



Bamfield Area Services Committee Meeting
Tuesday, February 24th, 2026
Zoom - 6:00PM

Regular Agenda

Watch the meeting live at: <https://www.acrd.bc.ca/events/24-2-2026/>

Register to participate via Zoom Webinar at:

https://acrd-bc-ca.zoom.us/webinar/register/WN_bMSfgeTNR_iMQumDIKwpug

	PAGE #
1. <u>CALL TO ORDER</u>	
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 via Zoom.	
2. <u>ELECTION OF CHAIRPERSON & VICE CHAIRPERSON</u>	
3. <u>APPROVAL OF AGENDA</u> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
4. <u>DECLARATIONS</u> <i>(conflict of interest)</i>	
5. <u>MINUTES</u>	
a. Bamfield Area Services Committee Meeting held November 18, 2025	3-5
<i>THAT the minutes of the Bamfield Area Services Committee meeting held on November 18, 2025 be adopted.</i>	
b. Bamfield Parks Commission Meeting held December 4, 2025	6-8
<i>THAT the minutes of the Bamfield Parks Commission meeting held on December 4, 2025 be received.</i>	

6. **DELEGATIONS & PRESENTATIONS (10-minute maximum)**

7. **CORRESPONDENCE FOR ACTION/INFORMATION**

8. **REQUEST FOR DECISIONS**

a. **REQUEST FOR DECISION**

Bamfield Water Rate Increase

9-10

THAT the Bamfield Area Services Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve amendments to Bylaw F1147, Bamfield Water Local Service Area Rates and Regulations Bylaw, 2020, to include a water rate increase of \$8 per month, effective April 1, 2026.

9. **REPORTS**

10. **LATE BUSINESS**

11. **QUESTION PERIOD**

Questions/Comments from the public:

- Participating in the Zoom meeting
- Emailed to the ACRD at responses@acrd.bc.ca

12. **IN CAMERA**

13. **REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA**

14. **ADJOURN**



Alberni-Clayoquot Regional District

MINUTES OF THE BAMFIELD AREA SERVICES COMMITTEE MEETING HELD ON TUESDAY, NOVEMBER 18, 2025, 6:00 PM

Zoom

DIRECTORS

PRESENT: Bob Beckett, Chairperson, Director, Electoral Area "A" (Bamfield)
Lisa Bye, Community Volunteer
John Mass, Community Volunteer
Bob Schmitt, Community Volunteer
Christine Gruman, Community Volunteer

REGRETS: John Jack, Chief Councillor, Huu-ay-aht First Nations
Moriah Cootes, Councillor, Uchucklesaht Tribe Government

STAFF PRESENT: Heather Zenner, Manager of Administrative Services
Eddie Kunderman, Operations Manager

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/18-11-2025/7677/?catid=0>

1. CALL TO ORDER

The Chairperson called the meeting to order at 6:00 pm.

The Chairperson recognized this meeting is being held throughout the Nuu-chah-nulth 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: L. Bye

SECONDED: J. Mass

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. MINUTES

a. Bamfield Area Services Committee Minutes – October 7, 2025

MOVED: L. Bye
SECONDED: J. Mass

THAT the minutes of the Bamfield Area Services Committee meeting held on October 7, 2025, be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE

7. REQUEST FOR DECISIONS

8. REPORTS

a. West Bamfield Submarine Line Project (Verbal Update) – E. Kunderman

Project is proceeding, about one week behind schedule, water line is in place. Before the valve is opened to provide water to west side, there is work on the east side that needs to be completed. Boil water advisory that is currently in place, will remain in place for approximately one more week.

MOVED: B. Schmitt
SECONDED: J. Mass

THAT the Bamfield Area Services Committee receive report.

C. Gruman entered the meeting at 6:11 pm.

9. LATE BUSINESS

10. QUESTION PERIOD

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

- Participating in the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

11. IN-CAMERA

MOVED: J. Mass
SECONDED: L. Bye

THAT the meeting be closed to the public as per the Community Charter, section(s):

i. 90 (1) (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

Motion to close the meeting to the public as per the Freedom of Information and Protection of Privacy Act, section(s):

ii. 21 (1) (c) (i) of FOIPPA: harm significantly the competitive position or interfere significantly with the negotiating position of the third party.

CARRIED

The meeting was closed to the public at 6:13 pm.

The meeting was re-opened to the public at 7:07 pm.

12. REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA

13. ADJOURN

MOVED: C. Gruman
SECONDED: L. Bye

THAT the meeting be adjourned at 7:08 pm.

CARRIED

Certified Correct:

Bob Beckett,
Chairperson

Heather Zenner,
Manager of Administrative Services



Alberni-Clayoquot Regional District

MINUTES OF THE BAMFIELD PARKS COMMISSION MEETING HELD ON THURSDAY, DECEMBER 4, 2025, 10:30 AM

Microsoft Teams

MEMBERS Daniel Zayonc

PRESENT: Sheryl Mass
Andrea Butler

STAFF PRESENT: Michael McGregor, Land and Resources Coordinator
Lyndsey Page, Community Services Coordinator

1. **CALL TO ORDER**

The Chairperson called the meeting to order at 10:31 AM.

The Chairperson recognized the meeting is being held throughout the Nuu-chah-nulth territories.

2. **APPROVAL OF AGENDA**

The agenda was approved.

