

Minutes of the 10:00 am Wednesday, January 12, 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 Fin
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 Filmer MOVED and Councillor Harrison SECONDED, THAT Council adopts the January 12, 2022 Regular Council meeting agenda.

CARRIED UNANIMOUSLY

ADOPTION OF THE CONSENT AGENDA

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

- (1) **Correspondence Log** – January 12, 2022 – For Information
- (2) **Announcement of In Camera Council Meeting Motions**
- (3) **Monthly Finance Report** – November 2021 – For Information
- (4) **Monthly Fire Department Report** – December 2021 – For Information
- (5) **Monthly Building Permit Report** – December 2021 – For Information
- (6) **Monthly Bylaw Report** – December 2021 – For Information

CARRIED UNANIMOUSLY

APPROVAL OF THE MINUTES

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the following meeting minutes be approved:

- December 8, 2021 regular Council meeting;
- December 8, 2021 special Council meeting;
- December 15, 2021 special Council meeting.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

- (1) **Notices of Motion from the December 8, 2021 Regular Council Meeting** – to be deferred to a regular Council meeting after the Council budget workshop.

- (2) **Notices of Motion from the December 8, 2021 Regular Council Meeting**
Mayor Wiese MOVED and Councillor Harrison SECONDED, THAT staff develop a budget workshop for Council to review the financial implications of the Notices of Motion that are listed for consideration for the January 12, 2022 regular Council meeting.
CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the Town of Qualicum Beach Community Climate Change Adaptation Plan be referred to the Select Committee on Environment and Sustainability for consideration and recommendation to Council on which areas should be prioritized and how best to advance the Town's goals and objectives, in alignment with our Sustainability Plan.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Westbroek SECONDED, THAT a traffic study be conducted for 190 and 194 First Avenue West prior to final approval of the application for 190 and 194 First Avenue West.

CARRIED UNANIMOUSLY

Councillor Harrison moved to defer the motion on the floor but due to the lack of a Seconder, the motion did not proceed.

CORRESPONDENCE

- (1) **Regional District of Nanaimo Regional Parks and Trails Service Area Amendment Bylaw No. 1231.08, 2021**

Councillor Westbroek MOVED and Councillor Harrison SECONDED, THAT the Council of the Town of Qualicum Beach consents on behalf of the electors to the adoption of "Regional District of Nanaimo Regional Parks and Trails Service Area Amendment Bylaw No. 1231.08, 2021" and further, that the Regional District of Nanaimo be notified accordingly.

CARRIED UNANIMOUSLY

BYLAWS

(1) Zoning Amendment: 111 Fourth Avenue West (Naked Naturals)

Councillor Harrison MOVED and Councillor Westbrook SECONDED, THAT “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (111 Fourth Avenue West) Bylaw No. 580.129, 2021” be read a third time.

Councillor Harrison MOVED and Councillor Westbrook SECONDED, THAT Council amends the motion on the floor by inserting: THAT issuance of Development Permit for 111 Fourth Avenue West (Naked Naturals) be withheld until a S. 219 Covenant is registered on title specifying that regularly scheduled commercial deliveries should not be received between 11pm and 7am; AND FURTHER THAT the covenant be discharged after the Town has considered a bylaw regulating delivery hours throughout the commercial core.

CARRIED UNANIMOUSLY

MAIN MOTION AS AMENDED:

THAT “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (111 Fourth Avenue West) Bylaw No. 580.129, 2021” be read a third time; AND FURTHER THAT issuance of Development Permit for 111 Fourth Avenue West (Naked Naturals) be withheld until a S. 219 Covenant is registered on title specifying that regularly scheduled commercial deliveries should not be received between 11pm and 7am; AND FURTHER THAT the covenant be discharged after the Town has considered a bylaw regulating delivery hours throughout the commercial core.

CARRIED UNANIMOUSLY

Councillor Westbrook MOVED and Councillor Harrison SECONDED, THAT “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (111 Fourth Avenue West) Bylaw No. 580.129, 2021” be adopted.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Westbrook SECONDED, THAT Council instructs staff to refer the traffic study of the commercial core to the upcoming budget workshop.

CARRIED UNANIMOUSLY

Councillor Westbrook MOVED and Councillor Harrison 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 read a third time.

CARRIED UNANIMOUSLY

- (2) **Zoning Amendment and Development Permit: 190 and 194 First Avenue West**
Councillor Skipsey MOVED and Councillor Westbroek SECONDED, THAT "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (190 & 194 First Avenue West) Bylaw No. 580.131, 2021" be read a second time as amended to include the recommendations by the APC as follows:
- (a) to change the zoning classification from Commercial 1 (C1) to Commercial 10 (C10);
 - (b) to permit a mixed-use development with 16 residential units and three ground floor commercial units;
 - (c) two to three residential units be configured as 2 to 3 bedroom, and/or 1 bedroom and a den;
 - (d) Beach Avenue be designated as the frontage for setback considerations; and
 - (e) Section 219 Covenant be put in place to prohibit age restrictions.

