

Minutes of the 10:00 am Wednesday, December 7, 2022, Town of Qualicum Beach Regular Council Meeting held in the Council Chamber, Municipal Office, 660 Primrose Street, Qualicum Beach, BC

PRESENT: Council: Mayor Teunis Westbroek
Councillor Scott Harrison
Councillor Anne Skipsey
Councillor Petronella Vander Valk
Councillor Jean Young

ALSO PRESENT: Staff: Lou Varela, CAO
Heather Svensen, Corporate Administrator
Bob Weir, Director of Engineering and Operations
Luke Sales, Director of Planning
Genelle Conn, Acting Director of Finance
Weslie Gould, Deputy Corporate Administrator

The Mayor called the meeting to order at 10:00 am acknowledging that the meeting is being held on the traditional lands of the Coast Salish people.

ADOPTION OF THE AGENDA

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council adopts the December 7, 2022 Regular Council meeting agenda, as amended to include a Late Item under Staff Reports, Finance, 'Appointment of External Auditor'.

CARRIED UNANIMOUSLY

APPROVAL OF THE MINUTES

Council approved, by unanimous consent, the minutes of the September 21, 2022 and November 23, 2022 regular Council meetings.

CARRIED UNANIMOUSLY

DELEGATIONS

- (1) John Horn, Executive Director for **Connective Nanaimo**, appeared before Council to introduce 'Rent Bank', an initiative from the Vancity Community Foundation, to loan money to individuals experiencing a crisis related to the payment of rent or utility bills.

Connective Nanaimo requested an annual contribution of \$10,000 from the Town of Qualicum Beach to support the Rent Bank initiative, noting that they hope to offer the initiative starting April 1, 2023.

Councillor Harrison MOVED, THAT the Town of Qualicum Beach states a willingness to provide financial assistance to Connective Nanaimo for their 'Rent Bank' initiative, pending review with staff and neighbouring local governments.

Motion did not proceed due to a lack of a Seconder.

Council noted they will consider the request from Connective Nanaimo in collaboration with neighbouring local governments.

STAFF REPORTS

(1) Finance

(a) LATE ITEM - Appointment of External Auditor

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT KPMG LLP be appointed as the external auditors for the Town of Qualicum Beach for the fiscal year ending December 31, 2022.

CARRIED UNANIMOUSLY

BYLAWS

(1) Estate Properties Tree Protection Bylaw and Workplan

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council defers further consideration of "Town of Qualicum Beach Tree Protection Bylaw No. 559, 1995, Amendment (Estate Properties Tree Expansion) Bylaw No 559.03, 2022" until there has been public consultation.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council direct staff to notify the affected property owners to advise them of the Tree Protection Bylaw No. 559, 1995, Amendment (Estate Properties Tree Expansion) Bylaw No. 559.03, and invite them to attend a Town hosted Public Information Meeting to learn more about the proposed Bylaw and its importance.

CARRIED UNANIMOUSLY

COMMITTEE & LIAISON REPORTS

(1) General Government (Mayor Teunis Westbrook)

Mayor Westbrook commented on the following:

- The process for considering Notices of Motion from Council, noting that the Notices listed on today's agenda will be considered at the next regular meeting of Council.
- Receiving positive feedback from the Seniors' Activity Centre.

Notices of Motion (to be considered at the January 18, 2023 regular Council meeting)

- THAT Councillor Jean Young be appointed as Town Liaison to the Oceanside Hospice Society.
- THAT Council directs staff to extend the hours of lighting at the Qualicum Beach Skate Park; AND FURTHER THAT staff be directed to verbally inform Council if extending the hours of light at the Qualicum Beach Skate Park is not possible for any reason.
- THAT Council directs staff to provide a preliminary project scope, including, but not limited to, budget, staff capacity, and insurance implications, to remove the fencing surrounding the Qualicum Beach Skate Park.
- THAT Council directs staff to provide a preliminary project scope, including, but not limited to, budget, staff capacity, and insurance implications, to improve visibility around the Qualicum Beach Skate Park by removing vegetation.

- THAT Council directs staff to provide a preliminary project scope, including, but not limited to, budget, staff capacity, and insurance implications, to install benches and/or picnic tables at the Qualicum Beach Skate Park.

(2) **Public Safety** (Councillor Scott Harrison)

Councillor Harrison commented on the following:

- Attended the 'Housing Central Conference' held by the BC Non-Profit Housing Association in November, and noted that the City of Quesnel has a new program to streamline the process for homeowners to build secondary suites.
- Attended the task force on homelessness meeting.

Mayor Westbroek called a five-minute recess. The meeting recessed at 10:28 am.
The meeting resumed at 10:32 am.

(3) **Parks & Recreation** (Councillor Anne Skipsey)

Councillor Skipsey commented on the following:

- November 25, attended the Red Dress ceremony at Town Hall put on by the Canadian Federation of University Women.
- November 29, attended the Regional District of Nanaimo Solid Waste Committee meeting.
- December 2, attended the Mount Arrowsmith Biosphere Region meeting.
- Requested that the Council meeting schedule be considered during the upcoming Strategic Planning sessions.

Staff were directed to send a letter of appreciation to Reverend Twiddy for his role in the Red Dress ceremony.

