



**TOWN OF CANMORE  
MINUTES**

Heliport Monitoring Committee Meeting  
Canmore Civic Centre, Council Chambers  
**Tuesday, May 17, 2022, at 6.00 p.m.**

**MEMBERS PRESENT**

Nick Servos	Public Representative (Chairperson)
Frank Liszczak	Public Representative
Richard Berry	Public Representative
Todd Cooper	Alpine Helicopters Representative
Jeff Hilstad	Councillor

**MEMBERS ABSENT**

None

**STAFF PRESENT**

Stephen Hanus	Manager of Facilities
Georgina Parker	Facilities Administrative Assistant (Recorder)

Chairperson Mr. Servos called the May 17, 2022, Heliport Monitoring Committee meeting to order at 6.06 p.m.

**A. CALL TO ORDER AND APPROVAL OF AGENDA**

**Agenda for the May 17, 2022, Heliport Monitoring Committee Meeting**

Committee members unanimously agreed to approve the agenda for the May 17, 2022, Heliport Monitoring Committee meeting as presented.

**B. MINUTES**

Minutes for the November 10, 2021, Heliport Monitoring Committee Meeting attached and approved on November 12, 2021, in compliance with Bylaw 2018-18.

**C. REVIEW OF HELIPORT COMPLAINTS SINCE LAST MEETING**

Mr. Hanus advised there were no new complaints received since the last HMC Meeting on November 10, 2021.

**D. REVIEW OF ALPINE HELICOPTER 2021 OPERATIONS REPORT**

Mr. Cooper spoke to a written report contained in the agenda package. (2021 Annual Report Alpine Helicopters Inc.)

Mr. Cooper spoke to why certain data is considered confidential.

Mr. Hanus confirmed that the 2021 Confidential Information supplied by Alpine Helicopters complies with the Lease requirements.

Moved by Mr. Servos that the Committee agree Alpine Helicopter is operating in accordance with the Conduct of a Helicopter Business as set out in Schedule D of the Heliport Lease that terminated November 30, 2021, and Schedule C of the Heliport Lease Renewal that was initiated on December 1, 2021.

01-2022HMC

**CARRIED UNANIMOUSLY**

Minutes approved by: SH GP

**E. HELIPORT MONITORING COMMITTEE BYLAW 2018-18  
AMENDMENT RECOMMENDATIONS TO COUCIL**

Mr. Hanus discussed the recommended bylaw changes. Mr. Hanus added an additional change to Section 3.2 of the Bylaw that removes reference to Schedule D.

**F. HELIPORT MONITORING COMMITTEE QUESTIONS FOR  
DISCUSSIONS**

Mr. Servos spoke to a written letter contained in the agenda package. (HMC Discussion Points Matrix Feb 2, 2022).

Mr. Hanus confirmed to share all Heliport Complaints including those that do not indicate Alpine is in breach of the Heliport Lease, with the Committee via email as they are received.

**G. OTHER ITEMS**

Mr. Hanus confirmed that the next Heliport Monitoring Committee meeting will be scheduled next year following the submission of the Alpine Helicopter 2022 Operations Report, unless there is a reason to meet sooner.

**H. ADJOURNMENT**

Chairperson Mr. Servos adjourned the May 17, 2022, Heliport Monitoring Committee meeting at 7:44 p.m.

These Minutes confirmed and adopted this 20<sup>th</sup> day of May 2022.

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Stephen Hanus, Manager of Facilities  
Town of Canmore Designate  
*On behalf of the*  
GM of Municipal Infrastructure

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Georgina Parker, Facilities Administrative  
Assistant

Minutes approved by: \_\_\_\_\_ 