

RESPONSE | Final Release

April 2, 2026

**Re: *Freedom of Information and Protection of Privacy Act [the “Act”]*
 *Request for Access to Records | Reference No. 2026-02***

We are writing in response to your Access to Records request received by the Town by email on January 7, 2026 for copies of the following records:

- “1) Copies of any other agreements, fee for service, or licenses between the town and golf course society that are still in effect and or dated after the lease commenced.
- 2) A schedule of actual payments received by the town under the lease dated May 8th, 2008 and modification which outlines the application of rent received and remaining balances owed by the society as at December 31, 2025 (see 4b(i), 4b(ii), 4b(iii)4c, 4c(i),4c(ii), 4c(iii)4(d)
- 3) As the repayment structure of funds advanced for the benefit of the society is by way of additional rents, please confirm that GST has been invoiced and paid by the society for the base rent, additional rents under section 4(b),4(c), and 4(d) of the lease.
- 4) Sublets (section 5 tenants covenants) (i) (j) Has the town formally consented to subletting to the restaurant operator or the proshop? Assuming these are both for profit operations, is the town collecting property tax for these two businesses?
- 5) Capital funds, section 5 tenants covenants capital funds (w)(x)(y) Requesting copies of the most recent documentation provided to the town under this obligation along with the date and motion in which council approved this 5 year capital plan for the golf course society.
- 6) Reporting requirements, section 5 tenants covenants (bb), Requesting copies of the last 2 years audited financial statements as provided by the tenant to the town.
- 7) Loan repayment terms for the bridge loan. Council has released a motion made on July 9th, 2025 as “approving scenario 3 repayment schedule.” I am now formally requesting the actual details of “scenario 3”.
- 8) Water use and costs. Does the tenant use municipal water? What rate does the tenant pay for the water consumed?”

Further to our letter dated March 27, 2026, we are writing to advise you that we have concluded our third-party consultation and therefore, we are providing you with the remaining number of records. Please note that some of the records contain information that is exempt from disclosure under the Act. This information has been severed in accordance with the Act, section 22 disclosure harmful to personal privacy, so that the remaining information can be disclosed to you.

In response to your email dated March 30, 2026, regarding the 'schedule of actual payments', please note adjustments have been made and we are providing you with a corrected record (4 pages). For additional clarity, the term of the lease commenced on February 1, 2008. [Refer to item 2 – Term of the Lease Agreement provided to you by email on December 4, 2025.]

Pursuant to section 52 of the Act, you may ask the Information and Privacy Commissioner to review any matter related to the Town's ongoing response to your request. The Act allows you 30 days from the date you receive this notice to request a review by writing to:

Office of the Information and Privacy Commissioner
PO Box 9038, Stn. Prov. Govt.
Victoria, BC V8W 9A4
Telephone: 250.387.5629
Facsimile: 250.387.1696

If you request a review, please provide the Commissioner's office with:

1. Your name, address and telephone number;
2. The number assigned to your request [Ref. No.: 2026-02];
3. A copy of your original request for information;
4. A copy of this letter;
5. The detailed reasons or ground upon which you are seeking the review.

The responsive records included with this letter are all responsive records, as such, we will be closing our file. Should you have any questions, please contact Twyla Slonski, Interim Deputy Director of Corporate Services, by phone at 250.738.2190 or by email at tslonski@qualicumbeach.com.

Yours truly



Heather Svensen
Director of Corporate Services/Deputy CAO | FOI Head
Attachment: 35 pages | FINAL Release

Copy: T. Slonski, Interim Deputy Director of Corporate Services

File No: 0580-20-26-02
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