

Minutes of the 10:00 am Wednesday, January 18, 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 (Chief Administrative Officer)
 Heather Svensen, Corporate Administrator
 Bob Weir, Director of Engineering and Operations
 Luke Sales, Director of Planning
 Peter Cornell, Fire Chief
 Genelle Conn, Interim Acting Director of Finance
 Rebecca Augustyn, Senior Planner
 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.

Council acknowledged the passing of former Mayor Art Skipsey with a moment of silence.

ADOPTION OF THE AGENDA

Council adopted, by unanimous consent, the January 18, 2022 Regular Council meeting agenda.
CARRIED UNANIMOUSLY

ADOPTION OF THE CONSENT AGENDA

Council approved the following items by general consent:

- (1) Correspondence Log – January 18, 2022**
- (2) Monthly Finance Report – November 2022**
- (3) Monthly Fire Department Report – November & December 2022**
- (4) Monthly Building Permit Report – November & December 2022**

CARRIED UNANIMOUSLY

APPROVAL OF THE MINUTES

Council approved, by unanimous consent, the minutes of the November 30, 2022 Committee of the Whole meeting, the December 2, 2022 special Council meeting, and the December 7, 2022 regular Council meeting.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

- (1) Notices of Motion from the December 7, 2022 Regular Council Meeting**
 - (a) Mayor Westbroek MOVED and Councillor Young SECONDED, THAT Councillor Jean Young be appointed as Town Liaison to the Oceanside Hospice Society.**
- CARRIED UNANIMOUSLY**

- (b) Councillor Harrison MOVED and Councillor Vander Valk SECONDED, 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.
CARRIED UNANIMOUSLY
- (c) Councillor Skipsey MOVED and Councillor Young SECONDED, 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.
CARRIED UNANIMOUSLY
- (d) Councillor Skipsey MOVED and Councillor Harrison SECONDED, 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.
CARRIED UNANIMOUSLY
- (e) Councillor Harrison MOVED and Councillor Young SECONDED, 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.
CARRIED UNANIMOUSLY
- (f) Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, 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.
CARRIED UNANIMOUSLY
- (g) Councillor Young MOVED and Councillor Harrison SECONDED, 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.
CARRIED UNANIMOUSLY

- (h) Councillor Young MOVED and Councillor Skipsey SECONDED, 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.
CARRIED UNANIMOUSLY

- (2) **Recommendation from the November 30, 2022 Committee of the Whole Meeting** THAT renewal or replacement of the Skate Park be considered in the 2022-2026 Council Strategic Plan and five-year Financial Plan.

It was noted that the recommendation from the Committee of the Whole was no longer required, as the renewal or replacement of the Skate Park has been included in the ongoing strategic planning sessions being held by Council.

DELEGATIONS

- (1) **Joanne Sales, Executive Director of BroomBusters Invasive Plant Society**, appeared before Council to review the Society's activities in 2022, plans for 2023, and to highlight the Society's Provincial Showcase Project for Communities in Bloom.

Ms. Sales requested that Council submit a resolution to the Association of Vancouver Island and Coastal Communities (AVICC) Convention regarding the spread of Scotch Broom on Vancouver Island.

- (2) **Marlys Diamond, Communities in Bloom**, appeared before Council to report on the 2022 Communities in Bloom activities and Symposium.

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the January 18, 2023 delegation from Communities in Bloom be permitted an additional 5 minutes to present to Council, for a total of 10 minutes.

CARRIED UNANIMOUSLY

Ms. Diamond presented a proposal for the branding and marketing Qualicum Beach utilizing the principles of Communities in Bloom, which include climate change adaptation and mitigation.

- (3) **Ceri Peacey, Community Facilitator for the Brant Wildlife Festival**, appeared before Council to provide an overview of the 2023 Brant Wildlife Festival, and to request financial support in the amount of \$5,000 for the event.
- (4) **Lisa Bhopalsingh, City of Nanaimo, Doughnut Economic Model**, appeared before Council to present the doughnut economic model and discuss the City of Nanaimo's implementation of the model.

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the January 18, 2023 delegation from the City of Nanaimo be permitted an additional 5 minutes to present to Council, for a total of 10 minutes.