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT Council amends the motion on the floor by striking the words "2 to 3 bedroom" and inserting the words "1 to 2 bedroom".

CARRIED

In Favour: Mayor Wiese; Councillor Filmer; Councillor Harrison and Councillor Westbroek

Opposed: Councillor Skipsey

MAIN MOTION AS AMENDED:

THAT "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (190 & 194 First Avenue West) Bylaw No. 580.131, 2021" be read a second time as amended to include the recommendations by the APC as follows:

- (a) to change the zoning classification from Commercial 1 (C1) to Commercial 10 (C10);
- (b) to permit a mixed-use development with 16 residential units and three ground floor commercial units;
- (c) two to three residential units be configured as 1 to 2 bedroom, and/or 1 bedroom and a den;
- (d) Beach Avenue be designated as the frontage for setback considerations; and
- (e) Section 219 Covenant be put in place to prohibit age restrictions.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT Council holds a Public Hearing on the first available date commencing at 10:00 am in person in the Council Chamber, 660 Primrose Street, Qualicum Beach, or electronically via telecommunications software in regard to "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (190 & 194 First Avenue West) Bylaw No. 580.131, 2021".

CARRIED UNANIMOUSLY

(3) Council Stipends

Councillor Westbroek MOVED and Councillor Skipsey SECONDED, THAT Council keep the status quo with the current Town of Qualicum Beach Remuneration and Expenses Bylaw No. 729, 2019.

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT Council defer the motion on the floor and refer the consideration of amendments to Council Remuneration and Expenses Bylaw No. 729, 2019 to the upcoming budget workshop.
CARRIED UNANIMOUSLY

- (4) East Village Local Area Service Bylaw and East Village Loan Authorization Bylaw**
Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Local Area Service Establishment Bylaw (East Village Local Area Service) No. 768, 2022" be introduced and read a first time;
AND FURTHER THAT the bylaw entitled "Town of Qualicum Beach Local Area Service Establishment Bylaw (East Village Local Area Service) No. 768, 2022" be read a second time;
AND FURTHER THAT the bylaw entitled "Town of Qualicum Beach Local Area Service Establishment Bylaw (East Village Local Area Service) No. 768, 2022" be read a third time.
CARRIED UNANIMOUSLY

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the bylaw entitled "Town of Qualicum Beach Loan Authorization Bylaw (East Village Loan Authorization) No. 769, 2022" be introduced and read a first time;
AND FURTHER THAT the bylaw entitled "Town of Qualicum Beach Loan Authorization Bylaw (East Village Loan Authorization) No. 769, 2022" be read a second time;
AND FURTHER THAT the bylaw entitled "Town of Qualicum Beach Loan Authorization Bylaw (East Village Loan Authorization) No. 769, 2022" be read a third time.
CARRIED

In Favour: Mayor Wiese; Councillor Filmer; Councillor Harrison; Councillor Westbroek
Opposed: Councillor Skipsey

COMMITTEE & LIAISON REPORTS

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

Mayor Wiese commented on the following:

- Recruitment posting for the Town's Chief Administrative Officer position has been published;
- Update from the CAO from the Regional District of Nanaimo that they are expecting all the missed garbage collection in Town to be picked up by the end of today;

- Public Open House meeting with Councillor Skipsey, topics raised include:
 - Naming of the former St. Andrews waterfront park;
 - Lots across the street from the St. Andrews park will be listed for sale;
 - CAO hiring process;
 - Tree and Vegetation Management Plan, noting that the plan will be available for pick up shortly;
 - Asset management, complimenting staff on their presentation at the last Committee of the Whole meeting;
- Working with Streamkeepers on Grandon Creek;
- Kudos to Public Works staff for the snow removal over the holidays; and
- Condolences to those that suffered damage due to the King Tide.

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

Councillor Filmer expressed appreciation to the Superintendent of Public Works and their team on the snow removal efforts during the recent snow events.

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

Councillor Harrison commented on the following:

- Recommending a protocol with the Regional District of Nanaimo to coordinate efforts and share information for snow removal in conjunction with garbage pickup;
- Noting that the new COVID-19 Omicron variant is very contagious, and encouraging vaccination;
- Hoping to connect with the CAO of the Regional District of Nanaimo to discuss social needs and housing for the region;
- Cold weather shelter, noting the Town did apply to BC Housing for funding for this initiative, however it was rejected due to lack of services on the site.

Notices of Motion

Due to potential budget implications, staff recommend these notices of motion be considered at an upcoming regular meeting after the Council budget workshop.

- THAT Council allocates funds equivalent to 1/3 of the costs borne by local faith-based organizations to provide a cold weather shelter through the remaining COVID-19 Restart funding.
- THAT staff conduct the necessary geotechnical site analysis for slope stabilization at Bay Street, Seacrest Place, Butterball Drive and East and West Crescent, and further that the two most critical projects are addressed within the next three years of the town's financial plan.

