

Minutes of the 10:00 am Wednesday, September 17, 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
Danielle Leurebourg, Deputy Director of Corporate Services
Luke Sales, Director of Planning and Community Development
Raj Hayre, Director of Finance
Oliver Watson, Capital Projects Manager
Nathan Cernusca, Corporate Services Coordinator
Kevin Goldfuss, Airport Manager
Jason Froats, Information Systems Analyst

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 September 17, 2025, regular Council meeting agenda as amended by:

- Replacing item 7(e), Bylaws, Eaglecrest Revisioning – OCP and Zoning Amendment Bylaws
- Replacing ii 9(1)(b), Staff Reports, Airport, Consideration of Noise Sensitive Areas, Attachment 1;
- Replacing item 9(2)(a), Staff Reports, Corporate Services, 2025 Special Event Sponsorship Applications;
- Replacing item 9(2)(c), Staff Reports, Corporate Services, 2025 Special Event Applications; and
- Adding a late item, Item 9(4)(d), Staff Reports, Planning & Community Development, Eaglecrest Golf Course – Request for Proposal.

CARRIED UNANIMOUSLY

START OF THE CONSENT AGENDA

Council adopted, by unanimous consent, the recommendations listed for items 2(a) to 2(e) in the September 17, 2025, Consent Agenda.

- (a) THAT the July 16, 2025, regular Council meeting minutes be approved as presented.
- (b) THAT the July 23, 2025, special Council meeting minutes be approved as presented.
- (c) THAT the July 23, 2025, Town Hall Committee of the Whole meeting minutes be approved as presented.
- (d) THAT the July 23, 2025, Committee of the Whole meeting minutes be approved as presented.
- (e) THAT the Correspondence Log, dated for reference September 8, 2025, be approved as presented.

CARRIED UNANIMOUSLY | Resolution No. 25-184

END OF CONSENT AGENDA

RECOGNITION - Nil

**BUSINESS ARISING FROM THE MINUTES – Nil
DELEGATIONS**

- (1) **Parksville Qualicum Beach Tourism Association Annual Reporting**
B. Sepos (Executive Director), Parksville Qualicum Beach Tourism Association, in attendance to present their annual reporting.

CORRESPONDENCE

- (a) **Broombusters 2025 Annual Report**
Received for Council information.
- (b) **Qualicum Beach Pickleball Club Court Reservations**
Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council allow the Qualicum Beach Pickleball Club to reserve the 3rd court on Monday, Wednesday, and Friday from 1:00 pm to 4:30 pm from now until they move indoors at the Civic Centre in mid October.
CARRIED | Resolution No. 25-185
Opposed: Councillor Harrison
In Favour: Mayor Westbroek, Councillor Skipsey, Councillor Vander Valk, Councillor Young

BYLAWS

- (a) **Alternate Means of Public Notice Bylaw No. 911, 2025 (Originally presented at July 16, 2025, regular Council meeting)**
Councillor Skipsey MOVED and Councillor Vander Valk SECONDED
1. THAT Council deems the Town's website and the email subscription service as reliable, suitable and accessible as described in the *Public Notice Regulation*.
2. THAT the Bylaw entitled "Town of Qualicum Beach Alternative Means of Public Notice Bylaw No. 911, 2025" be introduced and read a first time.
CARRIED UNANIMOUSLY | Resolution No. 25-186
- (b) **Town of Qualicum Beach Miscellaneous Rates Bylaw No. 638, 2009, Amendment (Civic Centre) Bylaw No. 638.05, 2025 and Policy 4004-1 Civic Centre Civic Centre and Community Hall Rentals**
1. Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the Bylaw entitled "Town of Qualicum Beach Miscellaneous Rates Bylaw No. 638, 2009, Amendment (Civic Centre/Community Hall) Bylaw No. 638.05, 2025" be introduced and read a first time.
CARRIED UNANIMOUSLY | Resolution No. 25- 187
2. Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT the Bylaw entitled "Town of Qualicum Beach Miscellaneous Rates Bylaw No. 638, 2009, Amendment (Civic Centre/Community Hall) Bylaw No. 638.05, 2025" be read a second time.
CARRIED UNANIMOUSLY | Resolution No. 25-188
3. Councillor Young MOVED and Councillor Vander Valk SECONDED, THAT the Bylaw entitled "Town of Qualicum Beach Miscellaneous Rates Bylaw No. 638, 2009, Amendment (Civic Centre/Community Hall) Bylaw No. 638.05, 2025" be read a third time.
CARRIED | Resolution No. 25-189
Opposed: Councillor Harrison
In Favour: Mayor Westbroek, Councillor Skipsey, Councillor Vander Valk, Councillor Young
4. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council approve revised Policy 4004-1 Civic Centre and Community Hall Rentals.
CARRIED UNANIMOUSLY | Resolution No. 25-190

