

RELEASE

July 21, 2026

Re: *Freedom of Information and Protection of Privacy Act [the "Act"]
Request for Access to Records | Reference No. 2026-34*

We are writing in response to your Access to Records request received by the Town by email on May 4, 2026 for copies of the following records:

"I am requesting records related to the Town of Qualicum Beach's Request for Proposals for the lease and operation of the Eaglecrest Golf Course, which closed October 14, 2025. The RFP covered the integrated five-year lease of the golf course, clubhouse, restaurant, pro shop, and grounds maintenance, with a planned commencement date of December 2025.

Specifically, I am requesting:

1. The number of bids received in response to the RFP.
2. The staff report and recommendation provided to Council in connection with the RFP, including the evaluation summary against the criteria set out in the RFP.
3. Any Council resolution awarding, amending, or otherwise disposing of the procurement."

We are writing to advise you that we have reviewed the Town's procurement file as well as Council's regular and special meeting minutes [open & closed portions] and we can confirm that twenty-four (24) records 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, as follows:

- section 12(3)(b) cabinet and local public body confidences
- section 13 policy advice or recommendations
- section 17(1)(d) disclosure harmful to the financial or economic interest of a public body; and
- section 22 disclosure harmful to personal privacy,

so that the remaining information can be disclosed to you.

We wish to provide additional comment and clarification as it relates to your request as follows:

- Page 18 is a generated record;
- Page 21 contains a staff comment relating to the addition of '(a)', noted in red; and
- your Access to Records request included a question rather than a request for a specific record. In keeping with our duty to assist and our objective of helping applicants access information, we can confirm that three (3) bids were received in response to the RFP.

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.: 2026-34];
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 Services/Deputy CAO | FOI Head

Attachment: 24 pages

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

File No: 0580-20-26-34

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