



# Alberni-Clayoquot Regional District

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

**HELD ON TUESDAY, FEBRUARY 23, 2021, 1:30 PM**

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

---

### **MEMBERS**

Mike Ruttan, Chairperson, Member at Large, Alberni Valley

### **PRESENT:**

Ron Paulson, Councillor, City of Port Alberni

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

Natasha Marshall, Councillor, Tseshah First Nation

Bob Kanngiesser, Member at Large, Alberni Valley

Dan Savard, AV Chamber of Commerce

Brandy Lauder, Councillor, Hupacasath First Nation

Michael Hoff, Member at Large, Electoral Area "D" (Sproat Lake)

Wilfred Cootes, ACRD Director, Councillor, Uchucklesaht Tribe Government

### **REGRETS:**

Shelley Crest, Port Alberni Port Authority

### **GUESTS:**

Mark Duncan, AeroEdge Consulting Inc.

Andrew Cuthbert, Urban Systems Ltd.

Mike Hooper, TAK Consulting

Pat Deakin, Economic Development Officer, City of Port Alberni

Dave McCormick, Port Alberni Port Authority

### **STAFF PRESENT:**

Douglas Holmes, Chief Administrative Officer

Mark Fortune, Airport Superintendent

Janice Hill, Executive Assistant

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

<https://www.acrd.bc.ca/events/23-2-2021/>

## **1. CALL TO ORDER**

The Chairperson called the meeting to order at 1:31 pm.

The Chairperson recognized the meeting this afternoon 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.

## **2. APPROVAL OF AGENDA**

*MOVED: P. Cote*  
*SECONDED: R. Paulson*

*THAT the agenda be approved as circulated.*

**CARRIED**

### **3. ADOPTION OF MINUTES**

- a. **Alberni Valley Regional Airport Advisory Committee Minutes – February 16, 2021**

*MOVED: P. Cote*  
*SECONDED: R. Paulson*

*THAT the minutes of the Alberni Valley Regional Airport Advisory Committee meeting held on February 16, 2021 be adopted.*

**CARRIED**

### **4. REPORTS**

- a. **Visioning and Strategic Plan for the Alberni Valley Regional Airport Workshop 3 – Vision and Mission Review, Strategic Priorities and Capital Plan - led by consultants Mark Duncan and Andrew Cuthbert.**

Consultants Mark Duncan and Andrew Cuthbert provided a presentation which included suggestions for vision and mission statements, a draft strategic plan and a capital plan. The committee provided feedback on the topics, which the consultants will consider when finalizing recommendations for the strategic plan. A draft report will be circulated to the committee on March 12, 2021 and the final report is scheduled to be presented on March 23, 2021.

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

*THAT the Alberni Valley Regional Airport Advisory Committee receive the report.*

**CARRIED**

Wilfred Cootes left the meeting at 2:40 pm.

### **5. LATE BUSINESS**

### **6. QUESTION PERIOD**

Questions/Comments from the public attending the meeting via Zoom webinar. The Executive Assistant advised there was one question received from the public regarding AVRA Advisory committee membership.

**7. ADJOURN**

*MOVED: P. Cote*

*SECONDED: D. Savard*

*THAT the meeting be adjourned at 3:04 pm.*

**CARRIED**

Certified Correct:

---

Mike Ruttan,  
Chairperson



---

Douglas Holmes,  
CAO