



# Alberni-Clayoquot Regional District

## MINUTES OF THE WEST COAST COMMITTEE MEETING HELD ON WEDNESDAY, JUNE 15, 2016, 10:30 AM

Ucluelet Community Centre, Activity Room 1, 500 Matterson Drive, Ucluelet, BC

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- MEMBERS PRESENT:** Dianne St. Jacques, Chairperson, Mayor, District of Ucluelet  
Josie Osborne, Mayor, District of Tofino  
Tony Bennett, Director, Electoral Area "C" (Long Beach)  
Alan McCarthy, Member of Legislature, Yuułu?if?atḥ Government
- REGRETS:** Kirsten Johnsen, Councillor, Toquaht Nation (non-voting member)
- OTHERS PRESENT:** Jackie Godfrey, Asset Manager, Pacific Rim National Park  
Karen Haugen, Superintendent, Pacific Rim National Park
- STAFF PRESENT:** Andrew McGifford, CPA, CGA, Manager of Environmental Services  
Mike Irg, Manager of Planning & Development  
Wendy Thomson, Manager of Administrative Services  
Mark Fortune, Airport Superintendent

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 10:30 am.

The Chairperson recognized the meeting is being held in the Yuułu?if?atḥ Government Traditional Territories.

### 2. APPROVAL OF AGENDA

*MOVED: Director Bennett*

*SECONDED: Director McCarthy*

*THAT the agenda be approved as circulated.*

**CARRIED**

### 3. ADOPTION OF MINUTES

a. **West Coast Committee Meeting – Tuesday, May 31, 2016.**

*MOVED: Director Bennett*

*SECONDED: Director McCarthy*

*THAT the minutes of the West Coast Committee Meeting held on Tuesday, May 31, 2016 be received.*

**CARRIED**

#### **4. DELEGATION**

- a. Karen Haugen, Superintendent, Jackie Godfrey, Asset Manager, Pacific Rim National Park Reserve regarding update on the Traverse Trail, Pacific Rim National Park.**

J. Godfrey & K. Haugen provided an update on the Traverse Trail Park project and the proposed route. The next stage of the project will be to investigate view point options on the trail and access points. Long term maintenance and safety of the trail were discussed. The ribbon cutting for the Traverse Trail Project is planned for the spring of 2018.

#### **5. REPORTS**

- a. Long Beach Airport-Current Leases – A. McGifford**

A. McGifford spoke to the report regarding current leases at the Long Beach Airport.

- b. Land Use/Zoning Constraints at YAZ – M. Irg**

M. Irg provided background information on the Long Beach Airport and circulated a land use map of the Airport. He spoke to the various use requests the Regional District has received for leasable areas at the Airport, including several non-airport related uses. The Committee reviewed the map provided and discussed rezoning and airport uses. There was discussion regarding the need to generate revenue at the Airport to assist in subsidizing the Airport.

- c. Airport Update – M. Fortune**

- i. Landing Lights**

M. Fortune reported the Airport lighting project is going well. The project is approximately 60 percent complete. They are looking at a completion date of late July or early August 2016.

- ii. Runway Strip Upgrade**

M. Fortune reported the Regional District has received verbal confirmation from Transport Canada that we have met the requirements to increase our primary runway reference code from None Instrument to None precision approach status.

- iii. GPS Review with Nav Canada**

M. Fortune reported that a new GPS approach is being designed by NAV Canada to reflect the new runway None Precision approach status. Commissioning of the new GPS approaches is expected within 18 months.

**iv. Emergency Services Aircraft Emergency Response Awareness Training**

M. Fortune reported the Regional District is conducting aircraft emergency response awareness training on June 18 & 19 at the Ucluelet Fire Hall for the Tofino/Ucluelet Fire departments servicing the Long Beach Airport. A few seats have also been made available for the Sproat Lake Volunteer Fire Department.

M. Fortune provided an update on other activities at the Long Beach Airport. A request has been received from a sky diving company wanting to operate out of the Airport.

**d. Branding and Marketing Plan – Next Steps – M. Fortune**

M. Fortune reported that the contract has been awarded and the branding and marketing plan will start on July 3rd.

*MOVED: Director Bennett*  
*SECONDED: Director McCarthy*

*THAT the West Coast Committee receive reports a-d.*

**CARRIED**

Parks Canada representatives left the meeting at 12:01 pm.

**6. REQUEST FOR DECISIONS & BYLAWS**

**a. REQUEST FOR DECISION**

Long Beach Airport (CYAZ)-Lease Lot Appraisals

*MOVED: Director Bennett*  
*SECONDED: Director Osborne*

*THAT the West Coast Committee recommend to the Alberni-Clayoquot Board of Directors engage Pacific Rim Appraisals perform the current market appraisals of the rates for all leased properties at the Long Beach Airport for a cost of \$5,400 plus GST.*

**CARRIED**

**b. REQUEST FOR DECISION**

Vending Machine Agreement-LBA Terminal Building

*MOVED: Director Bennett*

*SECONDED: Director Osborne*

*THAT the West Coast Committee recommend the Alberni-Clayoquot Regional District Board of Directors enter into a Vending Machine Agreement with Bob Boucher to supply vending services at the Long Beach Airport Terminal building for a rental fee of fifty (\$50) per month for a two (2) year term.*

**CARRIED**

**7. LATE BUSINESS**

**8. IN-CAMERA**

*MOVED: Director St. Jacques*

*SECONDED: Director Osborne*

*THAT the meeting be closed to the public to discuss matters relating to:*

- i. *Negotiations and related discussions respecting the proposed provision of a Regional District service that are at their preliminary stages, disclosure of which the Board considers could reasonably be expected to harm the interests of the Regional District if they were held in public.*

The meeting was closed to the public at 12:04 pm.

The meeting was re-opened to the public at 12:16 pm.

**9. RECOMMENDATIONS FROM IN CAMERA**

**10. ADJOURN**

*MOVED: Director Bennett*

*SECONDED: Director McCarthy*

*THAT this meeting be adjourned 12:16 pm.*

**CARRIED**

Certified Correct:

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Dianne St. Jacques,  
Chairperson

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Wendy Thomson,  
Manager, Administrative Services