

**COLUMBIA SHUSWAP REGIONAL DISTRICT  
REVELSTOKE AIRPORT MANAGEMENT COMMITTEE**

Minutes from a meeting held May 6, 2009  
In the Terminal Building at the Revelstoke Airport

PRESENT: Chair:	Loni Parker	(Electoral Area 'B')
	David Raven	(City of Revelstoke)
	Ken Kushner	(Airport Users Representative)
	Ed Wozniak	(Airport Manager)
Staff:	Doug Dymond	(Manager, Works Services)
	Gary Holte	(Deputy Manager, Works Services)
	Carolyn Black	(Recording Secretary)
Guest:	* Rob Girard	(City of Revelstoke Fire Chief)

\*part of meeting only.

The meeting was called to order at 10:00 AM.

**ADOPTION OF  
MINUTES**

M/S Ken Kushner/David Raven THAT:  
the minutes of the May 9, 2008 Revelstoke Airport Management Committee meeting be adopted.

CARRIED

M/S David Raven/Ken Kushner THAT:  
the minutes of the August 28, 2008 Revelstoke Airport Management Committee meeting be adopted.

CARRIED

**AIRPORT MANAGER'S  
REPORT**

The Airport Manager advised that 2008 had been a busy year with few incidents. Highlights included the installation of a new roof on the hangars, an inspection with Transport Canada to commence the process of certifying the airport for scheduled service (currently on hold), tree removals, painting of runway & taxiway markings and increased snow removal provisions.

The Airport Manager indicated that there were two near misses which involved vehicles being on the tarmac. This issue has discussed and a plan is being implemented to address traffic and airport security.

Water service continues to be problematic and an upgrade is recommended.

A copy of the Airport Manager's report will be forwarded to Committee members.

WATER SERVICE  
UPGRADE

The Manager, Works Services advised that the airport property is within the City of Revelstoke and receives City water but that the water line from the Williamson Lake boundary is substandard and needs an upgrade. In addition, a hydrant would be beneficial as the existing standpipe is not capable of meeting fire flows nor is it capable for connection to an emergency fire vehicle.

M/S Ken Kushner/Ed Wozniak THAT:

A letter be sent to the City of Revelstoke requesting that the water service to the Revelstoke Airport be upgraded.

CARRIED

Director Raven suggested that an engineering study may be necessary to determine the costs of extending the water service to the airport.

M/S David Raven/Ken Kushner RECOMMEND THAT:

The Columbia Shuswap Regional District and the City of Revelstoke share the cost of a feasibility study for the extension and upgrade of the water system to the Revelstoke Airport.

CARRIED

FIRE TRUCK



The Manager, Works Services, the Airport Manager and Chief Girard have discussed the possible location of one fire apparatus in the truck bay at the airport terminal. This would provide an opportunity for enhanced response to properties at and beyond the airport. Upgrades to the bay, such as door replacement, alarm installation, etc., would have to be accomplished prior to occupancy, and all agreed that the situation would be beneficial to all parties. Chief Girard will measure the bay and advise of the necessary upgrades, etc. At that time, terms and conditions of tenancy will be discussed and an agreement will be drafted by the Regional District. It is anticipated that occupancy could commence in the Fall of 2009.

The Committee expressed concern about vehicular access through the airport via the equestrian centre area and BC Hydro properties. Director Parker suggested that the Regional District send a letter to BC Hydro requesting their assistance in restricting of vehicular access to airport property.

2009 BUDGET

The Manager, Works Services provided a brief overview and highlights of the 2009 budget. Amongst the highlights are the increased maintenance levels to address enhanced snow removal requirements and the inclusion of \$25,000 for an operations manager. The latter will be delayed until ski hill demands increase to justify the position. The reserve is currently \$536,000.

CANADIAN  
HELICOPTERS SOIL  
REMEDICATION

The Manager, Works Services provided an update on the contaminated soil issue and advised that Canadian Helicopters requested another opportunity to test the soil prior to making arrangements for removal from the site. This testing took place in early April 2009 and the Regional District will request a copy of the test results and will follow up accordingly.

HANGARS

The Committee was reminded that T-hangar leases have been renewed for one-year and that the rates will need to be reviewed prior to expiry in March 2010. Lease terms from other airports will be sought and used to compare and establish new rates.

The Regional District is in receipt of a request from Glacier Helicopters for the installation of a hangar for its use. The Committee were advised that the former Highland Helicopters building may be available for sale.

BUILDING CANADA  
FUND

The Manager, Works Services suggested that consideration be given to the construction of a new terminal building which could include rental hangars, service centre and/or passenger handling facility. There may be the opportunity for 66% funding through the Building Canada program allowing for a facility costing approximately \$1.5 Million (1/3 funding from the Airport reserve). Contingent on new facilities at the airport is the construction of a new water main to service the airport. The first priority is to determine the cost of the watermain and cost implications of this infrastructure to the airport.

REQUEST FOR  
SPONSORSHIP

The Regional District is in receipt of a request for sponsorship from Mr. Chris Weicht for a presentation detailing early flight in BC. The presentation will be orchestrated by the Revelstoke museum and the sponsorship will be to offset the costs of accommodation and meals. The presentation is expected to be scheduled for early June.

M/S David Raven/Ken Kushner THAT:

The Revelstoke Airport provide sponsorship in the amount of \$350 towards Mr. Chris Weicht's presentation in Revelstoke of early flight in BC.

CARRIED

The Manager, Works Services agreed to enquire whether the presentation could be delayed and held during Revelstoke's homecoming event.

ANNUAL FLYING  
CLUB "FLY IN"

The Revelstoke Flying Club requested permission to use the Revelstoke Airport for its annual Fly-In and Vintage Car Show event.

M/S David Raven/Ken Kushner THAT

the Revelstoke Flying Club be authorized to hold the annual Fly-In/Vintage Car Show at the Revelstoke Airport on June 7, 2009 subject to all liability insurance requirements being in place and co-ordination of the event with the Airport Manager.

CARRIED

ADJOURNMENT  
11:45 AM

M/S Ken Kushner/David Raven THAT:  
the meeting be adjourned.

CARRIED

CERTIFIED CORRECT

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CHAIR