



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

Meeting Date: Thursday, Aug. 14, 2014
Time: 10:00 am

Location: District of Tofino Council Chambers

In Attendance:

Josie Osborne, District of Tofino
Janice Hill, ACRD
Charles McDiarmid, Wickaninnish Inn

Bill Irving, District of Ucluelet
Jackie Godfrey, Parks Canada
Mark Fortune, ACRD

Absent:

Alan McCarthy, Yuułuʔiłʔat Government
Darlene Rouleau, Ucluelet Chamber
Tony Bennett, ACRD Director

Tla-o-qui-aht FN Representative
Jennifer Steven, Tofino-Long Beach Chamber
Andy Daniel, ACRD

1. Call to Order

- a. The Chair called the meeting to order at 10:14 am.

2. Acceptance of Agenda

- a. The agenda was approved as circulated.

MOVED: Josie Osborne

SECONDED: Bill Irving

CARRIED

3. Adoption of Minutes

THAT the minutes of the Long Beach Airport Advisory Committee meeting held on May 22, 2104, 2013 be received.

MOVED: Josie Osborne

SECONDED: Charles McDiarmid

CARRIED

4. Correspondence

Letter from Parks Canada issuing cut permit approval for Runway 07-29.

Motion to receive and send a thank you letter to the Federal Minister of Parks and Federal Minister of Transportation.

MOVED: Charles McDiarmid

SECONDED: Josie Osborne

CARRIED

5. Reports

Mark Fortune provided an update on recent activities at LBA.

- *GPS update for CYAZ* – No further action to take place until Obstacle Limitation Surface (OLS) penetrations have been cleared and none precision runway status can be secured for primary runway 11-29.
- *Clearing* – As of this meeting a cut permit has been issued by Parks Canada for tree topping in the following areas, thresholds of runways 07, 29 and 34. Initial work will focus on the primary runway 11-29.
- *Fire Services Agreements* – I had a meeting with the Ucluelet Emergency manager in late July. A review of the new legal wording of the contract was required before the project could be brought forward to council for consideration.
- *Multiplex* – Location of final build out of project in question. The foot print of the completed building and associated infrastructure does not integrate well into the current golf course infrastructure. I suggested that if the current setbacks cannot be achieved that the original site for the Multiplex on the North side of the airport be revisited.
- *Well drilling* – Fyfe Well Drilling have completed the drilling of the new 10” stainless steel production well. The well is awaiting geotech analysis to determine screen placement. A pump test and final water volumes determination will be complete by October.
- *Deceleration Lane* – Parks Canada has completed the installation of a highway deceleration lane for west bound traffic on hwy 4. This has been a long identified safety issue that has now been corrected!!
- *Sewer system* – The Old Esowista septic field lying south of runway 07-25 will be slated for removal later in the fall. Engineering work on the project has been carried out by McGill engineering.

That the reports be received.

MOVED: Josie Osborne

SECONDED: Charles McDiarmid

CARRIED

6. New Business

- a. Vending Machine operation request for terminal building

Staff to investigate other airports' procedures and policies and report back with suggestions at next meeting.

MOVED: Jackie Godfrey

SECONDED: Bill Irving

CARRIED

7. Old Business

- a. Car Rental Agency request for terminal building

Motion to invite Bob Boucher (requester) to the next Advisory meeting.

Motion to direct Staff to investigate other airports procedures' and policies regarding car rentals and report back with suggestions at next meeting.

MOVED: Josie Osborne

SECONDED: Jackie Godfrey

CARRIED

8. Items for Discussion

- a. Possible location of the Multiplex

Mark Fortune provided a verbal explanation of a possible location located on the airport property.

Motion to invite the Multiplex Society to the next West Coast Committee meeting.

MOVED: Josie Osborne

SECONDED: Jackie Godfrey

CARRIED

- b. Commuter link to Long Beach to tie into current Westjet/Jazz flights into Nanaimo and Comox

Mark Fortune explained that CATSA would be required before Westjet can feed people into the North terminal to tie into flights to Long Beach. Bill Irving suggested that we send a letter to Westjet to see if they would be interested partnering up with one of the local airlines to link flights to Long Beach Airport. Bill Irving to draft a letter.

Motion to send letter to Westjet regarding possibility of partnering with other airlines to extend Westjet links to Long Beach Airport.

MOVED: Josie Osborne
SECONDED: Mark Fortune

CARRIED

c. Marketing Plan

Ideas discussed included:

- Using the support of organization that already market the area, ie. Tourism Tofino and Tourism Ucluelet.
- Local awareness promotion
- Market to the airlines
- Hold a workshop to discuss marketing ideas
- Carry this year's marketing budget over to next year

Motion to hold a workshop on October 21st, 2014 to be held at the Wickaninnish Inn.

MOVED: Bill Irving
SECONDED: Josie Osborne

CARRIED

d. Airport Name

Committee agreed that airport name should be changed to Tofino-Ucluelet Airport (YAZ).

MOVED: Josie Osborne
SECONDED: Jackie Godfrey

CARRIED

9. Additional Items

- a. Bill Irving asked Jackie Godfrey if we could move the Airport sign located on Airport Road, closer to the highway. Jackie to look into this.
- b. Motion to send all local First Nations a copy of the adopted LBA Advisory Committee meeting minutes, for information.

MOVED: Josie Osborne
SECONDED: Jackie Godfrey

CARRIED

Meeting adjourned @ 11:45 am

Next Meeting: October 9th, 2014 at 9:30 am at the District of Tofino Council Chambers