

Minutes of the 7:00 pm Monday, January 16, 2017, Town of Qualicum Beach Regular Council Meeting held in the Council Chamber, Municipal Office, 660 Primrose Street, Qualicum Beach, BC

PRESENT: Council: Mayor Teunis Westbroek
Councillor Barry Avis
Councillor Neil Horner
Councillor Bill Luchtmeijer
Councillor Anne Skipsey

ALSO PRESENT: Staff: Daniel Sailland, CAO
John Marsh, Financial Administrator
Bob Weir, Director of Engineering and Operations
Heather Svensen, Corporate Administrator
Luke Sales, Director of Planning
Cam Purdon, Superintendent of Public Works, Parks and Buildings
Darryl Kohse, Fire Chief
Karla Duarte, Deputy Corporate Administrator

The Mayor called the meeting to order at 7:00 pm

ADOPTION OF THE AGENDA

Council adopted, by unanimous consent, the January 16, 2017 regular Council meeting agenda, noting that Council would make a motion to close the meeting prior to adjournment.

APPROVAL OF THE MINUTES

Council approved, by unanimous consent, the:

- December 5, 2016 regular Council meeting minutes,
 - December 14, 2016 special Council meeting minutes, and
 - December 21, 2016 special Council meeting minutes,
- as corrected for spelling and grammar.

BUSINESS ARISING FROM THE MINUTES

- (1) **Notice of Motion from the December 5, 2016 regular Council meeting (Councillor Skipsey)**

Councillor Skipsey MOVED and Councillor Avis SECONDED, THAT the minutes of the Advisory Planning Commission reflect the discussion at the meeting including questions, comments and responses.

MOTION FAILED

PUBLIC AND STATUTORY HEARINGS

- (1) **Town of Qualicum Beach Road Closure Bylaw (Portion of Road Dedication on Yew Street) No. 710, 2016**

Councillor Skipsey declared a conflict, noting that the view at her personal property could be affected. Councillor Skipsey left the meeting at 7:10 pm.

Mayor Westbroek asked for anyone wishing to speak on the proposed road dedication on Yew Street, noting that the Town had been approached by the neighbouring property owners to purchase the property and the Town is considering closing the road dedication and disposing of the land.

David Kelsey, 701 Larch Drive, spoke in opposition of the sale of land, as the property could be used in the future as a public viewing corridor.

Councillor Skipsey returned to the meeting at 7:16 pm.

DELEGATIONS

- (1) **Lois Eaton, Communities Protecting Our Coasts**, regarding the impact of plastic bags in the environment and the Town. Requesting that the Town move towards eliminating plastic bags in the Town.
- (2) **Sandra Hamilton**, presented an overview of Social Procurement and the changing face of Public Sector Procurement - For Information
- (3) **Sharif Senbel, Studio Senbel Architecture**, introducing the proposed new Sand Pebbles Inn project at 2767 Island Highway West - For Information

CORRESPONDENCE

- (1) **Correspondence Log** – January 16, 2017 – For Information

COMMITTEE & LIAISON REPORTS

- (1) **General Government** (Mayor Teunis Westbroek)

- (a) **Notice of Motion:**

Mayor Westbroek MOVED and Councillor Horner SECONDED, THAT staff work with the applicant for 560-570 Laburnum Road (Pacific Beach Investments Ltd.) to amend their proposal, including site plan and unit type to make the development more attractive and suited to families.

CARRIED

Mayor Westbroek commented on:

- December 10 – together with members of staff and Council, thanked the Fire Department volunteers for their services, during the Fire Department's annual dinner
- December 12 – met with the Qualicum Beach First Nation and Regional District of Nanaimo (RDN) representatives regarding 'Truth and Reconciliation' and discussed transit to their community and the status of the Qualicum West Development as it relates to land claims. Providing more transit and discussing solid waste
- December 14 – Open House - concerns raised regarding tree cutting and drainage issues in the Clubhouse Drive and Eaglecrest Drive areas
- December 18 – participated in the Dick Whittington Show at the Echo Players Theatre – complementing Julian Packer, Director, crew and cast for an exceptional performance, and was happy to play a small part in the performance
- January 4 - together with Council, welcomed the MBA Games and participated as a judge for the student projects. Introduced Jennifer Enahoro, new intern at the Town
- January 6 – watched the Plastic Ocean's presentation
- January 7 – together with Councillor Skipsey, helped with the dry grad Christmas Tree pick-up. \$5,000 was raised. Thanked staff for helping

