



Beaver Creek Water Advisory Committee Meeting  
Thursday, December 11, 2025

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC  
10:00 am

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## Regular Agenda

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Watch the meeting live at: <https://www.acrd.bc.ca/events/11-12-2025/7679/?catid=0>

Register to participate via Zoom Webinar at:

[https://acrd-bc-ca.zoom.us/webinar/register/WN\\_sckyX4G\\_SKy4Cwh2sQNMVQ#/registration](https://acrd-bc-ca.zoom.us/webinar/register/WN_sckyX4G_SKy4Cwh2sQNMVQ#/registration)

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**PAGE #**

**1. CALL TO ORDER**

**Recognition of Territories.**

Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.

Introductions - Committee Members and Staff present in the Boardroom and via Zoom.

**2. APPROVAL OF AGENDA**

*(motion to approve, including late items requires 2/3 majority vote)*

**3. DECLARATIONS**

*(conflict of interest)*

**4. MINUTES**

- a. **Beaver Creek Water Advisory Committee Meeting held September 18, 2025** **3-5**

*THAT the minutes of the Beaver Creek Water Advisory Committee meeting held on September 18, 2025 be adopted.*

**5. PETITIONS, DELEGATIONS & PRESENTATIONS (10 minute maximum)**

**6. CORRESPONDENCE FOR ACTION/INFORMATION**

**7. REQUEST FOR DECISIONS**

- a. **REQUEST FOR DECISION**  
Beaver Creek Water Service Rate Review

**6-8**

*THAT the Beaver Creek Water Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve amendments to Bylaw F1148, Beaver Creek Water Local Service Area Rates and Regulations Bylaw, 2010, to include a water rate increase of \$20 per quarter for Single Family Residential and \$23 per quarter for secondary services on the same lot and commercial connections, effective April 1, 2026.*

*THAT the Beaver Creek Water Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve amendments to Bylaw F1148 to change the allowable consumption per quarter from 90 cubic meters to 60 cubic meters, effective April 1, 2026.*

- b. **REQUEST FOR DECISION**  
Beaver Creek Water System Alternate Water Study – Next Steps

**9-12**

*THAT the Beaver Creek Water Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors delay next steps on the Alternate Water Source Study for the Beaver Creek Water System until the City of Port Alberni completes its Water Utility Master Planning exercise, allowing for accurate cost comparison between options.*

**8. REPORTS**

- a. **2025 Operations Review and 2026 Operations Workplan**

**13-14**

*THAT the Beaver Creek Water Advisory Committee receive this report.*

**9. LATE BUSINESS**  
(requires 2/3 majority vote)

**10. QUESTION PERIOD**

**Questions/Comments from the public:**

- Participating in Person in the Board Room
- Participating in the Zoom meeting
- Emailed to the ACRD at [responses@acrd.bc.ca](mailto:responses@acrd.bc.ca)

**11. ADJOURN**



# Alberni-Clayoquot Regional District

## MINUTES OF THE BEAVER CREEK WATER ADVISORY COMMITTEE MEETING HELD ON THURSDAY, SEPTEMBER 18, 2025, 10:00 AM

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

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**MEMBERS** Susan Roth, Chairperson, Director, Electoral Area “E” (Beaver Creek)

**PRESENT:** Brad Jasken  
Christy Arsenault  
Jim Warm

**REGRETS:** Pam Craig  
Gord Blakey

**STAFF PRESENT:** Eddie Kunderman, Operations Manager  
Matt McLeod, Water Utilities Lead Hand  
Lyndsey Page, Community Services Coordinator

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:  
<https://www.acrd.bc.ca/events/18-9-2025/>

### 1. **CALL TO ORDER**

The Chairperson called the meeting to order at 10:01 am.

The Chairperson recognized this meeting is being held throughout the Nuuchahnulth territories.

The Chairperson reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

Introductions - Committee Members and Staff present in the Boardroom and via Zoom.

