Alberni-Clayoquot Regional District

**MINUTES OF THE ALBERNI VALLEY REGIONAL AIRPORT
ADVISORY COMMITTEE MEETING
HELD ON THURSDAY, MARCH 24, 2022, 10:00 AM**
Via Zoom

MEMBERS PRESENT:	Penny Cote, Director, Electoral Area "D" (Sproat Lake)
	Ron Corbeil, Councillor, City of Port Alberni
	Wilfred Cootes, Director, Uchucklesaht
	Brandy Lauder, Chief Councillor, Hupacasath First Nation
	Mike Ruttan, Member at Large, Alberni Valley
	Shelley Chrest, Port Alberni Port Authority
	Dan Savard, AV Chamber of Commerce
REGRETS:	Michael Hoff, Member at Large, Electoral Area "D" (Sproat Lake)
	Natasha Marshall, Councillor, Tseshaht First Nation
STAFF PRESENT:	Jenny Brunn, General Manager of Community Services
	Mark Fortune, Airport Manager
	Wendy Thomson, General Manager of Administrative Services

The meeting can be viewed on the Alberni-Clayoquot Regional District website at
www.acrd.bc.ca/events/24-3-2022/

1. CALL TO ORDER:

The General Manager of Administrative Services (GMAS) called the meeting to order at 10:00 am.

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

The GMAS reported this meeting is being recorded and will be livestreamed to YouTube on the Regional District website.

2. ELECTION OF CHAIRPERSON FOR 2022

The GMAS conducted the election for Chairperson of the Alberni Valley Regional Airport Advisory Committee for 2022. The GMAS requested nominations three times.

The GMAS declared Mike Ruttan to the position of Chairperson for 2022.

Chairperson assumed the Chair.

3.   APPROVAL OF AGENDA

MOVED: *R. Corbeil*
SECONDED: *S. Chrest*

THAT the agenda be approved as circulated.

CARRIED

4.   ADOPTION OF MINUTES

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

MOVED: *D. Savard*
SECONDED: *R. Corbeil*

THAT the minutes of the Alberni Valley Regional Airport Advisory Committee meeting held on November 16, 2021, be received.

CARRIED

5.   PETITIONS, DELEGATIONS & PRESENTATIONS

a.   **Darren Hansen, Alberni Flying Club, regarding their upcoming open house.**

The delegation provided an update on the Alberni Valley Regional Airport Open House being organized by the Alberni Flying Club, June 12, 2022, at the Airport from 10:00 am to 4:00 pm.

6.   REQUEST FOR DECISIONS

a.   **Request for Decision regarding Annual Review – Alberni Valley Regional Airport Advisory Committee Terms of Reference, 2022**

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

THAT the Alberni Valley Regional Airport Advisory Committee re-confirm their Terms of Reference for 2022 and recommend the Alberni Valley & Bamfield Services Committee approve an amendment to membership adding a representative from the Sproat Lake Volunteer Fire Department to the Committee.

CARRIED

7. REPORTS

a. Projects & Operations Update - M. Fortune, Airport Manager

The Airport Manager provided an update on projects and operations at the Alberni Valley Regional Airport. They are working on bringing high-speed internet to the Airport and a maintenance facility will be constructed to store equipment at the Airport.

MOVED: S. Chrest
SECONDED: R. Corbeil

THAT the AVRA Advisory Committee receives this report for information.

8. LATE BUSINESS

9. QUESTION PERIOD

Questions/Comments from the public. The Corporate Officer advised there were no questions or comments respecting an agenda topic from public:
- Participating in the Zoom webinar
- Submissions received by email at responses@acrd.bc.ca.

10. IN-CAMERA

MOVED: R. Corbeil
SECONDED: S. Chrest

THAT the meeting be closed to the public as per the Community Charter section:
i. *90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district.*

CARRIED

The meeting was closed to the public at 10:35 am.

The meeting was re-opened to the public at 10:54 am.

11. REPORT OUT - RECOMMENDATIONS FROM IN-CAMERA

12. ADJOURN

MOVED: R. Corbeil
SECONDED: S. Chrest

THAT the meeting be adjourned at 10:55 am.

CARRIED

Certified Correct:

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