

ESSENTIAL REFERENCE MATERIAL FOR THOSE SEEKING ELECTION TO THE POSITIONS OF MAYOR AND/OR COUNCILLOR IN THE CITY OF NANAIMO

CITY OF NANAIMO REFERENCES

1. CITY OF NANAIMO PLANNING INFORMATION

Official Community Plan

https://www.nanaimo.ca/docs/property-development/community-planning-and-zoning/ocp2008_website_nov-2017.pdf

City of Nanaimo Zoning Bylaw

<https://www.nanaimo.ca/ByLaws/ViewBylaw/4500.pdf>

Neighbourhood Plans (individual Neighbourhood plans are available on the city web site for Brechin Hill- Newcastle, South End, Departure Bay, Rocky Point/Hammond Bay/Stephenson Point, Harewood, Chase River, Old City area. Several Area Plans are also available). See the link below.

<https://www.nanaimo.ca/property-development/community-planning-land-use/community-plans/neighbourhood-and-area-plans>

Area Plans

South Downtown Waterfront Initiative

<https://www.nanaimo.ca/docs/default-document-library/sdw-framing-the-future-technical-report-part-1.pdf>

Downtown Nanaimo Plan, Sandstone Master Plan, Oceanview Master Plan, Port Drive Waterfront Plan (in progress), Hospital Area Plan (in progress)

<https://www.nanaimo.ca/property-development/community-planning-land-use/community-plans/neighbourhood-and-area-plans>

Nanaimo Transportation Plan

<https://www.nanaimo.ca/docs/transportation-and-mobility/ntmp/2014-07-10-nanaimo-transportation-master-plan-final-low-res.pdf>

City of Nanaimo Strategic Plan 2012 (This is the last plan that included extensive community consultation and is therefore the plan most representative of community priorities)

<https://www.nanaimo.ca/docs/your-government/city-council/initiatives/strategic-plan-final-july-10.pdf>

2. CITY OF NANAIMO – ADMINISTRATION & PROCEDURES

City of Nanaimo Procedures Bylaw

<https://www.nanaimo.ca/ByLaws/ViewBylaw/7060.pdf>

Core Services Review

<https://www.nanaimo.ca/docs/your-government/city-council/initiatives/cityofnanaimocoreservicesreviewwmctcfinalreport7809bc391b316d6b9fc9ff00001037d2.pdf>

2018-2022 Financial Plan (includes Draft 2018 Budget)

[https://www.nanaimo.ca/meetings/pdf/Presentations/COW171127PDraft_2018 -
_2022_Financial_Plan.pdf](https://www.nanaimo.ca/meetings/pdf/Presentations/COW171127PDraft_2018_-_2022_Financial_Plan.pdf)

City Meetings to Attend - Schedules and Dates of Council and Committee meetings is available on <https://www.nanaimo.ca/your-government>

Council Meetings – potential candidates should attend a few meetings of council to get an understanding of how meetings are conducted. Try making a presentation or asking questions.

Committee Meetings - review terms of reference for the various committees and attend meetings to get an appreciation for what they do and how they function. Major committees involve Finance and Audit, Committee of a Whole, Planning and Development, Community Vitality, Design Advisory Panel, Economic Development, Community Engagement, Board of Variance.

Public Hearings- attend public hearings on rezoning and development issues. Scheduled public hearing dates are included in the link provided above.

SNUNEYMUXW FIRST NATION REFERENCES

General Information <http://www.snuneymuxw.ca/>

Snuneymuxw- City of Nanaimo Memorandum of Understanding

<http://www.ubcm.ca/assets/library/Policy~Topics/First~Nations~Relations/First~Nations~Relations~Archive/Agreements/Nanaimo%20and%20Snuneymuxw%20Apr%202005.pdf>

Snuneymuxw – City of Nanaimo Protocol Agreement (originally signed in 2005 with subsequent renewals)

<http://www.ubcm.ca/assets/library/Policy~Topics/First~Nations~Relations/First~Nations~Relations~Archive/Agreements/4%20Nanaimo%20and%20Snuneymuxw%20Oct%202005.pdf>

REGIONAL DISTRICT OF NANAIMO REFERENCES

Regional District Growth Strategy <http://www.rdn.bc.ca/cms/wpattachments/wpID432atID355.pdf>

Regional Board Procedure Bylaw

http://www.rdn.bc.ca/dms/documents/rdn-bylaws/administrative-bylaws/board_procedure_bylaw_no_1754.pdf

Regional Board Meetings, agendas, minutes

As the Mayor and most council members also sit on the Regional Board, potential candidates should be familiar with how the regional board functions. A link to the calendar of meetings is provided below.

<http://www.rdn.bc.ca/agendas-and-minutes>

PROVINCE OF BRITISH COLUMBIA REFERENCES

Community Charter

http://www.bclaws.ca/civix/document/id/complete/statreg/03026_10

Local Government Act

http://www.bclaws.ca/civix/document/id/lc/statreg/r15001_01

Conflict of Interest Act

http://www.bclaws.ca/civix/document/id/complete/statreg/96287_01

OTHER RESOURCES & REFERENCES

Local Government Leadership Academy (see Resource Materials on their web site)- resource materials from a wide range of training sessions for local government representative. Some of the topics include Planning, Decision Making, Local Government Finances, Local Gov't Law, Ethics, Media Relations, Roles and Responsibilities. <http://lgla.ca/>

Handbook for Municipal Councils

https://www.civicinfo.bc.ca/Library/Elections/Municipal_Councillors_Handbook_2008--Staples_McDannold_Stewart--November_2008.pdf

Parliamentary Procedure & Roberts Rules of Order

<http://mrsc.org/Home/Explore-Topics/Governance/Legislative-Organization,-Meetings-and-Process/Parliamentary-Procedure.aspx>

<https://www2.viu.ca/senate/docs/2013ROBERTSRULESDEMYSTIFIED.pdf>