### 2. **APPROVAL OF AGENDA**

*MOVED:* C. Arsenault

*SECONDED:* B. Jasken

*THAT the agenda be approved as circulated with the following late item:*

*9. (a) Review of Installation Costs for New Residential Water Connections.*

**CARRIED**

### 3. **DECLARATIONS**

**4. MINUTES**

**a. Beaver Creek Water Advisory Committee Meeting held June 19, 2025**

*MOVED: C. Arsenault*

*SECONDED: J. Warm*

*THAT the minutes of the Beaver Creek Water Advisory Committee Meeting held on June 19, 2025 be adopted.*

**CARRIED**

**5. PETITIONS, DELEGATIONS & PRESENTATIONS**

**6. CORRESPONDENCE FOR ACTION/INFORMATION**

**7. REQUEST FOR DECISIONS**

**a. Request for Decision regarding North Reservoir Replacement Design Options**

*MOVED: J. Warm*

*SECONDED: C. Arsenault*

*THAT the Beaver Creek Water Advisory Committee receive the report “North Reservoir Replacement – Conceptual Design Options Review,” AND*

*THAT the Beaver Creek Water Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors direct staff to move forward with a detailed design using Option 1, the epoxy coated steel tank on a raised concrete foundation.*

**CARRIED**

**8. REPORTS**

**a. Next Quarter at a Glance**

*MOVED: B. Jasken*

*SECONDED: J. Warm*

*THAT the Beaver Creek Water Advisory Committee receives report a.*

**CARRIED**

**9. LATE BUSINESS**

**a. Review of Installation Costs for New Residential Water Connections.**

The committee inquired about the costs associated with installing new water connections. In response, staff reviewed the relevant financial information and provided an overview of the associated expenses.

**10. QUESTION PERIOD**

Questions/Comments from the public. The Community Services Coordinator advised there were no questions or comments respecting an agenda topic from public:

- Participating in Person in the ACRD Board Room
- Participating in the Zoom webinar
- Submissions received by email at [responses@acrd.bc.ca](mailto:responses@acrd.bc.ca).

**11. ADJOURN**

*MOVED: J. Warm*

*SECONDED: C. Arsenault*

*THAT this meeting be adjourned at 10:21 am.*

**CARRIED**

Certified Correct:

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Susan Roth,  
Chairperson

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Lyndsey Page  
Community Services Coordinator



**To:** Beaver Creek Water Advisory Committee  
**From:** Eddie Kunderman, Operations Manager  
**Meeting Date:** December 11, 2025  
**Subject:** BCWS Rate Review

**Recommendation:**

***THAT the Beaver Creek Water Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve amendments to Bylaw F1148, Beaver Creek Water Local Service Area Rates and Regulations Bylaw, 2010, to include a water rate increase of \$20 per quarter for Single Family Residential and \$23 per quarter for secondary services on the same lot and commercial connections, effective April 1, 2026.***

***THAT the Beaver Creek Water Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve amendments to Bylaw F1148 to change the allowable consumption per quarter from 90 cubic meters to 60 cubic meters, effective April 1, 2026.***

**Desired Outcome:**

To ensure revenues are increased to offset the increase in the rate of bulk water being provided from the City of Port Alberni (CPA).

**Summary:**

The interim bulk water agreement with the CPA increased the cost of water supplied to the Beaver Creek Water System (BCWS), adding approximately \$160,000 in annual operating costs. Staff have proposed various options within this report to offset the increase in operating expenses.

**Background:**

The CPA and Alberni-Clayoquot Regional District (ACRD) agreed on an interim bulk water agreement, as communicated in a June 19<sup>th</sup>, 2025 report to the Beaver Creek Water Advisory Committee (BCWAC), that included increased rates for the cost of bulk water provided by the CPA to the Beaver Creek Water System (BCWS). The cost per m<sup>3</sup> of bulk water was set at 75% of Outside Residential rates (volumes over 60m<sup>3</sup>). Resulting in an interim bulk water rate of \$1.01/m<sup>3</sup> and increased operating costs of approximately \$160,000 annually, depending on the amount of total consumption within the system.

Staff have recommended a two-pronged approach to increase water system revenue in 2026; a combination of increasing the quarterly base water rates by 11.11% and decreasing the volume of water included in the base rate from 90 m<sup>3</sup> to 60 m<sup>3</sup>. Increasing the base rates on April 1, 2026, as detailed in the table below would lead to an increase in revenue in 2026 of approximately \$65,000. For 2027 with all 4 quarters at the new rate, the impact would be approximately \$86,000 in additional revenue.

