

Minutes of the 10:00 am Wednesday, February 7, 2024, 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, Deputy CAO/Corporate Administrator
 Peter Cornell, Fire Chief
 Luke Sales, Director of Planning
 Raj Hayre, Director of Finance
 Rob Dickinson, Director of Infrastructure Services
 Weslie Gould, Deputy Corporate Administrator
 Kevin Goldfuss, Airport Manager

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 February 7, 2024, regular Council agenda, as amended by referring item 8(5)(d), Notice of Motion Protocol, to the in-camera meeting following the regular Council meeting.

CARRIED UNANIMOUSLY

ADOPTION OF THE CONSENT AGENDA

Council adopted, by unanimous consent, the following items from the February 7, 2024 consent agenda:

- (1) **Correspondence Log** – February 7, 2024 – For Information
- (2) **Announcement of Council Meeting Motions**
- (3) **Monthly Fire Department Report** – January 2024 – For information
- (4) **Monthly Building Permit Report** – January 2024 – For information
- (5) **Monthly Bylaw Report** – January 2024 – For information

CARRIED UNANIMOUSLY

APPROVAL OF THE MINUTES

Council approved, by unanimous consent, the minutes of the following meetings:

- (1) January 11, 2024 special Council meeting
- (2) January 15, 2024 special Council meeting
- (3) January 17, 2024 regular Council meeting
- (4) January 17, 2024 Committee of the Whole meeting
- (5) January 24, 2024 Committee of the Whole meeting
- (6) January 25, 2024 special Council meeting

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

(1) **Recommendations from the January 31, 2024 Committee of the Whole Meeting**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT consideration of reducing speed limits in residential areas be deferred until such time as the Province amends the Motor Vehicle Act to allow municipalities to modify community-wide speed limits, as detailed in the 31 January 2024 Memo to Council entitled “Reduced Speed Limits on Residential Streets”;

AND FURTHER THAT the “Age-Friendly Transportation Plan 2023 Update” dated 31 January 2024 be renamed “Town of Qualicum Beach Community Transportation Plan” and received for information;

AND FURTHER THAT transportation infrastructure investments be prioritized in accordance with the Town of Qualicum Beach Community Transportation Plan;

AND FURTHER THAT a letter be sent to the Province requesting a change to the Motor Vehicle Act to provide provisions for local governments to implement a blanket speed reduction in residential areas and provide reasons why this is necessary.

CARRIED UNANIMOUSLY

In response to questions from Council, staff committed to providing a report during the 2025 budget discussions outlining rough cost estimates for items in the Town of Qualicum Beach Community Transportation Plan.

(2) **Recommendations from the January 24, 2024 Committee of the Whole Meeting**

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council receives the report entitled “Bill 44, Housing Statutes (Residential Development) Amendment Act, 2023 and Implementation Workplan”;

AND FURTHER THAT the letter titled “Attachment 2 - Draft Letter to Province re: Bill 44” be sent to the Premier of BC, the Minister of Housing, and other appropriate parties.

CARRIED

Opposed: Councillor Harrison

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

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council instruct staff to revise the Preliminary 2024-2028 Draft Financial Plan to reclassify the Strategic Initiative, the “Organizational Service Review”, as an Operations Project.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council instruct staff to revise the Preliminary 2024-2028 Draft Financial Plan to reclassify the Strategic Initiative, the “Airport Runway Tree Management Project”, as an Operations Project.

