

Minutes of the 10:00 am Wednesday, July 15, 2026, 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, Chief Administrative Officer
Heather Svensen, Director of Corporate Services/Deputy CAO
Raj Hayre, Director of Finance
Luke Sales, Director of Planning and Community Development
Amro Kotb, Director of Infrastructure Services
Oliver Watson, Capital Projects Manager
Twyla Slonski, Interim Deputy Director of Corporate Services
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 July 15, 2026, regular Council meeting agenda as amended by adding items 7(b), "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.01, 2026, and item 9(3)(e), Town of Qualicum Beach Water System Update.

CARRIED UNANIMOUSLY

START OF THE CONSENT AGENDA

ADOPTION OF THE CONSENT AGENDA

Council adopted, by unanimous consent, **THAT** recommendations listed for items 2(a) to 2(f) in the July 15, 2026, Consent Agenda be approved.

- (a) **THAT** the April 29, 2026, Committee of the Whole meeting minutes be received.
- (b) **THAT** the June 17, 2026, special meeting minutes be approved as presented.
- (c) **THAT** the June 24, 2026, regular meeting minutes be approved as presented.
- (d) **THAT** the June 29, 2026, special meeting minutes be approved as presented.
- (e) **THAT** the 2026 Special Event Grant Final Report from the Seaside Cruizers for the Show and Shine event be received.
- (f) **THAT** the Correspondence Log, dated for reference July 7, 2026, be received.

CARRIED UNANIMOUSLY | Resolution No. 26-164

RECOGNITION – Nil

BUSINESS ARISING FROM THE MINUTES – Nil

DELEGATIONS - Nil

CORRESPONDENCE – Nil

BYLAWS

- (a) **Town of Qualicum Beach 2027 Taxation Exemption Bylaw No. 923, 2026” and “Town of Qualicum Beach 2027 Taxation Exemption (Places of Worship) Bylaw No. 924, 2026”**
Councillor Harrison MOVED and Councillor Skipsey SECONDED, **THAT** “Town of Qualicum Beach 2027 Taxation Exemption Bylaw No. 923, 2026” be introduced and read a first time.
CARRIED UNANIMOUSLY | Resolution No. 26-165

Councillor Vander Valk MOVED and Councillor Young SECONDED, **THAT** “Town of Qualicum Beach 2027 Taxation Exemption Bylaw No. 923, 2026” be read a second time.
CARRIED UNANIMOUSLY | Resolution No. 26-166

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** “Town of Qualicum Beach 2027 Taxation Exemption Bylaw No. 923, 2026” be read a third time.
CARRIED UNANIMOUSLY | Resolution No. 26-167

Councillor Harrison MOVED and Councillor Skipsey SECONDED, **THAT** “Town of Qualicum Beach 2027 Taxation Exemption (Places of Worship) Bylaw No. 924, 2026” be introduced and read a first time.
CARRIED UNANIMOUSLY | Resolution No. 26-168

Councillor Vander Valk MOVED and Councillor Young SECONDED, **THAT** “Town of Qualicum Beach 2027 Taxation Exemption (Places of Worship) Bylaw No. 924, 2026” be read a second time.
CARRIED UNANIMOUSLY | Resolution No. 26-169

Councillor Harrison MOVED and Councillor Skipsey SECONDED, **THAT** “Town of Qualicum Beach 2027 Taxation Exemption (Places of Worship) Bylaw No. 924, 2026” be read a third time.
CARRIED UNANIMOUSLY | Resolution No. 26-170

COMMITTEE & LIAISON REPORTS

- (a) **General Government** (Mayor Teunis Westbroek)
- (i) **Mayor Westbroek Notice of Motion | Day Homes Request for a Six-Month Oceanside Winter Shelter Pilot**
Mayor Westbroek MOVED and Councillor Harrison SECONDED, **WHEREAS** section 2.3.3.3 of the Qualicum Beach Official Community Plan states “The Town may collaborate on regional initiatives with partners such as the Regional District of Nanaimo and the City of Parksville to support the provision of shelter for individuals experiencing homelessness and/or housing for individuals at risk of homelessness.”;
THEREFORE BE IT RESOLVED THAT staff be directed to prepare a letter addressed to BC Housing, expressing support in principle for a seasonal 6-month pilot project to implement a cold weather dry shelter with up to 10 beds, and located in the Oceanside Area of the Regional District of Nanaimo [Electoral Areas F & G], with final site selection being subject to host approval, zoning review, insurance confirmation, fire and life safety

review, staffing readiness, and any other associated permitting requirements required to support a seasonal cold weather dry shelter.

