

**Agenda for the 10:00 am Wednesday, February 24, 2021, Town of Qualicum Beach
Regular Council Meeting to be held in the Council Chamber, Municipal Office,
660 Primrose Street, Qualicum Beach, BC**

Pursuant to the March 26, 2020 Ministerial Order No. M083 [Local Government Meetings and Bylaw Process (COVID-19)] members of Council may participate in this meeting utilizing electronic or other communication facilities and members of the public will not be allowed to attend this open meeting of Council. The public is encouraged to view and listen to the meeting recording online via the Town's website. Meeting recordings may be viewed at www.qualicumbeach.com.

Page No.

(This meeting may be recorded)

1. ADOPTION OF THE AGENDA

- 1-8 THAT Council adopts the February 24, 2021, regular Council meeting agenda.

2. ADOPTION OF THE CONSENT AGENDA

- 9-10 (1) **Correspondence Log** – February 24, 2021 – For Information
- 11 (2) **Monthly Bylaw Report** – January, 2021 - For Information

3. APPROVAL OF THE MINUTES

- 12-35 THAT Council approves the following meeting minutes:
- January 27, 2021 Special Council meeting;
 - February 3, 2021 Regular Council meeting;
 - February 8, 2021 Special Council meeting;
 - February 10, 2021 Public Hearing.

4. BUSINESS ARISING FROM THE MINUTES

- (1) **Recommendation from the November 5, 2020 Heritage Forest Commission meeting**

THAT the Heritage Forest Commission recommends to Council THAT funding be approved for a new metal bench to be located along the Hemsworth forest trail.

- (2) **Deferred from the October 28, 2020 regular Council meeting:**

THAT the motion for the approval of funding to install a new wildlife tree/ snag sign to be provided by the Brown Property Preservation Society in the Heritage Forest be deferred to a future meeting for discussion around signage.

- (3) **Notices of Motion from the February 3, 2021 Regular Council Meeting (Councillor Harrison)**

- a. THAT the Town creates a reserve for the purchasing of electric vehicles or charging stations.
- b. THAT Council considers the selection of a cold weather shelter for a maximum of 15 people at a future in-camera meeting by March 3, 2021.

- (4) **Motion from the February 3, 2021 Regular Council Meeting**
THAT Council defer consideration of the BenchMark Project to the February 10, 2021 special Council meeting; AND FURTHER THAT staff provide a report on the BenchMark Project for Council's consideration.

Staff Comment:

In collaboration with the Chamber of Commerce, the majority of the benches from the BenchMark Project will be located on Town property in Glassford Square, with the remainder on private land by local businesses.

5. DELEGATIONS

36-37

- (1) **Ceri Peacey, Brant Wildlife Festival** – request for support for the 2021 Brant Wildlife Festival

Staff Recommendation:

THAT Council direct staff to provide funding in the amount of \$2,500 to the Brant Wildlife Festival to assist with promotion of the virtual festival.

- (2) **Kim Burden, Chamber of Commerce – Town Branding Project** – introduction and timeline for the new branding project
- (3) **Joanne Sales, Broombusters** – update on scotch broom removal activities in 2020 and plans for 2021

Staff Recommendation:

THAT, as per the Town's Council Procedure Bylaw, the Broombusters delegation for the February 24, 2021 regular Council meeting be granted an additional five minutes to present, for a total of ten minutes.

6. CORRESPONDENCE

38-39

- (1) **Qualicum Beach Streamkeepers** - December 28, 2020
Request to collaborate on a comprehensive assessment of Grandon Creek

Staff Recommendation:

THAT staff be directed to work with the Qualicum Beach Streamkeepers on a comprehensive assessment of Grandon Creek.

40-45

- (2) **Graham Sakaki, Mount Arrowsmith Biosphere Region Research Institute** – request for letters of support

Staff Recommendation:

THAT staff be directed to send the two letters of support requested by Mount Arrowsmith Biosphere Region in their February 4, 2021 letter to the Town.

7. BYLAWS

- 46-184 (1) **Official Community Plan Amendment and Zoning Amendment: 850 Eaglecrest Drive/2075 Island Highway**
Staff Recommendation:
1. THAT, as described in the January 13, 2021 Planning memo to Council, the bylaw entitled "Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 800.03, 2019" be read a third time.
 2. THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 580.112, 2019" be read a third time.
- 185-229 (2) **Zoning Amendment: 431 College Road**
Staff Recommendation:
1. THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Residential 15 Zone (R15) - 431 College Road) Bylaw No. 580.122, 2020" be read a third time as amended.
 2. THAT the bylaw entitled "Town of Qualicum Beach Housing Agreement (431 College Road) Bylaw No. 750, 2020" be read a third time.
- 230-242 (3) **Town of Qualicum Beach Financial Plan (2021 - 2025) Bylaw No. 752, 2020**
Staff Recommendation:
THAT the bylaw entitled "Town of Qualicum Beach Financial Plan (2021-2025) Bylaw No. 752, 2020" be adopted.
- 243-244 (4) **Bylaw Revision and Consolidation Authorization Bylaw No. 756, 2021**
Staff Recommendation:
THAT the bylaw entitled "Town of Qualicum Beach Bylaw Revision and Consolidation Authorization Bylaw No. 756, 2021" be adopted.

8. COMMITTEE & LIAISON REPORTS

- (1) **General Government** (Mayor Brian Wiese)
 - (2) **Parks & Recreation** (Councillor Robert Filmer)
 - (3) **Community Development** (Councillor Scott Harrison)
- 245 (a) **10-year Building Permit Report** – For Information

246-252 (4) **Protective Services** (Councillor Teunis Westbroek)

(a) **Notice of Motion**

THAT, during the 2021 by-election to fill the vacant Councillor position on Council, that the ballot includes a referendum question regarding increasing the size of the Council for the Town of Qualicum Beach from four Councillors to six Councillors.

Background Information:

2008 General Local Election question:

"Are you in favour of the Town of Qualicum Beach Council increasing in size from four (4) Councillors to six (6) Councillors effective November 19, 2011?"

854 in favour (23.7%), 2750 against (76.3%)

2014 General Local Election question:

"Are you in favour of the Town of Qualicum Beach Council increasing in size from four (4) Councillors to six (6) Councillors effective November 2018?"

1304 in favour (29.7%), 3090 against (70.3%).

9. STAFF REPORTS

(1) **Corporate Administrator** (Heather Svensen)

(a) **Announcement of Council Meeting Motions**

THAT pursuant to Section 117 of the *Community Charter*, Council authorizes the release to the public the following motions:

- THAT Council provide a letter for preliminary support in principle to Astrom Flight School Inc. (AFS) to operate a flight school from the Qualicum Beach Airport (CAT4), subject to approval by Transport Canada; AND FURTHER THAT staff be instructed to negotiate with Astrom Flight School to lease space in the airport terminal building or enter into a lease for construction of a hanger; AND FURTHER THAT Astrom Flight School be notified that utilization of the airport pay parking will be required as part of the lease.
- THAT Council authorizes staff to enter into a lease agreement with Ian McLaughlin and Adam Potter dba Final Approach Restaurant, for use of a portion of the Qualicum Beach Airport terminal building as described in the February 3, 2021 memo to Council.

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- THAT the request by the Qualicum and District Curling Club that the February 1, 2021 rent for \$1,126 plus GST be deferred, due to Town reviewing the establishment of a Grants-in Aid process that would provide potential relief to community groups adversely effected by Covid-19 issues.
- THAT Council directs staff to engage the Province for use of the South airport lands for a period of 6 months past the duration of the COVID19 pandemic for a temporary, all day cold weather shelter to aid a maximum of 15 individuals.

253-266

(b) **2021 Local By-Election**

Staff Recommendation:

1. THAT Council appoints Heather Svensen as Chief Election Officer.
2. THAT Council appoints Haylee Gould as Deputy Chief Election Officer.
3. THAT Council authorizes the Chief Election Officer to send a formal request to the Ministry of Municipal Affairs and Housing for a Ministerial Order to facilitate a by-election during the pandemic, including legislative changes to:
 - a. allow all eligible electors to vote by mail, and permit elector registration to be done in conjunction with this voting;
 - b. permit the Town of Qualicum Beach's Chief Election Officer to establish procedures for voting, processing and securing mail ballots at their sole discretion;
 - c. permit electors to make an oral declaration that they are entitled to vote in the by-election when obtaining a ballot, with the election official responsible making a record that the elector made an oral declaration; and
 - d. permit the Chief Election Officer to establish or remove special voting opportunities at their sole discretion.

267-294

(c) **2020 and 2021 Open Council Motions Indices**

295-303 (2) **Financial Administration** (John Marsh)
(a) **COVID-19 Related Grant-In-Aid Process**

Staff Recommendation:

THAT the Town make an exception for the year 2021 and not follow policy number 3000-6 Administration – General – Grants-In-Aid in order that the Town could consider providing grants-in-aid to community groups and organizations that have been negatively affected by Covid-19;

AND THAT Council authorize the establishment of a grants-in-aid fund to be used for community groups that have been negatively affected by Covid-19 based on the following criteria:

- Total maximum grant-in-aid budget allocation \$75,000;
- Maximum grant-in-aid application award for an organization or group \$5,000;
- Applicants must be a registered society, non-profit organization or charity;
- Application deadline April 9, 2021;
- Applicants must indicate the intended use of the funds;
- Applicants must indicate the impact of Covid-19 on their operations and/or finances;
- Priority will be considered for local organizations providing services to vulnerable persons (e.g. persons living with disabilities, mental illness or addictions, persons experiencing homelessness or other vulnerabilities);
- Applications will also be considered for local organizations providing activities and/or services to Town of Qualicum Beach residents;
- In determining priority for awarding grants, the Town will also consider how the intended use of the funds will help Qualicum Beach residents and/or services provided within the Town of Qualicum Beach municipal boundary.
- The Town will also consider preference towards groups that have not been able to receive Covid-19 funding support from provincial or federal governments.

AND THAT staff be authorized to notify community groups and to proceed with an application process.

- 304-308 (3) **Planning** (Luke Sales, Director of Planning)
- (a) **Development Variance Permit: 602 Belyea Road**
Staff Recommendation:
THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 602 Belyea Road at the Council Meeting on March 17, 2021.
- 309-347 (b) **Development Permit: 3022 Island Highway West**
Staff Recommendation:
THAT the Development Permit application for 3022 Island Highway West be referred to the Advisory Planning Commission subject to the following being submitted:
- Revised plans that provide consistency regarding unit count
 - Satisfactory Geotechnical Engineering Report;
 - Complete Landscape Plan that includes a sidewalk along the Island Highway West along with a pedestrian-activated crosswalk;
 - Tree and Vegetation Management Plan;
 - Rainwater Management Plan; and,
 - Phasing Plan.

10. Review of Comments from the Public

Comments for this regular Council meeting must be received no later than 12:00 pm two days following the meeting (February 26, 2021). Submissions must be regarding business discussed by Council at the meeting, be 300 words or fewer, and any submissions relating to closed public hearing topics, or unrelated to Council business discussed at the meeting, will not be distributed to Council. Submissions that meet these guidelines will be distributed to all Council, posted on the Town's website, and a brief summary of the comments will be included in the meeting minutes. Comments must include a full name and address in order to be submitted for the record.

To submit a comment please use one of the following options:

- Mail: Box 130, Qualicum Beach, BC V9K 1S7
- Phone: 250-752-6921
- Email: communications@qualicumbeach.com

11. MOTION TO CLOSE

THAT the meeting be closed to the public for the purpose of considering:

- (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; and

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- (b) 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.

12. ADJOURNMENT

THAT Council adjourns the meeting.

NEXT SCHEDULED

REGULAR COUNCIL MEETING: March 17, 2021 at 10:00 am

THE TOWN OF
QUALICUM BEACH



COUNCIL CORRESPONDENCE LOG
February 24, 2021

DATE REC'D	FROM	TOPIC	ACTION
Feb 11	Society of Organized Services	Shelter update	Rec'd for Information
Feb 11	J Flynn	Oceanside for Safe Technology	Rec'd for Information
Feb 11	A Skipsey	Public Consultation Example	Rec'd for Information
Feb 11	Qualicum Woods Residents Association	Traffic Safety	Rec'd for Information
Feb 11	I Morton	Communication from West Ridge	Rec'd for Information
Feb 10	Various Town Associations	Communication from Town	Rec'd for Information
Feb 10	D Spencer-Dahl	Council Code of Conduct	Rec'd for Information
Feb 9	D Spencer-Dahl	Helicopter Noise	Rec'd for Information
Feb 9	Regional District of Nanaimo	Regional Growth Strategy for Nanaimo Airport Lands	Rec'd for Information
Feb 8	V Faustmann	Artificial Turf Concern	Rec'd for Information
Feb 5	QB Cinema	Bus Garage Site Future Use	Referred to staff
Feb 5	Qualicum Woods Residents Association	Age Friendly Crosswalks	Referred to staff
Feb 4	A Skipsey	Jan 13 Council Meeting	Rec'd for Information
Feb 3	A Rishworth	Council Voting	Rec'd for Information
Feb 2	D Clarke	422 Knight Terrace	Rec'd for Information
Feb 2	Wilson's Group	Island Bus Service	Rec'd for Information
Feb 2	Regional District of Nanaimo	Health Facilities & Complex Care Support	Rec'd for Information
Feb 2	L Sieber	Cold Weather Shelter	Rec'd for Information
Feb 2	L Gray	Artbutus & Hoylake Crosswalk	Rec'd for Information
Feb 2	N Wurtz	Homeless Shelter	Rec'd for Information
Feb 2	J & B Bergot	Adam Walker	Rec'd for Information
Jan 29	Brand Wildlife Festival	2021 Festival	Rec'd for Information
Jan 28	M O'Hearn	Cell Tower	Rec'd for Information
Jan 28	Qualicum Woods Residents Association	Crosswalk Safety	Rec'd for Information

Jan 27	J Lovell	Garden Waste	Rec'd for Information
Jan 27	A McKenzie	Speeding	Rec'd for Information
Jan 27	T Hitch	Cell Tower & Insurance	Rec'd for Information
Jan 27	T Hitch	Cell Towers	Rec'd for Information
Jan 27	B Swail	Tree Removal	Rec'd for Information
Various	Various	Street Light in Support	Rec'd for Information
Various	Various	Street Light Opposed	Rec'd for Information
Various	Various	Eaglecrest Golf Course Lease	Rec'd for Information
Various	Various	Pheasant Glen Support	Rec'd for Information
Various	Various	850 Eaglecrest & 2075 Island Hwy Opposition	Rec'd for Information
Various	Various	Various - 850 Eaglecrest & 2075 Island Hwy Support	Rec'd for Information

Note: Copies of the correspondence listed on the Council Correspondence Log are available to review in the binder at the Municipal Offices information counter, #201 – 660 Primrose Street, Qualicum Beach, BC. The Correspondence Log contains letters not already on a regular agenda, and does not contain form letters/solicitations and letters that are not routinely releasable.

MONTHLY BYLAW REPORT - January 2021 - DM

AREAS PATROLLED	NUMBER OF PATROLS			VIOLATIONS NOTED DURING PATROLS IN THESE AREAS					
	Foot	Drive	Bike		Animal	Traffic	Signs	Other	Other Notes
Community Park	11	21			5				
Other Parks		19							
Community Park Trails	11				4				
Dollymount Trail	1	1							
Heritage Forest Trails	12				7				
Museum Area Trails	7	14							
Other Trails	4	11							
Homeless Patrols	3	15							
Town Centre Patrols	20	35				2			tow notice
Residential Areas		39					1		1"Property Guys" sign removed
Main Beach Patrols		27				3			
Other Beach Patrols		14							
TOTALS	69	196	0		16	5	1	0	

COMPLAINTS, CALLS, INQUIRIES RECEIVED and ACTIONS / ENFORCEMENT TAKEN

	Complaints/Calls Received	Voluntary Compliance	Orders / MTI's Removed / Other	Courtesy Tickets Issued	Letters/emails Info sent	Personal visits Follow up/patrols	Notes
Animal Control	12				12	19	cats / dog attack x2/ cat inj. in snare/ off leash in heritage forest
Burning Outdoor							
Business Licence	3				3	3	Door 2 Door canvassing concerns
Homeless Issues	4				3	4	
Illegal Dumping	1					1	
Noise	3				3	3	helicopter noise concern/loud music x 2
Parks / Trails / Beaches	1					1	
Sign	2				2	2	more dogs on leash signs requested in Community park trails
Traffic	13	1	2	7	12	24	1 motorcycle towed & 1 truck towed, 1 other tow notice
Tree Removal	9	1	1		9	12	concern about large trees/danger trees/ tree removal
Unsightly Premises							
Vandalism							
Zoning / Building	2				2	2	
Other	14				12	14	covid x2/ drones /drinking in public/right of entry question/lights
TOTALS	64	2	3	7	58	85	BEO role & tools inq./BC 1 call inq./video surv./covenants

Minutes of the 10:00 am Wednesday, January 27, 2021, Town of Qualicum Beach Special Council Meeting held in the Council Chamber, Municipal Office, 660 Primrose Street, Qualicum Beach, BC

Pursuant to the March 26, 2020 Ministerial Order No. M083 [Local Government Meetings and Bylaw Process (COVID-19)] members of Council may participate in this meeting utilizing electronic or other communication facilities and members of the public were not allowed to attend this open meeting of Council. The public is encouraged to view and listen to the meeting recording online via the Town's website. Meeting recordings may be viewed at www.qualicumbeach.com.

PRESENT: Council: Mayor Brian Wiese
Councillor Scott Harrison
Councillor Teunis Westbroek

ABSENT: Councillor Robert Filmer

ALSO PRESENT: Staff: Daniel Sailland, CAO
Heather Svensen, Deputy CAO/Corporate Administrator
Bob Weir, Director of Engineering and Operations
John Marsh, Director of Finance
Luke Sales, Director of Planning
Arnold Schwabe, Manager of Operations
Rebecca Augustyn, Planner
Haylee Gould, Deputy Corporate Administrator

The Mayor called the meeting to order at 10:00 am acknowledging that the meeting is being held on the traditional lands of the Coast Salish people.

Amended agenda to go in camera – land matter

ADOPTION OF THE AGENDA

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT Council adopts the January 27, 2021 Special Council meeting agenda, as amended by:

- moving 'Bylaws' immediately after 'Adoption of the Agenda', and
- adding 'Motion to Close' immediately before 'Adjournment' for the purposes of discussing the acquisition, disposition or expropriation of land or improvements.

CARRIED UNANIMOUSLY

BYLAWS

(1) Zoning Amendment: 431 College Road

Councillor Harrison MOVED and Mayor Wiese SECONDED, THAT third reading for the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be rescinded.

CARRIED UNANIMOUSLY

PUBLIC AND STATUTORY HEARINGS

Pursuant to Ministerial Order 192 [Local Government Meetings & Bylaw Process], this Public Hearing was conducted using Zoom telecommunications software. The public was invited to speak at the Public Hearing by joining the Zoom meeting via telephone or over the Internet using a smartphone, tablet or computer.

(1) Zoning Amendment: 431 College Road

At 10:10 am, the Mayor declared open the Public Hearing, convened pursuant to Section 464 of the *Local Government Act*, to allow the public to make representations to Council respecting matters contained in the proposed “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (431 College Road) Bylaw No. 580.122, 2020” and “Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020”.

The Mayor called for any person who deemed themselves affected who wished to be heard or present written submissions to come forward.

- Bonnie Cyre, 438 College Road, questioned the stability of the bank and who would be responsible in the event of a failure, and noted the increase in density.
- Kathleen Murphy, 302 College Road, expressed concern about density, off-site parking, and the height of Building B.
- Doug Stewart, 432 College Road, expressed concern about the eagle tree and density, specifically the impacts to traffic.
- Sonya Stewart, 432 College Road, expressed concern with increased traffic, and decisions being made by a 3-member Council.
- Glenn MacKenzie, 480 Chester Road, expressed concern with increased traffic, density, the character of the development, the timing of the development and stating that the community requires more time to express their opinions.
- Brian Hemingway, 395 Burnham Road, commented that he hoped the Town would have purchased the property when it was for sale several years ago. Mr. Hemingway requested that the original approval for the development go forward.
- Dennis White expressed concern regarding increased density and traffic.
- Paul Kyba, 404 Burnham Road, commented on the width of the roads in the area, and expressed concern with the size and number of buildings, stating that the density should be focused in the village centre.
- Steve Boyle, 430 College Road, noted concern with increased traffic and on-street parking, and access for emergency services.
- Debbie Boyle, 430 College Road, questioned why the lot is for sale, and requested that decisions on this application be done in open meetings of Council.
- Victoria Sidorovich, 457 College Road, expressed concern with overcrowding, specifically relating to traffic, and the size of the development, suggesting that the heritage building be rebuilt and leave Building A as green space.

- George Hertel expressed concern with Council making decisions with three members in attendance, bank stability, storm drainage, and density.
- Laura Donaldson, 426 Judges Row, commented that the bank is owned by three parties, expressing concern with slope stability, privacy, the design of the project, and lack of parking. Ms. Donaldson expressed support for the removal of the heritage status and removal of the derelict building.
- Ursula Crawley, 439 College Road, expressed support for the proposed development, commenting that the existing heritage building is a fire hazard.
- John Wood, 466 Troon Close, spoke in favour of the project, recommending that the underground parking be expanded, a location be designated for household recycling and composting, and adding a mechanism to ensure the heritage building is demolished within a specified timeframe.
- Lois Eaton, 591 Tamarack Drive, expressed support for the removal of the derelict building, and concern for the density, unaffordable rental prices, parking issues, bank stability, and the potential for the developer to 'flip' the property. Ms. Eaton concluded by stating large decisions should not be made while two members of Council are absent.
- David Good, president of Cambridge Apartments, commented that owners are excited with the development proceeding. Mr. Good noted the present condition of the heritage building is a risk to their building and personal well-being if a fire broke out, as stated by the Town's Fire Chief. Mr. Good requested that the demolition permit be issued immediately, to be completed within 60 days. Mr. Good concluded stating his full support of this project.
- Afghan Madjid, 444 College Road, stated he is extremely unhappy about the project, due to the 200% density increase, parking concerns, inadequate visitor parking, and commenting that the project will negatively affect the valuation of single family homes in the area.
- Petronella Vander Valk, 247 Hoylake Road East, provided her list of pros and cons; pros include an additional 10 rental units, cons include the high anticipated rental rates, loss of the heritage building and its history, decreased energy efficiency compared to previous plans, loss of public access, and increased noise. Ms. Vander Valk requested that Council decline the application.
- Barbara van Hove, 465 College Road, expressed concern with the increased density, inadequate parking, and impact on traffic, including pedestrian traffic. Ms. Van Hove requested an updated traffic study for the neighbourhood.
- Robert van Hove, 465 College Road, expressed concern with the fire risk from the derelict building, and requested that the building be demolished as soon as possible.
- Doug MacKay-Dunn, 2617 Island Highway, noted concern with bank stability, parking, and fire hazards. Mr. MacKay-Dunn suggested the property be rezoned into residential lots to solve the density and parking issues.
- Mary and John Flores, 439 College Road, expressed support for the application.

- Richard Stephenson, 432 Hall Road, noted concern with bank stability, traffic and parking congestion, pedestrian safety, and narrow roadways. Mr. Stephenson commented that the derelict building needs to be demolished, however requested that Council not approve this development.
- Darla Clark, 454 Knight Terrace, commented that the proposed new buildings don't fit with the existing buildings and that there are too many units.
- Craig Oliver, 442 Hemsworth Road, expressed support, noting he would like to see the heritage building demolished immediately.
- Pat Jacobson, 225 Crescent Road West, requested the project be denied at this time.
- Tom Porter, 363 Hall Road, expressed concern with density, traffic, and parking. Mr. Porter supported the removal of the old heritage building and reducing the density, recommending that two units be removed from Building B, moving the entrance from the side to the front, and removing a storey on Building A.
- Lance Nater, 996 Royal Dornoch Drive, expressed support for the removal of the heritage building, and commented on the possibilities of rebuilding without the requirement to keep the façade the same.

The Mayor called a second time for any persons who deemed themselves affected by Bylaw No. 580.122, 2020 or Bylaw No. 751, 2020, who wished to be heard or present written submissions, to come forward.

- Barbara van Hove encouraged Council to consider the long term impacts of the project, commenting on the property being listed for sale and the previous development plan being accepted by the neighbourhood.
- Doug MacKay-Dunn requested that any decisions be deferred and for the Town to find common ground with the applicant without a large increase in density.
- Lance Nater expressed concern with the owner having the property listed for sale.
- Debbie Boyle encouraged Council to decline the proposal.
- Susan Lloyd, 961 Eaglecrest Drive, recommended legal advice for large projects such as this one, noting that the property could be sold after rezoning and the Town will need to be comfortable with what is built. Ms. Lloyd expressed concern regarding rentals and density.

Hearing no further comments, the Mayor declared the public hearing on Bylaw No. 580.122, 2020 and Bylaw No. 751, 2020 closed at 11:41 am. Council cannot accept further comments directly from the public; all comments must go through staff.

Mayor Wiese MOVED and Councillor Westbroek SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be read a third time.
CARRIED UNANIMOUSLY

Mayor Wiese MOVED and Councillor Westbrook SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be adopted;
AND FURTHER THAT the Qualicum College building be demolished as soon as possible.

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT the motion on the floor be deferred to the February 3, 2021 regular meeting of Council.

Councillor Westbrook withdrew his motion to defer.

Mayor Wiese called the question on the main motion and it was **CARRIED UNANIMOUSLY**.

Mayor Wiese MOVED and Councillor Harrison SECONDED, THAT the meeting be recessed to resume at 11:55 am.
CARRIED UNANIMOUSLY

The meeting recessed at 11:46 am.
The meeting resumed at 11:55 am.

STAFF REPORTS

(1) Corporate Administrator (Heather Svensen)

(a) Announcement of In Camera Meeting Motions

Pursuant to Section 117 of the *Community Charter*, Council authorized the release to the public the following motions from the closed portion of the January 14, 2021 special Council meeting:

THAT Council authorizes staff to enter into a lease renewal with Semiahmoo Golf Centre Ltd. for use of the Town-owned land legally described as PID 014-844-371, Lot A DL 122 Nanoose District & DL 78 Nanoose & Newcastle District Plan 49114 (17th Fairway) with the following terms:

- Annual rent will be an escalating rate starting at the current annual lease rate of \$1,902 (plus GST) to \$5,035 (plus GST) as detailed in the January 14, 2021 memo to Council
 - o (2021: \$1,902; 2022: \$2,685; 2023: \$3,468; 2024: \$4,251; 2025: \$5,035)
- The term shall be from January 1, 2021 to December 31, 2025

THAT Council authorizes staff to enter into a lease renewal with Semiahmoo Golf Centre Ltd. for use of the Town-owned land legally described as PID 014-844-371, Lot A DL 122 Nanoose District Plan 30295 (18th Fairway) with the following terms:

- Annual rent will be an escalating rate starting at the current annual lease rate of \$376 (plus GST) to \$855 (plus GST) as detailed in the January 14, 2021 memo to Council
 - o (2021: \$376; 2022: \$496; 2023: \$615; 2024: \$756; 2025: \$855)
- The term shall be from January 1, 2021 to December 31, 2025

(2) Planning (Luke Sales, Director of Planning)

(a) St. Andrews Lodge Restoration - 3319 Island Hwy W.

Mayor Wiese MOVED and Councillor Harrison SECONDED, THAT Council requires that the restoration and rehabilitation of the existing St. Andrews Lodge structure include upgrades required for:

a. BC Building Code;

b. Town of Qualicum Beach Seismic Evaluations Policy 3006-4; and

AND FURTHER THAT Staff report at a future date on any implications of heritage status as it relates to the BC Building Code and Town of Qualicum Beach Seismic Evaluations Policy 3006-4.

CARRIED UNANIMOUSLY

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council instructs staff to prepare a draft bylaw designating the St. Andrews Lodge as a heritage site; AND FURTHER THAT staff be directed to work with the St. Andrews Lodge Historical and Cultural Society to prepare a Statement of Significance in preparation of applying for heritage status for the St. Andrews Lodge building.

CARRIED UNANIMOUSLY

MOTION TO CLOSE

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the meeting be closed to the public for the purposes of considering 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.

CARRIED

MEETING CLOSED TO THE PUBLIC AT 12:29 pm

MEETING REOPENED TO THE PUBLIC AT 1:13 pm

ADJOURNMENT

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT Council adjourns the meeting.

CARRIED

MEETING ADJOURNED: 1:13 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Brian Wiese
Mayor

Minutes of the 10:00 am Wednesday, February 3, 2021, Town of Qualicum Beach Regular Council Meeting held in the Council Chamber, Municipal Office, 660 Primrose Street, Qualicum Beach, BC

Pursuant to the March 26, 2020 Ministerial Order No. M083 [Local Government Meetings and Bylaw Process (COVID-19)] members of Council may participate in this meeting utilizing electronic or other communication facilities and members of the public were not allowed to attend this open meeting of Council. The public is encouraged to view and listen to the meeting recording online via the Town's website. Meeting recordings may be viewed at www.qualicumbeach.com.

PRESENT: Council: Mayor Brian Wiese
Councillor Scott Harrison
Councillor Teunis Westbroek

Absent: Councillor Robert Filmer

ALSO PRESENT: Staff: Daniel Sailland, CAO
Bob Weir, Director of Engineering and Operations
Luke Sales, Director of Planning
Heather Svensen, Corporate Administrator
Haylee Gould, Deputy Corporate Administrator

The Mayor called the meeting to order at 10:00 am acknowledging that the meeting is being held on the traditional lands of the Coast Salish people.

ADOPTION OF THE AGENDA

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council adopts the February 3, 2021 Regular Council meeting agenda as amended by adding item 9(1)(a) Regional District of Nanaimo (RDN) Letter to Minister Malcolmson Regarding Establishing Treatment Facilities and Complex Care Housing in the RDN.

CARRIED UNANIMOUSLY

ADOPTION OF THE CONSENT AGENDA

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the following items be adopted by general consent:

(1) **Announcement of Council Meeting Motions – For Information**

Pursuant to Section 117 of the *Community Charter*, Council authorized the release to the public the following motions:

(a) **January 27, 2021 Council Meeting**

THAT Council authorizes staff to enter into lease negotiations with Semiahmoo Golf Centre Ltd. for:

- use of the Town-owned land legally described as PID 014-844-371, Lot A DL 122 Nanoose District & DL 78 Nanoose & Newcastle District Plan 49114 (17th Fairway) for a five-year agreement based on the current rate of \$1,902 (plus GST) with a 2% annual increase for the subsequent 4-year term; and,

- for use of the Town-owned land legally described as PID 014-844-371, Lot A DL 122 Nanoose District Plan 30295 (18th Fairway) at the current annual lease rate of \$376 (plus GST) with a 2% annual increase for the subsequent 4-year term.

- (2) **Monthly Building Permit Report** – January, 2021 – For Information
(3) **Correspondence Log** - February 3, 2021 - For Information

CARRIED UNANIMOUSLY

APPROVAL OF THE MINUTES

Council approved the following meeting minutes:

- January 13, 2021 special Council meeting;
- January 13, 2021 regular Council meeting;
- January 14, 2021 special Council meeting;
- January 20, 2021 special Council meeting.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

- (1) **Notices of Motion from the January 13, 2021 regular Council meeting**

Councillor Harrison MOVED and Mayor Wiese SECONDED, THAT Council instructs staff to provide an annual summary of the Town of Qualicum Beach building permits over the last 10 years at a future Regular Council meeting.

CARRIED UNANIMOUSLY

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council instructs staff to consider the installation of a three-way stop sign at the intersection of Berwick Road and Crescent Road East; AND FURTHER THAT Council instructs staff to consider the installation in the form of a barrier/protection on East Crescent by the 5th tee of the Qualicum Beach Memorial Golf Course.

CARRIED UNANIMOUSLY

DELEGATIONS

- (1) **Kim Burden, Chamber of Commerce**, appeared before Council regarding Project BenchMark.

Councillor Westbroek MOVED and Mayor Wiese SECONDED, THAT Council defer consideration of the BenchMark Project to the February 10th, 2021 special Council meeting; AND FURTHER THAT staff provide a report on the BenchMark Project for Council's consideration.

CARRIED UNANIMOUSLY

- (2) **David Simpson, DYS Architecture**, appeared before Council regarding the Residences at Qualicum Station (Railway Street Affordable Housing Development).

CORRESPONDENCE

- (1) **Randi Stevenson** – January 21, 2021 – new LED streetlights.
Council requested clarification on the LED lighting and the strength of lumens installed in the streetlights. Bob Weir, P. Eng., provided an overview on the light installation throughout Town. Council discussed the cost of switching the street lighting from 4,000 lumens to 3,000 lumens.

PUBLIC INPUT OPPORTUNITY

Pursuant to Ministerial Order 192 [Local Government Meetings & Bylaw Process], this Public Input Opportunity was conducted using Zoom telecommunications software. The public was invited to speak by joining the Zoom meeting via telephone or over the Internet using a smartphone, tablet or computer.

- (1) **Development Variance Permit: 442 Knight Terrace**
The Mayor called for any person wished to comment on the proposed Development Variance Permit for 442 Knight Terrace to speak.
 - John Wood, 466 Troon Close, spoke in favour of the proposed variance at 442 Knight Terrace allowing the homeowner the ability to remove parking off the street and into a garage.
 - Darla L. Clarke submitted a letter speaking in favour of the proposed variance.

BYLAWS

- (1) **Zoning Amendment: 103 Railway Street**
Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (103 Railway Street) Bylaw 580.110, 2019” be adopted.
CARRIED UNANIMOUSLY

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council directs staff to issue a Development Permit for 103 Railway Street, as described in the February 3, 2021 memo to Council, subject to the completion of a Works and Services Agreement.

CARRIED UNANIMOUSLY

- (2) **Zoning Amendment: 634 Rye Road**
Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (634 Rye Road) Bylaw No. 580.116, 2020” be adopted.
CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Westbrook SECONDED, THAT Council authorizes staff to issue a Development Permit for 634 Rye Road, as detailed in the February 3, 2021 Planning memo to Council, subject to receipt of the contribution to the Town's Sidewalk Reserve Account.

CARRIED UNANIMOUSLY

(3) Zoning Amendment and Development Permit: 230 Higson Crescent

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (230 Higson Crescent) Bylaw 580.118, 2020" be adopted.

CARRIED UNANIMOUSLY

(4) Zoning Amendment: 172 Fern Road West

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (172 Fern Road W) Bylaw No. 580.125, 2021" be introduced and read a first time.

CARRIED UNANIMOUSLY

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT Council refers the development application for 172 Fern Road West to the Advisory Planning Commission for comment, subject to the following:

- i. Submission of a Site Plan with setbacks;
- ii. Submission of a Tree and Vegetation Management Plan;
- iii. Submission of a Landscape Plan;
- iv. Submission of a Rainwater Management Plan.

CARRIED UNANIMOUSLY

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT Council directs the Advisory Planning Commission to comment on the following items for the development application for 172 Fern Road West, but not limited to:

- i. Carport design and screening options.

CARRIED UNANIMOUSLY

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT prior to the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (172 Fern Road W) Bylaw No. 580.125, 2021" being adopted, that the developer makes a contribution to the Village Neighbourhood Sidewalk Reserve Account equivalent to the value of constructing a sidewalk for this property.

CARRIED UNANIMOUSLY

(5) **Bylaw Revision and Consolidation Authorization Bylaw**

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Bylaw Revision and Consolidation Authorization Bylaw No. 756, 2021" be introduced and read a first time.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Westbrook SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Bylaw Revision and Consolidation Authorization Bylaw No. 756, 2021" be read a second time.

CARRIED UNANIMOUSLY

Mayor Wiese MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Bylaw Revision and Consolidation Authorization Bylaw No. 756, 2021" be read a third time.

CARRIED UNANIMOUSLY

COMMITTEE & LIAISON REPORTS

(1) **General Government** (Mayor Brian Wiese)

Mayor Wiese commented on the following:

- Attending the January 21 Emergency Management Oceanside Volunteer Appreciation (drive-by) expressing appreciation to the volunteers and the Emergency Management staff.
- Recent sale of the bus garage site and the working group being formed to assist on site layout.
- Letter to Minister Malcolmson regarding the establishment of treatment facilities and complex care housing in the Regional District of Nanaimo (RDN), and the request from the RDN for a letter of support from the Town of Qualicum Beach.

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT Council authorize a letter of support be written by Mayor Wiese, on the Town's behalf regarding the establishment of treatment facilities and complex care housing in the Regional District of Nanaimo.

CARRIED UNANIMOUSLY

(2) **Community Development** (Councillor Scott Harrison)

Councillor Harrison commented on the following:

- Vancouver Island Regional Library – digital care packages for long term care facilities to assist connecting seniors to their families.
- Zoom meeting on Veterans Homelessness, in attendance with MP Gord Johns.
- Canadian Mortgage and Housing Corporation collaborating with the area regions to determine the number of homeless veterans in the various regions.
- Conversation with Oceanside Initiatives, learning what is being done to keep local businesses operating.

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT Council fully supports the continued operation of the 18-hole golf course at Eaglecrest Golf Course; AND FURTHER THAT Council would not entertain any applications that would undermine that use.

CARRIED UNANIMOUSLY

Councillor Westbroek MOVED and Mayor Wiese SECONDED, THAT Council instructs staff to draft an Open Letter regarding Eaglecrest Golf Course providing background information to the public and outlining that the Town is willing to work with the ownership to find a resolution to continue the course as an 18-hole golf course.

CARRIED UNANIMOUSLY

Notice of Motion:

THAT the Town creates a reserve for the purchasing of electric vehicles or charging stations.

Notice of Motion:

THAT Council considers the selection of a cold weather shelter for a maximum of 15 people at a future in-camera meeting by March 3, 2021.

(3) Protective Services (Councillor Teunis Westbroek)

Councillor Westbroek commented on the following:

- Correspondence received from Todd and Joanne Provost regarding the pedestrian crossings on Highway 19A near Hemsworth Road and Milner Gardens.
 - o Mr. Sailland responded noting a signalized marked pedestrian crossing will be constructed close to the Hemsworth Road and Highway 19A intersection. Bob Weir, P. Eng. noted that staff will be collecting traffic counts for the area prior to considering any speed indicator signage.
- Task Force on Homelessness - attending a meeting on February 3, 2021 and invited Councillor Harrison to attend the Zoom meeting.

STAFF REPORTS

(1) Planning (Luke Sales, Director of Planning)

(a) Development Permit: Railway Street and Village Way Affordable Housing Development

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT Council refers the Development Permit for the development at Railway Street and Village Way to the Advisory Planning Commission, as attached to the February 3, 2021 Planning memo to Council.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Westbrook SECONDED, THAT Council directs staff to draft an online survey to solicit public input on the “Residences at Qualicum Station” Development Permit application, as detailed in the February 3, 2021 Planning memo to Council.
CARRIED UNANIMOUSLY

(b) Development Variance Permit: 442 Knight Terrace

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT Council directs staff to issue a Development Variance Permit for 442 Knight Terrace as described in the February 3, 2021 Planning memo to Council.
CARRIED UNANIMOUSLY

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT Council instructs staff to follow up at the March 17, 2021 Regular Council meeting on the Strategic Plan Appendix A - item D; and Capital Expenditures item I – A, regarding the Qualicum Beach Memorial Golf Course sewer and drainage.
CARRIED UNANIMOUSLY

REVIEW OF COMMENTS FROM THE PUBLIC

During the COVID-19 pandemic, while Council is participating in regular meetings electronically and the public are not permitted to attend, members of the public were able to provide comments regarding this regular meeting of Council by means of e-mail, letter, or by phone.

Comments for this regular Council meeting were received by 12:00 pm two business days following the meeting (February 5, 2021). Submissions were distributed to all Council, and a brief summary of the comments are as follows:

- Laurie Sieber, 566 Beach Road, regarding the need for a cold weather shelter.
- Anne Skipsey, 383 Crescent Road West, regarding delegation speaking limits, LED street lights, and the lease agreement with Eaglecrest Golf Course.
- Dave Golson, 578 Memorial Avenue, regarding the affordable housing development on Railway Street.
- Duncan Watson, 265 Hoylake Road West, regarding LED street lights.
- Tim Pritchard, 663 Windward Way, regarding the correspondence log, Railway Street affordable housing project, upcoming strategic plan update, and the lease agreement with Eaglecrest Golf Course.

MOTION TO CLOSE

Councillor Harrison MOVED and Councillor Westbrook SECONDED, THAT the meeting be closed to the public for the purposes of considering:

- a. 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;

- b. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- c. 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.

CARRIED

MEETING CLOSED TO THE PUBLIC: 11:36 am

MEETING REOPENED TO THE PUBLIC: 1:35 pm

ADJOURNMENT

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council adjourns the meeting.

CARRIED

MEETING ADJOURNED: 1:37 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Brian Wiese
Mayor

Minutes of the 12:00 pm Monday, February 8, 2021, Town of Qualicum Beach Special Council Meeting held in the Council Chamber, Municipal Office, 660 Primrose Street, Qualicum Beach, BC

Pursuant to the March 26, 2020 Ministerial Order No. M083 [Local Government Meetings and Bylaw Process (COVID-19)] members of the public were not permitted to attend this open meeting of Council.

PRESENT: Council: Mayor Brian Wiese
Councillor Scott Harrison
Councillor Teunis Westbroek
Councillor Robert Filmer

ALSO PRESENT: Staff: Daniel Sailland, CAO
Heather Svensen, Corporate Administrator/Deputy CAO

ADOPTION OF THE AGENDA

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council adopts the February 8, 2021 Special Council meeting agenda.

CARRIED UNANIMOUSLY

MOTION TO CLOSE

Councillor Filmer MOVED and Councillor Westbroek SECONDED, THAT the meeting be closed to the public for the purposes of considering 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.

CARRIED

MEETING CLOSED TO THE PUBLIC: 12:00 pm

MEETING REOPNED TO THE PUBLIC: 2:25 pm with Mayor Brian Wiese; Councillor Scott Harrison; Councillor Teunis Westbroek; Heather Svensen, Corporate Administrator/Deputy CAO.

ADJOURNMENT

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council adjourns the meeting.

CARRIED

MEETING ADJOURNED: 2:26 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Brian Wiese
Mayor

Minutes of the 10:00 am Wednesday, February 10, 2021, Town of Qualicum Beach Public Hearing held in the Council Chamber, Municipal Office, 660 Primrose Street, Qualicum Beach, BC

Pursuant to the March 26, 2020 Ministerial Order No. M083 [Local Government Meetings and Bylaw Process (COVID-19)] members of Council may participate in this meeting utilizing electronic or other communication facilities and members of the public were not allowed to attend this open meeting of Council. The public is encouraged to view and listen to the meeting recording online via the Town's website. Meeting recordings may be viewed at www.qualicumbeach.com.

PRESENT: Council: Mayor Brian Wiese
Councillor Scott Harrison
Councillor Teunis Westbroek

ABSENT: Councillor Robert Filmer

ALSO PRESENT: Staff: Heather Svensen, Deputy CAO/Corporate Administrator
Luke Sales, Director of Planning
Rebecca Augustyn, Planner
Haylee Gould, Deputy Corporate Administrator

The Mayor called the meeting to order at 10:00 am.

ADOPTION OF THE AGENDA

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT Council adopts the February 10, 2021 Public Hearing agenda.

CARRIED UNANIMOUSLY

PUBLIC AND STATUTORY HEARINGS

Pursuant to Ministerial Order 192 [Local Government Meetings & Bylaw Process], this Public Hearing was conducted using Zoom telecommunications software. The public was invited to speak at the Public Hearing by joining the Zoom meeting via telephone or over the Internet using a smartphone, tablet or computer.

(1) **Official Community Plan Amendment and Zoning Amendment: 850 Eaglecrest Drive/2075 Island Highway**

At 10:05 am, the Mayor declared open the Public Hearing, convened pursuant to Section 464 of the *Local Government Act*, to allow the public to make representations to Council respecting matters contained in the proposed "Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 800.03, 2019" and "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 580.112, 2019".

The Mayor called for any person who deemed themselves affected who wished to be heard or present written submissions to come forward.

- John Wood, 466 Troon Close, commented on misinformation circulating on social media, and expressed support for the development, specifically regarding diversity of housing, rental units, on-site parking, and complimentary form and character.
- Kari Knutson, 254 Hoylake Road, spoke in favour of the proposed development, commenting that the Town needs diverse housing options, including multigenerational homes.
- Steve Knutson, 254 Hoylake Road, spoke in favour of the proposed development, noting that the development will provide local employment opportunities.
- Petronella vander Valk, 247 Hoylake Road East, expressed opposition to the development, specifically with regard to environmental concerns, and encouraged Council to use plans and assessments to holistically plan for any development of the area.
- Lance Nater, 996 Royal Dornoch Drive, commented on moving the Urban Containment Boundary (UCB) without secondary approval. Mr. Nater further expressed concern about making decisions without the full complement of Council.
- Glenn MacKenzie, 480 Chester Road, spoke in opposition to the project as the Town's OCP does not support it.
- Susan Blacklin, 686 Chartwell Boulevard, commented that the Official Community Plan (OCP) was established after significant community input, and that any major changes like the proposed development should be considered by the public. Ms. Blacklin commented that this development puts the Town at risk of litigation from other Estate Property owners. In closing, Ms. Blacklin asked several questions, which were referred to staff
- Joyce Daman, 1203 Pintail Drive, spoke in favour of the proposed development, commenting that the OCP should be a living document that allows flexibility, that the subject property is not within the tree preservation zone, does not border on Milner Gardens, would provide employment and tax base, and would complement the Eaglecrest community.
- Susan Lloyd, 861 Eaglecrest Drive, spoke in opposition of the proposed development, stating that the application is premature and noting that the Director of Planning suggested that the application be refused. Ms. Lloyd requested a comprehensive plan for the entire estate area, and expressed concern about setting a precedent.

- Lois Eaton, 595 Tamarack Drive, spoke in opposition of the proposed development, noting that it is in conflict with the Town's OCP, expressing concern about the morals and ethics of advancing business with a 3-member Council, and the changes to the UCB. Ms. Eaton commented on the removal of trees without a tree and vegetation management plan.
- Jay Smith, 587 Spruce Street, noted section 475 of the *Local Government Act* requires public consultation before making changes to the OCP, questioning if the Town had legal advice that the requirements under section 475 were met.
- Amanda Griesbach, 309 Mill Road, spoke regarding tree protection, the 2018 OCP review process and comments from former Mayor Westbroek in favour of protecting the estate properties, and the petition and march against the development. Ms. Griesbach noted these 16 units will not help with the lack of affordable housing.
- Jane Skipsey, 378 Crescent Road West, commented on previous Council's agreements with the owners of the estate properties to lower taxes in exchange for inclusion in protected lands, and stated that the tax payers in Qualicum Beach do not want to see the estate properties developed.
- Rick Todsen (proponent), 2075 West Island Highway, noted that the proposed homes will meet Step 4 of the BC Energy Step Code, will provide employment within the community, and is designed with a strict building scheme including permeable surfaces, rain water harvesting, a mix of living options, and plentiful outdoor space.
- Linda Todsen (proponent), 2075 West Island Highway, commented on the rezoning process, noting that they have been amenable to finding solutions and acting with integrity. Ms. Todsen noted that form and character and retention of trees are important aspects of their development.
- Ezra Morse, 720 Garret Road, spoke in opposition of the proposal, noting comments from former Mayor Westbroek during the 2018 OCP review in support of protecting the estate properties, commenting on servicing to the site, and stated that this development is against the will of the community.
- Trevor Wicks, #19 – 639 Arbutus Street, spoke in opposition of the proposed development, commenting that the form and character aren't in line with the forest, and expressed concern about the long-term impact to the community.
- Tim Pritchard, 663 Windward Way, spoke in favour of the proposed development, commenting that the community needs diverse and affordable housing options, and noting that Qualicum Beach is one of the most expensive cities in Canada in terms of housing.
- Judith Kemp, 906 McFeely Drive, spoke in opposition of the development, expressing a desire to maintain green spaces and for the tree and vegetation management plan to be enacted.

- Marlys Diamond, Berwick Road, spoke in favour of the proposed development, commenting that changes have attracted new residents to move here, and noting that there is misinformation about the development being circulated. Ms. Diamond further noted that the subject property is not within the tree protection area, is not a threat to Milner Gardens, and that the process undertaken by the applicants and Council has been open and transparent.
- Doug MacKay-Dunn, 2617 Island Highway, spoke in opposition of the proposed development, noting that the Town's planner recommended a comprehensive plan for the entire estate residential prior to the approval of any development.
- Pat Jacobson, 225 Crescent Road West, expressed concern with environmental impacts, the clearing of forested areas, and changing the UCB. Ms. Jacobson requested Council wait to make a decision until after the by-election or during the next OCP review process.
- Kathryn Miller, 1311 Leeward Way, noted the development is in contravention to the Town's OCP.
- Anne Skipsey, 383 Crescent Road West, spoke in opposition of the application, expressing concern about urban sprawl and commenting that staff are not in support of the development.
- Louella Macvicar, 832 Redonda Place, commented that the OCP should not be changed unless there are extraordinary circumstances, and encouraged Council to wait until the Town has a full Council before considering this proposal further.
- Carol Dowe, 512 Hawthorne Drive, posed several questions regarding the proposal, noted that the property is part of the scenic entrance to the Town, and encouraged the preservation of trees.
- Mark Holland, 1081 Portage Road, Saanich, is in favour of the development, commenting that Qualicum Beach needs more housing of all types. Mr. Holland expressed support for compact development, the experience of the developer, and the high quality proposal which includes Step 4 of the BC Energy Step Code.
- Cameron Eaton, 591 Tamarack Drive, spoke in favour of preserving the estate residential properties.
- Michael Goldman, spoke on behalf of Tammy Cannovan, Patrick Cannovan, and Valerie Culpin, 744 Canyon Crescent Road, in opposition to the proposed development, specifically to changing to OCP, proceeding with only three members of Council, and noting concern with the applicant providing a campaign contribution during the election.
- Nicole Proch, Parksville resident, spoke in favour of the proposed development, commenting that the development will provide needed housing.
- Michael Hart, 734 Canyon Crescent, spoke in opposition of the proposed development, noting comments from former Mayor Westbrook during the last OCP review process.

- Terry Peters, 1124 Pintail Drive, expressed concern with going against the Town's OCP, and commented that the Mayor should recuse himself from voting on the bylaws due to receiving campaign contributions from the proponent.
- John Phillips, 209 Mill Road, spoke in opposition to the changes to the OCP and land designation, noting that the OCP was a community supported document and shouldn't be changed casually.
- Maggie Evans, 498 Country Club Drive, stated she has no objection to the development, but that it is not the right fit for the area, requesting that the land be preserved.
- Ray Woroniak, 226 Elizabeth Avenue, stated he is opposed to the development and to changing the OCP with only three members of Council.
- Deborah McKinley, 346 Nenzel Road, noted that she had submitted a letter with several questions, and requested that her questions be answered before further consideration of the proposal.

Mayor Wiese MOVED and Councillor Westbrook SECONDED, THAT the meeting be recessed for 10 minutes.

CARRIED UNANIMOUSLY

The meeting recessed at 11:55 am.
The meeting resumed at 12:05 pm.

- Janice Leclerc, 658 Bryce Avenue, Parksville, expressed concern that amending the OCP would set a precedent, and noted that she does not want urban sprawl.
- Judy Wood spoke in opposition of the proposed development, specifically the location of the proposal.
- Eva Hilborn, 489 Bayview Terrace, spoke in opposition of the development.
- Karen Golden, 1065 Pekin Place, spoke in opposition of the proposed project, commenting that public input during the COVID-19 pandemic is problematic, the time of the meeting excludes those working from participating, and that a decision of this magnitude should be made with a full Council.

The Mayor called a second time for any persons who deemed themselves affected by Bylaw No. 800.03, 2019 or Bylaw No. 590.112, 2019 who wished to be heard or present written submissions, to come forward.

- Jay Smith commented that not all growth is beneficial, and that growth in the downtown core would be more affordable and attractive to younger people without vehicles. Mr. Smith commented that Council has the right to make decisions with their current membership, however the optics are unfavourable.

- Ezra Morse commented that the proposed development is outside the UCB, the small increase in housing units, density in areas not identified for it, setting a precedent, and maximizing profit for developers.
- John Wood expressed support for the development, noting that the developers are sought after for their high quality buildings; that the proposal has a diversity of housing options; the project will provide many hours of employment; and the form and character of the development will compliment Eaglecrest Golf Course.
- Doug MacKay-Dunn recommended further consideration of the proposal be delayed until a comprehensive land use plan of the entire estate residential area is conducted.
- Lois Eaton commented on the morals and ethics of making decisions as a 3-member Council, promises to maintain the UCB, and the lack of public consultation on this proposal.
- Susan Blacklin stated that the Mayor should recuse himself from the vote, that further consideration of the proposal should be delayed until all seats on Council are filled, or wait for the next OCP review process.
- Kari Knutson commented on the misinformation being circulated in the community, including the size of the development, risk to Milner Gardens, clearcutting of trees, campaign contributions to members of Council, the tree protection area, and the online petition against the development.
- Mark Holland spoke on the role of the OCP, commenting that some flexibility is necessary to adapt to change in communities, and that it is important that it be a democratic process. Mr. Holland stated that this proposal could fit into a plan at a later date, and that the Town has followed their legal requirements in considering this change.
- Pat Jacobson read out a letter from Kevin Monahan, 586 Alder Street, expressing objection to the proposal and noting concern about changes to the UCB and the need for greater public consultation.
- Lance Nater expressed concern about setting a precedent and the number of people on Council, and requested that further consideration be deferred until after a comprehensive development plan is available.
- Deborah McKinley questioned what the final land value would be, and how the proposal would benefit the community.
- Anne Skipsey noted that the Town removed the requirement to consult with the Regional District of Nanaimo for any changes to the UCB, with the assurance that the Town would manage their own growth responsibly. Ms. Skipsey noted that this proposal is a major change to the UCB, and expressed concern about public engagement during the COVID-19 pandemic.
- Judith Kemp commented that Council must follow due process and due diligence and that the tree and vegetation management plan needs to be in place.

- Ray Woroniak expressed a desire for a comprehensive development plan, and questioned why changes to the OCP are being considered during the COVID-19 pandemic and while there are vacant seats on Council.
- Marlys Diamond noted that the proposal offers a variety of housing options, allows for garden suites or secondary suites, and for residents to live in a natural setting.
- Jane Skipsey commented that a comprehensive study is necessary before undertaking changes to the UCB, and requested that further consideration on the proposal be deferred until after the by-election and after a comprehensive study.
- Susan Lloyd stated that the OCP should be respected and not amended, and that the public benefit should be considered over the individuals. Ms. Lloyd expressed concern about traffic, land supply, and community amenities.
- Steve Knutson commented that the proposal includes rental units, and stated that there are several individuals who oppose Council regardless of the decision being considered.
- Joyce Daman spoke in favour of the proposed development and commented on misinformation about the proposal.
- John Phillips commented on the use of social media, changes to the OCP and UCB, and the estimated house prices.
- Tim Pritchard commented on land supply, noting there is very little land available, and that the money from the land lift could help finance the roundabout at Village Way.
- Terry Peters noted that the OCP is only 3 years old, and questioned if this proposal is in the best interests of the community. Mr. Peters suggested that further consideration on this proposal be deferred until the OCP review.
- Anna Sjo, 634 Cedar Street, commented that hosting a public hearing during the day makes it difficult for working people to attend. Ms. Sjo further expressed opposition to the development as it goes against the OCP, and questioned why a decision is being made with only three members of Council.
- Rick Todsen, proponent, commented that estate residential lands are not rural and that they have donated many acres of land and green space. Mr. Todsen commented on density, noting that the proposal is for 16 units, and that 64 homes could fit based on the size of the property.
- Linda Todsen, proponent, commented on the OCP review process, the recommendations from staff, and her hope to develop a healthy subdivision.
- Graham Riches spoke regarding sustainability and setting a precedent by changing the UCB.

- Petronella vander Valk commented that the role of the UCB is to manage growth, noting that there are better ways and places to build the needed housing units to protect our green spaces.

Hearing no further comments, the Mayor declared the public hearing on Bylaw No. 800.03, 2019 and Bylaw No. 580.112, 2019 closed at 1:30 pm. Council cannot accept further comments directly from the public; all comments must go through staff.

ADJOURNMENT

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT the meeting be adjourned.

CARRIED

MEETING ADJOURNED: 1:31 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Brian Wiese
Mayor

QB Town

From: Brant Wildlife Festival <brantwildlifefestival@gmail.com>
Sent: Friday, January 29, 2021 11:33 AM
To: QB Town
Subject: Brant Wildlife Festival 2021

Date Received

JAN 29 2021

File No. _____

Brant Wildlife Festival
Town of Qualicum Beach
January 2021

☒ Acknowledgement
Card

☐ Res
Lett

Approved by Council Management

To: Mayor Brian Wiese and Qualicum Beach Council

Action Required By Wiese

The Brant Wildlife Festival team has appreciated the Town of Qualicum's support in the past and are asking for your support once again for our 2021 Brant Wildlife Festival.

This year Covid 19 has changed everything. We are not hosting in-person events as in years past. Instead, we are creating self-guided opportunities for people to explore their own backyards and to view the land we share with wildlife in a new way.

There will be a mapped bird trail area, MABBRI will be hosting a 3-day bio-blitz throughout the biosphere using an app. There will be artistically painted Brant Geese placed in various businesses and people will be asked to locate as many as they can, take selfies with them which will be displayed on our social media (plus a contest.) This year's ever popular eagle release will be filmed and available for all to see on a special release date. Additionally, there will be professionally produced videos, and a great media package in the local newspaper. Each full page will have a theme – "Our Special Place" "Brant and Spring Migrations," "In Our Waters," etc. There's more on the horizon for this year's festival, we are working out the details.

As you know the Brant Wildlife Festival is a spring celebration of nature, named after the Brant Goose, a tireless traveler migrating from Mexico to Alaska, resting and feeding along the shores of mid-Vancouver Island before continuing their arduous migration to northern breeding grounds.

We are fortunate to live in an internationally recognized biosphere region and designated Important Bird Area. As winter gives way to spring our coast is a "happening place" with herring spawning, eagles gathering, and tens of thousands of migrating birds of many species seen along our shores—including the Brant.

The Brant Wildlife Festival was started in 1991 by businessman Bashir El-Khalafawi, then manager of the Bayside Inn and president of the Parksville Chamber of Commerce, and Neil Dawe who worked for the Canadian Wildlife Service. Today as then, community organizations provide a variety of festival activities and events that encourage locals and visitors, children and adults, to get outdoors to enjoy and to learn about the natural wonders around them.

The Nature Trust of British Columbia--a non-profit land conservation organization with properties across the province including along the Englishman River—helps to coordinate the

Brant Wildlife Festival with a part-time community facilitator and the participation of many community volunteer organizations. We work with Parksville-Qualicum Beach Tourism, the PQB News, the Beach radio station, and other local businesses and reach out to the Chambers of Commerce to make the festival a success.

The budget for the festival is very modest: \$14,000 plus \$5,000 in kind provided by The Nature Trust which applies for a grant each year. The City of Parksville has annually provided \$5,000, which we have applied for it again this year. The Town of Qualicum Beach provided much appreciated support in the amount of \$2,500 in the past few years. Modest support has also come from Mid Island Co-op (\$1,000) and in some years from TD Friends of the Environment Foundation (\$1,500). Community support is crucial for the festival and we are grateful for this support.

We would like to request that The Town of Qualicum Beach consider providing support to the 2019 Brant Wildlife Festival in the amount of \$2,500. This would be much appreciated.

If you have any questions, we would be pleased to answer them. I look forward to being a delegation this February.

Warm regards,
Ceri Peacey,
Community Facilitator
<https://brantfestival.bc.ca>
brantwildlifefestival@gmail.com
(250) 927-5658

**BRANT
WILDLIFE
FESTIVAL**

Qualicum Beach Streamkeepers Society

216 Saturna Drive

Qualicum Beach

V9K 2P5

info@qbstreamkeepers.ca

250 594-6788

December 27, 2020

Mayor and Council

Town of Qualicum Beach

201 – 660 Primrose St

P.O. Box 130

Qualicum Beach, B.B.

V9K 1S7

Dear Mayor and Council:

Date Received

DEC 28 2020

File No. _____

☒ Acknowledgement

☐ Response
Letter

Council, Management

Action Required By _____

Log, BW, AS, LS

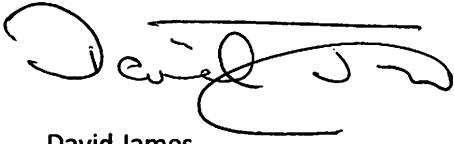
Grandon Creek

Over the past twenty five years, the Town of Qualicum Beach and Qualicum Beach Streamkeepers have worked together to protect and enhance wild fish habitat in Grandon Creek. The installation of fish friendly channels under Crescent Road West, placement of large woody debris along the banks, removal of invasive plants and the planting of hundreds of native plant species have all been undertaken.

The efforts have been successful, with significant numbers of cutthroat trout and coho being regularly observed. The riparian zone in the lower creek is, however, facing increasing challenges in recent years. The many aging alders in the area are falling with increased frequency, possibly accelerated by drier summers. More extreme rain events during winter are causing more bank erosion and movement of large woody debris downstream. The popular walking path is also facing tree fall and erosion issues.

As a result of these trends, we are concerned that wild fish habitat is being steadily diminished. Following consultations with fisheries and forestry professionals, we are proposing to Council that it would be timely to undertake a more comprehensive assessment of Grandon Creek, with an initial focus in the stream from Hoylake Road to Crescent Road West. The assessment would consider tree management and planting measures, bank erosion and large woody debris management, within the wider perspective of the overall Grandon Creek watershed. From that assessment, a long term plan for this part of Grandon Creek can be developed which would provide a framework for future work in this key local ecosystem for both the Town and Streamkeepers.

We are requesting that Council consider supporting this planning initiative by mandating Town staff to work with us in the process. We would look forward to bringing the outcome back to Council and to communicating the plan to residents of Qualicum Beach.

A handwritten signature in black ink, appearing to read 'David James', with a horizontal line drawn above the name.

David James

President

Qualicum Beach Streamkeepers

From: [Teunis Westbroek](#)
To: [Heather Svensen](#); [Haylee Gould](#)
Subject: Fwd: Inquiry for two letters of support
Date: February 4, 2021 6:53:42 PM
Attachments: [image001.png](#)
[ATT00001.htm](#)
[MABRRI Project Proposal_BCCF_HSP.pdf](#)
[ATT00002.htm](#)
[Qualicum Beach_HSP Letter of Support.pdf](#)
[ATT00003.htm](#)
[BCCF LoS_TownofQualicumBeach.docx](#)
[ATT00004.htm](#)
[HSP LoS_TownofQualicumBeach.docx](#)
[ATT00005.htm](#)

Sent from my iPhone

Begin forwarded message:

From: Graham Sakaki <[Section 22, FOIPPA](#)>
Date: February 4, 2021 at 2:52:33 PM PST
To: Daniel Sailland <DSailland@qualicumbeach.com>, Teunis Westbroek <TWestbroek@qualicumbeach.com>, Brian Wiese <BWiese@qualicumbeach.com>
Cc: [Section 22, FOIPPA](#)
Subject: Inquiry for two letters of support

Dear Daniel, Brian and Teunis,

I hope everything is going smoothly out in Qualicum Beach these days. I also hope that this email finds you and your families safe and in good spirits during these trying times.

Last year the Town of Qualicum Beach provided MABRRI with a letter of support (original attached) as we were working on finding funds for the Project Work (description attached) related to two SARA-listed species.

In the meantime, we did not receive funding from the applicant in which your letter was included, but found two other funders to start working on the project, and are applying to another two funding agencies in the coming weeks. We are hoping that the Town of Qualicum Beach would again be willing to support our applications by editing and signing the two support letter templates (attached) for our applications to the BC Conservation Foundation, and Habitat Stewardship Program for Species at Risk.

If the Town is willing to support the project and provide the two letters, I am hoping I can have them back no later than February 13. We will of course keep all our project supporters informed of the funding decisions when released.

Thanks as always, and I am happy to chat anytime to provide further details on the project work!

Graham Sakaki, MCP
Research & Community Engagement Coordinator

Mount Arrowsmith Biosphere Region Research Institute
Vancouver Island University

Phone: [REDACTED] [REDACTED]

Cell: [REDACTED]
[REDACTED] Section 22, FOIPPA

Web: mabrri.viu.ca

British Columbia Conservation Foundation Objectives

- Projects that take place in British Columbia and demonstrate a positive result for fish, wildlife, and habitat (including education)

Habitat Stewardship Program for Species at Risk Objectives

- Support habitat projects that benefit species at risk and prevent others from becoming a conservation concern
- Enable Canadians to become actively involved in stewardship projects for species at risk which will result in tangible and measureable conservation benefits; and
- Improve the scientific, sociological, and economic understanding of stewardship as a conservation tool

MABRRI's Proposal

Our initial focus will be placed on two SARA-listed species outlined in HSP's priority species. On Vancouver Island, the Pacific population of Western painted turtles (*Chrysemys picta bellii*) is listed Schedule 1, Endangered through the Species at Risk Act (SARA). The Western screech owl (*Megascops kennicottii kennicottii*) is listed Schedule 1, Threatened through SARA. Moreover, we'd like to include other species of importance, ecological and local, residing in municipalities within the Regional District of Nanaimo (RDN). We propose to create signage of the species at risk and others which can act as an educational tool for the communities. These will be placed at known habitat locations where the public has direct access. Their purpose will be to inform the public about the species, existing threats, and mitigation efforts. Our hope is that the signage can lead to reduction in threats to the already endangered and threatened populations, as well as decrease any future risks to species that currently do not have a designation. Additionally, we plan to research timing windows for each species of focus to prepare written report with a visual aid outlining work windows of least risk for each municipality within the RDN. For further protection of the target species, we aim to restore and enhance existing habitat. For example, construction and installation of nest boxes will provide more habitat for the Western screech owl. Installing wire mesh above Western painted turtle nesting sites will minimize predation without limiting hatchling movements. To engage the local community, we would like to develop a monitoring network which can contribute to a dataset, measuring the conservation efforts. Here, volunteers will participate in visual observations of detection and non-detection, monitoring the nest boxes, nesting sites, and surrounding habitat.

We would like a letter of support from community partners. Support can be in any form: funding, in-kind, or just expressed support of our project proposal. Further, we'd like the municipalities to be involved in the approval of signage and hope to have support for installation of them as well.

MABRRI has been working hard to secure funding for this project over the past year. In the last couple of months, we have successfully received funds through the Mitacs Research Training Award and the Kenneth M Molson Foundation. We're eager to continue the work we have started and hope to have your support on this project.



TOWN OF QUALICUM BEACH

INCORPORATED 1942

201 - 660 Primrose St.
P.O. Box 130
Qualicum Beach, BC
V9K 1S7

Telephone: (250) 752-6921
Fax: (250) 752-1243
E-mail: qbtown@qualicumbeach.com
Website: www.qualicumbeach.com

February 27, 2020

Environment and Climate Change Canada
Habitat Stewardship Program for Species at Risk
Pacific and Yukon Region
#201-401 Burrard Street
Vancouver, BC V6C 3S5

Re: Letter of Support - Habitat Stewardship Program for Species at Risk

Dear Awards Committee,

The Town of Qualicum Beach is looking forward to working with the Mount Arrowsmith Biosphere Region Research Institute (MABRRI) on their proposed project to the Habitat Stewardship Program for Species at Risk. We value their efforts to protect the locally and ecologically important species that we encounter in our area.

MABRRI's work will benefit our community by informing the public on these species, their connection to the ecosystem as a whole, and what can be done to limit disturbance during critical life stages. We believe that providing this knowledge will enhance our community and ensure protection of these species, minimizing the risk of their populations becoming a concern in the future. With an expansive coastline and a myriad of wildlife that generates a large amount of visitors, we look forward to the opportunity to educate people and protect the species. By providing our local government with a customized timing windows of least risk, we can avoid further stress on the species within Qualicum Beach. Through these efforts we can work towards maintaining and supporting strong, healthy populations for all to enjoy.

We are pleased to offer this letter of support to MABRRI on this project. We hope this project receives funding from the Habitat Stewardship Program for Species at Risk to ensure education and protection of these critically important species.

Kind Regards,

Mayor Brian Wiese
Town of Qualicum Beach

/hs



February 4, 2021

British Columbia Conservation Foundation
Vancouver Island Region
PO Box 7
#1 – 7217 Lantzville Road
Lantzville BC V0R 2H0

Re: Letter of Support – British Columbia Conservation Foundation

Dear Awards Committee,

The Town of Qualicum Beach is looking forward to working with the Mount Arrowsmith Biosphere Region Research Institute (MABRRI) on their proposed project to the British Columbia Conservation Foundation. We value their efforts to protect the locally and ecologically important species that we encounter in our area.

MABRRI's work will benefit our community by informing the public on these species, their connection to the ecosystem as a whole, and what can be done to limit disturbance during critical life stages. We believe that providing this knowledge will enhance our community and ensure protection of these species, minimizing the risk of their populations becoming a concern in the future. With an expansive coastline and a myriad of wildlife that generates a large amount of visitors, we look forward to the opportunity to educate people and protect the species. By providing our local government with a customized timing windows of least risk, we can avoid further stress on the species within Qualicum Beach. Through these efforts we can work towards maintaining and supporting strong, healthy populations for all to enjoy.

We are pleased to collaborate with MABRRI on this project and propose to offer our support by means of *Insert contribution*. Our support has an estimated value of \$\$\$. We hope this project receives funding from the Habitat Stewardship Program for Species at Risk to ensure education and protection of these critically important species.

Kind Regards,

Name

Title, Town of Qualicum Beach

#201-660 Primrose Street
Qualicum Beach, BC
V9K 1S7

February 4, 2021

Habitat Stewardship Program for Species at Risk

British Columbia

Adèle McKay

adele.mckay@canada.ca

343-572-1563

Re: Letter of Support – Habitat Stewardship Program for Species at Risk

Dear Awards Committee,

The Town of Qualicum Beach is looking forward to working with the Mount Arrowsmith Biosphere Region Research Institute (MABRRI) on their proposed project to the Habitat Stewardship Program for Species at Risk. We value their efforts to protect the locally and ecologically important species that we encounter in our area.

MABRRI's work will benefit our community by informing the public on these species, their connection to the ecosystem as a whole, and what can be done to limit disturbance during critical life stages. We believe that providing this knowledge will enhance our community and ensure protection of these species, minimizing the risk of their populations becoming a concern in the future. With an expansive coastline and a myriad of wildlife that generates a large amount of visitors, we look forward to the opportunity to educate people and protect the species. By providing our local government with a customized timing windows of least risk, we can avoid further stress on the species within Qualicum Beach. Through these efforts we can work towards maintaining and supporting strong, healthy populations for all to enjoy.

We are pleased to collaborate with MABRRI on this project and propose to offer our support by means of *Insert contribution*. Our support has an estimated value of \$\$\$. We hope this project receives funding from the Habitat Stewardship Program for Species at Risk to ensure education and protection of these critically important species.

Kind Regards,

Name

Title, Town of Qualicum Beach

#201-660 Primrose Street

Qualicum Beach, BC

V9K 1S7

**Town of Qualicum Beach
M E M O R A N D U M**

TO: Luke Sales, Director of Planning **FOR:** Council Meeting, February 24, 2021

FROM: Rebecca Augustyn, Planner

SUBJECT: Official Community Plan Amendment and Zoning Amendment:
850 Eaglecrest Drive/2075 Island Highway

RECOMMENDATION:

1. THAT, as described in the January 13, 2021 Planning memo to Council, the bylaw entitled “Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 800.03, 2019” be read a third time.
2. THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 580.112, 2019” be read a third time.

PURPOSE

To consider an Official Community Plan (OCP) amendment and zoning amendment application to permit a sixteen parcel subdivision on a 2.59 ha portion of the subject property.



Figure 1: Subject Property

BACKGROUND

An application has been received for a 16 parcel subdivision on a 2.59 ha portion of 850 Eaglecrest Drive/2075 Island Highway. The parcel is currently zoned Residential 1 (R1), which permits two single-family dwellings. To the west of the property are more “Estate Properties”, to the east is a Small Lot Residential 1 (SLR1) subdivision and to the north and south are single-family dwellings on larger parcels. For reference, the “Estate Properties” are referred to as “Estate Residential” in the OCP.

The application went before Council on June 17, 2019, and the following motion was adopted by Council:

- THAT Council directs staff to draft a zoning amendment and Official Community Plan amendment for 2075 Island Highway/850 Eaglecrest Drive; AND FURTHER THAT the zoning amendment be brought forward to the Committee of the Whole.

The following motion was adopted at the November 14, 2019 Committee of the Whole meeting:

- THAT the Committee of the Whole recommends THAT Council advance the zoning amendment and OCP amendment for 850 Eaglecrest Drive/2075 Island Highway.

The application went back before Council on December 16, 2019 and Council adopted the following motions:

- THAT the bylaw entitled "Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (850 Eaglecrest Drive/2075 Island Highway West) Bylaw No. 800.03, 2019" be introduced and read a first time AND FURTHER THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (850 Eaglecrest Drive/2075 Island Highway West) Bylaw No. 580.112, 2019" be introduced and read a first time.
- THAT the development proposal for 850 Eaglecrest Drive/2075 Island Highway West be referred to the Advisory Planning Commission, subject to additional information on the following:
 - a. Potential incorporation of other housing types;
 - b. Road network, including emergency access, the proposed cart path on the south side of the property, and roadway details;
 - c. Tree buffer;
 - d. Parkland dedication;
 - e. Tree management plan; and
 - f. Stormwater management plan.

The applicant provided the requested information, and the application went before the Advisory Planning Commission (APC) on June 17, 2020. The APC adopted the following motions:

- THAT the Advisory Planning Commission supports the OCP amendment to change the designation of 6.5 acres within 850 Eaglecrest Drive/2075 Island Highway from Estate Residential to Single-family Residential, AND FURTHER THAT, the parcel be brought within the Urban Containment Boundary.
- THAT the Advisory Planning Commission supports the change in land use for 850 Eaglecrest Drive/2075 Island Highway from Subdivision District 'B' to Subdivision District 'D' for 850 Eaglecrest Drive/2075 Island Highway, subject to the following covenants being registered:
 1. Building Scheme and Design Guidelines;
 2. Emergency access from Island Highway through 850 Eaglecrest Drive/2075 Island Highway; and,
 3. Three to four metre tree and vegetation buffer along the eastern property line.
- THAT the Advisory Planning Commission recommends to Council that a Comprehensive Land Use Development Design Plan be undertaken to provide direction for future developments within the Estate Residential lands that would address and balance the importance of the forest, green way features, ecological importance of Milner

Gardens and Vancouver Island University lands with the appropriate urban densification and public recreational amenities.

The application went before Council on July 15, 2020 and the following motions were adopted:

- THAT a Comprehensive Land Use Plan be undertaken during the next Official Community Plan review process to provide direction for future developments within the Estate Residential lands that would address and balance the importance of the forest, green way features, ecological importance of Milner Gardens and Vancouver Island University lands with the appropriate urban densification and public recreational amenities.
- THAT the proponents for the proposed development for 850 Eaglecrest Drive/2075 Island Highway West host a Public Information Meeting prior to consideration of second reading of the Zoning and OCP amendment bylaw.
- THAT the following information be provided for the proposed development for 850 Eaglecrest Drive/ 2075 Island Highway West prior to a Public Hearing for the Zoning and OCP amendment bylaws:
 - o Land Lift Analysis provided by a third party professional in accordance with Policy Number 3008-11 – Community Amenity Contributions
 - o A land inventory demand and supply analysis
 - o An environmental impact assessment
 - o Traffic Study

The applicant provided three out of the four requested studies. The application went back before Council on January 13, 2021 and the following motions were adopted:

- THAT, as described in the January 13, 2021 Planning memo to Council, the bylaw entitled “Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 800.03, 2019” be read a second time as amended by amending OCP Map Schedule 2.8 to include:
 - o a path linking the proposed cul-de-sac to the proposed park along the west side of the property;
 - o a pathway from the cul-de-sac to Country Club Drive; and
 - o a pathway west across the neighbouring property to the Hollywood Road right of way.
- THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 580.112, 2019” be read a second time, as amended.
- THAT, prior to adoption of Amendment Bylaw No. 580,112, 2019, the following be completed:
 - o Execution of a Works and Services Agreement to ensure completion of any adjacent works and services;
 - o Execution of one or more Section 219 covenants that address the following:
 - Form and Character, to ensure that the development is constructed in conformance with the presentation to Council, including a commitment to meet BC Energy Step Code 4 as proposed;
 - Requirement to construct two dwelling units on twelve of the 16 parcels, as proposed;
 - Prohibition against strata-titling any secondary suite, garden suite or carriage house from the primary dwelling;

- Four-metre tree protection area along the eastern property line;
- Provision to the Town of 50% of land value lift;

AND FURTHER THAT the development be considered as a bare land strata;
AND FURTHER THAT the proponent provides \$10,000 to be allocated for a future inventory study;

AND FURTHER THAT Council instructs staff to work with the applicant/developer to accommodate the parkland contribution by accepting cash in lieu.

- THAT Council hold a Public Hearing on February 10th, 2021 at 10:00 am, electronically via Zoom teleconferencing software, in regard to “Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 800.03, 2019” and “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 580.112, 2019”.

A Public Hearing was held on February 10, 2021. The minutes from this meeting form part of the February 24, 2021 Council agenda.

Land Lift Analysis

A revised land lift analysis was provided by a third party appraiser. The subject property, as zoned, is valued at \$640,000. The subject property, if rezoned, is valued at \$1,600,000. If the property is rezoned, the land lift will be \$960,000. As per Policy Number 3008-11 – Community Amenity Contributions, the Town will seek an amenity contribution equivalent to 50% of the land lift created by the rezoning. In the case of the subject property, the amenity contribution would be \$480,000.

DISCUSSION

Following is an overview of land use regulations and design guidelines relevant to the subject property.

Zoning

The subject property is zoned Residential 1 (R1). A zoning amendment is required to change both the zoning and the Subdivision District. The applicant has indicated that they would make two units per parcel a mandatory requirement for 11 or 12 of the 16 parcels and has requested that the remaining four or five parcels not have this requirement. Due to duplexes being proposed, the current R1 zone needs to be amended. If Council proceeds with this application, the zoning would be amended from R1 to Residential 12 (R12).

The subject property falls within Subdivision District ‘B’. The property is only partially serviced, so the minimum parcel size under Subdivision District ‘B’ is 8.0ha. The development area is approximately 2.6ha. The Subdivision District would be changed from Subdivision District ‘B’ to Subdivision District ‘D’. The proposed subdivision would have parcel sizes that range from approximately 830m² to 1,370m², which would meet the minimum parcel size of 700m² under Subdivision District ‘D’.

Official Community Plan (OCP)

An OCP amendment is required because the land is designated as Estate Residential and is outside the Urban Containment Boundary. Estate Residential policies specify a maximum density of one dwelling/ha, with a maximum of two dwellings per parcel. The existing parcel is

6.677 ha (16.5 acres) and has two existing strata-titled dwellings on the property. The size of the area proposed for development is approximately 2.5ha.

As this application would change the OCP land use designation for this property, there are inconsistencies between the existing OCP and what is being proposed. For example, the property is identified as “Estate Residential”, which discourages the extension of municipal services and additional residential density (S. 2.2.2.1). Approval of this application would remove this land from the “Estate Residential” designation. Staff have provided a review of both the “Estate Residential” policies and the “Residential” policies to understand the policies from both the existing and proposed designation. Staff have also included applicable policies under Section 2.1.1. Urban Containment Boundary.

Policies in Section 2.2.2.1 Estate Residential are as follows:

1. Land designated as “Estate Residential” on map ‘Schedule 2.1’ of this Plan shall not exceed development densities of 1 dwelling/ha, with a maximum 2 dwellings for any parcel.
Staff Comment: The proposal is for a 16-lot subdivision, which is higher than the maximum density outlined in this policy.
2. The Town shall not extend municipal services into areas designated as “Estate Residential” except under special conditions identified under the Urban Containment policies in Section 2.1.1.
Staff Comment: Municipal services currently exist on the boundary of the subject property. The proposal would require the extension of municipal services into the Estate Residential area, at the developer’s cost.
3. The Town shall continue, through the Land Use and Subdivision Bylaw, to provide for ecological education opportunities on the land owned by Vancouver Island University.
Staff Comment: The subject property is not owned by Vancouver Island University or adjacent to that land, and as such, this policy is not applicable.
4. In addition to the tree protection bylaw, the Town shall explore further ways to preserve the “Estate Residential” forest, including development permit area designations, possible changes to the Land Use and Subdivision Bylaw, and the increase of the current minimum parcel size.
Staff Comment: This policy is an initiative for the Town to undertake, and as such, this policy is not applicable.

Policies in Section 2.2.2 Residential are as follows:

1. The Town shall encourage innovative approaches to the provision of housing.
Staff Comment: The proposal is for single family dwellings with secondary suites or garden suites, as well as duplexes. The proposal would provide a mix of housing.
2. Higher densities of residential development shall be encouraged in the “Village Neighbourhood”, while lower densities of residential development will be considered outside the “Village Neighbourhood”.
Staff Comment: The proposal is a relatively low density proposal.

