



West Coast Committee Meeting
Wednesday, December 3, 2025

Zoom/Ucluelet Council Chambers (Hybrid) – 500 Matterson Drive, Ucluelet, BC
10:00 am

Regular Agenda

Watch the meeting live at: <https://www.acrd.bc.ca/events/3-12-2025/>

Register to participate via Zoom Webinar at:

https://acrd-bc-ca.zoom.us/webinar/register/WN_9Exp1hQ76EFvmvEA_0kA#/registration

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. **West Coast Committee Meeting – October 7, 2025**

3-7

THAT the minutes of the West Coast Committee meeting held on October 7, 2025 be adopted.

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

6. **CORRESPONDENCE**

7. **REQUEST FOR DECISIONS**

- a. **REQUEST FOR DECISION** **8-10**
West Coast Landfill - Proposed Rate Increase for Finished Compost Sales

THAT the West Coast Committee recommend that the Alberni-Clayoquot Regional District (ACRD) Board of Directors direct staff to amend Bylaw R1033 to increase the sale price of finished Sort'nGrow compost from \$50 per yard to \$100 per yard, effective February 1, 2026.

- b. **REQUEST FOR DECISION** **11-13**
Millstream Water System Rate Increase

THAT the West Coast Committee recommend that the Alberni-Clayoquot Regional District Board of Directors direct staff to amend schedule A of Bylaw F1144 "Millstream Water Local Service Area Rates and Regulations, 2019" to increase the quarterly water rates to \$309 per quarter, effective April 1, 2026.

8. **REPORTS**

- a. **West Coast Transit Wins Canadian Urban Transit Association Award** **14-15**
b. **West Coast Transit Updates** **16-17**
c. **Ex-officio Member Updates**
 - Pacific Rim National Park Reserve Update
 - Ahousaht First Nation Update
 - Tla-o-qui-aht First Nation Update
 - Hesquiaht First Nation Update

THAT the West Coast Committee receive these reports.

9. **LATE BUSINESS**

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

11. **ADJOURN**



Alberni-Clayoquot Regional District

MINUTES OF THE WEST COAST COMMITTEE MEETING HELD ON TUESDAY, OCTOBER 7, 2025, 10:00 AM

VIA Zoom

- MEMBERS PRESENT:** Tom Stere, Chairperson, Councillor, District of Tofino
Marilyn McEwen, Mayor, District of Ucluelet
Vaida Siga, Director, Electoral Area "C" (Long Beach)
Kirsten Johnsen, Member of Council, Toquaht Nation
Dave Tovell, Park Superintendent, Pacific Rim National Park Reserve
- REGRETS:** Levana Mastrangelo, Executive Legislator, Yuułuʔiłʔatḥ Government
Tla-o-qui-aht First Nation
John Rampanen, Chief Councillor, Ahousaht First Nation
Bob Anderson, Administrator, Hesquiaht First Nation
- STAFF PRESENT:** Daniel Sailland, Chief Administrative Officer
Cynthia Dick, General Manager of Administrative Services
Heather Zenner, Manager of Administrative Services
Brooke Eschuk, Planner 1
Eddie Kunderman, Operations Manager
Brett MacLean, Airport Development Manager
Tanya Carothers, Solid Waste Manager
Kylie Pettifer, Community Projects & Engagement Manager

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://youtu.be/kZUAqCOLp54>

1. CALL TO ORDER

The Chairperson called the meeting to order at 10:00 am.

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: Director McEwen

SECONDED: Director Johnsen

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. MINUTES

a. West Coast Committee Meeting – July 2, 2025

MOVED: Director Stere

SECONDED: Director McEwen

THAT the minutes of the West Coast Committee meeting held on July 2, 2025 be adopted.

