



# Alberni-Clayoquot Regional District

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

**HELD ON THURSDAY, NOVEMBER 16, 2023, 10:00 AM**

Hybrid – Zoon/Board Room, 3008 Fifth Avenue, Port Alberni, BC

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### **MEMBERS**

Mike Ruttan, Member at Large (Chair)

### **PRESENT:**

Cindy Solda, City of Port Alberni

Pat Deakin, City of Port Alberni

Shelley Chrest, Port Alberni Port Authority

Daniel Savard, Member at Large

Mike Cann, Sproat Lake Volunteer Fire Department

Harley Wylie, Tseshaht First Nation

### **REGRETS:**

Steven Jones, Alternate Member at Large from Alberni Valley

Penny Cote, Director, Electoral Area “D” (Sproat Lake)

Dean Sept, Member at Large, Alberni Valley

Natasha Marshall, Counsellor, Tseshaht First Nation

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

Chris Washington, Alberni Valley Chamber of Commerce

Wilfred Cootes, Director, Uchucklesaht

Brandy Lauder, Counsellor, Hupacasath First Nation

### **STAFF PRESENT:**

Jenny Brunn, General Manager of Environmental Services

Wendy Hayes, Community Services Assistant

Mark Fortune, Airport Superintendent

Alisha Feser, Airport Projects Planner

### **1. CALL TO ORDER**

The Chairperson called the meeting to order at 10:06am.

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 will be livestreamed to YouTube on the Regional District website.

### **2. APPROVAL OF AGENDA**

*MOVED: C. Solda*

*SECONDED: S. Chrest*

*THAT the agenda be approved as circulated.*

**CARRIED**

**3. ADOPTION OF MINUTES**

- a. **Alberni Valley Regional Airport Advisory Committee Minutes – August 24, 2023**

*MOVED: C. Solda  
SECONDED: S. Chrest*

*THAT the minutes of the Alberni Valley Airport Advisory Committee meeting held on August 24, 2023 be adopted.*

**CARRIED**

**4. CORRESPONDENCE**

- a. **2023 William Templeton Award – Award Acceptance and History**

*MOVED: C. Solda  
SECONDED: S. Chrest*

*THAT this correspondence be received.*

**CARRIED**

**5. REQUEST FOR DECISIONS & BYLAWS**

- a. **Request for Decision regarding AVRA Lease Application Fees – Bylaw R1035 Amendment**

*MOVED: S. Chrest  
SECONDED: C. Solda*

*That the Alberni Valley Regional Airport Advisory Committee recommend that the Alberni-Clayoquot Regional District Board of Directors approve amending the Alberni Valley Regional Airport Fees & Charges Bylaw No. R1035, 2021, to include a Preliminary Lease Application Fee of \$500 and a Final Lease Application Fee of \$1,100 per application with staff giving consideration to deducting the Preliminary Lease Application Fee of \$500 from the Final Lease Application Fee of \$1.100 upon successful final application.*

**CARRIED**

**7. REPORTS**

- a. **AVRA Operations and Projects Update – M. Fortune, Airport Manager**

The Airport Manager provided the Committee with an update on Airport operational items and projects.

*MOVED: H. Wylie*

*SECONDED: C. Solda*

*THAT the AVRA Advisory Committee receives this report for information.*

## **8. LATE BUSINESS**

### **a. Wildfires update.**

The committee discussed the recent wildfire events and increased traffic.

## **9. QUESTION PERIOD**

Questions/Comments from the public: The Chairperson advised there were no questions or comments respecting an agenda topic from public:

- Participating in the Zoom webinar
- Emailed to the ACRD at [responses@acrd.bc.ca](mailto:responses@acrd.bc.ca)

## **10. ADJOURN**

*MOVED: C. Solda*

*SECONDED: S. Chrest*

*THAT the meeting be adjourned at 11:10 am.*

**CARRIED**

Certified Correct:

*Mike Ruttan*

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Mike Ruttan,  
Chairperson

*Wendy Hayes*

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Wendy Hayes,  
Community Services Assistant