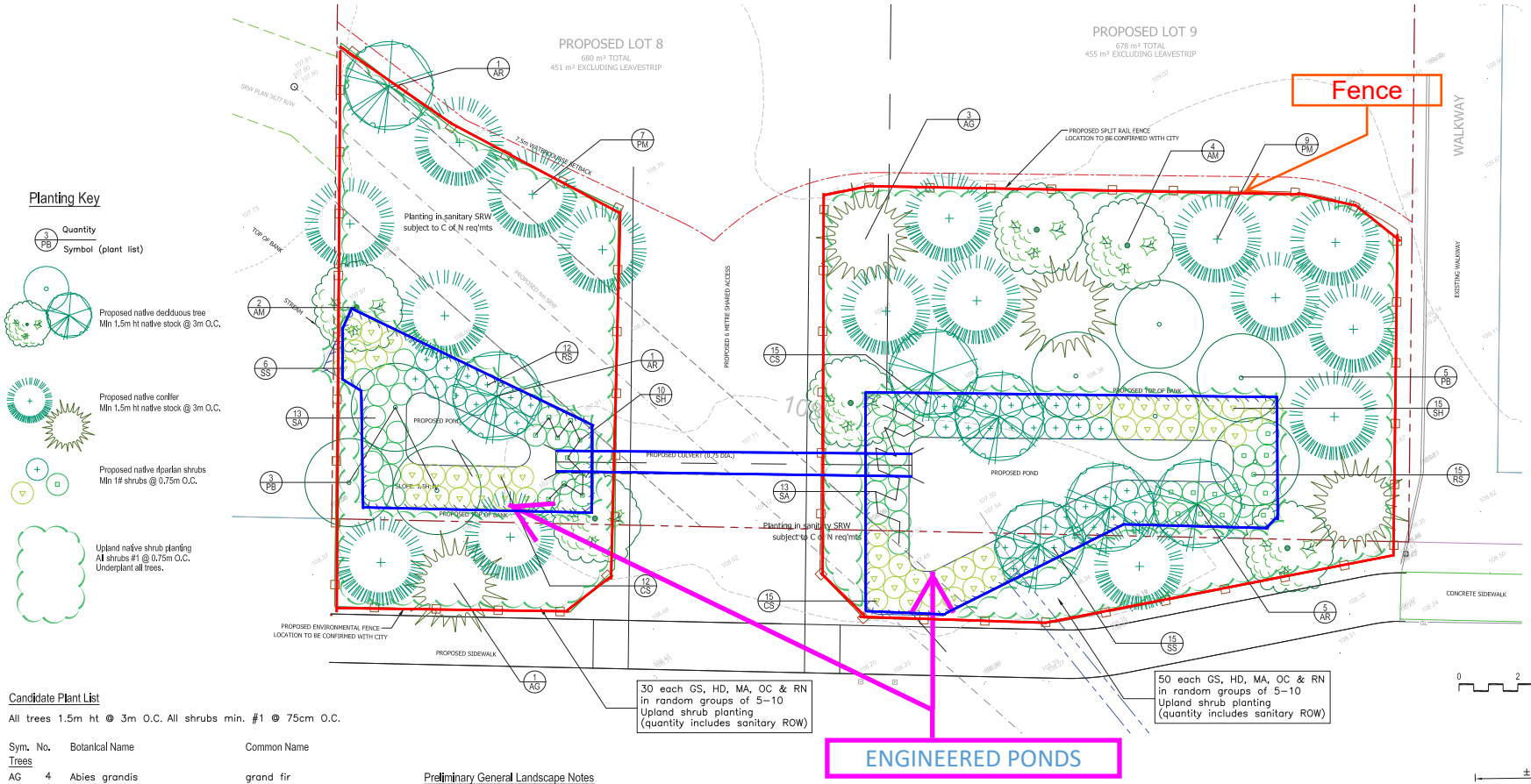
ATTACHMENT C
PROPOSED SUBDIVISION PLAN



ATTACHMENT D
PROPOSED SITE PLAN



ATTACHMENT E
RE-VEGETATION PLAN



Planting Key

- Quantity / Symbol (plant list)
- Proposed native deciduous tree Min 1.5m ht native stock @ 3m O.C.
- Proposed native conifer Min 1.5m ht native stock @ 3m O.C.
- Proposed native riparian shrubs Min 1# shrubs @ 0.75m O.C.
- Upland native shrub planting All shrubs #1 @ 0.75m O.C. Underplant all trees.

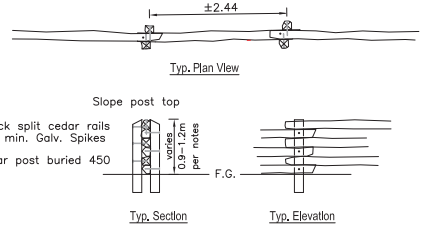
Candidate Plant List

All trees 1.5m ht @ 3m O.C. All shrubs min. #1 @ 75cm O.C.

Sym.	No.	Botanical Name	Common Name
Trees			
AG	4	Abies grandis	grand fir
AM	6	Acer macrophyllum	bigleaf maple
AR	7	Alnus rubra	red alder
PB	8	Populus balsamifera trichocarpa	black 'cottonwood'
PM	16	Pseudotsuga menziesii	Douglas fir
Shrubs			
CS	42	Cornus sericea (stolonifera)	red osier dogwood
GS	80	Gaultheria shallon	salal
HD	80	Holodiscus discolor	oceanspray
MA	80	Mahonia aquifolium	Oregon grape
OC	80	Oemleria cerasiformis	Indian plum
RN	80	Rosa nutkana	Nootka rose
RS	27	Rubus spectabilis	salmonberry
SH	25	Salix hookeriana	Hooker's willow
SS	21	Salix scouleriana	Scouler's willow
SA	26	Symphoricarpos albus	snowberry

Preliminary General Landscape Notes

1. This drawing to be read in conjunction with Tree Management Plan by others &. civil drawings prepared by Newcastle Engineering.
2. Plantings to be in 40cm depth tree growing medium and 50mm depth bark mulch.
3. Plantings to be fall–planted and irrigated 2 subsequent growing seasons with impact rotors.
4. Plantings over sanitary SRW subject to discussion with C of N Engineering.
5. Pond inverts to be seeded rough grass.
6. Planting to be maintained and guaranteed for 3 years following landscape substantial completion under the maintenance agreement for the subdivision as specified in the PLA.
   Landscape Maintenance Program: Each of 3 years during period April 1– Sept 30
   Maintenance to include irrigation system and weeding of monthly weeding of all plantings to BCSLA/BCNTA Landscape Standard vers 7.
7. Split rail fence is to be 1.2 metres (max) tall around ponds except at entrance to Rosstown to be 0.9m tall (max).



Split Rail Fence - Straight Alignment nts

DRAFT - Not for Construction

Revisions

Date	Details	Init.
22/11/19	Plant list/labels	JPH
14/11/19	Maintenance notes	JPH
06/11/19	DPA revisions	JPH
04/11/19	DPA to CofN input	JPH
04/07/19	DPA	JPH

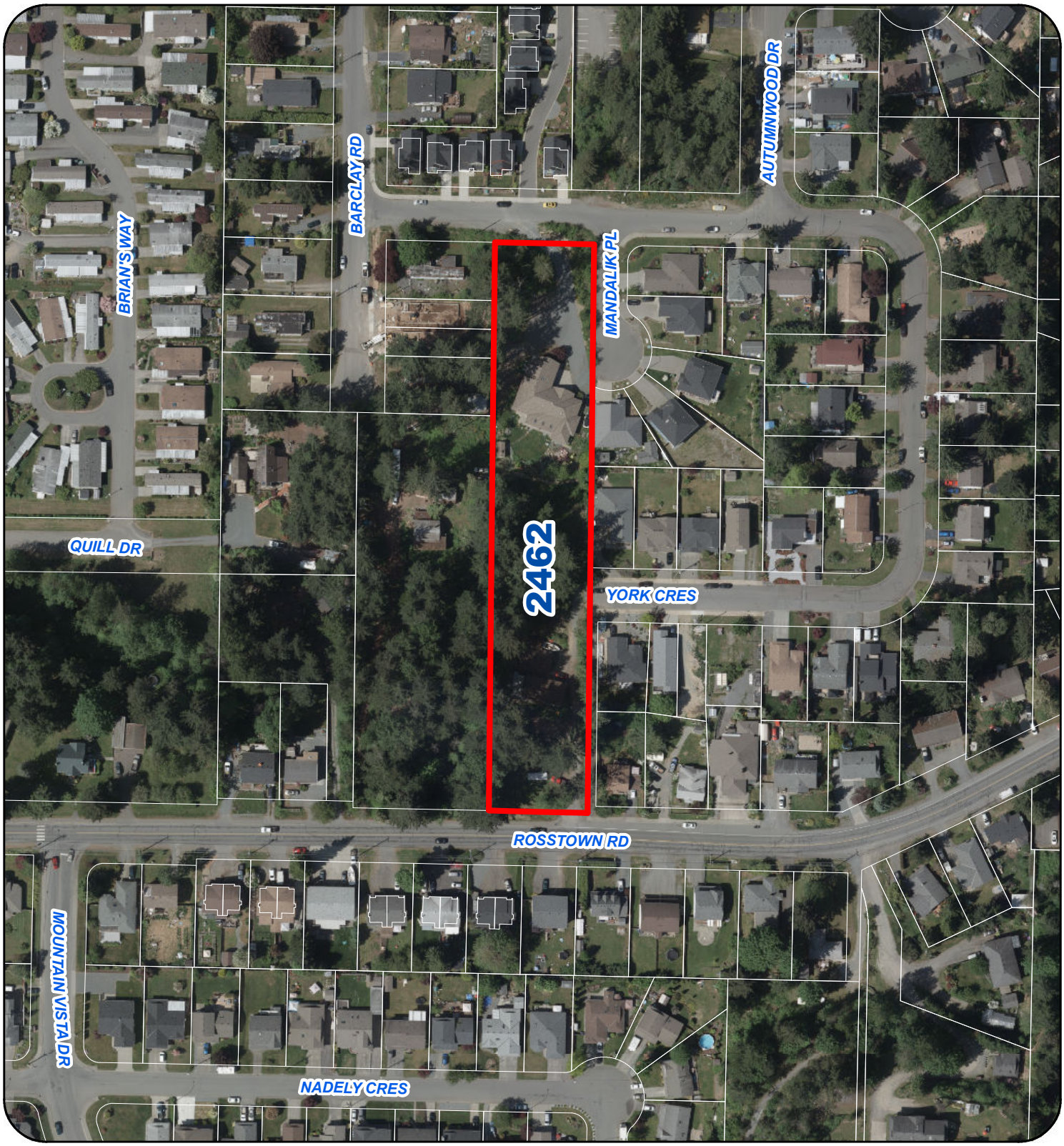
2462 ROSSTOWN ROAD
PROPOSED WATERCOURSE ENHANCEMENT

RECEIVED
DP1152
2019-NOV-22
Current Planning

JPH Consultants Inc.
434 Milton Street Nanaimo BC V9R 2L1
Phone: 250-754-5857 Cell: 250-714-5856

Project: 19-Rosstown Ponds
Date: 28/06/19
Drawn: JPH Checked: TH
Scale: 1:75
Sheet: L1 of 1

ATTACHMENT F
AERIAL PHOTO



N

DEVELOPMENT PERMIT NO. DP001152

Legend

Subject Property

Document Path: V:\Source Data\Departmental Data\EngPubWks\GIS\Projects\TEMPLATES\LOCATION_PLAN\Maps\DP001152_AP.mxd

Staff Report for Decision

File Number: RA401

DATE OF MEETING December 16, 2019

AUTHORED BY LISA BRINKMAN, PLANNER

SUBJECT **REZONING APPLICATION NO. RA401 – 4771 HAMMOND BAY ROAD**

OVERVIEW

Purpose of Report

To present Council with an application to rezone the subject property at 4771 Hammond Bay Road from Single Dwelling Residential (R1) to Low Density Residential (R6) in order to permit a multi-family development.

Recommendation

That:

1. "Zoning Amendment Bylaw 2019 No. 4500.170" (To rezone 4771 Hammond Bay Road from Single Dwelling Residential [R1] to Low Density Residential [R6]) pass first reading;
2. "Zoning Amendment Bylaw 2019 No. 4500.170" pass second reading; and
3. Council direct Staff to secure the community amenity contribution prior to adoption of the bylaw, should Council support the bylaw at third reading.

BACKGROUND

A rezoning application, RA401, for 4771 Hammond Bay Road was received from Peter Hair on behalf of Lynda Steblin and Michael Calder to rezone the subject property from Single Dwelling Residential (R1) to Low Density Residential (R6) to allow a multi-family development.

Subject Property and Site Context

Location	The subject property is located in the Hammond Bay Road neighbourhood near Vista View Crescent and Roxanne Park.
Total lot area	0.148ha
Current zone	Single Dwelling Residential (R1)
Proposed zone	Low Density Residential (R6)
Official Community Plan designation	Neighbourhood

The subject property currently contains a single family dwelling that would be removed for a proposed multi-family development. The property slopes up from Hammond Bay Road and is surrounded by Single Family (R1)- and Duplex (R4)-zoned lots to the east, west, south, and north across Hammond Bay Road.

DISCUSSION

Proposed Development

The applicant is proposing to rezone the subject property from Single Dwelling Residential (R1) to Low Density Residential (R6), to allow the development of five townhouse units. The development concept includes a duplex and triplex building and anticipates a Floor Area Ratio (FAR) of approximately 0.55, with the provision of amenities for additional density to comply with Tier One of Schedule D of "City of Nanaimo Zoning Bylaw 2011 No. 4500".

Official Community Plan

The Official Community Plan (OCP) designates the subject property as 'Neighbourhood' which supports a mix of housing types, including single family dwellings and ground-oriented multiple-family units, 2-4 storeys in height, with a maximum density of 10-50 dwelling units per hectare (uph). The applicant's proposed development would be a density of 34 uph in a ground-oriented form of housing, which is consistent with the Neighbourhood designation policies.

Transportation Master Plan

The Transportation Master Plan identifies Hammond Bay Road as the primary transportation corridor for neighbourhoods east of Rutherford Road. A bus route exists along Hammond Bay Road and bus stops are located within 90 metres of the subject property.

Community Consultation

The subject property is not located within a neighbourhood association area. A rezoning sign has been posted on the property since March 2019, and if the proposed amendment bylaw receives first and second reading, the application will proceed to a public hearing.

Community Contribution

As outlined in Section 7.3 of the OCP, applicants are encouraged to provide an amenity contribution as part of their rezoning proposal. The applicant is proposing a community amenity contribution of $5,000 towards parks and trail improvements in the Hammond Bay neighbourhood area. Staff support this proposal.

