

Minutes of the 10:00 am Wednesday, May 13, 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
Raj Hayre, Director of Finance
Luke Sales, Director of Planning and Community Development
Twyla Slonski, Interim Deputy Director of Corporate Services
Kevin Goldfuss, Airport Manager
Jason Froats, Information Systems Analyst
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.

ADOPTION OF THE AGENDA

Council adopted, by unanimous consent, the May 13, 2026, Regular Council meeting agenda as amended by adding item 9.(1)(c).

CARRIED UNANIMOUSLY

START OF THE CONSENT AGENDA

ADOPTION OF THE CONSENT AGENDA

Council adopted, by unanimous consent, **THAT** recommendations listed for items 2(a) to 2(e) in the May 13, 2026, Consent Agenda be adopted.

- (a) **THAT** the April 15, 2026, Special meeting minutes be approved as presented.
- (b) **THAT** the April 20, 2026, Special meeting minutes be approved as presented.
- (c) **THAT** the April 22, 2026, Regular meeting minutes be approved as presented.
- (d) **THAT** the April 22, 2026, Special meeting minutes be approved as presented.
- (e) **THAT** the Correspondence Log, dated for reference May 6, 2026, be received.

CARRIED UNANIMOUSLY | Resolution No. 26-119

RECOGNITION - Nil

BUSINESS ARISING FROM THE MINUTES - Nil

DELEGATIONS

(a) **Draft 2025 Audited Financial Statements Approval**

M. Roque, CPA, CA Partner, KPMG LLP, attended electronically and presented the Town of Qualicum Beach 2025 audited financial statements.

J. Froats left the meeting at 10:22 am.

(b) **Friends of the Qualicum Beach Forest**

J. Tomczyk and Dr. L. Brookes gave a PowerPoint presentation on Protecting our Urban Forest from the "English Ivy Invasion".

CORRESPONDENCE - Nil

BYLAWS

(a) **Election Procedures Bylaw Amendment | First, Second, and Third Reading**

Councillor Harrison MOVED and Councillor Vander Valk SECONDED,

1. **THAT** "Town of Qualicum Beach Election Procedures Bylaw No. 621, 2008, Amendment (2026 General Local Elections) Bylaw No. 621.04, 2026" be introduced and read a first time.
2. **THAT** "Town of Qualicum Beach Election Procedures Bylaw No. 621, 2008, Amendment (2026 General Local Elections) Bylaw No. 621.04, 2026" be read a second time.
3. **THAT** "Town of Qualicum Beach Election Procedures Bylaw No. 621, 2008, Amendment (2026 General Local Elections) Bylaw No. 621.04, 2026" be read a third time.

CARRIED UNANIMOUSLY | Resolution No. 26- 120

COMMITTEE & LIAISON REPORTS

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

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

Council, by unanimous consent, directed staff to send a letter to the Qualicum Beach Fire Department staff thanking them for their volunteer work at the Youth Day event on May 7, 2026.

CARRIED UNANIMOUSLY

(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) **Recommendation from the May 1, 2026, Committee on Environment and Sustainability**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council approve the Climate Action - Community Outreach and Support line item in the amount of up to \$12,500 in 2026, be dedicated to Mount Arrowsmith Biosphere Region to hire a youth ambassador to take part in community events and:

- gauge understanding or what it would take for the public to support local climate initiatives;
- provide education during public interactions;
- gather and share success stories with the public; and
- build a foundation to help the Town drive the future direction of climate action.

CARRIED UNANIMOUSLY | Resolution No. 26- 121

(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

(1) Corporate Services

(a) 2026 Special Event Sponsorship Applications

MOTIONS ON THE FLOOR, NO MOVER OR SECONDER REQUIRED

THAT Council approves a one-time sponsorship of \$2,500 for the Qualicum Beach Farmers Market Christmas Night Market event to be held December 4, 2026.

THAT Council denies the request for sponsorship funding in the amount of \$2,500 for the Qualicum Beach Collective Society Community Movement Initiative event to be held on June 6, 2026, as the event is sponsored by ParticipACTION, a Canadian non-profit charitable organization that provides national infrastructure, tools, and direct grant funding.

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council amend the motions on the floor as follows:

- approves a one-time sponsorship of \$2,000 for the Qualicum Beach Farmers Market Christmas Night Market event to be held December 4, 2026;
- approves a one-time sponsorship of \$1,000 for the Qualicum Beach Collective Society Community Movement Initiative event to be held on June 6, 2026.

CARRIED | Resolution No. 26-122

In Favour: Mayor Westbroek, Councillors Harrison, Skipsey and Vander Valk
Opposed: Councillor Young

MAIN MOTION AS AMENDED

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED,

1. **THAT** Council approves a one-time sponsorship of \$2,000 for the Qualicum Beach Farmers Market Christmas Night Market event to be held December 4, 2026.
2. **THAT** Council approves a one-time sponsorship of \$1,000 for the Qualicum Beach Collective Society Community Movement Initiative event to be held on June 6, 2026.

CARRIED | Resolution No. 26-122a

In Favour: Mayor Westbroek, Councillors Harrison, Councillor Skipsey and Councillor Vander Valk
Opposed: Councillor Young

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council approves a one-time sponsorship of \$2,000 for the Seaside Cruizers Society Father's Day Show and Shine event to be held on June 19, 20, and 21, 2026.

CARRIED | Resolution No. 26-123

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

(b) Announcement of Closed Council Meeting Motions

Council, by unanimous consent, received the Announcement of Closed Council Meeting Motions as included in the May 13, 2026, Council Meeting Agenda.

