



Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY REGIONAL AIRPORT ADVISORY COMMITTEE MEETING

HELD ON THURSDAY, NOVEMBER 20, 2025, 10:00 AM

Via Zoom

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

Shelley Chrest, Port Alberni Port Authority

Hakon Askerhaug, Coulson Aviation

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

Steven Jones, Alternate, Member at Large

REGRETS:

Dean Sept, Member at Large, Alberni Valley

Harley Wylie, Councillor, Tseshaht First Nation

Dylan Ashwood, Alberni Valley Chamber of Commerce

Serena Mayer, Councillor, Hupacasath First Nation

STAFF PRESENT:

Jenny Brunn, General Manager of Community Services

Mark Fortune, Airport Manager

Brett MacLean, Airport Development Manager

Mike Cann, Fire Chief, Sproat Lake Volunteer Fire Department

Pat Deakin, City of Port Alberni

Lyndsey Page, Community Services Coordinator

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

<https://www.acrd.bc.ca/events/20-11-2025/>

1. CALL TO ORDER

The Chairperson called the meeting to order at 10:02 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

4. ADOPTION OF MINUTES

- a. **Alberni Valley Regional Airport Advisory Committee meeting held on July 17, 2025**

MOVED: S. Chrest
SECONDED: M. Sparrow

THAT the minutes of the AVRA Advisory Committee meeting held on July 17, 2025, be adopted.

CARRIED

5. CORRESPONDENCE

- a. **Warwick Patterson**
Email to and response from M. Fortune regarding Alberni Valley Regional Airport

MOVED: P. Cote
SECONDED: S. Chrest

THAT this correspondence be received.

CARRIED

6. REQUEST FOR DECISIONS

- a. **Request for Decision regarding Preliminary Lease Application 2025-005 – Warwick Patterson.**

MOVED: S. Chrest
SECONDED: P. Cote

THAT the Alberni Valley Regional Airport Advisory Committee supports the Preliminary Lease Application 2025-005 from Warwick Patterson and recommend that the Alberni-Clayoquot Regional District Board of Directors consider approval of the final application for a 3-year lease.

CARRIED

7. REPORTS

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

Obstacle Limitation Surface (OLS)

Confirmation surveys in late August identified about sixty remaining contacts, including trees outside the current cut permit area. Work is underway to remove these. The rock knoll on Airport Road was resolved by increasing the offset on the Runway 30 approach from two percent to three percent, clearing the obstacle.

Automatic Weather Observation System (AWOS)

The AWOS upgrade and recalibration are complete, and the system is back in service. It now has a new website address, which will be published on the ACRD website. The system provides 24-hour weather information.

Radio Frequency Update

Transport Canada and Industry Canada are planning to convert the Aerodrome Traffic Frequency to a Mandatory Frequency. This will consolidate frequencies for the airport, hospital and seaplane bases. Details are expected early in the new year, with publication anticipated in April 2026.

Telus Fibre Upgrade

The copper-to-fibre upgrade is complete, and the terminal building now has high-speed fibre optic service.

Alfa Aero Movement Tracker (AAMT)

Research on this project is still underway, and an update will be provided at the next meeting.

British Columbia Air Access Program (BCAAP)

Two applications are being prepared. One is a resubmission for the airfield maintenance building, and the other is an application to replace legacy fuel pumps for Jet A and 100LL, which are no longer supported.

Taxiway Expansion – Lots 11 and 14

Work is underway on a grading plan and the first phase of taxiway expansion near the fuel depot. Plans are being developed with McGill Engineering and are expected early in 2026.

8. LATE BUSINESS

9. QUESTION PERIOD

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

- Participating in Person in the ACRD Board Room
- Participating in the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

10. ADJOURN

MOVED: S. Chrest

SECONDED: H. Askerhaug

THAT the meeting be adjourned at 10:24 am.

CARRIED

Certified Correct:

Mike Ruttan

Mike Ruttan,
Chairperson

Lyndsay Page

Lyndsey Page,
Community Services Coordinator