Minutes of the 1:00 pm Wednesday, December 17, 2025, Town of Qualicum Beach Special 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 and Community Development Ray Hayre, Director of Finance Amro Kotb, Director of Infrastructure Services Chelsea Currie, Corporate Services Coordinator

Mayor Westbroek called the meeting to order in the Committee Room 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 December 17, 2025, special Council meeting agenda.
CARRIED UNANIMOUSLY

RECOGNITION
Mayor Westbroek introduced and welcomed the Director of Infrastructure Services, Amro Kotb, to the Town of Qualicum Beach.

STAFF REPORTS

(a) **Summary of Recommendations Resulting from Strategic Planning**

RECOMMENDATIONS:

General Direction Requested

1. Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT the Draft Strategic Plan 2026-2030, dated October 24, 2025, be adopted.
   CARRIED UNANIMOUSLY | Resolution No. 25-326

New Initiatives Proposed for 2026

2. Three Stream Recycling – Municipal Properties 26-CA-01
   Councillor Vander Valk MOVED and Councillor Harrison SECONDED, THAT the Strategic Initiative titled “Three Stream Recycling at Town Facilities” be advanced for consideration in 2027 Strategic Planning.
   CARRIED UNANIMOUSLY | Resolution No. 25-327

3. Mount Arrowsmith Biosphere Society (MABS) Funding Request 26-CA-02
   Councillor Young MOVED and Councillor Skipsey SECONDED,
   a) THAT the Strategic Initiative titled “Mount Arrowsmith Biosphere Society (MABS) Funding Request” be advanced to the 2026-2030 Financial Plan with a budget provision of $24,000 per year in fiscals 2026 and 2027, to be funded from eligible grant funding sources and/or the Strategic Initiatives Reserve.

b) THAT staff be instructed to negotiate a two-year Fee-for-Service Agreement with MABS outlining clear deliverables for fiscal 2026 and 2027 linked to Reconciliation and the Town's climate and/or hazard-mitigation goals.
CARRIED UNANIMOUSLY | Resolution No. 25-328

4. TOSH One-Time Funding Request 26-HW-01
Councillor Vander Valk MOVED and Councillor Harrison SECONDED, THAT staff be instructed to negotiate terms of a one-time funding allocation in the amount of $50,000 for TOSH, including clear deliverables linked to this one-time operational stabilization funding in fiscal 2026, with early budget approval once Council has endorsed the deliverables/metrics associated with this funding request.
CARRIED UNANIMOUSLY | Resolution No. 25-329

5. TOSH Fee-for-Service Request 26-HW-02
Councillor Vander Valk MOVED and Councillor Harrison SECONDED, THAT the Committee of the Whole recommends to Council THAT the Strategic Initiative titled "The Old School House (TOSH) Fee-for-Service Request" be referred to 2027 Strategic Planning for consideration.
CARRIED UNANIMOUSLY | Resolution No. 25-330

6. Collaboration with Qualicum First Nation 26-GG-02
Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT Council direct staff to advance the Initiative titled "Collaboration with Qualicum First Nation" to the 2026-2030 Financial Plan with a $15,000 budget provision in each of fiscals 2026 and 2027.
CARRIED UNANIMOUSLY | Resolution No. 25-331

7. Tourism & Small Business Promotion 26-EP-01
Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council direct staff to advance the Initiative titled "Tourism and Small Business Promotion" with a budget provision of $10,000 to the 2026-2030 Financial Plan in fiscal 2026.
CARRIED UNANIMOUSLY | Resolution No. 25-332

8. Community Volunteerism 26-HW-04
Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council direct staff to advance the Initiative titled "Community Volunteerism" with a budget provision of $5,000 to the 2026 - 2030 Financial Plan in fiscals 2026 and 2027.
CARRIED UNANIMOUSLY | Resolution No. 25-333

Strategic Initiatives from Previous Years with Timeline Adjustments

9. Airport Master/Business Plan 24-GG-10
Councillor Skipsey MOVED and Councillor Young SECONDED,
WHEREAS the Strategic Initiative titled Airport Master/Business Plan is 100% grant dependent and staff has limited capacity to advance this Initiative in 2026 as per the 2025-2029 Financial Plan;
THAT Council directs staff to defer the Strategic Initiative titled Airport Master/Business Plan from fiscal 2026 to fiscal 2027 in the 2026-2030 Financial Plan.
CARRIED UNANIMOUSLY | Resolution No. 25-334

