

**Minutes of the 10:00 am Wednesday, May 24, 2023, Town of Qualicum Beach Regular Council Meeting held in the Council Chamber, Municipal Office, 660 Primrose Street, Qualicum Beach, BC**

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**PRESENT:**        **Council:** Mayor Teunis Westbroek  
                                         Councillor Scott Harrison  
                                         Councillor Anne Skipsey  
                                         Councillor Petronella Vander Valk (via teleconference)  
                                         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  
                                         Raj Hayre, Director of Finance  
                                         Peter Cornell, Fire Chief  
                                         Rebecca Augustyn, Planner  
                                         Jason Froats, Technology Support Tech

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 May 24, 2023 Regular Council meeting agenda.  
**CARRIED UNANIMOUSLY**

**ADOPTION OF THE CONSENT AGENDA**

Council adopted, by unanimous consent, the following items on the consent agenda:

- (1) **Correspondence Log** – May 24, 2023 – For Information
- (2) **Monthly Fire Department Report** – For Information
- (3) **Monthly Building Permit Report** – For Information

**CARRIED UNANIMOUSLY**

**APPROVAL OF THE MINUTES**

Council approved, by unanimous consent, the May 3, 2023 regular council meeting minutes and the May 10, 2023 special council meeting minutes, as amended.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING FROM THE MINUTES**

**Motion Deferred from the May 3, 2023 Regular Council Meeting**

Councillor Harrison MOVED and Councillor Skipsey SECONDED,

WHEREAS 52.5% of renters in Qualicum Beach spend over 30% of their income on shelter costs, compared to the provincial average of 37.8%;

WHEREAS the CMHC rental market data indicates a vacancy rate of 0%;

THEREFORE BE IT RESOLVED, THAT the Town of Qualicum Beach provide the Connective Support Society, who operate the Nanaimo Rent Bank, \$10,000 as part of the 2023 budget.

Mayor Westbroek MOVED and Councillor Skipsey SECONDED, THAT the motion on the floor be amended by striking all words starting with “provide the Connective Support Society [...]” with the words “support the Connective Support Society through the Regional District of Nanaimo grant process”.

**CARRIED**

Opposed: Councillor Harrison

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

**MAIN MOTION AS AMENDED**

WHEREAS 52.5% of renters in Qualicum Beach spend over 30% of their income on shelter costs, compared to the provincial average of 37.8%;

WHEREAS the CMHC rental market data indicates a vacancy rate of 0%;

THEREFORE BE IT RESOLVED, THAT the Town of Qualicum Beach support the Connective Support Society through the Regional District of Nanaimo grant process.

**CARRIED**

Opposed: Councillor Harrison

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

**CORRESPONDENCE**

- (1) **Suggestion traffic safety improvements** - Email dated April 12, 2023 from Billy Jolicoeur suggesting reduced speed options for Garden Road East

Councillor Harrison MOVED and Councillor Young SECONDED, THAT the correspondence dated April 6, 2023 from Billy Jolicoeur suggesting traffic safety improvements on Garden Road East be referred to the Town’s traffic consultant, Richard Drdul, for review and potential inclusion in the next Age-Friendly Transportation Plan update.

**CARRIED UNANIMOUSLY**

Councillor Harrison MOVED and Mayor Westbroek SECONDED, THAT Council instructs staff to provide all traffic safety concerns to the Town’s traffic consultant, Richard Drdul, for review and potential inclusion in the next Age-Friendly Transportation Plan.

**CARRIED UNANIMOUSLY**

- (2) **Donations for Youth Art Event** - Email dated April 23, 2023 from Crystal Burgess requesting donations for Youth Art Event

Councillor Young MOVED and Councillor Skipsey SECONDED, THAT Council instructs staff to provide a \$100 gift card from Qualicum Stationers to be used for a prize in the Art Battle hosted by Kwalikum Secondary School.

**CARRIED UNANIMOUSLY**

Council directed staff to post information about the Art Battle on the Town’s website.

- (3) **Request for painted pickleball lines** - Email dated May 8, 2023 from Judy Wood requesting pickleball lines to be painted on the Qualicum Beach tennis courts #1 and #2 (as on the existing court #3)

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council instructs staff to provide at an upcoming Council meeting a cost estimate and timeline to install painted pickleball lines on the Qualicum Beach tennis courts #1 and #2.

Councillor Harrison MOVED and Mayor Westbrook SECONDED, THAT the motion on the floor be amended by striking the words “#1 and”.