CARRIED UNANIMOUSLY

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT Council instruct staff to amend the timeline for Development Tracker Initiative to Q2 or Q3 of 2024.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council instruct staff to move the budget provision for \$75,000 for the Airport Master Plan Strategic Initiative from the 2024 to 2025 fiscal year for future Council decision making.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Council instruct staff to include an additional \$50,000 contribution to the Asset Investment Reserve in the 2024 to 2028 Financial Plan, commencing in 2024, for the purposes of funding Accessibility Initiatives.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Mayor Westbroek SECONDED,

Whereas the Town of Qualicum Beach owns the Qualicum Beach Memorial Golf Course;

Whereas the Town recognizes the Qualicum Beach Memorial Golf (Club) as an economic generator for the community;

Whereas the Board of the Qualicum Beach Memorial Golf Club has advised that they can achieve design-build of a bridge on the municipally owned golf course property within a maximum budget of \$700,000, exclusive of GST, and prior to the Beach Creek Culvert Replacement project being commenced by the Town in June, 2024;

Whereas the Town wishes to financially support the Board of the Qualicum Beach Memorial Golf Club in undertaking design-build of a bridge on the municipally owned golf course property in order to mitigate the financial impact on the Club resulting from the closure of Crescent Road East;

Whereas the Board of the Qualicum Beach Memorial Golf Club agrees to pay for 50% of the design-build of a bridge on the municipally owned golf course property up to \$350,000 exclusive of GST;

Whereas the Board of the Qualicum Beach Memorial Golf Club will retain the necessary qualified professionals to undertake design-build of the bridge on the municipally owned golf course property, who are fully responsible for all phases of the design-build project;

THAT staff be directed to include in the 2024-2028 Financial Plan a provision to fund the Town's 50% portion of the design-build of a bridge on the municipally owned golf course property from 2023 Accumulated Surplus Funds, up to a maximum of \$350,000 exclusive of GST;

AND FURTHER THAT staff be directed to include in the 2024-2028 Financial Plan a provision to borrow up to a maximum of \$350,000 from the Water Utility Reserve for the Board of the Qualicum Beach Golf Club's 50% portion of the design-build of a bridge, exclusive of GST, on the municipally owned golf course property;

AND FURTHER THAT a repayment plan with interest be established for the Board of the Memorial Golf Club for their 50% contribution for design-build of a bridge on the municipally owned golf course property, in compliance with the *Community Charter*.

CARRIED UNANIMOUSLY

(3) Fossil Fuel Class Action Lawsuit

At the January 17, 2024 regular Council meeting, Councillor Skipsey MOVED and Councillor Vander Valk SECONDED,

WHEREAS it has been determined that a number of fossil fuel companies knew as far back as the 1960s that their products would contribute to climate change and global warming; and

WHEREAS fossil fuel producers continue to make a lot of money selling their products, yet taxpayers carry the entire burden of devastating climate costs; and

WHEREAS asking companies to bear some of these costs is about acknowledging a shared responsibility for costs which are and will be incurred by local governments related to climate change, including adaptation and mitigation;

THEREFORE, BE IT RESOLVED THAT the Town of Qualicum Beach commits to working with other BC local governments to bring a proposed class action suit against selected fossil fuel companies, and to commit up to \$1 per resident for that purpose, contingent upon:

- (a) Council obtaining a copy of the legal opinion on such a lawsuit prepared by the law firm of Arvay Finlay to satisfy itself that there is a solid legal basis for the claim; and
- (b) other BC municipalities joining and pledging a combined minimum of \$500,000.

CARRIED

Opposed: Councillor Harrison

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

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council consider participating in the proposed class action lawsuit against selected fossil fuel companies after Council receipt and review of the legal opinion prepared by the law firm Arvay Finlay.

CARRIED UNANIMOUSLY

(4) **Notice of Motion referred from the October 11, October 15, December 6, 2023, and January 17, 2024 Meetings**

Councillor Harrison MOVED and Mayor Westbrook SECONDED, THAT a letter be sent to the Vancouver Island Health Authority (VIHA), the Ministry of Health, and the Premier detailing the land previously given by the Town to VIHA, and that the Town would be supportive of further investments in healthcare at that location.

Mayor Westbrook MOVED and Councillor Harrison SECONDED, THAT the motion on the floor directing a letter be sent to the Vancouver Island Health Authority (VIHA), the Ministry of Health, and the Premier regarding land given by the Town to VIHA, be referred to the next regular Council meeting after Councillor Harrison provides a draft of the letter for Council's consideration.