CARRIED

5. PETITIONS, DELEGATIONS & PRESENTATIONS

- a. Louise Rodgers, Tofino Farms regarding reduced lease rate for food production at Long Beach Airport**
- b. James Rodgers, Cofounder & Executive Director, Coastal Animal Rescue & Education (CARE) Network Society regarding reduced lease rates for non-profits at Long Beach Airport**
- c. Michelle Hall, Capital Campaign Lead, Clayoquot Biosphere Trust regarding Clayoquot Sound Biosphere Centre building update and request for support from Community Works Funding application**

MOVED: Director Stere

SECONDED: Director Siga

THAT the West Coast Committee recommend to the Alberni-Clayoquot Regional District Board of Directors that a letter of support be provided to the Clayoquot Sound Biosphere Trust in support of their grant applications to the Community Economic Development and Diversification Program and the Rural Economic Diversification and Infrastructure Program.

CARRIED

6. CORRESPONDENCE

- a. Robyn Mair, Resident of Ucluelet regarding animal-friendly alternative to the West Coast 3-Stream system.**

- b. **Mayco Noel, Food Bank on the Edge regarding February request for assistance with demolition and removal costs for building project.**

MOVED: Director Siga
SECONDED: Director McEwen

THAT the West Coast Committee recommend that the financial implications of the Food Bank on the Edge request for \$20,000 be explored to understand the impact to each participant and presented at a future Board meeting.

CARRIED

MOVED: Director Stere
SECONDED: Director Siga

THAT the West Coast Committee receive the correspondence for information.

CARRIED

7. REQUESTS FOR DECISIONS

a. **REQUEST FOR DECISION**

Proposed Development of a West Coast ICI Diversion Program

MOVED: Director McEwen
SECONDED: Director Johnsen

THAT the West Coast Committee recommend that the Alberni-Clayoquot Regional District Board of Directors direct staff to develop a detailed proposal for a program aimed at reducing Industrial, Commercial, and Institutional (ICI) waste on the West Coast through:

- 1) A phased standard rate increase for ICI tipping fees at the West Coast Landfill, to encourage waste diversion and reflect the true cost of landfill disposal; and*
- 2) An ICI Landfill Diversion Program to encourage businesses in establishing and participating in diversion initiatives.*

AND THAT the West Coast Committee recommend that the Board direct staff to prepare an amendment to Bylaw R1033 as part of the proposed program.

CARRIED

b. **REQUEST FOR DECISION**

Preliminary Lease Application – LBA Lease – 2025-003

MOVED: Director Siga

SECONDED: Director Johnsen

THAT the West Coast Committee support Preliminary Lease Application LBAlease-2025-003 from Redd Fish Restoration Society and recommend that the Alberni-Clayoquot Regional District Board of Directors direct ACRD staff to complete necessary legal requirements including but not limited to; the development of a partnering agreement; and a public notice of disposition, in order to consider the possible approval of the final lease application.

CARRIED

8. REPORTS

- a. Area C (South Long Beach) Official Community Plan Update**
- b. West Coast Transit - Seasonal Service Change**
- c. Wildsafe BC – Pilot – Reducing Human-Bear Conflict**
- d. Ex-Officio Member Updates**
 - Pacific Rim National Park Reserve Update

Communications will be shared soon regarding Highway 4 construction starting on October 14th near Esowista. Should be one day only, single lane alternative traffic from 7am – 5pm. In advance of winter season, there will be centre line painting in PRNPR. In partnership with Tla-o-qui-aht and Yuułuʔiłʔatḥ, PRNRP have put out communications regarding wolves. Increased wolf activity in these areas. Canada Strong Program (Free entry into National Parks from June – September) didn't create an increase, but hotels were busy. Was a decline in visitors in mid to late August likely because of the Mount Underwood and Mount Wesley wildfire. Dispersed camping committee will meet again on October 24, 2025 to complete a season debrief with relevant organizations.

- Ahousaht First Nation Update
- Tla-o-qui-aht First Nation Update
- Hesquiaht First Nation Update

MOVED: Director Stere

SECONDED: Director Siga

THAT the West Coast Committee receive reports a-d.

CARRIED

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

11. ADJOURN

MOVED: Director Stere

SECONDED: Director Siga

THAT this meeting be adjourned 11:32 am.