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

Councillor Skipsey commented on the following:

- Attending the Open House with Mayor Wiese;
- Number of calls from residents regarding garbage collection, questioning what can be done to ensure a better experience next time;
- Requested an update on the BC Hydro Street Light project. Bob Weir, Director of Engineering, noted the Town has been working with BC Hydro but the work has been slow.
- Another King Tide expected January 20.

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

Councillor Westbroek commented on the following:

- Took time away in December to visit Holland, commenting on the process for COVID-19 testing for travel;
- Questioned how the Beach Creek spit fared during the King Tide. Bob Weir, Director of Engineering, noted the spit performed extraordinarily well; it dissipated energy and managed debris as designed. Councillor Harrison encouraged staff to meet with MLA Walker to discuss funding for greenshores initiatives.

Mayor Wiese MOVED and Councillor Harrison SECONDED, THAT the meeting be recessed for 10 minutes.

CARRIED UNANIMOUSLY

Meeting recessed at 11:13 am

Meeting resumed at 11:20 am

STAFF REPORTS

(1) **Corporate Administrator (Heather Svensen)**

(a) **Increasing Council Size**

Councillor Filmer MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to prepare a bylaw for consideration to increase Council size by two, from five to seven members;

AND FURTHER THAT staff be directed to publish communication materials on the proposed change, including a frequently asked questions document, and print and social media advertising to solicit feedback;

AND FURTHER THAT the public be invited to provide feedback on the proposed change at the February 9, 2022 Committee of the Whole meeting.

CARRIED UNANIMOUSLY

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

(a) **Equipment Financing for Fire Truck**

Councillor Filmer MOVED and Councillor Harrison SECONDED, THAT the Council of the Town of Qualicum Beach authorizes up to \$920,000 be borrowed, under Section 175 of the *Community Charter*, from the Municipal Finance Authority, for the purpose of financing the purchase of a new fire truck; AND FURTHER THAT the loan be repaid within 5 years, with no rights of renewal.

CARRIED UNANIMOUSLY

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

(a) **Operations Department Workplace Modernization**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council endorses the proposed evaluative criteria that will be used to determine the future workplace(s) of the Town's Operations Department, as detailed in the January 12, 2022 Planning memo to Council.

CARRIED UNANIMOUSLY

Councillor Westbroek MOVED and Councillor Filmer SECONDED, THAT Council instructs staff to connect with the Provincial Government to obtain permission in writing to use the South airport land for the benefit of the community to establish the works yard at the Qualicum Beach Airport lands.

CARRIED

In Favour: Mayor Wiese; Councillor Filmer; Councillor Harrison; Councillor Westbroek

Opposed: Councillor Skipsey

Mayor Wiese MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to engage a consultant to prepare a report with a needs assessment for a modernized Operations facility, as well as a recommendation for the location, with a budget of up to \$100,000 (\$90,000 in consulting and \$10,000 in staff time), as detailed in the January 12, 2022 Planning memo to Council.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Westbroek SECONDED, THAT the evaluation of the future Operations workplace locations should focus primarily on the following scenarios that have been identified as potentially feasible:

- a. Status Quo (upgrade existing buildings and facilities)
- b. Expansion west of the Jones Street Parks yard;
- c. Modified Status Quo;
- d. Town lands at the end of Garden Road East;
- e. 865 Ravensbourne Lane (corner of Ravensbourne Lane and Bennett Road);
- f. Triangular Parcel at the end of Ravensbourne Lane;
- g. South airport lands.

CARRIED

In Favour: Mayor Wiese; Councillor Filmer; Councillor Harrison; Councillor Westbroek

Opposed: Councillor Skipsey

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

(a) Council Motion #21-341 - Location for Maritime Anchor

Councillor Filmer MOVED and Councillor Westbroek SECONDED, THAT Council approve the location for the historic maritime anchor, retrieved from the Salish Sea, at a suitable location on the marine spit, North of the roundabout at the bottom of Memorial Avenue.

CARRIED UNANIMOUSLY

(b) Location for Tree Slab

Councillor Filmer MOVED and Councillor Westbroek SECONDED, THAT Council approve the location for the section of old growth tree to be placed at the Qualicum Beach Museum, under the existing kiosk.

CARRIED UNANIMOUSLY

REVIEW OF COMMENTS FROM THE PUBLIC

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 (January 14, 2022). Submissions were distributed to all Council, and a brief summary of the comments are as follows:

- Marlys Diamond, 120 First Street West, regarding snow removal, and relocating the public works yard.
- Tim Pritchard, 663 Windward Way, regarding the process for reviewing zoning amendments, increasing the size of Council, the East Village project, timing of geotechnical surveys, and upcoming projects for 2022.
- John Wood, 466 Troon Close, regarding snow removal, East Village, and the role of Council in daily Town operations.

ADJOURNMENT

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

CARRIED

MEETING ADJOURNED: 11:59 am

Certified Correct:

Heather Svensen
Corporate Administrator

Brian Wiese
Mayor