Conditions of Rezoning

Should Council support this application and pass third reading of "Zoning Amendment Bylaw 2019 No. 4500.170", Staff recommend the community contribution of $5,000 be secured prior to final adoption of the bylaw.

SUMMARY POINTS

- An application has been received to rezone the property at 4771 Hammond Bay Road from Single Dwelling Residential (R1) to Low Density Residential (R6).
- The subject property is designated as 'Neighbourhood' in the OCP. The proposed development complies with the density objectives of the Neighbourhood designation.
- A community amenity contribution of $5,000 is proposed for parks and trail improvements in the Hammond Bay neighbourhood.

ATTACHMENTS

ATTACHMENT A: Location Plan
ATTACHMENT B: Context Plan
ATTACHMENT C: Conceptual Site Plan
ATTACHMENT D: Conceptual Elevations
ATTACHMENT E: Conceptual Sections Plan
ATTACHMENT F: Aerial Photo
"Zoning Amendment Bylaw 2019 No. 4500.170"

Submitted by:

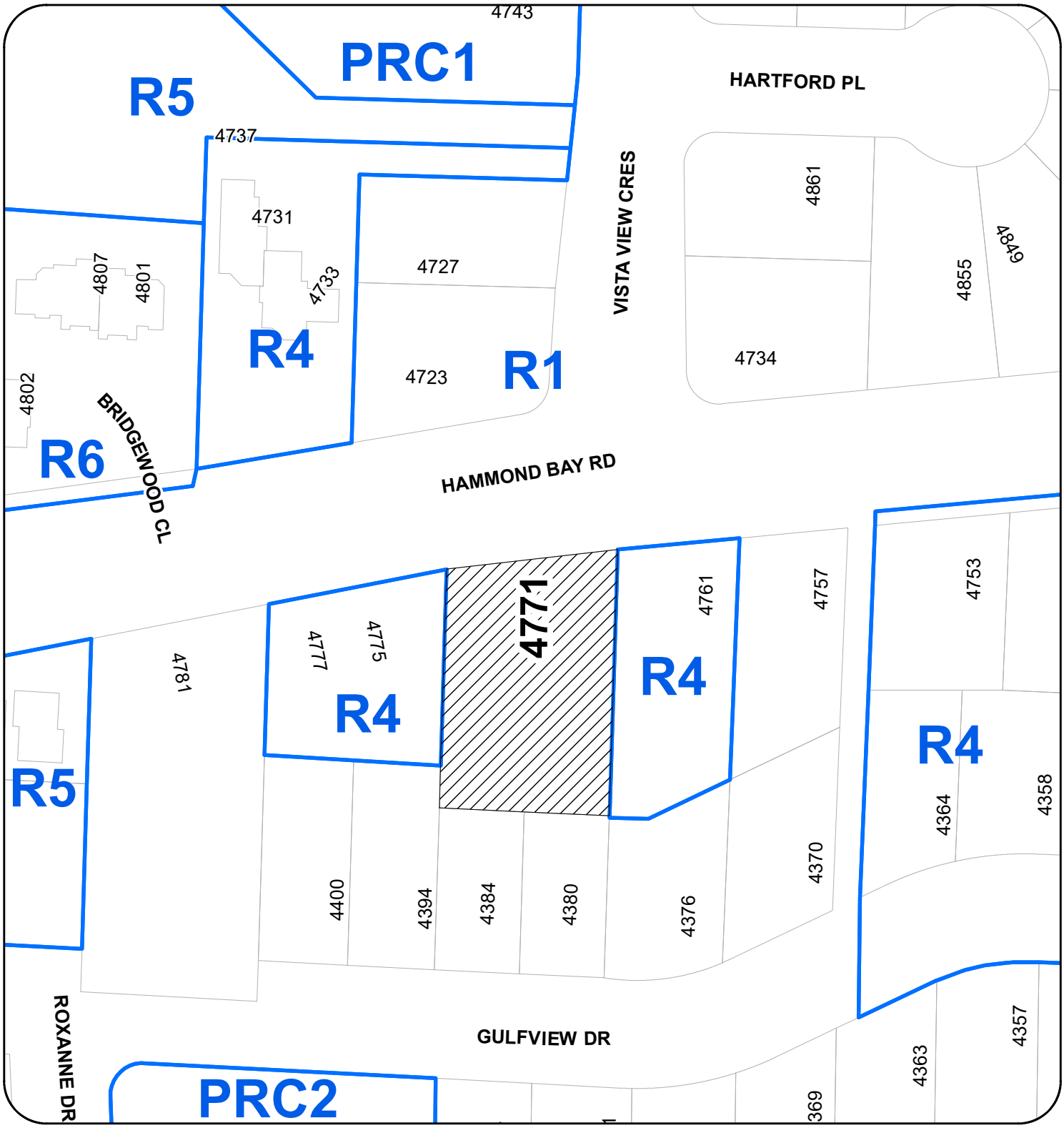
Lainya Rowett
Manager, Current Planning

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A
LOCATION PLAN



REZONING APPLICATION NO. RA000401
LOCATION PLAN

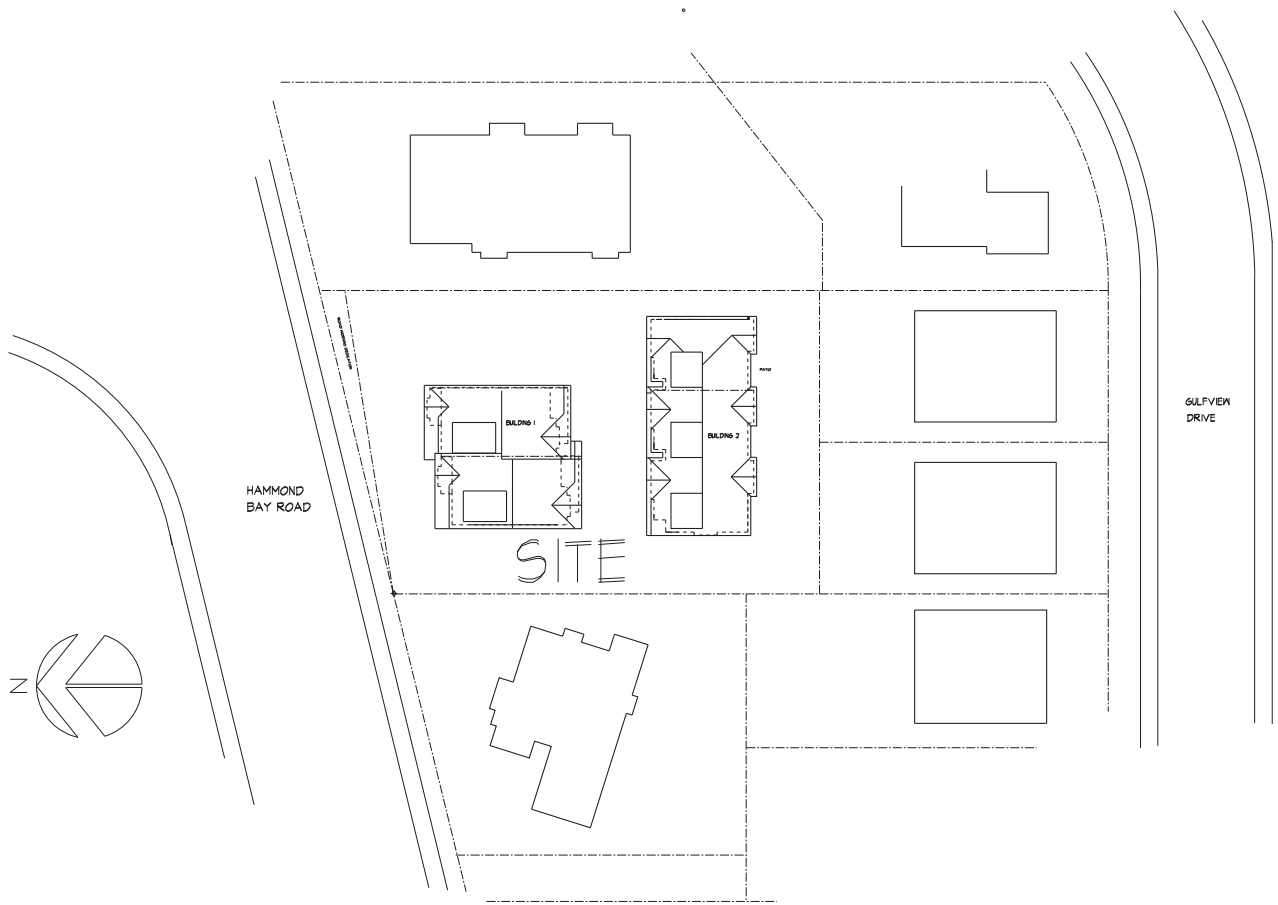
N

Subject Property

Civic: 4771 HAMMOND BAY ROAD
Legal: LOT C, DISTRICT LOT 51
WELLINGTON DISTRICT
PLAN EPP33196

Document Path: V:\Source Data\Departmental Data\EngPubWks\GIS\Projects\TEMPLATES\LOCATION_PLAN\Maps\RA000401_LP.mxd

ATTACHMENT B
CONTEXT PLAN



LOCATION PLAN

DRAWINGS

RA1	LOCATION PLAN / DATA
RA2	SITE PLAN
RA3	LANDSCAPE CONCEPT PLAN
RA4	ELEVATIONS
RA5	SITE SECTION

CONSULTANTS

ARCHITECT	HR HATCH ARCHITECT LTD
SURVEY	TURNER LAND SURVEYING

DATA

ADDRESS
4771 HAMMOND BAY ROAD

LEGAL DESCRIPTION
LOT 4, DISTRICT LOT 51, WELLINGTON DISTRICT, PLAN 20588

ZONE
EXISTING: PROPOSED: R6

LOT AREA
0.145 HA (1,560.0 SQFT.)

FLOOR SPACE RATIO
PROPOSED: SITE AREA X 0.6 = 4,556.0 SQFT.

UNIT COUNT / AREAS

BUILDING 1 — 2 UNITS

MAIN FLR	[illegible]
UPPER FLR	[illegible]
TOTAL	[illegible]

BUILDING 2 — 3 UNITS

MAIN FLR	[illegible]
UPPER FLR	[illegible]
TOTAL	[illegible]

SITE AREA 1,560 SF X .6 FAR = 4,556.0 SF PERMITTED

4,556.00 SF TOTAL BLDGS 1 AND 2 PROPOSED = 4,556.0 SF

RECEIVED
RA401
2019-NOV-18
Current Planning

No.	Date	Description	Dwn.
5	OCT 1/19	REV FOR PLANNING COMMENTS	
4	SEP 21/19	REV FOR PLANNING COMMENTS	
3	SEP 20/18	REZONING APPLICATION	
2	SEP 2/18	PRELIMINARY REVIEW FOR REZONING	
1	FEB 22/18	PRELIMINARY REVIEW FOR REZONING	

Revisions

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H.R.HATCH.ARCHITECT.LTD
Design - Planning - Research
102-1587 West 8th Avenue Vancouver, B.C. V6J 1T5
Tel: (604) 261-2347
Fax: (604) 261-2349

Consultant

Seal

Seal

Project
PROPOSED TOWNHOUSES

Location
4771 HAMMOND BAY ROAD
NANAIMO, B.C.

Drawing Title
COVER SHEET - DATA
LOCATION PLAN

Drawn

Chkd. Appro.

Issued Date Date

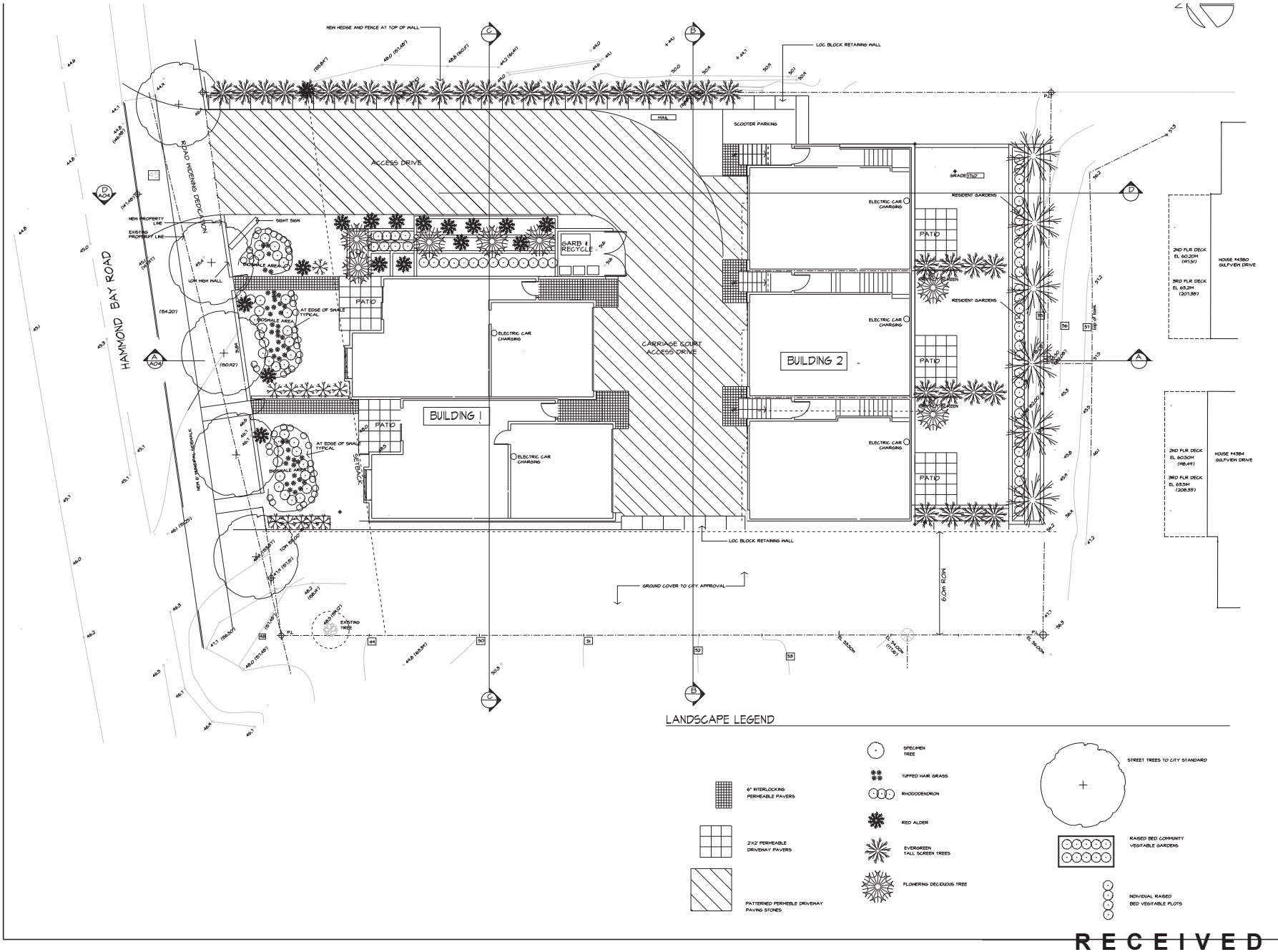
Project No. 2017-02

Drawing No. RA1

Scale 1"=20'-0"

Reproduction Scale

ATTACHMENT C
CONCEPTUAL SITE PLAN



LANDSCAPE LEGEND

- 6" INTERLOCKING PERMEABLE PAVERS
- 2'X2' PERMEABLE DRIVEWAY PAVERS
- PATTERNED PERMEABLE DRIVEWAY PAVING STONES
- SPECIMEN TREE
- TUFTED HAIR GRASS
- RHODODENDRON
- RED ALDER
- EVERGREEN TALL SCREEN TREES
- FLOWERING DECIDUOUS TREE
- STREET TREES TO CITY STANDARD
- RAISED BED COMMUNITY VEGITABLE GARDENS
- INDIVIDUAL RAISED BED VEGITABLE PLOTS

No.	Date	Description	Dwn.
11	OCT 1-19	REV FOR PLANNING COMMENTS	
10	SEP 23-19	REV FOR PLANNING COMMENTS	
9	SEP 15-18	SUBMIT FOR REZONING APPLICATION	
8	SEP 3-18	SUBMIT FOR PLANNING REVIEW	
7	AUG 30-18	SUBMIT FOR PLANNING REVIEW	
6	FEB 20-18	SUBMIT FOR PLANNING REVIEW	
5	DEC 15-17	PRELIMINARY FOR REVIEW	
4	DEC 12-17	PRELIMINARY FOR REVIEW	
3	NOV 25-17	PRELIMINARY FOR REVIEW	
2	SEPT 15-17	PRELIMINARY FOR REVIEW	
1	JULY 18/17	PRELIMINARY FOR REVIEW	

Revisions

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Design - Planning - Research
601-1587 West 8th Avenue Vancouver, B.C. V6J 1T5
Tel: (604) 261-2347

Consultant

Seal | Seal

Project
PROPOSED TOWNHOUSES

Location
4771 HAMMOND BAY ROAD
NANAIMO, B.C.

