

**Minutes of the 10:00 am Wednesday, October 22, 2025, Town of Qualicum Beach Regular Council Meeting held in the Council Chamber, Municipal Office, 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  
   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  
   Agnieszka Warzybok, Director of Human Resources  
   Chris Sumando, Assistant Fire Chief - Prevention  
   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 October 22, 2025, regular Council meeting agenda as amended by:

- Inserting late item 7(e) Permissive Tax Exemption Bylaw – Places of Worship final adoption
- Inserting late item 9(c) Rescheduling November 19, 2025, Regular Council Meeting
- Changing the order of the agenda, moving Section 9 (Staff Reports) to follow Section 6 (Correspondence)

**CARRIED UNANIMOUSLY**

**START OF THE CONSENT AGENDA** Council adopted by consent, the recommendations listed for items 2(a) to 2(l) in the October 22, 2025, Consent Agenda.

**CARRIED UNANIMOUSLY | Resolution No. 25-235**

**END OF CONSENT AGENDA**

**RECOGNITION – Nil**

**BUSINESS ARISING FROM THE MINUTES – Nil**

**DELEGATIONS – Nil**

**CORRESPONDENCE**

- (a)     **Regional District of Nanaimo Municipal Consent for Regional Parks and Trails Service Regional Parkland Acquisition Loan Authorization Bylaw No. 1961, 2025 | Bylaw Consent**  
Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Council of the Town of Qualicum Beach consents on behalf of the electors to the adoption of “Regional District of Nanaimo Municipal Consent for Regional Parks and Trails Service Regional Parkland Acquisition Loan Authorization Bylaw No. 1961, 2025”  
AND FURTHER THAT the Regional District of Nanaimo be notified accordingly.  
**CARRIED UNANIMOUSLY | Resolution No. 25-236**

(b) **Receipt of Petition | “Neighbourhood Petition Opposing Large Care Facility at 431 College Road”**

Council received by unanimous consent the petition titled “Neighbourhood Petition Opposing Large Care Facility at 431 College Road” dated for reference October 15, 2025.

**CARRIED UNANIMOUSLY | Resolution No. 25-237**

**STAFF REPORTS**

(1) **Finance**

(a) **Third Quarter Update 2025, Council Strategic Initiatives, Capital Program and Operations Update**

Council received the Third Quarter Update 2025 by consent.

(b) **2025 – 2029 Financial Plan Amendment Bylaw 908.01, 2025**

Councillor Harrison MOVED and Councillor Young SECONDED,

1. THAT Council authorize Staff to amend the 2025-2029 Financial Plan Bylaw to include an increase to the capital expenditure budget provision for split cedar rail fencing adjacent to the Beach Creek Ravine in the Heritage Forest from \$15,000 to \$25,000 in fiscal year 2025, funded from Accumulated Surplus which is to be repaid from the Heritage Reserve Fund when sufficient funds become available.
2. THAT Council authorize Staff to amend the 2025-2029 Financial Plan Bylaw in fiscal 2025, to include a \$125,000 capital expenditure budget provision for the Eaglecrest Golf Course (to be funded from the future sale of land), to cover consultant costs for public open houses and due diligence, legal fees and engineering studies.
3. THAT Council authorize staff to amend the 2025–2029 Financial Plan Bylaw in fiscal year 2025 to include a \$200,000 capital expenditure budget provision for servicing costs associated with the Land Sales Strategy (to be funded from the future sale of land), for the potential purchase of the Eaglecrest Golf Course.
4. THAT the Bylaw entitled Town of Qualicum Beach Financial Plan Amendment Bylaw No. 908, 2025 be amended by replacing “Schedule A” and “Schedule B” with “Schedule A – Revised” and “Schedule B – Revised”, as reflected in “Town of Qualicum Beach Financial Plan Amendment Bylaw No.908.01”.
5. THAT the Bylaw entitled Town of Qualicum Beach Financial Plan Amendment Bylaw No.908.01, 2025 be introduced and read a first, second, and third time.

**CARRIED | Resolution No. 25-238**

Opposed: Councillor Harrison

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

Councillor Harrison MOVED, THAT Council omit recommendation 3.