(4) **Community Development** (Councillor Petronella Vander Valk)

Councillor Vander Valk commented on the following:

- Attended the Red Dress ceremony at Town Hall.
- Met with the St. Andrews Historical and Culture Society, and discussed the requirements for bringing the lodge building into compliance.

Notice of Motion (to be considered at the January 18, 2023 regular Council meeting)

- THAT Council direct staff to prepare a report summarizing Council decision making to date regarding the St. Andrews Lodge located at Saahtlam Park for matters including, but not necessarily limited to, the requirement for seismic upgrades and the inclusion of onsite washrooms; AND FURTHER, THAT the Mayor respectfully request Chief Recalma's consideration of, and welcomed participation in, design of a plaque recognizing the gifting of the name Saahtlam from the Qualicum First Nation, for the Park formerly recognized as St. Andrews, as per the Council resolution dated September 28, 2022.

(5) **Arts & Culture** (Councillor Jean Young)

Councillor Young commented on the following:

- Attending the Annual General Meeting for the Qualicum Beach Residents' Association, which included a presentation from Mike Garland of the Oceanside Community Safety Volunteers.
- Meeting with The Old School House staff, drawing attention to the importance of the arts in the community.
- Noting that Oceanside Hospice Society is selling holiday lights and decorations as a fundraiser.
- Expressed support for the Rotary Club in Qualicum Beach.

Notices of Motion (to be considered at the January 18, 2023 regular Council meeting)

- THAT representatives from the City of Nanaimo be invited to attend an upcoming meeting of Council to present on their 'Doughnut Economic Model'.
- THAT representatives from Island Good, a non-profit society, be invited to attend an upcoming meeting of Council as a delegation to promote awareness of Shop Local programs, with an emphasis on goods produced on Vancouver Island.
- THAT Council commits to hosting a second Public Open House meeting monthly on the fourth Monday of each month, in addition to the currently scheduled monthly Public Open House on the second Monday of each month.

STAFF REPORTS

(2) **Planning**

(a) **Development Permit: 230 Second Avenue West**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the Development Permit application for 230 Second Avenue West be referred to the Advisory Planning Commission for comment.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT a public information meeting be held for the Development Permit application for 230 Second Avenue West after the application is considered by the Advisory Planning Commission and before the application is brought back to Council for further consideration.

CARRIED UNANIMOUSLY

(b) **Community Climate Change Action Plan – Recommendations from the Select Committee on the Environment and Sustainability**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council directs staff to present Council with an updated draft of the Community Climate Change Adaptation Plan (CCCAP) to state that the Town will prioritize the climate change adaptation objectives in the following order:

1. Integrate climate change thinking into all planning and decision making.
2. Improve public health, safety and preparedness to climate-related events.
3. Effectively manage and support a healthy urban forest.
4. Continue long-term planning for sea level rise in alignment with Waterfront Master Plan.
5. Continue to prioritize the supply of clean water including: improve coordinated watershed management and planning and increase water conservation practices and policies.
6. Sustainable Development Policies - Promote and expand the use of Low Impact Development (LID) and Nature-based Solutions (NBS) for building.
7. Continue to manage invasive species throughout the community.

AND FURTHER THAT the following recommendations from the September 21, 2022 memo to the Select Committee on Environment and Sustainability, as attached to the December 7, 2022 Planning memo to Council, be referred to the 2023-2025 Council Strategic Plan and five-year Financial Plan review:

- The recommendations contained in Appendix 'A' of that report;
- The recommendations in that report under the heading "RECOMMENDATIONS IN ALIGNMENT WITH SUSTAINABILITY PLAN";
- and
- THAT Council adopt an updated Community Climate Change Plan that integrates climate change mitigation and adaptation.

CARRIED UNANIMOUSLY

(c) **Grant Application Resolutions**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council authorizes the submission of a grant application to the B.C. Air Access Program to fund an Aviation Fuel System Tank Replacement project.

CARRIED

Opposed: Mayor Westbroek

In Favour: Councillor Harrison; Councillor Skipsey; Councillor Vander Valk;
Councillor Young

Councillor Harrison MOVED and Mayor Westbrook SECONDED, THAT Council authorizes the submission of a grant application to the BC Destination Development Fund to fund the Beach Creek Viewing Platform & Walkway at the Memorial Roundabout.

CARRIED UNANIMOUSLY

Mayor Westbrook MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to apply to the Island Coastal Economic Trust (ICE-T) for funding for the Beach Creek Viewing Platform & Walkway at the Memorial Roundabout.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council authorizes the submission of a grant application to the Rural Economic Diversification and Infrastructure Program to fund a Feasibility Study and Planning for a modernized Operations Facility.

CARRIED UNANIMOUSLY

REVIEW OF COMMENTS FROM THE PUBLIC

Comments for this regular Council meeting were received by 12:00 pm two business days following the meeting (December 9, 2022). Submissions were distributed to all Council, and a brief summary of the comments are as follows:

- Len Flint, regarding the Community Climate Change Action Plan, Waterfront Master Plan, and the Sustainability Plan.

MOTION TO CLOSE

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT the meeting be closed to the public for the purposes of considering:

- a. 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;
- b. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- c. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY

MEETING CLOSED TO THE PUBLIC: 11:25 am

MEETING REOPENED TO THE PUBLIC: 1:49 pm

ADJOURNMENT

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council adjourns the meeting.

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 1:50 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Teunis Westbroek
Mayor