



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY REGIONAL AIRPORT ADVISORY COMMITTEE MEETING

HELD ON THURSDAY, APRIL 17, 2025, 12:30 PM

Alberni Valley Regional Airport Terminal, 7400 Airport Road, Port Alberni, BC

MEMBERS

Mike Ruttan, Chairperson, Member at Large

PRESENT:

Tom Verbrugge, Councillor, City of Port Alberni
Penny Cote, Director, Electoral Area "D" (Sproat Lake)
Dean Sept, Member at Large, Alberni Valley
Serena Mayer, Councillor, Hupacasath First Nation
Shelley Chrest, Port Alberni Port Authority
Steven Jones, Member at Large
Mike Sparrow, Director, Electoral Area "F" (Cherry Creek)

REGRETS:

Moriah Cootes, Director, Uchucklesaht Tribe
Harley Wylie, Councillor, Tseshah First Nation
Dylan Ashwood, Alberni Valley Chamber of Commerce
Hakon Askerhaug, Coulson Aviation

STAFF PRESENT:

Jenny Brunn, General Manager of Community Services
Lyndsey Page, Community Services Coordinator
Mark Fortune, Airport Manager

1. CALL TO ORDER

The Chairperson called the meeting to order at 12:42 pm.

The Chairperson recognized this meeting is being held throughout the Nuu-chah-nulth territories.

Introductions - Committee Members and Staff present.

2. APPROVAL OF AGENDA

MOVED: P. Cote

SECONDED: M. Sparrow

THAT the agenda be approved as circulated.

CARRIED

3. DECLARATIONS

4. ADOPTION OF MINUTES

a. AVRA Advisory Committee meeting held on January 30, 2025

MOVED: P. Cote

SECONDED: T. Verbrugge

THAT the minutes of the AVRA Advisory Committee meeting held on January 30, 2025, be adopted.

CARRIED

5. CORRESPONDENCE

6. REQUEST FOR DECISIONS

a. Request for Decision regarding Lease Amendment Application – 2025-001 Ministry of Forests.

MOVED: S. Chrest

SECONDED: P. Cote

THAT the Alberni Valley Regional Airport Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve the amendment of lease application 2025-001 for the Ministry of Forests.

CARRIED

b. Request for Decision regarding Lease Renewal & Amalgamation Application – 2025-003 Coulson Aircrane Ltd.

MOVED: P. Cote

SECONDED: S. Chrest

THAT the Alberni Valley Regional Airport Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve the renewal and amalgamation of leases LS-A1995001 and LS-A2017001 for Coulson Aircrane Ltd.

CARRIED

8. **REPORTS**

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

Aerodrome Radio Frequency Change Update

In 2024, the gliding community raised a safety concern with Transport Canada regarding radio frequency congestion. Communications from Powell River have been interfering with operations at AVRA on the Aerodrome Traffic Frequency (ATF). Industry Canada provided a new ATF, which was initially assigned to Sechelt Aerodrome, however Transport Canada recognized this merely shifted the issue closer and did not resolve the core problem. As a result, Transport Canada has requested Industry Canada assign a Mandatory Frequency (MF) for AVRA. While MFs are typically associated with Flight Service Stations (FSS), Transport Canada may allow an exception. The frequency change is tentatively planned for April 2026, in alignment with the Water Aerodrome Supplement publication cycle.

CBS8 Precision Approach Path Indicator (PAPI) Now in Service

Obstacle Limitation Surface (OLS) penetrations were removed through last year's clearing project. Both approach paths have since been utilized and are performing well. The new PAPI aid enhances the safety of aircraft arriving at the airfield.

Automatic Weather Observation Systems (AWOS)

A revised Facility Operations Manual (FOM) has been submitted to Transport Canada for approval. Once approved, the AWOS will support lower instrument approach procedures. The main AWOS unit will undergo a factory upgrade and will be out of service during May.

Aerodrome Maintenance Building Grant Application

A revised grant application has been submitted to the BC Air Access Program (BCAAP) requesting partial funding of up to 65% for the proposed aerodrome maintenance building.

Lease Updates

Discussions are ongoing regarding Coulson's laydown area off Airport Road. BC Wildfire has submitted a letter of intent for an expansion adjacent to their current lease.

Airside lease lot #13 was previously held in reserve due to projected impacts of the proposed airfield maintenance building; however, the lot was recently returned to the lease pool as there are no impacts.

Apron Congestion

Efforts are underway to identify long-term parking and storage solutions on the north side of the airfield to ease congestion on Apron I.

b. Alberni Valley Regional Airport – Aircraft Movement Tracking

MOVED: S. Chrest
SECONDED: M. Sparrow

THAT reports a-b be received.

9. LATE BUSINESS

10. QUESTION PERIOD

Questions/Comments from the public. The Community Services Coordinator advised there were no questions or comments respecting an agenda topic from public:

- Participating in person in the airport terminal meeting.
- Submissions received by email at responses@acrd.bc.ca.

11. ADJOURN

MOVED: P. Cote
SECONDED: S. Chrest

THAT the meeting be adjourned at 2:04 pm.

CARRIED

Certified Correct:

Mike Ruttan

Mike Ruttan,
Chairperson

Lyndsey Page

Lyndsey Page,
Community Services Coordinator