

Minutes of the 1:00 pm Wednesday, May 29, 2024, Town of Qualicum Beach Regular Council Meeting held in the Council Chamber, Town Hall, 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, Chief Administrative Officer (CAO)
Luke Sales, Director of Planning/Deputy Corporate Administrator
Bob Weir, Director of Engineering
Oliver Watson, Operations Manager
Rebecca Augustyn, Senior Planner
Trudy Coates, Corporate Services Support
Twyla Slonski, Corporate Services Support

The Mayor called the meeting to order in the Council Chambers at 1:00 pm 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 May 29, 2024, regular Council meeting agenda with the following amendments, the addition of items 8(1) QB Bill 44 Amendments Report from Westplan Consulting Group; and Items 10.(2)(a) Thursday Night Market and (b) Rescheduling Family Day Skate Jam to Beach Day.

CARRIED UNANIMOUSLY

START OF THE CONSENT AGENDA

Council adopted, by unanimous consent, the recommendations listed for items 2. a) through c) in the Consent Agenda be approved.

- a) THAT the May 1, 2024 10:00 am regular Council meeting minutes be approved, as presented.

CARRIED BY CONSENT

- b) THAT the May 15, 2024 10:00 am special Council meeting minutes be approved, as presented.

CARRIED BY CONSENT

- c) THAT the Correspondence Log, dated for reference May 29, 2024, be received, for information.

CARRIED BY CONSENT

END OF CONSENT AGENDA

CARRIED UNANIMOUSLY | Resolution No. 24-158

RECOGNITION - Nil

BUSINESS ARISING FROM THE MINUTES - Nil

DELEGATIONS - Nil

CORRESPONDENCE

(1) **Regional District of Nanaimo Separate Waste Container Requirement Service Establishment Bylaw No. 1908, 2024 | Bylaw Consent**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the Council of the Town of Qualicum Beach consents on behalf of the electors to the adoption of "Regional District of Nanaimo Separate Waste Container Requirement Service Establishment Bylaw No. 1908, 2024" by the Regional District of Nanaimo; AND FURTHER THAT the Regional District of Nanaimo be notified accordingly.
CARRIED UNANIMOUSLY | Resolution No. 24-159

(2) **Regional District of Nanaimo Legislative Reform Initiative | Request for Letter of Support**

Councillor Vander Valk MOVED and Councillor Young SECONDED, THAT Council directs staff to provide a letter of support from the Town of Qualicum Beach to the Union of British Columbia Municipalities [UBCM] that a working group be established for the purpose of conducting a comprehensive review and reform of the *Local Government Act*.
CARRIED UNANIMOUSLY | Resolution No. 24-160

PUBLIC AND STATUTORY HEARINGS - Nil

BYLAWS

(1) **Bill 44 Housing Statutes (Residential Development) Amendment Act, 2023 Implementation [Bylaw No. 900]**

Marc Holland, RPP, FCIP and Teunesha Evertse, RPP, MCIP of Westplan Consulting Group provided Council with an overview of their work in assisting the Town with meeting the requirements of Bill 44 Housing Statutes (Residential Development) Amendment Act, 2023 Implementation [Bylaw No. 900]. Following the presentation by Westplan representatives, Luke Sales, Director of Planning spoke more specifically to the steps the Town of Qualicum Beach has taken in preparing its amendments to the Town's Zoning bylaw to ensure compliance with Bill 44 prior to the June 30th deadline as established by the province, and steps to follow bylaw readings, including future amendments and legal review.

Councillor Skipsey MOVED and Councillor Harrison SECONDED, WHEREAS the Town of Qualicum Beach is required to amend the Zoning Bylaw to permit additional residential density in accordance with Provincial legislation;
AND WHEREAS the 2023 Provincial Policy Manual & Site Standards have been considered in the preparation of "Town of Qualicum Beach Zoning Bylaw No. 900, 2024" and the Interim Residential Design Guidelines contained therein;
AND WHEREAS Council is enabling the density requirements of Provincial legislation in a way that is suited to the lot sizes and types most common in Qualicum Beach, as described in the May 29, 2024 Planning staff report to Council;

AND WHEREAS Council wishes to undertake a review of the Official Community Plan and the Interim Residential Design Guidelines in 2025;
THEREFORE BE IT RESOLVED THAT "Town of Qualicum Beach Zoning Bylaw No. 900, 2024" be read a first time.

