Alberni-Clayoquot Regional District

MINUTES OF THE ALBERNI VALLEY REGIONAL AIRPORT ADVISORY COMMITTEE MEETING
HELD ON THURSDAY, May 21, 2020, 1:30PM
Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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, Director, Electoral Area "D" (Sproat Lake)
	Bob Kanngiesser, Member at Large, Alberni Valley
	Michael Hoff, Member at Large, Electoral Area "D" (Sproat Lake)
	Shelley Crest, Port Alberni Port Authority
REGRETS:	Richard Watts, Councillor, Tseshaht First Nation
	Steven Tatoosh, Chief Councillor, Hupacasath First Nation
STAFF PRESENT:	Rob Williams, General Manager of Environmental Services
	Mark Fortune, Airport Superintendant
	Wendy Thomson, General Manager of Administrative Services
	Brenda Sauve, Environmental Services Coordinator

1. CALL TO ORDER

The General Manager of Administrative Services called the meeting to order at 1:30pm.

The General Manager of Administrative Services recognized the meeting today is being held throughout the Nuu-chah-nulth Territories.

2. ELECTION OF CHAIRPERSON FOR 2020

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The General Manager of Administrative Services conducted the election for Chairperson of the Alberni Valley Regional Airport Advisory Committee for 2020.

The General Manager of Administrative Services requested nominations three times. Director Bob Kanngiesser nominated Director Mike Ruttan. No other nominations were requested. Member Mike Ruttan accepted the nomination.

The General Manager of Administrative Services declared Mike Ruttan Chairperson of the Alberni Valley Regional Airport Advisory Committee for 2020.

3. **APPROVAL OF AGENDA**

MOVED: W. Cootes
SECONDED: D. Haggard

THAT the agenda be approved as circulated.

CARRIED

4. **ADOPTION OF MINUTES**

a. **Alberni Valley & Bamfield Services Committee Minutes – September 19, 2019.**

MOVED: P. Cote
SECONDED: S. Crest

*THAT the minutes of the Alberni Valley and Bamfield Services Committee meeting
held on September 19, 2019 be adopted.*

CARRIED

5. **PETITIONS, DELEGATIONS & PRESENTATIONS**

6. **REQUEST FOR DECISIONS & BYLAWS**

a. **Request for Decision**
Amended Terms of Reference – Committee Membership

MOVED: B. Kanngiesser
SECONDED: S. Crest

*THAT the Alberni Valley Regional Airport Advisory Committee receive
the amended Terms of Reference as presented for the Committee.*

*THAT the Alberni Valley Regional Airport Advisory Committee change the frequency of
meetings for the remainder of 2020 to   meeting on the 3rd Thursday of every second month.*

CARRIED

b. **Request for Decision**
Cascadia Air Support Letter Request

MOVED: B. Kanngiesser
SECONDED: P. Cote

*THAT the Alberni Valley Regional Airport Advisory Committee recommends that the ACRD
Board of Directors direct staff to respond to Cascadia Air outlining current air traffic*

authorizations at the AVRA and that staff invite Cascadia Air to be a delegate at the next Alberni Valley Regional Airport Advisory Committee meeting on July 23rd, 2020.

CARRIED

7.   UNFINISHED BUSINESS

a.   **Information Report – Alberni Valley Regional Airport Land Transfer and Runway Expansion Timelines – May 2020 (R. Williams)**

b.   **Information Report –Verbal- Upcoming activities at the AVRA– May 2020 (M. Fortune)**

c.   **Information Report – 2020 Budget Item Request for Creation of AVRA Visionary Plan.**

MOVED: P. Cote
SECONDED: D. Haggard

THAT the Alberni Valley Regional Airport Advisory Committee receive reports a to c.

CARRIED

8.   UNFINISHED BUSINESS

9.   LATE BUSINESS

10.   NEXT MEETING DATE

The next meeting of the AVRA Advisory Committee is scheduled for Thursday July 23, 2020 at 2:00 pm via Zoom.

11.   ADJOURN

MOVED: P. Cote
SECONDED: W. Cootes

THAT the meeting be adjourned at 2:37PM

CARRIED

Certified Correct:

_____   _____
Mike Ruttan,   Wendy Thomson,
Chairperson   General Manager of Administrative Services