

Minutes of the 10:00 am Wednesday, June 24, 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, Chief Administrative Officer
Heather Svensen, Director of Corporate Services/Deputy CAO
Raj Hayre, Director of Finance
Luke Sales, Director of Planning and Community Development
Amro Kotb, Director of Infrastructure Services
Twyla Slonski, Interim Deputy Director of Corporate Services
Kevin Goldfuss, Airport Manager
Oliver Watson, Capital Projects 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 Fire Chief Peter Cornell's 30 years of service with the Town of Qualicum Beach.

ADOPTION OF THE AGENDA

Council adopted, by unanimous consent, the June 24, 2026, Regular Council meeting agenda as amended as follows:

- Add Item 9.1(e) Canada Day Celebration
- Amend Item 7(a) Airport Operations and Miscellaneous Rates Bylaw – Adoption

CARRIED UNANIMOUSLY

START OF THE CONSENT AGENDA

ADOPTION OF THE CONSENT AGENDA

Council adopted, by unanimous consent, **THAT** recommendations listed for items 2(b) to 2(g) in the June 24, 2026, Consent Agenda be adopted.

- (b) **THAT** the May 6, 2026, Special meeting minutes be approved as presented.
- (c) **THAT** the May 13, 2026, Special meeting minutes be approved as presented.
- (d) **THAT** the May 20, 2026, Special meeting minutes be approved as presented.
- (e) **THAT** the May 27, 2026, Committee of the Whole meeting minutes be approved as amended.
- (f) **THAT** the May 27, 2026, Special meeting minutes be approved as presented.
- (g) **THAT** the Correspondence Log, dated for reference June 10, 2026, be received.

CARRIED UNANIMOUSLY | Resolution No. 26-135

RECOGNITION – Nil

BUSINESS ARISING FROM THE MINUTES – Nil

DELEGATIONS

(a) **St. Andrew's Lodge Historical & Cultural Society**

J. Smith presented on the completion of restoration of St. Andrew's Lodge and addition of the accessible washroom for public use in Saahtlam Park.

CORRESPONDENCE

(a) **Letter dated May 10, 2026, sent by L. Jeaurond, Co-founder, View Royal Climate Coalition (VRCC) re: Density without Demolition Roadmap**

Councillor Skipsey MOVED and Councillor Young SECONDED, **THAT** the matter of density without demolition road map be deferred to the July 15, 2026, regular Council meeting;

AND FURTHER THAT Councillor Skipsey bring forward a Notice of Motion for the July 15, 2026 meeting.

CARRIED | Resolution No. 26-136

In Favour: Mayor Westbroek; Councillor Skipsey; Councillor Vander Valk; Councillor Young
Opposed: Councillor Harrison

(b) **Letter dated May 19, 2026 sent by Mayor Dean Murdock, District of Saanich to Premier Eby, Minister Dix, Minister Greene, Minister Boyle, and Minister Bailey | BC Local Government Climate Action Program (LGCAP) – Funding Continuation**

Councillor Skipsey MOVED and Councillor Young SECONDED, **THAT** Council sends a letter of support to the Province of British Columbia for continued funding of the Local Government Climate Action Program (LGCAP).

CARRIED UNANIMOUSLY | Resolution No. 26-137

BYLAWS

(a) **Airport Operations and Miscellaneous Rates Bylaws | Adoption**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council rescinds Council Resolution No. 26-133: THAT "Town of Qualicum Beach Miscellaneous Rates Bylaw No. 638, 2009, Amendment (Airport Fees) Bylaw No. 638.07, 2026" be read a third time as amended.

CARRIED UNANIMOUSLY | Resolution No. 26-138

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, **THAT** "Town of Qualicum Beach Miscellaneous Rates Bylaw No. 638, 2009, Amendment (Airport Fees) Bylaw No. 638.07, 2026" be read a third time as amended.

CARRIED UNANIMOUSLY | Resolution No. 26-139

STAFF REPORTS

(1) **Engineering and Operations**

(a) **Eaglecrest Golf Course | Spring 2027 Opening**

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, **THAT** Council receives the June 24, 2026, Memorandum titled "Eaglecrest Golf Course | Spring 2027 Opening" for information.

CARRIED UNANIMOUSLY | Resolution No. 26-140

(b) **Replacement of Corrugated Steel Pipes - Waterfront | Tender Award**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council awards the contract for Replacement of Corrugated Steel Pipes – Waterfront Project to Wacor Holdings, as the lowest compliant bidder under Tender 2026-16, in the amount of \$232,545 excluding GST.