3. The Town shall explore ways to work with community groups and senior levels of government to provide for the development of affordable housing, special needs housing, and rental housing.
Staff Comment: This policy is an initiative for the Town to undertake, and as such, this policy is not applicable. However, with a requirement to build two dwelling units on the majority of the parcels, there will be some rental accommodation.
4. Within the “Village Neighbourhood”, the Town shall encourage developments that include a diversity of housing options, including a range of unit sizes and building types for families of all ages.
Staff Comment: This subject property is not located within the Village Neighbourhood, and as such, this policy is not applicable.
5. The Town shall maintain a policy that will discourage the conversion of residential rental units to strata units during periods of low vacancy rates.
Staff Comment: This policy is not applicable.
6. The Town, where possible and appropriate, shall provide opportunities for sensitively-integrated and compatible home-based businesses within the Town’s zoning regulations and shall explore ways to encourage more home-based businesses as part of a healthy local economy.
Staff Comment: Home occupation use is permitted in the R12 zone.
7. The Town supports the integration of attached secondary suites and appropriately located detached garden suites into residential areas, and shall periodically assess the effectiveness of the Town’s regulatory bylaws in achieving this.
Staff Comment: The proposal includes either garden suites or secondary suites for the majority of the parcels.
8. The Town will consider the integration of alternative forms of housing into existing residential areas up to a density of 25 units per hectare, subject to a detailed design review to ensure neighbourhood compatibility. On a typical residential lot, 25 units per hectare equates to two dwelling units.
Staff Comment: The proposed density for parcels meets the 25 units per hectare maximum.
9. The Town shall encourage and facilitate small-scale market gardening on residential land.
Staff Comment: The parcels are large enough to accommodate small-scale market gardening.
10. The Town will rely on the definition of affordable housing from Canada Mortgage and Housing Corporation: “housing is considered affordable if shelter costs account for less than 30 per cent of before-tax household income”.
Staff Comment: The proposal is not for affordable housing.
11. The Town shall ensure that municipal servicing is designed to accommodate the land uses identified in this Plan.
Staff Comment: The proposal will require municipal servicing.

12. The Town does not support further opportunities for residential development beyond that which exists under this Plan.
Staff Comment: The proposed residential development is not currently in the Official Community Plan.

Policies in section 2.2.2.2 Single-family Residential are as follows:

1. Land designated as “Single-family Residential” on map ‘Schedule 2.1’ of this Bylaw shall not exceed development densities of 25 dwellings/ha, exclusive of secondary suites and garden suites. This density shall only be supported where developments are compatible with the form and character of the existing neighbourhood, including height, setbacks, landscaping and architectural style. On a typical residential lot, 25 units per hectare equates to two dwelling units.
Staff Comment: The proposed density of the parcels meets the maximum density of 25 units per hectare.
2. The use of land within the “Single-family Residential” area shall be in accordance with the environmental policies and development permit area requirements of the Plan.
Staff Comment: The subject property is not within a Development Permit area.
3. The Town shall review its zoning regulations with the intent of limiting the height of buildings within the central waterfront “Single-family Residential” area, between the foot of Garrett Road and the foot of Memorial Avenue, to one storey.
Staff Comment: The subject property is not within the area specified in this policy.
4. The Town shall review its regulations regarding construction elevations on the waterfront to adapt to rising sea levels.
Staff Comment: This policy is not applicable.
5. The Town will entertain rezonings for a limited amount of small-scale neighbourhood-oriented commercial centres with a maximum floor area of 300m² to provide for daily needs, goods and services in appropriate locations within, or close to, “Single-family Residential” areas. Preference will be given to commercial locations where expansion of the existing commercial use can provide such goods and service.
Staff Comment: This proposal does not include small-scale neighbourhood-oriented commercial centres. The commercial node in the Eaglecrest neighbourhood would likely be the golf course, specifically in the clubhouse area.
6. The Town shall explore opportunities to improve the energy efficiency of subdivision and building construction through various methods, including rezonings, regulatory bylaws, incentive programs and education.
Staff Comment: The applicant has indicated that the dwellings will be built to Energy Step Code 4, which is a commendable target.
7. The Town, where possible and appropriate, shall provide opportunities for sensitively integrated and compatible home-based businesses within the Town’s zoning regulations and shall explore ways to encourage more home-based businesses as part of a healthy local economy.
Staff Comment: The proposed R12 zone permits home-based businesses.

Relevant policies in section 2.1.1 Urban Containment Boundary are as follows:

4. Additional urban development shall not be approved outside of the Urban Containment Boundary.
Staff Comment: The proposed development is located outside the Urban Containment Boundary, and as such, conflicts with this policy.
6. Proposed Expansions to the Town's Urban Containment Boundary (UCB) should be supported by:
 - a) A land inventory demand and supply analysis that assesses the need for additional land to be included within the UCB;
Staff Comment: The applicant provided a letter in response to the request for a land inventory and supply analysis. The letter outlines that the applicant does not want to undertake a land inventory and supply analysis, and instead would like to have the requirement removed, or contribute \$10,000 to the Town in the event the Town will undertake a study. Council adopted a motion on January 13, 2021 that directs the proponent to provide \$10,000 to the Town, which will be allocated for a future inventory study.
 - b) A land use concept plan;
Staff Comment: The applicant has provided a land use concept plan.
 - c) An environmental impact assessment that identifies environmentally sensitive areas;
Staff Comment: An environmental impact assessment was conducted on the subject property and based on that review, there are no environmental constraints.
 - d) A surface water or hydro-geological study that assesses the availability and quality of water to service the proposed development with a community water system, and the potential impacts of development on watershed function, including recharge capacities and surface runoff, as well as, on long term water supply to existing development and undeveloped lands located within the UCB;
Staff Comment: Water supply and servicing issues will be addressed at the subdivision stage. Staff do not consider a hydro-geological study to be appropriate for this proposal, due to the scale and location. However, Council could request this information.
 - e) A study that identifies how wastewater disposal will be addressed and what the impacts will be on the capacities of existing treatment facilities;
Staff Comment: This will be addressed at the subdivision stage.
 - f) A transportation study that identifies:
 - a. Existing road traffic conditions;
 - b. Downstream impacts of additional traffic resulting from the proposed development; and
 - c. Demand for transit service.
Staff Comment: The traffic study identifies the Country Club/Village Way intersection as currently operating at Level of Service (LOS) E, or poor operation, for both the morning and evening peak hours. As per the study, the proposed development is expected to generate less than 22 cars per hour.

Housing Types:

The applicant has indicated that the majority of the properties could accommodate a duplex, or a single family dwelling unit with a secondary suite or garden suite. The applicant indicated that they would make two units per parcel a mandatory requirement for 11 or 12 of the parcels

and has requested that the remaining four or five parcels not have that requirement. This could provide a unique diversity of housing.

Road Network:

The primary access to the subdivision is from Eaglecrest Drive and the road network consists of a single cul-de-sac that would provide access to all sixteen parcels. Emergency access would also be from the Highway 19A through the two adjacent strata lots to the south. The road would be curb and gutter. Staff are generally satisfied with the proposed vehicular network. However, a pedestrian connection should run west from the end of the cul-de-sac and east to Country Club Drive. This pedestrian connection could potentially provide a route to accommodate a water main loop, which is the type of water main preferred by the Town's engineering staff. A water main loop is preferred to a dead end water main, due to the water main loop providing better circulation. A right of way from the golf course would need to be obtained if the applicant proceeds with this connection.

Tree Buffer & Tree Management Plan:

The tree buffer along the eastern property line would be 3-4m and would be protected through a registered covenant on the individual parcels. The tree management plan primarily addresses trees within the proposed park and buffer areas. There is little information on existing trees within the developed area or whether any trees will be retained. Most of the trees in the development area were removed within the last five years.

Park:

As per Council direction at the January 13, 2021 Council Meeting, the applicant will pay cash-in-lieu at the time of subdivision. The area previously labeled as "Park" will now become part of the adjacent individual parcels, and a tree preservation area will be registered through a covenant to protect the area. No additional parcels will be created as a result of removing the park designation.

At the January 13, 2021 Council meeting, Council directed staff to include the following under OCP Map 2.8:

- a path linking the proposed cul-de-sac to the proposed park along the west side of the property;
- a pathway from the cul-de-sac to Country Club Drive; and
- a pathway west across the neighbouring property to the Hollywood Road right of way.

Staff have made the necessary changes to the OCP amendment bylaw.

Stormwater Management Plan:

Depending on the capacity of the downstream stormwater system, the Town may require on site stormwater retention measures. At this stage in the development process, staff are satisfied with the approach to stormwater management.

Comprehensive Planning

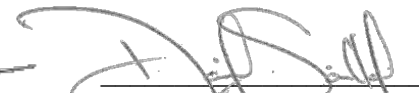
A comprehensive planning process for the Estate Residential Area was discussed by Council in a previous meeting and Council directed staff to include this discussion in the next OCP review.

SUMMARY

The Town has received an application for a 16-lot subdivision on the common property portion of the strata subdivision for 2075 Island Highway and 850 Eaglecrest Drive. The proposed subdivision would consist of 16 parcels that range in size from 909m² to 1,366m². The dedicated park designation has been removed from the proposed development at the direction of Council, and instead the land will be added to the adjacent parcels. The area that was identified as park will be protected through a tree preservation covenant. The Town will receive cash-in-lieu for the required parkland at the time of subdivision. The application would amend the zoning by changing the zoning of the subject property from R1 to R12 and changing the subdivision district from Subdivision District 'B' to Subdivision District 'D'. The OCP would also be amended by changing the designation from Estate Residential to Residential and including the property within the Urban Containment Boundary.

ALTERNATIVES

1. THAT Council provides alternative direction.


Rebecca Augustyn, MCIP, RPP
Planner
Report Writer
Luke Sales, MCIP, RPP
Director of Planning
Concurrence
Daniel Sailland
CAO
Concurrence

Attachments:

[PLANS.2075IslandHighway&850EaglecrestDrive.pdf](#)
[PLANS.2075IslandHighwayW&850EaglecrestDrive.Feb242021.pdf](#)
[580.112- 850 Eaglecrest Drive&2075 Island Highway W.docx](#)
[800.03 - 850EaglecrestDrive & 2075IslandHighwayW.docx](#)

N:\0100-0699 ADMINISTRATION\0360 COMMITTEES AND COMMISSIONS\Council\2021\02 24 REGULAR\
memo.2075IslandHighway850EaglecrestDrive.February242021.docx

a. Incorporation of other housing types

The sizes of these properties have been designed so that, along with the single family homes that would be built, there is room to include secondary or garden suites to each one. These secondary & garden suites would contribute to Qualicum Beach's low rental inventory and they would provide the homeowners with a mortgage helper, making their purchase more affordable. The size of the properties would also allow for the ability to plant kitchen or decorative gardens and to plant trees that can grow to a decent size.

We are also suggesting that at least 2 sets of duplexes would be built, 2 homes on one property help to increase density and provide the opportunity for 2 families to own their own homes in a more affordable fashion.

While our hope is that each property purchased would have either of these diversities in housing types and are pleased to make it a mandatory obligation to do so, we would like to have 4 or 5 of the properties not have this stipulation be applicable. Our reason for this is to not limit our ability to sell the properties, as not every family will wish to have more than a single family home and should a downturn in the real estate market occur, it could further our risk of losing needed sales. It appears though that many people are very excited about being able to build secondary suites, garden suites and duplexes, so we anticipate this concept will be embraced.

While our construction company would be building the initial single family home with a garden suite to show an example, and would also build the first set of duplex units – the remaining homes are intended to be custom home projects and our company would not be building every home. However, there will be a building scheme, as well as design guidelines put in place that will be reviewed and approved by us so that the street conforms to our vision without having all of the homes look alike.

It has been suggested that we should consider providing strata style patio homes; there are several reasons why we feel this development should be fee simple.

1. Qualicum Beach is in desperate need of rental units, patio homes would not provide the desired rental accommodations.
2. With building secondary & garden suites and duplexes the density would be similar to (but less than) the amount of patio homes that could be built.
3. Patio homes would not be in keeping with the form and character of this part of Eaglecrest or the surrounding area.
4. The owner of 850 Eaglecrest would then be required to drive through a strata property to access his property, which could lead to complications.
5. The planning department has said that strata's are proving to be problematic.
6. Our company has not and does not wish to build patio homes, as it is a completely different business model than we have created that works for us.

b. Road Network, including emergency access, the proposed cart path on the south side of the property and roadway details.

The entrance is from Eaglecrest Drive and turns left onto what we like to call “Woodland Drive” – it terminates as a cul de sac like most of the streets in Eaglecrest always have. There would be an emergency use only entrance or exit through the two neighboring properties, this is an original lane that has been enhanced through the construction of the 2 new homes and will always remain open.

The proposed cart path is only an idea at this point, it will only make sense if the Golf Course would allow access to the course for golf carts and walkers and if the Town wishes for it to be in place, as it would create extra work to maintain. Should it be eliminated, the properties lines on that side of the street would each be slightly increased.

The road dedication to the north side of the property has been in place to provide the property owners to the west an access for gas lines, should they wish to have them installed at some time. An extra portion would be gazetted to not limit potential road works or possibilities for the future for the lands beyond the western property line.

The roadways would be of curb and gutter design (no ditches) with all services underground.

Minimal LED street lighting would be installed, enough to keep the area lit for safety reasons while keeping the environmental impact of lighting in mind.

c. Tree Buffer

Our intention is to retain a buffer of trees along the eastern property line, while the individual property lines would go through this buffer there would be a Tree & Vegetation Covenant put in place that would restrict approx. 3 -4 meters of those properties. We have done this very successfully on a small development we created on Chester Road across from the Heritage Forest.

Where the tree buffer is somewhat sparse we would intend to plant additional native trees and shrubs.

d. Parkland dedication

The percentage of parkland required to contribute is 5% of the entire 16.5 acres of the parent parcel, not only of the 6.5 acres in this application, so the size of the parkland has been adjusted to reflect this calculation. For the bulk of the parkland, the width is 75’ – it begins to narrow down where a small pond is and reduces further as it moves south from there. It made sense to make the parkland wider where it would be used the most.

It is our wish to provide a walking trail, possibly a loop, as far as the pond, terminating with a park bench. The walking trail would be designed as the area is being remediated, along with the Town’s recommendations and built to their specifications.

The existing small pond within the proposed parkland successfully captures rain and ground water, effectively retaining water that contributes to recharging the aquifer.

Trees in the parkland dedication will be addressed in the Tree Management Plan and Level 1 Risk Assessment.

e. Tree Management Plan

A tree management plan has been created and is attached. We have worked with Viking Tree Services and together have developed the plan, we concur with their findings and support the suggestions they have laid out.

It is our intention to have the dedicated parkland be in a condition that is already in a “managed” state prior to the developments completion and if it is best to do so, we would wish to include the Town’s parks department in the discussions prior to the works being done.

The sparse remainder of trees, ones that are still standing that are not within the areas discussed in the Tree Management plan will, for the most part, be removed for the roadway, services and for the building sites. Where there are trees that appear to not be within the roadways or building areas would remain for the future home owners to determine if they would care to keep them in their landscape.

f. Storm Water Management Plan

While exact details for storm water management would not be provided until a subdivision design approval process is underway, Koers Engineering has provided us with a letter that provides for the basic information that their investigative works can provide at this time. An overview of future design works was determined after discussions with the Town’s engineering department and with Koers Engineering’s knowledge of the storm water works in the subject area.



PLAN OF PARCEL B, (DD47947) OF DISTRICT LOT 122
NANOOSE DISTRICT, EXCEPT THOSE PARTS IN PLANS
13066 AND 29866

LOT 1,
PLAN 25394

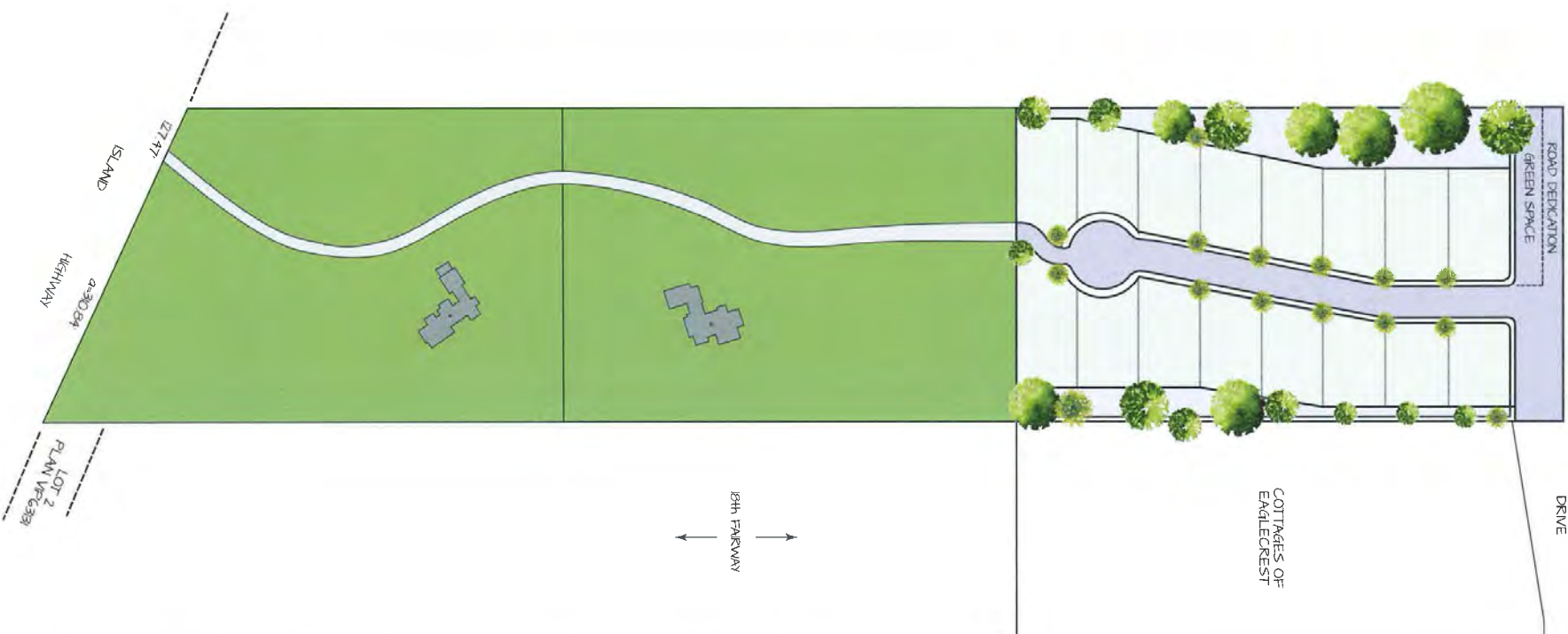
EAGLECREST
DRIVE

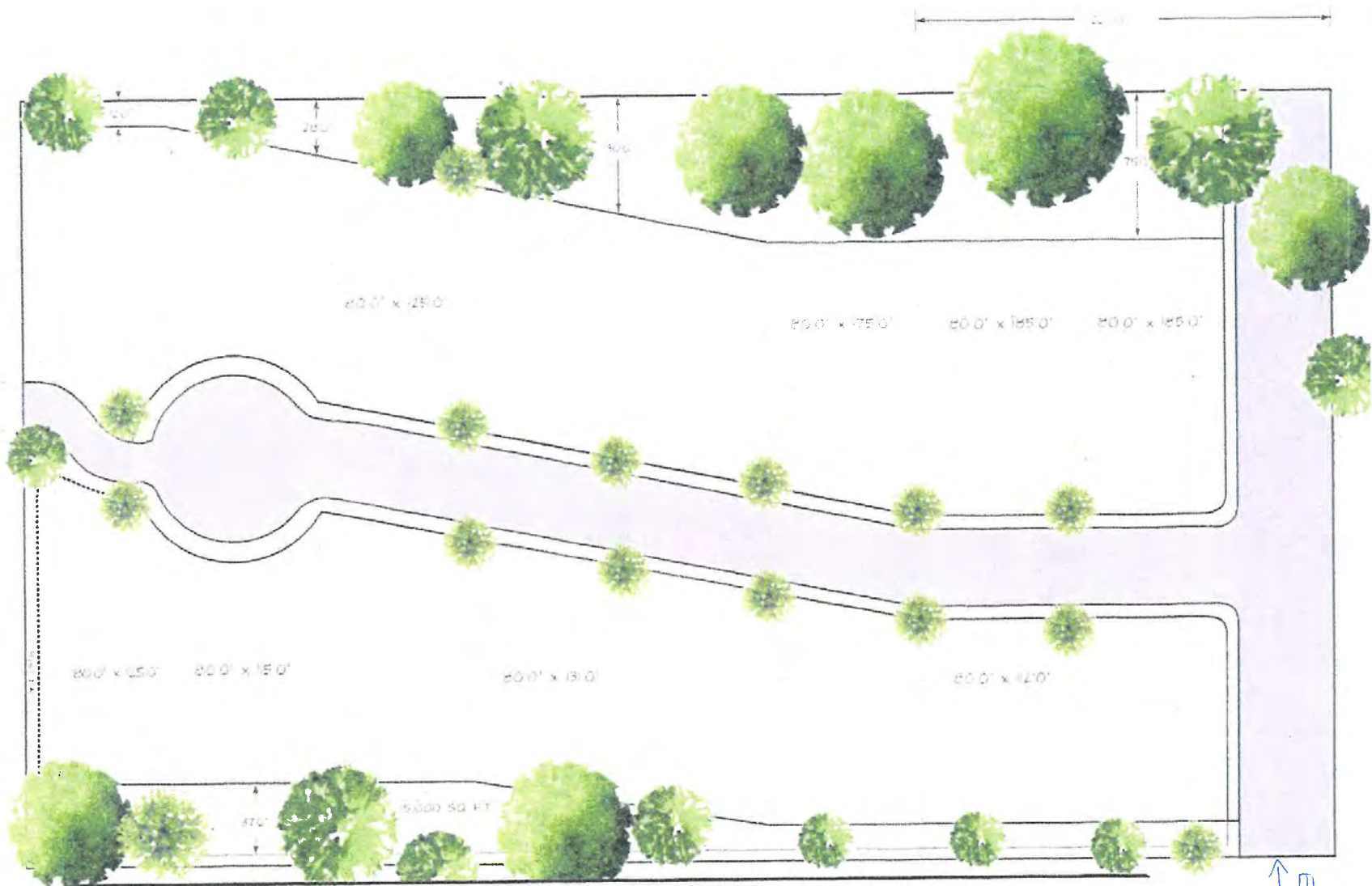
ROAD DEDICATION
GREEN SPACE

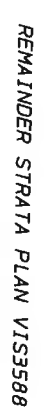
COTTAGES OF
EAGLECREST

COUNTRY CLUB
DRIVE

12th FAIRWAY







SIMS ASSOCIATES
LAW OFFICES
212 PARK DRIVE, SUITE 207
BOULDER, COLORADO, U.S.A.
PO BOX 161
PHONE: (303) 440-7121
FAX: (303) 442-9241
FILE: 17-312-5
CONF: 17-312-PL



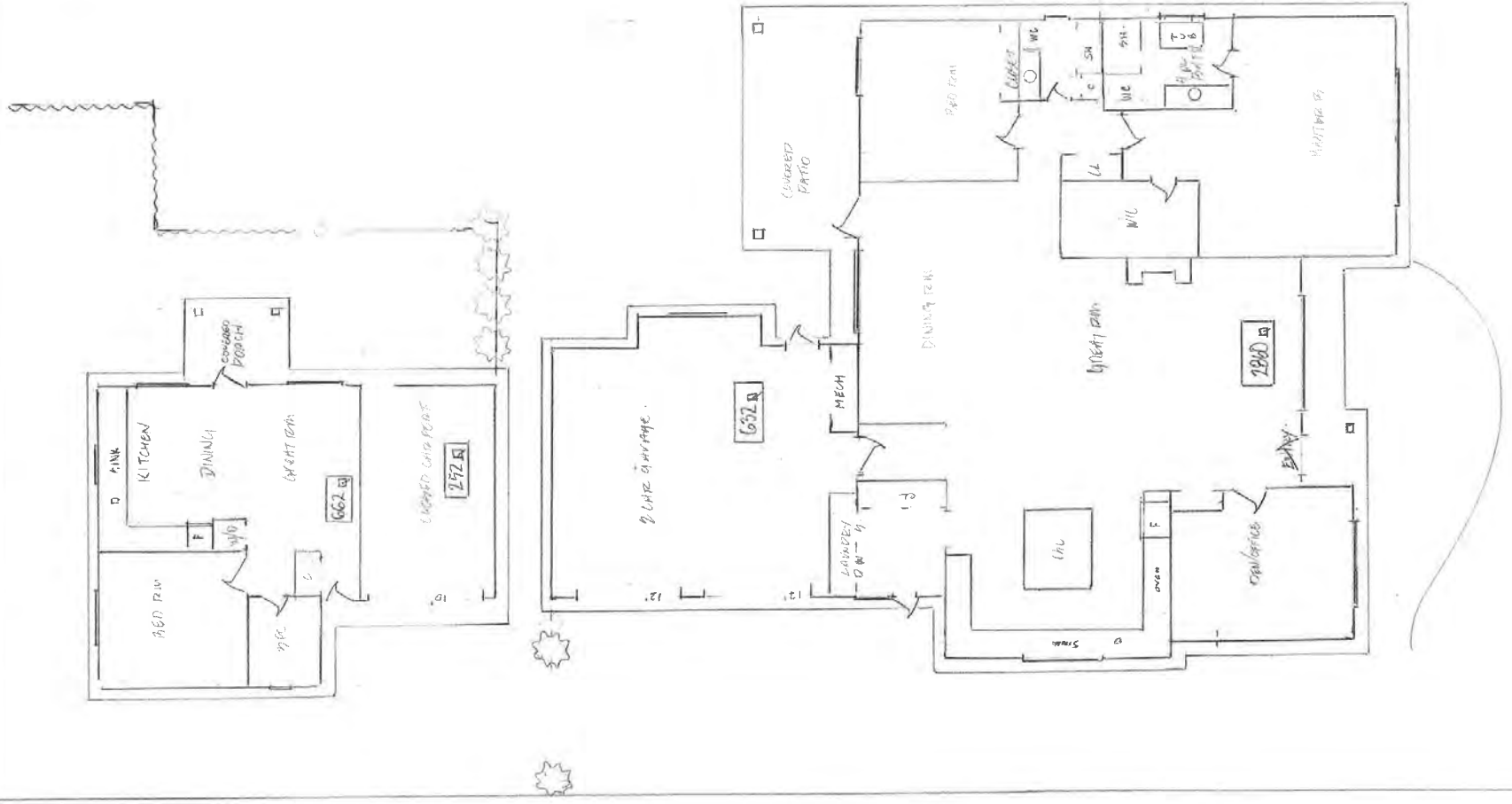


EXAMPLE ONLY

1" = 30'

3/20/10

LOT SIZE 12000 sq
TOTAL LOT FRONT POINT
= 40%

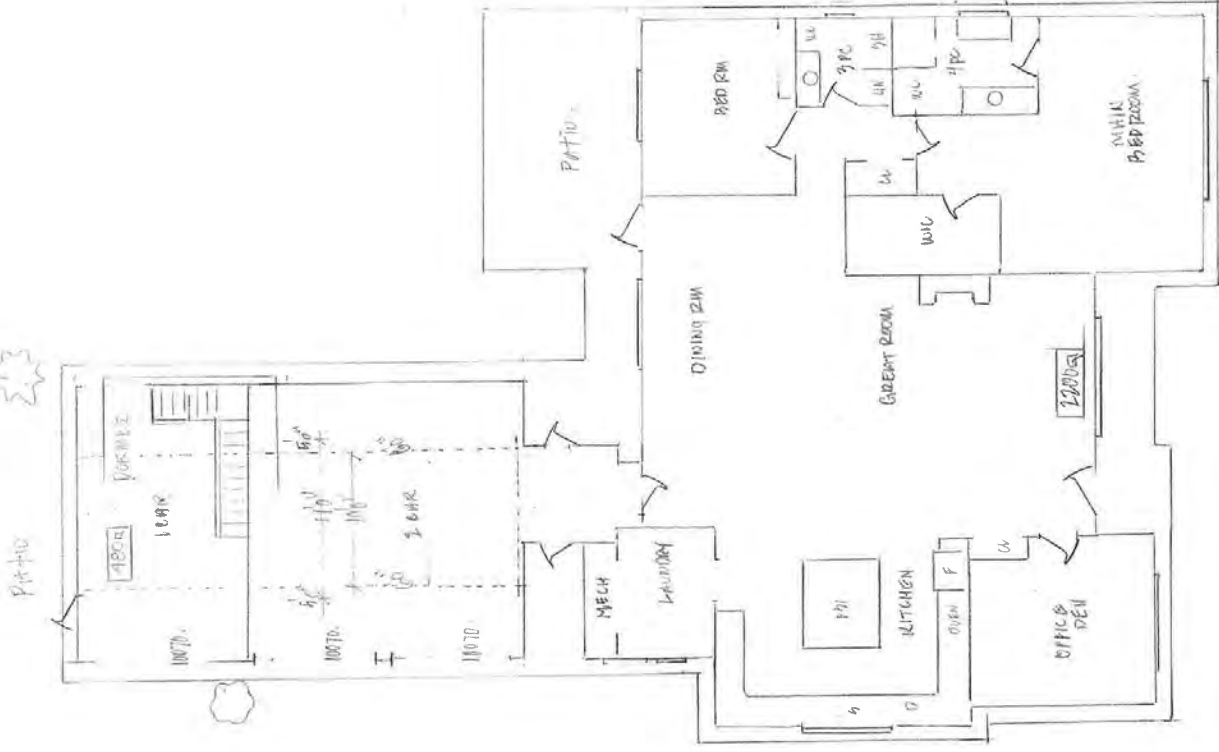


1500'

800'

C. T. V. & S.

EXAMPLE ONLY



9/8/16

15'0"

20'0"













**KOERS
& ASSOCIATES
ENGINEERING LTD.**
Consulting Engineers

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194 MEMORIAL AVENUE
PARKSVILLE, BC. V9P 2G8
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Fax: (250) 248-5362
www.koers-eng.com

January 6th, 2020
File: 1612-01

Town of Qualicum Beach
201-660 Primrose
P.O. Box 130
Qualicum Beach, B.C.
V9K 1S7

Attention: Mr. Luke Sales
Director of Planning

**Re: Rezoning and OCP Amendment Application for 850 Eaglecrest Drive
Information to Support APC Review**

We are writing on behalf of our client, Rick and Linda Todsen, in response to the Town's request that the proposed stormwater management concepts for their development property be presented at the next Advisory Planning Committee (APC) meeting.

We have been providing engineering advice to the Todsens as they navigate their way through the Town's approval process. We understand that the APC would like information on the proposed Stormwater Management Plan and mitigation techniques that are planned for this development as the committee evaluates the development application.

Although the detailed design of the servicing work has not yet been started, we are able to provide for the committee's consideration a brief update on the investigative works that have been completed to date, as well as an overview of the future design work that is being planned.

Offsite (downstream) Works to date:

In conjunction with the recent 18-lot development on the adjacent property located to the east of the Todsen property (the "Kim Development"), we understand that various offsite works, including the drainage system were built in 2017 /2018. Part of the works included new storm sewers on Eaglecrest Drive and a new over the bank storm sewer outlet to the ocean on the Whitmee Road allowance.

We understand that the installed works were designed to accommodate future anticipated development of our client's property, as noted on the sketch of the original drainage plan produced for that design work. A copy is attached for your reference.

../2



January 6th, 2020

File: 1612-01

Town of Qualicum Beach

Mr. Luke Sales

Proposed Onsite works:

As the project moves through the development process, we anticipate advancing the design of the onsite works to include the following storm water management items.

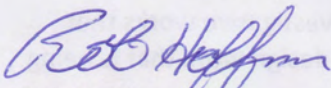
- Extensions of the storm sewer into the site to service the proposed lots and facilitate road drainage.
- Development of measures within the private properties, including potential raingardens and infiltration galleries to mitigate the impacts of peak rainfall events on the downstream drainage facilities.

We expect that details of these proposed facilities will be reviewed with Town staff during the design process, with an opportunity to incorporate staff input as the detailed design process takes place.

We trust that the above summary is suitable for your current purposes. Please call to discuss further if you have any questions or would like further information or clarification.

Yours truly,

KOERS & ASSOCIATES ENGINEERING LTD.



Rob Hoffman, P.Eng.

Project Manager

Enclosures

cc: Rick and Linda Todsen

KOERS & ASSOCIATES ENGINEERING LTD.



ASSOCIATION OF CONSULTING
ENGINEERING COMPANIES
BRITISH COLUMBIA



OQM
CERTIFIED



Todsens

DESIGN & CONSTRUCTION LTD

2075 West Island Hwy
Qualicum Beach, BC V9K 1G1
250 752 3601 | 1 800 519 2069

todsensdesign.com



Tree Management Plan

**Parcel B - Lot 122 Nanoose District
January 2020**



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3.4East Side Tree Protection Covenant

4.....Fire Fuel Management Strategies

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1. Introduction

This Tree Management Plan was prepared by Brandan Soros with Viking Tree Care, and prepared for Rick and Linda Todsens of Todsens Design & Construction Ltd.

The goal of this tree management plan is to articulate a clear, and concise vision for the proposed development and its surrounding urban forest. As well, this plan aims to establish strategies to retain and enhance the urban forest and green spaces that will be integrated into the home development.

The forested areas that will be retained are of native species to Vancouver Island. There are three main sections of green space that will be discussed in this plan. The first is 3377 square meters of native forest that was retained during initial clearing. This land is proposed as parkland dedication to the Town of Qualicum Beach. The second will be a new boulevard and entrance with carefully selected street trees, planted with a non-native species. And the third will be a strip of native conifers that have been left on the far east side of the parcel and will border neighbouring developing lots.

This plan will also discuss fire fuel management strategies that Todsens Design, as well as Viking Tree Care, feel is very important with our increasingly warm and dry summers. Every year the threat of fire in our urban forest increases, and being proactive will help save our forest and homes in the result of a forest fire.

1.1 Benefits of an Urban Forest:

Environmental and Economic Benefits:

- reduces noise pollution
- supports natural biodiversity
- supports active living, encouraging walking, running, cycling
- absorbs pollutants
- trees are an appreciating asset
- energy costs reduced due to insulation (heating and cooling)

Municipal Infrastructure Benefits:

- trees reduce heating to pavement, prolonging pavement life
- controls dust and erosion as well as sedimentation
- absorbs slow water from rainstorms reducing storm water costs
- carbon sequestering
- wind buffers
- screens roads and parking lots.

Community Benefits:

- increases property value
- stimulates tourism and a livable community
- promotes community spirit and civic pride

2. Goals

1. To retain as much natural vegetation as possible
2. Increase the biodiversity of the remaining greens spaces
3. Plant suitable species for long term sustainability
4. Integrate remaining urban forest into new community
5. Reduce fire fuel in all retained green spaces
6. Add a tree and vegetation covenant for the area on the properties where trees are retained
7. Reduce tree risk in retained green space

To obtain these goals, Todsens Design and Construction Ltd. has hired a professional Arborist to consult, and perform the work needed to achieve these goals. Working closely with an ISA Certified Arborist and Tree Risk Assessor will help ensure the integrity of the retained forest and newly planted trees, as well as identifying any potential high risk trees before dedication of park land(s) and the development is complete.

3. Management Plan

3.1 West Side ParkLand Dedication

On the west side of the parcel of land there is 3377 square meters of forested land that Todsén Design would like to donate to the town of Qualicum beach. This land consists of mainly native conifers with a few hard wood species on the outer edges. A full Level 1 Tree Risk Assessment will be performed, and enhancement carried out prior to completion of development.

The enhancement will include the following stages:

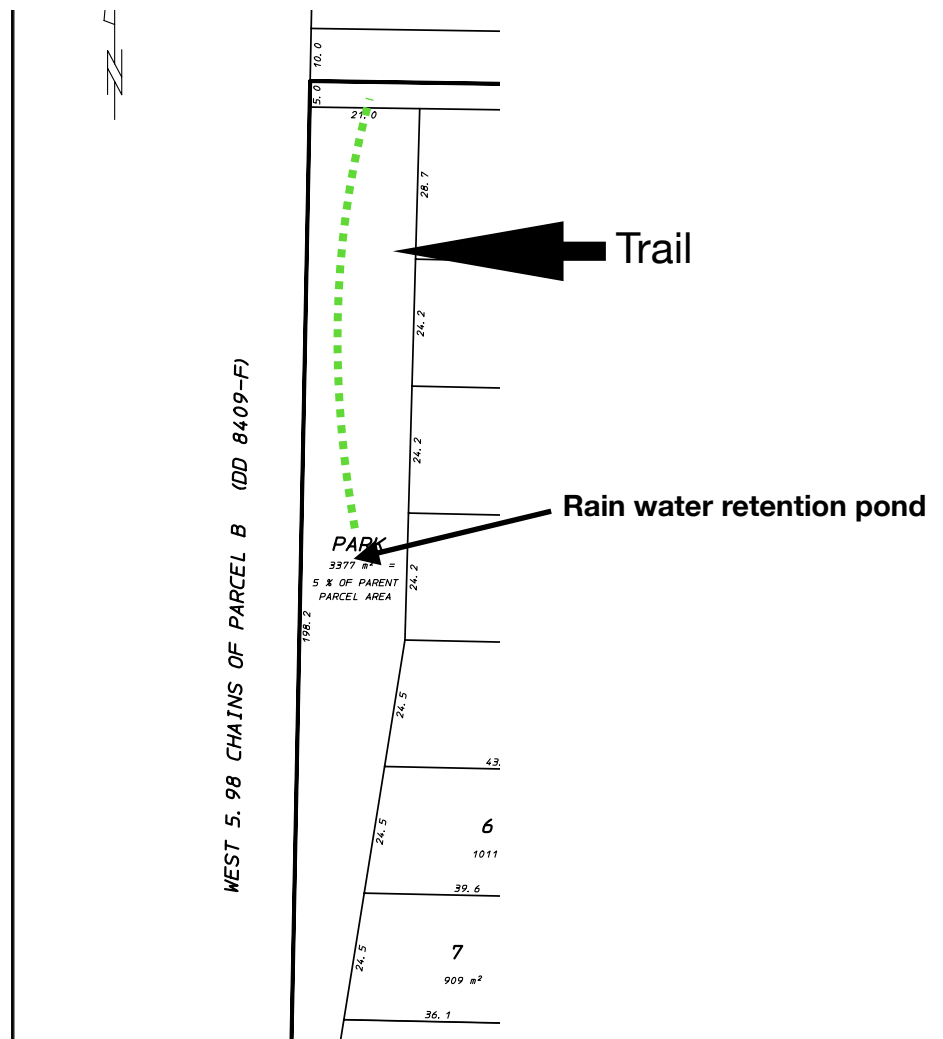
1. planting of native species in places where room is available and suitable. These species will include:

- Western Red Cedar (*Thuja plicata*)
- Douglas Fir (*Pseudotsuga menziesii*)
- Western White Pine (*Pinus monticola*)
- Salal (*Gaultheria shallon*)
- Western Sword Fern (*Polystichum munitum*)
- Garry Oak (*Quercus garryana*)

These species will aim to achieve continuity of the forest that remains, and will require little to no support from external sources.

2. A full hazard tree removal to be complete as per the Tree Risk Assessment. Any trees that would pose risk to neighbouring lots would be removed or altered in such a way to mitigate any risk in the future.

3. A small walking trail is proposed in the north section of the parkland dedication that may terminate at the rain water retention pond.

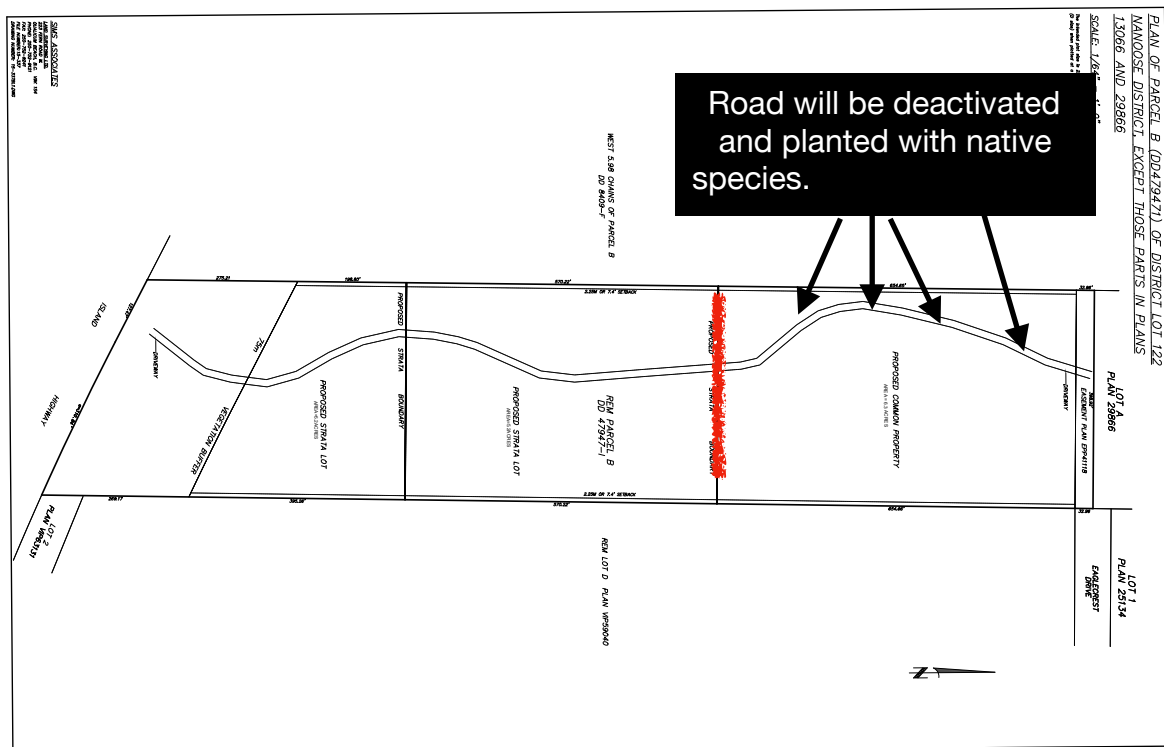


This trail will have all hazards mitigated as per Risk Assessment, via removal or alterations.

4. Part of the enhancement will include wildlife poles to be left as long as residual risk to trail and homes is zero. Wildlife poles are great ecosystem boosters. They create habitats for birds, mammals, insects, and micro-organisms such as Fungal mycelium, which is necessary for healthy forest growth.

5. Fire prevention work will also take place in this parcel. This work will include the removal of the over-abundance of large, dry brush, as well as fire ladders on retained trees.

6. The road that travels through the property at the moment will be deactivated, filled, and planted.



Mentioned on page 3 were some of the reasons why urban forest are so important. In this case, choosing carefully which species of trees will be planted along the new boulevard and entrance is important. Choosing a tree with minimal impact from its roots, as well as choosing trees with that require minimal pruning.

Here are a few varieties that may suit the space along the boulevard:

Large

Trees over 50' in height and 25' in width. Suitable for boulevards with no overhead obstructions and > 10' of width.

- Tilia tomentosa (Silver Linden)
- Ginkgo biloba (Maidenhair Tree)
- Zelcova seratta (Green Vase) ★
- Acer cappadocicum (Cappadocicum Maple)

Medium

Trees maturing between 25' and 50' are generally suitable for situating on a block side tree lawn 3' or greater between curb and sidewalk.

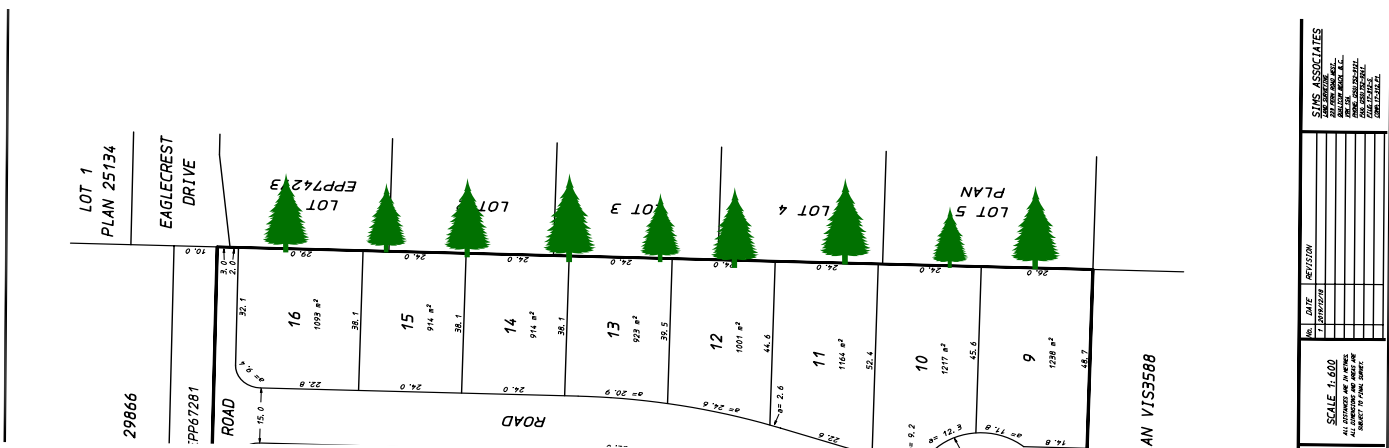
- *Acer pennsylvanicum* (moosewood)
- *Acer rubrum* *Acer x freemanii* “Jeffersred (Autum Blaze) ★
- *Acer campestre* (Campestre Maple)
- *Gleditsia Triacanthos* var. *inermis* (Thornless Honey Locust)
- *Carpinus Betulus* (European Hornbeam)
- *Cornus florida* (Flowering Dogwood)

Planting a variety of different species along the boulevard can help prevent the spread of disease and decay if an outbreak were to occur. A disease or fungus that can affect a trees health is usually specific to that species or variety. Though having nursery stock chosen carefully, planted correctly, and spaced enough, a row of the same species and verity can flourish.

Depending on the species, young tree training may be required. Training trees from a young age is far more cost-effective and far healthier for the trees rather than pruning large portions later on, to obtain clearance or required structure. Guidelines for pruning may be necessary, depending on variety, and only reputable ISA Certified Arborists should be tasked with pruning. One incorrect prune may lead to poor health and structure and years of costly correction and can even cause tree mortality.

3.3 East Side Retention

On the far east side of the parcel lies a strip of conifers mixed with deciduous (mainly Douglas Fir and Alder) that have been left during initial clearing of land.



All deciduous trees will be removed, as many of them are dead and/or decaying and would pose future risk to developing properties.

The conifers retained will be monitored as the development moves forward. If necessary, Tree Protection Zones (TPZ's) may be required to protect root crowns from damage during development. This should be a case by case situation and a consulting Arborist may be called throughout this process.

3.4 East Side Retention Tree Protection Covenant

To maintain all the benefits that a community receives from our trees, a tree protection covenant is proposed. This would include the prevention of over-pruning, topping, and removal of any of the retained trees without appropriate cause.

Proposed Guidelines for Covenant

- No tree over the diameter of 30 cm at breast height (DBH 4.5 feet) shall be removed without an ISA certified Arborist inspection and Arborist Report.
- No pruning of any branch over 4 inches in diameter unless ISA Certified Arborist deems appropriate.
- No subordination of central leader
- No climbing spurs are to be used, in the event that work is required.
- No root pruning unless consulted by an ISA certified Arborist
- ISA Certified Arborist must be on site while work to protected trees is taking place.
- No more than 20% of crown can be removed, either in crown-raising, thinning, or end-weight reduction.

4. Fire Fuel Management Strategies

As our climate is unmistakably changing, it is important to address potential issues proactively. When dealing with our urban forests, understand that because of the close proximity to our forests, the threat of fire affects every one of us in these communities.

We can take simple steps and investments in how we prepare and prevent forest fires. This development will hope to showcase what can be done to an urban forest setting to protect itself in the event of a fire and or prevent a fire.

Actions:

- Remove large amounts of dry brush piled on forest floors
- Prune fire ladders (shedding dead wood up the tree)
- Plant fire resistant vegetation such as Salal and Ferns
- Thin forest small understory trees
- Talk to neighbours and the community about steps they can take to protect themselves and their investment(s).

Visit firesmartbc.ca to learn more on how to take proactive steps to protect your home, community and prevent forest fires.

Conclusion

Putting these plans into action will allow Todsens Design & Construction Ltd. to realize their goals and vision for this development. This Tree Management Plan aims to provide a clear and concise plan for this development with regards to urban forests and green spaces, bio-diversity with regards to selective planting, tree protection strategies, and a proactive approach to fire protection.

Integrating urban forests into our communities is of the utmost importance. An example should be made from projects such as these, where balance and integration meet and steps are taken to protect and enhance our urban forest for the future.

Please do not hesitate to contact us if you have any questions or require further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Brandon Soros", with a small dot at the end.

Brandon Soros

ISA Certified Arborist PN-8405A
ISA Tree Risk Assessment Qualified
Owner and Operator of Viking Tree Care



223 Fourth Ave W
Qualicum Beach, BC V9K 1S3
Tel: 250-882-5513
Email: brandan@vikingtreecare.com
www.vikingtreecare.com

TREE RISK ASSESSMENT REPORT

Brandan Soros | ISA Certified Arborist | PN-8405A
ISA Tree Risk Assessment Qualified

January 21, 2020

Prepared for: Todsen Design & Construction Ltd.

Prepared by: Brandan Soros, Owner & Operator - Viking Tree Care

Site: Parcel B - Lot 122 Nanoose District

Location of Assessment on Site: Western Parkland Dedication

Description: Brandan Soros of Viking Tree Care was hired by Todsen Design & Construction Ltd. to perform a Level I Tree Risk Assessment on a parcel of land that is 3377 square meters. This land is proposed as parkland dedication to the Town of Qualicum Beach. This land runs along the west side of the property, and consists of species native to Vancouver Island.

Assessment Completed by:

ISA Certified Arborist and ISA Tree Risk Assessor Qualified, Brandan Soros (PN-8405A).

Outline of Assessment: Perform a Level I: Limited Visual Assessment

Limitations of Report:

This assessment represents the condition of the trees and the sites at the time of inspection. This assessment considered only rough property lines of future development and accounts for detectable tree conditions, by observation only. This assessment considered a short timeframe of two years and is considered void after that timeframe. This assessment accounts for average weather for the geographical area and does not account for extreme or atypical weather.

Site Conditions:

The site consists of native trees, fauna and flora. The majority of the large tree species on site are of coastal Douglas Fir (*Pseudotsuga menziesii*), Western Red Cedar (*Thuja plicata*), Grand Fir (*Abies grandis*), Red Alder (*Alnus rubra*), Western Hemlock (*Suga heterophylla*) and Big Leaf Maple (*Acer macrophyllum*).

This site had been cleared during initial development, several years prior to assessment, with retention sections left. The soil is a loam with a heavy percentage of sand. The site seems to offer sufficient drainage and has an above-ground watershed that leads to a drainage pond which must then drain underground.

The site exposure to Northwest (NW) wind direction is minimal, but more heavily exposed to Southeast (SE) due to clearing.

Observations:

Upon initial observation, numerous Red alder that are dead and decayed were detected. These Alders boast heavy leans toward the back of future properties.

Additionally, there is a watershed ditch that runs between the parkland dedication area and the developing properties where a number of Big Leaf Maples reside. The Big Leaf Maples are rooted in the bank of this ditch and, due to phototropism, lean toward development property lines. These trees are in good health but are immature and will grow considerably in their life. This growth will create enormous leverage to the bank and may be unstable in the future.

There is some Western Red Cedar mortality in this forest but the trees are far enough back in the setting that no risk of whole tree failure into development property exists at time of assessment.

The Douglas Firs that reside in the parkland dedication area are in good observable health and have good protection from NW wind direction. One large-diameter Douglas Fir resides outside the parkland dedication area and is situated inside one of the developing properties. This specific tree contains many defects such as subordinated co-dominant stems with poor attachments, overly large limbs, scaffolding failures in large limbs, discolouration on main trunk which may indicate decay, and fungal bodies found on main trunk of tree which also may indicate the presence of decay. (See *Conclusion* section for mitigation options with regards to this tree).

Overall, the stand of trees is in observably good health and is of little concern.

Site Photographs:



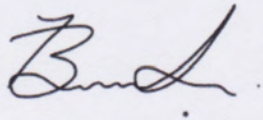
Conclusion:

The Douglas Fir, identified in *Observations* section, poses potential risk to future properties and should be removed or altered in such a way to mitigate all residual risk.

All other trees should be retained and monitored during the duration of development. Further assessment may be necessary after the completion of development.

Please do not hesitate to contact us if you have any questions or require further information.

Sincerely,



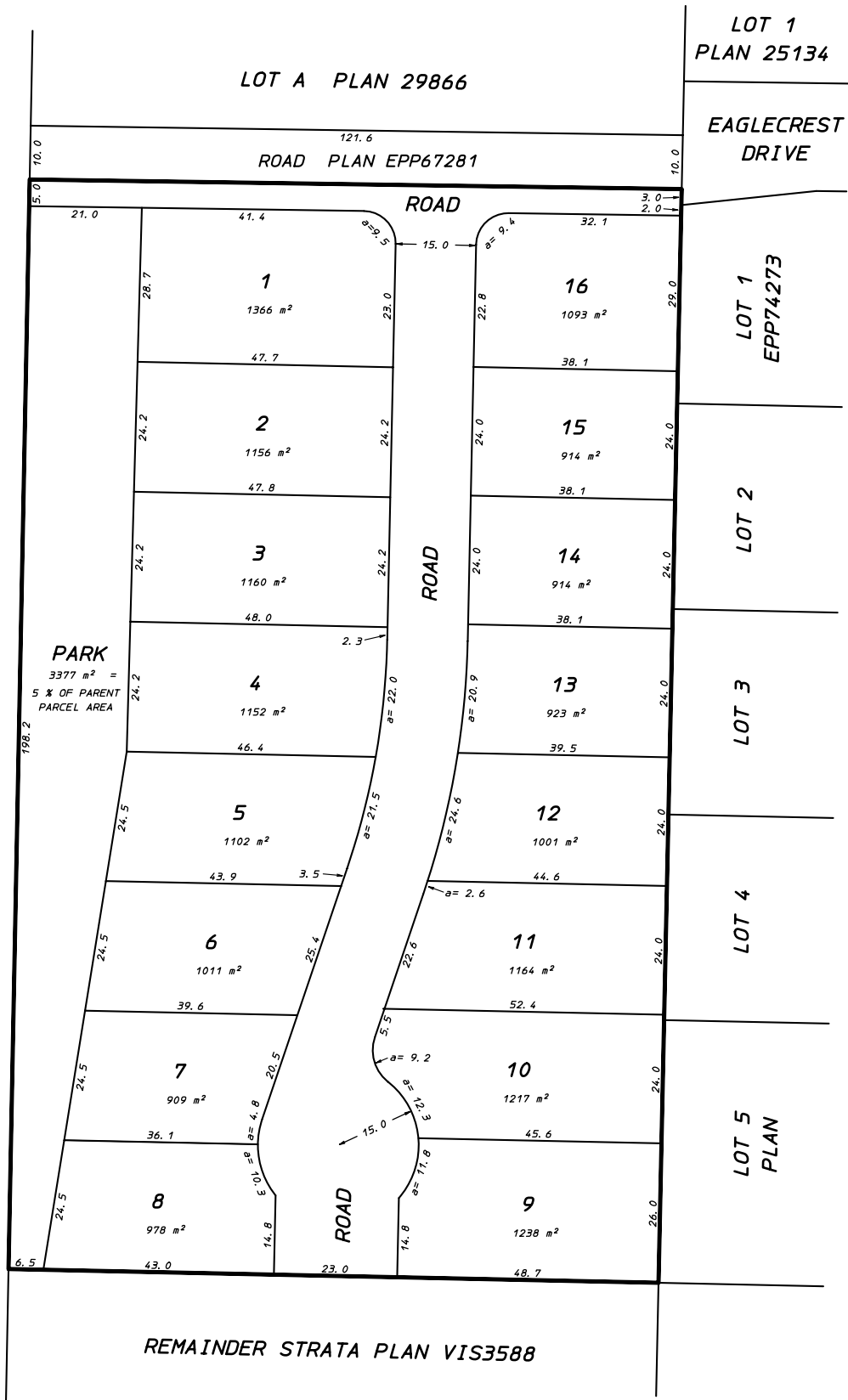
Brandon Soros

ISA Certified Arborist PN-8405A
ISA Tree Risk Assessment Qualified
Owner and Operator of Viking Tree Care





WEST 5.98 CHAINS OF PARCEL B (DD 8409-F)



**PLAN OF PROPOSED SUBDIVISION OF LOT A,
DL 122, NANOOSE DISTRICT, PLAN EPP97711.
BEING THE NORTHERLY PORTION OF STRATA PLAN EPS3588)**

SCALE 1: 600

ALL DISTANCES ARE IN METRES.
ALL DIMENSIONS AND AREAS ARE
SUBJECT TO FINAL SURVEY.

NO.	DATE	REVISION
1	2019/12/18	

SIMS ASSOCIATES
LAND SURVEYING
222 FERN ROAD, WEST
SQUILGUM BEACH, B.C.
V8W 1S4
PHONE: (250) 752-2121
FAX: (250) 752-9211
FILE: 17-312-S
COMP: 17-312.P1



Principles for Todsens's Project

HOLLAND PLANNING INNOVATIONS

Principles

All good planning is based on defensible principles and the following outlines a set of principles that have guided the planning of the Todsens project and demonstrates how they fit with best practices in community planning, with attention to some elements specifically relevant to the site's context.

	Principle	Todsens project approach
Forest preservation	• Preserve the forested edge along the highway. • Preserve as much forest as possible through various subdivision patterns. • Provide extensive landscaping and reforestation.	• The Todsens own the land that fronts on the highway and intend to preserve and enhance the forested area along the highway in accordance with Qualicum Beach's policies. • The Todsens site has been partially cleared, and the new landscape plan will promote reforestation at the entrance to the project, in the covenanted area, the boulevards and the park dedication. Along with suggestions to new homeowners for the intent of the subdivision to be a model in the ability to re-establish a tree canopy.
Parks and ecosystems	• Create parks and paths throughout the area to provide a network of pedestrian trails – linkages. • Enhance the health of urban ecosystems in the area. • Protect the foreshore.	• The Todsens project will support the trails and parks network that can be envisioned for the future of the area. • The landscaping plan will support local habitat. • The Todsens project is not adjacent the foreshore.
Enhance Milner Gardens	• Protect, support and celebrate Milner gardens.	• The Todsens project will embrace the landscape patterns of the Milner Gardens' woodlands area in the design of its new landscapes and will look to support the Gardens however they can.
Housing	• Increase the diversity and affordability of housing while fitting in with the character of surrounding neighbourhoods.	• The Todsens project is pursuing duplexes, garden suites and secondary suites to increase options for affordability and housing diversity of Qualicum Beach, while having them fit the form & character of the Eaglecrest area. • Ground-oriented and single-family homes are desired most by residents of Qualicum Beach

Transportation	- Minimize intrusion of major roads / infrastructure into the area where possible. - Support low impact street designs and active transportation - Contribute to upgrades in transportation infrastructure in the area.	- The Todsen project limits the extension of new roads and infrastructure. - The Todsen project will provide significant CAC contributions – and some of this money can be contributed to the proposed Village Way/19A highway roundabout. - The location is within a 5-minute walk to the bus route, a 5-minute cycle to the trail networks, approximately 20-minute walk to Town and a 2-minute walk to a local gathering space.
Sustainability	- Support the development of energy efficient buildings to reduce climate emissions. - Support landscape planting strategies the support native species and habitat.	- The Todsen project will build to a step code 4 value, introducing many efficient choices into these homes and rental units. - The requirement for electric car chargers will be included in the design guidelines. - LED street lighting will be included. - Onsite water retention and permeable surfaces will be promoted. - Properties are large enough for homeowners and renters to grow food, plant trees and have decorative gardens.
Healthy communities	- Support a diversity of homes to support social diversity. - Support plans that support a healthy lifestyle.	- The Todsen project offers a diversity of housing to support a diversity of residents. - Activity is promoted by developing a walking trail in the park that loops out to the subdivisions road and by providing access to the neighboring tennis courts. - The golf course and beach are both in close proximity for added physical and mental benefits.
Form and character	- Promote high quality building and landscape design. - Promote architectural patterns that reflect west coast and natural material palettes, while permitting flexibility to reflect contemporary design that evolves over time.	- The Todsen project will largely embrace a west coast, shingle style of architecture to fit into its context, between the historical Milner lands and the newer Eaglecrest neighborhood, including a contemporary expression informed by historical homes and cottages in the area. - Design guidelines will be developed for a harmonious blend of the individual homes. - Outdoor west coast living will be encouraged, by incorporating covered outdoor patios and kitchen gardens.

Points we hope may be considered for the new Memorandum regarding the park and trails.

1. The linear park was well received by those participating in the Public Information Sessions we held in August, as well as many others we have talked with in the Eaglecrest area. There are many walkers that welcome an addition to their walking routes and they like the idea of being able to walk through a nature trail that will circle back via the cart path on the southern end of the subdivision, onto the road that will take them back into Eaglecrest.
2. The location of the park, being the length of the proposed subdivision provides a full buffer from the property to the west and would therefore have no impact on the neighboring forest. If the park were to be square as suggested in the Memorandums, it would also eliminate 2 properties and would make others deeper than they need to be for the intended use of a single family home with either a secondary or garden suite. Other configurations to achieve the square park were drawn but do not work with the dimensions of the property when all of the necessary factors were included.
3. If the Town felt it to be okay to do so, we would like to provide 3 water hydrants (not fire hydrants) along the edge of the park that would serve to water the trees and native shrubs that would be planted amongst the forest that exists, to provide them the necessary water to become established. These hydrants are adaptable to the fire departments hoses and could be an additional support to the subdivisions fire hydrants in the event of fire.
4. We have had a meeting with The Director of Milner Gardens and his associate from VIU, Associate Vice-President, Community Partnerships – they were both interested to learn about our project and were supportive. We have established that, should our development be approved, we could work towards involving the VIU students, from an appropriate program, to help us plan and possibly implement the plantings that would enhance the park and covenanted area on the eastern boundary of the subdivision.

In the July 15th Memorandum in the “Alternatives” section there is mention to “include a walking path linking the proposed cul-de-sac to Highway 19A and a multiuse path linking the proposed cul-de-sac to Country Club Drive.”

The path linkage to Highway 19A is not desirable for several reasons,

1. The increase in land that would have to be given above and beyond the park dedication is unreasonable to request.
2. Over 1100 feet of property would have to have at least a 8-10’ swath of trees removed and would create even more destruction with the equipment required to pull stumps and remove the fallen trees, branches and understory. This full length would also have to be demarcated in some fashion to show where the neighbors and our property’s property lines are, so the expense for this would be considerable.

3. Where this suggested trail would enter onto Highway 19A, there is a telephone pole which already reduces visibility for access onto the highway from our driveway – we believe that adding pedestrians, dogs and bicycles to this location would not be advisable.
4. The “multiuse path linking the cul-de-sac to Country Club Drive” is on the plans and would be installed – approval from the Eaglecrest Golf Course would need to be granted to further the connection to Country Club Drive. We are hopeful that they would welcome this if enough of the residents in the new subdivision became members of the course. We would work with them to establish the pathway across the very northern end of the 18th fairway.
5. Pedestrians and cyclists use Country Club Drive to access the highway or to loop through Eaglecrest, the shoulder is fully paved and there is a good boulevard on the right side to use when walking uphill as well. Even should the linkage across the golf course not connect to Country Club Drive at that point, the access from the proposed subdivision is only a short block away.

December 2, 2020

Dear Mayor Weise and Councilors Filmer, Scott & Westbroek,

We are writing with regard to our application to amend the OCP and rezone 850 Eaglecrest Drive / 2075 West Island Highway.

At the time of Council's 1st Reading of our application, several studies were requested of us prior to being permitted to move to 2nd Reading. We have completed all of those studies, except the land inventory and supply analysis.

Following exploration of the terms for this study, and discussion with many parties, we are requesting that consideration be given to the rescinding the part of council's request that requires a land inventory and supply analysis be provided prior to furthering our application to public hearing.

We do not take this request lightly and have worked over the past months diligently towards providing this study. However, during this process we have learned that it is a particularly onerous and burdensome request for a single landowner to provide and has many uncertainties.

We realize that Qualicum Beach has taken over the responsibility for managing the regional growth plan and urban containment boundary within the boundaries of the municipality and that studies like this may be asked for by the Regional District associated with UCB changes. We also note that the request for this study by the Regional District or municipality is discretionary, and that it is unclear whether other projects in the last several years that have impacted the UCB were required to undertake a large capacity or inventory study, including the Cottages, Laburnum Ridge, the Airport lands or more recently, the Nenzel Road project.

There are several issues to consider including, the scale of the undertaking, the terms or methodology for the study, and the principle of equality, in that all landowners should be treated equally and fairly.

Regarding the scale, a full capacity inventory is a large undertaking requiring detailed GIS and technical analysis of all land in the study area, as well as qualitative analysis of many factors. This kind of study is usually only ever done by a region or municipality at the time of an OCP or a regional growth strategy planning project. It is rarely or never required of a private landowner, especially one proposing a relatively small project.

Good planning practices do not require these studies to inform growth decisions. These studies are typically done to determine the total amount of land that is needed for future large-scale plans – not to determine a view on uses for one parcel.

There are no formal terms for such a study supported by any professional body, especially for any version of it that is less than a full-scale study as noted above. As such, while alternative methodologies could be created and have been explored by our team, it is difficult to agree on terms that work for all parties.

The above two points raise an important observation. Should Council find themselves entertaining several UCB adjustments in the upcoming year or two, having many individual landowners pursuing overlapping municipality-wide capacity studies with possibly methodological variations, would be inefficient and could create confusion.

Finally, regarding fairness, it seems that the requirement of a capacity study, if required of one landowner for a project outside the UCB, should be required of all landowners, regardless of the characteristics of the project, or who owns the land. Most recently, such a study was not required of the Nenzel Rd project, which Council approved. We agreed with Council that this was a great project and deserved support, however, a principle of fairness would suggest that, while the information from a capacity study is valuable, it should be approached in an alternative way to asking every land owner to undertake them independently.

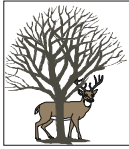
We want to emphasize at this point that we appreciate the benefits that careful planning and management of growth has brought to Qualicum Beach. We all benefit from this work. We also understand the value of the inventory and supply analysis study to growth planning. However, we believe it should be done by the municipality at a large scale and be integrated into considerations for the next OCP.

With this in mind, we would like to offer to contribute the monies (approximately \$10,000.00) that would have otherwise been borne by ourselves doing this study in a proposed methodology that was reduced in scale to a full analysis, to the municipality as a contribution to their investment in such a study, should they choose to do one in the future.

We would request that, as with Nenzel Rd, our application be permitted to proceed at this time on its own merits, as it brings many benefits to the community, is integrated with an existing residential and fully serviced area, and will not have any negative contribution to sprawl or sensitive environmental areas. It will also bring an increased diversity and affordability of housing to the Eaglecrest area.

Best Regards,

Rick & Linda Todsén



Toth and Associates Environmental Services

6821 Harwood Drive, Lantzville, B.C. V0R 2H0

Tel: (250) 390-7602

E-mail: stoth@shaw.ca

September 14, 2020

Todsen Design & Construction Ltd.

2075 Island Highway W,

Qualicum, B.C. V9K-1G1

Re: Assessment of proposed subdivision of Parcel B, Lot 122, Nanoose District, Qualicum Beach.

Introduction

Toth and Associates Environmental Services conducted a field survey of the 6.3 acre Parcel B, Lot 122 on August 28, 2020. Map Schedule 2.1 of the Town of Qualicum Beach Official Community Plan (OCP) Bylaw 800, 2018 designates the land use for the subject property as Estate Residential. Map Schedule 2.4 of the OCP indicates that Parcel B is not within an Ecological Development Permit Area. Map Schedule 2.7 of the OCP indicates that the subject property is identified as a “Greenbelt Area & Working Landscapes”, with a “Park & Open Space” area in the northwest corner of the property. The property is not within a designated Tree Preservation Zone or Conservation Lands.

Environmental Review

Parcel B has been selectively logged (Figure 1) and currently consists of low densities of western redcedar, Douglas-fir, bigleaf maple, grand fir and red alder trees. Many of the trees are in poor health; particularly the red alder trees, and western redcedar trees which have been dying throughout the east coast of Vancouver Island due to a combination of climate change and the western redcedar borer (powder worm).

The understorey is comprised of common weeds and grasses, sword fern, bracken fern, trailing blackberry, pacific ninebark, red-osier dogwood, ocean spray and dull Oregon-grape.

The subject property is relatively flat with a slight rise north to south.

Our review of the BC Great Blue Heron Management Team Atlas did not identify heron nests on or adjacent to the subject property. The BC Wildlife Tree Stewardship Atlas indicated the closest bald eagle nest (BAEA-105-087) is located approximately 250 m west of the subject property. No large bird (hawk, owl, raven, eagle, heron) nests were found during the field survey.

There are no rare species occurrences identified on or adjacent to the subject property by the BC Conservation Data Centre (CDC).

There are no watercourses identified on the subject property. One small seasonally wetted depression area was noted along the west side of the existing driveway.

Wildlife use included blacktail deer, cottontail rabbit, California quail, and average numbers of common songbirds (spotted towhee, dark-eyed junco, white-crowned sparrow).

Tree Management Plan & Tree Risk Assessment

A Tree Management Plan and Tree Risk Assessment for Parcel B was prepared by Brandan Soros, ISA Certified Arborist & Tree Risk Assessor of Viking Tree Care (January 2020). The plan includes management direction for the proposed parklands, the covenant area along the east side of Parcel B, and the entranceway. The plan also includes consideration of fuel management strategies, tree risk assessment, restoration planting, snag creation, and street tree species.

OCP Amendment and Development Proposal

The proposed subdivision includes 16 lots, including 2 duplex lots and at least 10 lots allowing secondary or garden suites. Proposed lot sizes vary from approximately 0.18 – 0.3 acres. Included in the proposal is provision of an approximate 0.9 acre parkland along the west side of the property and a looping walking trail. The proposed stormwater management pond would be located in the approximate location of the existing seasonally wet area.

The proposal includes a Tree & Vegetation Covenant along the east side of Parcel B as a buffer between the proposed lots and the Cottages development, and planting of boulevard / street trees. Each lot would have a building scheme and design guidelines attached to the title.

Discussion

There are no apparent environmentally sensitive features on the subject property. Higher wildlife / biodiversity values are associated with mature Douglas-fir trees, snags and the seasonally wetted area on the property.

The proposed parkland location will provided a buffer for the large estate property to the west.

Based on our review there are no environmental constraints to the proposed subdivision of Parcel B.

Should you have any questions or concerns regarding the contents of this report, please feel free to contact me at (250) 390-7602.

Sincerely,



Steve Toth, ASCT, R.P.Bio.

Toth and Associates Environmental Services

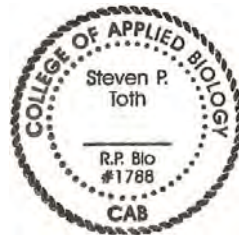


Figure 1. Proposed Parcel B subdivision plan on August 2016 air photo



Appraisal of
Proposed Lot A off EPS3588
850 Eaglecrest Drive & 2075 West Island Highway
Qualicum Beach, BC
for
Rick Todsen



CUNNINGHAM & RIVARD APPRAISALS LTD.

office@crisland.com w www.crisland.com

Victoria Office
1 – 15 Cadillac Avenue
Victoria, BC V8Z 1T3
Tel: (250) 381-4455

Nanaimo Office
70 Prideaux Street
Nanaimo, BC V9R 2M5
Tel: (250) 753-3428

Duncan Office
300 – 394 Duncan Street
Duncan, BC V9L 3W4
Tel: (250) 737-1777

August 10, 2020

Our File: CR20-16274

Rick & Linda Todsén
850 Eaglecrest Drive
Qualicum Beach, BC
V9K 1G1

Attention: Rick Todsén

Dear Mr. Todsén:

**Re: Proposed Lot A off EPS3588, 850 Eaglecrest Drive &
2075 West Island Highway, Qualicum Beach, BC**

At your request, I have completed an appraisal report of the property legally described as: Proposed New Lot A off parent parcel Strata Lots 1 & 2, District Lot 122, Nanoose District, Strata Plan EPS3588 Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Stata Lot As Shown On Form V (PIDs: 029-930-685 & 029-930-693) for the purpose of estimating impact of value on the proposed rezoning of the subject property in its assumed fee simple interest.

The subject property was inspected on July 31, 2020, and all necessary investigations and analyses were completed. The accompanying report, which forms the basis of my value opinion, subject to the assumptions and limiting conditions contained in the body of this report, is enclosed.

This report has been prepared for **Rick & Linda Todsén and the Town of Qualicum Beach** for submission and review of rezoning purposes only. No other users were intended and we deny any liability in this respect.

Based on the data, analyses, and conclusions contained herein, the *increase* in market value of the fee simple interest in the subject property as at July 31, 2020, *subject to the extraordinary assumptions and hypothetical conditions outlined herein*, is estimated at

FIVE HUNDRED FORTY DOLLARS
(\$540,000)

I hereby certify that I have no interest, present or contemplated, in the subject property.

Yours truly,
CUNNINGHAM & RIVARD APPRAISALS LTD.

Kelly Sayers, BBA
AACI, P.App.

KEL/jcm
Encl.

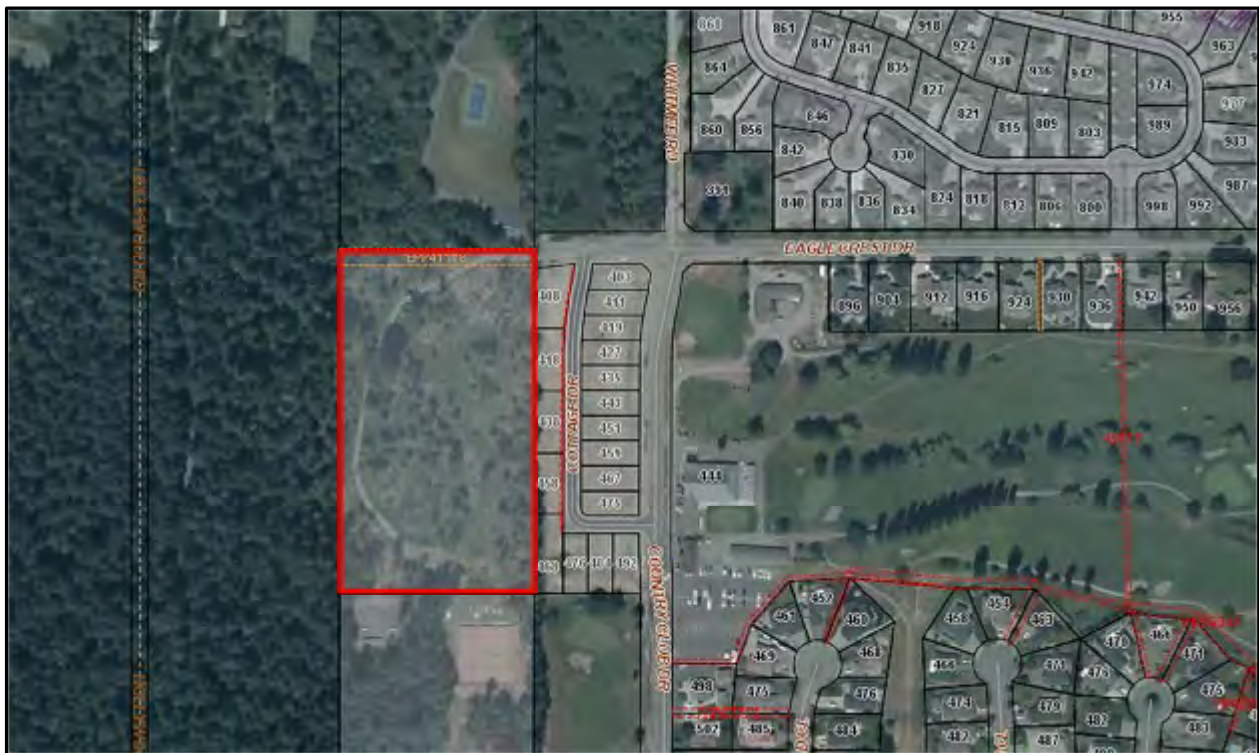
PHOTOGRAPHS OF SUBJECT PROPERTY



SUBJECT DRIVE



SITE VIEW SOUTH



AERIAL PHOTO

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SUMMARY OF IMPORTANT FACTS AND CONCLUSIONS

Civic Address:	Proposed Lot A off EPS3588, 850 Eaglecrest Drive & 2075 West Island Highway, Qualicum Beach, BC		
Legal Description:	Proposed New Lot A off parent parcel Strata Lots 1 & 2, District Lot 122, Nanoose District, Strata Plan EPS3588 Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Stata Lot As Shown On Form V (PIDs: 029-930-685 & 029-930-693)		
Effective Date of Appraisal:	July 31, 2020		
Appraisal Purpose:	To estimate the impact on value of the proposed rezoning of the subject property in its assumed fee simple interest.		
Intended Use of Appraisal:	For submission and review of rezoning application only.		
Land Area (parent parcel):	6.67 ha (16.53 acres)		
Land Area (new Lot A):	2.59 ha (6.40 acres)		
Current Zoning:	R1 (Residential 1)		
Proposed Zoning:	R12 (Residential 12)		
Probable Highest and Best Use Current Zoning:	Residential ‘estate’ development in accordance with zoning <i>(see extraordinary assumptions & hypothetical conditions outlined herein).</i>		
Probable Highest and Best Use Proposed Zoning:	Subdivision development accordance with zoning. <i>(see extraordinary assumptions & hypothetical conditions outlined herein).</i>		
Assessments (2020)* parent parcel:	Land	\$1,178,000	
	Improvements	<u>\$1,451,000</u>	
	Total	\$2,629,000	
Gross Taxes (2019)* parent parcel:	\$14,161.98		

*Aggregate BC Assessment & Taxes (Parent Parcel)

DEFINITION OF APPRAISAL PROBLEM AND PERTINENT INFORMATION

Purpose of the Appraisal

The purpose of this appraisal is to estimate the current market value of the subject property.

Definition of Market Value

An accepted Canadian definition of market value, from The Appraisal of Real Estate (3rd Canadian Edition, copyright 2010), is as follows:-

"The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under undue duress."

Implicit in this definition is the consummation of a sale as of the specified date and the passing of title from seller to buyer under conditions whereby:-

1. buyer and seller are typically motivated;
2. both parties are well informed or well advised, and acting in what they consider their best interests;
3. a reasonable time is allowed for exposure in the open market;
4. payment is made in terms of cash in Canadian dollars or in terms of financial arrangements comparable thereto; and
5. the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

Definition of Exposure Time

Exposure time is the time a property remains on the market. In an appraisal, the term means the estimated length of time an owner would likely need to market the appraised property interest before the hypothetical consummation of a sale at market value on the effective date of the appraisal. An opinion of exposure time is a retrospective estimate that has its basis in an analysis of past events assuming a competitive and open market.

The period of exposure time occurs immediately before the effective date of the appraisal.

The overall concept of reasonable exposure time encompasses not only adequate, sufficient and reasonable time, but also adequate, sufficient and reasonable marketing effort.

Exposure time is different for various types of real estate and value ranges and under various market conditions.

Intended Use of the Appraisal

This appraisal was prepared for use only by **Rick & Linda Todsén & the Town of Qualicum Beach** for submission and review of rezoning purposes. It was not intended for use by any others and any liability in this respect is strictly denied. A party receiving a copy of this report does not become an intended user unless authorized by the appraiser.

Scope of the Appraisal

This appraisal encompasses the research and analysis necessary to provide a full estimate of market value for the subject property and meets the requirements of the Canadian Uniform Standards of Professional Appraisal Practice adopted by the Appraisal Institute of Canada effective January 1, 2020. The scope of the analysis is as follows:-

Inspection

I inspected the subject property on July 31, 2020. Identification of the property also involved a review of mapping prepared by the Town of Qualicum Beach and Parcel MapBC. The photographs appended were taken on July 31, 2020.

Data Research

I received my instructions from the client who also provided information on the property. Publications produced by the Town of Qualicum Beach provided information on applicable land use controls. Sources of market evidence included the local Real Estate Board, Land Title Office transactions (including those reported by BC Assessment and local assessors) and real estate agents, vendors and purchasers active in the market. BC Land Title and Survey Authority provided information on the state of title.

Audits and Technical Investigations

I did not complete technical investigations such as:

- An environmental review of the property;
- A site or building survey;
- Investigations into the bearing qualities of the soils;
- Audits of financial and legal arrangements.

Verification of Third Party Information

The analysis set out in this report relied on written and verbal information obtained from a variety of sources that were considered reliable. All reasonable efforts have been undertaken to verify this information from primary sources. The mandate for this appraisal did not require a report prepared specifically for in-depth cross-examination within a court or arbitration hearing, so I did not include full documentation, confirmation and/or include the reference material to primary sources for all information reported herein.

Type of Analysis

The research and analysis necessary to provide a full estimate of market value, including formulation of opinion of Highest and Best Use and review of market data necessary to properly apply the approaches to value was undertaken. In this regard, the Direct Comparison Approach has been applied and later reconciled to a final estimate of value.

Extraordinary Assumptions, Limiting Conditions, and Hypothetical Conditions

An Extraordinary Assumption refers to a hypothesis, either supposed or unconfirmed, which, if not true, could alter the appraiser's opinions and conclusions. Full disclosure of any *Extraordinary Assumption* must accompany statements of each opinion / conclusion so affected (Appraisal Institute of Canada's Canadian Uniform Standards of Professional Appraisal Practice).

An Extraordinary Limiting Condition refers to a necessary modification or exclusion of a Standard Rule. The burden is on the appraiser to explain and justify such necessity in the report, and to conclude before accepting an assignment and invoking an *Extraordinary Limiting Condition* that the scope of work applied will result in opinions / conclusions that are credible (Appraisal Institute of Canada's Canadian Uniform Standards of Professional Appraisal Practice).

