

MINUTES OF THE FOOTHILLS REGIONAL AIRPORT BOARD

June 13, 2024, 1:00 p.m.
Foothills County Administration Office
309 Macleod Trail South – High River

Present: Deputy Reeve Don Waldorf, Chair
Councillor Rob Siewert
Richard Pittet
Myron Stadnyk

Absent: Dennis Fox

Administration: Legislative Services Assistant Krista Conrad
Manager of Parks & Recreation Jeff Porter
Airport Manager Pedro Hernandez

1. **CALL TO ORDER**

The Foothills Regional Airport Board met on June 13, 2024 at 1:00 p.m.
Chair D. Waldorf called the meeting to order at 1:01 p.m.

2. **ADOPTION OF AGENDA**

RESOLUTION: 48

Moved by: Myron Stadnyk

That the agenda of the June 13, 2024 Foothills Regional Airport Board meeting be adopted as amended to remove item 8.2 - Sublease Application - Lot P23.

CARRIED

3. **MINUTES OF PREVIOUS MEETING**

3.1 Foothills Regional Airport Board Minutes - May 9, 2024

RESOLUTION: 49

Moved by: Myron Stadnyk

That the minutes of the May 9, 2024 Foothills Regional Airport Board meeting be accepted as presented.

CARRIED

7. AIRPORT MANAGER REPORT

7.1 Airport Manager Monthly Update Summary

P. Hernandez provided the following operational updates:

- It is currently grass-cutting season, which was previously done by volunteers.
- There have been complaints about roads: Spitfire, Hurricane and Lancaster. These roadways need to be graded.
- Murray's Aircraft Repair provided proof of payment for the grass parking area facing south of its hangar.
- There was an inquiry for a lot sale, which was forwarded to Richard Pittet.
- An aircraft involved in a collision will be removed from the airport property.
- The parked plane in the grass at C-FOYW has been removed and the owner will no longer be paying parking fees. Payment via cheque will be given to Foothills County.
- The fly-in event was successful, with no incidents to report.
- During the sailplane practice/competition at CU-NIM airport on May 21, 2024, two sailplanes had to land in High River. One was helped out of the grass, the other was pulled by the owner into the main apron for pick-up. The airport assisted in opening the gate for the trailers to load up and provided guided instructions for manoeuvring within the apron.

RESOLUTION: 50

Moved by: Myron Stadnyk

That the Board accept the Airport Manager's report for information.

CARRIED

8. **BUSINESS**

8.1 Land Use Bylaw Update

D. Waldorf provided an update regarding Foothills County Council's approval of the Land Use Bylaw for Direct Control District #5 and updates to the airport land use in the County's Land Use Bylaw. Storage of personal and non-aviation items will be approved in hangars only when an airworthy aircraft is stored within the hangar.

8.3 187 Foothills RCACS Hangar - Request for Support

RESOLUTION: 51

Moved by: Myron Stadnyk

That the Board provide a letter of support to the 187 Foothills RCACS Squadron Sponsoring Committee for its application for a Site Specific Amendment and subsequent Development Permit update.

CARRIED

8.4 Tenant Open House

The Board will work toward hosting an open house for airport tenants in the fall.

8.5 Alberta Air Tours and Camrose Municipal Airport Fly-In Review

R. Pittet provided an update on the fly-in event, which he said was successful despite many pilots not participating as planned due to the weather. There were many people in attendance at the airport.

R. Pittet and D. Waldorf visited the fly-in event in Camrose and brought ideas and feedback from the event back to the board. There is the possibility of making an annual fly-in event at the Foothills Regional Airport successful with proper advertising, support, and resources.

J. Porter stated events are possible but there is a timeframe that must be followed in order to obtain permits and operate within the proper processes with the County.

8.6 Snow Removal and Grass Maintenance Proposal

R. Pitter reported grass maintenance at the airport includes all grassy areas that are not immediately adjacent to runways, such as berms and entrances to airport hangars. One of the airport tenants has volunteered to cut grass and has put in 18-20 hours of mowing within one week. When he trimmed around runway lights, he noted many gopher holes and perhaps evidence of badgers. The concern is when the mower hits a gopher or badger mound it is hard on the blades.

J. Porter informed the Board the Foothills Flying Club has typically handled mowing in lieu of the Board charging for parking on-site.

R. Pittet shared the Foothills Flying Club had been parking its Cherokee 180 plane on the apron, but it is now being housed in a hangar, so there is no longer a deal in place for mowing.

J. Porter shared there are approved products that can be used for rodent control to mitigate high populations of gophers at the airport, but it could be in the neighbourhood of \$10,000 and is not a budgeted item for the Board, which has some significant expenses.

