

Minutes of the 10:00 am Wednesday, October 2, 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: 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
Raj Hayre, Director of Finance
Rob Dickinson, Director of Infrastructure Services
Danielle Leurebourg, Deputy Director of Corporate Services
Rebecca Augustyn, Senior Planner
Jason Froats, Information Systems Analyst
Trudy Coates, Corporate Services Support
Twyla Slonski, Corporate Services Support
Paul Murray, Consultant | Brentwood Advisory Group

Mayor Westbroek called the meeting to order in the Council Chamber 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 October 2, 2024, regular Council meeting agenda, as distributed.

START OF CONSENT AGENDA

Council adopted, by unanimous consent, the recommendations listed for items 2a) to 2c) in the October 2, 2024, Consent Agenda.

a) THAT the September 4, 2024, 10:00 am special Council meeting minutes be approved as presented.

CARRIED BY CONSENT

b) THAT the September 11, 2024, 10:00 am regular Council meeting minutes be approved as presented.

CARRIED BY CONSENT

c) THAT the Correspondence Log, dated for reference September 23, 2024, be approved as presented.

CARRIED BY CONSENT

CARRIED UNANIMOUSLY | Resolution No. 24-247

END OF CONSENT AGENDA

RECOGNITION - Nil

BUSINESS ARISING FROM THE MINUTES - Nil

DELEGATIONS - Nil

CORRESPONDENCE - Nil

PUBLIC AND STATUTORY HEARINGS - Nil

BYLAWS

1. Bylaw No. 904

- (a) Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT "Town of Qualicum Beach 2025 Taxation Exemption Bylaw No. 904, 2024" be given first reading.

CARRIED UNANIMOUSLY | Resolution No. 24-248

- (b) Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT "Town of Qualicum Beach 2025 Taxation Exemption Bylaw No. 904, 2024" be given second reading.

CARRIED UNANIMOUSLY | Resolution No. 24-249

- (c) Councillor Young MOVED and Councillor Vander Valk SECONDED, THAT "Town of Qualicum Beach 2025 Taxation Exemption Bylaw No. 904, 2024" be given third reading.

CARRIED UNANIMOUSLY | Resolution No. 24-250

2. Bylaw No. 905

- (a) Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT "Town of Qualicum Beach 2025 Taxation Exemption (Places of Worship) Bylaw No. 905, 2024" be given first reading.

CARRIED UNANIMOUSLY | Resolution No. 24-251

- (b) Councillor Young MOVED and Councillor Vander Valk SECONDED, THAT "Town of Qualicum Beach 2025 Taxation Exemption (Places of Worship) Bylaw No. 905, 2024" be given second reading.

CARRIED UNANIMOUSLY | Resolution No. 24-252

- (c) Councillor Vander Valk MOVED and Councillor Harrison SECONDED, THAT "Town of Qualicum Beach 2025 Taxation Exemption (Places of Worship) Bylaw No. 905, 2024" be given third reading.

CARRIED UNANIMOUSLY | Resolution No. 24-253

COMMITTEE & LIAISON REPORTS

1. General Government (Mayor Teunis Westbroek)

Mayor Westbroek commented on his portfolio activities.

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

Councillor Harrison commented on his portfolio activities.

(a) **Notice of Motion | Opioid Crisis**

Councillor Harrison MOVED and Mayor Westbroek SECONDED, WHEREAS the opioid crisis claimed the lives of more than 2,500 citizens in British Columbia in 2023; AND WHEREAS not all information regarding the distribution of fentanyl precursors is currently being shared with law enforcement; BE IT RESOLVED THAT the province work with the relevant authorities to ensure relevant information relating to the distribution of precursors for fentanyl is shared with law enforcement in a timely manner; AND FURTHER THAT this motion be forwarded to AVICC and UBCM for consideration during the 2025 conventions.
CARRIED UNANIMOUSLY | Resolution No. 24-254

(b) **Notice of Motion | Railway & Intersection Safety**

Councillor Harrison MOVED and Mayor Westbroek SECONDED, THAT the issue of railway and intersection safety between Railway and First Avenue and Memorial Avenue be referred to the 2025 Strategic Planning process scheduled to take place on October 21, 2024 and November 1, 2024.
CARRIED UNANIMOUSLY | Resolution No. 24-255