Hypothetical Conditions may be used when they are required for legal purposes, for the purpose of reasonable analysis, or for purposes of comparison. For every *Hypothetical Condition*, an *Extraordinary Assumption* is required in the report. The *Hypothetical Condition* must be clearly disclosed in the report, with a description of the hypothesis, the rationale for its use, and its effect on the result of the assignment. An analysis based on a *Hypothetical Condition* must not result in an appraisal report that is misleading (Appraisal Institute of Canada's Canadian Uniform Standards of Professional Appraisal Practice).

The report is subject to the following conditions in addition to those noted on Pages 11-14.

The subject property comprises the common property portion of Strata Plan EPS3588, equating to 2.59 ha (6.40 acres) and is proposed for annexation from its parent parcel for the purpose of creating a new fee simple parcel. Furthermore, the new fee simple parcel is proposed for the following:-

- o Re-zoning from R1 to R12.
- o The new fee simple parcel be brought into the Urban Containment Boundary.
- o Changing the Subdivision District 'B' to Subdivision District 'D'.
- o The following covenants be registered to title:
 - § Building Scheme and Design Guidelines;
 - § Emergency access from Island Highway through 850 Eaglecrest Drive / 2075 Island Highway;
 - § Three to four metre tree and vegetation buffer along the eastern property line.

This appraisal assumes the annexation, rezoning, subdivision district change and registration of covenants to title have been approved by the Town of Qualicum Beach.

Effective Date of Appraisal

July 31, 2020

Litigation and Compliance with Supreme Court Civil Rules

In the event that this appraisal report is used in a civil action, the appraiser is aware of and acknowledges a duty to assist the British Columbia Supreme Court and not be an advocate for any party. This appraisal report is prepared in conformity with the appraiser's duty to the court. If the appraiser is called upon to give oral or written testimony, that testimony will be in conformity with the duty to the court.

Real Property Interest to be Valued

Interests in real property vary so real property is said to include a "bundle of rights" that are inherent in the ownership of real estate. Ownership rights include the right to use real estate, to sell it, to lease it, to give it away or to choose to exercise all or none of these rights.

A person who owns all of the property rights has fee simple title. A fee simple estate implies absolute ownership unencumbered by any other interest or estate. Partial interests in real estate are created by selling, leasing or otherwise limiting the bundle of rights in a fee simple estate. A leased fee estate is an ownership interest held by a landlord with the right of use and occupancy conveyed by lease to others. The rights of the lessor (the leased fee owner) and the leased fee are specified by contract terms contained within the lease or leases.

The interest valued in this report is the fee simple estate.

Possession

Neither possession of this report nor a copy of it carries with it the right of publication. All copyright is reserved to the author and is considered confidential by the author and his client. It shall not be disclosed, quoted from or referred to, in whole or in part, or published in any manner without the express written consent of the appraiser. This is subject only to confidential review by the APPRAISAL INSTITUTE OF CANADA as provided in the Canadian Uniform Standards.

Validity

Because market conditions, including economic, social and political factors change rapidly and, on occasion, without warning, the value expressed as of the date of this appraisal cannot be relied upon to estimate the market value as of any other date except with further advice of the appraiser.

Competency Provision

The Canadian Uniform Standards require that competency for the type of property to be appraised must be demonstrated by the appraiser. In this regard, I advise that I have completed numerous appraisals on similar type properties throughout Vancouver Island and have first-hand knowledge of the issues involved in the valuation of this type of property.

Legal Description

Proposed New Lot A off parent parcel Strata Lots 1 & 2, District Lot 122, Nanoose District, Strata Plan EPS3588 Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Stata Lot As Shown On Form V (PIDs: 029-930-685 & 029-930-693).

Registered Owner(s)

2075 Island Highway West, Qualicum Beach (Strata Lot 1) – Richard Todsen & Linda Todsen
850 Eaglecrest Drive, Qualicum Beach (Strata Lot 2) – Randolph Krippner Happach

Market History

The Canadian Standards require that the appraiser report and analyze any listings or sales of the subject property over the previous three years.

According to the records of the Vancouver Island Real Estate Board, BC Assessment and the BC Land Title and Survey Authority there has been no listing or sales information relative to the subject property over the past three years.

Title and Encumbrances

TITLE SEARCH PRINT

2020-08-04, 14:54:12

File Reference:

Requestor: Kelly Sayers

CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN

Title Issued Under	STRATA PROPERTY ACT (Section 249)
Land Title District Land Title Office	VICTORIA VICTORIA
Title Number From Title Number	CA5516214 CA5482131
Application Received	2016-09-20
Application Entered	2016-09-22
Registered Owner in Fee Simple Registered Owner/Mailing Address:	RICHARD TODSEN, BUSINESSMAN LINDA TODSEN, BUSINESSWOMAN 2075 ISLAND HIGHWAY WEST QUALICUM BEACH, BC V9K 1G1 AS JOINT TENANTS
Taxation Authority	Qualicum Beach, Town of
Description of Land Parcel Identifier: Legal Description:	029-930-685 STRATA LOT 1 DISTRICT LOT 122 NANOOSE DISTRICT STRATA PLAN EPS3588 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V
Legal Notations	NONE
Charges, Liens and Interests Nature: Registration Number: Registered Owner: Remarks:	EXCEPTIONS AND RESERVATIONS M76300 ESQUIMALT AND NANAIMO RAILWAY COMPANY INTER ALIA A.F.B. 9.693.7434A 46471G SECTION 172(3) FOR ACTUAL DATE AND TIME OF REGISTRATION SEE ORIGINAL GRANT FROM E AND N RAILWAY COMPANY

Title Number: CA5516214

TITLE SEARCH PRINT

Page 1 of 2

TITLE SEARCH PRINT

2020-08-04, 14:54:12

File Reference:

Requestor: Kelly Sayers

Nature: STATUTORY RIGHT OF WAY
 Registration Number: CA5208106
 Registration Date and Time: 2016-05-26 12:40
 Registered Owner: BRITISH COLUMBIA HYDRO AND POWER AUTHORITY
 Remarks: INTER ALIA

Nature: STATUTORY RIGHT OF WAY
 Registration Number: CA5208107
 Registration Date and Time: 2016-05-26 12:40
 Registered Owner: TELUS COMMUNICATIONS INC.
 INCORPORATION NO. A0097809
 Remarks: INTER ALIA

Nature: MORTGAGE
 Registration Number: CA5988673
 Registration Date and Time: 2017-05-11 13:07
 Registered Owner: BANK OF MONTREAL

Nature: LAND TAX DEFERMENT ACT AGREEMENT
 Registration Number: WX2062214
 Registration Date and Time: 2017-10-06 12:53
 Registered Owner: THE CROWN IN RIGHT OF BRITISH COLUMBIA
 Remarks: RESTRICTS DEALINGS

Duplicate Infeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE

Title Number: CA5516214

TITLE SEARCH PRINT

Page 2 of 2

TITLE SEARCH PRINT

File Reference:

2020-08-04, 14:54:13

Requestor: Kelly Sayers

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN****

Title Issued Under	STRATA PROPERTY ACT (Section 249)
Land Title District Land Title Office	VICTORIA VICTORIA
Title Number From Title Number	CA5565788 CA5482132
Application Received	2016-10-11
Application Entered	2016-10-20
Registered Owner in Fee Simple Registered Owner/Mailing Address:	RANDOLPH KRIPPNER HAPPACH, BUSINESSMAN 850 EAGLECREST DRIVE, P.O. BOX 584 QUALICUM BEACH, BC V9K 1G1
Taxation Authority	Qualicum Beach, Town of
Description of Land Parcel Identifier: Legal Description:	029-930-693 STRATA LOT 2 DISTRICT LOT 122 NANOOSE DISTRICT STRATA PLAN EPS3588 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM V
Legal Notations	NONE
Charges, Liens and Interests Nature: Registration Number: Registered Owner: Remarks:	EXCEPTIONS AND RESERVATIONS M76300 ESQUIMALT AND NANAIMO RAILWAY COMPANY INTER ALIA A.F.B. 9.693.7434A 46471G SECTION 172(3) FOR ACTUAL DATE AND TIME OF REGISTRATION SEE ORIGINAL GRANT FROM E AND N RAILWAY COMPANY

Title Number: CA5565788

TITLE SEARCH PRINT

Page 1 of 2

TITLE SEARCH PRINT

2020-08-04, 14:54:13

File Reference:

Requestor: Kelly Sayers

Nature: STATUTORY RIGHT OF WAY
 Registration Number: CA5208106
 Registration Date and Time: 2016-05-26 12:40
 Registered Owner: BRITISH COLUMBIA HYDRO AND POWER AUTHORITY
 Remarks: INTER ALIA

Nature: STATUTORY RIGHT OF WAY
 Registration Number: CA5208107
 Registration Date and Time: 2016-05-26 12:40
 Registered Owner: TELUS COMMUNICATIONS INC.
 INCORPORATION NO. A0097809
 Remarks: INTER ALIA

Nature: MORTGAGE
 Registration Number: CA6478503
 Registration Date and Time: 2017-11-30 08:42
 Registered Owner: THE TORONTO-DOMINION BANK

Nature: MORTGAGE
 Registration Number: CA8306072
 Registration Date and Time: 2020-07-16 15:33
 Registered Owner: THE TORONTO-DOMINION BANK

Duplicate Indefeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE

Title Number: CA5565788

TITLE SEARCH PRINT

Page 2 of 2

The title search indicated that there are no restrictions registered which would negatively impact upon the overall utility of the property. Note that this should not be construed as a legal opinion of title.

Statutory Right of Ways CA5208106 & CA5208107 were charged to the subject title on May 26, 2016 and are in favour of BC Hydro and Telus. These charges pertain to access for maintenance of works and services. In my opinion, these blanket charges do not encumber the use or utility of the subject unit.

Easement Plan EPP41118 is not registered to the subject title; however, the owner has indicated this easement was originally in place in favour of the neighbouring property for the installation of a gas line; however, is being changed for the purposes of road dedication. This charge is not considered to negatively impact the subject property.

ASSUMPTIONS, LIMITING CONDITIONS, DISCLAIMERS AND LIMITATIONS ON LIABILITY

The certification that appears in this report is subject to compliance with the Personal Information Protection and Electronics Documents Act (PIPEDA), Canadian Uniform Standards of Professional Appraisal Practice ("CUSPAP"), and the following conditions:-

1. This report is prepared only for the client and authorized users specifically identified in this report and only for the specific use identified herein. No other person may rely on this report or any part of this report without first obtaining consent from the client and written authorization from the authors. Liability is expressly denied to any other person and, accordingly, no responsibility is accepted for any damage suffered by any other person as a result of decisions made or actions taken based on this report. Liability is expressly denied for any unauthorized user or for anyone who uses this report for any use not specifically identified in this report. Payment of the appraisal fee has no effect on liability. Reliance on this report without authorization or for an unauthorized use is unreasonable.
2. Because market conditions, including economic, social and political factors, may change rapidly and, on occasion, without warning, this report cannot be relied upon as of any date other than the effective date specified in this report unless specifically authorized by the author(s).
3. The author will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The property is appraised on the basis of it being under responsible ownership. No registry office search has been performed and the author assumes that the title is good and marketable and free and clear of all encumbrances. Matters of a legal nature, including confirming who holds legal title to the appraised property or any portion of the appraised property, are outside the scope of work and expertise of the appraiser. Any information regarding the identity of a property's owner or identifying the property owned by the listed client and/or applicant provided by the appraiser is for informational purposes only and any reliance on such information is unreasonable. Any information provided by the appraiser does not constitute any title confirmation. Any information provided does not negate the need to retain a real estate lawyer, surveyor or other appropriate experts to verify matters of ownership and/or title.
4. Verification of compliance with governmental regulations, bylaws or statutes is outside the scope of work and expertise of the appraiser. Any information provided by the appraiser is for informational purposes only and any reliance is unreasonable. Any information provided by the appraiser does not negate the need to retain an appropriately qualified professional to determine government regulation compliance.
5. It is assumed that the property is in full compliance with all applicable federal, provincial, and local environmental regulations and laws unless the lack of compliance is stated, described, and considered in the appraisal report.
6. It is assumed that the property conforms to all applicable zoning and use regulations and restrictions unless a non-conformity has been identified, described and considered in the appraisal report.
7. It is assumed that all required licenses, certificates of occupancy, consents, and other legislative or administrative authority from any local, provincial, or national government or private entity or organization have been or can be obtained or renewed for any use on which the value estimate contained in this report is based.
8. No survey of the property has been made. Any sketch in this report shows approximate dimensions and is included only to assist the reader of this report in visualizing the property. It is unreasonable to rely on this report as an alternative to a survey, and an accredited surveyor ought to be retained for such matters.
9. It is assumed that the use of the land and improvements is confined within the boundaries or property lines of the property described and that there is no encroachment or trespass unless noted in the report.

10. This report is completed on the basis that testimony or appearance in court concerning this report is not required unless specific arrangements to do so have been made beforehand. Such arrangements will include, but not necessarily be limited to: adequate time to review the report and related data, and the provision of appropriate compensation.
11. Unless otherwise stated in this report, the author has no knowledge of any hidden or unapparent conditions (including, but not limited to: its soils, physical structure, mechanical or other operating systems, foundation, etc.) of/on the subject property or of/on a neighbouring property that could affect the value of the subject property. It has been assumed that there are no such conditions. Any such conditions that were visibly apparent at the time of inspection or that became apparent during the normal research involved in completing the report, have been noted in the report. This report should not be construed as an environmental audit or detailed property condition report, as such reporting is beyond the scope of this report and/or the qualifications of the author. The author makes no guarantees or warranties, express or implied, regarding the condition of the property, and will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. The bearing capacity of the soil is assumed to be adequate.
12. The author is not qualified to comment on detrimental environmental, chemical or biological conditions that may affect the market value of the property appraised, including but not limited to, pollution or contamination of land, buildings, water, groundwater or air which may include, but are not limited to, moulds and mildews or the conditions that may give rise to either. Any such conditions that were visibly apparent at the time of inspection, or that became apparent during the normal research involved in completing the report, have been noted in the report. It is an assumption of this report that the property complies with all regulatory requirements concerning environmental, chemical and biological matters, and it is assumed that the property is free of any detrimental environmental, chemical and biological conditions that may affect the market value of the property appraised. If a party relying on this report requires information about or an assessment of detrimental environmental, chemical or biological conditions that may impact the value conclusion herein, that party is advised to retain an expert qualified in such matters. The author expressly denies any legal liability related to the effect of detrimental environmental, chemical or biological matters on the market value of the property.
13. The analyses set out in this report relied on written and verbal information obtained from a variety of sources the author considered reliable. Unless otherwise stated herein, the author did not verify client-supplied information, which the author believed to be correct.
14. The term "inspection" refers to observation only as defined by CUSPAP and reporting of the general material finishing and conditions observed for the purposes of a standard appraisal inspection. The inspection scope of work includes the identification of marketable characteristics/amenities offered for comparison and valuation purposes only.
15. The opinions of value and other conclusions contained herein assume satisfactory completion of any work remaining to be completed in a good and workmanlike manner. Further inspection may be required to confirm completion of such work. The author has not confirmed that all mandatory building inspections have been completed to date, nor has the availability/issuance of an occupancy permit been confirmed. The author has not evaluated the quality of construction, workmanship or materials. It should be clearly understood that this visual inspection does not imply compliance with any building code requirements as this is beyond the professional expertise of the author.
16. The contents of this report are confidential and will not be disclosed by the author to any party except as provided for by the provisions of the CUSPAP and/or when properly entered into evidence of a duly qualified judicial or quasi-judicial body. The author acknowledges that the information collected herein is personal and confidential and shall not use or disclose the contents of this report except as provided for in the provisions of the CUSPAP and in accordance with the author's privacy policy. The client agrees that in accepting this report, it shall maintain the confidentiality and privacy of any personal information contained herein and shall comply in all

material respects with the contents of the author's privacy policy and in accordance with the PIPEDA.

17. The author has agreed to enter into the assignment as requested by the client named in this report for the use specified by the client, which is stated in this report. The client has agreed that the performance of this report and the format are appropriate for the intended use.
18. This report, its content and all attachments/addendums and their content are the property of the author. The client, authorized users and any appraisal facilitator are prohibited, strictly forbidden, and no permission is expressly or implicitly granted or deemed to be granted, to modify, alter, merge, publish (in whole or in part) screen scrape, database scrape, exploit, reproduce, decompile, reassemble or participate in any other activity intended to separate, collect, store, reorganize, scan, copy, manipulate electronically, digitally, manually or by any other means whatsoever this appraisal report, addendum, all attachments and the data contained within, for any commercial, or other, use.
19. This report is valid only if it bears the original signature and seal of the author. Due to the possibility of digital modification, only originally signed reports and those reports sent directly by the author can be reasonably relied upon.
20. As a member of the Appraisal Institute of Canada, the appraiser carries professional liability insurance for errors and omissions in the amount of \$2,000,000 per occurrence and \$2,000,000 in the aggregate annually. In the event that a claim of liability is made against the appraiser and Cunningham & Rivard Appraisals Ltd. pursuant to this report, the client and / or the authorized users of this report agree to limit the claim to a maximum of \$2,000,000.
21. This report form is the property of the Appraisal Institute of Canada (AIC) and for use only by AIC members in good standing. Use by any other person is a violation of AIC copyright.
22. Where the intended use of this report is for financing or mortgage lending or mortgage insurance, it is a condition of reliance on this report that the authorized user has or will conduct lending, underwriting and insurance underwriting and rigorous due diligence in accordance with the standards of a reasonable and prudent lender or insurer, including but not limited to ensuring the borrower's demonstrated willingness and capacity to service his/her debt obligations on a timely basis, and to conduct loan underwriting or insuring due diligence similar to the standards set out by the Office of the Superintendent of Financial Institutions (OSFI), even when not otherwise required by law. Liability is expressly denied to those that do not meet this condition. Any reliance on this report without satisfaction of this condition is unreasonable.
23. Values contained in this appraisal are based on market conditions as at the time of this report. This appraisal does not provide a prediction of future values. In the event of market instability and/or disruption, values may change rapidly, and such potential future events have NOT been considered in this report. As this appraisal does not and cannot consider any changes to the property appraised or market conditions after the effective date, readers are cautioned in relying on the appraisal after the effective date noted herein.
24. As of the date of this report, Canada and the Global Community are experiencing unprecedented measures undertaken by various levels of government to curtail health related impacts of the Covid-19 Pandemic. The duration of this event is not known. While there is potential for negative impact with respect to micro and macro-economic sectors, as well as upon various real estate markets, it is not possible to predict such impact at present, or the impact of current and future government countermeasures. There is some risk that the Covid-19 Pandemic increases the likelihood of a global recession; however, without knowledge of further anticipated government countermeasures at the national and global levels, it is not possible to predict any impact at this point in time. Accordingly, this point-in-time valuation assumes the continuation of current market conditions, and that current longer-term market conditions remain unchanged. Given the market uncertainties of the Covid-19 pandemic, a force majeure event, we reserve the right to revise the value estimation set out in this report for a fee, with an update appraisal report under a separate appraisal engagement, incorporating market information available at that time.

PROPERTY DESCRIPTION

QUALICUM BEACH ECONOMIC ANALYSIS

Qualicum Beach is located on the Strait of Georgia on the north end of Oceanside (Parksville/Qualicum area) and on the east coast of Vancouver Island. Location is within the Regional District of Nanaimo. The City of Nanaimo is located approximately 50 km south east on Island Highway No. 19.

Having a total land area of 18 square kilometres, the Town of Qualicum Beach population is 8,943 residents (2016 Census); indicating an average annual growth rate of 0.7% since 2011. The broader Oceanside population is about 40,000 residents. The Regional District of Nanaimo has a population of 155,698 (2016 Census).

Qualicum Beach and the Oceanside area are dependent on the quality of environment with tourism and retirement being the main factors in the economy. Logging, fishing, and agriculture are secondary contributors.



Qualicum Beach is accessed via Island Highway Nos. 19 and 19A. Island Highway 19A is the older, Oceanside route, dotted with rental cottages along the coast. There is a nearby airport and ferry to Lasqueti Island. There are five golf courses in the local area.

Qualicum Beach has emerged as a retirement town. The median age of the population is 65.9 years (2016 Census) which is among the highest in Canada. Approximately 52.1% of residents is over the age of 65 years which is much higher than the 18.3% provincial average. The climate offers one of the more moderate in Canada with a mean annual temperature of 8°C (46°F) and extremes of -6° and 32°. Average precipitation is 810 mm (31.9 in.) with most rain and snow falling between November and April. The number of families is increasing within the area. The town has a modern indoor public swimming pool, baseball diamonds and a skateboard park. An elementary school and secondary school are located within, and near the village core.

Qualicum Beach is largely oriented toward the pedestrian with retail shopping, restaurants, personal and professional services all concentrated within the village core. Regional commercial, government, and institutional services, as well as transportation to and from the mainland are centred in the City of Nanaimo. Transportation facilities via Nanaimo include two BC Ferries terminals which provide passenger and vehicular service to Vancouver via the Tsawwassen – Duke Point and Horseshoe Bay – Departure Bay routes, and seaplane flights from the Inner Harbour to downtown Vancouver. IslandLink Bus and Tofino Bus All Island Express travel between Victoria and Port Hardy on Vancouver Island, including service to BC Ferries.

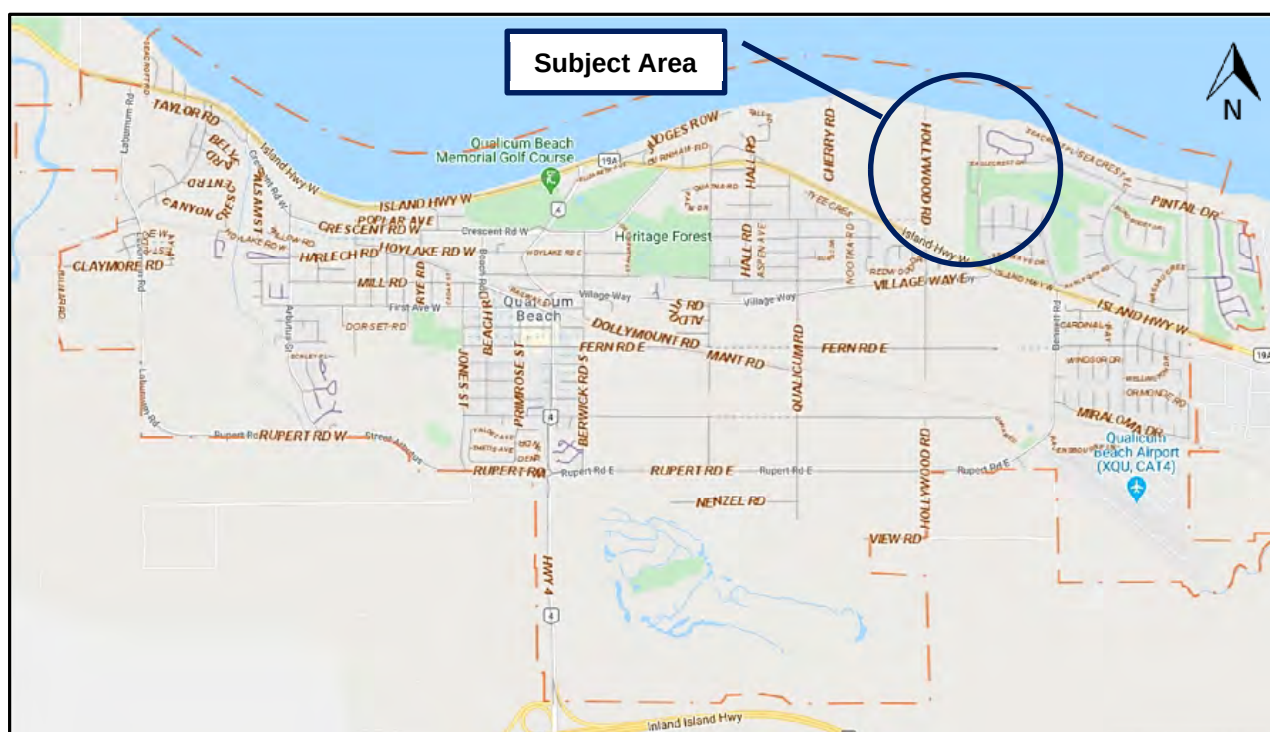
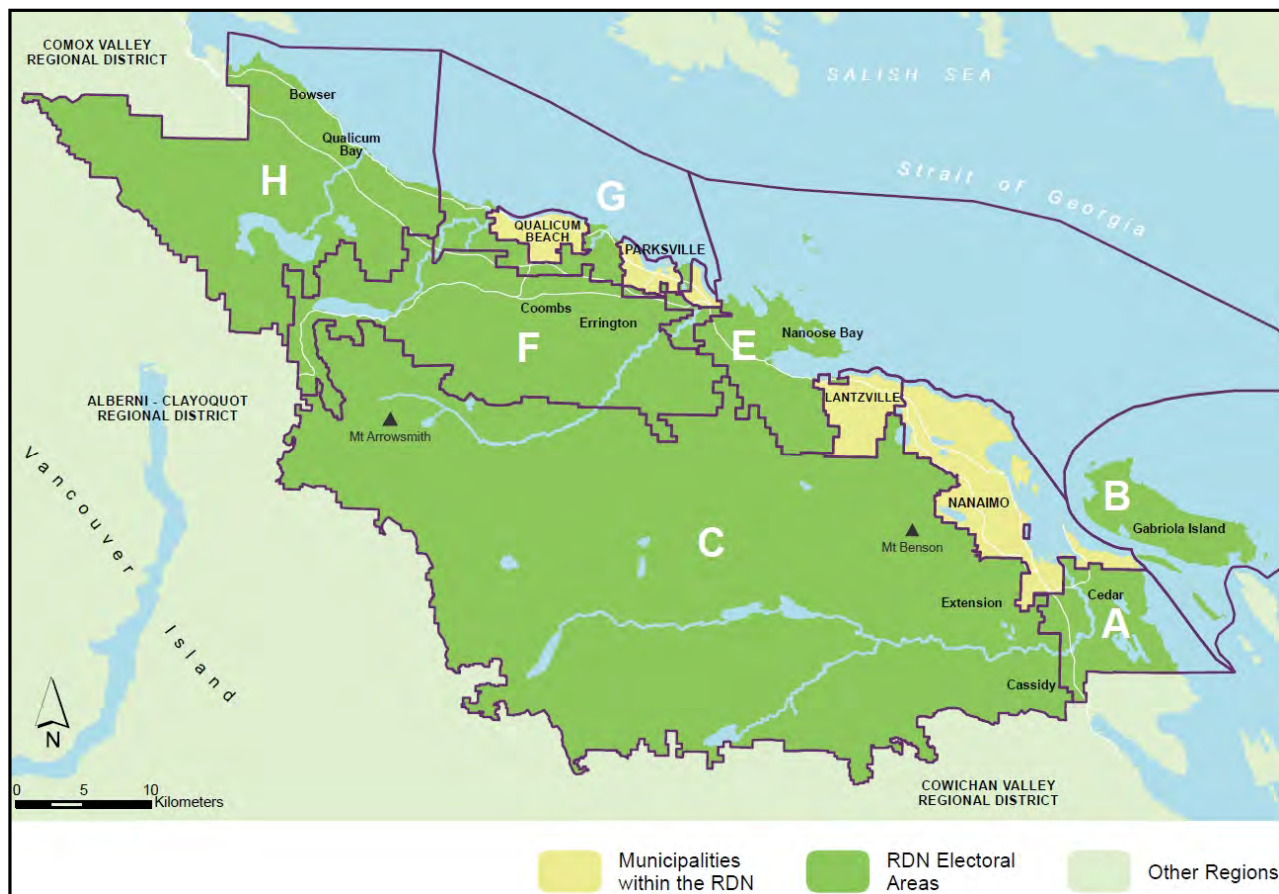
Local economic and real estate market conditions generally mirror the balance of the Province outside of the Lower Mainland, with most key indicators having recovered to, or at least near, pre-global recession levels of 2008/09. Government services cutbacks have contributed to relatively high office vacancy, whereas positive in-migration and demographic changes have led to historically low residential vacancy; however, overall, the IC&I market can generally be characterized as stable. Industry forecasters remain generally optimistic about the stability of the local area; however,

Sources of information:

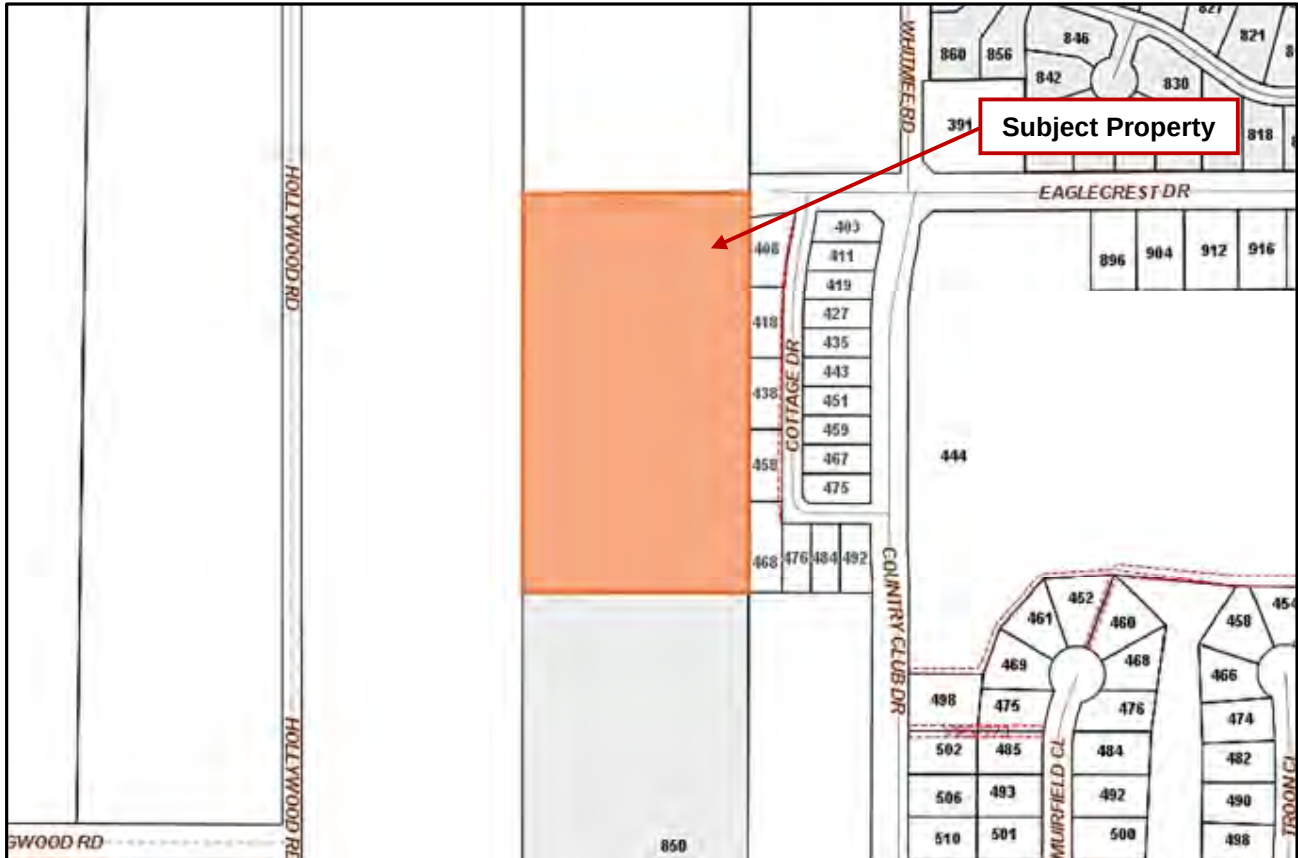
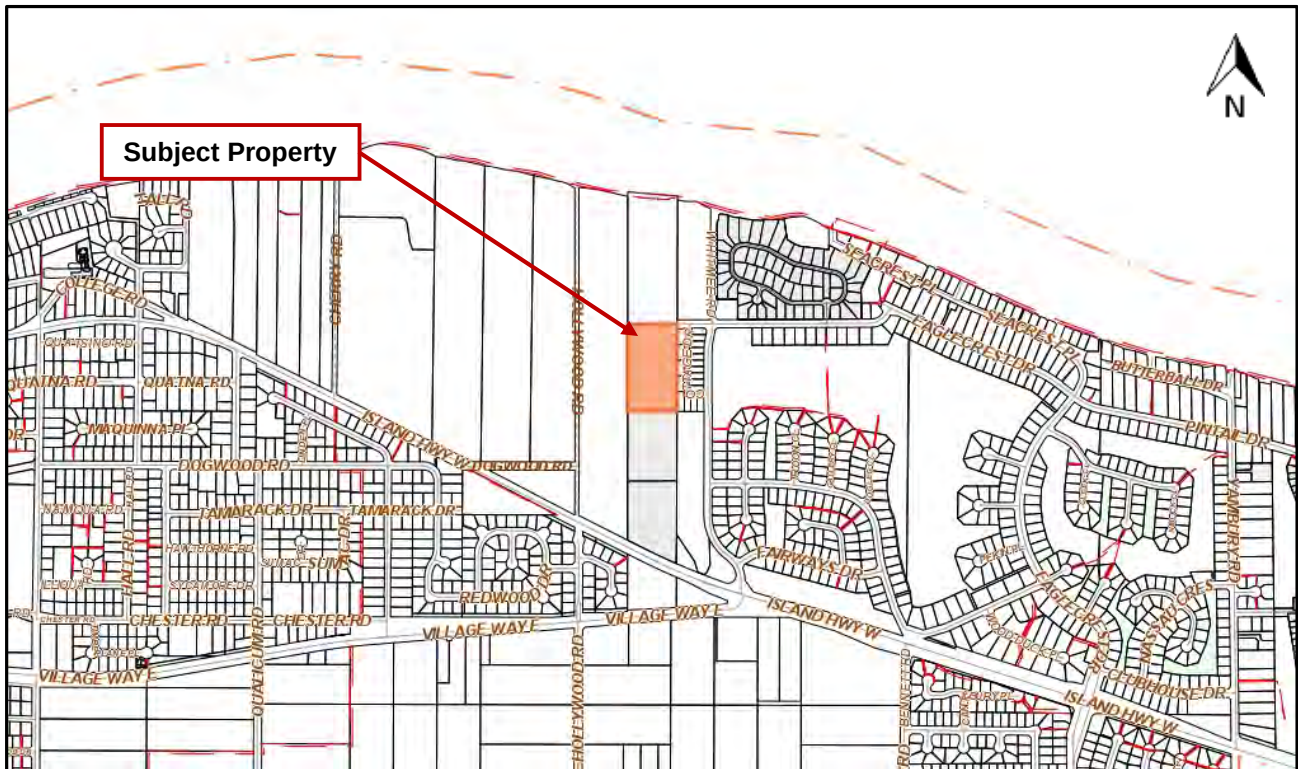
Town of Qualicum Beach website: www.qualicumbeach.com

Regional District of Nanaimo website: www.rdn.bc.ca

BC Stats: www.bcstats.gov.bc.ca



Location Maps



DESCRIPTION OF LAND

Location

The subject property is located at the western most end of Eaglecrest Drive, within the Town of Qualicum Beach, BC.

Lot Size and Configuration

The subject property forms the common property portion of EPS3588 and comprises 2.59 ha (6.40 acres) as shown on an excerpt of Survey Plan EPS3588 to the right:

Topography

The subject property is level to gently sloping.

Access

Access is direct off Eaglecrest Drive.

Visibility

The subject property is partly visible from a new subdivision located immediately east; however, the area is limited to local traffic only.

Street Improvements

Eaglecrest Drive is asphalt paved, carrying one lane of traffic in each direction, has partial concrete curbing, and utility lines are overhead.

Utilities

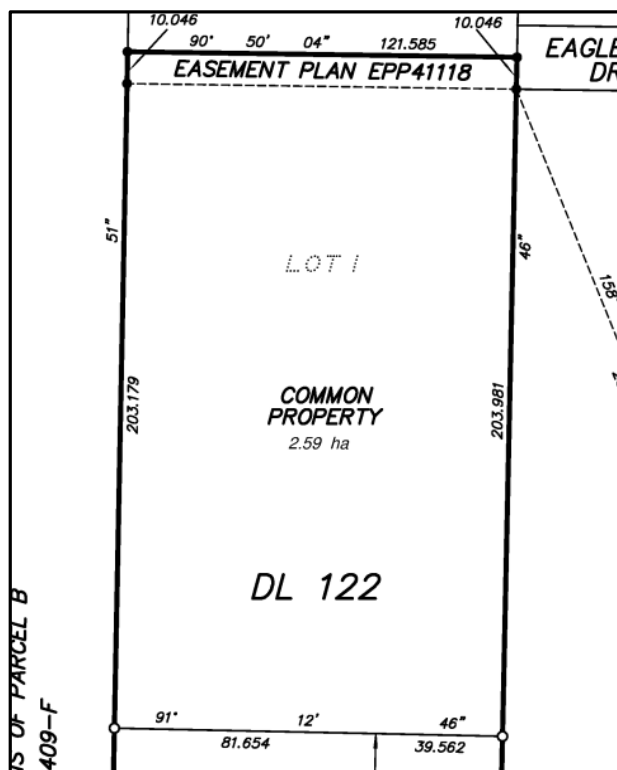
Hydro -electricity, city water, natural gas, telephone, cable, sanitary and storm sewer and garbage pickup are available. Fire protection is provided by Qualicum Beach Fire Department and police protection is provided by the RCMP. The nearest fire station is located 4.7 km south from the subject property and the nearest RCMP station is located 6.8 km east in Parksville.

Surrounding Developments

The subject property is located immediately adjacent to the Eaglecrest Golf Course to the east and Milner Gardens to the west. The downtown core of the Town of Qualicum Beach is located approximately 4.5 km south west of the subject property.

Environmental Hazards

The appraiser is not aware of any environmental hazards relating to the existing use and is not qualified to comment on the current environmental condition of the property. No hazardous substances were called to the attention of the appraiser, nor did the appraiser become aware of such, during the property inspection. The appraiser has no knowledge of the existence of hazardous substances on or in the property unless otherwise stated. No responsibility is assumed for any such conditions, nor for any expertise or engineering knowledge required to discover them. For the purpose of this report the subject property has been valued assuming that it is free of any environmental hazards or contamination. If any further clarification in this regard is required, it is suggested that an environmental assessment report be prepared.



ASSESSMENT AND TAXES

Property Assessment Report

Address	2075 ISLAND HWY W				Owner 1			
Jurisdiction	565 TOWN OF QUALICUM BEACH				Owner 2			
Neighbourhood	REMAINDER OF TOWN				Address			
Roll No.	001148505							
PID/MHP No.	029-930-685							
School District	69				P C			
Area Code	4				Hospital District		18	
Electoral Area					Regional District		18	
Legal Description								
Plan	Lot	Block	DLot	LDist	Section	Twn	Range	Md
EPS3588	1		122	33				
Strata Lot 1, Plan EPS3588, District Lot 122, Nanoose Land District, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN								
		2014	2015	2016	2017	2018	2019	2020
Land Value					443,000	509,000	609,000	591,000
Improvements					530,000	742,000	750,000	771,000
Total Value					973,000	1,251,000	1,359,000	1,362,000
Percent Change					71%	92%	100%	100%
Taxes					6,358.38	7,245.67	7,369.47	
Transactions								
Month	Year	Sale Price	Title		Transaction Type			
September	2016	825,000	CA5482131		Reject			
Actual Use								
					Lot Size	8.31		
Equity								
Tenure	Crown-Granted				Lot Size Type	Acres		
Exemptions								
FULLY TAXABLE, FULLY TAXABLE PROPERTY								

Property Assessment Report

Address	850 EAGLECREST DR				Owner 1			
Jurisdiction	565 TOWN OF QUALICUM BEACH				Owner 2			
Neighbourhood	REMAINDER OF TOWN				Address			
Roll No.	001148510							
PID/MHP No.	029-930-693							
School District	69				P C			
Area Code	4				Hospital District		18	
Electoral Area					Regional District		18	
Legal Description								
Plan	Lot	Block	DLot	LDist	Section	Twtn	Range	Md
EPS3588	2		122	33				
Strata Lot 2, Plan EPS3588, District Lot 122, Nanoose Land District, TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN								
		2014	2015	2016	2017	2018	2019	2020
Land Value					440,000	506,000	605,000	587,000
Improvements					300,000	639,000	645,000	680,000
Total Value					740,000	1,145,000	1,250,000	1,267,000
Percent Change					58%	90%	99%	100%
Taxes					4,877.44	6,646.46	6,792.51	
Transactions								
Month	Year	Sale Price	Title		Transaction Type			
September	2016	825,000	CA5482132		Reject			
Actual Use								
					Lot Size	8.21		
Equity								
Tenure	Crown-Granted				Lot Size Type	Acres		
Exemptions								
FULLY TAXABLE, FULLY TAXABLE PROPERTY								

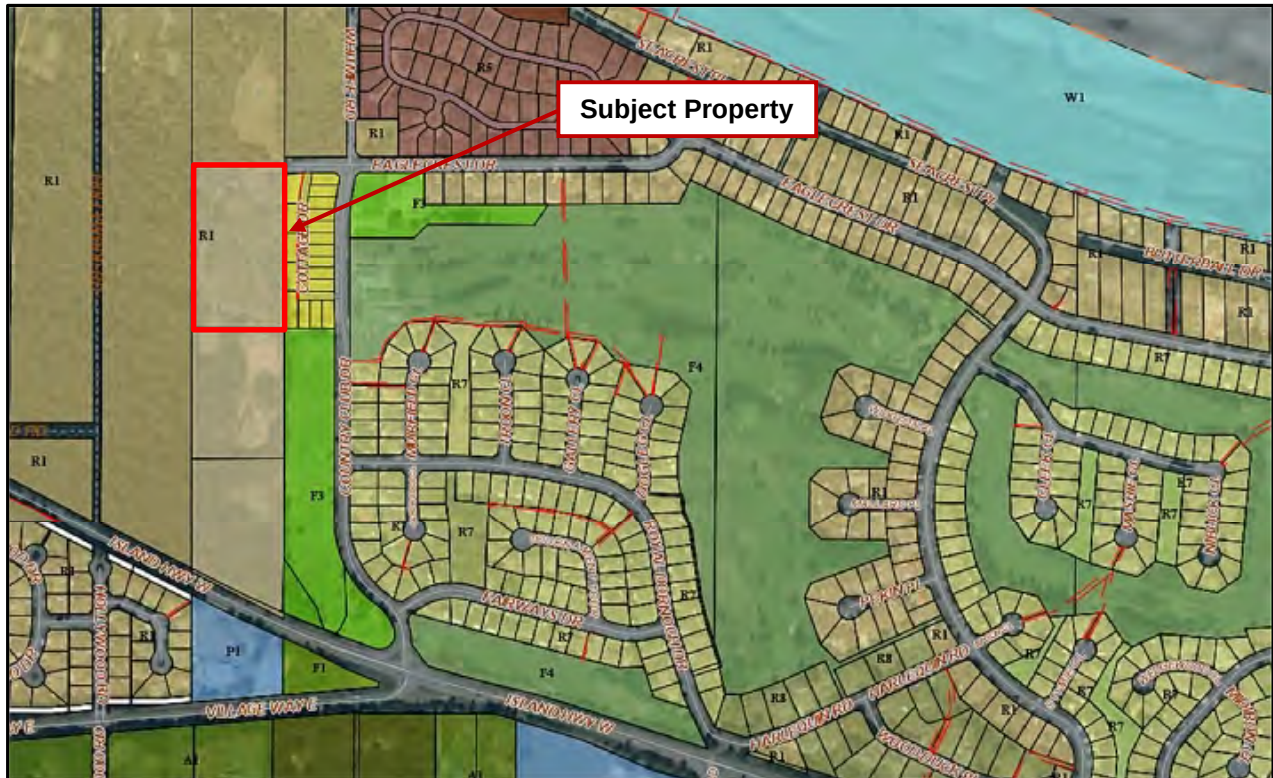
"Actual Value" reflects the opinion of the local Assessment Authority of the market value of the fee simple interest in the property as at July 1, 2019 on the basis of October 31, 2019 physical condition. The Assessment Authority valuations are based on mass appraisal techniques such as multiple regression analysis, and inspection data may be several years old. Actual assessed values, therefore, can be less precise than a full appraisal.

LAND USE CONTROLS

Zoning

The zoning for the subject property has been established from bylaws as they were in effect at the time of the appraisal. Pertinent sections of this bylaw, as they affect the subject property, are included in the following pages. The subject property is zoned R1 (Residential 1) Subdivision District 'B' and is proposed to be zoned R12 (Residential 12 Zone) Subdivision District 'D', as per the Town of Qualicum Beach Zoning Bylaw No. 580, enacted 1989 and subsequent amendments.

Current Zoning



Current Zoning Bylaw Excerpt

Town of Qualicum Beach Land Use & Subdivision Bylaw No. 580, 1999, Consolidated October 2018 Page 153 of 208

Section 6.4.71

(580.55,71,75)

RESIDENTIAL 1

R1

Permitted Uses and Minimum Site Area

Permitted Use	Required Site Area
a) Home Occupation Use	n/a
b) Residential Use	
- one single family dwelling	n/a
- two single family dwellings	2500m ²
- secondary suite	n/a
- garden suite	1000m ²
c) Bed and Breakfast	n/a

Maximum Number and Size of Buildings and Structures

Accessory buildings	- combined floor area of 75 m ²
Combined total of all dwelling units per parcel	2
Height	
- Principal building	
- Interior heated space	7.3 m
- Ridge of gable, hip or gambrel sloped roof	9.0 m
- Mansard roof	
- deck line	8.0 m
- top of roof	9.0 m
- Flat roof	8.0 m
- Accessory building	4.5 m
Parcel coverage	35%

Minimum Setback Requirements

Front lot line	8.0 m
Rear lot line	
-Principal building	
- Part not more than 4.5m in height	3.0 m
- Part more than 4.5m in height	6.0m
-Accessory building	
Floor area more than 10 m ² or over 3 m in height and	
- Rear lot line abuts lane	2.5 m
- Rear lot does not abut lane	1.5 m
Floor area no more than 10 m ² and under 3 m in height	0 m
Exterior side lot line	4.5 m
Interior side lot line	
-Principal building	1.5 m
-Accessory buildings	
Floor area more than 10 m ² or over 3 m in height	1.5 m
Floor area no more than 10 m ² and no more than 3m in height	0 m
Interior side lot line adjacent to a lane	3.0 m

Provided

that the aggregate total of the minimum distances from each interior side lot line to the principal building shall not be less than 4.5 meters.

Except:

where any part of a parcel is adjacent to or contains a watercourse then the regulations in Section 3 of this Part shall apply.

Proposed Zoning Bylaw Excerpt

Town of Qualicum Beach Land Use & Subdivision Bylaw No. 580, 1999, Consolidated October 2018 Page 164 of 208

RESIDENTIAL 12

R12

Permitted Uses and Minimum Site Area

Permitted Use	Required Site Area
a) Home Occupation Use	n/a
b) Residential Use - per dwelling unit	220 m ²
i. Density Bonus for Amenity	
For density bonuses, please refer to Section 6.3(19) "Density Bonuses".	

Number and Size of Buildings and Structures

Height	
- Interior heated space	7.3m
- Ridge of a gable, hip or gambrel sloped roof	9.5 m
- Mansard roof	
- deck line	8.0 m
- top of roof	9.0 m
- Flat roof	8.0 m
Except for buildings and structures within 7.5 of the rear property line then the maximum height shall be as follows:	
- Ridge of gable or hip sloped roof	
- 10:12 pitch or steeper (which may include secondary roofs of dormers with less than a 10:12 pitch)	7.5 m
- Less than 10:12 pitch	5.3 m
- Mansard roof	
- Deck line	4.0 m
- Top of roof	4.5 m
- Gambrel roof	4.5 m
- Flat roof	4.0 m
Parcel coverage	45%
Floor Area Ratio	0.68
Minimum number of dwelling units per parcel	2

Minimum Setback Requirements

Front lot line	5.5 m
Rear lot line	3.0 m
Exterior side lot line	3.0 m
Interior side lot line	2.0 m
Interior side lot line adjacent to a lane	2.5 m
except:	
a) where any part of a parcel is adjacent to or contains a watercourse then the regulations in Section 3 of this Part shall apply.	
b) that any roof overhang, eave, cornice or gutter may project up to a maximum of 1.0m into any required setback area.	

Section 6.4.80.3

(580.52,580.61)

1.1 Minimum Parcel Size

Subdivision District	Level of Community Services Required			Amenity Contribution Community Water & Sewer System, plus a contribution of \$2,000 to the Town's Affordable Housing Reserve Account for each lot that does not provide vehicular access from a rear laneway
	Community Water & Sewer System	Community Water System	No Community Services	
A	2.0 ha	2.0 ha	2.0 ha	n/a
B	1.0 ha	8.0 ha	8.0 ha	n/a
C	4000 m ²	2.0 ha	2.0 ha	n/a
D	700 m ²	8.0 ha	8.0 ha	n/a
E	465 m ²	2.0 ha	2.0 ha	n/a
F	400 m ²	2.0 ha	2.0 ha	n/a
G	50.0 ha	50.0 ha	50.0 ha (580.04)	n/a
H	200 m ²	200 m ²	200 m ² (580.24)	n/a
J	20.0 ha	20.0 ha	20.0 ha (580.68)	465 m ² (580.78)
Z	20.0 ha	20.0 ha	20.0 ha	n/a

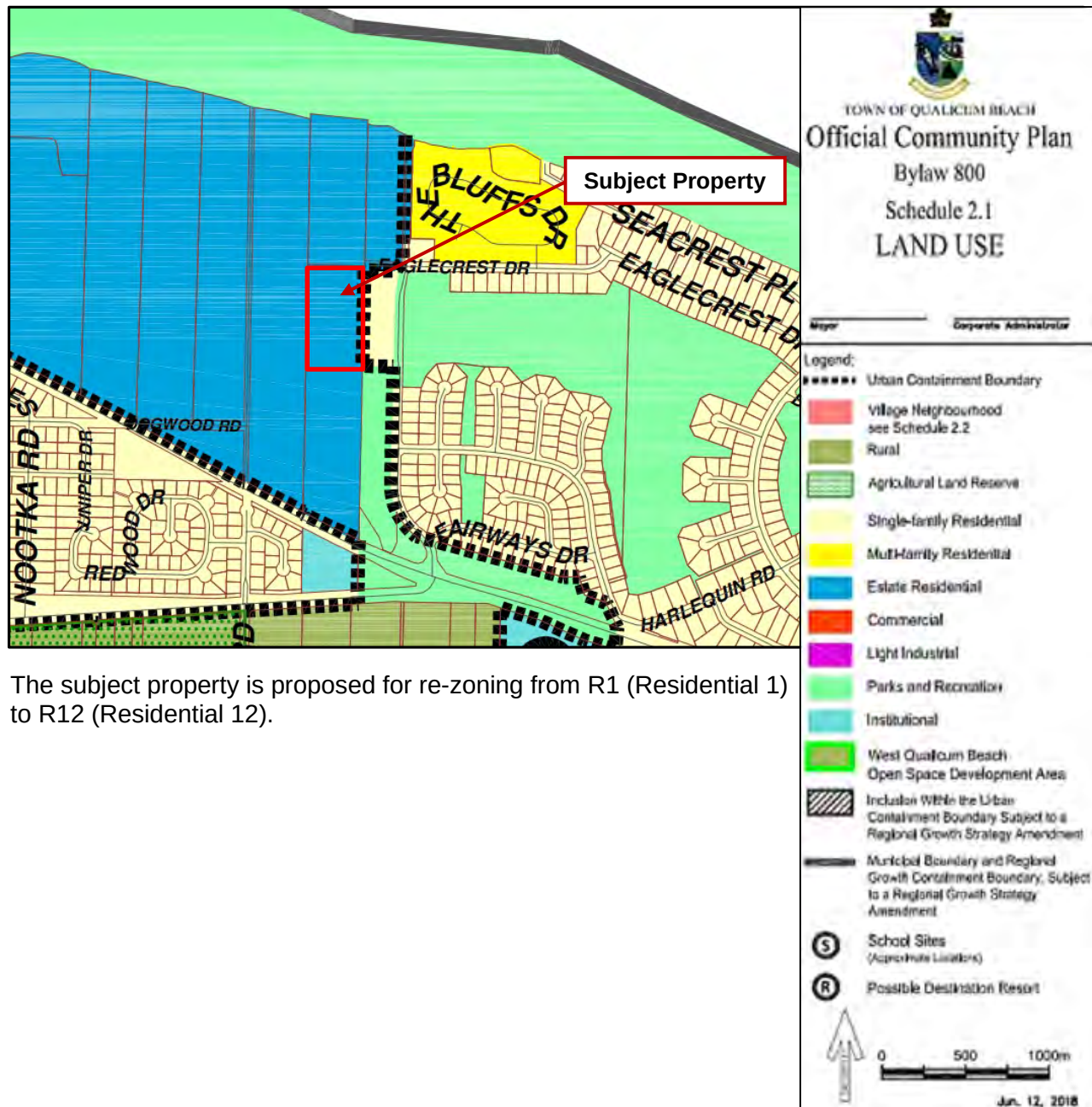
- 1.2 Where a subdivision district boundary does not follow a legally defined line, and where the distances are not specifically indicated, the location of the boundary shall be determined by scaling from Schedule '7A'.
- 1.3 Where a subdivision district boundary is designated as following a highway or watercourse, the centre-line of the highway or the natural boundary of the watercourse or centre-line of a creek shall be the subdivision district boundary.
- 1.4 Any land not included in any subdivision district by Schedule '7A' shall be deemed to be in Subdivision District 'A'.

Official Community Plan (OCP)

All local governments are required to ensure that zoning bylaws and new development conform to the OCP. Proposed zoning changes must comply with land uses permitted by the OCP in order to be passed by city council. Proposed rezoning not supported by the OCP requires that the OCP be amended. Such applications are also considered by city council.

In the OCP, the subject is designated 'Estate Residential'.

The OCP can be accessed at: <https://www.qualicumbeach.com/ocp>



The subject property is proposed for re-zoning from R1 (Residential 1) to R12 (Residential 12).

VALUATION ANALYSIS

HIGHEST AND BEST USE

An accepted definition of highest and best use is:

"That reasonably probable and legal use of vacant land or an improved property which is physically possible, appropriately supported, financially feasible, and that results in the highest value."

The highest and best use of a property is an economic concept that measures the interaction of four criteria: legal permissibility, physical possibility, financial feasibility, and maximum profitability. Determining the highest and best use of a property is a critical appraisal component that provides the valuation framework that market participants and appraisers require to identify and analyze comparable market information for valuation purposes.

An appraiser considers highest and best use of the property as if vacant separately from the highest and best use of the property as improved. This is because the highest and best use of the site as if vacant and available for development determines the value of the land, even if the property's existing improvement does not represent the highest and best use of the site.

Highest and Best use of land or a site is the use among all reasonable alternative uses that yields the highest present land value, after payments are made for labour, capital and co-ordination. The conclusion assumes that the parcel of land is vacant or can be made vacant by demolishing any improvements.

As if Vacant – Zoned (R1)

The subject property comprises 2.59 ha (6.40 acres) of land located at the west end of Eaglecrest Drive in Qualicum Beach, BC. This property is level to gently sloping and lightly treed and it its natural state. The property offers a desirable location within Qualicum Beach, with public schools and amenities located nearby. Hydro electricity and municipal services of water and sewer are immediately available to the subject property.

The subject property is zoned R1B (Residential 1) subdivision district 'B' which provides for estate single family dwelling use. Under subdivision district 'B' zoning, minimum parcel size is 8.0 ha (19.77 acres). Under the OCP, the subject is designated 'Estate Residential'. The intent of the OCP designation is to 'retain low rural residential densities in the Town's fringe area'. This also includes preserving the forested area adjacent to the highway, creating a buffer zone, providing a scenic gateway to the Town while preserving heritage values of Qualicum Beach.

The subject site is desirable in its semi-rural location and proximity to the Eaglecrest golf course and to the Town's commercial core. Prior to the global pandemic, statistical and anecdotal evidence is suggestive of more balanced residential market conditions; following a three- to four-year period of significant market value escalations due to strong demand.

Notwithstanding some uncertainty related to the global pandemic, the subject property type remains strong. Overall, after weighing all factors, the highest and best use of the subject property is estate residential development in accordance with zoning.

As if Vacant – Zoned (R12)

The subject property comprises 2.59 ha (6.40 acres) of land located at the west end of Eaglecrest Drive, Qualicum Beach, BC. This property is level to gently sloping and lightly treed and it its natural state. The property offers a desirable location within Qualicum Beach, with

public schools and amenities located nearby. Hydro electricity and municipal services of water and sewer are immediately available to the subject property.

The subject property is proposed to be zoned R12D (Residential 12) Subdivision District 'D' which provides for low density, detached, single family dwelling use. Under the R12 zoning, minimum parcel size is 700 m² (7,535 sf) or 0.17 acre. The subject property, therefore, has potential for subdivision; however, would likely require an OCP amendment and inclusion within the Urban Containment Boundary.

The subject site is desirable in its semi-rural location and proximity to the Eaglecrest golf course and to the Town's commercial core. Prior to the global pandemic, statistical and anecdotal evidence is suggestive of more balanced residential market conditions; following a three- to four-year period of significant market value escalations due to strong demand.

Notwithstanding some uncertainty related to the global pandemic, the subject property type remains strong. Overall, after weighing all factors, the highest and best use of the subject property is subdivision accordance with land use regulations and municipal approvals as proposed.

APPRAISAL TECHNIQUES

In completing an appraisal assignment and formulating an opinion of the fair market value of a property, consideration must be given to the method of valuation. Over the years, three approaches to value have become basic and are:

Cost Approach

A set of procedures through which a value indication is derived for the fee simple interest in a property by estimating the current cost to construct a reproduction of (or replacement for) the existing structure, including an entrepreneurial profit, deducting depreciation from the total cost, and adding the estimated land value. Adjustments may then be made to the indicated fee simple value of the subject property to reflect the value of the property interest being appraised.

Direct Comparison Approach

A process in which a value indication is derived by comparing the property being appraised to similar properties that have been sold recently, applying appropriate units of comparison, and making adjustments to the sale prices of the comparables based on the elements of comparison. The Direct Comparison Approach may be used to value improved properties, vacant land, or land being considered as though vacant. It is the most common and preferred method of land valuation when comparable sales data is available.

Income Approach

A method through which an appraiser derives a value indication for an income-producing property by converting its anticipated benefits (cash flow and reversion) into property value. This conversion can be accomplished in two ways. One year's (stabilized) income expectancy can be capitalized at a market-derived capitalization rate or at a capitalization rate that reflects a specified income pattern, return on investment, and change in the value of the investment. Alternatively, the annual cash flows for the holding period and the reversion can be discounted at a specified yield rate.

Method(s) Applied

The purpose of this appraisal is to demonstrate the value difference in the current market value of the subject property 'as currently zoned' and 'as if rezoned'. As the subject property comprises vacant land, only the Direct Comparison Approach was applied

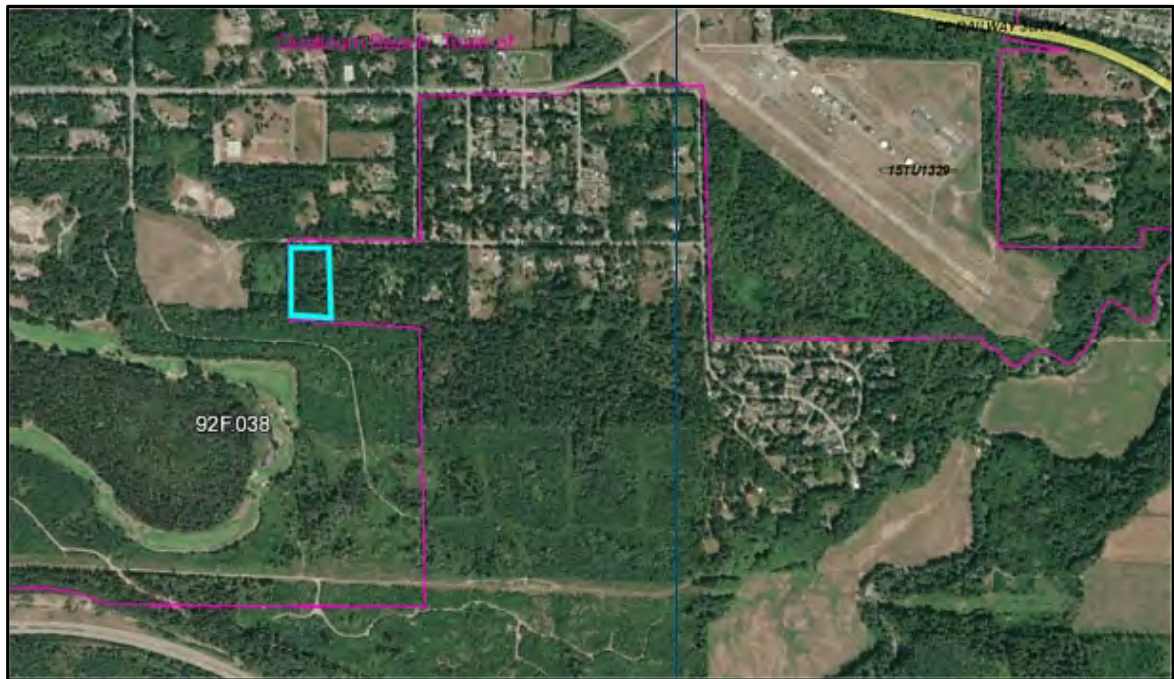
DIRECT COMPARISON APPROACH

The Direct Comparison Approach produces an estimate of value of a property by comparing it with similar properties that have been recently sold, on which offers have been made, or are currently offered for sale. The approach involves the gathering, analyzing and comparing of data.

The Direct Comparison Approach implies the principle of substitution, which states that a prudent purchaser will not pay more for a property than it would cost to buy an equally desirable substitute property. The properties selected for comparison should ideally be as similar as possible to the subject and require little in the way of adjustment. This is not always possible, however, and in most appraisals the comparables must be adjusted for dissimilar characteristics. In the adjustment process, the appraiser is putting himself in the place of a typical purchaser by analyzing the data available and producing a conclusion of the most probable price to pay for a property. The adjustment process allows for many factors such as location, time of sale, terms of sale, building age, lot size, condition and quality.

The following comparables have been analyzed to estimate a probable value for the subject property.

1. 716 View Road, Qualicum Beach, BC



Legal Description: Lot 4, Block 20, District Lot 78, Nanoose and Newcastle Districts, Plan 1694 (PID: 007-095-244)

Instrument Number: CA8026126

Sale Price: \$550,000

Sale Date: February 2020

Land Area: 2.19 ha (5.42 acres)

SP/ha: \$251,141 (\$101,476 per acre)

Days on Market: 58

Remarks: A vacant, RU3 (Rural 3) zoned acreage located within the Regional District of Nanaimo, adjacent to the east of the Town of Qualicum Beach's urban containment boundary. The topography is gently sloping and primarily treed. Municipal services of water and sewer are not available.

Uses under the RU3 zone include agriculture, aquiculture, silviculture, single family residential, wood processing, home based business and produce stand. The minimum parcel size under Subdivision District 'D' is 2.0 ha (4.94 acres); therefore, this parcel is not further subdividable.

This property was listed for sale through VIREB in September 2019 for \$624,900; reduced to \$599,000 on October 1, 2019 before selling as detailed above after 58 days on market.

2. 880 Village Way, Qualicum Beach, BC



Legal Description: Lot A, District Lot 78, Nanoose District, Plan VIP84944
(PID: 027-511-863)

Instrument Number: CA7045104

Sale Price: \$472,000

Sale Date: September 2018

Land Area: 1.08 ha (2.67 acres)

SP/ha: \$437,037 (\$176,779 per acre)

Days on Market: 22

Remarks: An improved, A3 (Rural 3 Zone) zoned acreage located with the Town of Qualicum Beach. The topography is generally level and approximately mostly treed. Municipal water is immediately available; however, the nearest sanitary sewer connection is located north across the Island Highway, approximately 152 m (500 ft.).

Uses under the A3 zone include agriculture, silviculture, single family residential, equestrian, bed & breakfast, and outdoor private assembly. This property is designated Rural under the OCP.

Improvements comprise an older, circa (1942), 100 m² (1,080 sf), log cabin that is in poor condition and considered of minimal to no contributory value.

This property was listed for sale through VIREB in June 2018 for \$483,800 before selling as detailed above after 22 days on market.

3. Lot A, West Road, Nanaimo, BC



Legal Description: Lot A, Section 15, Range 3, Mountain District, Plan VIP69450
 (PID: 024-592-293)
 Instrument Number: CA6661038
 Sale Price: \$950,000
 Sale Date: March 2018
 Land Area: 4.26 ha (10.52 acres)
 SP/ha: \$223,005 (\$90,304 per acre)
 Days on Market: 17

Remarks: This is a vacant, RU1D (Rural 1) zoned property located with road frontage to West Road of approximately 290 m (950 ft). Jurisdiction is within the Regional District of Nanaimo. Municipal water service and sanitary sewer services are not available. The property contains fairly steep topography rising north to south approximately 160 m to 220 m (525 ft to 722 ft). The parcel is entirely treed and in its natural state.

The RU1 zone permits two SF dwellings for property of this size; minimum parcel size within the Subdivision District 'D' is (2.0 ha / 4.94 acres); therefore, a maximum of two lots is permissible.

This property was originally listed for sale in January 2018 for \$980,000 and sold in February 2018 after 17 days on market for \$950,000.

4. 900 Russell Road, Ladysmith, BC



Legal Description: Lot A, District Lot 67, Oyster District, EPP24148
 (PID: 028-961-641)
 Instrument Number: CA6213751
 Sale Price: \$1,801,000
 Sale Date: August 2017
 Land Area: 37,919 m² (9.37 acres)
 SP/m²: \$47.49 (\$192,209 per acre)
 Days on Market: Off-Board (see comments)

Remarks: A vacant, development parcel located in south Ladysmith approximately 3.6 km south of the Ladysmith village core. Topography is gently to moderately sloping, giving the potential for ocean and mountain views. Public and private utilities are to the lot line.

This parcel is zoned R-1 (Single Dwelling Residential) which permits single family dwellings with the potential for secondary suites. Minimum parcel size is set at 688 m² (7,406 sf), indicating the potential for subdivision development. A previous listing showed a plan for 30 single family lots on the property with 1.4 acres to be donated as park. This indicates a SP/unit of \$60,033 with a density of 3.20 units per acre.

Market History: This parcel was listed prior to sale on May 17, 2017 for \$1,750,000 and was exposed to the market for 96 days before the listing was cancelled. No other recent sales or listings known.

5. Lot 1 off of Grandview and Bazan Roads, Saltair, BC



Legal Description: Lot 1, District Lot 12, Oyster District, Plan 40302 (PID: 000-125-954)
 Instrument Number: CA7092137
 Sale Price: \$910,000
 Sale Date: September 2018
 Land Area: 3.56 ha (8.79 acres)
 SP/ha: \$255,618 (\$103,456 per acre)
 Days on Market: 34

Remarks: A vacant, R-3 (General Residential) zoned acreage located in the unincorporated, seaside community of Saltair, midway between Ladysmith to the north and Chemainus to the south. Jurisdiction is within the Cowichan Valley Regional District. Community water service is available but no sewer. The terrain is generally level and lightly treed.

The R-3 zone permits subdivision to minimum lot sizes of 1.0 ha (2.47 acres) without community water, 4,000 m² (0.99 acres) with community water, and 2,000 m² (0.49 acres) with both community water and sanitary sewer service.

This property was listed for sale through VIREB in January 2018 for \$965,000 before selling as detailed above.

6. 85 Henry Morgan Drive, Bowser, BC



Legal Description:	Lot 2, District Lot 36, Newcastle District, Plan VIP61726, (PID: 023-176-148)
Instrument Number:	CA6963915
Sale Price:	\$1,670,000
Sale Date:	July 2018
Land Area:	2.32 ha (5.73 acres)
House Value:	\$400,000
Land Residual Price:	\$1,270,000
SP/acre (land residual):	\$547,414 (\$221,640 per acre)
SP/Raw Lot (land residual):	\$105,833
Days on Market:	0

Remarks: An improved, ocean view, cleared development parcel. The property is located at the end of Maple Guard Drive in the community of Bowser within the Regional District of Nanaimo Electoral Area 'H'. The property is accessible off of Maple Guard Drive and Henry Morgan Drive.

The property is zoned Residential 2 (RS2M). These site have access to Bowser Waterworks (municipal water). There is no sewer in the immediate area. Zoning permits subdivision for up to twelve ±21,528 sf residential building lots. *The property was marketed for potentially accommodating 15 to 20 lots, which is greater than existing density allows; however, this was subject to rezoning and community sewer being installed in the immediate area. In 2019, the proposed community sewer treatment plant proposal was cancelled and, therefore, the site can only be developed to Residential 2 (RS2M).*

The entire site is cleared and offers good ocean views. The rear of the property is improved with a 251.1 m² (2,703 sf), 4-bedroom + 3-bathroom house that was built in 1995. It is estimated that the existing residential improvements offer a contributory value of \$400,000. Therefore, a raw land residual value of \$1,270,000 is estimated. Applying the maximum permitted density under existing zoning of 12 lots, the estimated SP/raw lot is \$105,833.

8. 505 Belson Street, Parksville, BC

Legal Description: Lots B & C, District Lot 74, Nanoose District, Plan VIP60116
 (PIDs: 023-029-145 & 023-029-153)
 Instrument Number: CA5674731 & CA5674732
 Sale Price: \$3,670,000
 Sale Date: November 2016
 Land Area: 4.31 ha (10.63 acres)
 SP/ha: \$851,508 (\$345,249 per acre)
 Days on Market: 17

Remarks: Two vacant, CD-14 (Comprehensive Development) zoned acreages located side-by-side fronting Belson Street to the east, Stanhope Road to the north, and backing onto Island Highway 19a in the Wembley area of the north end of Parksville. Location is across the highway from Wembley Shopping Centre. The site is fairly level, with immediate access to full utility services.

These two parcels comprise the remaining, undeveloped phases of a master-planned residential community branded 'Wembley Place', which dates to 1995, 1996, and 1997, totalling 61 bare land strata lots subdivided and registered under Strata Plan VIS3789.

Lot B is 2.78 hectares (6.87 acres) in size and is site specifically zoned for subdivision into 49 bare land strata lots. Lot C is 1.59 hectares (3.93 acres) is site specifically zoned for development of 61 apartment units (within 3 buildings). The sale price, therefore, equates to \$33,364 per unit at a density of 10.4 units per acre.

9. 1250 Arbutus Road, Parksville, BC



Legal Description: Lot A, District Lot 125, Nanoose District, Plan EPP48536
(PID: 029-606-811)
Instrument Number: CA5579306
Sale Price: \$850,000
Sale Date: October 2016
Land Area: 20,542 m² (221,111 sf) (5.076 acres)
SP/m²: \$41.38 (\$3.84 per sf) (\$167,455 per acre)
Days on Market: 191

Remarks: A vacant, RS1 (Single Family Residential) zoned acreage located in the south end of the City of Parksville, neighbouring a mobile home park development to the north and Craig Bay Estates to the south. The general location is nearby Parksville's tourist resort district along Craig Bay and Rath Trevor Beach. The site carries a moderate downward slope toward the east and is lightly treed. Municipal water and sanitary sewer is immediately available along Arbutus Street.

The RS-1 zone permits single family residential subdivision to minimum lot sizes of 560 m² (6,028 sf). The purchaser is proposing a 20-lot single family residential subdivision yielding a SP/raw lot of \$42,500 at a density of 3.94 lots per acre. Development will require road frontage upgrade works to the entire length of Arbutus Road, plus construction of Northwest Bay Road, connecting through to Arbutus Road.

7. 540 Temple Street, Parksville, BC



Legal Description: Lot B, District Lot 87, Nanoose District, Plan 44686
 (PID: 006-166-164)
 Instrument Number: CA6260217
 Sale Price: \$1,300,000
 Sale Date: August 2017
 Land Area: 8,094 m² (87,120 sf) (2.00 acres)
 SP/m²: \$160.61 (\$14.92 per sf) (\$650,000 per acre)
 Days on Market: Private Sale

Remarks: An improved, RS1 (Single Family Residential) zoned property located mid-block between Soriel Road and Chinook Avenue, in the north end of the City of Parksville. The location is on the ocean side of the highway, nearby public access to the beach. The property is fairly level and lightly treed. Full public and private utilities are available.

The RS-1 zone permits single family residential subdivision to minimum lot sizes of 560 m² (6,028 sf). Designation under the OCP is 'Single Unit Residential' which is consistent with zoning. The purchaser is proposing subdivision in conjunction and cooperation with the owner of 572 Temple Street to the north, creating 10 single family lots on each parcel. Subdivision will require full construction of Duggan Lane along the full length of the property, to public standards. Based on 10 lots, this comparable yields a SP/lot of \$130,000 at a density of 5 lots per acre.

The property is improved with a single family dwelling at the east end of the property. According to BC Assessment, the value of the improvements was \$311,000; however, they were reassessed at \$1,300 in 2018. According to BC Assessment, the house measures 199 m² (2,142 sf), with construction dating to 2004. According to planning staff of the City of Parksville, the house straddles three of the proposed lots, and it is therefore assumed that it is to be torn down upon development.

This was a private sale. The purchaser was Bayshore Construction Inc.

Indicators 1 through 9 are summarized as follows:-

No.	Sale Date	Sale Price	Land Area (ac)	SP/ac	Zoning	Location
1.	02/20	\$550,000	5.42	\$101,476	RU3	Qualicum
2.	09/18	\$472,000	2.67	\$176,779	A3	Qualicum
3.	03/18	\$950,000	10.52	\$90,304	RU1D	Nanaimo
4.	08/17	\$1,801,000	9.37	\$192,209	R1	Ladysmith
Subject Property – Current Zoning			6.40		R1	Qualicum
5.	09/18	\$910,000	8.79	\$103,456	R-3	Saltair
6.	07/18	\$1,670,000	5.73	\$221,640	RS2	Bowser
7.	08/17	\$1,300,000	2.00	\$650,000	RS1	Parksville
8.	11/16	\$3,670,000	10.63	\$345,249	CD-14	Parksville
9.	10/16	\$850,000	5.07	\$167,455	RS1	Parksville
Subject Property – Proposed Zoning			6.40		R12	Qualicum

‘As Zoned’ – RU1

Market research found no relevant sales of similarly zoned property within town limits. For this reason, the parameters of research were expanded to include analysis of sales that encompass a broader range of zoning, time, and location. Indicators 1 through 4 were selected as the most relevant data and sold in the range of \$472,000 to \$1,801,000 and between August 2017 and February 2020.

Due to the range of size, comparison of these properties with the subject is based on Sale Price per Acre (SP/ac). The comparables demonstrate a range of \$90,304 to \$192,209 per acre.

Indicator 1 represents a slightly smaller parcel, located just outside of the Town of Qualicum’s urban containment boundary. Municipal services are not available in this rural location. Uses available under the RU3 zone are similar relative to the subject; however, zoning does not allow further subdivision.

Indicators 2 represents an improved sale located near the subject property. A3 zoning and OCP are supportive of agricultural uses. Municipal water is available; however, the nearest sewer connection is located across the highway near the subject.

Indicator 3 represents a larger parcel located in Nanaimo. The parcel slopes up from road grade to the rear and the RU1D zoning permits a lower density relative to the subject.

Indicator 4 is a larger parcel located in Ladysmith. The minimum parcel size is similar relative to the subject, and a previous listing indicated a plan for 30 single family lots with 1.4 acres dedicated as park which indicates a density of 3.2 units per acre.

Based on the analysis of the comparable sales and after weighing all factors, the estimate of value 'as zoned' is concluded at \$165,000 per acre. The calculation of the estimate of value is as follows:-

6.40 acres @ \$165,000 per acre	=	\$1,056,000
	Rounded to	\$1,060,000

Exposure Time

The subject property ought to trade within a the typical for its market. On the current market, this exposure time would be in the order of two to four months for the subject property assuming it were reasonably priced and professionally marketed. This estimate does not include the time for typical due diligence and closing time subsequent to an agreement in principle.

'As If Rezoned' – R12

There have been few recent sales of similarly zoned property in the local market. For this reason, the parameters of research were expanded to include analysis of sales that encompass a broader range of zoning, time, and location. Indicators 5 through 9 were selected as the most relevant data and sold in the range of \$850,000 to \$3,670,000 between October 2016 and September 2018.

Comparison with the subject is based on Sale Price per Acre. Indicators 5 through 9 demonstrate a SP/ac range of \$103,456 to \$650,000.

Indicator 5 represents a larger parcel located in the unincorporated community of Saltair. This parcel has access to municipal water only; therefore, the available density for subdivision is considered inferior relative to the subject property.

Indicator 6 is located in the Bowser area within the RDN. This comparable was marketed as redevelopment parcel, with potential density exceeding the existing zoning and contingent upon a proposed community sewer treatment plant. The sewer treatment plant received considerable push back from the local community and was cancelled. The existing density under the RS2M zoning allows for a maximum of 12 lots or 2.09 units per acre which is considered similar relative to the subject.

Indicator 7 represents a significantly smaller parcel located in Parksville. This parcel is improved with a single family dwelling that reportedly straddles three of the proposed 10 lots and is assumed to be demolished in support of development. Minimum parcel size under the RS-1 zone is 560 m² (6,028 sf) which results in a higher density of 5 lots per acre, superior to the subject.

Indicator 8 represents an older development parcel located in Parksville. This parcel is site specifically zoned to allow for a total of 110 lots which equates to a per unit density of 10.4 units per acre, superior relative to the subject property.

Indicator 9 represents a slightly smaller parcel located in Parksville. Similar to Indicator 7, this parcel is zoned RS-1 and achieves a higher potential density relative to the subject property. Market conditions are considered to have strengthened since this sale.

The subject property is located within town limits, adjacent to a golf course and within proximity to desirable amenities. Based on the analysis of the comparable data and after weighing all factors, the estimate of market value is concluded at \$250,000 per acre. The estimate of vacant land value is calculated as follows:-

$$6.40 \text{ acres @ } \$250,000 \text{ per acre} = \$1,600,000$$

Rounded to \$1,600,000

Exposure Time

The subject property ought to trade within a time typical for its market. On the current market, this exposure time would be in the order of three to six months for the subject property assuming it were reasonably priced and professionally marketed. This estimate does not include the time for typical due diligence and closing time subsequent to an agreement in principle.

RECONCILIATION AND FINAL ESTIMATE OF INCREASE IN VALUE

The Direct Comparison Approach was the only valuation method applied for the purposes of estimating the market value of the subject property 'as currently zoned' and 'as if rezoned'.

The difference between the 'As Zoned' and 'As If Rezoned' valuations is the impact on value from the proposed rezoning and is calculated as follows:-

'As If Rezoned' Value	\$1,600,000	
'As Zoned' Value	<u>\$1,060,000</u>	
Increase in Value from Proposed Rezoning		<u>\$540,000</u>

In summary, based on the data, analyses, and conclusions contained herein, the *increase* in market value of the fee simple interest in the subject property as at July 31, 2020, *subject to the extraordinary assumptions and hypothetical conditions outlined herein*, is estimated at **\$540,000**.

CERTIFICATION

I certify to the best of our knowledge and belief, that:-

1. The statements of fact contained in this report are true and correct;
2. The reported analyses, opinions and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal impartial, and unbiased professional analysis, opinions and conclusions;
3. I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved;
4. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment;
5. My engagement in and compensation for this assignment were not contingent upon developing or reporting predetermined results, the amount of the value estimate, or a conclusion favouring the client;
6. My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Canadian Uniform Standards of Professional Practice of the Appraisal Institute of Canada*;
7. I have the knowledge and experience to complete the assignment competently;
8. No one provided significant professional assistance to the person signing this report;
9. As of the date of this report, the undersigned has fulfilled the requirements of the Appraisal Institute of Canada's Continuing Professional Development Program;
10. The undersigned personally inspected the subject property Proposed New Lot A off parent parcel Strata Lots 1 & 2, District Lot 122, Nanoose District, Strata Plan EPS3588 Together With An Interest In The Common Property In Proportion To The Unit Entitlement Of The Stata Lot As Shown On Form V (PIDs: 029-930-685 &, 029-930-693), on July 31, 2020.

Based on the data, analyses, and conclusions contained herein, the *increase* in market value of the fee simple interest in the subject property as at July 31, 2020, *subject to the extraordinary assumptions and hypothetical conditions outlined herein*, is estimated at

FIVE HUNDRED FORTY DOLLARS

(\$540,000)

August 10, 2020



Kelly Sayers, BBA
AACI, P.App.

QUALIFICATIONS OF APPRAISER

Kelly C. Sayers, BBA, AACI, P. App

Education and Memberships

Accredited Appraiser & Professional AppraiserAppraisal Institute of Canada
May 2020 – Present
Member No. 908572

Post Graduate Certificate in University of British Columbia
Real Property Valuation December 2014 – May 2020

Candidate AppraiserAppraisal Institute of Canada
Candidate – June 11, 2016
Member No. 908572

Bachelor of Business Administration..... Management & Marketing
..... Vancouver Island University
..... September 2009 - May 2011

Experience

I have been employed by Cunningham & Rivard Appraisals Ltd. since May 2015 and have experience in evaluation, and appraisal of residential, recreational, forestry, agricultural, industrial and commercial properties. I have experience with respect to appraisal and consultation assignments that have been for sale, purchase, mortgage, taxation, litigation, insurance and other purposes. Other appraisal assignments have included rental and vacancy surveys, and market data research and surveys.