10. Tree Protection Bylaw Update (Deferral) 24-CA-06
    Councillor Vander Valk MOVED and Councillor Young SECONDED,
    WHEREAS Council directed staff to defer the Tree Protection Bylaw Update from fiscal year 2025 to 2026 on July 23, 2025;
    WHEREAS the Planning Department is at maximum staff capacity for 2026 given consideration of the requirements for advancing the development of the Eaglecrest Golf Course Lands;
    THAT the Tree Protection Bylaw Update Initiative with a budget provision of $40,000 be deferred from fiscal 2026 to 2027 in the 2026-2030 Financial Plan.
    CARRIED | Resolution No. 25-335
    In Favour: Mayor Westbroek, Councillor Harrison, Councillor Vander Valk, Councillor Young
    Opposed: Councillor Skipsey

11. Qualicum Commons 25-PI-04
    Councillor Harrison MOVED and Councillor Skipsey SECONDED,
    WHEREAS the Town incurred an expenditure of $10,000 for a building assessment prior to Council's decision to move forward with a one-year lease with School District 69 for the Qualicum Commons;
    THAT the Initiative titled Qualicum Commons be funded with a budget provision of $10,000 from the Strategic Initiatives Reserve in fiscal 2025.
    CARRIED UNANIMOUSLY | Resolution No. 25-336

12. Wayfinding Signage Phase 1 25-EP-01
    Councillor Skipsey MOVED and Councillor Young SECONDED,
    WHEREAS the Strategic Initiative titled "Wayfinding Signage Phase 1" is included in the 2025-2029 Financial Plan in fiscal 2025 with a budget of $3,100;
    WHEREAS staff noted in the Q3 Reporting to Council that the "Wayfinding Signage Phase 1" Initiative will not progress in 2025;
    THAT the Initiative titled "Wayfinding Signage Phase 1" not be re-budgeted in the 2026–2030 Financial Plan, and that this Initiative's timing and scope be reconsidered during the 2027 Strategic Planning process.
    CARRIED UNANIMOUSLY | Resolution No. 25-337

General Direction Requested (not linked to a Scoping Sheet)

13. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, WHEREAS Council directed staff to reduce the contribution to the Strategic Initiatives Reserve in fiscal 2025 to $125,000, from the originally planned contribution of $250,000;
    THAT staff be directed to reinstate the contribution to the Strategic Initiatives Reserve in the amount of $250,000 in fiscals 2026 to 2030 in the 2026-2030 Financial Plan.
    CARRIED UNANIMOUSLY | Resolution No. 25-338

14. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT "Housing Policy Options for Priority Housing Groups" be advanced to the 2027 Strategic Planning Process.
    CARRIED UNANIMOUSLY | Resolution No. 25-339

New Strategic Initiatives Proposed for 2026 cont'd

15. Town Website Improved Searchability 26-GG-03
    Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT staff be directed to advance the Initiative titled "Town Website – Improved Searchability" with a budget provision of $20,000 to be funded from the Strategic Initiatives Reserve for inclusion in the 2026-2030 Financial Plan in fiscal 2026.
    CARRIED UNANIMOUSLY | Resolution No. 25-340

16. Fee-for-Service Agreement - Brown Property Preservation Society (BPPS) 26-GG-04
    Councillor Skipsey MOVED and Councillor Vander Valk SECONDED,
    a) THAT staff be authorized to initiate negotiations with the Brown Property Preservation Society (BPPS) to itemize its annual workplan for volunteer works into a Service Provider Agreement, that would extend the Town's Municipal Insurance Association coverage to the BPPS as an Associate Member, with the Town responsible for the approximate Associate Member annual premium.
    b) THAT the negotiated Service Provider Agreement between the Town of Qualicum Beach and Brown Property Preservation Society be presented to Council for approval at a subsequent meeting.
    c) THAT staff be directed to request the Brown Property Preservation Society to provide its 2026 work plan and Parks Department staff support requests by December 19, 2025.
    CARRIED UNANIMOUSLY | Resolution No. 25-341