Drawing Title
SITE PLAN / LANDSCAPE PLAN

Drawn | Chkd. | Appro. | Issued Date | Date

Project No. 2017-02

Drawing No. RA3

Scale 1/8"=1'-0"

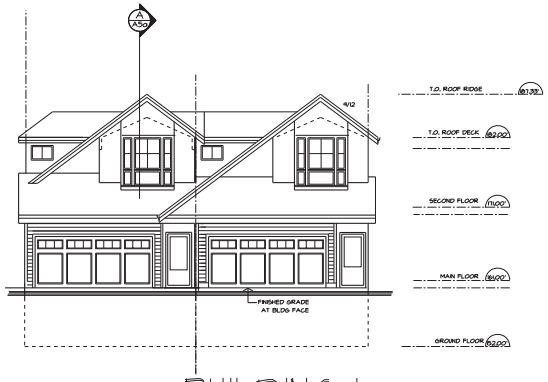
Reproduction Scale 0m 10 20 30 40 50

RECEIVED
RA401
2019-NOV-18
Current Planning

ATTACHMENT D
CONCEPTUAL ELEVATIONS

BUILDING 1

HAMMOND BAY ROAD ELEVATION (NORTH)

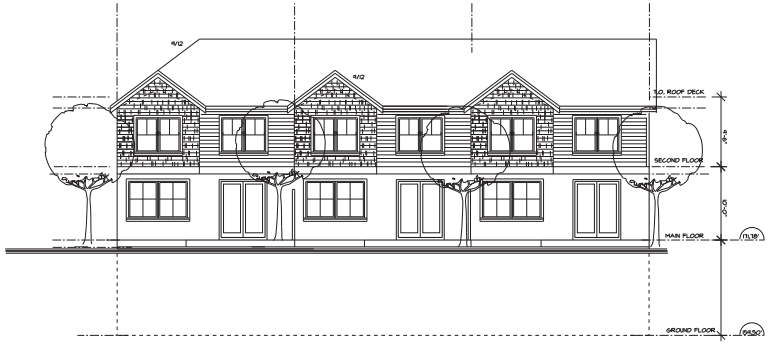


BUILDING 1

ACCESS DRIVE ELEVATION (SOUTH)

SECTION B B

ACCESS DRIVE ELEVATION (NORTH) BUILDING 2



SOUTH ELEVATION BUILDING 2

RECEIVED
RA401
2019-NOV-18
Current Planning

No.	Date	Description	Dwn.
11	OCT 9/19	REV FOR COMMENTS	
10	OCT 1/19	REV FOR PLANNING COMMENTS	
9	SEP 21/19	REV FOR PLANNING COMMENTS	
8	SEP 20/18	SUBMIT FOR REZONING APPLICATION	
7	SEP 2/18	SUBMIT FOR PLANNING REVIEW	
6	FEB 20-18	SUBMIT FOR PLANNING REVIEW	
5	DEC 15-17	PRELIMINARY FOR REVIEW	
4	DEC 12-17	PRELIMINARY FOR REVIEW	
3	NOV 25-17	PRELIMINARY FOR REVIEW	
2	SEPT 15-17	PRELIMINARY FOR REVIEW	
1	JULY 18/17	PRELIMINARY FOR REVIEW	

Revisions

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Design - Planning - Research
601-1587 West 8th Avenue Vancouver, B.C. V6J 1T5
Tel: (604) 261-2347

Consultant

Seal | Seal

Project
PROPOSED TOWNHOUSES

Location
4771 HAMMOND BAY ROAD
NANAIMO, B.C.

Drawing Title
ELEVATIONS

Drawn | Chkd. | Appro. | Issued Date | Date

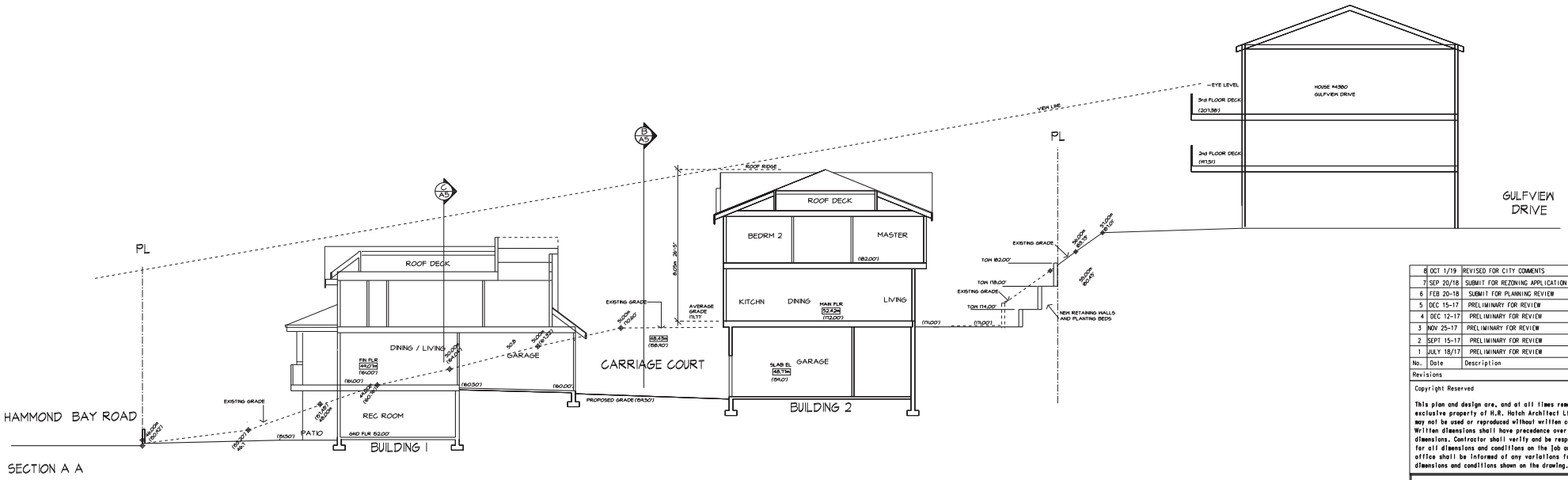
Project No. 2017-02

Drawing No. RA4

Scale 1/8"=1'-0"

Reproduction Scale

ATTACHMENT E
CONCEPTUAL SECTIONS PLAN



No.	Date	Description	Dwn.
8	OCT 1/19	REVISED FOR CITY COMMENTS	
7	SEP 20/18	SUBMIT FOR REZONING APPLICATION	
6	FEB 20-18	SUBMIT FOR PLANNING REVIEW	
5	DEC 15-17	PRELIMINARY FOR REVIEW	
4	DEC 12-17	PRELIMINARY FOR REVIEW	
3	NOV 25-17	PRELIMINARY FOR REVIEW	
2	SEPT 15-17	PRELIMINARY FOR REVIEW	
1	JULY 18/17	PRELIMINARY FOR REVIEW	

Revisions

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Design - Planning - Research
601-1587 West 8th Avenue Vancouver, B.C. V6J 1T5
Tel: (604) 261-2347

Project
PROPOSED TOWNHOUSES

Location
4771 HAMMOND BAY ROAD
NANAIMO, B.C.

Drawing Title
SECTIONS

Drawn
Chkd.
Appro.
Issued Date
Date
Scale
1/8"=1'-0"
Reproduction Scale
0mm 10 20 30 40 50

Project No.
2017-02

Drawing No.
RA5a

RECEIVED
RA401
2019-NOV-18
Current Planning

ATTACHMENT F
AERIAL PHOTO

N

REZONING APPLICATION NO. RA000401

Document Path: V:\Source Data\Departmental Data\EngPubWks\GIS\Projects\TEMPLATES\LOCATION_PLAN\Maps\RA000401_AP.mxd

CITY OF NANAIMO

BYLAW NO. 4500.170

A BYLAW TO AMEND THE “CITY OF NANAIMO ZONING BYLAW 2011 NO. 4500”

WHEREAS the Council may zone land, by bylaw, pursuant to Sections 464, 465, 469, 477, 479, 480, 481, 482, and 548 of the *Local Government Act*;

THEREFORE BE IT RESOLVED the Municipal Council of the City of Nanaimo, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as the “Zoning Amendment Bylaw 2019 No. 4500.170”.

2. The “City of Nanaimo Zoning Bylaw 2011 No. 4500" is hereby amended as follows:

   (A) By rezoning the lands legally described as LOT C, DISTRICT LOT 51, WELLINGTON DISTRICT, PLAN EPP33196 (4771 Hammond Bay Road) from Single Dwelling Residential (R1) to Low Density Residential (R6) as shown on Schedule A.

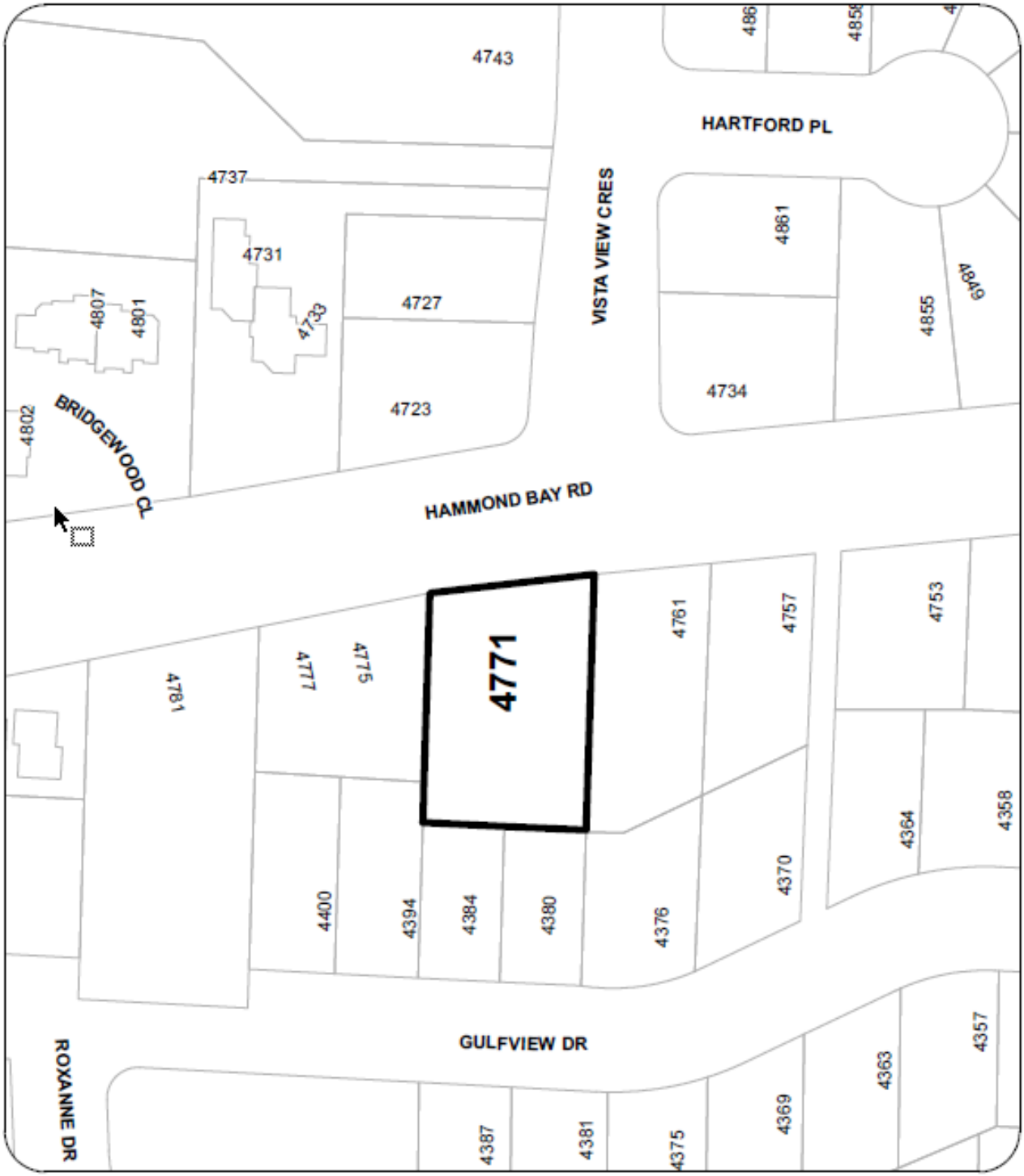
PASSED FIRST READING: _____
PASSED SECOND READING: _____
PUBLIC HEARING HELD: _____
PASSED THIRD READING: _____
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: _____
ADOPTED: _____

_____
M A Y O R

_____
CORPORATE OFFICER

File: RA000401
Address: 4771 Hammond Bay Road

SCHEDULE A



N

SUBJECT PROPERTY

REZONING APPLICATION NO. RA000401

Civic: 4771 HAMMOND BAY ROAD
Legal: LOT C, DISTRICT LOT 51
WELLINGTON DISTRICT
PLAN EPP33196

Staff Report for Decision

File Number: RA000433

DATE OF MEETING December 16, 2019

AUTHORED BY CALEB HORN, PLANNER, CURRENT PLANNING

SUBJECT **REZONING APPLICATION NO. RA433 – 4271 JINGLE POT ROAD**

OVERVIEW

Purpose of Report

To present Council with an application to rezone portions of the subject property at 4271 Jingle Pot Road from Single Dwelling Residential (R1) and Duplex Residential (R4) to Low Density Residential (R6), R1, and R4, to allow for a multi-family residential development and to align existing zone boundaries with a proposed subdivision.