CARRIED UNANIMOUSLY | Resolution No. 26-172

BYLAWS CONT'D

(b) **"Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.01, 2026"**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.01, 2026" be adopted.

CARRIED | Resolution No. 26-171

In Favour: Mayor Westbroek, Councillors Skipsey, Vander Valk and Young

Opposed: Councillor Harrison

COMMITTEE & LIAISON REPORTS CONT'D

(b) **Public Safety** (Councillor Scott Harrison)

(i) Councillor Harrison commented on his portfolio activities.

Councillor Harrison MOVED and Councillor Skipsey SECONDED, **THAT** a letter in support of BC Ferry fares being equal across Canada be sent to MP Gord Johns.

CARRIED UNANIMOUSLY | Resolution No. 26-173

(c) **Parks & Recreation** (Councillor Anne Skipsey)

(i) Councillor Skipsey commented on her written report included in the agenda.

(ii) **Councillor Skipsey Notice of Motion | Request for Support for Nature Diary**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **WHEREAS** the Arrowsmith Naturalists are leading the development of a Nature Guide (perpetual diary) of the UNESCO-designated Mount Arrowsmith Biosphere Region (MABR) titled: *Discover Nature – Mount Arrowsmith Biosphere Region* and will encompass the rich biodiversity, ecosystems, amazing and natural places, nature-based events, indigenous culture, and more; and

WHEREAS the Arrowsmith Naturalists will have the book published by the end of the summer and will include places located within Qualicum Beach; and

WHEREAS the guide is intended to encourage people to connect with nature and explore or visit the MABR more often throughout the months and years to continue to explore the incredible diversity of our region and nature-based events that are hosted; and

WHEREAS copies will be made available to Visitor Centres, hotels, tourism-oriented businesses, and libraries as well as some of the proceeds from the sale of the guides will be used to develop a program incorporating the book into programming at schools within the Qualicum School District;

THEREFORE BE IT RESOLVED THAT staff be instructed to provide a one-time funding allocation in the amount of \$2,500 from the 2026 Strategic Planning fund for Community Volunteerism to the Arrowsmith Naturalists for their Nature Diary Project in fiscal 2026.

CARRIED UNANIMOUSLY | Resolution No. 26-174

(iii) **Councillor Skipsey Notice of Motion | Density Without Demolition**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **WHEREAS** adding density without demolition through internal conversion of existing homes could be an important component of the Town's Ways to Attain Affordable Market Housing (WAAMH) initiative by providing the opportunity to deliver needed housing with greater affordability and a lower impact on the environment, infrastructure and neighbourhoods; and **WHEREAS** specific demographic data shows that single and two-person households account for 84.2% of households in Qualicum Beach (one-person households make up 29.3% of all homes, 54.9% are shared by two people, three-person households represent 8%, and homes with four or more people account for 7.8% of the total 4,435 households); and **WHEREAS** the Town's Environment & Sustainability Committee has already made recommendations to Council [in Table 2 of the Climate Mitigation Action] to "Adopt policies for low embodied emissions" by incentivizing renovation, deconstruction and salvage over demolition and to "Promote compact and efficient land use" by increasing density through auxiliary dwellings, secondary suites, garage conversions, and splitting of existing houses into two units, etc. and incentivize these density changes through property tax incentives, reduced setback, increased floor space ration, expedited approvals, etc.; **THEREFORE BE IT RESOLVED THAT** Council endorses the principle of preserving existing housing, reducing construction waste, lowering greenhouse gas emissions, and encouraging cost-effective redevelopment and adaptive reuse of existing buildings; **AND FURTHER THAT** Council advocate for and support a balanced, common-sense approach to existing buildings that recognizes the significant cost differences between renovation and new construction and permits flexibility where equivalent safety outcomes can be achieved; **AND FURTHER THAT** Council request the Province of British Columbia review the *BC Building Code, Local Government Act*, and related regulations to identify opportunities that encourage renovation, adaptive reuse, and building renewal while maintaining appropriate health and safety standards; **AND FURTHER THAT** a copy of this resolution be forwarded to the Minister of Housing and Municipal Affairs, the Union of BC Municipalities, and AVICC for their information.