CARRIED UNANIMOUSLY | Resolution No. 24-161

Councillor Young MOVED and Councillor Vander Valk SECONDED, THAT "Town of Qualicum Beach Zoning Bylaw No. 900, 2024" be read a second time.

CARRIED UNANIMOUSLY | Resolution No. 24-162

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT "Town of Qualicum Beach Zoning Bylaw No. 900, 2024" be read a third time.

CARRIED UNANIMOUSLY | Resolution No. 24-163

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the Interim Residential Design Guidelines contained in "Town of Qualicum Beach Zoning Bylaw No. 900, 2024" be required for all residential development with two to four dwelling units per parcel.

CARRIED UNANIMOUSLY | Resolution No. 24-164

Bylaw No. 901

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT "Town of Qualicum Beach Advisory Planning Commission Bylaw No. 901, 2024" be read a first time.

CARRIED UNANIMOUSLY | Resolution No. 24-165

Councillor Young MOVED and Councillor Harrison SECONDED, THAT "Town of Qualicum Beach Advisory Planning Commission Bylaw No. 901, 2024" be read a second time as amended by striking in clause 21 "under sections 4 and 5" and inserting "under Section 4".

CARRIED UNANIMOUSLY | Resolution No. 24-166

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT "Town of Qualicum Beach Advisory Planning Commission Bylaw No. 901, 2024" be read a third time.

CARRIED UNANIMOUSLY | Resolution No. 24-167

Bylaw No. 902

Councillor Harrison MOVED and Councillor Young SECONDED, THAT "Town of Qualicum Beach Board of Variance Bylaw No. 902, 2024" be read a first time.

CARRIED UNANIMOUSLY | Resolution No. 24-168

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT "Town of Qualicum Beach Board of Variance Bylaw No. 902, 2024" be read a second time.

CARRIED UNANIMOUSLY | Resolution No. 24-169

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT “Town of Qualicum Beach Board of Variance Bylaw No. 902, 2024” be read a third time.
CARRIED UNANIMOUSLY | Resolution No. 24-170

Council, by unanimous consent, recessed the meeting for five minutes.

MEETING RECESSED: 2:36 pm

MEETING RESUMED: 2:42 pm in the Council Chamber, with all of Council in attendance. Also, L. Varela, Chief Administrative Officer, L. Sales, Director of Planning/Deputy Corporate Administrator, B. Weir, Director of Engineering, O. Watson, Capital Projects Manager, R. Augustyn, Senior Planner, T. Coates & T. Slonski, Corporate Services Support.

COMMITTEE & LIAISON REPORTS

- (1) **General Government** (Mayor Teunis Westbroek)
Mayor Westbroek commented on his portfolio activities.
Council, by unanimous consent, requested that staff, on behalf of Council, send a letter of appreciation to each Family Day committee member thanking them for the exceptional work in organizing Family Day 2024.
- (2) **Public Safety** (Councillor Scott Harrison)
Councillor Harrison commented on his portfolio activities.
- (3) **Parks & Recreation** (Councillor Anne Skipsey)
Councillor Skipsey commented on her portfolio activities.
- (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) **Chief Administrative Officer**
 - (a) **Committee Review – Phase 1 Recommendations**
Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to host an annual review of the Community Transportation Plan, with the next review tentatively scheduled for September 2025.
CARRIED UNANIMOUSLY | Resolution No. 24-171

Main Motion as Amended
Councillor Vander Valk MOVED and Councillor Young SECONDED, THAT Council directs staff to hold one Public Safety meeting, tentatively scheduled for July 10, 2024 at 4pm, as a Committee of the Whole meeting in order to enhance broad community engagement on public safety.
CARRIED UNANIMOUSLY | Resolution No. 24-172

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council directs staff to hold two Airport Open Houses, scheduled for June 19, 2024, at 4pm and tentatively scheduled for December 4, 2024, at 4pm, as Committee of the Whole meetings.

CARRIED UNANIMOUSLY | Resolution No. 24-173

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council dissolves the Select Committee on Public Safety, Accessibility and Emergency Preparedness as a Committee of Council, based on the rationale provided on pages 18-19 of the Report entitled Committee Review – Phase 1 dated May 2024 submitted by Leftside Partners Inc. and Neilson Strategies Inc., in the May 29, 2024 agenda.