Recommendation

That:

1. "Zoning Amendment Bylaw 2019 No. 4500.168" (To rezone portions of 4271 Jingle Pot Road from Single Dwelling Residential [R1] and Duplex Residential [R4] to Low Density Residential [R6], R1, and R4) pass first reading;
2. "Zoning Amendment Bylaw 2019 No. 4500.168" pass second reading; and
3. Council direct Staff to secure the community amenity contribution should Council support the bylaw at third reading.

BACKGROUND

A rezoning application, RA433, was received from Seward Developments Inc., on behalf of Wayne Garner and Cindy-Lou Garner. The applicant proposes to amend "City of Nanaimo Zoning Bylaw 2011 No. 4500" (the "Zoning Bylaw") to rezone:

a) a portion of the subject property from Single Dwelling Residential (R1) to Low Density Residential (R6);
b) a portion of the subject property from R1 to Duplex Residential (R4); and
c) a portion of the subject property from R4 to R1.

The proposed rezoning will facilitate an eight-lot subdivision (SUB01289) of the subject property including a multi-family residential development. This subdivision is occurring concurrently with another eight-lot subdivision at neighbouring 4285 Jingle Pot Road. Road dedication to create a new cul-de-sac from Jingle Pot Road is being secured through the subdivision.

Subject Property and Site Context

Location	The subject property is on the north side of Jingle Pot Road, between Yon Place and the intersection with Labieux Road.
Total Lot Area	9.13ha

Area of Portions to be Rezoned	3.39ha
Current Zoning	R1 – Single Dwelling Residential; and R4 – Duplex Residential
Proposed Zoning	R1 – Single Dwelling Residential; R4 – Duplex Residential; and R6 – Low Density Residential
Official Community Plan Future Land Use Designation	Neighbourhood
Neighbourhood Plan Land Use Designation	n/a

The subject property currently contains a duplex and a single residential dwelling, and is split-zoned between the R1 and R4 zones. The duplex will be retained on proposed Lot 15, but the single residential dwelling will be removed prior to final subdivision approval. The proposed rezoning will allow for a ground-oriented multi-family development on proposed Lot 9, in addition to amending the zone boundaries for the R4 zone to align with the lot boundaries of proposed Lot 15.

The site is generally flat with a slight rise uphill at the north of the property. Surrounding land uses include a townhouse development to the north, Island ConnectED K-12 school (formerly Wellington Public School) to the east, and single residential dwellings to the south and west. A 23-lot single dwelling residential subdivision creating Yon Place, to the west, was completed in 2011.

DISCUSSION

Proposed Development

The applicant is proposing to rezone a portion of the subject property to R6 in order to allow for a ground-oriented multi-family townhouse development. The R6 zoning would apply to proposed Lot 9, the northernmost lot of the proposed subdivision at the end of the new cul-de-sac street. This new street will be accessed from Jingle Pot Road, opposite Sloan Road. The conceptual plans for Lot 9 include 12 townhouse units in four two-storey buildings, accessed via a common access driveway. The multi-family development is envisioned to have a Floor Area Ratio (FAR) of 0.45, in accordance with the R6 zone.

In addition to the R6 rezoning, the proposed rezoning will amend the zone boundaries of the R1 and R4 zones to align with the lot boundaries of proposed Lot 15 where the existing duplex will be retained.

Policy Context

Official Community Plan

The Official Community Plan (OCP) identifies the subject property as within the Neighbourhood future land use designation. Development in Neighbourhoods is characterized by a mix of low-density residential uses. Residential densities from 10 to 50 units per hectare (uph) in two- to four-storey building forms are generally supported by the OCP. The proposed density of the eight-lot subdivision will equal 31 uph and the proposed density of the multi-family lot, proposed

Lot 9, will equal 35 uph. The proposed rezoning meets the intent of the OCP future land use designation.

Transportation Master Plan

The subject property is not within a Mobility Hub as identified by the Nanaimo Transportation Master Plan (NTMP). However, Jingle Pot Road, approximately 120m away from proposed Lot 9, is identified as a major road and is also identified as a cycling route in the medium-long-term bicycle network plan in the NTMP. Bus Route #30 currently runs along this section of Jingle Pot Road.

Community Consultation

The subject property lies within the area of the Wellington Community Association and was referred for comment. The association responded they were in favour of increased residential density at this location, particularly due to its proximity to a public school site.

The applicant hosted a Neighbourhood Information Meeting on 2019-OCT-16 at the Beban Park Social Centre. Some neighbours raised concerns regarding traffic, parking, and building height associated with increased density. Staff note the maximum permitted building height in the R6 zone (9m) is the same as under the existing R1 zone. Parking along Jingle Pot Road will be formalized as part of the proposed subdivision. Vehicle movement modelling at the intersection of Jingle Pot Road and the new street does anticipate negative impacts.

Community Amenity Contribution

As outlined in Section 7.3 of the OCP, in exchange for value conferred on the lands through a rezoning, the applicant is encouraged to provide a Community Amenity Contribution (CAC). The applicant is proposing a CAC towards Loudon Park with a value of $1,000 per proposed residential unit within proposed Lot 9. A CAC is proposed where an increase in density is proposed, but no CAC is expected for the zone boundary adjustment as this does not increase density. Based on the conceptual plans for the site, the contribution would equal $12,000. Staff support the proposed Community Amenity Contribution.

Conditions of Rezoning

Should Council support the application and pass third reading of “Zoning Amendment Bylaw 2019 No. 4500.168”, Staff recommend the following item be secured prior to final adoption of the bylaw:

1. *Community Amenity Contribution* – A monetary contribution, equal to $1,000 per residential unit within proposed Lot 9, towards parks improvements at Loudon Park.

SUMMARY POINTS

- The application is to rezone portions of the subject property at 4271 Jingle Pot Road from Single Dwelling Residential (R1) and Duplex Residential (R4) to Low Density Residential (R6), R1, and R4, to allow for a multi-family residential development and to align existing zone boundaries with a proposed subdivision.
- The proposed rezoning will facilitate an eight-lot subdivision.
- A Community Amenity Contribution towards parks improvements at Loudon Park is proposed, with a value of $1,000 per unit within Lot 9.

ATTACHMENTS

ATTACHMENT A: Location Plan
ATTACHMENT B: Subdivision Plan with Proposed Zoning
ATTACHMENT C: Conceptual Site Plan
ATTACHMENT D: Aerial Photo
"Zoning Amendment Bylaw 2019 No. 4500.168"

Submitted by:

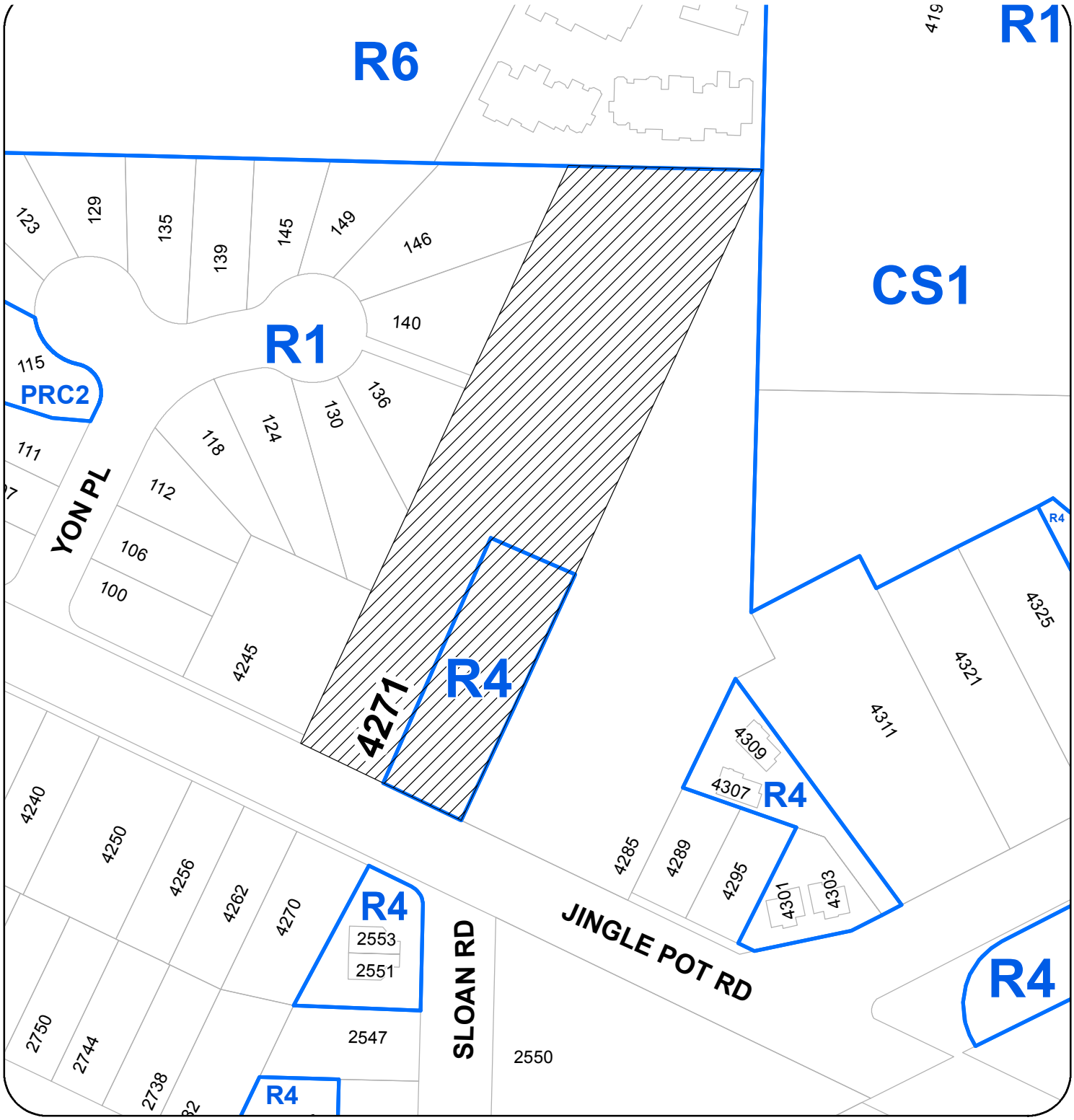
Lainya Rowett
Manager, Current Planning

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A
LOCATION PLAN



REZONING APPLICATION NO. RA000433

LOCATION PLAN

CIVIC: 4271 JINGLE POT ROAD
LEGAL: LOT 1, SECTION 4, WELLINGTON DISTRICT, PLAN 7577

N

SUBJECT PROPERTY

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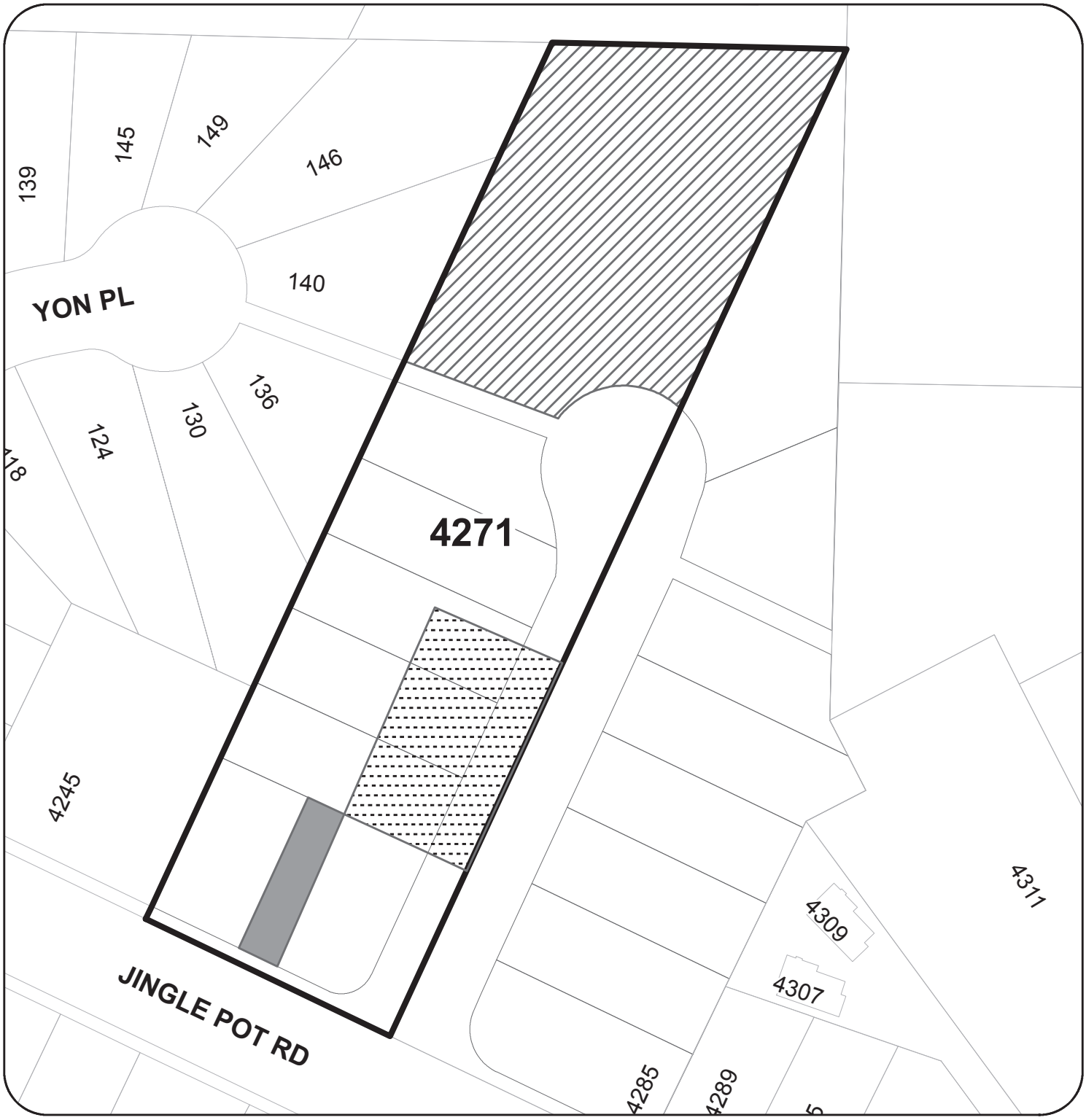
ATTACHMENT B
SUBDIVISION PLAN WITH PROPOSED ZONING



