Notice & Agenda for the 10:00 am, Friday, July 31, 2026, Town of Qualicum Beach Special Council Meeting to be held in the Town Hall Council Chambers, Municipal Office, 660 Primrose Street, Qualicum Beach, BC

Page No. *(This meeting may be recorded)*

1-2 **1. ADOPTION OF THE AGENDA**

THAT Council adopts the July 31, 2026, special Council meeting agenda.

2. CORRESPONDENCE

3 (a) **Dr. P. Jory, Superintendent of Schools/CEO, Qualicum School District | Request to Waive Fees**

Staff Recommendation:

WHEREAS section 563 of the *Local Government Act* limits the circumstances in which a local government may waive or reduce Development Cost Charges by defining "eligible development," and the proposed Childcare Centre at the Qualicum Beach Elementary School site does not fall within those provisions;

AND WHEREAS the Town does not have budget capacity to pay Development Cost Charges payable to the Regional District of Nanaimo on behalf of the Qualicum School District;

AND WHEREAS the Town does not provide Grants in Aid in accordance with Town of Qualicum Beach Policy No. 3000-6;

THEREFORE BE IT RESOLVED THAT the request from the Qualicum School District for a Grant in Aid in support of the construction of a Childcare Centre at the Qualicum Beach Elementary School site be respectfully declined.

4 (b) **Broombusters | Letter of Support**

Staff Recommendation:

THAT Council directs staff to prepare and provide a letter of support to Broombusters in recognition of Broombuster's 20th Anniversary with the Town of Qualicum Beach and their ongoing contributions to invasive broom removal, environmental stewardship, and community beautification.

5 (c) **Qualicum Beach Memorial Golf Course | Rock the Range Event**

Staff Recommendation:

THAT Council authorizes staff to send the attached letter dated July 31, 2026, regarding the Rock the Range event being held September 12, 2026, to the Qualicum Beach Golf Club substantially in the form attached to the July 31, 2026, agenda.

3. BYLAW

6-16 (a) **"Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026"**

Staff Recommendations:

1. **THAT** "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026" be introduced and given first reading.
2. **THAT** "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026" be given second reading.
3. **THAT "**Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026" be given third reading.

4. STAFF REPORT

17-21 (a) **2024 & 2025 Annual Development Cost Charges Report**

Staff Recommendation:

THAT the Town of Qualicum Beach 2024 and 2025 Annual Development Cost Charges Report for fiscal years 2024 and 2025 be approved.

5. ADJOURNMENT

THAT Council adjourns the meeting.

NEXT SCHEDULED

REGULAR COUNCIL MEETING: Wednesday, September 9, 2026, at 10:00 am

H. Svensen

Heather Svensen
Director of Corporate Services/Deputy CAO

QUALICUM SCHOOL DISTRICT
Yath ċisum / Always growing / Grandissons ensemble

February 11, 2026

Mayor and Council
Town of Qualicum Beach
600 Primrose St.
Qualicum, BC V9K 1S7

Dear Mayor Westbroek and City Councillors,

Re: Request for Grant in Aid in Support of Construction of Childcare Centre

As you are aware, Qualicum School District is currently constructing a new childcare centre on the Qualicum Beach Elementary School site, located within the Town of Qualicum. This project reflects the District's ongoing commitment to supporting the local community by developing much-needed childcare spaces on existing school properties.

The new childcare centre is scheduled to open in early 2027 and will provide before- and after-school care, as well as childcare during regular school hours. Once licensed, the facility will offer up to 75 childcare spaces. Construction is now underway, with a total project value estimated at approximately $4 million.

While the District has been successful in securing grant funding through the Ministry of Education and Child Care's ChildCareBC New Spaces Fund, we respectfully request that the Town consider waiving applicable development and building permit fees for this project, and that the Town-assessed fees be funded through your community development account.

As Council will appreciate, construction cost escalation continues to place significant pressure on capital projects, and every dollar saved directly supports project quality and sustainability. Granting this request would demonstrate the Town's shared commitment and partnership in delivering 75 new childcare spaces for the community. Funds otherwise allocated to municipal fees could instead be redirected toward enhanced outfitting of the facility, ensuring the highest possible standard of care and learning for children and families in Qualicum Beach.

