

Minutes of the 10:00 am Wednesday, February 2, 2022, Town of Qualicum Beach Regular Council Meeting held in the Council Chamber, Municipal Office, 660 Primrose Street, Qualicum Beach, BC

Pursuant to the Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019, members of Council may participate in this meeting utilizing electronic or other communication facilities. 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 Anne Skipsey
Councillor Teunis Westbroek

ALSO PRESENT: Staff: Heather Svensen, Acting CAO/Corporate Administrator
Bob Weir, Director of Engineering and Operations
Luke Sales, Director of Planning
John Marsh, Director of Finance
Arnold Schwabe, Manager of Operations
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 Harrison SECONDED, THAT Council adopts the February 2, 2022 Regular Council meeting agenda, as amended by adding late item 9(1)(b), Seaside Cruizers Special Event Approval.

CARRIED UNANIMOUSLY

Councillor Westbroek MOVED and Councillor Skipsey SECONDED, THAT the Town of Qualicum Beach contribute up to \$10,000 towards the Year of the Garden.

CARRIED UNANIMOUSLY

ADOPTION OF THE CONSENT AGENDA

Councillor Skipsey requested that the letter regarding cell tower concerns be removed from the consent agenda, questioning if the Town had met all legal requirements for this tower. Luke Sales, Director of Planning, responded that the Town has received written confirmation from Industry Canada that they are satisfied with the process, and noted that the Town's role in the cell tower approval process is limited to providing concurrence.

Councillor Harrison requested that the letter related to Bard to Broadway be removed from the consent agenda, commenting on the importance of re-establishing those items and events that have been on hold due to the COVID-19 pandemic.

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the following items be adopted by general consent:

- (1) **Correspondence Log** – February 2, 2022 – For Information
CARRIED UNANIMOUSLY

APPROVAL OF THE MINUTES

Councillor Skipsey MOVED and Councillor Westbrook SECONDED, THAT Council approves the following meeting minutes:

- January 12, 2022 regular Council meeting; and
- January 19, 2022 special Council meeting, as amended.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

- (1) **Motion from the December 9, 2021 Committee of the Whole meeting**

Councillor Harrison MOVED and Councillor Filmer SECONDED, THAT Council explore in more details the Funky Banana Farm proposal for the Rural Innovation Hub, including the following: access provided to the Town site; how much land is proposed to be used; what municipal services will be required for the proposal; communication with the Agricultural Land Commission (ALC) to get a formal report/comment on what is allowed on the proposed site.

CARRIED UNANIMOUSLY

- (2) **Motion from the December 15, 2021 Committee of the Whole meeting**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT staff be directed to prepare a report to revise the Asset Management Strategy to include Natural Assets; AND FURTHER THAT staff be directed to include Asset Management Information during budget deliberations.

CARRIED UNANIMOUSLY

DELEGATIONS

- (1) **Kelly Loch, Green Shores Project Coordinator, Stewardship Centre for British Columbia**, appeared before Council to present an overview of Green Shores and the benefits of the Green Shores Local Government Working Group.

Councillor Harrison MOVED and Councillor Westbrook SECONDED, THAT the delegation, Kelly Loch, be provided 10 minutes to present to Council.

CARRIED UNANIMOUSLY

Councillor Westbrook questioned how green shores projects affect neighbouring properties. Ms. Loch responded that the design of the green shore project may be more challenging, however there should not be any issues for neighbouring properties.

Councillor Skipsey asked about monitoring, and how the success of projects is measured. Ms. Loch responded that projects are reviewed on a 3-5 year interval, allowing time for the shore to be established and experience a few storm seasons, and that success metrics include cost, esthetics, protection, and increased access.

Councillor Harrison commented on increased biodiversity, reintroduction of native fauna, and potential grant opportunities.

Mayor Wiese referenced the recent spring tide and the damage to the sea wall along the waterfront, including properties along Judges Row. Luke Sales, Director of Planning, noted that the Town has invited property owners on Judges Row to attend a meeting regarding a neighbourhood-wide green shores project.