CARRIED UNANIMOUSLY

Mayor Westbroek thanked the delegates for their presentations and noted that Council will consider the requests from BroomBusters Invasive Plant Society and Brant Wildlife Festival at an upcoming meeting of Council.

PUBLIC AND STATUTORY HEARINGS

(1) Zoning Amendment and Development Permit: 365 First Avenue West

At 11:04 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 (365 First Avenue West) Bylaw No. 580.135, 2022".

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

- Chuck Barkman, First Avenue, Qualicum Beach, expressed concern about the fit of the duplex with the existing neighbourhood, proximity of the first duplex on Lot B to the edge of the road, and traffic hazards due to the parking configuration on the lots.
- Dave Farrar, Pine Street, Qualicum Beach, commented that they had moved to the neighbourhood due to the larger sized lots, and expressed concern about street parking, vehicle and pedestrian safety, building footprint and fit with neighbouring properties, and removal of trees.
- Dan Anderson, Qualicum Beach, spoke in opposition to the proposal.
- Rob Bukowski, Qualicum Beach, spoke in opposition to the proposal, stating that a duplex does not fit with the neighbourhood, and expressed concerns about setting a precedent for more duplexes, increased parking congestion, and traffic on First Avenue.
- Tracy Ford, First Avenue, Qualicum Beach, commented that they had recently moved to the neighbourhood and had chosen the location due to the larger sized lots and single-family homes. Ms. Ford commented on the proposed R19 zone, safety concerns with street parking, alternate options to densify the neighbourhood, and the transition from the Village Neighbourhood and single-family dwellings. Ms. Ford expressed concern about the notification process, stating they did not receive notification of the public hearing.

- Addie Moon, First Avenue, Qualicum Beach, questioned if her written submission had been received by Council. Ms. Moon spoke in opposition to the development, expressing concerns about servicing works required in the back lane and the removal of trees.
- Brian Gainesburg, Maple Street, Qualicum Beach, spoke in opposition to the development due to the density and design of the duplex compared to the neighbouring properties.
- Grace Bartman, First Avenue West, Qualicum Beach, spoke in opposition to the proposal, citing concerns about traffic safety, and the lack of parking and sidewalks.
- John Wood, Troon Close, Qualicum Beach, spoke in favour of the development, noting that the area is identified for densification in the Official Community Plan.
- Isaac Morgan, proponent, provided additional detail regarding his proposal, noting that the duplex will front off First Avenue West, that the development will diversify housing stock, and that densification is encouraged in the Village Neighbourhood to prevent urban sprawl.

The Mayor called a second time for any persons who deemed themselves affected by Bylaw No. 580.135, 2022, who wished to be heard or present written submissions, to come forward.

- Tracy Ford requested a list of the names and dates for each piece of correspondence to the Town on this proposal to verify all submissions have been received; commented that identical responses from the Town makes it look as though the public's letters are not being read; and requested more details about the renovations to the existing house.
- Addie Moon requested that the renovation plans for the existing house be made public and commented that a 50 m notification radius is not sufficient.
- Brian Gainesburg expressed concern that letters to the Town for this project may have been lost.
- Pat Jacobson, Crescent Road West, Qualicum Beach, commented on the lack of a policy for street trees and requested that a sidewalk and street tree plan be provided for First Avenue.
- Resident, Pine Street, expressed concern about changes to the back laneway and potential impacts to his property.
- Bing Jensen, Hoylake Road East, questioned if a single-family dwelling would be an option instead of a duplex.
- Fran Gallagher, First Avenue West, spoke in opposition to the proposal, stating that it is not the right location, and the development will negatively affect her life.
- Bruce Fleming-Smith, Berwick Road North, spoke in support of densification policies, but expressed concern about the lack of a laneway development policy and the absence of a holistic framework to guide densification in the Town.

- Addie Moon questioned if the taxpayers will be responsible for paying for the increase in servicing required for the development.

Given the public concerns expressed about process, CAO Varela clarified that the process for notification and receipt of correspondence will be reviewed for accuracy.

The Mayor called a third time for any persons who deemed themselves affected by Bylaw No. 580.135, 2022, who wished to be heard or present written submissions, to come forward and, hearing no one, declared the public hearing on Bylaw No. 580.135, 2022, closed at 11:56 am. Council cannot accept further comments directly from the public; all comments must go through staff.