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

(a) **Select Committee on Environment and Sustainability September 6, 2024**

i. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council withdraws the May 3, 2023, motion on the floor:

THAT staff be directed to refer the following matters of Food Security, including but not necessarily limited to the following, to the Food Action Plan strategic initiative, scheduled for 2026:

- *The role of local government and the community to safeguard and enhance local food security.*
- *Impacts of climate change, post-pandemic adjustments, war, poverty, inflation, food prices, and disrupted food supply chains on food security.*
- *Growing, processing, and eating food as the largest contributor to greenhouse gas emissions of any human activity.*
- *The importance of addressing food security sooner than later.*
- *The “Five A’s of Food Security”: Availability, Access, Adequacy, Acceptability and Agency.*

AND FURTHER THAT the Terms of Reference for the Select Committee on Environment and Sustainability be amended to include Food Security.

CARRIED UNANIMOUSLY | Resolution No. 24-256

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT consideration of the Terms of Reference for the Select Committee on Environment and Sustainability be referred to the Committee & Commission Terms of Reference Review Strategic Initiative, budgeted and planned for in 2025.

CARRIED UNANIMOUSLY | Resolution No. 24-257

- ii. Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the considerations for the 2026 Food Action Plan strategic initiative as proposed by the Select Committee on Environment and Sustainability be referred to the 2026 Strategic Planning process to be held in the fall of 2025.

CARRIED UNANIMOUSLY | Resolution No. 24-258

- (b) **Select Committee on Beach Day Celebration August 19, 2024**

[NOTE: Waterfront bicycle rack installation item has been referred to 2025 Strategic Planning process being held October 21, 2024, and November 1, 2024].

Councillor Skipsey commented on her portfolio activities then proceeded to address the following additional item arising from the September 11, 2024 meeting delegation:

- (c) **Mount Arrowsmith Biosphere Region Research Institute**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT consideration of the Mount Arrowsmith Biosphere Region Research Institute [MABRRI] and Nature BC's offer to use funding received from the Environment and Climate Change Canada to assess five sites in Qualicum Beach (DL10, Berwick wellfield, Grandon Creek Ravine, Community Park and Milner Gardens and Woodlands) and to conduct case studies and site analyses for the purpose of determining alignment with the assessment screening criteria and eligibility to designate as Other Effective Area-Based Conservations Measures (OECM) and/or Protected Area (PA); be referred to the 2025 Strategic Planning process taking place October 21, 2024 and November 1, 2024.

CARRIED UNANIMOUSLY | Resolution No. 24-259

- (d) **100th Anniversary | The Shady Rest [est. 1924]**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council directs staff to provide a letter of congratulations to The Shady Rest in recognition of their 100 years in business in the Town of Qualicum Beach.

CARRIED UNANIMOUSLY | Resolution No. 24-260

- 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 of activities.

STAFF REPORTS

- 1. **Corporate Services**

- (a) **2025 Council Meeting Schedule**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the 2025 Council Meeting Schedule be approved as attached to the October 2, 2024, staff report.

CARRIED UNANIMOUSLY | Resolution No. 24-261

(b) **Civic Centre Subsidized Rental Applications**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council approves the Qualicum Beach Seedy Saturday Association for the use of the Civic Centre on Saturday, February 1, 2025, for their annual Fair, by charging a reduced rate of \$1,117 plus applicable taxes, as opposed to the Policy rate of \$1,483 plus applicable taxes, resulting in a \$366 subsidy; AND FURTHER THAT Council approves the ECHO Players Society for the use of the Civic Centre on Thursday, March 13, 2025, to host a Members' Dinner in celebration of the 50th Anniversary of the Village Theatre, by charging a reduced rate of \$0, as opposed to the Policy rate of \$468 plus applicable taxes, resulting in a \$468 subsidy as this is the first year of their event.

