

TERMS OF REFERENCE

Committee Name: Airport Master Plan Technical Advisory Committee (ATAC)

1.0 Committee Mandate

The mandate of the Airport Master Plan Technical Advisory Committee (ATAC) is to provide advice and feedback to the City of Vernon during the development of the Master Plan. The ATAC is not a decision making group.

2.0 Purpose

- 2.1 Provide feedback on key issues during the Airport Master Plan.
- 2.2 Assist with consultation activities and review of the results.
- 2.3 Review and provide feedback regarding Master Plan proposal development concepts and alternatives.
- 2.4 Review and provide feedback on the draft Master Plan and associated studies and documents.
- 2.5 Advise on other related issues, as needed.

3.0 Membership

- 3.1 The ATAC membership is appointed by the Airport Master Plan Staff Advisory Committee.
- 3.2 The ATAC is comprised of a maximum of twelve (12) representatives from key airport stakeholders, the aviation industry, lease holders at the airport and local business. The representatives will be selected to represent one or more of the following sectors. Not all sectors may be represented and Staff Advisory Committee may appoint more than one representative from an individual sector.
 - a) Corporate Aviation
 - b) Aviation Education
 - c) Private Aviation
 - d) Aviation Tourism
 - e) Aviation Related Industry
 - f) Aviation Professionals
 - g) Recreational Aviation
 - h) Land Use Development
 - i) Commercial Air Services
 - j) Aviation Related Businesses

3.3 Staff members that will attend the ATAC meetings, to provide advice, information or other services, include the:

- a) Airport Master Plan project manager
- b) Vernon Regional Airport Manager
- c) Manager, Long Range Planning and Sustainability
- d) Economic Development Planner
- e) Additional staff, as required

4.0 Meetings

4.1 Staff are responsible for setting the meetings and agenda.

4.2 The ATAC will meet as needed based on the completion of project stages, as outlined in Council Report titled Airport Master Plan Planning Process Proposal, dated October 20, 2014.

5.0 Membership

Sector	Member I	Member II
Corporate Aviation	Rob Barnard Manager/Chief Pilot Kal Aviation	Murray Weeks Director of Real Estate and Construction, Kal Tire
Private Aviation	Steve Foord President Vernon T-Hangars Ltd.	
Aviation Related Industry	Robert Gallagher President & Accountable Executive Coldstream Helicopters Ltd	
Recreational Aviation	Rick Thorburn President Vernon Flying Club	
Commercial Air Services	Rod Watt Pilot Canadian Helicopters Ltd.	

Aviation Education	Kathleen Poynton Chief Flight Instructor Full Moon Air Services Inc	Dale Keegstra Manager Aerospace Department Okanagan College
Aviation Tourism	Bret Chalmers Okanagan Skydive	
Land Use Development	Peter Lockhart Downtown Realty Ltd.	
Aviation Related Businesses	Jim Schwerman President. Seaplanes West Inc.	
Staff		
Roy Nuriel	Planning Assistant, Airport Master Plan Coordinator	
Rob Miles	Manager Long Range Planning and Sustainability	
Craig Broderick	Economic Development Planner	
Ian Adkins	Vernon Regional Airport Supervisor	