- January 10 – attended the Committee of the Whole at the RDN where the Regional Growth Strategy amendment proposed by Qualicum Beach regarding major or minor amendments passed second reading and will be referred back to Qualicum Beach and other municipalities for final approval. Directors also passed a motion to direct staff to commence a Regional Services Review on regional parks and trails.
- January 11 – chaired the Select Committee on Public Safety, Accessibility and Emergency Preparedness, as the two co-chairs were not available. Motions will be on the February 6th meeting agenda for Council
- January 12 – attended the Perfect Storm Group meeting about doctor recruitment
- January 13 – worked with several other Mayors and directors from Vancouver Island and the Sunshine Coast to advance social procurement on Vancouver Island
- January 14 – attended a function at the golf club to thank the outgoing pro, Ross Mantel, for 13 years of solid service.
- January 16 – attended the golf course board meeting where the poor sound system, improved lighting and removal of the deciduous trees from the bank which are causing problems (falling on power lines on the road) were discussed. Removing the trees could create view corridors for the golfers
 - Requested staff to provide options on how we could remove the deciduous trees from the bank

(2) **Arts & Culture** (Councillor Barry Avis)

Councillor Avis provided an update on the 2016 Qualicum Beach Streamkeepers' activities and the plans under way for 2017. The report will be posted to the Town's website as additional information.

(3) **Parks & Recreation** (Councillor Neil Horner)

(a) **Motion from the Select Committee on Parks, Recreation and Culture from the November 23, 2016 meeting:**

The Committee on Parks, Recreation and Culture agreed to defer discussion on the topic of construction of a sand volleyball court in the Community Park to February 2017, to allow for the committee to review the 2006 Community Facilities Site Potential Plan (see website link below)

<https://qualicumbeach.civicweb.net/document/4834>.

Councillor Horner commented on:

- Attending the Regional District of Nanaimo Master Plan subcommittee meeting - urging all residents to complete the questionnaire online or in paper form
- Attending a meeting of Youth Link
 - Requested an update on the skate park upgrade proposal
- Attending a steering committee meeting promoting the Coldest Night of the Year Event set for February 25th

(4) **Protective Services** (Councillor Bill Luchtmeijer)

Councillor Luchtmeijer confirmed that golf carts on the streets in Qualicum Beach are not

permitted, as it is a violation of the *Motor Vehicle Act*.

Councillor Luchtmeijer MOVED and Mayor Westbroek SECONDED, THAT Council instructs staff to arrange a meeting with the Select Committee on Public Safety, Accessibility and Emergency Preparedness and the Official Community Plan Steering Committee to encourage an exchange of ideas relating to community safety.

CARRIED

Notice of Motion:

THAT Council instructs the CAO to provide a report on the progress of the communication protocol, in particular, the placement of an antenna near the Town of Qualicum Beach fire hall in relation to emergency preparedness in Qualicum Beach.

(5) Community Development (Councillor Anne Skipsey)

Councillor Skipsey commented on:

Attending the following:

- The Echo Players performance and congratulated everyone involved
- Chamber of Commerce monthly meeting
- Qualicum Beach Community Education Wellness Society monthly meeting
- Official Community Plan meeting
- Being a guest judge for the MBA Games noting, the positive comments from the students during their visit to Qualicum Beach
- Attending the sneak peak of the documentary – “A Plastic Ocean”. Full screening - Sunday January 22nd 1:30 pm Knox United Church
 - Quoted Dr. Sylvia Earl – “You might not care even if you know, but you cannot care if you don’t know”

STAFF REPORTS

(1) Chief Administrative Officer (Daniel Sailland)

Reported on the success of the MBA Games raising funds for the Moose Hide Campaign with the J.W. McConnell Family Foundation matching the \$150,000 raised for a total of \$300,000 donated to the Moose Hide Campaign.

(a) Committee of the Whole recommendations from the November 30, 2016

Committee of the Whole Meeting:

Councillor Avis MOVED and Councillor Luchtmeijer SECONDED, THAT Council receives the comments from the public regarding the zoning amendment and Development Permit application for 120 First Avenue West; AND FURTHER THAT the comments received form part of the public record for future consideration.