(c) **Property Tax Exemption Bylaws (2026)**

1. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the Bylaw entitled "Town of Qualicum Beach 2026 Taxation Exemption Bylaw No. 913, 2025" be introduced and read a first time.
CARRIED UNANIMOUSLY | Resolution No. 25-191
2. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the Bylaw entitled "Town of Qualicum Beach 2026 Taxation Exemption Bylaw No. 913, 2025" be read a second time.
CARRIED UNANIMOUSLY | Resolution No. 25-192
3. Councillor Young MOVED and Councillor Harrison SECONDED, THAT the Bylaw entitled "Town of Qualicum Beach 2026 Taxation Exemption Bylaw No. 913, 2025" be read a third time.
CARRIED UNANIMOUSLY | Resolution No. 25-193
4. Councillor Young MOVED and Councillor Skipsey SECONDED, THAT the Bylaw entitled "Town of Qualicum Beach 2026 Taxation Exemption (Places of Worship) Bylaw No. 914, 2025" be introduced and read a first time.
CARRIED UNANIMOUSLY | Resolution No. 25-194
5. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the Bylaw entitled "Town of Qualicum Beach 2026 Taxation Exemption (Places of Worship) Bylaw No. 914, 2025" be read a second time.
CARRIED UNANIMOUSLY | Resolution No. 25-195
6. Councillor Harrison MOVED and Councillor Young SECONDED, THAT the Bylaw entitled "Town of Qualicum Beach 2026 Taxation Exemption (Places of Worship) Bylaw No. 914, 2025" be read a third time.
CARRIED UNANIMOUSLY | Resolution No. 25-196

- (d) **Third Reading of "Town of Qualicum Beach Downtown Development Cost Charges Reduction Bylaw No. 682, Amendment (Updated Reductions) Bylaw No. 682.03, 2025"**
Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the Bylaw entitled Town of Qualicum Beach Downtown Development Cost Charges Reduction Bylaw No. 682, Amendment (Updated Reductions) Bylaw No. 682.03, 2025 be read a third time as amended.

CARRIED | Resolution No. 25-197

Opposed: Councillor Harrison

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

(e) **Eaglecrest Revisioning – OCP and Zoning Amendment Bylaws**

WHEREAS the Town of Qualicum Beach recognizes the recreational, cultural, and historical value of the Eaglecrest Golf Course Lands to the community;

AND WHEREAS the Town acknowledges the long-term community value of the Eaglecrest Golf Course Lands as a recreational asset;

AND WHEREAS the Eaglecrest Golf Course Lands provide employment opportunities and contribute to local tourism;

AND WHEREAS the Eaglecrest Golf Course Lands, or a portion thereof, if repurposed could offer environmental and recreational benefits through reforestation or naturalization, including potential carbon sequestration;

AND WHEREAS the Eaglecrest Golf Course Lands provide ongoing benefits to residents of the Eaglecrest neighbourhood as well as the broader community;

AND WHEREAS the Town has received an informal estimated cost of \$2.3M for the upgrading of the building, greens and equipment to an industry standard;

AND WHEREAS the Community Transportation Plan includes a roundabout at the intersection of Village Way and Highway 19A with an estimated cost in the range of \$3M noting that staff have received recent estimates in the range of \$5M;

AND WHEREAS the Eaglecrest Golf Course Lands may become a source of complaints from surrounding residents if the Golf Course is closed and not maintained to an appropriate standard;

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council not entertain six-story developments as identified in Schedule B of Official Community Plan Bylaw No. 800, 2018, Amendment (Eaglecrest) Bylaw No. 800.08, 2025 and in Schedule D of Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025.

CARRIED UNANIMOUSLY

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT Council not include the areas that currently make up Yambury Park as identified in Schedule I & Schedule L of Official Community Plan Bylaw No. 800, 2018, Amendment (Eaglecrest) Bylaw No. 800.08, 2025 and in Schedule K & Schedule L of Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025, in potential rezoning and OCP amendments.