I would also like to sincerely acknowledge the timely and professional support we have received from the Town's Building Department to date. Their responsiveness in preparing permits for issuance has been greatly appreciated by our project team and will assist us in bringing this important facility into operation as efficiently as possible to help address local childcare needs.

Thank you for your consideration, and we look forward to continuing our collaborative work with the Town on this and future community-focused initiatives.

Regards,

Dr. Peter Jory
Superintendent of Schools/CEO

C: Ron Amos, Secretary Treasurer, QSD
Phil Munro, Director of Operations, QSD

PO Box 430, 100 Jensen Ave. East, Parksville, B.C. V9P 2G5
Phone (250) 248-4241 Fax (250) 248-5767 www.sd69.bc.ca

Corporate Services

From: Corporate Services
Subject: Letter of Support for Broombusters

From: Joanne Sales <joanne@glasswing.com>
Sent: July 27, 2026 11:59 AM
To: Heather Svensen <HSvensen@qualicumbeach.com>; Joanne Sales <joanne@glasswing.com>
Subject: Letter of Support for Broombusters

Hi Heather
Do you think it is possible to get a Letter of Support for Broombusters this year - our 20th Anniversary? It's actually only a 20th Anniversary for Qualicum Beach! All the others joined later. Do you need me to write something up to give ideas?

This is for the Gaming Grant which we rely on. It is due at the end of August but we're hoping to get it submitted by the 2nd week of August this year.
Just an email is fine as it is submitted by email.
Thank you!
joanne

--
Joanne Sales
Executive Director Broombusters Invasive Plant Society
www.broombusters.org
250-752-4816

July 31, 2026

To Whom It May Concern,

Re: Municipal Significance – Rock the Range September 12, 2026

This letter confirms that the Town of Qualicum Beach recognizes the live music event hosted by the Qualicum Beach Memorial Golf Club / PacWest Artist Agency / Moments Hospitality Collective at 469 Memorial Ave, Qualicum Beach, BC V9K 2C4, as being municipally significant.

This event, *Rock the Range*, is an organized community-focused experience that provides meaningful cultural, social, and economic value to the region.

The purpose of this event is to create accessible, family friendly entertainment while supporting Vancouver Island musicians and showcasing local British Columbia food and beverage products. This event is family friendly and inclusive in nature.

This event contributes to the community in the following ways:

- Supports local and regional artists by providing consistent performance opportunities
- Enhances tourism and increase visitation to the area
- Generates economic activity by promoting local producers, artisans, and businesses
- Provides safe, well-organized, professionally managed community gatherings

The Town is advised that the event is low impact in nature, with controlled attendance and defined operating hours not to exceed 11pm and is designed to align with community standards and expectations.

Based on the above, the Town of Qualicum Beach supports the issuance of a Special Event Permit (SEP) for the September 12, 2026, event through the BC Liquor and Cannabis Regulation Branch.

If you require any additional information, please do not hesitate to contact our office.

Kindly

Heather Svensen
Director of Corporate Services/Deputy CAO

Copy: Bylaw Department

Town of Qualicum Beach 201-660 Primrose St, Qualicum Beach, BC V9K 1S7
(250) 752-6921 | qbtown@qualicumbeach.com

TOWN OF **QUALICUM BEACH**
STAFF REPORT

TO: Lou Varela, Chief Administrative Officer

FOR: Special Council Meeting

DATE: July 31, 2026

FROM: Raj Hayre, Director of Finance

SUBJECT: "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026"

GOVERNANCE DECISION:
Council is being asked to give first, second and third readings to "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026", authorizing an amendment to the Town's Five-Year Financial Plan in accordance with section 165 of the *Community Charter*. The proposed amendment reflects:

- the allocation of $400,000 from the Community Amenity Contribution Reserve; and
- a corresponding expenditure budget provision of $400,000 of which a $300,000 payment is to be made to the Nanaimo & District Hospital Foundation to purchase medical equipment for a medical clinic to be located at 661 Primrose Street, Qualicum Beach enabled by a Partnering Agreement with the Nanaimo & District Hospital Foundation to support the attraction of health care practitioners to the community. The remaining $100,000 expenditure provision will be subject to future Council decision making.