**Due to the lack of a Seconder, the Motion did not proceed.**

(c) **2026 – 2028 Water Rates and Water Parcel Taxes**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the Bylaw entitled “Town of Qualicum Beach Waterworks Rate and Regulation Bylaw No. 753, 2020 Amendment Bylaw No. 753.01, 2025” be introduced and read a first time;

AND FURTHER THAT the Bylaw entitled “Town of Qualicum Beach Waterworks Rate and Regulation Bylaw No. 753, 2020 Amendment Bylaw No. 753.01, 2025” be read a second time.

THAT the Bylaw entitled “Town of Qualicum Beach Water Parcel Tax Bylaw No. 493, 1991 Amendment Bylaw No. 493.04, 2025” be introduced and read a first time.

AND FURTHER THAT the Bylaw entitled “Town of Qualicum Beach Water Parcel Tax Bylaw No. 493, 1991 Amendment Bylaw No. 493.04, 2025” be read a second time.

THAT Council directs staff to review options for a Water Infrastructure Charge and provide a report to Council in 2026.

**CARRIED UNANIMOUSLY | Resolution No. 25-239**

(d) **2026 – 2028 Water Sewer Parcel Tax**

Councillor Vander Valk MOVED and Councillor Young SECONDED, THAT the Bylaw “Town of Qualicum Beach Sewer Parcel Tax Bylaw No. 492, 1991 Amendment Bylaw No. 492.03, 2025” be introduced and read a first time.

AND FURTHER THAT the Bylaw entitled “Town of Qualicum Beach Sewer Parcel Tax Bylaw No. 492, 1991 Amendment Bylaw No. 492.03, 2025” be read a second time.

**CARRIED UNANIMOUSLY | Resolution No. 25-240**

(e) **Adoption of Property Tax Exemption Bylaw (2026) – Places of Worship**

Councillor Harrison 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 adopted.

**CARRIED UNANIMOUSLY | Resolution No. 25-241**

(2) **Airport**

(a) **Further Expansion of Noise Sensitive Areas**

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Council defer discussion on Item 1.2(a) “Further Expansion of Noise Sensitive Areas” from the October 22, 2025 Regular Council Meeting until after the December 3, Committee of the Whole meeting.

**CARRIED | Resolution No. 25-242**

Opposed: Councillor Skipsey, Councillor Vander Valk

In Favour: Mayor Westbroek, Councillor Harrison, Councillor Young

Kevin Goldfuss, Airport Manager left the meeting at 11:11 am.

(3) **Operations**

a) **Interim Cenotaph Measures**

- Oliver Watson, Capital Projects Manager provided an update on the cenotaph project noting that a final proposal will be brought to Council once details are confirmed.

(4) **Corporate Services**

a) **Review of Council Size Prior to 2026 General Local Election**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council retain it's "Town" classification, with no change in current Council composition, being four Councillors and one Mayor; AND FURTHER THAT Council direct staff to amend Policy 3004-5 Local Government Status and Council Size to reflect the current four-year election cycle and establish the review time period within the Policy as "two-years in advance of a General Local Election."

**CARRIED UNANIMOUSLY | Resolution No. 25-243**

b) **2026 Council and Committee Meeting Calendar**

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, THAT Council approve the 2026 meeting schedule.

**CARRIED UNANIMOUSLY | Resolution No. 25-244**

c) **Rescheduling November 19, 2025, Regular Council Meeting**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council reschedule the November 19, 2025, Regular Council meeting to November 20, 2025, at 9:00 am in Council Chambers.

**CARRIED UNANIMOUSLY | Resolution No. 25-245**

(5) **Planning & Community Development**

a) **Zoning Amendment, Official Community Plan Amendment & Development Permit | 431 College Road**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council denies the Zoning Amendment, OCP Amendment and Development Permit for 431 College Road.

**CARRIED | Resolution No. 25-246**

Opposed: Councillor Harrison, Councillor Young

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

b) **Official Community Plan (OCP) Review Timeline Update**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council receives the updated timeline for consideration and adoption of the 2025 OCP Amendment Bylaw.

