

RESPONSE | RELEASE

April 20, 2026

Re: *Freedom of Information and Protection of Privacy Act [the "Act"]*
 Request for Access to Records | Reference No. 2026-12

We are writing in response to your Access to Records request received by the Town by email on January 8, 2026 and with your approval, an amended receipt date of March 6, 2026 for copies of the following records:

“For records, specifically:

- documents and correspondence setting out what was proposed or requested regarding public engagement;
- the Town’s responses, edits, or direction (including any negotiation or back-and-forth on scope, timing, format, or expectations); and
- records describing what was asked of the consultant with respect to risk assessment, together with any related exchanges including what was the Town’s direction on the public facing related information.”

We have reviewed Town staff email accounts, procurement files and community planning files associated with your request, and we can confirm that sixty-six (66) pages responsive to your request were located.

Some of the records contained information that is exempt from disclosure under the Act. This information has been severed in accordance with the Act, section 21 disclosure harmful to business interests of a third party and section 22 disclosure harmful to personal privacy, so that the remaining information can be disclosed to you.

Pursuant to the *Act* and to the “Town of Qualicum Beach Freedom of Information Bylaw No. 909, 2025” fees may be charged for processing access to records requests. However, given the clarification required for your request and the time that elapsed between your initial submission and your in-person meeting with T. Slonski, we have decided not to apply any fees in this case.

Pursuant to section 52 of the *Act*, you may ask the Information and Privacy Commissioner to review any matter related to the Town's 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.: 2026-12];
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.

Please contact Twyla Slonski, Interim Deputy Director of Corporate Services, by phone at 250.738.2190 or by email at tslonski@qualicumbeach.com if you have questions regarding this letter.

Yours truly



Heather Svensen
Director of Corporate Services/Deputy CAO | FOI Head
Attachment: 66 Pages

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

File No: 0580-20-26-12

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