Agenda for the Meeting of the Town of Qualicum Beach Official Community Plan Review Steering Committee to be held on Monday, November 17, 2025 @ 2:00 pm in the Town of Qualicum Beach Committee Room, Town Hall, 660 Primrose Street, Qualicum Beach

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1. **ADOPTION OF THE AGENDA**

   THAT the November 17, 2025 meeting agenda be adopted, as presented.

2. **APPROVAL OF THE MINUTES**

   THAT the minutes of the November 3, 2025 meeting be approved, as presented.

3. **BUSINESS ARISING FROM THE MINUTES - NIL**

4. **RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE - NIL**

5. **NEW BUSINESS**

   a. WAAM Housing Plan Evaluative Criteria | Discussion with MODUS (*Teams*)

6. **ADJOURNMENT**

   THAT the Town of Qualicum Beach Official Community Plan Review Steering Committee meeting be adjourned.

Draft

Minutes of the Town of Qualicum Beach OCP Steering Committee held on Monday, November 3, 2025 at 2:00pm in the Town Hall Committee Hall, 660 Primrose St., Qualicum Beach, BC

Present:	Members:	Luke Sales, Director of Planning, *Chair* (Staff) Andrew Brown Janet Dunnett Greg Husband Bill Larose Susan Lloyd April Steel Petronella Vander Valk, *Council Liaison* Netanja Waddell
	Advisory Staff:	Bailey Walsh, Planner Kate Usher, Planning Technician

ADOPTION OF THE AGENDA
The Committee adopted, by unanimous consent, the agenda of the November 3, 2025 Official Community Plan Review Steering Committee meeting as distributed.

APPROVAL OF THE MINUTES
The Committee approved, by unanimous consent, the minutes of the September 15, 2025 meeting.

BUSINESS ARISING FROM THE MINUTES - NIL

RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE - NIL

NEW BUSINESS - NIL

a. Eaglecrest Revisioning and Acquisition | Verbal Update

The Committee discussed:

- Master planning
- Official Community Plan
- Transportation Plan
- Urban Forest Plan
- Utilities Master Plan
- Create design and objective guidelines prior to developing neighbourhood plans
    - Eaglecrest
    - Qualicum Woods
    - Chartwell
    - Westridge
    - Claymore Landing
- Parkland
- Infrastructure
- Vision for Eaglecrest
- Boulevard standards
- Fire smart initiatives
- Sustainable communities

b. Official Community Plan | Timeline Update

Official Community Plan will be presented to Council on November 5, with December 31, 2025 remaining as the final adoption deadline for the OCP.

The Committee discussed:

- Public Hearing tentatively scheduled for the beginning of December
- OCP draft comments
    - College Heights wording
    - Vision statement still contains word “village”
    - Decision Point 8 | Institutional lands
    - Decision Point 15 – schedule 2.9 Consistency Worksheet
    - Development Permit Areas: M1, M2, and M4 have been removed, and RFC1 and RFC2 have been added.
        - You cannot build 4 units on a strata lot, so why are they included?
        - RFC2 only applies to the 3 new parcels in Eaglecrest
        - Many of the areas in the Town are already built out

c. WAAM (Ways of Achieving Attainable Market) Housing Plan Evaluative Criteria | Discussion

The Committee discussed:

- Community amenities
- Unit sizes
- Greenspace and spaces that support active family life
- Developments that fit into existing neighbourhoods
- Affordability issues arise when restricting types, sizes, design
- Priority housing groups have been identified, how serious are we about meeting their needs?
- Financing: is the housing proposal financially viable; will it support financial investing?
- Abstract concepts
- Fire smart and climate adaptability
- Public engagement
- Adaptability of housing to suit demographic shifts
    - Smaller units
        - Downsizing seniors
        - Service workers
- Human scale and visual harmony
- Environmental footprint of developments
- Upgrading single family homes to make them more livable
    - Garage conversions
- Economic plan

Next meeting: November 17, 2025

ADJOURNMENT
The Committee adjourned, by unanimous consent, at 3:22pm.

Certified Correct:

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Heather Svensen, Corporate Administrator

Confirmed this X day of XX, 2025.

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Luke Sales, Director of Planning