

Minutes of the 7:00 pm Monday, October 23, 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
Arnold Schwabe, Manager of Information Technology
Darryl Kohse, Fire Chief
Heather Svensen, Corporate Administrator
Haylee Gould, Deputy Corporate Administrator

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

ADOPTION OF THE AGENDA

Council adopted, by unanimous consent, the October 23, 2017 regular Council meeting agenda as amended with the removal of the asset management report Item 2(d).

CARRIED

APPROVAL OF THE MINUTES

Council approved, by unanimous consent, the October 2, 2017 regular Council meeting minutes and the October 12, 2017 special Council meeting minutes.

CARRIED

DELEGATIONS

- (1) **Art Skipsey** spoke regarding pedestrian and vehicle traffic near the beach on Memorial Avenue.

Councillor Luchtmeijer declared a conflict of interest noting the close proximity of the proposed development at 210 First Avenue West in relation to his business and personal residence. Councillor Luchtmeijer left the meeting at 7:08 pm.

- (2) **Jim Grant** spoke regarding the development at 210 First Avenue West, requesting Council give consideration to the proposed development. Mr. Grant noted that the development proposes 18 affordable units which would be well suited for rentals, within close proximity of amenities, and would help alleviate some of the residential housing shortage in Qualicum Beach.

Council requested staff bring back the proposal to a future meeting for consideration.

Councillor Luchtmeijer returned to the meeting at 7:20 pm

CORRESPONDENCE

- (1) **Correspondence Log** – October 23, 2017 – for information.
Council requested that the letters received from strata owners regarding the proposed age restriction bylaw be referred to staff.
- (2) **Markus Kellerhals, Air Quality Science Officer, BC Ministry of Environment** (October 3, 2017) – request for letter of support for the regional wood stove exchange program and ‘Burn-it Smart’ outreach campaign.

Councillor Luchtmeijer MOVED and Councillor Avis SECONDED, THAT staff provide a letter of support for the regional wood stove exchange program and ‘Burn-it Smart’ outreach campaign.

CARRIED

- (3) **Joe Randazzo, Qualicum Beach Lawn Bowling Club member** (October 16, 2017) – requesting an exception to the Pesticide Use Bylaw to allow the lawn bowling club to use fungicide on their green.

Council suggested the following be considered:

- What attempts have been made to correct the issue?
- What other options are available to remedy the issue?
- What other environmentally sensitive products have been considered?
- How would the product be applied?
- How often would the club be utilizing pesticides and/or fungicides?

Notice of Motion: (Mayor Westbrook) THAT Council reconsider the motion from the October 2, 2017 regular Council meeting regarding the bylaw entitled “Town of Qualicum Beach Pesticide Use Bylaw No. 650, 2010, Amendment (Lawn Bowling Club) Bylaw No. 650.01, 2017”.

- (4) **Maureen Wood, Canadian Federation of University Women** (October 12, 2017) – requesting permission to display red dresses throughout the community from November 25 to December 10, 2017 to bring awareness to the issue of murdered aboriginal women across Canada.

Councillor Avis MOVED and Councillor Horner SECONDED, THAT the Canadian Federation of University Women be permitted to display red dresses throughout the community from November 25 to December 10, 2017 to bring awareness to the issue of murdered aboriginal women across Canada.

CARRIED

COMMITTEE & LIAISON REPORTS

(1) General Government (Mayor Teunis Westbroek)

Mayor Westbroek commented on the following:

- Regional District of Nanaimo board meeting summary:
 - Parcel taxes paid to regional parks to purchase parks funds should be used for purchases only, not for amenities or maintenance.
 - Potential contract with INFilm, Vancouver Island North Film Commission.
 - Grant funding for a flood mitigation plan.
 - Request from a delegate for a youth advisory council.
 - Area H is currently renewing their Official Community Plan, and have created a new designation “Deep Bay Southwest” for an area of approximately 75 hectares, which will accommodate 40 tourist properties and 240 residential units.
 - Requirement to appoint two additional directors to the board due to Census results and population increase.
- Meeting with Pat Jacobson and Chief Recalma to discuss grant applications for the upgrades to the Brant Viewing area.
- E.C.H.O. Players Village Theatre held their 43rd opening night gala on October 12, 2017, noting that their mural is paid for through fundraising.
- Official opening of the trail from Coombs to Parksville on October 14, 2017, and the 50th anniversary of the Regional District of Nanaimo.
- Attended the Senior Centre to celebrate the 30th anniversary of Dottie Zanders as a volunteer member.
- Attended Gil Gilmour’s celebration of life. Gil was the Chair of the museum historical society and one-time chair of the Qualicum Beach all-candidates meeting.
- Attended the banner raising ceremony at the Curling Club for the Ladies National Seniors Gold Medal.
- Attended golf club board meeting; discussion on the accessibility of the course for use of golf carts during poor weather conditions and researched options to do path remedial work.
- Oceanside Health and Wellness is holding a forum on November 9, 2017 and requesting representation from Council to attend.
- Secure Us Program: groups are encouraged to invite a member from the RCMP to do an audit on their home to improve safety to prevent break-ins.