RECOMMENDATIONS:

1. **THAT** “Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026” be introduced and read a first time.
2. **THAT** “Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026” be read a second time.
3. **THAT** “Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026” be read a third time.

PURPOSE
The purpose of this Report is to present the “Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026” for Council's consideration of three readings (Attachment 1).

The proposed amendment updates the Town's Five-Year Financial Plan to:

- allocate $400,000 from the Community Amenity Contribution Reserve; and

- include a corresponding expenditure budget provision of which $300,000 is to be paid to the Nanaimo & District Hospital Foundation for the purchase of medical equipment associated with a new medical clinic at 661 Primrose Street and $100,000 will be subject to future Council decision making.

Schedule "A" Reconciliation, comparing the “Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.01, 2026” which was adopted by Council on July 15, 2026, to the proposed “Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw 921.02, 2026” is attached to this Report (Attachment 2) and illustrates how this amendment impacts Schedule “A” to the Bylaw.

The *Community Charter* requires municipalities to adopt a Five-Year Financial Plan and provides authority for Council to amend the Plan throughout the year as required.

BACKGROUND
The Town received Community Amenity Contributions (CACs) totaling $1,090,000 in connection with the rezoning of the Shelter Ridge subdivision located at 850 Eaglecrest Drive / 2075 Island Highway West.

When accepting these contributions, Council, by way of Resolution No. 22-264, identified healthcare initiatives as one of the intended uses for a portion of the Community Amenity Contributions.

The Town's Community Amenity Contributions Policy No. 3008-11 contemplates allowing for a cash contribution to support multi-doctor clinics or other health care facilities.

Staff have been working with the Nanaimo & District Hospital Foundation (NDHF) to establish a partnering agreement under which the Foundation would administer the acquisition of medical equipment for a new medical clinic to be located at 661 Primrose Street. The equipment is intended to support physician recruitment and retention by helping establish a fully equipped clinic capable of attracting family physicians to the community.

In order to proceed with this initiative, the “Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026” requires amendment to authorize the allocation of Community Amenity Contribution reserve funds and the budgeted expenditure provision.

DISCUSSION
Access to primary health care remains one of the highest priorities identified by residents of Qualicum Beach and surrounding communities. Recruitment and retention of family physicians continues to be a significant challenge across British Columbia.

The proposed expenditure provision and payment to the NDHF was not included in the “Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.01, 2026” considered by Council on June 24, 2026, and adopted on July 15, 2026. At that time, the Partnering Agreement between the NDHF and the Town of Qualicum Beach was still under development. As a result, there was insufficient information available to appropriately include the funding and expenditure provisions in the “Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.01, 2026”.

Since that time, the Partnering Agreement is nearing completion, providing the certainty required for Council to consider the proposed contribution. Accordingly, "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921, 02, 2026" is being brought forward to authorize the transfer of $400,000 from the Community Amenity Contribution Reserve and permit an expenditure provision of up to $300,000 for the acquisition of medical equipment for the new medical clinic at 661 Primrose Street. This support is intended to assist in the establishment of a fully operational medical clinic capable of supporting physician recruitment efforts. In addition, the allocation of an additional $100,000 provision is available for future Council decision making to support health care facilities and multi-doctor clinics.

The proposed funding aligns with Council's direction through Resolution No. 22-264 identifying healthcare initiatives as one of the intended uses for a portion of the Community Amenity Contributions and is consistent with the Town's Community Amenity Contribution Policy, which specifically identifies health care facilities and multi-doctor clinics as eligible community amenities.

The NDHF has established expertise and relationships in physician recruitment and medical equipment acquisition throughout the region. Partnering with the Foundation allows the Town to leverage this expertise while ensuring that Community Amenity Contribution funds are applied efficiently toward the recruitment of physicians and establishment of the new clinic.

