

**Lacombe Regional Airport Committee
March 20, 2020**

Call to Order

The meeting of the Lacombe Regional Airport Committee was called to order by Chairman From at 10:12 a.m. on March 20, 2020 in the Lacombe Airport Terminal Building.

Attendees

The following were in attendance.

Cora Hoekstra	City of Lacombe Councillor
Chris Ross	City of Lacombe Councillor
Deb Juch	City of Lacombe, Administrative Rep
Paula Law	Lacombe County Reeve
Jon From	Lacombe Flying Club
Chris Anderson	Lacombe Flying Club
Tim Timmons	Lacombe County, Administrative Rep

Absent

*Additions, Deletions
To Agenda*

None

Agenda

Moved by Mr. Ross that the agenda be approved.

Carried Unanimously.

Minutes

Moved by Ms. Law that the minutes of the December 20, 2019 meeting be approved as presented.

Carried Unanimously.

OLD BUSINESS:

*CAP Grant
Application Update*

Jon From reported that there has been no notice of a decision on the CAP Grant application. Mr. From acknowledged that the COVID – 19 pandemic has likely delayed decision-making, and the process seems to be delayed one month or longer. He advised that the fallback plan, if the application is denied, is to proceed with the seal coat project in 2020.

*DRAFT Revised
Airport Operating
Agreement and
DRAFT Amendment
to the Airport Lease
Agreement*

Ms. Juch presented the DRAFT Revised Airport Operating Agreement (AOA) along with a DRAFT Amendment to the Airport Lease Agreement needed to provide for a new Schedule B (the AOA). The membership agreed that the draft documents appeared to fully meet the prior Committee direction; however, two additional amendments were requested:

1 – Add An Annual Review of the Airport Operating Agreement

Section 17 of the DRAFT Revised AOA to be amended to include, “Review the Airport Operating Agreement at the first meeting of the Airport Committee each year.”

2 – Add An Annual Increase to the County Operating Contribution

Section 9 of the DRAFT Revised AOA to be amended to include a method to periodically increase the County operating contribution, currently \$10,000, to

ensure the contribution keeps pace with inflation. Ms. Law to initiate discussion with County Administration on an amenable method, with information to be forwarded to Ms. Juch so she may prepare the DRAFT AOA for the next Airport Committee review.

Updating of Business and Capital Plans

Mr. From informed the Committee that there has not been progress on the plan to date.

NEW BUSINESS:

None

Next Meeting Date

The next meeting of the Lacombe Regional Airport Committee will be held on Friday, June 19, 2020 commencing at 10:00 a.m. at the Lacombe Regional Airport Terminal Building.

Adjournment

Moved by Mr. Ross that the meeting be adjourned at 10:47 a.m.

Carried Unanimously.