**CARRIED UNANIMOUSLY | Resolution No. 25-247**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council take a 10-minute recess.

**CARRIED UNANIMOUSLY**

**MEETING RECESSES:** 11:41 am

**MEETING RECONVENED:** 11:51 am with all of Council in attendance

## BYLAWS

(a) **Adoption of Alternate Means of Public Notice Bylaw No. 911, 2025**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, THAT the Bylaw entitled “Town of Qualicum Beach Alternative Means of Public Notice Bylaw No. 911, 2025” be adopted.

**CARRIED UNANIMOUSLY | Resolution No. 25-248**

(b) **Adoption of Property Tax Exemption Bylaw (2026)**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the Bylaw entitled “Town of Qualicum Beach 2026 Taxation Exemption Bylaw No. 913, 2025” be adopted.

**CARRIED UNANIMOUSLY | Resolution No. 25-249**

(c) **Adoption 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 adopted.

**CARRIED | Resolution No. 25-250**

Opposed: Councillor Harrison, Councillor Young

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

(d) **Eaglecrest Official Community Plan (OCP) and Zoning Amendment Bylaws**

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025 be amended by setting the minimum lot sizes to 1000 m<sup>2</sup>.

**DEFEATED**

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

In Favour: Councillor Harrison

Councillor Skipsey MOVED and Councillor Harrison SECONDED, THAT Council take a 45-minute recess.

**CARRIED UNANIMOUSLY**

**MEETING RECESSES:** 12:47 pm

**MEETING RECONVENED:** 1:30 pm with all of Council in attendance

Councillor Vander Valk MOVED and Councillor Harrison SECONDED, THAT Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025 be amended by setting the maximum height in the R21 zone (Schedule ‘B’) to 11m.

**CARRIED | Resolution No. 25-251**

Opposed: Mayor Westbroek

In Favour: Councillor Harrison, 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 amended by setting the maximum height in the institutional/residential zone to 12.75m.

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT the motion on the floor be amended to read: THAT Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025 be amended by setting the maximum height in the institutional/residential zone to 15m.

**CARRIED | Resolution No. 25-252**

Opposed: Councillor Harrison

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

**MAIN MOTION AS AMENDED:**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025 be amended by setting the maximum height in the institutional/residential zone to 15m.

**CARRIED | Resolution No. 25-253**

Opposed: Councillor Harrison

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

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025 be amended by dedicating the Upper portion of the land on the north side of the subdivision as parkland.

**DEFEATED**

Opposed: Mayor Westbroek, Councillor Skipsey, Councillor Vander Valk

In Favour: Councillor Harrison, Councillor Young

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Official Community Plan Bylaw No. 800, 2018, Amendment (Eaglecrest) Bylaw No. 800.08, 2025 be read a third time as amended.

**CARRIED | Resolution No. 25-254**

Opposed: Councillor Harrison

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

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Official Community Plan Bylaw No. 800, 2018, Amendment (Eaglecrest) Bylaw No. 800.08, 2025 be adopted.

**CARRIED | Resolution No. 255**

Opposed: Councillor Harrison

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

Councillor Skipsey MOVED and Councillor Young SECONDED, THAT Zoning Bylaw No. 900, 2024, Amendment (Eaglecrest) Bylaw No. 900.06, 2025 be read a third time as amended.

**CARRIED | Resolution No. 25-256**

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 adopted.

**CARRIED | Resolution No. 25-257**

Opposed: Councillor Harrison

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

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT Council directs staff to prepare bylaws to permanently dedicate Yambury Park and a portion of the parcel legally described as Lot 126, District Lot 122, Nanoose Land District, Plan VIP57772, (PID: 018-527-850), (871 Fairways Drive), as shown as the hatched area in Figure 1: Royal Dornoch Proposed Parkland, under Area 9, on Page 6 of this Report dated October 22, 2025.