The proposed amendment does not increase taxation; it simply reallocates previously received Community Amenity Contributions toward an approved community purpose.

LEGAL CONSIDERATIONS

Staff consulted with the Town's legal counsel regarding whether the proposed contribution could constitute prohibited assistance to business under section 25 of the *Community Charter*.

Staff are satisfied that the proposed expenditure does not constitute assistance to business. The proposed funding is intended to support the delivery of primary health care services to the community through the acquisition of medical equipment for a new medical clinic and is consistent with the public purpose identified in the Town's Community Amenity Contribution Policy.

The Town's partnering arrangement with the NDHF further supports the public purpose of the initiative. The Foundation will administer the purchase of medical equipment as part of its physician recruitment and retention initiatives and staff are satisfied that the proposed arrangement is legally supportable and consistent with the *Community Charter.*

FINANCIAL IMPLICATIONS

The proposed "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026":

- allocates $400,000 from the Community Amenity Contribution Reserve;
- authorizes a corresponding expenditure budget provision of up to $300,000 intended to support the delivery of primary health care services;
- allocates an additional $100,000 provision to be available for future Council decision making to support health care facilities and multi-doctor clinics;
- utilizes previously received Community Amenity Contributions and therefore has no impact on municipal taxation; and

- remains consistent with Council's direction regarding the intended use of Community Amenity Contributions for healthcare initiatives.

PUBLIC PARTICIPATION SPECTRUM (IAP^2)

Public Participation Framework developed by the International Association for Public Participation – IAP^2 International.

INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
• Provide balanced and objective data to assist in understanding issues, alternatives, opportunities, and solutions	• Obtain feedback on analysis, alternatives, and/or decisions	• Work directly with stakeholders to ensure concerns and aspirations are understood and considered	• Partner with stakeholders in each aspect of the decision, development of alternatives, and identification of preferred solutions	• Final decision making in the hands of the stakeholders

INFORM:

- This staff report and the "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921, 02, 2026" will be provided in the Council agenda package dated July 31, 2026.

STRATEGIC PLAN ALIGNMENT

Council's Strategic Plan Focus Area(s) supported by this initiative:

- Good Governance: *The amendment demonstrates fiscal responsibility and transparency by consolidating Council's approved resolutions into the statutory Financial Plan.*

SUMMARY

The proposed bylaw amendment updates the "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026" to authorize the use of $400,000 from the Community Amenity Contribution Reserve to support the delivery of primary health care services in Qualicum Beach, with up to $300,000 to be provided to the NDHF through a Partnering Agreement and the remaining $100,000 expenditure provision to be subject to future Council decision making for supporting delivery of health care services as per the Town's Community Amenity Contribution Policy. The proposed "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026" is consistent with Council's previous direction, aligns with the Town's Community Amenity Contribution Policy, supports physician recruitment initiatives, and has no impact on taxation.

ALTERNATIVE OPTIONS

1. Provide alternate direction regarding the proposed use of Community Amenity Contribution Reserve funds.

APPROVALS
Report respectfully submitted by Raj Hayre, Director of Finance

Raj Hayre Director of Finance	Lou Varela, MCIP, RPP Chief Administrative Officer Concurrence
Luke Sales Director of Planning & Development Services *Concurrence*	Heather Svensen Director of Corporate Services/ Deputy CAO *Concurrence*

REFERENCES
Attachment 1 - "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.02, 2026"
Attachment 2 - Reconciliation of Revised Schedule "A" - 2026

TOWN OF QUALICUM BEACH
AMENDMENT BYLAW NO. 921.02

The Council of the Town of Qualicum Beach, in open meeting assembled, enacts as follows:

1. Schedule "A" attached hereto, and forming part of this Bylaw, is hereby adopted and is the Financial Plan of the Town of Qualicum Beach for the five-year period from January 1, 2026 to December 31, 2030.

2. Schedule "B" attached hereto, and forming part of this Bylaw, is hereby adopted and is the Statement of Objectives and Policies of the Town of Qualicum Beach for the five-year period from January 1, 2026 to December 31, 2030.