Completed Appraisals and Related Assignments for:-

Brookfield Relocation Services	Island Savings
Canadian Western Bank	MCAP
CIBC/Home Loans Canada	Scotiabank
CMHC	Royal Bank of Canada
CitiFinancial Canada	Nationwide Appraisal Services
Coast Capital Savings Credit Union	PCHS
Coastal Community Credit Union	Solidifi Inc.
City of Nanaimo	TD Canada Trust
Firstline Mortgages	Vancity Credit Union
Fisgard Capital Corp.	*Various Mortgage Companies
Genworth Financial	*Various Law Firms
HSBC Bank Canada	Home Trust Company



850 EAGLECREST DRIVE, QUALICUM BEACH

Traffic Impact Assessment

A handwritten signature in blue ink, appearing to read 'Jeeshan Ahmed', is positioned above a horizontal line.

Author: Jeeshan Ahmed, EIT

Reviewer: Nadine King, P.Eng, PTOE

Prepared for: Todsen Design & Construction Ltd.

Our File: 2916.B01

Date: November 25, 2020

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1.0 INTRODUCTION

1.1 STUDY BACKGROUND

Watt Consulting Group was retained by Todsen Design & Construction Ltd to undertake a traffic impact assessment (TIA) for the proposed residential development at 850 Eaglecrest Drive and 2075 West Island Highway in Qualicum Beach. The proposed development is a mix of four detached single-family lots, 10 single-family units with secondary suites, and two duplexes (four units).

This report reviews existing, background, and post development traffic conditions for both the Opening Day (assumed to be in 2022) and Opening Day + 10 years (2032) horizons, highlights any potential operational issues, and recommends mitigation measures to ensure accommodation of development traffic. The study also reviews site access and alternative transportation networks (pedestrian, cycling, and transit) within the site vicinity.

1.2 STUDY AREA

The proposed development is comprised of two undeveloped lots adjacent to each other on 850 Eaglecrest Drive and 2075 West Island Highway as shown in **Figure 1**. The study area includes the following key intersections:

- Island Highway and Country Club Drive/Village Way
- Country Club Drive and Fairways Drive
- Eaglecrest Drive and Country Club Drive/Whitmee Road



Figure 1: Proposed Development Site and Study Area Intersections

2.0 EXISTING CONDITIONS

2.1 LAND USE

The proposed development site is largely undeveloped at present with two detached single-family homes and two tennis courts. The area surrounding the proposed development site are small lot residential and a golf course. South of Island Highway is a church and additional single family lots.



2.2 BACKGROUND PLANS AND POLICIES

2.2.1 OFFICIAL COMMUNITY PLAN 2018

In order to achieve the community's long-term objectives for greenhouse gas reduction and sustainable communities, the Town of Qualicum Beach encourages alternatives to the use of private automobiles as part of its 2018 Official Community Plan. Key transportation policies related to the study area include:

- The Town shall monitor and review areas of possible vehicular hazard or points of conflict between motorists and other road users and explore methods for their improvement.
- The Town shall make provision in its Subdivision Bylaw for landscape buffers along main arterial and highway approaches into the Town.
- The Town shall continue with its program of maintaining and upgrading the road network system, in accordance with the Development Cost Charges Bylaw and Capital Expenditure Program.
- The Town shall refer to the Age-Friendly Transportation Plan to identify the types of traffic-calming measures and the types of roads and conditions under which those measures are appropriate.

2.2.2 AGE-FRIENDLY TRANSPORTATION PLAN

The Town of Qualicum Beach adopted an Age-Friendly Transportation Plan in 2013. The goal of the plan is to maintain and improve safety and mobility for persons of all ages and abilities, particularly those who choose active modes of transportation such as walking and cycling. Mobility, accessibility and safety are particularly important in Qualicum Beach, which has the oldest demographic of any community in Canada, where the HandyDART service for persons with disabilities is limited to weekday daytimes only, and where the topography, climate and transportation infrastructure can create challenges for persons of all ages.

2.2.3 PLANNED PROJECTS

The following are the planned improvements from the two studies related to the study area:

- **Island Highway and Country Club Drive/Village Way** – In 2017, the Town developed a conceptual design for a roundabout at this intersection to address safety and operational issues as shown in **Figure 2**. This intersection is one of the highest crash locations identified by the Town of Qualicum Beach.



Figure 2: Island Hwy & Country Club Dr/Village Way, Roundabout Design

- **Village Way Trail** – In 2019, the Town added an active transportation improvement project along Village Way as shown in **Figure 3**. This new pathway would extend from Nootka Road to the planned roundabout at Island Highway and Country Club Drive/Village Way and would continue east to connect to the existing pathway on the north side of the Arrowview Elementary School site.

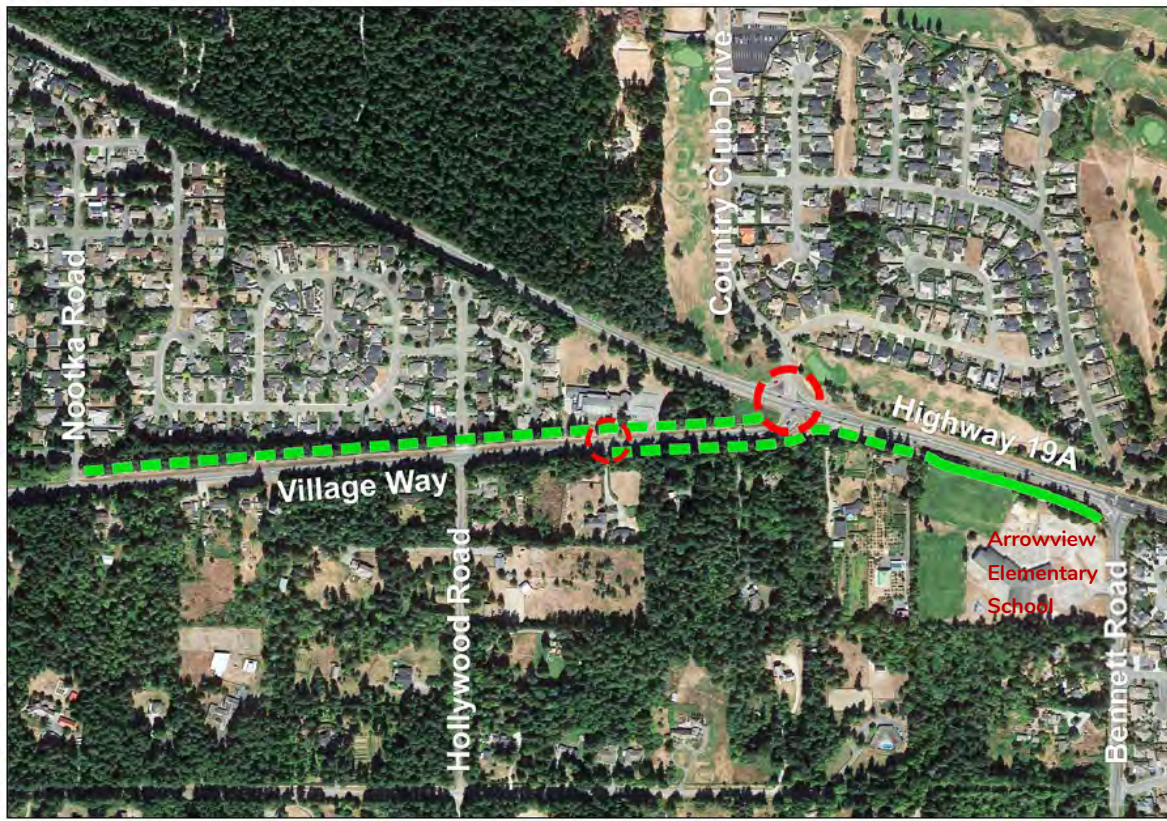


Figure 3: Village Way Trail Upgrades

2.3 TRANSPORTATION NETWORK

The study area transportation network is comprised of three key intersections. The existing lane configuration and traffic controls at these intersections are shown in **Figure 4** and include the following roadways in the network:

- **Island Highway** is a two-lane major arterial that runs east-west within the study area. This section of the highway has a speed limit of 70 km/h with shoulders on both sides of the road designated as a shoulder bikeway in the 2017 Age-Friendly Transportation Plan.
- **Village Way** is a two-lane arterial road that runs north-south within the study area and bends into an east-west road from Island Highway to the Qualicum Beach town centre. This section of the roadway has a speed limit of 60 km/h with shoulders on both sides of the road.
- **Country Club Drive** is a two-lane local road that runs north-south in the study area and connects the proposed development to Island Highway. This road is approximately 7.5m wide and currently has no sidewalks or shoulders for pedestrian and bicycle activity.



- **Eaglecrest Drive** is a two-lane local road that runs east-west within the study area and provides for the proposed site access west of the Eaglecrest Drive and Country Club Drive/Whitmee Road intersection. This section of the roadway is approximately 5.7m wide and currently has no sidewalks or shoulders for pedestrians / bicycles.
- **Fairways Drive** is a two-lane local road that runs east-west in the study area and provides for a secondary east-west local connection from the proposed site. This road is approximately 9.5m wide without any pedestrian or bicycle facilities.
- **Whitmee Road** is a private access road that extends north of Eaglecrest Drive.

All intersections in the study are stop controlled. The intersection of Eaglecrest Drive/Country Club Drive has a non-standard traffic control set up with three of four legs stop controlled. This placement of stop signs is unexpected for drivers and can cause driver confusion.



Figure 4: Existing Lane Configuration and Traffic Control



2.4 TRAFFIC VOLUMES

Existing traffic volumes were collected for the study area intersections on October 1, 2020 from 8am to 9am and 4pm to 5pm

- Island Highway and Country Club Drive/Village Way
- Country Club Drive and Fairways Drive
- Eaglecrest Drive and Country Club Drive/Whitmee Road

Figure 5 shows the existing AM and PM peak hour traffic volumes for the study area.



Figure 5: 2020 Peak Hour Traffic Volumes



2.5 TRAFFIC CONDITIONS

Weekday peak hour traffic conditions were modeled using Synchro (version 9). Due to the non-standard traffic control at the Eaglecrest Drive/Country Club Drive intersection, it was modeled as a Four Way Stop-Controlled intersection. This is not expected to create any significant difference to actual traffic conditions due to low volumes at this intersection. However, as the results indicate the intersection operates well as a four way stop. Measures of effectiveness (MOEs) were evaluated for level of service (LOS), 95th percentile queues, total delay, and volume-to-capacity ratios (v/c). A background on Synchro and LOS is provided in **Appendix A**. Results of the existing AM and PM peak hour traffic analysis are provided in **Table 1**.

TABLE 1: 2020 EXISTING TRAFFIC CONDITIONS

INTERSECTION / MOVEMENT			AM PEAK HOUR				PM PEAK HOUR			
			v/c Ratio	LOS	Delay (s)	Queue (m)*	v/c Ratio	LOS	Delay (s)	Queue (m)*
Island Highway and Country Club Drive/Village Way	EB	Left	0.01	A	8	5	0.02	A	8	5
	EB	Through/Right	0.00	A	0	0	0.00	A	0	0
	WB	Left	0.18	A	8	15	0.17	A	8	15
	WB	Through	0.00	A	0	0	0.00	A	0	0
	WB	Right	0.00	A	0	0	0.00	A	0	0
	NB	Left/Through	0.19	D	30	10	0.26	D	31	15
	NB	Right	0.34	B	12	25	0.25	B	11	25
	SB	Left	0.15	E	45	5	0.16	E	48	5
	SB	Through	0.21	D	27	15	0.10	D	26	10
	SB	Right	0.01	A	9	0	0.04	A	10	0
Country Club Drive and Fairways Drive	WB	Left/Right	0.03	A	9	10	0.01	A	9	5
	NB	Through/Right	0.00	A	0	0	0.00	A	0	0
	SB	Left/Through	0.00	A	0	0	0.00	A	7	0
Eaglecrest Dr and Country Club Dr/Whitmee Rd	EB	Left/Through/Right	0.00	A	7	5	0.01	A	7	10
	WB	Left/Through/Right	0.02	A	7	10	0.03	A	8	10
	NB	Left/Through/Right	0.07	A	7	15	0.08	A	7	15
	SB	Left/Through/Right	0.04	A	7	10	0.05	A	7	15

*Note: Queue lengths based on 95th percentile SimTraffic results to nearest 5m

The southbound left turn movement at the Island Highway / Country Club Drive / Village Way intersection is currently operating at LOS E during both AM and PM peak hours under existing conditions. A change in traffic control, to a roundabout, would improve these conditions.

All other movements at the Island Highway / Country Club Drive / Village Way intersection and other two intersections are currently operating under acceptable conditions. It is recommended that the current non-standard 3-way stop control arrangement at the Eaglecrest Drive/Country



Club Drive intersection be converted into a standard 2-way stop controlled (on Eaglecrest Drive) or a 4-way stop controlled intersection to eliminate driver confusion.

3.0 BACKGROUND TRAFFIC CONDITIONS

Analysis of BC Ministry of Transportation & Infrastructure (MOTI) Island Highway traffic counts near the study area indicated a 4.2% per year increase in traffic volumes along the highway; however, this is a fairly high growth rate for an area that doesn't have significant growth / changes in land use. A growth rate of 2% is more typical along major corridors on Vancouver Island. To be conservative a slightly higher rate of 2.3% growth was utilized.

3.1 2022 BACKGROUND TRAFFIC CONDITIONS

Figure 6 shows the Opening Day peak hour AM and PM background traffic volumes in the study area intersections based on the 2.3% per year growth rate (for 2 years).



Figure 6: 2022 Background Traffic Volumes



The expected 2022 background traffic conditions are summarized in **Table 2**.

TABLE 2: 2022 BACKGROUND TRAFFIC CONDITIONS

INTERSECTION / MOVEMENT			AM PEAK HOUR				PM PEAK HOUR			
			v/c Ratio	LOS	Delay (s)	Queue (m)*	v/c Ratio	LOS	Delay (s)	Queue (m)*
Island Highway and Country Club Drive/Village Way	EB	Left	0.01	A	8	5	0.02	A	8	5
	EB	Through/Right	0.00	A	0	0	0.00	A	0	0
	WB	Left	0.19	A	9	15	0.18	A	8	15
	WB	Through	0.00	A	0	0	0.00	A	0	0
	WB	Right	0.00	A	0	0	0.00	A	0	0
	NB	Left/Through	0.22	D	34	10	0.29	D	34	15
	NB	Right	0.36	B	12	25	0.26	B	11	25
	SB	Left	0.17	F	52	5	0.20	F	57	10
	SB	Through	0.23	D	29	15	0.12	D	28	10
	SB	Right	0.01	A	9	0	0.05	B	10	0
Country Club Drive and Fairways Drive	WB	Left/Right	0.03	A	9	10	0.01	A	9	5
	NB	Through/Right	0.00	A	0	0	0.00	A	0	0
	SB	Left/Through	0.00	A	0	0	0.00	A	7	0
Eaglecrest Dr and Country Club Dr/Whitmee Rd	EB	Left/Through/Right	0.00	A	7	0	0.01	A	7	10
	WB	Left/Through/Right	0.02	A	7	10	0.03	A	8	10
	NB	Left/Through/Right	0.07	A	7	15	0.08	A	7	15
	SB	Left/Through/Right	0.04	A	7	10	0.06	A	7	15

*Note: Queue lengths based on 95th percentile SimTraffic results to nearest 5m

Delays for the southbound left turn movement at the Island Highway/ Country Club Drive/Village Way intersection increase due to background traffic growth and operate at LOS F for both AM and PM peak hours in 2022. The implementation of the planned roundabout at this location will improve traffic operations for the southbound movements.

All other intersections are expected to operate under acceptable conditions.

3.2 2032 BACKGROUND TRAFFIC CONDITIONS

Figure 7 illustrates the peak hour AM and PM background traffic volumes in the study area intersections for Opening Year + 10 years in 2032 based on the 2.3% per year growth rate (for 12 years).



Figure 8: 2032 Background Traffic Volumes



The results of the 2032 background traffic analysis are summarized in **Table 3**.

TABLE 3: 2032 BACKGROUND TRAFFIC CONDITIONS

INTERSECTION / MOVEMENT			AM PEAK HOUR				PM PEAK HOUR			
			v/c Ratio	LOS	Delay (s)	Queue (m)*	v/c Ratio	LOS	Delay (s)	Queue (m)*
Island Highway and Country Club Drive/Village Way	EB	Left	0.02	A	8	5	0.03	A	8	10
	EB	Through/Right	0.00	A	0	0	0.00	A	0	0
	WB	Left	0.26	A	9	20	0.24	A	9	20
	WB	Through	0.00	A	0	0	0.00	A	0	0
	WB	Right	0.00	A	0	0	0.00	A	0	0
	NB	Left/Through	0.51	F	86	10	0.62	F	83	15
	NB	Right	0.49	C	15	25	0.36	B	13	25
	SB	Left	0.54	F	168	5	0.62	F	217	5
	SB	Through	0.46	F	56	15	0.23	E	46	10
	SB	Right	0.02	A	10	0	0.06	B	11	0
Country Club Drive and Fairways Drive	WB	Left/Right	0.04	A	9	10	0.01	A	10	10
	NB	Through/Right	0.00	A	0	0	0.00	A	0	0
	SB	Left/Through	0.00	A	0	0	0.00	A	7	0
Eaglecrest Dr and Country Club Dr/Whitmee Rd	EB	Left/Through/Right	0.01	A	7	0	0.02	A	7	5
	WB	Left/Through/Right	0.03	A	8	10	0.04	A	8	10
	NB	Left/Through/Right	0.09	A	7	15	0.10	A	7	15
	SB	Left/Through/Right	0.05	A	7	10	0.07	A	7	15

In 2032, delays at the southbound left turn movement at the Island Highway/ Country Club Drive/Village Way intersection will continue to operate at LOS F for both AM and PM peak hours due to background traffic growth. The southbound through movement will drop to a LOS E/F in the AM/PM peak hours as well as the left turn/through movement will drop to a LOS F for both AM and PM peak hours. As this intersection is planned for an upgrade in traffic control to a roundabout. Review of the 2017 traffic volumes found that traffic volumes at the roundabout can increase by 50% without any impact to the operation of the roundabout. The 2032 background volumes are less than 50% higher than 2017 and therefore the roundabout will operate well in the long term.

The other two intersections are expected to operate under acceptable conditions in the long term.



4.0 PROPOSED DEVELOPMENT

4.1 LAND USE & SITE ACCESS

The proposed development is 4 detached single-family lots, 10 single-family units with secondary suites and 2 duplexes (four units). The site access is proposed to be located on Eaglecrest Drive, west of the Eaglecrest Drive/ Country Club Drive/Whitmee Road intersection.

4.2 TRIP GENERATION

Site generated vehicle trips for the proposed development were estimated from the Institute of Transportation Engineers' (ITE) *Trip Generation Manual* (10th Edition). **Table 4** summarizes the total vehicle trips due to the development of each of the proposed building types. The proposed development is expected to generate 17 trips (4 inbound / 13 outbound) during the AM peak hour and 22 trips (14 inbound / 8 outbound) during the PM peak hour.

TABLE 4: PEAK HOUR SITE TRIP GENERATION

Building Type	Units	TRIPS (AM)			TRIPS (PM)			Comments
		TOTAL	IN	OUT	TOTAL	IN	OUT	
Duplex	4	2	0	1	2	1	1	10th Edition ITE 220
Single Family Lot	4	3	1	2	4	2	1	10th Edition ITE 210
Single Family Lot w/ secondary suites (attached or detached)	10	12	3	9	16	10	6	10th Edition ITE 210 + 220
TOTAL*	18	17	4	13	22	14	8	

* Summation in table may vary due to rounding effects

4.3 TRIP ASSIGNMENT

The trip distribution pattern for the proposed development was based on the existing traffic patterns and the key origins and destinations in the area. **Figure 8** illustrates the trip assignment of the development trips.



Figure 8: Site Generated Traffic Volumes

5.0 POST DEVELOPMENT TRAFFIC CONDITIONS

Post development traffic conditions were analyzed by adding the site generated traffic volumes with the background traffic volumes.

5.1 2022 POST DEVELOPMENT TRAFFIC CONDITIONS

Figure 9 shows the 2022 Opening Day post development AM and PM peak hour traffic volumes.



Figure 9: 2022 Post Development Traffic Volumes

Results of the 2022 Opening Day post development peak hour traffic analysis are provided in Table 5.



TABLE 5: 2022 POST DEVELOPMENT TRAFFIC CONDITIONS

INTERSECTION / MOVEMENT			AM PEAK HOUR				PM PEAK HOUR			
			v/c Ratio	LOS	Delay (s)	Queue (m)*	v/c Ratio	LOS	Delay (s)	Queue (m)*
Island Highway and Country Club Drive/Village Way	EB	Left	0.01	A	8	5	0.03	A	8	5
	EB	Through/Right	0.00	A	0	0	0.00	A	0	0
	WB	Left	0.19	A	9	10	0.18	A	8	15
	WB	Through	0.00	A	0	0	0.00	A	0	0
	WB	Right	0.00	A	0	0	0.00	A	0	0
	NB	Left/Through	0.25	E	37	10	0.34	E	37	15
	NB	Right	0.36	B	12	25	0.26	B	11	25
	SB	Left	0.24	F	56	5	0.25	F	64	5
	SB	Through	0.31	D	32	15	0.14	D	29	10
	SB	Right	0.02	A	9	0	0.05	B	10	0
Country Club Drive and Fairways Drive	WB	Left/Right	0.03	A	9	10	0.01	A	10	5
	NB	Through/Right	0.00	A	0	0	0.00	A	0	0
	SB	Left/Through	0.00	A	0	0	0.00	A	7	0
Eaglecrest Dr and Country Club Dr/Whitmee Rd	EB	Left/Through/Right	0.03	A	7	10	0.03	A	7	10
	WB	Left/Through/Right	0.02	A	8	10	0.03	A	8	10
	NB	Left/Through/Right	0.08	A	7	15	0.12	A	7	15
	SB	Left/Through/Right	0.04	A	7	10	0.06	A	7	10

The proposed site development is expected to have a minimal impact on the surrounding road network. An additional 3 seconds of delay is expected at the northbound left/through movement at the Island Highway/ Country Club Drive/Village Way intersection due to site generated traffic which causes the movement to drop to a LOS E in the AM and PM peak hour periods. The addition of such a small amount of delay, but a drop in LOS indicates that the northbound left/through movement was close to a LOS without the addition of the small amount (1-5 vph) of additional traffic. The southbound left turn movement will continue at a LOS F in the peak hours with minimal additional delay.

All other intersections continue to operate at acceptable conditions.

5.2 2032 POST DEVELOPMENT TRAFFIC CONDITIONS

Figure 10 shows 2032 Opening Day + 10 years post development AM and PM peak hour traffic volumes.



Figure 10: 2032 Post Development Traffic Volumes

The results of the 2032 Opening Day + 10 years post development peak hour traffic analysis are summarized in **Table 6**.



TABLE 6: 2032 POST DEVELOPMENT TRAFFIC CONDITIONS

INTERSECTION / MOVEMENT			AM PEAK HOUR				PM PEAK HOUR			
			v/c Ratio	LOS	Delay (s)	Queue (m)*	v/c Ratio	LOS	Delay (s)	Queue (m)*
Island Highway and Country Club Drive/Village Way	EB	Left	0.02	A	8	5	0.04	A	8	10
	EB	Through/Right	0.00	A	0	0	0.00	A	0	0
	WB	Left	0.26	A	9	20	0.24	A	9	20
	WB	Through	0.00	A	0	0	0.00	A	0	0
	WB	Right	0.00	A	0	0	0.00	A	0	0
	NB	Left/Through	0.60	F	110	15	0.71	F	99	15
	NB	Right	0.49	C	15	25	0.36	B	13	25
	SB	Left	0.63	F	189	5	0.82	F	300	10
	SB	Through	0.58	F	68	15	0.28	E	50	15
	SB	Right	0.03	A	10	0	0.07	B	11	0
Country Club Drive and Fairways Drive	WB	Left/Right	0.04	A	10	10	0.02	A	10	10
	NB	Through/Right	0.00	A	0	0	0.00	A	0	0
	SB	Left/Through	0.00	A	0	0	0.00	A	8	0
Eaglecrest Dr and Country Club Dr/Whitmee Rd	EB	Left/Through/Right	0.03	A	7	10	0.04	A	7	10
	WB	Left/Through/Right	0.03	A	8	10	0.04	A	8	10
	NB	Left/Through/Right	0.10	A	7	15	0.13	A	7	15
	SB	Left/Through/Right	0.05	A	7	10	0.07	A	8	15

The proposed site development is expected to generate minimal impact to the traffic operations at the three intersections. Additional delays due to site generated traffic are expected at the Island Highway/ Country Club Drive/Village Way intersection; however, the LOS is expected to remain the same under post development traffic conditions as under the future background traffic conditions. As this intersection is planned for an upgrade in traffic control to a roundabout, the change in traffic control will improve conditions. The addition of the development traffic, with a roundabout, will operate at acceptable conditions.

The other two intersections will continue to operate at a LOS A for all movements.

6.0 GEOMETRICS

6.1 ACCESS SPACING

The site access is proposed to be located on Eaglecrest Drive, west of Cottage Drive. Transportation Association of Canada (TAC) Geometric Design Guide for Canadian Roads recommends a minimum spacing of 11.0m between an access and an adjacent minor intersection. The proposed site property line is located 26.5m from Cottage Drive intersection. Therefore, an intersection located along the development frontage would exceed the minimum spacing.



Figure 12: Proposed Site Access

7.0 SUSTAINABLE TRANSPORTATION MODES

7.1 PEDESTRIAN & CYCLING NETWORK

Currently, no pedestrian or cycling facilities are provided on the local roads (Eaglecrest Drive, Country Club Drive, Fairways Drive) of the study area. However, Island Highway has shoulders on both sides of the road designated as shoulder bikeways in the 2017 Age-Friendly Transportation Plan.

In 2019, the Town of Qualicum Beach added an active transportation improvement project along Village Way which will connect the south leg of the Island Highway/Country Club Drive/Village Way intersection of the study area towards the Qualicum Beach Town Centre.



No improvements to the pedestrian / cycling facilities are required due to the proposed development.

7.2 TRANSIT

There are two bus routes operating within the study area; however the closest bus stops are 650 to 1000m from the development and would not be considered to be conveniently walkable which is typically within a 5 minute or 400m distance from a site. The two transit routes are:

- **Route 91 Intercity** – This route connects Qualicum Beach downtown with Woodgrove Centre in Nanaimo. The route travels along Island Highway and then turns on/off Village Way and provides hourly service on weekdays and weekends. The nearest transit stop is located on the east leg of the Island Highway and Country Club Drive/Village Way intersection, at 1km walking distance from the proposed development.
- **Route 97 Eaglecrest** – This route is a loop within Qualicum Beach and travels along Royal Dornoch and turns left onto Country Club Drive and then north onto Island Highway. This route provides hourly service on weekdays and Saturdays. The nearest transit stop is located on Country Club Drive at Fairways Drive, approximately 650m walking distance from the proposed development.

8.0 CONCLUSIONS

The southbound movement at the Island Highway and Country Club Drive/Village Way intersection is already operating at LOS E for both AM and PM peak hours. The implementation of the planned roundabout at this intersection will improve existing conditions as well as additional poor movements that will occur if traffic continues to grow over the next 12 years.

The proposed development will generate less than 22 trips per hour during either peak hour, or approximately one vehicle every 3 minutes. The addition of this traffic has minimal impact to the surrounding road network in the short and long term horizon years. Without the roundabout at Island Highway / Country Club Drive/Village Way the northbound and southbound movements will experience poor operations, mainly due to the background traffic. The addition of the development traffic does not require any changes to the planned roundabout.

The current non-standard 3-way stop control arrangement at the Eaglecrest Drive/Country Club Drive intersection should be converted into a standard 2-way stop controlled or a 4-way stop controlled intersection to eliminate driver confusion.



No changes to the existing bicycle, pedestrian or transit facilities are required due to this development.

9.0 RECOMMENDATIONS

The developer is recommended to:

- Install a stop sign on the site access with free flow on Eaglecrest Drive.
- Add a fourth stop sign on the Country Club Drive leg of the Eaglecrest Drive/Country Club Drive intersection.



APPENDIX A: SYNCHRO BACKGROUND INFORMATION



SYNCHRO MODELLING SOFTWARE DESCRIPTION

The traffic analysis was completed using Synchro and SimTraffic traffic modeling software. Results were measured in delay, level of service (LOS) and 95th percentile queue length. Synchro is based on the Highway Capacity Manual (HCM) methodology. SimTraffic integrates established driver behaviors and characteristics to simulate actual conditions by randomly “seeding” or positioning vehicles travelling throughout the network. The simulation is run five times (five different random seedings of vehicle types, behaviors and arrivals) to obtain statistical significance of the results.

Levels of Service

Traffic operations are typically described in terms of levels of service, which rates the amount of delay per vehicle for each movement and the entire intersection. Levels of service range from LOS A (representing best operations) to LOS E/F (LOS E being poor operations and LOS F being unpredictable/disruptive operations). LOS E/F are generally unacceptable levels of service under normal everyday conditions.

The hierarchy of criteria for grading an intersection or movement not only includes delay times, but also takes into account traffic control type (stop signs or traffic signal). For example, if a vehicle is delayed for 19 seconds at an unsignalized intersection, it is considered to have an average operation, and would therefore be graded as an LOS C. However, at a signalized intersection, a 19 second delay would be considered a good operation and therefore it would be given an LOS B. The table below indicates the range of delay for LOS for signalized and unsignalized intersections.

Table A1: LOS Criteria, by Intersection Traffic Control

Level of Service	Unsignalized Intersection Average Vehicle Delay (sec/veh)	Signalized Intersection Average Vehicle Delay (sec/veh)
A	Less than 10	Less than 10
B	10 to 15	11 to 20
C	15 to 25	20 to 35
D	25 to 35	35 to 55
E	35 to 50	55 to 80
F	More than 50	More than 80

TOWN OF QUALICUM BEACH
BYLAW NO. 580.112
A BYLAW TO AMEND THE TOWN OF QUALICUM BEACH
LAND USE AND SUBDIVISION BYLAW NO. 580, 1999

WHEREAS the Council may, under Section 479 of the *Local Government Act*, divide the municipality into zones, regulate within a zone the use of land, buildings and structures, the density of use of land, buildings and structures, and the siting, size and dimensions of buildings and structures and may, under Section 482 of the *Local Government Act*, establish different density regulations for a zone depending on whether conditions relating to the provision of amenities or affordable or special needs housing are met, and may designate an area within a zone for particular types of housing, and WHEREAS the owner of the land described in this Bylaw has consented to the designations set out in the Bylaw;

The Council of the Town of Qualicum Beach, in open meeting lawfully assembled, hereby enacts as follows: "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999" is hereby amended as follows:

1. "Schedule 6A – Zoning Map" is hereby amended by changing the zoning designation of 2.59 ha of Lot 1, District Lot 122, Nanoose District, Plan EPP63001 (850 Eaglecrest Drive/2075 Island Highway W) from Residential 1 (R1) to Residential 12 (R12) as shown outlined in a heavy black line on Schedule 'B' which is attached to, and forms part of, this Bylaw.
2. "Schedule 7A – Subdivision District Map" is hereby amended by changing the designation of 2.59 ha of Lot 1, District Lot 122, Nanoose District, Plan EPP63001 (850 Eaglecrest Drive/2075 Island Highway W) from Subdivision District 'B' to Subdivision District 'D' as labeled "Common Property" and outlined in a heavy black line on Schedule 'A' (Strata Plan EPS3688) which is attached to, and forms part of, this Bylaw.
3. This bylaw may be cited as "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 580.112, 2019."

INTRODUCED FOR FIRST READING this 16th day of December, 2019.

READ A SECOND TIME this 13th day of January, 2021.

Notice published pursuant to Section 466 of the *Local Government Act* on the 27th day of January, 2021 and the 3rd day of February, 2021.

PUBLIC HEARING held on the 10th day of February, 2021.

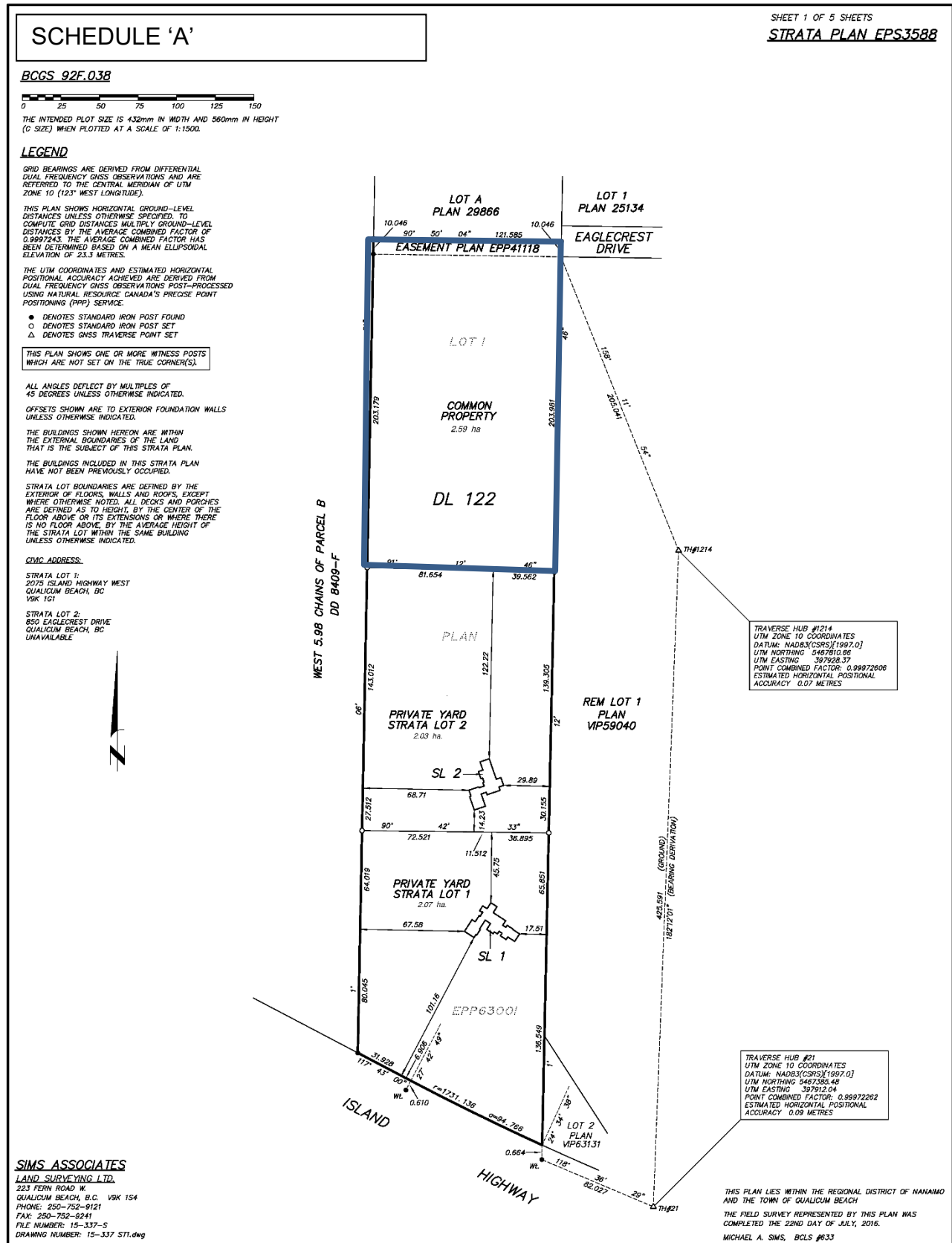
READ A THIRD TIME this day of, 2021.

ADOPTED this day of, 2021.

Mayor

Corporate Administrator

"Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment 850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 580.112, 2019



**TOWN OF QUALICUM BEACH
BYLAW NO. 800.03**

**A BYLAW TO AMEND TOWN OF QUALICUM BEACH
OFFICIAL COMMUNITY PLAN BYLAW NO. 800, 2018**

The Council of the Town of Qualicum Beach, in open meeting lawfully assembled, hereby enacts as follows:

“Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018” is hereby amended as follows:

1. Map ‘Schedule 2.1 Land Use’ is hereby amended by changing the designation of 2.59 ha of Lot 1, District Lot 122, Nanoose District, Plan EPP63001 (850 Eaglecrest Drive/2075 Island Highway W) from ‘Estate Residential’ to ‘Single-family Residential’ as labeled “Common Property” and outlined in a heavy black line on Schedule ‘A’ (Strata Plan EPS3688), which is attached to, and forms part of, this Bylaw.
2. Map ‘Schedule 2.1 Land Use’ is hereby amended by including 2.59 ha of Lot 1, District Lot 122, Nanoose District, Plan EPP63001 (850 Eaglecrest Drive/2075 Island Highway W) within the Urban Containment Boundary, as labeled “Common Property” and outlined in a heavy black line on Schedule ‘A’ (Strata Plan EPS3688), which is attached to, and forms part of, this Bylaw.
3. Section 2.2.6 Rural, Policy #7: “In order to promote and encourage the retention of large rural holdings, the Town shall not support the subdivision of land designated by the Regional Growth Strategy as Resource Lands and Open Space and Rural Residential, into parcel sizes that are smaller than specified by the applicable OCP that was in place for those lands at the time of adoption of the Regional Growth Strategy on June 10, 2003 (i.e. 2 ha minimum, OCP Bylaw No. 575).” is hereby removed.
4. Map ‘Schedule 2.8 Active Transportation’ is hereby amended by adding a multi-use path linking the Hollywood Road right of way to Country Club Drive, as labeled “Multi-use Path Designation” on Schedule ‘B’, which is attached to, and forms part of, this Bylaw.
5. This bylaw may be cited as "Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 800.03, 2019".

READ A FIRST TIME this 16th day of December, 2019.

READ A SECOND TIME this 13th day of January, 2021.

Notice published pursuant to Section 466 of the *Local Government Act* on this 27th day of January, 2021 and this 3rd day of February, 2021.

PUBLIC HEARING held on this 10th day of February, 2021.

READ A THIRD TIME this day of, 2021.

ADOPTED this day of, 2021.

Brian Wiese, Mayor

Heather Svensen, Corporate Administrator

Town of Qualicum Beach
M E M O R A N D U M

TO: Luke Sales, Director of Planning

FOR: Council Meeting, February 24, 2021

FROM: Rebecca Augustyn, Planner

SUBJECT: Zoning Amendment: 431 College Road

RECOMMENDATION

1. THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Residential 15 Zone (R15) - 431 College Road) Bylaw No. 580.122, 2020" be read a third time as amended.
2. THAT the bylaw entitled "Town of Qualicum Beach Housing Agreement (431 College Road) Bylaw No. 750, 2020" be read a third time.

PURPOSE

To consider a zoning amendment application that would permit a 42-unit multi-residential development.

BACKGROUND

The owner of 431 College Road has made a revised application to amend the existing zoning, Residential 15 (R15), for the subject property. The proposal has reduced the number of proposed multi-residential units from 62 to 58 for the subject property.

- Building A is proposed to have 14 units.
- The number of units in Building B has been reduced from 22 units to 19 units.
- The number of units in the Building D (Qualicum College) has been reduced from 10 units to nine units.
- The reduction in units from 62 to 58 requires six less off-street parking spaces. A variance to the parking is still required since the proposed development is four parking spaces short.

The applicant has outlined the following phasing timeline for the proposed development:

1. Demolition permit to be applied for in early February 2021;
2. Application proceeds through zoning amendment process;
3. If approved, pre-sale of Building A to commence, taking approximately 6-12 months;
4. Construction on Building A to commence once financing and presale targets have been met; and,
5. Building Permit for Building D (Qualicum College) will be pulled within two years of pulling Building Permit for Building A.

The development land has already been subdivided from the existing condominium building, although the two parcels share a common underground parkade. The proposal before Council does not change Building C, as it was constructed as part of the original College Heights proposal.

The subject property is currently zoned R15 and is designated as Multi-Family Residential in the Official Community Plan (OCP). The parcel size is approximately 7,580m². The existing R15 zone permits a maximum of 40 units if the following conditions are met:

- a) Make a contribution to the Town's Affordable Housing Reserve Account equal to \$2,000 per residential unit;
- b) Construct a beach access trail and stairs on the west side of the property;
- c) Restoration and retention of the 'Qualicum College' heritage building; and
- d) A registered professional architect and member of the Architectural Institute of British Columbia certifies that:
 - i) The design and construction of all buildings meets or exceeds the North Vancouver Adaptable Design Guidelines Level 2;
 - ii) All Buildings, with the exception of Building C as designated on the building plans for the Qualicum Heritage Inn Condominium Development prepared by Boni Maddison Architects dated November 1, 2010, achieve Built Green® certification.
- e) All required parking stalls are located in an underground parking structure.

The applicant has submitted a proposal that would require the R15 zone to be amended by increasing the maximum number of dwelling units and removing the original conditions. The developer is currently offering the following as an amenity:

- Qualicum College will be rebuilt as a replica of the heritage building;
- The Qualicum College (replica) will be designated as rental for a minimum of ten years. After ten years, if the residential rental vacancy rate rises above 3% for six months, the developer can request to be released from the rental obligation. This 3% vacancy condition is consistent with the Town's policy on residential strata conversions.



Figure 1: Subject Property

On October 7, 2020, Council adopted the following motions:

- THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Residential 15 Zone (R15) - 431 College Road) Bylaw No. 580.122, 2020" be introduced and read a first time.
- THAT the development application for 431 College Road be referred to the Advisory Planning Commission, with comment on the following specific elements:
 - o The proposal to replace the Qualicum College building with a building that is a replica from the perspective of College Road;
 - o The quantity of parking in relation to the total number of dwelling units; and
 - o The character of the new proposed buildings in relation to the old Qualicum College building or the existing 16-unit condominium
- THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be introduced and read a first time.
- THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be given second reading.
- THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be given third reading.
- THAT prior to adoption of "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" the owner must enter into a binding agreement with the Town to ensure that Building 'D' (Qualicum College replica) is constructed within 24 months of bylaw adoption.
- THAT, prior to adoption of "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Residential 15 Zone (R15) - 431 College Road) Bylaw No. 580.122, 2020", the owner enters into a housing agreement with the Town to ensure that all dwelling units in the former Qualicum College building remain as rental for a minimum of ten years, with a release of this obligation only after the residential rental vacancy rate rises above 3.0% for a minimum of six months.
- THAT the bylaw entitled "Town of Qualicum Beach Housing Agreement (431 College Road) Bylaw No. 750, 2020" be introduced and read a first time.

The application went before the Advisory Planning Commission (APC) on November 25, 2020. The APC adopted the following motions:

- THAT the Advisory Planning Commission supports the Residential 15 (R15) zoning amendment for 430 College Road;
- THAT the Advisory Planning Commission supports the overall design of the proposed development for 430 College Road and recommends:
 - (a) A parking variance be allowed if necessary;
 - (b) A height variance be allowed if necessary;
 - (c) The existing Qualicum College building be respectfully dismantled and, where possible, repurposing materials having historical or architectural value within the development;
 - (d) Building D to maintain the same footprint and massing of the existing Qualicum College building;
 - (e) Building D's front facade to replicate the design and architectural details of the existing Qualicum College building;
 - (f) A plaque commemorating the site's history be created for prominent display on or near Building D.

On December 9, 2020, Council adopted the following motions:

- THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Residential 15 Zone (R15) - 431 College Road) Bylaw No. 580.122, 2020” be read a second time.
- THAT the bylaw entitled “Town of Qualicum Beach Housing Agreement (431 College Road) Bylaw No. 750, 2020” be read a second time.
- THAT Council hold a Public Hearing on January 27, 2021 at 10:00am electronically via Zoom in regard to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (431 College Road) Bylaw 580.122, 2020”.

Minutes from the public hearing are in the February 24, 2021 Council agenda package.

The zoning amendment bylaw has been amended to reflect the revised application. The required site area per dwelling unit has been increased from 125m² to 130m². The maximum number of dwelling units has been reduced from 62 units to 58 units. The parcel coverage has also been revised from 40% to 42%. The parcel coverage in the bylaw had not previously been updated to reflect the application before Council. A revised site plan was not ready in time for the February 24, 2021 Council meeting; however, staff have been notified by the applicant that a site plan will be submitted prior to Council considering adoption of the bylaw and issuance of a Development Permit.

DISCUSSION

This development varies from existing approvals in several ways:

- The Qualicum College building will be replaced with a replica. The north side (water side) will vary from the original, with larger windows and decks.
- Public access and amenities are no longer proposed in the Qualicum College building. Instead, it is proposed to be a residential rental building.
- The proposed dwelling units are smaller, so a higher number of units are proposed in a similar building envelope.
- The higher number of units results in less parking per unit.
- The design of the proposed buildings A and B is more contemporary, with low pitched roofs.
- The measured height of buildings A and B is higher, primarily due to the reduction in natural grade, so a height variance is required.

Following is an overview of land use regulations and design guidelines relevant to the property.

LAND USE

Zoning: The proposed R15 zone permits one dwelling unit per 365m² of required site area. The property size is approximately 7, 580m², which would permit 20 dwelling units. To permit 58 units, the required site area per unit would be changed from 365m² to 130m².

Density: The property size is approximately 7, 580m². The proposed density (58 condominiums) is approximately 65 units/ha, which is higher than the 30 units/ha identified as the maximum density for Multi-Family Residential in the OCP.

Height: The proposed building height for the Qualicum College is 15m which is within the maximum permitted height. The building heights for Building A and Building B have been revised since the last review by Council. Building A has a proposed height of 12.7m, which is 0.5m higher than the maximum permitted height of 11.2m, and as such requires a variance of 0.5m. Building B has a proposed height of 12.4m, which is 1.2m higher than the maximum permitted height of 11.2m, and as such requires a variance of 1.2m. The increase in height is primarily due to the reduction in “natural grade” by the previous developer. Since the Town measures height from natural grade, lowering the grade increases the building height. Council may vary the height through the Development Permit.

Setbacks: The proposed setbacks are as follows: the front lot line setback is 16.0m, which meets the minimum front lot line setback of 16.0m; the exterior lot line setback is 6.0m, which meets the minimum exterior lot line setback of 6.0m; the rear lot line setback is 11.0m, which meets the minimum rear lot line setback of 11.0m.

Parcel Coverage: The proposed parcel coverage is 42%, which is higher than the existing maximum parcel coverage of 40%.

Parking: The proposal provides sixty off-street parking spaces, which is four parking spaces less than the required 64 parking spaces. Including the existing condominium building, the combined site would have met the parking requirement. However, in negotiation with the existing strata owners, the developer allocated extra parking to existing owners, leaving the new proposed development short. Council may vary the parking requirement through the Development Permit.

2018 Official Community Plan

The property is designated as Multi-Family Residential in the 2018 Official Community Plan (OCP). The Multi-Family Residential policies are as follows:

1. Residential density and land use *within* the “Village Neighbourhood” shall be in accordance with “Section 2.2.1 Village Neighbourhood”.
Staff Comment: n/a
2. Land *outside* the “Village Neighbourhood” that is designated as “Multi-family Residential” shall not exceed development densities of 30 dwellings/ha (with a possible density bonus up to 25%).
Staff Comment: The proposed density is 65 units/ha, which is significantly higher than the 30 dwelling units/ha permitted.
3. The Town shall discourage multi-family housing projects that seek to separate themselves from the surrounding community by containing the development within walled or fenced enclaves with centralized and/or controlled access points.
Staff Comment: The proposal does not separate itself from the surrounding community.
4. Rezoning applications for small-scale multi-residential uses will be considered within the “Mixed Residential 1 and Mixed Residential 2” areas of the “Village Neighbourhood” as illustrated on map ‘Schedule 2.2’, provided proposals are in accordance with “Development Permit Area M1 - Village Neighbourhood” design guidelines which form part of this Plan.

Staff Comment: n/a

5. The Town shall develop detailed design guidelines for “Development Permit Area M1 - Village Neighbourhood”.

Staff Comment: n/a

6. Rezoning applications that cluster existing densities may be considered outside the “Village Neighbourhood” in order to protect the natural environment, preserve rural resources, provide community amenities or support sustainability principles.

Staff Comment: The proposed development would provide rental units. Staff recommend that the rental units be registered through a housing agreement and only be released from that obligation if the rental vacancy rate increases significantly.

7. The Town shall explore opportunities to improve the energy efficiency of buildings through various methods including rezonings, regulatory bylaws, incentive programs and education.

Staff Comment: The proposal will no longer meet LEED Silver, instead, the proposed development will meet Step Code 2.

8. The Town shall utilize density bonusing to encourage amenities benefitting the community when parcels are rezoned to a higher value.

Staff Comment: The commitment to building residential rental for the Qualicum College building is considered to be a community amenity.

Development Permit Area C5 – College Road: The subject property is in the “C5 – College Road” Development Permit Area (DPA). If this development proceeds through the zoning amendment process, Council would consider issuance of a Development Permit in conjunction with adoption of the proposed zoning amendment bylaw. Following is a review of the C5 Development Permit Area Guidelines.

1. The character of the original building on site known as the ‘Qualicum College’ shall be preserved and maintained.

Staff Comment: The Qualicum College will be rebuilt as a replica of the heritage building. There are no proposed additions or changes to the front of the building. The rear of the building will see more substantive changes, such as larger windows and decks.

2. Proposed additions or change shall enhance the Tudor character of the existing building.

Staff Comment: The Qualicum College will be rebuilt as a replica of the heritage building. There are no proposed additions or changes to the front of the building. The rear of the building will see more substantive changes, such as larger windows and decks.

3. New structures shall also enhance the Tudor style of the existing building. The scale and location of such buildings shall be discreetly integrated on the site and shall not distract from, nor cause obstruction to, the original building.

Staff Comment: Building A and Building B do not enhance the Tudor style of the existing building. However, they also do not distract from, or diminish the character of the existing building.

With regard to the old Qualicum College building, the Town's Fire Chief has provided the following comments: "In regards to the current state of the College Heights development it is my assessment that the old College Inn structure, which currently is stripped to bare framing, poses a significant fire safety risk to adjacent exposed structures in it's current state. The structure has remained in a state of unprotected disrepair for the past many years and should a fire occur in the old structure the fire load is likely to cause a significant event which will impact adjacent structures already developed on the property and possibly some beyond the development property. I recommend the removal of the building as soon as possible."

If Council chooses to proceed with the proposed development, the Heritage Designation and a number of covenants relating to the previously approved development application will need to be removed from the title of the subject property. This would take place in conjunction with any new charges on the title, such as the housing agreement.

The Housing Agreement needs to be entered into between the applicant and the Town to ensure rental housing will be included in the Qualicum College Building as proposed. The application has proposed rental housing for 10 years but staff recommend that the rental housing be maintained for a minimum of ten years, or longer if the residential vacancy rate has not increased to above 3% by that time. The template housing agreement used by the Town also prohibits age-restrictions and regulates form and character. The draft Housing Agreement is attached to this memo.

It should be noted that the housing agreement bylaw has been prepared earlier so that it can be considered in conjunction with the zoning amendment.

Policy Summary:

Approving the proposed development could lead to the completion and cleanup of a development site that has been an eyesore for a decade. This is a high priority for Council, as noted in the strategic plan. However, approval of the development as proposed would require that Council compromises on previous Town direction, including the overall residential density on the site, parking requirements, the heritage designation, and green building standards. Staff anticipate strong opinions from the neighbourhood, both for and against the proposed development.

Strategic Plan Linkages

This project is identified as part of updated strategic initiatives approved by Council in 2020, specifically "College Heights project reconsideration. Staff will work with the proponents of this property to bring forward options for addressing the main college heights structure."

SUMMARY

While the application meets some OCP policies, such as providing a much-needed community benefit in the form of rental housing, the density is significantly higher than what is permitted by the OCP and the heritage building will be rebuilt as a replica. If Council wishes to proceed with the application, a Housing Agreement must be approved and the heritage designation removed. If approved, the public access covenant will also be removed from the title of Qualicum College property.

ALTERNATIVES

1. THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be denied;
2. THAT "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (431 College Road) Bylaw 580.122, 2020" be denied;
3. THAT Council requests the following changes to the zoning amendment application for 431 College Road: *[insert changes]*; or,
4. THAT Council provides alternative direction to staff.



R. Augustyn MCIP, RPP
Planner
Report Writer

Luke Sales, MCIP, RPP
Director of Planning
Concurrence

Daniel Sailland
CAO
Concurrence

Attachments:

[PLANS.431CollegeRoad.Feb242021.pdf](#)

[580.122 - 431 College Road \(R15\).docx](#)

[Bylaw 750 431 College Road - Housing Agreement.docx](#)

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agenda\memo.431CollegeRoad.Feb242021.docx

Monaco Holdings Inc
1037 252 Street
Langley, BC V4W 2S8
January 29, 2021

Luke Sales, Director of Planning & Community Development,

Town of Qualicum Beach
201-660 Primrose St
Qualicum Beach, BC V9K 1R7

Dear:

Luke Sales, Director of Planning & Community Development,
Councillor Robert Filmer,
Councillor Scott Harrison,
Councillor Teunis Westbroek,

This letter is to confirm the revised density and the proposed timeline of construction for the three phased development at Qualicum Heights, 431 College Road.

Reduction in Density from 46 units to 42:

- Monaco proposed to reduce the density from 46 to 42 units as follows:
 - Building B, the NE corner of the building has 3 units stacked on top of each other and will be eliminated. This will allow for a see-through corridor when looking North from College Road between buildings B and D. This will accommodate a view corridor for homeowners directly fronting Building B and D.
 - eliminating the 3 units in building B, will also help with the loading of the bank which is a concern to the property owners on Judges Row.
 - See Schedule A, Site Plan Revised
 - Building D will be reduced from 10 rentals to 9 rentals. The top floor will be amalgamated into one unit instead of two units. A rooftop patio will also be added to this unit.

Luke Sales, Director of Planning & Community Development,

January 29, 2021

Page 2

- By reducing the units to 42, this will reduce the parking variance requirements from 10 to 4, a reduction of 6 parking stall in total from the original proposal.
 - See Schedule B, Parking Calculations

Proposed Timeline of Construction

- Monaco Proposes that the phasing schedule be changed to the following:
 - Demo Permit to be pulled Early February for building D. and Demo starts on Building D.
 - 3 and 4th reading to occur for the remainder of the development.
 - Pre-sale to start after disclosure statement is created for Phase one, Building A, 14 units.
 - Presale to potentially take 6-12 months.
 - Construction on phase One Building A to begin once bank financing and presales targets are hit.
 - Change Completion of build D from two years to: pull a building permit for building D within 2 Years of pulling permit for building A.

Sincerely,



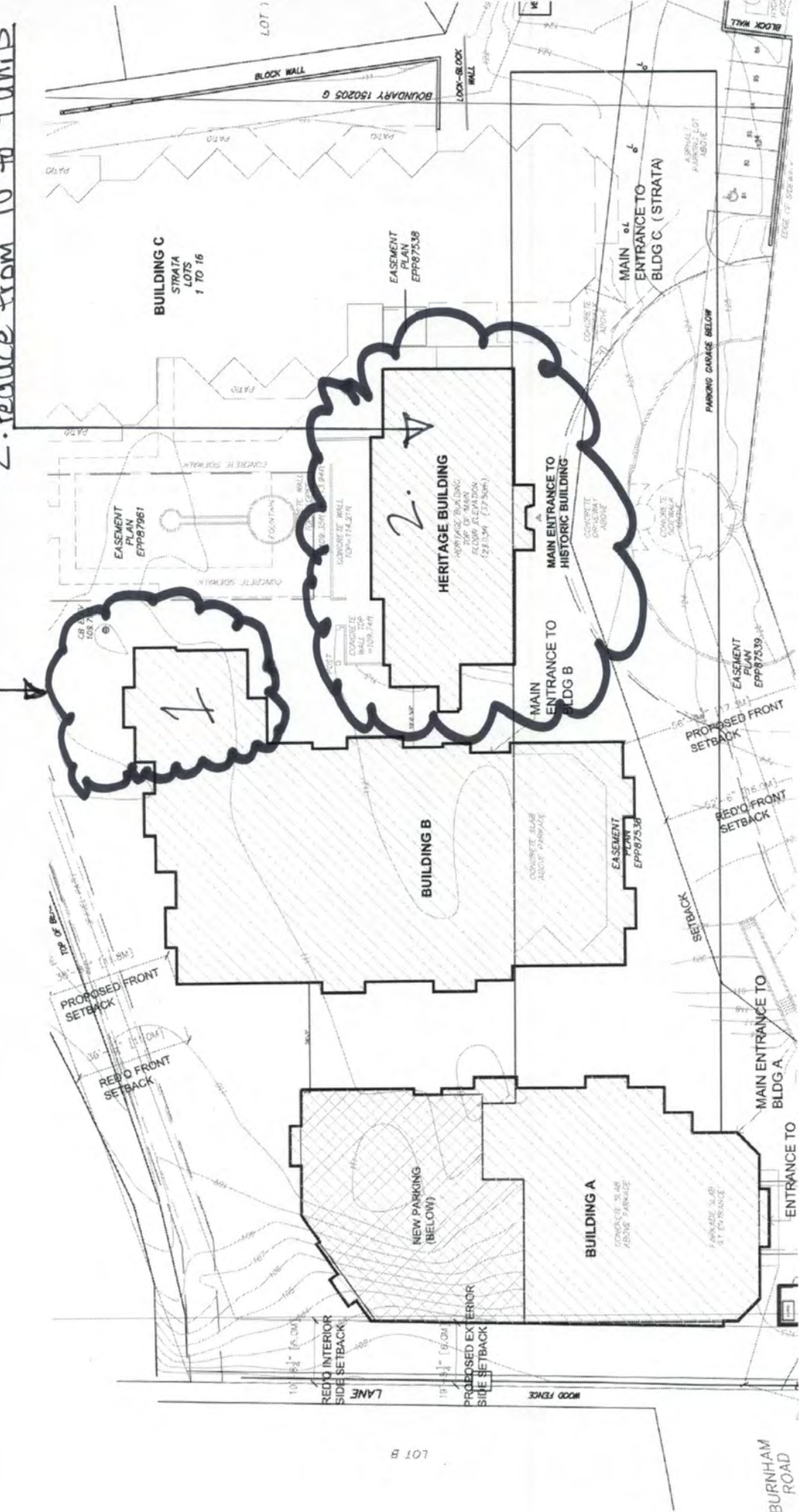
Paul Jahn
Monaco Holdings Inc

Enclosure

Schedule A and B.

1. remove these 3 stacking units

2. reduce from 10 to 9 units



3. parking variance Req. 4

SCHEDULE A: SITE PLAN REVISED

PARKING CALCULATIONS - QUALICUM HEIGHTS					
1BED	1.25				
2BED	1.5				
3BED	2				
BUILDING	1 BED	2BED	3BED	PARKING REQUIRED	REQ. FOR MONACO
A	0	14	0	21	21
B	0	19	0	28.5	28.5
C	0	14	2	25	
D	3	3	3	14.25	14.25
TOTALS	3	50	5		63.75
TOTAL UNITS IN THE WHOLE PROJECT			58		
TOTAL PARKING REQUIRED				88.75	
TOTAL STALL UNDERGROUND			80		
ABOVE GRADE PARKING BUILDING C			6		
ABOVE GRADE PARKING BUILDING A			6		
TOTAL PARKING AVAILABLE			92		
STALLS OWNED BY CAMBRIDGE MANOR				26	
STALLS OWNED BY CAMBRIDGE MANOR ABOVE GRADE				6	32
STALLS OWNED BY MONACO				54	
STALLS OWNED BY MONACO ABOVE GRADE				6	60
				92	
TOTAL STALL REQUIRED FOR MONACO				63.75	
TOTAL PARKING STALLS MONACO				60	
PARKING VARINACE REQUIRED				4	
MONACO PARKING PER UNIT (46 UNITS)					1.3

	6 VISITOR PARKING
	14 PARKING BUILDING A
	22 PARKING BUILDING B
	10 PARKING BUILDING D
	3 HANDICAP PARKING
	5 PARKING POOL FOR ADDITION PARKING STALL

SCHEDULE B: PARKING CALCULATIONS

PARKING ALLOCATION

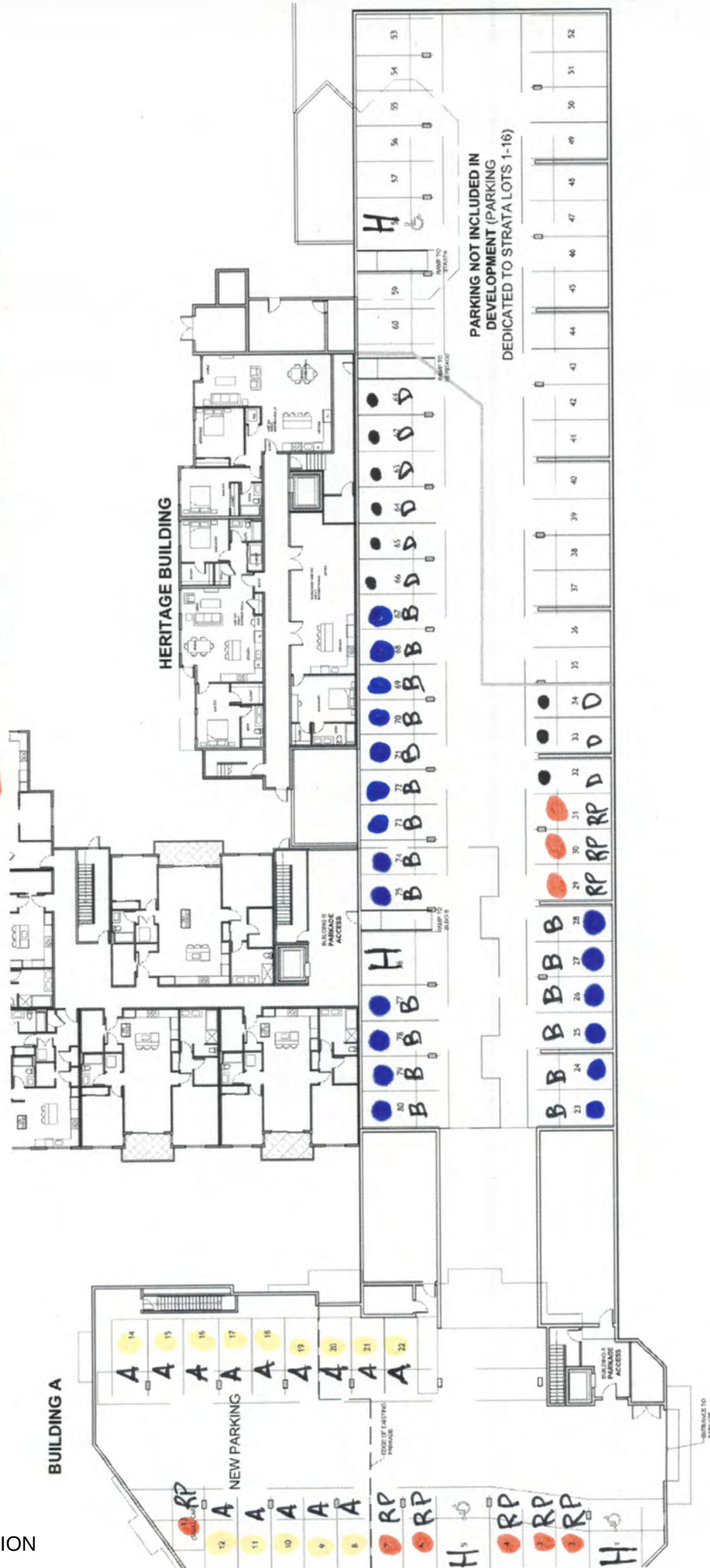
H 3 - Handicap Parking

19 - Building B Parking

14 - Building A Parking

● 9 - Buildings & Parking

9 - Rental Pool Parking - EXTRA



This architectural rendering depicts a proposed new building complex for the University of the Pacific. The image shows two distinct architectural styles integrated into a single campus plan. On the left, a modern multi-story building features a combination of light-colored horizontal siding, dark stone or brick accents, and large, dark-framed windows. A central entrance is highlighted by a small wooden canopy. To the right, a traditional Tudor-style building with a steep gabled roof and black timber framing is shown. This building has white plaster walls, multiple dormer windows, and a prominent central entrance with a wooden door. The buildings are surrounded by a landscaped area with green lawns, paved walkways, and various trees and shrubs. Several small human figures are placed throughout the scene to provide a sense of scale.

[illegible]

431 COLLEGE ROAD
QUALICUM BEACH, BC

CLIENT:
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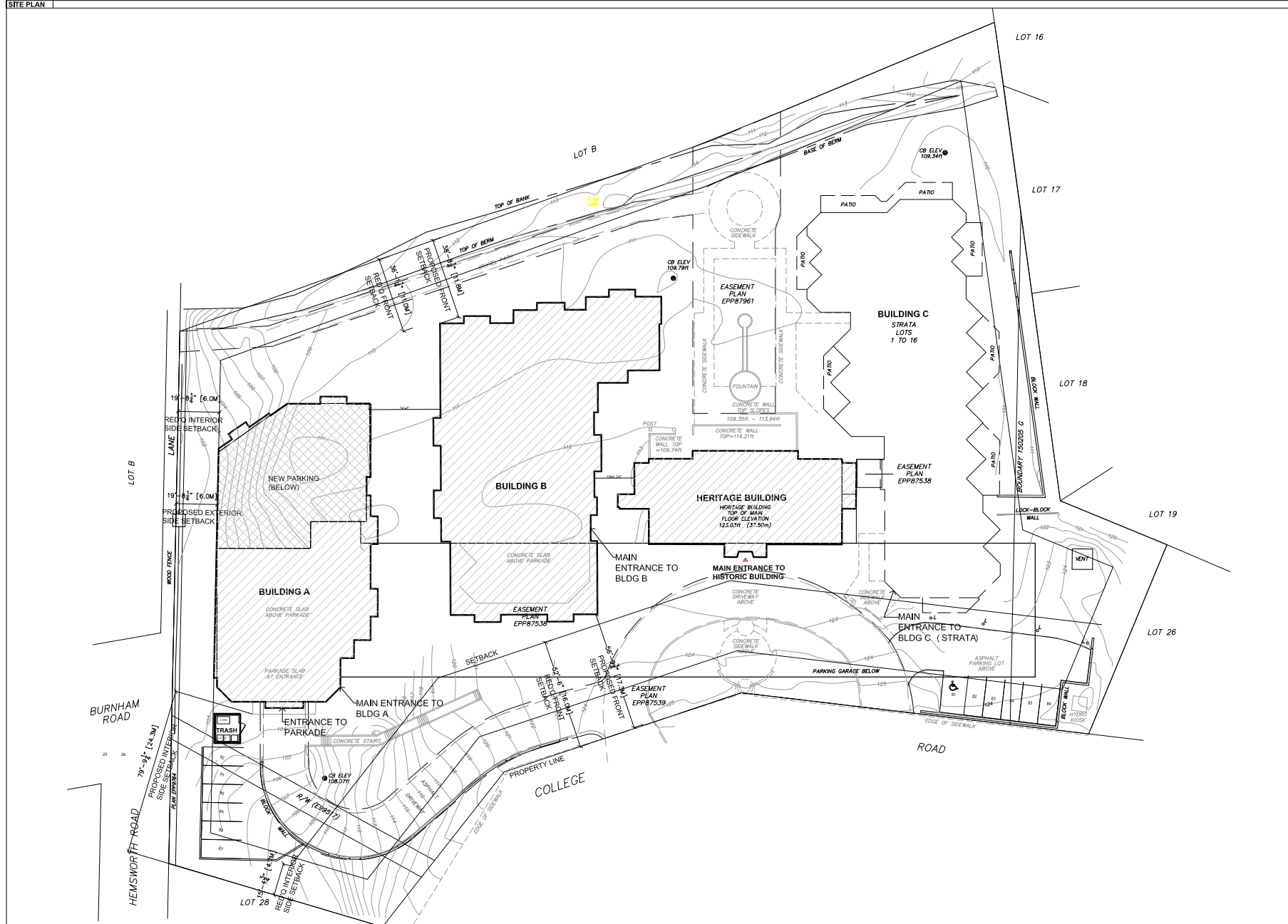
DRAWN BY:
JRT

SCALE:

DRAWING TITLE:
**GENERAL INFORMATION
SITE PLAN**

SHEET:

A0-1



PROJECT NAME:
**QUALICUM
HEIGHTS**

31 COLLEGE ROAD
QUALICUM BEACH, BC

AGENT:
MONACO HOLDINGS, INC.

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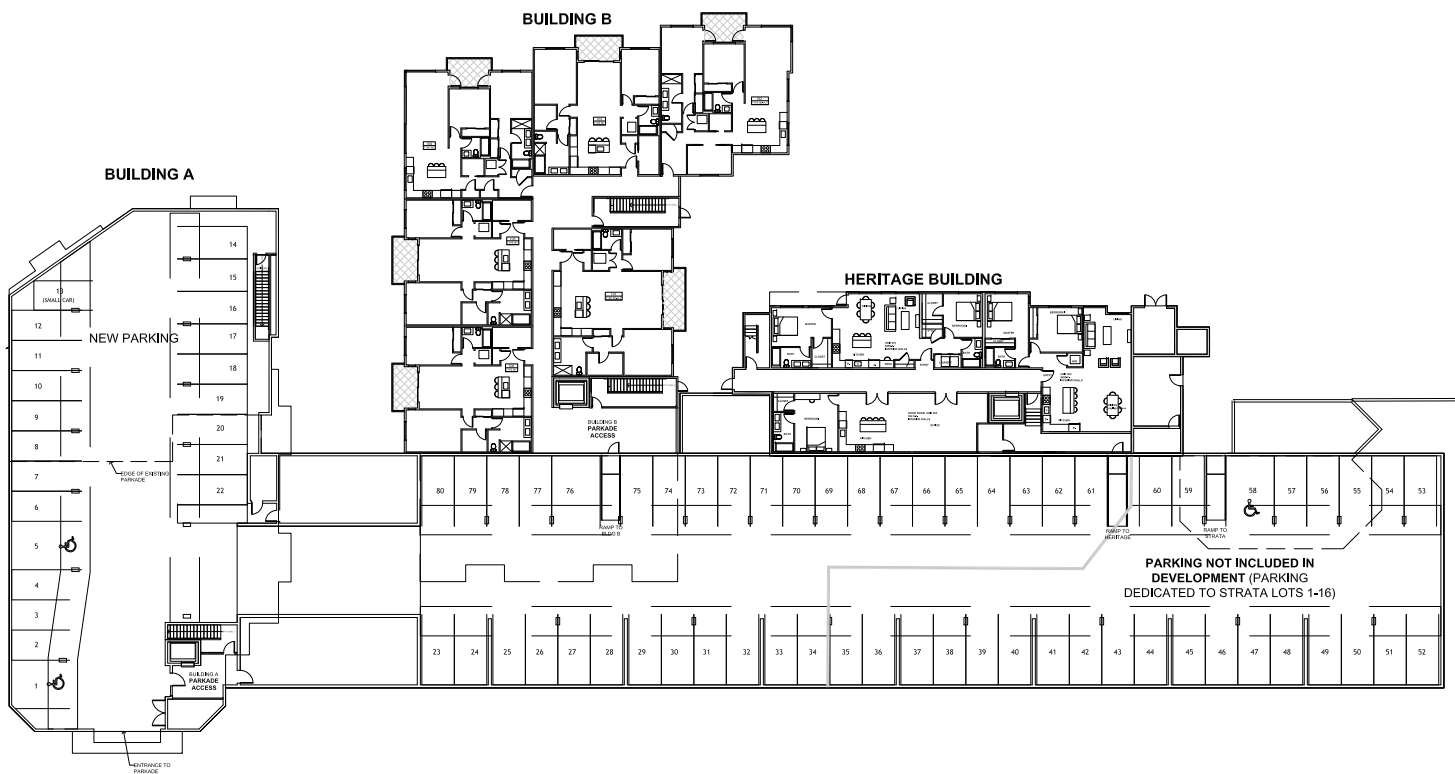
RAWIN BY:

SCALE:
20

DRAWING TITLE:
SITE PLAN

SHEET:

A0-2



431 COLLEGE ROAD
QUALICUM BEACH, BC
V1P 1B1

PROJECT NAME:
**QUALICUM
HEIGHTS**

ADDRESS:
431 COLLEGE ROAD
QUALICUM BEACH, BC

CLIENT:
MONACO HOLDINGS, INC.

THE CONSULTING ENGINEER HAS PREPARED THIS SITE PLAN AND THE PARKING PLAN FOR THE QUALICUM HEIGHTS DEVELOPMENT. THE CONSULTING ENGINEER HAS CONDUCTED A VISUAL ANALYSIS OF THE PROPOSED DEVELOPMENT AND HAS DETERMINED THAT THE PROPOSED DEVELOPMENT IS COMPATIBLE WITH THE SURROUNDING ENVIRONMENT. THE CONSULTING ENGINEER HAS ALSO CONDUCTED A VISUAL ANALYSIS OF THE PROPOSED DEVELOPMENT AND HAS DETERMINED THAT THE PROPOSED DEVELOPMENT IS COMPATIBLE WITH THE SURROUNDING ENVIRONMENT.

DATE:
SEPT 23, 2020

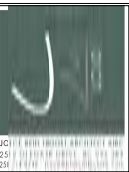
DRAWN BY:
JRT

SCALE:
1:20

DRAWING TITLE:
SITE PLAN

SHEET:

A0-3



PROJECT NAME:
QUALICUM HEIGHTS

ADDRESS:
431 COLLEGE ROAD
QUALICUM BEACH, BC

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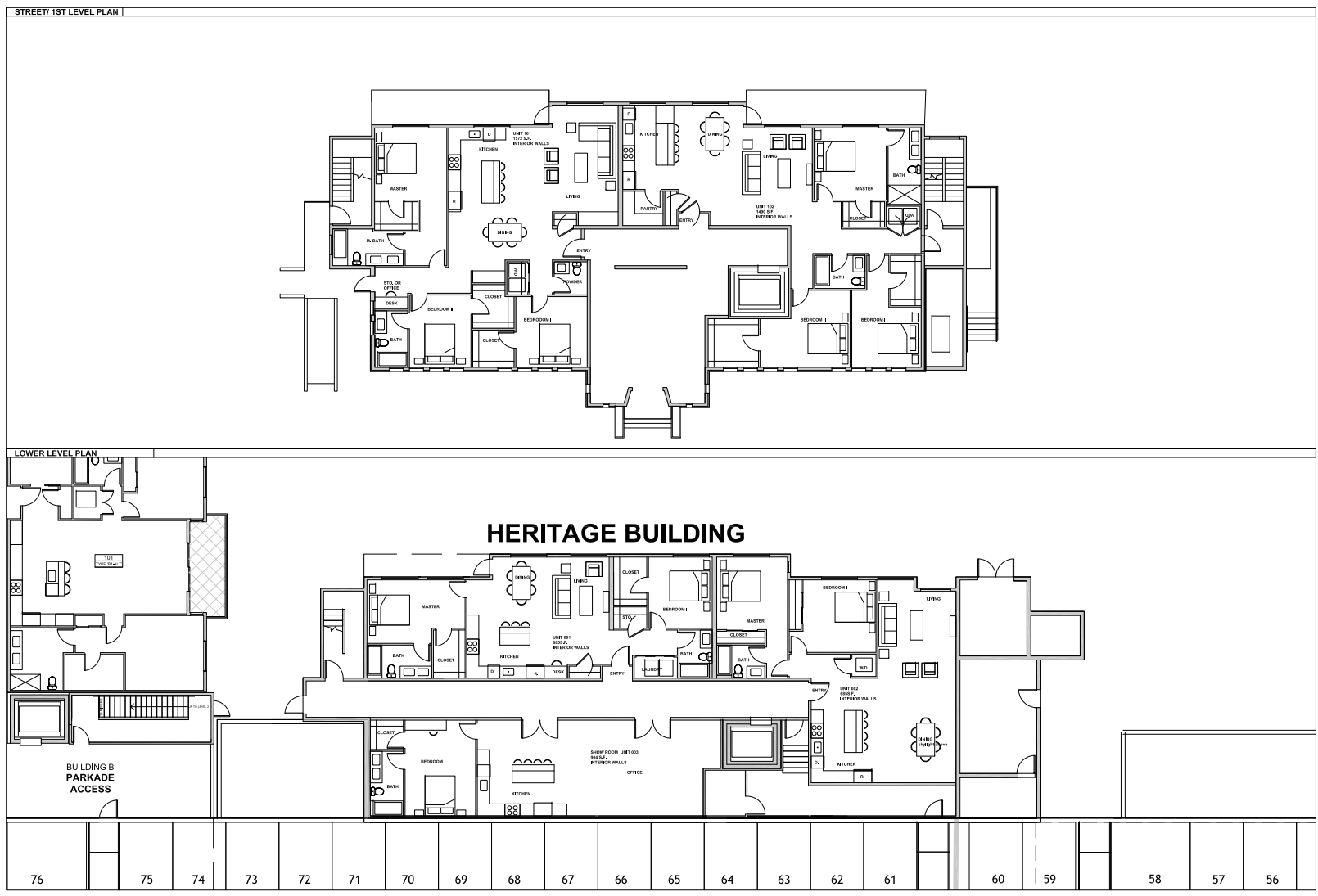
DATE:
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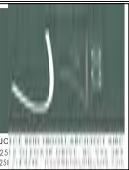
DRAWN BY:
JRT

SCALE:
1/8" = 1'

DRAWING TITLE:
**HISTORIC
BUILDING PLANS
LOWER LEVEL & 1ST LEVEL**

SHEET:
A1-1





JOYCE TROOST ARCHITECTURE
2511 COLLEGE ROAD, SUITE 100
QUALICUM BEACH, BC V9A 1G9

PROJECT NAME:
**QUALICUM
HEIGHTS**

ADDRESS:
431 COLLEGE ROAD
QUALICUM BEACH, BC

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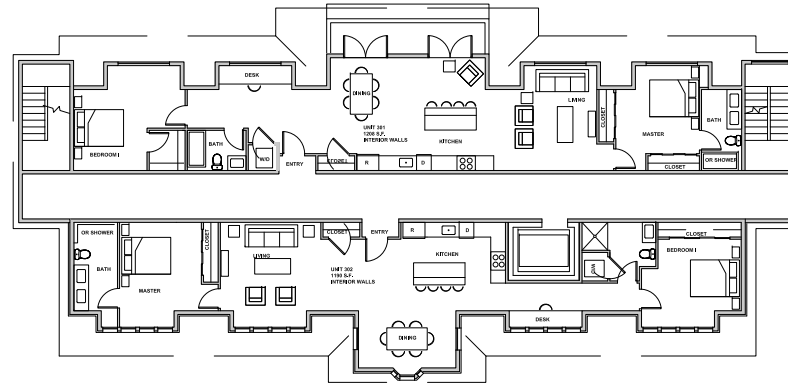
SCALE:
1/8" = 1'

DRAWING TITLE:
**HISTORIC
BUILDING PLANS
LEVEL 2 & 3**

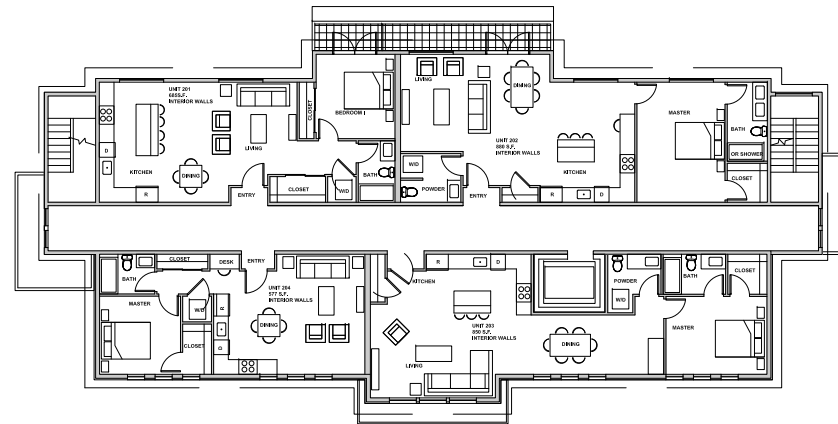
SHEET:

A1-2

3RD LEVEL PLAN



2ND LEVEL PLAN



LEVEL 1: PARKADE PLAN

13
(SMALL CAR)

12

11

10

9

8

7

6

5

4

3

2

1

NEW PARKING

EDGE OF EXISTING PARKADE

14

15

16

17

18

19

20

21

22

BUILDING A PARKADE ACCESS

ENTRANCE TO PARKADE

This floor plan illustrates the layout of Level 2 and 3. The plan is characterized by a central vertical corridor system. On the left side, there are several large, open-plan areas, likely offices or meeting spaces, interspersed with smaller rooms and restrooms. On the right side, the layout is more structured, featuring a series of smaller, rectangular rooms, possibly conference rooms or specialized offices, along with additional restrooms and storage areas. A prominent feature is the 'BUILDING A ENTRY' located at the bottom center, which serves as a major access point. The plan also includes various utility rooms, such as a kitchen area (indicated by a sink and stove icon) and a break room. The overall design emphasizes a central circulation core connecting different functional zones of the building.

