

Minutes of the 10:00 am Wednesday, January 22, 2025, 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, Director of Corporate Services | Deputy CAO
 Luke Sales, Director of Planning
 Peter Cornell, Fire Chief
 Raj Hayre, Director of Finance
 Rob Dickinson, Director of Infrastructure Services
 Danielle Leurebourg, Deputy Director of Corporate Services
 Oliver Watson, Capital Projects Manager
 Jason Froats, Information Systems Analyst
 Nathan Cernusca, Corporate Services Coordinator

Mayor Westbroek called the meeting to order in the Council Chamber at 10:01 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 January 22, 2025, regular Council meeting agenda as amended to include the addition of Late Item: Seacrest Place Slope Stabilization Project – Early Budget Approval Request in advance of 7(a) Financial Plan Bylaw

START OF CONSENT AGENDA

Councillor Skipsey requested that the January 16, 2025, Correspondence Log be removed from the consent agenda for discussion.

Councillor Skipsey noted:

- Correspondence Log item 585: Traffic Safety Concerns – Memorial Ave near Hwy 19A
- Correspondence Log item 629: Bylaw Governing Cats

Council then adopted, by unanimous consent, the recommendations listed for items 2a) to 2d) in the January 22, 2025, Consent Agenda.

- a) THAT the December 11, 2024, regular Council meeting minutes be approved as presented.
CARRIED BY CONSENT
- b) THAT the December 18, 2024. special Council meeting minutes be approved as presented.
CARRIED BY CONSENT
- c) THAT the January 8, 2025, special Council meeting minutes be approved as presented.
CARRIED BY CONSENT
- d) THAT the Correspondence Log, dated for reference January 16, 2025, be approved as presented.
CARRIED BY CONSENT

CARRIED UNANIMOUSLY | Resolution No. 25-014

END OF CONSENT AGENDA

BUSINESS ARISING FROM THE MINUTES

(1) Notice of Motion – Councillor Skipsey

Councillor Skipsey MOVED and Mayor Westbroek SECONDED, THAT the presentation regarding the Tree Protection Bylaw by the Friends of the Qualicum Beach Forest at the December 11, 2024, Regular Council Meeting by REFERRED to staff for consideration during the upcoming Tree Protection Bylaw review process.

CARRIED | Resolution No. 25-015

Opposed: Mayor Westbroek, Councillor Harrison

In Favour: Councillor Young, Councillor Vander Valk, Councillor Skipsey

**(a) AVICC Resolution Arising from December 11, 2024, regular Council meeting –
Reconfiguration of Railway Crossing Traffic Controls**

WHEREAS there are many railways that are inactive (where the average daily railway movement is zero), except for railway maintenance traffic, across British Columbia, and there are no active trains on the Southern Railway of BC railway North of Nanaimo; AND WHEREAS the Federal Canada Transportation Act, the Railway Safety Act, and the Grade Crossings Regulation require vehicular traffic to stop at railway crossings, except in limited circumstances, even when the railway is inactive; THEREFORE BE IT RESOLVED, THAT AVICC and UBCM lobby Transport Canada for the amendment of the legislation, including the Grade Crossings Regulation to permit the reconfiguration of railway crossing traffic controls to stop railway maintenance traffic on the rail at roadway intersections of inactive railway crossings and to remove stop signs for vehicular traffic at these locations.

Mayor Westbroek MOVED and Councillor Skipsey SECONDED, THAT the motion on the floor be amended by rewording as follows "...to have railway maintenance traffic come to a stop...".

CARRIED

Opposed: Councillor Harrison

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

MAIN MOTION AS AMENDED:

WHEREAS there are many railways that are inactive (where the average daily railway movement is zero), except for railway maintenance traffic, across British Columbia, and there are no active trains on the Southern Railway of BC railway North of Nanaimo; AND WHEREAS the Federal Canada Transportation Act, the Railway Safety Act, and the Grade Crossings Regulation require vehicular traffic to stop at railway crossings, except in limited circumstances, even when the railway is inactive; THEREFORE BE IT RESOLVED, THAT AVICC and UBCM lobby Transport Canada for the amendment of the legislation, including the *Grade Crossings Regulation* to permit the reconfiguration of railway crossing traffic controls to have railway maintenance traffic come to a stop on the rail at roadway intersections of inactive railway crossings and to remove stop signs for vehicular traffic at these locations.

CARRIED UNANIMOUSLY | Resolution No. 25-016

DELEGATIONS

1. **B. Scott, President, Eaglecrest Residents Association**, presented a report on the Association's Annual General Meeting.
2. **D. Novak, President, Qualicum Beach Chamber of Commerce**, presented an annual year-end report from the Chamber of Commerce.
3. **J. Sales, BroomBusters Invasive Plant Society**, presented an update on BroomBusters initiatives and challenges in Qualicum Beach.
4. **T. De Coene, Staff Sergeant, RCMP**, presented a 4th Quarter Update on the Oceanside RCMP.

CORRESPONDENCE

- (1) **Request to Make the Pathway from Qualicum Beach Museum to Grandon Creek Bicycle Free**

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT the letter from C. Thorsell requesting that the Pathway from Qualicum Beach Museum to Grandon Creek be Bicycle free, be included on the agenda for the next meeting of the Parks and Recreation Select Committee.
CARRIED UNANIMOUSLY | Resolution No. 25-017

(2) **Fire Hazard**

Mayor Westbroek MOVED and Councillor Young SECONDED, THAT Council directs staff to operationalize future inquiries related to concerns with potential fuel loading in public forested areas by providing on the ground assessment by the Qualicum Beach Fire Department to determine if further action is required.