SUBJECT PROPERTY

PORTION OF PROPERTY TO BE REZONED R1

PORTION OF PROPERTY TO BE REZONED R4

PORTION OF PROPERTY TO BE REZONED R6

N

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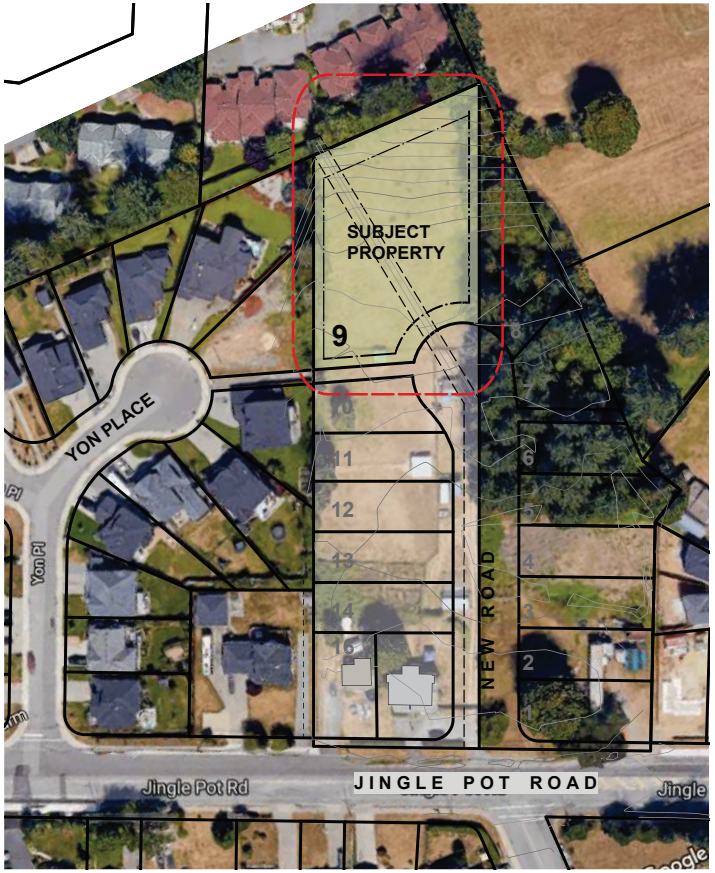
ATTACHMENT C
CONCEPTUAL SITE PLAN



KEY PLAN

SCHEMATIC SITE PLAN
ALL AREAS ARE APPROXIMATE

PROJECT DATA -LOT 9

CURRENT ZONING:	R1	TYPICAL UNIT AREA:		No UNITS:		PARKING:	
PROPOSED ZONING:	R6	**TYPE A**		7 UNIT A @ 1323 SQ.FT.	9261	REQ'D:	
LOT AREA:	3390.77 SQ.M.	LOWER FLOOR	45 SQ.FT.	5 UNIT B @ 1409 SQ.FT.	7045	7 X 2 BDRM UNITS @ 1.8/ UNIT	
		MAIN FLOOR	639 SQ.FT.	16 306 SQ.FT. (1515 SQ.M.)		5 X 3 BDRM UNITS @ 2/UNIT	
		UPPER FLOOR	639 SQ.FT.			= 23 STALLS	
		TOTAL	1323 SQ.FT.	F.A.R. (0.45 ALLOWED)			
				1515/ 3390.77 = 0.447		PROV'D:	
** ALL AREAS ARE APPROXIMATE		**TYPE B**				2/UNIT + 3 GUEST	
		LOWER FLOOR	45 SQ.FT.	LOT COVERAGE		27 STALLS	
		MAIN FLOOR	682 SQ.FT.	732.2 / 3390.77 = 21.6%			
		UPPER FLOOR	682 SQ.FT.				
		TOTAL	1409 SQ.FT				
		GARAGE:	550 SQ.FT.				

DELINEA DESIGN CONSULTANTS LTD

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PROPOSED REZONING
4271 Jingle Pot Road, Nanaimo B.C.

PROJECT #: 1468.19.17
ISSUED:
REVIEW 30 JUNE.2017
REZONING 03 OCT.2018

RECEIVED
RA433
2019-MAY-23
Current Planning

PR1.1

ATTACHMENT D
AERIAL PHOTO

REZONING APPLICATION NO. RA000433

N

LEGEND

SUBJECT PROPERTY

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CITY OF NANAIMO

BYLAW NO. 4500.168

A BYLAW TO AMEND THE “CITY OF NANAIMO ZONING BYLAW 2011 NO. 4500”

WHEREAS the Council may zone land, by bylaw, pursuant to Sections 464, 465, 469, 477, 479, 480, 481, 482, and 548 of the *Local Government Act*;

THEREFORE BE IT RESOLVED the Municipal Council of the City of Nanaimo, in open meeting assembled, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as the “Zoning Amendment Bylaw 2019 No. 4500.168”.

2. The “City of Nanaimo Zoning Bylaw 2011 No. 4500" is hereby amended as follows:

   By rezoning a portion the land legally described as LOT 1, SECTION 4, WELLINGTON DISTRICT, PLAN 7577 (4271 Jingle Pot Road) from Single Dwelling Residential (R1) to Low Density Residential (R6) as shown on Schedule A.

   By rezoning a portion of the land at 4271 Jingle Pot Road from Single Dwelling Residential (R1) to Duplex Residential (R4) as shown on Schedule A.

   By rezoning a portion of the land at 4271 Jingle Pot Road from Duplex Residential (R4) to Single Dwelling Residential (R1) as shown on Schedule A.

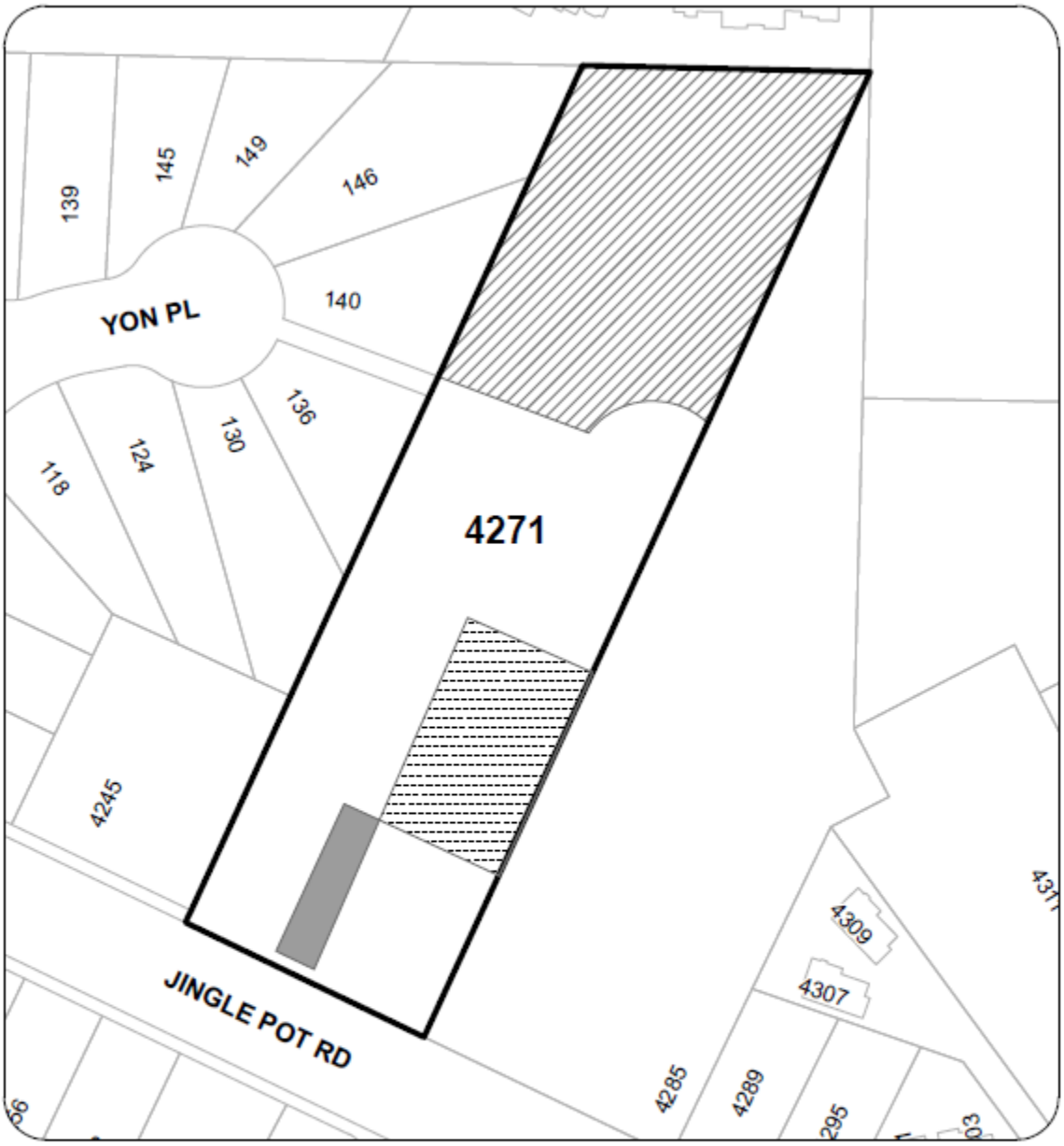
PASSED FIRST READING: _____
PASSED SECOND READING: _____
PUBLIC HEARING HELD: _____
PASSED THIRD READING: _____
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE: _____
ADOPTED: _____

_____
M A Y O R

_____
CORPORATE OFFICER

File: RA000433
Address: 4271 Jingle Pot Road

SCHEDULE A



SUBJECT PROPERTY
PROPOSED R1 ZONING
PROPOSED R4 ZONING
PROPOSED R6 ZONING

LOCATION PLAN

Civic: 4271 JINGLE POT ROAD
Legal Description: LOT 1, SECTION 4
WELLINGTON DISTRICT, PLAN 7577

CITY OF NANAIMO
THE HARBOUR CITY

Staff Report for Decision

File Number: CIP03429

DATE OF MEETING December 16, 2019

AUTHORED BY LAINYA ROWETT, MANAGER, CURRENT PLANNING

SUBJECT **PROPOSED TELECOMMUNICATIONS TOWER – 2250 MCGARRIGLE ROAD**

OVERVIEW

Purpose of Report
To present Council with information regarding a request from Rogers Communications Inc. for land use concurrence for a proposed telecommunications tower at 2250 McGarrigle Road.

Recommendation
That Council give direction for Staff to provide a letter of concurrence to "Innovation, Science and Economic Development Canada" in response to a proposed 20m telecommunications facility at 2250 McGarrigle Road.

BACKGROUND

Proposals for telecommunications facilities within the city of Nanaimo are subject to a federal approval process (Innovation, Science and Economic Development Canada [ISED], formally Industry Canada), which includes consultation with the local land use authority (City of Nanaimo) as a commenting body. Rogers Communications Inc. (Rogers) is proposing a new telecommunications facility in Nanaimo and has proceeded to the stage of a formal request to the City for land use concurrence.

The City of Nanaimo does not have an established siting protocol or public consultation process for the siting of telecommunications facilities, thus Rogers has utilized ISED's *Default Public Consultation Process* (*CPC-2-0-03 Radiocommunication and Broadcasting Antenna Systems*). The ISED process requires, at a minimum, the proponents to provide all residents within an area three times the tower height with a notification package. The ISED-required consultation process was also utilized for previous cell tower proposals in the city of Nanaimo, and proponents requested comment from Staff regarding a proposed location.

The Federal Government (through ISED) has exclusive jurisdiction regarding the regulation of telecommunication facilities. Under the "City of Nanaimo Zoning Bylaw 2011 No. 4500" (Section 6.1.1) utility installations, such as telecommunication towers, are permitted in all zones and are exempt from height regulations. The City's practice to date is to encourage proponents to co-locate such infrastructure in industrial and/or commercial areas.

DISCUSSION

The proposed telecommunications facility includes a 20m monopole tower and would be located on private property at 2250 McGarrigle Road. The property is zoned Light Industrial (I2) and falls within an industrial neighbourhood bounded by the Island Highway, Northfield Road, and Dorman

Road. The industrial neighbourhood contains a mix of highway industrial, light industrial, and high-tech industrial uses.

The proposed improvements would be located adjacent to the site entrance, off McGarrigle Road, and include the following:

- 20m grey, steel monopole with antenna panels;
- A compound that is approximately 8m x 4m in size, enclosed with black chain link fencing, located in the front yard area of the property;
- Three concrete bollards to protect the compound area;
- The cedar hedge along the front property line, which would be maintained or replaced as needed for visual screening of the tower base and compound area; and
- The siting of the facility that would respect City utilities located in the area.

A development permit is not required for the proposed tower and improvements. The base of the facility would be screened by landscaping, and the visual impact of the proposed tower from the Island Highway is minimal.

The proponent conducted pre-consultation with Staff in September 2019 followed by an information package submission. The proponent completed the ISED public consultation process in September and October 2019, which included mailing information packages to property owners and tenants of properties within 60 metres of the proposed tower. The proponent received one inquiry and provided the requested information. Roger's public consultation process concluded in October 2019 and they received no comments from the public regarding the proposed tower.

Rogers explored opportunities for co-location, but found no suitable structures, buildings, or towers that would provide the height necessary for a dependable network. Industrial lands are preferred sites for telecommunication towers and the proposed site is within an industrial area. In addition, the proponent has entered into a long-term agreement with the property owner for the proposed tower. The applicant advises the proposed telecommunications tower would provide high-speed, high-bandwidth cellular service to the Nanaimo community. As a conclusion to the ISED required process, the proponent has requested a letter of concurrence be sent to ISED for the proposed telecommunications facility at 2250 McGarrigle Road.

OPTIONS

1. That Council give direction for Staff to provide a letter of concurrence to "Innovation, Science and Economic Development Canada" in response to a proposed 20m telecommunications facility at 2250 McGarrigle Road.

    - Advantages: The Rogers mobile network in Nanaimo would be enhanced.
    - Disadvantages: None identified.
    - Financial Implications: None identified.

2. That Council direct Staff to provide a letter of non-concurrence to "Innovation, Science and Economic Development Canada" indicating the reasons and/or concerns regarding a proposed telecommunications facility at 2250 McGarrigle Road.

    - Advantages: If Council has concerns regarding the proposal, this option should be selected to encourage the proponent to engage in further consultation with the City.
    - Disadvantages: This option could cause a delay to improvements to the Rogers mobile network, and the telecommunications facility may be installed with no consideration for the City's comments.
    - Financial Implications: None Identified.