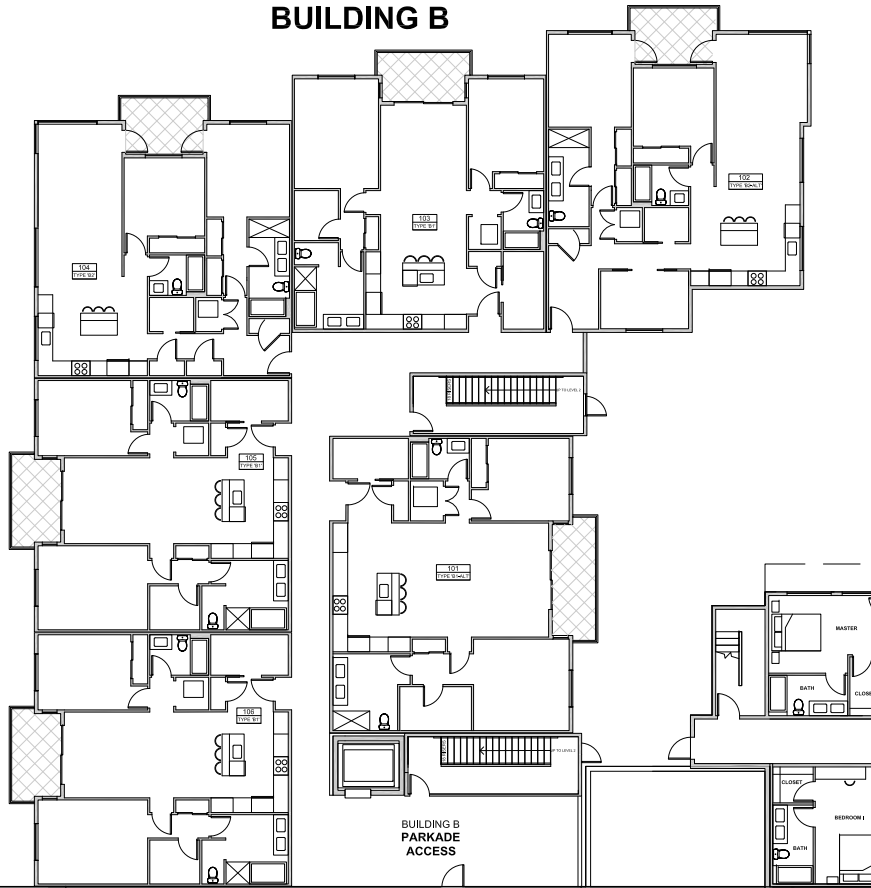


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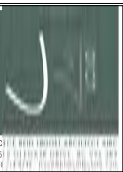
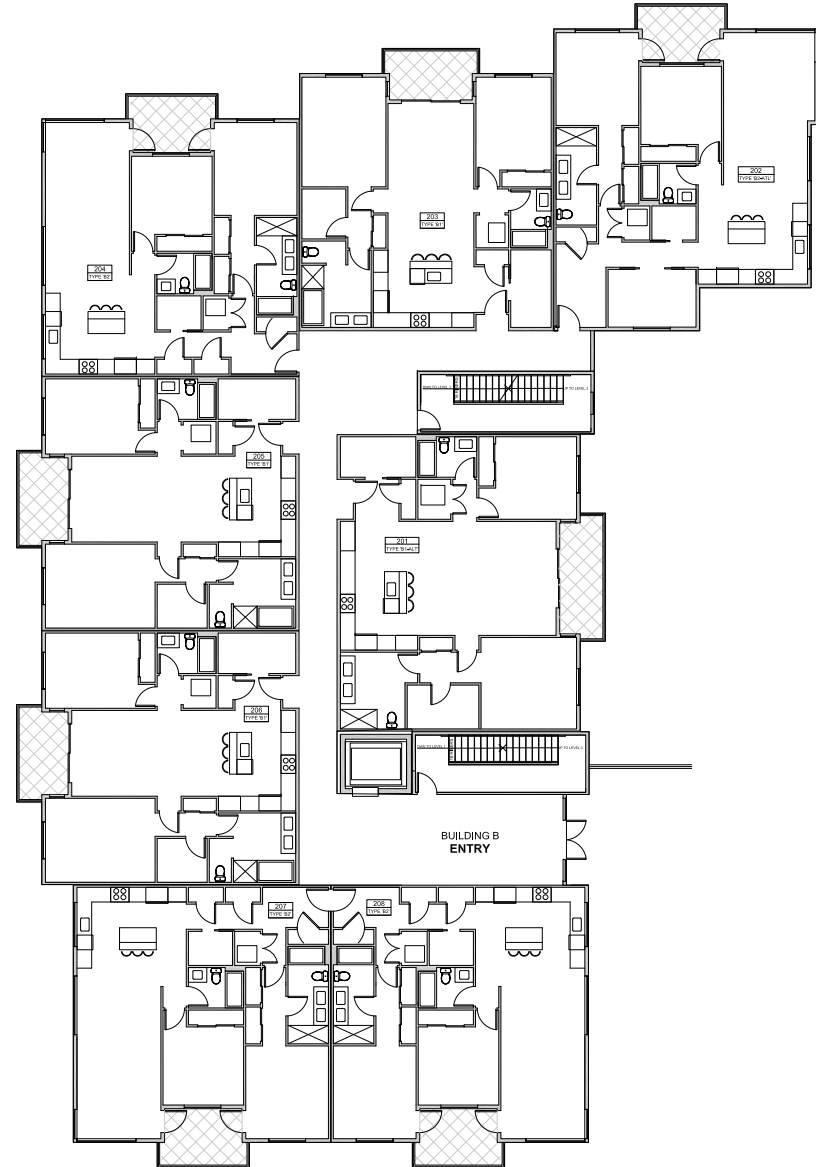
SHEET:

LEVEL 1-PARADE PLAN

BUILDING B



LEVEL 2 & 3 PLAN



PROJECT NAME:
**QUALICUM
HEIGHTS**

ADDRESS:
431 COLLEGE ROAD
QUALICUM BEACH, BC

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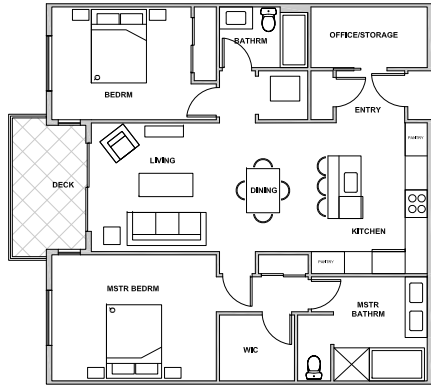
SCALE:
1/8" = 1'

DRAWING TITLE:
**BUILDING B
LEVEL 1 PLAN
LEVEL 2 & 3 PLAN**

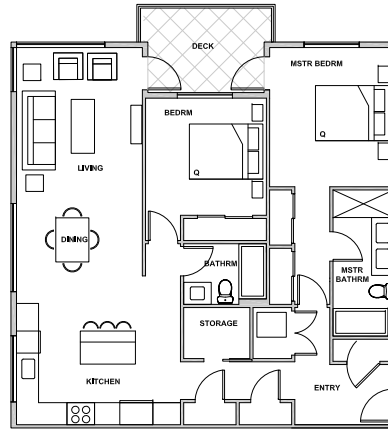
SHEET:

A3-1

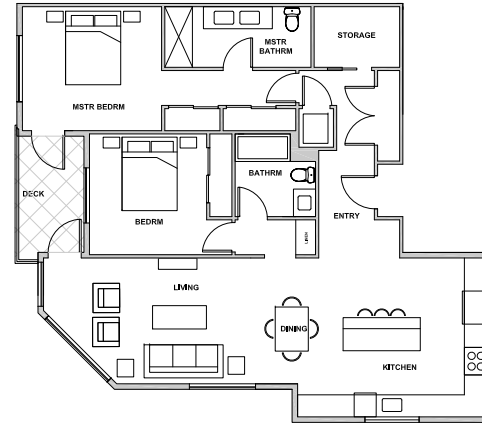
B1- 2 BDRM PLAN/ 2 BATHRM (1,100 SF) (DECK- 77 SF)



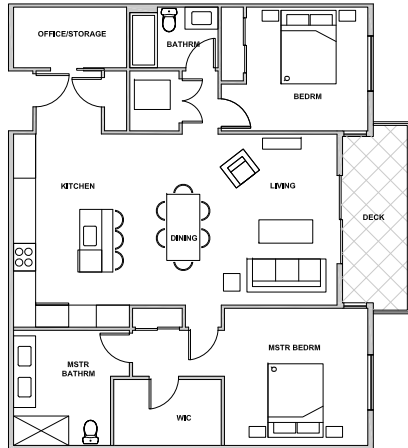
B2- 2 BDRM PLAN / 2 BATHRM (1,177 SF) (DECK - 91 SF)



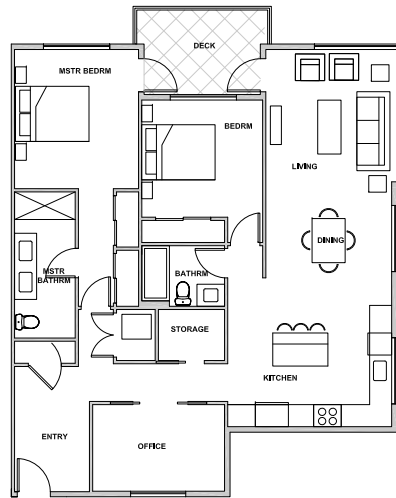
B3



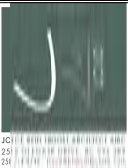
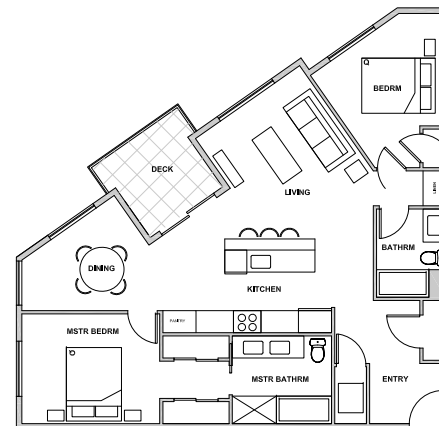
B1- ALT 1- 2 BDRM / 2 BATHRM (1,280 SF) (DECK- 102 SF)



B2- ALT 1 2 / 2 BATHRM (1,297 SF) (DECK - 91 SF)



B4



431 COLLEGE ROAD
QUALICUM BEACH, BC
V2Y 1P1

PROJECT NAME:
**QUALICUM
HEIGHTS**

ADDRESS:
431 COLLEGE ROAD
QUALICUM BEACH, BC

CLIENT:
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JRT

SCALE:
1/8" = 1'

DRAWING TITLE:
UNIT PLANS

SHEET:

A4-1

BUILDING A & B	
	HARDIE LAP SIDING COBBLESTONE
	HARDIE LAP SIDING AGED PEWTER
	HARDIE LAP SIDING MONTEREY TAUPE
	HARDIE LAP SIDING IRON GREY
	TIMBER CEDAR
	WINDOWS BLACK
	SHINGLES CEDAR

HERITAGE BUILDING	
	STUCCO WHITE
	WINDOWS BLACK
	TRIM IRON GREY



PARTIAL SOUTH ELEVATION (INCLUDING BUILDING C)



SOUTH ELEVATION

Scale 3/32" = 1'



NORTH ELEVATION

Scale 3/32" = 1'



JOYCE REED THROST ARCHITECT AIBC
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250.374.8744 - jrtarch@jrtarchitect.com

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DATE:

SEPTEMBER 23, 2020

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JRT

SCALE:

SEE DRAWING

DRAWING TITLE:

ELEVATIONS

SHEET:

A5-1



WEST ELEVATION - HERITAGE BUILDING

Scale 3/32" = 1'



WEST ELEVATION - BUILDING A

Scale 3/32" = 1'



WEST ELEVATION - BUILDING B

Scale 3/32" = 1'



JOYCE REED THROST ARCHITECT AIBC
2319 GLENARY DRIVE, BC V9S 8N8
250.714.8144 - jrtarch@jrtarchitect.com

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SCALE:

3/32" = 1'

DRAWING TITLE:

ELEVATIONS

SHEET:

A5-2



EAST ELEVATION

Scale 3/32" - 1'



EAST ELEVATION - BUILDING A

Scale 3/32" - 1'



EAST ELEVATION - BUILDING B

Scale 3/32" - 1'



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SEPTEMBER 23, 2020

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JRT

SCALE:

SEE DRAWING

DRAWING TITLE:

ELEVATIONS

SHEET:

A5-3



PERSPECTIVE LOOKING NORTH WEST



PERSPECTIVE LOOKING NORTH AT BUILDING A & TRASH BUILDING



PERSPECTIVE LOOKING NORTH WEST - BUILDING B AND HERITAGE BUILDING



PERSPECTIVE LOOKING THROUGH VIEW CORRIDOR OF BUILDING A & B



JOYCE REED THROST ARCHITECT AIBC
2319 GLENARY DRIVE, BC V9S 5B9
250.374.8744 - jrtarch@jrtarchitect.com

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JRT

SCALE:
SEE DRAWING

DRAWING TITLE:
PERSPECTIVES

SHEET:
A5-4



PERSPECTIVE LOOKING AT THE NORTH SIDE OF THE BUILDING A & B



PERSPECTIVE LOOKING AT THE NORTH SIDE OF BUILDING B AND HERITAGE BUILDING

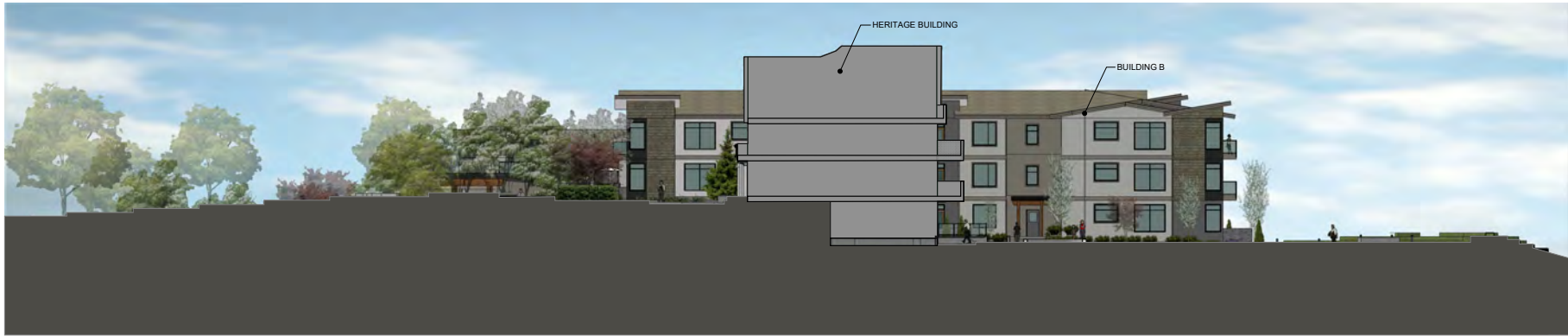


PERSPECTIVE LOOKING AT THE NORTH SIDE OF THE BUILDING B



PERSPECTIVE LOOKING AT NORTH-EAST SIDE OF BUILDING A & B

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ADDRESS: 431 COLLEGE ROAD QUALICUM BEACH, BC
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DATE: SEPTEMBER 23, 2020
DRAWN BY: JRT
SCALE: SEE DRAWING
DRAWING TITLE: PERSPECTIVES
SHEET: A5-5



NORTH-SOUTH SECTION THROUGH HERITAGE BUILDING



NORTH-SOUTH SECTION THROUGH BUILDING B



JOYCE REID THROST ARCHITECT AIBC
2519 GLENARY DRIVE, BC V9S 2K9
250.374.8144 - jreid@jrtarchitect.com

PROJECT NAME:

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DATE:

SEPTEMBER 23, 2020

DRAWN BY:

JRT

SCALE:

SEE DRAWING

DRAWING TITLE:

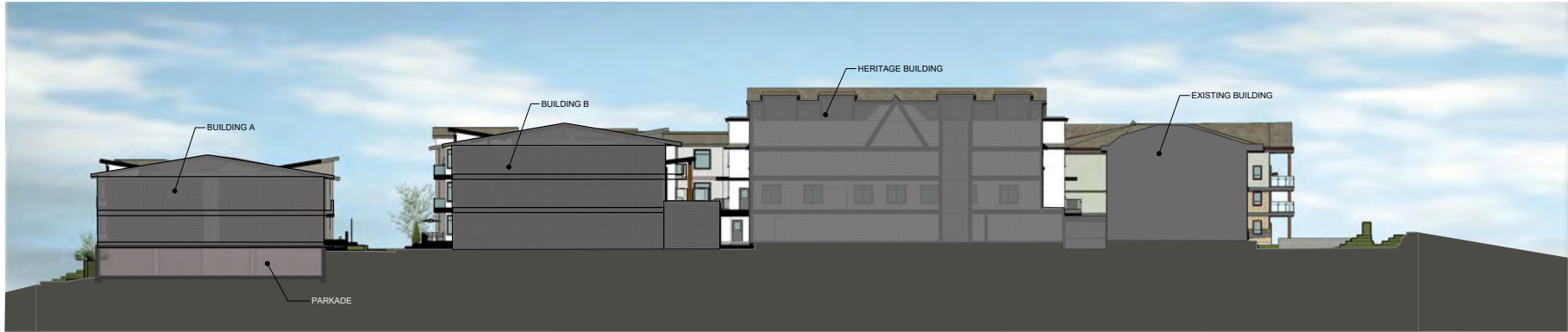
SECTIONS

SHEET:

A5-6



EAST WEST SECTION THROUGH BUILDING A/B/PARKADE



EAST WEST SECTION THROUGH BUILDING A/B

JOYCE REED PROOF ARCHITECT AIBC
2319 GLENARY DRIVE, BC V9S 5B9
250.714.8144 - jre@jrtproof.com

PROJECT NAME:

QUALICUM HEIGHTS

ADDRESS:

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QUALICUM BEACH, BC

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DATE:

SEPTEMBER 23, 2020

DRAWN BY:

JRT

SCALE:

SEE DRAWING

DRAWING TITLE:

SECTIONS

SHEET:

A5-6



WEST ELEVATION - HERITAGE BUILDING

Scale 3/32" = 1'



WEST ELEVATION - BUILDING A

Scale 3/32" = 1'



WEST ELEVATION - BUILDING B

Scale 3/32" = 1'



JRT larch

JOYCE REED THROST ARCHITECT AIBC
2319 GLENARY DRIVE, BC V9S 8N8
250.714.8144 - jrtarch@jrtarchitect.com

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DATE:
SEPTEMBER 23, 2020

DRAWN BY:
JRT

SCALE:
3/32" = 1'

DRAWING TITLE:
ELEVATIONS

SHEET:
A5-2



BUILDING A

BUILDING B

BUILDING D

BUILDING C
(COMPLETE)

BURNHAM RD

HEMSWORTH RD

COLLEGE RD



Qualicum Heights Building Heights as calculated by Sims Associates on November 24, 2020

Building – Measured to shed roof at southwest corner of building

Podium elevation	34.5
Height of shed roof above podium	8.3
Elevation of shed roof	42.8
Natural grade below roof	31.4
Maximum roof height allowed	42.6
Amount over height	0.2
Variance requested	0.5

Building B – Measured to shed roof at northwest corner of building

Podium elevation	37.0
Height of shed roof above podium	8.6
Elevation of shed roof	45.6
Natural grade elevation below roof	33.5
Maximum height allowed	44.7
Amount over height	0.9
Variance requested	1.2

Original roof elevation of Heritage Building	51.0
Current roof elevation of Heritage Building	49.5

**TOWN OF QUALICUM BEACH
BYLAW NO. 580.122**

**A BYLAW TO AMEND THE TOWN OF QUALICUM BEACH
LAND USE AND SUBDIVISION BYLAW NO. 580, 1999**

WHEREAS the Council may, under Section 479 of the *Local Government Act*, divide the municipality into zones, regulate within a zone the use of land, buildings and structures, the density of use of land, buildings and structures, and the siting, size and dimensions of buildings and structures and may, under Section 482 of the *Local Government Act*, establish different density regulations for a zone depending on whether conditions relating to the provision of amenities or affordable or special needs housing are met, and may designate an area within a zone for particular types of housing, and WHEREAS the owner of the land described in this Bylaw has consented to the designations set out in the Bylaw;

The Council of the Town of Qualicum Beach, in open meeting lawfully assembled, hereby enacts as follows: "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999" is hereby amended as follows:

1. "Section 6.4.80.5 – Residential 15 (R15)" is hereby amended by changing the following:
 - (a) Required Site Area is reduced from 365m² to 130m²;
 - (b) Maximum Number of Dwelling Units if the following conditions are met are increased from 40 to 58.
 - (c) Remove all conditions and replace them with the following conditions:
 - a) Qualicum College will be rebuilt as a replica of the heritage building;
 - b) The Qualicum College (replica) will be designated as rental for a minimum of ten years. After ten years, if the residential rental vacancy rate rises above 3%, the developer can request to be released from the rental obligation.

This bylaw may be cited as "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Residential 15 Zone (R15) - 431 College Road) Bylaw No. 580.122, 2020."

INTRODUCED FOR FIRST READING this 7th day of October, 2020.

READ A SECOND TIME this 9th day of December, 2020

Notice published pursuant to Section 892 of the *Local Government Act* on the 13th day of January, 2021 and on the 20th day of January, 2021.

PUBLIC HEARING held on the 27th day of January, 2021.

READ A THIRD TIME this day of, 2021.

ADOPTED this day of, 2021.

Mayor

Corporate Administrator, Heather Svensen

Schedule 'A' – Bylaw No. 580.122

Section 6.4.80.5	(580.58)																		
RESIDENTIAL 15	R15																		
Permitted Uses <table> <tr> <th>Permitted Use</th><th>Required Site Area</th></tr> <tr> <td>a) Residential Use</td><td></td></tr> <tr> <td>- per unit</td><td>130m²</td></tr> <tr> <td>b) Public Assembly – only on the ground floor (approximately level with College Road) of the 'Qualicum College' heritage building</td><td></td></tr> </table> Required Site Area The Required Site Area may be reduced by an amount equal to 25% of the Required Site Area multiplied by the percentage of on-site parking which is provided in an underground parking structure.		Permitted Use	Required Site Area	a) Residential Use		- per unit	130m ²	b) Public Assembly – only on the ground floor (approximately level with College Road) of the 'Qualicum College' heritage building											
Permitted Use	Required Site Area																		
a) Residential Use																			
- per unit	130m ²																		
b) Public Assembly – only on the ground floor (approximately level with College Road) of the 'Qualicum College' heritage building																			
Maximum Number and Size of Buildings and Structures <table> <tr> <td colspan="2">Dwelling units/parcels (Residential Use)</td></tr> <tr> <td>Maximum Number of Dwelling Units</td><td>1</td></tr> <tr> <td>Maximum Number of Dwelling Units if the following conditions are met:</td><td>58</td></tr> <tr> <td>a) Qualicum College will be rebuilt as a replica of the heritage building;</td><td></td></tr> <tr> <td>b) The Qualicum College (replica) will be designated as rental for a minimum of ten years. After ten years, if the residential rental vacancy rate rises above 3%, the developer can request to be released from the rental obligation.</td><td></td></tr> <tr> <td colspan="2">Height</td></tr> <tr> <td>- 'Qualicum College' heritage building</td><td>15m</td></tr> <tr> <td>- All other buildings subject to any covenant registered on the land under section 219 of the <i>Land Title Act</i></td><td>11.2m</td></tr> <tr> <td>Parcel coverage</td><td>42%</td></tr> </table>		Dwelling units/parcels (Residential Use)		Maximum Number of Dwelling Units	1	Maximum Number of Dwelling Units if the following conditions are met:	58	a) Qualicum College will be rebuilt as a replica of the heritage building;		b) The Qualicum College (replica) will be designated as rental for a minimum of ten years. After ten years, if the residential rental vacancy rate rises above 3%, the developer can request to be released from the rental obligation.		Height		- 'Qualicum College' heritage building	15m	- All other buildings subject to any covenant registered on the land under section 219 of the <i>Land Title Act</i>	11.2m	Parcel coverage	42%
Dwelling units/parcels (Residential Use)																			
Maximum Number of Dwelling Units	1																		
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Height																			
- 'Qualicum College' heritage building	15m																		
- All other buildings subject to any covenant registered on the land under section 219 of the <i>Land Title Act</i>	11.2m																		
Parcel coverage	42%																		
Minimum Setback Requirements Subject to any covenant registered on the land under Section 219 of the <i>Land Title Act</i> <table> <tr> <td>Front lot line</td><td>16.0m</td></tr> <tr> <td>Interior side lot lines</td><td>4.7m</td></tr> <tr> <td>Exterior side lot line</td><td>6.0m</td></tr> <tr> <td>Rear lot line</td><td>11.0m</td></tr> </table> Except: - where any part of a parcel is adjacent to or contains a watercourse then the regulations in Sections 3 of this part shall apply. - that any roof overhang, eave, cornice or gutter may project up to a maximum of 1.0m into any required setback area.		Front lot line	16.0m	Interior side lot lines	4.7m	Exterior side lot line	6.0m	Rear lot line	11.0m										
Front lot line	16.0m																		
Interior side lot lines	4.7m																		
Exterior side lot line	6.0m																		
Rear lot line	11.0m																		

TOWN OF QUALICUM BEACH

HOUSING AGREEMENT (431 College Road) BYLAW NO. 750, 2020

**A BYLAW TO ENTER INTO A HOUSING AGREEMENT
UNDER SECTION 483 OF THE *LOCAL GOVERNMENT ACT***

GIVEN THAT:

A. The owner of the lands legally described as:

PID: 006-627-471

Legal Description: LOT 1, DISTRICT LOT 112, NANOOSE DISTRICT, PLAN EPP87537

(the "Lands")

wishes to develop rental housing on the Lands.

B. The Town wishes to enter into a housing agreement in order to secure use of the Lands for rental housing.

The Council of the Town of Qualicum Beach, in open meeting assembled,

ENACTS AS FOLLOWS:

1. This Bylaw may be cited for all purposes as "Town of Qualicum Beach Housing Agreement (431 College Road) Bylaw No. 750, 2020".
2. Council hereby authorizes the Town to enter into the *Local Government Act* section 483 substantially in the form of the housing agreement attached to this Bylaw as Schedule A (the "Housing Agreement").
3. The Director of Planning of the Town is authorized to execute the Housing Agreement and the Corporate Officer is authorized to sign and file in the Land Title Office a notice of the Housing Agreement, as required by the *Local Government Act*.

READ A FIRST TIME this 7th day of October, 2020.

READ A SECOND TIME this 9th day of December, 2020

READ A THIRD TIME this day of, 2020.

ADOPTED this ____ day of _____, 2021.

Mayor: Brian Weise

Corporate Officer: Heather Svensen

I, HEREBY CERTIFY that this is a true copy of
"Housing Agreement (431 College Road) Bylaw No. 750, 2020"

Corporate Officer: Heather Svensen

Schedule A

PART 2 – TERMS OF INSTRUMENT

HOUSING AGREEMENT AND COVENANT
(Section 483 *Local Government Act* and Section 219 *Land Title Act*)

THIS AGREEMENT is dated for reference the 7th day of October, 2020, is

BETWEEN:

MONACO HOLDINGS INC.

1037, 252 Street
Langley, BC V4W 2S8

(the “Owner”)

AND:

TOWN OF QUALICUM BEACH

201 – 660 Primrose Street, PO Box 130
Qualicum Beach, BC V9K 1S7

(the “Town”)

WHEREAS:

- A. Section 483 of the *Local Government Act* permits the Town to enter into and note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units and the availability of housing units to classes of persons;
- B. Section 219 of the *Land Title Act* permits the registration of a covenant of a positive or a negative nature in favour of the Town in respect of the use of, construction on, and subdivision of land;
- C. The Owner is the owner of the Lands (as hereinafter defined); and
- D. The Town and the Owner wish to enter into this Agreement (as hereinafter defined) to provide long-term rental housing on the terms and conditions set out in this Agreement,

In consideration of \$1.00 paid by the Town to the Owner and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by the Owner), and in consideration of the promises exchanged below, the Owner and the Town covenant and agree pursuant to section 483 of the *Local Government Act* and section 219 of the *Land Title Act* as follows:

ARTICLE 1 DEFINITIONS AND INTERPRETATION

1.1 Definitions – In this Agreement, the following words have the following meanings:

- (a) “Dwelling Unit” means any dwelling unit on the ground floor of the building constructed on the Lands;
- (b) “Lands” means that parcel of land in the **Town of Qualicum Beach** in the Province of British Columbia legally described in Item 2 of Part 1 of the Land Title Act Form C to which this Agreement is attached and which forms part of this Agreement;
- (c) “LTO” means the Victoria Land Title Office or its successor;
- (d) “Owner” means the registered owner of the Lands from time to time and any parcels into which the Lands are subdivided;
- (e) “Subdivide” means to divide, apportion, consolidate or subdivide the Lands or any building on the Lands, or the ownership or right to possession or occupation of the Lands or any building on the Lands, into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act* or the *Strata Property Act*;
- (f) “Tenancy Agreement” means a tenancy agreement, lease, license or other agreement granting rights to occupy a Dwelling Unit;
- (g) “Tenant” means an occupant of a Dwelling Unit by way of a Tenancy Agreement; and
- (h) “Unrestricted Dwelling Unit” means a Dwelling Unit that is not restricted as to occupancy by strata corporation bylaws or otherwise in respect of the age or family composition of persons who may reside in the Dwelling Unit.

1.2 Interpretation – In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;

- (i) reference to a “party” is a reference to a party to this Agreement and to that party’s respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a “party” also includes a Tenant, agent, officer and invitee of the party;
- (j) reference to a “day”, “month”, or “year” is a reference to a calendar day, calendar month, or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word “including” is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word “including”.

ARTICLE 2 USE AND CONSTRUCTION OF LANDS

- 2.1 Use and Construction of Lands** – The Lands must be used, subdivided and occupied only in accordance with this Agreement.
- 2.2 Development** – The Owner shall not construct any building on the Lands that does not, in the reasonable opinion of the Town’s Director of Planning, substantially conform to the conceptual drawings _____ dated _____, copies of which are on file with the Town and reduced copies of which are attached to this Agreement as Appendix B.
- 2.3 Occupancy of Dwelling Units** – Every Dwelling Unit shall be occupied only by a Tenant and no Dwelling Unit may be used or occupied other than as an Unrestricted Dwelling Unit.
- 2.4 Strata Bylaws** – If any building on the Lands is subdivided under the *Strata Property Act*, the Owner shall include in the bylaws of the strata corporation formed upon the subdivision of the building the following statement:

“Strata Lots are subject to a Housing Agreement with the Town of Qualicum Beach. No action shall be taken by the owners or the strata corporation to restrict or limit the effect of the Housing Agreement, including, but not limited to, amendment to these bylaws.”
- 2.5 Requirement for Statutory Declaration** – Within thirty (30) days after receiving notice from the Town, the Owner must, in respect of each Dwelling Unit, provide to the Town a statutory declaration, substantially in the form (with, in the Town’s discretion, such further amendments or additions as deemed necessary or desirable) attached as Appendix A, sworn by an authorized signatory of the Owner, containing all of the information required to complete the statutory declaration. The Town may request such statutory declaration in respect to each Dwelling Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the Town may request and the Owner shall provide to the Town such further statutory declarations as requested by the Town in respect to a Dwelling Unit if, in the Town’s absolute determination, the Town believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.6 Town Authorized to Make Inquiries** – The Owner hereby irrevocably authorizes the Town to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.

- 2.7 No Expiry of Housing Agreement** – This Agreement shall apply to and bind the Lands in perpetuity.

ARTICLE 3 MISCELLANEOUS

- 3.1 Housing Agreement** – The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act* and a covenant under section 219 of the *Land Title Act*;
- (b) the Town may file notice of, and register, this Agreement in the LTO pursuant to section 483(5) of the *Local Government Act* against the title to the Lands.

- 3.2 Modification** – This Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the Town of Qualicum Beach and thereafter if it is signed by the Town and the Owner.

- 3.3 Indemnity** – The Owner, on its behalf, will indemnify and save harmless the Town and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Dwelling Unit or the enforcement of any Tenancy Agreement; or
- (c) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

- 3.4 Release** – The Owner, on its behalf, hereby releases and forever discharges the Town and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Dwelling Unit under this Agreement; or
- (b) except to the extent arising from the negligence or wilful misconduct of the Town or those for whom it is at law responsible, the exercise by the Town of any of its rights under this Agreement.

- 3.5 Survival** – The indemnity and release set out in this Agreement will survive termination or discharge of this Agreement.

- 3.6 Town's Powers Unaffected** – This Agreement does not:

- (a) affect, fetter or limit the discretion, rights, duties or powers of the Town under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the Town any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

3.7 Agreement for Benefit of Town Only – The Owner and the Town agree that:

- (a) this Agreement is entered into only for the benefit of the Town;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future Owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Dwelling Unit; and
- (c) the Town may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

3.8 No Public Law Duty – Where the Town is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the Town is under no public law duty of fairness or natural justice in that regard and agrees that the Town may do any of those things in the same manner as if it were a private party and not a public body.

3.9 Notice – Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the Town addressed to the Director of Planning at the address set out above or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

3.10 Enuring Effect – This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

3.11 Severability – If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

3.12 Waiver – All remedies of the Town will be cumulative and may be exercised by the Town in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the Town exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

3.13 Whole Agreement – This Agreement, and any documents signed by the Owner contemplated by this Agreement, represent the whole agreement between the Town and the

Owner respecting the use and occupation of the Dwelling Unit, and there are no warranties, representations, conditions or collateral agreements made by the Town except as set forth in or contemplated by this Agreement.

- 3.14 Further Assurance** – Upon request by the Town the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the Town to give effect to this Agreement.
- 3.15 Agreement Runs with Lands** – This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement acquire an interest in the Lands.
- 3.16 Equitable Remedies** – The Owner acknowledges and agrees that damages would be an inadequate remedy for the Town for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.
- 3.17 No Joint Venture** – Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the Town or give the Owner any authority to bind the Town in any way.
- 3.18 Applicable Law** – The laws of British Columbia will apply to this Agreement.
- 3.19 Release from Housing Agreement** – Upon request from the owner the Town will consider amending this agreement to remove the following portion of s. 2.3 “Every Dwelling Unit shall be occupied only by a Tenant” if the residential vacancy rate remains above 3 percent for a continuous period of six months or more, as determined by Canada Mortgage and Housing Corporation (CMHC) records, and such release will not be unreasonably withheld.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the *Land Title Act* Form C and D which is attached to and forms part of this Agreement.

PRIORITY AGREEMENT

WHEREAS _____ (the "Chargeholder") is the holder of a Mortgage (the "Charge") encumbering the lands (the "Lands") described in item 2 of the Land Title Act Form C attached hereto, which was registered in the Victoria Land Title Office under number _____.

The Chargeholder, in consideration of the premises and the sum of One Dollar (\$1.00) now paid to the Chargeholder by the Transferee, hereby approves of, joins in and consents to the granting of the within Agreement and covenants and agrees that the same shall be binding upon its interest in or charge upon the Lands and shall be an encumbrance upon the Lands prior to the Charge in the same manner and to the same effect as if it had been dated and registered prior to the Charge.

IN WITNESS WHEREOF the Chargeholder has executed this Agreement on Form D to which this Agreement is attached and which forms part of this Agreement.

Appendix A to Housing Agreement

STATUTORY DECLARATION

CANADA	)	IN THE MATTER OF A HOUSING
	)	AGREEMENT WITH THE TOWN
	)	OF QUALICUM BEACH
PROVINCE OF BRITISH COLUMBIA	)	("Housing Agreement")
	)	

TO WIT:

I, _____ of _____, British Columbia, do solemnly declare that:

1. I am an authorized signatory of the owner of the lands located at _____ College Road, Qualicum Beach, B.C. (the "**Lands**"), and make this declaration to the best of my personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of the Lands.
3. For the period from _____ to _____ the Lands were occupied only by the tenants whose names and current addresses appear below:

Name(s) of Tenant	Address of Tenant	Phone Number of Tenant	Rent Paid by Tenant

4. I confirm that the Owner has complied with the Owner's obligations under the Housing Agreement.
5. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

DECLARED BEFORE ME at _____)

in the Province of British Columbia, this _____)
day of _____, 20___.)

A Commissioner for Taking Affidavits in the)
Province of British Columbia)

DECLARANT

Appendix B to Housing Agreement

[insert Design Plans]

END OF DOCUMENT

**Town of Qualicum Beach
M E M O R A N D U M**

TO Daniel Sailland, CAO FOR: Regular Council February 24, 2021

FROM John Marsh, Director of Finance

SUBJECT Town of Qualicum Beach Financial Plan (2021 – 2025) Bylaw No. 752, 2020

RECOMMENDATION

THAT the bylaw entitled “Town of Qualicum Beach Financial Plan (2021-2025) Bylaw No. 752, 2020” be adopted.

PURPOSE

The purpose of this report is to present the Town’s 2021 – 2025 Financial Plan Bylaw for Council to consider adoption.

BACKGROUND

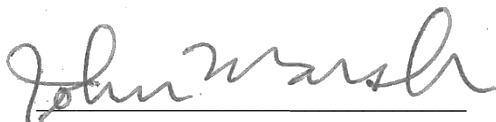
In accordance with the *Community Charter*, the Town must adopt, by bylaw, a five-year financial plan before May 15, 2021. Prior to adoption, Council is required to consult with the public regarding the proposed financial plan and this consultation occurred at the Regular Meeting held on December 9th, 2020. This public input and staff’s response was presented to Council at the Regular Meeting held on January 13th, 2021.

The Financial Plan Bylaw is often revisited in the Spring and, if required, amended by Council. A Tax Rate Bylaw also needs to be adopted before May 15th, 2021. There have been no other adjustments from the report and bylaw presented to Council at 3rd reading.

Attached is a Summarized Financial Plan Report – 2021 to 2025, a 2021-2025 Capital Budget report, and Financial Plan 2021-2025 Bylaw No. 752, 2020.

ALTERNATIVES

1. Provide alternate direction to staff



John K. Marsh, CPA, CMA
Director of Finance
Report Writer



Daniel Sailland
Chief Administrative Officer
Concurrence

TOWN OF QUALICUM BEACH
BYLAW NO. 752

The Council of the Town of Qualicum Beach, in open meeting assembled, enacts as follows:

1. Schedule "A" attached hereto, and forming part of this Bylaw, is hereby adopted and is the Financial Plan of the Town of Qualicum Beach for the five-year period from January 1, 2021 to December 31, 2025.
2. Schedule "B" attached hereto, and forming part of this Bylaw, is hereby adopted and is the Statement of Objectives and Policies of the Town of Qualicum Beach for the five-year period from January 1, 2021 to December 31, 2025.
3. This Bylaw may be cited for all purposes as "Town of Qualicum Beach Financial Plan 2021 - 2025 Bylaw No. 752, 2020".

READ A FIRST TIME on the 28th day of October, 2020.

READ A SECOND TIME on the 9th day of December, 2020.

PUBLIC INFORMATION MEETING held the 9th day of December, 2020.

READ A THIRD TIME on the 13th day of January, 2021.

ADOPTED on the ____ day of ____, 2021.

Brian Wiese, Mayor

Heather Svensen, Corporate Administrator

SCHEDULE "A"
QUALICUM BEACH FINANCIAL PLAN BYLAW NO. 752, 2020
FOR THE FIVE YEAR PERIOD 2021 TO 2025

Revenues	2021	2022	2023	2024	2025
Property Value Taxes					
Municipal Taxation	9,794,000	10,235,000	10,696,000	11,177,000	11,680,000
Grants in Lieu of Taxes	431,000	441,000	453,000	466,000	477,000
Parcel Taxes	1,013,000	1,130,000	1,247,000	1,364,000	1,481,000
Fees and Charges	2,798,000	3,071,000	3,173,000	3,285,000	3,394,000
Other Sources					
Own Sources	1,264,000	1,198,000	1,212,000	1,241,000	1,259,000
Government Grants	4,348,000	2,999,000	4,874,000	1,288,000	1,300,000
Total Revenues	19,648,000	19,074,000	21,655,000	18,821,000	19,591,000
Expenditures	2021	2022	2023	2024	2025
Other					
Debt Interest	86,000	75,000	65,000	65,000	60,000
Amortization Expense	3,350,000	3,400,000	3,450,000	3,500,000	3,550,000
Municipal Purposes					
General Government	2,687,000	2,562,000	2,672,000	2,759,000	2,776,000
Protective Services	3,133,000	3,282,000	3,388,000	3,508,000	3,629,000
Transportation Services	2,695,000	2,788,000	2,885,000	2,986,000	3,083,000
Environmental Health	2,388,000	2,471,000	2,558,000	2,647,000	2,742,000
Community Development	1,367,000	1,185,000	1,092,000	1,124,000	1,162,000
Parks and Recreation	1,952,000	2,041,000	2,094,000	2,158,000	2,217,000
Total Expenditures	17,658,000	17,804,000	18,204,000	18,747,000	19,219,000
Annual Surplus/Deficit	1,990,000	1,270,000	3,451,000	74,000	372,000
Other Non Operating Items	2021	2022	2023	2024	2025
Amortization	3,350,000	3,400,000	3,450,000	3,500,000	3,550,000
Capital Expenditures	-12,523,000	-4,724,000	-9,072,000	-3,572,000	-2,929,000
Debt Principal	-463,000	-574,000	-610,000	-785,000	-910,000
Proceeds from Sale of Assets	2,517,000	10,000	10,000	10,000	10,000
Proceeds from Borrowing	2,920,000	0	850,000	800,000	0
Transfer from Surplus/Reserves	2,273,000	745,000	2,075,000	187,000	175,000
Transfer to Surplus/Reserves	-64,000	-127,000	-154,000	-214,000	-268,000
Total Other Non Operating	-1,990,000	-1,270,000	-3,451,000	-74,000	-372,000
Financial Plan Balance	0	0	0	0	0

SCHEDULE "B"

STATEMENT OF OBJECTIVES AND POLICIES FOR BYLAW NO. 752 FOR THE FIVE-YEAR PERIOD 2021 TO 2025

In accordance with Section 165(3.1) of the *Community Charter*, the Town of Qualicum Beach is required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

FUNDING SOURCES

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2021. Property taxes form the greatest proportion of revenue. As a revenue source, property taxation offers a number of advantages; for example, it is simple to administer and it is fairly easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis. These include services such as general administration, fire protection, police services, bylaw enforcement and public works.

User fees and charges form the second largest portion of planned revenue. Many services can be measured and charged on a user-pay basis. Services where fees and charges can be easily administered include water and sewer usage, building permits, business licences, and sale of services – these are charged on a user-pay basis. User fees attempt to apportion the value of a service to those who use the service.

Objective

Over the next five years, the Town will continue to review the proportion of revenue that is received from user fees and charges to determine whether the user-fee component could be increased to lessen the requirement for property taxation.

Policies

- The Town will review all user-fee levels to ensure that they are adequately meeting the costs of the service. This will include multi-family recycling, cemetery, airport, licences and permits, and all other fees and charges.
- Water metering will be reviewed to ensure that appropriate user fees are being collected for water and sewer usage. Parcel tax amount should also be reviewed due to asset management.
- Where possible, the Town will endeavour to supplement revenues from user fees and charges, rather than taxation, to lessen the burden on a limited property tax base. This will include a comprehensive review of all fees and charges bylaws.

Table 1 Funding Sources

Funding Source	% of Total Revenue	Dollar Value
Property taxes	41.08%	\$11,238,000
User fees and charges	10.23%	\$2,798,000
Other sources	4.62%	\$1,264,000
Government grants	15.89%	\$4,348,000
Borrowing Proceeds	10.67%	\$2,920,000
Other transfers/revenue	<u>17.51%</u>	<u>\$4,790,000</u>
Total	100%	\$27,358,000

DISTRIBUTION OF PROPERTY TAXES

Table 2 outlines the distribution of property taxes among the property classes for the Town's portion of the property taxes. The residential property class provides the largest proportion of property tax revenue. This is appropriate, as this class also forms the largest portion of the assessment base and consumes the majority of Town services.

The 2021 property taxes are based on a 3.5% increase over the 2020 property taxes plus 1% in new construction taxes. The Town's portion of the property taxes represents approximately 50% of the total tax bill sent to property owners. The other tax levies are not included in the figures below. These other taxes include the Regional District, School, Hospital, Library, BC Assessment, and Municipal Finance Authority. The 2020 Town tax rate is shown as final 2021 property assessment information has not been received from the BC Assessment Authority. Once assessments are received, tax rates are calculated and this could change the distribution shown on the table below.

Table 2 Property Tax Distribution

Class of Property	2020 Town Property Taxes		2020 Town Tax Rate
Residential	\$8,471,400	90.346%	2.9250
Utility	\$45,194	0.482%	37.5863
Commercial/Other	\$830,322	8.855%	6.5000
Managed Forest	\$385	0.004%	1.4625
Recreation/Non-Profit	\$29,171	0.311%	6.5000
Farm	\$190	0.002%	1.4625
Total	\$9,376,662		

Objectives

- Over the next five years, the tax burden between residential and commercial should continue to be reviewed to ensure fairness.
- Maintain the property tax rate for Commercial/Other (Class 6) at a rate competitive with surrounding communities.
- Tax increases should be stable and, where possible, targeted to specific areas.

Policies

- Supplement, where possible, revenues from user fees and charges to help offset the burden on the entire property tax base.
- Continue to maintain and encourage community and appropriate economic development initiatives designed to enhance the community.
- Align the distribution of tax rates among the property classes with the social and community development initiatives established by Council.
- Regularly review and compare the Town's taxes with comparable surrounding communities.

Property Tax Projections

Over the next 10 years, property taxes are projected to increase as shown below. These projections are reviewed annually and are subject to change, based on a number of factors. These factors could include inflation, infrastructure conditions, economic climate, environmental considerations, public input and Council priorities.

- 2021 – 3.5% tax increase comprised of 1.5% inflation, 1% for service changes and 1% for capital projects related to the asset management program.
- 2022 to 2030 – 3.5% tax increase comprised of 1.5% inflation, 1% for service changes and 1% for capital projects related to the asset management program. The asset management component should be reviewed to ensure that appropriate capital asset monies are available for aging infrastructure. The rates for inflation and service changes should also be reviewed annually to ensure that they continue to remain appropriate.

PERMISSIVE TAX EXEMPTIONS

The Town of Qualicum Beach annually exempts from property taxes those properties that are non-profit in nature and provide a community benefit, as determined by Council. Places of public worship are also exempted. These properties are annually advertised and then exempted by bylaw.

TOWN OF QUALICUM BEACH
SUMMARIZED FINANCIAL PLAN REPORT - 2021 to 2025

	Budget 21	Budget 22	Budget 23	Budget 24	Budget 25
<u>REVENUES:</u>					
PROPERTY VALUE TAXES					
Municipal Property Taxation					
Municipal Taxation	9,794,000	10,235,000	10,696,000	11,177,000	11,680,000
Total Municipal Property Taxation	9,794,000	10,235,000	10,696,000	11,177,000	11,680,000
Other Gov't Taxes (nets to nil)					
School District #69	5,304,000	5,463,000	5,626,000	5,794,000	5,968,000
Other - Regional District	2,472,000	2,546,000	2,622,000	2,700,000	2,781,000
Sewer Tax Rate Levy	1,751,000	1,803,000	1,857,000	1,912,000	1,969,000
V.I. Regional Library	556,000	573,000	590,000	607,000	625,000
Regional Hospital District	556,000	573,000	590,000	607,000	625,000
B C Assessment Authority	137,000	141,000	145,000	149,000	154,000
Municipal Finance Authority	1,000	1,000	1,000	1,000	1,000
Sub Total Other Gov't Taxes Collected	10,777,000	11,100,000	11,431,000	11,770,000	12,123,000
Less Amounts Paid To Other Gov'ts	-10,777,000	-11,100,000	-11,431,000	-11,770,000	-12,123,000
Total Net Other Gov't Taxes	0	0	0	0	0
Grants In Lieu Of Taxes & 1% Utility Tax					
Grants in Lieu of Property Taxes	280,000	286,000	294,000	303,000	310,000
Grants For 1% Utility Taxes	151,000	155,000	159,000	163,000	167,000
Total Grants In Lieu & 1% Utility Tax	431,000	441,000	453,000	466,000	477,000
PARCEL TAXES - WATER & SEWER					
Parcel Tax - Water	826,000	919,000	1,012,000	1,105,000	1,198,000
Parcel Tax - Sewer	187,000	211,000	235,000	259,000	283,000
TOTAL PARCEL TAXES	1,013,000	1,130,000	1,247,000	1,364,000	1,481,000
TOTAL PROPERTY VALUE TAXES	11,238,000	11,806,000	12,396,000	13,007,000	13,638,000
FEES AND CHARGES					
Public Works Services	34,000	34,000	34,000	35,000	36,000
Waste Removal Fees	750,000	772,000	795,000	819,000	846,000
Cemetery Services	47,000	48,000	48,000	55,000	57,000
Water Rates	1,309,000	1,510,000	1,564,000	1,618,000	1,670,000
Sewer Rates	658,000	707,000	732,000	758,000	785,000
TOTAL FEES AND CHARGES	2,798,000	3,071,000	3,173,000	3,285,000	3,394,000
OWN SOURCES					
Licences and Permits	190,000	226,000	226,000	226,000	226,000
Leases and Rentals	500,000	500,000	500,000	500,000	508,000
Interest on Investments and Taxes	106,000	107,000	112,000	115,000	115,000
Airport Services	80,000	127,000	130,000	135,000	140,000
Civic Centre & Comm Hall	86,000	136,000	140,000	145,000	150,000
Miscellaneous Revenues	302,000	102,000	104,000	120,000	120,000
TOTAL OWN SOURCES	1,264,000	1,198,000	1,212,000	1,241,000	1,259,000

TOWN OF QUALICUM BEACH
SUMMARIZED FINANCIAL PLAN REPORT - 2021 to 2025

	Budget 21	Budget 22	Budget 23	Budget 24	Budget 25
GOVERNMENT GRANTS AND OTHER					
Revenue Sharing	467,000	467,000	467,000	480,000	485,000
Other Government Grants	3,144,000	1,788,000	3,636,000	30,000	30,000
RDN Fire and Other Services	286,000	293,000	300,000	307,000	310,000
Gax Tax Grants	451,000	451,000	471,000	471,000	475,000
TOTAL GOVERNMENT GRANTS	4,348,000	2,999,000	4,874,000	1,288,000	1,300,000
TOTAL OPERATING REVENUES	19,648,000	19,074,000	21,655,000	18,821,000	19,591,000

EXPENDITURES:

OPERATING EXPENDITURES

General Government

Legislative Services	258,000	264,000	271,000	279,000	287,000
Grants in Aid & Tax Exemptions	252,000	255,000	260,000	268,000	275,000
Administrative	567,000	639,000	682,000	700,000	645,000
Finance	390,000	409,000	429,000	445,000	463,000
Information Technology	599,000	419,000	439,000	460,000	482,000
Common Services	621,000	576,000	591,000	607,000	624,000
Total General Government	2,687,000	2,562,000	2,672,000	2,759,000	2,776,000

Protective Services

RCMPolice Protection	1,474,000	1,516,000	1,549,000	1,600,000	1,650,000
Bylaw Compliance	124,000	129,000	134,000	139,000	144,000
Emergency Services	203,000	207,000	211,000	216,000	222,000
Building Inspection	123,000	127,000	131,000	136,000	140,000
Security/Vandalism	48,000	50,000	52,000	54,000	56,000
Fire Department Services	1,161,000	1,253,000	1,311,000	1,363,000	1,417,000
Total Protective Services	3,133,000	3,282,000	3,388,000	3,508,000	3,629,000

Transportation Services

P/W Administration	645,000	670,000	695,000	725,000	755,000
P/W Common Services	136,000	140,000	145,000	149,000	154,000
Road Surfaces	256,000	263,000	271,000	278,000	290,000
Road Allowances	111,000	114,000	118,000	122,000	126,000
Sidewalk Maintenance	55,000	57,000	59,000	61,000	63,000
Drainage Ditches	57,000	60,000	62,000	64,000	66,000
Storm Sewers	169,000	172,000	174,000	176,000	176,000
Street Cleaning	50,000	55,000	60,000	65,000	68,000
Snow and Ice Removal	120,000	125,000	130,000	135,000	140,000
Signs	46,000	47,000	48,000	50,000	50,000
Other Road Transport	32,000	33,000	34,000	35,000	35,000
Airport Services	210,000	216,000	222,000	228,000	235,000
Street Lighting	198,000	204,000	210,000	216,000	220,000
Equipment Operating	610,000	632,000	657,000	682,000	705,000
Total Transportation Services	2,695,000	2,788,000	2,885,000	2,986,000	3,083,000

TOWN OF QUALICUM BEACH
SUMMARIZED FINANCIAL PLAN REPORT - 2021 to 2025

	Budget 21	Budget 22	Budget 23	Budget 24	Budget 25
Utilities					
Garbage Pickup Services	83,000	85,000	87,000	89,000	91,000
Other Solid Waste	105,000	106,000	107,000	108,000	109,000
RDN Solid Waste Contract	764,000	787,000	811,000	835,000	860,000
Water Maintenance	1,152,000	1,198,000	1,246,000	1,296,000	1,350,000
Sewer Maintenance	284,000	295,000	307,000	319,000	332,000
Total Utilities	2,388,000	2,471,000	2,558,000	2,647,000	2,742,000
Community Development					
Planning and Zoning	394,000	421,000	433,000	445,000	460,000
Community Dev. - Town Functions	315,000	335,000	345,000	355,000	367,000
Community Dev. - Restart Initiatives	150,000	50,000	0	0	0
Community Dev. - Partnerships & Other	137,000	0	0	0	0
Community Dev. - St. Andrews (in Parks)	0	0	0	0	0
Community Dev. - Special Events	105,000	108,000	111,000	115,000	119,000
Community Dev. - Museum	110,000	113,000	117,000	121,000	126,000
Community Dev. - Chamber & Other	156,000	158,000	86,000	88,000	90,000
Total Community Development	1,367,000	1,185,000	1,092,000	1,124,000	1,162,000
Parks And Recreation					
Administration	330,000	327,000	337,000	347,000	358,000
Common Services	52,000	54,000	56,000	58,000	60,000
Community Hall	50,000	52,000	53,000	55,000	58,000
Civic Centre	352,000	362,000	368,000	381,000	392,000
Other Park Buildings	104,000	107,000	111,000	114,000	118,000
Other Park Functions	128,000	132,000	136,000	140,000	144,000
Community Park	173,000	179,000	182,000	188,000	192,000
Garden and Park Areas	506,000	527,000	545,000	562,000	575,000
Beach	154,000	194,000	196,000	200,000	204,000
Trails	103,000	107,000	110,000	113,000	116,000
Total Parks And Recreation	1,952,000	2,041,000	2,094,000	2,158,000	2,217,000
TOTAL OPERATING EXPENDITURES	14,222,000	14,329,000	14,689,000	15,182,000	15,609,000
NET OPERATING BALANCE	5,426,000	4,745,000	6,966,000	3,639,000	3,982,000
LESS CAPITAL AND DEBT					
Debt Charges					
Debt Interest	86,000	75,000	65,000	65,000	60,000
Debt Principal	463,000	574,000	610,000	785,000	910,000
Total Debt Charges	549,000	649,000	675,000	850,000	970,000
Capital Expenditures					
General Capital	11,363,000	4,014,000	8,432,000	2,882,000	2,189,000
Water Capital	785,000	670,000	600,000	650,000	700,000
Sewer Capital	375,000	40,000	40,000	40,000	40,000
Total Capital Expenditures	12,523,000	4,724,000	9,072,000	3,572,000	2,929,000

TOWN OF QUALICUM BEACH
SUMMARIZED FINANCIAL PLAN REPORT - 2021 to 2025

	Budget 21	Budget 22	Budget 23	Budget 24	Budget 25
TOTAL DEBT AND CAPITAL	13,072,000	5,373,000	9,747,000	4,422,000	3,899,000
BALANCE AFTER CAPITAL & DEBT	-7,646,000	-628,000	-2,781,000	-783,000	83,000
NON OPERATING ITEMS AND TRANSFERS					
Proceeds from Borrowing	2,920,000	0	850,000	800,000	0
Proceeds from Sale of Assets	2,517,000	10,000	10,000	10,000	10,000
Amortization Expense	3,350,000	3,400,000	3,450,000	3,500,000	3,550,000
Internal Amortization	-3,350,000	-3,400,000	-3,450,000	-3,500,000	-3,550,000
Transfer from (- to) Water Surplus	480,000	145,000	0	-32,000	-58,000
Transfer from (- to) Sewer Surplus	118,000	-63,000	-90,000	-118,000	-146,000
Transfer from (- to) Covid-19 Grant	1,175,000	0			
Transfer from General Surplus/Reserves	500,000	600,000	2,075,000	187,000	175,000
Transfer to Reserves	-14,000	-14,000	-14,000	-14,000	-14,000
Transfer to Water Fund	-50,000	-50,000	-50,000	-50,000	-50,000
TOTAL NON OPERATING	7,646,000	628,000	2,781,000	783,000	-83,000
FINANCIAL PLAN BALANCE	0	0	0	0	0

Town of Qualicum Beach 2021-2025 Capital Budget

		2021	2022	2023	2024	2025
ANNUAL ALLOCATIONS						
	Paving					
	Eaglecrest pavement overlay	300,000				
	Airport Paving	120,000				
	Butterball St			50,000		
	Unallocated (Asset Management Dependent)		171,000	62,000	957,622	578,210
	Total Paving	420,000	171,000	112,000	957,622	578,210
	Equipment					
	Civic Centre Generator	45,000				
	PW - Airport Plow	25,000				
	PW - 3500lb Utility Trailer	4,000				
	2001 Chev (Civic Centre) Van 2WD	40,000				
	2013 John Deere Mower JDX754	20,000				
	Pks - U2 2006 Ford 550/Dump	80,000				
	2007 Chev 2WD Cube Van	65,000				
	2007 Vermeer Chipper BC1000XL	50,000				
	2004 Ford Ranger Pick Up	45,000				
	2011 Ford F250 Reg Cab Pick Up 4x4	40,000				
	2005 Ford Ranger Pick Up	35,000				
	2006 Wardhaul WHT2600 Flatdeck Trailer	4,000				
	2010 John Deere 7400 Mower	65,000				
	2013 F150 4x4 Pickup Short Box		30,000			
	2005 Ford F150 Pick Up Super Cab		35,000			
	2010 Ford F150 Crew Cab Pick Up		35,000			
	2011 Ford F250 Reg Cab Pick Up 4x2		35,000			
	1986 Ford 2910 Tractor		40,000			
	2010 Ford F350 Pick Up 4x4		40,000			
	2013 Hydro Excavator (Vactor Truck)			400,000		
	2012 Ford F250 4x4 Supercab				40,000	
	2011 Ford Ranger 4x2 XL Supercab (Bylaw)				25,000	
	2004 Ford Ranger Pick Up				32,000	
	2008 Ford 250 Pick Up 2WD (water)				35,000	
	2011 Ford F250 Reg Cab Pick Up 4x4				35,000	
	2012 Dodge (Mechanics)				40,000	
	2007 Toyota Camry Hybrid Car (Office)				45,000	
	2007 Ford Econo E350 (Water Cube Van)				65,000	
	2008 Ford F450 (Bucket Truck)				80,000	
	2012 Ford F550 (Garbage)				200,000	
	2010 U.S. Cargo Utility Trailer					3,000
	2011 US Cargo Flatdeck Trailer					3,500
	2013 Ford F150 Pickup Extra Cab					30,000
	2011 Ford F350 (Water)					40,000
	2011 Kubota Utility Vehicle Truckster					45,000
	2009 New Holland (Digger, Loader Skid)					50,000
	2008 Ford 450 1 ton (Chipper dump truck)					65,000
	2016 Ford E450 (Sanitary)					65,000
	2015 Ford F550 Dump Truck					125,000
	Total Equipment	518,000	215,000	400,000	597,000	426,500
	Fire Equipment					
	Fire Dept - Engine 51 Rescue Pumper (1999)	920,000				
	MFA Fire Truck Lease	(920,000)				

Town of Qualicum Beach 2021-2025 Capital Budget

		2021	2022	2023	2024	2025
	Command 50 (2011)		75,000			
	Fire Dept - Ladder 58 Replacement			850,000	800,000	
	MFA Fire Truck Lease			(850,000)	(800,000)	
	Fire Dept- Traing Ground Concrete pad 40ft x 40 ft				15,000	
	Fire Dept- Tech Rescue Equipment				12,000	
	Fire Dept- Training Ground Fencing 750 feet					15,000
	Fire Dept - Support Vehicle (Hazmat, Rehad, Air lighting, etc)					200,000
	Total Fire Equipment	-	75,000	-	27,000	215,000
	Drainage System Improvements					
	Misc. Drainage System Improvements	50,000	50,000		75,000	
	Drainage - Fern & Primrose	50,000				
	Beach Creek & Crescent Rd E Culvert Repair	50,000				
	Beach Creek Culvert Replacement					800,000
	Drainage - Harlech & Rye		25,000			
	Village Neighbourhood - Laneway Engagement		25,000		-	-
	Culvert relining		50,000		-	-
	Crescent Rd Drainage (Beach to Memorial)			160,000		
	Trio Lane Outlet	-	-	-	75,000	-
	Total Drainage System Improvements	150,000	150,000	160,000	150,000	800,000
	Misc. Age Friendly Trans Plan Improvements	50,000	50,000	50,000	50,000	50,000
	TOTAL ANNUAL ALLOCATIONS	1,138,000	661,000	722,000	1,781,622	2,069,710
	PROJECTS					
	Unallocated Projects (Asset Management Dependent)		77,000		50,378	119,290
	Miscellaneous and Park Improvements	166,000				
	(Including Christleton Park - Council Resolution)					
	Memorial Ave Ph3 Completion	3,200,000	500,000			
	Memorial Funded from Reserves	(2,891,000)				
	Grant - BC Hydro Beautification	(109,000)				
	PW Yard Re-Location	300,000	250,000	1,900,000		
	Funding from Reserves	(95,000)		(1,900,000)		
	St. Andrews Lodge	50,000				
	Rodway Trail	60,000				
	Airport Backup Generator	175,000				
	Airport Generator Grant	(131,000)				
	Airport Fuel System	450,000				
	Airport Fuel System Grant	(337,000)				
	Eaglecrest Dr Drainage - At same time as watermain	450,000				
	Funding from Reserves	(380,000)				
	Childcare Facility	1,996,000				
	Grant - UBCM & Ministry of Children	(1,996,000)				
	Curling Club Improvements	42,000				
	Seacrest Rd	50,000	125,000			
	East Village Work	2,366,000				
	Grant - ICET	(250,000)				
	Debt/LAS Funding for Infrastructure Work	(2,000,000)				
	East Village - Town Share (Parking Lot)		300,000			
	Funded from Parking Reserve		(300,000)			
	Hwy 19A & Village Way Roundabout		1,986,000			
	Grant - Hwy 19A and Village Way		(1,788,000)			
	Bay Street		50,000		250,000	

Town of Qualicum Beach 2021-2025 Capital Budget

		2021	2022	2023	2024	2025
	Grandon Creek Stairs		25,000			
	Judges Row Stairs		40,000			
	Turf Field			4,960,000		
	Grant App - 73.33% Funded (Turf Field)			(3,636,000)		
TOTAL PROJECTS		1,116,000	1,265,000	1,324,000	300,378	119,290
TOTAL NET GENERAL CAPITAL		2,254,000	1,926,000	2,046,000	2,082,000	2,189,000
WATER CAPITAL						
	Miscellaneous (Asset Management Dependent)	25,000	20,000		295,000	700,000
	Eaglecrest Dr Water Main	450,000				
	Fiber Optic Expansion - Town Hall to PW Yard	135,000				
	Fiber Optic Expansion - To Hemsworth & VW Res		150,000			
	Fiber Optic Expansion - To College Rd Booster Stn			150,000		
	Hemsworth Pump Station	175,000				
	Backup Generator - River Well Field				155,000	
	Berwick 5 - Well Head		350,000			
	Berwick - Village Way to Crescent Water Main			400,000		
	Quantna Rd - Water Main				150,000	
	AC/Cast Iron Main Replacement		150,000			
	Berwick Seismic Upgrades			50,000	50,000	
	Water Reserves	(330,000)	(145,000)			
TOTAL NET WATER CAPITAL		455,000	525,000	600,000	650,000	700,000
SEWER CAPITAL						
	Miscellaneous Sewer Capital	25,000	40,000	40,000	40,000	40,000
	Golf Club Sanitary	50,000				
	Airport Sewer Servicing	300,000				
	Sewer Reserves	(93,000)				
	Airport Sewer Servicing Grant	(206,000)				
TOTAL NET SEWER CAPITAL		76,000	40,000	40,000	40,000	40,000
GRAND TOTAL NET CAPITAL		2,785,000	2,491,000	2,686,000	2,772,000	2,929,000
SUMMARY OF CAPITAL EXPENDITURES AND FUNDING						
TOTAL CAPITAL		12,523,000	4,724,000	9,072,000	3,572,000	2,929,000
	Less funding from other sources	(9,738,000)	(2,233,000)	(6,386,000)	(800,000)	
TOTAL NET CAPITAL FUNDING FROM REVENUE		2,785,000	2,491,000	2,686,000	2,772,000	2,929,000
FUNDING BREAKDOWN						
	Grants	3,029,000	1,788,000	3,636,000		
	Debt	2,920,000	-	850,000	800,000	
	Reserves	3,789,000	445,000	1,900,000		
	Sub Total Funding from Other	9,738,000	2,233,000	6,386,000	800,000	-
	Revenue	2,785,000	2,491,000	2,686,000	2,772,000	2,929,000
	Total Capital Funding	12,523,000	4,724,000	9,072,000	3,572,000	2,929,000

TOWN OF QUALICUM BEACH
BYLAW NO. 756, 2021

A BYLAW TO AUTHORIZE THE
REVISION AND CONSOLIDATION OF BYLAWS

WHEREAS the Council may, by bylaw, under Section 139 of the *Community Charter*, authorize the Corporate Officer to consolidate one or more of the bylaws of the municipality, and

WHEREAS the Council may, by bylaw, under Section 140 of the *Community Charter*, authorize the revision of any or all of the bylaws of the municipality,

NOW THEREFORE the Council of the Town of Qualicum Beach, in open meeting lawfully assembled, hereby enacts as follows:

1. The revision and consolidation of a bylaw of the Town of Qualicum Beach is authorized for the following purposes:
 - a. consolidating a bylaw by incorporating in it all amendments to the bylaw;
 - b. omitting and providing for the repeal of a bylaw or a provision of a bylaw that is expired, inoperative, obsolete, spent or otherwise ineffective;
 - c. omitting, without providing for its repeal, a bylaw or a provision of a bylaw that is of a transitional nature or that refers only to a particular place, person or thing or that has no general application throughout the municipality;
 - d. combining two or more bylaws into one, dividing a bylaw into two or more bylaws, moving provisions from one bylaw to another and creating a bylaw from provisions of one or more bylaws;
 - e. altering the citation and title of a bylaw and the numbering and arrangement of its provisions;
 - f. adding, changing or omitting a note, heading, title, marginal note, diagram, map, plan or example to a bylaw;
 - g. omitting the preamble and long title of a bylaw;
 - h. omitting forms or schedules contained in a bylaw that can more conveniently be contained in a resolution, and adding to the bylaw authority for forms or schedules to be established by resolution;
 - i. correcting clerical, grammatical and typographical errors;
 - j. making changes, without changing the substance of the bylaw, to bring out more clearly what is considered to be the meaning of a bylaw or to improve the expression of the law;
 - k. unless restricted by the *Community Charter*, a bylaw under Section 1 may authorize a revision to consolidate and revise bylaw provisions respecting any or all matters within the jurisdiction of the municipality into a general bylaw.

2. In order to be effective, a revised bylaw must:
 - a. be adopted by bylaw;
 - b. prior to third reading, be certified by the Corporate Officer to be revised in accordance with this bylaw;
 - c. specify the date on which the revised bylaw is to come into force.
3. This bylaw may be cited as "Town of Qualicum Beach Bylaw Revision and Consolidation Authorization Bylaw No. 756, 2021."

INTRODUCED FOR FIRST READING this 3rd day of February, 2021.

READ A SECOND TIME this 3rd day of February, 2021.

READ A THIRD TIME this 3rd day of February, 2021.

ADOPTED this >>> day of >>>, 2021.

Brian Wiese, Mayor

Heather Svensen, Corporate Administrator

**Town of Qualicum Beach
Building Permit Values
2010 - 2020**

R E S I D E N T I A L											Totals
Year	# of Units SFD	# of Units Sec. Suites	# of Units Multi	Additions and/or Renos	SFD (new)	Multi (new)	Commercial	Institutional	Industrial	Recreational	
2010	12	16	9	\$2,423,300	\$5,190,000	\$2,144,000	\$1,241,000	\$216,000	\$6,600	\$0	\$11,220,900
2011	17	4	22	\$1,990,100	\$7,168,000	\$8,240,000	\$2,415,000	\$15,000	\$0	\$23,000	\$19,851,100
2012	21	1	0	\$2,049,000	\$7,098,000	\$0	\$3,800,000	\$129,000	\$0	\$0	\$13,076,000
2013	25	1	6	\$1,165,800	\$8,865,000	\$900,000	\$100,000	\$0	\$75,000	\$0	\$11,105,800
2014	40	2	48	\$2,112,750	\$12,281,000	\$6,453,400	\$75,000	\$5,490,000	\$50,000	\$0	\$26,462,150
2015	37	7	0	\$1,447,750	\$13,909,067	\$0	\$101,500	\$0	\$0	\$3,000	\$15,461,317
2016	44	5	7	\$2,825,000	\$19,096,470	\$950,000	\$1,125,500	\$25,000	\$25,000	\$0	\$24,046,970
2017	33	10	96	\$5,001,200	\$15,297,600	\$16,280,000	\$747,300	\$16,500	\$1,873,000	\$20,000	\$39,235,600
2018	15	10	19	\$4,413,600	\$7,274,000	\$3,940,000	\$7,297,000	\$0	\$0	\$0	\$22,924,600
2019	17	10	15	\$3,798,100	\$9,140,700	\$5,052,000	\$539,200	\$571,000	\$0	\$220,000	\$19,321,000
2020	15	7	21	\$2,262,000	\$7,130,000	\$3,610,000	\$141,000	\$1,030,000	\$1,800,000	\$90,000	\$16,063,000
	276	73	243	\$29,488,600	\$112,449,837	\$47,569,400	\$17,582,500	\$7,492,500	\$3,829,600	\$356,000	\$218,768,437

2017 Multi includes Berwick Retirement facility - 94 units

Committee & Liaison Report
Councillor Westbrook – Protective Services
Regular Council Meeting, February 24, 2021

January 13, 2021 – Oceanside Task Force on Homelessness Meeting

- Cold weather shelter
 - o No direct progress but associated groups (OHEARTS, Town of Qualicum Beach) are still working on it. They have a good relationship with BC Housing, which is aware of the situation.
 - o There was discussion about returning to the idea of warming stations (during the day) after the overnight shelter focus seems to be running out of immediate options.
 - o In response to discussion at the previous Task Force meeting, Teunis sent word that he'd spoken to the Parksville Mayor about a bylaw officer attending Task Force meetings and that the Mayor had said he'd leave it with the CAO.
 - o Coordinator will approach the PQB News and help facilitate them doing a story on the lack of a shelter, with as many stakeholder voices as possible (OHEARTS, BC Housing, Town of Qualicum Beach, City of Parksville, OTFH, etc.)
- OHEARTS
 - o Perry reported they have 16 people at the Travelodge on BC Housing COVID-19 funding, plus one person paid for by VIHA. They have 18 rooms but generally have a couple empty for quarantine/cleaning.
 - o They are also supporting 20 other people living rough, with food and access to services, including those that have been discharged from the motel. They are working with NRGH to place homeless people being discharged from the hospital.
 - o They are wrapping up a report on the current local homelessness situation after the busy holiday season, are returning some focus to the possibility of day-time warming stations, as well as continuing to work towards an overnight shelter.
 - o They have been officially invited to send a representative to the Task Force.
- Orca Place
 - o Violet reported they had their first overdose death in December which was hard on staff and residents. COVID-19 continues to complicate or delay programming in the building, but things are moving along slowly.
 - o They have received Work BC funding to teach food prep and work readiness to residents that will even pay them \$300 as long as they do 20+ hours a week. Due to space restrictions they will be limited to 2 at a time.
- Showers
 - o Sharon reported Forward House outreach workers are back providing showers in the SOS building. The BC Housing funded current program runs to March 31, with the hope of an extension. Traffic has been slow to re-start after the holidays but there were two this morning, including one person already known to the outreach worker – providing an excellent chance to check-in.
 - o FH/SOS Showers:
 - Wednesdays 8:45 – 11:15 am
 - Thursdays 1:15 – 3:45 pm
 - 245 West Hirst Avenue, Parksville, call for same day (only) appointment 250-248-2093 ext. 0, or try drop-in.
 - The Catholic Church of the Ascension (887 Wembley Road) is continuing to provide showers, Tuesday and Thursday, 9:30 – 11:30 am.

The Old School House – Board of Directors Meeting - Minutes – January 21, 2021

4:00 PM Zoom Meeting

Present:

Illana Hester – Executive Director

Greg Sabo – President

Martin Hill

Doug Marshall – Treasurer

Laura Bauder

Susan Lewis – Vice President

Bonnie Evoy - Secretary

Teunis Westbroeck – Town Council

1. Call to Order – Greg Sabo
2. Approval of Agenda – approved
3. Approval of Nov. 26/2020 Meeting Minutes – Approved with one correction, spelling of Ken Schley’s name – Doug Marshall with Susan Lewis 2nd
4. Update from Town – Teunis Westbroeck

Bus Garage property -1 acre sold to Naked Naturals, remainder 1 acre to be developed as an attractive outdoor space with possible theatre. Bonnie Evoy and Greg Sabo volunteered to sit on Bus Garage Development Committee on behalf of TOSH.

East Village is “coming along”

Request to make TOSH lease available for St. Andrews project people.

Mention of the beautiful new Town Bench on Memorial, made with a chainsaw.

Mention of involving TOSH in Qualicum Beach Re-Branding project with council Scott Harrison

5. Executive Director's Updates

a) TOSH closure due to Covid 19 until Feb. 5/21. A \$2500 painting sold to someone in Edmonton, sold 5 other art works in the last week from the Exhibitions

b) Housekeeping

There will be a Roundtable on February 8/21 for the Parksville/Qualicum Beach Re-Branding Laura Bauder will attend representing TOSH.

Announcements for new programs coming in March

There will be a TOSH Tour for Berwick Place next week.

QB Museum and ECHO Players will be renting TOSH equipment creating more community connections, MAC and TOSH considering collaborating

Banners being printed for front of TOSH

c) Privacy Policy – review and discuss next meeting

c) Digital Initiative Group - Pilot Program Template TOSH will follow. Second round of funding from Canada Council, TOSH has received \$3000 grant

Seed Project, Help Line, Island wide Toolkits and Templates for contracts

- d) Summer Programing Tent – to be put up in green space, behind TOSH, contact is Dave White, Black and White Rentals, 40 X 40 with walls, \$6,000 for two weeks for Kids Summer Camp and the Summer Concert Series

Berwick Place may donate \$2,000 towards this

Grand Prix will run for 8 weeks this summer, and ED looking at a Mural Project

6. Final Reports

a. Finances

Operating in deficit

Digitized entire program on line now

Live Streamed 13 concerts

Renovated Gift Shop

Only open for 6 months in 2020, so sales down and net income down but donations are up \$20,000. No Federal or Provincial emergency funding, and TOSH survived. Concerns for 2021 less funding available.

2019 Workshop funding was \$85,000 while 2020 was \$13,000, unavoidable due to Covid 19.

Possibly run a Capital Campaign with on-line engagement on Social Media. Your Community based Art Centre.

Need a Grant Writer to help TOSH receive Provincial Grants

Hope to secure a Canada Summer Job Student to assist with Audio Visual work

There are 17 Workshops on-line and fully booked from February to May 2021.

b. ED

TOSH Board very pleased with Illana's professional accomplishments to keep TOSH running as well as possible under difficult circumstances. Many Kudos!

All TOSH Staff to receive Gift Card for job well done.
Decision made that salary raises not prudent during this challenging financial time.

c. Music

Reformatting Music Program, No longer every Sunday, looking at higher end artists

d. Metrics

TOSH Board to engage in 5 Year Strategic Plan in March or April/21

7. Date for Next Board Meeting February 18, 2021, 4:00 pm, Zoom Meeting

8. Meeting Adjourned 4:57 Teunis Westbrook

Traffic Safety Report for Councillor Westbrook

Thank you, Councillor Westbrook, for meeting with us on February 9th.

As promised, I am sending my presentation to you.

There are critical safety issues in this town that need addressing urgently!!!

This council is moving forward at WARP SPEED !! on mega projects but to the negligence of immediate safety concerns of your citizens!!!

The letters sent into the Town council by concerned citizens are left unanswered!!!

Firstly, is the need for a crosswalk at Hoylake Road and Arbutus that has-been a concern since 2017!!! Or earlier?

At the long overdue safety committee meeting in September 2020 this issue was raised, and you expressed concern about speed increasing on Arbutus!!! Bob Weir's report dated (Nov 13, 2020) indicated that this would be dealt with " imminently." We are still waiting.

LORNA GRAY and ANNA SJOO wrote letter Feb 1st to the town wondering about follow up on Bob Weir's letter and his immediate response that the problem will be fixed " imminently "NO RESPONSE as of this date today 8 days later !!!

The roundabout construction at MEMORIAL! and 19 A announced to start Feb 8th !!! is going to need traffic control measures in place to direct vehicles to turn left onto East Crescent off 19 A

The ongoing concerns from citizens in QB and specifically QW for traffic calming and pedestrian safety at Hemsworth and 19A is of paramount concern as construction begins!! THE NEED for Pedestrian crossing and traffic calming warnings are needed even more as traffic must be diverted to EAST CRESCENT. IF THIS IS NOT IN PLACE, THEY ARE GOING TO HAVE TO HAVE FLAG PERSONS DAILY TO TRY AND SLOW TRAFFIC to make a safe left turn onto East Crescent! By way of background, in the mid 1980's a motorcyclist was killed at East Crescent by a vehicle attempting to left from 19A. Speed was a factor.

Residence of QW and visitors have a right to enjoy being able to reach the beach from the forest without fear of injury!!!

From recent council meeting on Feb 3rd Bob Weir reported that having speed indicator signs would cost about " 15 to 16 thousand installed and, since there is no evidence of their effectiveness, Mr. Weir will not recommend their installation to council as not sure if it is effective or not!!! I remember from the last safety committee meeting on September 9th, 2020 OCEANSIDE SPEED WATCH-They

recommended speed indicator signs and Pedestrian crossing at Hemsworth and 19 A was best location for these signs. Bob Weir makes statements without having data and statistics to support his conclusions.

At Feb 3rd council meeting in response to TODD 's letter you brought forward that " Staff are working on signalized crosswalk with pedestrian activated rapid repeating beacon like the one on BENNET ROAD. Also, equipment to measure the volume and speed of traffic will be deployed. Hopefully, a report will soon follow.

ALSO, ANOTHER SAFETY CONCERN - We need the speed humps installed on East and West Crescent to slow traffic before roundabout construction starts!!!

Lastly but especially important!!!

Exit and entrance to Judges row was discussed by me during September 9th, 2020 safety committee meeting. The danger of Georgia Street having just room enough for one car to pass.

I believe TW you agreed there was a problem with the road as so narrow with blind corner and safety concerns for head on collision of cars and pedestrian 's injured.

I was almost hit head on by a truck coming down Georgia as I was heading up. I honked my horn as I always do but they were listening to loud music!! It was a near crash!! Now I will not use Georgia street as not safe at all.

At council meeting last October it was decided after debate to install sign " slow to 30 k" The traffic mirrors were rejected by Bob Weir as I had suggested as reported "They won't be used by the general public "

The slow to 30 k has been ineffective!!

I am asking that you as SAFETY Committee Chair please bring to council to make Georgia Street as a (one-way) entrance only to Judges Row and sign placed to say pedestrians on road use caution!!! The 200 Block of Judges could be a one way exit to 19A

Thank you for your consideration of these urgent safety concerns.

Thank you for attending this meeting.

Doreen Mackay-Dunn (Safety committee member from the QBRA)

Town of Qualicum Beach
M E M O R A N D U M

TO: Daniel Sailland, CAO **FOR:** Regular Council, February 24, 2021

FROM: Haylee Gould, Deputy Corporate Administrator

SUBJECT: 2021 Local By-Election

RECOMMENDATION:

1. THAT Council appoints Heather Svensen as Chief Election Officer.
2. THAT Council appoints Haylee Gould as Deputy Chief Election Officer.
3. THAT Council authorizes the Chief Election Officer to send a formal request to the Ministry of Municipal Affairs and Housing for a Ministerial Order to facilitate a by-election during the pandemic, including legislative changes to:
 - a. allow all eligible electors to vote by mail, and permit elector registration to be done in conjunction with this voting;
 - b. permit the Town of Qualicum Beach's Chief Election Officer to establish procedures for voting, processing and securing mail ballots at their sole discretion;
 - c. permit electors to make an oral declaration that they are entitled to vote in the by-election when obtaining a ballot, with the election official responsible making a record that the elector made an oral declaration; and
 - d. permit the Chief Election Officer to establish or remove special voting opportunities at their sole discretion.

PURPOSE

To appoint persons responsible for conducting the 2021 Local By-Election and any Other Voting in 2021, and to authorize a request to the Ministry of Municipal Affairs and Housing to permit legislative changes necessary for conducting an election during the COVID-19 pandemic.

BACKGROUND

In November 2020, Councillor Adam Walker resigned his position upon his election as the Member of Parliament for Parksville-Qualicum. A by-election is required to fill the vacant position on Council.