CARRIED UNANIMOUSLY

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT Council exclude consideration of the parcel at the North-West corner of Country Club Drive and Highway 19A as identified in Schedule C of Official Community Plan Bylaw No. 800, 2018, Amendment (Eaglecrest) Bylaw No. 800.08, 2025 and in Schedule E of Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025 and in.

CARRIED UNANIMOUSLY

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Official Community Plan Bylaw No. 800, 2018, Amendment (Eaglecrest) Bylaw No. 800.08, 2025 be introduced and read a first time, as amended to exclude the following items:

- THAT Council not entertain six-story developments as identified in Schedule B of Official Community Plan Bylaw No. 800, 2018, Amendment (Eaglecrest) Bylaw No. 800.08, 2025.
- THAT Council not include the areas that currently make up Yambury Park as identified in Schedule I & Schedule L of Official Community Plan Bylaw No. 800, 2018, Amendment (Eaglecrest) Bylaw No. 800.08, 2025, in potential rezoning and OCP amendments.
- THAT Council exclude consideration of the parcel at the North-West corner of Country Club Drive and Highway 19A as identified in Schedule C of Official Community Plan Bylaw No. 800, 2018, Amendment (Eaglecrest) Bylaw No. 800.08, 2025.

CARRIED | Resolution No. 25-198

Opposed: Councillor Harrison

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

Councillor Vander Valk MOVED and Councillor Young SECONDED, THAT Official Community Plan Bylaw No. 800, 2018, Amendment (Eaglecrest) Bylaw No. 800.08, 2025 be read a second time.

CARRIED | Resolution No. 25-199

Opposed: Councillor Harrison

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

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025 be introduced and read a first time, as amended to exclude the following items:

- THAT Council not entertain six-story developments as identified in Schedule D of Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025.
- THAT Council not include the areas that currently make up Yambury Park as identified in Schedule K & Schedule L of Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025, in potential rezoning and OCP amendments.
- THAT Council exclude consideration of the parcel the North-West corner of Country Club Drive and Highway 19A as identified in Schedule E of Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025.

CARRIED | Resolution No. 25-200

Opposed: Councillor Harrison

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

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025 be read a second time.

CARRIED | Resolution No. 25-201

Opposed: Councillor Harrison

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

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council, in accordance with the *Local Government Act*, has considered referrals to the following agencies and organizations including School District No. 69 (Qualicum), Regional District of Nanaimo, Island Health, Ministry of Transportation and Infrastructure, and the Agricultural Land Commission, and hereby directs staff to formally notify Qualicum First Nation and Nanoose First Nation of the proposed amendments.

CARRIED UNANIMOUSLY | Resolution No. 25-202

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council directs staff to schedule a Public Hearing for a Special Council meeting on October 6th, 2025 at 2pm at the Civic Centre, 747 Jonest Street, to receive comments from the public with regard to Official Community Plan Bylaw No. 800, 2018, Amendment (Eaglecrest) Bylaw No. 800.08, 2025 and Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025.

CARRIED UNANIMOUSLY | Resolution No. 25-203

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT Council take a 30-minute recess.

CARRIED UNANIMOUSLY

MEETING RECESSED: 12:28 pm

MEETING RECONVENED: 1:00 pm with all of Council in attendance

Councillor Skipsey 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

(f) **Zoning Amendment | 510 Chester Road**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the Bylaw entitled "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (510 Chester Road) Bylaw No. 900.04, 2025" be introduced and read a first time.

CARRIED UNANIMOUSLY | Resolution No. 25-204

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT prior to adoption of "Town of Qualicum Beach Land Use and Subdivision Bylaw No. 580, 1999 Amendment (510 Chester Road) Bylaw No. 900.04, 2025", a S. 219 Form and Character Covenant be registered on title to ensure that future buildings are constructed as proposed.

CARRIED | Resolution No. 25-205

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council refers the application for 510 Chester Road to the Advisory Planning Commission with specific instruction for consideration of:

- Neighbourhood compatibility;
- Setbacks;
- Density;
- Lot Coverage;
- Height;
- Orienting the Lot 9 home onto Chester Rd
- review roof massing; and
- Drainage information to be provided to Council at a future meeting.

