

Minutes of the 3:30 pm Monday, December 16, 2019, Town of Qualicum Beach Regular Council Meeting held in the Council Chamber, Municipal Office, 660 Primrose Street, Qualicum Beach, BC

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

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

The Mayor called the meeting to order at 3:30 pm.

ADOPTION OF THE AGENDA

Council adopted, by unanimous consent, the December 16, 2019 Regular Council meeting agenda, with the addition of a late item, Item 7(3)(c), "Development Permit for Foreshore Protection: 351 Judges Row", and addition of a delegation (District 69 Backpack Program) immediately following the public and statutory hearings.

CARRIED

APPROVAL OF THE MINUTES

Council approved, by unanimous consent, the November 20, 2019 Regular Council meeting minutes.

CARRIED

BUSINESS ARISING FROM THE MINUTES

- (1) **Notice of Motion from the November 20, 2019 Regular Council Meeting**
 WHEREAS the Strategic Plan timeline aims to "plan and construct an affordable housing project", BE IT RESOLVED THAT the Town-owned land at Railway Street and Village Way West commence first reading on a site-specific Comprehensive Development Zone for an affordable rental housing development.

Councillor Harrison MOVED and Councillor Filmer SECONDED, THAT Council directs staff to prepare a site-specific amendment to the zoning bylaw that would allow a medium-density attainable housing development on the Town-owned land at Railway Street and Village Way West, for consideration at the January 15, 2020 Regular Council meeting.

CARRIED

PUBLIC AND STATUTORY HEARINGS

(1) Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Yew Street) Bylaw No. 739, 2019

The Mayor invited any member of the public who deemed themselves affected who wished to be heard or present written submissions regarding Road Closure Bylaw No. 739, 2019 to come forward.

- Pat Jacobson, 606 Sumac Drive, commented that public land should be retained for public use; that this location could be used for access to the beach and provides a view of the ocean for residents. Ms. Jacobson further commented on protection for the trees on the lot, and requested more public involvement and transparency with the sale of public lands.
- Rosemary Taylor, 563 Tournament Tour, expressed opposition, noting that the land is public and could be made into a park. Ms. Taylor further commented on setting a precedent for selling lands, specifically road ends, and referenced a legal judgement about access to public property.
- Terry Taylor, 563 Tournament Tour, noted opposition to the road closure; that this land is a hidden gem and could be utilized similarly to the viewpoint on Poplar Road, or as access to the beach. Mr. Taylor further expressed concern about slope stability, and that once the land is sold, the Town will not be able to get it back.
- Doug Mackay-Dunn, 2617 Island Highway, stated that this land is a community asset.

(2) Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Harlech Road) Bylaw No. 740, 2019

The Mayor invited any member of the public who deemed themselves affected who wished to be heard or present written submissions regarding Road Closure Bylaw No. 740, 2019 to come forward.

- Dan Anderson, 338 First Avenue West, commented that the volume of traffic increased when Harlech Road was closed at First Avenue last year. Mr. Anderson expressed concern about traffic in the playground zone and lack of speed enforcement.
- Clayton Brenton, 2314 Northwest Bay Road, Nanoose, a tenant in the old firehall building on Harlech Road, questioned what 'future development' will look like and how that will impact his business.

DELEGATIONS

(1) **District 69 Backpack Program - Brooke Chase**

Brooke gave an overview of the District 69 Backpack Program:

- Program 'adopted' 65 families in District 69 to provide food
- Every Friday, the family receives a backpack with two breakfasts, lunches, and dinners to get them through the weekend
- Christmas hamper includes presents and warm clothing
- Program is funded through donations and fundraisers
- Cost is about \$1,000 per month for 65 families

The Program recently lost their space for filling backpacks, and Brooke thanked the Town and Council for allowing them to temporarily use some currently-unleased space in the Town Hall building as they look for a long-term place.

CORRESPONDENCE

(1) **Correspondence Log - December 16, 2019 - For Information**

(2) **District 69 Backpack Program - Virginia Worchester**

Councillor Filmer described the District 69 Backpack Program, highlighting that the program is for families in the community struggling to get by due to the high cost of living. Councillor Filmer noted that 1 in 3 families don't have food to go home to on the weekend. Q Points from Quality Foods can be donated to the cause under the title "All They Want for Christmas".

