

Minutes of the 10:00 am Wednesday, June 26, 2024, Town of Qualicum Beach Regular Council Meeting held in the Qualicum Beach Council Chamber, Town Hall, 660 Primrose Street, Qualicum Beach, BC

PRESENT: Council: Acting Mayor Scott Harrison
Councillor Anne Skipsey
Councillor Petronella Vander Valk
Councillor Jean Young

ABSENT: Mayor Teunis Westbroek

ALSO PRESENT: Staff: Lou Varela, Chief Administrative Officer (CAO)
Luke Sales, Director of Planning | Deputy Corporate Administrator
Raj Hayre, Director of Finance
Peter Cornell, Fire Chief
Rob Dickinson, Director of Infrastructure Services
Oliver Watson, Capital Projects Manager
Rebecca Augustyn, Senior Planner
Jason Froats, Information Systems Analyst
Trudy Coates, Corporate Services Support
Twyla Slonski, Corporate Services Support
Matthew Shields, Diamond Head Consulting, Town Consultant

Acting Mayor Harrison called the meeting to order in the Council Chambers at 10:00 am acknowledging that the meeting was being held on the traditional lands of the Coast Salish people, and in particular, the Qualicum First Nation.

ADOPTION OF THE AGENDA

Council adopted, by unanimous consent, the June 26, 2024, regular Council meeting agenda, as distributed with Item 10(3)(a) Community Wildfire Resiliency Plan.

START OF CONSENT AGENDA

Councillor Skipsey MOVED, and Councillor Vander Valk SECONDED, THAT the recommendations listed for items 2a) to 2b) in the June 26, 2024, Consent Agenda be adopted.

a) THAT the May 29, 2024, 1:00 pm regular Council meeting minutes be approved as presented.

CARRIED BY CONSENT

b) THAT the Correspondence Log, dated for reference June 17, 2024, be approved, as presented.

CARRIED BY CONSENT

CARRIED UNANIMOUSLY | Resolution No. 24-184

END OF CONSENT AGENDA

RECOGNITION - Nil

BUSINESS ARISING FROM THE MINUTES - Nil

DELEGATIONS

1. **Rosemary Graham, Flowerstone Health Society**, spoke in support of the Society's request for funding (\$10,000) for Flowerstone Family Health Clinic nurse practitioner recruitment.

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council directs staff to bring back a report to an upcoming Council meeting on financial options for the request being made by Flowerstone Health Society.

CARRIED UNANIMOUSLY | Resolution No. 24-185

CORRESPONDENCE – Nil

PUBLIC AND STATUTORY HEARINGS - Nil

BYLAWS

1. Bylaw No. 900

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the third reading of “Town of Qualicum Beach Zoning Bylaw No. 900, 2024” given May 29, 2024, be rescinded; AND FURTHER THAT “Town of Qualicum Beach Zoning Bylaw No. 900, 2024” be given third reading as amended as shown in the Town of Qualicum Beach Zoning Bylaw No. 900, 2024 Change Log in the June 26, 2024 agenda.

CARRIED UNANIMOUSLY | Resolution No. 24-186

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT “Town of Qualicum Beach Zoning Bylaw No. 900, 2024” be adopted.

CARRIED UNANIMOUSLY | Resolution No. 24-187

2. Bylaw No. 901

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT “Town of Qualicum Beach Advisory Planning Commission Bylaw No. 901, 2024” be adopted.

CARRIED UNANIMOUSLY | Resolution No. 24-188

3. Bylaw No. 902

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT “Town of Qualicum Beach Board of Variance Bylaw No. 902, 2024” be adopted.

CARRIED UNANIMOUSLY | Resolution No. 24-189

COMMITTEE & LIAISON REPORTS

1. General Government (Mayor Teunis Westbroek) – Nil

2. Public Safety (Councillor Scott Harrison)

Councillor Harrison commented on his portfolio activities.

3. Parks & Recreation (Councillor Anne Skipsey)

(1) Select Committee on Environment and Sustainability April 19, 2024

Recommendations from the Committee

Councillor Skipsey MOVED and Acting Mayor Harrison SECONDED, THAT Council pause on the Bus Garage project public site and reassess the brief and renegotiate the design to include recommendations from the Sustainability Action Plan.

Opposed: Acting Mayor Harrison, Councillors Skipsey, Young and Vander Valk
DEFEATED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council refer adoption and subsequent implementation of the Climate Mitigation Actions Matrix dated April 19, 2024, to its 2025 Strategic Planning process for analysis of resources and work planning.

CARRIED UNANIMOUSLY | Resolution No. 24-190

4. **Community Development** (Councillor Petronella Vander Valk)
Councillor Vander Valk commented on her written report included in the agenda.
5. **Arts & Culture** (Councillor Jean Young)
Councillor Young commented on her portfolio activities.

STAFF REPORTS

1. Corporate Services

(1) Annual Municipal Report

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT the 2023 Annual Report be accepted.

CARRIED UNANIMOUSLY | Resolution No. 24-191

(2) Announcement of Closed Council Meeting Motions

The following motions previously passed by Council during a Closed meeting, were released to the public, pursuant to Section 117 of the *Community Charter*:

- THAT Council directs staff to provide a letter of support for Island Hopper Air Training (IHAT) to operate a flight school from the Qualicum Beach Airport (CAT4), subject to approval by Transport Canada.