CARRIED UNANIMOUSLY | Resolution No. 24-262

(c) **Special Event | Moonlight Madness & Night Market**

Councillor Vander Valk MOVED and Councillor Young SECONDED, THAT Council approves, in principle, the request from the Qualicum Beach Chamber of Commerce and the Qualicum Beach Farmers Market to host Moonlight Madness and Night Market, on November 21, 2024; 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 21, 2024 from 1:00 pm to 11:00 pm to facilitate the Night Market, subject to event organizers working with Town staff to ensure that Town requirements are met, including emergency services notification, insurance naming the Town as an additional insured and litter control; AND FURTHER THAT Council authorizes the closure of Primrose Street, between First Avenue West and Second Avenue West, on Thursday, November 21, 2024 from 5:00 pm to 8:00 pm, to facilitate the 2024 Moonlight Madness shopping event, ensuring Town requirements are met, including emergency services notification, traffic control, insurance naming the Town as an additional insured and litter control, and notification to businesses affected by the closure.

CARRIED UNANIMOUSLY | Resolution No. 24-263

(d) **Announcement of Closed Council Meeting Motions**

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

- THAT Council authorizes staff to enter into an 11-month lease agreement between the Town of Qualicum Beach and the Mount Arrowsmith Biosphere Society for use of the space at 124 Second Avenue West by charging a monthly lease fee of \$2,000 inclusive of GST.

2. **Finance**

(a) **Asset Management Financing Strategy**

The Town's consultant, Paul Murray, Brentwood Advisory Group was in attendance and gave a PowerPoint presentation on the Town's Asset Replacement Financial Strategy.

(b) **Water Utility | 2024 Capital Budget Reallocation**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council authorizes the reallocation of \$30,000 from the Rupert Road Water Looping Capital Project included in the 2024-2028 Financial Plan to establish a capital budget provision for the replacement of leaking water valves and a segment of asbestos cement (AC) watermain on First Avenue and Rye Road.
CARRIED UNANIMOUSLY | Resolution No. 24-264

The Director of Infrastructure Services left the meeting at 11:24 am.

3. **Planning, Community Development & Emergency Planning**

(a) **Development Variance Permit | 361 Poplar Avenue**

The Mayor called for public input from the gallery in addition to the one letter in support received; no one responded.

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to issue a Development Variance Permit for 361 Poplar Avenue, as described in the October 2, 2024, Planning report to Council.
CARRIED UNANIMOUSLY | Resolution No. 24-265

(b) **Development Permit Application | 149 First Avenue West**

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to refer the Development Permit application for 149 First Avenue West to the Advisory Planning Commission for comment on:

- Compatibility with the Town's Interim Residential Design Guidelines, as detailed in Zoning Bylaw No. 900, 2024.
- Parking access and street frontages.
- Site plan in relation to how the proposed development is situated on the lot [could it be moved forward if parking in the front were eliminated], and potential for parking to be located at the rear of the property.

Opposed: Councillors Harrison and Young

CARRIED | Resolution No. 24-266

(c) **Pathways to Sustainable Development in Qualicum Beach – Economic Development Strategy | Request for Proposals**

Mayor Westbroek MOVED and Councillor Skipsey SECONDED, THAT consideration to issue a Request for Proposals (RFP) for the purpose of engaging a consultant to assist the Town in its 2025 Pathways to Sustainable Development in Qualicum Beach – Economic Development Strategy project be postponed to a future meeting of Council to allow staff additional time to discuss and define more detailed aspects of the project and refining the RFP prior to issuance.
CARRIED UNANIMOUSLY | Resolution No. 24-267

MOTION TO CLOSE – Nil

ADJOURNMENT

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council adjourns the October 2, 2024, regular Council meeting.

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 11:51 am

Certified Correct:

ORIGINAL SIGNED

Danielle Leurebourg, D/Director of Corporate Services

Confirmed this 23rd day of October, 2024.

ORIGINAL SIGNED

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 (October 4, 2024). Submissions were distributed to all Council members, and a brief summary of the comments are as follows:

- Pat Jacobson, Qualicum Beach, Asset Management Financing Strategy.
- John Wood, Qualicum Beach, Development Permit Application, 149 First Avenue West.
- Charna Macfie, Qualicum Beach, Development Permit Application, 149 First Avenue West.