17. Volunteer Organization Requests (Increased Service) 26-GG-05
    Councillor Young MOVED and Councillor Vander Valk SECONDED, THAT staff be directed to include an additional budget expenditure provision of $9,000 annually for 0.1 FTE for the Parks Department, to be funded from property taxation to address increased volunteer activities on Town-owned Lands.
    CARRIED UNANIMOUSLY | Resolution No. 25-342

18. St. Stephen's United Church Fee-for-Service Request 26-HW-03
    Councillor Skipsey MOVED and Councillor Harrison SECONDED,
    THAT the Scoping Sheet titled "St. Stephen's United Church Fee-for-Service Request 26-HW-03" be closed for record keeping purposes;
    AND FURTHER THAT staff be directed to revisit the matter of private parking lots used informally for community parking for Council's future consideration in 2026.
    CARRIED UNANIMOUSLY | Resolution No. 25-343

19. Multi-Purpose Court (tennis and basketball) at Kwalikum Secondary School (KSS) 26-HW-04
    Councillor Skipsey MOVED and Councillor Vander Valk SECONDED,
    THAT staff be directed to develop an agreement with Kwalikum Secondary School (KSS) to provide financial support in the amount of $50,000 in fiscal 2027 to support development of a multi-purpose court (tennis and basketball) on the KSS property.
    CARRIED UNANIMOUSLY | Resolution No. 25-344

General Direction Requested

20. Asset Replacement Financial Strategy
    Councillor Harrison MOVED and Councillor Skipsey SECONDED,
    WHEREAS the Committee of the Whole recommends maintaining the current Health Score of Town assets;
    THAT staff be directed to include a 1.3% property tax rate increase in fiscal 2026 within the 2026-2030 Financial Plan to support closing the General Fund Asset Replacement funding gap over the next 14 years.
    CARRIED UNANIMOUSLY | Resolution No. 25-345

21. Investment in New Assets
    Councillor Vander Valk MOVED and Councillor Skipsey SECONDED,
    WHEREAS the Asset Investment Reserve projected January 1, 2026 balance is approximately $117,000;
    AND WHEREAS the annual contribution to the Asset Investment Reserve is approximately $300,000 and not sufficient to address required Town contributions for Investment in new assets;
    THAT Council direct staff to include an increase of $50,000 in 2026 and in each subsequent year of the 2026-2030 Financial Plan to Increase the annual contribution to the Asset Investment Reserve.
    CARRIED UNANIMOUSLY | Resolution No. 25-346

Capital Initiatives From Previous Years' Strategic Planning That Require Council Direction

22. Bike Racks on the Waterfront 25-CAP-PI-01
    Councillor Skipsey MOVED and Councillor Young SECONDED, THAT a $15,000 capital expenditure budget provision for Bike Racks on the Waterfront be advanced to the 2026-2030 Financial Plan in fiscal 2026.
    (Note: For more information see previous resolution from 2025 Strategic Planning Capital - R24-334)
    CARRIED UNANIMOUSLY | Resolution No. 25-347

23. Community Gardens SI-19-24
    Councillor Skipsey MOVED and Councillor Young SECONDED, THAT a $30,000 capital expenditure budget provision for Community Gardens be advanced to the 2026-2030 Financial Plan in fiscal 2028.
    (Note: For more information see previous resolution from 2024 Strategic Planning Capital - R23-414)
    CARRIED UNANIMOUSLY | Resolution No. 25-348

24. New Community Park Facility to Support Park Users SI-18-24
    Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT a grant dependent capital expenditure budget provision of $620,000 for a New Facility to Support Park Users in the Community Park be advanced to the 2026-2030 Financial Plan in fiscal 2028.
    (Note: For more information see previous resolution from 2024 Strategic Planning Capital - R23-411)
    CARRIED UNANIMOUSLY | Resolution No. 25-349

25. Accessibility Improvements SI-36-24
    Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT an annual $50,000 capital expenditure budget provision for Accessibility Improvements be advanced to the 2026-2030 Financial Plan.
    (Note: For more information see previous resolution from 2024 Strategic Planning Capital - R23-413)
    CARRIED UNANIMOUSLY | Resolution No. 25-350

