

Minutes of the 7:00 pm Monday, May 29, 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, Director of Finance
Bob Weir, Director of Engineering and Operations
Luke Sales, Director of Planning and Community Development
Darryl Kohse, Fire Chief
Heather Svensen, Corporate Administrator
Cam Purdon, Superintendent of Public Works, Parks and Buildings
Rebecca Augustyn, Special Projects Planner

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

ADOPTION OF THE AGENDA

Council adopted, by unanimous consent, the May 29, 2017 regular Council meeting agenda with the addition of bylaw enforcement officer.

APPROVAL OF THE MINUTES

Council approved, by unanimous consent, the:

- May 1, 2017 regular Council meeting minutes, and
- May 24, 2017 special Council meeting minutes,

as corrected for spelling, grammar, and the addition of "pedestrian" to Section (1)(5) bullet 4 of the May 1, 2017 Regular Council Meeting Minutes.

BUSINESS ARISING FROM THE MINUTES

(1) **Notice of Motion from May 1, 2017 regular Council meeting** (Councillor Skipsey)

1. THAT Council instructs staff to provide a presentation on the proposed Memorial Avenue Phase III project at an upcoming Committee of the Whole meeting.

Background:

Presentations took place at the regular Council meetings of August 15, 2016 and April 10, 2017. Staff are currently working with the Ministry of Forest Lands and Resource Operations, the Department of Fisheries and Oceans and Streamkeepers, in addition to preparing social procurement for the engineering work.

Councillor Skipsey MOVED and Councillor Avis SECONDED, THAT Council directs staff to provide a presentation on Phase III Memorial Avenue upgrade at an upcoming Committee of the Whole Meeting.

CARRIED

2. Councillor Skipsey MOVED and Councillor Avis SECONDED, THAT Council directs staff to make the preparations necessary for the establishment of a Select Committee on Housing.

MOTION FAILED

3. Councillor Skipsey MOVED and Councillor Luchtmeijer SECONDED, THAT Council directs staff to refer the presentation of DG Blair on the impacts of free-roaming cats on wildlife and birds to the Select Committee on Environment and Sustainability for consideration and comment.

CARRIED

- (2) **Notice of Motion from May 1, 2017 regular Council meeting** (Councillor Avis)
THAT Council requests staff to provide a report on the status of Appendix A of the 2012 - 2017 Qualicum Beach Sustainability Plan.

Councillor Avis MOVED and Councillor Horner SECONDED, THAT Council directs staff to provide a report presenting an update on Appendix A of the 2012 - 2017 Qualicum Beach Sustainability Plan in 2018.

CARRIED

PRESENTATIONS

- (1) **Colouring Contest Winners – Mayor Westbroek**

1st Place: Hannah Beatty

2nd Place: Caelyn Corcione

- (2) **Bylaw Enforcement – Swearing in Ceremony**

Council adopted, by unanimous consent, the appointment of Robert Daman as a Bylaw Enforcement Officer to enforce the provisions of the Town's bylaws, and directed staff to administer the Oath of Allegiance to Robert Daman.

Council adopted, by unanimous consent, the appointment of Darrell Saby as a Bylaw Enforcement Officer to enforce the provisions of the Town's bylaws, and directed staff to administer the Oath of Allegiance to Darrell Saby.

PUBLIC AND STATUTORY HEARINGS

- (1) **"Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Housekeeping) Bylaw No. 580.93, 2017"**

At 7:00 p.m. 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 (Housekeeping) Bylaw No. 580.93, 2017".

Luke Sales, Director of Planning, introduced the bylaw noting the proposed housekeeping amendments were presented to correct minor errors and/or clarify minor issues in the zoning bylaw.

The Mayor called a second time for any persons who deemed themselves affected by Bylaw No. 580.93, 2017 who wished to be heard or present written submissions to come forward.

The Mayor called a third time for any persons who deemed themselves affected by Bylaw No. 580.93, 2017 who wished to be heard or present written submissions to come forward and, hearing no one, declared the public hearing on Bylaw No. 580.93, 2017 closed at 7:26 pm. Council cannot accept further comments directly from the public. All comments must go through staff.

DELEGATIONS

- (1) **Bill Adkins, St. Mark's Anglican Church**, inviting Council members and the community to attend the celebration of St. Mark's Church completing 90 years of service to the Town on June 10 & 11 - For Information
- (2) **Roy Kregosky, Arrowsmith Cycling Club/Cross on the Rock**, 632 Sumac Drive, Qualicum Beach, presenting an overview of cyclo-cross (Cx) as a sport and the popularity of Cx on Vancouver Island generated by the Cross on the Rock race series. **Michael Addiscott**, 1019 Cardinal Way, spoke on the accessibility of cycling in our area - For Information
- (3) **Peter Tryon, 673 Memorial Ave.**, presenting on a concern with coffee roasting without the use of an afterburner to eliminate odour and chemical contaminants in the air.

