



To: ACRD Board of Directors

From: Michael McGregor, Lands and Resource Coordinator

Meeting Date: April 22, 2026

Subject: Log Train Trail Enhanced Community Engagement

Recommendation:

THAT the Alberni-Clayoquot Regional District Board of Directors direct staff to pursue enhanced community engagement related to the Log Train Trail during the lease update and transition phase, to inform future management and use of the trail.

Purpose:

To obtain Board direction on enhanced community engagement for the Log Train Trail (LTT)

Summary:

An enhanced community engagement strategy is being proposed to allow for public engagement to advise on the governance, planning, and management of Regional Parks within the ACRD. This will be aligned with the ACRD Public Engagement Policy. This effort intends to enable broader participation and more effective public communication for the lease update and transition period of the Log Train Trail.

Background:

The enhanced community engagement plan will support the development, management, and promotion of Regional Parks within the ACRD. Items that remain a priority include allowable uses, safety, enforcement, and aging infrastructure. For the LTT other items include the Provincial lease renewal, potential improvements such as signage, gates, and enforcement tools, and the development of a regulatory bylaw to manage motorized use on the LTT. Asset management remains a consistent concern, particularly the need for bridge repairs and replacement on the LTT and other regional trails. Capital planning, volunteer coordination, and engineering requirements.

Pursuing enhanced community engagement planning for all Regional Parks related items with continued reporting and recommendations going directly to the Committee of the Whole for consideration is intended to promote broader and more inclusive participation, improve information sharing, improve efficiency, and provide the ACRD Board of Directors with more comprehensive and balanced public feedback.

Staff will be adding a frequently asked question section to the ACRD website shortly, that will be used to provide regular updates on the LTT lease transition to the public.

Time Requirements – Staff & Elected Officials:

An enhanced public engagement program is estimated to require approximately 60–80 hours of staff time annually, representing a more efficient and scalable approach to public input.

Financial:

The enhanced community engagement activities projected costs are approximately \$4,000–\$5,000 annually.

Strategic Plan Implications:

This supports strategy 1.1 Enhanced indoor/outdoor recreation facilities and services, and strategy 1.4 Support our volunteers.

Policy or Legislation:

The Local Government Act and Community Charter apply.

Submitted by: Michael McGregor
Michael McGregor, Lands and Resource Coordinator

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

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

Public Engagement Plan

Log Train Trail Lease Update – Transition Plan and Safety Improvements

Project Overview

The Alberni-Clayoquot Regional District (ACRD) is undertaking a Log Train Trail lease update with the Ministry of Transportation and Transit (MOTT). Following execution of the new lease agreement, the ACRD will implement a new park use Regulation Bylaw as well as Trail infrastructure improvements to support long-term trail stewardship, public safety, and shared use.

Purpose of Public Engagement

Public engagement for this project is intended to inform trail users, adjacent property owners, partner agencies, and the broader community about upcoming changes; manage expectations related to trail access and impacts; and seek input where decisions remain flexible. Engagement will follow the ACRD Public Engagement Policy (November 2023) and the IAP2 Spectrum of Public Participation.

Engagement Framework

Engagement activities will be phased and proportionate to the level of community impact. Public-facing communications will not be initiated until the lease agreement with MOTT is finalized to ensure accuracy and consistency of information.

Engagement Levels by Project Component

- Lease update with MOTT – Inform
- Trail signage and shared-use etiquette – Inform / Consult
- Trail gate modifications – Inform
- Bridge safety improvements and repairs – Inform / Consult
- Volunteer involvement – Consult / Involve

Community Partners

Community partners include trail users, adjacent property owners, the Ministry of Transportation and Transit, First Nations, local outdoor recreation and volunteer groups, emergency services, tourism partners, and the ACRD Board of Directors.

Engagement Phases

Phase 1 – Internal Preparation (Current)

- Internal briefings with Communications, and Management

- Development of key messages, FAQs, draft maps, brochures, and signage concepts

Phase 2 – Lease Execution Announcement

- Media release and website update
- Community partner notifications
- Launch of updated online trail map and brochure

Phase 3 – Trail Operations Updates

- Advance notice of trail signage installation
- Notification of gate modifications at selected access points
- Targeted consultation with user groups on shared-use etiquette messaging

Phase 4 – Bridge Safety Improvements and Repairs

- Public notice of construction timing, detours, and access impacts
- On-site signage and digital updates
- Targeted outreach to adjacent residents and user groups
- Assessment of volunteer involvement

Phase 5 – Reporting Back

- Project completion updates
- Public summary of outcomes and acknowledgements

Engagement Tools and Channels

Tools may include the ACRD website and Let's Connect, social media, email notifications, media releases, on-site signage, surveys, sandwich boards, and targeted in person meetings. All materials will be delivered using clear and accessible language.

Roles and Responsibilities

The Lands & Resources Coordinator will lead technical coordination. The Communications Coordinator will support messaging, media relations, and digital content. Contractors and volunteers will enhance messaging with safety and public notification requirements.

Risks and Mitigation

Risks such as premature communication, user conflict, and construction-related disruption will be mitigated through phased engagement, clear signage, advance notice, and consistent messaging.