The *Community Charter* provides that general local elections and by-elections must be held in accordance with Part 3 [Electors and Elections] of the *Local Government Act (LGA)*. The *LGA* requires the local government (Council) to appoint a chief election officer (CEO) and a deputy chief election officer (DCEO). The *LGA* also empowers the appointed CEO to appoint election officials required for the administration and execution of the election.

The *LGA* also permits Council to determine some local election procedures by bylaw, but such bylaws cannot vary key elements of the electoral system regulated by the Province through the *LGA*, such as voter eligibility, voting requirements, election offences, etc. The Town's Election Procedures Bylaw No. 621, 2008 is attached to this report as **Schedule A**.

DISCUSSION

The roles of CEO and DCEO have traditionally been fulfilled by the Corporate Administrator/Deputy in municipalities, and staff recommend continuing with this practice, although another alternative is to hire a contractor. The recommended appointees have prior experience in conducting elections and other voting, including the most recent 2018 General Local Election.

The voting date for the by-election must be held on a Saturday within 80 days of appointing the CEO. Should Council appoint the CEO at this meeting, the general voting day for the 2021 by-election would be May 15, 2021.

Preparation required for a by-election is extensive. With the additional constraints and considerations due to the COVID-19 pandemic, staff have been working with the Ministry of Municipal Affairs and Housing to meet election legislative requirements and public health guidelines for the pandemic. Some of the special considerations are as follows:

Mail Ballot Voting

The Town's current Election Procedures Bylaw does not permit mail ballot voting. Due to timelines legislated within s. 56(2)(b) of the *LGA* (any amendment bylaw must be adopted at least 42 days before the first nomination period for the election), there is no ability to amend the Town's bylaw to permit mail ballot voting. Several municipalities that have recently held or announced a by-election during the COVID-19 pandemic have received a ministerial order to permit mail ballot voting, and to permit all eligible electors to vote by mail ballot.

During the fall 2020 provincial election, 38% of the ballots considered for the Parksville-Qualicum riding were submitted by mail ballot.¹ In an effort to limit numbers of people gathering at voting places, staff are recommending the Town request a ministerial order to permit mail ballot voting for all eligible electors for the 2021 Town of Qualicum Beach by-election (*recommendation 3(a) and (b)*).

Safety Protocols

The CEO and DCEO will work closely with Island Health to meet all health guidelines relating to COVID-19. Staff expect there to be significant changes to the traditional in-person voting experience, including limiting access points, decreased maximum occupancy limits, signage, maintaining physical distancing, increased frequency of sanitization of touch points, physical barriers (e.g. plexiglass), and encouraging electors to vote via mail ballot where possible.

Under the *LGA*, eligible electors are required to sign prior to receiving a ballot. Staff recommend seeking a ministerial order to permit electors to make an oral declaration that they are entitled to vote in the by-election when obtaining a ballot, with the election official responsible making a record that the elector made an oral declaration (*recommendation 3(c)*). Some instances will still require the elector signature, such as when a voter does not have sufficient identification, or when making an objection to another voter.

¹ Total valid votes: https://electionsbccnr.blob.core.windows.net/electionsbccnr/GE-2020-10-24_Candidate.html;
total mail-in ballots considered: <https://elections.bc.ca/docs/Report-Total-Vote-by-Mail-by-Electoral-District.pdf>

Special Voting Opportunities

In order to give electors who may otherwise be unable to vote an opportunity to do so, the Town has provided, by bylaw, a special voting opportunity at The Gardens at Qualicum Beach (650 Berwick Road North) on the 2nd day before general voting day. However, the Province has identified long-term care facilities and assisted living facilities as vulnerable populations for COVID-19, and additional restrictions are in place to protect these residents (including strict limitations on social and essential visits).²

To protect our most vulnerable residents, staff recommend requesting a ministerial order to remove the special voting opportunity at The Gardens at Qualicum Beach (*recommendation 3(d)*). Should this ministerial order be granted, election officials will work with staff at The Gardens to ensure all eligible electors who wish to vote in the by-election may do so by mail ballot.

TIMELINE

Staff have determined the following timeline for the 2021 by-election:

- February 24, 2021: Appointment of CEO and DCEO
- March 15, 2021: Nomination packages available
- March 23, 2021: Advance voter registration deadline
- March 24, 2021: Adoption of the provincial voters list
- March 30, 2021: Candidate nomination period begins
- April 9, 2021: Candidate nomination period ends & declaration of candidates
- April 13, 2021: Deadline to challenge candidate nominations
- April 16, 2021: Deadline to withdraw candidacy
- April 17, 2021: Campaign period begins (12:01 a.m.)
- April 19, 2021: Declaration of election by voting / election of acclaimed candidates
- May 5, 2021: Advance Voting Day
- May 12, 2021: Advance Voting Day
- May 15, 2021: General Voting Day / Deadline to Receive Mail Ballots
- May 19, 2021: Determination of Official Results

FINANCIAL IMPLICATIONS

A total of \$60,000 was included in the draft 2021 budget for this project. Anticipated costs include statutory elections notification and advertising, hiring election officials, voting machine rental(s) and contracted services from Election Systems & Software (ESS), ballots and mail ballots design and printing, and purchasing elections supplies.

COMMUNICATION PLAN

Statutory notification is required by newspaper to alert voters to their opportunities to register, view the voters list, challenge an elector, and vote. Notices must be placed in a newspaper circulated locally for a period of at least once per week, for two consecutive weeks. Similar statutory notices are required to advertise the nomination period for candidates. Town staff will also send communications to the public via social media, email contact lists, and through updates on the Town's website as required.

² BC Centre for Disease Control Visitor Policy, January 7, 2021: http://www.bccdc.ca/Health-Professionals-Site/Documents/LTC_AL_VISITOR_POLICY.pdf

STRATEGIC ALIGNMENT

No alignment; as Council did not anticipate a vacancy mid-way through their term, a by-election is not part of the strategic plan.

SUMMARY

A local by-election is required to fill the vacant Councillor position for the Town of Qualicum Beach. Once appointed, the CEO will proceed with preparations for the May 15, 2021 Local By-Election, including requesting pandemic-related legislative changes with the Ministry of Municipal Affairs, staffing, voters list, supplies and voting places options. A draft election calendar is being prepared and key dates (e.g. advance voting) will be communicated through advertising, notices, Town Tidings, social media, and the Town's website.

Staff will be applying to the Minister of Municipal Affairs for a Ministerial Order in relation to the 2021 by-election with the above-noted provisions, and the CEO will return to Council for approval once the Order is issued.

ALTERNATIVES

1. THAT Council directs staff to hire a contractor as Chief Election Officer for the purposes of conducting the 2021 by-election.
2. Other direction from Council.



Haylee Gould, Deputy
Corporate Administrator
Report Writer



Heather Svensen, Corporate
Administrator/Deputy CAO
Concurrence



Daniel Sailland, CAO
Concurrence

Attch:

[Election Procedures Bylaw No. 621, 2008](#)



Town of Qualicum Beach

ELECTION PROCEDURES BYLAW Bylaw No. 621, 2008

CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of Bylaw No. 621 with the bylaw below. The amending bylaw has been combined with the original bylaw for convenience only. This consolidation is not a legal document. The Town does not warrant that the information contained in this consolidation is current. Certified copies of the original bylaws should be consulted to ensure accurate, current bylaw provisions.

Amending Bylaw

Date of Adoption

Bylaw No. 621.01
Bylaw No. 621.02

February 3, 2014
May 7, 2018

The bylaw numbers in bold in the margin of this consolidation refer to the last bylaw that amended each section of the principal bylaw: "Town of Qualicum Beach Election Procedures Bylaw No. 621, 2008."

**TOWN OF QUALICUM BEACH
BYLAW NO. 621, 2008**

**A bylaw to provide for the
conduct of local government elections and other voting.**

WHEREAS under Section 112 of the *Local Government Act*, the Council of the Town of Qualicum Beach may, by bylaw, provide for the use of automated voting machines, voting recorders or other devices for voting in an election; **(Bylaw No. 621.02)**

AND WHEREAS Section 76 of the *Local Government Act* empowers the Council, by bylaw, to provide that the most current available Provincial list of voters prepared under the *Election Act* is to be the register of resident electors; **(Bylaw No. 621.02)**

AND WHEREAS pursuant to Section 110 of the *Local Government Act*, Council may, by bylaw, permit voting by mail ballot and establish procedures therefore; **(Bylaw No. 621.02)**

AND WHEREAS pursuant to the *Local Government Act*, Council may, by bylaw, determine various other procedures and requirements to be applied to the conduct of local government elections and other voting;

AND WHEREAS the Council of the Town of Qualicum Beach wishes to establish various procedures and requirements under these authorities;

NOW THEREFORE the Council of the Town of Qualicum Beach, in open meeting assembled, enacts as follows:

1. Definitions

In this bylaw the following terms have the following meanings:

“acceptable mark” means a completed oval that the vote counting unit is able to identify which has been made by an elector in the space provided on the ballot opposite the name of any candidate or opposite either “yes” or “no” on any other voting question;

“automated vote counting system” means a system that counts and records votes, and processes and stores election results, which comprises:

- (1) a number of ballot scan vote counting units each of which rests on a ballot box; and
- (2) a number of portable ballot boxes into which voted ballots are deposited, where a vote counting unit is not functioning or being used, which will therefore be counted after the close of voting on general voting day;

“ballot” means a single ballot card designed for use in an automated vote counting system which shows:

- (1) the names of all of the candidates for each of the offices to be filled; and
- (2) all of the choices on all of the bylaws or other matters on which the opinion or assent of the electors is sought;

“ballot return override procedure” means the use, by an election official, of a device on a vote counting unit that causes the unit to accept a returned ballot;

“election headquarters” means the Qualicum Beach Civic Centre, 747 Jones Street, Qualicum Beach, BC or other location designated by the Chief Election Officer as the election headquarters;

“memory card” means a storage device which is inserted into the vote counting unit and into which is pre-programmed the names of all the candidates for each of the offices to be filled, and the alternatives of “yes” or “no” for each other voting question on the ballot, and which records and retains information on the number of acceptable marks made for each;

“portable ballot box” means a ballot box which is used at a voting place where a vote counting unit is not being used at the time of voting;

“results tape” means the printed record generated from a vote counting unit at the close of voting on general voting day, which shows the number of votes for each candidate for each of the offices to be filled, and the number of votes for and against each other voting question on the ballot.

“returned ballot” means a voted ballot that was inserted into the vote counting unit but which was not accepted and which was returned to the elector with an explanation of the ballot marking error which caused the ballot not to be accepted.

“secrecy sleeve” means an open-ended folder or envelope used to cover ballots to conceal the choices made by each elector.

“vote counting unit” means the device into which voted ballots are inserted and which scans each ballot and records the number of votes for each candidate and for and against each other voting question.

2. **Use of Provincial List of Voters as the Register of Resident Electors**

For the purposes of all local elections and other voting under Part 4 of the *Local Government Act*, the most current available Provincial list of voters prepared under

the *Election Act* shall become the register of resident electors on the 52nd day prior to the general voting day for such elections and other voting.

3. **Use of Voting Machines**

Council hereby provides for the use of an automated vote counting system for the conduct of elections and other voting that may, from time to time, be required.

4. **Required Advance Voting Opportunities**

(1) As provided under the *Local Government Act*, required advance voting opportunities will be held for each election and other voting as follows:

- (a) on the 10th day before general voting day, and
- (b) on the 3rd day before general voting day.

(2) Voting hours for these advance voting opportunities will be from 8:00 a.m. to 8:00 p.m. at the Civic Centre at 747 Jones Street, Qualicum Beach, BC.

5. **Special Voting Opportunities**

(1) In order to give electors who may otherwise be unable to vote an opportunity to do so, the Council will provide for each election or voting a special voting opportunity as authorized under Section 99 of the *Local Government Act*:

- (a) at The Gardens at Qualicum Beach, 650 Berwick Road North;
- (b) on the 2nd day before general voting day; and
- (c) during the hours of 9:00 am to 1:00 pm.

(2) The following restrictions apply to persons who may vote at this special voting opportunity:

- (a) The only electors who may vote are electors who, on the date on which the special voting opportunity is held and before the end of the voting hours for that special voting opportunity, live in residence at The Gardens of Qualicum Beach or persons who are at this location for the purpose of their employment.

(Bylaw No. 621.01)

6. **Automated Voting Procedures**

(1) The Presiding Election Official for each voting place shall offer and, if requested, ensure that a demonstration of how to vote using a vote counting unit is provided to an elector, as soon as such elector enters the voting place and before a ballot is issued.

- (2) Upon completion of the voting demonstration, if any, the elector shall proceed as instructed to the election official responsible for issuing ballots who, upon fulfillment of the requirements of the *Local Government Act*, shall then provide a ballot to the elector, a secrecy sleeve if requested by the elector, and any further instructions the elector requests.
- (3) Upon receiving a ballot, the elector shall immediately proceed to a voting compartment to vote.
- (4) The elector may vote only by making an acceptable mark on the ballot:
 - (a) beside the name of each candidate of choice, up to the maximum number of candidates to be elected for each of the offices to be filled; and
 - (b) beside either “yes” or “no” in the case of each bylaw or other matter on which the assent or opinion of electors is sought.
- (5) Once the elector has finished marking the ballot the elector must either:
 - (a) place the ballot into the secrecy sleeve, if one has been requested; or
 - (b) turn the ballot upside down and proceed to the vote counting unit; and under the supervision of the election official in attendance, insert the ballot directly from the secrecy sleeve, if applicable, into the vote counting unit without the acceptable marks on the ballot being exposed.
- (6) If, before inserting the ballot into the vote counting unit, an elector determines that a mistake has been made when marking the ballot, or if the ballot is returned by the vote counting unit, the elector may return to the voting compartment to correct a ballot or request a replacement ballot by informing the election official in attendance.
- (7) Upon being informed of the replacement ballot request, the Presiding Election Official shall issue a replacement ballot to the elector and mark the returned ballot “spoiled” and shall retain all such spoiled ballots separately from all other ballots and they shall not be counted in the election.
- (8) If the elector declines the opportunity to obtain a replacement ballot and has not damaged the ballot to the extent that it cannot be reinserted into the vote counting unit, the election official shall, using the ballot return override procedure, reinsert the returned ballot into the vote counting unit to count any acceptable marks which have been made correctly.

- (9) Any ballot counted by the vote counting unit is valid and any acceptable marks contained on such ballots will be counted in the election, subject to any determination made under a judicial recount.
- (10) Once the ballot has been inserted into the vote counting unit and the unit indicates that the ballot has been accepted, the elector must immediately leave the voting place.
- (11) During any period that a vote counting unit is not functioning, the election official supervising the unit shall direct electors to insert their ballots into a portable ballot box on the understanding that if the vote counting unit:
 - (a) becomes operational, or
 - (b) is replaced with another vote counting unit, the ballots in the portable ballot box shall, as soon as reasonably possible, be removed by an election official and, under the supervision of the Presiding Election Official, shall be inserted into the vote counting unit to be counted.
- (12) Any ballots which were temporarily stored in the portable ballot box during a period when the vote counting unit was not functioning, which are returned by the vote counting unit when being counted shall, through the use of a ballot return override procedure, and under the supervision of the Presiding Election Official, be reinserted into the vote counting unit to ensure that any acceptable marks are counted.
- (13) A sample ballot that may be used in an automated vote counting system is attached as Schedule "A" to this bylaw.

7. Advance and Special Voting Opportunity Procedures

- (1) Vote counting units shall be used at all advance and special voting opportunities and voting procedures at the advance and special voting opportunities shall follow, as closely as possible, those described in Section 5 of this bylaw. **(Bylaw No. 621.01)**
- (2) At the close of voting at each advance and special voting opportunity, the Presiding Election Official in each case shall ensure that:
 - (a) no additional ballots are inserted in the vote counting unit;
 - (b) the portable ballot box is sealed to prevent insertion of any ballots;
 - (c) the results tapes in the vote counting unit are not generated; and
 - (d) the memory card of the vote counting unit is secured.**(Bylaw No. 621.01)**

- (3) At the close of voting at each final advance or special voting opportunity the Presiding Election Official shall:
 - (a) ensure that any remaining ballots in the portable ballot box are inserted into the vote counting unit;
 - (b) secure the vote counting unit so that no more ballots can be inserted; and
 - (c) deliver the vote counting unit together with the memory card and all other materials used in the election to the Chief Election Officer at election headquarters. **(Bylaw No. 621.01)**
- (4) The following procedures for voting and for conducting the voting proceeding apply to the special voting opportunity:
 - (a) the presiding election officer or another election official must conduct voting proceedings at a central location in The Gardens at Qualicum Beach, followed by a bedside voting opportunity, where required;
 - (b) Council authorizes the Chief Election Officer to limit the number of candidates' representatives who may be present at the special voting opportunity;
 - (c) Council authorizes the Chief Election Officer to establish procedures for voting and for conducting the voting proceedings that may differ from this Bylaw. **(Bylaw No. 621.01)**

Mail Ballot Voting

(deleted by Bylaw No. 621.02)

8. Procedures After the Close of Voting on General Voting Day

- (1) After the close of voting on general voting day, at voting opportunities where a vote counting unit was used in the election, but excluding advance and special voting opportunities, the Chief Election Officer shall undertake all of the following generally in the order stipulated:
 - (a) ensure that any remaining ballots in the portable ballot box are inserted into the vote counting unit;
 - (b) ensure that any mail ballots received are inserted into the vote counting unit;
 - (c) secure the vote counting unit so that no more ballots can be inserted;
 - (d) generate three copies of the results tape from the vote counting unit;
 - (e) account for the unused, spoiled and voted ballots and place them, packaged and sealed separately, together with the memory card from the vote counting unit along with one copy of the results tape, into the ballots and results box;

- (f) complete the ballot account and place a copy of the ballot account in the ballots and results box;
 - (g) seal the ballots and results box;
 - (h) place the voting books, list of electors, the original copy of the ballot account, one copy of the results tape and all completed administrative forms into the election materials box.
- (2) At the close of voting on general voting day, the Chief Election Officer shall, for the advance voting opportunity where vote counting units were used, proceed in accordance with Section 8.(1) of this Bylaw.
- (3) At the close of voting on general voting day all portable ballot boxes used in the election will be opened under the direction of the Chief Election Officer and all ballots shall be removed and inserted into a vote counting unit to be counted, after which the provisions of Sections 8(1), so far as applicable, shall apply.
- (4) If the vote counting unit is not functioning, ballots shall be counted manually.
- (5) The memory cards of all vote counting units shall not be cleared of the official election results, but shall be retained for the period of time required for retention of election materials.
- (6) Upon fulfillment of the provisions of Section 8, the Chief Election Officer shall, to obtain the election results, direct an election official to place the results in a spreadsheet, which may be used for display in the Civic Centre, indicating the total preliminary election results.

9. Recount Procedure

- (1) If a recount is required after preliminary election results are announced, it shall be conducted under the direction of the Chief Election Officer using the automated vote counting system and generally in accordance with the following procedure:
 - (a) the memory cards of all vote counting units will be cleared;
 - (b) vote counting units will be designated for each voting place;
 - (c) all voted ballots will be removed from the sealed ballot boxes, except spoiled ballots, and reinserted in the appropriate vote counting units under the supervision of the Chief Election Officer; and
 - (d) any ballots returned by the vote counting unit during the recount process shall, through the use of the ballot return override procedure, be reinserted in the vote counting unit

or, if the vote counting unit is not functioning, ballots shall be counted manually.

10. General

- (1) Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.
- (2) If any part, section, sentence, clause, phrase or word of this bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder which shall continue in full force and effect and be construed as if the bylaw had been adopted without the invalid portion.

11. Repeal of Previous Bylaw

"Town of Qualicum Beach Election Procedures and Automated Voting Bylaw No. 537.02, 1999" and amendments are hereby repealed.

12. Citation

This bylaw may be cited as "Town of Qualicum Beach Election Procedures Bylaw No. 621, 2008".

READ A FIRST TIME this 9th day of June, 2008.

READ A SECOND TIME this 9th day of June, 2008.

READ A THIRD TIME this 9th day of June, 2008.

ADOPTED this 14th day of July, 2008.

Mayor

Corporate Administrator

Bylaw No. 621
Schedule 'A'

THE CITY OF KELOWNA		
SATURDAY, NOVEMBER 16, 1996		
Three year term		
VOTE LIKE THIS ➤ ●		
IF YOU ACCIDENTALLY SPOIL THIS BALLOT, YOU MAY RETURN IT TO THE ELECTION STAFF AND OBTAIN ANOTHER BALLOT.		
MAYOR Do Not Vote for more than ONE (1)	SCHOOL TRUSTEE Do Not Vote for More Than FOUR (4)	COUNCILLOR Do Not Vote for More Than EIGHT (8)
☐ ADAMSON, John	☐ ATCHESON, Laura	☐ ANDOVER, Lewis
☐ ATKINS, Leah	☐ BOSNIAK, Aliston	☐ ARTHURS, Bill
☐ BELANGER, Mike	☐ CAMERON, Deborah	☐ BAKER, Sam
☐ CORRIGAN, Harold	☐ COLCHESTER, Christopher	☐ BUTLER, Jim
☐ DONOVAN, Arthur	☐ DAVIDSON, Don	☐ CARLSON, Julie
☐ FOSTER, Brew	☐ FRIESEN, Ken	☐ DONALDSON, Connie
	☐ HUDSON, Henry	☐ FRASER, Tim
	☐ HUGHES, Howard	☐ GALLOWAY, Mary
	☐ LINES Stella	☐ HARRIS, Robert
	☐ MacLEAN, David	☐ DUTKA, Marcel
REFERENDUM		
DO YOU BELIEVE THAT OGOPOGO REALLY EXISTS?		
☐ YES		
☐ NO		
DEMONSTRATION BALLOT		
☒ OLSON, Ollie		
☒ PARKINSON, Dean		
☐ PLUMMER, Christopher		
☐ RICHTER, Lori		
☐ SWANSON, Gordon		
☐ TUPPERWARE, Delores		
☐ UNGER, Joseph		
☐ VOISIN, Roch		
☐ WATER, Lily		
☐ YORKSHIRE, Brent		
☐ ZAMBONI, Wayne		

2020 Open Council Meeting Motions Index

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-001	2020-01-15	Regular	THAT potential upgrades for Christleton Park be discussed at a future Parks and Recreation Committee meeting.	CORP ADMIN	COMPLETE
20-002	2020-01-15	Regular	THAT the Mayor submit a letter to School District 69 on behalf of the Town indicating that the Town of Qualicum Beach is prepared to provide financial support for the construction of a track at Ballenas Secondary School.	CORP ADMIN	COMPLETE
20-003	2020-01-15	Regular	THAT Council directs staff to make available on the Town website information on how to communicate with Council, the correspondence log, input opportunities, and live streaming.	CORP ADMIN	COMPLETE
20-004	2020-01-15	Regular	THAT Council directs staff to work with the Qualicum Beach Streamkeepers to install a flow recorder on Beach Creek to monitor the stream flow.	ENGINEERING	COMPLETE
20-005	2020-01-15	Regular	THAT Council instructs staff to prepare a report on a Canada Mortgage and Housing Corporation (CMHC) grant application for the costs associated with pre-development of an affordable housing development.	PLANNING	COMPLETE
20-006	2020-01-15	Regular	THAT Council defer proceeding with the sale of the two Town-owned residential lots at the intersection of Dogwood Road and Juniper Road until staff can provide further information on the funds derived from the other designated land sales and from any potential fundraising activities.	PLANNING	IN PROGRESS
20-007	2020-01-15	Regular	THAT Councillor Westbroek be appointed as member at large to participate on the Town's behalf at the Mount Arrowsmith Biosphere Region and the Coastal Communities Social Procurement Initiative meetings.	CORP ADMIN	COMPLETE
20-008	2020-01-15	Regular	THAT the resolution of Council at the December 17, 2018 regular meeting be amended by removing the words "be rotated annually" and replacing them with the words "remain until otherwise directed by Council."	CORP ADMIN	COMPLETE
20-009	2020-01-15	Regular	THAT Council instructs staff to work with Kwalikum Secondary School (KSS) to organize and promote the 2020 youth appreciation lunch for Qualicum Beach youth to be held on Thursday, May 7, 2020 in Glassford Square from 11:15 am to 12:00 pm.	CORP ADMIN	COMPLETE
20-010	2020-01-15	Regular	THAT Council grants permission to BigList Media Inc. to hold their first annual TimberFest event at the Qualicum Beach Civic Centre, the Town-owned portion of the Qualicum Commons field grounds, and the Town-owned parking area by The Old School House from May 26 to May 31, 2020, subject to the applicant working with staff to finalize arrangements; AND FURTHER THAT Council enter into a fee for service agreement with BigList Media Inc. for \$49,240 to host the TimberFest event in its inaugural year, with cost recovery to the Town as described in the memo from the Deputy Corporate Administrator dated January 15, 2020; AND FURTHER THAT Council authorizes in-kind support for the TimberFest event through Town provision of garbage and recycling cans, bags, and collection; use of facilities at the Civic Centre for professional seminars; use of Town-owned materials, such as fencing, event tents, stage, etc., as deemed operationally feasible; and in-kind services of staff to assist with event preparation; AND FURTHER THAT Council delegates the authority to staff to issue mobile vending business licences to any mobile vendor who is permitted to operate within the Town of Qualicum Beach, only for the purposes of the 2020 TimberFest event, on May 31, 2020.	CORP ADMIN	COMPLETE
20-011	2020-01-15	Regular	THAT Council authorizes the Town of Qualicum Beach to hold the annual Family Day on Sunday May 24, 2020, including street closures required for the parade that will marshal along Harlech Road, proceed along Harlech Road and First Avenue West, up Primrose Street to Second Avenue, along Second Ave West to Jones Street, ending at the Main entrance of the Civic Centre, and subject to emergency service notification, traffic control, insurance, washrooms and litter control; AND FURTHER authorizes Town staff expenditure and payment of related invoices (materials, activities, performers) not to exceed a total of \$10,000; subject to staff advertising for volunteers and securing a committee to organize the event.	CORP ADMIN	COMPLETE
20-012	2020-01-15	Regular	THAT Council authorizes the submission of a grant application to the UBCM Age-Friendly Communities program to fund a project titled 'Age-Friendly Wayfinding', for active transportation, as described in the January 15, 2020 memo to Council.	CORP ADMIN	COMPLETE
20-013	2020-01-15	Regular	THAT Council authorizes the submission of a grant application to the British Columbia Air Access Program to fund the replacement of an aging fuel system tank, and that staff support this project through its duration.	CORP ADMIN	COMPLETE
20-014	2020-01-15	Regular	THAT Council authorizes the submission of a grant application to the British Columbia Air Access Program to fund sanitary sewer services to Row B, and the un-served portion of Row A, of the Qualicum Beach Airport, and that staff support this project through its duration.	CORP ADMIN	COMPLETE

2020 Open Council Meeting Motions Index

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-015	2020-01-15	Regular	THAT Council authorize the submission of a grant application to the British Columbia Air Access Program to fund a backup generator at the airport, and that Staff support this project through its duration.	CORP ADMIN	COMPLETE
20-016	2020-01-15	Regular	THAT Council of the Town of Qualicum Beach pass a resolution confirming their commitment to cover 2/3 of the cost, to a maximum of \$188,188, to design and construct the modifications to the BC Hydro overhead utilities required to accommodate the construction of a roundabout at Highway 19A and Memorial Avenue.	CORP ADMIN	COMPLETE
20-017	2020-01-15	Regular	THAT Town of Qualicum Beach Policy No. 3004-8, "Conference Attendance, Daily Allowance and Travel Policy", be rescinded, as it is superseded by Policy No. 3004-11, "Conference Attendance, Daily Allowance and Travel Policy" (policy for Council), and redundant with Policy No. 5002-1, "Course/Conference Attendance, Expenses and Travel Policy" (policy for staff).	CORP ADMIN	COMPLETE
20-018	2020-01-15	Regular	THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 363 Judges Row at the Council Meeting on February 5, 2020.	PLANNING	COMPLETE
20-019	2020-01-15	Regular	THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 530 Crescent Road West at the Council Meeting on February 5, 2020.	PLANNING	COMPLETE
20-020	2020-01-15	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (1025 Qualicum Road) Bylaw No. 580.114, 2019" be read a third time.	PLANNING	COMPLETE
20-021	2020-01-15	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (1025 Qualicum Road) Bylaw No. 580.114, 2019" be adopted.	PLANNING	COMPLETE
20-022	2020-01-15	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Part of Village Way and Railway Street) Bylaw No. 580.117, 2020" be introduced and given first reading, as amended by designating the Community Garden and green space area as institutional.	PLANNING	COMPLETE
20-023	2020-01-15	Regular	THAT Council instructs staff to use the word "affordable" in place of "attainable" in all future documentation relating to this housing project.	PLANNING	COMPLETE
20-024	2020-01-15	Regular	THAT the bylaw entitled "Town of Qualicum Beach Road Closure Bylaw (Portion of Road Dedicated on Yew Street) No. 739, 2019" be adopted.	PLANNING	COMPLETE
20-025	2020-01-15	Regular	THAT the bylaw entitled "Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Harlech Road) Bylaw No. 740, 2019" be adopted.	PLANNING	COMPLETE
20-026	2020-02-05	Regular	THAT staff be instructed to arrange a Committee of the Whole meeting in the Fall/Winter of 2020 to evaluate and review all 2020 events to see where improvements; changes, etc. can be made.	CORP ADMIN	POSTPONED/ DELAYED
20-027	2020-02-05	Regular	THAT the Town consult with the West Ridge neighbourhood and others about the future of Lot 23 and landscaping on the adjacent Park berm, prior to proceeding with any land sales in the West Ridge neighbourhood.	PLANNING	COMPLETE
20-028	2020-02-05	Regular	WHEREAS the strike between Western Forest Products and the United Steelworkers Union is currently in its eight month, WHEREAS there are negative impacts on small businesses in the communities that are dependent upon the forestry sector that will not receive any form of assistance under the currently proposed relief measures, and further that significant negative impacts take place in communities that suffer an economic downturn; BE IT RESOLVED, THAT the mayor write a letter to the minister of Forests, Land, Natural Resource Operations, and Rural Development, the Minister of Labour, the deputy ministers of said ministries and the premier asking the following questions: a. Given that mediation has not resolved the dispute, is there a specific reason that a fact finder has not been appointed by the government? b. Is there a specific reason that the Minister of Labour has not appointed an industrial inquiry committee? c. What are the specific terms contained within the last offer to the union that prevents the Minister of Labour from requesting a vote on said offer? d. Can the mediator prepare a report with a list of recommendations to help both parties conclude a successful negotiation? e. Is the government currently tracking the number of bankruptcies, foreclosures, variances in the rates of women and children fleeing violence, or variances in the rate of incidents of self-harm being tracked by the provincial government in the affected communities?	CORP ADMIN	COMPLETE

2020 Open Council Meeting Motions Index

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-029	2020-02-05	Regular	THAT the mayor write a letter to the appropriate contacts within the provincial government, UBCM, AVICC and other regional municipal associations asking if there will be a new set of applications to the Rural Dividend Fund in 2020 for small communities and First Nations.	CORP ADMIN	COMPLETE
20-030	2020-02-05	Regular	THAT discussion regarding recording votes in all in-camera meetings be deferred to further discussion on the Council Procedure Bylaw.	CORP ADMIN	COMPLETE
20-031	2020-02-05	Regular	THAT Council refer to the Select Committee on Environment and Sustainability a request to provide recommendations on tree planting to offset vegetation removed during the recent school route linkages trail construction.	CORP ADMIN	COMPLETE
20-032	2020-02-05	Regular	THAT Council commits to funding costs borne in excess of those covered by the UBCM Community Child Care Space and BC Ministry of Children and Family Development - Childcare BC New Spaces Fund grant funding streams.	CORP ADMIN	COMPLETE
20-033	2020-02-05	Regular	THAT the report from the Manager of Information Technology entitled "2020 UBCM Community Emergency Preparedness Fund Emergency Social Services Grant Application" be received.	FINANCE	COMPLETE
20-034	2020-02-05	Regular	THAT Council approve the City of Parksville to be the primary applicant and apply for funding from the UBCM Community Emergency Preparedness Fund for a regional stockpile of group lodging supplies on behalf of both the City of Parksville and Town of Qualicum Beach.	CORP ADMIN	COMPLETE
20-035	2020-02-05	Regular	THAT, if successful, Council approve the City of Parksville to receive and manage the grant funding on Town's behalf.	CORP ADMIN	COMPLETE
20-036	2020-02-05	Regular	THAT the report from the Manager of Information Technology entitled "Regional Emergency Resource Agreement Renewal" be received. THAT the Town of Qualicum Beach authorize the renewal of the Regional Emergency Resource Agreement for a one-year term to and including December 31, 2020.	CORP ADMIN	COMPLETE
20-037	2020-02-05	Regular	THAT Council grants permission to the Alzheimer Society of BC to hold their 'Investors Group Wealth Management Walk for Alzheimer's' event along the Dollymount Trail on Sunday, May 3, 2020, from 9:00 am to 3:00 pm, subject to the applicant working with staff to finalize arrangements; AND FURTHER THAT Council authorizes in kind support for the Walk for Alzheimer's event through Town provision of garbage, recycling and compost cans, bags, and collection.	CORP ADMIN	COMPLETE
20-038	2020-02-05	Regular	THAT the monthly finance report be received for information.	FINANCE	COMPLETE
20-039	2020-02-05	Regular	THAT Council refer discussion on Town beautification to the February 13, 2020 Committee of the Whole meeting to review options for increased staffing and/or contracting out, in consultation with the Town's Superintendent of Parks and Facilities and the Superintendent of Public Works.	CORP ADMIN	COMPLETE
20-040	2020-02-05	Regular	THAT the Town of Qualicum Beach Asset Management Strategy document dated February 5, 2020 be received by Council as amended.	FINANCE	COMPLETE
20-041	2020-02-05	Regular	THAT staff be instructed to provide an update on Asset Management including, but not limited to, policy and strategy at a future Committee of the Whole meeting in 2020.	FINANCE	COMPLETE
20-042	2020-02-05	Regular	THAT the December 2019 monthly fire department report be received for information.	FIRE	COMPLETE
20-043	2020-02-05	Regular	THAT Council directs staff to remove all seven cabins from the St. Andrews property, AND FURTHER THAT, Council directs staff to award the contract to the lowest bidder, ANU Enterprises Ltd.	PLANNING	COMPLETE
20-044	2020-02-05	Regular	THAT Council adopt the Former St. Andrews Waterfront Park Draft Concept Plan. THAT Council directs staff to commission an arborist report on the Former St. Andrews Waterfront Park, which includes a replanting plan, as recommended in the draft Former St. Andrews Waterfront Park Draft Concept Plan. THAT Council directs Staff to designate the Former St. Andrews Waterfront Park as "Elizabeth Little Waterfront Park", and FURTHER THAT, the Town solicits public feedback on this name until March 30, 2020, as recommended in the draft Former St. Andrews Waterfront Park Draft Concept Plan.	PLANNING	COMPLETE
20-045	2020-02-05	Regular	THAT Council directs staff to commission a feasibility study on the St. Andrews Lodge Building, as recommended in the draft Former St. Andrews Waterfront Park Draft Concept Plan.	PLANNING	COMPLETE
20-046	2020-02-05	Regular	THAT Council directs staff to issue a Development Variance Permit for 530 Crescent Road West as described in the February 5, 2020 Planning memo to Council.	PLANNING	COMPLETE
20-047	2020-02-05	Regular	THAT Council authorizes staff to issue a Development Permit for 703 Beach Road, as attached to the February 5, 2020 Planning memo to Council.	PLANNING	COMPLETE

2020 Open Council Meeting Motions Index

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-048	2020-02-05	Regular	THAT Council directs staff to issue a Development Variance Permit for 363 Judges Row, as described in the February 5, 2020 Planning memo to Council.	PLANNING	COMPLETE
20-049	2020-02-05	Regular	THAT the Town of Qualicum Beach supports the Regional District of Nanaimo (RDN) as primary applicant to the UBCM Poverty Reduction Planning & Action grant program for a Social Needs Assessment and Strategy and authorizes the Regional District of Nanaimo to receive and manage the grant funding on its behalf.	CORP ADMIN	COMPLETE
20-050	2020-02-05	Regular	THAT Council of the Town of Qualicum Beach authorize the submission of a grant application to the Active Transportation Infrastructure Grant Program to help fund the Memorial Avenue/Highway 19A roundabout.	CORP ADMIN	COMPLETE
20-051	2020-02-05	Regular	THAT prior to the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (595 Spruce Street) Bylaw No. 580.113, 2019” being adopted, that the developer makes a contribution to the Village Neighbourhood Sidewalk Reserve Account equivalent to the value of constructing a sidewalk for this property.	PLANNING	COMPLETE
20-052	2020-02-05	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (595 Spruce Street) Bylaw No. 580.113, 2019” be given second reading.	PLANNING	COMPLETE
20-053	2020-02-05	Regular	THAT Council hold a Public Hearing on February 26, 2020 at 3:30 pm at the Qualicum Beach Town Hall, 660 Primrose Street, Qualicum Beach in regard to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (595 Spruce Street) Bylaw No. 580.113, 2019”.	PLANNING	COMPLETE
20-054	2020-02-05	Regular	THAT staff be instructed to review options for registering a covenant to notify any future owners that the density of their property is lower than permitted in the Official Community Plan, and that the neighbourhood may develop at a higher density.	PLANNING	COMPLETE
20-055	2020-02-05	Regular	THAT the Town establishes a “Village Neighbourhood Sidewalk Reserve Account” to receive contributions for sidewalk improvements where it is not practical to construct a sidewalk at the time of development.	FINANCE	COMPLETE
20-056	2020-02-05	Regular	THAT prior to the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (191 Fourth Avenue W) Bylaw No. 580.115, 2019” being adopted, that the developer makes a contribution to the Village Neighbourhood Sidewalk Reserve Account equivalent to the value of constructing a sidewalk for this property.	PLANNING	COMPLETE
20-057	2020-02-05	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (191 Fourth Avenue W) Bylaw No. 580.115, 2019” be given second reading.	PLANNING	COMPLETE
20-058	2020-02-05	Regular	THAT Council hold a Public Hearing on February 26, 2020 at 3:30 pm at the Qualicum Beach Town Hall, 660 Primrose Street, Qualicum Beach in regard to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (191 Fourth Avenue W) Bylaw No. 580.115, 2019”.	PLANNING	COMPLETE
20-059	2020-02-05	Regular	THAT staff be instructed to review options for registering a covenant to notify any future owners that the density of their property is lower than permitted in the Official Community Plan, and that the neighbourhood may develop at a higher density.	PLANNING	COMPLETE
20-060	2020-02-05	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (634 Rye Road) Bylaw No. 580.116, 2020” be introduced and given first reading.	PLANNING	COMPLETE
20-061	2020-02-05	Regular	THAT Council refers the development application for 634 Rye Road the Advisory Planning Commission for comment, subject to the following: a. Submission of a Tree and Vegetation Management Plan; b. Submission of a Landscape Plan; and, c. Submission of a Rainwater Management Plan.	PLANNING	COMPLETE
20-062	2020-02-05	Regular	THAT prior to adoption of a zoning amendment bylaw for 634 Rye Road, the following be completed: a. Execution of a Works and Services Agreement to ensure completion of the adjacent works and services; b. Execution of a Section 219 Form and Character covenant to ensure that the development is constructed in conformance with the presentation to Council.	PLANNING	IN PROGRESS

2020 Open Council Meeting Motions Index

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-063	2020-02-05	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Part of Village Way and Railway Street) Bylaw No. 580.117, 2020” be amended by consolidating the two parcels into one lot. THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Part of Village Way and Railway Street) Bylaw No. 580.117, 2020” be given second reading, as amended. THAT Council schedule a Public Information Meeting on February 19, 2020 at 7:00 pm at the Qualicum Beach Civic Centre, 747 Jones Street, Qualicum Beach in regard to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Part of Village Way and Railway Street) Bylaw No. 580.117, 2020”. THAT Council hold a Public Hearing on February 26, 2020 at 3:30 pm at the Qualicum Beach Town Hall, 660 Primrose Street, Qualicum Beach in regard to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Part of Village Way and Railway Street) Bylaw No. 580.117, 2020”.	PLANNING	COMPLETE
20-064	2020-02-05	Regular	THAT the bylaw entitled “Town of Qualicum Beach Financial Plan (2020-2024) Bylaw No. 738, 2019” be given second reading.	FINANCE	COMPLETE
20-065	2020-02-05	Regular	THAT the bylaw entitled “Town of Qualicum Beach Financial Plan (2020-2024) Bylaw No. 738, 2019” be referred to the Committee of the Whole meeting on February 13, 2020 at 10:00 am.	FINANCE	COMPLETE
20-066	2020-02-26	Regular	THAT Council directs staff to provide a report on increasing the Public Works and Parks budget; AND FURTHER THAT the report includes options for increasing personnel or staffing levels.	FINANCE	COMPLETE
20-067	2020-02-26	Regular	THAT Council instructs staff to provide a report on staffing levels for all departments in the Town of Qualicum Beach.	FINANCE	COMPLETE
20-068	2020-02-26	Regular	THAT the following notice of motion from the January 14, 2019 Regular Council meeting be referred to the Committee of the Whole meeting in which asset management will be discussed: THAT Council directs staff to prepare and present a report on the state of the sidewalks within the Village Neighbourhood, including but not limited to: (a) Recent remedial work completed, (b) Anticipated remedial work for 2019, (c) A proposal for actions and estimated costs, which would reduce current and future tripping hazards, (d) A proposal for actions, and estimated costs, which would reduce the ongoing maintenance, (e) A capital asset management plan for this infrastructure, (f) An estimated cost of undergrounding the utilities on Fern Road West between Memorial Avenue (Highway 4) and Primrose Street, and (g) The anticipated cost of undergrounding the utilities on Primrose Street between Second Avenue West and Primrose Lane.	FINANCE	COMPLETE
20-069	2020-02-26	Regular	THAT Council approve the following motions (c; d; e; h; i; as listed in the agenda): c. THAT any further commitment to the 10-year financial plan be deferred, AND FURTHER THAT the 10-year financial plan be referred to the Committee of the Whole meeting in which asset management will be discussed. d. THAT there be an additional one time 1% taxation increase for accommodating the cost of a feasibility report for the Perfect Storm Group. e. THAT the following notice of motion from the January 14, 2019 regular Council meeting be deferred to a future Committee of the Whole meeting: THAT Council directs staff to prepare and present a report regarding the estimated cost of replacing all of the street lights in Town with LED lighting and the anticipated savings once the lighting has been upgraded. h. THAT the following notice of motion from the January 14, 2019 regular Council meeting be withdrawn: THAT Council directs staff to provide a report regarding any policies, bylaws, plans, recent or upcoming activity relating to the larger signage around the community. i. THAT the bylaw entitled “Town of Qualicum beach Financial Plan (2020-2024) Bylaw No. 738, 2019” be given third reading.	FINANCE	COMPLETE

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-070	2020-02-26	Regular	THAT the following notice of motion from the January 14, 2019 regular Council meeting be referred to a future Committee of the Whole meeting for discussion: THAT Council directs staff to prepare a report regarding the costs, schedules, staff time, and equipment usage, for the current town-run chipping program; AND FURTHER THAT, Council directs staff to provide recommendations regarding: (a) Fixed year-round drop-off locations; (b) Automated green material pickup; (c) Scheduled green material bin drop off; and (d) Variable pickup schedules via online requests.	CORP ADMIN	COMPLETE
20-071	2020-02-26	Regular	THAT the following notice of motion from the January 14, 2019 regular Council meeting be withdrawn: THAT Council directs staff to provide a Child Care Report at all future Regular Council meetings to include, among other items, progress on the Union of British Columbia Municipalities (UBCM) Community Child Care Planning Program, and the British Columbia (BC) New Spaces Fund, until otherwise directed by Council.	CORP ADMIN	COMPLETE
20-072	2020-02-26	Regular	THAT Council direct staff to provide funding in the amount of \$2,500 to the Brant Wildlife Festival to assist with promotion of the festival.	FINANCE	COMPLETE
20-073	2020-02-26	Regular	THAT Council directs staff to refer the Fresh Water Alliance overview paper and the two recommendations to the Town's Select Committee on Environment for review and comment.	CORP ADMIN	COMPLETE
20-074	2020-02-26	Regular	THAT Council suspends rules to amend the agenda by deferring the following items to the March 11, 2020 Regular meeting of Council: 6. (1) Correspondence; 7. (1-5) Committee and Liaison Reports; and 8. Staff Reports (1-8).	CORP ADMIN	COMPLETE
20-075	2020-02-26	Regular	THAT the bylaw entitled "Town of Qualicum Beach Financial Plan (2020-2024) Bylaw No. 738, 2019" be given third reading.	CORP ADMIN	COMPLETE
20-076	2020-02-26	Regular	THAT Council provide a letter of support to the Mount Arrowsmith Biosphere Region Research Institute as requested on February 24, 2020.	CORP ADMIN	COMPLETE
20-077	2020-03-11	Regular	THAT Council amend Motion 2019-204 by striking: "in the 2019/2020 school year" and replace it with "in 2021" and adding the words "AND FURTHER THAT Council direct staff to work with Kwalikum Senior Secondary to host a Council meeting at the school before the end of the 2020 school year".	CORP ADMIN	COMPLETE
20-078	2020-03-11	Regular	THAT Council receive the Monthly Finance Report as presented at the March 11, 2020 Regular Council meeting.	FINANCE	COMPLETE
20-079	2020-03-11	Regular	THAT Council receive the Monthly Fire Department Report as presented at the March 11, 2020 Regular Council meeting.	FIRE	COMPLETE
20-080	2020-03-11	Regular	THAT Council receive the January 2020 Monthly Building Permit Report and the January 2020 Monthly Bylaw Report as presented at the March 11, 2020 Regular Council meeting.	PLANNING	COMPLETE
20-081	2020-03-11	Regular	THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 333 Judges Row at the Council Meeting on April 1, 2020.	PLANNING	COMPLETE
20-082	2020-03-11	Regular	THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Permit and a Development Variance Permit for 217 Higson Crescent at the Council Meeting on April 1, 2020.	PLANNING	COMPLETE
20-083	2020-03-11	Regular	THAT the Age-Friendly Transportation Plan be accepted as amended and presented in the March 11, 2020 regular Council agenda; AND FURTHER THAT the Age-Friendly Transportation Plan be forwarded to the Public Safety Committee for their review and comment.	ENGINEERING	COMPLETE
20-084	2020-03-11	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (595 Spruce Street) Bylaw No. 580.113, 2019" be given third reading as amended.	PLANNING	COMPLETE
20-085	2020-03-11	Regular	THAT, prior to adoption of the zoning amendment bylaw, the 595 Spruce Street applicant pay a \$5,000 landscaping charge to cover the costs of replacing all trees removed from the subject property in a different location.	PLANNING	COMPLETE
20-086	2020-03-11	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (191 Fourth Avenue W) Bylaw No. 580.115, 2019" be given third reading.	PLANNING	COMPLETE
20-087	2020-03-11	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Part of Village Way and Railway Street) Bylaw No. 580.117, 2020" be given third reading.	PLANNING	COMPLETE

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-088	2020-03-11	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Part of Village Way and Railway Street) Bylaw No. 580.117, 2020" be adopted.	PLANNING	COMPLETE
20-089	2020-03-11	Regular	THAT the bylaw entitled "Town of Qualicum Beach Financial Plan (2020-2024) Bylaw No. 738, 2019" be adopted.	FINANCE	COMPLETE
20-090	2020-03-31	Special	THAT the bylaw entitled "Town of Qualicum Beach Council Procedure Bylaw No. 674, 2013, Amendment (electronic meeting) Bylaw No. 674.03, 2020" be amended by striking the words "at the open portion of" in section 8(2) to allow in-camera meetings to be held electronically. THAT the amending motion on the floor be deferred to a subsequent meeting of Council once staff have sought legal clarity on whether in-camera meetings may be held electronically.	CORP ADMIN	COMPLETE
20-091	2020-03-31	Special	THAT the bylaw entitled "Town of Qualicum Beach Council Procedure Bylaw No. 674, 2013, Amendment (electronic meeting) Bylaw No. 674.03, 2020" be amended by replacing subsection 8(2) with the following: "A member of Council who is unable to attend at a Regular Council or Special Council or Committee of the Whole meeting due to unavoidable circumstances may participate in the meeting by means of electronic or other communication facilities."	CORP ADMIN	COMPLETE
20-092	2020-03-31	Special	THAT the bylaw entitled "Town of Qualicum Beach Council Procedure Bylaw No. 674, 2013, Amendment (electronic meeting) Bylaw No. 674.03, 2020" be given first, second, and third readings, as amended	CORP ADMIN	COMPLETE
20-093	2020-04-15	Special	THAT Council directs staff to continue working with the Province and other partners in seeking and piloting acceptable alternatives for public input while respecting the necessary limitations on physical public participation during this Provincial Health Emergency.	CORP ADMIN	COMPLETE
20-094	2020-04-15	Special	THAT staff be directed to continue the timely business of Council, where Council decisions do not require public representation that cannot be legally and meaningfully replaced by other means of communication.	CORP ADMIN	COMPLETE
20-095	2020-04-15	Special	THAT the regular Council meetings scheduled for April 22, 2020 and May 13, 2020 at 3:30 pm in the Council Chamber, 660 Primrose Street, Qualicum Beach, BC, be amended by changing the meeting start time to 10:00 am, and by allowing members of Council to participate utilizing electronic or other communication facilities pursuant to the March 26, 2020 Ministerial Order M083.	CORP ADMIN	COMPLETE
20-096	2020-04-15	Special	THAT Council encourage the general public, who are viewing Council meetings via web-streaming, to provide comments to Council by means of email sent to communications@qualicumbeach.com, phone calls or letter; AND FURTHER THAT, comments provided to this email address will be received in lieu of the "Comments from the Gallery" which are generally at the end of every regular Council meeting (no questions or dialogue), regarding business discussed by Council at that meeting, (excluding public hearing topics), during the Provincial COVID19 Health Emergency.	CORP ADMIN	COMPLETE
20-097	2020-04-15	Special	THAT the bylaw entitled "Town of Qualicum Beach Revenue Anticipation Borrowing Bylaw No. 743, 2020" be given first reading.	CORP ADMIN	COMPLETE
20-098	2020-04-15	Special	THAT the bylaw entitled "Town of Qualicum Beach Revenue Anticipation Borrowing Bylaw No. 743, 2020" be given second reading.	CORP ADMIN	COMPLETE
20-099	2020-04-15	Special	THAT Council instructs staff to include in future finance reports any temporary borrowing; AND FURTHER THAT staff prepare a report on the financial impacts of the COVID19 crisis when appropriate.	FINANCE	IN PROGRESS
20-100	2020-04-15	Special	THAT the bylaw entitled "Town of Qualicum Beach Revenue Anticipation Borrowing Bylaw No. 743, 2020" be given third reading.	CORP ADMIN	COMPLETE
20-101	2020-04-22	Regular	THAT Council instructs staff to provide a letter of support for the recommendations to the federal government for changing the current management of commercial fisheries in British Columbia.	CORP ADMIN	COMPLETE
20-102	2020-04-22	Regular	THAT Council ratify the letter of support sent to Dr. Bonnie Henry requesting the enactment of a Public Health Order prior to the May long weekend that would restrict long weekend usage to "essential travel only" on the BC Ferry system.	CORP ADMIN	COMPLETE
20-103	2020-04-22	Regular	THAT the contract for the supply and installation of the Fire Department training structure be awarded to Container West Manufacturing Ltd. in the amount of \$115,584.00.	FIRE	COMPLETE
20-104	2020-04-22	Regular	THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 596 Eaglecrest Drive at the Council Meeting on May 13, 2020.	PLANNING	COMPLETE

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-105	2020-04-22	Regular	THAT Council direct staff to extend the Development Permit for 210 First Avenue West, Development Permit No. 1315, for two years.	PLANNING	COMPLETE
20-106	2020-04-22	Regular	THAT Council delegates the authority to approve, refuse or amend mobile vending business licenses to the Director of Planning for the 2020-2022 seasons; AND FURTHER THAT staff be instructed to provide a report annually to Council outlining approved mobile vending permits.	PLANNING	COMPLETE
20-107	2020-04-22	Regular	THAT Council authorizes staff to issue mobile vending business licenses to food vendors for approved special events on Town land for the 2020-2021 season.	PLANNING	COMPLETE
20-108	2020-04-22	Regular	THAT Council of the Town of Qualicum Beach awards the contract for the Berwick Storm Sewer project from Fourth Avenue to Fern Road to David Stalker Excavating Ltd. in the amount of \$114,305.10.	ENGINEERING	COMPLETE
20-109	2020-04-22	Regular	THAT the Town of Qualicum Beach continues to support the Qualicum Beach Farmers Market during the coronavirus (COVID19) pandemic, while considering public health concerns and directives from upper levels of government.	CORP ADMIN	COMPLETE
20-110	2020-04-22	Regular	THAT the Qualicum Beach Farmers Market be permitted to operate during the COVID19 pandemic, following provincial and federal guidelines, with a maximum of 20 vendors permitted per market day.	CORP ADMIN	COMPLETE
20-111	2020-04-22	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (3336 Island Highway West) Bylaw No. 580.102, 2020" be introduced and given first reading.	PLANNING	COMPLETE
20-112	2020-04-22	Regular	THAT further consideration of the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (3336 Island Highway West) Bylaw No. 580.102, 2020" not be given until the following is provided: a) Complete Development Permit Application; b) Geotechnical report; c) Environmental report; d) Complete set of architectural drawings; e) Context plan; f) Site plan that provides a parking space for each lock-off unit; g) A landscape plan that includes proposed drainage; h) Shadow impact study; i) Tree and Vegetation management plan; j) Rainwater management plan; k) Clear articulation of the management structure to ensure long-term viability of the tourism aspect of the proposal; l) Transportation circulation plan that includes pedestrian routes; and, m) Proposed amenity as per the Town's Community Amenity Contribution Policy.	PLANNING	COMPLETE
20-113	2020-04-22	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (191 Fourth Avenue W) Bylaw No. 580.115, 2019" be adopted.	PLANNING	COMPLETE
20-114	2020-04-22	Regular	THAT staff be authorized to issue a Development Permit for the proposed development at 191 Fourth Avenue West, as detailed in the April 22, 2020 Planning memo to Council.	PLANNING	COMPLETE
20-115	2020-04-22	Regular	THAT the bylaw entitled "Town of Qualicum Beach Revenue Anticipation Borrowing Bylaw No. 743, 2020" be adopted.	FINANCE	COMPLETE
20-116	2020-04-22	Regular	THAT the bylaw entitled "Town of Qualicum Beach Alternative Municipal Tax Collection Scheme Bylaw No. 587, 2001, Amendment Bylaw No. 587.02, 2020" be read a first time as amended.	FINANCE	COMPLETE
20-117	2020-04-22	Regular	THAT the bylaw entitled "Town of Qualicum Beach Alternative Municipal Tax Collection Scheme Bylaw No. 587, 2001, Amendment Bylaw No. 587.02, 2020" be read a second time as amended.	FINANCE	COMPLETE
20-118	2020-04-22	Regular	THAT the bylaw entitled "Town of Qualicum Beach Alternative Municipal Tax Collection Scheme Bylaw No. 587, 2001, Amendment Bylaw No. 587.02, 2020" be read a third time as amended.	FINANCE	COMPLETE
20-119	2020-04-22	Regular	THAT the bylaw entitled "Town of Qualicum Beach Alternative Municipal Tax Collection Scheme Bylaw No. 587, 2001, Amendment Bylaw No. 587.02, 2020" be adopted.	FINANCE	COMPLETE
20-120	2020-04-22	Regular	THAT the bylaw entitled "Town of Qualicum Beach Tax Rates (2020) Bylaw No. 744, 2020" be read a first time.	FINANCE	COMPLETE
20-121	2020-04-22	Regular	THAT the bylaw entitled "Town of Qualicum Beach Tax Rates (2020) Bylaw No. 744, 2020" be read a second time.	FINANCE	COMPLETE
20-122	2020-04-22	Regular	THAT the bylaw entitled "Town of Qualicum Beach Tax Rates (2020) Bylaw No. 744, 2020" be read a third time.	FINANCE	COMPLETE
20-123	2020-04-22	Regular	THAT the bylaw entitled "Town of Qualicum Beach Tax Rates (2020) Bylaw No. 744, 2020" be adopted.	FINANCE	COMPLETE

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-124	2020-05-13	Regular	THAT Council instructs staff to bring forward the Town's list of capital projects for budget discussion at a future Council meeting.	ENGINEERING	COMPLETE
20-125	2020-05-13	Regular	THAT the Council of the Town of Qualicum Beach consents on behalf of the electors to the adoption of "Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.04, 2020", and further, that the Regional District of Nanaimo be notified accordingly.	CORP ADMIN	COMPLETE
20-126	2020-05-13	Regular	THAT the Council of the Town of Qualicum Beach consents on behalf of the electors to the adoption of "Regional District of Nanaimo Regional Parks and Trails Service Area Amendment Bylaw No. 1231.07, 2020", and further, that the Regional District of Nanaimo be notified accordingly.	CORP ADMIN	COMPLETE
20-127	2020-05-13	Regular	THAT Council directs staff to work with the Chamber of Commerce to explore ways to utilize sidewalk spaces and parking areas to help support local businesses during the COVID-19 pandemic, AND FURTHER THAT, for period ending December 31, 2020, Council authorizes staff to enter into Licenses of Occupation, at a nominal rate, with local businesses to utilize sidewalks and parking areas for outdoor seating, display or retail areas, subject to maintaining a minimum 1.5m unobstructed pedestrian corridor on the sidewalk.	CORP ADMIN	COMPLETE
20-128	2020-05-13	Regular	THAT the regular Council meetings scheduled for June, July, and August, 2020 in the Council Chamber, 660 Primrose Street, Qualicum Beach, BC, be amended by changing the meeting start times to 3:30 pm, and by allowing members of Council to participate utilizing electronic or other communication facilities pursuant to the March 26, 2020 Ministerial Order M083.	CORP ADMIN	COMPLETE
20-129	2020-05-13	Regular	THAT Council directs staff to issue a Development Variance Permit for 596 Eaglecrest Drive as described in the May 13, 2020 Planning memo to Council.	PLANNING	COMPLETE
20-130	2020-05-13	Regular	THAT Council directs staff to issue a Development Variance Permit for 333 Judges Row as described in the May 13, 2020 Planning memo to Council, subject to removal of the hedge encroaching onto the Judges Row right of way.	PLANNING	COMPLETE
20-131	2020-05-13	Regular	THAT Council directs staff to issue a Development Variance Permit for 217 Higson Crescent as described in the May 13, 2020 Planning memo to Council, subject to a three metre minimum setback on the northwest side of the development and a maximum height of 1.9 metres.	PLANNING	COMPLETE
20-132	2020-05-13	Regular	THAT Council Directs staff to issue a Development Permit for 217 Higson Crescent and 221 Higson Crescent as described in the May 13, 2020 Planning memo to Council AND FURTHER THAT confirmation be received that there will be an unobstructed pedestrian access across the foreshore at high tide; subject to the headlands structures being reduced to the minimum height required to protect the property at the specified Flood Control Level.	PLANNING	COMPLETE
20-133	2020-05-13	Regular	THAT Council directs staff to proceed with the reconfiguration of Hwy 19A parking and designation of a multi-use pathway west of Bay Street in accordance with the May 13, 2020 Planning memo to Council; AND FURTHER THAT work plan 3 referenced in the May 13, 2020 memo to Council be deferred until further review has been conducted by Council.	PLANNING	COMPLETE
20-134	2020-05-13	Regular	THAT parking on the north side of Highway 19A west of Bay Street be re-established where possible after encroaching structures have been removed from the public right of way; AND FURTHER THAT staff be instructed to notify the affected property owners of the pending changes by letter.	PLANNING	COMPLETE
20-135	2020-05-13	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (595 Spruce Street) Bylaw No. 580.113, 2019" be adopted subject to access being from Spruce Street.	PLANNING	COMPLETE
20-136	2020-06-24	Regular	THAT Council pre-approve all liquor primary, food primary and manufacturer establishments within the Town's jurisdiction who may apply for an expanded service area, under the new Temporary Expanded Service Area Authorization application process issued by the Liquor Control and Regulation Branch.	CORP ADMIN	COMPLETE
20-137	2020-06-24	Regular	THAT Council directs staff to refer discussion on the waterfront walkway to the Committee of the Whole.	PLANNING	IN PROGRESS
20-138	2020-06-24	Regular	THAT Council instructs staff to conduct Regular Council and Committee of the Whole meetings electronically via Zoom until further notice.	CORP ADMIN	COMPLETE
20-139	2020-06-24	Regular	THAT Council instructs staff to amend Appendix A and B of the report dated June 24, 2020 from the Corporate Administrator titled "COVID-19 Considerations for Public Hearings/Meetings and Public Consultation Process", to provide clarity on the requirement for pre-registration and the phoning in process for a second comment.	CORP ADMIN	COMPLETE

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-140	2020-06-24	Regular	THAT Council instructs staff to conduct Public Hearings electronically via Zoom as described in the June 24, 2020 staff report from the Corporate Administrator titled "COVID-19 Considerations for Public Hearings/Meetings and Public Consultation Process".	CORP ADMIN	COMPLETE
20-141	2020-06-24	Regular	THAT Council instructs staff to accommodate delegations to Council electronically via Zoom until further notice.	CORP ADMIN	COMPLETE
20-142	2020-06-24	Regular	THAT members of Council be permitted to attend Town Committee/Commission meetings being held via Zoom, as observers.	CORP ADMIN	COMPLETE
20-143	2020-06-24	Regular	THAT the audio and/or video recording or portion thereof of all Committee/Commission meetings be available for public viewing where deemed appropriate by the Council liaison and/or staff member assigned to the Committee/Commission.	CORP ADMIN	COMPLETE
20-144	2020-06-24	Regular	THAT Council directs staff to prepare a report for an upcoming Committee of the Whole meeting with details on: a) next steps for areas where there is general agreement on the future of the Qualicum Commons and/or Bus Garage property, b) additional consultation on topics that require further discussion.	PLANNING	IN PROGRESS
20-145	2020-06-24	Regular	THAT Council defer consideration of the name change of the former St. Andrews Waterfront Park to "Elizabeth Little Waterfront Park" to the July 15th Regular Council meeting.	CORP ADMIN	COMPLETE
20-146	2020-06-24	Regular	THAT Council direct staff to solicit offers of the former St. Andrews Lodge building for relocation, subject to the requirement that the historical integrity of the building will be protected.	PLANNING	COMPLETE
20-147	2020-06-24	Regular	THAT Council directs staff to solicit offers from the public of the former St. Andrews Lodge building for on-site uses.	PLANNING	COMPLETE
20-148	2020-06-24	Regular	THAT staff be directed to prepare a report including costs on the condition improvement analysis and cost summary for the St. Andrews building, including ongoing maintenance costs.	PLANNING	COMPLETE
20-149	2020-06-24	Regular	THAT the motion and amendment on the floor relating to Town of Qualicum Beach Property Disposition Policy 3008-13 be deferred to a future meeting. [Councillor Filmer MOVED and Councillor Walker SECONDED, THAT Council adopts Town of Qualicum Beach Property Disposition Policy 3008-13. Councillor Walker MOVED and Councillor Filmer SECONDED, THAT Council direct staff to amend the Town of Qualicum Beach Property Disposition Policy 3008-13 policy inserting 'best practices' when dealing with land leases through public/private partnerships and strategic land sales, specifically encouraging a request for public offering in these arrangements.]	PLANNING	COMPLETE
20-150	2020-06-24	Regular	THAT Council authorizes staff to issue a Development Permit for 1025 Qualicum Road to authorize the relocation of a 250m2 pre-manufactured tent, as described in the June 24, 2020 planning memo to Council.	PLANNING	COMPLETE
20-151	2020-06-24	Regular	THAT Council directs staff to apply for a \$50,000 grant from the FMC Municipal Asset Management Program.	CORP ADMIN	COMPLETE
20-152	2020-06-24	Regular	THAT Council directs staff to consider installing speed humps at existing and future crosswalks, and to provide a report to the Select Committee on Public Safety in September.	ENGINEERING	COMPLETE
20-153	2020-06-24	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (634 Rye Road) Bylaw No. 580.116, 2020" be given second reading.	PLANNING	COMPLETE
20-154	2020-06-24	Regular	THAT Council hold a Public Hearing on July 15, 2020 at 3:30pm at the Qualicum Beach Town Hall, 660 Primrose Street, Qualicum Beach in regard to "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (634 Rye Road) Bylaw No. 580.116, 2020".	PLANNING	COMPLETE
20-155	2020-06-24	Regular	THAT, in relation to "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (634 Rye Road) Bylaw No. 580.116, 2020" a covenant be registered on title for the property located at 634 Rye Road prohibiting age-restricted development.	PLANNING	IN PROGRESS
20-156	2020-06-24	Regular	THAT, prior to adoption of "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (634 Rye Road) Bylaw No. 580.116, 2020", the developer makes a contribution to the Village Neighbourhood Sidewalk Reserve Account equivalent to the value of constructing a sidewalk on Rye Road and Hemlock Street in front of this property.	PLANNING	IN PROGRESS

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-157	2020-06-24	Regular	THAT, in relation to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (634 Rye Road) Bylaw No. 580.116, 2020”, Council instructs staff to arrange a future meeting to discuss the works and service in the village neighbourhood for enhancing the streetscape in the neighbourhood.	PLANNING	IN PROGRESS
20-158	2020-06-24	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (230 Higson Crescent) Bylaw 580.118, 2020” be introduced and given first reading.	PLANNING	COMPLETE
20-159	2020-06-24	Regular	THAT Council refers the zoning amendment application for 230 Higson Crescent to the Advisory Planning Commission for comment, subject to changes to minimize overlook from the deck toward the neighbouring property to the northwest.	PLANNING	COMPLETE
20-160	2020-06-24	Regular	THAT first reading of the bylaw entitled “Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019” be rescinded.	CORP ADMIN	COMPLETE
20-161	2020-06-24	Regular	THAT the bylaw entitled “Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019” be given first reading, as amended.	CORP ADMIN	COMPLETE
20-162	2020-06-24	Regular	THAT the bylaw entitled “Town of Qualicum Beach Council Procedure Bylaw No. 674, 2013, Amendment (electronic meeting) Bylaw No. 674.03, 2020” be abandoned.	CORP ADMIN	COMPLETE
20-163	2020-07-15	Regular	THAT Council defer consideration of the name change of the former St. Andrews Waterfront Park to “Elizabeth Little Waterfront Park” to a future Council meeting.	CORP ADMIN	IN PROGRESS
20-164	2020-07-15	Regular	THAT Council directs staff to bring forward a draft letter of support to the next Regular Council meeting supporting the core principles from the July 2, 2020 letter from Victoria EV Association, with the letter to be sent to MLA Michelle Stilwell; Honorable Selina Robinson; and David Grove, President, Victoria Electric Vehicle Association.	CORP ADMIN	COMPLETE
20-165	2020-07-15	Regular	THAT Council refer the June 18, 2020 correspondence from the City of Rossland to the Select Committee on Environment for comment.	CORP ADMIN	COMPLETE
20-166	2020-07-15	Regular	THAT Hemsworth Road between Chester Road and Palm Drive be utilized for tree planting, to offset vegetation removed from the School Connector trail construction.	PARKS & PW	COMPLETE
20-167	2020-07-15	Regular	THAT Council receives the correspondence from the Qualicum Wood’s Residents’ Association regarding requested improvements to Christleton Park.	CORP ADMIN	COMPLETE
20-168	2020-07-15	Regular	THAT Council defer to the Town’s Strategic Plan Workshop the option to investigate the feasibility and financial impact to replace and/or augment the existing playground facilities; construct active game and recreation facilities; and install additional street furniture in Christleton Park; and report the findings to Council before the end of 2020.	CORP ADMIN	COMPLETE
20-169	2020-07-15	Regular	THAT the 2021 Capital Budget include funding for improvements to Christleton Park.	FINANCE	COMPLETE
20-170	2020-07-15	Regular	THAT Council directs staff to ensure the timeline document of the Strategic Plan is included in all Strategic Plan quarterly updates.	CORP ADMIN	COMPLETE
20-171	2020-07-15	Regular	THAT staff be directed to coordinate a Council workshop for the purposes of amending the Corporate Strategic Plan.	CORP ADMIN	COMPLETE
20-172	2020-07-15	Regular	THAT Council authorizes The Old School House Arts Centre to host their Grand Prix d’Art event on Town sidewalks in the downtown core, modified to accommodate provincial COVID-19 guidelines, each Friday in July and August, 2020, as described in the letter dated June 23, 2020 attached to the July 15, 2020 regular Council agenda.	CORP ADMIN	COMPLETE
20-173	2020-07-15	Regular	THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 323 Hall Road at the Council Meeting on August 19, 2020.	PLANNING	COMPLETE
20-174	2020-07-15	Regular	THAT Council adopts Town of Qualicum Beach Property Disposition Policy 3008–13 as amended by: • amending Section 2 of the Policy, “Public Offering”, by inserting a section on Public/Private Partnerships that describes how the Town will communicate with the public and ensure that the town is getting the best value through the partnerships, and to renumber the sections as appropriate required”; and • deleting “minimum of three (3)” and inserting: “to include some of the following” under Section 2, “Public Offering”.	CORP ADMIN	COMPLETE
20-175	2020-07-15	Regular	THAT Council authorizes the Mayor and Corporate Administrator to sign the Essential Services Mutual Aid Agreement on behalf of the Town, as attached to the July 15, 2020 regular Council agenda.	CORP ADMIN	COMPLETE

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-176	2020-07-15	Regular	THAT 1. the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (103 Railway Street) Bylaw 580.110, 2019” be given second reading as amended. 2. prior to adoption of a zoning amendment bylaw for 103 Railway Street, the following be completed: • Execution of a Works and Services Agreement to ensure completion of the adjacent works and services; • Execution of a Section 219 Form and Character covenant to ensure that the development is constructed in conformance with the presentation to Council. 3. Council rescinds the following August 12, 2019 Council motion: “THAT staff be directed to forward the application for 103 Railway Street to a future Committee of the Whole meeting.”	PLANNING	COMPLETE
20-177	2020-07-15	Regular	THAT Council hold a Public Hearing on September 16, 2020 at 3:30 pm, electronically via Zoom teleconferencing software, in regard to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (103 Railway Street) Bylaw 580.110, 2019”.	PLANNING	COMPLETE
20-178	2020-07-15	Regular	THAT Council directs staff to ensure that there are no age restrictions or rental restrictions for the proposed development at 103 Railway Street.	PLANNING	IN PROGRESS
20-179	2020-07-15	Regular	Council encourages the applicant for 103 Railway Street to contact BC Housing to see if government funding is available for inclusion of attainable housing units in the development.	PLANNING	COMPLETE
20-180	2020-07-15	Regular	THAT the Public Hearing for “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (634 Rye Road) Bylaw No. 580.116, 2020” be rescheduled to August 19, 2020 at 3:30 pm, to be held electronically via Zoom teleconferencing software.	PLANNING	COMPLETE
20-181	2020-07-15	Regular	THAT first reading of “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Nenzel Road) Bylaw No. 580.101, 2016” be rescinded.	CORP ADMIN	COMPLETE
20-182	2020-07-15	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Nenzel Road) Bylaw No. 580.119, 2020” be read a first time as amended by striking numbers 4 and 5 from the proposed bylaw.	CORP ADMIN	COMPLETE
20-183	2020-07-15	Regular	THAT the application for 545 Nenzel Road be referred to the Advisory Planning Commission.	PLANNING	COMPLETE
20-184	2020-07-15	Regular	THAT a Comprehensive Land Use Plan be undertaken during the next Official Community Plan review process to provide direction for future developments within the Estate Residential lands that would address and balance the importance of the forest, green way features, ecological importance of Milner Gardens and Vancouver Island University lands with the appropriate urban densification and public recreational amenities.	PLANNING	IN PROGRESS
20-185	2020-07-15	Regular	THAT the proponents for the proposed development for 850 Eaglecrest Drive/2075 Island Highway West host a Public Information Meeting prior to consideration of second reading of the Zoning and OCP amendment bylaw.	PLANNING	COMPLETE
20-186	2020-07-15	Regular	THAT the following information be provided for the proposed development for 850 Eaglecrest Drive/ 2075 Island Highway West prior to a Public Hearing for the Zoning and OCP amendment bylaws: • Land Lift Analysis provided by a third party professional in accordance with Policy Number 3008-11 – Community Amenity Contributions • A land inventory demand and supply analysis • An environmental impact assessment • Traffic Study	PLANNING	COMPLETE
20-187	2020-08-19	Regular	THAT Council directs staff to research the use of anticoagulant rodenticides and provide a report to Council with recommendations and alternatives.	ENGINEERING	COMPLETE
20-188	2020-08-19	Regular	THAT Council directs staff to draft and issue a statement that the survey sent out by Councillor Walker was not a Town sanctioned survey; AND FURTHER THAT the Town issued statement be published in the newspaper, on the Town’s website and on social media.	CORP ADMIN	COMPLETE
20-189	2020-08-19	Regular	THAT, the Town of Qualicum Beach collaborate with the federal government, the Royal Canadian Legion and other stakeholders to address housing veterans (as defined by Veterans Affairs Canada [VAC]) experiencing homelessness, AND FURTHER THAT the Town will commit to working with other levels of government to end veteran homelessness in the region.	CORP ADMIN	COMPLETE

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-190	2020-08-19	Regular	THAT Council reconsiders the following motion from the July 20, 2020 Special meeting: THAT Council instructs staff to provide indication to the Qualicum Nature Preservation Society that the Town is willing to assist with advertising and promotion to raise funds to acquire Lot C (Seacroft Estates) from Ballard Fine Homes.	CORP ADMIN	COMPLETE
20-191	2020-08-19	Regular	THAT Council authorizes staff to provide a letter of consent to the Qualicum and District Recreation Club (Curling Club) to submit their Temporary Change to a Liquor Licence application for a licensed establishment on Town-owned property located at 644 Memorial Avenue, Qualicum Beach; AND FURTHER THAT the Council of Qualicum Beach does not wish to provide comment on the applications from the Qualicum and District Recreation Club to the Liquor Control and Licensing Branch for a temporary change to Liquor Licence No. 035075 for a temporary extension of their licensed area on the following dates: • October 17, 2020; • January 10, 2021; • January 23, 2021; • February 13, 2021; • February 27, 2021; and • March 13, 2021.	CORP ADMIN	COMPLETE
20-192	2020-08-19	Regular	THAT Council grants permission to the Chamber of Commerce to hold a one-day “Sidewalk Sale” on August 22, 2020 in the uptown core from 9:00 am to 5:00 pm, including closure of the lane between Coastal Community Credit Union and Village Theatre, subject to the applicant working with staff to finalize arrangements; AND FURTHER THAT the event organizer ensures all Provincial COVID-19 regulations and any requirements from the Environmental Health Officer are adhered to, including providing hand washing/sanitizing stations, limitations on the number of patrons, controlled access to the event, and adequate space for physical distancing; AND FURTHER THAT Council authorizes in-kind support for the “Sidewalk Sale” event through Town provision of barricades and more frequent collection of garbage; AND FURTHER THAT, if deemed necessary by staff, the Chamber of Commerce be responsible for hiring traffic control.	CORP ADMIN	COMPLETE
20-193	2020-08-19	Regular	THAT the Town of Qualicum Beach 2019 Financial Information Report be received and approved by Council.	FINANCE	COMPLETE
20-194	2020-08-19	Regular	THAT Council authorizes staff to issue a Development Permit for 1065 Eaglecrest Drive, as detailed in the August 19, 2020 Planning memo to Council, subject to the provision of a satisfactory geotechnical report.	PLANNING	COMPLETE
20-195	2020-08-19	Regular	THAT Council directs staff to issue a Development Variance Permit for 323 Hall Road as described in the August 19, 2020 Planning memo to Council.	PLANNING	COMPLETE
20-196	2020-08-19	Regular	THAT Council directs staff, after execution of a satisfactory lease agreement, to provide Land Use Concurrence for the proposed TELLUS Communications Inc. site at 845 Village Way, as described in the August 19th, 2020 Planning memo to Council.	PLANNING	COMPLETE
20-197	2020-08-19	Regular	THAT the bylaw entitled “Town of Qualicum Beach Municipal Ticket Information Utilization Bylaw No. 626, 2008, Amendment Bylaw No. 626.04, 2020” be read a first time.	CORP ADMIN	COMPLETE
20-198	2020-08-19	Regular	THAT “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Nenzel Road) Bylaw No. 580.119, 2020” be read a second time, as amended.	PLANNING	COMPLETE
20-199	2020-08-19	Regular	THAT, prior to adoption of “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Nenzel Road) Bylaw No. 580.119, 2020, a S. 219 Restrictive Covenant be registered on the subject property that specifies form and character, landscaping, site layout, and buffering requirements from adjacent ALR land.	PLANNING	IN PROGRESS
20-200	2020-08-19	Regular	THAT Council hold a Public Hearing on October 7, 2020 at 3:30pm electronically via zoom in regard to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Nenzel Road) Bylaw No. 580.119, 2020”.	PLANNING	COMPLETE

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-201	2020-08-19	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (156 Fern Road W) Bylaw 580.120, 2020” be introduced and read a first time. THAT prior to a public hearing for the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (156 Fern Road W) Bylaw 580.120, 2020”, a parking plan be submitted. THAT, prior to adoption of a zoning amendment bylaw for 156 Fern Road West, the following be completed: • Execution of a Section 219 Form and Character covenant to ensure that the development is constructed in conformance with the presentation to Council.	PLANNING	COMPLETE
20-202	2020-08-19	Regular	THAT the bylaw entitled “Town of Qualicum Beach 2020 Taxation Exemption Bylaw No. 745, 2020” be introduced and read a first time.	FINANCE	COMPLETE
20-203	2020-08-19	Regular	THAT the bylaw entitled “Town of Qualicum Beach 2020 Taxation Exemption (Places of Worship) Bylaw No. 746, 2020” be introduced and read a first time.	FINANCE	COMPLETE
20-204	2020-08-19	Regular	THAT the bylaw entitled “Town of Qualicum Beach 2020 Taxation Exemption Bylaw No. 745, 2020” be given second reading.	FINANCE	COMPLETE
20-205	2020-08-19	Regular	THAT the bylaw entitled “Town of Qualicum Beach 2020 Taxation Exemption (Places of Worship) Bylaw No. 746, 2020” be given second reading.	FINANCE	COMPLETE
20-206	2020-08-31	Special	THAT Council instructs staff to provide a report with recommendations on redundant; actioned motions; and/or no longer a priority items that may be rescinded as a result of the Strategic Plan Midway Review process taken place on August 31, 2020.	CORP ADMIN	COMPLETE
20-207	2020-09-14	Special	THAT Council instructs staff to schedule in-camera meetings in person; AND FURTHER THAT no member of Council be permitted to join in electronically; AND FURTHER THAT should a member of Council not be in attendance, matters requiring all of Council be deferred to a future date.	CORP ADMIN	COMPLETE
20-208	2020-09-16	Regular	THAT Council defer indefinitely discussions with the Qualicum Beach Preservation Society in relation to the wetlands located at Lot C.	CORP ADMIN	COMPLETE
20-209	2020-09-16	Regular	THAT the e-mail dated September 8, 2020 from Gisela Pope and Peter Neumann regarding bikes in the Heritage Forest be referred to the Heritage Forest Commission and the Parks and Recreation Committee for their consideration.	CORP ADMIN	COMPLETE
20-210	2020-09-16	Regular	THAT the Pacific Board Culture Society be invited to submit a management and design plan to undertake upgrades to the skate park; AND FURTHER THAT Council authorize a lease with Pacific Board Culture Society for the upgrade and management of the skate park.	CORP ADMIN	IN PROGRESS
20-211	2020-09-16	Regular	THAT the following motions be referred to the Regular Council meeting on October 7, 2020: • THAT funding be approved to install a new wildlife tree/snag sign to be provided by the Brown Property Preservation Society in the Heritage Forest. • THAT staff be directed to consult with the Heritage Forest Commission in the drafting of a plan for the Hemsworth Road trail tree planting.	CORP ADMIN	COMPLETE
20-212	2020-09-16	Regular	THAT Council directs staff to not install an outdoor convex traffic mirror on Georgia Drive at this time; AND FURTHER THAT, Council instructs staff to install a 30km warning sign at the entrance and exit of Georgia Drive.	ENGINEERING	COMPLETE
20-213	2020-09-16	Regular	THAT the updated strategic priorities presented in Appendix A of the September 16, 2020 staff memo be appended to the 2019 to 2022 Town Corporate Strategic Plan as amended.	CORP ADMIN	COMPLETE
20-214	2020-09-16	Regular	THAT the following motion identified in Appendix B of the September 16, 2020 staff memo be rescinded: Motion 20-005 - THAT Council instructs staff to prepare a report on a Canada Mortgage and Housing Corporation (CMHC) grant application for the costs associated with pre-development of an affordable housing development.	CORP ADMIN	COMPLETE
20-215	2020-09-16	Regular	THAT the following motion identified in Appendix B of the September 16, 2020 staff memo be rescinded: Motion 20-054 - THAT staff be instructed to review options for registering a covenant to notify any future owners that the density of their property is lower than permitted in the Official Community Plan, and that the neighbourhood may develop at a higher density.	CORP ADMIN	COMPLETE

