



## Bamfield Parks Commission Meeting

Monday, June 02, 2025

Teams  
4:00 pm

### Regular Agenda

---

PAGE #

**MEMBERS PRESENT:**

Sheryl Mass, Community Volunteer  
Daniel Zayonc, Community Volunteer  
Andrea Butler, Community Volunteer  
Jodie Anne, Parks Manager

**REGRETS:**

**STAFF PRESENT:**

Michael McGregor, Lands and Resources Coordinator

**1. CALL TO ORDER**

The meeting was called to order at 5:00pm.

It was recognized that this meeting is being held throughout the Nuu-chah-nulth territories.

Introductions - Committee Members and Staff present via Teams.

**2. APPROVAL OF AGENDA**

*Agenda was approved as circulated.*

**4. MINUTES**

*a. Bamfield Parks Commission Meeting held February 6, 2025*

*The minutes of the Bamfield Parks Commission meeting held on February 6<sup>th</sup> 2025 were adopted as amended.*

**5. DISCUSSION**

a. **Parks Commission membership**

- Application period has now closed
- We have not received further applications to join the Parks Commission.
- ACRD will readvertise and change the application period to open until filled.
- Sheryl's term as chair is now expired
- Call for nominations for chair
- No nominations accepted
- Michael will run the meetings until a chair is elected.
- Continue to discuss and define chair/commission roles and responsibilities.

b. **E. Scott update**

- -Jodie Ann has been doing the emails and reservations since the first of May
- -Has been a smooth transition
- - have also hired Leo Cote with Canadian student grant,
- - Malcom has quit his role for park maintenance
- - Leo and Andrew Miller are performing the grass cutting
- - should consider purchasing a riding mower current one is 42" deck
- - asked Jodie to check into heaters in office building to avoid burst pipes and mold
- - we are having email issues where some people seem to not be receiving reservation confirmations
- - Check with IT regarding emails going to junk
- - Should we source a new computer for park manager? Laptop is 5-6 years old, with Microsoft suit subscription.
- - Daniel will look for a laptop upgrade.
- - We are next on Blairs list for the septic upgrade
- - Dependant on park use we will monitor and not plan any further large upgrades in coming years.
- - boat launch area needs attention for brushing. Dock is being swallowed up by salmon berry.
- - Cliff berman will be falling a dead alder, he can also brush this area.
- - outdoor lights are not working, add to Curts scope of work to look at.
- - need to put up big sign for parking
- - need new signs for the tie rails. Graphics factory will be providing quote for new dock signage.

c. **E. Scott Gazebo project**

- Louis is moving away from Bamfield. Has handed the project off to Torry Gilmour who may take it on.
- Part of the goal is for the new gazebo to match the existing design.

- We have donated funds in bank and donated timbers stored.
  - Risk could be if Torry goes ahead with construction without consultation or building permits. Need to ensure he follows through on process that was described to Loius.
  - We need a long term plan for managing the donated funds if the project does not go forward
- d. **Cougars Pass Update (Mike)**
- This project went to the ACRD board last week. It was approved for the 2026 work plan.
  - If all goes well we will come back early 2026 with a recommendation for a application to obtain this crownland.
- e. **Grappler Wharf: Tenure and Improvements (Mike)**
- We have two quotes for dock improvements. Recommendation is to go with Jake and Lake. Awarded.
  - We have awarded surveying work to McElhanney to obtain the 30 year lease. They are coordinating some survey, dive and environmental works to achieve provincial requirements.
- f. **Website Update (Mike)**
- We have two emails but only using one.
  - How do we kill the website and email address?
  - Keep the Gmail address. bamfieldcentennialpark@gmail.com
  - Remove bamfieldparks@mybamfield.ca can we auto direct?
- g. **Signage Improvement / project list**
- We have ordered new signs for west side parks.
  - Dock signs have not been ordered.
  - Could use west park sign additions under new signage
- h. **Smiley Rink**
- Quotes are very high for the addition of new boards
  - New lines for pickleball court?
  - Basketball hoop proposal
  - Let it sit for the summer and see what comes from it.
  - Every day someone plays basketball or hockey on the cement
  - Fencing also needs to change at community gardens.
  - Lets keep community communications consistent in letting the community know that we aren't doing anything big this year but are open to having a community discussion to find the best use for this facility in the future.
- i. **Next meeting**
- Set next meeting after August Long weekend.

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

7. **CORRESPONDENCE FOR ACTION/INFORMATION**

8. **REQUEST FOR DECISIONS**

9. **REPORTS**

10. **LATE BUSINESS**

11. **QUESTION PERIOD**

12. **ADJOURN**