- (2) **Julie Pisani, Drinking Water and Watershed Protection Program Coordinator, Regional District of Nanaimo**, appeared before Council to present the 2021 Public Benchmark Survey Results.

Councillor Westbroek questioned if the money for the watershed protection program and the parcel tax for parkland acquisition could be used to acquire sensitive lands along waterways to protect the watershed. Ms. Pisani responded that the funding is not intended for land acquisition purposes, however it can be used to support efforts around land acquisition, such as data collection and monitoring.

Councillor Skipsey asked what the funds generated from the drinking water and watershed protection service are used for. Ms. Pisani responded that the funds are for education, including outreach, awareness and stewardship initiatives, and science, including data collection and monitoring.

Councillor Harrison requested information about incentives and rebates that may be available. Ms. Pisani responded that there are currently rebates and incentives for installing drip irrigation, upgrading to more efficient irrigation systems, soil augmentation, rain water harvesting, and for some projects on wells.

CORRESPONDENCE

- (1) **Request for Consent, Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.05, 2021**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the Council of the Town of Qualicum Beach consents on behalf of the electors to the adoption of "Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.05, 2021" and further, that the Regional District of Nanaimo be notified accordingly.

CARRIED UNANIMOUSLY

(2) **Request for Consent, Regional District of Nanaimo District 69 Swimming Pool Service Amendment Bylaw No. 899.02, 2022**

Councillor Westbroek MOVED and Councillor Skipsey SECONDED, THAT the Council of the Town of Qualicum Beach consents on behalf of the electors to the adoption of "Regional District of Nanaimo District 69 Swimming Pool Service Amendment Bylaw No. 899.02, 2022" and further, that the Regional District of Nanaimo be notified accordingly.

CARRIED UNANIMOUSLY

BYLAWS

(1) **Backyard Poultry**

Councillor Harrison MOVED and Mayor Wiese SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Backyard Poultry) Bylaw No. 580.126, 2022" be introduced and given first reading.

Councillor Skipsey MOVED and Councillor Westbroek SECONDED, THAT the motion on the floor be amended by adding: AND FURTHER THAT "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Backyard Poultry) Bylaw No. 580.126, 2022" be amended by replacing the words "700m2" with the words "1,000m2".

CARRIED

Opposed: Mayor Wiese; Councillor Harrison

MAIN MOTION AS AMENDED:

THAT the bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Backyard Poultry) Bylaw No. 580.126, 2022" be introduced and given first reading;

AND FURTHER THAT "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Backyard Poultry) Bylaw No. 580.126, 2022" be amended by replacing the words "700 m2" with the words "1,000 m2".

CARRIED

Opposed: Councillor Filmer; Councillor Westbroek

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach bylaw to regulate, prohibit, and impose requirements in relation to animals in the Town of Qualicum Beach No. 649, 2009, Amendment (Backyard Poultry) Bylaw No. 649.01, 2022" be introduced and given first reading.

CARRIED UNANIMOUSLY

(2) **Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Second Avenue East) Bylaw No. 747, 2020**

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT third reading of the bylaw entitled "Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Second Avenue East) Bylaw No. 747, 2020" be rescinded.

CARRIED UNANIMOUSLY

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Second Avenue East) Bylaw No. 747, 2020" be read a third time as amended.

Councillor Westbroek MOVED and Councillor Skipsey SECONDED, THAT the motion on the floor be amended by adding: AND FURTHER THAT Council instructs the Director of Planning to provide a presentation on the evolved look of East Village at an upcoming Council meeting.

CARRIED UNANIMOUSLY

MAIN MOTION AS AMENDED

THAT the bylaw entitled "Town of Qualicum Beach Road Closure (Portion of Road Dedicated on Second Avenue East) Bylaw No. 747, 2020" be read a third time as amended;

AND FURTHER THAT Council instructs the Director of Planning to provide a presentation on the evolved look of East Village at an upcoming Council meeting.

