

Minutes of the 10:00 am Wednesday, February 11, 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, CAO
Danielle Leurebourg, Deputy Director of Corporate Services
Twyla Slonski, Interim Deputy Director of Corporate Services
Luke Sales, Director of Planning and Community Development
Raj Hayre, Director of Finance
Amro Kotb, Director of Infrastructure Services
Oliver Watson, Capital Projects Manager
Kevin Goldfuss, Airport Manager
Peter Cornell, Fire Chief
Chelsea Currie, 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.

Mayor Westbroek acknowledged the tragedy at Tumbler Ridge and requested a moment of silence be held.

ADOPTION OF THE AGENDA

Council adopted, by unanimous consent, the February 11, 2026, Regular Council meeting agenda with the following amendments:

- Amend Item 5.(c) to remove the presentation on Transportation and C. Crabtree as the presenter from the Regional District of Nanaimo (RDN) delegation
- Deleting Item 8.(a)(ii) Mayor Westbroek: Notice of Motion [deferred to a future meeting]; and
- Addition of the following Late Items:
 - Item 8.(e)(ii) Local Government Leadership Academy (LGLA) Leadership Forum
 - Item 9.(5)(d) Staff Report | Eaglecrest Golf Course Reconfiguration
 - Item 9.(5)(e) Little Qualicum Riverbank Stabilization Project Resolution.

CARRIED UNANIMOUSLY

START OF THE CONSENT AGENDA

ADOPTION OF THE CONSENT AGENDA

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** the recommendations listed for items 2(a) to 2(e) in the February 11, 2026, Consent Agenda be approved.

- (a) **THAT** the January 7, 2026, Special Council meeting minutes be approved as presented.
- (b) **THAT** the January 14, 2026, Committee of the Whole meeting minutes be received.
- (c) **THAT** the January 21, 2026, Regular Council meeting minutes be approved as presented.
- (d) **THAT** the January 28, 2026, Committee of the Whole meeting minutes be received.
- (e) **THAT** the Correspondence Log, dated for reference February 4, 2026, be received.

CARRIED UNANIMOUSLY | Resolution No. 26-020

RECOGNITION - Nil

BUSINESS ARISING FROM THE MINUTES – Nil

DELEGATIONS

- (a) **Mid Island Health Alliance**
S. Cunningham, Dr. Hadfield and M. Harvey-Heinz provided a presentation regarding support for Primrose Medical Centre. The Mid-Island Health Alliance requested that Council consider participation in the primary care model.
- (b) **Oceanside Caregivers**
C. Dowe, T. Champagne, and L. Vogler presented the petition for Caregivers in the Oceanside area. Representatives of Oceanside Caregivers requested that Council consider passing a motion encouraging nursing home facilities in Qualicum Beach.
- (c) **Regional District of Nanaimo (RDN)**
B. Routledge provided a presentation on the Regional District of Nanaimo's Proposed Waste and Recycling Development Cost Charges (DCC) Bylaw.

CORRESPONDENCE

- (a) **Receipt of Petition | Oceanside Caregivers**
Councillor Skipsey MOVED and Councillor Harrison SECONDED, **THAT** Council receives the petition titled "Oceanside Caregivers" submitted on January 23, 2026.
CARRIED UNANIMOUSLY | Resolution No. 26-021
- (b) **Receipt of Petition | 532 Memorial Avenue Development Proposal**
Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council receives the petition titled "532 Memorial Avenue Development Proposal" submitted on February 5, 2026.
CARRIED UNANIMOUSLY | Resolution No. 26-022
- (c) **Request for Letter of Support | Save Estuary Land Society**
Councillor Skipsey MOVED and Councillor Young SECONDED, **THAT** Council provides a letter of support to the Save Estuary Land Society in favour of their acquisition of private property as outlined in the email sent on January 23, 2026.
CARRIED UNANIMOUSLY | Resolution No. 26-023
- (d) **Receipt of 2025 Special Event Grant Final Report | Qualicum Beach Farmers Market**
Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, **THAT** Council receives the 2025 Special Event Grant Final Report from the Qualicum Beach Farmers Market for the Christmas Night Market event.
CARRIED UNANIMOUSLY | Resolution No. 26-024
- (e) **Request for Letter of Support | Early Learning Childcare Council for Oceanside**
Councillor Young MOVED and Councillor Skipsey SECONDED, **THAT** Council send a letter to the Premier and the Minister of Finance requesting the Province support affordable childcare as outlined in the email sent on February 5, 2026.
CARRIED UNANIMOUSLY | Resolution No. 26-025