(3) **Island Link Bus - November 25, 2019 - requesting a pickup location in Qualicum Beach for the Island Link Bus**

Councillor Westbroek noted that Island Link offers pickup in Qualicum Beach, provided that the passenger arranges the trip ahead of time by phone or online.

COMMITTEE & LIAISON REPORTS

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

Mayor Wiese noted that his report is included in the agenda for the December 16, 2019 regular Council meeting.

(2) **Parks & Recreation** (Councillor Robert Filmer)

Councillor Filmer extended season's greetings.

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

Notice of Motion

Councillor Harrison MOVED and Councillor Westbroek SECONDED,

WHEREAS faith-based organizations are currently responding for the need of a cold weather shelter in the Oceanside region, and may accrue additional costs as a result of providing this service,

THEREFORE, BE IT RESOLVED that the Town of Qualicum Beach will contribute 1/3 of the insurance costs paid by faith-based organizations to provide this service.
CARRIED

Councillor Harrison commented on the following:

- Attending the Chamber of Commerce meeting
- The Town's first "Town Tidings" e-newsletter
- Recent findings from the Chamber of Commerce business walk
- Requesting staff send a letter to our Member of Parliament asking for support for an application to the Community Works Fund for the Phase 3 Memorial Roundabout project.

Notice of Motion

THAT potential upgrades for Christleton Park be discussed at a future Parks and Recreation Committee meeting.

Notice of Motion

THAT staff provide an update on the status of the Ballenas Secondary School track project.

(4) **Arts & Culture** (Councillor Adam Walker)

Councillor Walker acknowledged and thanked the Coast Salish people, specifically the Pentlatch, on whose traditional lands we meet today.

Notice of Motion

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT Council direct staff to draft a Town-Owned Land Sale Policy to be used by Council to ensure that the disposal of Town-owned lands is transparent and represents the best return on investment for the community.

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the motion on the floor (THAT Council direct staff to draft a Town-Owned Land Sale Policy to be used by Council to ensure that the disposal of Town-owned lands is transparent and represents the best return on investment for the community) be referred to staff to review.

CARRIED

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT Council direct staff to report recommendations at a future public meeting regarding how to better communicate upcoming Regular Council Meeting agendas with our First Nation neighbours, specifically the Qualicum First Nation and Snaw-naw-as First Nation.

CARRIED

(5) **Protective Services** (Councillor Teunis Westbroek)

Councillor Westbroek commented on the following:

- The Old School House artist in residence leases are being reconsidered
- The 2019 Oceanside Homeless Task Force accomplishments
- February 22, 2020 is the Coldest Night of the Year fundraiser.

STAFF REPORTS

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

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

The Corporate Administrator announced the following motion from the October 28, 2019 Special Council Meeting:

THAT Council directs staff to amend the required meeting schedule in the Airport Users Committee Terms of Reference as attached to the October 28, 2019 agenda;

AND FURTHER THAT, the request from the Qualicum Woods Residents' Association to increase the composition of the Airport Users Committee to include a representative from their association be denied;

AND FURTHER THAT the Airport Users Terms of Reference be amended by removing the representation of the Chartwell Residents' Association at the expiration of the term and substituting the vacancy with two Members at Large.

(b) **Show 'n Shine 2020**

Councillor Westbroek MOVED and Councillor Walker SECONDED, THAT Council grants permission to the Seaside Cruizers to hold their annual Father's Day Show 'n Shine event on the streets in the downtown core on Sunday, June 21, 2020 from 9:00 am to 3:00 pm with full street closures, as in prior years;

AND FURTHER THAT Council authorizes in kind support for the Show 'n Shine event through Town provision of:

- barricades;
- garbage and recycling cans, bags and collection;
- stage setup/teardown;
- in kind services of staff to assist on site; and
- access to the public washrooms and Town Hall washrooms for the event;

subject to working with Town staff, as described in the December 16, 2019 Show 'n Shine 2020 memo to Council.

AND FURTHER THAT the Town provide additional funding in an amount up to \$1,800 for rental of portable toilets, which are required due to the large number of visitors during the event;

AND FURTHER THAT Council grants permission to the Seaside Cruizers to hold the annual Father's Day Show 'n Shine Street Dance on Second Avenue West between Primrose Street and the lane east of the Credit Union before Memorial Avenue, on Saturday, June 20, 2020 from 6:00 pm to 10:00 pm;

AND FURTHER THAT Council authorizes in kind support for the Street Dance through Town provision of:

- barricades;
- extra garbage and recycling cans for the event; and
- in kind services of staff to assist on site;

subject to working with Town staff as described in the December 16, 2019 Show 'n Shine 2020 memo to Council.