3. **MINUTES**

Approval of September 3, 2025, meeting minutes.

4. **DISCUSSION**

a. **Parks Commission Membership**

No applications or inquiries have been received for new members. Staff will continue to chair meetings until a chairperson is selected. Membership recruitment notices will be posted online and in community locations.

b. **Grappler Wharf Tenure**

Environmental and survey work is complete. The 30-year tenure agreement will be announced once finalized by the Provincial Lands Registry. Future expansion would require a new environmental assessment.

c. **2025 Signage Improvements**

Signs have been installed and received positive feedback. A list of additional small signs for west side trails is being prepared and covered by the existing budget.

d. 2026 Project Planning

Float Replacement and Funding

A float replacement is anticipated for 2026. Procurement policy now requires two written quotes but no public tender. Funding is available in the reserve and the project will remain under the Parks Commission.

Funding

The Commission receives an \$8,000 annual grant from the ACRD, mostly used for public washrooms. Cleaning needs to happen more than once a week and current rates make hiring difficult. The Commission recommends increasing funding to \$10,000 in 2026 and adding inflation adjustments to reach \$15,000 by the end of the five-year financial plan.

Signage and Mapping

Additional signage for trail and park identification and wayfinding is estimated at \$500 to \$1,000 and is covered by grants. Mapping improvements for trails on both sides will exceed \$1,000 and are also grant-funded.

Cougar Pass and Trail Planning

Cougar Pass Crown land acquisition has been approved. Michael will GPS trails and consider applying to MOTT for trails within the road right-of-way.

Eileen Scott Park Washroom Renovation

The washroom renovation remains on the ACRD grant list, but funding is limited. Community Works Funds may be an option if funding is unavailable. The Commission discussed collaborating with the HFN Group of Businesses campground expansion for shared facilities and recommends that ACRD staff explore options with the HFN Group of Businesses to complement the needs of Eileen Scott Park, including public washroom facilities.

Smiley Rink Upgrades

The Commission will install new pickleball nets and court lines.

Trailer Parking

Roadside trailer parking within Eileen Scott Park is creating safety issues. Options include tiered parking, clearing brush near the office for new spots and painting a line on the ramp for two-boat launches. Michael will

speak to MOTT about no trailer signage on the road. This topic will be revisited.

New Website

A copy of the existing Bamfield Parks website content has been created for integration into the ACRD website. The draft content is ready for review and updates.

Public Showers

Grant funding is not currently available, but the project remains on the grant list. The Commission will prepare low-budget renovation plans and seek quotes if funds become available.

5. PETITIONS, DELEGATIONS & PRESENTATIONS

6. CORRESPONDENCE

7. LATE BUSINESS

- a. The double payment issue from the last meeting has been resolved and was paid back in full.

8. ADJOURN

The meeting adjourned at 11:56 am.

Prepared By:

Lyndsey Page,
Community Services Coordinator



To: Bamfield Area Services Committee
From: Eddie Kunderman, Operations Manager
Meeting Date: February 24, 2026
Subject: Bamfield Water Rate Increase

Recommendation:

THAT the Bamfield Area Services Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve amendments to Bylaw F1147, Bamfield Water Local Service Area Rates and Regulations Bylaw, 2020, to include a water rate increase of \$8 per month, effective April 1, 2026.

Desired Outcome:

To receive direction from the Bamfield Areas Service Committee (BASC) to increase the monthly water rates for the Bamfield Water System by \$8 per month per service connection, to help cover the cost of the Bamfield Water Operator contract.

Summary:

Staff are recommending an \$8 per-month increase to the Bamfield Water System rates to address rising operating contract costs and support the financial stability of the service. This adjustment brings the monthly rate to \$77 per connection and provides necessary revenue to maintain ongoing system operations while staff continue evaluating future increases required to strengthen capital reserve contributions. Further options for long-term rate planning will be brought forward at a future BASC meeting.

Background:

At the November 26, 2025 Board of Directors meeting, the Board passed the following motion:

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to investigate an amendment to Schedule A of Bylaw F1147 "Bamfield Water System Rates and Regulations Bylaw No. F1147, 2020" to increase the monthly water rates to cover the cost of new contract and increase annual capital reserve contributions.

At this time, staff recommend increasing the water rates for the service by \$8 per month per service connection, to help offset the increasing costs of the operating contract. The increase would bring the monthly water rate to \$77 per service connection.

Staff will continue to investigate additional future rate increases to help address an increase to future annual capital reserve contributions and will bring a report outlining options to a future BASC meeting. Staff will be ensuring that water rates increase annually with the cost of inflation, to ensure financial sustainability of the service.

Time Requirements – Staff & Elected Officials:

Community Services – 5 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 respond to inquiries.

Administrative Services – 1.5 hours to prepare a Bylaw amendment.

Financial:

This rate increase would generate approximately \$17,500 in additional revenue in 2026 and \$23,000 annually.

Strategic Plan Implications:

This increase is in line with Strategic Priority 2.0 “Managing our Assets and Infrastructure.”

Policy or Legislation:

Bylaw No. 837, “A Bylaw to convert and extend the boundaries of the Bamfield Water System Specified Area to a Local Service.” The Community Charter and Local Government Act apply.

Options Considered:

The BASC could recommend that the water rates remain the same, however, there would be negative budgetary implications and staff do not recommend this approach.

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