CARRIED

(b) Regional Economic Development Strategy

Mayor Westbroek MOVED and Councillor Avis SECONDED, THAT Council directs staff to initiate a meeting with the Provincial Government, the City of Parksville and the Regional District of Nanaimo to determine if there is an appetite to work together on the formalization of an Economic Development Strategy.

CARRIED

- (2) **Corporate Administrator** (Heather Svensen)
- (a) **Announcement of Council Meeting Motions**
- (i) **From the December 14, 2016 special Council meeting:**
THAT Council instructs staff to provide the Vancouver Island University MBA Games Organizing Committee (MGOC) with a one-time donation of \$5,000 to assist with hosting the 2017 MBA Games in Qualicum Beach on January 4, 2017; AND FURTHER THAT, staff be instructed to provide use of the Civic Centre on an in-kind basis on January 4, 2017; AND FURTHER THAT staff be instructed to request a detailed budget from the MBA Games.
- THAT Council instructs staff to provide from the Town's Emergency/Storm budget a one-time donation of \$5,000 to the Manna Homeless Society to assist with the purchase of groceries and survival packs to support the homeless in the Oceanside area; AND FURTHER THAT staff be instructed to request a detailed budget from the Manna Homeless Society.
- (ii) **From the December 21, 2016 special Council meeting:**
THAT Council appoints Oura Giakoumakis to the Select Committee on Beach Day for a one-year term ending December 31, 2017.
- (3) **Financial Administration** (John Marsh)
- (a) **Monthly Financial Report** - For Information
Council requested a list of projects outstanding for 2017 and projected dates when the projects will be completed
- (4) **Fire Department** (Darryl Kohse)
- (a) **Monthly Fire Department Report** - For Information
- (5) **Planning** (Luke Sales, Director of Planning)
- (a) **Monthly Bylaw Report** - For Information
Council complemented the Town's bylaw enforcement officer for his approach during the Brant migration, where he provides letters of information to residents and visitors with dogs at the beach during the migration period.
- (b) **Development Update: 2016 Year-end Report**
- (c) **Building Permit Values: 2007-2016**
- (d) **Development Permit: 118 Fern Road East**
Councillor Luchtmeijer MOVED and Councillor Horner SECONDED, THAT Council authorizes staff to issue a Development Permit for 118 Fern Road East, as attached to the January 16, 2017 Planning memo to Council
CARRIED
- (e) **Development Permit Amendment: 184 First Avenue West**
Councillor Skipsey MOVED and Councillor Avis SECONDED, THAT the proposed amendments to Development Permit No. 1323 (184 First Avenue) be referred to the Advisory Planning Commission for comment.
CARRIED

(f) **Official Community Plan Update**

Council received the preliminary Public Engagement Plan for the 2016-2017 OCP Review Process.

Councillor Luchtmeijer MOVED and Councillor Horner SECONDED, THAT Council directs staff to develop, for Council review, a draft Terms of Reference for consultant engagement in the Quality of Life Survey.

CARRIED

(6) **Engineering, Utilities & Airport** (Bob Weir, P.Eng., Director)

(a) **Memorial Avenue Upgrades - Phase 2: Village Way & Crescent Road Intersections and Rain Garden - Tender Award**

Councillor Avis MOVED and Councillor Luchtmeijer SECONDED, THAT Council of the Town of Qualicum Beach awards the contract for the Memorial Avenue Upgrades - Phase 2: Village Way & Crescent Road Intersections and Rain Garden to Knappett Industries (2006) Ltd. in the amount of \$1,492,575.00.

CARRIED

BYLAWS

(1) **Bylaw No. 580.86 - 246 Mill Road**

Councillor Luchtmeijer MOVED and Councillor Horner SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (246 Mill Road) Bylaw No. 580.86, 2016" be adopted; AND FURTHER THAT Council authorizes staff to issue a Development Permit for 246 Mill Road.

CARRIED

(2) **Bylaw No. 580.88 - 120 First Avenue West (Berwick Retirement Facility)**

Councillor Horner MOVED and Councillor Luchtmeijer SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (120 First Avenue W - Berwick Facility) Bylaw No. 580.88, 2016" be given second reading.

CARRIED

Councillor Horner MOVED and Councillor Luchtmeijer SECONDED, THAT Council extends the meeting past 10:00 pm.