CARRIED

Certified Correct:

Tom Stere,
Chairperson

Heather Zenner,
Manager of Administrative Services



To: West Coast Committee

From: Jodie Frank - Solid Waste Project Coordinator
Brenda Sauve, Solid Waste Coordinator

Meeting Date: December 3, 2025

Subject: West Coast Landfill - Proposed Rate Increase for Finished Compost Sales

Recommendation:

THAT the West Coast Committee recommend that the Alberni-Clayoquot Regional District (ACRD) Board of Directors direct staff to amend Bylaw R1033 to increase the sale price of finished Sort'nGrow compost from \$50 per yard to \$100 per yard, effective February 1, 2026.

Desired Outcome:

To update ACRD's pricing to increase cost recovery for compost processing and support the long-term sustainability of the compost program at West Cost Landfill (WCL).

Summary:

The WCL is experiencing financial challenges due to limited revenue streams that do not cover rising operational costs. This report recommends a rate increase for finished Sortn'Grow Class A compost sold by the ACRD. The current rate of \$50 per yard was set as an initial price point to support the new product, promote the product and gain awareness of the benefits. Quality of the product, reviews, and speed of sales would suggest that can move to a more competitive rate. A proposed increase to \$100 per yard would keep the Sortn'Grow compost affordable for local gardeners while also improving cost recovery at WCL. Further, this change would help increase funds available for maintaining and investing in critical landfill infrastructure and long-term closure plans.

Background:

The ACRD produces finished compost from organic material collected through the residential Sort'nGrow three-stream collection program, which was introduced in 2023. Organics placed in the green cart are delivered to the WCL, where they are processed into nutrient-rich Sort'nGrow compost.

The first batch of certified Class A Sort'nGrow compost was made available to the public in spring 2025, sold at an introductory rate of \$50 per yard. Reviews from customers of the Sort'nGrow compost along with comparisons to other locally available options would suggest that we could move beyond the introductory cost and charge a more competitive rate. This position is further substantiated by the

speed of soil sales that we saw in 2025. The Spring 2025 batch sold out relatively quickly.

Summary of Local Compost Pricing:

- Earth Land and Sea blended compost and soil sold in Port Alberni is \$68/yard.
- Local Retail Supplier, the ONC Garden Center in Tofino has 20 litre bags for \$5.99 or 50 litre bags for \$19.99. One yard contains approximately 750 litres which equates to \$300/yard.
- Retail Supplier, Yard at a Time in Comox Valley has Premium compost (e.g., fish-based or biosolids) for \$120–\$225/yard.

A comparison of local compost pricing, as summarized above, indicates that the proposed Sortn’Grow compost rate increase to \$100 per yard is more affordable in price compared to premium compost sold via the retail market, and reflects the higher value of the Class A Sortn’Go compost product quality.

Based on the processing costs associated with producing high-quality Class A Sortn’Grow compost, the demand for this product, and the comparative market pricing, staff are recommending that the price for Sortn’Grow compost be increased from \$50 per yard to \$100 per yard.

Time Requirements – Staff & Elected Officials:

Minimal staff time required to update bylaw, signage, website, and point-of-sale systems.

Financial:

Efficient landfill operations require a balanced approach to managing costs, generating revenues, and minimizing community impact. Long term sustainability depends on ensuring that operational expenses are adequately funded.

The cost to produce Sortn’Grow compost in 2025 was approximately \$136,000. This was paid for through finished compost sales revenue, plus general revenue from the three-stream curbside program including RecycleBC incentive payments and curbside residential billing. From November 2024 to November 2025, WCL sold 516 yards of compost which generated \$27,985 in revenue. The proposed increase to \$100 per yard could see revenue from compost sales reaching \$55,970 in 2026.

The proposed rate increase will improve cost recovery for compost production, which will reduce the need for funds from the three-stream curbside program. This will increase the availability of three-stream curbside funds that can be used for other upkeep and management needs at WCL.

