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(This meeting may be recorded)

1. ADOPTION OF THE AGENDA

1-2 THAT Council adopts the May 7, 2025, special Council meeting agenda.

2. BYLAWS

3-4 (a) **Adoption of “Town of Qualicum Beach Tax Rates (2025) Bylaw No. 910, 2025”**

Staff Recommendation:

1. THAT the “Town of Qualicum Beach Tax Rates (2025) Bylaw No. 910, 2025” be adopted.

3. STAFF REPORTS

(1) Corporate Administration

(a) 2025 Special Events Applications

(i) Family Day Road Closure

Staff Recommendation:

THAT Council authorizes the Town of Qualicum Beach to hold the annual Family Day celebration on Sunday, May 25, 2025, 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 Avenue 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 THAT Council authorizes Town staff expenditure and payment of related invoices (materials, activities, performers) not to exceed a total of \$10,000.

5-7

(ii) Quality Foods Festival of Lights 2025

Staff Recommendations:

THAT Council grants permission to Quality Foods (QF) to hold a special Festival of Lights Fireworks show from a barge on the water in front of the Qualicum Beach Visitor Centre on Saturday, May 24, 2025, starting at dusk;

AND FURTHER THAT the applicant arrange, and be responsible for, traffic control through contracted services;

AND FURTHER THAT the Town provide barricades, extra garbage cans, and in-kind services of staff on site, subject to the applicant working with staff to ensure Town requirements are met, including emergency services notification, insurance, and special event notifications, and to finalize:

- Special Event Sign permit(s);
- Noise Control permit; and
- Special Permit for Exploding Fireworks.

AND FURTHER THAT Quality Foods be notified in writing that this will be the final approval from Council for this event with exploding fireworks;

AND FURTHER THAT future consideration of Council supporting the event will be contingent on an alternative display method being utilized (eg. Drone display, etc.).

(iii) Endorsement of Bench located at the corner of Memorial and Sunningdale

Staff Recommendation:

THAT Council authorize staff to add a bench to the Town's bench inventory, with Policy amendment as required, for installation at the corner of Memorial Avenue and Sunningdale Road East for sponsorship by the public;

AND FURTHER THAT the new bench location be offered for sponsorship to Berwick Qualicum Beach, under Town of Qualicum Beach Dedication of Amenities Policy Number 4002-11.

4. MOTION TO CLOSE

THAT the special meeting of Council be closed to the public, pursuant to sections 90(1)(a), (c), (e), (k) of the *Community Charter*, 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;
- (c) labour relations or other employee relations;
- (e) 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; and
- (k) 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.

Following adoption of the above motion, the meeting will be closed to the public.

MEETING REOPENS TO THE PUBLIC

5. ADJOURNMENT

THAT Council adjourns the meeting.

NEXT SCHEDULED

REGULAR COUNCIL MEETING:

Wednesday, May 14, 2025, at 10:00 am



Heather Svensen
Director of Corporate Services/Deputy CAO

**TOWN OF QUALICUM BEACH
BYLAW NO. 910**

**BEING A BYLAW FOR THE LEVYING OF RATES FOR GENERAL MUNICIPAL, REGIONAL
DISTRICT, REGIONAL HOSPITAL AND LIBRARY PURPOSES FOR THE YEAR 2025**

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

1. The following rates are hereby imposed and levied for the year 2025:
 - (a) For all lawful general purposes of the Town of Qualicum Beach on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "A" of Schedule "A" attached hereto and forming a part hereof.
 - (b) For purposes of the Vancouver Island Regional Library on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "B" of Schedule "A" attached hereto and forming a part hereof.
 - (c) For purposes of the Regional District of Nanaimo on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "C" and "D" of Schedule "A" attached hereto and forming a part hereof.
 - (d) For purposes of the Nanaimo Regional Hospital District on the assessed value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Column "E" of Schedule "A" attached hereto and forming a part hereof.
2. The minimum amount of taxation upon a parcel of real property shall be One Hundred Dollars (\$100.00).
3. This Bylaw may be cited as "Town of Qualicum Beach Tax Rates (2025) Bylaw No. 910, 2025".

INTRODUCED FOR FIRST READING this 16th day of April, 2025.

READ A SECOND TIME this 16th day of April, 2025.

READ A THIRD TIME this 16th day of April, 2025.

ADOPTED this ____st day of May 2025.

Teunis Westbroek
Mayor

Heather Svensen
Corporate Administrator

SCHEDULE "A"

Tax Rates (Dollars of tax per \$1,000 of Value)

PROPERTY CLASS	A	B	C	D	E
	General Municipal	Library	Regional District General	Regional District Sewer	Regional Hospital
1. Residential	2.5225	0.1439	0.6553	0.5445	0.5395
2. Utilities	39.9988	2.2815	10.3907	8.6335	1.8884
3. Supportive Housing	2.5225	0.1439	0.6553	0.5445	0.5395
4. Major Industry	6.4235	0.3664	1.6686	1.3865	1.8344
5. Light Industry	6.4235	0.3664	1.6686	1.3865	1.8344
6. Business & Other	6.4235	0.3664	1.6686	1.3865	1.3219
7. Forests-managed	2.5225	0.1439	0.6553	0.5445	1.6186
8. Recreation/N.P.	6.4235	0.3664	1.6686	1.3865	0.5395
9. Farm Land	2.5225	0.1439	0.6553	0.5445	0.5395



