



# Alberni-Clayoquot Regional District

## MINUTES OF THE ALBERNI VALLEY REGIONAL AIRPORT ADVISORY COMMITTEE MEETING

HELD ON THURSDAY, JULY 17, 2025, 10:00AM

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

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### MEMBERS

Mike Ruttan, Chairperson, Member at Large

### PRESENT:

Tom Verbrugge, City of Port Alberni

Penny Cote, Director, Electoral Area "D" (Sproat Lake)

Moriah Cootes, Director, Uchucklesaht Tribe

Dean Sept, Member at Large, Alberni Valley

Harley Wylie, Councillor, Tseshaht First Nation

Shelley Chrest, Port Alberni Port Authority

Hakon Askerhaug, Coulson Aviation

Mike Sparrow, Electoral Area "F" (Cherry Creek)

### REGRETS:

Serena Mayer, Councillor, Hupacasath First Nation

Dylan Ashwood, Alberni Valley Chamber of Commerce

### STAFF PRESENT:

Jenny Brunn, General Manager of Community Services

Mark Fortune, Airport Manager

Mike Cann, Fire Chief, Sproat Lake Vol. Fire Dept.

Lyndsey Page, Community Services Coordinator

Brett MacLean, Airport Development Manager

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:

<https://www.acrd.bc.ca/events/17-7-2025/>

## 1. CALL TO ORDER

The Chairperson called the meeting to order at 10:03 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:* P. Cote

*SECONDED:* M. Sparrow

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. DECLARATIONS**

H. Askerhaug declared a conflict-of-interest respecting agenda items 6 (a) Request for Decision regarding Preliminary Lease Application - 2025-002 Coulson Aviation and 6 (b) Request for Decision regarding Preliminary Lease Application - 2025-004 Coulson Aviation.

**4. ADOPTION OF MINUTES**

**a. Alberni Valley Regional Airport Advisory Committee Minutes – April 17, 2025**

*MOVED: P. Cote*  
*SECONDED: M. Sparrow*

*THAT the minutes of the Alberni Valley Regional Airport Advisory Committee meeting held on April 17, 2025 be adopted.*

**CARRIED**

**5. CORRESPONDENCE**

**6. REQUEST FOR DECISIONS**

H. Askerhaug declared a conflict-of-interest respecting agenda items 6 (a) and 6 (b) and left the meeting at 10:11 am.

**a. Request for Decision regarding Preliminary Lease Application - 2025-002  
Coulson Aviation**

*MOVED: P. Cote*  
*SECONDED: D. Sept*

*THAT the Alberni Valley Regional Airport Advisory Committee supports the Preliminary Lease Application 2025-002 from Coulson Aviation and recommend that the Alberni-Clayoquot Regional District Board of Directors consider approval of the final application for a 3-year lease with a stepped-rate structure: 25% of market value in Year 1, 60% in Year 2 and 100% in Year 3.*

**CARRIED**

**b. Request for Decision regarding Preliminary Lease Application - 2025-004  
Coulson Aviation**

*MOVED: P. Cote*

*SECONDED: D. Sept*

*THAT the Alberni Valley Regional Airport Advisory Committee support Preliminary Lease Application 2025-004 from Coulson Aviation and recommend that the Alberni-Clayoquot Regional District Board of Directors consider approval of the final lease application.*

**CARRIED**

H. Askerhaug re-entered the meeting at 10:36 am.

## **7. REPORTS**

### **a. AVRA Communication Plan**

The AVRA Communication Plan was submitted as a written Report for Information and is available in the agenda materials.

### **b. AVRA Operations and Projects Update – M. Fortune – (Verbal)**

#### **Obstacle Limitation Surface (OLS) Update**

Fibre felled from trees on the airfield has been processed; however, the removal of this material has been delayed due to elevated fire risk. An OLS confirmation survey is scheduled for mid-August. An updated instrument approach (IAP) is expected to be published in November.

