

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

Minutes from a meeting held November 17, 2010  
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: Gary Holte (Manager, Environment & Engineering Services)  
Carolyn Black (Office Co-ordinator, Environment & Engineering Services)

The meeting was called to order at 1:00 PM.

ADOPTION OF MINUTES M/S Ken Kushner/David Raven THAT:  
the minutes of the September 14, 2010 Revelstoke Airport Management  
Committee meeting be adopted.  
CARRIED

AIRPORT MANAGER'S REPORT The Airport Manager provided a brief report on recent activities advising that  
the soil remediation project will not be completed now until the Spring 2011  
and that the Forestry tanker base pad improvements have commenced.

The Airport Manager also advised that works have not yet commenced on  
the weather system and web cams (NAV Canada) although a phone line  
has been installed for the project.

The survey of site dimensions and flight way obstacles have been  
completed which is a component of the LNAV approach project.

Quotations were sought from two qualified proponents for a development of  
a plan for and permit application to conduct vegetation brushing in the  
riparian area.

M/S Ken Kushner/David Raven RECOMMEND THAT:  
The proposal from Keefer Associates for the application for planning and  
permit application for vegetation brushing in the riparian area at the  
Revelstoke airport in the amount of \$5,700 plus applicable taxes be  
accepted, and the 2011 budget for this project be set at \$9,000 in case an  
Environmental assessment is required.

CARRIED

BUDGET CONSIDERATIONS The Manager of Environmental and Engineering Services presented a list of  
anticipated capital expenditures for the next 3 years which were discussed  
and revised.

BUDGET  
CONSIDERATIONS  
(cont.)

M/S David Raven/Ken Kushner RECOMMEND THAT:  
The following list of budget items be included in the CSR D's 5 Year  
Financial Plan:

2011

- Final payment for Selkirk Tangiers building 38,000
- Construct turning radius at the end of runway 12 147,000
- Develop safety manual system 20,000
- Vegetation Permit application\$9,000Vegetation Brushing (riparian area) 10,000
- Removal of approach obstacles (Crown land) 10,000
- Entrance gate relocation & card swipe system 22,000
- LNAV completion 12,000

2012

- 50% of detailed design for water main extension 5,000
- Airport's share of water main extension project 57,000

2013

- Runway widening 250,000

CARRIED

REVELSTOKE  
EMERGENCY  
PROGRAM

The Revelstoke Emergency Program has submitted an expression of interest in a possible lease arrangement for the upstairs area of the terminal which includes proposed improvements to the office space by the lessees.

M/S David Raven/Ken Kushner THAT:  
in principle, the Revelstoke Airport Management Committee supports the lease of the vacant portion of the top floor of the airport terminal building for use as an EOC for the Revelstoke and Area Emergency Management Program.

CARRIED

SELKIRK TANGIERS  
BUILDING

Purchase details will be finalized for the Selkirk-Tangiers building; the CSR D is waiting for the legal papers. Once the purchase is complete, the building should be offered for lease to lessees for airport-related use.

M/S Ken Kushner/David Raven THAT:  
a request for Expressions of Interest for lease of the Selkirk-Tangiers building for airport-related uses be issued once transfer of the building to the CSR D is finalized.

CARRIED

LNAV UPDATE

The Committee was in receipt of a correspondence from Direct Approach Consulting Ltd. advising that works on the LNAV are progressing well.

FUEL TENDER

The Manager, Environment & Engineering Services advised that the City of Salmon Arm has not yet provided the CSR D a copy of the Tender; the City of Salmon Arm Airport and the Revelstoke Airport are collaborating on a joint Tender for fuel provision. The Airport Manager will ensure that the fuel tanks are full before the end of the year and CSR D staff will issue a tender for fuel supply either on its own or in conjunction with the City of Salmon Arm in the near future.

NEXT MEETING            The next meeting will be held on February 1, 2011.

ADJOURNMENT            M/S Ken Kushner /David Raven THAT:  
1:50 PM                    the meeting be adjourned.

CARRIED

CERTIFIED CORRECT

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CHAIR