

Minutes of the 10:00 am Friday, November 13, 2024, Town of Qualicum Beach Committee of the Whole Meeting held in the Council Chamber, Town Hall, 660 Primrose Street, Qualicum Beach, BC

PRESENT: Council: Mayor Teunis Westbroek
Councillor Anne Skipsey
Councillor Petronella Vander Valk
Councillor Jean Young
Councillor Scott Harrison

ALSO PRESENT: Staff: Lou Varella, Chief Administrative Officer (CAO)
Heather Svensen, Director of Corporate Services
Luke Sales, Director of Planning & Community Development
Raj Hayre, Director of Finance
Peter Cornell, Fire Chief
Oliver Watson, Capital Projects Manager
Jason Froats, Information Systems Analyst
Danielle Leurebourg, Deputy Director of Corporate Service

The Mayor called the Committee of the Whole meeting to order at 10:00 am and acknowledged the meeting was being held on the traditional territory of the Coast Salish people and particularly the Qualicum First Nation.

ADOPTION OF THE AGENDA

The Committee adopted, by unanimous consent, the November 13, 2024, Committee of the Whole meeting agenda as presented.

BUSINESS ARISING FROM THE NOVEMBER 1, 2024, COMMITTEE OF THE WHOLE MEETING

(1) 2025 Capital Strategic Planning Initiatives | 25-CAP-PI-02: Miscellaneous Parking Improvements

Councillor Skipsey MOVED and Councillor Harrison SECONDED THAT the Committee of the Whole recommends to Council THAT consideration of parking on Primrose Street be included in the Parking Strategy Review planned for fiscal 2026; AND FURTHER THAT consideration of expansion of the Civic Centre parking be included in the Parking Strategy Review planned for fiscal 2026; AND FURTHER THAT the exploration of parking opportunities on Fern Road West be referred to the Parking Strategy Review planned for 2026.

CARRIED UNANIMOUSLY

THAT the Committee of the Whole recommends to Council THAT review of the "Town of Qualicum Beach Off-street Parking and Reserve Fund Bylaw No. 500.02, 2005" scheduled for 2028 be advanced to fiscal 2026 and combined with the Parking

Strategy Review; AND FURTHER THAT the budget for review of the “Town of Qualicum Beach Off-street Parking and Reserve Fund Bylaw No. 500.02, 2005” with a budget provision of \$12k and the Parking Strategy Review with a budget provision of \$20k be combined for a budget provision of \$32k in fiscal 2026.

CARRIED UNANIMOUSLY

FINANCIAL ADMINISTRATION

(1) **Third Quarter Update 2024: Council’s Strategic Initiatives, Capital Program and Operating Budget.**

Councillor Young MOVED and Councillor Vander Valk SECONDED, THAT the Committee of the Whole recommends to Council THAT the report titled “Third Quarter Update 2024 - Council’s Strategic Initiatives, Capital Program and Operations Update,” dated November 13, 2024, be received for information.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT the Committee of the Whole recommends to Council THAT a capital expenditure budget provision of \$40k be transferred from the Bay Street Slope Stabilization Project to the Seacrest Road Replacement Engineering and Design Project within the Approved 2024-2028 Financial Plan.

CARRIED UNANIMOUSLY

(2) **2025 Preliminary Budget Discussions - PowerPoint presented by the Director of Finance**

PUBLIC INPUT OPPORTUNITY

J. Wood provided comments on the preliminary budget including:

- The Community Wildfire Resiliency Plan and the definition of “Fuel Management Prescriptions.”
- Public consultation on the new Town website design
- Pickleball Courts and why some groups are tasked with raising 100% of funds and others receive partial funding from the Town.
- Staff shortages, vacancies and succession planning.

J. Noel provided comment on Pickleball and the RDN’s role in scheduling of courts.

ADJOURNMENT

Councillor Vander Valk **MOVED** and Councillor Skipsey **SECONDED**, THAT the Committee of the Whole adjourns the November 13, 2024, Committee of the Whole meeting.

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 11:21 am

Certified Correct:

ORIGINAL SIGNED

Heather Svensen, Director of Corporate Services

Confirmed this 11th day of November 2024.

ORIGINAL SIGNED

Teunis Westbroek, Mayor