

CITY OF SALMON ARM

Minutes of the **Shuswap Regional Airport Operations Committee** Meeting held in Room 100 at City Hall, Salmon Arm, BC on **Thursday, June 19, 2025** at 3:00 p.m.

PRESENT:

| | |
|-------------------------|----------------------------------------------------|
| Louise Wallace Richmond | City Councilor |
| Rhona Martin | CSRD |
| John McDermott | Lakeland Ultralights/Hangar Owner |
| Steve Genn | Salmon Arm Flying Club |
| Jayden Blower | Airport Manager |
| Hammy McClymont | Pilot/Hanger Owner |
| Corey Harris | City Staff, Supervisor of Fleet & Facilities |
| Rob Niewenhuizen | City Staff, Director of Engineering & Public Works |

ABSENT:

| | |
|----------------|--------------------------------------|
| Jeremy Neufeld | RAP Attack |
| Doug Pearce | Salmon Arm Flying Club |
| John Hansen | Pilot/Hanger Owner |
| Darin Gerow | City Staff, Manager of Roads & Parks |

The meeting was called to order at 3:00pm p.m.

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: Louise Wallace Richmond

Seconded: Jayden Blower

THAT: the Shuswap Regional Airport Operations Committee Meeting Agenda of June 19, 2025, be approved as circulated.

CARRIED UNANIMOUSLY

4. **Approval of Minutes of March 20, 2025, Shuswap Regional Airport Operations Committee Meeting**

Moved: Rona Martin

Seconded: Jaden Blower

THAT: the minutes of the Shuswap Regional Airport Operations Committee Meeting of March 20, 2025, be approved as circulated.

CARRIED UNANIMOUSLY

5. Airport Managers' Update

- a) Fuel system maintenance, filters and batteries
- b) AWAS – more detail below
- c) Windsock replaced, approx. every three years or as needed
- d) Reviewed the Emergency Response Plan with City's Safety Coordinator (will plan for a more thorough review next year)
- e) Sky Diving Boogie May long weekend event went well, no incidents, poor weather conditions contributed to a poor attendance
- f) Bushing completed by City staff
- g) Rekon Solutions Inc, completed a Drone survey of RWY approach tree encroachments, reviewing the results to determine the next steps
- h) Equipment shed repairs, new water heater installed
- i) Graded and rolled old taxiway Bravo in preparation for Airport Appreciation Day this weekend
- j) New entrance sign in place
- k) RCMP tactical unit event is being planned for this fall, proposal and liability insurance to follow

7. Old Business /Arising from minutes

- a) Airport Weather Station, AWOS, currently not in operation, sent components to Supplier OSI for repair. If the old circuitry (circa 2012) cannot be fixed, we may need to budget for full replacement in 2026.
- b) Steve Genn provided an update on this year's Airport & Emergency Expo, June 22, 2025.

8. New Business

- a) Fire Season preparedness, all systems (fuel, etc) are operational. No concerns.
- b) New Lease Lot servicing update, servicing plans prepared by Gentech Engineering have been submitted to both Fortis Gas and BC Hydro, still waiting for their approvals. Once received servicing will be initiated, also a report to City Council will be prepared seeking authorization to release the new lease lots for development.

9. Other Business &/or Roundtable Updates

- a) Lease & rental rates were discussed, last market value appraisal completed by Suncorp in 2021.
- b) RWY Restricted Approach, Op Spec, local pilots are currently working on options, indication that they will share the results with the airport management.

10. Next meeting – September 18, 2025

11. Adjournment

There being no further agenda items, this meeting of the Shuswap Regional Airport Operations Committee is adjourned.

The meeting adjourned at 3:45 p.m.

Rob Niewenhuizen, Director of Engineering & Public Works