

Minutes of the 10:00 am Wednesday, November 8, 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
Oliver Watson, Capital Projects Manager
Rob Dickinson, Director of Infrastructure
Luke Sales, Director of Planning
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 November 8, 2023 Regular Council meeting agenda, as amended by:

- adding a late item, Item 7(1)(a), Committee & Liaison Reports – General Government (Mayor Teunis Westbroek), Notice of Motion – Official Community Plan Amendment;
- removing Item 4(2), Delegations, Flowerstone Health Society.

CARRIED UNANIMOUSLY

ADOPTION OF THE CONSENT AGENDA

Councillor Skipsey requested that the letter received October 18, 2023 from the Qualicum Beach Elementary School regarding the ‘salamander pond’ be referred to the December 6, 2023 regular meeting for discussion.

Councillor Harrison requested that the item of correspondence received October 25, 2023 regarding leaded aviation fuel be removed from the correspondence log for discussion during the Committee and Liaison Reports portion of the agenda.

Council adopted, by unanimous consent, the following items from the November 8, 2023 regular council meeting consent agenda:

- (1) **Correspondence Log** – November 8, 2023 – For Information
- (2) **Announcement of Council Meeting Motions**

CARRIED UNANIMOUSLY

APPROVAL OF THE MINUTES

Council approved, by unanimous consent, the minutes of the October 11, 2023 Regular Council meeting, as amended, and the October 24, 2023 Special Council meeting.

CARRIED UNANIMOUSLY

DELEGATIONS

(1) **Sue Big Oil**

Roy Collver, resident, and Andrew Gage, West Coast Environmental Law, appeared before Council regarding the 'Sue Big Oil' class action lawsuit against oil, gas, and coal companies, and requested that Council consider supporting the initiative by passing a resolution in support and allocating \$1 per resident towards the costs of the lawsuit.

CORRESPONDENCE

(1) **Plant Based Treaty** – email dated October 3, 2023

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the e-mail dated October 3, 2023, requesting the Town of Qualicum Beach endorse the Plant Based Treaty, be referred to the Select Committee on Environment & Sustainability for comment on how this Treaty relates to food security.

CARRIED UNANIMOUSLY

(2) **2023 Qualicum Beach Christmas Concert – Concert Sponsorship Request** – received October 15, 2023

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT, notwithstanding Town Policy No. 3000-6, Grants in Aid, and Policy No. 4004-1a, Subsidized Rentals, Council approves a one-time subsidy for the use of the Civic Centre on December 11, 2023 for the 2023 Qualicum Beach Christmas Concert with the Victoria Symphony, by charging a reduced rate of \$1,373, plus applicable taxes, as opposed to the regular rate of \$2,373, plus applicable taxes, resulting in a \$1,000 subsidy.

CARRIED UNANIMOUSLY

(3) **2024 Vancouver Island Regional Library Board Appointments** – letter dated October 17, 2023

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Councillor Young be appointed as Trustee and Councillor Harrison be appointed as Alternate to the Vancouver Island Regional Library (VIRL) Board for the term January 1 to December 31, 2024.

CARRIED UNANIMOUSLY

BYLAWS

(1) **Housekeeping Bylaw**

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT the Bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (Housekeeping) Bylaw No. 580.138, 2023" be adopted.

CARRIED UNANIMOUSLY

(2) **Zoning Amendment: 127 and 141 Fifth Avenue East**

Councillor Vander Valk MOVED and Councillor Skipsey 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 second time.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council hold a Public Hearing on December 6, 2023, at 10:00 am 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 (127 and 141 Fifth Avenue East) Bylaw No. 580.139, 2023”.

CARRIED UNANIMOUSLY

COMMITTEE & LIAISON REPORTS

(1) **General Government** (Mayor Teunis Westbroek)

Mayor Westbroek commented on the following:

- Attending the Regional District of Nanaimo (RDN) committee meeting, discussing the proposed Ravensong pool expansion.
- Extending appreciation to Town staff and fellow members of Council for their participation in this year’s Halloween event.
- Attending the kickoff event for the Remembrance Day poppy campaign.
- Attending the Ducks Unlimited fundraiser with Councillor Young.
- Presenting a motion at an upcoming RDN Board meeting to pay off the mortgage for Arrowsmith Search and Rescue’s building at the Qualicum Beach Airport.
- Attending various workshops at the Vancouver Island Economic Alliance Summit (VIEA), specifically relating to food security and local food production.