Classification	Current \$/Quarter	Recommended \$/Quarter	Difference
Single Family Residential	\$180.00	\$200.00	\$20.00/Q
Each additional water use	\$205.00	\$228.00	\$23.00/Q
Trailer courts per unit	\$180.00	\$200.00	\$20.00/Q
Commercial	\$205.00	\$228.00	\$23.00/Q

Reducing the volume of water included in the base rate from 90m<sup>3</sup> to 60m<sup>3</sup> would lead to an increased system revenue of approximately \$67,000, based off 2024 consumption levels. This will also incentivize water conservation for users within the system, which would potentially reduce the amount of bulk water purchased from the CPA.

In total, the increase in revenues from this approach would generate approximately \$154,000 and come close to offsetting the increase in the bulk water rate, in as equitable a manner as possible.

If the Committee would prefer to leave the volume of water included in the base rate unchanged the increased cost of purchasing bulk water could be made up entirely by increasing the quarterly water rates by 20%, as shown below. This would increase revenue by \$157,000 per year.

Classification	Current \$/Quarter	Recommended \$/Quarter	Difference
Single Family Residential	\$180.00	\$216.00	\$36.00/Q
Each additional water use	\$205.00	\$246.00	\$41.00/Q
Trailer courts per unit	\$180.00	\$216.00	\$36.00/Q
Commercial	\$205.00	\$246.00	\$41.00/Q

If the Committee preferred, they could also recommend increasing the tax rate in conjunction with the base quarterly rate and leaving the volume of water included in the base rate unchanged. Increasing the tax rate equitable to the decrease in the volume of water included in the base rate, \$67,000, would mean a tax increase of approximately 22%.

#### **Time Requirements – Staff & Elected Officials:**

Community Services – 10 hours to prepare and present the necessary reports, prepare communications to system users and respond to inquiries.

Finance – 8 hours to adjust the rates and response to inquiries.

Administrative Services – 1.5 hours to prepare a Bylaw amendment.

#### **Financial:**

The recommended increase aims to match the updated CPA bulk water rate with the service rates, proving stable cost and tax requisition through 2026.

**Strategic Plan Implications:**

This aligns with Strategic Priority 2.3 “Infrastructure Climate Resiliency; A review and further study of options available for the BCWS.”

**Policy or Legislation:**

This service was established with Bylaw No. E1054 in 2012.

**Options Considered:**

The BCWAC could choose the following recommendations instead:

- 1) *THAT the Beaver Creek Water Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve amendments to Bylaw F1148, Beaver Creek Water Local Service Area Rates and Regulations Bylaw, 2010, to include a water rate increase of \$36 per quarter for Single Family Residential and \$41 per quarter for secondary services on the same lot and commercial connections, effective April 1, 2026.*

This recommendation would be done in place of the first recommendation and represents an increase of 20% to the base water rates. This would increase revenue by approximately \$157,000 annually.

- 2) *THAT the Beaver Creek Water Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve amendments to Bylaw F1148 to change the allowable consumption per quarter from 90 cubic meters to 75 cubic meters, effective April 1, 2026.*

This recommendation would be in place of the second recommendation, lowering the allowable consumption included within the base rate by 15m3 per quarter.

- 3) *The Beaver Creek Water Advisory Committee could opt for a quarterly rate increase and an increase in the system taxation rate to offset the increase rate, rather than choose to reduce the quarterly consumption, as outlined above.*

Submitted by: *Eddie Kunderman*  
Eddie Kunderman, Operations Manager

Reviewed by: *Cynthia Dick*  
Cynthia Dick, General Manager of Administrative Services

Approved by: *Daniel Sailland*  
Daniel Sailland, MBA, Chief Administrative Officer



**To:** Beaver Creek Water Advisory Committee  
**From:** Eddie Kunderman, Operations Manager  
**Meeting Date:** December 11, 2025  
**Subject:** BCWS Alternate Water Study – Next Steps

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**Recommendation:**

***THAT the Beaver Creek Water Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors delay next steps on the Alternate Water Source Study for the Beaver Creek Water System until the City of Port Alberni completes its Water Utility Master Planning exercise, allowing for accurate cost comparison between options.***

**Desired Outcome:**

To receive direction on next steps for the alternate water source supply study for the Beaver Creek Water System (BCWS).