(2) Arts & Culture (Councillor Barry Avis) - Nil

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

Councillor Horner commented on the following:

- Kiwanis Club in Qualicum Beach has dissolved due low membership. Currently there are 6 members and the club requires 15 members to get back on their feet. Contact Peter Tryon at the Court Yard Café to volunteer.
- Attended the District 69 Recreation and Parks Commission meeting.
- Attended the District 69 Grants Sub-committee – recommended approval for over \$21,000 in grants, including:
 - \$2,500 for Qualicum Elementary for bike club equipment;
 - \$1,200 curling club for junior program helmets;
 - \$1,120 to Qualicum Beach Weavers and Spinners for various equipment.
- Homelessness Task Force – cold weather shelter to open to the public November 1, 2017 and will remain open until March 31, 2018.

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

Councillor Luchtmeijer commented on the following:

- Public Safety and Accessibility Committee meeting reviewed the Official Community Plan (OCP) discussion papers.

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

Councillor Skipsey commented on the following:

- Attending the following:
 - Qualicum Beach Chamber of Commerce monthly meeting
 - Airport Users meeting
 - OCP Housing large format meeting
 - Qualicum Beach Elementary School Parent Advisory Council meeting
 - Luke Sales was the guest speaker facilitating a discussion around housing and transportation.
 - Advisory Planning Committee Meeting, regarding OCP housing discussions
- Jeannie Shaver resigned from the OCP committee. Councillor Skipsey expressed appreciation to Ms. Shaver for her work on the committee.
- Anne Dobson was appointed as the CEO to the Chamber of Commerce, and Brenda Boyd was appointed as the community coordinator.
- Inviting the community to participate on Random Act of Kindness Day on November 3, 2017.

STAFF REPORTS

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

(a) **Management Update** – For Information

- outflow maintenance along the oceanfront is taking place in preparation of seasonal heavy rains
- seasonal lights are being installed

- planters are being removed from the downtown core
- additional trail maintenance before the winter season
- chipping program is well underway
- crosswalk installation at the Qualicum Elementary School
- expressing thanks to our parks staff Tracy Porteous and Cloud Head Games staff for volunteering their time to set up the Halloween Haunted House

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

(a) **Announcement of Council Meeting Motions from October 2, 2017 In-Camera Council Meeting**

THAT Council appoints Paul Anders as a Member at Large to the Qualicum Beach Airport Users Committee with a term ending December 31, 2018.

THAT Council appoints Bill Scott to the Board of Variance for a two-year term ending October 1, 2019.

THAT Council authorizes staff to execute the Public Walkway Signage Agreement dated July 27, 2017, as attached to the in-camera Planning memo to Council on October 2, 2017.

(b) **Announcement of Council Meeting Motions from October 18, 2017 Committee of the Whole Meeting**

- (i) THAT the Committee of Whole recommends to Council THAT staff be directed to implement the installation of a 50km speed sign on Jones Street (off Rupert Road); installation of a 50km speed sign on Arbutus Street (off Rupert Road); installation of a 50km speed sign as you approach the roundabout; create a safe gravel walking path along Hemsworth Road; and create a safe walking path on Jones Street.

Councillor Horner MOVED and Councillor Avis SECONDED, THAT staff be directed to implement the installation of a 50km speed sign on Jones Street (off Rupert Road); installation of a 50km speed sign on Arbutus Street (off Rupert Road); and installation of a 50km speed sign as you approach the roundabout.
CARRIED

Councillor Luchtmeijer MOVED and Councillor Skipsey SECONDED, THAT Council instructs staff to defer final decision on the installation and creation of a safe gravel walking path along Hemsworth Road and the creation of a safe walking path on Jones Street until the Age Friendly Transportation Study has been presented to Council by the report author Richard Drdul at the November Council meeting, where the recommendations will be reviewed and considered.
CARRIED

- (ii) THAT the Committee of the Whole recommends to Council THAT the bylaw entitled "Town of Qualicum Beach Financial Plan (2018-2022) Bylaw No. 718, 2017" be read a third time.
- (iii) THAT the Committee of the Whole recommends to Council THAT staff proceed with the beach washroom renovation located on the Town's waterfront, as outlined on page 68 and 77 of the planning report presented at the October 18, 2017 Committee of the Whole meeting.

Councillor Avis MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to proceed with the beach washroom renovation located on the Town's waterfront, as outlined on page 68 and 77 of the planning report (including stonework) as presented at the October 18, 2017 Committee of the Whole meeting.

CARRIED

- (c) **Policy 5002-1 – Personnel – Benefits – Course/Conference Attendance, Expenses & Travel**

Councillor Avis MOVED and Councillor Horner SECONDED, THAT Council adopt policy 5002-1, which includes information on a meal allowance and on reimbursing expenses for employees who attend conferences/courses or travel on Town business.