COMMITTEE & LIAISON REPORTS

- (1) **General Government** (Mayor Teunis Westbroek)
Mayor Westbroek commented on attending the following:
 - May 6 - Fire and Ice Festival
 - May 6 - Cake cutting to celebrate the Town's 75th Anniversary
 - May 7 - Battle of the Atlantic, laying a wreath at the Legion
 - May 7 - Emergency Preparedness at Eaglecrest Golf Course
 - Round table discussion - Mt. Arrowsmith Biosphere Reserve - led by Vancouver Island University working with forestry companies, local governments, and developers to figure out the balance between sustainable development and the preservation of our assets
 - May 12 - Perfect Storm Group meeting - advance the provision of medical services
 - May 23 - Visit with the Lt. Governor of BC to celebrate the winning song written by two local residents of the Gardens
 - May 24 - Visit from Errington Elementary to the Council Chamber
 - RDN Transit committee - reviewing bus fare options
 - May 27 - Qualicum Foods fireworks show on the waterfront

- Congratulated staff and the Committee on a successful Family Day Event
 - o Suggested that a thank you letter be sent to the Select Committee on Family Day

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

Councillor Avis commented on attending the following:

- Exit committee meeting speaking with the Grade 12 students of KSS
- Annual General Meeting of The Old School House
- Beach Day Committee Meeting
- Brant viewing area planning committee
- St. Mark's Annual Fair planning committee
- Qualicum Beach Museum monthly meeting – museum attendance is up significantly
- Emergency Services at Eaglecrest Golf Course
- Planning committee for new libraries on Vancouver Island (Sooke; Chemainus; Campbell River)
 - o Trustee Orientation Program (TOP) – working on the newly formed committee

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

- (a) **Heritage Forest Commission Recommendations from the May 4, 2017 meeting:**
Councillor Horner MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to look into options to enhance the local bat population.
CARRIED

Councillor Horner MOVED and Mayor Westbrook SECONDED, THAT Council directs staff to prepare a flyer for distribution to residents bordering the Heritage Forest regarding fire safety principles and procedures.
CARRIED

Councillor Horner MOVED and Mayor Westbrook SECONDED, THAT Council directs staff to investigate who the offenders are that repeatedly dump household refuse next to the garbage cans at the Heritage Forest.
CARRIED

Councillor Horner MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to install a bench honouring Leo Klees in the meadow area of the Heritage Forest.

Councillor Luchtmeijer MOVED and Councillor Avis SECONDED, THAT Council refers the motion on the floor to a future closed Council meeting.
CARRIED

(b) **Motions from the Select Committee on Parks, Recreation and Culture from the May 17, 2017 meeting:**

Councillor Horner MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to investigate options for better collaboration between Town staff and field users in regard to weather-related usage of the sports fields.

CARRIED

Councillor Horner MOVED and Councillor Luchtmeijer SECONDED, THAT Council directs staff to contact the owners of the Coastal Community Credit Union building and the Chesapeake Shores staff to discuss the possibility of the Chesapeake Shores' mural presently on the side of the Coastal Community Credit Union building to remain after filming wraps up, along with an information plaque describing Chesapeake Shores filming in the Town of Qualicum Beach.

CARRIED

Councillor Horner commented on the following:

- Attending the Regional District of Nanaimo (RDN) grant sub-committee
- RDN Recreation and Parks Committee – agreeing to serve on the committee for a further year
- Broombusters campaign is going well. 40% of the broom removed from the municipal airport
- Welcomed two classes of Japanese students to the Town visiting Kwalicum Secondary School
- Provided a shout out to the Family Day Committee for their efforts in making Family Day a huge success

Notice of Motion: THAT staff be directed to provide a draft bylaw requiring landowners to remove invasive Scotch broom, similar to the complaint-based bylaw currently in effect in Parksville.

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

(a) **Motions from the Select Committee on Public Safety, Accessibility and Emergency Preparedness from the May 10, 2017 meeting:**

Councillor Luchtmeijer MOVED and Mayor Westbrook SECONDED, THAT Council directs staff to respond to Mr. Filman advising of the reasons that traffic-calming strips along Jones Street would not be effective and of the Town's plans to include Jones Street in the upcoming Age-Friendly Transportation Plan review.

CARRIED

Councillor Luchtmeijer MOVED and Mayor Westbrook SECONDED, THAT Council directs staff to respond to Ms. Tardiff advising that bike path crossings and crosswalks are not warranted at this time and cyclists need to act accordingly and follow the rules of the road.

