



SAUGEEN MUNICIPAL AIRPORT

THE SAUGEEN MUNICIPAL AIRPORT COMMISSION REGULAR MEETING MINUTES

Wednesday, March 20, 2024, 1:00 p.m., Boardroom, Saugeen Municipal Airport

Commissioners Present: Dave Hocking, Chair
Tom Hutchinson, Vice Chair
Victor Danielli
Moe Hanif
Carl Kuhnke

Absent: Tim Olds, Airport Manager

Others: Catherine McKay, Secretary

1. Call to Order

The Chair called the meeting to order at 1:02 p.m..

2. Approval of the Agenda

Motion Moved by T. Hutchinson

Seconded by C. Kuhnke

That the agenda for March 20, 2024, be amended to add the following items: a delegation from Keith MacArthur on First Responders' Day, 8Aiii, Ten Year Financial Summary, 9D, Fundraising, 9E Federal Funding, and that the agenda be approved as so amended.

Carried

3. Disclosure of Pecuniary Interest and Declaration of Conflict of Interest - None declared.

4. Delegations

The Commission received a delegation coordinated by Steve Furness, Senior Economic Development Officer, Grey County which included a presentation by Atif Aqeel, Planning Consultant, and Luigi Presta, Managing Partner, thinkCOMPASS, who were retained by the County to assist the airport. The presentation included maps and graphics of the airport lands showing potential developable areas. The presentation was attended by several municipal Councillors, members of the public and the pilot community and was positively received. It was agreed to hold a further visioning session in about one month's time to build on the ideas presented.

Keith MacArthur presented details about First Responders' Day scheduled to take place on June 8, 2024 from 9:00 a.m. to 3:00 p.m. to celebrate the services provided by first responders and provide the public with opportunities to learn more about these services. He noted the organizations that have been contacted about participating, and the Chair noted that invitations will be sent to MPs, MPPs, County Wardens, Mayors and Councillors, and the event will be publicly promoted. Volunteers will be recruited to assist and steps will be taken to ensure that those attending can see all aspects of the displays and learn about the airport. The event will be promoted on social media, and through print and other media including radio and television. The Chair thanked Mr. MacArthur for his presentation and his work so far on the event.

5. Adoption of Minutes

Motion Moved by C. Kuhnke

Seconded by V. Danielli

That the minutes of the January 17, 2024 meeting be approved as circulated.

Carried

6. Business Arising from Minutes

A. Airport Manager Presentation on Costs Of Fuel

The Airport Manager was not present to address this item. In his absence, the Chair noted that the fuel cards have been very successful.

B. Pilots Meeting, January 17, 2024

The Chair noted that the turnout at the meeting was not large, but there seems to be a positive working relationship and communication with the pilot community. It was noted that the Airport Manager and COPA54/the Friends of the Saugeen Municipal Airport are working together on projects. The Chair added that the Airport has been approached by the Hanover Hospital Foundation about holding an event at the airport that would attract about 250 people, an example of the airport's potential to host large events.

C. Clarification of Property Taxes

The Chair noted that the taxes have gone up as a result of an increase in the mill rate, although the assessment on the airport property has not changed.

D. Friends of the Saugeen Municipal Airport to Mayor Peabody

Motion Moved by T. Hutchinson

Seconded by V. Danielli

That the letter of January 29, 2024 from the Friends of the Saugeen Municipal Airport to Mayor Peabody be received for information.

Carried

The Chair noted that the letter was drafted by Jack Zeinstra, a pilot and former member of the Commission, with assistance from Commissioner Danielli.

E. Confirmation of West Grey's Contribution

The Chair explained that the Commission's budget has been sent to the three municipal Clerks. It was confirmed that West Grey's contribution was included in its budget, but Brockton again passed a budget which included no increase in its contribution, such that its contribution will remain at the same level as in 2023. Due to the funding formula, this will reduce the contributions of the Town of Hanover and the Municipality of West Grey. Commissioner Kuhkne explained that Brockton's contribution was included as one line item in a block of budget items, all of which were frozen at past levels.