AND FURTHER THAT the Town provide additional funding in an amount up to \$2,200 to assist the Seaside Cruizers with electrical services for the June 20 and 21 events.

CARRIED

(c) **Beach Day 2020**

Councillor Filmer MOVED and Councillor Westbroek SECONDED, THAT Council authorizes the Town of Qualicum Beach to hold the 9th annual "Beach Day" celebration on the waterfront of Qualicum Beach between Bay Street and the Qualicum Beach Visitor Centre on Sunday, July 5, 2020 from 11:00 am to 3:00 pm.

THAT Council endorses Town staff to work with the Select Committee on Beach Day Celebration to prepare for Beach Day 2020, subject to the Select Committee's Terms of Reference.

THAT Council authorizes Town staff expenditure and payment of related invoices (materials, activities, performers) for the 2020 Beach Day Celebration, not to exceed a total of \$5,000.

CARRIED

(d) **Grad Parade 2020**

Councillor Filmer MOVED and Councillor Walker SECONDED, THAT the Town of Qualicum Beach grants permission to Kwalikum Secondary School (KSS) Grad Parents Committee to hold the annual KSS Grad Parade on Saturday, June 6, 2020, including street closures required for the parade that will marshal along Harlech Road, proceed along Harlech Road and up Beach Road to Second Avenue, along Second Ave West to Jones Street, ending at the Main entrance of the Civic Centre, subject to working with Town staff to finalize Town requirements for special event signage, emergency services notifications, and assistance with setup, insurance, washrooms and litter control.

CARRIED

(e) **Qualicum Beach Triathlon 2020**

Councillor Filmer MOVED and Councillor Walker SECONDED, THAT Council approves the Tri-Athletics Society's request to hold the annual Qualicum Beach Triathlon on Sunday, June 14, 2020, 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 8:00 am and 3:00 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

(2) Fire Department (Marc Norris, Fire Chief)

- (a) **Fire Department Monthly Report** - November, 2019 - For Information

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

- (a) **Monthly Building Permit Report** - November, 2019 - For Information

- (b) **Monthly Bylaw Report** - November, 2019 - For Information

- (c) **LATE ITEM - Development Permit - 351 Judges Row**

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council authorizes staff to issue a Development Variance Permit for 351 Judges Row, as detailed in the December 16, 2019 Planning memo to Council.

CARRIED

(4) Engineering & Operations (Bob Weir, P.Eng., Director)

- (a) **School Route Linkages - Trailways 2019 - Tender Award**

Councillor Filmer MOVED and Councillor Westbroek, THAT the Council of the Town of Qualicum Beach awards the contract for the School Route Linkages - Trailways 2019, to Roc Star Enterprises Ltd. in the amount of \$566,348.96.

CARRIED

Councillor Filmer MOVED and Councillor Walker SECONDED, THAT staff organize a time for Council and any members of the public who wish to attend to walk the proposed school route linkages trail in early 2020.

CARRIED

BYLAWS

(1) Zoning Amendment: 595 Spruce Street

Councillor Westbroek MOVED and Councillor Filmer SECONDED, 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 introduced and given first reading.

CARRIED

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT Council refers the development application for 595 Spruce Street to the Advisory Planning Commission for comment, subject to the following changes:

- Revision of the landscape plan to include a landscaped boulevard and sidewalk area along Spruce Street.

CARRIED

Councillor Filmer MOVED and Councillor Walker SECONDED, THAT the existing green laneways study be brought to a future Council meeting for information.

CARRIED

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT, prior to adoption of a zoning amendment bylaw for 595 Spruce 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.

CARRIED

(2) 1025 Qualicum Road (Pheasant Glen) - Zoning Amendment Application

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT Council hold a public hearing on January 15, 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 (1025 Qualicum Road) Bylaw 580.114, 2019".

CARRIED

(3) Zoning Amendment: 191 Fourth Avenue West

Councillor Filmer MOVED and Councillor Walker SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (191 Fourth Avenue West) Bylaw No. 580.115, 2019" be introduced and given first reading.

CARRIED

Councillor Walker MOVED and Councillor Filmer SECONDED THAT Council refers the development application for 191 Fourth Avenue West to the Advisory Planning Commission for comment, subject to the following:

- Submission of a tree and vegetation management plan; and,
- Submission of a Rainwater Management Plan.