CARRIED | Resolution No. 26-175

In favour: Mayor Westbroek and Councillors Skipsey, Vander Valk and Young

Opposed: Councillor Harrison

(d) **Community Development** (Councillor Petronella Vander Valk)

(i) Councillor Vander Valk commented on her written report included in the agenda.

(ii) Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** a letter of appreciation be sent to the members of the Beach Day Committee expressing the Town's appreciation for their work in providing for the 2026 event.

CARRIED UNANIMOUSLY | Resolution No. 26-176

- (e) **Arts & Culture** (Councillor Jean Young)
 - (i) Councillor Young commented on her written report included in the agenda.

STAFF REPORTS

- (1) **Corporate Services**
 - (a) **2027 Draft Council and Committee Meeting Schedule**
Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, **THAT** Council approves the 2027 meeting schedule as attached to the July 15, 2026, agenda.
CARRIED UNANIMOUSLY | Resolution No. 26-177
- (2) **Planning & Community Development**
 - (a) **Ways to Achieve Attainable Market Housing Plan**
Mark Holland, RPP, MCIP, Westplan Consulting Group Inc, in attendance to present the "Ways to Achieve Attainable Market Housing Plan".

Council questioned a number of aspects relating to the plan. Planning staff will review, summarize and provide clarity accordingly.

- 1. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** the "Ways to Achieve Attainable Market Housing Plan" be received, as attached to the July 15, 2026 Report to Council.
CARRIED UNANIMOUSLY | Resolution No. 26-178
- 2. Councillor Skipsey MOVED and Councillor Young SECONDED, **THAT** staff are directed to prepare a Report outlining the effort required to implement each of the recommendations described in the "Ways to Achieve Attainable Market Housing Plan", as attached to the July 15, 2026 Report to Council, with subsequent potential actions to be referred to the 2027 Strategic Planning Process.
CARRIED UNANIMOUSLY | Resolution No. 26-179

Council, by unanimous consent, called for a ten-minute recess.

MEETING RECESSED: 11:52 am

MEETING RESUMED: 12:02 pm in the Council Chamber with Mayor Westbroek and Councillors Harrison, Skipsey, Vander Valk and Young in attendance. Also in attendance, L. Varela, Chief Administrative Officer, H. Svensen, Director of Corporate Services/Deputy CAO, L. Sales, Director of Planning, R. Hayre, Director of Finance, A. Kotb, Director of Infrastructure Services, O. Watson, Capital Projects Manager, T. Slonski, Interim Deputy Director of Corporate Services and J. Froats, Information Systems Analyst

(b) **Zoning Amendment | 1025 Qualicum Road**

1. Councillor Harrison MOVED and Councillor Young SECONDED, **THAT** "Town of Qualicum Beach Zoning Bylaw No. 900, 2024, Amendment (1025 Qualicum Road) Bylaw No. 900.11, 2026" be introduced and read a first time.

CARRIED UNANIMOUSLY | Resolution No. 26-180

2. Councillor Harrison MOVED and Councillor Vander Valk SECONDED, **THAT** "Town of Qualicum Beach Zoning Bylaw No. 900, 2024, Amendment (1025 Qualicum Road) Bylaw No. 900.11, 2026" be read a second time.

CARRIED UNANIMOUSLY | Resolution No. 26-181

(c) **Zoning Amendment | 673 Fir Street**

1. Councillor Harrison MOVED and Councillor Young SECONDED, **THAT** "Town of Qualicum Beach Zoning Bylaw No. 900, 2024, Amendment (673 Fir Street) Bylaw No. 900.10, 2026" be introduced and read a first time.

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council requests the following changes to the proposed development at 673 Fir Street prior to second reading:

1. **THAT** the building be limited to four storeys to better align with East Village Policy 3.8.3 which indicates a density for residential dwellings in the East Village of 80 dwellings/ha rather than the proposed 166 dwellings/ha; and
2. **THAT** the traffic study be completed and a suitable plan agreed upon and that improvements be funded by the proponent; and
3. **THAT** the appropriate number of on-site parking spaces be provided for public use of the commercial components of the development; and
4. **THAT** suitable spaces for the parking and storage of bicycles and scooters be provided on-site; and
5. **THAT** a number of the units be made available at a rental reduction to address the financial challenges faced by households within the Priority Housing Groups as per 2.3.2 of the OCP; and
6. **THAT** a Covenant be placed on title to ensure restrictions aren't placed on the age of persons who may reside in a dwelling unit.

