



NIAGARA CENTRAL
Airport Commission

October 29, 2020

Dear Sir/Madam:

PLEASE TAKE NOTICE that there will be a meeting of the Niagara Central Airport Commission on **November 12th** at **6:00 p.m.** in the Air Cadet Hall (Hangar 3) at the airport.

If you are unable to attend please contact the airport at 905-714-1000 as soon as possible prior to the meeting.

Yours very truly,

NIAGARA CENTRAL
AIRPORT COMMISSION

MINUTES of the meeting of the Niagara Central Airport Commission held in the Air Cadet Hall (Hangar 3) at the airport on September 10, 2020 at 6:00 p.m.

PRESENT: L. Van Vliet
G. Bruno
J. Larouche
L. Haun
J. MacLellan
A. Moote

representing a quorum of the Commission.

Also in attendance was B. Cullen, Airport Manager and J. Gilbert, Secretary-Treasurer of the Commission.

Leo Van Vliet, Chair, chaired the meeting.

APPROVAL OF AGENDA

Moved by A. Moote and seconded by J. McLellan that the agenda be approved without amendment. Carried.

ADOPTION OF MINUTES OF MEETING OF JULY 8, 2020

It was moved by G.Bruno and seconded by J. MacLellan that the minutes be approved without amendment. Carried.

DELEGATIONS

The Chair invited a community delegation. The sale price of AVGAS at the Niagara Central Dorothy Rungeling Airport, as well as the lack of advertising for the airport was discussed in length. There was also discussion about the potential assembly of an advisory group made up of interested community members. It was moved by L.Haun and seconded by J. Larouche for the approval of an advisory group. Carried.

There were inquiries about the reopening of the administration building. The Chair indicated that at this time the building will remain closed amid the Covid-19 pandemic until further notice.

There was a request made by a member of the public to publish the agenda 72 hours in advance of the commission meetings and to publish the approved minutes of previous meetings. The Chair stated that the approved minutes will

be posted on the website during the time period in which the public area of the airport is closed.

CORRESPONDENCE

Accipiter Radar published a press release regarding their drone and bird testing used to mitigate foreign object strikes and increase aviation safety. In the article, they complimented the airport for our willingness to help with their endeavour.

COMMISSION REPORT

- i. The Canada Emergency Business Account loan received will be utilized to cover the non-deferrable operational expenses as a result of an unremunerative year due to the COVID-19 pandemic.
- ii. The operational budget for 2021 is currently being constructed.
- iii. Capital reserves as well as long term liabilities may be reallocated as the need for financial resources have changed since those transactions were finalized.
- iv. There is a possibility that the municipalities will be receiving a post-covid economic stimulus grant. There will be a list constructed based on priority of

how to use these funds; T Hangars are currently on the top of the list for business development at the airport.

v. There are plans to create a new and improved website for the airport that will be separate from COPA 149. This website will have specific links from each municipality in order to market the airport to a greater extent.

vi. A request was made to hire a lawyer to investigate the municipal law to discern what the commissioners can and cannot do at the airport as councilmembers. It was moved by G. Bruno and seconded by J. Maclellan to hire a lawyer from Sullivan Mahoney with a budget of \$5000.00. Carried.

vii. A quote was brought forth for the planting of trees along the berm to help veil the Niagara Skydive Centre trailer park. It was moved by L. Haun and seconded by J. Larouche to plant 30 6-foot coniferous trees with 6 yards of mulch for a fee of \$4915.00. Carried.

viii. The property tax appeal has been completed with an allocated budget of \$4000.00. There will be a savings of \$10 250.00 per annum on property taxes.

ix. Hangar owners will be seeing an adjusted property tax invoicing schedule shortly. Currently, hangar owners are being invoiced a year in arrears; this will be changing to match the municipal property taxes billing schedule. Beginning

in 2022 the property taxes will be invoiced quarterly. Until then, the 2020 and 2021 taxes will be invoiced in equal portions to advance to the proposed 2022 schedule.

x. It was requested by J. MacLellan that a survey be conducted of the airport to confirm the details of the property owned by the airport. It was moved by G. Bruno and seconded by J. Larouche to have a survey conducted for a cost of \$12 000. Carried.

IN CAMERA MATTER

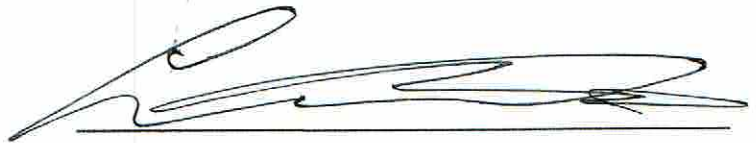
Moved by G. Bruno and seconded by A. Moote that the Commission move in camera to discuss property matters, human resources and legal matters. Carried.

Moved by J. MacLellan and seconded by J. Larouche that the Commission rise out of camera with no report.

NEXT MEETING

The next meeting was set for November 12th, 2020 at 6:00 p.m. at the Air Cadet Hall (Hangar 3) located at the Niagara Central Dorothy Rungeling Airport.

The meeting was adjourned at 9:07pm.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned above a solid horizontal line.

Chairman