3. That Council direct Staff to provide a letter to "Innovation, Science and Economic Development Canada" advising that the City has no comment regarding a proposed 20m telecommunications facility at 2250 McGarrigle Road.

    - Advantages: None identified.
    - Disadvantages: The telecommunications facility may be installed with no consideration for the City's comments.
    - Financial Implications: None identified.

SUMMARY POINTS

- The City has received a request for a letter of concurrence for a proposed 20m telecommunications tower at 2250 McGarrigle Road.
- The proponent completed the required ISED public consultation process in September and October 2019.
- The proposed tower location is within an existing industrial neighbourhood, and the visual impact from the Island Highway is minimal.

ATTACHMENTS:

ATTACHMENT A: Location Plan
ATTACHMENT B: Public Consultation Summary & Land Use Concurrence Request (Rogers)
ATTACHMENT C: Northeast View from Island Highway– Before and After
ATTACHMENT D: Northwest View from Island Highway – Before and After
ATTACHMENT E: Aerial Photo

Submitted by:

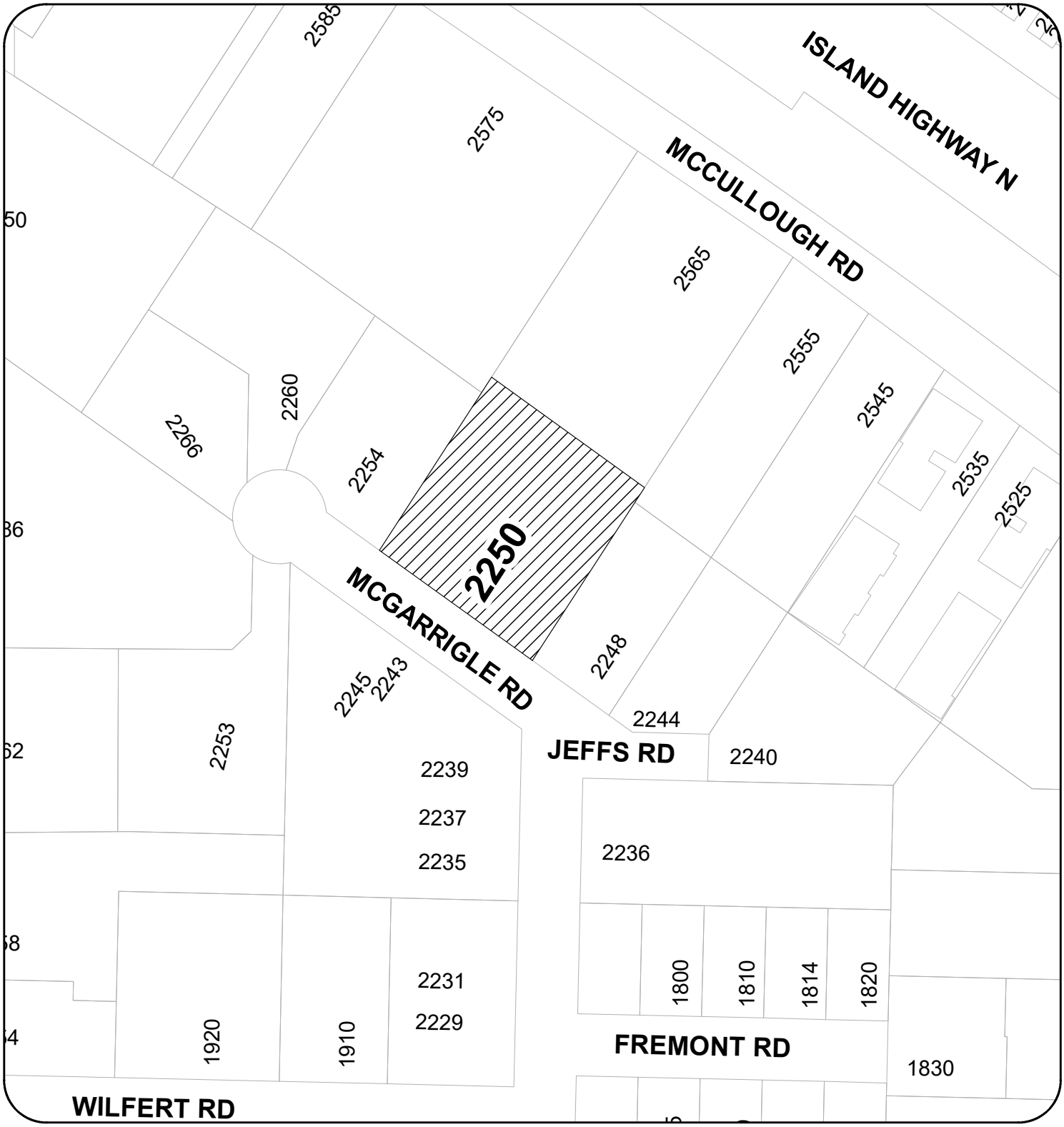
Lainya Rowett
Manager, Current Planning

Concurrence by:

Jeremy Holm
Director, Development Approvals

Dale Lindsay
General Manager, Development Services

ATTACHMENT A
LOCATION PLAN



PROPERTY ACQUISITION NO. CIP03429

LOCATION PLAN

N

CIVIC: 2250 MCGARRIGLE ROAD
LEGAL: LOT 1, SECTION 18 AND 19, RANGE 8
MOUNTAIN, PLAN VIP63817

SUBJECT PROPERTY

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November 7th, 2019

Public Consultation Summary & Land Use Concurrence Request

SitePath Consulting Ltd. ("SitePath") is representing Rogers Communications Inc. ("Rogers") in seeking land use concurrence from the City of Nanaimo in response to a proposed telecommunications installation.

ROGERS Site:	W5730 - Northfield
Prepared For:	City of Nanaimo
Prepared By:	SitePath Consulting Ltd., representing Rogers
	Brian Gregg, Real Estate & Government Affairs Consultant
Address:	2250 McGarrigle Road, Nanaimo, BC
Coordinates:	49.195389, -123.983056
Land Use Authority:	City of Nanaimo
Zoning:	I2 – Light Industrial

Objective

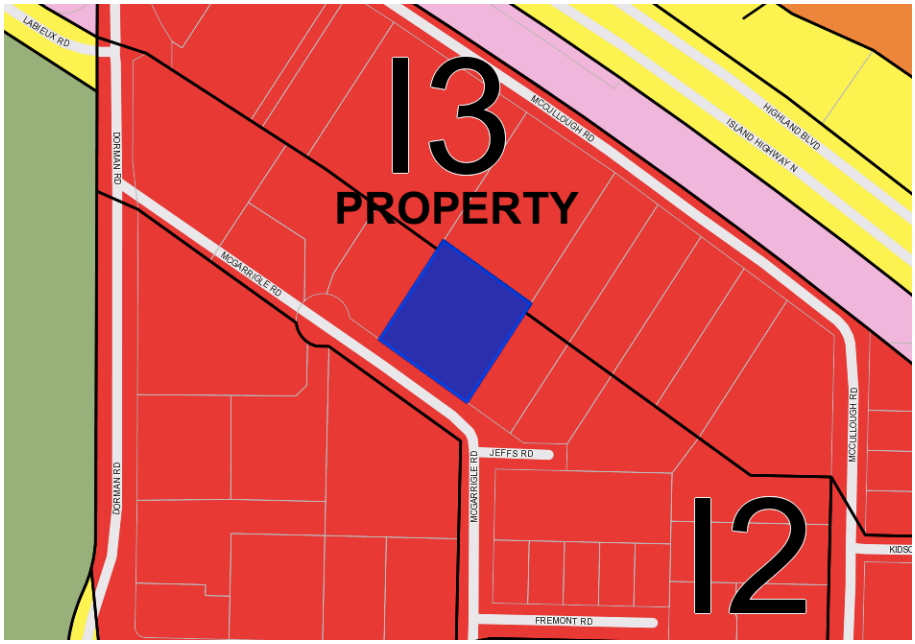
- Rogers has identified that there is currently not dependable service in the surrounding community. As a result, Rogers is proposing to install a new cell tower on private property where Rogers holds existing land rights.
- The proposed facility will provide high-speed, high bandwidth cellular service to the Nanaimo community and improve personal safety, as the majority of emergency calls are made using wireless devices.

Description of Proposed Site

- Rogers is proposing the construction of a 20-meter tall monopole tower on a private property at 2250 McGarrigle Road, Nanaimo. The approximate coordinates of the tower are as follows: 49.195389, -123.983056.
- If constructed, all of the equipment necessary to operate this facility will reside within an approximately 8.0 meter x 4.0 meter fenced compound located at the base of the tower.
- The subject property was selected for the following reasons:
    - ***Existing Infrastructure:*** The subject property is home to power, access and there is surplus space on the lot for Rogers' compound.
    - ***Zoning:*** The light industrial zoning of the subject property and surrounding area is compatible with the proposed use.
    - ***Setbacks:*** The subject property is significantly setback from residential areas mitigating potential property owner concerns regarding aesthetic impacts.

Aerial Photograph (Source: Google Earth)

Zoning Map (Source: City of Nanaimo)



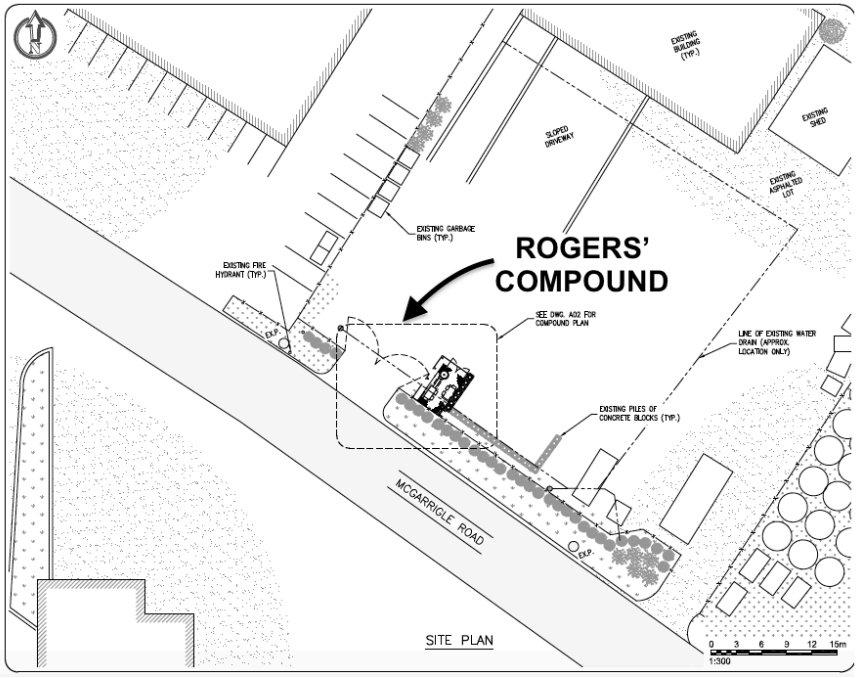
Existing Structures

- Rogers has reviewed all existing structures within the search area and has confirmed that there are no existing antenna-support structures of a suitable height or location that would provide dependable network improvements in the community.

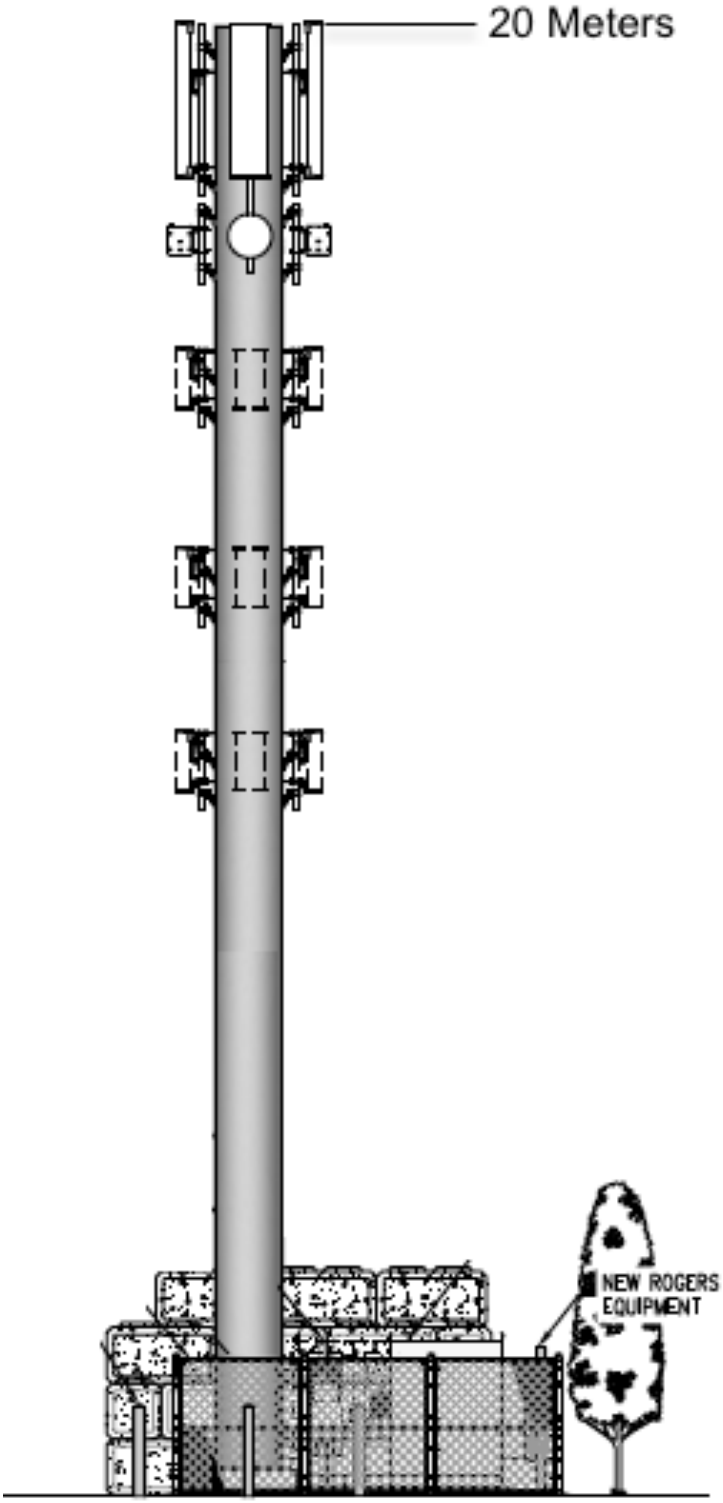
Visibility

- The proposed tower site location will be visible within the community, largely within the industrial area.
- Rogers is proposing an aesthetically integrated monopole design to minimize view impacts.