LATE ITEM – Notice of Motion – Official Community Plan Amendment

Mayor Westbroek MOVED and Councillor Vander Valk SECONDED, THAT Council directs staff to prepare an Official Community Plan amendment that would update the Urban Containment Boundary (UCB) to be aligned with the boundaries of the Village Neighbourhood.

Councillor Young MOVED and Councillor Skipsey SECONDED, THAT the motion on the floor be amended by incorporating the staff recommendations, as follows:

AND FURTHER THAT Council directs staff to prepare a report on the process and timelines for amendment of the Town’s Official Community Plan including, but not necessarily limited to, update of the Urban Containment Boundary (UCB) for alignment with the boundaries of the Village Neighbourhood;

AND FURTHER THAT the Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 be amended prior to June 2024 in accordance with the Provincial Housing announcement from November 2, 2023;

AND FURTHER THAT all Strategic Initiatives related to land use planning, not already in progress, be deferred to 2027 or beyond with the exception of the Quality of Life Survey where the Survey delivery date should be delayed until the Town has received the Provincial Housing Policy Manual and relevant content has been incorporated into the Quality of Life Survey accordingly.

Councillor Harrison MOVED and Councillor Young SECONDED, THAT the motion on the floor be deferred until the Town receives an update from the Province regarding their proposed housing legislation.

MOTION FAILED

Opposed: Mayor Westbroek; Councillor Skipsey; Councillor Vander Valk

In Favour: Councillor Harrison; Councillor Young

Mayor Westbroek withdrew his motion.

Staff committed to providing an update to Council as soon as possible following the Province's release of their Housing Policy Manual, expected to be published by the Province in December.

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council directs staff to prepare a report on the process and timelines for amendment of the Town's Official Community Plan including, but not necessarily limited to, update of the Urban Containment Boundary (UCB) for alignment with the boundaries of the Village Neighbourhood.

CARRIED

Opposed: Councillor Harrison; Councillor Young

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

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 be amended prior to June 2024 in accordance with the Provincial Housing announcement from November 2, 2023.

CARRIED UNANIMOUSLY

Councillor Vander Valk MOVED and Mayor Westbroek SECONDED, THAT all Strategic Initiatives related to land use planning, not already in progress, be deferred to 2027 or beyond with the exception of the Quality of Life Survey where the Survey delivery date should be delayed until the Town has received the Provincial Housing Policy Manual and relevant content has been incorporated into the Quality of Life Survey accordingly.

MOTION FAILED

Opposed: Councillor Harrison; Councillor Skipsey; Councillor Young

In Favour: Mayor Westbroek; Councillor Vander Valk

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

Councillor Harrison commented on the following:

- Meeting with the Accessibility Advisory Team, noting that grant funding is available through the Social Planning and Research Council of B.C. (SPARC BC) for accessibility initiatives, discussing the Brain/ Body Fitness initiative from Qualicum Community Education & Wellness Society (QCEWS) which requires approximately \$25,000 to continue operations. Councillor Harrison posed three options that Council could consider for providing support to QCEWS: provide direct funding; provide bridge funding; or provide a resolution confirming the Town's desire to provide ongoing support.
- Attending various workshops at VIEA, including one about using technology to fight wildfires, and a panel on indigenous relations to the forestry sector.
- The recent housing legislation announcement from the Province, questioning if the Town should be advising the Province about carrying capacity, specifically relating to the amount of water available.
- Attending the Annual General Meeting of the Eaglecrest Residents' Association, discussing the new housing legislation and people walking their dogs on the Eaglecrest golf course property.

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

Councillor Skipsey commented on the following:

- Attending the monthly Qualicum Beach Memorial Golf Course Board meeting.
- Attending the Regional District of Nanaimo Solid Waste Committee meeting.
- Attending the Qualicum Beach Seniors' Activity Centre Annual General Meeting on behalf of Mayor Westbroek, noting discussion about needing a larger space for the centre.
- Handing out juice boxes on Halloween, expressing gratitude to staff for their work transforming Glassford Square into a spooky graveyard.
- Attending a viewing of 'Ants' starring Suzanne Sommers at the Qualicum Beach Museum, which was partially filmed in Qualicum Beach.
- Attending the final QB Reads series at the Qualicum Beach Museum, which included a poetry reading by local author John Beaton.
- With Councillor Vander Valk, hosting grade 9 students for a job shadowing opportunity at Town Hall, showcasing opportunities in local government.
- Attending a Heritage Forest Committee meeting.
- Attending the Field of Crosses ceremony.
- Attending the Committee of the Whole meetings discussing the Qualicum Beach Airport Consultation Plan.
- Requesting more information about the Beach Creek Viewing Platform project. Staff were directed to provide an update at the next regular Council meeting.

