

Minutes of the 10:00 am Wednesday, December 6, 2023, 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
Luke Sales, Director of Planning
Raj Hayre, Director of Finance
Peter Cornell, Fire Chief
Rob Dickinson, Director of Infrastructure Services
Kevin Goldfuss, Airport Manager
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

Council adopted, by unanimous consent the December 6, 2023 Regular Council meeting agenda, as amended by adding the following late items:

- Item 6(4), Correspondence, Community Hall Subsidy – BC Police Curling Championship Banquet;
- Item 9(3)(b), Committee & Liaison Reports, Parks and Recreation, Mount Arrowsmith Biosphere Region Letter of Support.

CARRIED UNANIMOUSLY

ADOPTION OF THE CONSENT AGENDA

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council adopts the following items from the December 6, 2023 consent agenda:

- (1) **Correspondence Log** – December 6, 2023 – For Information
- (2) **Announcement of Council Meeting Motions** – For Information
- (3) **Monthly Fire Department Report** – October 2023 – For Information
- (4) **Monthly Fire Department Report** – November 2023 – For Information
- (5) **Monthly Building Permit Report** – October 2023 – For Information
- (6) **Monthly Bylaw Report** – October 2023 – For Information

CARRIED UNANIMOUSLY

APPROVAL OF THE MINUTES

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

- November 6, 2023 Committee of the Whole meeting;
- November 8, 2023 Regular Council meeting;
- November 10, 2023 Committee of the Whole meeting;
- November 15, 2023 Committee of the Whole (10:00 am) meeting.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

(1) Committee of the Whole Strategic Planning Recommendations

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council adopts the recommendations from the November 10, 2023 and November 15, 2023 Committee of the Whole meetings, as described in the December 6, 2023 memo from the Corporate Administrator.

CARRIED UNANIMOUSLY

In response to a question from Council, the Corporate Administrator noted that the following resolution was released, pursuant to Section 117 of the *Community Charter*, from an in camera meeting of Council held September 7, 2023:

THAT Council directs staff to cancel the Memorandum of Understanding with Ballenas Housing Society, subject to the 30-day notice requirement.

(2) Bill 44 – 2023 Housing Statutes (Residential Development) Amendment Act, 2023

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT staff be directed to amend the draft letter detailing the impacts to the Town from the November housing legislation announcement, as attached to the December 6, 2023 regular Council agenda, to be considered at a future meeting of Council.

CARRIED UNANIMOUSLY

DELEGATIONS

(1) Electric Flight Training

Mike Andrews and Nancy Marshall, Sealand Flight, and Teara Fraser, elibird aero, appeared before Council to discuss the advancements and benefits of sustainable electric flight technology, and to request the Town's support in identifying funding opportunities and installation of battery charging infrastructure at the Qualicum Beach Airport.

(2) Qualicum Beach Historical and Museum Society

Lorraine Bell, Museum Director, and David Ireland, President, appeared before Council to present the annual report for the Qualicum Beach Historical and Museum Society.

CORRESPONDENCE

(1) **Broombusters Invasive Plant Society Fee for Service Agreement**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT staff be directed to renew the Fee for Service Agreement with Broombusters Invasive Plant Society for scotch broom removal services for a five-year term commencing January 1, 2024;

AND FURTHER THAT the annual sum to be paid to the Society in exchange for scotch broom removal services be set at \$1,200 (exclusive of GST) for the term of the agreement.

CARRIED UNANIMOUSLY

(2) **Regional District of Nanaimo District 69 Swimming Pool Local Service Area Amendment Bylaw No. 899.03, 2023** – letter dated November 2, 2023

Councillor Skipsey 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 District 69 Swimming Pool Local Service Area Amendment Bylaw No. 899.03, 2023” and further, that the Regional District of Nanaimo be notified accordingly.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the notification to the Regional District of Nanaimo regarding “Regional District of Nanaimo District 69 Swimming Pool Local Service Area Amendment Bylaw No. 899.03, 2023” include concerns from Council about the methodology used to determine usage rates for each member municipality, as well as inconsistencies with the funding model used for other regional services, such as Oceanside Arena.

CARRIED UNANIMOUSLY

(3) **Salamander Pond** – email received October 17, 2023

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council directs staff to work with staff from Qualicum Beach Elementary School to design and install a sign labeling the pond at the southeast corner of Laburnum Road/Hwy 19A as “Salamander Pond”.

CARRIED UNANIMOUSLY

(4) **LATE ITEM - Community Hall Subsidy - BC Police Curling Championship Banquet**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT, notwithstanding Town Policy No. 300-6, Grants in Aid and Policy No. 4001-1a, Subsidized Rentals, Council approves a one-time subsidy for the use of the Community Hall on January 13, 2024 for the 2024 BC Police Curling Championship Banquet, by waiving the full rental rate of \$234, plus applicable taxes, resulting in a \$234 subsidy.

