

Minutes of the 3:30 pm Wednesday, January 15, 2020, 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: Luke Sales, Director of Planning
Bob Weir, Director of Engineering
Heather Svensen, Corporate Administrator
Haylee Gould, Deputy Corporate Administrator
Rebecca Augustyn, Planner

The Mayor called the meeting to order at 3:30 pm acknowledging that the meeting is being held on the traditional lands of the Coast Salish people.

ADOPTION OF THE AGENDA

Council adopted, by unanimous consent, the January 15, 2020 Regular Council meeting agenda.
CARRIED

APPROVAL OF THE MINUTES

Council approved, by unanimous consent, the following meeting minutes:

- November 28, 2019 special Council meeting;
- December 4, 2019 special Council meeting (10 am);
- December 4, 2019 special Council meeting (11 am);
- December 11, 2019 special Council meeting;
- December 16, 2019 regular Council meeting.

CARRIED

BUSINESS ARISING FROM THE MINUTES

- (1) **Notices of Motion from the December 16, 2019 Regular Council Meeting**
Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT potential upgrades for Christleton Park be discussed at a future Parks and Recreation Committee meeting.
CARRIED

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT the Mayor submit a letter to School District 69 on behalf of the Town indicating that the Town of Qualicum Beach is prepared to provide financial support for the construction of a track at Ballenas Secondary School.

CARRIED

PUBLIC HEARINGS

(1) Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (1025 Qualicum Road) Bylaw 580.114, 2019

At 3:34 pm, 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 (1025 Qualicum Road) Bylaw 580.114, 2019.

Luke Sales, Director of Planning, introduced the proposed bylaw.

The Mayor called for any person who deemed themselves affected who wished to be heard or present written submissions to come forward.

- Gord Melissa spoke in favour of the proposed bylaw, outlining the benefits of Pheasant Glen Golf Course youth programs and the benefits the expansion of the golf course will bring to the community.
- Bill Klein, 1078 Terra Crescent, spoke in favour of the proposed bylaw, noting his position as chair to the hosting committee for major golf tournaments. Mr. Klein further noted the recreational and economical value of Pheasant Glen Golf Course for the area.
- Charna Macfie, 578 Maple Street, spoke in opposition of the proposed bylaw amendment, noting that Pheasant Glen Golf Course has a land use designation that is an exception to the Official Community Plan policies.
- Linda Todsen, 2075 West Island Highway, spoke in favour of the proposed bylaw, noting the community benefit by attracting tourism to our area.
- Butch Gayton spoke in favour of the proposed bylaw, noting the support from Pheasant Glen Golf course for the junior golf programs and the benefits to students, families, and the community.

The Mayor called a second time for any persons who deemed themselves affected by Bylaw No. 580.114, 2019 who wished to be heard or present written submissions, to come forward.

- Zweitse De Wit, 760 Berwick Road South, spoke in favour of the proposed bylaw, expressing his support for growth in the community and noting the support that Pheasant Glen Golf Course gives to the community.
- Charna Macfie, 578 Maple Street, spoke in opposition of the proposed bylaw, noting the proposed development lies outside the Urban Containment Boundary, has a minimum parcel size of 50 hectares, is rural land, and is part of the Town's greenbelt.

The Mayor called a third time for any persons who deemed themselves affected by Bylaw No. 580.114, 2019 who wished to be heard or present written submissions, to come forward.

- Charna Macfie, 578 Maple Street, spoke in opposition of the proposed bylaw, noting the amendment is not simple, nor inconsequential, nor transparent. Ms. Macfie noted that Council's stated support for the amendment is due to the applicant needing money to complete their tourist resort project. Ms. Macfie questioned if the current development permit would include a covenant to prohibit further subdivision.

Hearing no further comments, the Mayor declared the public hearing on Bylaw No. 580.114, 2019 closed at 3:54 pm. Council cannot accept further comments directly from the public; all comments must go through staff.

DELEGATIONS

- (1) **Ryan Cochran** appeared before Council regarding the proposed TimberFest event, requesting approval to host the event in May 2020 in Qualicum Beach, and requesting financial support.

CORRESPONDENCE

- (1) **Correspondence Log** – January 15, 2020 – For Information
- (2) **Bonnie Ell** – December 23, 2019 – concerns about the Council meeting schedule. Councillor Walker MOVED and Councillor Filmer SECONDED, THAT Council directs staff to create a survey canvassing the public for input on the 2021 Committee of the Whole and Regular council meeting schedule; AND FURTHER THAT the survey provide an opportunity for public comment.
MOTION DEFEATED

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT Council directs staff to make available on the Town website information on how to communicate with Council, the correspondence log, input opportunities, and live streaming.

CARRIED

COMMITTEE & LIAISON REPORTS

- (1) **General Government** (Mayor Brian Wiese)
Mayor Wiese noted his absence over the holiday season and will provide an update at the next meeting.

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

Councillor Filmer expressed appreciation to Oliver Watson, Superintendent of Public Works and Parks, and all staff, including the fire department, for keeping the community safe during the recent snow/storm events.