Site Plan



Elevation Plan - Tower Profile (for discussion purposes only)



Consultation Process & Summary

Innovation, Science and Economic Development (ISED) Canada Default Consultation Process

As the City of Nanaimo does not have an established and documented public consultation process applicable to tower siting on privately-owned land, Rogers was required to follow the ISED Public Consultation Process as follows:

- ***Notify any property owners within three times the proposed tower height.*** During this process, Rogers only received only one (1) inquiry from a neighbouring property owner who wanted an electronic copy of the applicable consultation package. No concerns were expressed by any neighbouring property owners.

- ***Request land use concurrence from the relevant land use authority:*** Rogers is seeking land use concurrence from the City of Nanaimo Council. Rogers will also obtain any required permits.

Land Use Concurrence Request

Although Rogers is exclusively regulated by the Federal Government, ISED requires Rogers to consult with the relevant land use authority as a commenting body in the siting of antenna support structures. As a form of comment, Rogers is requesting land use concurrence from the City of Nanaimo in the form of a resolution or a letter that addresses the following items:

- *The City of Nanaimo is satisfied with Rogers' consultation process, as outlined in ISED's Default Public Consultation Process;*
- *That the proposed tower is a permitted use;*
- *The proposed design and location is acceptable;*
- *That the City of Nanaimo has been consulted and concurs with the tower location.*

ATTACHMENT C
NORTHEAST VIEW FROM ISLAND HIGHWAY
BEFORE AND AFTER

ROGERS™

PREPARED BY:

FC TELEC CONSULTANTS

W5730

NORTHFIELD PHOTOSIM (NORTHEAST VIEW)

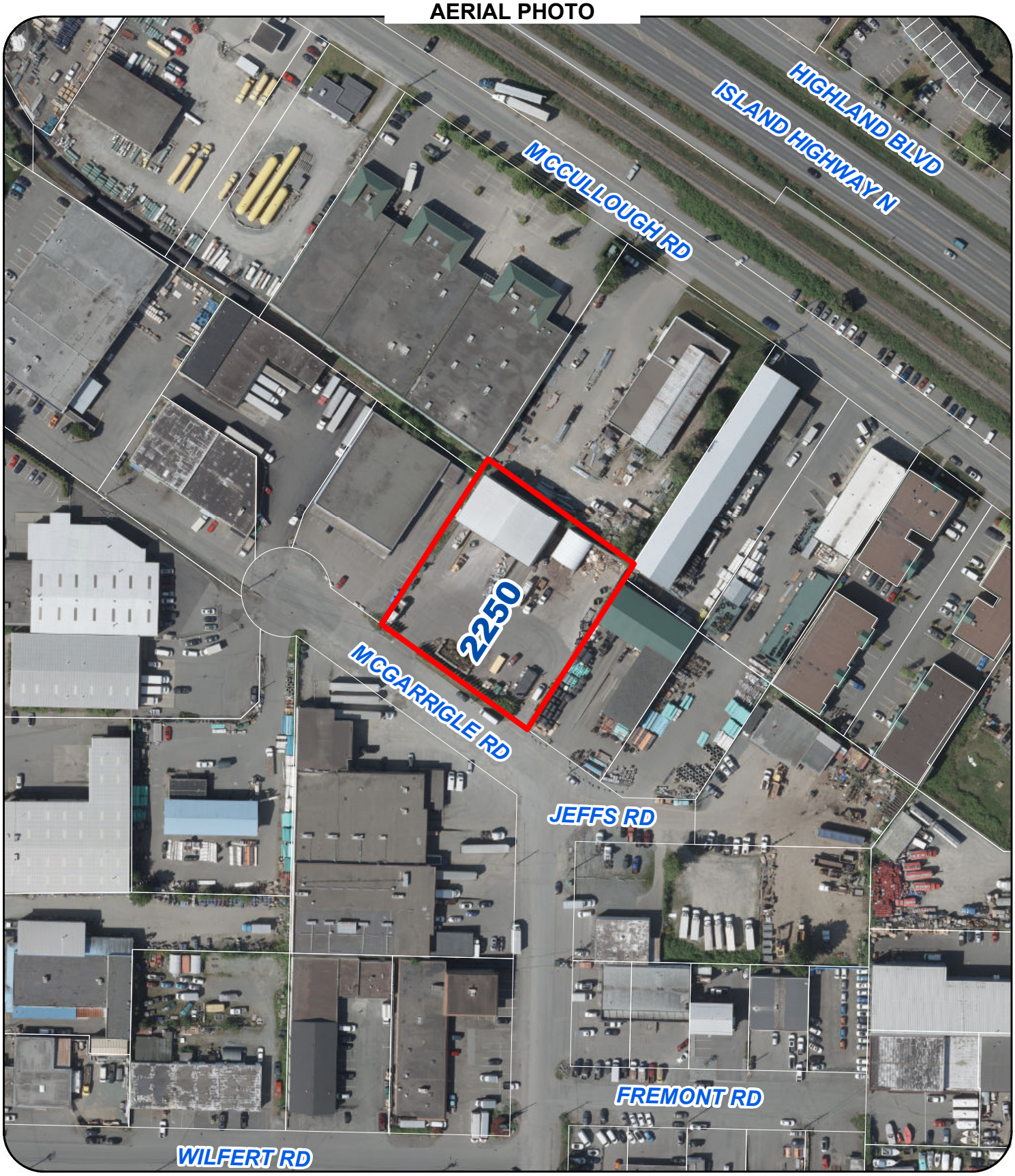
ATTACHMENT D
NORTHWEST VIEW FROM ISLAND HIGHWAY
BEFORE AND AFTER

ROGERS™

PREPARED BY:
FC TELEC CONSULTANTS

W5730
NORTHFIELD PHOTOSIM (NORTHWEST VIEW)

ATTACHMENT E
AERIAL PHOTO



PROPERTY ACQUISITION NO. CIP03429

N

LEGEND

SUBJECT PROPERTY

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CITY OF NANAIMO

BYLAW NO. 2496.32

A BYLAW TO AMEND THE SEWER REGULATION AND CHARGE BYLAW

WHEREAS the Council of the City of Nanaimo, in open meeting assembled, hereby ENACTS AS FOLLOWS:

Title

1. This Bylaw may be cited as the "Sewer Regulation and Charge Amendment Bylaw 2019 No. 2496.32".

Amendment

2. "SEWER REGULATION AND CHARGE BYLAW 1982 NO. 2496" is hereby amended by deleting Schedule "B" in its entirety and substituting the attached Schedule "B" therefore.

Effective Date

3. This Bylaw shall take effect on January 1, 2020.

PASSED FIRST READING: 2019-DEC-02
PASSED SECOND READING: 2019-DEC-02
PASSED THIRD READING: 2019-DEC-02
ADOPTED: _____

_____
MAYOR

_____
CORPORATE OFFICER

SCHEDULE "B"

SANITARY SEWER USER RATES

1. The following flat rates shall apply to the following residential premises:

(a) Classification	Minimum Daily Rate
Single Family Residence	$.38515
Apartments, Suites or Duplex - each unit	.38515
Rooming Houses - first unit	.38515
- each additional group of plumbing fixtures	.25758
Trailer or Mobile Home Park – per occupied space	.38515
Secondary Suite (Bylaw 5342)	.38515

(b) Classification

The following flat rates shall apply to the following classified premises where the volumes of water supplied are less than 11,000 gallons or 1,766 cubic feet or 50 cubic metres per day.

Cafes, Restaurants and Licensed Premises - for each group of plumbing fixtures	.38515
Garage or Service Station	.38515
Store or Business Premises - for each group of plumbing fixtures	.38515
Laundry, Laundromat or Dry Cleaners - per washer	.18053
Schools and Colleges - per classroom	.25758
Hospitals - per bed	.25758
Office Building - for each group of plumbing fixtures	.38515

Classification	Minimum Daily Rate
Churches and Halls - for each group of plumbing fixtures	.25758
Other Premises - for each group of plumbing fixtures	.38515

2. The following daily rates shall apply to hotels, motels and campgrounds and shall also apply to other premises listed in Section 1(b) where water supplied by the City equals or exceeds the volume of 11,000 gallons or 1,766 cubic feet or 50 cubic metres per day:

   - ⇨ $1.27619 per 1,000 gallons/160.5 cubic feet/4.5 cubic metres of water supplied up to 11,000 gallons or 1,766 cubic feet or 50 cubic metres daily; then
   - ⇨ $1.02378 per 1,000 gallons/160.5 cubic feet/4.5 cubic metres of water supplied for the next 11,000 gallons or 1,766 cubic feet or 50 cubic metres daily; then
   - ⇨ $.77136 per 1,000 gallons/160.5 cubic feet/4.5 cubic metres of water supplied for the next 55,000 gallons or 8,831 cubic feet or 250 cubic metres daily; then
   - ⇨ $.50486 per 1,000 gallons/160.5 cubic feet/4.5 cubic metres of water supplied over 77,000 gallons or 12,364 cubic feet or 352 cubic metres daily.

3. All rates charged, as set out above shall be due and payable when levied which shall be subject to a discount of five (5) percent, provided rates for the current billing period are paid in full including all arrears then outstanding into the Office of the Collector, or his agents, on or before the close of business on the date set out on the billing form.

4. Interim bills based on estimated water consumption may be levied and collected between billing periods.

CITY OF NANAIMO

BYLAW NO. 7004.15

A BYLAW TO AMEND THE WATERWORKS RATE AND REGULATION BYLAW

WHEREAS the Council has, by bylaw, provided for the classification of users and established terms, rates and conditions under which water facilities may be supplied and used throughout the City,

THEREFORE BE IT RESOLVED the Council of the City of Nanaimo, in open meeting assembled, ENACTS AS FOLLOWS:

Title

1. This Bylaw may be cited for all purposes as the City of Nanaimo "Waterworks Rate and Regulation Amendment Bylaw 2019 No. 7004.15".

Amendment

2. "WATERWORKS RATE AND REGULATION AMENDMENT BYLAW 2006 NO. 7004" is hereby amended as follows:

   (a) By deleting the definition of "Director of Engineering and Public Works" in its entirety and substituting the following therefor:
      (i) "General Manager, Engineering and Public Works: means the person duly appointed the General Manager, Engineering and Public Works of the City or their appointed designate"

   (b) By deleting all instances of "Director of Engineering and Public Works" and replace all instances with "General Manager, Engineering and Public Works" throughout Bylaw No. 7128.

   (c) By deleting Schedule "A" in its entirety and replacing it with the attached Schedule "A".

   (d) By deleting Schedule "B" in its entirety and replacing it with the attached Schedule "B".

   (d) By deleting Schedule "C" in its entirety and replacing it with the attached Schedule "C".

Effective Date

3. This Bylaw shall take effect on January 1, 2020.

PASSED FIRST READING: 2019-DEC-02
PASSED SECOND READING: 2019-DEC-02
PASSED THIRD READING: 2019-DEC-02
ADOPTED: _____

_____
MAYOR

_____
CORPORATE OFFICER

SCHEDULE "A"

WATER RATES

1. A Minimum Service Rate of .80086 dollars per day is hereby imposed on all properties.

2. The Minimum Service Rate referred to in Section 1 of this Schedule shall be levied and collected in any billing period.

3. In addition to the rates imposed pursuant to Section 1 of this Schedule, the following rates are hereby imposed upon all users and these rates shall be levied and collected for the proportionate amount of water consumed per day:

   - for the first 145 gallons, $.00168 per gallon, or the equivalent in cubic feet and/or cubic metres.

   - for the next 75 gallons, $.00776 per gallon, or the equivalent in cubic feet and/or cubic metres.

   - for the next 109 gallons, $.00816 per gallon, or the equivalent in cubic feet and/or cubic metres.

   - for the next 219 gallons, $.00848 per gallon, or the equivalent in cubic feet and/or cubic metres.

   - for the next 548 gallons, $.00878 per gallon, or the equivalent in cubic feet and/or cubic metres.

   - all consumption over 1,096 gallons, $.00905 per gallon, or the equivalent in cubic feet and/or cubic metres.

4. All rates charged, as set out above, shall be due and payable when levied which shall be subject to a discount of five (5) percent, provided rates for the current billing period are paid in full including all arrears then outstanding into the office of the Collector or his agents, on or before the close of business on the date set out on the billing form.

5. Interim bills based on the estimated water consumption may be levied and collected between billing periods.

6. Where more than one residential unit has consumption measured through a single meter, the City will calculate the charge for water in two ways:

   (a) in the manner described in Sections 1 – 4 of this Schedule; and

   (b) divide the total consumption by the number of units and use the average consumption per unit to calculate the charge as if each unit were a single family residence.

   The City would then bill for the lower of the two amounts calculated above.

7. The Bulk Water rate shall be the highest rate of $0.00905 ($9.05/1,000 gallons) or the equivalent in cubic feet and/or cubic metres.

8. The Water Hauler rate for water hauling services, distributors and other contractors shall be the highest rate of $.014967 ($14.97/1,000 gallons) or the equivalent in cubic feet and/or cubic metres.

SCHEDULE "B"

FIRELINE RATES

1. Single Meters:

   (a) In the case of fireline service connections which are under 4 inches or 100 millimetres, rates levied and charged shall be on a minimum fee basis of $.79214 per day.
   (b) In the case of fireline service connections which are 4 inches or 100 millimetres and over, rates levied and charged shall be on a minimum fee basis of $1.33454 per day.

2. Combination Meters:

   (a) In the case of fireline service connections which are under 4 inches or 100 millimetres (combination), rates levied and charged shall be on a minimum fee basis of $.39608 per day.

   (b) In the case of fireline service connections which are 4 inches or 100 millimetres and over (combination), rates levied and charged shall be on a minimum fee basis of $.66727 per day.

3. All rates charged, as set out above, shall be due and payable when levied which shall be subject to a discount of five (5) percent, provided rates for the current billing period are paid in full including all arrears then outstanding into the office of the Collector or his agents, on or before the close of business on the date set out on the billing form.

SCHEDULE 'C'

FEE SCHEDULE

1. Hook-Up Fees

A "water hook-up fee" shall be paid for the installation of a City meter and shall be paid at the time of application for hook-up.

Applicable fees shall be as follows:

(i)	20 millimetre or ¾ inch hook-up, including City meter	"at cost"
(ii)	25 millimetre or 1 inch hook-up, including City meter	"at cost"
(iii)	38 millimetre or 1½ inch hook-up, including City meter	"at cost"
(iv)	50 millimetre or 2 inch hook-up, and over, including City meter	"at cost"

2. Service Pipe Fees

(a) A "service pipe fee" shall be paid for all pipes installed by the City. Except as otherwise provided for in this Bylaw, the "service pipe fee" shall be paid at the time of application for hook-up.

(b) In the case of subdivision of a property, the "service pipe fee" for all service pipes shall be paid prior to approval of the subdivision plan.

