

Minutes of the 10:00 am Monday, October 28, 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
 John Marsh, Financial Administrator
 Heather Svensen, Corporate Administrator
 Haylee Gould, Deputy Corporate Administrator
 Rebecca Augustyn, Planner

The Mayor called the meeting to order at 10:00 am.

ADOPTION OF THE AGENDA

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council adopt the October 28, 2019 Regular Council meeting agenda.

CARRIED

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT Council amends the October 28, 2019 Regular Council meeting agenda by not accepting and removing the report prepared by Councillor Harrison on page 29 of the agenda.

MOTION FAILED

APPROVAL OF THE MINUTES

Councillor Westbroek MOVED and Councillor Walker SECONDED, THAT Council approve the minutes of the October 7, 2019 regular Council meeting and the October 23, 2019 special Council meeting.

CARRIED

BUSINESS ARISING FROM THE MINUTES

(1) **Recommendation from the Select Committee on Parks & Recreation** – September 11, 2019

- a. Councillor Filmer MOVED and Councillor Walker SECONDED, THAT Item 1 (Purpose of Committee) in the Select Committee on Parks & Recreation Terms of Reference be amended to read as follows:

“The Select Committee on Parks and Recreation (PR) shall be an advisory committee reporting to Council on matters relevant to recreational activities provided and conducted on, or in connection with, parks, trails, playgrounds and athletic fields. Matters for action, review, comment and/or study will be referred to the PR by Council, on a case by case basis, and these may include, but need not be limited to:

- (a) The periodic review of recreational programs and facilities;

(b) Assistance with coordination and collaboration with other agencies in the recreational fields.”

CARRIED

(2) **Notices of Motion from the October 7, 2019 Regular Council Meeting**

- a. Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT staff be directed to bring “Town of Qualicum Beach Council Procedure Bylaw No. 674, 2013, Amendment (Qualicum First Nation Acknowledgment) Bylaw No. 674.02, 2018” to an upcoming regular Council meeting for consideration.

Councillor Filmer MOVED and Councillor Walker SECONDED, THAT Council amend the motion on the floor by deleting “upcoming meeting” and inserting: “November 18, 2019”.

Councillor Westbroek MOVED and Councillor Walker SECONDED, THAT Council lay the staff recommendation and subsequent amendment on the table; AND FURTHER THAT consideration of the Notice of Motion: “THAT Council recognizes our First Nations and the traditional lands we meet on at the beginning of all regular Council meetings and Committee of the Whole meetings”, be brought back for discussion at the next Regular Council meeting after Mayor Wiese has had an opportunity to consult Chief Recalma on behalf of the Qualicum First Nation.

CARRIED

- b. Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council appoints Councillor Adam Walker as the Council liaison to the Early Learning Childcare Council in Oceanside Committee.

CARRIED

(3) **Recommendations from the Committee of the Whole – October 23, 2019**

- a. Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the Town supports the financial cost of a feasibility study/financial plans and local stakeholders for a campus of health care up to \$75,000.

CARRIED

Recorded vote requested

IN FAVOUR: Mayor Wiese; Councillors Filmer; Harrison; Westbroek

OPPOSED: Councillor Walker

- b. Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT Council direct staff to prepare a report for the legalization, monitoring and enforcement of short-term vacation rentals in residential areas of Qualicum Beach.

CARRIED

- c. Councillor Filmer MOVED and Councillor Westbrook SECONDED, THAT the zoning and Official Community Plan amendment application for 850 Eaglecrest Drive/2075 Island Highway West be referred to the next Committee of the Whole meeting for consideration.

CARRIED

- d. Councillor Walker MOVED and Councillor Westbrook SECONDED, THAT the Town of Qualicum Beach Levels of Service for Snow and Ice Control be referred to the Municipal Insurance Association of BC (MIABC).