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-216	2020-09-16	Regular	THAT the following motion identified in Appendix B of the September 16, 2020 staff memo be rescinded: Motion 20-068 - THAT the following notice of motion from the January 14, 2019 Regular Council meeting be referred to the Committee of the Whole meeting in which asset management will be discussed: THAT Council directs staff to prepare and present a report on the state of the sidewalks within the Village Neighbourhood, including but not limited to: (a) Recent remedial work completed, (b) Anticipated remedial work for 2019, (c) A proposal for actions and estimated costs, which would reduce current and future tripping hazards, (d) A proposal for actions, and estimated costs, which would reduce the ongoing maintenance, (e) A capital asset management plan for this infrastructure, (f) An estimated cost of undergrounding the utilities on Fern Road West between Memorial Avenue (Highway 4) and Primrose Street, and (g) The anticipated cost of undergrounding the utilities on Primrose Street between Second Avenue West and Primrose Lane.	CORP ADMIN	COMPLETE
20-217	2020-09-16	Regular	THAT the following motion identified in Appendix B of the September 16, 2020 staff memo be rescinded: THAT any further commitment to the 10-year financial plan be deferred, AND FURTHER THAT the 10-year financial plan be referred to the Committee of the Whole meeting in which asset management will be discussed.	CORP ADMIN	COMPLETE
20-218	2020-09-16	Regular	THAT the following motion identified in Appendix B of the September 16, 2020 staff memo be rescinded: THAT the following notice of motion from the January 14, 2019 regular Council meeting be deferred to a future Committee of the Whole meeting: THAT Council directs staff to prepare and present a report regarding the estimated cost of replacing all of the street lights in Town with LED lighting and the anticipated savings once the lighting has been upgraded.	CORP ADMIN	COMPLETE
20-219	2020-09-16	Regular	THAT the following motion identified in Appendix B of the September 16, 2020 staff memo be rescinded: Motion 20-070 - THAT the following notice of motion from the January 14, 2019 regular Council meeting be referred to a future Committee of the Whole meeting for discussion: THAT Council directs staff to prepare a report regarding the costs, schedules, staff time, and equipment usage, for the current town-run chipping program; AND FURTHER THAT, Council directs staff to provide recommendations regarding: (a) Fixed year-round drop-off locations; (b) Automated green material pickup; (c) Scheduled green material bin drop off; and (d) Variable pickup schedules via online requests.	CORP ADMIN	COMPLETE
20-220	2020-09-16	Regular	THAT Council instructs staff to continue to insist the Regional District of Nanaimo accommodate the Town of Qualicum Beach residents with a larger green bin for use of yard waste.	ENGINEERING	IN PROGRESS
20-221	2020-09-16	Regular	THAT the following motion identified in Appendix B of the September 16, 2020 staff memo be rescinded: Motion 20-168 - THAT Council defer to the Town's Strategic Plan Workshop the option to investigate the feasibility and financial impact to replace and/or augment the existing playground facilities; construct active game and recreation facilities; and install additional street furniture in Christleton Park; and report the findings to Council before the end of 2020.	CORP ADMIN	COMPLETE
20-222	2020-09-16	Regular	THAT Council deny the request from the Qualicum Beach Seniors' Activities Centre Association for rental subsidy for the use of the Community Hall and Civic Centre for the period of September 14th, 2020 to December 18, 2020 in the amount of \$3,318.00 plus applicable taxes.	CORP ADMIN	COMPLETE
20-223	2020-09-16	Regular	THAT Council delegate authority to staff, while the provincial state of emergency relating to COVID-19 persists, to administer and process the applications for use of the Civic Centre and Community Hall based on the criteria set out in Policy 4004-1 Buildings and Grounds – Community Hall and Civic Centre Rental Rates ("Policy 4004-1") and Policy 4004-1a Community Hall and Civic Centre Rental Rates – Subsidized Rentals ("Policy 4004-1a") by applying the non-profit, non-prime time rates where applicable.	CORP ADMIN	COMPLETE

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-224	2020-09-16	Regular	THAT Council directs staff to apply to the Investing in Canada Infrastructure Program to fund the project titled ‘Town of Qualicum Beach Highway 19A & Village Way Roundabout’, as described in the September 16, 2020 memo to Council; AND FURTHER THAT Council endorses the funding amount of \$1,787,859 for the Village Way Roundabout, and commits to allocating funding for remaining eligible project costs, plus all ineligible projects costs and cost overruns; AND FURTHER THAT staff be directed to allocate \$198,651 funding for the Village Way Roundabout into the next five-year financial plan.	CORP ADMIN	COMPLETE
20-225	2020-09-16	Regular	THAT Council identifies the Highway 19A and Village Way Roundabout as the higher priority grant application under the Investing in Canada Infrastructure Program in 2020.	CORP ADMIN	COMPLETE
20-226	2020-09-16	Regular	Councillor Harrison MOVED and Councillor Westbrook SECONDED, THAT Council directs staff to apply to the Investing in Canada Infrastructure Program to fund the project titled ‘Town of Qualicum Beach Community Park Field Upgrades’, as described in the September 16, 2020 memo to Council; AND FURTHER THAT Council endorses the funding amount of \$3,636,867 for the Community Park Field Upgrades, and commits to allocating funding for remaining eligible project costs, plus all ineligible projects costs and cost overruns; AND FURTHER THAT staff be directed to allocate \$1,322,723 funding for the Community Park Field Upgrade into the next five-year financial plan; AND FURTHER THAT staff work with local sports organizations and other stakeholder groups to raise 1/3 of the \$1,322,723 in local funding required for the Community Park Field Upgrade project.	CORP ADMIN	COMPLETE
20-227	2020-09-16	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (103 Railway Street) Bylaw 580.110, 2019” be read a third time.	PLANNING	COMPLETE
20-228	2020-09-16	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (156 Fern Road W) Bylaw 580.120, 2020” be read a second time.	PLANNING	COMPLETE
20-229	2020-09-16	Regular	THAT Council hold a Public Hearing on October 7, 2020 at 3:30pm electronically via Zoom teleconferencing software in regard to “Town of Qualicum Beach Land use and Subdivision Bylaw No. 580, 1999, Amendment (156 Fern Road West) Bylaw 580.120, 2020”.	PLANNING	COMPLETE
20-230	2020-09-16	Regular	THAT Council hold a Public Hearing on October 14, 2020 at 3:30pm electronically via Zoom teleconferencing software in regard to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (545 Nenzel Road) Bylaw No. 580.119, 2020”.	PLANNING	COMPLETE
20-231	2020-09-16	Regular	THAT the bylaw entitled “Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (189 and 187 Sunningdale Road West) Bylaw No. 800.04, 2020” be introduced and read a first time.	PLANNING	COMPLETE
20-232	2020-09-16	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (189 Sunningdale Road West) Bylaw 580.121, 2020” be introduced and read a first time.	PLANNING	COMPLETE
20-233	2020-09-16	Regular	THAT, prior to adoption of the zoning amendment bylaw for 189 Sunningdale Road West, a S. 219 form and character covenant be registered on the property to ensure compatibility with the Village Neighbourhood Design Guidelines and other newer homes on the street.	PLANNING	COMPLETE
20-234	2020-09-16	Regular	THAT the bylaw entitled “Town of Qualicum Beach Municipal Ticket Information Utilization Bylaw No. 626, 2008, Amendment Bylaw No. 626.04, 2020” be read a second time.	CORP ADMIN	COMPLETE
20-235	2020-09-16	Regular	THAT the bylaw entitled “Town of Qualicum Beach Municipal Ticket Information Utilization Bylaw No. 626, 2008, Amendment Bylaw No. 626.04, 2020” be read a third time.	CORP ADMIN	COMPLETE
20-236	2020-09-16	Regular	THAT the bylaw entitled “Town of Qualicum Beach 2020 Taxation Exemption Bylaw No. 745, 2020” be read a third time.	FINANCE	COMPLETE
20-237	2020-09-16	Regular	THAT the bylaw entitled “Town of Qualicum Beach 2020 Taxation Exemption (Places of Worship) Bylaw No. 746, 2020” be read a third time.	FINANCE	COMPLETE
20-238	2020-09-16	Regular	THAT the bylaw entitled “Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Second Avenue East) Bylaw No. 747, 2020” be introduced and read a first time.	CORP ADMIN	COMPLETE
20-239	2020-09-16	Regular	THAT the bylaw entitled “Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Second Avenue East) Bylaw No. 747, 2020” be read a second time.	CORP ADMIN	COMPLETE
20-240	2020-09-16	Regular	THAT the bylaw entitled “Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Second Avenue East) Bylaw No. 747, 2020” be read a third time.	CORP ADMIN	COMPLETE

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-241	2020-09-16	Regular	THAT the bylaw entitled “Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019” be given second reading, as amended.	CORP ADMIN	COMPLETE
20-242	2020-09-23	Special	THAT Council instructs staff to provide a letter of support to the Royal Canadian Legion substantially in the form as presented at the September 23, 2020 Special Council meeting.	CORP ADMIN	COMPLETE
20-243	2020-10-07	Regular	THAT Council refers the request from the Oceanside Initiatives, Economic Development for the Parksville and Qualicum Beach region to staff to provide a report at a future meeting.	CORP ADMIN	IN PROGRESS
	2020-10-07	Regular	Council directed staff to refer all letters relating to traffic concerns on Highway 19A to the Select Committee on Public Safety for comment.	CORP ADMIN	COMPLETE
20-244	2020-10-07	Regular	THAT additional signage be posted at the Qualicum Beach Skate Park indicating that the park is unsupervised and that it is recommended that youth 10 years of age and under be accompanied by a parent/guardian.	CORP ADMIN	COMPLETE
20-245	2020-10-07	Regular	THAT the Council of the Town of Qualicum Beach grants Councillor Adam Walker a leave of absence, effective immediately, until October 24, 2020.	CORP ADMIN	COMPLETE
20-246	2020-10-07	Regular	THAT Council receive for information the August 2020 monthly Finance report.	FINANCE	COMPLETE
20-247	2020-10-07	Regular	THAT Council direct staff to proceed with tree removals and replanting in accordance with the October 7, 2020 Planning memo to Council. [Former St. Andrew's Waterfront Park]	PLANNING	COMPLETE
20-248	2020-10-07	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (230 Higson Crescent) Bylaw 580.118, 2020” be read a second time as amended.	PLANNING	COMPLETE
20-249	2020-10-07	Regular	THAT a Public Hearing be held on October 28, 2020 at 3:30pm, electronically via Zoom teleconferencing software, in regard to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (230 Higson Crescent) Bylaw 580.118, 2020”.	PLANNING	COMPLETE
20-250	2020-10-07	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (156 Fern Road W) Bylaw 580.120, 2020” be read a third time.	PLANNING	COMPLETE
20-251	2020-10-07	Regular	THAT the following motion from the August 19, 2020 Council meeting be rescinded “THAT, prior to adoption of a zoning amendment bylaw for 156 Fern Road West, the following be completed: “Execution of a Section 219 Form and Character covenant to ensure that the development is constructed in conformance with the presentation to Council.”	PLANNING	COMPLETE
20-252	2020-10-07	Regular	THAT the bylaw entitled “Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (189 and 187 Sunningdale Road West) Bylaw No. 800.04, 2020” be read a second time.	PLANNING	COMPLETE
20-253	2020-10-07	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (189 Sunningdale Road West) Bylaw 580.121, 2020” be read a second time.	PLANNING	COMPLETE
20-254	2020-10-07	Regular	THAT Council hold a Public Hearing on December 9, 2020 at 3:30pm electronically via Zoom in regard to “Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (189 and 187 Sunningdale Road West) Bylaw No. 800.04, 2020” and “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (189 Sunningdale Road West) Bylaw 580.121, 2020”.	PLANNING	COMPLETE
20-255	2020-10-07	Regular	THAT the bylaw entitled “Town of Qualicum Beach Municipal Ticket Information Utilization Bylaw No. 626, 2008, Amendment Bylaw No. 626.04, 2020” be adopted.	CORP ADMIN	COMPLETE
20-256	2020-10-07	Regular	THAT third reading of bylaw entitled “Town of Qualicum Beach 2020 Taxation Exemption Bylaw No. 745, 2020” be rescinded.	FINANCE	COMPLETE
20-257	2020-10-07	Regular	THAT the bylaw entitled “Town of Qualicum Beach 2020 Taxation Exemption Bylaw No. 745, 2020” be read a third time, as amended.	FINANCE	COMPLETE
20-258	2020-10-07	Regular	THAT the bylaw entitled “Town of Qualicum Beach Local Area Service Establishment Bylaw (East Village Local Area Service) No. 748, 2020” be introduced and read a first time.	PLANNING	COMPLETE
20-259	2020-10-07	Regular	THAT the bylaw entitled “Town of Qualicum Beach Local Area Service Establishment Bylaw (East Village Local Area Service) No. 748, 2020” be read a second time.	PLANNING	COMPLETE
20-260	2020-10-07	Regular	THAT the bylaw entitled “Town of Qualicum Beach Loan Authorization Bylaw (East Village Loan Authorization) No. 749, 2020” be introduced and read a first time.	FINANCE	COMPLETE
20-261	2020-10-07	Regular	THAT the bylaw entitled “Town of Qualicum Beach Loan Authorization Bylaw (East Village Loan Authorization) No. 749, 2020” be read a second time.	FINANCE	COMPLETE

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MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-262	2020-10-07	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Residential 15 Zone (R15) - 431 College Road) Bylaw No. 580.122, 2020” be introduced and read a first time.	PLANNING	COMPLETE
20-263	2020-10-07	Regular	THAT the development application for 431 College Road be referred to the Advisory Planning Commission, with comment on the following specific elements: • The proposal to replace the Qualicum College building with a building that is a replica from the perspective of College Road; • The quantity of parking in relation to the total number of dwelling units; and • The character of the new proposed buildings in relation to the old Qualicum College building or the existing 16-unit condominium.	PLANNING	COMPLETE
20-264	2020-10-07	Regular	THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be introduced and read a first time.	PLANNING	COMPLETE
20-265	2020-10-07	Regular	THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be given second reading.	PLANNING	COMPLETE
20-266	2020-10-07	Regular	THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be given third reading.	PLANNING	COMPLETE
20-267	2020-10-07	Regular	THAT prior to adoption of “Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020” the owner must enter into a binding agreement with the Town to ensure that Building ‘D’ (Qualicum College replica) is constructed within 24 months of bylaw adoption.	PLANNING	IN PROGRESS
20-268	2020-10-07	Regular	THAT, prior to adoption of "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Residential 15 Zone (R15) - 431 College Road) Bylaw No. 580.122, 2020", the owner enters into a housing agreement with the Town to ensure that all dwelling units in the former Qualicum College building remain as rental for a minimum of ten years, with a release of this obligation only after the residential rental vacancy rate rises above 3.0% for a minimum of six months.	PLANNING	IN PROGRESS
20-269	2020-10-07	Regular	THAT the bylaw entitled "Town of Qualicum Beach Housing Agreement (431 College Road) Bylaw No. 750, 2020" be introduced and read a first time.	PLANNING	COMPLETE
20-270	2020-10-07	Regular	THAT the bylaw entitled “Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019” be given third reading as amended.	CORP ADMIN	COMPLETE
20-271	2020-10-07	Regular	THAT the 2021 Regular Council Meeting Schedule be approved as amended by: (a) deleting: 3:30pm and inserting: 10am; (b) by deleting: August 18, 2021 Regular Meeting and August 25, 2021 Committee of the Whole Meeting; and (c) by deleting the November 12 Public Open House and inserting: November 10th; and by deleting the December 10 Public Open House.	CORP ADMIN	COMPLETE
20-272	2020-10-14	Special	THAT Council directs staff, after execution of a satisfactory lease agreement, to provide Land Use Concurrence for the proposed TELUS Communications Inc. site at 2045 Island as described in the August 19th, 2020 Planning memo to Council.	CORP ADMIN	COMPLETE
20-273	2020-10-14	Special	THAT Council that directs staff to produce a report on the purchase of light trucks with electric drive trains.	ENGINEERING	IN PROGRESS
20-274	2020-10-14	Special	THAT the Town of Qualicum Beach grants permission to the Rotary Club of Qualicum Beach and the Royal Canadian Legion Branch 76 to create a ‘field of crosses’ to honour Veterans from WWI and WWII, as requested in the correspondence received September 29, 2020; AND FURTHER THAT, the Rotary Club and the Legion be permitted to erect the display on the grassy area kitty-corner from the Qualicum Beach Curling Club on Railway Street, between the railway tracks and the road, from November 6, 2020 to November 12, 2020.	CORP ADMIN	COMPLETE
20-275	2020-10-14	Special	THAT “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Nenzel Road) Bylaw No. 580.119, 2020” be read a third time.	PLANNING	COMPLETE
20-276	2020-10-14	Special	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (156 Fern Road W) Bylaw 580.120, 2020” be adopted.	PLANNING	COMPLETE
20-277	2020-10-14	Special	THAT the bylaw entitled “Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019” be adopted.	CORP ADMIN	COMPLETE
20-278	2020-10-14	Special	THAT the bylaw entitled “Town of Qualicum Beach 2020 Taxation Exemption Bylaw No. 745, 2020” be adopted.	FINANCE	COMPLETE

2020 Open Council Meeting Motions Index

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-279	2020-10-14	Special	THAT the bylaw entitled “Town of Qualicum Beach 2020 Taxation Exemption (Places of Worship) Bylaw No. 746, 2020” be adopted.	FINANCE	COMPLETE
20-280	2020-10-14	Special	THAT the bylaw entitled “Town of Qualicum Beach Local Area Service Establishment Bylaw (East Village Local Area Service) No. 748, 2020” be read a third time.	PLANNING	COMPLETE
20-281	2020-10-14	Special	THAT the bylaw entitled “Town of Qualicum Beach Loan Authorization Bylaw (East Village Loan Authorization) No. 749, 2020” be read a third time.	FINANCE	COMPLETE
20-282	2020-10-28	Regular	Adopted the Consent Agenda	CORP ADMIN	COMPLETE
20-283	2020-10-28	Regular	THAT Council defer the motion on the floor (THAT funding be approved to install a new wildlife tree/snag sign to be provided by the Brown Property Preservation Society in the Heritage Forest) to a future meeting for discussion around signage.	CORP ADMIN	COMPLETE
20-284	2020-10-28	Regular	THAT staff be directed to consult with the Heritage Forest Commission in the drafting of a plan for the Hemsworth Road trail tree planting.	ENGINEERING	IN PROGRESS
20-285	2020-10-28	Regular	THAT Council refers the request from the Arrowsmith Groundwater Alliance that Qualicum Beach become a “Blue Community” to staff to prepare a report for Council’s consideration at a future meeting.	ENGINEERING	COMPLETE
20-286	2020-10-28	Regular	THAT due to COVID-19 restrictions, Council instructs staff to work with the Bard to Broadway Theatre Society to explore options to utilize town-owned land, as performance space alternatives, to host the Society’s 2021 performance season.	CORP ADMIN	IN PROGRESS
20-287	2020-10-28	Regular	THAT Council authorize the closure of Veterans Way, between Memorial Avenue and Berwick Road North, on the following days and times, ensuring Town requirements are met, including emergency services notification, and ensuring all provincial health guidelines related to the COVID 19 pandemic are followed: • Tuesday, November 10, 2020 from 2:30 pm to 4:30 pm for the private Remembrance Day candlelight service at the Qualicum Beach Legion; • Wednesday, November 11, 2020 from 9:30 am to 11:30 am for the private Remembrance Day service at the Qualicum Beach Legion; AND FURTHER THAT Council authorizes in-kind support for the Remembrance Day services through Town provision of barricades.	CORP ADMIN	COMPLETE
20-288	2020-10-28	Regular	THAT Council hold a Public Hearing on November 18, 2020 at 3:30 pm electronically via Zoom in regard to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (634 Rye Road) Bylaw No. 580.116, 2020”.	PLANNING	COMPLETE
20-289	2020-10-28	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (230 Higson Crescent) Bylaw 580.118, 2020” be read a third time.	PLANNING	COMPLETE
20-290	2020-10-28	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (201, 207 and 211 First Avenue West) Bylaw 580.124, 2020” be read a first time.	PLANNING	COMPLETE
20-291	2020-10-28	Regular	THAT the motion (THAT, prior to adoption of “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (201, 207 and 211 First Avenue West) Bylaw 580.124, 2020”, the owner enters into a housing agreement with the Town to ensure that all dwelling units in Building 1 remain as rental for a minimum of ten years) be laid on the table to allow staff to enter into discussions with the proponent regarding timelines for the rental agreement on Building 1.	PLANNING	IN PROGRESS

2020 Open Council Meeting Motions Index

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-292	2020-10-28	Regular	THAT Council refers the application for 201, 207 and 211 First Avenue West to the Advisory Planning Commission, subject to submission of the following additional information: a) Tree and Vegetation Management Plan; b) Information on building energy efficiency; c) North South cross section that includes the development to the north; d) Perspective rendering from Beach Road looking south; and, e) Shadow study including adjacent existing and proposed buildings. AND FURTHER THAT the Advisory Planning Commission be requested to advise Council on: f) Whether the proposed development complies with Village Design Guidelines, and if not, what changes should be made; g) The suitability of the proposed under-building parking and adjacent surface parking; h) How the First Avenue frontage could be made more pedestrian-friendly.	PLANNING	IN PROGRESS
20-293	2020-10-28	Regular	THAT Council defer the bylaw entitled “Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Second Avenue East) Bylaw No. 747, 2020” to a future meeting.	PLANNING	IN PROGRESS
20-294	2020-10-28	Regular	THAT the bylaw entitled “Town of Qualicum Beach Financial Plan (2021-2025) Bylaw No. 752, 2020” be introduced and given first reading.	FINANCE	COMPLETE
20-295	2020-10-28	Regular	THAT the bylaw entitled “Town of Qualicum Beach Waterworks Rate and Regulation Amendment Bylaw 753, 2020” be introduced and read a first time.	FINANCE	COMPLETE
20-296	2020-10-28	Regular	THAT the bylaw entitled “Town of Qualicum Beach Sewer User Rates Bylaw 754, 2020” be introduced and read a first time.	FINANCE	COMPLETE
20-297	2020-10-28	Regular	THAT Council refer to the Select Committee on Public Safety to consider signalized pedestrian crossings and/or speed humps at various locations on Highway 19A to include: Milner Gardens, Hemsworth and the Rodway Trail.	CORP ADMIN	COMPLETE
20-298	2020-10-28	Regular	THAT Council directs staff to work with the Chamber of Commerce to host the 2020 Moonlight Madness shopping event, adhering to any provincial health guidelines, on Thursday, November 19, 2020 and Friday, November 20, 2020 from 5:00 pm to 9:00 pm, as described in the October 28, 2020 Corporate Administration memo; AND FURTHER THAT Council authorize the closure of Second Avenue, between Memorial Avenue and Primrose Street, on Thursday, November 19, 2020 and Friday, November 20, 2020 from 5:00 pm to 9:00 pm, ensuring Town requirements are met, including emergency services notification, traffic control, insurance, litter and notification to businesses affected by the closure.	CORP ADMIN	COMPLETE
20-299	2020-10-28	Regular	THAT Council hold a Public Hearing on November 18, 2020 at 3:30pm electronically via Zoom in regard to “Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (189 and 187 Sunningdale Road West) Bylaw No. 800.04, 2020” and “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (189 Sunningdale Road West) Bylaw 580.121, 2020”.	PLANNING	COMPLETE
20-300	2020-10-28	Regular	THAT Council directs staff to proceed with design and construction on the north side of the Park Road parking lot for the purpose of the “Into the Woods” Childcare Facility, as shown in Site Option 13.3 in the October 28, 2020 Planning memo to Council, subject to a future design review by Council.	PLANNING	IN PROGRESS
20-301	2020-10-28	Regular	THAT Council authorizes staff to issue a Development Permit for 363 Judges Row, as detailed in the October 28, 2020 Planning memo to Council.	PLANNING	COMPLETE
20-302	2020-10-28	Regular	THAT Council instructs staff to bring back a report to Council identifying options to sign 357 Burnham Road as public property.	ENGINEERING	IN PROGRESS
20-303	2020-10-28	Regular	THAT Staff be directed to report on and schedule appropriate Council updates for addressing the following Asset Management elements in 2021: • detailed 10-year capital projects, • reserve policy, • debt strategies, • level of service documents, and • summary Asset Management Plans for each asset group.	FINANCE	IN PROGRESS

2020 Open Council Meeting Motions Index

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-304	2020-10-28	Regular	THAT Council approve Hazardous Tree Inspection Procedure Policy No. 4002-10.	CORP ADMIN	COMPLETE
20-305	2020-11-06	Special	THAT Council direct staff to immediately stop the demolition of the St. Andrews Lodge; AND FURTHER THAT staff be instructed to install signage immediately.	PLANNING	COMPLETE
20-306	2020-11-06	Special	THAT Council direct staff to support and work with QCEWS in establishing the St. Andrew's Lodge Historical and Cultural Society to which the Town could lease the Lodge Building in a similar arrangement as exists with the TOSH Arts Society, after the Lodge Building has been restored at no cost to the Town.	PLANNING	IN PROGRESS
20-307	2020-11-06	Special	THAT Council rescinds the previous motions regarding the St. Andrews Lodge noted on the October 28, 2020 Regular Meeting of Council, subject to a legal opinion.	CORP ADMIN	COMPLETE
20-308	2020-11-06	Special	THAT Council receives a staff report on all costs associated with the motion to rescind the previous motions regarding the St. Andrews Lodge noted on the October 28, 2020 Regular Meeting of Council, to be received at an in-camera meeting.	PLANNING	COMPLETE
20-309	2020-11-18	Regular	THAT Council instructs staff to respond in writing to D. Pfeifer advising that the staff are preparing a report on the initiative to ban rodenticides.	ENGINEERING	COMPLETE
20-310	2020-11-18	Regular	THAT Council instructs staff to provide a report on the successes and concerns with the backyard chicken pilot project, including recommendations moving forward.	PLANNING	IN PROGRESS
20-311	2020-11-18	Regular	THAT Council directs staff to discuss with BC Housing the use of Town land for a temporary cold weather shelter for individuals with mild to moderate needs and report back to Council.	PLANNING	IN PROGRESS
20-312	2020-11-18	Regular	THAT Council defer to the motion on the floor to a future meeting. [THAT the draft letter of support titled "Access to Electric Vehicle Charging in Multiple Unit Residential Buildings" attached to the November 18, 2020 regular Council agenda be approved and sent to the MLA for Parksville-Qualicum; the Minister of Municipal Affairs and Housing; and David Grove, President, Victoria Electric Vehicle Association.]	CORP ADMIN	COMPLETE
20-313	2020-11-18	Regular	THAT Council refer the request from the November 18, 2020 delegate Jonathan Parker to consider allowing outdoor burning on large properties for dead or decadent trees back to staff to provide a report.	FIRE	IN PROGRESS
20-314	2020-11-18	Regular	THAT Council defer the motion on the floor to the December 9th, 2020 Regular Council meeting. [THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (634 Rye Road) Bylaw No. 580.116, 2020" be read a third time; AND FURTHER THAT the owner be required to provide 10 off-street parking spaces in the proposed development.]	PLANNING	COMPLETE
20-315	2020-11-18	Regular	THAT the bylaw entitled "Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (189 and 187 Sunningdale Road West) Bylaw No. 800.04, 2020" be read a third time.	PLANNING	COMPLETE
20-316	2020-11-18	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (189 Sunningdale Road West) Bylaw 580.121, 2020" be read a third time.	PLANNING	COMPLETE
20-317	2020-11-18	Regular	THAT the bylaw entitled "Town of Qualicum Beach Waterworks Rate and Regulation Amendment Bylaw 753, 2020" be read a second time.	CORP ADMIN	COMPLETE
20-318	2020-11-18	Regular	THAT the bylaw entitled "Town of Qualicum Beach Sewer User Rates Bylaw 754, 2020" be read a second time.	CORP ADMIN	COMPLETE
20-319	2020-11-18	Regular	THAT Council instructs staff to issue a public statement, along with posted signage encouraging residents and visitors to wear face masks in indoor public spaces within the Town boundaries; AND FURTHER THAT staff be instructed to work with any organization to help encourage the wearing of masks in all indoor public spaces within the Town boundaries.	CORP ADMIN	COMPLETE
20-320	2020-11-18	Regular	THAT Council directs staff to issue a public statement, along with posted signage encouraging members of the public to wear face masks in the Town Hall building located at 660 Primrose Street.	CORP ADMIN	COMPLETE
20-321	2020-11-18	Regular	THAT Council defer the motion on the floor to a future meeting where staff can provide comments on the motion. [THAT staff be directed to provide the Select Committee on Parks & Recreation Committee with outstanding action items for the Waterfront Master Plan for the purposes of the Committee providing input on item prioritization.]		COMPLETE
20-322	2020-11-18	Regular	THAT Council writes a letter of support to the Royal Canadian Legion Branch 76's application to CMHC for funding to determine the number of homeless veterans in the Oceanside and Comox Valley regions, AND FURTHER THAT, should the Legion's application be successful the town will provide matching funding for the first \$3000 raised to support this application.	CORP ADMIN	IN PROGRESS
20-323	2020-11-18	Regular	THAT Council rescind motion #20-209.	CORP ADMIN	COMPLETE
20-324	2020-11-18	Regular	THAT Council defers further discussion of the 2020 Motions Index to a future Regular Council meeting.	CORP ADMIN	COMPLETE

2020 Open Council Meeting Motions Index

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-325	2020-11-18	Regular	THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for Lot 23, Plan EPP28954, DL 78, Newcastle District (SW corner of the West Ridge subdivision) at the December 9, 2020 Council meeting, as detailed in the November 18, 2020 Planning memo to Council.	PLANNING	COMPLETE
20-326	2020-11-18	Regular	THAT Council directs staff to allocate \$15,000 from the sale of land in the West Ridge subdivision to thicken and beautify landscaping in the buffer area between West Ridge Way and Laburnum Road, as detailed in the November 16, 2020 Planning memo to Council.	PLANNING	IN PROGRESS
20-327	2020-11-18	Regular	THAT Council authorize the purchase of a new custom Rescue Pumper on a Spartan chassis from Fort Garry Fire Trucks based on the proposal price of \$908,355.10 Canadian dollars (including PST) and a total project price including a contingency of \$920,000.	FIRE	COMPLETE
20-328	2020-11-25	Special	THAT the bylaw entitled “Town of Qualicum Beach Waterworks Rate and Regulation Amendment Bylaw 753, 2020” be read a third time.	CORP ADMIN	COMPLETE
20-329	2020-11-25	Special	THAT the bylaw entitled “Town of Qualicum Beach Sewer User Rates Bylaw 754, 2020” be read a third time.	CORP ADMIN	COMPLETE
20-330	2020-12-09	Regular	THAT Council take no action on the recommendation from the Select Committee on Parks & Recreation Committee at their October 14, 2020 meeting regarding outstanding action items for the Waterfront Master Plan.		COMPLETE
20-331	2020-12-09	Regular	THAT the draft letter of support titled “Access to Electric Vehicle Charging in Multiple Unit Residential Buildings” attached to the December 9, 2020 regular Council agenda be approved and sent to the Minister of Municipal Affairs and Housing; the MLA for Parksville-Qualicum; and David Grove, President, Victoria Electric Vehicle Association.	CORP ADMIN	COMPLETE
20-332	2020-12-09	Regular	THAT no change be made at this time to Fir Street, keeping it a two-way street; AND FURTHER THAT staff be directed to notify Beverley Allen of Council’s decision.	CORP ADMIN	COMPLETE
20-333	2020-12-09	Regular	THAT Council instructs staff to send a letter to Dave Good in response to his letter to Council dated November 24, 2020, and post the letter on the Town’s website, notifying them that the Town is working with the owner of 431 College Road to remove the old building.	PLANNING	IN PROGRESS
20-334	2020-12-09	Regular	THAT the letter dated November 27, 2020 from Steve Hertling be referred to the RCMP.	CORP ADMIN	COMPLETE
20-335	2020-12-09	Regular	THAT the bylaw entitled “Town of Qualicum Beach Airport Establishment and Operations Bylaw No. 457.05, 1998 Amendment (lease rates) Bylaw No. 457.11, 2020” be introduced and given first reading.	CORP ADMIN	COMPLETE
20-336	2020-12-09	Regular	THAT the bylaw entitled “Town of Qualicum Beach Airport Establishment and Operations Bylaw No. 457.05, 1998 Amendment (lease rates) Bylaw No. 457.11, 2020” be given second reading.	CORP ADMIN	COMPLETE
20-337	2020-12-09	Regular	THAT the bylaw entitled “Town of Qualicum Beach Airport Establishment and Operations Bylaw No. 457.05, 1998 Amendment (lease rates) Bylaw No. 457.11, 2020” be given third reading.	CORP ADMIN	COMPLETE
20-338	2020-12-09	Regular	THAT the bylaw entitled “Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (189 and 187 Sunningdale Road West) Bylaw No. 800.04, 2020” be adopted.	PLANNING	COMPLETE
20-339	2020-12-09	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (189 Sunningdale Road West) Bylaw 580.121, 2020” be adopted.	PLANNING	COMPLETE
20-340	2020-12-09	Regular	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Residential 15 Zone (R15) - 431 College Road) Bylaw No. 580.122, 2020” be read a second time.	PLANNING	COMPLETE
20-341	2020-12-09	Regular	THAT the bylaw entitled “Town of Qualicum Beach Housing Agreement (431 College Road) Bylaw No. 750, 2020” be read a second time.	PLANNING	COMPLETE
20-342	2020-12-09	Regular	THAT Council hold a Public Hearing on January 27, 2021 at 10:00am electronically via Zoom in regard to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (431 College Road) Bylaw 580.122, 2020”.	CORP ADMIN	COMPLETE
20-343	2020-12-09	Regular	THAT the bylaw entitled “Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Railway Street) Bylaw No. 742, 2020” be introduced and read a first time.	PLANNING	COMPLETE
20-344	2020-12-09	Regular	THAT the bylaw entitled “Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Railway Street) Bylaw No. 742, 2020” be read a second time.	PLANNING	COMPLETE
20-345	2020-12-09	Regular	THAT the bylaw entitled “Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Railway Street) Bylaw No. 742, 2020” be read a third time.	PLANNING	COMPLETE
20-346	2020-12-09	Regular	THAT the bylaw entitled “Town of Qualicum Beach Financial Plan (2021-2025) Bylaw No. 752, 2020” be read a second time, as amended.	FINANCE	COMPLETE

2020 Open Council Meeting Motions Index

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-347	2020-12-09	Regular	THAT the bylaw entitled "Town of Qualicum Beach Waterworks Rate and Regulation Amendment Bylaw 753, 2020" be adopted.	CORP ADMIN	COMPLETE
20-348	2020-12-09	Regular	THAT the bylaw entitled "Town of Qualicum Beach Sewer User Rates Bylaw 754, 2020" be adopted.	CORP ADMIN	COMPLETE
20-349	2020-12-09	Regular	THAT "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Housing Agreement: 103 Railway Street) Bylaw No. 755, 2020" be given first reading.	PLANNING	COMPLETE
20-350	2020-12-09	Regular	THAT "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Housing Agreement: 103 Railway Street) Bylaw No. 755, 2020" be given second reading.	PLANNING	COMPLETE
20-351	2020-12-09	Regular	THAT "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Housing Agreement: 103 Railway Street) Bylaw No. 755, 2020" be given third reading.	PLANNING	COMPLETE
20-352	2020-12-09	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (634 Rye Road) Bylaw No. 580.116, 2020" be read a third time.	PLANNING	COMPLETE
20-353	2020-12-09	Regular	THAT the Select Committee on Parks & Recreation be directed to work independently and provide specific recommendations regarding a field and trail closure policy.	CORP ADMIN	COMPLETE
20-354	2020-12-09	Regular	THAT Council directs staff to advertise in the local newspaper, on social media, and the Town's website, for all upcoming and current vacancies on the Town's Committees and Commissions, as described in the memo from the Deputy Corporate Administrator dated December 9, 2020.	CORP ADMIN	COMPLETE
20-355	2020-12-09	Regular	THAT the following members of Council be appointed as liaison to the following external agencies: a. Eaglecrest Residents' Association – Councillor Scott Harrison b. Qualicum Beach Historical & Museum Society – Councillor Scott Harrison c. Early Learning & Childcare Council in Oceanside – Councillor Teunis Westbroek	CORP ADMIN	COMPLETE
20-356	2020-12-09	Regular	THAT Councillor Scott Harrison be appointed as Trustee and Councillor Teunis Westbroek be appointed as Alternate on the Vancouver Island Regional Library Board for the term January 1 to December 31, 2021. These appointments will continue until a successor is appointed, as provided under Section 18(3) of the Library Act, unless the member is removed for cause, as provided under Section 18(4) of the Library Act.	CORP ADMIN	COMPLETE
20-357	2020-12-09	Regular	THAT Council instructs staff to work with and notify multi-family properties that the Town will no longer be providing contracted services for the collection of recycling, effective April 30, 2021; AND FURTHER THAT all billings from the Town for multi-family property recycling services will be discontinued on that date.	FINANCE	COMPLETE
20-358	2020-12-09	Regular	THAT Council instructs staff to defer the registration of a notice in the Land Title Office at 478 Village Way for a period of two-months to allow the homeowner the opportunity to correct the violations as identified by the Town's building inspector.	PLANNING	IN PROGRESS
20-359	2020-12-09	Regular	THAT Council directs the Corporate Administrator to register a notice in the Land Title Office, under Section 57 of the Community Charter stating that a resolution relating to 921 Bluffs Drive - Lot 25, Plan VIS6042, District Lot 112, LD 33, PID 026-723-361, has been made under Section 57 of the Community Charter; AND FURTHER THAT the matter be referred to a solicitor for further action to correct the height issue; AND FURTHER THAT Council directs staff to not issue occupancy or any other permits until the height issues are resolved.	CORP ADMIN	IN PROGRESS
20-360	2020-12-09	Regular	THAT the bylaw entitled "Town of Qualicum Beach Park Land Exchange (Lot 23 West Ridge Way) Bylaw No. 741, 2019" be adopted.	PLANNING	COMPLETE
20-361	2020-12-09	Regular	THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 281 Fern Road East at the Council Meeting on January 13, 2021.	PLANNING	COMPLETE
20-362	2020-12-09	Regular	THAT consideration of the December 9, 2020 staff report regarding the restoration and rehabilitation of the St. Andrew's Lodge structure be deferred to a future meeting, after the St. Andrew's Lodge Historical and Cultural Society has been formed.	PLANNING	COMPLETE
20-363	2020-12-09	Regular	THAT the report from the Emergency Program Coordinator dated November 20, 2020, entitled "Emergency Program Agreement Renewal" be received.	PLANNING	COMPLETE
20-364	2020-12-09	Regular	THAT Council express its preference to the Regional District of Nanaimo (RDN) Board to enter into a fee for service arrangement for community emergency preparedness, to be provided by the Town of Qualicum Beach and City of Parksville's staff, for the electoral areas E to H in the Regional District.	PLANNING	IN PROGRESS

2020 Open Council Meeting Motions Index

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
20-365	2020-12-09	Regular	THAT staff be directed to work with the City of Parksville and the RDN to prepare an agreement and a recommended fee for service to provide emergency preparedness services to the Oceanside region.	PLANNING	IN PROGRESS
20-366	2020-12-09	Regular	THAT Council directs staff to consult with the Regional District of Nanaimo regarding the request from the Airport Users Committee meeting of November 3, 2020 to remove or top trees by Runway 29 at the Qualicum Beach Airport.	ENGINEERING	IN PROGRESS
20-367	2020-12-09	Regular	THAT Council authorize the purchase of a 2020 Caterpillar (Cat) 926M wheeled loader with a 4-in-1 bucket, jib (crane arm), pallet forks, and snow plow from Finning Canada based on the proposal price of \$309,008 Canadian dollars (including PST).	ENGINEERING	COMPLETE
20-368	2020-12-09	Regular	THAT a special meeting of Council be scheduled for Wednesday, December 16, 2020 at 10:00 am.	CORP ADMIN	COMPLETE
20-369	2020-12-09	Special	THAT Council authorizes a Purchase Order to BC Hydro in the amount of \$106,323 for buried utilities in the area of Berwick Road in the East Village; THAT Council direct staff to provide a report on financing options for the installation and upgrading of utilities to service the Berwick and Second Avenue properties and the beautification of the Berwick frontage of the Qualicum Brewery.	ENGINEERING	IN PROGRESS
20-370	2020-12-16	Special	THAT the bylaw entitled “Town of Qualicum Beach Airport Establishment and Operations Bylaw No. 457.05, 1998 Amendment (lease rates) Bylaw No. 457.11, 2020” be adopted.	CORP ADMIN	COMPLETE
20-371	2020-12-16	Special	THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Housing Agreement: 103 Railway Street) Bylaw No. 755, 2020” be adopted.	PLANNING	COMPLETE
20-372	2020-12-23	Special	THAT Council of the Town of Qualicum Beach awards the contract for the Memorial Avenue Upgrades Phase 3 – Contract 3 – Roundabout Conversion at 19A to Copcan Civil Ltd in the amount of \$3,289,395.90.	ENGINEERING	COMPLETE

2021 Open Council Meeting Motions Index
Regular/Special Meetings

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
21-001	2021-01-13	Regular	THAT the St. Andrews Lodge Historical and Cultural Society ("Society") be granted access to the St. Andrews Lodge by providing the Society a key to the building, subject to the Society entering into a lease with the Town of Qualicum Beach.	CORP ADMIN	IN PROGRESS
21-002	2021-01-13	Regular	THAT, as described in the January 13, 2021 Planning memo to Council, the bylaw entitled "Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 800.03, 2019" be read a second time as amended by amending OCP Map Schedule 2.8 to include: • a path linking the proposed cul-de-sac to the proposed park along the west side of the property; • a pathway from the cul-de-sac to Country Club Drive; and • a pathway west across the neighbouring property to the Hollywood Road right of way.	PLANNING	COMPLETE
21-003	2021-01-13	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 580.112, 2019" be read a second time, as amended.	PLANNING	COMPLETE
21-004	2021-01-13	Regular	THAT, prior to adoption of Amendment Bylaw No. 580,112, 2019, the following be completed: • Execution of a Works and Services Agreement to ensure completion of any adjacent works and services; • Execution of one or more Section 219 covenants that address the following: - o Form and Character, to ensure that the development is constructed in conformance with the presentation to Council, including a commitment to meet BC Energy Step Code 4 as proposed; - o Requirement to construct two dwelling units on twelve of the 16 parcels, as proposed; - o Prohibition against strata-titling any secondary suite, garden suite or carriage house from the primary dwelling; - o Four-metre tree protection area along the eastern property line; • Provision to the Town of 50% of land value lift; AND FURTHER THAT the development be considered as a bare land strata; AND FURTHER THAT the proponent provides \$10,000 to be allocated for a future inventory study; AND FURTHER THAT Council instructs staff to work with the applicant/developer to accommodate the parkland contribution by accepting cash in lieu.	PLANNING	IN PROGRESS
21-005	2021-01-13	Regular	THAT Council hold a Public Hearing on February 10th, 2021 at 10:00 am, electronically via Zoom teleconferencing software, in regard to "Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 800.03, 2019" and "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (850 Eaglecrest Drive/2075 Island Highway W) Bylaw No. 580.112, 2019".	PLANNING	COMPLETE
21-006	2021-01-13	Regular	THAT the bylaw entitled "Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Railway Street) Bylaw No. 742, 2020" be adopted.	CORP ADMIN	COMPLETE
21-007	2021-01-13	Regular	THAT the bylaw entitled "Town of Qualicum Beach Financial Plan (2021-2025) Bylaw No. 752, 2020" be given third reading.	FINANCE	COMPLETE
21-008	2021-01-13	Regular	THAT Council authorizes Councillor Westbroek to work with the Director of Finance and the Manager of Finance to review alternative taxation options for residential and commercial tax rates.	FINANCE	COMPLETE
21-009	2021-01-13	Regular	THAT the following resolution to be sent to the Federation of Canadian Municipalities (FCM) for their endorsement: WHEREAS smaller communities may require additional supports to promote aging in place, WHEREAS communities that cannot meet the demand for additional senior supports often result in individual households providing the additional care, WHEREAS providing care for an aging relative can result in significant impacts to the caregiver's financial position, THEREFORE, BE IT RESOLVED, that the Federation of Canadian Municipalities (FCM) urges the federal government to create a national demographic top-up to the Canada Health Transfer to account for the higher costs for providing healthcare for seniors, and establish a Seniors Care Benefit to compensate caregivers for out of pocket costs.	CORP ADMIN	COMPLETE

2021 Open Council Meeting Motions Index
Regular/Special Meetings

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
21-010	2021-01-13	Regular	THAT Council instructs staff to install signage at the entrance to the Qualicum Beach Cemetery advising that all dogs must be on leash on cemetery grounds.	PARKS & PW	IN PROGRESS
21-011	2021-01-13	Regular	THAT Council approve the Charitable Donations and Gifts to the Town Policy 3000-16.	FINANCE	COMPLETE
21-012	2021-01-13	Regular	THAT Council directs staff to issue a Development Variance Permit for 281 Fern Road East as described in the January 13, 2021 Planning memo to Council.	PLANNING	COMPLETE
21-013	2021-01-13	Regular	THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 442 Knight Terrace at the Council Meeting on February 3, 2021.	PLANNING	COMPLETE
21-014	2021-01-13	Regular	THAT the bylaw entitled "Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (1025 Qualicum Road) Bylaw No. 800.05, 2021" be read a first time.	PLANNING	COMPLETE
21-015	2021-01-13	Regular	THAT the development proposal for 1025 Qualicum Road be referred to the Advisory Planning Commission for comment, once staff receives confirmation that the proposed first phase will include: • a club house; • a brew pub or tap house; • a tourism focused lodge with a minimum of 40 rooms; • a minimum of 60 units of villas and/or cottages; and • confirmation of trails connecting the golf course and the community trail network.	PLANNING	COMPLETE
21-016	2021-01-13	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (1025 Qualicum Road) Bylaw No. 580.123, 2021" be read a first time.	PLANNING	COMPLETE
21-017	2021-01-13	Regular	THAT staff be directed to meet with the proponent of 1025 Qualicum Road to advance the elements identified by Council, as well as the plan for liquid waste servicing.	PLANNING	IN PROGRESS
21-018	2021-01-13	Regular	THAT Council approves the City of Parksville to be the primary applicant and apply for funding from the UBCM Community Emergency Preparedness Fund for Emergency Support Services modernization supplies on behalf of both the Town of Qualicum Beach and City of Parksville; AND FURTHER THAT, if successful, Council approve the City of Parksville to receive and manage the grant funding on the Town's behalf.	CORP ADMIN	COMPLETE
21-019	2021-01-13	Regular	THAT Council directs staff to apply to the Investing in Canada Infrastructure Program to fund the project titled 'Operations Facility Upgrade', as described in the January 13, 2021 memo to Council AND FURTHER THAT Council commits to financing any ineligible project costs and overruns to complete the project.	CORP ADMIN	COMPLETE
21-020	2021-01-13	Regular	THAT Council directs staff to apply to the Investing in Canada Infrastructure Program to fund the project titled 'Beach Creek Culvert Replacement at Crescent Road East', as described in the January 13, 2021 memo to Council AND FURTHER THAT Council commits to provide project management support, and to finance any eligible and ineligible costs and overages related to the project.	CORP ADMIN	COMPLETE
21-021	2021-01-13	Regular	THAT Council direct staff to thank the Arrowsmith Groundwater Alliance for their proposal and initiative; AND FURTHER THAT staff advise the Arrowsmith Groundwater Alliance that the Town will continue to support and participate in the Regional District of Nanaimo Drinking Water & Watersheds Protection Program to advance our understanding and protection of community water supplies.	CORP ADMIN	COMPLETE
21-022	2021-01-13	Regular	THAT Council direct staff to prepare a design for a flashing pedestrian crosswalk at Hemsworth Road and Highway 19A as schematically shown in the report; AND FURTHER THAT Council direct staff to prepare a design for a flashing pedestrian crosswalk at Rodway Trail and Highway 19A as schematically shown in the report; AND FURTHER THAT Council direct staff to forward information on magnetic rooftop emergency flashers to Milner Gardens staff.	ENGINEERING	IN PROGRESS

2021 Open Council Meeting Motions Index
Regular/Special Meetings

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
21-023	2021-01-13	Regular	THAT Council approve Policy Number 4004-17, Use of Anticoagulant Rodenticides, to implement a ban on the use of anticoagulant rodenticides on Town of Qualicum Beach properties. AND FURTHER THAT Council request that the Mayor write, on behalf of Council, to the Premier of British Columbia and appropriate ministers, requesting that the Province of British Columbia ban anticoagulant rodenticides. AND FURTHER THAT Council direct staff to communicate to residents and businesses in the Town of Qualicum Beach Council's direction on this matter, the harmful impacts of anticoagulant rodenticides, and preferred alternatives.	PARKS & PW	COMPLETE
21-024	2021-01-20	Special	THAT the Town submit an application for the Canadian Mortgage and Housing Corporation Housing Supply Challenge.	CORP ADMIN	COMPLETE
21-025	2021-01-27	Special	THAT third reading for the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be rescinded.	PLANNING	COMPLETE
21-026	2021-01-27	Special	THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be read a third time.	PLANNING	COMPLETE
21-027	2021-01-27	Special	THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be adopted; AND FURTHER THAT the Qualicum College building be demolished as soon as possible.	PLANNING	COMPLETE
21-028	2021-01-27	Special	THAT Council requires that the restoration and rehabilitation of the existing St. Andrews Lodge structure include upgrades required for: a. BC Building Code; b. Town of Qualicum Beach Seismic Evaluations Policy 3006-4; and AND FURTHER THAT Staff report at a future date on any implications of heritage status as it relates to the BC Building Code and Town of Qualicum Beach Seismic Evaluations Policy 3006-4.	PLANNING	IN PROGRESS
21-029	2021-01-27	Special	THAT Council instructs staff to prepare a draft bylaw designating the St. Andrews Lodge as a heritage site; AND FURTHER THAT staff be directed to work with the St. Andrews Lodge Historical and Cultural Society to prepare a Statement of Significance in preparation of applying for heritage status for the St. Andrews Lodge building.	PLANNING	IN PROGRESS
21-030	2021-02-03	Regular	THAT Council instructs staff to provide an annual summary of the Town of Qualicum Beach building permits over the last 10 years at a future Regular Council meeting.	PLANNING	COMPLETE
21-031	2021-02-03	Regular	THAT Council instructs staff to consider the installation of a three-way stop sign at the intersection of Berwick Road and Crescent Road East; AND FURTHER THAT Council instructs staff to consider the installation in the form of a barrier/protection on East Crescent by the 5th tee of the Qualicum Beach Memorial Golf Course.	ENGINEERING	IN PROGRESS
21-032	2021-02-03	Regular	THAT Council defer consideration of the BenchMark Project to the February 10th, 2021 special Council meeting; AND FURTHER THAT staff provide a report on the BenchMark Project for Council's consideration.	CORP ADMIN	IN PROGRESS
21-033	2021-02-03	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (103 Railway Street) Bylaw 580.110, 2019" be adopted.	PLANNING	COMPLETE
21-034	2021-02-03	Regular	THAT Council directs staff to issue a Development Permit for 103 Railway Street, as described in the February 3, 2021 memo to Council, subject to the completion of a Works and Services Agreement.	PLANNING	COMPLETE
21-035	2021-02-03	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (634 Rye Road) Bylaw No. 580.116, 2020" be adopted.	PLANNING	COMPLETE
21-036	2021-02-03	Regular	THAT Council authorizes staff to issue a Development Permit for 634 Rye Road, as detailed in the February 3, 2021 Planning memo to Council, subject to receipt of the contribution to the Town's Sidewalk Reserve Account.	PLANNING	COMPLETE
21-037	2021-02-03	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (230 Higson Crescent) Bylaw 580.118, 2020" be adopted.	PLANNING	COMPLETE
21-038	2021-02-03	Regular	THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (172 Fern Road W) Bylaw No. 580.125, 2021" be introduced and read a first time.	PLANNING	COMPLETE

2021 Open Council Meeting Motions Index
Regular/Special Meetings

MOTION #	MEETING DATE	MEETING TYPE	MOTION	DEPT	STATUS
21-039	2021-02-03	Regular	THAT Council refers the development application for 172 Fern Road West to the Advisory Planning Commission for comment, subject to the following: i. Submission of a Site Plan with setbacks; ii. Submission of a Tree and Vegetation Management Plan; iii. Submission of a Landscape Plan; iv. Submission of a Rainwater Management Plan.	PLANNING	IN PROGRESS
21-040	2021-02-03	Regular	THAT Council directs the Advisory Planning Commission to comment on the following items for the development application for 172 Fern Road West, but not limited to: i. Carport design and screening options.	PLANNING	IN PROGRESS
21-041	2021-02-03	Regular	THAT prior to the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (172 Fern Road W) Bylaw No. 580.125, 2021" being adopted, that the developer makes a contribution to the Village Neighbourhood Sidewalk Reserve Account equivalent to the value of constructing a sidewalk for this property.	PLANNING	IN PROGRESS
21-042	2021-02-03	Regular	THAT the bylaw entitled "Town of Qualicum Beach Bylaw Revision and Consolidation Authorization Bylaw No. 756, 2021" be introduced and read a first time.	CORP ADMIN	COMPLETE
21-043	2021-02-03	Regular	THAT the bylaw entitled "Town of Qualicum Beach Bylaw Revision and Consolidation Authorization Bylaw No. 756, 2021" be read a second time.	CORP ADMIN	COMPLETE
21-044	2021-02-03	Regular	THAT the bylaw entitled "Town of Qualicum Beach Bylaw Revision and Consolidation Authorization Bylaw No. 756, 2021" be read a third time.	CORP ADMIN	COMPLETE
21-045	2021-02-03	Regular	THAT Council authorize a letter of support be written by Mayor Wiese, on the Town's behalf regarding the establishment of treatment facilities and complex care housing in the Regional District of Nanaimo.	CORP ADMIN	COMPLETE
21-046	2021-02-03	Regular	THAT Council fully supports the continued operation of the 18-hole golf course at Eaglecrest Golf Course; AND FURTHER THAT Council would not entertain any applications that would undermine that use.	CORP ADMIN	COMPLETE
21-047	2021-02-03	Regular	THAT Council instructs staff to draft an Open Letter regarding Eaglecrest Golf Course providing background information to the public and outlining that the Town is willing to work with the ownership to find a resolution to continue the course as an 18-hole golf course.	CORP ADMIN	COMPLETE
21-048	2021-02-03	Regular	THAT Council refers the Development Permit for the development at Railway Street and Village Way to the Advisory Planning Commission, as attached to the February 3, 2021 Planning memo to Council.	PLANNING	IN PROGRESS
21-049	2021-02-03	Regular	THAT Council directs staff to draft an online survey to solicit public input on the "Residences at Qualicum Station" Development Permit application, as detailed in the February 3, 2021 Planning memo to Council.	PLANNING	IN PROGRESS
21-050	2021-02-03	Regular	THAT Council directs staff to issue a Development Variance Permit for 442 Knight Terrace as described in the February 3, 2021 Planning memo to Council.	PLANNING	COMPLETE
21-051	2021-02-03	Regular	THAT Council instructs staff to follow up at the March 17, 2021 Regular Council meeting on the Strategic Plan Appendix A - item D; and Capital Expenditures item I – A, regarding the Qualicum Beach Memorial Golf Course sewer and drainage.	ENGINEERING	IN PROGRESS

Town of Qualicum Beach

M E M O R A N D U M

TO: Daniel Sailland, CAO

FOR: Regular Council February 24, 2021

FROM: John Marsh, Director of Finance

SUBJECT: Covid-19 Related Grant-in-Aid Process

RECOMMENDATION:

THAT the Town make an exception for the year 2021 and not follow policy number 3000-6 Administration - General - Grants-In-Aid in order that the Town could consider providing grants-in-aid to community groups and organizations that have been negatively affected by Covid-19;

AND THAT Council authorize the establishment of a grants-in-aid fund to be used for community groups that have been negatively affected by Covid-19 based on the following criteria:

- Total maximum grant-in-aid budget allocation \$75,000;
- Maximum grant-in-aid application award for an organization or group \$5,000;
- Applicants must be a registered society, non-profit organization or charity;
- Application deadline April 9, 2021;
- Applicants must indicate the intended use of the funds;
- Applicants must indicate the impact of Covid-19 on their operations and/or finances;
- Priority will be considered for local organizations providing services to vulnerable persons (e.g. persons living with disabilities, mental illness or addictions, persons experiencing homelessness or other vulnerabilities);
- Applications will also be considered for local organizations providing activities and/or services to Town of Qualicum Beach residents;
- In determining priority for awarding grants, the Town will also consider how the intended use of the funds will help Qualicum Beach residents and/or services provided within the Town of Qualicum Beach municipal boundary.
- The Town will also consider preference towards groups that have not been able to receive Covid-19 funding support from provincial or federal governments.

AND THAT staff be authorized to notify community groups and to proceed with an application process.

PURPOSE

The purpose of this report is to consider establishing a grant-in-aid process for community groups and organizations that have been negatively affected by Covid-19.

BACKGROUND

Town policy number 3000-6 Administration - General - Grants-In-Aid provides that:

It is the policy of the Town of Qualicum Beach not to provide grants-in-aid except to the Chamber of Commerce, Policing/Protective Services, Affordable Housing and through In-kind contributions.

On November 9th, 2020, the Town received a letter from the Provincial Government advising that the Town is the recipient of a \$2,359,000 grant under the COVID-19 Safe Restart Grant for Local Governments. This letter was included in the November 19th, 2020 Regular agenda package and is also attached to this report. The intention of this grant is to help local governments deal with increased operating costs and lower revenue due to COVID-19. Eligible costs will include:

- addressing revenues shortfalls;
- facility reopening and operating costs;
- emergency planning and response costs;
- bylaw enforcement and protective services like fire protection and police;
- computer and other electronic technology costs (to improve interconnectivity and virtual communications);
- services for vulnerable persons (e.g. persons living with disabilities, mental illness or addictions, persons experiencing homelessness or other vulnerabilities); and
- other related costs.

The eligibility guidelines for the grant prohibit assistance to business and the grant is also not intended to reduce property taxes. The grant allows for payment towards services for vulnerable persons and also for other related costs. These two cost areas may allow for the Town to provide funding from the COVID-19 Restart Grant to community groups adversely affected by Covid-19.

COMMENTS

A number of BC municipalities have provided grant-in-aid to community groups impacted by Covid-19 and staff have researched and contacted other communities for input. Most of the assistance is directed towards organizations providing assistance to vulnerable persons for programs such as food banks, shelters, safe hygiene, etc. North Saanich is a community that the Town contacted and staff would like to acknowledge their assistance.

Providing assistance for many other community groups negatively impacted by Covid-19 that are not specifically mentioned in the Provinces Covid-19 Restart Grant criteria may be eligible for assistance based on the criteria of other related costs. There is no specific definition for other related costs; therefore, the Town will attempt to take a wider view of the intended uses of the grant. For example, activities and social networking are important to reduce risk factors for age and other forms of vulnerabilities. Based on this reasoning,

organizations providing these types of services or activities could potentially fall within the intended criteria of the grant.

For 2021, the Town budgeted \$75,000 for Covid-19 Miscellaneous Community Development Initiatives. This budget could be utilized for these grant-in-aid initiatives. Other budget areas could also be considered by Council if necessary. The report recommendation lists a number of criteria for applicants. This criteria is somewhat subjective and staff encourage Council to carefully consider the criteria listed. A proposed application form is attached.

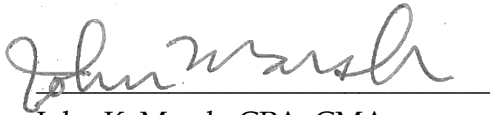
Covid-19 Budget Allocations

Staff has previously reported that the \$2,359,000 grant could be utilized for the items identified below as Covid-19 related expenditures or revenue reductions. These items have been explained in previous budget reports for Council. The amounts listed total \$2,075,000.

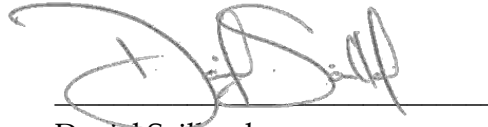
	<u>2020</u>	<u>2021</u>
Covid-19 Related Revenue Reductions		
Water Rate	150,000	150,000
Sewer Rates	50,000	25,000
Business Licenses	6,000	10,000
Building Permits	30,000	26,000
Airport Services	93,000	95,000
Community Hall	17,000	18,000
Civic Centre	<u>59,000</u>	<u>68,000</u>
Total Estimated Revenue Reductions	405,000	392,000
Covid-19 Related Expenditure Increases		
Direct EOC and Covid Preventative Costs	110,000	90,000
Administrative Covid-19 Related Costs	89,000	53,000
Wages for Emergency and Cleaning Costs	109,000	40,000
Staff Equipment Charges	28,000	0
Covid-19 Restart Initiatives	0	150,000
Community Partnership Initiatives	0	75,000
Miscellaneous Community Initiatives	0	75,000
Council Chamber Electronic Upgrades	84,000	0
Computer Infrastructure Upgrades	<u>75,000</u>	<u>300,000</u>
Total Estimated Expenditure Cost Increases	495,000	783,000
Total Covid-19 Burden	<u>900,000</u>	<u>1,175,000</u>

ALTERNATIVES

1. Provide alternate direction to staff.

A handwritten signature in dark ink, appearing to read "John K. Marsh", written over a horizontal line.

John K. Marsh, CPA, CMA
Director of Finance
Report Writer

A handwritten signature in dark ink, appearing to read "Daniel Sailland", written over a horizontal line.

Daniel Sailland
Chief Administrative Officer
Concurrence



APPLICATION FOR COVID-19 RESTART GRANT

Application for Restart Grant

- Applications must be received in the Qualicum Beach Municipal Hall or electronically to Heather Svensen, Corporate Administrator, at hsvensen@qualicumbeach.com by: **12:00 p.m. April 9, 2021.**
- Applicants must be a registered society, non-profit organization or charity.
- Applicants must indicate the impact of Covid-19 on their operations and / or finances.
- Priority will be considered for local organizations providing services to vulnerable persons.
- Applications will also be considered for local organizations providing activities and / or services to Town of Qualicum Beach residents.
- Grants are limited by budget allocation. Maximum grant-in-aid application award for an organization or group is \$5,000.
- If additional space is required to complete the form questions, please include an additional one-page attachment.
- Further information may be obtained from Heather Svensen, Corporate Administrator, at hsvensen@qualicumbeach.com.

1. NAME OF ORGANIZATION: _____

ADDRESS: _____

PHONE #: _____ FAX #: _____ EMAIL: _____

PRESIDENT'S NAME: _____ PHONE #: _____

SECRETARY'S NAME: _____ PHONE #: _____

TREASURER'S NAME: _____ PHONE #: _____

NUMBER OF MEMBERS: _____

2. OBJECTIVES/MANDATE OF ORGANIZATION:

--

3. DATE OF INCORPORATION: _____ REGISTRATION #: _____

4. ATTACH LAST FINANCIAL STATEMENTS FOR YOUR ORGANIZATION. Also include a budget for the project/initiative that is the subject of this application.

5. GRANT REQUEST AMOUNT : \$ _____

TOTAL COVID-19 FINANCIAL IMPACT: \$ _____

- a. BRIEFLY DESCRIBE INTENDED USE OF FUNDS (PLEASE HIGHLIGHT ANY USE OF FUNDS INTENDED TO SERVE VULNERABLE POPULATIONS IN THE TOWN OF QUALICUM BEACH).

- b. IMPACT OF COVID-19 ON OPERATIONS AND FINANCES (PAST AND CURRENT):

LIST OTHER GOVERNMENTS/AGENCIES/CORPORATIONS CONTACTED AND AMOUNTS REQUESTED, AND WHETHER FUNDS WERE RECEIVED. Attach separate sheets if necessary.

a) _____ \$ _____

b) _____ \$ _____

c) _____ \$ _____

6. Will any of the funds be used to give grants to other organizations?

Yes ☐ No ☐ If "yes", to which organization:

7. Additional information: (if applicable)

Signed

Date



November 2, 2020

Ref: 257671

Daniel Sailland
Chief Administrative Officer
Town of Qualicum Beach
Box 130
Qualicum Beach BC V9K 1S7

Dear Daniel Sailland:

The provincial government understands the fiscal impacts that COVID-19 has placed on local service providers. To help address these challenges, in September the Province of British Columbia announced nearly \$2 billion in joint federal/provincial spending, including: \$540 million for local governments, \$418 million for community infrastructure, and \$1 billion for transit, TransLink and ferries.

The \$540 million for local governments was further divided into three funding streams. Two of the streams ("Development Services" for \$15 million and "Strengthening Communities" for \$100 million) will be application-based funding. More information on these funding streams will be forthcoming.

The third stream will provide direct grants to local governments. This funding stream is called the "COVID-19 Safe Restart Grants for Local Governments" and will provide up to \$425 million for local operations impacted by COVID-19. This funding will support local governments as they deal with increased operating costs and lower revenue due to COVID-19. It will also ensure local governments can continue to deliver the services people depend on in their communities. Eligible costs will include:

- addressing revenues shortfalls;
- facility reopening and operating costs;
- emergency planning and response costs;
- bylaw enforcement and protective services like fire protection and police;
- computer and other electronic technology costs (to improve interconnectivity and virtual communications);
- services for vulnerable persons (e.g. persons living with disabilities, mental illness or addictions, persons experiencing homelessness or other vulnerabilities); and
- other related costs.

I am pleased to advise you that **Qualicum Beach** is the recipient of a **\$2,359,000** grant under the COVID-19 Safe Restart Grant for Local Governments. This amount will be directly transferred to your local government in the coming days.

.../2

Under section 36 of the Local Government Grants Regulation, the amount of the grant to each local government is set by Minister of Municipal Affairs and Housing. The determination of this amount was based on a formula that applies to all municipalities.

This formula is based on two components: a flat funding amount and an “adjusted per-capita” amount. The flat amount is \$169,000, and the “adjusted per-capita” amount is \$308.34 per adjusted population.

The adjusted population formula is designed to ensure that larger municipalities receive more money than smaller ones, but that smaller municipalities receive higher per capita funding than larger ones. This is because small municipalities often lack a diverse tax base and the economies-of-scale to easily restart their operations.

An example of the funding formula (for a municipality of 43,000 people) is provided as an attachment to this letter. If you wish, you can apply this formula to your 2018 population of **9,502** to determine both your adjusted population and total funding amount. 2018 population data was used because it is the last year in which we have complete financial and demographic data for each municipality.

To ensure full transparency regarding the use of funds, your local government will be required to annually report on how it spent this grant. This will be part of your annual financial reporting under section 167 of the Community Charter. Your local government will provide a schedule to the audited financial statements respecting the amount of funding received, the use of those funds, and the year-end balance of unused funds. Your local government must continue to annually report on the use of grant money until the funds are fully drawn down.

If you have questions or comments regarding this letter, please feel free to contact Jennifer Richardson, Grants Analyst, Local Government Infrastructure and Finance Branch, by email at: Jennifer.Richardson@gov.bc.ca, or by phone at: 778 698-3243.

The provincial government welcomes this opportunity to support COVID-19 restart and recovery throughout British Columbia. We believe that this funding will contribute to the long-term recovery of local governments who are both critical service providers and crucial drivers in the British Columbia economy.

Sincerely,



Kaye Krishna
Deputy Minister

Attachment

pc: Jennifer Richardson, Grants Analyst, Local Government Infrastructure and Finance Branch
John Marsh, Chief Financial Officer, Town of Qualicum Beach

Attachment: Example Calculation for a Municipality with 43,000 People

City of Rockridge

Population	43,000
Adjusted Per Capita Funding	\$308.34 per adjusted population
Flat Funding Amount	\$169,000

Funding model

A		B					E = C (up tp 43,000)		F = E x D	F
Population Range		C=B-A	D	Rockridge Pop	Adjusted Pop Calc	Adjusted Pop				
From	to	Range	Adjustmen t Ratio	Rockridge Pop	Adjusted Pop Calc	Adjusted Pop				
-	2,000	2,000	1	2,000	= 2,000 x 1	2,000				
2,001	5,000	3,000	0.8	3,000	= 3,000 x 0.8	2,400				
5,001	10,000	5,000	0.6	5,000	= 5,000 x 0.6	3,000				
10,001	20,000	10,000	0.4	10,000	= 10,000 x 0.4	4,000				
20,001	40,000	20,000	0.2	20,000	= 20,000 x 0.2	4,000				
40,001	150,000	110,000	0.1	3,000	= 3,000 x 0.1	300				
150,001	900,000	750,000	0.05	-	= 0 x 0.05	-				
Sum				43,000		15,700	G=ΣF			
					Per capita funding	\$308.34	H			
					Funding per Adjusted Pop	4,840,938	I=GxH			
					Flat Funding Amount	169,000	J			
					Total Funding Amount	5,009,938	K=I+J			

Thus, a municipality with a population of 43,000 would have an adjusted population of 15,698. With per capita funding of \$308.34, the funding per adjusted population would \$4.84 million. Plus a flat funding amount of \$169,000, the total funding to this municipality would be \$5.009M.

The Population data was taken from the Ministry's Local Government Stats System for 2018 (Schedule 201).

<https://www2.gov.bc.ca/gov/content/governments/local-governments/facts-framework/statistics/statistics>

**Town of Qualicum Beach
M E M O R A N D U M**

TO: Luke Sales, Director of Planning

FOR: Council Meeting, February 24, 2021

FROM: Rebecca Augustyn, Planner

SUBJECT: Development Variance Permit: 602 Belyea Road

RECOMMENDATION

THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 602 Belyea Road at the Council Meeting on March 17, 2021.

PURPOSE

To consider a Development Variance Permit that would reduce the interior lot line adjacent to a laneway from 3.0m to 1.5m, to permit an accessory building.

BACKGROUND

A Development Variance Permit has been requested for 602 Belyea Road. The property is zoned Residential 1 (R1), which requires a 3.0m minimum setback for an interior lot line that is adjacent to a laneway. The subject property's west interior lot line is adjacent to a laneway. The proposed setback for the accessory building is 1.5m from the west interior lot line, which is 1.5m less than the required 3.0m setback.

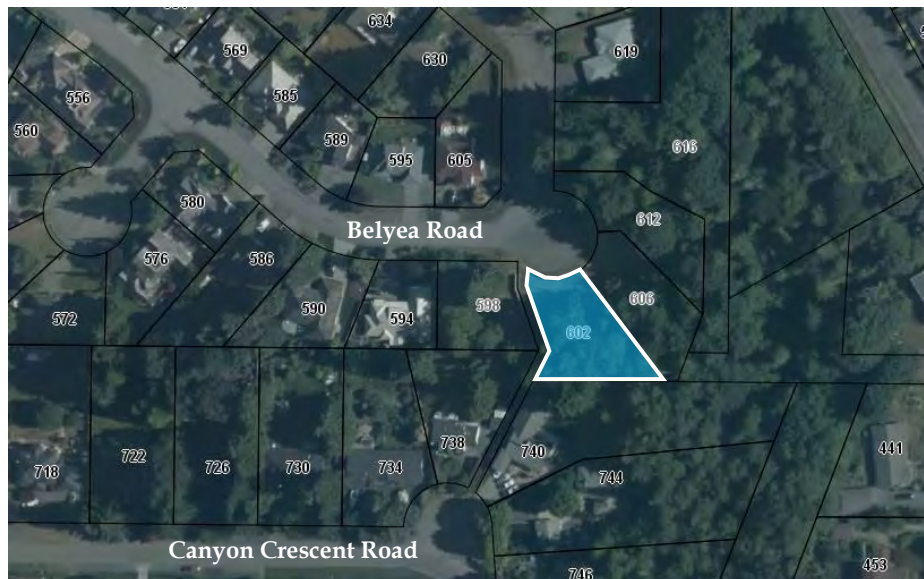


Figure 1: Subject Property

DISCUSSION

The owner of 602 Belyea Road has applied to vary the minimum interior lot line setback adjacent to a laneway by 1.5m in order to accommodate an accessory building. The proposed accessory building would be approximately 49m² and used as a workshop. Staff at this time do not anticipate that the addition will have a significant impact on neighbouring properties. In the opinion of staff, it is reasonable to consider a variance

SUMMARY

A Development Variance Permit application has been received for 602 Belyea Road. The proposed variance for 602 Belyea Road would reduce the setback for an interior lot line adjacent from 3.0m to 1.5m to accommodate an accessory building. Staff recommend that Council consider the issuance of a Development Variance Permit at the next Council meeting.

ALTERNATIVES

1. Refuse the Development Variance Permit for 602 Belyea Road; or
2. Provide alternative direction to staff.



R. Augustyn, MCIP, RPP
Planner
Report Writer



Luke Sales, MCIP, RPP
Director of Planning
Concurrence



Daniel Sailland
CAO
Concurrence

Attachments
[PLANS.602BelyeaRd.pdf](#)

ISSUED FOR CONSTRUCTION:
12.16.20

ISSUED FOR CLIENT REVIEW:
12.07.20

ISSUED FOR CLIENT REVIEW:
12.06.20

Revisions:

Notes

-Exterior walls: 2 x 6
Interior Walls: 2 x 4 - unless otherwise noted.

-Exterior dimensions are to the outside of exterior sheathing.

-It is the responsibility of the builder to check and verify all dimensions and details before proceeding with construction and report any discrepancies . Do not scale drawings.

- Required structural design including seismic is to be performed by a certified structural engineer.
- Foundation is to be certified by a structural engineer unless otherwise approved by local authorities.

- Roof truss design and details to be reviewed by a structural engineer unless otherwise approved by local authorities.
- Builder must verify with owner all rough opening sizes for windows and doors.

-All work shall comply with the current edition of the B.C. Building Code and shall meet with Local Standards and those having jurisdiction.

Disclosure:
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Consultants

Project Title

JACK RESIDNECE
QUALICUM BEACH, B.C.

Client
Tristan Jack
Qualicum Beach, B.C.

Sheet Title

SITE PLAN

Drawn J.L./J.P.

Checked *J.L./J.P.*

Date 10.26.20

Scale 1:100



1
A-1

CONTEXT MAP
SCALE: NTS

LEGAL DESCRIPTION:
LOT 1, DISTRICT LOT 17 & 18, NEWCASTLE DISTRICT, PLAN EPP85780
PID: 030-762-529

CIVIC ADDRESS:
602 BELYEA, QUALICUM BEACH, B.C.

ZONING:
TOWN OF QUALICUM BEACH - R-1
ZONING DETAILS:
REQUIRED SETBACKS:
FRONT = 8.0m
INT. SIDE = 1.5m
INT. SIDE = 3.0m (adjacent to lane)
REAR = 3.0m (<4.5m in height)
= 6.0m (>4.5m in height)

MAX. PARCEL COVERAGE = 35%

MAX. DWELLING UNIT HEIGHT = 9.0m (26'-6 5/16")

SITE AREA:
1062sq. m (11431 sq. ft.)
MAX. PARCEL COVERAGE 35%
PROPOSED PARCEL COVERAGE:
HOUSE =260.7 sq.m (2807 sq. ft.)
ACCESSORY = 48.7 sq. m. (525 sq. ft.)
TOTAL = 309.4 sq. m. 29.1%

..... MIN. REQUIRED BUILDING SETBACKS

— . — PROPERTY LINE

SITE DIMENSIONS AND DETAILS TO BE CONFIRMED
BY CERTIFIED B.C. LAND SURVEYOR UNLESS OTHERWISE
APPROVED BY LOCAL AUTHORITIES

F.F.E. AND RETAINING TO BE ESTABLISHED BY BUILDER
AND CONFIRMED WITH OWNER

[illegible]

1 SITE PLAN
A-1 SCALE: 1 : 100



Town of Qualicum Beach
MEMORANDUM

TO: Luke Sales, Director of Planning

FOR: Council, February 24, 2021

FROM: Rebecca Augustyn, Planner

SUBJECT: Development Permit: 3022 Island Highway West

RECOMMENDATION

THAT the Development Permit application for 3022 Island Highway West be referred to the Advisory Planning Commission subject to the following being submitted:

- Revised plans that provide consistency regarding unit count;
- Satisfactory Geotechnical Engineering Report;
- Complete Landscape Plan that includes a sidewalk along the Island Highway West along with a pedestrian-activated crosswalk;
- Tree and Vegetation Management Plan;
- Rainwater Management Plan; and,
- Phasing Plan.

PURPOSE

To consider a Development Permit application for 3022 Island Highway West to permit a 76-unit multi-residential development. The unit count is mistakenly identified as 80 units on one of the sheets.

BACKGROUND

The Town has received an application for a Development Permit for 3022 Island Highway West to permit a 76-unit multi-residential development. The subject property is currently zoned Commercial 8 (C8) and is in the C11 – Highway Bluff Commercial Form and Character Development Permit Area. The C8 zone permits both residential and tourist accommodation, as shown in the attached zoning sheet. The proposed development would be considered an apartment, and as such, would require 200m² of site area per unit. The required site area may be reduced by an amount equal to 25% of the required site area, depending on the percentage of on-site parking that is underground. The proposal qualifies for the full 25% reduction, which would reduce the required site area from 200m² to 150m². The parcel is approximately 13,277m², which would permit 88 units. Since the proposal meets the current use and density, this application is for a Development Permit only.

DISCUSSION

Following is an overview of land use regulations and design guidelines relevant to the property.

LAND USE

Zoning: The parcel is currently zoned C8, which permits both residential and tourist accommodation. The proposal is for a multi-residential development, which is a permitted use in the zoning.

Density: The proposed development consists of 76 units. Under the C8 zone, the required site area per apartment unit is 200m². Given that the application includes underground parking, this required site area is eligible to be reduced by 25%, from 200m² to 150m². The area of the parcel is approximately 13,277m², which would permit 88 units. The proposal is for 76 units, which is

within the permitted density. The OCP designates the parcel as Commercial under the Village Neighbourhood. There is no specified density under the commercial designation in the OCP.

Height: The proposed building height is 16.1m, which is 8.6m more than the maximum permitted height of 7.5m. The height can be varied through the Development Permit. Given that the building is bordered by a bank to the south, the height of the building will have minimal impact on the properties to the south.

Setbacks: The proposed development has a front lot line setback of 2.3m, which is 2.2m less than the required setback of 4.5m. The proposed rear lot line setback is 19.1m, which is within the required 4.5m setback. The proposed interior lot line setbacks are 6.2m and 3.0m, which are within the required setback of 3.0m. The front lot line setback can be varied through the Development Permit. The proposed setback requires further review to ensure that it is possible to safely accommodate pedestrian movements through the site with such a minimal setback.

Parcel Coverage: The proposed parcel coverage is 32%. The parcel coverage is within the maximum 40% parcel coverage permitted in the C8 zone.

Parking: Multi-residential dwellings outside of the Village Neighbourhood requires 1.25 off-street parking spaces per one-bedroom unit, 1.5 off-street parking spaces per two-bedroom unit and two off-street parking spaces per three-bedroom unit. The total required parking is 110 off-street parking spaces. The proposed development provides 112 off-street parking spaces, which meets the parking requirement.

2011 Official Community Plan

The proposed development is designated as Commercial in the OCP and is within the C11 – Highway Bluff Commercial Form and Character Development Permit Area.

Development Permit Area C11 – Highway Bluff Commercial Guidelines: The subject property is in the “C11 – Highway Bluff Commercial Guidelines” Development Permit Area (DPA). DPA C11, as shown on Official Community Plan map ‘Schedule No. 2.3’, includes a strip of properties along the waterfront. Developments within this area must conform to the design guidelines. Following is a review of the C11 Development Permit Area Guidelines.

1. Parking areas, garages or carports shall not be prominent in the design of buildings. Large comprehensive developments shall provide underground parking. Where adjoining properties are being developed as part of a comprehensive scheme, owners shall explore creative methods of providing a centralized access and parking facility shared with neighbouring properties, including underground parking where this opportunity is possible. Smaller individual developments shall take extreme care, primarily through the design of buildings, and secondly through landscaping, to ensure parking structures are not a prominent design feature.

Staff Comment: The parking for the proposed development is located in an underground parking structure. The parking structure has been designed to minimize the visual impact the parking structure, and instead has been designed to looking more like a podium. While the parking structure is noticeable from Island Highway West, it is not considered to be a prominent design feature.

2. Designs shall be stepped with the slope of the bluff and shall not visually create a vertical wall or tunnel effect along the Highway.

Staff Comment: The proposed development is stepped into the bluff. The buildings are also stepped as you move east to west, which breaks up the façade. As such, the proposed development does not create a wall or tunnel effect along Island Highway West.

3. Designs shall avoid massive building components and shall include varied rooflines and extensive landscaping.

Staff Comment: The proposed development consists of three large buildings, however, the rooflines, as well as the front façade, are varied. Staff recommend that a landscape plan to be submitted so that the landscaping can be assessed.

4. Where development involves more than one building or multiple dwelling components, unit designs that appear repetitive or monotonous should be avoided in favour of a variety of different unit designs that exhibit harmonious architectural features.

Staff Comment: The design could be considered monotonous in that the three buildings mirror each other; however, the design of the buildings is varied, which minimizes the monotony.

5. Because of the topographic constraints of the properties in this area, the zoning regulations regarding maximum height and minimum setbacks may be relaxed as part of a development permit, in order to achieve an improved overall architectural design and safe use of the property.

Staff Comment: The subject property has topographical constraints. The proposal includes a height variance of 8.6m and a front lot line variance of 2.2m. It is reasonable to consider these variances given the shape of the site and the minimal impact on neighbours to the south. Staff recommend a complete geotechnical report be submitted, as the only report submitted is from 2007.