CARRIED UNANIMOUSLY | Resolution No. 25-206

Opposed: Councillor Harrison

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

(g) **Zoning Amendment | 230 Rupert Road**

Withdrawn at the request of the applicant.

COMMITTEE & LIAISON REPORTS

- (1) **General Government** (Mayor Teunis Westbroek)
Mayor Westbroek commented on his portfolio activities and requested a letter of congratulations be sent to SD69 and the City of Parksville for the completion of the Ballenas track
- (2) **Public Safety** (Councillor Scott Harrison)
Councillor Harrison commented on his portfolio activities.
- (3) **Parks & Recreation** (Councillor Anne Skipsey)
Councillor Skipsey commented on her written report included in the agenda.

Councillor Skipsey MOVED and Mayor Westbroek SECONDED, THAT Council direct staff to investigate the advisability and feasibility of converting the current 3rd tennis court and adjacent space into 4 pickleball courts with the findings to be considered by Council during Strategic Planning.

CARRIED UNANIMOUSLY | Resolution No. 25-207

- (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) **Airport**
 - (a) **June 25, 2025, Airport Committee of the Whole Follow-Up Report**
Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT the petition requesting Council to “restrict aircraft circuit training over residential areas, prohibit helicopter training over residential areas, and charge landing fees like other BC municipal airports” presented to Council at the June 25, 2025 Committee of the Whole Meeting and formally presented to the Corporate Officer June 30, 2025, be received.
CARRIED UNANIMOUSLY | Resolution No. 25-208
 - (b) **Consideration of Expansion of Noise Sensitive Areas**
Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council directs staff to make an application to NAV Canada to create a Visual Flight Rules Terminal Procedures Chart (VTPC) in the Qualicum Beach CAT4 Canadian Flight Supplement (CFS) entry, to include recommended circuit procedures;

AND FURTHER THAT Council directs staff to make an application to NAV Canada to create new additional Noise Sensitive Areas (NSAs) in the Qualicum Beach CAT4 Canadian Flight Supplement (CFS) entry, to include recommended Noise Sensitive Areas on the north side of the Qualicum Beach Runway 11-29 (RWY) as shown on Appendix 1 of this Staff Report dated September 17, 2025.
CARRIED | Resolution No. 25-209
Opposed: Councillor Harrison
In Favour: Mayor Westbroek, Councillor Skipsey, Councillor Vander Valk, Councillor Young

(2) **Corporate Services**

(a) **2025 Special Event Sponsorship Applications**

Councillor Young MOVED and Mayor Westbroek SECONDED, THAT Council remove the one-time sponsorship up to a maximum of \$2,500 for the Qualicum Beach Farmers Market Christmas Night Market event held December 5, 2025.

MOTION DEFEATED

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

In Favour: Councillor Young

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED,

1. THAT Council approve a one-time sponsorship of \$668 for the Qualicum Community Education and Wellness Society Pop Up Conversation Nook events held Saturday Mornings on Fir Street every two weeks September through December, 2025, subject to the submission of original receipts to the Town for review and approval as eligible expenses.
2. THAT Council approve a one-time sponsorship of \$800 for the Qualicum Beach Collective Society Moonlight Madness I-Spy event held November 20 to December 4, 2025, subject to the submission of original receipts to the Town for review and approval as eligible expenses.
3. THAT Council approve a one-time sponsorship up to a maximum of \$2,500 for the Qualicum Beach Farmers Market Christmas Night Market event held December 5, 2025, subject to the submission of original receipts to the Town for review and approval as eligible expenses.
4. THAT Council approve a one-time sponsorship of \$1,516 for the Qualicum Beach Curling Club Scotland to Canada Women's Friendship Curling Tour event held Tuesday November 18, 2025, subject to the submission of original receipts to the Town for review and approval as eligible expenses.
5. THAT Council approve a one-time sponsorship up to a maximum of \$2,500 for the Qualicum Beach Merchant Society Moonlight Madness event held November 27, 2025, pending the provision of additional details and the submission of original receipts to the Town for review and approval as eligible expenses.