**Summary:**

The McElhanney Ltd. Alternative Water Source Supply study compared options for Beaver Creek's water supply: continue buying bulk water from the City of Port Alberni (CPA) or build a water treatment plant. The next step hinges on knowing CPA's long-term bulk water rate, which won't be clear until their master plan is done (likely 2026).

Preliminary design for a treatment plant would cost about \$250,000, plus an additional \$20,000 for land and water testing. Staff recommend waiting until 2027 to avoid spending a large sum of money before knowing if the plant is financially viable. Moving ahead in 2026 likely means committing resources without full cost certainty.

**Background:**

McElhanney Ltd. worked on an Alternative Water Source Supply Study for the BCWS from late 2024 through June 2025. The project consisted of three technical memorandums focusing on the viability of surface water sources, groundwater sources and the feasibility of a water treatment facility for the system. The first two (2) reports on water sources were presented to the BCWAC on February 13, 2025 and a final report was brought before the BCWAC on June 19, 2025. From that meeting on June 19<sup>th</sup>, the following resolution was passed:

***THAT the Beaver Creek Water Advisory Committee recommends that the Alberni-Clayoquot Regional District Board of Directors direct staff to prepare the cost estimates for land acquisition, water quality investigation and preliminary design work on development of the Beaver Creek Water Treatment Plan as presented in the McElhanney report, including First Nations engagement.***

That resolution was brought to the ACRD Board of Directors on July 23, 2025, and the following updated resolution was passed:

***THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to prepare the cost estimates for land acquisition, water quality investigation and preliminary design work on development of the Beaver Creek Water Treatment Plan as presented in the McElhanney report, including First Nations engagement and further that staff ensure that capital costs and operating costs are clearly separated in all future reporting and financial estimates related to the proposed treatment plant to support accurate funding applications, borrowing decisions, and long term financial planning.***

Within the report received from McElhanney Ltd., the first and most important step in the process to ensure accurate cost comparison is to have an idea of the long-term bulk water rate between the ACRD and the City of Port Alberni (CPA). The CPA is currently proceeding with their water utility master planning exercise, which will help inform what that long-term bulk water rate may be. It is expected that the exercise will be completed at some point in 2026, but it is not known exactly when.

The recommended next steps for the determination of water source, from the McElhanney report were as follows:

- 1. Evaluation of the proposed Port Alberni Bulk Water Rate**
  - Rate per m<sup>3</sup> vs both the average rate and current rate of financing a new water treatment system.
  - Term of agreement
- 2. Choose Option**
  - Continue Bulk Water Agreement at new negotiated rate and term
  - Pursue Design of BCWS Water Treatment Plant
- 3. Bulk water agreement (Status Quo)**
  - Remain on bulk water for foreseeable future or until re-evaluation is required/desired again
  - Evaluate if need for emergency connection remains
    - Upgrades/maintenance to maintain this connection
- 4. BCWS Water Treatment Plant**
  - Temporary bulk water agreement required
  - Begin intelligence gathering on property acquisition or land tenure options
  - 30% Preliminary design of intake location
    - Permitting requirements with Ministry of Water, Land, and Resource Stewardship for either:
      - *Upgrades to existing infiltration gallery*
      - *New intake location*
  - Water quality sampling program at inlet location– capture all seasons
  - 30% Preliminary design of treatment plant

- Confirm treatment technology
- Confirm conveyance criteria
- Confirm building footing print
- Confirm waste disposal
- Pursue property acquisition or land tenure
- Re-evaluate decision to move to detailed design and construction of BCWS treatment Facility or remain on bulk water from Port Alberni.

The ACRD and CPA have worked together on an interim bulk-water agreement, but to accurately compare the costs of changing the source water and building a water treatment plant versus continuing to receive bulk water from the CPA, it is important that the water utility master plan has been completed.