CARRIED UNANIMOUSLY

(3) **Housing Agreement: 111 Fourth Avenue West**

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999, Amendment (Housing Agreement: 111 Fourth Avenue West) Bylaw No. 766, 2021" be adopted.

CARRIED UNANIMOUSLY

COMMITTEE & LIAISON REPORTS

(1) **General Government** (Mayor Brian Wiese)

Mayor Wiese commented on the following:

- Participating as a judge for the Town's photo contest, which is currently on display at The Old School House.
- Meeting with MP Gord Johns.
- Attending meetings of the Qualicum Beach Memorial Golf Course board.
- Attending the Council workshop on the Standards of Conduct.
- Multiple discussions with representatives from the Division of Family Practice regarding the area doctor shortage.
- Attending meetings with the Rotary Club, keeping them up to date with what is going on in Town.

- Weekly meetings with representatives from Island Health regarding the pandemic.
- Attending meetings for the Regional District of Nanaimo, specifically regarding parks and trails.
- Noted that the Robbie Burns event was cancelled at the Legion due to COVID-19, though there was a small gathering at Hawthorne Place.
- Attending the half-day budget workshop with members of Council.

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

Councillor Filmer noted that he received his booster shot for the COVID-19 virus and encouraged residents to get their boosters as well.

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

Councillor Harrison commented on the following:

- Attended a meeting for the Vancouver Island Regional Library Board, noting that the refurbishment planned for the Qualicum Beach branch was pushed back a year due to significant cost increases from the pandemic.
- A discussion regarding affordable housing for seniors and possible options for staff to work with.
- Asked staff for an update on the Qualicum Beach Cinema Society. Luke Sales, Director of Planning, responded that this matter would be referred to an in camera meeting for discussion.
- Asked staff for an update on the Oceanside Hospice parking reconfiguration.

NOTICE OF MOTION:

THAT Oceanside Hospice and the Town proceed with the parking plan previously approved by Council, subject to the requirement that more trees are planted on the property to offset the two decorative trees that must be removed.

(4) **Arts & Culture** (Councillor Anne Skipsey)

Councillor Skipsey commented on the following:

- Meeting with the Qualicum Beach Cinema Society Cinema society.
- Attending the monthly Qualicum Beach Residents' Association board meeting.
- Attending the Select Committee on Environment and Sustainability meeting where the Tree and Vegetation Management plan was discussed with the consultant.
- Attending the Select Committee on Beach Day Celebration meeting, noting that the event is scheduled for Sunday, July 17, 2022.

(5) Protective Services (Councillor Teunis Westbroek)

Councillor Westbroek commented on the following:

- Requesting that the Acting CAO coordinate with Marlys Diamond regarding the Year of the Garden initiative.
- Attending the Regional District of Nanaimo Transit Select Committee, noting the goal is to raise ridership from 2.7 million to 13.5 million in the next decade or so, and that there are plans for a park and ride, on demand service, and more efficient direct return routes.

STAFF REPORTS

(1) Corporate Administrator (Heather Svensen)

(a) Standards of Conduct Policy No. 3004-7

Mayor Wiese MOVED and Councillor Harrison SECONDED, THAT the Town of Qualicum Beach Standards of Conduct Policy No. 3004-7 be amended by replacing the opening paragraph of the policy with the following:

As local elected representatives (“members”), we recognize that responsible conduct is essential to providing good governance for the Town of Qualicum Beach. We further recognize that responsible conduct is based on the foundational principles of integrity, accountability, respect, and leadership and collaboration. In order to fulfill our obligations and discharge our duties, we are required to conduct ourselves to the highest ethical standards by being an active participant in ensuring that these foundational principles, and the standards of conduct set out below, are followed in all of our dealings with every person, including those with other members, staff, and the public.

CARRIED UNANIMOUSLY

Councillor Westbroek MOVED and Councillor Skipsey SECONDED, THAT the Town of Qualicum Beach Standards of Conduct Policy No. 3004-7 be amended by replacing the words “by the CAO” in Section 6.3 with the words “by Council”.