3. This Bylaw may be cited for all purposes as "Town of Qualicum Beach Financial Plan 2026–2030 Amendment Bylaw No. 921.02, 2026".

READ A FIRST TIME on the __th day of July, 2026.

READ A SECOND TIME on the ___th day of July, 2026.

READ A THIRD TIME on the _____th day of July,

2026. ADOPTED on the ______th day of , 2026.

______________________________ ______________________________

Teunis Westbroek, Mayor Heather Svensen, Corporate Administrator

REVISED SCHEDULE "A"
QUALICUM BEACH FINANCIAL PLAN AMENDMENT BYLAW NO.921.02, 2026
FOR THE FIVE YEAR PERIOD 2026 TO 2030

	2026	2027	2028	2029	2030
Revenues					
Municipal Taxation	14,206,200	15,060,900	15,666,700	16,672,700	17,907,000
Grants in Lieu of Taxes	413,600	417,800	422,000	426,200	430,500
Parcel Taxes	1,656,100	1,795,500	1,914,400	2,031,800	2,149,200
Vancouver Island Regional Library Levy	778,100	801,400	825,400	850,200	875,700
Fees and Charges	4,940,200	4,776,100	5,160,900	4,811,400	6,785,500
Own Sources	1,969,400	1,701,900	1,717,200	1,732,700	1,748,200
Grants and Contributions	12,097,500	5,168,100	2,670,600	5,229,200	2,195,900
Other Revenue	694,500	694,800	701,900	709,100	716,300
Total Revenue	36,755,600	30,416,500	29,079,100	32,463,300	32,808,300
Use of Reserve Funds	9,249,400	7,021,900	8,281,900	6,321,000	5,623,500
Proceeds from Sale of Assets	6,824,800	5,483,400	5,533,400	-	-
Proceeds of Debt	-	6,000,000	6,800,000	-	-
Total Revenue, Use of Reserves and Proceeds of Debt	**52,829,800**	**48,921,800**	**49,694,400**	**38,784,300**	**38,431,800**
Expenditures					
Operating Expenditures					
General Government	3,252,800	3,114,600	3,229,100	3,363,200	3,504,200
Protective Services	3,781,500	3,809,600	3,972,900	4,150,100	4,432,500
Public Works	5,394,200	5,266,200	5,438,500	5,625,200	5,819,100
Parks and Recreation and Culture	3,444,800	3,137,000	3,239,600	3,348,900	3,462,000
Solid Waste and Recyling	1,034,700	1,004,500	1,036,100	1,068,800	1,102,600
Utilities	2,720,700	2,809,300	2,898,100	2,992,300	3,089,100
Planning, Development and Strategic Initiatives	1,598,000	1,443,600	1,140,100	1,528,900	1,014,200
Total Operating Expenditures	21,226,700	20,584,800	20,954,400	22,077,400	22,423,700
Capital Expenditures	25,371,400	18,865,000	18,952,000	9,151,000	7,700,000
Debt Servicing					
Debt Interest	134,900	156,700	212,300	441,700	494,200
Debt Principal	564,700	658,400	455,200	155,300	360,200
Contributions to Reserves	5,532,100	8,656,900	9,120,500	6,958,900	7,453,700
Total Expenditures and Reserve Contributions	**52,829,800**	**48,921,800**	**49,694,400**	**38,784,300**	**38,431,800**

SCHEDULE "B"
STATEMENT OF OBJECTIVES AND POLICIES FOR AMENDMENT BYLAW NO. 921.02 FOR THE FIVE-YEAR PERIOD 2026 TO 2030

In accordance with Section 165(3.1) of the *Community Charter*, the Town of Qualicum Beach is required to include in the Five-Year Financial Plan, objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*;
2. The distribution of property taxes among the property classes, and
3. The use of permissive tax exemptions.

FUNDING SOURCES

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2026. Property taxes form the greatest proportion of revenue. As a revenue source, property taxation offers a number of advantages; for example, it is simple to administer and it is fairly easy for residents to understand. It offers a stable and reliable source of revenue for services that are difficult or undesirable to fund on a user-pay basis. These include services such as general administration, fire protection, police services, bylaw enforcement and public works.