Opposed: Councillor Harrison

CARRIED | Resolution No. 24-174

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Council dissolves the Airport Users Committee as a Committee of Council and refocuses the committee membership to provide technical input to Town management on Airport operations, with Town management seeking Council's governance decision making as required.

CARRIED UNANIMOUSLY | Resolution No. 24-175

(2) Corporate Administration

(a) Special Events

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the following special event applications be approved in principle, subject to event organizers working with Town staff to ensure Town requirements are met:

- Movie Night, Friday, June 14, 2024 (Qualicum Beach Collective), including road closure of Berwick Avenue and Second Avenue East.
- Uptown Street Market, Thursday evenings in July and August (Mount Arrowsmith Biosphere Society) including road closure of Second Avenue West from Memorial Avenue to Primrose Street to facilitate the market including entering into a Licence of Occupation with the Town.

CARRIED UNANIMOUSLY | Resolution No. 24-176

(b) Rescheduling Family Day Skate Jam Event to Beach Day July 21, 2024

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Council approves in principle rescheduling the Family Day Skate Jam Event (cancelled for safety reasons due to weather) to be held as part of Beach Day July 21, 2024, subject to QB Skaters Team volunteers working with Town of Qualicum Beach staff to ensure Town requirements are met.

CARRIED UNANIMOUSLY | Resolution No. 24-177

(3) **Planning**

(a) **Policy No. 4002 – 12 | Beach Toy Library**

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council approves Policy No. 4002-12 Beach Toy Library.

CARRIED UNANIMOUSLY | Resolution No. 178

Council did not consider the motion addressing the location of the Beach Toy Library given it has been installed, in collaboration with Chief Recalma since the agenda was published.

(4) **Engineering & Operations**

(a) **BC Hydro Leased Streetlight Public Complaints Received after Close of 2nd Complaint Intake**

Main Motion as Amended

Mayor Westbroek MOVED and Councillor Skipsey SECONDED, THAT staff be directed to obtain a quote by a third party illumination expert to consider further adjustments to select lights listed in Appendix 1 – BC Hydro Lease Lights – Map of Complaints between September 1, 2023 to May 1, 2024, to the staff report dated May 29, 2023 and identified as “Returning complaints after the wattage and colour change was implemented (25)”.

Opposed: Councillor Harrison

CARRIED | Resolution No. 24-179

Mayor Westbroek MOVED and Councillor Harrison SECONDED, THAT staff be directed to advise the public that the Town has concluded the luminaire change out of BC Hydro Leased Street Lights to reduce wattage and colour temperature, and no further intakes will be accepted.

CARRIED UNANIMOUSLY | Resolution No. 24-180

Mayor Westbroek MOVED and Councillor Harrison SECONDED, WHEREAS by motion February 8, 2023, Council resolved that a second final intake of BC Hydro Leased Street Lights complaints be accepted until August 31, 2023;

THEREFORE BE IT RESOLVED THAT staff be directed to respond to future resident requests for the installation of new BC Hydro Leased Street Lights as an operational matter.

Opposed: Councillors Skipsey and Vander Valk

CARRIED | Resolution No. 24-181

(b) **Beach Creek Estuary Landscaping | Invitation to Quote Award**

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

CARRIED UNANIMOUSLY

Councillor Harrision MOVED and Councillor Vander Valk SECONDED, THAT Council awards the contract for the Beach Creek Estuary Landscaping project to Strain Landscapes Ltd., for the bid price of \$199,743 plus GST.

CARRIED UNANIMOUSLY | Resolution No. 24-182

Mayor Westbroek noted the meeting started at 1:00 pm and requested that Council members, public and staff provide feedback on the 1:00 pm Council meeting start option, before the 2025 meeting schedule is prepared.

ADJOURNMENT

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

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 4:07 pm

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 (May 31, 2024). Submissions were distributed to all Council members, and a brief summary of the comments are as follows:

- Tim Pritchard, Bill 44 Housing Statutes (Residential Development) Amendment Act, 2023 Implementation [Bylaw No. 900].
- John Wood, Bill 44 Housing Statutes (Residential Development) Amendment Act, 2023 Implementation [Bylaw No. 900], and governance.