Service pipe fees shall be as follows:

(i)	20 millimetre or ¾ inch service pipe	"at cost"
(ii)	25 millimetre or 1 inch service pipe	"at cost"
(iii)	38 millimetre or 1½ inch service pipe	"at cost"
(iv)	50 millimetre or 2 inch, and over, service pipe	"at cost"

(c) In the event that rock or contaminated soils are encountered, or a requirement to complete work after hours, e.g. Ministry of Transportation permit requirement, “at cost” charges will apply in addition to the charges in 2 (b) above.

3. Notwithstanding 2(a) (b) and (c), no "service pipe fee" shall be required for service pipes installed by a developer in fulfillment of the responsibilities and requirements set out for a subdivision or a building development.

4. Notwithstanding any other fee under this Bylaw, the fee for the installation entirely by the City of a service connection over thirty metres long shall be "at cost".

5. Where application is made for disconnection or reconnection of any water service, a prepaid service fee of $100.00 shall be levied in each instance.

6. When a change or modification is requested to an existing water connection and or supply, the change or modification shall be undertaken at the expense of the property owner requesting the change or modification.

7. Fire Flow Hydrant Testing Fees:

(a)	Fire Flow Test - First Hydrant	$250.00
(b)	Each additional hydrant (same day)	$100.00

8. Notwithstanding section 1, no "water hook-up fee" shall be required for private meter installations.

9. After-hours: turn water to property on or off: $50

10. Install temporary-use water connection (for contractor’s use) on fire hydrant: $100.
    a) Only City forces to supply and install connection
    b) Contractor is responsible for replacement cost if unit lost, stolen or damaged
    c) Permit to connect: $200.00
    d) Daily charge for water use: $25.00

11. Water Hauler Fill Station
    a) Application Fee and SMART Card: $50.00
    b) Fee to replace lost SMART Card: $20.00

CITY OF NANAIMO

BYLAW NO. 7099.08

A BYLAW TO AMEND THE RATE FOR BULK WATER SUPPLY TO SOUTH WEST

The Council of the City of Nanaimo, in open meeting assembled, ENACTS AS FOLLOWS:

Title

1. This Bylaw may be cited for all purposes as the City of Nanaimo "South West Bulk Water Rate Amendment Bylaw 2019 No. 7099.08".

Amendment

2. "SOUTH WEST BULK WATER RATE AMENDMENT BYLAW 2010 NO. 7099" is hereby amended as follows:

   (a) By deleting Section 3. in its entirety and replacing it with the following:

   "3. Rate

   The rate of bulk water supply to South West is $2.95 per thousand gallons."

Effective Date

3. This bylaw shall take effect on January 1, 2020.

PASSED FIRST READING: 2019-DEC-02
PASSED SECOND READING: 2019-DEC-02
PASSED THIRD READING: 2019-DEC-02
ADOPTED: _____

_____
MAYOR

_____
CORPORATE OFFICER

CITY OF NANAIMO

BYLAW NO. 7128.11

A BYLAW TO AMEND THE MUNICIPAL SOLID WASTE COLLECTION BYLAW

WHEREAS the Council of the City of Nanaimo may, in accordance with the *Community Charter,* exercise its authority in relation to the use of waste disposal and recycling services, and impose fees and charges thereto:

THEREFORE BE IT RESOLVED that the Council of the City of Nanaimo in open meeting assembled, hereby ENACTS AS FOLLOWS:

Title

1. This Bylaw may be cited as "Municipal Solid Waste Amendment Bylaw 2019 No. 7128.11".

Amendments

2. "MUNICIPAL SOLID WASTE COLLECTION BYLAW 2011 NO. 7128" is hereby amended as follows:

   (1) By deleting the definition of "Director of Engineering and Public Works" in its entirety and substituting the following therefor:
      a. "General Manager, Engineering and Public Works: means the person duly appointed the General Manager, Engineering and Public Works of the City or their appointed designate"

   (2) By deleting all instances of "Director of Engineering and Public Works" and replace all instances with "General Manager, Engineering and Public Works" throughout Bylaw No. 7128

   (3) By deleting Schedule "A" in its entirety and substituting the attached Schedule "A".

   (4) By deleting Schedule "B" in its entirety and substituting the attached Schedule "B".

PASSED FIRST READING: 2019-DEC-02
PASSED SECOND READING: 2019-DEC-02
PASSED THIRD READING: 2019-DEC-02
ADOPTED: _____

_____
MAYOR

_____
CORPORATE OFFICER

SCHEDULE “A”

RATES AND CHARGES

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1. A fee of $0.46849 per Dwelling Unit (or equivalent) per day ($171.00 per year) is imposed on every owner of a Dwelling Unit receiving this service.

2. An additional fee of $0.27397 per Dwelling Unit (or equivalent) per day ($100.00 per year) is imposed for the use of an upsized garbage cart, exchanged for the standard cart for that Dwelling Unit (or equivalent).

3. All fees shall be due and payable when levied.

4. All fees shall be subject to a five percent discount if fees for the current billing period are paid in full, along with any outstanding arrears, on or before the close of business on the date indicated on the statement of user rates.

5. An administration fee of $25 is imposed for cart exchanges for 1 or more carts exchanged at the same time, or for requests for additional recycling carts.

SCHEDULE “B”

FINE SCHEDULE

The following fines are prescribed for the purposes of this Bylaw:

OFFENCE	SECTION	FINE
Disposal of prohibited material through the Municipal Solid Waste Collection System	10(1)	$100
Fail to properly dispose of Solid Waste	11(2)(a)	$100
Container weighs more than 35 kilograms (75 pounds)	11(2)(e)	$100
Fail to remove a Wheeled Cart	11(2)(j)	$100
Fail to clean up Solid Waste	11(1)(o)	$100
Improper use of a Wheeled Cart	12(4)	$100
Scavenge from a Wheeled Cart	13(1)	$100
Interfere with Municipal Solid Waste Collection System	16	$100

2496.32
"Sewer Regulation and Charge Amendment Bylaw 2019 No. 2496.32" (To set the 2020 rates for sanitary sewer).

Passed three readings 2019-DEC-02.

4500.055
"Zoning Amendment Bylaw 2014 No. 4500.055" (RA324 – To rezone 4015 and part of 4001 Corunna Avenue from Single Dwelling Residential [R1] to Residential Corridor [COR1] in order to construct an office building).

Passed two readings 2014-JAN-13. Public Hearing 2014-FEB-06. Passed third reading 2014-FEB-06. Ministry of Transportation approval 2014-MAR-04.

4500.133
"Zoning Amendment Bylaw 2019 No. 4500.133" (To rezone Unit 9, 1599 Dufferin Crescent to allow "Cannabis Retail Store" as a site-specific use in the Hospital Urban Centre [CC5] Zone).

Passed first and second reading 2019-MAR-04. Public Hearing held and passed third reading on 2019-APR-04.

4500.134
"Zoning Amendment Bylaw 2019 No. 4500.134" (To rezone 1534 Extension Road from Single Dwelling Residential [R1] to Townhouse Residential [R6] with site-specific provisions to increase the maximum permitted floor area ratio).

Passed first and second reading 2019-JUL-22. Public Hearing held 2019-SEP-19. Passed third reading 2019-OCT-07. Received Ministry of Transportation and Infrastructure approval 2019-OCT-29.

4500.135
"Zoning Amendment Bylaw 2019 No. 4500.135" (To rezone 2220 Bowen Road to allow Cannabis Retail Store" as a site-specific use in the Community Corridor [COR3] Zone).

Passed first and second reading 2019-MAR-18. Public Hearing held and passed third reading on 2019-APR-04.

4500.139
"Zoning Amendment Bylaw 2019 No. 4500.139" (To rezone 1483 Bowen Road to allow "Cannabis Retail Store" as a site-specific use in the Community Corridor [COR3] Zone).

Passed two readings 2019-APR-01. Public Hearing held and passed third reading on 2019-MAY-02.

4500.140
"Zoning Amendment Bylaw 2019 No. 4500.139" (To rezone 510 Fifth Street to allow "Cannabis Retail Store" as a site-specific use in the City Commercial Centre [CC3] Zone).

Passed two readings 2019-APR-01. Public Hearing held and passed third reading on 2019-MAY-02.

4500.141
"Zoning Amendment Bylaw 2019 No. 4500.141" (To rezone 25 Front Street to allow "Cannabis Retail Store" as a site-specific use in the Chapel Front [DT5] Zone).

Passed two readings 2019-APR-01. Public Hearing held and passed third reading on 2019-MAY-02. Received Ministry of Transportation and Infrastructure approval 2019-OCT-07

4500.145
"Zoning Amendment Bylaw 2019 No. 4500.145" (To rezone 140 Terminal Avenue to allow "Cannabis Retail Store" as a site-specific use in the Terminal Avenue [DT4] zone).

Passed two readings 2019-MAY-27. Public Hearing held and passed third reading on 2019-JUN-13. Received Ministry of Transportation and Infrastructure approval on 2019-JUL-09.

4500.146
"Zoning Amendment Bylaw 2019 No. 4500.146" (To rezone 111 Terminal Avenue to allow Cannabis Retail Store as a site-specific use with the Terminal Avenue (DT4) Zone).

Passed two readings 2019-JUN-10. Public Hearing held and passed third reading 2019-JUL-04. Received Ministry of Transportation and Infrastructure approval on 2019-JUL-29.

4500.148
"Zoning Amendment Bylaw 2019 No. 4500.148" (To rezone 751 Haliburton Street to allow "office" as a site-specific use in the Local Service Centre [CC1] zone).

Passed two readings 2019-MAY-27. Public Hearing held and passed third reading on 2019-JUN-13. Received Ministry of Transportation and Infrastructure approval on 2019-JUL-10.

4500.153
"Zoning Amendment Bylaw 2019 No. 4500.153" (RA423 – to rezone 4392 Jingle Pot Road from Single Dwelling Residential [R1] to Mixed Use Corridor [COR2]).

Passed first and second reading 2019-NOV-18. Public Hearing held and passed third reading 2019-DEC-05. Requires Ministry of Transportation and Infrastructure approval prior to adoption.

4500.155
"Zoning Amendment Bylaw 2019 No. 4500.155" (To rezone 50 Tenth Street to allow "Cannabis Retail Store" as a site-specific use in the City Commercial Centre [CC3] zone).

Passed first and second reading 2019-JUL-22. Public Hearing held 2019-SEP-19. Passed third reading 2019-OCT-07. Received Ministry of Transportation and Infrastructure approval 2019-OCT-29.

4500.156
"Zoning Amendment Bylaw 2019 No. 4500.156 (To rezone 4961 Songbird Place from Single Dwelling Residential [R1] to Residential Corridor [COR1].

Passed first and second reading 2019-OCT-07. Public Hearing held and passed third reading 2019-NOV-07. Requires Public Hearing and Ministry of Transportation and Infrastructure approval prior to adoption.

4500.157
"Zoning Amendment Bylaw 2019 No. 4500.157" (To rezone 2379 Browns Lane from Single Dwelling Residential [R1] to Residential Corridor [COR1].

Passed first and second reading 2019-AUG-26. Public Hearing held 2019-SEP-19. Passed third reading 2019-OCT-07. Received Ministry of Transportation and Infrastructure approval 2019-OCT-29.

4500.159
"Zoning Amendment Bylaw 2019 No. 4500.159" (To rezone 150 Esplanade and 155 Fry Street from Community Corridor [COR3] to Mixed Use Corridor [COR2])

Passed first and second reading 2019-OCT-21. Public Hearing held and passed third reading 2019-NOV-07. Requires Public Hearing and Ministry of Transportation and Infrastructure approval prior to adoption.

4500.160
"Zoning Amendment Bylaw 2019 No. 4500.160" (To rezone 115 Chapel Street to allow "Cannabis Retail Store" as a site-specific use in the Core [DT1] zone)

Passed first and second reading 2019-OCT-21. Public Hearing held and passed third reading 2019-NOV-07. Requires Public Hearing and Ministry of Transportation and Infrastructure approval prior to adoption.

4500.162
"Zoning Amendment Bylaw 2019 No. 4500.162" (To rezone 847 Bruce Avenue to allow "Cannabis Retail Store" as a site-specific use in the Neighbourhood Centre [CC2] zone).

Passed first and second reading 2019-NOV-18. Public Hearing held 2019-DEC-05. Passed third reading 2019-DEC-05. Requires Ministry of Transportation and Infrastructure approval prior to adoption.

4500.163
"Zoning Amendment Bylaw 2019 No. 4500.163" (To rezone 5800 Turner Road to allow "Cannabis Retail Store" as a site-specific use in the City Commercial Centre [CC3] zone)

Passed first and second reading 2019-NOV-18. Public Hearing held 2019-DEC-05. Passed third reading 2019-DEC-05. Requires Ministry of Transportation and Infrastructure approval prior to adoption.

4500.164
"Zoning Amendment Bylaw 2019 No. 4500.164" (To rezone 307 Hillcrest Avenue and 308 and 326 Wakesiah Avenue from Single Dwelling Residential [R1] and Residential Corridor [COR1] to Mixed Use Corridor [COR2] with site-specific student housing use).

Passed first and second reading 2019-NOV-18. Public Hearing held 2019-DEC-05. Passed third reading 2019-DEC-05.

5000.046
"Traffic and Highways Regulation Amendment Bylaw 2019 No. 5000.046" (To remove the time-limit and payment exemptions for vehicles displaying disabled parking permits in City parkades).

Third reading of bylaw rescinded 2019-SEP-16. Referred to Staff for Review in the Downtown Transportation Mobility Study and consultation with stakeholders.

6500.041
"Official Community Plan Amendment Bylaw 2019 No. 6500.041" (OCP90 – To re-designate 4392 Jingle Pot Road on the Future Lan Use Plan (Map 1) from Neighbourhood to Corridor).

Passed first and second reading 2019-NOV-18. Public Hearing held 2019-DEC-05. Passed third reading 2019-DEC-05.

7004.15
"Waterworks Rate and Regulation Amendment Bylaw 2019 No. 7004.15" (To set the 2020 water rates).

Passed three readings 2019-DEC-02.

7099.08
"South West Bulk Water Rate Amendment Bylaw 2019 No. 7099.08" (To set the 2020 bulk water rates for South West Extension)

Passed three readings 2019-DEC-02.

7128.11
"Municipal Solid Waste Collection Amendment Bylaw 2019 No. 7128.11" (To update the bylaw to set rates for 2020)

Passed three readings 2019-DEC-02.

7183
"Trapping Bylaw 2013 No. 7183" (To regulate, prohibit and impose requirements respecting body-gripping traps or devices for animals and wildlife).

Passed three readings 2013-NOV-18. Requires Ministry of Forests, Lands and Natural Resource Operations approval prior to adoption.

7282
"Port Theatre Borrowing Bylaw 2019 No. 7282" (To authorize the borrowing of up to $4,500,000 for the construction of the Port Theatre Community Performing Arts Centre).

Passed three readings 2019-JAN-14. Grant approval and Inspector approval required prior to adoption.