Councillor Filmer MOVED and Councillor Walker SECONDED, THAT Council directs staff to work with the Qualicum Beach Streamkeepers to install a flow recorder on Beach Creek to monitor the stream flow.

CARRIED

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

Councillor Harrison highlighted details from his report included in the agenda for the January 15, 2020 regular Council meeting, including the following:

- Following up on grant applications with other levels of government; and
- Airport business lost due to provincial approval delay.

Councillor Harrison MOVED and Councillor Westbrook SECONDED, THAT Council instructs staff to prepare a report on a Canada Mortgage and Housing Corporation (CMHC) grant application for the costs associated with pre-development of an affordable housing development.

CARRIED

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

Councillor Walker expressed appreciation to Town staff and the volunteer fire department for keeping the community safe during the recent snow/storm events, and requested an update from Town staff at an upcoming meeting on the status of the daycare grants.

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

Councillor Westbrook MOVED and Councillor Walker SECONDED, THAT Council defer proceeding with the sale of the two Town-owned residential lots at the intersection of Dogwood Road and Juniper Road until staff can provide further information on the funds derived from the other designated land sales and from any potential fundraising activities.

CARRIED

STAFF REPORTS

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

(a) **Appointment to the Mount Arrowsmith Biosphere Region and the Coastal Communities Social Procurement Initiative Meetings**

Councillor Harrison MOVED and Councillor Walker SECONDED, THAT Councillor Westbrook be appointed as member at large to participate on the Town's behalf at the Mount Arrowsmith Biosphere Region and the Coastal Communities Social Procurement Initiative meetings.

CARRIED

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

(a) **Council Appointments to Committees, Commissions, and Boards**

Councillor Filmer MOVED and Councillor Walker SECONDED, THAT the resolution of Council at the December 17, 2018 regular meeting be amended by removing the words "be rotated annually" and replacing them with the words "remain until otherwise directed by Council."

CARRIED

(b) **Annual Youth Appreciation Day Lunch**

Councillor Filmer MOVED and Councillor Walker SECONDED, THAT Council instructs staff to work with Kwalikum Secondary School (KSS) to organize and promote the 2020 youth appreciation lunch for Qualicum Beach youth to be held on Thursday, May 7, 2020 in Glassford Square from 11:15 am to 12:00 pm.

CARRIED

(c) **TimberFest 2020 Event Approval**

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT Council grants permission to BigList Media Inc. to hold their first annual TimberFest event at the Qualicum Beach Civic Centre, the Town-owned portion of the Qualicum Commons field grounds, and the Town-owned parking area by The Old School House from May 26 to May 31, 2020, subject to the applicant working with staff to finalize arrangements;

AND FURTHER THAT, for 2020, the TimberFest event be held in lieu of Family Day, to be reviewed after the event to determine how the two events should operate in future years;

AND FURTHER THAT Council enter into a fee for service agreement with BigList Media Inc. for \$49,240 to host the TimberFest event in its inaugural year, with cost recovery to the Town as described in the memo from the Deputy Corporate Administrator dated January 15, 2020;

AND FURTHER THAT Council authorizes in kind support for the TimberFest event through Town provision of garbage and recycling cans, bags, and collection; use of facilities at the Civic Centre for professional seminars; use of Town-owned materials, such as fencing, event tents, stage, etc., as deemed operationally feasible; and in kind services of staff to assist with event preparation;

AND FURTHER THAT Council delegates the authority to staff to issue mobile vending business licences to any mobile vendor who is permitted to operate within the Town of Qualicum Beach, only for the purposes of the 2020 TimberFest event, on May 31, 2020.

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Council amends the motion on the floor by deleting: "AND FURTHER THAT, for 2020, the TimberFest event be held in lieu of Family Day, to be reviewed after the event to determine how the two events should operate in future years".

CARRIED

MAIN MOTION AS AMENDED:

THAT Council grants permission to BigList Media Inc. to hold their first annual TimberFest event at the Qualicum Beach Civic Centre, the Town-owned portion of the Qualicum Commons field grounds, and the Town-owned parking area by The Old School House from May 26 to May 31, 2020, subject to the applicant working with staff to finalize arrangements;

AND FURTHER THAT Council enter into a fee for service agreement with BigList Media Inc. for \$49,240 to host the TimberFest event in its inaugural year, with cost recovery to the Town as described in the memo from the Deputy Corporate Administrator dated January 15, 2020;

AND FURTHER THAT Council authorizes in kind support for the TimberFest event through Town provision of garbage and recycling cans, bags, and collection; use of facilities at the Civic Centre for professional seminars; use of Town-owned materials, such as fencing, event tents, stage, etc., as deemed operationally feasible; and in kind services of staff to assist with event preparation;

AND FURTHER THAT Council delegates the authority to staff to issue mobile vending business licences to any mobile vendor who is permitted to operate within the Town of Qualicum Beach, only for the purposes of the 2020 TimberFest event, on May 31, 2020.

