



**Alberni-Clayoquot Regional District  
Long Beach Airport Advisory Committee  
Meeting Minutes**

**Meeting Date:** Thursday, June 4, 2015

**Location:** District of Tofino Council Chambers

**Time:** 1:00 pm

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**In Attendance:**

Josie Osborne, District of Tofino

Janice Hill, ACRD

Charles McDiarmid, Wickaninnish Inn

Tony Bennett, ACRD

Diane St. Jacques, District of Ucluelet

Jackie Godfrey, Parks Canada

Mark Fortune, ACRD

Jennifer Steven, Tofino-Long Beach Chamber

**Absent:**

Alan McCarthy, Yuułuʔiłʔat Government

Darlene Rouleau, Ucluelet Chamber

Tla-o-qui-aht FN Representative

**1. Call to Order**

- a. The Chair called the meeting to order at 1:05 pm.

**2. Acceptance of Agenda**

- a. The agenda was approved as circulated.

*MOVED: Josie Osborne*

*SECONDED: Tony Bennett*

**CARRIED**

**3. Adoption of Minutes**

*THAT the minutes of the Long Beach Airport Advisory Committee meeting held on October 9th, 2014, be received.*

*MOVED: Tony Bennett*

*SECONDED: Josie Osborne*

**CARRIED**

**4. Delegation**

- a. Mat Phillips introduced the proposed EV Car Rental service he is investigating and is inquiring about possibly running it out of the Long Beach Airport. This is a future venture that may begin in the next year.

- b. Andrew Naysmith of Orca Airways was unable to attend the meeting. Charles McDiarmid was advised by Orca Airways that they may be purchasing a larger aircraft that could carry 15 passengers thus increasing the traffic at the airport.

## 5. Reports

- a. Mark Fortune provided a verbal update on recent activities at the airport which included:
  - i. Tree Removal on Parks Canada lands and at the golf course. This OLS (Obstacle Limitation Surface) clearing is a requirement of the Canadian Aviation Regulations and is a safety issue that is being addressed to maintain the airport's certification and support a future GPS upgrade.
  - ii. Update on the WERA Radar Array Tsunami Detection system. A test was ran and the results were very positive. They have requested to lease space on the airport lands for the system. The lease proposal will be on the June 24<sup>th</sup> Board of Directors agenda.
  - iii. Airport Access road upgrade,  
  
The current gravel access road requires a renewal of the road bed. Two Opportunities have been investigated in resurfacing the road bed, hot mix and Reclaimed Asphalt Product (RAP) Paving. Hot mix asphalt paving was outside the current budget constraints but RAP paving the entire road is possible. The RAP paving would include a 150mm (6") lift that would be laid with a paving machine and packed with rollers. The end product would have a conservative life span of 5 -7 years.
  - iv. Runway lighting – staff have applied for funding to the Strategic Priorities Fund for the runway lighting and are currently preparing application for funding through the British Columbia Air Access Program (BCAAP)
  - v. Fire Protection Services Agreements (FPS) – The District of Ucluelet has signed a FPS agreement with the ACRD for the Long Beach Airport. The District of Tofino is currently reviewing their agreement with hopes to have that one finalized in the near future.
- b. Janice provided an update on the collection of passenger and parking fees at the airport. Both are providing some revenue for the airport.
- c. Discussion was held on the Long Beach Airport Advisory budget. The committee would like the Acting Manager of Finance to provide information on the tax requisition line item.

## 6. New Business

- a. The Committee received Jeff Warden's Statement of Intent to pursue the set-up of a skydiving centre at the Long Beach Airport and forwarded the information to staff for development.

**MOVED: Tony Bennett**

**SECONDED: Josie Osborne**

**CARRIED**

- b. The committee moved to accept Mark Hobson Gallery's request to display his artwork in the Long Beach Airport terminal building and direct staff to send a letter of thanks and make arrangements with the Gallery.

**MOVED: Tony Bennett**  
**SECONDED: Josie Osborne**

**CARRIED**

- c. The committee motioned to receive Louie Rouleau's report regarding a Custom's agent at the LBA and directed the Airport Superintendent to follow up on the request with Mr. Rouleau.

**MOVED: Tony Bennett**  
**SECONDED: Josie Osborne**

**CARRIED**

- d. The committee motioned to receive Louie Rouleau's report regarding adding the Long Beach Enterprises' fuel facility prices to the ACRD website. Staff to follow up with this and ensure that a statement is included on the website stating that the fuel price information is provided by Long Beach Enterprises and not the ACRD. Charles McDiarmid will also add it to his website.

**MOVED: Charles McDiarmid**  
**SECONDED: Tony Bennett**

**CARRIED**

**7. Unfinished Business**

Jack Godfrey confirmed that Parks agreed to moving the Airport sign closer to the highway and will work with Mark Fortune on doing so.

**8. Items for Discussion**

- a. The committee motioned and accepted Charles McDiarmid's offer to prepare an airport promotional plan.

**MOVED: Tony Bennett**  
**SECONDED: Josie Osborne**

**CARRIED**

- b. Carbon Neutral Certification - The committee motioned to direct staff to do preliminary investigations to see what is involved for an airport to become carbon neutral certified.

**MOVED: Tony Bennett**  
**SECONDED: Josie Osborne**

**CARRIED**

- c. Kenmore Air Service – Charles McDiarmid has had some discussion with Kenmore Air on the possibility of having scheduled flights coming from Boeing Field to Nanaimo and then to Tofino. Charles will continue discussions with Kenmore Air in the future.

Meeting adjourned @ 3:00 pm.

**Next Meeting:** Thursday, October 8<sup>th</sup> @ 2:00 pm.

Location: TBD