CARRIED

- (d) **Asset Management Update – For Information**

- (e) **Single-Use Plastic Bag Prohibition Project**

Councillor Skipsey MOVED and Councillor Avis SECONDED, THAT Council direct staff to work with local advocacy groups to craft and distribute an educational tool for local businesses and residents to garner feedback on how they would like to see the Town proceed with an initiative to prohibit or reduce single-use plastic bags;

THAT Council direct staff to schedule a public information meeting prior to the end of the year at a time that is opportune for business owners, and to involve the Qualicum Beach Downtown Business Association and Qualicum Beach Chamber of Commerce to invite local businesses to attend; and

THAT Council direct staff to prepare a report for the January 8, 2018 regular meeting of Council outlining several options for the banning or reducing of single-use plastics in the Town of Qualicum Beach.

Amendment:

Councillor Skipsey MOVED and Councillor Horner SECONDED, THAT Council amends the motion on the floor by deleting "or reduce" and "or reducing".

CARRIED

Amendment:

Councillor Luchtmeijer and Mayor Westbroek SECONDED, THAT Council amends the motion on the floor by adding: THAT Council instructs staff to define the term single-use plastics in the proposed bylaw; AND FURTHER THAT staff be instructed to research options to have a collection system for plastics in the Town of Qualicum Beach for a one-year period.

CARRIED

MAIN MOTION AS AMENDED:

THAT Council direct staff to work with local advocacy groups to craft and distribute an educational tool for local businesses and residents to garner feedback on how they would like to see the Town proceed with an initiative to prohibit single-use plastic bags;

THAT Council direct staff to schedule a public information meeting prior to the end of the year at a time that is opportune for business owners, and to involve the Qualicum Beach Downtown Business Association and Qualicum Beach Chamber of Commerce to invite local businesses to attend; and

THAT Council direct staff to prepare a report for the January 8, 2018 regular meeting of Council outlining several options for the banning of single-use plastics in the Town of Qualicum Beach.

THAT Council instructs staff to define the term single-use plastics in the proposed bylaw; AND FURTHER THAT staff be instructed to research options to have a collection system for plastics in the Town of Qualicum Beach for a one-year period.

CARRIED

(3) **Financial Administration** (John Marsh, Director of Finance)

(a) **Finance Monthly Report** - For Information

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

(a) **Uptown Tree Management Plan – Workplan**

Councillor Luchtmeijer MOVED and Councillor Horner SECONDED, THAT Council directs staff to proceed with the development of a tree management plan for the uptown area in accordance with the October 23, 2017 Planning memo to Council.

CARRIED

RECORDED VOTE REQUESTED

IN FAVOUR: Mayor Westbroek; Councillor Horner; Councillor Luchtmeijer

IN OPPOSITION: Councillor Avis; Councillor Skipsey

(b) **2016 – 2017 Official Community Plan Review Update** – For Information

- (c) **263 Buller Road Remedial Action – For Information**
Mayor Westbroek requested staff bring forward a bylaw declaring the property at 263 Buller Road a nuisance property.

BYLAWS

- (1) **Bylaw No. 716, 2017 – Taxation Exemption**
Councillor Luchtmeijer MOVED and Councillor Skipsey SECONDED, THAT the bylaw entitled “Town of Qualicum Beach 2018 Taxation Exemption Bylaw No. 716, 2017” be adopted.
CARRIED
- (2) **Bylaw No. 717, 2017 – Taxation Exemption (Places of Worship)**
Councillor Skipsey MOVED and Councillor Luchtmeijer SECONDED, THAT the bylaw entitled “Town of Qualicum Beach 2018 Taxation Exemption (Places of Worship) Bylaw No. 717, 2017” be adopted.
CARRIED
- (3) **Bylaw No. 718, 2017 – Financial Plan (2018-2022)**
Councillor Luchtmeijer MOVED and Councillor Horner SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Financial Plan (2018-2022) Bylaw No. 718, 2017” be given third reading.
CARRIED

RECORDED VOTE REQUESTED

IN FAVOUR: Mayor Westbroek; Councillor Horner; Councillor Luchtmeijer

IN OPPOSITION: Councillor Avis; Councillor Skipsey

COMMENTS FROM THE GALLERY

- Susan Stark, 238 Seacroft Road, business owner and past chair of the Downtown Business Association, spoke on the ability to recycle plastics in Qualicum Beach.
- Charna McPhie, Maple Street, spoke on the tree management plan and the concern for the trees in the commercial core. The plan focuses on the cost and maintenance on street trees suggesting the focus should be on the benefit of trees in our Town.
- Katherine Boshier, 230 Crescent Road East, requested the implementation of a general tree bylaw to specifically control developers from clear cutting in the Town boundaries.

ADJOURNMENT

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

CARRIED

MEETING ADJOURNED: 8:50 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Teunis Westbroek
Mayor