Strategic Plan Implications:

Supports the ACRD’s 2024–2027 Strategic Plan goals related to environmental sustainability, waste reduction, and circular economy development.

Policy or Legislation:

Compost production is governed by the Organic Matter Recycling Regulation (OMRR). The proposed rate adjustment does not conflict with OMRR guidelines.

Options Considered:

Sort'nGrow Compost is a premium product and the proposed \$100/yard is lower than the amount being charged for other local premium compost products. The West Coast Committee could recommend a higher cost per yard increase for Sortn'Grow compost.

Submitted by: *Tanya Carothers*
Tanya Carothers, Solid Waste Manager

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

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



To: West Coast Committee
From: Eddie Kunderman, Operations Manager
Meeting Date: December 3, 2025
Subject: Millstream Water System Rate Increase

Recommendation:

THAT the West Coast Committee recommend that the Alberni-Clayoquot Regional District Board of Directors direct staff to amend schedule A of Bylaw F1144 "Millstream Water Local Service Area Rates and Regulations, 2019" to increase the quarterly water rates to \$309 per quarter, effective April 1, 2026.

Desired Outcome:

To implement a 3% inflationary adjustment to the Millstream Water System (MWS) quarterly rates, ensuring that they remain aligned with rising costs.

Summary:

Staff are recommending increasing the quarterly rate for the MWS from \$300 to \$309 effective April 1st, 2026. This 3% adjustment reflects inflation since the last increase in April 2025 and will generate approximately \$1,800 in additional annual revenue. The increase helps maintain financial alignment with current cost trends.

Background:

There are currently 43 Single Family Residential connections and 7 secondary uses within the MWS, each paying \$300 per quarter and generating \$60,000 in annual revenue for the MWS. These funds must cover all operational and maintenance costs for the system as well as capital reserve contributions.

Rates were last adjusted in April 2025 following recommendations from the Asset Management Plan (AMP) process to improve system revenue. The AMP update is still being finalized and will establish long-term funding targets for the MWS. Future rate adjustments will be considered once those targets are confirmed.

Within a staff report in February 2025, staff communicated the importance of ensuring water rates rise with inflation. This \$9/quarter (3%) increase reflects the inflation seen from the last rate increase. The

rate increase would be effective as of April 1, 2026, and customers would see the increase on their July water bill.

“Schedule A” of Bylaw F1144-2 shows the cost per quarter of the water classifications.

Classification	Current \$/Quarter	Recommended \$/Quarter	Difference
Single Family Residential	\$300	\$309	\$9/Q
Each additional water use	\$300	\$309	\$9/Q

Time Requirements – Staff & Elected Officials:

It will take Community Services staff approximately four (4) hours to prepare and present the necessary reports, prepare communications to the MWS users and to respond to inquiries.

It will take Finance staff approximately four (4) hours to adjust the rates of the MWS and respond to any inquiries.

It will take Administrative Services approximately two (2) hours to prepare the bylaw amendment.

Financial:

This increase will add \$1,800 in revenue to the MWS annually.

Current annual revenue is approximately \$60,000 from water rates. The average annual costs of MWS operations over the past 5 years is approximately \$58,000.

Strategic Plan Implications:

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

Policy or Legislation:

Bylaw No. 762 gives the ACRD the ability to establish a local service to provide water supply, treatment, conveyance, storage and distribution system within Electoral Area “C” Long Beach.

Options Considered:

- 1) The West Coast Committee could proceed with the recommended 3% inflationary increase effective April 1, 2026.
- 2) The West Coast Committee could choose to defer the rate increase, which may make a larger future adjustment necessary.
- 3) The West Coast Committee could choose to implement a higher increase now to help accelerate revenue growth.

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: West Coast Committee
From: Eddie Kunderman, Operations Manager
Meeting Date: December 3, 2025
Subject: West Coast Transit wins CUTA Award

Purpose:

To communicate the Canadian Urban Transit Association award recognition for the West Coast Transit Service.