8.7 Incremental Revenue Opportunities

D. Waldorf provided a summary of potential revenue opportunities discussed to-date, including fuel charges and fees for hangar renters.

R. Pittet stated the largest potential revenue opportunity will be to continue to lease new lots, which generates revenue for Airport Board and taxes for Foothills County. He shared that neighbouring airports are actively marketing their lots for sale or rent, but Foothills Airport has taken a passive approach in the past and allowed people take the lead. He said the Board should consider actively marketing hangars and lots through online sites like Kijiji, aviation magazines, and other means.

J. Porter informed the Board there are currently nine "P" lots and three "C" lots available. There are more "C" lots zoned, but they do not have access or services in place yet. All "P" lots have gas and power. J. Porter and R. Hammond will be meeting to discuss the best approach.

R. Siewert shared the County has previously been passive in marketing available lots for sale in Cayley, but with more active marketing over the past couple of months more lots have been sold. He said active marketing

is key, and getting lots developed and ready for sale is necessary as lot sales and fees are the primary income for the Board.

J. Porter recommended the Board look at its current infrastructure and identify needs such as parallel taxiways and development of current taxiways prior to investing in development and service of additional lots.

8.8 Road Maintenance - Lancaster Way, Spitfire Way, Hurricane Way

RESOLUTION: 52

Moved by: Richard Pittet

That the Board submit a letter to Foothills County to request maintenance of Lancaster Way, Spitfire Way, and Hurricane Way.

CARRIED

8.9 Foothills Regional Airport Signage Update

J. Porter informed the Board he received confirmation of the official name change for the airport with Corporate Registries, so the County will be replacing the current sign at the airport, including information that is currently listed and revamping the signage. He asked the Board to provide any ideas on what should be included on the entrance sign.

R. Pittet inquired as to whether it would be possible to have highway signs on Highway 2 indicating where the airport is located.

J. Porter stated the request could be made to Alberta Transportation, and he would work with the Public Works department to see whether obtaining airport signs would be possible.

8.10 Noise Abatement Options

R. Pittet shared that with an uptake in traffic at airport there have been observations made by are landowners regarding noise. He said it is important to identify what the airport can control with tenants versus pilots arriving from other areas. He reached out to contacts and learned Transport Canada has no interest in managing noise abatement.

R. Pittet conducted research and found an airport similar in size to Foothills Regional Airport is Cooking Lake, and reached out to them to

learn about noise abatement techniques in place. One option would be marking noise-sensitive areas, which pilots are not to fly over at less than 1,000 ft. elevation. These areas would have to be included in the Canada Flight Supplement so pilots are aware.

P. Hernandez shared concerns with restricting flight patterns, stating some pilots will not follow altitude rules and that is difficult to control. He said if area residents learn that complaints lead to restricted air space, more complaints may be received and the airport would become difficult to navigate. He requested a study of decibel levels be conducted to determine whether airport noise is excessive.

J. Porter said he would reach out to the Foothills County enforcement department to see if they have decibel meters that could be used to monitor the noise levels at the airport.

D. Waldorf suggested the Board continue monitoring the situation and see whether anything changes.

9. ACTION ITEMS

9.1 Updated Action List

The Board reviewed the Action List and provided updates on the following items:

- procurement - ongoing
- transferring reserves - ongoing
- paving assessment - will be done again this year by J. Porter and M. Gallant or a contractor. There have been some comments made regarding patching done in 2023 and if it can be done without the little rocks this year. There were many issues with heat in 2023 and hopefully this year will be more successful
- lot prices and planning - ongoing
- development permit process for the airport - moving forward in conjunction with changes made to the Land Use Bylaw
- runway LED replacement - to be discussed in closed session

- equipment storage - ongoing - will need to investigate what is needed on-site and which equipment could become part of Foothills County's inventory

11. CONFIDENTIAL CLOSED MEETING

RESOLUTION: 53

Moved by: Myron Stadnyk

That, in accordance with Section 197(2) of the Municipal Government Act and Section 17 of the Freedom of Information and Protection of Privacy Act, the Foothills Regional Airport Board move into Closed Session to deal with Airport Runway Lighting Project as per Section 23 of the FOIP act at 2:31 p.m.

CARRIED

11.2 Foothills Regional Airport Runway Lighting Project - FOIP s. 23

RESOLUTION: 54

Moved by: Myron Stadnyk

That the Board return to its open meeting at 3:03 p.m.

CARRIED

12. NEXT MEETING DATE

The next meeting of the Foothills Regional Airport Board will be held on September 12, 2024 at 1:00 p.m.

13. ADJOURNMENT

D. Waldorf adjourned the Foothills Regional Airport Board meeting of June 13, 2024 at 3:06 p.m.