

Minutes of the 7:00 pm Monday, September 16, 2019, Town of Qualicum Beach Special 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, Director of Finance
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 7:00 pm.

ADOPTION OF THE AGENDA

Council adopted, by unanimous consent, the September 16, 2019 special Council meeting agenda.

CARRIED

APPROVAL OF THE MINUTES

Council approved, by unanimous consent, the September 9, 2019 regular Council meeting minutes and the September 9, 2019 special Council meeting minutes.

CARRIED

DELEGATIONS

- (1) **William Warren Munroe** appeared before Council to discuss population projection scenarios by age, calculated from Canada's census for Qualicum Beach, highlighting current demographic trends in fertility, life expectancy, migration, with projections to 2041.

CORRESPONDENCE

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

COMMITTEE & LIAISON REPORTS

- (1) **General Government** (Mayor Brian Wiese)
Mayor Wiese commented on the following:
 - Attending the staff summer barbeque, wishing Cam Purdon, Superintendent of Parks and Buildings, well in his retirement.
 - Regional District of Nanaimo update, Lehann Wallace was elected to be Director of Electoral Area G.

- Attending the Regional District of Nanaimo Services Committee meeting, where Ravensong Pool upgrades were discussed.
- Attending the Public Open House, where the following topics were discussed:
 - Airbnb rentals;
 - Spot rezoning;
 - Crosswalks at Arbutus Street and Canyon Crescent;
 - Council procedure bylaw;
 - Tofino's initiative 'Save Your Butt' to cut down on cigarette litter;
 - Upgrade to the Council Chamber;
 - Memorial Avenue upgrades;
 - Planter beautification around town.

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

Recommendation from the Heritage Forest Commission Regular Meeting held September 5, 2019

Councillor Filmer MOVED and Councillor Walker SECONDED, THAT the Heritage Forest Commission propose wording to put on the Town website about what to do when you encounter a bear or cougar on Town trails.

CARRIED

Councillor Filmer commented on the following:

- Attending the Select Committee on Parks and Recreation meeting.
- Attending the Heritage Forest Commission meeting.
- Attending the St. Andrews public consultation meetings.
- Meeting with several residents, noting that the three topics most frequently discussed are accessibility, transparency, and follow through.
- Noting the upcoming Union of British Columbia Municipalities conference.
- Noting the upcoming traffic safety meeting on September 30.
- Attending the Vancouver Island Tourism conference with Councillor Harrison.
- Encouraging people to vote in the upcoming federal election.

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

Councillor Harrison commented on the following:

- Attending two meetings with the Perfect Storm Group, noting that the group will be conducting a feasibility study.
- August 27, attending a meeting with School District 69, where solar panels and a rubberized track at Ballenas Secondary was discussed.
- Attending the Advisory Planning Commission meeting on September 4 regarding the proposed brewery in East Village.
- Noting that the Englishman River Water System will be operational by October 31, 2019.

- Attending the Chamber of Commerce meeting, where a survey of employees/employers is being conducted to identify housing issues in the community.
- Attending the St. Andrews public consultation meetings.
- Noting that CBC television has a show, "On the Coast", featuring care workers for seniors.
- Noting that the Federal Government has issued a call for proposals for community-based dementia care projects.

Notice of Motion

Councillor Harrison MOVED and Councillor Westbrook SECONDED,

WHEREAS Orca Place houses 52 individuals out of 118 applicants,

WHEREAS the ability to participate in the workforce is a vital component in helping some residents of Orca Place transition out of the facility,

WHEREAS municipalities are tasked with "fostering the economic, social, and environmental wellbeing of [their] community" under the *Community Charter* 2.7.d

BE IT RESOLVED that the Town of Qualicum Beach states a willingness to discuss opportunities as an employer that will work with the relevant stakeholders should a program to support Orca Place residents re-entering the workforce come into being.