BYLAWS

(a) Zoning Amendment: Housekeeping Bylaw No. 900.09, 2026

1. Councillor Skipsey MOVED and Councillor Harrison SECONDED, **THAT** "Town of Qualicum Beach Zoning Bylaw No. 900, 2024 Amendment (Housekeeping) Bylaw No. 900.09, 2026" be introduced and read a first time.
CARRIED UNANIMOUSLY | Resolution No. 26-026
2. Councillor Young MOVED and Councillor Vander Valk SECONDED, **THAT** "Town of Qualicum Beach Zoning Bylaw No. 900, 2024 Amendment (Housekeeping) Bylaw No. 900.09, 2026" be read a second time.
CARRIED UNANIMOUSLY | Resolution No. 26-027
3. Councillor Skipsey MOVED and Councillor Harrison SECONDED, **THAT** "Town of Qualicum Beach Zoning Bylaw No. 900, 2024 Amendment (Housekeeping) Bylaw No. 900.09, 2026" be read a third time.
CARRIED UNANIMOUSLY | Resolution No. 26-028
4. Councillor Harrison MOVED and Councillor Vander Valk SECONDED, **THAT** "Town of Qualicum Beach Zoning Bylaw No. 900, 2024 Amendment (Housekeeping) Bylaw No. 900.09, 2026" be adopted.
CARRIED UNANIMOUSLY | Resolution No. 26-029

(b) Town of Qualicum Beach Miscellaneous Rates Bylaw No. 638, 2009, Amendment Bylaw No. 638.08, 2026

- Councillor Skipsey MOVED and Councillor Young SECONDED, **THAT** "Town of Qualicum Beach Miscellaneous Rates Bylaw No. 638, 2009, Amendment Bylaw No. 638.08, 2026" be adopted.
CARRIED UNANIMOUSLY | Resolution No. 26-030

(c) Committee & Commission Review | Phase 2 Bylaw Implementation

1. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** "Town of Qualicum Beach Heritage Forest Reserve Fund Establishment Bylaw No. 699, 2015, Amendment (Expenditure Input) Bylaw No. 917, 2026" be adopted.
CARRIED UNANIMOUSLY | Resolution No. 26-031
2. Councillor Harrison MOVED and Councillor Skipsey SECONDED, **THAT** "Town of Qualicum Beach Heritage Forest Commission Bylaw No. 919, 2026" be adopted.
CARRIED UNANIMOUSLY | Resolution No. 26-032
3. Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, **THAT** "Town of Qualicum Beach Council Procedure Bylaw No. 733, 2019, Amendment (Electronic Participation) Bylaw No. 920, 2026" be adopted.
CARRIED UNANIMOUSLY | Resolution No. 26-033

COMMITTEE & LIAISON REPORTS

- (1) **General Government** (Mayor Teunis Westbroek)
 - (i) Mayor Westbroek commented on his portfolio activities.

- (2) **Public Safety** (Councillor Scott Harrison)
 - (i) Councillor Harrison commented on his portfolio activities.

- (3) **Parks & Recreation** (Councillor Anne Skipsey)
 - (i) Councillor Skipsey commented on her portfolio activities.
 - (ii) Council unanimously approved a letter of condolence to be sent to the family of Tina Rasmussen.
 - (iii) Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council send a letter of appreciation to the Qualicum Beach Streamkeepers for their efforts in removing the derelict concrete block from the waterfront.
CARRIED UNANIMOUSLY | Resolution No. 26-034

- (4) **Community Development** (Councillor Petronella Vander Valk)
 - (i) Councillor Vander Valk commented on her portfolio activities.