DEFEATED

In Favour: Councillors Skipsey and Vander Valk

Opposed: Mayor Westbroek, Councillors Harrison and Young

THAT "Town of Qualicum Beach Zoning Bylaw No. 900, 2024, Amendment (673 Fir Street) Bylaw No. 900.10, 2026" be introduced and read a first time.

CARRIED | Resolution No. 26-182

In Favour: Mayor Westbroek, Councillors Harrison and Young

Opposed: Councillors Skipsey and Vander Valk

(3) **Engineering and Operations**

(a) **Memorial Avenue to the Qualicum Beach Train Station Shared-use Trail**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, **THAT** Council authorizes staff to make a contribution of up to \$116,000 to the Island Corridor Foundation (ICF) for construction of the Memorial Avenue to the Qualicum Beach Train Station Shared-use Trail within the capital budget provision of \$150,000 in fiscal 2026, as per the "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026".

AND FURTHER THAT staff be instructed to work with ICF to amend the Licence of Occupation to reflect construction and ongoing maintenance of the trail.

CARRIED UNANIMOUSLY | Resolution No. 26-183

(b) **Request for Contract Award | Crescent Road Outfall to Grandon Creek**

Councillor Vander Valk MOVED and Councillor Young SECONDED, **THAT** Council awards the contract for the Crescent Road Outfall to Grandon Creek project to Knappett Industries in the amount of \$110,236.00, excluding GST.

CARRIED UNANIMOUSLY | Resolution No. 26-184

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

CARRIED UNANIMOUSLY

(c) **Commemorative Crosswalk**

Councillor Harrison MOVED and Councillor Young SECONDED, **THAT** Council approves the proposed commemorative crosswalk design for installation on Memorial Avenue at Fir Street, as part of the intersection project titled "RRFBs Memorial at Fir Street (the 2026 Community Transportation Plan project)," as shown as Attachment 1 to the Staff Report titled "Commemorative Crosswalk" dated July 15, 2026.

CARRIED UNANIMOUSLY | Resolution No. 26-185

(d) **Cenotaph Replacement**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, **THAT** Council directs staff to provide up to \$40,000 to the Royal Canadian Legion, Branch 76, to support construction of a replacement cenotaph on the Legion property, substantially as shown in the illustration titled "Conceptual Cenotaph Site Layout – Qualicum Beach Legion Property" included in the July 15, 2026.

AND FURTHER THAT staff provides the Royal Canadian Legion with a Letter of Understanding acknowledging that ongoing and future maintenance of the replacement cenotaph is the responsibility of the Royal Canadian Legion, Branch No. 76.

CARRIED UNANIMOUSLY | Resolution No. 26-186

(e) **Town of Qualicum Beach Water System Update**

Director of Infrastructure Services A. Kotb provided Council with a presentation addressing the Town of Qualicum Beach Water System highlighting provincial drought protocol, stages of drought, our local regional context (RDN and the City of Parksville), Qualicum Beach's water sources, the Town's current water restrictions (Level 1), and next steps, including consideration of future water restrictions going forward.

Mr. Kotb continued by stating the Town's water supply is primarily supported by Little Qualicum Well Field, which provides a stable, high-quality source of drinking water, with the Berwick Well Field providing supplementary capacity during peak summer demand. Ongoing monitoring indicates that both sources remain stable or are improving. While a short period of supply stress occurred in May 2026, the Town's wellfields recovered due to precipitation.

The Town continues its due diligence through its own well monitoring, including taking the step to commission a hydrogeological study to help ensure Qualicum Beach's water supply remains stable, reliable, and of high quality (Anticipated Q1 2027).

REVIEW OF COMMENTS FROM THE PUBLIC

Comments for this regular Council meeting were received by 12:00 pm two business days following the meeting (July 17, 2026). Submissions were distributed to all Council, and a brief summary of the comments are as follows:

- S. Lloyd, comments re: Zoning Amendment | 673 Fir Street

ADJOURNMENT

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

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 1:21 pm

Certified Correct:

ORIGINAL SIGNED

Heather Svensen
Director of Corporate Services/Deputy CAO

ORIGINAL SIGNED

Teunis Westbroek
Mayor