User fees and charges form an important portion of planned revenue. Many services can be measured and charged on a user-pay basis. Services where fees and charges can be easily administered include water and sewer usage, building permits, business licenses, and sale of services – these are charged on a user-pay basis. User fees attempt to apportion the value of a service to those who use the service.

Objective

Over the next five years, the Town will continue to review the proportion of revenue that is received from user fees and charges to determine whether the user-fee component could be increased to lessen the requirement for property taxation.

Policies

- The Town will review all user-fees and parcel taxes to ensure that they are adequately meeting the costs of the service. This will include cemetery, airport, licenses and permits, and all other fees and charges.
- Where possible, the Town will endeavor to supplement revenues from user fees and charges, rather than taxation, to lessen the burden on a limited property tax base. This will include an ongoing comprehensive review of all fees and charges bylaws.

Table 1 Funding Sources

Funding Source	% of Total Revenue	Dollar Value
Property taxes	30.8%	$16,275,900
User fees and charges	9.4%	4,940,200
Other sources	3.7%	1,969,400
Grants and Contributions	22.9%	12,097,500
Library Levy	1.5%	778,100
Other Revenue	1.3%	694,500
Other net transfers/revenue	30.4%	16,074,200
Total	100%	$52,829,800

DISTRIBUTION OF PROPERTY TAXES

Table 2 outlines the distribution of property taxes among the property classes for the Town's portion of the property taxes for 2025. The residential property class provides the largest proportion of property tax revenue. This is appropriate, as this class also forms the largest portion of the assessment base and consumes the majority of Town services.

The 2026 property taxes are based on a 6.5% increase over 2025 property taxes plus 1.7% in new construction taxes. The Town's portion of the property taxes represents approximately 49% of the total tax bill sent to property owners. The other tax levies are not included in the figures below. These other taxes include the Regional District, School, Hospital, Library, BC Assessment, and Municipal Finance Authority. The 2025 Town property tax distribution is shown in table two below as final 2026 property assessment information has not been received from the BC Assessment Authority. Once assessments are received, tax rates are calculated and this could change the distribution shown in the table below.

Table 2 Property Tax Distribution

Class of Property	2025 Town Property Taxes		2025 Town Tax Rate
Residential	$11,791,100	89.9%	2.5225
Utility	59,600	0.5%	39.9988
Light Industry	300	*	6.4235
Commercial/Other	$1,218,700	9.3%	6.4235
Managed Forest	$700	*	2.5225
Recreation/Non-Profit	$37,900	.3%	6.4235
Farm	$300	*	2.5225
Total	$12,120,073	100%	

* Less than 0.1%

Objectives

- Over the next five years, the tax burden between the residential and commercial tax classes should continue to be reviewed to ensure fairness.
- Maintain the property tax rate for Commercial/Other (Class 6) at a rate competitive with surrounding communities.
- Tax increases should be stable and, where possible, targeted to specific areas.

Policies

- Supplement, where possible, revenues from user fees and charges to help offset the burden on the entire property tax base.
- Continue to maintain and encourage community and appropriate economic development initiatives designed to enhance the community.
- Align the distribution of tax rates among the property classes with the social and community development initiatives established by Council.
- Regularly review and compare the Town's taxes with comparable surrounding communities.

<u>Property Tax Projections</u>

Over the next 5 years, property taxes are projected to increase as shown below. These projections are reviewed annually and are subject to change, based on a number of factors. These factors could include inflation, infrastructure conditions, economic climate, environmental considerations, public input and Council priorities.

- 2026 – 6.5% tax increase comprised of 4.1% for municipal operations, 1.3% for the Asset Replacement Program, 0.4% for Investment in New Assets and 0.7% for police services.
- 2026 to 2029 – The Five-Year Financial plan anticipates a 6.0% (2027), 4.0% (2028), 6.4% (2029) and 7.4% (2030) property tax increase in years 2027 to 2030. The rates for inflation service changes and sustainable asset investment levels should also be reviewed annually to ensure that they continue to remain appropriate.

