

FOOTHILLS REGIONAL AIRPORT ADVISORY COMMITTEE

March 26, 2026, 1:00 p.m.
Foothills County Administration Office
309 Macleod Trail South – High River

Attendees: Reeve Rob Siewert
Councillor Benita Estes
Richard Pittet
Pedro Hernandez
Dennis Fox

Administration: CAO Ryan Payne
Legislative Services Assistant Garity Stanley
Manager of Parks & Recreation Jeff Porter
Manager of Finance Disha Joshi

1. **CALL TO ORDER**

J. Porter called the meeting to order at 1:08 p.m.

2. **WELCOME TECHNICAL ADVISORS AND INTRODUCTIONS**

The Foothills Regional Airport Advisory Committee welcomed technical advisors and provided introductions.

3. **ADDITIONS TO THE AGENDA**

That the nomination of the Chair and Vice-Chair be added to the March 26, 2026 agenda.

RESOLUTION: 01-26

Moved by: R. Siewert

4. **Nomination of Chair & Vice-Chair**

Director of Parks & Recreation J. Porter called for nominations for the Foothills Regional Airport Advisory Committee Chair.

R. Pittet nominated P. Hernandez. P. Hernandez accepted the nomination for chair.

Councillor Siewert nominated Councillor Estes. Councillor Estes accepted the nomination for chair.

No other nominations were received.

P. Hernandez removed his name from the nomination for chair.

Councillor Estes was acclaimed chair of the Foothills Regional Airport Advisory Committee.

Councillor Estes took over chairing the meeting.

Councillor Estes called for nominations for the Foothills Regional Airport Advisory Committee Vice-Chair.

Councillor Siewert nominated P. Hernandez as vice-chair. P. Hernandez accepted the nomination for vice-chair.

No other nominations were received.

P. Hernandez was acclaimed vice-chair of the Foothills Regional Airport Advisory Committee.

5. ADOPTION OF AGENDA

RESOLUTION: 02-26

Moved by: R. Siewert

That the agenda of the March 26, 2026 Foothills Regional Airport Board meeting be adopted as circulated. Rob

CARRIED

6. MINUTES OF PREVIOUS MEETING

R. Siewert inquired about page 7 of the minutes, whether the minutes should state "recess" rather than "reconvened," and the order of the items. Administration will investigate this.

6.1 Foothills Regional Airport Board Minutes - February 10, 2025

RESOLUTION: 03-26

Moved by: R. Siewert

That the minutes of the February 10, 2025, Foothills Regional Airport Board meeting be postponed until the next meeting.

CARRIED

7. BUSINESS AND AIRPORT MANAGER REPORT

7.1 Runway Lighting Project

An upgrade was done to the runway lighting system last year. The province and Foothills County Council approved the new installation. As the new lighting was being installed, the old system failed. The timing could not have been better. The project is now in the warranty phase.

P. Hernandez commented that the new lights are working and that the airport is better and safer.

R. Pittet agree with P. Hernandez, noting that this was a significant operation upgrade, and thinks Foothills County should see savings in the difference in bulbs. R. Pittet commented that J. Porter did remarkable work on this project.

Richard noted that Jeff P did remarkable work on this project.

7.2 Pilot Lounge Repairs

J. Porter provided an update on moisture issues in the pilot lounge, which were caused by the original flat-roof design and other identified deficiencies.

A new arched steel roof with a rubber membrane has since been installed over the existing roof structure.

With Council's approval, the water-damaged ceiling materials were removed, including insulation and drywall, to allow the area to dry properly. Mould abatement was completed. All issues have now been remediated, and the necessary repairs have been finalized.

Although this resulted in an unexpected cost for the airport, thanks to Council's support, the required repairs were completed.

7.3 Dissolution Process and Sub-Leases

J. Porter provided an update confirming that the dissolution process has been completed. A bylaw establishing the Foothills Regional Airport Advisory Committee was brought forward to Council.

He advised that sub-leases are being prepared for tenants, and staff are working with members of the tax department to ensure these are distributed to all tenants before summer.

7.4 Airport Maintenance and Plow Truck

J. Porter provided an update noting that, in the absence of dedicated airport maintenance staff, Kanata Aviation was contracted to assist with snow removal at the airport. An older bush truck was transferred from the Foothills Fire Department, refurbished, and repurposed for airport operations. In addition, a new plow was purchased for the truck.

P. Hernandez noted a couple of operational issues, including snow accumulating in the air filter. He suggested that a blower would help clear snow more effectively. He further noted that snow cannot be pushed too close to the runway lights, as this could obstruct them.

7.5 Airport Logo

J. Porter requested that Committee members review the logo options and provide feedback on their preferred selection. Responses will be presented at the next meeting.

7.6 Airport Signage

J. Porter provided an update that the airport signage project has been put on hold due to cost constraints. In the meantime, they will explore purchasing stickers for the existing sign.

R. Pittet suggested that business advertising could be placed around the airport sign to assist with cost recovery.

7.7 Tenant Meeting

J. Porter noted that they have not held a tenants meeting in the last year and thinks it would be a good idea to host one with the changes.

RESOLUTION: 04-26

Moved by: R. Pittet

That R. Pittet and administration work together to coordinate dates for a future tenants meeting.

CARRIED

7.8 Airport Lot Sales and Fire Protection Reservoir

J. Porter reported that lot sales have ceased due to the need for firewater at the airport.

Council approved the building of a reservoir at the airport this fall, which will allow fire protection for the airport and the surrounding area.

Work will be done by Foothills County with a completion date of Fall 2026.

R. Pittet recommended that sales with advice of permitting be issued after the completion of the project.

RESOLUTION: 05-26

Moved by: R. Pittet

That the Committee recommend to Council that the airport is closed for business contingent on completion of the water reservoir project, and that lot sales resume, with permits being issued after completion of the reservoir project.

CARRIED

7.9 Foothills Flying Club - Annual Fly-In Breakfast Event

RESOLUTION: 06-26

Moved by: P. Hernandez

That Board accept the invitation to the Foothills Fly-In Breakfast as information

CARRIED

8. **ACTION ITEMS**

8.1 Updated Action List

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

- Paving Assessment - in need of a micro seal. We are unable to access the STIPP Grant at this time because the County already

has one for another project. Once complete, they will be able to apply.

- Equipment Storage - ongoing
- Signage - currently on the back burner due to costs. Continue to look at options.
- Noise abatement - Unfortunately, there is nothing that can be done. J. Porter had a discussion with the complainant and noted they are happy with the changes to the flight schools and the airport, with the changes they have made to their flight patterns.
- Marketing Plan - Ongoing
- Parallel Taxiway - Ongoing
- Road Maintenance - Foothills County rebuilt Gordon Jones Way from C1 to C6.
- Transient Ramp Parking - a couple of stalls to be designated

11. NEXT MEETING DATE

The next meeting of the Foothills Regional Airport Board is tentatively scheduled for June 25, 2026 at 9:00 a.m.

12. ADJOURNMENT

That the Foothills Regional Airport Board adjourn the meeting of March 26, 2026 at 2:09 p.m.