CARRIED UNANIMOUSLY | Resolution No. 26-141

(c) **Little Qualicum Riverbank Erosion Protection Construction | Tender Award**

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, **THAT** Council awards the contract for the Little Qualicum Riverbank Erosion Protection Project to Knappett Industries (2006) Ltd. as the lowest compliant bidder under Tender No. 2026-11, in the amount of \$384,060, excluding GST.

CARRIED UNANIMOUSLY | Resolution No. 26-142

(d) **Seacrest Place AC Watermain Replacement | Tender Award**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council awards the contract for the Seacrest Place AC Watermain Replacement Project to In The Dirt Contracting in the amount of \$338,403 excluding GST.

CARRIED UNANIMOUSLY | Resolution No. 26-143

(e) **Little Qualicum Riverbank Erosion Protection Project Management | RFP Award**

Councillor Skipsey MOVED and Councillor Harrison SECONDED, **THAT** Council awards RFP No. 2026-08, Construction Contract Administration and Project Management Services for the Little Qualicum River Erosion Protection Project to Northwest Hydraulic Consultants (NHC) Ltd., in the amount of \$123,640 excluding GST.

CARRIED UNANIMOUSLY | Resolution No. 26-144

(f) **Skatepark Outhouse and Fountain Proposed Plan**

Councillor Young MOVED and Councillor Harrison SECONDED,

1. **THAT** Council approves the installation of a precast concrete public washroom with a 1,000 gallon in-ground holding tank, and a stand-alone drinking water fountain that includes a bottle filling station, accessible and standard-height drinking fountains, and a dog fountain at the Skatepark;

AND FURTHER THAT Council approves the proposed locations of the precast concrete public washroom and stand-alone drinking water fountain in principle,

shown on Appendices A and B of this Report dated June 24, 2026, with the understanding that these amenities may need to be shifted within the same general area, if existing undocumented underground utilities are encountered.

2. **THAT** Council authorizes the addition of Skull Skates to the Skatepark donor recognition sign in acknowledgement of the Company's financial contribution toward the installation of the stand-alone drinking water fountain to be located at the Skatepark.

CARRIED UNANIMOUSLY | Resolution No. 26-145

O. Watson, Manager of Capital Projects, left the meeting at 10:50 am.

COMMITTEE & LIAISON REPORTS

(a) **General Government** (Mayor Teunis Westbroek)

- (i) Mayor Westbroek commented on his portfolio activities.

(b) **Public Safety** (Councillor Scott Harrison)

- (i) Councillor Harrison commented on his portfolio activities.

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

- (i) Councillor Skipsey commented on her written report included in the agenda.

(ii) **Councillor Skipsey Notice of Motion | Invasive Species Management**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT WHEREAS** representatives from Friends of the Qualicum Beach Forest made a presentation, "Protecting our Urban Forest from the 'English Ivy' Invasion" to Council on May 13, 2026; and

WHEREAS we heard that English Ivy is killing our forests by forming a dense monoculture, suppressing native species and destroying wildlife habitat as well as climbing up to 30 metres on trees and making them more vulnerable to disease; and

WHEREAS invasive species management was identified by residents as the #1 goal for tree and vegetation management in the 2017 Quality of Life Survey; and

WHEREAS the delegation suggested a multi-pronged approach which is supported by the high-level objectives of the Town of Qualicum Beach Community Climate Change Adaptation Plan specifically #7 -Continue to manage invasive species throughout the community – by: creating an invasive species action plan and coordinating with existing initiatives; creating a public facing communication plan; involving community to help manage invasive species on their own properties as well as participate in community removal; and adding invasive species removal to work plans in the Parks Department;

THEREFORE, BE IT RESOLVED THAT educational materials on English Ivy be communicated through Town publications and resources to residents to inform and engage the public on the issue; and

BE IT FURTHER RESOLVED THAT the matter of invasive species management be referred to Strategic Planning in order to prioritize and resource an invasive species action plan which may include: educational materials on the removal and disposition of invasive species; development of a database identifying locations of invasive species; resourcing and working with residents, local and regional environmental non-government organizations and/or qualified professionals to effectively manage invasive species and support a healthy biodiverse urban forest.

CARRIED UNANIMOUSLY | Resolution No. 26-146

(d) **Community Development** (Councillor Petronella Vander Valk)

- (i) Councillor Vander Valk commented on her written report included in the agenda.

(e) **Arts & Culture** (Councillor Jean Young)

- (i) Councillor Young commented on her written report included in the agenda.

STAFF REPORTS

(2) **Corporate Services**

(a) **2025 Annual Report**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, **THAT** the Town of Qualicum Beach 2025 Annual Report be approved.