CARRIED UNANIMOUSLY

(5) **Notice of Motion – Support for Affordable Rental Housing, Second Stage Housing, Detox Facilities, and Improved Access to Mental Health Resources**

Mayor Westbrook MOVED and Councillor Harrison SECONDED, THAT the following motion, moved by Mayor Westbrook and seconded by Councillor Skipsey at the January 17, 2024 regular Council meeting, be withdrawn:

THAT Council receive the report titled “Notice of Motion – Support for Affordable Rental Housing, Second Stage Housing, Detox Facilities, and Improved Access to Mental Health Resources” dated January 17, 2024, for information purposes only and take no further action.

CARRIED UNANIMOUSLY

DELEGATIONS

(1) **Qualicum & District Curling Club**

John Evans, Chair, Stu Shaw, Finance, and Darryl Sneddon, Director, of the Qualicum & District Curling Club (QDCC), appeared before Council to present the QDCC's 2024-2028 Capital Plan. Stu Shaw presented details on the capital plan schedule, noting the following six (6) projects for 2024, totaling \$43,250 for 2024:

- Mechanical room upgrades; project estimate of \$4,000, with the QDCC providing \$2,000 towards that cost in labour.
- Equipment room addition; project estimate of \$35,000, with the QDCC providing \$10,000 towards that cost in labour.
- Ventilation upgrades; project estimate of \$12,000, to be drawn from the reserve account and shared equally between the Town and the QDCC.
- Safety railing on roof; project estimate of \$1,000 for a temporary railing until the roof is replaced.
- Lounge washroom upgrade; completed in 2023 however an invoice is outstanding until a vendor repairs some defects; the remaining invoice is approximately \$3,000.
- Annual contribution to the reserve account; \$3,750.

Additional capital projects anticipated for later years include replacing the lounge flooring in 2025, roof replacement in 2026, repair or replace outside deck and stairs in 2027, and wheelchair access to the lounge in 2028.

BYLAWS

(1) Zoning Amendment: 230/250/270 Rupert Road East

Council discussed the zoning amendment application for 230/250/270 Rupert Road East, noting that the Agricultural Land Commission (ALC) provided their decision to exclude the property from the Agricultural Land Reserve on January 8, 2024, and that the ALC has 60 days from the date of their decision to review their decision.

Mayor Westbroek MOVED and Councillor Skipsey SECONDED, THAT the zoning amendment application for 230/250/270 Rupert Road East be deferred to the March 13, 2024 regular Council meeting, after the Agricultural Land Commission's 60-day review period on their decision to exclude the property from the Agricultural Land Reserve has passed.

CARRIED UNANIMOUSLY

(2) Zoning Amendment: 630 Hemlock Street

Councillor Harrison MOVED and Councillor Young SECONDED, THAT "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (630 Hemlock Street) Bylaw No. 580.140, 2023" be introduced and read a first time.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Council confirms that the zoning amendment application for 630 Hemlock Street generally complies with the *Official Community Plan Bylaw No. 800, 2018* and directs staff to proceed with the appropriate zoning amendment process.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Young SECONDED, THAT prior to adoption of "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (630 Hemlock Street) Bylaw No. 580.140, 2023", the developer shall make a contribution to the Village Neighbourhood Sidewalk Reserve Account equivalent to the value of constructing a sidewalk for this property.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT prior to adoption of "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (630 Hemlock Street) Bylaw No. 580.140, 2023", a S. 219 Covenant be registered on title of the subject property to ensure that the development is constructed in accordance with the proposed plans.

CARRIED UNANIMOUSLY

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT Council refers the zoning amendment application for 630 Hemlock Street to the Advisory Planning Commission.

