

CITY OF SALMON ARM

Minutes of the **Shuswap Regional Airport Operations Committee** Meeting held in Room 100 at City Hall, Salmon Arm, BC on **Wednesday, June 21, 2023** at 3:00 p.m.

PRESENT:

Rhona Martin	Director, CSRD,
Jayden Blower	Airport Manager
John McDermott	Lakeland Ultralights
Gord Newnes	Pilot/Hangar Owner
Matt Bruemmer in place of Jeremy Neufeld	RAP Attack
John Hansen	Pilot/Hangar Owner
Hammy McClymont	Pilot/Hanger Owner
Darin Gerow	City staff, Manager of Roads & Parks

ABSENT:

Louise Wallace Richmond	Councilor, City of Salmon Arm
Kent Milley	KS2 Management Ltd
Doug Pearce	Salmon Arm Flying Club
Mark Olson	Pilot/Hangar Owner
Robert Niewenhuizen	City staff, Director of Engineering & Public Works,

GUESTS:

The meeting was called to order at 3:06 p.m. chaired by Rhona Martin.

1. **Introductions and Welcome**

Rhona Martin, Director, CSRD
Matt Bruemmer, RAP Attack in place of Jeremy Neufeld

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: Gord Newnes
Seconded: John Hansen
THAT: the Shuswap Regional Airport Operations Committee Meeting Agenda of June 21, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

4. Approval of Minutes of March 22, 2023 Shuswap Regional Airport Operations Committee Meeting

Moved: Jayden Blower

Seconded: Hammy McClymont

THAT: the minutes of the Shuswap Regional Airport Operations Committee Meeting of March 22, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

5. Approval of Minutes of March 14, 2023 Shuswap Regional Airport Safety Committee Meeting

Moved: Jayden Blower

Seconded: Gord Newnes

THAT: the minutes of the Shuswap Regional Airport Safety Committee Meeting of March 14, 2023 be approved as circulated.

CARRIED UNANIMOUSLY

6. Airport Managers Update

- a) Signs installed north side of terminal building informing users not to drive vehicles into the grass area and to clean up after dogs/pets.
- b) Hazard beacon was out, Inskip has since repaired
- c) Underground Fuel Tank removal completed, went smooth.
- d) Runway reconstruction: repair of minor spots are scheduled for June 22, Lights are still not operable and All-Phase will be repairing
- e) 2 incidents were reported, no injuries.
 - Report was made to Transport Canada regarding a landing and take-off while runway was closed.
 - Discussed how the reports to Transport Canada and CADORS occur
 - Minor discussions on the specific incidents
- f) RAP Attack completing a lot of training, due to keeping the helicopter traffic open during paving assisted with Fuel Sales
- g) Delta C Technology sensor testing still ongoing
- h) Internet updated which has disrupted connection between fuel system and security; IP Addresses updated and some still require updating.

7. Old Business /Arising from minutes

a) In-ground Fuel Tank Removal - update

Completed by Webb Construction. Everything went very well and reinstatement works look great. Tanks were removed and disposed of and a Rock-pit was installed to deal with onsite drainage.

7. Old Business /Arising from minutes - continued

- b) New lease lot surveys & hangar development
Not a lot of information to discuss with the absence of Rob N. Survey is in process and the understanding is RFP will be issued once survey has been completed. Questions on hanger utility servicing and timeline were not addressed.
- c) BC Air Access Program - Runway Paving - update
Project completed and runway was opened on June 13. Slight delay in start of project & Equipment breakdowns therefore running past our intended project completion date. Project went very smooth and are very happy with the end product. Future budget, subject to availability, may be used to install thermoplastic runway markings in 2024
- d) 222 SRC Air Cadets seacan - update
New Seacan has been installed. Airport manager has reached out to the cadets to schedule the removal of the existing seacan however has not been successful. Airport manager will continue attempts for the existing seacan removal. Discussions around the Rocky Mountain Ranger Trailer and the current condition
- e) Weather Station Fiber
Conduit was installed by City forces during runway closure. City's IT scheduling installation of the Fiber in the near future.
- f) Land side - dog's signage & unauthorized vehicle signage
Installed the signage north of the terminal building for a total of 3 signs. Looks like they have been working as intended.

8. New Business

- a) Shuswap Regional Airport & Emergency Expo, June 25, 2023

Discussions on event, updates on acts and review of safety plans

9. Other Business &/or Roundtable Updates

NONE

10. Next meeting - Wednesday, September 20, 2023

11. Adjournment

Moved: Hammy McClymont

Seconded: Gord Newnes

THAT: the Shuswap Regional Airport Operations Committee Meeting of June 21, 2023 be adjourned.

CARRIED UNANIMOUSLY

The meeting adjourned at 3:59 p.m.

"R. Niewenhuizen"

Rob Niewenhuizen AScT
Director of Engineering & Public Works

Minutes received as information by Council
on the 10th day of July, 2023