



-AIRPORT USERS MEETING AGENDA-

Date: Tuesday, April 8, 2025, 4:30 pm
Location: Pamberton & District Community Centre
7390 Cottonwood Street
Pamberton, BC V0N 2L1

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1.	CALL TO ORDER	
	In honour of the Lílwat7ul, the Village of Pamberton acknowledges that we are meeting within the unceded territory of the Lílwat Nation.	
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VILLAGE OF PEMBERTON -AIRPORT USERS MEETING--

Thursday, June 13, 2024, 5:00 pm
Council Chambers, 7400 Prospect Street & Zoom Webinar

STAFF: Elena Aranguren, Deputy Corporate Officer
Gwendolyn Kennedy, Manager, Corporate & Legislative Services

ATTENDEES: Caroline Reimer, Chair
George Vodarek
Robin Brown
Hugh Fisher
Stephen Smith
Ian Porter via Zoom
Travis Smith Via Zoom

A meeting recording was made available to the public on the Village website.

1. CALL TO ORDER

In honour of the Lílwat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lílwat Nation.

I acknowledge the Chair of Generations present in this room, a symbolic reminder of our duty to future generations. May it inspire us to strive for a sustainable and just future for all.

This meeting is a live online Zoom meeting and is being recorded. A link to the recording of the meeting will be available on the Village website.

At 5:00pm Gwendolyn Kennedy called the Airport Users meeting to order.

2. APPOINTMENT OF A CHAIR

Caroline Reimer was appointed Chair.

3. APPROVAL OF THE AGENDA

Participants approved the agenda as presented with the addition of the following items:

- Clubhouse presentation by Travis Smith
- Trees at the east end of the runway

4. INTRODUCTIONS

Meeting attendees introduced themselves.

5. BUDGET

Gwendolyn Kennedy, manager of Corporate and Legislative Services, provided the airport budget to the attendees and invited questions.

Meeting attendees expressed concern that the Village undervalues the airport and is missing opportunities presented by the boom in aviation.

Discussion took place regarding the following:

- Reporting of operating expenses and revenues
- Salary allocation not correctly reflecting actual hours spent by the Village staff on airport management and maintenance
- Airport share of fuel revenue not shown in the budget
- Elimination of tie-down fees for daytime parking
- Commercial planes, such as from flight schools, are not paying landing fees; suggestion that landing fees be eliminated
- Infrastructure concerns; importance of maintaining the airport
- Explore different revenue generation methods
- The group plans to develop recommendations for presentation to Council

Attendees indicated that they wish to meet with Thomas Sikora, manager of Finance, for a more in-depth discussion of the budget at a future meeting.

6. RUNWAY CRACK SEALING

Gwendolyn Kennedy provided an update on the runway crack sealing project. The Village has received a \$108,000 grant from the Province for this project. A NOTAM will be issued on June 26th to close the runway for the morning for inspection. Depending on weather conditions, the closure may last up to a week to complete the project. Airport users will be notified as early as possible.

Discussions took place on the following:

- Scope of work for the project
- Grant opportunities from the Province of British Columbia and the Government of Canada
- Possibility of allocating a portion of the grant funds received to other priorities
- New signage needed
- Perimeter fencing needs repair; risk of wildlife on the runway
- East Taxiway Access Road gate replacement

7. NEW BUSINESS

Airport Clubhouse

Travis Smith presented a plan to relocate the Pemberton Visitors Centre building, which must be removed from its current location by September, to the airport, for use as a clubhouse. This move will add significant value to the airport.

Travis Smith proposed two locations:

1. Location 1: This area is close to the terminal, access to electricity, and offers a good visiting pilot experience. However, the site needs significant fill to bring it above flood construction level.
2. Location 2: The area is situated in the airport's tie-down area. This site would require less work to prepare and is close to the existing tie-downs. However, it faces challenges such as potential flooding, difficulties accessing electricity, and its distance from the terminal, less convenient for access to terminal washrooms.

An alternative location at Rudy's Park near the parking spaces may offer better accessibility and infrastructure, while another option is to position the clubhouse against the terminal fence for closer proximity and convenience.

Key considerations include assessing the cost of the land and availability from the Village of Pemberton, relocation expenses, electrical connections and infrastructure improvements. The next steps involve conducting a feasibility study, cost analysis, stakeholder consultation, and finalizing the most suitable location to enhance the airport's functionality. The group recognized that it may be necessary to store the building pending permanent arrangements

Discussions also covered the issue of flooding, with users indicating they wish more information on factors that affected the flood pattern experienced during the most recent high-water incident. Staff will arrange a meeting with Jonny Cox, Emergency Program Officer, when possible.

Trees at the east end of the runway

Trees on the eastern end of the runway have grown taller and present a hazard to incoming aircraft.

7. TERMINATION

At 6:22pm, Chair Caroline Reimer terminated the Airport Users meeting.

Caroline Reimer, Chair

Gwendolyn Kennedy, Corporate
Officer

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