

Minutes of the 3:30 pm Wednesday, October 7, 2020, Town of Qualicum Beach Regular Council Meeting held in the Council Chamber, Municipal Office, 660 Primrose Street, Qualicum Beach, BC

Pursuant to the March 26, 2020 Ministerial Order No. M083 [Local Government Meetings and Bylaw Process (COVID-19)] members of Council may participate in this meeting utilizing electronic or other communication facilities and members of the public were not allowed to attend this open meeting of Council. The public is encouraged to view and listen to the meeting recording online via the Town's website. Meeting recordings may be viewed at www.qualicumbeach.com.

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

ABSENT: Councillor Adam Walker

ALSO PRESENT: Staff: Daniel Sailland, CAO
Heather Svensen, Deputy CAO/Corporate Administrator
Bob Weir, Director of Engineering and Operations
John Marsh, Director of Finance
Luke Sales, Director of Planning
Rebecca Augustyn, Planner
Haylee Gould, Deputy Corporate Administrator

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 October 7, 2020 Regular Council meeting agenda, with the addition of the late item, correspondence, letter from Councillor Walker.

CARRIED

APPROVAL OF THE MINUTES

Council approved, by unanimous consent, the September 14, 2020 special Council meeting; September 16, 2020 regular Council meeting; and September 23, 2020 special Council meeting minutes.

CARRIED

PUBLIC AND STATUTORY HEARINGS

Pursuant to Ministerial Order 192 [Local Government Meetings & Bylaw Process], this Public Hearing was conducted using Zoom telecommunications software. The public was invited to speak at the Public Hearing by joining the Zoom meeting via telephone or over the Internet using a smartphone, tablet or computer.

(1) **Zoning Amendment: 156 Fern Road West**

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 (156 Fern Road W) Bylaw 580.120, 2020".

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

- John Wood, 466 Troon Close, spoke in favour of the proposed bylaw amendment noting the proposal is in line with the Official Community Plan.

The Mayor called a second time for any persons who deemed themselves affected by Bylaw No. 580.120, 2020 who wished to be heard or present written submissions, to speak.

The Mayor called a third time for any persons who deemed themselves affected by Bylaw No. 580.120, 2020 who wished to be heard or present written submissions, to speak and, hearing no one, declared the public hearing on Bylaw No. 580.120, 2020 closed at 3:38 pm. Council cannot accept further comments directly from the public; all comments must go through staff.

DELEGATIONS

- (1) **Corry Hostetter, Economic Development Coordinator**, appeared before Council to provide an update on Oceanside Initiatives, Economic Development for the Parksville and Qualicum Beach region.

Mayor Wiese MOVED and Councillor Westbroek SECONDED, THAT Council refers the request from the Oceanside Initiatives, Economic Development for the Parksville and Qualicum Beach region to staff to provide a report at a future meeting.

CARRIED

CORRESPONDENCE

- (1) **Correspondence Log** – October 7, 2020 – For Information
Council directed staff to refer all letters relating to traffic concerns on Highway 19A to the Select Committee on Public Safety for comment.
- (2) **Jennah Stavroff** – September 19, 2020 – request for signage at the Qualicum Beach Skate Park.
Councillor Harrison MOVED and Councillor Filmer SECONDED, THAT additional signage be posted at the Qualicum Beach Skate Park indicating that the park is unsupervised and that it is recommended that youth 10 years of age and under be accompanied by a parent/guardian.
- CARRIED**

- (3) **LATE ITEM – Request for Leave of Absence from Councillor Walker**
Councillor Harrison MOVED and Councillor Filmer SECONDED, THAT the Council of the Town of Qualicum Beach grants Councillor Adam Walker a leave of absence, effective immediately, until October 24, 2020.
CARRIED

COMMITTEE & LIAISON REPORTS

- (1) **General Government** (Mayor Brian Wiese)
Mayor Wiese commented on the following:
- Welcoming the new healthcare clinic, Flowerstone Family Health
 - Buller Road clean up completed
 - Demolition on Fir Street building completed
 - Continuing to work with the Regional District of Nanaimo and Oceanside Strata on water supply
- (2) **Parks & Recreation** (Councillor Robert Filmer)
Councillor Filmer commented on the following:
- Attending the October 29 session with the Vancouver Island Economic Summit and speaking on behalf of a young politicians
- (3) **Community Development** (Councillor Scott Harrison)
Councillor Harrison commented on the following:
- September 11 Veterans Homelessness meeting was cancelled due to COVID19
 - September 16 meeting with members of the downtown businesses, discussing ways to create more vibrancy in the downtown and working with local businesses to increase shopping and spending more time in the downtown
 - Meeting with Minister Robinson regarding the Town's affordable housing application
 - September 22 and October 5 discussion with the Ministry of Environment regarding the Town's Plastic Bag Ban
 - December housing conference
 - October 1 participating in the Local Government Leadership Academy zoom call

Notice of Motion: THAT Council that directs staff to produce a report on the purchase of light trucks with electric drive trains.