Summary:

The Alberni-Clayoquot Regional District (ACRD), in partnership with BC Transit and WATT Consulting, is proud to announce that the West Coast Transit service has been recognized nationally by the Canadian Urban Transit Association (CUTA) with an award in the category of Equity, Diversity and Inclusion.

This award acknowledges the collaborative effort undertaken during the transition to a BC Transit-led service to ensure cultural representation and inclusivity. A key component of this initiative was the integration of Nuu-chah-Nulth language on all bus stop signage within the service area, a first for BC Transit. Staff from the ACRD and BC Transit worked closely with Tla-o-qui-aht First Nation and Yuułuʔiłʔatḥ to confirm accurate translations and respectful representation of the language. This work reflects a commitment to reconciliation and cultural visibility, ensuring that public transit infrastructure honours the heritage and identity of local First Nation communities.

The recognition from CUTA highlights the West Coast Transit project as a model for inclusive service design and demonstrates how partnerships can advance equity and diversity in public transportation. This achievement aligns with ACRD's strategic priorities and supports broader provincial reconciliation objectives.

The award will be communicated to the public through a media release and social channels. Staff continue to engage closely with First Nations partners to explore further opportunities for cultural integration in the West Coast Transit service.

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: West Coast Committee
From: Eddie Kunderman, Operations Manager
Meeting Date: December 3, 2025
Subject: West Coast Transit Updates

Purpose:

To provide the West Coast Committee with an update on the West Coast Transit service through November 2025.

Summary:

The West Coast Transit system transitioned from an ACRD led service in 2024 to a BC Transit led service in March of 2025. The transition has been a successful one, with ridership growing significantly from 2024 and service reliability much improved.



A service change took place on October 5, 2025 that removed the final evening trip departing at 9:20 pm from Ucluelet and 10:25 pm from Tofino. This was consistent with messaging that had been provided at the onset, regarding seasonal service levels and non-peak reductions. This trip was selected due to low ridership and some challenges that presented regarding trip reliability.

Staff from the District of Ucluelet reached out to ACRD staff, expressing concern on the removal of this trip. An official letter was received from Mayor McEwen with the District of Ucluelet communicating the importance of this late-night trip to help ensure equitable access to both current and future offerings for area residents. This trip will be reinstated full-time, year-round as a part of a January 4, 2025 service expansion for the system. BC Transit staff were extremely helpful in ensuring this trip was reinstated as soon as possible.

Also, as a part of the January 4 service expansion is an additional morning trip from hitaču, that will depart at 9:56 am. It has been communicated that the 7:06 am trip is too early for many residents and that an additional morning trip would be better utilized. This morning trip will slot in between the 9:50 am departing Ucluelet and the 10:50 am trip departing Ucluelet within the Rider's Guide.

Staff continue to work with the Ministry of Transportation and Transit (MOTT) on permits for two new bus stops along Highway 4. The first location includes both Northbound and Southbound stops between Lee Street and Willowbrae Road that will help service the residents in the area. The second stop that is in for MOTT approval is located at 2094 Peninsula Road. This location was included in the letter from the District of Ucluelet and would service the new Ucluelet Medical Centre.

The ACRD has received confirmation from the Government of Canada on their successful application to the Rural Transit Solutions Fund for bus shelter installations and related work within the West Coast Transit System. This exciting opportunity provided 80% funding to a maximum of \$762,000 for this project. The project will begin in early 2026, with a completion date of September 30th, 2028. This will be an exciting multi-jurisdictional project that will provide some needed infrastructure to the West Coast Transit system. Staff have a scope of work created that will be used to identify a consultant to help lead this project.

The creation of a West Coast Transit staff to staff working group will also begin shortly. This working group will ensure that voices are heard from West Coast Transit partners as the system continues to evolve. The working group will be heavily involved in the bus shelter installation project, ensuring that key stops within each partner location are highlighted for a shelter. Staff are also identifying options within this project to customize the shelters slightly as each partner wishes.

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