



# Alberni-Clayoquot Regional District

## MINUTES OF THE ALBERNI VALLEY REGIONAL AIRPORT ADVISORY COMMITTEE MEETING HELD ON THURSDAY, JULY 23, 2020, 2:00PM

Due to COVID-19 pandemic, meeting conducted via Zoom video/phone conferencing

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- MEMBERS PRESENT:** Mike Ruttan, Chairperson, Member at Large, Alberni Valley  
Debbie Haggard, ACRD Director, Councillor, City of Port Alberni  
Wilfred Cootes, ACRD Director, Councillor, Uchucklesaht Tribe Government  
Penny Cote, ACRD Director, Electoral Area "D" (Sproat Lake)  
Bob Kanngiesser, Member at Large, Alberni Valley  
Shelley Crest, Port Alberni Port Authority
- REGRETS:** Richard Watts, Councillor, Tseshaht First Nation  
Michael Hoff, Member at Large, Electoral Area "D" (Sproat Lake)  
Brandy Lauder, GIS/Councillor, Hupacasath First Nation
- STAFF PRESENT:** Douglas Holmes, Chief Administrative Officer  
Mark Fortune, Airport Manager  
Heather Zenner, Protective Services Manager  
Janice Hill, Executive Assistant

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 2:03 pm.

The Chairperson recognized the meeting today is being held in the Tseshaht and Hupacasath Territories.

### 2. APPROVAL OF AGENDA

MOVED: B. Kanngiesser

SECONDED: P. Cote

*THAT the agenda be approved as circulated.*

**CARRIED**

### 3. ADOPTION OF MINUTES

a. **Alberni Valley Regional Airport Advisory Committee Minutes – May 21, 2020.**

MOVED: P. Cote

SECONDED: B. Kanngiesser

*THAT the minutes of the Alberni Valley Regional Airport Advisory Committee meeting held on May 21, 2020 be adopted.*

**CARRIED**

#### **4. IN-CAMERA**

MOVED: B. Kanngiesser

SECONDED: S. Crest

*THAT the meeting be closed to the public as per the Community Charter, sections:*

- a. *90 (2) (b) The consideration of information received and held in confidence relating to negotiations between the Regional District and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;*
- b. *90 (1) (i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.*

**CARRIED**

The meeting was closed to the public at 2:07 pm.

The meeting was re-opened to the public at 2:50 pm.

#### **5. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision**  
Criteria for Consultant for Vision Exercise

MOVED: S. Crest

SECONDED: P. Cote

*THAT the AVRA Advisory Committee confirm the scope of work for procurement of consulting services for the creation of an AVRA Vision for recommendation to Board of Directors of the ACRD.*

**CARRIED**

#### **6. REPORTS**

The Airport Manager provided an update on the two new lot leases granted at the AVRA.

7. **UNFINISHED BUSINESS**

8. **LATE BUSINESS**

9. **REPORT OUT – RECOMMENDATIONS FROM IN-CAMERA**

10. **NEXT MEETING DATE**

The next meeting of the AVRA Advisory Committee is scheduled for October 21, 2020 at 2:00 pm.

11. **ADJOURN**

MOVED: W. Cootes  
SECONDED: S. Crest

*THAT the meeting be adjourned at 3:21 pm.*

**CARRIED**

Certified Correct:

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Mike Ruttan,  
Chairperson



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Douglas Holmes,  
Chief Administrative Officer