26. Highway 19 Entrance Signs – Grant Dependent SI-14-24
    Councillor Young MOVED and Councillor Skipsey SECONDED, THAT a grant dependent capital expenditure budget provision of $250,000 for Highway 19 Entrance Signs be advanced to the 2026-2030 Financial Plan in fiscal 2027.
    (Note: For more information see previous resolution from 2024 Strategic Planning Capital - R23-416)
    CARRIED UNANIMOUSLY | Resolution No. 25-351

27. Multiple Entrance Signage Design & Replacement – Grant Dependent SI-29-24
    Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT a grant dependent capital expenditure budget provision of $250,000 for Multiple Entrance Signage Design & Replacement be advanced to the 2026-2030 Financial Plan in fiscal 2028.
    (Note: For more information see previous resolution from 2024 Strategic Planning Capital - R23-417)
    CARRIED | Resolution No. 25-352
    In Favour: Mayor Westbroek, Councillor Skipsey, Councillor Vander Valk, Councillor Young
    Opposed: Councillor Harrison

28. Saahtlam Park Playground & Amenities SI-53-03
    Councillor Skipsey MOVED and Councillor Young SECONDED, THAT a $350,000 capital expenditure budget provision for Saahtlam Park Playground & Amenities be advanced to the 2026-2030 Financial Plan in Fiscal 2028.
    (Note: For more information see previous resolution from 2024 Strategic Planning Capital - R23-410)
    CARRIED | Resolution No. 25-353
    In Favour: Councillor Harrison, Councillor Skipsey, Councillor Vander Valk, Councillor Young
    Opposed: Mayor Westbroek

29. New Visitor Information Centre Public Washroom – Grant Dependent SI-25-24
    Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT a grant dependent capital expenditure budget provision of $500,000 for the New Visitor Information Centre Public Washroom be advanced to the 2026-2030 Financial Plan in fiscal 2030.
    (Note: For more information see previous resolution from 2024 Strategic Planning Capital - R23-419)
    CARRIED UNANIMOUSLY | Resolution No. 25-354

30. Bus Garage Site Planning/Public Engagement & Construction SI-52-03
Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT a $1,000,000, $200,000 and $600,000 capital expenditure budget provision for the Bus Garage Site Planning/Public Engagement & Construction Project be advanced to the 2026-2030 Financial Plan in fiscals 2026, 2027 and 2028 respectively.
(Note: For more information see previous resolution from 2024 Strategic Planning Capital - R23-415)
CARRIED | Resolution No. 25-355
In Favour: Mayor Westbroek; Councillor Skipsey, Councillor Vander Valk
Opposed: Councillor Harrison; Councillor Young

Councillor Harrison MOVED and Mayor Westbroek SECONDED, THAT Council add a grant dependent capital project to extend three-phase power to the airport in either 2027 or 2028.
CARRIED UNANIMOUSLY | Resolution No. 25-356

New Capital Projects Proposed for 2026

31. Cenotaph at Memorial Avenue and Railway Street 26-CAP-PI-01
Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the 2026-2030 Financial Plan include a $40,000 budget provision in fiscal 2026 for the construction of a Cenotaph at the south-west corner of the intersection of Memorial Avenue and Railway Street.
CARRIED UNANIMOUSLY | Resolution No. 25-357

32. Paved Shoulder on Berwick Road South 26-CAP-PI-05
Mayor Westbroek MOVED and Councillor Skipsey SECONDED, THAT the proposed paved shoulder project on Berwick Road South, between 4th Avenue East and 5th Avenue East, be referred for consideration as part of the 2026 update to the Community Transportation Plan.
CARRIED UNANIMOUSLY | Resolution No. 25-358

33. Town-Owned Facility Capital Replacement Maintenance & Repairs 26-CAP-PI-06
Councillor Harrison MOVED and Councillor Young SECONDED,
a) THAT Staff be directed to prepare a Report to Council in 2026 outlining options to address the long-term funding shortfall for Town-owned facility capital maintenance and replacement including but not limited to:
    - Establishing a policy framework assigning capital maintenance and replacement responsibilities for leased facilities.
    - Reviewing opportunities for asset rationalization or divestment.
    - Evaluating sustainable annual funding levels and reserve contribution strategies beyond the Asset Replacement Funding Strategy.
    - Identifying potential grant or partnership funding opportunities.