CARRIED

Opposed: Councillor Harrison; Councillor Young

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

(3) **First Reading of “Town of Qualicum Beach Financial Plan 2024-2028 Bylaw No. 789, 2024”**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the “Town of Qualicum Beach Financial Plan (2024-2028) Bylaw No. 789, 2024” be introduced and read a first time.

CARRIED UNANIMOUSLY

Discussion ensued regarding the LED streetlight replacement project, foreshore accessibility, and the Town website redesign and visual identity refresh.

COMMITTEE & LIAISON REPORTS

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

Mayor Westbroek commented on the following:

- The Regional District of Nanaimo Board unanimously defeated the motion to initiate a feasibility study for a new pool in Parksville.

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

Councillor Harrison commented on the following:

- Attending the Oceanside Task Force on Homelessness meeting, discussing different funding opportunities for warming centres.

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the matter of hosting temporary extreme weather response centres in Qualicum Beach be referred to a future meeting of Council with an accompanying staff report based on pending consultation with BC Housing and instream consultation with the Regional District of Nanaimo, the City of Parksville, the District of Lantzville, and the City of Nanaimo.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Mayor Westbroek SECONDED, THAT a letter be sent to the Central Island Division of Family Practice, the Oceanside Primary Care Network, and Flowerstone Health society to request their preferences for how the approximately \$544,500 Community Amenity Contribution originally allocated for healthcare could best be spent.

CARRIED UNANIMOUSLY

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

Councillor Skipsey commented on the following:

- Working with Councillor Young, the Division of Family Practice, Flowerstone Health Society, and others, to attract healthcare professionals to the region.
- Working with the Qualicum Beach Memorial Golf Course, discussing options for the bridge to be constructed on the course.

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

Councillor Vander Valk noted that her report was included in the agenda package.

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

Councillor Young commented on the following:

- Meeting with the Qualicum Beach Collective, discussing installing a piano in the community for the public to play.
- The Rotary Club has requested the Town's support, as in years previous, to assist with their litter collection initiative on World Earth Day in April.

Councillor Young MOVED and Councillor Skipsey SECONDED, THAT the Town of Qualicum Beach participate in the 'Friends' category of the B.C. Provincial Communities in Bloom program for 2024.

CARRIED UNANIMOUSLY

STAFF REPORTS

(1) **Chief Administrative Officer**

(a) **Qualicum Beach Airport Three-Phase Power Update – from the January 31, 2024 Committee of the Whole Meeting**

The Airport Manager noted that staff met with representatives from Brechin Engineering Inc. (retained by BC Hydro) and Sealand Flight to discuss infrastructure requirements to introduce three-phase power and charging stations for electrified aircraft at the Qualicum Beach Airport. Further information on the requirements and potential costs will be provided once available.

(b) **Airport Consultation Plan Final Report – from the January 31, 2024 Committee of the Whole Meeting**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council receives the report titled “Airport Consultation Plan Final Report” dated January 31, 2024 provided by Operations Economics Incorporated (OEI).

CARRIED UNANIMOUSLY

Discussion ensued regarding quarterly reporting on airport-related items, the process to adjust the flight path with Transport Canada, the hours of training at the airport, and future meetings and workshops to provide information and receive feedback from Council and the public on airport-related matters.

Councillor Skipsey MOVED and Mayor Westbroek SECONDED, THAT Council directs staff to schedule bi-annual Open House meetings, as Committee of the Whole meetings, for the public to have a regularly scheduled opportunity to provide input to Council on Airport-related matters.

CARRIED

Opposed: Councillor Harrison; Councillor Young

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

(2) Corporate Administration

(a) Town Website Redesign – Tender Award

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT Council awards the contract for the Town of Qualicum Beach Website Redesign to Kimbo Design in the amount of \$43,800.