Councillor Westbroek withdrew his motion.

Councillor Filmer MOVED and Councillor Westbroek SECONDED, THAT the Town of Qualicum Beach Standards of Conduct Policy No. 3004-7 be amended by striking the words “unless expressly authorized to do so by the CAO” from section 6.3.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the Town of Qualicum Beach Standards of Conduct Policy No. 3004-7 be approved as amended.

CARRIED UNANIMOUSLY

(b) **LATE ITEM - Seaside Cruizers – Special Event Approval**

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT Council grants permission to the Seaside Cruizers to hold their annual Father's Day Show 'n Shine event on the streets in the downtown core on Sunday, June 19, 2022 from 9:00 am to 3:00 pm with full street closures as in prior years;

AND FURTHER THAT Council authorizes in-kind support for the Show 'n Shine event through Town provision of:
barricades; garbage and recycling cans, bags and collection; stage setup/teardown; in kind services of staff to assist on site; and access to the public washrooms and Town Hall washrooms for the event; subject to working with Town staff.

AND FURTHER THAT Council grants permission to the Seaside Cruizers to hold the annual Father's Day Show 'n Shine Street Dance on Second Avenue West between Primrose Street and the lane east of the Credit Union before Memorial Avenue, on Saturday, June 18, 2022 from 6:00 pm to 10:00 pm;

AND FURTHER THAT Council authorizes in kind support for the Street Dance through Town provision of:
barricades; extra garbage and recycling cans for the event; and in-kind services of staff to assist on site; subject to working with Town staff.

CARRIED UNANIMOUSLY

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

(a) **Development Variance Permit: 969 Seacrest Place**

Councillor Harrison 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 969 Seacrest Place at the Council Meeting on February 23, 2022.

CARRIED UNANIMOUSLY

(b) **Strata Conversion Request – College Heights Parkade**

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT Council authorizes staff to execute the strata conversion request as detailed in the February 2, 2022 Planning memo to Council.

CARRIED UNANIMOUSLY

(3) **Engineering & Operations (Bob Weir, P.Eng., Director)**

(a) **Policy and Level of Service for Town of Qualicum Beach Benches and Picnic Tables**

Mayor Wiese MOVED and Councillor Westbroek SECONDED, THAT Council approve Policy 4002-10 – Dedication of Amenities, and corresponding Level of Service 1002 – Benches and Picnic Tables.

Mayor Wiese withdrew his motion.

Mayor Wiese asked Council to provide their comments and requested changes regarding Policy 4002-10 – Dedication of Amenities, and corresponding Level of Service 1002 – Benches and Picnic Tables, to Council and staff prior to the next regular Council meeting on February 23, 2022.

(b) Installation Location for Carved Bench

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT Council approve the installation of the carved bench, created during the Legion sponsored - 2021 Out of the Woods event, to the West end of the grassy area on the west side of the waterfront Visitor Centre;

AND FURTHER THAT a larger, hard-surface area consisting of brick pavers or a permeable paving solution be installed under and/or around the bench, to improve accessibility, withstand wear and tear, and assist in future cleaning.

CARRIED UNANIMOUSLY

REVIEW OF COMMENTS FROM THE PUBLIC

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 (February 4, 2022). Submissions were distributed to all Council, and a brief summary of the comments are as follows:

- Charna Macfie, 578 Maple Street, regarding the policy on Town benches.
- Marlys Diamond, 120 First Avenue West, regarding the Year of the Garden, backyard poultry, the old bus garage site, and the proposed variance for 969 Seacrest Place.
- Tim Pritchard, 663 Windward Way, regarding the correspondence log, the Community Climate Change Adaptation Plan, the Second Avenue East road closure, and the Council Code of Conduct.
- John Wood, 766 Troon Close, regarding the correspondence log, the Community Climate Change Adaptation Plan and the Tree and Vegetation Management Plan, and the Council Code of Conduct.

ADJOURNMENT

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

CARRIED

MEETING ADJOURNED: 12:29 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Brian Wiese
Mayor