**CARRIED UNANIMOUSLY | Resolution No. 25-258**

Councillor Young MOVED and Councillor Skipsey SECONDED, THAT Council directs staff to incorporate the following priorities into the second stage of public engagement on the Eaglecrest Revisioning and Acquisition project:

- a) The Eaglecrest Residents' Association and the general public be invited to participate in a collaborative refinement of development potential on Areas 1, 2, 3 and 7 as shown on Appendix A, attached to this Report dated October 22, 2025, prior to any of these lands being sold;
- b) THAT staff be directed to engage with neighboring properties adjacent to Area 8 (Royal Dornoch North) to inquire if they are interested in purchasing all, or a portion of, the subject Town-owned residentially zoned property prior to the panhandle portion of the land being listed publicly for sale;
- c) THAT future development planning on the west side of the Eaglecrest Lands include public green space for gathering, green buffers to mitigate impacts of development on adjacent homes, and walking loops;
- d) THAT future development planning should seek to minimize overlook from new buildings into existing residential homes and yards;
- e) THAT future development planning should seek to maintain a view corridor from existing homes on Cottage Drive onto the Eaglecrest Golf Course Lands; and,
- f) AND FURTHER THAT, prior to any disposition, staff register a Section 219 Restrictive Covenant on Lot 126, District Lot 126, Nanoose Land District, Plan VIP57772 (PID: 018-527-850), to restrict any potential future Institutional Use to Seniors Housing and Seniors Care, including but not limited to:
  - i) Independent Living
  - ii) Assisted Living
  - iii) Long-Term Residential Care
  - iv) Supportive Housing
  - v) Wellness Campuses
  - vi) Ancillary services and facilities that support seniors' health, safety, and quality of life.

**CARRIED UNANIMOUSLY | Resolution No. 25-259**

Councillor Harrison MOVED, THAT Council direct staff to permanently dedicate the area north of area 2, west of Country Club Drive as described in the October 22, 2025, staff report to Council as a park with a minimum width of 20 meters.

**Due to the lack of a Seconder, the Motion did not proceed.**

## **COMMITTEE & LIAISON REPORTS**

- (1) **General Government** (Mayor Teunis Westbroek)  
Mayor Westbroek commented on his portfolio activities.
- (2) **Public Safety** (Councillor Scott Harrison)  
Councillor Harrison commented on his portfolio activities.

Councillor Harrison MOVED and Councillor Young SECONDED, THAT Council permit Councillor Harrison and Councillor Young to attend the Housing Central Conference November 17-19, 2025.

**CARRIED UNANIMOUSLY | Resolution No. 25-260**

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

Councillor Skipsey commented on her portfolio activities.

- Repair Café October 25, 2025, from 10:00 am to 1:00 pm at the St. Stephen's United Church Hall.

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, THAT in accordance with the Town of Qualicum Beach Heritage Forest Reserve Fund Establishment, Bylaw No. 699, 2015, Council approve funding for new split cedar rail fencing to be installed in 5 locations within the Heritage Forest of approximately 350 ft of fencing in total, including a lengthy portion along East Crescent Road at Beach Creek;

AND FURTHER THAT there be consideration for the split cedar rail fence to be constructed in the fall of 2025 and be funded from Accumulated Surplus, and that the Accumulated Surplus be repaid from the Heritage Forest Reserve Fund once the reserve balance is sufficient.

**CARRIED UNANIMOUSLY | Resolution No. 25-261**

(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 written report included in the agenda.

- Fair Care Alliance
- Nanaimo Regional Hospital Upgrades

**REVIEW OF COMMENTS FROM THE PUBLIC**

Comments for this regular Council meeting were received by 12:00 pm two business days following the meeting (October 22, 2025). Submissions were distributed to all Council, and a brief summary of the comments are as follows:

- T. Provost & J. Provost, Comments Re: Resolution Number R25-243 – Further Expansion of Noise Sensitive Areas
- B. McNeil, Comments Re: Resolution Number R25-246 – Zoning Amendment, Official Community Plan Amendment & Development Permit | 431 College Road

**ADJOURNMENT**

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

**CARRIED UNANIMOUSLY**

**MEETING ADJOURNED:** 2:16 pm

Certified Correct:

ORIGINAL SIGNED

\_\_\_\_\_  
Heather Svensen  
Director of Corporate Services/Deputy CAO

ORIGINAL SIGNED

\_\_\_\_\_  
Teunis Westbroek  
Mayor