AND FURTHER THAT Council instructs staff to undertake a review of lease agreements for Town-owned facilities in fiscal 2026-2027 for consistency of lessee responsibilities for building maintenance and repairs including capital.
CARRIED UNANIMOUSLY | Resolution No. 25-359

34. Roof Replacement & Solar Panels for the Lawn Bowling Club Building
    26-CAP-PI-07
    Councillor Young MOVED and Councillor Vander Valk SECONDED, THAT staff be directed to carry out an assessment of the condition of the Lawn Bowling Club Roof and report back to Council in 2026 with findings and recommendations;
    AND FURTHER THAT potential grant funding opportunities for the proposed solar panel installation be explored by the Qualicum Beach Lawn Bowling Club.
    CARRIED UNANIMOUSLY | Resolution No. 25-360

35. Fleet Modernization, Rightsizing or Electrification of the Town Fleet
    26-CAP-PI-08
    Councillor Harrison MOVED and Councillor Young SECONDED, THAT staff continue to address the replacement and electrification of fleet within the context of available funding in the Asset Replacement Reserve and consider electrification of fleet whenever practical.
    CARRIED UNANIMOUSLY | Resolution No. 25-361

36. Royal Canadian Legion Parking – Resurfacing 26-CAP-PI-09
    Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the Town include a $75,000 capital expenditure provision in the 2026-2030 Financial Plan in fiscal year 2027 for replacement of pavement between the east side of the Legion building and the concrete barrier;
    AND FURTHER THAT the project expenditure of $75,000 which includes paving of property owned by the Legion is conditional on a $50,000 contribution from the Royal Canadian Legion and $25,000 funding from the Asset Replacement Reserve.
    CARRIED UNANIMOUSLY | Resolution No. 25-362

37. Qualicum Beach Memorial Golf Club (QBMGC) Irrigation System Replacement 26-CAP-PI-11
    Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the Initiative titled– Qualicum Beach Memorial Golf Club Irrigation System Replacement not be forwarded to the 2026 – 2030 Financial Plan.
    CARRIED UNANIMOUSLY | Resolution No. 25-363

38. Harlech Road Parking Options – Memorial Avenue to Beach Road
    26-CAP-PI-12
    Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT staff be directed to initiate discussions with the Island Corridor Foundation on alignment, permissions, scope and order-of-magnitude costs/timing for a trail connection between Memorial Avenue and Beach Road parallel to Harlech Road as part of the Harlech Road Parking Options consideration;
    AND FURTHER THAT staff report back to Council with a comparative business case (trail link along ICF corridor vs Option 1), including lifecycle costs, risks, and funding options in 2026;
    AND FURTHER THAT consideration of a Capital Project to make changes to Harlech Road Parking be deferred to the 2027 Strategic Planning session, with a subsequent staff report to support Council's decision making.
    CARRIED UNANIMOUSLY | Resolution No. 25-364

(b) **Early 2026 Budget Approval for Capital Projects and Strategic Initiatives**

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT Council provide early approval for the capital project titled "Replacement of Corrugated Steel Pipes – Waterfront" to be incorporated into the 2026 - 2030 Financial Plan in fiscal 2026 with a budget amount of $365,000.
CARRIED UNANIMOUSLY | Resolution No. 25-365

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT Council provide early approval for the capital project titled "Seacrest Place AC Watermain Replacement (from bottom of hill to end of road)" to be incorporated into the 2026 - 2030 Financial Plan in fiscal 2026 with a budget amount of $900,000.
CARRIED UNANIMOUSLY | Resolution No. 25-366

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council provide early approval for the capital project titled "Street Banner Replacement" to be incorporated into the 2026 - 2030 Financial Plan in fiscal 2026 with a budget amount of $40,000.
CARRIED UNANIMOUSLY | Resolution No. 25-367