CARRIED UNANIMOUSLY

PUBLIC AND STATUTORY HEARINGS

(1) Zoning Amendment: 127 and 141 Fifth Avenue East

At 11:13 am, 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 (127 and 141 Fifth Avenue East) Bylaw No. 580.139, 2023”.

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

Rachel Hamling, Prism Land Surveying, spoke on behalf of the applicant noting that the intention is to subdivide the property to allow separate ownership of the two buildings, that there will be no exterior renovations, additions, or physical changes to either of the buildings, and that the buildings will remain as rental units.

The Mayor called a second time for any persons who deemed themselves affected by Bylaw No. 580.139, 2023 who wished to be heard or present written submissions, to come forward.

The Mayor called a third time for any persons who deemed themselves affected by Bylaw No. 580.139, 2023 who wished to be heard or present written submissions, to come forward and, hearing no one, declared the public hearing on Bylaw No. 580.139, 2023 closed at 11:18 am. Council cannot accept further comments directly from the public; all comments must go through staff.

BYLAWS

(1) Zoning Amendment: 127 and 141 Fifth Avenue East

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (127 and 141 Fifth Avenue East) Bylaw No. 580.139, 2023” be read a third time.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT “Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (127 and 141 Fifth Avenue East) Bylaw No. 580.139, 2023” be adopted.

CARRIED UNANIMOUSLY

COMMITTEE & LIAISON REPORTS

(1) General Government (Mayor Teunis Westbroek)

Mayor Westbroek thanked Councillor Young for acting in his place as Mayor, and Councillor Skipsey for acting in his place as Director for the Regional District of Nanaimo during his recent time away.

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

Councillor Harrison commented on the following:

- December 5, attended the Annual General Meeting for Kiwanis Housing.
- Noting that the rainbow crosswalk by Kwalikum Senior Secondary School has been vandalized, suggesting that the Town contact the school when it is being repainted/repaired, as students may be interested in participating or observing.

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

Recommendations from the September 27, 2023 Select Committee on Parks and Recreation Meeting

Councillor Skipsey MOVED and Mayor Westbroek SECONDED, THAT the Select Committee on Parks & Recreation be involved in the preparation of Quality of Life Survey questions related to parks and recreation.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the request dated July 12, 2023 from the 'Residents of Qualicum Woods Neighbourhood' to install a pump track at Christleton Park be referred to the Parks and Green Spaces Service Level Review process.

CARRIED

Opposed: Councillor Vander Valk

In Favour: Mayor Westbroek; Councillor Harrison; Councillor Skipsey; Councillor Young

Late Item – Mount Arrowsmith Biosphere Region Letter of Support

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the Town provide a letter of support for the Mount Arrowsmith Biosphere Region (MABR) for the purposes of maintaining MABR's United Nations Educational, Scientific and Cultural Organization (UNESCO) designation, as described in the e-mail dated November 30, 2023 titled 'Letter of Support – MABR Roundtable'.

CARRIED UNANIMOUSLY

Councillor Skipsey commented on the following:

- Attended a meeting of the Qualicum Woods Residents' Association.
- As Alternate Director for the Regional District of Nanaimo, attended the Committee of the Whole, Solid Waste Management Select Committee, Liquid Waste Management Plan Monitoring Committee, and Transit Select Committee meetings.
- The recent Provincial announcement regarding the speculation and vacancy tax.
- November 23, attended Moonlight Madness.
- November 27, hosted the Public Open House.
- Attended the Qualicum Residents' Association Annual General Meeting, with MLA Adam Walker in attendance.
- Bill 36, *Health Professions and Occupations Act*.
- December 1, attended the Mount Arrowsmith Biosphere Region roundtable, discussing Other Effective Area-Based Conservation Measures (OECM).

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

Councillor Vander Valk commented on the following:

- November 17, attended a meeting with the Qualicum Beach Chamber of Commerce.
- November 20, attended the St Andrews Lodge Historical and Cultural Society board meeting.
- November 29, attended the Parksville Qualicum Beach Tourism Association meeting.
- Noting that the Town of Qualicum Beach Short Term Vacation Rentals Impact on Affordability report will be received by Council in January, 2024.