CARRIED UNANIMOUSLY | Resolution No. 26-147

(b) **Next Gen 911**

Councillor Harrison MOVED and Councillor Vander Valk SECONDED, **THAT** Council authorizes the Mayor and the Director of Corporate Services to execute the Next Generation 9-1-1 Implementation and Operations Contract between the Town of Qualicum Beach and the Regional District of Nanaimo substantially in the form attached to the June 24, 2026, agenda and for the purpose of providing 9-1-1 service delivery.

CARRIED UNANIMOUSLY | Resolution No. 26-148

(c) **Twilight Concert Series at Saahtlam Park on July 4, 2026**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council authorizes the placement of up to three pre-approved/licenced food trucks at Saahtlam Park for the Twilight Concert Series on July 4, 2026, hosted by St. Andrew's Lodge Historical and Cultural Society, subject to the event organizers working with the Town to ensure Town requirements and licencing provisions are met.

CARRIED UNANIMOUSLY | Resolution No. 26-149

(d) **Announcement of Closed Council Meeting Motions**

Council, by unanimous consent, received the Announcement of Closed Council Meeting Motions as included in the June 24, 2026, Council Meeting Agenda.

(e) **Canada Day Celebration**

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, **THAT** Council rescinds Council Resolution No. 26-100: THAT Council authorizes the closure of Veterans Way on July 1, 2026, from 6:00 am to 11:59 pm to facilitate the Canada Day Celebration festivities, subject to event organizers working with Town staff to ensure that Town requirements are met, including emergency services notification, providing the Town with a Certificate of Liability Insurance naming the Town as an additional insured and litter control;

AND FURTHER THAT the Town provides support in the form of provision of barricades, garbage cans, water and electrical access for the duration of the event.

CARRIED UNANIMOUSLY | Resolution No. 26-150

Councillor Vander Valk MOVED and Councillor Young SECONDED, **THAT** Council authorizes the closure of Veterans Way on June 30, 2026 from 12 pm, until 11:59 pm July 1, 2026, to facilitate the Canada Day Celebration festivities, subject to event organizers working with Town staff to ensure that Town requirements are met, including emergency services notification, providing the Town with a Certificate of Liability Insurance naming the Town as an additional insured, and litter control;

AND FURTHER THAT the Town provides support in the form of provision of barricades, garbage cans, water, and electrical access for the duration of the event.

CARRIED UNANIMOUSLY | Resolution No. 26-151

(3) **Finance**

(a) **Financial Plan Amendment Bylaw No. 921.01, 2026 | First, Second and Third Readings**

Councillor Young MOVED and Councillor Vander Valk SECONDED,

1. **THAT** Council provide first, second and third reading to "Town of Qualicum Beach 2026-2030 Financial Plan Bylaw No. 921, 2026, Amendment Bylaw No. 921.01, 2026" to reflect:

- (a) a revised overall funding target related to the purchase, rehabilitation and reconfiguration of the Eaglecrest Golf Course as included in the 2025-2029 & 2026-2030 Council approved Financial Plans, from \$20,688,000 to \$21,199,800, in order to include updated expenditure estimates and a private donation received from the Christopher Foundation;
- (b) a change in funding source for the 2028 Eaglecrest Drive Storm Main Replacement and Eaglecrest Asbestos Cement Watermain Replacement projects from Eaglecrest land sales to Asset Management Reserves;
- (c) a housekeeping amendment to carry forward the 2025 remaining unspent budget of \$395,000 for Strategic Initiatives works that were not completed in 2025 and which are anticipated to be completed in fiscals 2026 and 2027; and

- (d) revisions to projected operating expenditures and associated funding sources for fiscal years 2027 through 2030, as currently incorporated into the "Town of Qualicum Beach 2026–2030 Financial Plan Bylaw No. 921, 2026."

CARRIED | Resolution No. 26-152

In Favour: Mayor Westbroek; Councillor Skipsey; Councillor Vander Valk;
Councillor Young
Opposed: Councillor Harrison

Councillor Harrison MOVED, **THAT** the Town host a Committee of the Whole meeting as part of the July 15, 2026, Regular Council meeting regarding Eaglecrest.

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

Councillor Young MOVED, **THAT** staff provide regular progress reports as the Eaglecrest project advances.

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

(b) **2025 Statement of Financial Information (SOFI)**

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, **THAT** the Town of Qualicum Beach 2025 Statement of Financial Information be received and approved by Council.

