

CITY OF SALMON ARM

Minutes of the **Shuswap Regional Airport Operations Committee** Meeting held in Council Chambers at City Hall, Salmon Arm, BC on **Wednesday, October 11, 2023** at 3:00 p.m.

PRESENT:

Louise Wallace Richmond
Rhona Martin
Jayden Blower
John McDermott
John Hansen
Hammy McClymont
Darin Gerow
Rob Niewenhuizen

Councillor, City of Salmon Arm
Director, CSRD
Airport Manager
Lakeland Ultralights
Pilot/Hanger Owner
Pilot/Hanger Owner
City staff, Manager of Roads & Parks
City staff, Director of Engineering & Public Works

ABSENT:

Gord Newnes
Jeremy Neufeld
Mark Olson
Doug Pearce

Pilot/Hanger Owner
RAP Attack
Pilot/Hanger Owner
Salmon Arm Flying Club

GUESTS:

The meeting was called to order at 3:00 p.m. chaired by Louise Wallace Richmond.

1. **Introductions and Welcome**

2. **Acknowledgement of Traditional Territory**

We acknowledge that we are gathering here on the traditional territory of the Secwepemc people, with whom we share these lands and where we live and work together.

3. **Approval of Agenda and Additional Items**

Moved: Jayden Blower

Seconded: John McDermott

THAT: the Shuswap Regional Airport Operations Committee Meeting Agenda of October 11, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

4. **Approval of Minutes of June 21 and August 17, 2023 Shuswap Regional Airport Operations Committee Meetings**

Moved: Jaydon Blower

Seconded: John McDermott

THAT: the minutes of the Shuswap Regional Airport Operations Committee Meetings of June 21 and August 17, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

5. Approval of Minutes of June 13, 2023 Shuswap Regional Airport Safety Committee Meeting

Moved: Jaydon Blower

Seconded: John McDermott

THAT: the minutes of the Shuswap Regional Airport Safety Committee Meeting of June 13, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

6. Airport Managers Update

- Terminal Building Tree removal completed by City Staff
- Unauthorized vehicle signage has been installed off airfield side
- Hazard beacon (4x) were reviewed by Inskip, a maintenance and upkeep report provided. Budget to have required work completed in 2023 or 2024
- New runway lights functioning well
- AWAS working
- New complaint form created
- Air Cadets sea-can still not moved, Jayden to follow up
- Rocky Mountain Ranger painted their trailer
- Fuel sales:
 - Jet up possibly a three year high
 - Av Gas down slightly
- Perimeter fencing repaired
- Staked out brushing areas for fall removal

7. Old Business /Arising from minutes

- a) Future lease sites survey - update
 - Rob Niewenhuizen provided an update on progress of Legal Surveys, next step will require a report to City Council to approve new lease lots.
 - Hope to have approvals completed by spring
 - The 2024 includes a request for electrical servicing to new lots
 - Staff will look into gas servicing
- b) Shuswap Regional Airport & Emergency Expo, June 25, 2023
 - John McDermott provided an update on the event
 - Very successful with great attendance
 - Will meet with Shuswap Emergency Program to review and discuss
- c) Skydiving Boogie event, September 1 - 4
 - Jayden Blower provided a summary of the event
 - Very successful, with no concerns or issues

8. New Business

- a) 2024 Budget Review
- Rob Niewenhuizen provided an overview of the proposed draft budget

Moved: Rhona Martin

Seconded: John Hansen

THAT: the Airport Operations Committee supports the proposed 2022 Shuswap Regional Airport Budget as presented.

9. Other Business &/or Roundtable Updates

- Runway repaving closure - Financial relief for airport businesses affected by the closure; City staff were in contact with Rick Scott NOVA, process would be to write a letter/email requesting relief to City Council.

10. Next meeting – Wednesday, November 15, 2023

11. Adjournment

Moved: Rhona Martin

Seconded: Hammy McClymont

THAT: the Shuswap Regional Airport Operations Committee Meeting of September 20, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 4:00 p.m.

“R. NIEWENHUIZEN”

Rob Niewenhuizen AScT
Director of Engineering & Public Works

Minutes received as information by Council
on the 14 day of November, 2023