CITY OF PITT MEADOWS

Minutes of the **AIRPORT ADVISORY** Committee Meeting held on Monday, February 27, 2017 at 7:00 p.m. in the Meadows Room of the Pitt Meadows City Hall, 12007 Harris Road, Pitt Meadows, British Columbia.

PRESENT:

Committee	Johanne Rensmaag
	Twyla Rickman
	Tom Heise
	Jim Clements
	Reg Moen
	Peter Jongbloed
	Bob Meachen
Elected Officials:	Mayor J. Becker
	Councillor B. Bell
	Councillor M. Stark
Staff	K. Zanon, Director of Community Services
	T. Penney, Corporate Officer
Guest	Elvio Pecchia, Airport General Manager & CAO
Regrets	Ron Blakely
Observers	Karen Douglas

Note: In the absence of a chair, the Director of Community Services, Kate Zanon, served to chair the meeting.

The meeting was called to order at 7:00 p.m.

APPROVAL OF AGENDA

MOVED by J. Clements, **SECONDED** by T. Heise,

THAT the agenda for the February 27, 2017 Airport Advisory Committee, be amended to add Greetings and Introductions and approved as amended.

CARRIED.

A. NEW BUSINESS

Introduction – Roundtable.

Greetings and introductions took place with each member providing a brief sketch of their experience and interest in the airport.

1. Election of the Chair and Vice-Chair

1.1 Election of Chair.

Moved by J. Clements and **Seconded** by T. Heise

THAT Reg Moen be nominated and appointed to serve as the PMAAC Chairperson for the first year, ending December 31, 2017.

With Reg Moen accepting the Nomination, the question was called and it was

CARRIED.

Procedural Note: Since it was the first meeting the committee agreed that Ms. Zanon continue to act as the Chair.

1.2 Election of Vice-Chair

Bob Meachen volunteered his name to go forward for Vice-Chair

Moved by J. Clements and **Seconded** by T. Heise

THAT Bob Meachen be appointed to serve as the Vice-Chair for the first year ending December 31, 2017.

The question on the motion was called and the motion was:

CARRIED.

2. Committee Membership Terms and Confirmation of Contact Information.

A list of committee members together with contact information was circulated for review and confirmation for correctness as well as agreement to circulate amongst the committee members. The terms of office for Committee members appointed were identified as follows:

Aviation Experience

Ron Blakely; 3 year term
Tom Heise; 3 year term
Reg Moen; 2 year term
Jim Clements; 1 year term

Interest in the Airport

Johanne Rensmaag; 3 year term
Peter Jongbloed; 2 year term
Twyla Rickman; 2 year term
Robert Meachen; 1 year term

3. Discussion – Committee Member Expectations

An organizational discussion took place respecting members serving on City Committees. Ms. Zanon noted that members of committees are inherently representing the city and its values. She further noted that while democratic debate and conflicting opinions are a part of good governance, any such discussions need to occur in a respectful manner that meets the City standards of professional conduct. Ms. Zanon pointed out that working in this fashion can achieve constructive committee results in putting forward its advice to City Council.

4. Review of terms of Reference.

The Committee took the time to review in detail its terms of reference. There was opportunity for questions and clarification in order to ensure a clear understanding of the committee's purpose and authority.

5. Update of Pitt Meadows Airport Society.

5.1 Visioning

A) A visioning process is intended to take place at the Society's Board level and the Mayor expressed the wish of him and his Council to tap into the resources of this Airport Advisory Committee as one means to ensure that the Community can voice its thoughts into that visioning process. He made reference to a previous report on the airport generally as prepared by InterVISTA's* consulting group that will be useful in terms of its background.

*Note, a consulting group specializing in aviation/transportation and tourism.

B) Land Use planning and zoning processes will form part of the visioning exercise. The intent is to properly engage the community in this exercise and any significant decision-making will be brought forward to this Advisory Committee for guidance and advice.

5.2 Board Appointment Process

This item was for information, no motions were brought forward.

Discussion points included:

a) Increased communication and transparency to assist the community in better understanding the boards decision-making and to assist in obtaining community input into such decisions. In this regard the Airport Managers' presence was noted and he was thanked for his time to attend.

b) Board is presently an interim appointment composed of Mayors of Pitt Meadows and Maple Ridge and two Councillors from each City. The new Constitution and Bylaws provide for composition of permanent Board as:

- Four appointed by Pitt Meadows
- Four appointed by Maple Ridge
- Three appointed by the eight and these three require concurrence by both Councils.

Action item: A copy of the new PMAS Constitution and Bylaw to be sent to the PMAAC.

c) Public attendance and location of Airport Board meetings will be determined. If permitted, the committee members may wish to attend Board Meetings as observers to obtain first-hand knowledge of Board matters.

6. Establishing Meeting Schedule.

MOVED by Bob Mechan, **SECONDED** by Reg Moen,

THAT the list of meeting dates be approved.

- April 24, 2017
- June 26, 2017
- September 25, 2017
- November 27, 2017

CARRIED.

B. ROUNDTABLE

A roundtable opportunity was provided to all committee members to express comments pertinent to the committees business. No decisions were made during this item.

C. COMMENT PERIOD

Karen Douglas addressed the committee regarding governance and airport hangers.

D. OTHER ITEMS

none

E. ADJOURNMENT

MOVED by Tom Heise, **SECONDED** by Reg Moen,

THAT this meeting adjourn; time: 8:48 p.m.

Signed: **Certified Correct:**

Chair

Committee Secretary