CARRIED

- e. Councillor Walker MOVED and Councillor Westbrook SECONDED, THAT, subject to MIABC approval, the Town of Qualicum Beach Levels of Service for Snow and Ice Control be approved for the following services:

- LOS 3400.01 – Snow and Ice Control – Roads – Plowing;
- LOS 3400.02 – Snow and Ice Control – Roads – Salting;
- LOS 3400.03 – Snow and Ice Control – Roads – Sanding;
- LOS 3400.04 – Snow and Ice Control – Roads – Snow Removal;
- LOS 3400.05 – Snow and Ice Control – Sidewalks and Trails – Snow Clearing;
- LOS 3400.06 – Snow and Ice Control – Sidewalks and Trails – De-icing;
- LOS 3400.07 – Snow and Ice Control – Airport – Winter Operations.

CARRIED

- f. Councillor Walker MOVED and Councillor Westbrook SECONDED, THAT Council directs staff to bring back the Levels of Service for Snow and Ice Control in early 2020 to review the operational nature; performance specifications; and costing options.

CARRIED

DELEGATIONS

- (1) **Pacific Board Culture Society** – Jerret Vanstone appeared before Council to offer support for, and request the relocation of, the skate park to a more open and safe location. Mr. Vanstone noted that the Society is willing to help with fundraising efforts.

Councilor Filmer MOVED and Councillor Harrison SECONDED, THAT Council instructs staff to invite Pacific Board Culture Society to the next meeting of the Select Committee on Parks and Recreation.

CARRIED

CORRESPONDENCE

- (1) **Correspondence Log** – October 28, 2019 – For Information

- (2) **Qualicum Beach Cinema** – October 22, 2019
Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council supports the request for a contribution from the Town of Qualicum Beach in the amount of \$7,500 towards the cost of a feasibility study for a community cinema in Qualicum Beach.
CARRIED

- (3) **Artificial Turf Installation in Qualicum Beach Playing Fields** – September 21, 2019
Councillor Walker MOVED and Councillor Westbroek SECONDED, THAT Council instructs staff to work with Oceanside Soccer Association to create an information page on the artificial turf field for inclusion on the Town's website.
CARRIED

- (4) **Early Learning & Childcare Council in Oceanside** – October 16, 2019
Councillor Walker MOVED and Councillor Filmer SECONDED, THAT Council direct staff to collaborate with the Early Learning & Childcare Council in Oceanside on grant applications for the Childcare BC New Spaces Fund and the UBCM Community Child Care Space Creation Program; AND FURTHER THAT Council agrees in principle to supply Town-owned land.

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council amends the motion on the floor by deleting "THAT Council agrees in principle to supply Town-owned land" and inserting: "THAT Council agrees in principle to commit to assist in providing a location of land with a fixed address to be determined at a later date".

CARRIED

MAIN MOTION AS AMENDED:

THAT Council direct staff to collaborate with the Early Learning & Childcare Council in Oceanside on grant applications for the Childcare BC New Spaces Fund and the UBCM Community Child Care Space Creation Program; AND FURTHER THAT Council agrees in principle to commit to assist in determining a location of land with a fixed address to be determined at a later date.

CARRIED

- (5) **Curbside Collection** – October 20, 2019 – Maureen & John Breckon
Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT Council directs Mayor Wiese, as the Regional District of Nanaimo Director, to raise the topic of expansion of curbside composting of yard waste collection with the Regional District of Nanaimo board; AND FURTHER THAT staff be instructed to review the Town bylaws to consider prohibiting the leaving of curbside collection bins on the street after collection is complete.
CARRIED

COMMITTEE & LIAISON REPORTS

(1) General Government (Mayor Brian Wiese)

Mayor Wiese encouraged the public to participate in the Random Act of Kindness Program on November 1, 2019.

Mayor Wiese MOVED and Councillor Harrison SECONDED, THAT Council amends the November 5, 2018 motion appointing Mayor Brian Wiese as the Municipal Director on the Regional District of Nanaimo Board for the term of May 1, 2019 to November 7, 2022 by appointing Councillor Westbrook to remain as the alternate until a successor is appointed by Council, no sooner than November 2020.