CARRIED

(4) Arts & Culture (Councillor Adam Walker)

Councillor Walker commented on the following:

- Acknowledged and thanked the Coast Salish people, specifically the Pentlatch, on whose traditional lands we meet today.
- Noting that his in-depth report is included in the agenda package.
- Noting that there will be a 'Stroller Brigade' on October 5, where parents with kids in strollers will walk through Town to bring attention to child care issues ahead of the federal election.

Notice of Motion

Councillor Walker MOVED and Councillor Westbrook SECONDED, THAT Council directs staff to invite the District 69 School Board Trustees and relevant staff to a joint meeting with all of Council present to discuss our respective initiatives and strategic plans and to explore potential partnerships and collaborations.

CARRIED

(5) Protective Services (Councillor Teunis Westbrook)

Councillor Westbrook commented on the following:

- Attending the Access Oceanside meeting, requesting an update on the curb at Memorial Avenue and Fern Road (in front of Lefty's restaurant) and the hydrant partially blocking the sidewalk on Beach Road. Staff noted that the sidewalk on

Beach Road has been widened, and that the curb at Memorial Avenue and Fern Road will be looked at.

- Noting that the Oceanside Task Force on Homelessness has a new community coordinator.
- Attending the public information meeting for the proposed brewery in East Village, noting that there was good turnout from the public.
- Attending the Public Open House, where the following items were discussed:
 - Ways to improve communication;
 - More bike racks around town;
 - Tree preservation;
 - Memorial Avenue road closure;
 - Speeding issues on the Island Highway.

STAFF REPORTS

(1) Corporate Administrator (Heather Svensen)

- (a) **Joint Local Government Submission regarding Provincial Plastics Action Plan**
Councillor Walker MOVED and Councillor Harrison SECONDED, THAT the Town of Qualicum Beach Council supports and wishes to join the submission from the Districts of Squamish and Tofino in response to the Ministry of Environment and Climate Change Strategy's proposed amendments to the *Recycling Regulation of the Environmental Management Act*.
CARRIED

- (b) **Introduction of Draft Policy 4004-16, Flags**
Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council approves Policy 4004-16, Flags.

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT Policy 4004-16, Flags, be amended by adding the words "subject to national policy on the flying of the Canadian flag" at the end of the purpose statement.

CARRIED

MAIN MOTION AS AMENDED:

THAT Council approves Policy 4004-16, Flags, as amended by adding the words "subject to national policy on the flying of the Canadian flag" at the end of the purpose statement.

CARRIED

- (c) **Halloween Pumpkin Walk & Fireworks Event**

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT Council authorizes staff to proceed with hosting the Halloween pumpkin walk and fireworks display on Thursday, October 31, 2019 at the Qualicum Beach Civic Centre.

CARRIED

(d) **Moonlight Madness Event**

Councillor Westbrook MOVED and Councillor Walker SECONDED, THAT Council authorizes staff to proceed with hosting the Moonlight Madness event, in conjunction with the Chamber of Commerce, on Thursday, November 21, 2019 in Glassford Square.

CARRIED

(e) **2019 Subsidized Rental Applications for Civic Centre and Community Hall**

Councillor Walker MOVED and Councillor Westbrook SECONDED, THAT Council approves Young Life Qualicum Beach for a one-time subsidy for use of the Community Hall on October 20, 2019 for their annual "Taste of Camp Fundraiser", by charging a reduced rate of \$119 as opposed to the regular rate of \$234, plus applicable taxes, resulting in a \$115 subsidy.

THAT Council approves Ducks Unlimited for a one-time subsidy for use of the Civic Centre on November 2, 2019 for their annual Gala event, by charging a reduced rate of \$1,253 as opposed to the regular rate of \$1,689 plus applicable taxes, resulting in a \$436 subsidy.

THAT Council approves Qualicum Beach Historical and Museum Society for a one-time subsidy for use of the Civic Centre on January 30, 2020 for fundraising event, by charging a reduced rate of \$111.00 as opposed to the regular rate of \$177, plus applicable taxes, resulting in a \$66 subsidy.