THAT, prior to adoption of a zoning amendment bylaw for 191 Fourth Avenue West, the following be completed:

- Execution of a Works and Services Agreement to ensure completion of the adjacent works and services.

CARRIED

(4) **Town of Qualicum Beach Road Closure Bylaw (Portion of Road Dedicated on Yew Street) No. 739, 2019**

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Road Closure Bylaw (Portion of Road Dedicated on Yew Street) No. 739, 2019" be read a third time.

CARRIED

Councillor Filmer MOVED and Councillor Westbroek SECONDED, THAT Council instructs staff to replant an equal number of trees for each tree removed due to the Yew Street road closure sale.

CARRIED

(5) **Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Harlech Road) Bylaw No. 740, 2019**

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Harlech Road) Bylaw No. 740, 2019" be read a second time.

CARRIED

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Harlech Road) Bylaw No. 740, 2019" be read a third time.

CARRIED

(6) **Park Land Exchange (Lot 23 Westridge Way) No. 741, 2019 and Alternative Approval Process**

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Park Land Exchange (Lot 23 West Ridge Way) Bylaw No. 741, 2019" be introduced and read a first time.

CARRIED

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Park Land Exchange (Lot 23 West Ridge Way) Bylaw No. 741, 2019" be read a second time.

CARRIED

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Park Land Exchange (Lot 23 West Ridge Way) Bylaw No. 741, 2019" be read a third time.

A recorded vote was requested.

OPPOSED: Councillor Filmer, Councillor Walker

CARRIED

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT staff be directed to bring the bylaw entitled "Town of Qualicum Beach Park Land Exchange (Lot 23 West Ridge Way) Bylaw No. 741, 2019" to a Committee of the Whole meeting.

CARRIED

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council:

- authorizes staff to undertake an Alternative Approval Process (AAP) to obtain elector approval of "Town of Qualicum Beach Park Land Exchange (Lot 23 West Ridge Way) Bylaw No. 741, 2019", pursuant to s. 84 and s. 86 of the Community Charter;
- establishes the Elector Response Form to be the single elector response form, as attached to the December 16, 2019 planning staff report;
- approves the fair determination of the total number of electors (8,006) of the Town of Qualicum Beach, as described in the December 16, 2019 planning staff report;
- establishes 4:00pm, Friday, February 14, 2020 as the deadline for the Corporate Administrator to receive signed original elector response forms from electors opposed to Council proceeding with the adoption of Bylaw No. 741, 2019;
- schedules a Public Information Meeting on the Park Land Exchange Process for the West Ridge Way Park Exchange to be held on January 15, 2020 at 2:30pm in the Qualicum Beach Town Hall foyer, 660 Primrose Street, Qualicum Beach, BC; and
- directs staff to report the results of the AAP to the Council and, if approval has been obtained, instructs staff to bring Bylaw No. 741, 2019 forward for consideration of adoption by the Council; AND, if Bylaw No. 741, 2019 is adopted, instructs staff to proceed with consolidation of the closed park land with the remainder of Lot 23, District Lot 78, Newcastle Land District, Plan EPP28954, (Lot 23 West Ridge Way).

CARRIED

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

Councillor Filmer MOVED and Councillor Harrison SECONDED, 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.

CARRIED

Councillor Walker MOVED and Councillor Filmer SECONDED, 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.

CARRIED

COMMENTS FROM THE GALLERY

- Tim Pritchard, 663 Windward Way, commented that extensive public consultation has already taken place for the property on Harlech Road, and that the information from that consultation should be included in future decisions.
- Doug Mackay-Dunn, 2617 Island Highway, commented on Community Amenity Contributions.
- John Wood, 466 Troon Close, noted that the town is changing, and it doesn't have to be a bad thing, and wished Council a Merry Christmas.
- Charna MacPhie commented on the Official Community Plan in reference to a number of applications on the agenda.
- Pat Jacobson, 606 Sumac Drive, expressed appreciation for the detailed Committee and Liaison reports, and hoped that climate change and an urban forestry strategy be a focus for 2020.
- Lance Nater, 996 Royal Dornoch Drive, expressed concern about the number and scope of changes required to facilitate the rezoning of the Eaglecrest Golf Course.

The Mayor, on behalf of Council, wished everyone a Merry Christmas.

ADJOURNMENT

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

CARRIED

MEETING ADJOURNED: 5:48 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Brian Wiese
Mayor