- (4) **Protective Services** (Councillor Teunis Westbrook)
Councillor Westbrook commented on the following:
- Transit Survey - Regional District of Nanaimo and the Cowichan Regional District – suggested contacting the RDN to provide input
 - \$130,000 budget approved for a transit redevelopment strategy and a review of the five-year plan

STAFF REPORTS

- (1) **Financial Administration (John Marsh)**
 - (a) **Monthly Finance Report – August, 2020 - For Information**
Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT Council receive for information the August 2020 monthly Finance report.
CARRIED
- (2) **Planning (Luke Sales, Director of Planning)**
 - (a) **Monthly Building Permit Report - For Information**
Council requested that the paper copy of the monthly building permit report be included in the monthly Council agenda packages.
 - (b) **Elizabeth Little Waterfront Park – Tree Assessment and Replanting Plan**
Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT Council direct staff to proceed with tree removals and replanting in accordance with the October 7, 2020 Planning memo to Council.
CARRIED

BYLAWS

- (1) **Zoning Amendment and Development Permit: 230 Higson Crescent**
Councillor Westbrook MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (230 Higson Crescent) Bylaw 580.118, 2020” be read a second time as amended.
CARRIED

Councillor Westbrook MOVED and Councillor Filmer SECONDED, THAT a Public Hearing be held on October 28, 2020 at 3:30pm, electronically via Zoom teleconferencing software, in regard to “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (230 Higson Crescent) Bylaw 580.118, 2020”.

CARRIED

- (2) **Zoning Amendment: 156 Fern Road West**
Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (156 Fern Road W) Bylaw 580.120, 2020” be read a third time.
CARRIED

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the following motion from the August 19, 2020 Council meeting be rescinded "THAT, prior to adoption of a zoning amendment bylaw for 156 Fern Road West, the following be completed: "Execution of a Section 219 Form and Character covenant to ensure that the development is constructed in conformance with the presentation to Council."

CARRIED

(3) **OCP Amendment and Zoning Amendment: 189 Sunningdale Road West**

OCP Amendment: 187 Sunningdale Road West

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (189 and 187 Sunningdale Road West) Bylaw No. 800.04, 2020" be read a second time.

CARRIED

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (189 Sunningdale Road West) Bylaw 580.121, 2020" be read a second time.

CARRIED

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT Council hold a Public Hearing on December 9, 2020 at 3:30pm electronically via Zoom in regard to "Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018 Amendment (189 and 187 Sunningdale Road West) Bylaw No. 800.04, 2020" and "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (189 Sunningdale Road West) Bylaw 580.121, 2020".

CARRIED

(4) **Municipal Ticket Information Utilization Bylaw**

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Municipal Ticket Information Utilization Bylaw No. 626, 2008, Amendment Bylaw No. 626.04, 2020" be adopted.

CARRIED

(5) **Permissive Tax Exemption Bylaws**

Councillor Filmer MOVED and Councillor Westbroek SECONDED, THAT third reading of bylaw entitled "Town of Qualicum Beach 2020 Taxation Exemption Bylaw No. 745, 2020" be rescinded.

CARRIED

Councillor Filmer MOVED and Councillor Westbroek SECONDED, THAT the bylaw entitled "Town of Qualicum Beach 2020 Taxation Exemption Bylaw No. 745, 2020" be read a third time, as amended.

CARRIED

- (6) **East Village Local Area Service Bylaw and East Village Loan Authorization Bylaw**
Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Local Area Service Establishment Bylaw (East Village Local Area Service) No. 748, 2020" be introduced and read a first time.
CARRIED

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Local Area Service Establishment Bylaw (East Village Local Area Service) No. 748, 2020" be read a second time.
CARRIED

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Local Area Service Establishment Bylaw (East Village Local Area Service) No. 748, 2020" be read a third time.
Councillor Westbroek withdrew his motion.

