

High River Regional Airport Ltd. Board - August 15, 2017

Date : Tuesday, August 15, 2017

Start time : 7:00 PM

Location : 309B Macleod Trail SW, High River, AB T1V 1Z5, Room: LO4/O5

Minutes

PRESENT

Steff Stephansson, Director (for MD of Foothills) - President
Nico Meijer, Director (joint for MD of Foothills and Town of High River) - Secretary
Bill Zurawell, Director (for Town of High River) - Treasurer
Councillor Rick Percifield, Director (for MD of Foothills)
Councillor Michael Nychyk, Town of High River
Ralph Nelson, Director (for MD of Foothills)
Jamie Kinghorn, Director (for Town of High River)

STAFF

Ryan Payne, MD of Foothills
Jennifer Hogan, Recording Secretary

PUBLIC

No members of the public were present.

CALL TO ORDER

The Chairman called the August 15, 2017 Regular Meeting of the High River Regional Airport Board to order at 6:57 p.m. Quorum was met.

Adoption Of Agenda

Resolution #AB20170815.1001

Moved By: Nico Meijer Second By: Jamie Kinghorn

THAT the Board adopt the agenda for the Regular Meeting of the High River Regional Airport Board on August 15, 2017 as amended to include the following:

- Bid for Paving

Carried

Minutes Approval

Resolution #AB20170815.1002

Moved By: Jamie Kinghorn Second By: Councillor Michael Nychyk

THAT the Board adopt the Regular Meeting of the High River Regional Airport Board Minutes for June 13, 2017 as presented.

Carried

Treasury Monthly Report Summary

To provide the Committee with an update and summary on the financial statements for the High River Regional Airport.

- The Board discussed the receivables list and the protocol in regards to money owed.

- The Chairman has contacted the tenant of Lot 41 regarding the availability of Lot 43 however there has been no response. This tenant has a development permit which will expire March 2018.
- A new lawnmower has been purchased and a weed trimmer has been donated along with it.
- It was noted that due to the tie downs, funds will be short later in the year.

Resolution #AB20170815.1003

Moved By: Bill Zurawell Second By: Jamie Kinghorn

THAT the Board Recess the Regular Meeting of August 15, 2017 and move In-Camera at 7:15 p.m.

Carried

Resolution #AB20170815.1004

Moved By: Rick Percifield Second By: Jamie Kinghorn

THAT the Board reconvene the Regular Meeting for August 15, 2017 at 7:17 p.m.

Carried

Resolution #AB20170815.1005

THAT the Board accept the update and summary on the financial statements for the High River Regional Airport as information.

General Updates

To provide an update on the new lot applications, lot transfers, and any other changes at the airport.

- Lot 41 transfer was discussed
- Sale on Lot P19, agreement has been executed
- P6C - no revised site plans
- Revised version provided to N6 tenants

Parking Report

To discuss the status of the following items:

- Aircraft parked
- MD work on leveling off the grass tie down area
- Completion of the ditch

**June 13, 2017
Action List**

To review and discuss the action list and update accordingly.

**Experimental
Aircraft
Association
(EAA) Request to
Place a Bench**

The offer from the EAA to place a bench at the grass area beside the fuel tank now includes a request to place a wind sock on the east end of the runway.

- Installing the bench on August 26, 2017
- This wind sock will be the same size as the current one but will not be lite.
- The Board will provide the set back information to the EAA.

Resolution #AB20170815.1006

Moved By: Rick Percifield Second By: Jamie Kinghorn

THAT the Board provide the EAA with \$1000 from the operational budget to install the wind sock on the east end of the runway.

Carried

**Council & Staff
Information
Package**

To discuss making a presentation to both the Town and MD Councils to increase the understanding of how the airport functions, what it currently contributes to the area and the changes being experienced that will create opportunities to increase contribution to the community and region.

- The Board will plan to present to the Councils as a delegation in November
- Interest in speaking with the economic development manager for the Town

**Gravel Strip
Work**

To provide an update on the grading and other work being done on the gravel strip.

- Target completion is August 26, 2017.
- Will discuss weed control at the airport with the contractor as well.

**PUBLIC
COMMENTS**

There are no public comments.

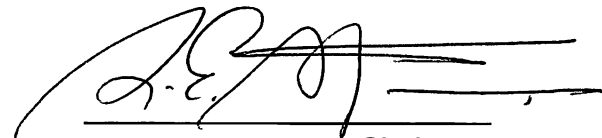
Adjournment

Resolution #AB20170815.1007

Moved By: Jamie Kinghorn Second By: Rick Percifield

THAT the Board adjourn the Regular Meeting of the High River Regional Airport Board for August 15, 2017 at 9:07 p.m.

Carried



Chairman