CARRIED UNANIMOUSLY

(b) 2024 Special Event Approvals

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council grants permission for the following special events, subject to Town requirements, including road closures and in-kind support as described in the February 7, 2024 report titled “2024 Special Event Approvals”:

- Street Dance, Saturday, June 15, 2024 (Seaside Cruizers)
- Father’s Day Show ‘n Shine, Sunday, June 16, 2024 (Seaside Cruizers)
- Grad Parade, Saturday, June 22, 2024 (KSS Grad 2024 Parent Committee)
- Twilight Concert Series, Saturdays, June 29, July 6, August 24, 2024 (St. Andrews Lodge Historical & Cultural Society)
- Arts & Music Festival, Saturday, July 27, 2024 (St. Andrews Lodge Historical & Cultural Society) – New event

CARRIED UNANIMOUSLY

(c) Radio Broadcast Request – 88.5 The Beach & 99.9 The Lounge

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT representatives from 88.5 The Beach and 99.9 The Lounge radio stations be permitted to broadcast their morning shows on location at the Second Avenue Clocktower on Wednesday, February 14, 2024 from 5:30 am to 10:00 am, for the purposes of fundraising and promoting the Coldest Night of the Year walk; AND FURTHER THAT the Town provide access to electrical services at the Second Avenue Clocktower, to the radio station representatives for the duration of their broadcast.

CARRIED UNANIMOUSLY

(3) **Planning**

(a) **Development Variance Permit: 294 Mill Road**

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Council directs staff to issue a Development Variance Permit for 294 Mill Road as described in the February 7, 2024 Planning memo to Council.

CARRIED UNANIMOUSLY

(b) **UBCM Community Emergency Preparedness Fund Grant Application**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the Town of Qualicum Beach supports the City of Parkville in applying for the '2024 Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) - Emergency Operations Centers Equipment and Training grant application' on behalf of Emergency Management Oceanside (EMO), a joint emergency program of the two municipalities;

AND FURTHER THAT the Town authorizes the City of Parkville to apply for, receive and manage grant funding of \$60,000 to enhance the capacity of Emergency Operation Centres of Parkville and Qualicum Beach from the UBCM Community Emergency Preparedness Fund on behalf of the Town of Qualicum Beach.

CARRIED UNANIMOUSLY

(c) **Qualicum Beach Skatepark Redevelopment: Feasibility Study and Final Concept Report**

Councillor Harrison MOVED Councillor Skipsey SECONDED, THAT Council receives the "Qualicum Beach Skatepark Redevelopment Feasibility Study and Final Concept Report" for information;

AND FURTHER THAT Council directs staff to periodically receive and track charitable donations or any other proceeds from the skatepark user group subject to the following conditions:

- (a) The skatepark user group will provide a fundraising plan to the Town to ensure that there is no expectation that Town staff will be engaged in fundraising activities;
- (b) The skatepark user group must engage a third-party fundraising organization that provides donation tracking, receipting, communication with donors, and the ability to refund.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT, pursuant to Council Procedure Bylaw No. 733, 2019, the meeting be extended beyond the 3-hour time limit.
CARRIED UNANIMOUSLY

(d) **Development Permit: Beach Creek/Crescent Road East Culvert Replacement Project** – verbal update

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT Council authorizes staff to issue a Development Permit for the Beach Creek/Crescent Road East Culvert Replacement project, as funded in the Draft 2024-2028 Financial Plan.

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 (February 9, 2024). Submissions were distributed to all Council, and a summary of the comments are as follows:

- Lois Eaton, Qualicum Beach, support for the ‘Sue Big Oil’ fossil fuel class action lawsuit.
- Karen Hodgson, Qualicum Beach, support for the ‘Sue Big Oil’ fossil fuel class action lawsuit.

MOTION TO CLOSE

Councillor Vander Valk MOVED and Councillor Harrison 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: 1:05 pm

MEETING REOPENED TO THE PUBLIC: 3:30 pm

ADJOURNMENT

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

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 3:30 pm

Certified Correct:

Heather Svensen
Corporate Administrator

Teunis Westbroek
Mayor