(c) 2026 Special Event Sponsorship Application | Father's Day Show and Shine

Decision included under Staff Reports (1)(a).

(2) **Finance**

(a) **Draft 2025 Audited Financial Statements Approval**

Councillor Vander Valk MOVED and Councillor Skipsey SECONDED, **THAT** the 2025 audited financial statements for the Town of Qualicum Beach from KPMG LLP be approved.

CARRIED UNANIMOUSLY | Resolution No. 26-124

(b) **2026 Capital Budget Reallocation | Council Chamber Conference System Replacement to Town Server Replacement Project**

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** Council approve the reallocation of \$100,000 from the 2026 Council Chamber Conference System Replacement Project to increase the 2026 budget provision for the Town Server Replacement Project from \$85,000 to \$185,000.

CARRIED UNANIMOUSLY | Resolution No. 26-125

(3) **Planning & Community Development**

(a) **Preliminary Eaglecrest Neighbourhood Plan**

Councillor Harrison MOVED and Councillor Skipsey SECONDED, **THAT** the Draft Preliminary Eaglecrest Neighbourhood Plan be received, as attached to the May 13, 2026, Report to Council.

AND FURTHER THAT the Draft Preliminary Eaglecrest Neighbourhood Plan, as attached to the May 13, 2026, Report to Council, be referred to the Eaglecrest Residents' Association for comments to be included in the future final Eaglecrest Neighbourhood Plan.

CARRIED UNANIMOUSLY | Resolution No. 26-126

K. Goldfuss left the meeting 12:04 pm.

K. Goldfuss returned to the meeting 12:06 pm.

(b) **Authorization to Issue Request for Proposals | Country Club Drive West (Parcel 2)**

Councillor Young MOVED and Councillor Vander Valk SECONDED, **THAT** Council authorizes staff to issue a Request for Proposals (RFP) for the development of land located west of Country Club Drive (Parcel 2) within the Eaglecrest Neighbourhood, as attached to the May 13, 2026 Planning Report to Council.

CARRIED UNANIMOUSLY | Resolution No. 26-127

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** the RFP for the development of land located west of Country Club Drive (Parcel 2) within the Eaglecrest Neighborhood attached to the May 13, 2026 Planning Report, be amended to include "Proposals that emphasize energy efficiency and environmental sustainability will be looked upon favourably".

Councillor Harrison MOVED, **THAT** Council postpone a decision on the motion on the floor to the June 24, 2026 Regular Council meeting.

MOTION FAILED due to lack of a Seconder

Councillor Harrison MOVED, **THAT** Council amend the RFP so that is only applies to the lands zoned as Residential 21 (R21), as described in Part 1 of the RFP attached to the Staff Report dated May 13, 2026.

MOTION FAILED due to lack of a Seconder

MAIN MOTION AS AMENDED

THAT the RFP for the development of land located west of Country Club Drive (Parcel 2) within the Eaglecrest Neighborhood attached to the May 13, 2026 Planning Report, be approved as amended to include "Proposals that emphasize energy efficiency and environmental sustainability will be looked upon favourably".

CARRIED | Resolution No. 26-129

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

Opposed: Councillor Harrison

(4) **Engineering and Operations**

(a) **Prior Permission Required (PPR) for "Touch-and-Go" Circuit Training, for On-site and Off-site Commercial / Corporate Operators**

1. **THAT** Council directs staff to establish defined operation parameters for flight training schools, including specific days of the week and hours of operation, for the purpose of "touch-and-go" circuit training at the Qualicum Beach Airport, for both local and transient flight training schools;
2. **THAT** Council subsequently directs staff to work with NAV Canada to publish a Prior Permission Required (PPR) notice in the CFS entry for "touch-and-go" circuit training for on-site and off-site commercial / corporate operators, including operational parameters, at the Qualicum Beach Airport.

Councillor Skipsey MOVED and Councillor Vander Valk SECONDED, **THAT** the staff recommendations be postponed to a future meeting to allow staff time to carry out additional consultation with the flight schools and invite comments from the Qualicum Woods Residents' Association, Qualicum Beach Residents' Association, Eaglecrest Residents' Association and the Chartwell Residents' Association.

CARRIED UNANIMOUSLY | Resolution No. 26-130

MOTION TO CLOSE TO THE PUBLIC

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

- (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; and
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED UNANIMOUSLY

MEETING CLOSED TO THE PUBLIC 12:41 pm

MEETING REOPENS TO THE PUBLIC 2:54 pm with Mayor Westbroek, and Councillors Harrison, Skipsey, Vander Valk and Young in attendance. Also in attendance, L. Varela, CAO, L. Sales, Director of Planning and Community Development, R. Hayre, Director of Finance, T. Slonski, Interim Deputy Director of Corporate Services and C. Currie, Corporate Services Coordinator.

REVIEW OF COMMENTS FROM THE PUBLIC

Comments for this regular Council meeting were received by 12:00 pm two business days following the meeting (May 13, 2026). Submissions were distributed to all Council, and a brief summary of the comments are as follows:

- C. Macfie, comments re: Preliminary Eaglecrest Neighbourhood Plan

ADJOURNMENT

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

CARRIED UNANIMOUSLY

MEETING ADJOURNED: 2:54 pm

Certified Correct:

ORIGINAL SIGNED

Twyla Slonski
Interim Deputy Director of Corporate Services

ORIGINAL SIGNED

Teunis Westbroek
Mayor