PERMISSIVE TAX EXEMPTIONS

The Town of Qualicum Beach annually exempts from property taxes those properties that are non-profit in nature and provide a community benefit, as determined by Council. Places of public worship are also exempted. These properties are annually advertised and then exempted by bylaw.

ATTACHMENT 2

REVISED SCHEDULE "A" RECONCILIATION

QUALICUM BEACH FINANCIAL PLAN BYLAW AMENDMENT NO.921.02, 2026

FOR THE FIVE YEAR PERIOD 2026 TO 2030

	Bylaw 921.01 2026	***Bylaw 921.02 2026***	***Change***	***Notes***
Revenues				
Municipal Taxation	14,206,200	14,206,200	-	
Grants in Lieu of Taxes	413,600	413,600	-	
Parcel Taxes	1,656,100	1,656,100	-	
Vancouver Island Regional Library Levy	778,100	778,100	-	
Fees and Charges	4,940,200	4,940,200	-	
Own Sources	1,969,400	1,969,400	-	
Grants and Contributions	12,097,500	12,097,500	-	
Other Revenue	694,500	694,500	-	
Total Revenue	36,755,600	36,755,600	-	
Use of Reserve Funds	8,849,400	9,249,400	400,000	Allocation from Commununity Amenity Reserve
Proceeds from Sale of Assets	6,824,800	6,824,800	-	
Proceeds of Debt	-	-		
Total Revenue, Use of Reserves and Proceeds of Debt	**52,429,800**	**52,829,800**	**400,000**	
Expenditures				
Operating Expenditures				
General Government	3,252,800	3,252,800	-	
Protective Services	3,781,500	3,781,500	-	
Public Works	5,394,200	5,394,200	-	
Parks and Recreation and Culture	3,044,800	3,444,800	400,000	Expenditure Provision: $300K via Partnering Agreement with Nanaimo & District Hospital Foundation & $100K for future Council decision making.
Solid Waste and Recyling	1,034,700	1,034,700	-	
Utilities	2,720,700	2,720,700	-	
Planning, Development and Strategic Initiatives	1,598,000	1,598,000	-	
Total Operating Expenditures	20,826,700	21,226,700	400,000	
Capital Expenditures	25,371,400	25,371,400	-	
Debt Servicing				
Debt Interest	134,900	134,900	-	
Debt Principal	564,700	564,700	-	
Contributions to Reserves	5,532,100	5,532,100	-	
Total Expenditures and Reserve Contributions	**52,429,800**	**52,829,800**	**400,000**	

TOWN OF **QUALICUM BEACH**
STAFF REPORT

File No. 0640-02-2026

TO: Lou Varela, Chief Administrative Officer

FOR: Special Council Meeting

DATE: July 31, 2026

FROM: Raj Hayre, Director of Finance

SUBJECT: **2024 & 2025 Annual Development Cost Charges Report**

GOVERNANCE DECISION
The receipt and approval of the Annual Development Cost Charges report (2024 & 2025), a legislative requirement pursuant to Section 569 of the *Local Government Act.*

RECOMMENDATION:
THAT the Town of Qualicum Beach 2024 and 2025 Annual Development Cost Charges Report for fiscal years 2024 and 2025 be approved.

PURPOSE
The purpose of this report is to present the Town's 2024 and 2025 Annual Development Cost Charges (DCC) Report, as required under Section 569 of the *Local Government Act.*

BACKGROUND
Section 569 of the *Local Government Act* requires municipalities that impose Development Cost Charges to prepare an annual report, before June 30th in each year, respecting the Development Cost Charge Reserve Funds.

The report must include:
- The amount of Development Cost Charges received during the year;
- The expenditures made from the Development Cost Charge Reserve Fund;
- The opening and closing balances of each Development Cost Reserve Fund;
- Any waivers or reductions of Development Cost Charges granted during the year. The purpose of the annual report is to provide transparency and accountability regarding the collection and use of Development Cost Charges and to demonstrate that the funds are being administered in accordance with legislative requirements.