TOWN OF QUALICUM BEACH STAFF REPORT

TO: Lou Varela, Chief Administrative Officer

FOR: Special Council Meeting

DATE: May 7, 2025

FROM: Danielle Leurebourg, Deputy Director of Corporate Services

SUBJECT: Quality Foods Festival of Lights 2025

RECOMMENDATIONS:

THAT Council grants permission to Quality Foods (QF) to hold a special Festival of Lights Fireworks show from a barge on the water in front of the Qualicum Beach Visitor Centre on Saturday, May 24, 2025, starting at dusk;

AND FURTHER THAT the applicant arrange, and be responsible for, traffic control through contracted services;

AND FURTHER THAT the Town provide barricades, extra garbage cans, and in-kind services of staff on site, subject to the applicant working with staff to ensure Town requirements are met, including emergency services notification, insurance, and special event notifications, and to finalize:

- Special Event Sign permit(s);
- Noise Control permit; and
- Special Permit for Exploding Fireworks.

AND FURTHER THAT Quality Foods be notified in writing that this will be the final approval from Council for this event utilizing exploding fireworks;

AND FURTHER THAT future consideration of Council supporting the event will be contingent on an alternative display method being utilized (eg. Drone display, etc.).

PURPOSE

To provide Council with an overview of the event application from Quality Foods for the 2025 Festival of Lights fireworks show that staff have received with staff seeking approval of the event.

BACKGROUND

Town staff have received an application from Quality Foods for permission to host their annual Festival of Lights fireworks show starting at dusk on the waterfront on Saturday, May 24, 2025. The fireworks show is a free, public event that is proposed to be held Saturday this year preceding the Town's Family Day celebration to allow more people to attend.

Similar to previous years, Quality Foods is requesting the following:

- Use of Town waste services;
- In-kind assistance from Town staff to assist in the set-up and teardown of the event.

Should Council grant permission to Quality Foods for their Festival of Lights fireworks show, Town staff will work with the organizers to finalize the event plan, emergency services notification, proof of insurance, special event notifications and to finalize any special event sign permit(s), noise control permit, and special permit for exploding fireworks.

FINANCIAL IMPLICATIONS

This event has financial implications for the Town regarding costs for two staff members to assist on site during the event.

Flaggers are required at the base of Memorial Avenue and Highway 19A (Island Highway) to direct traffic. The event organizer will be required to provide contracted services for all traffic control to undertake the event.

An extra staff member will be needed on overtime to help with setting up and tearing down the event. Additionally, one regularly scheduled staff member will be assigned to assist with these extra tasks.

PUBLIC PARTICIPATION SPECTRUM (IAP²)

INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
<ul style="list-style-type: none">• Provide balanced and objective data to assist in understanding issues, alternatives, opportunities, and solutions	<ul style="list-style-type: none">• Obtain feedback on analysis, alternatives, and/or decisions	<ul style="list-style-type: none">• Work directly with stakeholders to ensure concerns and aspirations are understood and considered	<ul style="list-style-type: none">• Partner with stakeholders in each aspect of the decision, development of alternatives, and identification of preferred solutions	<ul style="list-style-type: none">• Final decision making in the hands of the stakeholders

Public Participation Framework developed by the International Association for Public Participation – IAP² International.

INFORM:

- Event organizers will be notified of Council’s decisions regarding their special event application.
- Road closure notices will be posted in advance of any closures.
- Emergency services and BC Transit staff will be notified in advance of any road closures.

STRATEGIC PLAN ALIGNMENT

Council’s Strategic Plan Focus Area(s) supported by this initiative:

- Economic Prosperity – *To pursue economic opportunities based on sustainable growth, development, and investment that meets the needs of the community.*
- Community Health & Wellbeing – *To improve the health and wellbeing of people who live, work, and play in the Town.*

SUMMARY

Staff received an application to host the Festival of Lights within the Town and are seeking Council’s approval for the event. Additionally, authorization is required for various requests including use of Town equipment and staff time.

ALTERNATIVE OPTIONS

1. Deny a special event application:

THAT staff be directed to notify Quality Foods that their request to host their Festival of Lights on May 24, 2025 has been denied for the following reasons: *[reasons]*.

2. Approve a special event application, with modifications:

THAT Council grants provisional acceptance of the Festival of Lights on May 24, 2025 subject to event organizers working with staff to modify the event as follows:
[modifications]

3. Alternative direction to staff.

APPROVALS

Report respectfully submitted by Danielle Leurebourg, Deputy Director of Corporate Services.



Danielle Leurebourg, MBA
Deputy Director of Corporate
Services
Report Author



Luke Sales,
Director of Planning and
Community Development
Concurrence



Lou Varela, MCIP, RPP
Chief Administrative Officer
Concurrence



Heather Svensen,
Director of Corporate
Services/Deputy CAO
Concurrence