- (5) **Arts & Culture** (Councillor Jean Young)
 - (i) Councillor Young commented on her written report included in the agenda.
 - (ii) **Local Government Leadership Academy (LGLA) Leadership Forum**
Councillor Harrison MOVED and Councillor Skipsey SECONDED, **WHEREAS** attendance at conferences beyond those listed in Council Policy No. 3004-11 requires a Council resolution to authorize attendance;
BE IT RESOLVED THAT Council authorizes Councillor Young to attend the Local Government Leadership Academy (LGLA) Leadership Forum March 11-13, 2026 at the Radisson Hotel Vancouver Airport in Richmond, BC with the Town to cover the \$495.00, (plus applicable tax) registration fee only.
CARRIED UNANIMOUSLY | Resolution No. 26-035

STAFF REPORTS

- (1) **Chief Administrative Officer**
 - (a) **The Old School House (TOSH) Proposed Deliverables for One-Time Funding**
Councillor Harrison MOVED and Councillor Young SECONDED, **WHEREAS**, TOSH intends to use the one-time funding source of \$50,000 for the purposes of operational stabilization funding to hire two temporary part-time employees in order to maintain current service levels; sustain delivery of exhibitions, education programs, and visitor services without interruption; and, continue year-round community programming;
THAT staff be directed to distribute \$50,000 to TOSH, as a one-time funding allocation in 2026, with reporting on hiring achievements and outcomes to be delivered to Council in late 2026 or early 2027, in accordance with the Town's reporting and planning processes.
CARRIED UNANIMOUSLY | Resolution No. 26-036

(2) **Corporate Services**

(a) **2026 General Local Election | Appointment of Chief Election Officer & Deputy Chief Election Officer**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, **THAT** pursuant to Sections 58(1) and (2) of the *Local Government Act*, Council appoints Heather Svensen as Chief Election Officer for conducting the 2026 General Local Election with the power to appoint other election officials as required for the administration and conduct of the 2026 General Local Election;

AND FURTHER THAT Council appoints Twyla Slonski as Deputy Chief Election Officer for the 2026 General Local Election.

CARRIED UNANIMOUSLY | Resolution No. 26-037

(3) **Finance**

(a) **Council Direction for the 2026 – 2030 Draft Financial Plan**

Councillor Skipsey MOVED and Councillor Young SECONDED, **THAT** Council instructs staff to proceed with drafting the “Town of Qualicum Beach 2026 – 2030 Financial Plan Bylaw No. 921, 2026” to address 2026 operating budget pressures within a 6.5% property tax increase for 2026.

CARRIED UNANIMOUSLY | Resolution No. 26-038

(4) **Planning & Community Development**

(a) **Ways to Achieve Attainable Housing (WAAMH) Plan Update**

MODUS Planning Design & Engagement Inc. presented an update on the WAAMH Plan.

1. Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, **THAT** the update for the “Ways to Achieve Attainable Market Housing” (WAAMH) Plan presented by MODUS Planning Design & Engagement at the February 11, 2026, Regular Council meeting be received by Council for information.

CARRIED UNANIMOUSLY | Resolution No. 26-039

2. Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, **THAT** the Evaluative Criteria as presented by MODUS Planning Design & Engagement Inc. at the February 11, 2026, Regular Council meeting, as described in the February 11, 2026 Planning Report to Council be endorsed by Council for the purpose of evaluating proposed housing solutions during the development of the “Ways to Achieve Attainable Market Housing” (WAAMH) Plan.

CARRIED | Resolution No. 26-040

Opposed: Councillor Harrison

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

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council Recess the meeting for ten minutes.

CARRIED UNANIMOUSLY

MEETING RECESSED: 11:55 am

MEETING RESUMED: 12:06 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, L. Sales, Director of Planning, R. Hayre, Director of Finance, A. Kotb, Director of Infrastructure Services, D. Leurebourg, Deputy Director of Corporate Services, T. Slonski, Interim

Deputy Director of Corporate Services, O. Watson, Capital Projects Manager, K. Goldfuss, Airport Manager, P. Cornell, Fire Chief and C. Currie, Corporate Services Coordinator.

(b) Development Variance Permit & Development Permit | 532 Memorial Avenue

L. Sales, Director of Planning, introduced the proposed Development Permit Application for the property located at 532 Memorial Avenue.

Public Input

Mayor Westbroek called for comments from the public on the proposed Development Variance Permit.

