

RESPONSE | RELEASE

May 22, 2026

Re: *Freedom of Information and Protection of Privacy Act [the "Act"]
Request for Access to Records | Reference No. 2026-24*

We are writing in response to your Access to Records request received by the Town by email on April 13, 2026 for copies of the following records:

“1. The Christopher Foundation donation agreement in full, including all conditions, restrictions, and obligations attached to the donation.”

We have reviewed the Town’s agreement file associated with your request, and we can confirm that fourteen (14) pages responsive to your request were located. 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.

Pursuant to the Act and the “*Town of Qualicum Beach Freedom of Information Bylaw No. 909, 2025*”, fees may apply to the processing of access to records requests. However, given the number of records involved and the time required to produce and prepare them for disclosure, the request fell within the three-hour threshold for which no fees are charged. Accordingly, no fee applies.

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.: 2026-24];
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.

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 Administration/Deputy CAO | FOI Head
Attachment: 14 pages

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

File No: 0580-20-26-24

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