CARRIED

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT Council authorizes the Town of Qualicum Beach to hold the annual Family Day on Sunday May 24, 2020, including street closures required for the parade that will marshal along Harlech Road, proceed along Harlech Road and First Avenue West, up Primrose Street to Second Avenue, along Second Ave West to Jones Street, ending at the Main entrance of the Civic Centre, and subject to emergency service notification, traffic control, insurance, washrooms and litter control; AND FURTHER authorizes Town staff expenditure and payment of related invoices (materials, activities, performers) not to exceed a total of \$10,000; subject to staff advertising for volunteers and securing a committee to organize the event.

CARRIED

(d) UBCM, Age-Friendly Communities Grant

Councillor Westbroek MOVED and Councillor Walker SECONDED, THAT Council authorizes the submission of a grant application to the UBCM Age-Friendly Communities program to fund a project titled 'Age-Friendly Wayfinding', for active transportation, as described in the January 15, 2020 memo to Council.

CARRIED

(e) **Airport Fuel System Upgrade**

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT Council authorizes the submission of a grant application to the British Columbia Air Access Program to fund the replacement of an aging fuel system tank, and that staff support this project through its duration.

CARRIED

(f) **Airport Sanitary Sewer Extension**

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT Council authorizes the submission of a grant application to the British Columbia Air Access Program to fund sanitary sewer services to Row B, and the un-serviced portion of Row A, of the Qualicum Beach Airport, and that staff support this project through its duration.

CARRIED

(g) **Airport Backup Generator**

Councillor Filmer MOVED and Councillor Westbrook SECONDED, THAT Council authorize the submission of a grant application to the British Columbia Air Access Program to fund a backup generator at the airport, and that Staff support this project through its duration.

CARRIED

(h) **Memorial Avenue Roundabout - BC Hydro Beautification Grant**

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT Council of the Town of Qualicum Beach pass a resolution confirming their commitment to cover 2/3 of the cost, to a maximum of \$188,188, to design and construct the modifications to the BC Hydro overhead utilities required to accommodate the construction of a roundabout at Highway 19A and Memorial Avenue.

CARRIED

(i) **Town of Qualicum Beach Policy No. 3004-8, Conference Attendance, Daily Allowance, and Travel Policy**

Councillor Filmer MOVED and Councillor Westbrook SECONDED, THAT Town of Qualicum Beach Policy No. 3004-8, "Conference Attendance, Daily Allowance and Travel Policy", be rescinded, as it is superseded by Policy No. 3004-11, "Conference Attendance, Daily Allowance and Travel Policy" (policy for Council), and redundant with Policy No. 5002-1, "Course/Conference Attendance, Expenses and Travel Policy" (policy for staff).

CARRIED

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

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

(b) **Monthly Bylaw Report** - December 2019 - For Information

(c) **Development Variance Permit: 363 Judges Row**

Councillor Walker MOVED and Councillor Harrison SECONDED, THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 363 Judges Row at the Council Meeting on February 5, 2020.

CARRIED

(d) **Development Variance Permit: 530 Crescent Road West**

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 530 Crescent Road West at the Council Meeting on February 5, 2020.

CARRIED

BYLAWS

(1) **1025 Qualicum Road (Pheasant Glen) – Zoning Amendment Application**

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (1025 Qualicum Road) Bylaw No. 580.114, 2019” be read a third time.

CARRIED

Councillor Westbrook MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (1025 Qualicum Road) Bylaw No. 580.114, 2019” be adopted.

CARRIED

(2) **Railway Street and Village Way Attainable Housing Zoning Amendment**

Councillor Filmer MOVED and Councillor Westbrook SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Part of Village Way and Railway Street) Bylaw No. 580.117, 2020” be introduced and given first reading.

Councillor Walker MOVED and Councillor Filmer SECONDED, THAT Council directs staff to amend the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Part of Village Way and Railway Street) Bylaw No. 580.117, 2020” by designating the Community Garden and green space area as institutional.

CARRIED

MAIN MOTION AS AMENDED:

THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Part of Village Way and Railway Street) Bylaw No. 580.117, 2020" be introduced and given first reading, as amended by designating the Community Garden and green space area as institutional.

CARRIED

Councillor Harrison MOVED and Mayor Wiese SECONDED, THAT Council instructs staff to use the word "affordable" in place of "attainable" in all future documentation relating to this housing project.

CARRIED

(3) 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 adopted.

CARRIED

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

Councillor Walker MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Harlech Road) Bylaw No. 740, 2019" be adopted.

CARRIED

COMMENTS FROM THE GALLERY

- Deb McKinley, 346 Nenzel Road, commented on TimberFest, Perfect Storm Group, the sale of land, climate change, tree removals, and transparency.
- Doug Mackay-Dunn wished everyone a Happy New Year.

ADJOURNMENT

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

CARRIED

MEETING ADJOURNED: 6:01 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Brian Wiese
Mayor