CARRIED

(2) Parks & Recreation (Councillor Robert Filmer)

Councillor Filmer commented on the following:

- Congratulated MP Gord Johns on his re-election in the federal electoral riding of Courtenay-Alberni;
- The seating arrangement in the Council Chamber.

(3) Community Development (Councillor Scott Harrison)

Councillor Harrison commented on the following:

- Attended the Vancouver Island Economic Alliance conference;
- Attended a meeting with Councillor Westbrook with local churches and the effects of offering a cold weather shelter in our communities, and suggested a public meeting in the spring with all stakeholders.

Notice of Motion

Councillor Harrison MOVED and Councillor Westbrook SECONDED, WHEREAS the lack of a cold weather shelter poses a serious risk to the health of several Canadians in our region, BE IT RESOLVED THAT, in a Committee of the Whole meeting in the spring of 2020, Council discusses the requirements for a cold weather shelter with relevant local stakeholders and look at what role, if any, the Town should play given both the regional demand and the Town's finite resources.

Councillor Westbrook MOVED and Councillor Walker SECONDED, THAT Council amends the motion on the floor by deleting "Spring of 2020".

CARRIED

MAIN MOTION AS AMENDED:

WHEREAS the lack of a cold weather shelter poses a serious risk to the health of several Canadians in our region, BE IT RESOLVED THAT, in a Committee of the Whole meeting, Council discusses the requirements for a cold weather shelter with relevant local stakeholders and look at what role, if any, the Town should play given both the regional demand and the Town's finite resources.

CARRIED

Councillor Westbroek suggested that Mayor Wiese consider a discussion with the City of Parkville's Mayor, Ed Mayne, regarding options for a pilot project to house the cold weather shelter at 222 Corfield Street in Parkville.

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

Notices of Motion

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT Council directs staff to prepare a draft policy on "Disclosure of Beneficial Ownership of Real Property" for Council consideration and seek a legal opinion; AND FURTHER THAT staff report back to Council at the next regular Council meeting with recommendations.

MOTION FAILED

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council instructs staff to write a letter to the Province urging them to develop a guideline for the disclosure of ownership of real property for municipalities, and that staff obtain a legal opinion on the Town's responsibilities in this area.

CARRIED

Councillor Walker MOVED and Councillor Harrison SECONDED, THAT Council directs the Mayor to write to our Member of Parliament, Gord Johns, congratulating him on his recent election victory, thanking Mr. Johns for his service and dedication to our area; AND FURTHER THAT Council directs the Mayor to invite Mr. Gord Johns to Town Hall for a one-on-one meeting between his Worship and Mr. Johns to discuss the priorities of Qualicum Beach.

MOTION FAILED

It was noted that a letter had already been sent to our Member of Parliament, Gord Johns, congratulating him on his recent re-election.

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

Notices of Motion

THAT, after staff have met with the Town's traffic consultant, Richard Drdul, that staff provide a report on traffic calming options, speed limit review for Highway 19A, changing school zones to playground zones, and safety options for drop off and pick up zones in elementary schools.

THAT staff be instructed to extend the waterfront seawall walkway to include 2919 Island Highway West by the summer of 2020.

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

(a) **2019 Motions of Council – For Information**

- Motion #19-053 – Councillor Walker requested an update on the motion at a future meeting.
- Motion #19-093 – Councillor Walker requested a response prior to April 2020.
- Motion #19-110 – Councillor Walker requested an update on the grant application. Daniel Sailland noted that the Town was approved under Stage 1 and the deadline for Stage 2 submissions is January 2020.
- Motion #19-129 – Councillor Walker reminded Council that April 2020 is the deadline to resubmit under the climate challenge survival.
- Motion #19- 238 – Councillor Walker noted that the cost to mitigate the asbestos at the curling club may need to be a line item in the budget.
- Motion #19-243 – Councillor Walker noted that this item is complete.

Councillor Walker MOVED and Councillor Westbrook SECONDED, THAT Council rescind motion #19-143.

CARRIED

Councillor Walker MOVED and Councillor Westbrook SECONDED, THAT Council rescind motion #19-232.