(2) **Public Input Opportunity: Agricultural Land Reserve Exclusion Application for 230/250/270 Rupert Road East**

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

- Rachel Hamling, Prism Land Surveying, spoke on behalf of the applicant and provided additional information as to the history of the property.
- Zweitse de Wit, Berwick Road South, spoke in favour of the exclusion application.

The Mayor called a second and third time for any persons who wished to be heard or present written submissions to come forward, and, hearing no one, concluded the public input opportunity.

BYLAWS

(1) **Zoning Amendment & Development Permit: 365 First Avenue West**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT further consideration of "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (365 First Avenue West) Bylaw No. 580.135, 2022" be deferred to the February 8, 2023 regular Council meeting.

CARRIED UNANIMOUSLY

Mayor Westbroek called for a 5-minute recess.

MEETING RECESSED at 12:06 pm

MEETING RESUMED at 12:13 pm

COMMITTEE & LIAISON REPORTS

(1) General Government (Mayor Teunis Westbroek)

Mayor Westbroek commented on the following:

- Attending the Strategic Planning session on January 11 and 12, expressing gratitude to Council and staff for their collaborative participation, and noting that the Strategic Planning sessions are open to the public to attend in person. The next Strategic Planning session will be held on January 27, 2023 at 9:00 am at the Civic Centre.
- Commenting on the passing of former Mayor and Freeman of the Town, Art Skipsey, noting a celebration of life will be held in April.
- Noting that the Scottish curling team is in town, a tradition that started in 1902, with teams from Qualicum Beach and Scotland taking turns visiting each other.

(2) Public Safety (Councillor Scott Harrison)

Councillor Harrison commented on the following:

- Expressing gratitude to the Town's fire fighters, noting that the Town has the lowest cost per capita in the region for firefighting and excellent response times.
- Attending the Arrowsmith Water Service meeting, commenting on the drought in 2022 and the snow cap being low for the time of year.
- Attending the Kiwanis Annual General Meeting and discussing the affordable housing project on Railway Street.
- Noting that the Cinema Society's feasibility study has been completed and submitted to the Town.
- Expressing condolences to the family of Art Skipsey.

(3) Parks & Recreation (Councillor Anne Skipsey)

Councillor Skipsey commented on the following:

- Attending the Public Open House on December 12 with Councillor Vander Valk
- Attending a field tour with Mosaic Forest Management on December 12.
- Attending the Regional District Transit Select Committee meeting on December 15, commenting that Council may wish to invite the Regional District to present on the Transit Redevelopment Strategy, including a public input opportunity.
- Attending the Qualicum Beach Memorial Golf Course Board meeting.
- Attending the Regional District of Nanaimo Board meeting on January 10, commenting on trying to find a location for pop up recycling depots in the Oceanside area.

(4) Community Development (Councillor Petronella Vander Valk)

Councillor Vander Valk commented on the following:

- Attending the Public Open House on December 12 with Councillor Skipsey.
- Attending the Qualicum Community Education and Wellness Society meeting on December 13.
- Attending the Chamber of Commerce board meeting on December 16.

- Attending the St. Andrews Lodge Historical and Cultural Society meeting on December 19.
- Attending the Parksville Qualicum Beach Tourism Association meeting, commenting on the destination development plan.
- Attending the Public Open House on January 9.
- Attending the Chartwell Residents' Association meeting on January 17, commenting on the Association's requests for improvements to Miraloma Park.

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

Councillor Young commented on the following:

- Noting that The Old School House (TOSH) has been hosting music events on Sundays; encouraging residents to visit TOSH.
- Qualicum Beach Historical and Museum Society Board meeting on January 19.
- First Select Committee on Family Day Celebration is scheduled for February 6, 2023.
- Upcoming meeting with the Qualicum Beach Residents' Association; February 2, 2023.
- Attending the Public Open House on January 9, 2023, discussing meeting times, branding, correspondence procedures, accessible walking trails, airport committee meetings and noise complaints, street lighting, road line painting, crosswalk in front of the Christian Fellowship Centre on Village Way, traffic calming in front of Kwalikum Senior Secondary School, free-roaming cats, and snow removal.

