



# SAUGEEN MUNICIPAL AIRPORT

## THE SAUGEEN MUNICIPAL AIRPORT COMMISSION REGULAR MEETING MINUTES

Wednesday, December 18, 2024, 1:00 p.m.  
Boardroom, Saugeen Municipal Airport

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

**Absent:** Victor Danielli

**Others:** Tim Olds, Airport Manager  
Catherine McKay, Secretary

### 1. Call to Order

The Chair called the meeting to order at 1:03 p.m..

### 2. Approval of the Agenda

**Motion** Moved by T. Hutchinson

Seconded by C. Kuhnke

That the agenda for December 18, 2024 be approved as presented.

**Carried**

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

### 4. Adoption of Minutes

**Motion** Moved by V. Danielli

Seconded by M. Hanif

That the minutes of the November 20, 2024 meeting be approved as circulated.

**Carried**

### 5. Business Arising from Minutes

#### A. Budget Update

The Chair reviewed the municipal contributions, noting that there has been no increase since 2022. The Commission discussed the Chair's budget presentation to Brockton Council on December 10, 2024, which was well received. It was suggested at that meeting that the agreement amongst the three municipal owners of the airport should be reviewed as it has not been changed for many years. It was noted that the basis for the funding formula is not known at the present time.

The Commission discussed various approaches to negotiating the funding formula and agreed that before the funding formula is addressed, ownership of the airport should be resolved and the municipal owners should each pass a resolution committing to its ownership share in the Saugeen Municipal Airport.

### 6. Reports

#### A. APM's Report

The Airport Manager confirmed that the runways are in excellent condition due to on-going maintenance, including yearly crack sealing. Staff worked non-stop over the recent snow storm to clear the snow from the runways because if the snow melts, water could seep into the runway foundation, freeze and cause damage. The Airport Manager confirmed that there were takeoffs and landings during the bad weather.

The issue of having a vehicle or hiring a taxi for people who land at the Airport to go into Hanover or Walkerton was discussed. The Kincardine Airport has a system where a person can call ahead for a rental car, pay in advance and have the car available upon landing. This issue will be discussed at the next meeting.

The APM's report shows 88 landings during business hours, with additional landings taking place outside of business hours. He reported that of the 88, about 40% come from other airports and 60% are planes

based out of the Saugeen Municipal Airport. In the past, that distribution was 90% local and 10% from other airports, demonstrating that pilots from other areas are now coming to SMA, partly due to its being open for fuel sales. Commercial landings include those by flight schools, ORNGE, Hydro One and others. It was noted that the province is building a \$93 million dollar expansion for ORNGE facilities at the Oro-Medonte Airport in Barrie.

**Motion** Moved by T. Hutchinson

Seconded by C. Kuhnke

That the APM's report for November 2024 be received for information.

**Carried**

## 7. **Accounts**

The Chair reviewed the Financial Statements as of November 30, 2024, noting that fuel sales are greater than expected and there is a surplus of approximately \$80,000 projected for 2024. This is positive since SMA needs to build up its reserves for the future, and it also has loans to repay.

The Chair noted that the 2023 audit fee of \$7,500 is expected to increase to \$10,000 for 2024. He will inquire of Christine Walker, Director of Corporate Services/Treasurer for the Town of Hanover, as to the reason for this increase. It was suggested that many non-for-profit organizations are experiencing increases in their audit fees. (Note: As a municipal organization, SMA is not covered by the Ontario Not-for-Profit Corporations Act.)

**Motion** Moved by C. Kuhnke

Seconded by M. Hanif

That the financial statements dated November 30, 2024 be approved as presented.

**Carried**

## 8. **New Business**

### A. **Economic Development Presentations to Municipal Councils**

The Chair noted that presentations had been made to West Grey and Hanover Councils by Luigi Presta and Steve Furness and the Chair has been in touch with them about the upcoming presentation to Brockton Council. At the request of the Chair, Commissioner Kuhnke agreed to follow up with Brockton's C.A.O. to confirm the date of the presentation and ensure that it can be made as a formal delegation.

### B. **Meeting Frequency**

After discussing meeting every two months instead of monthly, the Commission decided to leave the meeting schedule unchanged and cancel meetings as necessary.

## 9. **Adjournment and Next Meeting**

**Motion** Moved by M. Hanif

Seconded by C. Kuhnke

That the Saugeen Municipal Airport Commission adjourn at 2:00 p.m.

**Carried**

## **Dates to Remember**

SMA Regular Meeting, Wednesday, January 15, 2025, Saugeen Municipal Airport, 1:00 p.m.

SMA Regular Meeting, Wednesday, February 19, 2024, Saugeen Municipal Airport, 1:00 p.m.

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**David Hocking, Chair**

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**Catherine McKay, Recording Secretary**