CARRIED UNANIMOUSLY | Resolution No. 25-018

Seacrest Place Slope Stabilization Project | Early Budget Approval Request

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council authorizes early budget approval of the Seacrest Place Slope Stabilization project in the amount of \$2,581,000;

AND FURTHER THAT, Council instructs staff to reprioritize capital projects included in the 2025-2029 Capital Program such that the Seacrest Place Slope Stabilization Project is fully funded in 2025 from available funding sources;

AND FURTHER THAT, Council instructs staff to amend the 2025-2029 Draft Financial Plan and Financial Plan 2025-2029 Bylaw No. 908, 2025, by reprioritizing capital projects in the 5-year Capital Plan, prior to third reading.

CARRIED UNANIMOUSLY | Resolution No. 25-019

BYLAWS

(1) **Financial Plan 2025-2029 Bylaw No. 908, 2025**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT staff be directed to reduce the 2025 contribution to the Strategic Initiatives Reserve from \$250k to \$125k, with the contribution being reinstated back to \$250k in 2026.

CARRIED UNANIMOUSLY | Resolution No. 25-020

Councillor Young MOVED and Councillor Vander Valk SECONDED, THAT the "Town of Qualicum Beach Financial Plan (2025-2029) Bylaw No. 908, 2025" be introduced and read a first time.

CARRIED | Resolution No. 25-021

Opposed: Councillor Harrison

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

Councillor Harrison MOVED and Councillor Young SECONDED, THAT the Saahtlam Park Washrooms, Playground and Food Truck Services project and the Bus Garage Site Planning project be funded in 2027.

DEFEATED

Opposed: Mayor Westbroek, Councillor Vander Valk, Councillor Skipsey, Councillor Young

In Favour: Councillor Harrison

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT the “Town of Qualicum Beach Financial Plan (2025-2029) Bylaw No. 908, 2025” be read a second time.
Opposed: Councillor Harrison
In Favour: Mayor Westbroek, Councillor Young, Councillor Vander Valk, Councillor Skipsey
CARRIED | Resolution No. 25-022

COMMITTEE & LIAISON REPORTS

- (1) **General Government** (Mayor Teunis Westbroek)
Mayor Westbroek commented on his portfolio activities.
- (2) **Parks & Recreation** (Councillor Anne Skipsey)
Councillor Skipsey commented on her written report included in the agenda.
- (3) **Community Development** (Councillor Petronella Vander Valk)
Councillor Skipsey commented on her written report included in the agenda.

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council take a five-minute recess.

CARRIED UNANIMOUSLY

MEETING RECESSED: 11:57 am
MEETING RECONVENED: 12:07 pm with all of Council in attendance.

STAFF REPORTS

- (1) **Corporate Services**
 - (a) **Winter Holiday Town Hall Closure**
Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council approves the closure of the Town Hall office during the 2025 holiday season for three business days (December 22; 23; and 24) during the period of December 22 through December 26, 2025.
CARRIED UNANIMOUSLY | Resolution No. 25-023
- (2) **Planning & Community Development**
 - (a) **Interim Housing Needs Report**
Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council receives the Interim Housing Needs Report titled “Interim Housing Needs Report – Town of Qualicum Beach” dated for reference November 2024.
CARRIED UNANIMOUSLY | Resolution No. 25-024

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

- (b) **Fleet Greening/Modernization Strategy**
Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council receives the Fleet Greening/Modernization Strategy for the Town of Qualicum Beach prepared by Innotech Fleet Strategies in consultation with Town staff.
CARRIED UNANIMOUSLY | Resolution No. 25-025

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council refers the “Optimized Scenario” for fleet rightsizing and EV transitioning presented in the Fleet Greening/Modernization Strategy to the 2026 Financial Planning Process.

CARRIED UNANIMOUSLY | Resolution No. 25-026

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council refers the Fleet Greening/Modernization Strategy prepared by Innotech Fleet Strategies in consultation with Town staff to the Select Committee on Environment and Sustainability for consideration and comment.

CARRIED UNANIMOUSLY | Resolution No. 25-027

- (c) **Authorization ESS Grant Application – Verbal report from Director of Planning**
Councillor Harrison MOVED and Councillor Young SECONDED, THAT the Town of Qualicum Beach supports the City of Parksville in applying for the ‘2025 Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) – Emergency Support Services Grant Application’ on behalf of the Town of Qualicum Beach and the City of Parksville for the amount of \$45,900, for the purpose of enhancing the capacity of Oceanside Emergency Support Services.

AND FURTHER THAT, if funded, the Town of Qualicum Beach authorizes the City of Parksville to receive and manage the 2025 Union of BC Municipalities (UBCM) Community Emergency Preparedness Fund (CEPF) – Emergency Support Services Funding on the Town’s behalf.

CARRIED UNANIMOUSLY | Resolution No. 25-028

- (d) **Development Permit | 1000 Ravensbourne Lane**
Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT Council authorizes staff to issue a Form and Character Development Permit for 1000 Ravensbourne Lane, as detailed in the January 22, 2025, Planning staff report to Council, subject to Council consideration and authorization of a lease agreement with the applicant.

CARRIED UNANIMOUSLY | Resolution No. 25-029

ADJOURNMENT

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council adjourns the January 22, 2025, regular Council meeting.

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 1:17 pm

Certified Correct:

Confirmed this 12th day of February, 2025.

ORIGINAL SIGNED

ORIGINAL SIGNED

Heather Svensen
Director of Corporate Services/Deputy CAO

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

- S. Lloyd, comments re: Seacrest Place Slope Stabilization Project