CAO Varella gave a verbal report noting: the flight school motion is an announcement of a motion made previously; the process for motions at closed meetings; Council's lack of authority to restrict airport operations; the Crown Grant provided the airport lands for the sole purpose of operating a public airport with associated uses; flight schools are a permitted use; flight schools are regulated by Transport Canada and permitted to fly in and out of the Airport regardless of where they are based; the Town's goal to balance airport operations and neighbourhood expectations; and Council will be considering development a Master Plan as part of Council's 2025 Strategic Planning.

- THAT Council appoints Tina Rasmussen representing Sources; and Mike Garland to the Select Committee on Beach Day for a two-year term ending December 31, 2025.
- THAT Council approves the draft five-year agreement between the Parksville Qualicum Beach Tourism Association and the Town of Qualicum Beach and authorizes the Mayor and Corporate Administrator to execute the agreement on behalf of the Town;

AND FURTHER THAT, Council instructs staff to request that the PQBTA prepare an annual work plan to be shared with key stakeholders that including, but not limited to the Town of Qualicum Beach and the Qualicum Beach Chamber of Commerce; AND FURTHER THAT the St. Andrews Lodge Historical & Cultural Society be added to Section 10 of the Fee for Service Agreement.

2. **Municipal Operations**

(1) **BC Hydro Leased Streetlights – Quote to Review Resubmitted Hydro Complaints**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council awards the review of 25 BC Hydro Leased Streetlights, identified on Appendix 1: BC Hydro Lease Lights – Map of Complaints between September 1, 2023 to May 1, 2024 to E2 Engineering for the quoted price of \$14,450 plus GST; AND FURTHER THAT E2 Engineering provide a report to Council summarizing its review, including recommendations for submission to BC Hydro's SLIM System, for the Utility's consideration.

CARRIED UNANIMOUSLY | Resolution No. 24-192

(2) **Quatna Road Watermain Replacement – RFQ Award**

Councillor Vander Valk MOVED and Councillor Young SECONDED, THAT Council approves the award of the Quatna Road Watermain Replacement project to David Stalker Excavating in the amount of \$113,537 excluding GST.

CARRIED UNANIMOUSLY | Resolution No. 24-193

(3) **Roundabout Art Proposal**

Councillor Vander Valk MOVED and Councillor Young SECONDED, THAT Council authorizes staff to proceed with the production, installation and placement of the art piece by Qualicum First Nation artist Jesse Recalma in the centre of the Highway 19A roundabout; AND FURTHER THAT the additional funding required to complete the art piece project in the amount of \$16,100 exclusive of GST be reallocated from the excess remaining budgeted funds for the 2023 Highway 19A Ditch Infill/Bike Lane/Parking – Phase 1 project for the 2023 Memorial Avenue Roundabout project.

CARRIED UNANIMOUSLY | Resolution No. 24-194

3. **Fire Rescue**

(1) **Community Wildfire Resiliency Plan – June 2024**

The Town's consultant, Matthew Shields, Diamond Head Consulting gave a PowerPoint presentation on the Community Wildfire Resiliency Plan.

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council adopts the Community Wildfire Resiliency Plan (CWRP) 2024 completed by Diamond Head Consulting, attached to the staff report dated June 26, 2024.

CARRIED UNANIMOUSLY | Resolution No. 24-195

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council endorses the Action Plan contained within the Community Wildfire Resiliency Plan (CWRP) 2024 for consideration during Strategic Planning and within the 2026 Budget process.

CARRIED UNANIMOUSLY | Resolution No. 24-196

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council directs staff to request an amendment to the grant received from the Union of BC Municipalities (UBCM) Community Resiliency Investment Program (CRI) – 2023 FireSmart Community Funding & Support Program to remove the Fuel Management Prescription for the Heritage Forest and to add a Fuel Management Prescription for the forested area behind the Qualicum Beach Fire Station.

CARRIED UNANIMOUSLY | Resolution No. 24-197

(2) Regional District of Nanaimo Fire Services Agreement

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council authorizes the Mayor and the Corporate Officer to sign the Regional District of Nanaimo [RDN] Fire Services Agreement as approved by the RDN Board of Directors at its meeting held May 14, 2024 and scheduled to expire December 31, 2026; AND FURTHER THAT upon expiry of the agreement in December 2026 and prior to entering into a renewed agreement, staff are to collaborate with all parties to the agreement for the purpose of revisiting the way in which costs are calculated and apportioned, risks associated with the fire service boundary and identifying other revenue sources.

CARRIED UNANIMOUSLY | Resolution No. 24-198

4. Financial Services

(1) 2023 Statement of Financial Information (SOFI) Report

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the Town of Qualicum Beach 2023 Statement of Financial Information be received and approved by Council.

CARRIED UNANIMOUSLY | Resolution No. 24-199

MOTION TO CLOSE – Nil

ADJOURNMENT

Councillor Vander Valk MOVED and Councillor Young SECONDED, THAT Council adjourns the June 26, 2024, regular Council meeting.

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 11:52 am

Certified Correct:

Luke Sales
Deputy Corporate Administrator

Teunis Westbroek
Mayor

REVIEW OF COMMENTS FROM THE PUBLIC

Comments for this regular Council meeting were received by 12:00 pm two business days following the meeting (June 28, 2024). Submissions were distributed to all Council members, and a brief summary of the comments are as follows:

- Marlys Diamond, Flowerstone Health Society delegation.
- Jeffery Toews, Town of Qualicum Beach Zoning Bylaw No. 900, 2024.
- Marie Noel, Town of Qualicum Beach Zoning Bylaw No. 900, 2024, and Flowerstone Health Society delegation.
- Tim Pritchard, Flowerstone Health Society delegation, bus garage project, and meeting Chair.
- James Noel, Roundabout art project, and announcement of Closed Council meeting motions.