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT Council provide early approval for the capital project titled "Cenotaph" to be incorporated into the 2026 - 2030 Financial Plan in fiscal 2026 with a budget amount of $40,000.
CARRIED UNANIMOUSLY | Resolution No. 25-368

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council provide early approval for the capital project titled "Pickleball Courts" to be incorporated into the 2026 - 2030 Financial Plan in fiscal 2026 with a budget amount of $170,000, with the Town having a maximum contribution of $85,000.
CARRIED UNANIMOUSLY | Resolution No. 25-369

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council provide early approval for the capital project titled "CCTV Camera Runway 11 – Airport" to be incorporated into the 2026 - 2030 Financial Plan in fiscal 2026 with a budget amount of $16,000.
CARRIED UNANIMOUSLY | Resolution No. 25-370

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT Council provide early approval for the capital project titled "Island Corridor Trail Network" to be incorporated into the 2026 - 2030 Financial Plan in fiscal 2026 with a budget amount of $150,000.
CARRIED UNANIMOUSLY | Resolution No. 25-371

Councillor Young MOVED and Councillor Skipsey SECONDED, THAT Council provide early approval for the Strategic Initiative titled "The Old School House (TOSH)– One-Time Funding Request" to be incorporated into the 2026 - 2030 Financial Plan in fiscal 2026 with a budget amount of $50,000, subject to terms being negotiated with TOSH, and accepted by Council, for deliverables/metrics linked to this one-time operational stabilization funding.
CARRIED UNANIMOUSLY | Resolution No. 25-372

(c) **Little Qualicum Riverbank Stabilization – Council Support Letter for Construction Grant Application**

Councillor Harrison MOVED and Councilor Young SECONDED,

1. THAT Council endorse the Little Qualicum Riverbank Stabilization Project as designed, and approve the proposed 2026 construction window, subject to required permits being in place and confirmation of grant award.
2. THAT Council provide a letter of support for the grant application for the Little Qualicum Riverbank Stabilization Project confirming the Town's commitment to fund any variance between grant funding and actual costs, if required, as a condition of the grant application from the Water Infrastructure Reserve Fund.
3. THAT subject to grant award and permits, staff are authorized to issue a public tender for the Little Qualicum Riverbank Stabilization Project.

CARRIED UNANIMOUSLY | Resolution No. 25-373

(d) **Councillor Skipsey Notice of Motion: Heritage Forest Woodchip Trails**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council support the continued use of wood chips for the trail surface in the Heritage Forest as per the Heritage Forest Conservation Covenant and Management Plan, until such time as there is an incident of concern that would warrant a review.

CARRIED UNANIMOUSLY | Resolution No. 25-374

(e) **Request for Tree Planting | Grandon Creek**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council approve Tom Whitfield to undertake an Earth Day, student tree planting on April 22, 2026 on municipal lands adjacent to Grandon Creek between West Crescent Rd and Hoylake Rd, subject to confirmation of insurance and adequate student supervision.

CARRIED UNANIMOUSLY | Resolution No. 25-375

(f) **Eaglecrest | Course Layout**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council authorizes staff to issue a Request for Proposals (RFP) for the reconfiguration of the Eaglecrest Golf Course, generally in accordance with the Course Modification Overview and Construction Scope Overview provided as a Late Item added to the December 17, 2025 Special Council Meeting, with Council consideration of the RFP award tentatively scheduled for Q1 of 2026.

CARRIED UNANIMOUSLY | Resolution No. 25-376

(g) **Town Hall Winter Holiday Closure Reminder**

Town Hall office will be closed during the 2025 holiday season for:

- December 22 through December 26, 2025
- January 1, 2026 (Stat Holiday)

MOTION TO CLOSE
Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT the special meeting of Council be closed to the public, pursuant to section 90(1)(e) of the *Community Charter*, for the purpose of considering:

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

CARRIED UNANIMOUSLY

MEETING CLOSED TO THE PUBLIC: 2:50 pm
MEETING REOPENED TO THE PUBLIC: 3:07 pm

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

MEETING ADJOURNED: 3:07 pm

Certified Correct:

ORIGINAL SIGNED	ORIGINAL SIGNED
Heather Svensen Director of Corporate Services/Deputy CAO	Teunis Westbroek Mayor