STAFF REPORTS

(1) **Fire Department**

(a) **Engine 2 Permanent Storage and Maintenance Funding**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the decision to store and maintain Engine 2 be deferred to a future Council meeting to allow time for Council to gather feedback from the community.
CARRIED UNANIMOUSLY

(2) **Planning**

(a) **Registry of Section 57 Community Charter Notice against Land Title - 345 Burnham Road**

Mayor Westbroek invited the property owner or their agent(s) to make a representation to Council prior to consideration of registering a notice against Land Title for the property located at 345 Burnham Road, Qualicum Beach. No one presented themselves to speak.

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council directs the Corporate Administrator to register a notice in the Land Title Office, under Section 57 of the Community Charter, stating that a resolution relating to 345 Burnham Rd – LOT 1, DL 63, LD 35, PLAN EPP61122, PID 029-902-762, has been made;

AND FURTHER THAT the matter be referred to a solicitor for further action to correct and/or remove all non-compliant uses and alterations to the structure.
CARRIED UNANIMOUSLY

(b) **Development Variance Permit: 864 Royal Dornoch Drive**

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council directs staff to fulfill statutory notification requirements so that Council can consider issuance of a Development Variance Permit for 864 Royal Dornoch Drive at the Council meeting on March 1, 2023.

CARRIED UNANIMOUSLY

(c) **Agricultural Land Reserve Exclusion Application: 230/250/270 Rupert Road East**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the exclusion application for 230/250/270 Rupert Road be forwarded to the Agricultural Land Commission for consideration, as detailed in the August 10, 2022 Planning memo to Council.

CARRIED

Opposed: Councillor Vander Valk

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

(d) **Community Climate Change Adaptation Plan (CCCAP) Update**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council adopts the Community Climate Change Adaptation Plan, as attached to the January 18, 2023 Planning report to Council.

CARRIED UNANIMOUSLY

(e) **Grant Application Resolution for Crescent Road East Culvert Rehabilitation**

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council directs staff to submit an application for grant funding application for Crescent Road East Culvert Rehabilitation through the Investing in Canada Infrastructure Program – Green Infrastructure program;

AND FURTHER THAT Council supports the project and commits to its share (\$500,062) of the project, as well as cost overruns.

CARRIED UNANIMOUSLY

(f) **College Heights – verbal update**

Luke Sales, Director of Planning, provided an update to the ‘College Heights’ development, noting the following:

- During the previous Council term, the Town approved a zoning amendment and development permit for the site.
- One condominium building has been built so far, with potential for up to three more buildings, including the heritage building.
- Ownership of the property has changed, and the new owner is reviewing their options; the owner will either require a building permit or submit a proposal for amended land use.

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the meeting proceed beyond the three-hour limit as per Council Procedure Bylaw No. 733, 2019.

CARRIED UNANIMOUSLY

(3) **Engineering & Operations**

(a) **BC Hydro Lease Lights – Request for Direction on Next Steps**

Bob Weir, Director of Engineering, provided an overview of the LED (Light Emitting Diode) streetlight replacement project to date and discussed options for Council to consider that would address complaints while maintaining traffic safety for the community.

Councillor Vander Valk MOVED and Councillor Young SECONDED, THAT Council provide Notice(s) of Motion to direct next steps for the BC Hydro LED streetlight conversion project at the March 1, 2023 regular Council meeting; AND FURTHER THAT the March 1, 2023 regular Council meeting include a Committee of the Whole portion to allow greater public input on the streetlight conversion project.

CARRIED

Opposed: Councillor Harrison

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

(b) **Waterfront Expansion Phase 1 Ditch Infill Parking – Tender Award**

Mayor Westbroek MOVED and Councillor Harrison SECONDED, THAT the Town of Qualicum Beach awards the Waterfront Expansion Phase 1 Ditch Infill Parking Contracts 1, 2 and 3 to Edgett Excavating Ltd. in the amount of \$636,107.85.

CARRIED

Opposed: Councillor Skipsey

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

REVIEW OF COMMENTS FROM THE PUBLIC

Comments for this regular Council meeting were accepted until 12:00 pm two business days following the meeting (January 20, 2023). No submissions were received.

MOTION TO CLOSE

Councillor Vander Valk 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;
- c. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- d. 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: 1:59 pm

MEETING REOPENED TO THE PUBLIC: 3:35 pm

ADJOURNMENT

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

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 3:35 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Teunis Westbroek
Mayor