7. Closed Session

Motion Moved by T. Hutchinson

Seconded by C. Kuhkne

That the Commissioners of the Saugeen Municipal Airport enter into Closed Session at 2:20 p.m. in accordance with Section 239(1) of the Municipal Act in order to address matters pertaining to litigation or potential litigation, including matters before administrative tribunals and advice that is subject to solicitor/client privilege, including communications necessary for that purpose, specifically a small claims court action.

Carried

The Secretary remained for the closed session. The Saugeen Municipal Airport Commission reconvened in open session at 2:35 p.m. and the Chair confirmed that the Commission had gone in closed session in accordance with Section 239(1) of the Municipal Act and discussed matters pertaining to litigation or potential litigation, including matters before administrative tribunals and advice that is subject to solicitor/client privilege, including communications necessary for that purpose, specifically a small claims court action, and that no other matters were discussed.

Motion Moved by C. Kuhkne

Seconded by T. Hutchinson

That the following items be deferred to the next meeting due to severe weather:

8. Reports

A. APM's Report

B. COPA 54/Friends of the Saugeen Municipal Airport Update

9. Accounts

A. Financial Reports

i. Statements as of March 11, 2024

ii. Five Year Financial Summary

iii. Ten Year Financial Summary

10. New Business

- A. Correspondence from Cedar Crest Trout Farms
- B. Tri-Council Airport Meeting, April 17, 2024
 - i. Brockton Correspondence, September 8, 2023
 - ii. Brockton Report, March 5, 2024
 - iii. SMA Chair Email, March 13, 2024
- C. Asset Retirement Obligations
- D. Fundraising
- E. Federal Funding

Carried

The Chair noted that Chris Walker, Director of Corporate Services/Treasurer for the Town of Hanover advised in an email of March 11, 2024 that the previous year's deficit of \$43,107.33 has been reduced to \$12,775.89 with a current 2023 operating surplus of \$33,981.65. He also reviewed the Ten Year Financial Summary which presents a positive picture of the SMA's finances over the ten year period.

The Chair requested that Commissioners provide him with ideas as to points to raise at the April 17, 2024 meeting and he asked Commissioner Kuhnke to urge Brockton Councillors to visit the airport. Commissioner Kuhnke will summarize today's meeting for the benefit of Brockton Council, emphasizing the amount of tax that Brockton receives from the Airport.

11. Direction Coming Out of Closed Session

Motion Moved by T. Hutchinson

Seconded by M. Hanif

That the Saugeen Municipal Airport Commission approve direction as provided in the closed session.

Carried**12. Confirmation of Proceedings Resolution**

Resolution Moved by T. Hutchinson

Seconded by M. Hanif

The Saugeen Municipal Airport Commission By-law 2021-01 requires that there shall be enacted a resolution at the end of each Commission meeting to confirm every decision of the Commission at the meeting, except where the prior approval of another body or agency is required. Now therefore the Saugeen Municipal Airport Commission enacts as follows:

That the decisions of the Commission made at its meeting held on March 20, 2023 are hereby confirmed and;

That the Chair and Vice Chair and appropriate representatives are hereby authorized and directed to do all things necessary to give effect to the said decisions referred to in the proceeding, and;

This Resolution may be cited as the March 20, 2023 Confirmation of Proceedings Resolution.

Carried**13. Adjournment**

Motion Moved by T. Hutchinson

Seconded by M. Hanif

That the Commission adjourn at 2:52 p.m..

Carried**Dates to Remember**

Tri-Council Airport Meeting, Wednesday, April 17, 2024, 9:00 a.m. – Noon, Elmwood Community Centre

Regular SMA Meeting, Wednesday, April 17, 2024, 1:00 p.m., Boardroom, Saugeen Municipal Airport

First Responder Day, Saturday, June 8, 2024, Saugeen Municipal Airport

Kids Fly at SMA, Saturday, June 22, 2024, Saugeen Municipal Airport

David Hocking, Chair

Catherine McKay, Recording Secretary