CARRIED

Councillor Walker MOVED and Councillor Westbrook SECONDED, THAT Council rescind motion #19-241.

CARRIED

(b) **UBCM Community Emergency Preparedness Fund – Training Building**

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT Council authorize the submission of a regional grant application to the Union of British Columbia Municipalities (UBCM) Community Emergency Preparedness Fund for a total of \$75,000, in partnership with the Coombs Hilliers Volunteer Fire Department and Dashwood Volunteer Fire Department, to purchase a modular training building to be located at the Qualicum Beach Fire Station, and that staff support this project through its duration.

CARRIED

Councillor Walker MOVED and Councillor Westbrook SECONDED THAT Council directs staff to provide a report on the maintenance and life cycling costs related to this new infrastructure; and plans for asset management that can be used as a template for capital intensive projects.

Councillor Walker MOVED and Councillor Westbrook SECONDED THAT Council amends the motion on the floor by inserting: “upon knowledge of successful completion of the grant.”

CARRIED

MAIN MOTION AS AMENDED:

THAT Council directs staff, upon knowledge of successful completion of the grant, to provide a report on the maintenance and life cycling costs related to the proposed new infrastructure; and plans for asset management that can be used as a template for capital intensive projects.

CARRIED

(2) Financial Administration (John Marsh)

(a) Monthly Finance Report – September, 2019 – For Information

(b) Island Corridor Foundation – Use of Right of Way

Councillor Westbrook MOVED and Councillor Walker SECONDED, THAT Council authorizes staff to negotiate with Island Corridor Foundation for the ability to use a portion of the rail right of way to build a trail system in the Town of Qualicum Beach, and to negotiate a new train station lease;

AND FURTHER THAT the Town of Qualicum Beach commence paying the monthly charges for the rail crossings within the Town of Qualicum Beach boundaries, including amounts owing from past years, to the Island Corridor Foundation.

CARRIED

BYLAWS

(1) Zoning Amendment: 637 Beach Road and 629 Beach Road – For Information

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (629 & 637 Beach Road) Bylaw No. 580.104, 2019” be adopted.

CARRIED

(2) Zoning Amendment: 587 Pine Street

Councillor Westbrook MOVED and Councillor Filmer SECONDED, THAT “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (587 Pine Street) Bylaw No. 580.99, 2018” be adopted.

CARRIED

(3) Housekeeping Bylaw

Councillor Westbrook MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Housekeeping) Bylaw No. 580.108, 2019” be adopted.

CARRIED

(4) **Sewer Connection and Regulation Bylaw**

Councillor Westbroek MOVED and Councillor Walker SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Sewer Connection and Regulation Bylaw No. 732, 2019" be adopted.

CARRIED

(5) **Property Permissive Tax Exemptions**

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach 2019 Taxation Exemption Bylaw No. 736, 2019" be adopted.

CARRIED

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach 2019 Taxation Exemption (Places of Worship) Bylaw No. 737, 2019" be adopted.

CARRIED

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

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

CARRIED

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 second time.

CARRIED

COMMENTS FROM THE GALLERY

- Tim Pritchard, 663 Windward Way, commented on the inclusion of Council member reports in the agenda; 10 am regular Council meeting times, and suggested that the meetings start at 9:30 am.
- John Wood commented on the seating arrangements for Council, suggesting Council shuffle chairs every meeting; stop signs at rail crossings.
- Dave Lavalee, 266 Hoylake Road West, spoke on behalf of the Perfect Storm Group expressing gratitude for Council's support.
- Doug Mackay-Dunn, 2617 Island Highway West, commented on behalf of the Qualicum Beach Residents' Association, supporting the Perfect Storm Group initiative; location options for the cold weather shelter; Provincial initiative relating to money laundering; traffic calming; and the Regional District of Nanaimo alternate appointment.

MOTION TO CLOSE

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the meeting be closed to the public for the purposes 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;
- b. 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;
- c. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

ADJOURNMENT

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

CARRIED

MEETING ADJOURNED: 2:02 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Brian Wiese
Mayor