CARRIED

Councillor Luchtmeijer commented on:

- Emergency Expo held in Parksville May 2017
 - o Expo demonstrated the endless number of volunteers in this community willing to help

(5) **Community Development** (Councillor Anne Skipsey)

Councillor Skipsey commented on:

- Attending the May 5th Youth Day celebration, thanking staff for organizing the event; providing healthier food choices with less garbage being created; water bottles and the filling station, noting 2,000 water bottles from the kitchen tap would cost \$0.66
- Town's 75th anniversary – thanking event organizers and those who attended the celebration
- Attending the Fire and Ice Festival
- Attending the monthly Chamber of Commerce meeting, noting upcoming events:
 - o June 9th – Inside Scoop tourism tradeshow – free for all customer service employees and volunteers
 - o June 23rd – Boon Dock Dance at the Community Hall – Tickets \$25 raising funds for the KSS Scholarship Fund and Community Grant Program
- Attending the Qualicum Beach Airport Users' Committee as an observer
- Attending the Qualicum Beach Education and Wellness Society Community Café where survey results were shared, outlining the top 10 responses
- Attending Family Day and participating in the parade with Council and MP Gord Johns. Expressing appreciation to the event organizers and volunteers who put on a fabulous community event

Council requested that a letter of appreciation be sent to the Qualicum Beach Fire Department for their help with the May 5th Youth Day.

STAFF REPORTS

(1) **Chief Administrative Officer** (Daniel Sailland)

(a) **Strategic Plan Update – For information**

Daniel Sailland, CAO presented the Strategic Overview 2017/2018 highlighting items under way and completed, under the following headings:

- Financial Management & Protected Environment;
- Corporate Capacity & Emergency Preparedness;
- Quality Infrastructure; and
- Community Planning & Community Engagement.

Mr. Sailland noted that the Town's Annual Report will identify the items in the Strategic Plan that have been completed.

(2) **Corporate Administrator** (Heather Svensen)

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

(b) **Special Events**

(i) **Qualicum Beach Triathlon**

Councillor Horner MOVED and Councillor Skipsey SECONDED, THAT Council approves the Tri-Athletics Society's request to hold the annual Qualicum Beach Triathlon on Sunday, June 25, 2017, including street closures (southbound lane on Jones Street from Second Avenue West to Fern Road West; and street use for Arbutus Street to Mill Road to Beach Road to Second Avenue West to Jones Street and the Civic Centre) and Community Park trail use between 6:00 am and 4:00 pm, and refers the Society to work with staff to finalize the arrangements; AND FURTHER authorizes the Town to provide signage in advance and on the event day prohibiting on-leash and off-leash dogs in the Community Park during the event; AND FURTHER authorizes the Town to provide barricades and in kind services for setup/breakdown and garbage pickup.

CARRIED

(ii) **Canada 150 Celebration**

Councillor Avis MOVED and Councillor Luchtmeijer SECONDED, THAT Council grants permission to the Canada 150 committee and the Qualicum Branch Legion to hold the Canada 150 Celebration on Veterans' Way on Saturday, July 1, 2017 from 8:30 am to 10:00 pm; AND THAT Council authorizes the road closures at Second Avenue West, Memorial Avenue and Veterans' Way, AND THAT Council authorizes in kind support through Town provision of barricades; waste services; use of the Community Hall and washrooms; access to power and water; all subject to working with Town staff to finalize Special Event Sign Permits, and to ensure Town requirements are met, including emergency services notification, traffic setup, washrooms, litter control, food safety requirements, and community notification; AND THAT Council grants the Qualicum Beach Legion Branch 76 a contribution of \$5,000 towards the Canada 150 Celebration with the understanding that any residual funds will be returned to the Town; AND THAT Council grants permission to the Royal Canadian Legion Branch 76, in partnership with the Canada 150 Committee to hold the Canada Day Parade on Saturday, July 1, 2017 including street closures on Memorial Avenue, Jones Street, and Second Avenue from Fourth Avenue to Veterans' Way to facilitate the parade starting at 11:00 am from the Civic Centre proceeding East towards Veterans' Way along Second Avenue West, and along Memorial Avenue towards Veterans' Way to the Branch for the Opening Ceremonies; AND FURTHER THAT Council authorizes staff to provide assistance with traffic control and barricades, all subject to ensuring Town requirements are met, including emergency services notifications and working with Town staff to finalize street use.

CARRIED

(iii) Qualicum Beach Cross on the Commons

Councillor Horner MOVED and Councillor Skipsey SECONDED, THAT Council grants permission to the Arrowsmith Mountain Bike Society to hold the Qualicum Beach Cross on the Commons around the Civic Centre on Sunday, October 22, 2017 from 9:30 am to 4:30 pm; AND THAT Council authorizes in kind support through Town provision of barricades; waste services; use of the Civic Centre room and washrooms; access to water; all subject to working with Town staff to finalize Special Event Sign Permits, and to ensure Town requirements are met, including emergency services notification, traffic setup, insurance, washrooms, litter control and community notification; AND FURTHER THAT Council grants permission to the Arrowsmith Mountain Bike Society to use the trails around the Civic Centre and provide in kind staff services to ensure necessary modifications to the trail system is supervised for a total not to exceed two days of overtime for one staff member prior to the event and staff time on the day of the event.