CARRIED UNANIMOUSLY | Resolution No. 26-153

(4) **Fire**

(a) **Tender Apparatus Replacement (T53) Purchase**

Councillor Harrison MOVED and Councillor Skipsey SECONDED,

1. **THAT** Council awards the Tender Apparatus Replacement Purchase project to Fort Garry Fire Trucks in the amount of \$1,654,145 Canadian dollars, including PST and excluding GST, for expenditure in fiscals 2027 and 2028.
2. **THAT** staff be directed to include a contingency of \$45,855 in fiscal 2027 in a future Financial Plan amendment within the overall project budget of \$1.7M for the Tender Apparatus Replacement Purchase.

CARRIED UNANIMOUSLY | Resolution No. 26-154

(b) **Monthly Testing of Emergency Notification Siren | Verbal Update**

- P. Cornell, Fire Chief, provided a verbal update on the Monthly Testing of the Emergency Notification Siren. Starting on August 3, 2026, the siren will sound for approximately 10 to 20 seconds on the first Thursday of each month at 7:00 pm. No public action is required during these tests.

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

CARRIED UNANIMOUSLY

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

CARRIED UNANIMOUSLY

MEETING RECESSED: 12:45 pm

MEETING RESUMED: 12:52 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, H. Svensen, Director of Corporate Services/Deputy CAO, L. Sales, Director of Planning, R. Hayre, Director of Finance, A. Kotb, Director of Infrastructure Services, T. Slonski, Interim Deputy Director of Corporate Services, and C. Currie, Corporate Services Coordinator.

(5) **Planning & Community Development**

(a) **OCP Compliance Decision for Zoning Amendment | 673 Fir Street**

Councillor Harrison MOVED and Councillor Young SECONDED,

1. **THAT** Council deems the Zoning Amendment application for 673 Fir Street to be compliant with the "Town of Qualicum Beach Official Community Plan Bylaw No. 918, 2025".

CARRIED | Resolution No. 26-155

In Favour: Mayor Westbroek, Councillor Harrison and Councillor Young

Opposed: Councillor Skipsey and Councillor Vander Valk

Councillor Young MOVED and Councillor Harrison SECONDED,

2. **THAT** Council refers the Zoning Amendment application for 673 Fir Street to the Advisory Planning Commission for comment on:
 - (a) the presence of ground floor residential use along Second Avenue East;
 - (b) building height;
 - (c) residential density; and
 - (d) form and character.

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, **THAT** Council amends the motion on the floor to include '*(e) parking entry location*' after list item (d).

CARRIED UNANIMOUSLY | Resolution No. 26-156

MAIN MOTION AS AMENDED:

2. **THAT** Council refers the Zoning Amendment application for 673 Fir Street to the Advisory Planning Commission for comment on:
 - (a) the presence of ground floor residential use along Second Avenue East;
 - (b) building height;
 - (c) residential density;
 - (d) form and character; and
 - (e) parking entry location.

CARRIED UNANIMOUSLY | Resolution No. 26-157

(b) **OCP Compliance Decision for Zoning Amendment | 1025 Qualicum Road**

Councillor Young MOVED and Councillor Harrison SECONDED, **THAT** Council considers the proposed Zoning Amendment application for 1025 Qualicum Road to be compliant with the "Town of Qualicum Beach Official Community Plan Bylaw No. 918, 2025".

CARRIED UNANIMOUSLY | Resolution No. 26-158

(c) **Development Permit | 1025 Qualicum Road**

Councillor Young MOVED and Councillor Harrison SECONDED, **THAT** Council directs staff to issue a Development Permit for 1025 Qualicum Road, as outlined in the June 24, 2026, Planning Report to Council.

CARRIED UNANIMOUSLY | Resolution No. 26-159

(d) **Development Permit | 2669 Island Highway West**

Councillor Young MOVED and Councillor Vander Valk SECONDED, **THAT** Council direct staff to issue a Development Permit for 2669 Island Highway West, as described in the June 24, 2026, Planning Report to Council.

CARRIED UNANIMOUSLY | Resolution No. 26-160

REVIEW OF COMMENTS FROM THE PUBLIC

Comments for this regular Council meeting were received by 12:00 pm two business days following the meeting (June 26, 2026). Submissions were distributed to all Council, and a brief summary of the comments are as follows:

- K. Monahan, comments re: School Creek
- C. Macfie, comments re: Correspondence sent by View Royal Climate Coalition (VRCC) re: Density without Demolition Roadmap
- T. Pritchard, comments re: Operations RFP/Tender Awards, OCP Compliance Decision for Zoning Amendment at 673 Fir Street, and Financial Plan Amendment Bylaw.

ADJOURNMENT

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

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 2:01 pm

Certified Correct:

ORIGINAL SIGNED

Heather Svensen
Director of Corporate Services/ Deputy CAO

ORIGINAL SIGNED

Teunis Westbroek
Mayor