



# Alberni-Clayoquot Regional District

## MINUTES OF THE WEST COAST COMMITTEE 2014 – 2018 FINANCIAL PLANNING MEETING HELD ON WEDNESDAY, JANUARY 29, 2014

Ucluelet Community Center, 500 Matterson Drive, Ucluelet, BC

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- MEMBERS PRESENT:** Josie Osborne, Chairperson, Mayor, District of Tofino  
Bill Irving, Mayor, District of Ucluelet  
Alan McCarthy, Member of Legislature, Yuułu?it?ath Government
- REGRETS:** Tony Bennett, Chairperson, Electoral Area "C" (Long Beach)
- STAFF PRESENT:** Russell Dyson, Chief Administrative Officer  
Andy Daniel, Manager of Environmental Services  
Mark Fortune, Airport Superintendent  
Teri Fong, Manager of Finance  
Wendy Thomson, Manager of Administrative Services

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 10:05 am.

### 2. APPROVAL OF AGENDA

*MOVED: Director Irving*

*SECONDED: Director McCarthy*

*THAT the agenda be approved as circulated with the addition of the following late items: Letters from District of Ucluelet and Huu-ay-aht First Nation regarding participation in West Coast Emergency Planning.*

**CARRIED**

### 3. CORRESPONDENCE

### 4. REPORTS

#### a. Administrative Memo regarding - Stump Dump Follow-up

*MOVED: Director Irving*

*SECONDED: Director McCarthy*

*THAT the West Coast Committee receive the Stump Dump report.*

**CARRIED**

**5. REQUEST FOR DECISION**

**a. Request for Decision – West Coast Emergency Planning**

*MOVED: Director Irving*

*SECONDED: Director Osborne*

*THAT the West Coast Committee instruct staff to pursue the coordination of emergency planning on the west coast subject to buy in from other West Coast organizations and if so establish a policy committee and working group to develop the details for the establishment of the service in 2015.*

**CARRIED**

**6. 2014 – 2018 FINANCIAL PLAN – WEST COAST SERVICES**

**a. REQUEST FOR DECISION**

West Coast Waste Management

The Manager of Finance highlighted 2013 activities at the West Coast Landfill and provided an overview of the proposed West Coast Waste Management budget for 2014 - 2018. The tax rate is similar to prior years. Assessments have dropped over 20% over last year which is impacting the budget.

The Committee reviewed the draft West Coast Waste Management budget line by line and Staff answered questions.

Staff were requested to bring back a plan for the proposed \$6,000.00 (line 21) for Advertising and \$5,000.00 (line 23) for Public Education & School Programs.

The Chief Administrative Officer provided an overview of the solid waste management plan and initiatives. Staff were asked to report back with options for a feasibility study for food waste composting.

Staff were requested to investigate selling composters out of the District of Tofino and District of Ucluelet offices.

The Manager of Finance reported Accounting Staff will be developing an investment policy this spring in order to earn a better interest for the closure and post closure capital reserve fund.

*MOVED: Director Irving*

*SECONDED: Director McCarthy*

*THAT the West Coast Committee approve the draft West Coast Waste Management proposed budget with the following amendments for consideration by the Board of Directors:*

*Line 18 – Vehicle Operation – Reduce to \$2,000.00*

*Line 39 – Wood Waste Grinding – Reduce to \$5,000.00*

*Line 56 – Service Improvements - Reduce to \$7,500.00*

**CARRIED**

**b. REQUEST FOR DECISION**

Long Beach Airport

The Manager of Finance provided an overview of the proposed 2014 – 2018 budget for the Long Beach Airport. The Committee reviewed the budget line by line and Staff answered questions from Directors.

The Airport Superintendent provided an overview of proposed projects and upgrades at the Airport for 2014 to 2018.

*MOVED: Director Irving*

*SECONDED: Director McCarthy*

*THAT the West Coast Committee approve the Long Beach Airport proposed 2014 – 2018 budget and forward for consideration by the Board of Directors.*

**CARRIED**

Director Irving left the meeting at 11:33 am.

**7. UNFINISHED BUSINESS**

**8. LATE BUSINESS**

**9. ADJOURN**

*MOVED: Director McCarthy*

*SECONDED: Director Osborne*

*THAT the meeting be adjourned at 11:50 am.*

Certified Correct:

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Josie Osborne,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer