**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**

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

for Heather Svensen, Corporate Administrator

Confirmed this 17th day of November, 2025.

Luke Sales, Director of Planning