



**MINUTES**  
**CITY OF MERRITT**  
**AIRPORT ADVISORY COMMITTEE**

Thursday, October 15, 2020  
10:00 A.M.  
COUNCIL CHAMBERS, CITY HALL  
2185 Voght Street  
Merritt, B.C

**PRESENT:**                **Geoff Scholtens**  
                              **Rae Robinson**  
                              **Ian Gordon**  
                              **Kurt Christopherson**  
                              **Doug Hamerton**

**REGRETS:**             **Ron Klaus**  
                              **Gelina Gillas**

**IN ATTENDANCE:**    **Mr. S. Smith, Chief Administrative Officer**  
                              **Andrea Clayards**  
                              **Mr. G. Lowis, Director of Corporate Services**  
                              **Mr. C. Henderson, Superintendent of Public Works**  
                              **Councillor T. Luck**

**1.     CALL TO ORDER**

Chair Christopherson called the meeting to order at 10:03AM

**2.     ADOPTION OF MINUTES**

**2.1    Airport Advisory Committee Minutes - March 6th, 2020**

2020AAC-02-01

***THAT the Minutes of the Airport Advisory Committee held on March 6th, 2020 be adopted.***

Absent (3): Ron Klaus, Gelina Gillas, and Kurt Christopherson

**Moved, Seconded, CARRIED**

3. **GENERAL MATTERS - Delegations and Recognitions**

Nil

4. **UNFINISHED BUSINESS**

Nil

5. **NEW BUSINESS**

**5.1 Discussion of Committee Mandate**

*To be led by Chair Christopherson*

Christopherson led discussion on committee work sessions and meetings and proper committee processes and mandates and moving forward.

**5.2 Committee Recommendations to Council**

Committee discussed the suggestion from the work session of seeking BCAC membership, and confirmed this was the \$500 annual membership that was being suggested.

Committee considered lease agreements and the City's vision to grow the airport, and the role T Hangers could play in that.

The state of fencing and lighting at the airport was discussed, along with the need for a comprehensive plan. The recommendation was altered to remove a reference to a specific date, to make it a request to have a council plan to move forward, knowing that future grant opportunities will exist on an annual basis. The airport has been awarded money for this before which was taken back due to the project not being performed.

The committee discussed how fuel pricing is set, how it could be used to promote a destination, and the infrequency with which it is currently purchased compared to staff time needed to change prices.

2020AAC-02-02

***THAT the Committee recommend to Council that the City become members of the BCAC in order to promote the airport and land lease opportunities***

Absent (2): Ron Klaus, and Gelina Gillas

**Moved, Seconded, CARRIED**

2020AAC-02-03

***THAT the Committee recommend to Council that it direct the Committee to develop a plan for the rental of T hangars***

Absent (2): Ron Klaus, and Gelina Gillas

**Moved, Seconded, CARRIED**

2020AAC-02-04

***Recommend to council that City develop a fencing/lighting plan at the Merritt Airport to facilitate potential future grant applications.***

Absent (2): Ron Klaus, and Gelina Gillas

**Moved, Seconded, CARRIED**

2020AAC-02-05

***THAT the Committee recommend to Council that it direct the Committee to develop a policy for airport fuel pricing***

Absent (2): Ron Klaus, and Gelina Gillas

**Moved, Seconded, CARRIED**

### **5.3 Operational requests**

For the information of Council, the Committee has provided the following comments regarding airport operations:

- Request that staff build a small enclosure around the card reader at the gas pump
- Request staff to provide an organization chart and contact info for the airport.
- Thank the City for the excellent job done in the area of crack sealing and

line painting. Request that this be an annual activity.

- Request that picnic tables be installed at the airport.

The committee discussed the request around the card reader, noting that this is for a small box as the current velcro does not keep out dust.

The committee discussed the need for improved information at the airport about who to contact in the event of safety issues.

The committee discussed the crack sealing and line painting, and the committee commended Mr. Henderson's team for the work done.

Mr. Smith provided a brief update on the proposed siting of bulk water and sewage disposal systems near the airport, and discussed issues around runway access from the west side.

The next work session was set for Tuesday October 20th at 10am at the airport.

6. **TERMINATION OF MEETING**

Chair Christopherson declared the meeting ended at 11:36 AM.

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Corporate Officer

Sean Smith

Certified correct in accordance with Section 124(2) (c) of the Community Charter

Confirmed on the \_\_\_\_ day of \_\_\_\_, 20\_\_

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Mayor

Linda Brown