CARRIED | Resolution No. 25-210

Opposed: Councillor Young

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

(b) **2025 Subsidized Rental Applications**

Councillor Skipsey MOVED and Councillor Harrison SECONDED,

1. THAT Council approves a one-time subsidy for the use of the Qualicum Beach Community Hall on January 24, 2026, for the 2026 BC Police Curling Championship Banquet, by waiving the full rental rate of \$234 plus applicable taxes, resulting in a \$234 subsidy.
2. THAT Council approves a one-time subsidy for use of the Qualicum Beach Civic

Centre on February 6 & 7, 2026, for the Qualicum Beach Seedy Saturday Association, 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.

3. THAT Council approves a one-time subsidy for use of the Qualicum Beach Civic Centre on November 8, 2025, for the Ducks Unlimited Gala, by charging a reduced rate of \$1,253 plus applicable taxes, as opposed to the Policy rate of \$1,689 plus applicable taxes, resulting in a \$436 subsidy.

CARRIED UNANIMOUSLY | Resolution No. 25-211

(c) **2025 Special Event Applications**

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT Council approves, in principle, the request from the Qualicum Beach Farmers Market to host the Christmas Night Market, on Thursday, December 5, 2025, including live music, vendors and food trucks; AND FURTHER THAT the Town provide support in the form of access to the garbage bin behind the Community Hall, access to the Community Hall outdoor washroom, water and electrical access and supply for the duration of the event; AND FURTHER THAT Council authorizes the closure of Veterans Way (from Memorial Avenue to Berwick Road) on December 5, 2025 from 11:00 am to 11:00 pm to facilitate the Christmas Night Market, subject to event organizers working with Town staff to ensure that Town requirements are met, including emergency services notification, producing insurance naming the Town as an additional insured and litter control.

CARRIED UNANIMOUSLY | Resolution No. 25-212

(d) **Authorization for the Creation of the Field of Crosses | Rotary Club of Qualicum Beach and Royal Canadian Legion Branch 76**

Mayor Westbroek MOVED and Councillor Harrison SECONDED, THAT the Town of Qualicum Beach grants permission to the Rotary Club of Qualicum Beach and the Royal Canadian Legion Branch 76 to create a 'field of crosses' to honour Veterans from WWI and WWII, as requested in the correspondence received September 7, 2025; AND FURTHER THAT, the Rotary Club and the Legion be permitted to erect the display on the grassy area kitty-corner from the Qualicum Beach Curling Club on Railway Street, between the railway tracks and the road, from November 4, 2025 to November 12, 2025.

CARRIED UNANIMOUSLY | Resolution No. 25-213

(e) **Levels of Service 1002 – Benches and Picnic Tables**

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT authorizes the following amendment to the Levels of Service 1002 – Benches and Picnic Tables to allow for two additional picnic tables at the newly created Community Skateboard Park:

- In the 4th bullet under Operations, striking "40" and inserting "42".

CARRIED UNANIMOUSLY | Resolution No. 25-214

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

Received for information.

- (g) **Policy 3000-25 | Media Policy & Policy 3000-26 | Official Town Social Media & Third Party Content Additional Information (*originally presented at July 16, 2025, regular Council meeting*)**

Councillor Skipsey MOVED and Councillor Harrison SECONDED,

1. THAT Council approves Policy 3000-25 | Media Policy
2. THAT Council approves Policy 3000-26 | Official Town Social Media & Third Party Content Policy

CARRIED UNANIMOUSLY | Resolution No. 25-215

- (h) **Council Attendance at the Vancouver Island Economic Alliance Conference**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council authorize Councillor Harrison and Councillor Young to attend the Vancouver Island Economic Alliance Conference in Nanaimo, October 28-30, 2025 funded through the designated Council Conference attendance budget.

CARRIED UNANIMOUSLY | Resolution No. 25-216

(3) **Finance**

- (a) **Pickleball Courts**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the resolution on Pickleball Courts (Item 9(3)(a)) is withdrawn from the agenda.

CARRIED UNANIMOUSLY

(4) **Planning & Community Development**

- (a) **Official Community Plan (OCP) Review Timeline and Decision Points**

Business from July 16, 2025, Meeting

OCP Decision Point # 19

1. Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT staff work with the OCP Review Steering Committee to streamline the OCP structure to provide a tighter focus on land use and development policies with some existing OCP content being relocated to other plans such as the Community Transportation Plan or Zoning Bylaw.