Notice of Motion – National Tree Day 2024

Councillor Skipsey MOVED and Councillor Harrison SECONDED,
WHEREAS our urban forest canopy is under stress from the ongoing loss of mature trees to development and the effects of climate change, including drought and the visible loss of trees and potentially key species like Western Red Cedar and Grand Fir; and
WHEREAS the Town of Qualicum Beach has recently adopted an Urban Forest Master Plan, and implemented a comprehensive Tree Protection Bylaw with core objectives of public education and engagement while working in concert with Town Staff to manage our urban forest;

THEREFORE, BE IT RESOLVED THAT the request by the “Friends of the Qualicum Beach Forest” for a celebration of National Tree Day in September 2024 be supported with staff resources for joint coordination, including provision of letters of support for any grants which may be applied for, as well as a small budget of up to \$5,000 for the event.

CARRIED UNANIMOUSLY

Notice of Motion – Select Committee on Parks and Recreation

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT “Arts and Culture” be considered for addition to an existing Select Committee, or as a new advisory body to Council, during the upcoming Committee review.

CARRIED UNANIMOUSLY

(4) Community Development (Councillor Petronella Vander Valk)

Councillor Vander Valk commented on the following:

- October 12, attending the information meeting for a development proposal at Beach Road and First Avenue W.
- October 16, 23, 30, and November 6, attending meetings of the Official Community Plan Review Steering Committee.
- October 16, attending the St. Andrews Lodge Historical and Cultural Society monthly Board meeting.
- October 20, attending the Qualicum Beach Chamber of Commerce Board meeting.
- October 23, attending the Public Open House with Councillor Young.
- October 25 and 26, attending workshops at VIEA.
- October 31, attending the Chartwell Residents’ Association Board meeting.
- October 31, attending the Halloween celebrations in Glassford Square.
- November 1, hosting grade 9 students from Kwalikum Senior Secondary for “Take Your Kids to Work Day” with Councillor Skipsey.
- November 2, attending the dedication ceremony for the Field of Crosses.
- November 6, attending the Chartwell Residents’ Association Annual General Meeting.

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

Councillor Young commented on the following:

- Attending the Early Learning & Childcare Council in Oceanside (ELCCO) meeting, noting the new Into the Woods childcare facility has a waitlist of 72 children.
- Attending the Qualicum Beach Museum and Historical Society Board meeting and Annual General Meeting.
- Attending the Public Open House at Town Hall.
- Attending the East Village open house presentation, noting there are an expected 50 residential units going to be available in 2025.
- Attending VIEA, the Oceanside Hospice Board meeting, the Halloween event at Town Hall, the Legion's Poppy Ceremony, the Field of Crosses ceremony, the Qualicum Beach Streamkeepers Annual General Meeting, the Ducks Unlimited fundraiser, The Old School House music night, and the two public airport Committee of the Whole meetings.
- Encouraging residents to support local businesses and non-profit organizations.

Councillor Harrison raised the item of correspondence regarding leaded aviation fuel that was removed from the consent agenda for discussion. Councillor Harrison noted that there are federal reports available online that explain the reasons why lead is required in aviation fuel.

STAFF REPORTS

(1) **Corporate Administration**

(a) **2023-2024 Communications Strategy** – Verbal Update

Mayor Westbrook MOVED and Councillor Young SECONDED, THAT staff be directed to invite representatives from Island Health to attend an upcoming Council meeting to discuss the community's healthcare-related needs.

CARRIED UNANIMOUSLY

(b) **Motions Index: Resolution for the 2023 UBCM Conference**

Staff noted that the resolution from the June 14, 2023 regular Council meeting had not been submitted by the June 30, 2023 deadline to submit resolutions for the UBCM conference.

