

RESPONSE | RELEASE

September 2, 2026

**Re: *Freedom of Information and Protection of Privacy Act [the "Act"]*
 *Request for Access to Records | Reference No. 2026-54***

We are writing in response to your Access to Records request received by the Town by email on June 29, 2026 for copies of the following records:

"All records showing expenditures or financial transactions charged to, or related to, the Eaglecrest Golf Course or the Eaglecrest Golf Course Lands, from January 1, 2026.

This includes:

- a. the golf course reconfiguration and expansion, including the expansion to a par 35 course;
- b. renovations, repairs, and other work to the interior and exterior of the Clubhouse and adjacent grounds;
- c. drainage repairs;
- d. equipment purchased;
- e. the new maintenance building and the rain capture system;
- f. any other expenditure related to the Eaglecrest Golf Course or Lands (one time expenditure, excluding recurring monthly expenditures).

For each transaction, I am requesting records sufficient to show:

- a. the date of the expenditure;
- b. the amount;
- c. the receiving party (vendor or payee);
- d. who authorized the expenditure, including the position or person and the authority relied on (for example purchase order, contract, change order, or Council or delegated authorization); and
- e. the budget line and account code charged, identifying the actual source of funds used to make the payment, for example the operating budget, a specific reserve (and which reserve), a capital project account, or another identified account."

We have reviewed the Town's accounts payable files along with the Town's financial software applications associated with your request, and we can confirm that five hundred and fifty-three (553) 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 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.

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

- Please disregard the page numbers shown in red in the bottom right corner of each record. The page numbers for the responsive records are shown in green in the bottom left corner of each page.
- GST numbers associated with third-party vendors have been redacted where the Town was unable to confirm that the Vendor is a corporate entity.
- Each redaction applied by the Town is identified by the applicable section of the Act, shown in red. Any blacked-out or shaded area that does not include a reference to the Act was not applied by the Town; rather, it appears in the record as originally provided for payment purposes.
- Page 553 was generated from the Town's financial software application.

Pursuant to the *Freedom of Information and Protection of Privacy Act* and the *Town of Qualicum Beach Freedom of Information Bylaw No. 909, 2025*, a fee may be charged for processing access to records requests. Given the time that has elapsed since your initial request, and your cooperation in granting the Town additional time to respond, The Town is charging a reduced fee of \$55.30. This amount represents the cost of scanning 553 pages @ \$0.10 per page.

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.: 2026-54];
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.

Sincerely,



Heather Svensen

Director of Corporate Services/Deputy CAO | FOI Head

Attachment: 553 pages | Release

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

File No: 0580-20-26-54

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