CARRIED UNANIMOUSLY | Resolution No. 25-217

New Recommendations

OCP Decision Point # 11

2. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council rescinds the July 16, 2025, portion of *resolution 25-152*, "THAT the non-ALR parcels of south side of Rupert Road between Memorial Avenue and Qualicum Road be included into the Urban Containment Boundary." AND FURTHER THAT the non-ALR parcels south of Rupert Road remain outside the Urban Containment Boundary and that policies be incorporated into the Rural land use designation to support potential subdivision of these properties into large estate residential lots and to clarify potential commercial uses for the former Garden Centre property.

CARRIED UNANIMOUSLY | Resolution No. 25-218

3. Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT Council receives the proposed timeline for consideration of the OCP Amendment Bylaw, attached as Appendix 1 to the September 17, 2025, staff report, noting that the Province has indicated that the updated OCP must be adopted by December 31st, 2025.

CARRIED UNANIMOUSLY | Resolution No. 25-219

4. Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, THAT Council receives confirmation from staff that Zoning Bylaw No. 900 already permits enough dwelling units to meet the housing needs identified in the 2024 Interim Housing Needs Report and therefore does not require an amendment at this time, as detailed in Attachment 2 to the September 17, 2025, Planning report to Council.

CARRIED UNANIMOUSLY | Resolution No. 25-220

(b) **Development Permit | 131 Garden Road East**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council authorizes staff to issue a Development Permit for 131 Garden Road East, as detailed in the September 17, 2025, Staff Report to Council, subject to the addition of landscaping between driveway accesses on Garden Road East, as shown on *Figure 2: Proposed Site Revisions* of this report, bringing the proposal in closer alignment with the Town's Interim Residential Design Guidelines.

CARRIED UNANIMOUSLY | Resolution No. 25-221

(c) **Development Variance Permit | 796 Canyon Crescent Road**

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Council directs staff to fulfill statutory notification requirements to allow the Development Variance Permit application for 796 Canyon Crescent Road to be considered by Council at a future regular meeting.

DEFEATED

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

(5) **Operations**

(a) **2025 Strategic Priorities Grant Intake – Highway 19A**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED,

1. THAT Council direct staff to submit the Highway 19A Complete Street Project to the Strategic Priorities Grant 2025 Intake under the Capital Asset category, in the amount of \$4,067,672.
2. THAT Council agree that any cost overruns to the project will be funded from reserve funds designated for investments in capital infrastructure.
3. THAT the 2026-2030 financial plan include a capital expenditure budget provision in budget year 2026 in the amount of \$4,067,672.
4. THAT \$570,000 be allocated in the 2027 financial year to complete companion works associated with this project, namely the resurfacing of adjacent parking lots and associated minor landscaping/works.

CARRIED UNANIMOUSLY | Resolution No. 25-222

- (b) **Re- establishment of Cenotaph Location at Memorial Avenue and Railway Street**
Councillor Harrison MOVED and Councillor Young SECONDED, THAT Council direct Town staff to install the salvaged flagpole, cenotaph boulder, and plaque for placement upon the grassy area at the southwest corner of Memorial Avenue and Railway Street, as an interim solution prior to design and replacement of the cenotaph proposed for 2026; AND FURTHER THAT staff be directed to resubmit the scoping sheet to Strategic Planning for design and construction of a replacement cenotaph in 2026.
CARRIED UNANIMOUSLY | Resolution No. 25-223

- 9(4)(d) **Eaglecrest Golf Course - Request for Proposals**
Mayor Westbroek MOVED and Councillor Skipsey SECONDED, THAT staff be directed to issue an RFP for the potential operation of the Eaglecrest Golf Course including but not necessarily limited to the club house, restaurant, pro-shop, and the Golf Course lands;
AND FURTHER THAT responses to the RFP be reviewed at a future Closed meeting of Council.
CARRIED | Resolution No. 25-224
Opposed: Councillor Harrison
In Favour: Mayor Westbroek, Councillor Skipsey, Councillor Vander Valk, Councillor Young

REVIEW OF COMMENTS FROM THE PUBLIC

Comments for this regular Council meeting were received by 12:00 pm two business days following the meeting (September 19, 2025). Submissions were distributed to all Council, and a brief summary of the comments are as follows:

- M. Brown, Comments regarding 510 Chester Road Rezoning

ADJOURNMENT

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

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 3:11 pm

Certified Correct:

ORIGINAL SIGNED

Heather Svensen
Director of Corporate Services/Deputy CAO

ORIGINAL SIGNED

Teunis Westbroek
Mayor