**CARRIED UNANIMOUSLY**

**MAIN MOTION AS AMENDED**

THAT Council instructs staff to provide at an upcoming Council meeting a cost estimate and timeline to install painted pickleball lines on the Qualicum Beach tennis court #2.

**CARRIED UNANIMOUSLY**

- (4) **Requesting to present collected garbage on Town property** - Letter from Ben Leggett, Teacher at Kwalikum Secondary School (KSS) requesting to present garbage collected by the ROAMS students of KSS on June 5, 2023 between 10 am and 12 pm at a suitable location in the Town of Qualicum Beach.

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council instructs staff to work with Ben Leggett, Teacher of Kwalikum Secondary School to accommodate use of the parking lot at the Qualicum Beach Community Hall on June 5, 2023 from 10 am to 12 pm to display the garbage collected by the ROAMS program students.

**CARRIED UNANIMOUSLY**

**PUBLIC AND STATUTORY HEARINGS**

**Zoning Amendment and Development Permit: 230 Second Avenue West**

At 10:20 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 (230 Second Avenue West) Bylaw No. 580.137, 2022”.

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

- John Wood, Qualicum Beach, spoke in favour of the proposal, stating that tourist accommodation is needed.

- Pat Jacobson, Qualicum Beach, spoke in favour of the proposal, expressing appreciation that the design will meet step code 3 and includes a green roof and electric car chargers, and the need for short-term accommodation.
- Kevin Monahan, Qualicum Beach, spoke in favour of the proposal, and questioned how the Town defines 'lock off suites'.
- Bruce Perkins, Qualicum Beach, lives next to the proposed development and questioned if the design includes consideration for loss of light and privacy for neighbouring properties.
- Camille Cuthill, Qualicum Beach, spoke in opposition to the development and expressed concerns about the public engagement process specifically relating to the public information meeting and the Advisory Planning Commission meeting. Ms. Cuthill further commented that several concerns from the public information meeting were not addressed by Council or staff.
- Jackie Ramphal, applicant, commented on the positive impact of tourism on the local economy, and design features included in the proposal.
- Bruce Fleming-Smith, Qualicum Beach, spoke in favour of the proposal specifically noting sustainability features, encouraging the proponent to consider using solar panels on the roof in place of the current green roof design. Mr. Fleming-Smith further commented on the negative impacts of underground parking.
- Carsten Jensen, project architect, provided additional information about colour choices, loss of light impacts to neighbours, parking considerations, noise from the patio, and landscape choices.

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

- John Wood, Qualicum Beach, spoke in favour of the development and expressed agreement with a previous speaker regarding solar panels on the roof.
- Camille Cuthill, Qualicum Beach, commented that several neighbouring units will lose light in their bedrooms and living rooms.
- Bruce Fleming-Smith, Qualicum Beach, requested that the step code be increased from step code 3 to step code 4 and concurred with previous speakers about adding solar panels on the roof.

The Mayor called a third time for any persons who deemed themselves affected by Bylaw No. 580.137, 2022, who wished to be heard or present written submissions, to come forward and, hearing no one, declared the public hearing on Bylaw No. 580.137, 2022, closed at 10:56 am. Council cannot accept further comments directly from the public; all comments must go through staff.

## **BYLAWS**

**(1) Zoning Amendment and Development Permit: 230 Second Avenue West**

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council defer consideration of third reading of "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (230 Second Ave W) Bylaw No. 580.137, 2022" to the June 14, 2023 Regular Council meeting.

**CARRIED UNANIMOUSLY**

**(2) Zoning Amendment and Development Permit: 172 Fern Road West**

Councillor Harrison MOVED and Councillor Young SECONDED, THAT "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (172 Fern Road W) Bylaw No. 580.125, 2021" be read a second time.

**CARRIED UNANIMOUSLY**

Council discussed the proposal, commenting on the following topics:

- Setbacks, and design changes to increase setbacks;
- Parcel coverage calculations;
- Waste collection for multifamily developments;
- Density considerations;
- Tree removals and choice of landscaping vegetation;
- Laneways and active transportation options, including sidewalk(s) and bike lanes; and
- Design changes to reduce the overall height.

Councillor Skipsey MOVED and Mayor Westbroek SECONDED, THAT Council instructs staff to request the developer for 172 Fern Road West look at the roof massing and the concerns from the Advisory Planning Commission around height and form.

