



Alberni-Clayoquot Regional District

**West Coast Committee
2011 – 2015 Financial Planning Meeting
Minutes**

Wednesday, February 9, 2011

Regional District Board Room

Present: Chairperson: Tony Bennett, Directors: John Fraser, Eric Russcher,
Alternate Director: Clive Pemberton.

Staff: Russell Dyson, Chief Administrative Officer, Wendy Thomson, Deputy
Corporate Officer, Mike Irg, Manager of Planning and Development, Teri
Fong, Manager of Finance, Andrew McGifford, Assistant Accountant.

1. The meeting was called to order at 10:00 a.m.

Correspondence

2. Letter dated February 2, 2011 from Mr. Dave McVetty, Superintendent, Pacific
Rim National Park Reserve regarding Connecting to the ACRD Water Supply on
Airport Road and outstanding issues.

*Moved by J. Fraser, seconded by E. Russcher, "That Regional District
staff be instructed to meet with Parks Canada staff to discuss water supply
and outstanding lease issues at the Long Beach Airport."*

"Carried"

Administration

3. Administrative Memo regarding Draft Bylaw No. A1071, Long Beach Airport
Authority.

*Moved by E. Russcher, seconded by J. Fraser, "That the draft of Bylaw
A1071, Long Beach Airport Authority be forwarded to the Region District's
solicitor for input and advice."*

"Carried"

2011 – 2015 Draft Financial Plan

4. Administrative Report regarding the draft 2011 – 2015 Financial Plan for the
Long Beach Airport.

*Moved by E. Russcher, seconded by J. Fraser, "That the West Coast
Committee approve the draft 2011 – 2015 Financial Plan for the Long
Beach Airport."*

"Carried"

5. Administrative Report regarding Grant-in-Aid to the City of Port Alberni for Economic Development Services.
Moved by J. Fraser, seconded by E. Russcher, "That the District of Tofino award a grant in 2011 to the City of Port Alberni for \$6,000.00 and that Mr. Pat Deakin, Economic Development Manager, City of Port Alberni be invited to make a presentation to Ucluelet Council."

"Carried"

6. Director Bennett left the meeting at 10:37 a.m. due to a conflict of interest. Alternate Director Clive Pemberton assumed Director Bennett's seat at the Committee table. Director Russcher assumed the Chair.

7. Administrative Report regarding 2011 – 2015 Financial Plan - West Coast Landfill.

Moved by E. Russcher, seconded by J. Fraser, "That the draft 2011 – 2015 Financial Plan for the West Coast Landfill be approved."

"Carried"

8. Staff were requested to provide the following detailed backup information from the draft Financial Plan for the West Coast Landfill:

- a. Pg. 26, Line 1 – Labour and Related Costs;
- b. Pg. 27, Line 7 – Other Operating Costs;
- c. Pg. 28, Line 8 – Scale Software.

Ongoing Business

9. The Chief Administrative Officer provided an update on Request for Proposals for the operation of the West Coast Landfill. The Regional District's solicitors are drafting the Request for Proposal. Staff are hoping to bring an RFP for consideration by the Regional District Board of Directors at the end of the month.
10. Regional District staff were requested to investigate and report back to the Committee on certification requirements for staff, engineers and contractors in order to operate landfill.
11. *Moved by C. Pemberton, seconded by J. Fraser, "That this meeting now stand adjourned."*

"Carried"

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12. The meeting adjourned at 11:08 a.m.

Certified Correct:

Tony Bennett,
Chairperson

Russell Dyson,
Chief Administrative Officer