CARRIED

(3) Financial Administration (J. Marsh, Financial Administrator)

(a) Finance Monthly Report - For Information

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

(a) Town Entrance Redevelopment - Request for Expressions of Interest

Councillor Avis MOVED and Councillor Luchtmeijer SECONDED, THAT Council directs staff to issue the draft Request for Expressions of Interest for the former bus garage Property, as attached to the May 29, 2017 Planning memo.

Councillor Skipsey MOVED and Councillor Luchtmeijer SECONDED, THAT Council amends the motion on the floor by adding the words "develop a mixed-use development" to section 1.1 of the Request for Expressions of Interest.

CARRIED

MAIN MOTION AS AMENDED:

THAT Council directs staff to issue the draft Request for Expressions of Interest for the former bus garage Property, as attached to the May 29, 2017 Planning memo, as amended to include the words "develop a mixed-use development" to Section 1.1.

CARRIED

(b) Yambury Park Dedication

Councillor Luchtmeijer MOVED and Councillor Horner SECONDED, THAT Council directs staff to include the designation of Yambury Park as "Parks and Recreation" in a future housekeeping amendment to the zoning bylaw.

CARRIED

- (c) **Development Permit for Foreshore Protection: 1023 Seacrest Drive**
Councillor Avis MOVED and Councillor Luchtmeijer SECONDED, THAT Council authorizes staff to issue Development Permit No. 1334 for 1023 Seacrest Drive, as attached to the May 29, 2017 Planning memo to Council, subject to approval by the Ministry of Forests, Lands and Natural Resource Operations.
CARRIED

BYLAWS

Councillor Luchtmeijer declared a conflict of interest, noting the proximity of the proposed development to his personal residence and business. Councillor Luchtmeijer left the meeting at 9:18 pm.

- (1) **Bylaw 580.91 - First Avenue and Beach Road Redevelopment**
Councillor Avis MOVED and Councillor Horner SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (First Avenue and Beach Road Redevelopment) Bylaw No. 580.91, 2017" be introduced and given first reading.
CARRIED

Councillor Horner MOVED and Councillor Avis SECONDED, THAT Council refers the development application for the First Avenue and Beach Road Redevelopment to the Advisory Planning Commission for comment, subject to the provision of additional information:

- o Detailed landscape plan;
- o Rainwater management plan;
- o Confirmation of building colours, materials and architectural style;
- o Confirmation of natural grade and building height for all three buildings;
- o Confirmation of front setback to building face;
- o Confirmation of parcel coverage;
- o Site analysis and statistics;
- o Context of surrounding land uses, etc;
- o Detailed parking assignments; and,
- o Perspective renderings, including renderings of the condominium building, the two 6-unit and the two 4-unit buildings.

CARRIED

Councillor Avis MOVED and Councillor Horner SECONDED, THAT prior to adoption of a zoning amendment bylaw for 201 First Avenue West, 207 First Avenue West, 211 First Avenue West, 637 Beach Road and 629 Beach Road, the following be completed:

- o Execution of a Works and Services Agreement to ensure completion of the adjacent works and services;
- o Execution of a Section 219 Form and Character covenant to ensure that the development is constructed in conformance with the presentation to Council; and,

- o Execution of a Section 219 covenant and/or another legal agreement to ensure that there are no age restrictions on the occupancy of the dwelling units.

CARRIED

Councillor Avis MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to prepare a bylaw to close the laneway identified in the May 29, 2017 Planning Memo to Council for the purpose of selling the land to incorporate it into a comprehensive redevelopment.

CARRIED

Councillor Luchtmeijer returned to the meeting at 9:25 pm

(2) Bylaw 580.93 - Housekeeping

Councillor Luchtmeijer MOVED and Councillor Horner SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Housekeeping) Bylaw No. 580.93, 2017" be given third reading.

CARRIED

COMMENTS FROM THE GALLERY

- Doug MacKay, 2617 Island Highway West, commented on the practice of the District of North Vancouver in the creation of permits relating to prohibitions on rental units.
- Dave Golson, 578 Memorial Avenue, spoke on the financial aspect of the Memorial Avenue upgrades, specifically Phase III; how Phase I and II work in conjunction with Phase III in relation to cycling and pedestrian pathways; intersection and Crescent Road and Memorial Avenue line markings.

ADJOURNMENT

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

CARRIED

MEETING ADJOURNED at 9:31 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Teunis Westbroek
Mayor