The fourth item in the next steps portion of the report cites some of the next steps, if moving forward with the construction of a water treatment plant is chosen. Staff have reached out to consultants to get a general idea of the costs associated with the 30% preliminary designs of both the new intake location and the treatment plant. The preliminary design costs are usually 28-32% of total design costs, as there are a lot of additional services required in this phase such as surveying, sampling, environmental and geotechnical reviews. Using the medium of the engineering fees included in the report, the preliminary design portion of this project could cost an upwards of \$250,000.

Due to the high costs of further investigation into preliminary design, staff are recommending that the investigation in land acquisition, testing of water quality and the preliminary design be added to the 2027 workplan, and that we wait for the CPA to complete the water utility master plan before allocating funds towards the preliminary design. Proceeding with the preliminary design in 2026 carries the risk of spending significant resources only to later determine—based on long-term cost comparisons with the bulk water rate—that constructing a treatment plant is not viable.

#### **Time Requirements – Staff & Elected Officials:**

There is currently no staff time allocated within the 2026 workplan to advance this work.

If the BCWAC wanted to move forward with preliminary design, staff will adjust the workplan to allow for approximately 50 hours of Community Services staff time.

#### **Financial:**

The preliminary design portion of work required could cost approximately \$250,000. This would go out for Request For Proposal to ensure the best available pricing is received. Staff would budget an additional \$20,000 for the investigation into property acquisition and the water quality.

#### **Strategic Plan Implications:**

This supports strategy 2.3 “A review and further study options available for the Beaver Creek Water System.”

#### **Policy or Legislation:**

Bylaw No. E1054 “Beaver Creek Water System Local Service Area Establishment, 2012” and Bylaw No. F1148, “Beaver Creek Water Local Service Area Rates and Regulations, 2020” and their associated amendments.

**Options Considered:**

If the Committee chose to move forward with the next steps of preliminary design in 2026, the following resolution could be made:

***THAT the Beaver Creek Water Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors direct staff to add the investigation into land acquisition, water quality testing and the preliminary design of the construction of a water treatment plant and new water intake location to the 2026-2030 ACRD Financial Plan.***

Submitted by: *Eddie Kunderman*  
Eddie Kunderman, Operations Manager

Reviewed by: *Cynthia Dick*  
Cynthia Dick, General Manager of Administrative Services

Approved by: *Daniel Sailland*  
Daniel Sailland, MBA, Chief Administrative Officer



**To:** Beaver Creek Water Advisory Committee  
**From:** Eddie Kunderman, Operations Manager  
**Meeting Date:** December 11, 2025  
**Subject:** 2025 Operations Review and 2026 Operations Workplan

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**Purpose:**

To communicate to the Beaver Creek Water Advisory Committee on items completed in 2025 and give a brief overview of the 2026 workplan.

**Summary:**

**2025 Highlights:**

In alignment with the system's mission to deliver potable, cost-effective, and reliable drinking water, the following key initiatives were completed:

- North Reservoir
  - Conceptual design completed, providing direction for future replacement planning.
- Lower Kitsuksis Watermain
  - Replacement project finalized, continuing infrastructure renewal efforts.
- SCADA System Modernization
  - Phase 2 upgrades completed at the North Reservoir as part of a four-year improvement plan.
- Metering Reading Equipment Replacement
  - Equipment and software upgraded for more efficient quarterly reads and billing.
- Bulk Water Agreement
  - Interim agreement negotiated with the City of Port Alberni.
- Alternative Water Source Study
  - Feasibility study completed, establishing a foundation for potential future design work.

**2026 Work Plan:**

No major infrastructure replacement projects are scheduled for 2026. The focus will be on cost-effective operations and preventative maintenance, including:

- North Reservoir
  - Complete detailed replacement design.
- SCADA Upgrades
  - Phase 3 implementation at Kitsuksis Pump Station.
- Kitsuksis Reservoir

- Perform crack sealing on concrete structure.
- Fleet Renewal
  - Replace 2009 Ford F-250 pickup truck.
- Leak Detection
  - Acquire equipment to improve water loss monitoring.

These actions support long-term system sustainability, operational efficiency and alignment with strategic priorities.

Submitted by: *Eddie Kunderman*  
Eddie Kunderman, Operations Manager

Reviewed by: *Cynthia Dick*  
Cynthia Dick, General Manager of Administrative Services

Approved by: *Daniel Sailland*  
Daniel Sailland, MBA, Chief Administrative Officer