SUMMARY

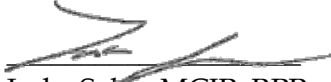
A Development Permit application has been made for 3022 Island Highway West to permit a 76-unit multi-residential development in three separate buildings. Since the proposed development is within the zoning, the applicant only requires a Development Permit. The proposed development requires a height and front lot line setback variance. The proposed height is 16.1m, which is 8.6m higher than the maximum height of 7.5m. The front lot line setback is 2.3m, which is 2.2m less than the requires setback of 4.5m. Both the height and front lot line setback can be varied through the Development Permit. Staff recommend that the application be sent to the Advisory Planning Commission subject to the submission of the following: revised plans that provide clarity regarding unit count, a satisfactory geotechnical report, complete landscape plan that includes a sidewalk and pedestrian-activated crosswalk on Island Highway West, a Tree and Vegetation Management Plan, Rainwater Management Plan, and a Phasing Plan.

ALTERNATIVES

1. THAT Council refuses the development proposal for 3022 Island Highway West;
2. THAT Council provides alternative direction.



R. Augustyn, MCIP, RPP
Planner,
Report Writer



Luke Sales, MCIP, RPP
Director of Planning
Concurrence



Daniel Sailland
CAO
Concurrence

Attachments:

[PLANS.3022IslandHighwayW.Feb242021.pdf](#)
[C8.pdf](#)

N:\0100-0699 ADMINISTRATION\0360 COMMITTEES AND COMMISSIONS\Council\2021\02
24\memo.DP.3022IslandHighwayW.Feb242021.docx



3022 ISLAND HIGHWAY, QUALICUM BEACH, BC

SHEET LIST

DP00	COVERSHEET
DP01	PERSPECTIVES
DP02	PERSPECTIVES
DP03	CONTEXT PLAN
DP04	SITE PLAN & SITE ANALYSIS
DP11	HILLSIDE CUT
DP20	ENLARGED UNDERGROUND PARKING PLANS
DP21-1	BLDG 1 - MAIN & SECOND FLOOR PLANS
DP22-1	BLDG 1 - THIRD & FOURTH FLOOR PLANS
DP23-1	BLDG 1 - FIFTH FLOOR PLAN
DP41-1	BLDG 1 - ELEVATIONS
DP42-1	BLDG 1 - ELEVATIONS
DP51-1	BLDG 1 - SECTIONS
DP21-2	BLDG 2 - MAIN & SECOND FLOOR PLANS
DP22-2	BLDG 2 - THIRD & FOURTH FLOOR PLANS
DP23-2	BLDG 2 - FIFTH FLOOR PLAN
DP41-2	BLDG 2 - ELEVATIONS
DP42-2	BLDG 2 - ELEVATIONS
DP51-2	BLDG 2 - SECTIONS
DP21-3	BLDG 3 - MAIN & SECOND FLOOR PLANS
DP22-3	BLDG 3 - THIRD & FOURTH FLOOR PLANS
DP23-3	BLDG 3 - FIFTH FLOOR PLAN
DP41-3	BLDG 3 - ELEVATIONS
DP42-3	BLDG 3 - ELEVATIONS
DP51-3	BLDG 3 - SECTIONS
DP61	ENLARGED UNIT PLANS - AMENITY 1 & AMENITY 2
DP62	ENLARGED UNIT PLANS - UNIT A & UNIT A - PENTHOUSE
DP63	ENLARGED UNIT PLANS - UNIT A1 & UNIT A1 - PENTHOUSE
DP64	ENLARGED UNIT PLANS - UNIT B & UNIT B - PENTHOUSE
DP65	ENLARGED UNIT PLANS - UNIT B1 & UNIT B1 - PENTHOUSE
DP66	ENLARGED UNIT PLANS - UNIT B2 & UNIT B2 - PENTHOUSE
DP67	ENLARGED UNIT PLANS - UNIT B3 & UNIT B3 - PENTHOUSE
DP68	ENLARGED UNIT PLANS - UNIT B4 & UNIT B4 - PENTHOUSE
DP69	ENLARGED UNIT PLANS - UNIT C & UNIT C - PENTHOUSE

PROJECT TEAM

ARCHITECT OF RECORD LARRY PODKORA ARCHITECTURE INC. 1932 BRACKEN WAY SAUNTON, B.C. V6R 8C7 EMAIL: LARRY@PODKORA.COM PRINCIPAL IN CHARGE: LARRY PODKORA	BUILDING DESIGN KORAN GROUP OF COMPANIES 409 - 3407 GLADY'S AVENUE ABSTRACTO, B.C. V2S 2E4 PHONE: 604.883.8831 PRINCIPAL IN CHARGE: DAVE KORAN PROJECT MANAGER: WAYNE VENABLES	STRUCTURAL NAME: TITLE:
MECHANICAL NAME:	ELECTRICAL NAME:	CIVIL TIMBERLAKE-JONES ENGINEERING 177 WELD STREET PARKSVILLE B.C. V6P 2G3 PHONE: 250.248.2061 PRINCIPAL IN CHARGE: MICHELLE JONES
SURVEY SIMS ASSOCIATES LAND SURVEYING LTD. 733 FERN ROAD W. QUILCOM RESERV. B.C. V6K 1S4 PHONE: 250.752.9121 PRINCIPAL IN CHARGE: NELS BAUDER	LANDSCAPE	GEOTECHNICAL 1779 W 75th AVE, VANCOUVER, B.C. V6P 3T1 PHONE: 604.438.1902 PRINCIPAL IN CHARGE: BRIATT KOKAN

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NO.	DATE YMD	DESCRIPTION
3	2020-02-08	RE-ISSUED FOR DP
2	2020-07-27	RE-ISSUED FOR DP
1	2020-05-27	ISSUED FOR DP

ISSUES AND REVISIONS

larry podhora | architecture inc

PROJECT NAME:
**PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS**

COVER SHEET

SCALE	
DATE	09/11
REVISION	
PROJECT NO.	10004
DESIGNED BY	

DP00



1 | 3D VIEW - LOBBY - BUILDING 2

SCALE



B3

B2

2 3D VIEW - NORTH EXIT - BUILDING 2 & 3

SCALE:

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NO.	DATE	YMD	DESCRIPTION
3	2020-02-08		RE-ISSUED FOR DP
2	2020-07-27		RE-ISSUED FOR DP
1	2020-06-27		ISSUED FOR DP

ISSUES AND REVISIONS

SIAL

larry podhora | architecture inc
 1961 BRACKMAN WAY NORTH SAANICH, B.C. V8L 0C3

PROJECT NAME
PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS

PROJECT ADDRESS
3022 ISLAND HIGHWAY, QUALICUM
BEACH, BC

PERSPECTIVES

SCALE	
NAME	WV
REVIEWED	
PROJECT NO	180604
DRAWING NO	

DP01

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3 2020-02-08	RE-ISSUED FOR DP
2 2020-07-27	RE-ISSUED FOR DP
NO. DATE VMO	DESCRIPTION
ISSUES AND REVISIONS	
SEAL	

larry podhora | architecture inc
1902 BRIDGEMAN BLVD. NORTH EDMONTON, ALT. T6N 1G2
PROJECT NAME
**PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS**
PROJECT ADDRESS
3022 ISLAND HIGHWAY, QUALICUM
BEACH, BC

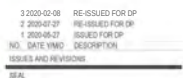
PERSPECTIVES

SCALE	
CONTRAST	80%
EXPOSURE	
PROJECT NO.	100004
CONTRAST	

DP02



1 3D VIEW - NORTHWEST
SCALE

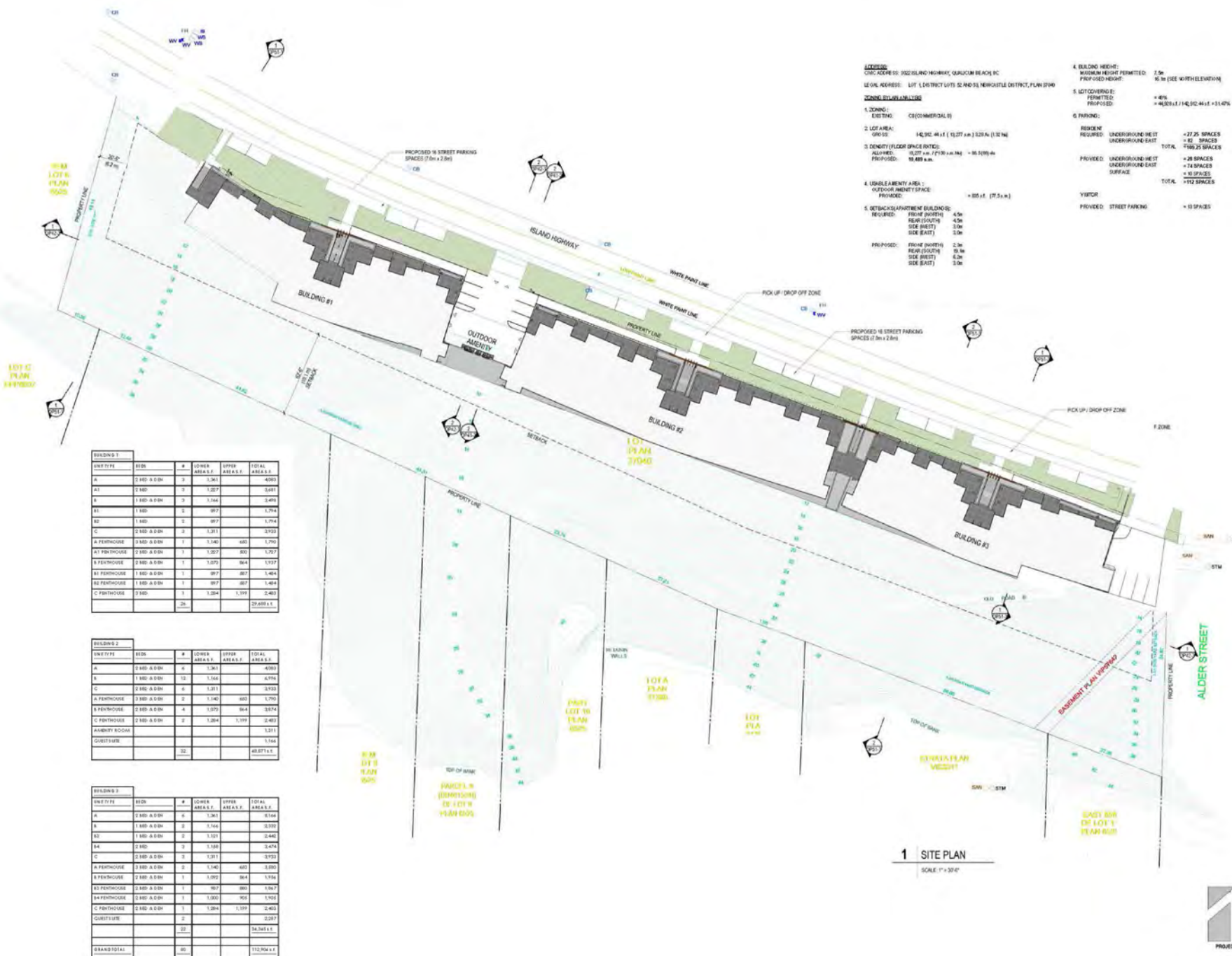


PROJECT NAME:
**PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS**

PROJECT ADDRESS:
**3022 ISLAND HIGHWAY, QUALICUM
BEACH, BC**

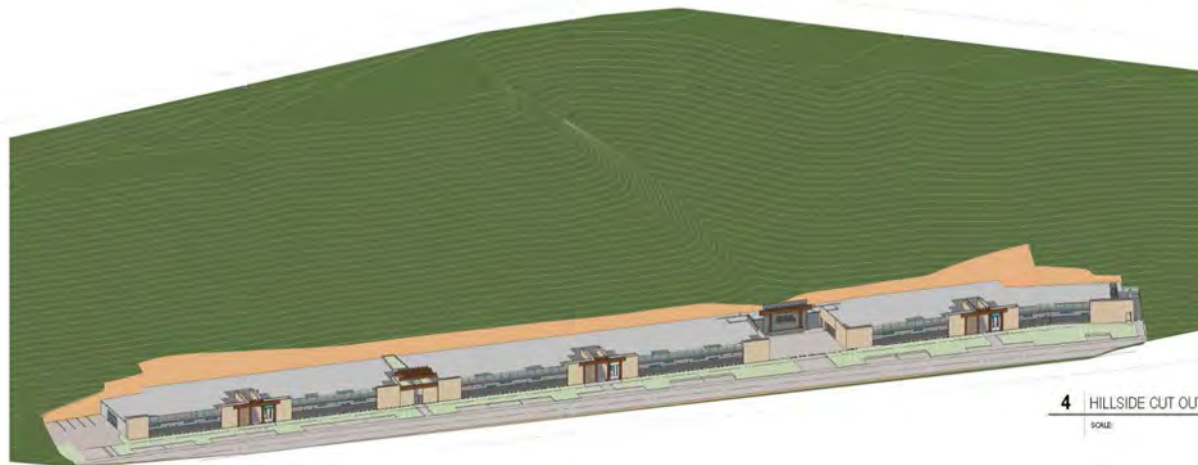
SCALE	
DRAWN BY	WV
REVIEWED BY	WV
PROJECT NO.	150654
DRAWING NO.	

DP03

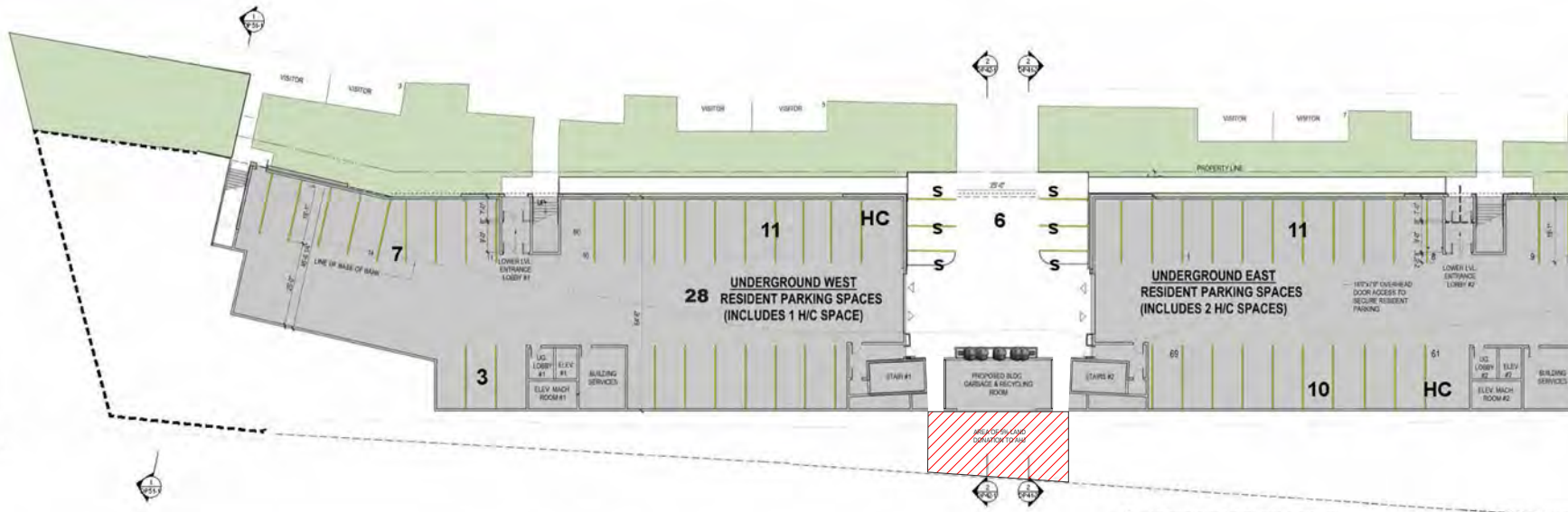




3 2020-02-08 RE-ISSUED FOR DP



4 HILLSIDE CUT OUT
SCALE



1 UNDERGROUND PARKING (WEST)

SCALE: 1/8" = 1'-0"

16,230 s.f. (1,507.81 s.m.)



2 UNDERGROUND PARKING (EAST)

SCALE: 1/8" = 1'-0"

32,943 s.f. (3,060.50 s.m.)

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3/2020-02-08 RE-ISSUED FOR DP
3/2020-02-08 RE-ISSUED FOR DP
3/2020-02-08 RE-ISSUED FOR DP
REV. DATE NAME DESCRIPTION
SHEET

larry podhora | architecture inc
1000 West 10th Avenue, Suite 1000, Edmonton, Alberta T6H 0G6

PROJECT NAME
**PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS**

PROJECT ADDRESS
3022 ISLAND HIGHWAY, QUALICUM
BEACH, BC

ENLARGED
UNDERGROUND PARKING
PLANS

SCALE: 1/8" = 1'-0"
DRAWN: BV
CHECKED: CH
PROJECT NO: 150004
DATE: 03/2020

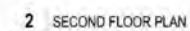
DP20



TABLE VIII

12,039 s.f. (1,118 s.m.)

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SCALE 200-1000

3 2020-02-08	RE-ISSUED FOR DP
1 2020-01-27	RE-ISSUED FOR DP
1 2020-01-27	ISSUED FOR DP
N/A DATE YMD	DISPOSITION
RESULTS AND REVISIONS	

larry podhora | architecture inc

LASQUETI VIEW PLACE

3022 ISLAND HIGHWAY,
QUALICUM BEACH, BC

BLDG 1- MAIN & SECOND FLOOR PLANS

Size	252" x 12"
Depth	18.00"
Weight (lb.)	2200

BUILDING 1

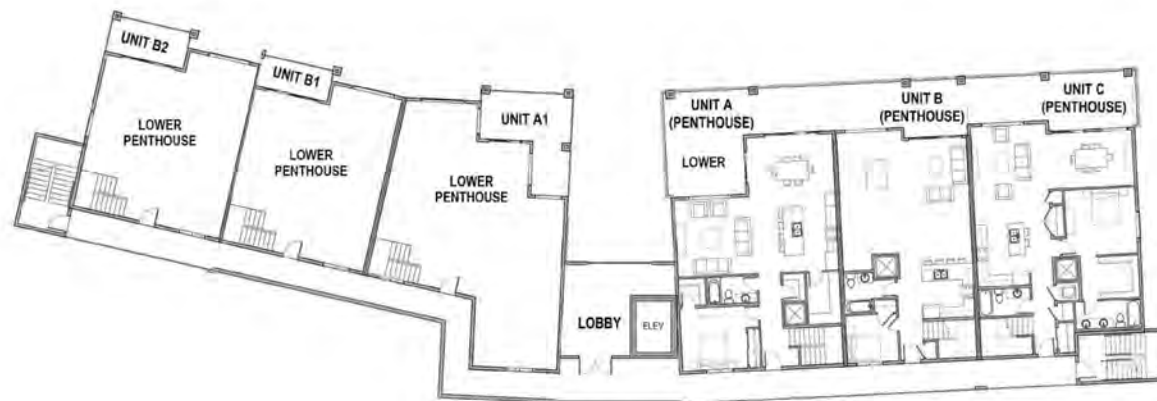
DP21-1



1 THIRD FLOOR PLAN

SCALE: 3/32" = 1'-0"

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2 FOURTH FLOOR PLAN

SCALE: 3/32" = 1'-0"

3/2020-02-08 RE-ISSUED FOR DP
J. WILSON/ST. WILSON/ST. WILSON/ST. WILSON/ST.
BY: TULLY TALL WILSON/ST. WILSON/ST.
KRAHN GROUP OF COMPANIES
SNA

larry podhora | architecture inc
1800 GRADEVIEW DRIVE, SUITE 100, GREENSBORO, NC 27409

LASQUETI VIEW PLACE

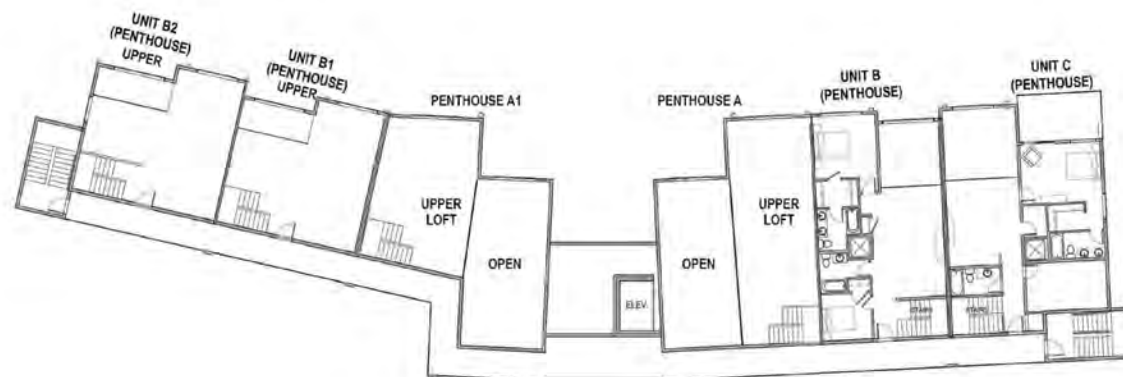
3222 ISLAND HIGHWAY,
QUAILCUM BEACH, NC

BLDG 1 - THIRD & FOURTH
FLOOR PLANS

DATE: 02/02/2020
DRAWN: J. WILSON
CHECKED: J. WILSON
PROJECT: LASQUETI VIEW PLACE
SHEET: 01 OF 01

BUILDING 1

DP22-1



1 FIFTH FLOOR PLAN

SCALE: 1/8" = 1'-0"

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use for any other purpose is at the user's risk. The drawing and its
use for any other purpose is at the user's risk.

3/20/2020 02:08 RE-ISSUED FOR DP
J. PODHORA
1/20/2020 02:08
J. PODHORA
1/20/2020 02:08
J. PODHORA

larry podhora | architecture inc
1000-1010 10th Ave, Vancouver, BC V6C 1A5

LASQUETI VIEW PLACE

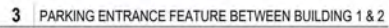
3022 ISLAND HIGHWAY,
QUALIUM BEACH, BC

BLDG 1 - FIFTH FLOOR

SCALE	1/8" = 1'-0"
DATE	3/20/2020
DESIGNED BY	J. PODHORA
CHECKED BY	J. PODHORA
APPROVED BY	J. PODHORA

BUILDING 1

DP23-1



ELEVATION FINISH LEGEND	
A	STONE VENEER, LEDGESTONE, STERLING - C1
B	HARDE PANNEL, SMOOTH, TAMBER BARK COLOUR - C2
C	HARDE PANNEL, SMOOTH, KHAY BROWN COLOUR - C3
D	HARDE PANNEL, SMOOTH, PEARL GRAY COLOUR - C4
E	NATURAL WOOD COLOUR
F	42" HIGH ALUMINUM GLASS RAILING PAINTED WHITE
G	WINDOWS & DOORS EXTRUDED PVC - ALL WEATHER, DOUBLE LOW E GLAZING OR EQUAL - WHITE
H	BOND FORMED CONCRETE

SCALE	As indicated
DRAWN	WV SS
REVIEWED	
PROJECT NO.	180604
DRAWING NO.	



SCALE 3/32" = 1'-0"

C1	CANADIAN STONE	LEDGESTONE STERLING	
C2	HARDIE PANEL	SMOOTH TIMBER BARK	
C3	HARDIE PANEL	SMOOTH KHAKI BROWN	
C4	HARDIE PANEL	SMOOTH PEARL GRAY	

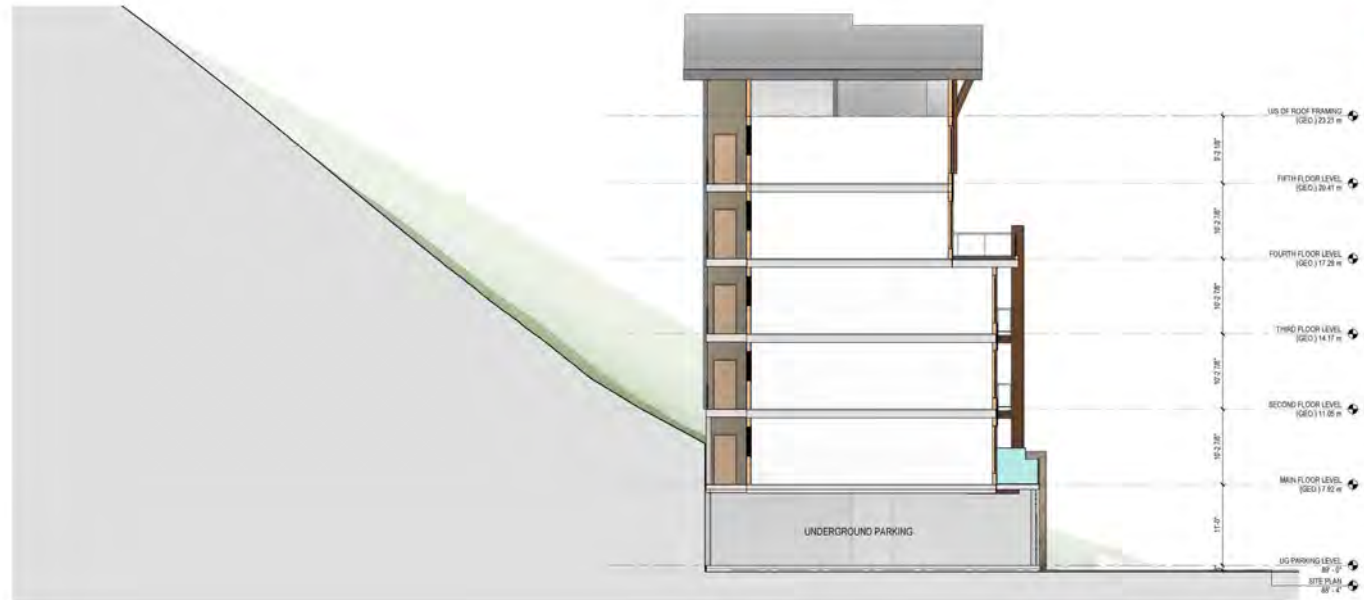
A	STONE VENEER, LEDGESTONE, STERLING - C1
B	HARDIE PANEL, SMOOTH, TAMBER BARK COLOUR - C2
C	HARDIE PANEL, SMOOTH, KHAKI BROWN COLOUR - C3
D	HARDIE PANEL, SMOOTH, PEARL GRAY COLOUR - C4
E	NATURAL WOOD COLOUR
F	42" HIGH ALUMINUM GLASS RAILING PAINTED WHITE
G	WINDOWS & DOORS: EXTRUDED PVC - ALL WEATHER, DOUBLE LOW E GLAZING OR EQUAL - WHITE
H	BOARD FORMED CONCRETE



SCALE 300' = 1" 0'

DP42-1

SOLE	As ordered
BASE	WVSS
REVIEW	Check
PROJECT NO.	15004
DRAWING NO.	



1 SECTION A - BUILDING 1

SCALE: 1/8" = 1'-0"



2 SECTION B - BUILDING 1

SCALE: 1/8" = 1'-0"

The drawing has been prepared solely for the use of THE CLIENT and there are no representations of any kind made by LARRY PODHORA | ARCHITECTURE INC. to any party with whom LARRY PODHORA | ARCHITECTURE INC. has not entered into a contract. This drawing shall not be used for construction purposes until it is issued for this purpose.

3/2020-02-08 RE-ISSUED FOR DP
DATE: 02/08/2020 RE-ISSUED FOR DP
ISSUED AND REVISIONS
SAL

larry podhora | architecture inc
1000 101ST AVE SW, SUITE 1000, VANCOUVER, BC V6P 6H4

PROJECT NAME
PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS

PROJECT ADDRESS
3022 ISLAND HIGHWAY, QUALICUM
BEACH, BC

CONTRACT TITLE
BLDG 1 - SECTIONS

SCALE: 1/8" = 1'-0"
DRAWN: M.V. JS
CHECKED:
PROJECT NO.: 170004
DATE: 02/08/2020

BUILDING 1

DP51-1



1 MAIN FLOOR PLAN

SCALE: 1/32" = 1'-0"

12,039 s.f. (1,118 s.m.)

This drawing has been prepared for the use of the architect and is not to be used for construction. It is the responsibility of the architect to ensure that the drawing is used for the intended purpose. This drawing is not to be used for construction purposes without the approval of the architect.



2 SECOND FLOOR PLAN

SCALE: 1/32" = 1'-0"

3/2020-02-08 RE-ISSUED FOR DP
J. PODHORA/ST. HANSEN/ST. HANSEN
J. PODHORA/ST. HANSEN/ST. HANSEN
J. PODHORA/ST. HANSEN/ST. HANSEN
J. PODHORA/ST. HANSEN/ST. HANSEN

larry podhora | architecture inc
1800 BRADSHAW BLVD SUITE 200
DENVER, CO 80202

PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS

3022 ISLAND HIGHWAY, OQUILIM
BEACH, BC

BLDG 2 - MAIN & SECOND
FLOOR PLANS

DATE	2020-02-08
DESIGN	ST. HANSEN
REVISION	100% 100%
PROJECT	76 UNIT
LOCATION	3022 ISLAND HIGHWAY, OQUILIM BEACH, BC

BUILDING 2

DP21-2



1 THIRD FLOOR PLAN

SCALE: 3/32" = 1'-0"

This drawing has been prepared for the use of the
 architect and shall not be used for any other
 purpose without the written consent of the
 architect. The architect shall not be
 responsible for any errors or omissions in
 this drawing.



2 FOURTH FLOOR PLAN

SCALE: 3/32" = 1'-0"

3/2020-02-08 RE-ISSUED FOR DP
 J. PODHORA
 3/2020-02-08
 3/2020-02-08
 3/2020-02-08

larry podhora | architecture inc
 1801 BRADSHAW BLVD. SUITE 100
 VICTORIA, BC V8M 1Y1

PROPOSED 76 UNIT
 LASQUETI VIEW PLACE
 CONDOS

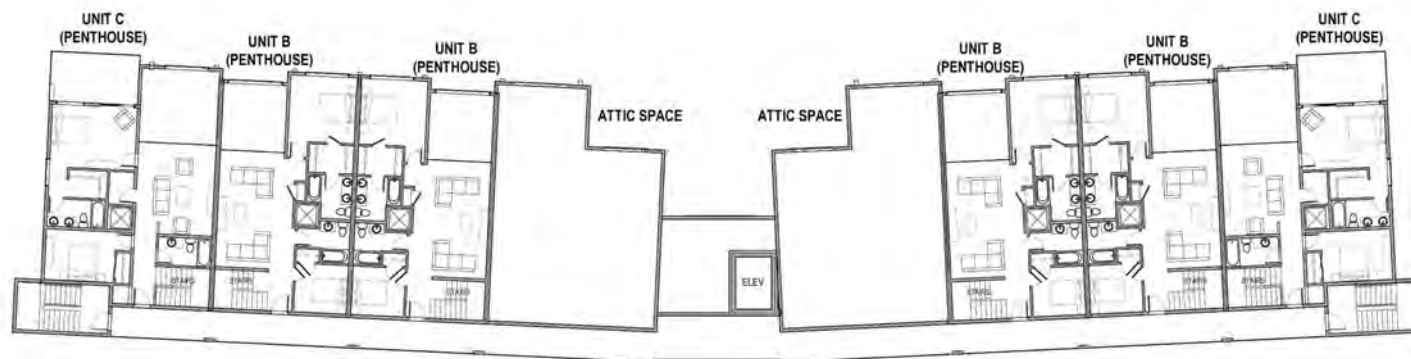
3022 ISLAND HIGHWAY, QUALICUM
 BEACH, BC

BLDG 2 - THIRD & FOURTH
 FLOOR PLANS

DATE	2020-02-08
BY	J. PODHORA
CHECKED	J. W. ST.
PROJECT	DP22-2
SCALE	3/32" = 1'-0"

BUILDING 2

DP22-2



1 FIFTH FLOOR PLAN
SCALE: 3/32" = 1'-0"

This drawing has been prepared under the Professional Seal of the Architect and is not to be used for any other purpose without the written consent of the Architect. The Architect assumes no responsibility for the construction of the building or for the accuracy of the information provided on this drawing.

3/2020-02-08 RE-ISSUED FOR DP
LARRY PODHORA
3022 ISLAND HIGHWAY, QUALICUM BEACH, BC

larry podhora | architecture inc
3022 ISLAND HIGHWAY, QUALICUM BEACH, BC
PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS
3022 ISLAND HIGHWAY, QUALICUM BEACH, BC

BLDG 2 - FIFTH FLOOR

Scale	3/32" = 1'-0"
Drawn by	BP, ES
Checked by	CP
Project No.	2020-02



1 NORTH ELEVATION - BUILDING 2

SCALE: 3/32" = 1'-0"

This drawing has been prepared solely for the use of THE CLIENT and there are no representations of any kind made by LARRY PODHORA ARCHITECTURE INC. to any party with whom LARRY PODHORA ARCHITECTURE INC. has not entered into a contract. This drawing shall not be used for construction purposes until it is issued for the project.

COLOR LEGEND

C1	CANADIAN STONE	LEDGESTONE STERLING	
C2	HARDIE PANEL	SMOOTH TAMER BARK COLOUR	
C3	HARDIE PANEL	SMOOTH KHAKI BROWN	
C4	HARDIE PANEL	SMOOTH PEARL GRAY	

ELEVATION FINISH LEGEND

A	STONE VENEER, LEDGESTONE, STERLING - C1
B	HARDIE PANEL, SMOOTH TAMER BARK COLOUR - C2
C	HARDIE PANEL, SMOOTH KHAKI BROWN COLOUR - C3
D	HARDIE PANEL, SMOOTH PEARL GRAY COLOUR - C4
E	NATURAL WOOD COLOUR
F	42" HIGH ALUMINUM/GLASS RAILING PAINTED WHITE
G	WINDOWS & DOORS, EXTRUDED PVC - ALL WEATHER, DOUBLE LOW E GLAZING OR EQUAL - WHITE
H	BOARD FORMED CONCRETE



2 WEST ELEVATION - BUILDING 2

SCALE: 3/32" = 1'-0"

3/2020-02-08 RE-ISSUED FOR DP
2/2020-02-27 RE-ISSUED FOR DP
NO. DATE VMD DESCRIPTION
ISSUES AND REVISIONS
SEAL

larry podhora | architecture inc

1000 10TH AVENUE, SUITE 1000, VANCOUVER, BC V6Z 1B6

PROJECT NAME:

**PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS**

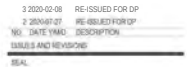
PROJECT ADDRESS:
3022 ISLAND HIGHWAY, QUALICUM
BEACH, BC

CONTRACT TITLE:
BLDG 2 - ELEVATIONS

SCALE	As indicated
OWNER	SS
DESIGNER	Chapin
PROJECT NO.	100004
DATE/REVISED	

BUILDING 2

DP41-2



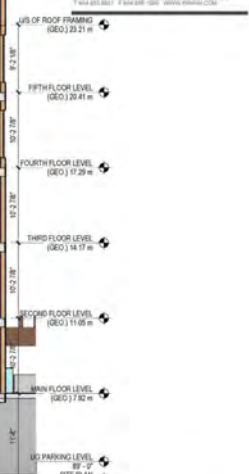
SCALE: 3/32" = 1'-0"

larry podhora | architecture inc
1802 BRACKMAN BLVD, NORTH SAUNDY, B.C. V8L 0C2

**PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS**



SCALE: 1/8" = 1'-0"



SCALE 1/8" = 1'-0"



SCALE: 1/8" = 1'-0"

DP51-2

SCALE	1/8" = 1'-0"
DRAWN	ES
REVIEWED	Chick
PROJECT NO.	150604
DRAWING NO.	



The company has demonstrated strong performance in the automotive EMT markets and there are no competitors of any consequence in this highly competitive EMT market. The company has a strong track record in the automotive EMT market and is well positioned to continue to grow and expand in the future.

3 2020-02-08 RE-ISSUED FOR DE
 6 2020-02-08 10:00 AM EST
 7 2020-02-08 10:00 AM EST
 8 2020-02-08 10:00 AM EST



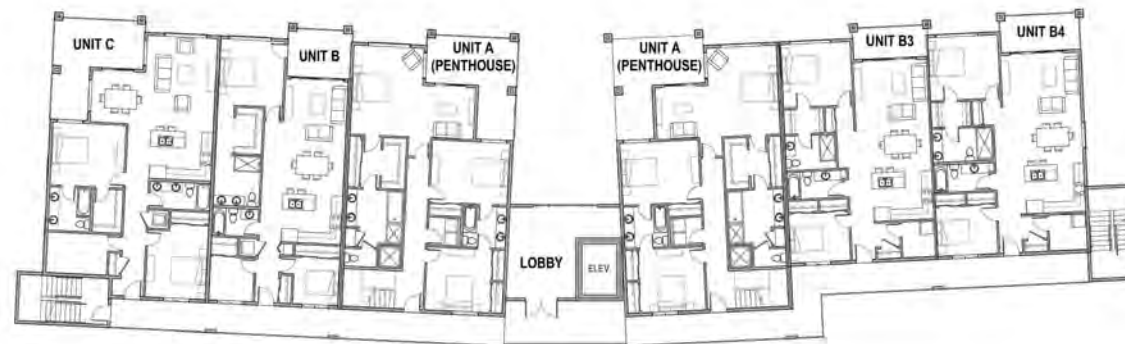
larry podhora | architecture inc
1400 20th Avenue West • Suite 200 • Seattle, WA 98119 • 206.461.1400

LASQUETI VIEW PLACE

3022 ISLAND HIGHWAY,
QUALICUM BEACH, BC

BLDG 3 - MAIN & SECOND FLOOR PLANS

Year	2007-2008
Month	08/08
Project	
Location	0000
Notes	



1 THIRD FLOOR PLAN

SCALE SET = 1:25

[illegible]

2 FOURTH FLOOR PLAN

SCALE: 3000' = 1"

3 2020-02-08 RE-ISSUED FOR DP
4 10/20/2017 RE-ISSUED FOR DP
5 10/20/2017 RE-ISSUED FOR DP
6 NO. 10/20/2017 RE-ISSUED FOR DP
7 HEALTH AND REVISIONS

larry podhora | architecture inc

LASQUETI VIEW PLACE

3022 ISLAND HIGHWAY,
QUALICUM BEACH, BC

BLDG 3 - THIRD & FOURTH FLOOR PLANS

1994 2002-03-05

2000

618 802

Model	Model
Model 1	Model 2
Model 3	Model 4
Model 5	Model 6
Model 7	Model 8
Model 9	Model 10
Model 11	Model 12
Model 13	Model 14
Model 15	Model 16
Model 17	Model 18
Model 19	Model 20
Model 21	Model 22
Model 23	Model 24
Model 25	Model 26
Model 27	Model 28
Model 29	Model 30
Model 31	Model 32
Model 33	Model 34
Model 35	Model 36
Model 37	Model 38
Model 39	Model 40
Model 41	Model 42
Model 43	Model 44
Model 45	Model 46
Model 47	Model 48
Model 49	Model 50
Model 51	Model 52
Model 53	Model 54
Model 55	Model 56
Model 57	Model 58
Model 59	Model 60
Model 61	Model 62
Model 63	Model 64
Model 65	Model 66
Model 67	Model 68
Model 69	Model 70
Model 71	Model 72
Model 73	Model 74
Model 75	Model 76
Model 77	Model 78
Model 79	Model 80
Model 81	Model 82
Model 83	Model 84
Model 85	Model 86
Model 87	Model 88
Model 89	Model 90
Model 91	Model 92
Model 93	Model 94
Model 95	Model 96
Model 97	Model 98
Model 99	Model 100

D

1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 26



1 FIFTH FLOOR PLAN

SCALE: 3/32" = 1'-0"

This drawing and any drawings made by the use of it, are the property of the architect and shall remain his or her property. It is to be used only for the project and site for which it was prepared. It is not to be used for any other project or site without the written consent of the architect.

3/2020-02-08 RE-ISSUED FOR DP
1/2020-02-08 RE-ISSUED FOR DP
1/2020-02-08 RE-ISSUED FOR DP
1/2020-02-08 RE-ISSUED FOR DP
1/2020-02-08 RE-ISSUED FOR DP

larry podhora | architecture inc.

LASQUETI VIEW PLACE

3022 ISLAND HIGHWAY,
QUALicum BEACH, BC

BLDG 3 - FIFTH FLOOR
PLAN

DATE: 3/2020-02-08
DRAWN: J. PO
CHECKED: J. PO
PROJECT NO: 1000000000

BUILDING 3

DP23-3



1 NORTH ELEVATION-BUILDING 3
SCALE: 3/32" = 1'-0"

COLOR LEGEND		
C1	CANADIAN STONE	LEDGESTONE STERLING
C2	HARDIE PANEL	SMOOTH TIMBER BARK
C3	HARDIE PANEL	SMOOTH KHAKI BROWN
C4	HARDIE PANEL	SMOOTH PEARL GRAY

ELEVATION FINISH LEGEND	
A	STONE VENEER, LEDGESTONE, STERLING - C1
B	HARDIE PANEL, SMOOTH, TIMBER BARK COLOUR - C2
C	HARDIE PANEL, SMOOTH, KHAKI BROWN COLOUR - C3
D	HARDIE PANEL, SMOOTH, PEARL GRAY COLOUR - C4
E	NATURAL WOOD COLOUR
F	42" HIGH ALUMINUM GLASS RAILING PAINTED WHITE
G	WINDOWS & DOORS: EXTRUDED PVC - ALL WEATHER, DOUBLE LOW E GLAZING OR EQUAL - WHITE
H	BOARD FORMED CONCRETE



2 WEST ELEVATION - BUILDING 3
SCALE: 1/8" = 1'-0"

This drawing has been prepared solely for the use of THE CLIENT and there are no representations of any kind made by LARRY PODHORA ARCHITECTURE INC. to any party with whom LARRY PODHORA ARCHITECTURE INC. has not entered into a contract. This drawing shall not be used for construction purposes until it is issued for the purpose.

3 2020-02-08	RE-ISSUED FOR DP
2 2020-07-27	RE-ISSUED FOR DP
1 2020-07-27	ISSUED FOR DP
0	DATE TYPED / DESCRIPTION
0	ISSUES AND REVISIONS
0	REVISION

larry podhora | architecture inc
1000 BRIDGEMAN BLVD. NORTH SAANICH, B.C. V8L 5G2

PROJECT NAME
**PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS**

PROJECT ADDRESS
**3022 ISLAND HIGHWAY, QUALICUM
BEACH, BC**

DRAWING TITLE
BLDG 3 - ELEVATIONS

SCALE	As indicated
DRAWN	BS
REVIEWED	Chadwick
PROJECT NO.	100000
DRAWING NO.	



1 SOUTH ELEVATION - BUILDING 3

SCALE: 3/32" = 1'-0"

COLOR LEGEND

C1	CANADIAN STONE	LEDGESTONE STERLING
C2	HARDIE PANEL	SMOOTH TIMBER DARK
C3	HARDIE PANEL	SMOOTH KIKKI BROWN COLOUR
C4	HARDIE PANEL	SMOOTH PEARL GRAY

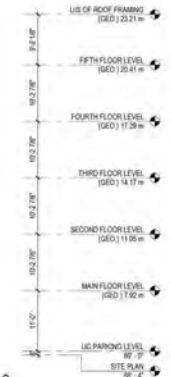
ELEVATION FINISH LEGEND

A	STONE VENEER, LEDGESTONE, STERLING - C1
B	HARDIE PANEL, SMOOTH, TIMBER BARK COLOUR - C2
C	HARDIE PANEL, SMOOTH, KIKKI BROWN COLOUR - C3
D	HARDIE PANEL, SMOOTH, PEARL GRAY COLOUR - C4
E	NATURAL WOOD COLOUR
F	47" HIGH ALUMINUM/GLASS RAILING PAINTED WHITE
G	WINDOWS & DOORS: EXTRUDED PVC - ALL WEATHER, DOUBLE LOW E GLAZING OR EQUAL - WHITE
H	BOARD FORMED CONCRETE



2 EAST ELEVATION - BUILDING 3

SCALE: 3/32" = 1'-0"



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3 2020-02-08 RE-ISSUED FOR DP
2 2019-02-27 WE ISSUED FOR DP
NO. DATE YEAR DESCRIPTION
DRAWS AND REVISIONS
SEAL

larry podhora | architecture inc
7600 BRADSHAW AVE. NORTH VANCOUVER, BC V6L 6C2

PROJ: 19-018
**PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS**

3022 ISLAND HIGHWAY, QUALICUM
BEACH, BC

BLDG 3 - ELEVATIONS

SCALE: 3/32" = 1'-0"
DRAWN: SS
CHECKED: SS
PROJECT NO: 19018
DRAWING NO: DP42-3

BUILDING 3

DP42-3



1 SECTION A - BUILDING 3

SCALE: 1/8" = 1'-0"

This drawing has been prepared solely for the use of the Client and shall not be used for any other purpose without the written consent of Krahn Group of Companies. This drawing shall not be used for construction purposes until it is sealed for the project.



2 SECTION B - BUILDING 3

SCALE: 1/8" = 1'-0"

3 2020-02-08 RE-ISSUED FOR DP
2 2020-01-27 RE-ISSUED FOR DP
1/1 DATE VARIO DESCRIPTION
ISSUES AND REVISIONS
SAL

larry podhora | architecture inc
1800 BRIDGEMAN DRIVE, SUITE 100, VANCOUVER, BC V6L 1G2

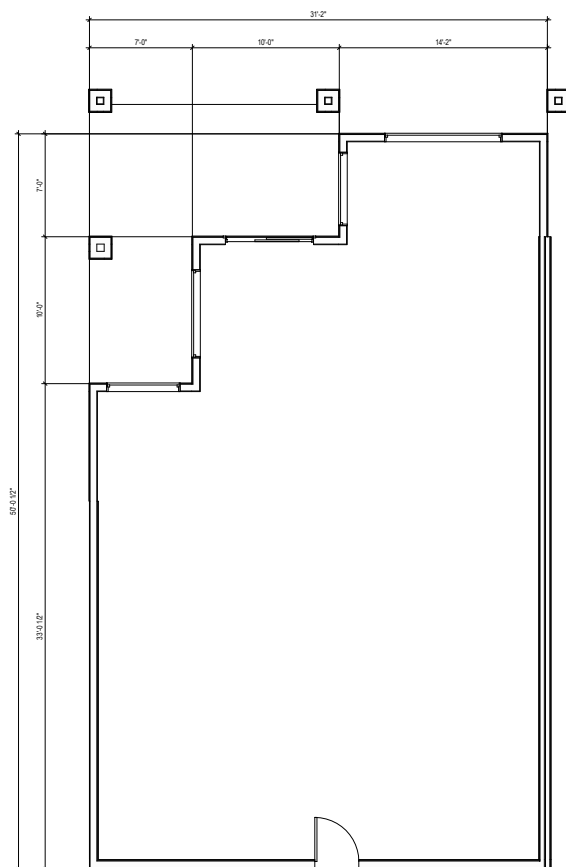
PROJECT NAME
PROPOSED 76 UNIT
LASQUETI VIEW PLACE
CONDOS
PROJECT ADDRESS
3022 ISLAND HIGHWAY, QUALICUM
BEACH, BC

CONSTRUCTION
BLDG 3 - SECTIONS

SCALE: 1/8" = 1'-0"
DRAWN: SAL
CHECKED: CHADLER
PROJECT NO.: 180004
DATE: 2020-02-08

BUILDING 3

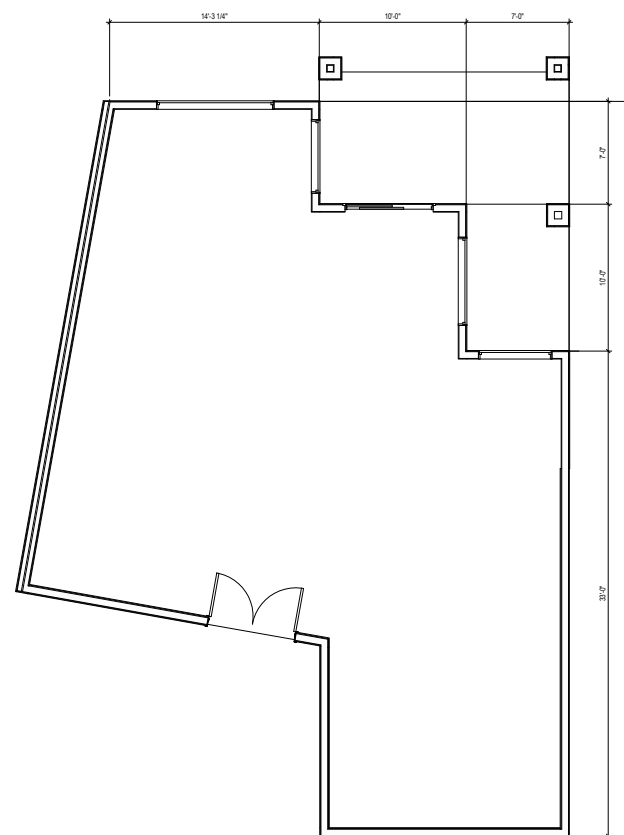
DP51-3



3 UNIT AMENITY 1 PLAN

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

1,370 s.f. (127 s.m.)



2 UNIT AMENITY 2 PLAN

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

1,274 s.f. (118 s.m.)

This drawing has been prepared solely for the use of IAG ENTERPRISES and there are no representations of any kind made by LARRY PODHORA | ARCHITECTURE INC. to any party with whom LARRY PODHORA | ARCHITECTURE INC. has not entered into a contract. This drawing shall not be used for construction purposes until it is issued for the purpose.

3	2021-02-08	RE-ISSUED FOR DP
2	2020-07-27	RE-ISSUED FOR DP
NO.	DATE	DESCRIPTION
ISSUES AND REVISIONS		

SEAL

larry podhora | architecture inc
1982 BRADSHAW BLVD, NORTH BARNACK, B.C. V6L 5G5

PROJECT NAME
QUALICUM BEACH
CONDOS

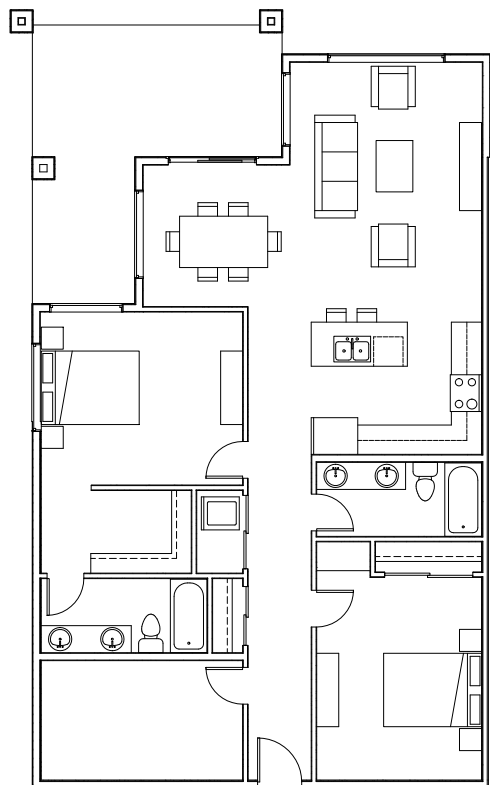
PROJECT ADDRESS
3022 ISLAND HIGHWAY,
QUALICUM BEACH, BC

DRAWING TITLE
ENLARGED UNIT PLANS -
AMENITY 1 & AMENITY 2

SCALE	1/4" = 1'-0"
DRAWN	SS
REVIEWED	
PROJECT NO.	100604
DRAWING NO.	

UNIT AMENITY 1 & AMENITY 2

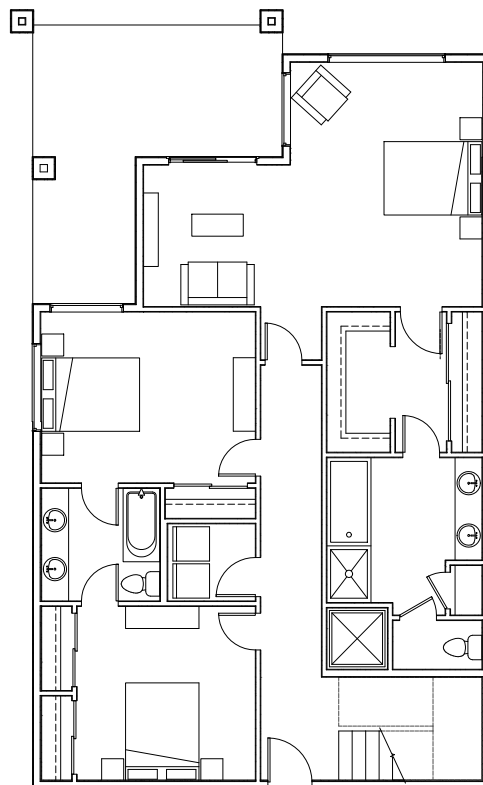
DP61



1 UNIT A PLAN

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

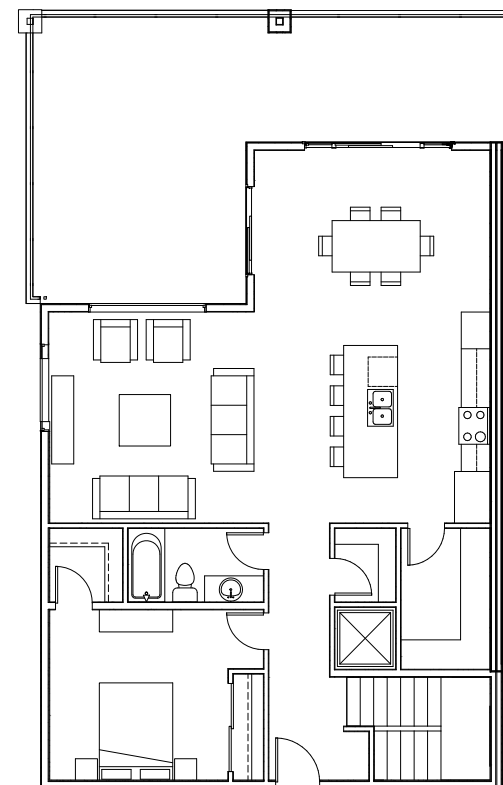
1,361 s.f. (126 s.m.)



2 UNIT A PENTHOUSE - LOWER

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

1,361 s.f. (126 s.m.)



3 UNIT A PENTHOUSE - UPPER

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

1,140 s.f. (106 s.m.)

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3	2020-02-08	RE-ISSUED FOR DP
2	2020-07-27	RE-ISSUED FOR DP
NO.	DATE Y/M/D	DESCRIPTION
ISSUES AND REVISIONS		
SEAL		

larry podhora | architecture inc
1982 BRADSHAW BLVD, NORTH VANCOUVER, B.C. V8L 5G5

PROJECT NAME
QUALICUM BEACH
CONDOS

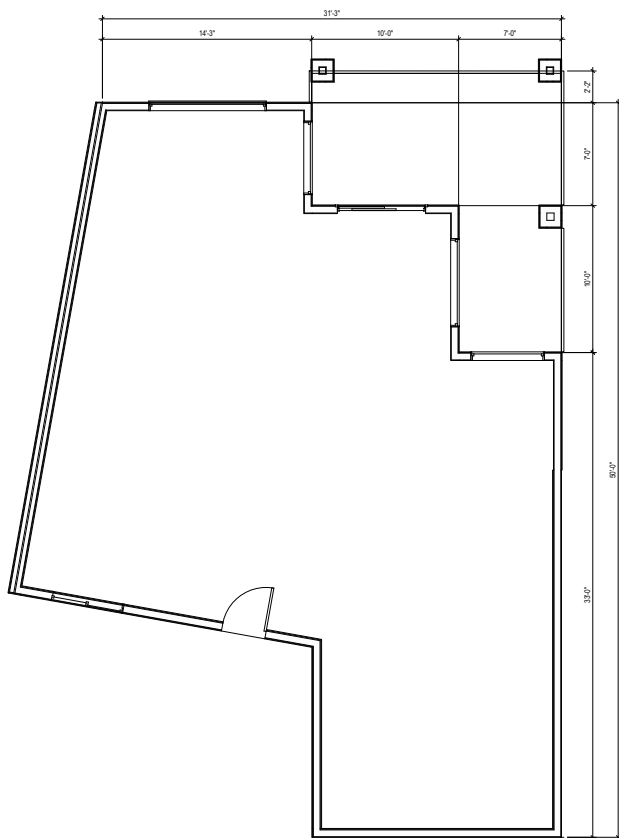
PROJECT ADDRESS
3022 ISLAND HIGHWAY,
QUALICUM BEACH, BC

DRAWING TITLE
ENLARGED UNIT PLANS -
UNIT A & A PENTHOUSE

SCALE	1/4" = 1'-0"
DRAWN	WV, SS
REVIEWED	
PROJECT NO.	100604
DRAWING NO.	

UNIT A & UNIT A PENTHOUSE

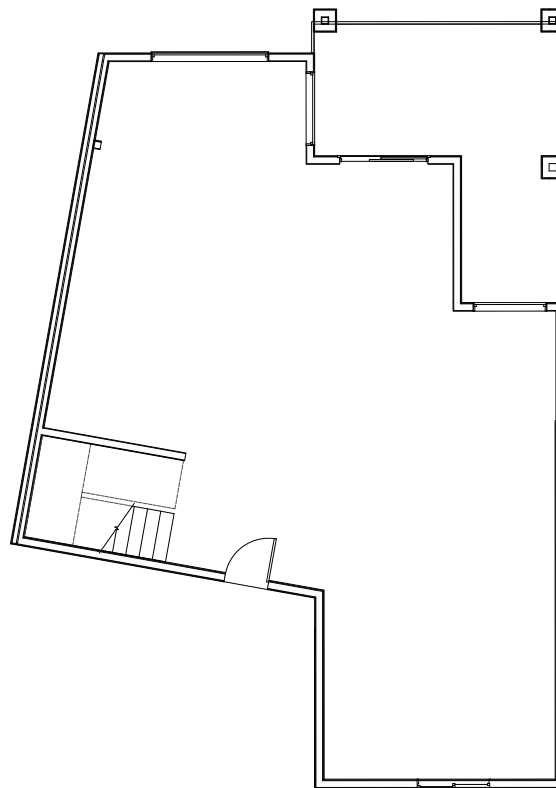
DP62



1 UNIT A1

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

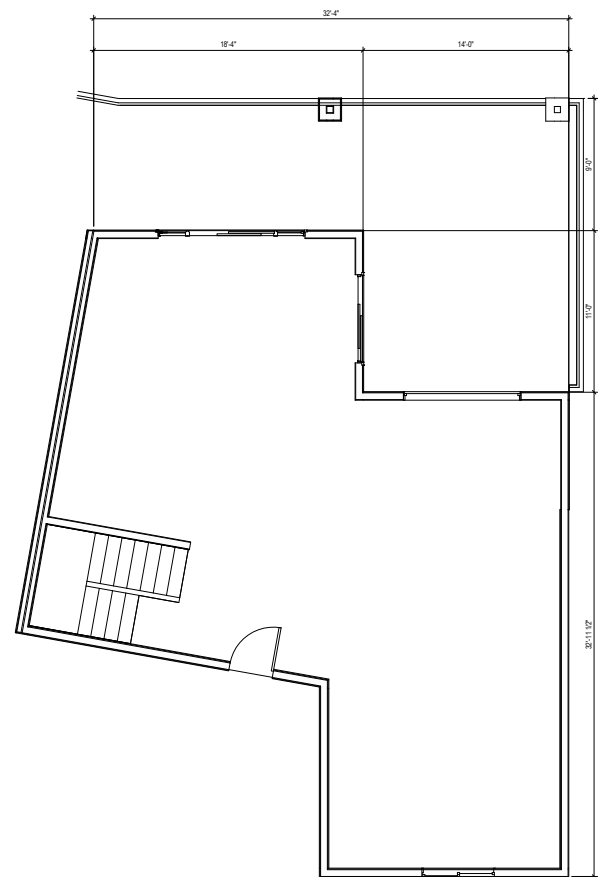
1274 s.f. (118 s.m.)



2 UNIT A1 PENTHOUSE - LOWER

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

1274 s.f. (118 s.m.)



3 UNIT A1 PENTHOUSE - UPPER

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

1051 s.f. (98 s.m.)

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NO.	DATE	TIME	DESCRIPTION
1	2021-02-08	08	RE ISSUED FOR DP
2	2020-07-27	07	RE ISSUED FOR DP

ISSUES AND REVISIONS

SEAL

larry podhora | architecture inc
1802 BRADSHAW BLVD, NORTH VANCOUVER, B.C. V6L 5G5

PROJECT NAME
**QUALICUM BEACH
CONDOS**

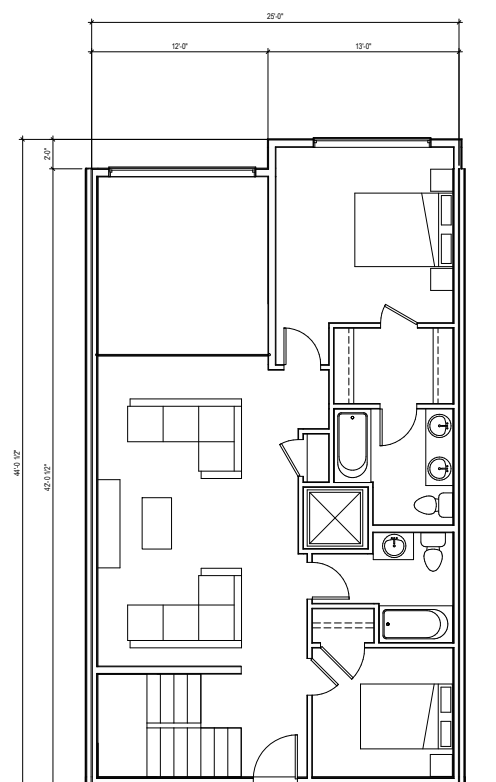
PROJECT ADDRESS
**3022 ISLAND HIGHWAY,
QUALICUM BEACH, BC**

DRAWING TITLE
**ENLARGED UNIT PLANS -
UNIT A1 & A1 PENTHOUSE**

SCALE	1/4" = 1'-0"
DRAWN	SS
REVIEWED	Checker
PROJECT NO.	100004
DRAWING NO.	

UNIT A1 & UNIT A1 PENTHOUSE

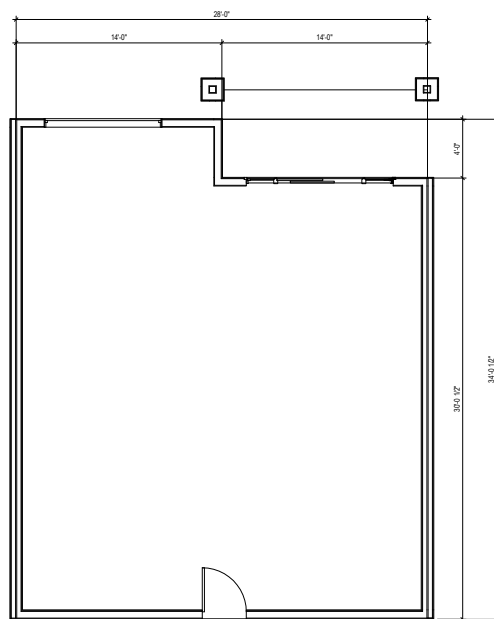
DP63



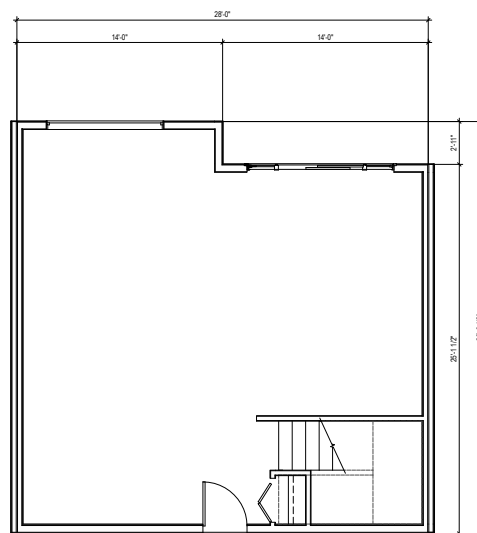
864 s.f. (80 s.m.)

SCALE	1/4" = 1'-0"
DRAWN	SS
REVIEWED	
PROJECT NO.	180604
DRAWING NO.	

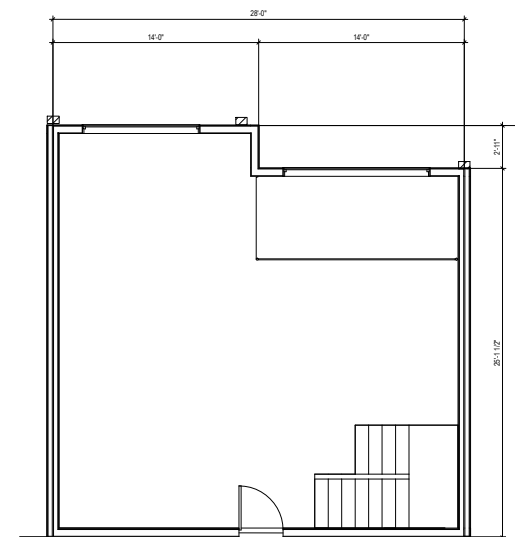
ROH D Tite Block - R18 Rev. (March 1988) Copyright © 2018
30-635214-33-45 PM



1 UNIT B1
SCALE: 1/4" = 1'-0"
897 s.f. (83 s.m.)



2 UNIT B1 PENTHOUSE - LOWER
SCALE: 1/4" = 1'-0"
744 s.f. (69 s.m.)



3 UNIT B1 PENTHOUSE - UPPER
SCALE: 1/4" = 1'-0"
587 s.f. (53 s.m.)

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3	2021-02-08	RE-ISSUED FOR DP
2	2020-07-27	RE-ISSUED FOR DP
NO.	DATE Y/M/D	DESCRIPTION
ISSUES AND REVISIONS		
SEAL		

larry podhora | architecture inc
1982 BRADSHAW BLVD, NORTH BARNACK, B.C. V6L 5G5

PROJECT NAME
QUALICUM BEACH
CONDOS

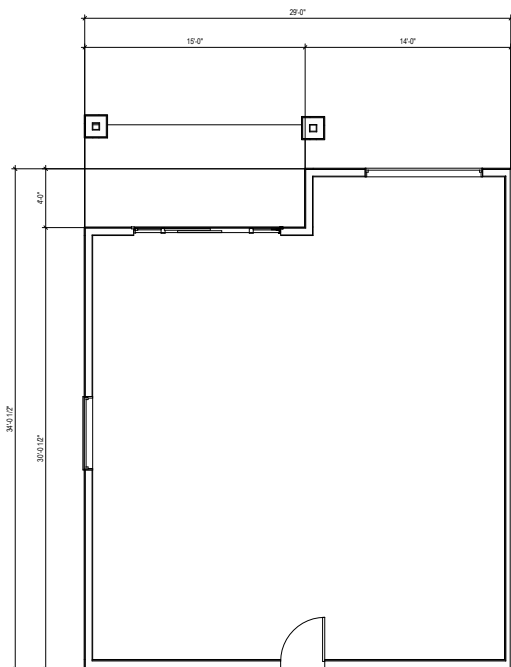
PROJECT ADDRESS
3022 ISLAND HIGHWAY,
QUALICUM BEACH, BC

DRAWING TITLE
ENLARGED UNIT PLANS -
UNIT B1 & B1 PENTHOUSE

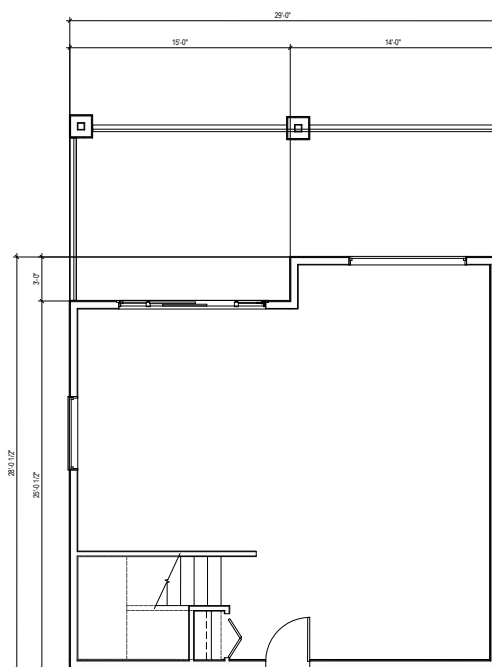
SCALE	1/4" = 1'-0"
DRAWN	SS
REVIEWED	Checker
PROJECT NO.	100604
DRAWING NO.	

UNIT B1 & UNIT B1 PENTHOUSE

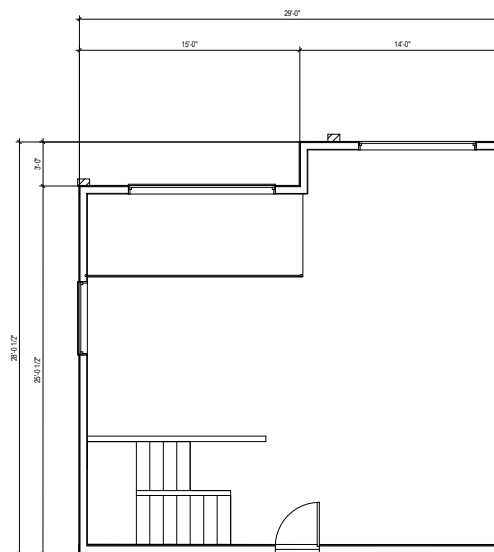
DP65



1 | UNIT B2
SCALE: 1/4" = 1'-0"
897 s.f. (83 s.m.)



2 | UNIT B2 PENTHOUSE - LOWER
SCALE: 1/4" = 1'-0"
744 s.f. (69 s.m.)



3 | UNIT B2 PENTHOUSE - UPPER
SCALE: 1/4" = 1'-0"
587 s.f. (53 s.m.)

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3	2021-02-08	RE-ISSUED FOR DP
2	2020-07-27	RE-ISSUED FOR DP
NO.	DATE Y/M/D	DESCRIPTION
ISSUES AND REVISIONS		
SEAL		

larry podhora | architecture inc
1982 BRADSHAW BLVD, NORTH VANCOUVER, B.C. V8L 5G5

PROJECT NAME
QUALICUM BEACH
CONDOS

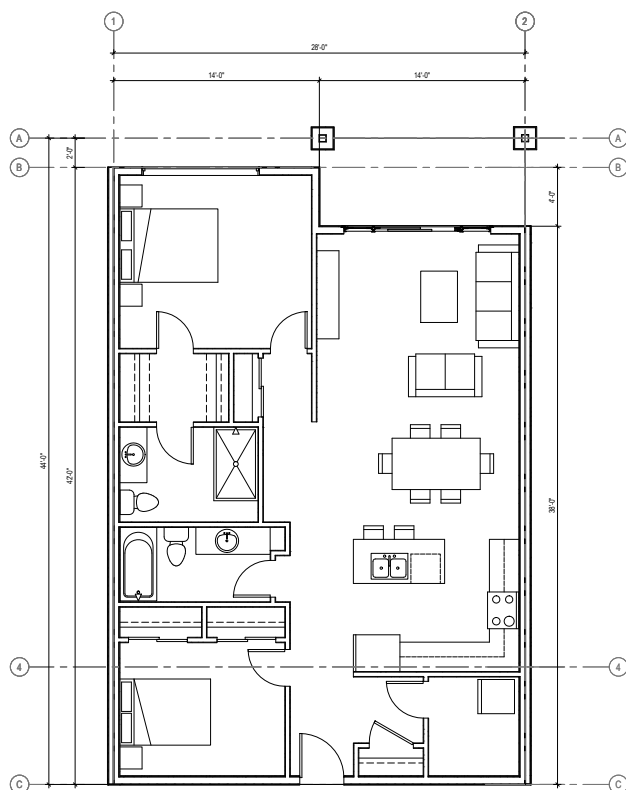
PROJECT ADDRESS
3022 ISLAND HIGHWAY,
QUALICUM BEACH, BC

DRAWING TITLE
ENLARGED UNIT PLANS -
UNIT B2 & B2 PENTHOUSE

SCALE	1/4" = 1'-0"
DRAWN	SS
REVIEWED	
PROJECT NO.	100604
DRAWING NO.	

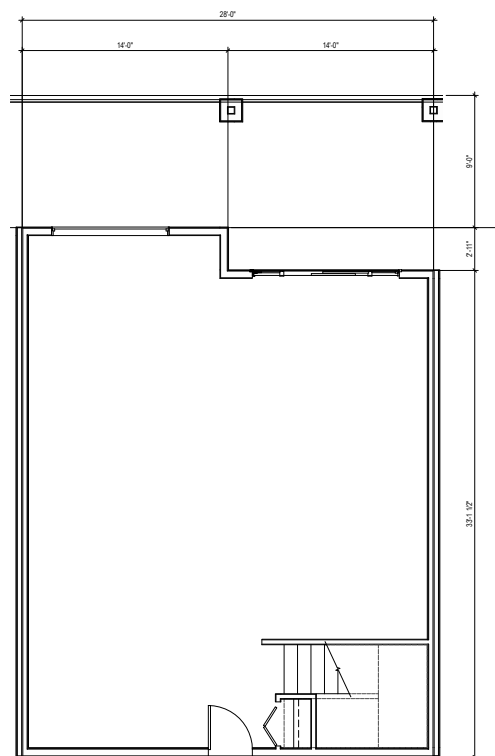
UNIT B2 & UNIT B2 PENTHOUSE

DP66



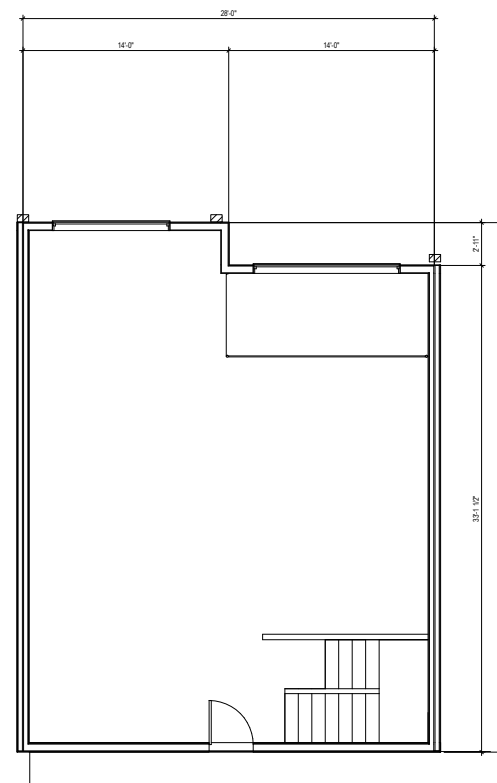
1 UNIT B3 PLAN (2 BED)
SCALE: 1/4" = 1'-0"

1,121s.f. (104 s.m.)



2 UNIT B3 PENTHOUSE - LOWER
SCALE: 1/4" = 1'-0"

967 s.f. (90 s.m.)



3 UNIT B3 PENTHOUSE - UPPER
SCALE: 1/4" = 1'-0"

880 s.f. (82 s.m.)

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3	2020-02-08	RE-ISSUED FOR DP
2	2020-07-27	RE-ISSUED FOR DP
NO.	DATE Y/M/D	DESCRIPTION
ISSUES AND REVISIONS		
SEAL		

larry podhora | architecture inc
1982 BRADSHAW BLVD NORTH SAANICH, B.C. V8L 5G5

PROJECT NAME
QUALICUM BEACH
CONDOS

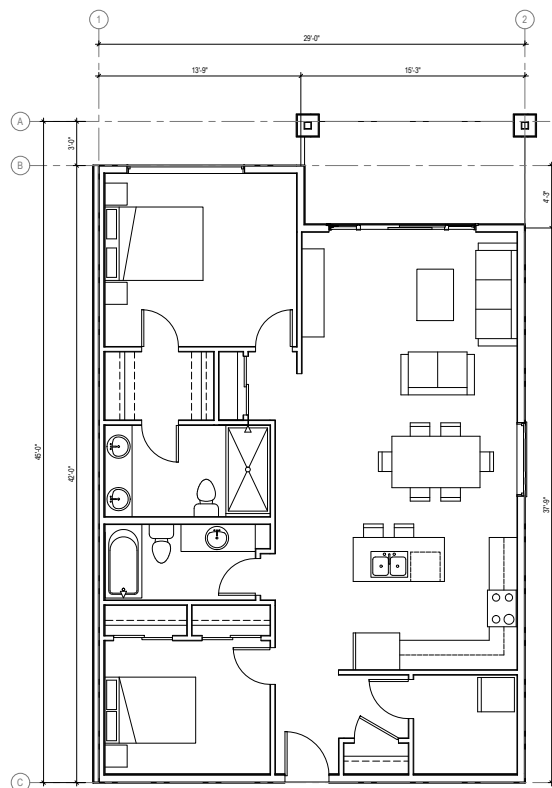
PROJECT ADDRESS
3022 ISLAND HIGHWAY,
QUALICUM BEACH, BC

DRAWING TITLE
ENLARGED UNIT PLANS -
UNIT B3 & B3 PENTHOUSE

SCALE	1/4" = 1'-0"
DRAWN	WV, SS
REVIEWED	
PROJECT NO.	100004
DRAWING NO.	

UNIT B3 & UNIT B3 PENTHOUSE

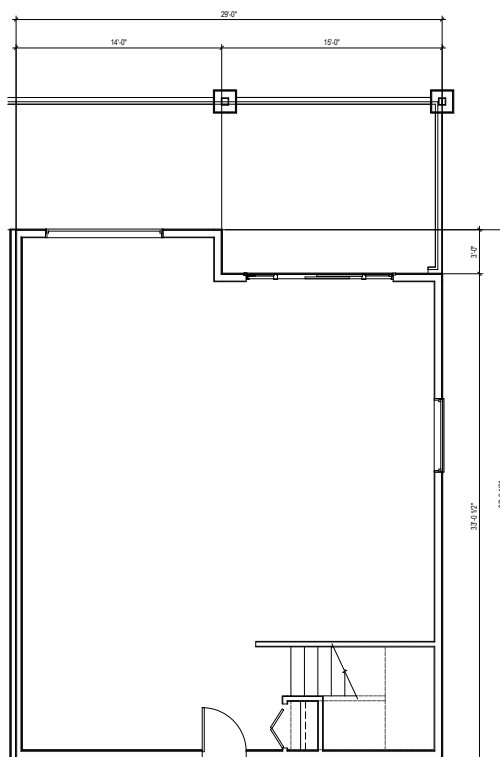
DP67



1 UNIT B4 PLAN (2 BED)

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

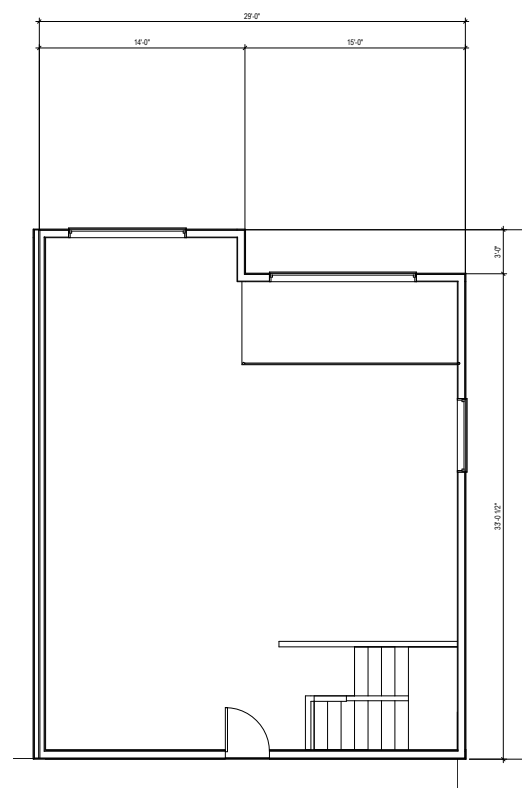
1158 s.f. (108 s.m.)



2 UNIT B4 PENTHOUSE - LOWER

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

1000 s.f. (93 s.m.)



3 UNIT B4 PENTHOUSE - UPPER

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

905 s.f. (84 s.m.)

UNIT B4 & UNIT B4 PENTHOUSE

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3	2020-02-08	RE-ISSUED FOR DP
2	2020-07-27	RE-ISSUED FOR DP
NO.	DATE	DESCRIPTION
ISSUES AND REVISIONS		
SEAL		

larry podhora | architecture inc
1982 BRADSHAW BLVD, NORTH BARNACK, B.C. V6L 5G5

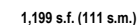
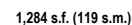
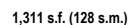
PROJECT NAME
QUALICUM BEACH
CONDOS

PROJECT ADDRESS
3022 ISLAND HIGHWAY,
QUALICUM BEACH, BC

DRAWING TITLE
ENLARGED UNIT PLANS -
UNIT B4 & B4 PENTHOUSE

SCALE	1/4" = 1'-0"
DRAWN	SS
REVIEWED	Checker
PROJECT NO.	100004
DRAWING NO.	

DP68



DP69

Section 6.4.27.1

(580.44, 580.47, 580.71)

COMMERCIAL 8**C8****Permitted Uses and Minimum Site Area**

Permitted Use	Required Site Area
a) Hotel	
- Each Unit	100m ²
b) Neighbourhood Pub	n/a
c) Recreation Facility	n/a
d) Residential Use	
- per townhouse unit	325m ²
- per apartment unit	200m ²
e) Resort Condominium	
- per townhouse unit	325m ²
- per apartment unit	200m ²
f) Restaurant	n/a
g) Motel	
- each unit	100m ²

Maximum Number and Size of Buildings and Structures

Height	7.5 m
Parcel Coverage	40%

Required Site Area

The required site area may be reduced by an amount equal to 25% of the Required Site Area multiplied by the percentage of on-site parking which is provided in an underground parking structure.

Minimum Setback Requirements

Front lot line	4.5 m
Interior side lot lines	3.0 m
Exterior side lot line	3.0 m
Rear lot line	4.5 m

Except:

- where any part of a parcel contains a watercourse then the regulations in Section 3 of this part shall apply.
- that any roof overhang, eave, cornice or gutter may project up to a maximum of 1.0m into any required setback area.