**CARRIED UNANIMOUSLY**

Mayor Westbroek, with the unanimous support of Council, called a five-minute recess.

**MEETING RECESSED AT 11:40 am**

**MEETING RESUMED AT 11:45 am**

Councillor Young MOVED and Councillor Harrison SECONDED, THAT Council hold a Public Hearing on June 15, 2023, at 4:00 pm at the Qualicum Beach Town Hall, 660 Primrose Street, Qualicum Beach in regard to "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (172 Fern Road W) Bylaw No. 580.125, 2021".

**CARRIED UNANIMOUSLY**

## **COMMITTEE & LIAISON REPORTS**

### **(1) General Government (Mayor Teunis Westbrook)**

Mayor Westbrook commented on the following:

- May 4, attending the Youth Day lunch held by the Town, expressing appreciation to the Fire Department and Town staff for their work on the event.
- May 4, speaking at Forward House, expressing deep appreciation for the services provided to the community.
- May 5, meeting with MLA Walker to discuss locations for health care practitioners.
- May 6, with Councillors Skipsey and Young, attending the young artists award ceremony.
- May 6, with Councillors Harrison and Young, attended the coronation event at the Legion Branch.
- May 9, with Councillors Vander Valk and Young, attended the annual general meeting for the Chamber of Commerce.
- May 19, attended the grant announcement for the airport fuel system with MLA Walker and the Director of Engineering.
- May 22, cut scotch broom around Town with Councillor Skipsey.
- Attended various Regional District of Nanaimo board meetings:
  - a resolution was passed to increase the tax credit for firefighters and other first responders; this resolution will be considered by UBCM at their annual convention.
  - the board will be submitting a request for to the Province to incorporate Area F
  - the draft Regional Growth Strategy will be brought to all member municipalities for their input prior to final adoption
  - a resolution was passed regarding the control of alien species; this resolution will be considered by UBCM at their annual convention.

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

Councillor Harrison commented on the following:

- The Province recently announced a loan program for homeowners to build secondary suites.
- Housing research cluster from the University of BC has published data, noting that British Columbia has the highest incidence of evictions in Canada, and approximately 60% of those evictions are due to property sales and homeowners moving back into the home.
- Oceanside Health and Wellness Network meeting, noting that a new mental wellness resource is available, [www.wellnesstogethertcanada.ca](http://www.wellnesstogethertcanada.ca).
- Airport Users Committee meeting, discussing electrification in the industry.
- Meeting with the Eaglecrest Residents Association regarding some problem trees.
- Completion of the point in time count for homelessness in our area; results are not yet available however the last count for Oceanside was 90 persons experiencing homelessness, with 29% of those identifying as indigenous.

- The impact of BC's decriminalization pilot project on drug use in public parks, expressing a desire for more communication with Island Health to determine best practices and policy changes.

**Notice of Motion:**

WHEREAS the Provincial and Federal governments did not provide funding for the revitalization of rail service in Qualicum Beach as of the March 14, 2023 date required by the BC Court of Appeal; and

WHEREAS all participating First Nations have withdrawn their support for the Island Corridor Foundation;

THEREFORE, BE IT RESOLVED, THAT Council sends a letter to the provincial government questioning if the Town would be required to add signalization to the nearby railway crossing if the Town installs a traffic light at the intersection of Memorial Avenue and First Avenue.

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

Councillor Skipsey MOVED Mayor Westbroek SECONDED, THAT at the upcoming Committee Review process, consideration be given to add additional youth members to the Select Committee on Environment and Sustainability.

**CARRIED UNANIMOUSLY**

Councillor Skipsey commented on the following:

- May 4, attended the Heritage Forest Commission meeting, discussing the Tree Protection Bylaw regarding wildlife habitat for birds and the regulations of other levels of government.
- May 8, attended the Public Open House, discussing: the Naked Naturals development; access to delegation materials; communications pathways between the Town and residents' associations; Communities in Bloom; requesting a sidewalk along First Avenue; lighting on the path in the community park; and concerns about the intersection of First Avenue and Memorial Avenue.
- May 9, attended the Select Committee on Environment and Sustainability meeting, featuring a presentation from the Director of Engineering on urban tree planting.
- May 11, attended the Parksville Qualicum Foundation Annual General Meeting.
- May 15, attended the Qualicum Beach Memorial Golf Course board meeting.
- May 17, attended the Select Committee on Parks and Recreation meeting, which included a tour of various parks and facilities throughout town with Parks staff.
- May 17, attended a webinar regarding the new Zero Carbon step code, requesting a workshop for Council and staff to look for opportunities and options.