THAT Council approves Seedy Saturday for a one-time subsidy for use of the Civic Centre on February 1, 2020 for their annual Seedy Saturday event, by charging a reduced rate of \$998 as opposed to the regular rate of \$1,434, plus applicable taxes, resulting in a \$436 subsidy.

THAT Council approves the Qualicum Beach Chamber of Commerce for a one-time subsidy for the use of the Civic Centre on February 19, 2020, to host the Chamber of Commerce Community Awards, by charging a reduced rate of \$368, as opposed to the regular rate of \$628, plus applicable taxes, resulting in a \$260 subsidy.

THAT Council approves the Oceanside Hospice Society for a one-time subsidy for the use of the Civic Centre on April 25, 2020, to host the Oceanside Hospice Gala, by charging a reduced rate of \$1,305, as opposed to the regular rate of \$1,741, plus applicable taxes, resulting in a \$436 subsidy.

THAT Council approves the Nanaimo & District Hospital Foundation for a one-time subsidy for the use of the Civic Centre on May 8, 9, 10, 2020, to host the Vancouver Island Tribute Festival, by charging a reduced rate of \$2,823, as opposed to the regular rate of \$3,259, plus applicable taxes, resulting in a \$436 subsidy.

CARRIED

(2) **Financial Administration (John Marsh)**

(a) **Monthly Finance Report** – July 2019 - For Information

(b) **Level of Services Structure**

Councillor Westbroek MOVED and Councillor Walker SECONDED, THAT the Town of Qualicum Beach Level of Services Structure be received by Council;

THAT Council direct staff to use the Qualicum Beach Level of Service Structure as the basis for bringing forward level of service documents for future consideration.

CARRIED

(3) **Fire Department (Peter Cornell, Deputy Fire Chief)**

(a) **Fire Department Monthly Report** – August 2019 - For Information

Council discussed response times and different ways to track them, including looking at “chute time”, which is the time from which the Department receives a call to when the appropriate apparatus leaves the Hall in response.

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

(a) **Monthly Building Permit Report** – August 2019 - For Information

(b) **Monthly Bylaw Report** – August 2019 - For Information

Council noted concern with the increase in the number of homeless patrols and the number of syringes picked up. Staff noted that a contractor is available for larger camp cleanups, however staff are qualified to pick up syringes on their patrols.

Staff were directed to provide a response at an upcoming meeting regarding the complaints about chickens on the property at Belyea Road.

(c) **Development Variance Permit: 3275 Island Highway West**

Councillor Walker MOVED and Councillor Westbroek SECONDED, THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 3275 Island Highway West at the Council Meeting on October 7, 2019.

CARRIED

Councillor Walker MOVED and Councillor Westbroek SECONDED, THAT staff notify the proponent for the Development Variance Permit at 3275 Island Highway West, that offsite parking may be altered, depending on future Town needs.

CARRIED

BYLAWS

(1) Zoning Amendment: 637 Beach Road and 629 Beach Road

Councillor Westbroek 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 read a third time.

CARRIED

Councillor Walker MOVED and Councillor Westbroek SECONDED, THAT staff be directed to return this property to the original zone, should no development occur within the next two years; AND FURTHER THAT the applicant be notified of this potential action accordingly.

Councillor Walker MOVED and Councillor Westbroek SECONDED, THAT the motion be amended by adding the words "to prepare a report in two years" after the word "directed".

CARRIED

MAIN MOTION AS AMENDED:

THAT staff be directed to prepare a report in two years to return this property to the original zone, should no development occur within the next two years; AND FURTHER THAT the applicant be notified of this potential action accordingly.

CARRIED

(2) Housekeeping Bylaw

Councillor Westbroek MOVED and Councillor Walker SECONDED, THAT second reading of the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Housekeeping) Bylaw No. 580.108, 2019" be rescinded.

CARRIED

Councillor Westbroek MOVED and Councillor Harrison 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 read a second time, as amended.

Councillor Westbroek 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 amended by increasing the waterfront setback from 8m to 15m.

