

**Minutes of the 10:00 am Wednesday, March 5, 2025, Town of Qualicum Beach Special Council Meeting held in the Council Chamber, Town Hall, 660 Primrose Street, Qualicum Beach, BC**

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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  
Raj Hayre, Director of Finance  
Oliver Watson, Capital Projects Manager  
Jason Froats, Information Systems Analyst  
Danielle Leurebourg, Deputy Director of Corporate Services  
Nathan Cernusca, Corporate Services Coordinator

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 March 5, 2025 Special Council meeting agenda as amended to defer Third Reading of "Town of Qualicum Beach Financial Plan 2025-2029 Bylaw No. 908, 2025" to the March 12, 2025 regular Council meeting.

**CARRIED UNANIMOUSLY**

**BYLAWS**

- (1) **Third Reading of "Town of Qualicum Beach Financial Plan 2025-2029 Bylaw No. 908, 2025"**

Consideration of this item was deferred to the March 12, 2025, regular Council meeting.

**STAFF REPORTS**

- (1) **Corporate Administration**

- (a) **The Land Conservancy Passport to Nature Event in Heritage Forest – Verbal report from T. Coates, Corporate Services Support**

Councillor Skipsey MOVED and Councillor Young SECONDED,  
WHEREAS The Land Conservancy of British Columbia holds Passport to Nature (P2N) Programs (free events with financial support from the Province of British Columbia) throughout the year around BC to engage the community in nature appreciation;

WHEREAS these events are typically 1 to 3 hours in duration for groups up to 20 people to provide educational opportunities on different nature topics with TLC conducting advance and on-site registration and liability;

AND WHEREAS the deadline to be a P2N location in 2025 is March 10, 2025;

BE IT RESOLVED, THAT Council supports in principle The Land Conservancy of British Columbia (TLC)'s request to hold a TLC Passport to Nature program event in the Heritage Forest in 2025;

AND FURTHER THAT staff be authorized to finalize arrangements subject to seeking concurrence in writing for the project from the Grantees named in the Conservation

Covenant, Brown Property Preservation Society and the TLC as per the Covenant.  
**CARRIED UNANIMOUSLY | Resolution No. 25-047**

**MOTION TO CLOSE**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the special meeting of Council be closed to the public, pursuant to sections 90(1)(d), (e), (i), and 90(2)(d) of the Community Charter, for the purpose of considering:

- 90(1)(d) the security of the property of the municipality;
  - (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; and
  - (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
- 90(2)(d) a matter that, under another enactment, is such that the public must be excluded from the meeting.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

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

**CARRIED UNANIMOUSLY**

**MEETING ADJOURNED: 1:02 pm**

Certified Correct:

ORIGINAL SIGNED

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Heather Svensen  
Director of Corporate Services/Deputy CAO

ORIGINAL SIGNED

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Teunis Westbroek  
Mayor