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Loan Authorization Bylaw (East Village Loan Authorization) No. 749, 2020" be introduced and read a first time.
CARRIED

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Loan Authorization Bylaw (East Village Loan Authorization) No. 749, 2020" be read a second time.
CARRIED

- (7) **Zoning Amendment: 431 College Road**
Councillor Harrison MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Residential 15 Zone (R15) - 431 College Road) Bylaw No. 580.122, 2020" be introduced and read a first time.
CARRIED

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the development application for 431 College Road be referred to the Advisory Planning Commission, with comment on the following specific elements:

- The proposal to replace the Qualicum College building with a building that is a replica from the perspective of College Road;
- The quantity of parking in relation to the total number of dwelling units; and
- The character of the new proposed buildings in relation to the old Qualicum College building or the existing 16-unit condominium.

CARRIED

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be introduced and read a first time.
CARRIED

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be given second reading.
CARRIED

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" be given third reading.
CARRIED

Mayor Wiese MOVED and Councillor Filmer SECONDED, THAT prior to adoption of "Town of Qualicum Beach Municipal Heritage Site Designation (Qualicum College Protection Repeal) Bylaw No. 751, 2020" the owner must enter into a binding agreement with the Town to ensure that Building 'D' (Qualicum College replica) is constructed within 24 months of bylaw adoption.
CARRIED

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT, prior to adoption of "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Residential 15 Zone (R15) - 431 College Road) Bylaw No. 580.122, 2020", the owner enters into a housing agreement with the Town to ensure that all dwelling units in the former Qualicum College building remain as rental for a minimum of ten years, with a release of this obligation only after the residential rental vacancy rate rises above 3.0% for a minimum of six months.
CARRIED

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Housing Agreement (431 College Road) Bylaw No. 750, 2020" be introduced and read a first time.
CARRIED

(8) **Council Procedure Bylaw**

Councillor Filmer MOVED and Councillor Westbroek SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019" be given third reading.

Mayor Wiese MOVED and Councillor Westbroek SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019" be amended by deleting the words "3:30pm" in section 5(2) and replacing them with "10am".

CARRIED

Mayor Wiese MOVED and Councillor Westbroek SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019" be amended by inserting in Schedule A "Take from the Table".

CARRIED

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT Section 16(1)(l), Comments from the Gallery, of the bylaw entitled "Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019" be amended by:

- i. replacing the words "Comments from the Gallery" with the words "Review of Comments from the Public";
- ii. deleting the words "[limited to 2 minutes each for comments only (no questions or dialogue), regarding business discussed by Council at that meeting, excluding public hearing topics]"

AND FURTHER THAT the bylaw entitled "Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019" be amended by adding a new Section 16(3), that states:

"Comments from the Public shall be submitted by means of e-mail, letter, or by phone no later than 12:00 pm two days following the meeting date. Submissions must be regarding business discussed by Council at the meeting, be 300 words or fewer, and any submissions relating to closed public hearing topics, or unrelated to Council business discussed at the meeting, will not be distributed to Council. Submissions that meet these guidelines will be distributed to all Council, posted on the Town's website, and the submission topic will be included in the meeting minutes. Comments must include a full name and address in order to be submitted for the record."

CARRIED

MAIN MOTION AS AMENDED:

THAT the bylaw entitled "Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019" be given third reading as amended.

CARRIED

STAFF REPORTS

(1) Corporate Administrator (Heather Svensen)

(a) 2021 Council Meeting Schedule

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT the 2021 Regular Council Meeting Schedule be approved as amended by:

- (a) deleting: 3:30pm and inserting: 10am;
- (b) by deleting: August 18, 2021 Regular Meeting and August 25, 2021 Committee of the Whole Meeting; and

(c) by deleting the November 12 Public Open House and inserting: November 10th; and by deleting the December 10 Public Open House.

CARRIED

COMMENTS FROM THE GALLERY

During the COVID-19 pandemic, while Council is participating in regular meetings electronically and the public are not permitted to attend, members of the public were able to provide comments regarding this regular meeting of Council by means of e-mail, letter, or by phone.

Comments for this regular Council meeting were received by 12:00 pm two business days following the meeting (October 9, 2020). Submissions were distributed to all Council, and a brief summary of the comments are as follows:

- Tim Pritchard, 663 Windward Way, regarding:
 - Zoning Amendment: 156 Fern Road West
 - Zoning Amendment: 431 College Road
 - East Village Local Area Service Bylaw and East Village Loan Authorization Bylaw
 - 2021 Regular Council Meeting Schedule
 - Meeting length

ADJOURNMENT

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

CARRIED

MEETING ADJOURNED: 5:21 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Brian Wiese
Mayor