



## Parcel Tax Review Panel Meeting

Wednesday, February 25, 2026

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC  
12:30 pm

### Regular Agenda

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Watch the meeting live at: <https://www.acrd.bc.ca/events/25-2-2026/>

Register to participate via Zoom Webinar at: [https://acrd-bc-ca.zoom.us/webinar/register/WN\\_uWPmIA1SueKQpUWJrDwGA#/registration](https://acrd-bc-ca.zoom.us/webinar/register/WN_uWPmIA1SueKQpUWJrDwGA#/registration)

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| <p><b>1. <u>CALL TO ORDER &amp; APPOINTMENT OF CHAIRPERSON</u></b></p> <p><b>Recognition of Territories.</b></p> <p>Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.</p> <p>Introductions - Board Members and Staff present in the Boardroom and Zoom.</p> <p><i>THAT Director _____ be appointed Chairperson of the Alberni-Clayoquot Regional District Parcel Tax Review Panel for 2026.</i></p> |               |
| <p><b>2. <u>APPROVAL OF AGENDA</u></b><br/><i>(motion to approve, including late items requires 2/3 majority vote)</i></p>  |               |
| <p><b>3. <u>REQUEST FOR DECISION</u></b></p> <p>a. <b>REQUEST FOR DECISION</b><br/>Parcel Tax Roll Authentication 2026</p>  | <b>3-6</b>    |

*THAT the Parcel Tax Roll Review Panel hereby certify that the following Alberni-Clayoquot Regional District Parcel Tax Rolls have been authenticated for 2026 as per Section 206 of the Community Charter:*

- *Bamfield Water System Local Service Area*
- *Bamfield Water System Treatment Plant Debt Local Service Area*
- *Beaver Creek Water System Local Service Area*

- *Salmon Beach Power Local Service Area*
- *Salmon Beach Sewage / Security / Garbage / Recreation / Transportation / Water Local Service Area*
- *South Long Beach Multi-Purpose Path Local Service Area*
- *Sproat Lake Community Association Local Service Area*

**4. QUESTION PERIOD**

**Questions/Comments from the public:**

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

**5. ADJOURN**



**To:** Parcel Tax Roll Review Panel

**From:** Teri Fong, CPA, CGA, Collector

**Meeting Date:** February 25, 2026

**Subject:** Parcel Tax Roll Authentication 2026

**Recommendation:**

***THAT the Parcel Tax Roll Review Panel hereby certify that the following Alberni-Clayoquot Regional District Parcel Tax Rolls have been authenticated for 2026 as per Section 206 of the Community Charter:***

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- ***Bamfield Water System Treatment Plant Debt Local Service Area***
- ***Beaver Creek Water System Local Service Area***
- ***Salmon Beach Power Local Service Area***
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- ***Sproat Lake Community Association Local Service Area***

**Desired Outcome:**

To fulfill the legislative requirements for certifying the parcel tax rolls for 2026.

**Summary:**

The following steps were carried out as part of the parcel tax roll review for 2026:

1. BC Assessment updated the folio listing during 2026 to reflect subdivisions, consolidations and any other property changes that resulted in the addition or deletion of folios.
2. The Surveyor of Taxes loaded the database from BC Assessment into etaxBC for the Alberni-Clayoquot Regional District (ACRD) to review. All new folios are flagged by the Surveyor of Taxes as requiring investigation by the ACRD.
3. Advertisements were placed in the Alberni Valley News and the Westerly to advise on the parcel tax review process. As part of this advertisement, contact information was provided so that a member of public could make an appointment to come in to view the roll. No appointments have been requested.
4. The Chief Financial Officer reviews the new folio listing using the Planning Department mapping

program to review and confirm the nature of the new folios. All foreshore leases and crown properties are removed as they are considered exempt.

5. The ACRD mailed all owners of the newly identified folios a letter advising that their property will be added to the applicable 2026 parcel tax roll and information on how to request an amendment. There were 14 new parcels identified which will be potentially added in 2026:

Folio	Parcel Tax
<b>770 002902.047</b>	Bamfield Water System
<b>770 002902.048</b>	Bamfield Water System
<b>770 002026.026</b>	Sproat Lake Community Association
<b>770 002026.027</b>	Sproat Lake Community Association
<b>770 002026.028</b>	Sproat Lake Community Association
<b>770 002026.030</b>	Sproat Lake Community Association
<b>770 002026.031</b>	Sproat Lake Community Association
<b>770 002026.032</b>	Sproat Lake Community Association
<b>770 001083.002</b>	Beaver Creek Water System
<b>770 001083.003</b>	Beaver Creek Water System
<b>770 001183.101</b>	Beaver Creek Water System
<b>770 001272.002</b>	Beaver Creek Water System
<b>770 001272.003</b>	Beaver Creek Water System
<b>770 001272.004</b>	Beaver Creek Water System

6. No requests for amendments to the roll have been received for the 2026 tax roll.
7. Since no amendments have been requested, the 2026 Parcel Tax Rolls are simply to be authenticated by the Roll Review Panel. A copy of the '2026 Parcel Tax Rolls Certificate of Authentication' is attached.

**Policy or Legislation:**

Part 7, Division 4 of the Community Charter governs the parcel tax process.

Submitted by: Teri Fong  
Teri Fong, CPA, CGA, Collector

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

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



**2026 Parcel Tax Rolls  
Certificate of Authentication**

We, the 2026 Parcel Tax Review Panel hereby certify that the following Alberni-Clayoquot Regional District Parcel Tax Rolls have been authenticated for 2026 as per Section 206 of the *Community Charter*:

- Bamfield Water System Local Service Area
- Bamfield Water System Treatment Plant Debt Local Service Area
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- Sproat Lake Community Association Local Service Area

Dated the \_\_\_\_ day of February, \_\_\_\_\_.

\_\_\_\_\_  
Bob Beckett, Director  
Area 'A' Bamfield

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Vaida Siga, Director  
Area 'C' Long Beach

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Susan Roth, Director  
Area 'E' Beaver Creek