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the June 14, 2023 Council motion directing staff to send a resolution to the 2023 Union of British Columbia Municipalities (UBCM) Conference be referred to the Association of Vancouver Island and Coastal Communities (AVICC) for their consideration of endorsement in advance of UBCM 2024.

MOTION DEFEATED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT the June 14, 2023 Council motion directing staff to send a resolution to the 2023 Union of British Columbia Municipalities (UBCM) Conference be rescinded.
CARRIED UNANIMOUSLY

Mayor Westbroek MOVED and Councillor Vander Valk SECONDED, THAT the meeting be recessed for five minutes.
CARRIED UNANIMOUSLY

MEETING RECESSED at 12:25 pm
MEETING RESUMED at 12:31 pm

(c) **Christmas Night Market**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the Qualicum Beach Farmers Market be granted permission to host a Christmas Night Market on Thursday, November 23, 2023 on Veterans Way, including live music, vendors, and food trucks;
AND FURTHER THAT the Town provide support in the form of provision of barricades, and electrical access and supply for the duration of the event;
AND FURTHER THAT Council authorizes the closure of Veterans Way on November 23, 2023 from 3:00 pm to 9:00 pm to facilitate the Christmas Night Market, ensuring Town requirements are met, including emergency services notification, insurance, and litter control.
CARRIED UNANIMOUSLY

(d) **Moonlight Madness Road Closure**

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT Council authorizes the closure of Primrose Street, between First Avenue West and Second Avenue West, on Thursday, November 23, 2023 from 5:00 pm to 9:00 pm, to facilitate the 2023 Moonlight Madness shopping event, ensuring Town requirements are met, including emergency services notification, traffic control, insurance, litter control, and notification to businesses affected by the closure.
CARRIED UNANIMOUSLY

(e) **Special Event: Holiday Light Display**

Councillor Vander Valk MOVED and Councillor Harrison SECONDED, THAT the Qualicum Beach Collective Society, in partnership with Milner Gardens, be granted permission to host a light display and photo booth on the sidewalk by the clock tower at Memorial Avenue and Second Avenue West, from November 23 to November 26, 2023;
AND FURTHER THAT the Town provide support in the form of electrical access and supply for the duration of the event.
CARRIED UNANIMOUSLY

(2) **Planning**

- (a) **Major Projects Update: Saahtlam Park, Bus Garage & Mobility Study, and the Quality of Life Survey – For Information**

- (b) **Pathways to Sustainable Economic Development in Qualicum Beach – Rural Economic Diversification and Infrastructure Program (REDIP)**

Mayor Westbrook MOVED and Councillor Vander Valk SECONDED, THAT Council authorizes the submission of a grant application to the Rural Economic Diversification and Infrastructure Program for \$100,000 to support the “Pathways to Sustainable Economic Development in Qualicum Beach” project.

CARRIED

Opposed: Councillor Harrison

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

(3) **Engineering & Operations**

- (a) **Pollinator Pathways**

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council receives for information the report on Pollinator Pathways dated November 8, 2023 from the Director of Infrastructure Services and consider this pilot project as a possible 2024 Strategic Initiative.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT, as per Council Procedure Bylaw No. 733, 2019, the meeting be extended beyond the three-hour time limit.

CARRIED UNANIMOUSLY

- (b) **BC Air Access Program – Airport Master Plan**

It was noted that the Airport Master Plan will be discussed during Council’s Strategic Planning sessions scheduled for November 10 and November 15, 2023.

- (c) **Above Ground Aviation Gasoline Tank Installation at Qualicum Beach Airport**

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Council approves the tender from Western Oil Services for the removal of the existing 20,000-liter underground aviation gasoline (Avgas) tank and fueling system and replacement with a new above ground 30,000-liter Avgas fueling system complete with a new

payment machine, as described in the November 8, 2023 memo from the Capital Projects Manager;

AND FURTHER THAT the project budget be increased from \$340,000 to \$425,000, with the additional \$65,000 to be sourced from the Asset Replacement Reserve fund.

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 (November 10, 2023). Submissions were distributed to all Council, and a brief summary of the comments are as follows:

- Kevin Monahan, Qualicum Beach, regarding Bill 44, the November 2023 Provincial housing legislation announcement.

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; 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: 1:21 pm

MEETING REOPENED TO THE PUBLIC: 2:25 pm

ADJOURNMENT

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

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 2:25 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Teunis Westbroek
Mayor