- K. Olson expressed concern that the proposed height will obstruct the view and cause shading of the neighboring properties.
- C. Tidler expressed concern that the size of the building will dominate the landscape.
- M. Reeves expressed concern of privacy reduction for the homes directly across the street.
 - R. Porter expressed shade concerns for neighboring properties due to the proposed height.
- M. Chandler provided comments on the following:
 - That the height variance will allow the developer to increase their profit, but there is no in-kind improvement to the community.
 - Suggested the footprint of the building was too large.
- M. Morton provided comments on the following:
 - Concern that proper notice may not have been given to the neighboring properties.
 - Pointed out that the renderings shown do not list the height of the building, making the proposed height unclear.
- C. Murphy provided comments on the following:
 - Compared the size of the building to a BC Ferry.
 - Concerns regarding shading and noise reverberation.
- T. Pritchard requested clarity on how building height is calculated.
- K. Schley [Applicant] provided comments on the following:
 - Shared that care for the public and community influence his project designs and that this Development Variance Permit application is the third version; each new version has been adjusted to downsize the building.
 - Attended Advisory Planning Commission (APC) meetings with the Town and adjusted the size of the building based on the Committee's recommendations.
- J. Windley [Applicant Representative] provided comments on the following:
 - Shared that the original design of five floors has been reduced to four along with the first floor being below road grade and not visible.
 - Noted the architect's use of natural colors and the landscaping will help camouflage the building reducing visual impact.
 - Pointed out that there is a group of trees in the area that are taller than the building which also creates shade.
 - Noted that the APC accepted the height as proposed.
- D. Firouzli [Applicant Representative] provided comments on the following:
 - Suggested that any development on this site would be of a similar height.
 - Based on calculations the building height may cast shade on the road and sidewalk but is not likely to affect the homes across the street.
- Carol Murphy complimented a previous project by the Applicant and requested that a smaller development that aligns with the existing neighborhood be considered.

- K. Schley [Applicant] suggested that the alternative of developing four or five single-family homes on the site would be the same height as what is currently being proposed.
- J. Windley [Applicant Representative] shared that a traffic study has been completed and submitted to the Town.

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

CARRIED UNANIMOUSLY

Councilor Harrison MOVED and Mayor Westbroek SECONDED, **THAT** Council postpone issuance of a Development Variance Permit and Development Permit for 532 Memorial Avenue, as described in the February 11, 2026 Planning Report to Council to the March 4, 2026 regular Council meeting.

CARRIED UNANIMOUSLY | Resolution No. 26-041

(c) **Development Variance Permit | 372 Judges Row**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, **THAT** Council directs staff to fulfill statutory notification requirements to allow the Development Variance Permit application for 372 Judges Row to be considered by Council at a future regular meeting.

CARRIED UNANIMOUSLY | Resolution No. 26-042

(5) **Operations**

(a) **Garden Road Dog Park: Class D Estimate for Four Pickleball Courts (with Parking)**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, **THAT** Council directs staff to engage Victoria Playco to prepare a Class D cost estimate with an expense of \$1,275 excluding GST, to provide construction costs for the potential installation of four pickleball courts and a gravel parking area (for up to 29 vehicles) near the Garden Road Dog Park;

AND FURTHER, THAT staff report back to Council with the results of the Class D cost estimate for Council's subsequent decision making on a location and next steps for installation of pickleball courts in consideration of budget.

CARRIED UNANIMOUSLY | Resolution No. 26-043

(b) **Further Expansion of Noise Sensitive Areas and VTPC**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED,

1. **THAT** Council directs staff to make an application to NAV Canada to create a Visual Flight Rules Terminal Procedures Chart (VTPC) in the Qualicum Beach CAT4 Canadian Flight Supplement (CFS) entry, to include language of "RWY 11 Preferred Departure" and "RWY 29 Preferred Arrival" and to include recommended circuit procedures, as shown on Appendix 1 of the Staff Report dated February 11, 2026.

2. **THAT** Council directs staff to make an application to NAV Canada to create new additional Noise Sensitive Areas (NSAs) in the Qualicum Beach CAT4 Canadian Flight Supplement (CFS) entry, to include recommended Noise Sensitive Areas on the north side of the Qualicum Beach Runway 11-29 (RWY) and the south side of the Qualicum Beach Runway 11-29 (RWY), Aldous Road, Cottonwood Drive, Hemsworth Road and Rupert Road as shown on Appendix 1 of the Staff Report dated February 11, 2026.