DISCUSSION
The attached reports have been prepared for the Town's 2024 and 2025 fiscal years to satisfy the reporting requirements of Section 569 of the *Local Government Act*.

Through a recent administrative review, staff identified that this annual report had inadvertently not been prepared in previous years due to administrative oversight. While the Town has maintained appropriate accounting records for Development Cost Charge revenues, expenditures, interest earnings, and reserve balances, the required stand-alone annual report has not been brought forward to Council.

Staff have now prepared the required report for the 2024 and 2025 fiscal years to restore compliance with the legislative reporting requirements.

To ensure this reporting obligation continues to be met, beginning with the 2026 fiscal year, the Annual Development Cost Charges Report will be incorporated into the Town's Annual Report process. This will establish an ongoing administrative practice whereby the DCC Charges Report is presented to Council each year as part of the Annual Report package.

Staff are satisfied that this approach will provide an efficient and sustainable process for meeting the annual reporting requirements prescribed by the *Local Government Act*.

FINANCIAL IMPLICATIONS
There are no financial implications anticipated from this report.

The report provides information regarding the financial activity within the Town's Development Cost Charge Reserve Funds and fulfills a statutory reporting requirement.

PUBLIC PARTICIPATION SPECTRUM (IAP²)
Public Participation Framework developed by the International Association for Public Participation – IAP² International.

INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
• Provide balanced and objective data to assist in understanding issues, alternatives, opportunities, and solutions	• Obtain feedback on analysis, alternatives, and/or decisions	• Work directly with stakeholders to ensure concerns and aspirations are understood and considered	• Partner with stakeholders in each aspect of the decision, development of alternatives, and identification of preferred solutions	• Final decision making in the hands of the stakeholders

<u>INFORM</u>:
- The Annual Development Cost Charges Report will be included in the public agenda package for the July 31, 2026, special Council meeting and will be available on the Town's website.

STRATEGIC PLAN ALIGNMENT
Council's Strategic Plan Focus Area(s) supported by this initiative:
- <u>Good Governance</u>: *To govern for the public interest of our community while managing competing interests, ensuring availability of transparent and accessible information, fostering respectful public engagement, and demonstrating ethical values.*

SUMMARY
The attached reports fulfill the Town's Development Cost Charges reporting requirements for the 2024 and 2025 fiscal years. Beginning with the 2026 fiscal year, the Development Cost Charges Report will form part of the Town's Annual Report to ensure this statutory reporting requirement is met annually and before June 30th in each year.

APPROVALS
Report respectfully submitted by Raj Hayre, Director of Financial Services.

Raj Hayre
Director of Financial Services
Report Author

Lou Varela, MCIP, RPP
Chief Administrative Officer
Concurrence

ATTACHMENT: 2025 Annual Development Cost Charges Report
2024 Annual Development Cost Charges Report

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ATTACHMENT 1

Town of Qualicum Beach
Development Cost Charges (DCC) Report
For the Year Ended December 31, 2025

DCC Category	Opening Balance	Contributions DCC's Collected	Interest Earned	Expenditures	Closing Balance
Roads	$ 937,273	$ 115,092	$ 38,797	$ 371,679	$ 719,483
Storm Drainage	526,602	99,597	22,460	-	648,659
Parkland/Open Spaces	767,635	106,042	32,159	700,000	205,836
Water	1,032,650	124,927	42,286	-	1,199,863
Total	**$ 3,264,160**	**$ 445,658**	**$ 135,702**	**$ 1,071,679**	**$ 2,773,841**

Town of Qualicum Beach
Development Cost Charges (DCC) Report
For the Year Ended December 31, 2024

DCC Category	Opening Balance	Contributions DCC's Collected	Interest Earned	Expenditures	Closing Balance
Roads	$ 888,088	$ 60,619	$ 46,014	$ 57,448	$ 937,273
Storm Drainage	461,101	41,342	24,159	-	526,602
Parkland/Open Spaces	665,084	67,508	35,043		767,635
Water	927,045	57,726	47,879	-	1,032,650
Total	**$ 2,941,318**	**$ 227,195**	**$ 153,095**	**$ 57,448**	**$ 3,264,160**