#### **Automatic Weather Observation System (AWOS)**

Transport Canada has acknowledged the Alberni Valley Regional Airport (CBS8) AWOS system and certification is currently pending. The system has been temporarily removed from service to allow for software updates and calibration adjustments but should be back in service in late August.

#### **Radio Frequency Update**

Radio frequency congestion at AVRA continues to raise safety concerns. Transport Canada is considering the implementation of a Mandatory Frequency (MF), potentially supported by a Remote Communications Outlet (RCO). This would improve pilot communication and mitigate current issues, including limited cell coverage affecting contact with Comox Tower. If approved, the frequency change is expected to align with the April publication cycle. An MF could also support traffic information services from Nav Canada, improving airfield awareness.

#### **Telus Fibre Optic Installation**

Fibre installation along Airport Road is complete, with eight service drops in progress. One drop will support the terminal operations and the fuel system. This upgrade will replace all existing copper infrastructure with fibre.

### **Airfield Maintenance Building Update**

A grant application for the Airfield Maintenance Building project was submitted through the British Columbia Air Access Program for 2025 but was not approved. Staff will review alternative options and bring forward recommendations for a potential application in 2026.

### **Lease Updates**

Staff have been working with BC Wildfire on a proposed lease expansion. A final application has been submitted and further updates will be provided at the next AVRA Committee meeting.

### **Airfield Maintenance**

Favourable fire hazard conditions early this season allowed staff to complete over a month of extensive vegetation management on the airfield. Efforts were focused on the airside areas within the fenced perimeter. Due to increased fire risk in the valley as the season progressed, work outside the fence was deferred, but significant progress was made overall.

### **Alfa Aero Movement Tracker Trial (AAMT)**

A trial of the AAMT system took place from May 1 to June 15, recording 7,279 aircraft movements. The system tracks transponder-equipped aircraft and currently captures approximately 56% of total movements, primarily larger commercial and military traffic. It does not capture most glider movements, which lack transponders. Comparison with caretaker observations showed some discrepancies in counts. The system was valuable in addressing a noise complaint by identifying the aircraft involved. Staff will continue to evaluate the data and provide recommendations at a future meeting.

### **Alberni Valley Flying Club Fly In Celebration**

The Alberni Valley Flying Club has proposed a fly-in event at the airport on June 20, 2026. The public will be able to view aircraft parked in designated areas, with some operational restrictions in place. The event aims to celebrate local aviation and engage the community.

*MOVED: M. Sparrow*

*SECONDED: T. Verbrugge*

*THAT reports a-b be received.*

**CARRIED**

## **8. LATE BUSINESS**

## **9. QUESTION PERIOD**

Questions and comments from the public. The General Manager of Community Services read questions and comments received via email, from Warwick Patterson, addressed to the AVRA committee:

1. Fuel Prices: Warwick inquired whether fuel prices at the airport will fluctuate with delivery costs, noting that prices at nearby airports are significantly lower than at Port Alberni (e.g., \$2.11/L in Qualicum vs. \$2.69/L at Port Alberni). He emphasized that fuel costs are a major expense for the soaring centre.
2. Fuel System Improvements: Warwick recommended adding a hose cabinet and reels to better protect fuel hoses from weather and improve service. He noted that hoses are expensive to replace, and current storage methods lead to wear and damage.
3. Airport Maintenance: Warwick expressed appreciation for the extensive mowing done in spring, highlighting its positive impact on safety, appearance, and usability of the airport.

There were no questions or comments respecting an agenda topic from public:

- Participating in Person in the ACRD Board Room
- Submissions received by email at [responses@acrd.bc.ca](mailto:responses@acrd.bc.ca).

## 10. **ADJOURN**

*MOVED:* H. Wylie

*SECONDED:* M. Sparrow

*THAT the meeting be adjourned at 11:02 am.*

**CARRIED**

Certified Correct:

*Mike Ruttan*

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Mike Ruttan,  
Chairperson

*Lyndsey Page*

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Lyndsey Page,  
Community Services Coordinator