

SOUTH CARIBOO REGIONAL AIRPORT COMMISSION MINUTES

June 13, 2024

A meeting of the South Cariboo Regional Airport Commission was held on June 13, 2024 at 12:30 p.m. at the South Cariboo Regional Airport in 108 Mile, BC.

Present: Chair Al Richmond; Commissioners Margo Wagner, Eric de Vries, Maureen Pinkney, and Larry Davis

By phone: Commissioner Les Kallos

Staff: Darron Campbell, Manager of Community Services; Ross Donahue, Airport Manager.

Meeting Called to Order

Res. A Moved Commissioner Wagner; Seconded Commissioner de Vries:

“That the agenda items be accepted for consideration.”

Carried Unanimously

Election of Chair and Membership Appointments

First call for nominations by the Manager of Community Services for the position of Chair of the South Cariboo Regional Airport Commission for the year 2023. Commissioner Richmond was nominated for the position of Chair.

Second call for nominations.

Third and final call for nominations.

There being no further nominations, Commissioner Richmond was declared the Chair of the South Cariboo Regional Airport Commission for the year 2024

Res. B Moved Commissioner Wagner; Seconded Commissioner Pinkney:

“That Commissioner Richmond be appointed to the position of Chair of the South Cariboo Regional Airport Commission for the year 2024. Further, that Directors Al Richmond, Margo Wagner, Eric de Vries, and Maureen Pinkney and members-at-large Les Kallos, Larry Davis and Greg Atherton be appointed to the commission.”

Carried Unanimously

Review of Last Meeting's Minutes

The minutes of the last commission meeting were reviewed.

Res. C Moved Commissioner Davis; Seconded Commissioner Kallos:

"That the Minutes of the South Cariboo Regional District Airport Commission meeting held April 13, 2023 be received."

Carried Unanimously

Airport Manager's Report for 2023 and spring 2024

Res. D Moved Commissioner Wagner; Seconded Commissioner Davis:

"That the Airport Manager's verbal report and the email correspondence regarding aircraft utilizing non-runway, grass areas of the airport be received. Further, that pilots requesting to use unmaintained grass areas for landing and take-off be advised that they do so at their own risk and pilot discretion and the Regional District accepts no responsibility or obligation for the suitability of these unmaintained areas for aircraft movements.

Carried Unanimously

Res. E Moved Commissioner de Vries; Seconded Commissioner Pinkney

That purchase and installation of a Canadian In-Flight Information Broadcasting (CIFIB) ADB-S transmitter be approved for 2024 at a cost of up to \$5000 for initial purchase and set-up and \$2,000 per year thereafter. And further that the appropriate signatories be authorized to enter into the required Site Licence Agreement with the CIFIB Association.

2024 Business Plan Goals Update

The status of business plan goals for 2024 was reviewed.

Res. F Moved Commissioner Kallos; Seconded Commissioner Wagner:

"That, if possible, the approach and departure instrument procedures be redesigned to avoid known obstacles and enable the procedures to be republished in the Canadian Air Pilot guide."

Carried Unanimously

Adjournment

Res. G

Moved Commissioner de Vries; Seconded Commissioner Davis:

“That the meeting of the South Cariboo Regional Airport Commission be adjourned at 1:32pm, June 13, 2024.”

Carried Unanimously

Certified Correct:

Al Richmond, Commission Chair