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

Councillor Young commented on the following:

- Attending several Remembrance Day events.
- Attending meetings of the Qualicum Beach Garden Club, the Qualicum Beach Historical and Museum Board, the Vancouver Island Regional Library Board, the Qualicum Beach Residents' Association Annual General Meeting, and an open house for a proposed development on Beach Road and First Avenue.
- Attending the Affordable Housing conference.
- Attending a meeting with the Qualicum Beach Residents' Association and Chief Administrative Officer, Lou Varela.
- Attending Moonlight Madness, expressing appreciation to all involved.
- November 28 was 'Giving Tuesday', expressing support for local non-profits, including Oceanside Hospice and Flowerstone Health Society.
- Noting that MLA Adam Walker is hosting an Open House tonight, December 6, 2023 regarding the housing legislation changes.

STAFF REPORTS

(1) **Corporate Administration**

(a) **2024 Council Meeting Schedule Amendment**

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT the 2024 Council meeting schedule be amended by:

- adding a new Committee of the Whole meeting (Public Engagement Session for the 2024-2028 Financial Plan) Wednesday, January 17, 2024 at 2 pm;
- adding a new Committee of the Whole meeting (Public Engagement Session for the 2024-2028 Financial Plan) Wednesday, January 24, 2024 at 6 pm;
- cancelling the May 8, 2024 Regular Council meeting; and
- adding a new Regular Council meeting, Wednesday, May 1, 2024 at 10:00 am;

meetings to be held in the Council Chamber, Municipal Office, 660 Primrose Street, Qualicum Beach, BC.

CARRIED UNANIMOUSLY

(b) **2024 Special Event Approvals**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the following special event applications be approved in principle, subject to event organizers working with Town staff to ensure Town requirements are met:

- Coldest Night of the Year, Saturday February 24, 2024 (Island Crisis Care Society)
- Youth Appreciation Lunch, Thursday May 2, 2024 (Town-facilitated event)
- Oceanside Mother's Day Race, Sunday May 12, 2024 (Oceanside Running Club Association)
- Public Works Day, Thursday May 23, 2024 (Town-facilitated event)
- Family Day, Sunday May 26, 2024 (Town-facilitated event)
- Beach Day, Sunday July 21, 2024 (Town-facilitated event)
- Ocean Mile Swim, Sunday August 25, 2024 (Town-facilitated event)

AND FURTHER THAT Council approves the special event requests, as described in the December 6, 2023 memo to Council, for the Coldest Night of the Year event on February 24, 2024, and for the Oceanside Mother's Day Race event on May 12, 2024.

CARRIED UNANIMOUSLY

(2) **Financial Administration**

(a) **Early 2024 Budget Approval for Capital Projects**

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Council provide early approval for the following capital projects which will be included in the 2024 to 2028 Financial Plan:

<u>Capital Project</u>	<u>2024 Budget Provision</u>
Wildfire Skid Unit	\$40,000
Crescent Road/Beach Creek Culvert	\$1,875,000
Engineering for Airport Runway Paving	\$50,000
Water Pump House Electronics	\$100,000

CARRIED UNANIMOUSLY

(3) **Planning**

(a) **Development Variance Permit: 119 Fern Road East**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT staff be directed to work with the proponent for the Development Variance Permit for 119 Fern Road East to provide guidance on a more appropriate variance application.

CARRIED UNANIMOUSLY

(b) **Downtown Development Cost Charge Reduction Bylaw**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT staff be directed to prepare an amendment to "Town of Qualicum beach Downtown Development Cost Charges Reduction Bylaw No. 682, 2012" to achieve the purpose of allowing Development Cost Charges to be waived up to 100% in respect to new eligible housing.

Councillor Harrison MOVED and Mayor Westbroek SECONDED, THAT the motion on the floor, *'THAT staff be directed to prepare an amendment to "Town of Qualicum beach Downtown Development Cost Charges Reduction Bylaw No. 682, 2012" to achieve the purpose of allowing Development Cost Charges to be waived up to 100% in respect to new eligible housing'*, be deferred to a future Council meeting.

CARRIED

Opposed: Councillor Skipsey

In Favour: Mayor Westbroek; Councillor Harrison; Councillor Vander Valk;
Councillor Young

(4) Engineering & Operations

(a) BC Air Access Program – Airport Master Plan – Verbal Update

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Council authorizes the submission of a grant application to the BC Air Access Program (BCAAP) for \$35,000 to develop an Airport Master Plan for the Qualicum Beach Airport (CAT4).

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 8, 2023). Submissions were distributed to all Council, and a brief summary of the comments are as follows:

- Charna Macfie, Qualicum Beach, regarding the amendment or repeal of the Town's Downtown Development Cost Charges Reduction Bylaw No. 682, 2012.

MOTION TO CLOSE

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

- a. personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- b. 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; and
- c. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED UNANIMOUSLY

MEETING CLOSED TO THE PUBLIC: 12:41 pm

MEETING REOPENED TO THE PUBLIC: 2:43 pm

ADJOURNMENT

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

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 2:43 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Teunis Westbroek
Mayor