CARRIED

Mayor Wiese MOVED and Councillor Westbroek SECONDED, THAT staff be directed to provide a report to Council regarding buildable area, with examples, to an upcoming Council meeting.

CARRIED

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT section (h)(b), groundwater bottling, of “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Housekeeping) Bylaw No. 580.108, 2019” be subject to receiving confirmation from the Ministry of Environment that approval is not required.

MOTION FAILED

MAIN MOTION AS AMENDED:

THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Housekeeping) Bylaw No. 580.108, 2019” be read a second time, as amended; AND FURTHER THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Housekeeping) Bylaw No. 580.108, 2019” be amended by increasing the waterfront setback from 8m to 15m; AND FURTHER THAT staff be directed to provide a report to Council regarding buildable area, with examples, to an upcoming Council meeting.

CARRIED

Councillor Westbroek MOVED and Councillor Walker SECONDED, THAT Council hold a public hearing on October 7, 2019 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 (Housekeeping) Bylaw No. 580.108, 2019”.

CARRIED

(3) Zoning Amendment: 650 Hemlock Street

Councillor Filmer MOVED and Councillor Walker SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (650 Hemlock Street) Bylaw No. 580.111, 2019” be given third reading.

CARRIED

Councillor Harrison MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (650 Hemlock Street) Bylaw No. 580.111, 2019” be adopted.

CARRIED

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council directs staff to withhold issuance of the development permit for the property located at 650 Hemlock Street until after staff provide a report to Council on pedestrian improvements in the area.

CARRIED

(4) Council Procedure Bylaw – Revisions for Second Reading

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019” be amended by striking the words “or, by tone or manner of speaking, express any point of view or opinion or make any allegation which, directly or indirectly, reflects upon the public conduct or private character of any person.” from Section 20(6).

CARRIED

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the “Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019” be amended by removing Section 3(2), which removes Robert’s Rules of Order as the guideline for meeting procedures not identified in the Council Procedure Bylaw.

CARRIED

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT staff be directed to revise “Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019” to include all the relevant motions, descriptions, types of motions, and priority of motions that Council may use when conducting a meeting.

Councillor Westbroek MOVED and Mayor Wiese SECONDED, THAT the motions defined in section 21(3) of the “Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019” be amended by adding descriptions for each motion using the Oxford Dictionary definitions.

CARRIED

MAIN MOTION AS AMENDED:

THAT staff be directed to revise “Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019” to include all the relevant motions, descriptions, types of motions, and priority of motions that Council may use when conducting a meeting AND FURTHER THAT the motions defined in section 21(3) of the “Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019” be amended by adding descriptions for each motion using the Oxford Dictionary definitions.

CARRIED

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT the meeting be recessed for 5 minutes.

CARRIED

The meeting recessed at 9:37 pm.

The meeting reconvened at 9:50 pm.

Councillor Filmer MOVED and Councillor Walker SECONDED, THAT the meeting be adjourned.

MOTION FAILED

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT the meeting proceed past 10:00 pm.

MOTION FAILED

Councillor Walker MOVED and Councillor Westbrook SECONDED, THAT Council suspend rules to allow discussion of the Permissive Tax Exemption bylaws.

CARRIED

(5) **Property Permissive Tax Exemption Bylaws**

Councillor Harrison MOVED and Councillor Walker SECONDED, THAT the bylaw entitled "Town of Qualicum Beach 2019 Taxation Exemption Bylaw No. 736, 2019" be introduced and read a first time.

THAT the bylaw entitled "Town of Qualicum Beach 2019 Taxation Exemption (Places of Worship) Bylaw No. 737, 2019" be introduced and read a first time.

CARRIED

(6) **Housing Agreement: 587 Pine Street**

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Housing Agreement: 587 Pine Street) Bylaw No. 734, 2019" be adopted.

CARRIED

ADJOURNMENT

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

CARRIED

MEETING ADJOURNED: 10:00 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Brian Wiese
Mayor