CARRIED UNANIMOUSLY | Resolution No. 26-044

(c) **Water Safety Planning (WSP) Study Budget**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, **THAT** Council directs early budget approval in fiscal 2026 for the WSP water study in the amount of \$85,000 excluding GST funded from the Water Reserve, in order to support development of an updated hydrogeological study that incorporates Qualicum Beach water modeling data into the RDN's French Creek Water Budget Report dated December 4, 2023.

CARRIED UNANIMOUSLY | Resolution No. 26-045

(d) **Request for Contract Award: Eaglecrest Golf Course Reconfiguration**

1. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council awards the RFQ to Grassroots Enterprises for the Eaglecrest Golf Course Reconfiguration in the amount of \$1,181,800, exclusive of GST, and authorizes staff to finalize and execute the contract.

CARRIED | Resolution No. 26-046

Opposed: Councillor Young, Councillor Harrison

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

2. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** staff be delegated authority to approve future adjustments to the scope of work arising through change orders resulting from detailed site review, technical requirements, or operational needs, including, but not limited to: additional landscaping and tree planting, irrigation system improvements, pond modifications and drainage works, turf rehabilitation, erosion control, and related capital upgrades provided that the total project cost does not exceed \$1,650,000, exclusive of GST.

CARRIED | Resolution No. 26-047

Opposed: Councillor Young, Councillor Harrison

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

3. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council provides temporary authorization for the CAO to sign purchase orders, related to reconfiguration of the Eaglecrest Golf Course, in an amount not to exceed Council's authorized budget cap of \$1,650,000 excluding GST, in relation to Policy 6000-2; Purchasing and Disposition of Assets – General – Purchasing.

CARRIED | Resolution No. 26-048

Opposed: Councillor Young, Councillor Harrison

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

4. Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council appoints the Mayor as Council Liaison to the staff working group for reconfiguration of the Eaglecrest Golf Course to serve as an information conduit for Council and to provide advice on the project's budget within the \$1,650,000 allocation approved by Council.

CARRIED | Resolution No. 26-049

Opposed: Councillor Young, Councillor Harrison

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

5. Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, **THAT** Council directs staff to provide Council with a reporting, at the close of the Reconfiguration Project, on material scope or budget changes exceeding \$1,181,000 up to \$1,650,000, excluding GST.

CARRIED | Resolution No. 26-050

Opposed: Councillor Young, Councillor Harrison

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

(e) **Little Qualicum Riverbank Stabilization Project Resolution**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, **WHEREAS** Council, at its Special meeting held December 17, 2025, unanimously endorsed the Town's Little Qualicum Riverbank Stabilization Project [LQRSP] as designed, including the proposed 2026 construction schedule and confirmed the Town's commitment to fund any variances between grant funds received and actual construction costs of the LQRSP if required;

WHEREAS Council's commitments are subject to the Town receiving the required permits associated with the construction of the LQRSP and award of grant funding through the Province's Disaster Resilience and Innovation Funding Program;

WHEREAS in order to be eligible for funding, the Province has indicated that the Town's funding application requires Council of the Town of Qualicum Beach to acknowledge ownership of the LQRSP and that the Town accepts responsibility for ongoing operations and maintenance following project completion;

THEREFORE BE IT RESOLVED THAT Council of the Town of Qualicum Beach, subject to confirmation of grant funding, acknowledges ownership of the LQRSP and accepts responsibility for ongoing operations and maintenance following project completion.

CARRIED UNANIMOUSLY | Resolution No. 26-051

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)(a), (c), (e), (i) and (k) of the *Community Charter*, for the purpose of considering:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (c) labour relations or other employee relations;
- (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;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

CARRIED UNANIMOUSLY

Following adoption of the above motion, the meeting will be closed to the public.

MEETING CLOSED TO THE PUBLIC: 2:20 pm

MEETING REOPENED TO THE PUBLIC: 3:43 pm with all of Council in attendance. Also in attendance: L. Varela, CAO, D. Leurebourg, Deputy Director of Corporate Services, T. Slonski, Interim Deputy Director of Corporate Services.

REVIEW OF COMMENTS FROM THE PUBLIC – Nil

ADJOURNMENT

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

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 3:43 pm

Certified Correct:

ORIGINAL SIGNED

Twyla Slonski
Interim Deputy Director of Corporate Services

ORIGINAL SIGNED

Teunis Westbroek
Mayor