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

Councillor Vander Valk commented on the following:

- May 3, attended the Annual General Meeting of the Qualicum Beach Collective Society, noting that the Society is planning to host their outdoor movie event on June 16.
- May 4, attended the Youth Day Lunch with students from Kwalikum Secondary School.
- May 7, attended an informal meeting with a couple of members of the St. Andrews Lodge Historical and Cultural Society regarding plans for the site for the June 17 gala event celebrating the 100th anniversary of Elizabeth Little's birth.
- May 8, attended the Public Open House with Councillor Skipsey.

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

Councillor Young commented on the following:

- Concerns from residents about vehicles idling in town and regulating parking for recreational vehicles.
- Communities in Bloom, learning more about mindfulness in nature and bee pollinating. Students from Kwalikum Secondary School are planting trees along Grandon Creek and the local library is handing out seeds.
- Family Day is coming up on May 28 with many events and activities, expressing appreciation to the volunteers and committee members for their hard work on this event.
- Leaving today to attend the Federation of Canadian Municipalities conference.

## **STAFF REPORTS**

(1) **Financial Administration**

(a) **Airport Fuel System Replacement Project**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the capital budget allocation of \$340,000, initially planned for 2024 within the 2023-2027 Five Year Financial Plan, be rescheduled to 2023 to accommodate the Airport Fuel System Replacement Project.

**CARRIED UNANIMOUSLY**

(b) **Oceanside Community Track at Ballenas Secondary School**

Councillor Harrison MOVED and Mayor Westbroek SECONDED, THAT the Town of Qualicum Beach commit to providing \$71,200 to the Oceanside Track Steering Committee in additional financial support for the final funding needs required to build a 6-lane running track at Ballenas Secondary School, using funds from the Gas Tax Reserve Fund.

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council defers consideration of the motion on the floor to the June 14, 2023 regular Council meeting.

**CARRIED**

Opposed: Councillor Harrison

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

Councillor Young left the meeting at 12:40 pm.

(2) **Planning**

(a) **Quality of Life Survey and Official Community Plan Review**

Councillor Harrison requested division of the motion.

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT an Official Community Plan Review Steering Committee be created in accordance with the Terms of Reference attached to the May 24, 2023 Planning memo to Council.

**CARRIED UNANIMOUSLY**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to advertise for volunteers to serve on the Official Community Plan Review Steering Committee.

**CARRIED UNANIMOUSLY**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council directs staff to issue the consultant Terms of Reference for the 2024 Quality of Life Survey, as attached to the May 24, 2023 Planning memo to Council.

**CARRIED UNANIMOUSLY**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council extends the meeting past 1:00 pm, as per the Council Procedure Bylaw.

**CARRIED UNANIMOUSLY**

Councillor Young joined the meeting via teleconference at 12:56 pm.

(b) **Development Variance Permit: 307 Crescent Road West**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to issue a Development Variance Permit for 307 Crescent Road West as described in the May 24, 2023 Planning memo to Council.

**CARRIED UNANIMOUSLY**

Councillor Young left the meeting at 1:00 pm.

**(3) Engineering & Operations**

**(a) Asbestos-Cement Pipe Concerns – For Information**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council receive the report on asbestos-cement pipe concerns and provide information on the Town's website.

**CARRIED UNANIMOUSLY**

**(b) Vactor Truck Purchase**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council award the contract to Vimar Equipment for the supply of a 2023 tandem axle Freightliner chassis with a Vactor 2100i combination sewer cleaning/hydro-excavation unit using an existing Canoe Procurement contract, in the amount of \$676,624 (plus applicable taxes).

**CARRIED UNANIMOUSLY**

**REVIEW OF COMMENTS FROM THE PUBLIC**

No comments from the public were received by the 12:00 pm deadline on May 26, 2023.

**MOTION TO CLOSE**

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

**CARRIED UNANIMOUSLY**

**MEETING CLOSED TO THE PUBLIC at 1:14 pm**

**MEETING REOPENED TO THE PUBLIC at 1:42 pm**

**ADJOURNMENT**

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

**CARRIED UNANIMOUSLY**

**MEETING ADJOURNED: 1:42 pm**

Certified Correct:

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Heather Svensen  
Corporate Administrator

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Teunis Westbroek  
Mayor