CARRIED

Councillor Luchtmeijer MOVED and Councillor Horner SECONDED, THAT Council hold a public hearing on Monday, February 6, 2017 at 7:00 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 (120 First Avenue W - Berwick Facility) Bylaw No. 580.88, 2016".

CARRIED

Council requested the developer revisit and define the LEED performance target.

Councillor Horner MOVED and Councillor Avis SECONDED, THAT Council requires the applicant for 120 First Avenue West (Berwick Facility) to host a Public Information Meeting to receive public input prior to the February 6, 2017 public hearing.

CARRIED

(3) Bylaw 580.89 - 2751-2767 Island Highway West

Councillor Horner MOVED and Councillor Luchtmeijer SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (2751 Island Hwy West - Sand Pebbles Inn) Bylaw No. 580.89, 2016" be introduced and given first reading.

CARRIED

Councillor Avis MOVED and Councillor Luchtmeijer SECONDED, THAT prior to adoption of a zoning amendment bylaw for 2751-2767 Island Highway West, the following be completed:

- Registration of a Section 219 Form and Character covenant to ensure that the development is constructed in substantial conformance with the proposal presented to Council;
- Registration of a statutory right of way securing the public access route along the north side of the proposed development;
- Execution of a Works and Services Agreement to ensure completion of the pedestrian walkway proposed for the road right of way south of the development.

CARRIED

Councillor Avis MOVED and Councillor Horner SECONDED, THAT Council refers the Zoning Amendment and Development Permit application for 2751-2767 Island Highway West (Sand Pebbles Inn) to the Advisory Planning Commission for general comment, as well as comment on the following:

- The over-height rooftop deck access;
- The suitability of the proposed height and comments on whether further articulation in the roofline should be considered;
- Whether the applicant should be encouraged to incorporate additional rooms, a bar, rooftop restaurant or other amenities;
- A scenario where the ground floor amenities that are currently below flood level (games room, etc.) are relocated to an upper floor.
- A scenario where additional use of the rooftop for a bar and restaurant is incorporated.

CARRIED

(4) Bylaw 705.1 - Road Closure (Judges Row)

Councillor Horner MOVED and Councillor Skipsey SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Road Closure Bylaw (Portion of Lane Dedicated on Judges Row) No. 705.1, 2016" be introduced and read a first time.

CARRIED

Councillor Horner MOVED and Councillor Avis SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Road Closure Bylaw (Portion of Lane Dedicated on Judges Row) No. 705.1, 2016" be read a second time.

CARRIED

Councillor Avis MOVED and Councillor Horner SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Road Closure Bylaw (Portion of Lane Dedicated on Judges Row) No. 705.1, 2016" be read a third time.

CARRIED

Councillor Skipsey declared a conflict, noting that the view of her personal property could be affected. Councillor Skipsey left the meeting at 10:08 pm.

(5) Bylaw No. 710 - Road Closure (Yew Street)

Bylaw entitled "Town of Qualicum Beach Road Closure Bylaw (Portion of Lane Dedicated on Yew Street) No. 710, 2016".

Mayor Westbroek MOVED and Councillor Luchtmeijer SECONDED, THAT Council instructs staff to take no further action on the sale of the land dedicated as road on Yew Street; AND FURTHER THAT, staff be instructed to take no further steps in moving the proposed bylaw entitled "Town of Qualicum Beach Road Closure Bylaw (Portion of Land Dedicated on Yew Street), No. 710, 2016 forward.

CARRIED

Councillor Skipsey returned to the meeting at 10:12 pm

COMMENTS FROM THE GALLERY

- David Kelsey, 701 Larch Drive, commented on Council's decision relating to Yew Street.

MOTION TO CLOSE

Councillor Avis MOVED and Councillor Luchtmeijer SECONDED, THAT the meeting be closed to the public for the purposes of considering land and personnel.

CARRIED

MEETING CLOSED TO THE PUBLIC: 10:15 pm

MEETING RECESSED at 11:00 pm to resume Wednesday, January 18, 2017

MEETING RESUMED at 10:00 am Wednesday, January 18, 2017

ADJOURNMENT

Councillor Horner MOVED and Councillor Luchtmeijer SECONDED, THAT Council adjourns the meeting.

CARRIED

MEETING ADJOURNED Wednesday, January 18, 2017 at 10:32 am

Certified Correct: