



THE SAUGEEN MUNICIPAL AIRPORT COMMISSION

Regular Meeting Minutes

Wednesday, September 17, 2025, 1:00 p.m.

Boardroom, Saugeen Municipal Airport

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

Others: Tim Olds, Airport Manager
Catherine McKay, Secretary

Guests: Luigi Presta, Managing Partner, thinkCOMPASS

1. Call to Order

The Chair called the meeting to order at 1:00 p.m..

2. Approval of the Agenda

Motion Moved by C. Kuhnke

Seconded by M. Hanif

That the agenda for September 17, 2025 be amended to place the Closed Session after the Disclosure of Pecuniary Interest and Declaration of Conflict of Interest and that the agenda be approved as so amended.

Carried

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

4. Closed Session

Motion Moved by M. Hanif

Seconded by V. Danielli

That the Commissioners of the Saugeen Municipal Airport enter into Closed Session at 1:02 p.m. in accordance with Section 239(2) of the Municipal Act in order to address matters pertaining to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence which, if disclosed could reasonably be expected to prejudice significantly the competitive position or interfere significantly with contractual or other negotiations of a person, group of persons, or organization, and a position, plan, procedure, criteria or instruction to be applied to any negotiation on behalf of the Saugeen Municipal Airport, specifically future economic development on airport lands.

Carried

The Saugeen Municipal Airport reconvened in open session at 2:20 p.m. The Chair confirmed that the Commission had gone in closed session in accordance with Section 239(2) of the Municipal Act and discussed matters pertaining to a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence which, if disclosed could reasonably be expected to prejudice significantly the competitive position or interfere significantly with contractual or other negotiations of a person, group of persons, or organization, and a position, plan, procedure, criteria or instruction to be applied to any negotiation on behalf of the Saugeen Municipal Airport, specifically future economic development on airport lands.

5. Direction Coming out of Closed Session

Motion Moved by V. Danielli

Seconded by C. Kuhnke

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

Carried

6. Adoption of Minutes of July 16, 2025

Motion Moved by C. Kuhnke

Seconded by V. Danielli

That the minutes of the July 16, 2025 meeting be approved as circulated.

Carried

7. Business Arising from Minutes

A. Barns2Beaches Music Tour

The event was cancelled and for 2026, an evening event is tentatively planned in conjunction with First Responders' Day which was very successful in 2024.

B. Municipal Funding Formula

Representatives of the three municipal owners of the airport, including the Mayors, Chief Administrative Officers and Municipal appointees, met earlier in the day and made progress towards a new funding agreement.

C. Hanover and District Hospital Foundation Event

Sky High Bingo will be held on September 26, 2025 at the Airport in a hangar donated by a pilot and is expected to attract about 250 – 300 people.

D. Saugeen Culture Bus, October 4, 2025

The bus stops at various points of interest, one of which will be the Airport. Victor Danielli has offered to open his hangar to the participants and a presentation will be made by the Chair and the Airport Manager.

8. Reports

A. APM's Report

July and August 2025 were busy months, and September has continued to be busy.

Motion Moved by C. Kuhnke

Seconded by T. Hutchinson

That the APM's report for July and August 2025 be received for information.

Carried

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

Victor Danielli reported that the dinner to raise funds for the Canadian In-Flight Information Broadcasting system was very successful. The fee has been reduced by \$100 because more airports are joining and it will continue to come down in the future. The Rust Remover event was a success, and although there were fewer participants than in the past, there were over 50 pilots attending and the presentation was one of the best. Pilots were engaged and actively contributed to the event. The October meeting has been cancelled. The Captain has tendered his resignation and so there will be a nomination process and elections for the 2025 executive. The Christmas party will be held on December 20, 2025.

Motion Moved by C. Kuhnke

Seconded by T. Hutchinson

That the COPA 54/Friends of the Saugeen Municipal Airport Update be received for information.

Carried

9. Accounts

A. Financial Statements as of May 31 & June 30, 2025

The Chair highlighted that revenue is up and expenses are down.

Motion Moved by V. Danielli

Seconded by T. Hutchinson

That the financial statements dated August 31, 2025 be approved as presented.

Carried

10. New Business

A. Region of Waterloo International Airport Charity Racecourse

The Chair highlighted this charity race course event at the Waterloo Airport. The Commission discussed past go-cart races held at the Airport which would not be advisable in the future due to wear and tear on the runways.

B. Brockton Appointee

Commissioner Kuhnke has resigned from Brockton Council effective November 30, 2025. It is not yet known who will be appointed to replace him as Brockton’s representative on the Commission.

C. Asset Inventory

The Airport Manager will provide an updated inventory to the Secretary for inclusion on the October meeting agenda.

D. Budget

The Chair, the Airport Manager and the Secretary will meet to develop a draft budget for presentation to the Commission at its November meeting. Due to the “Strong Mayor Powers”, budget processes will be brought forward in future years to August or September.

11. Adjournment and Next Meeting

Motion Moved by V. Danielli

Seconded by T. Hutchinson

That the Saugeen Municipal Airport Commission adjourn at 3.10 p.m.

Carried

Dates to Remember

Sky-High Bingo, Friday, September 26, 2025, 6:00 -11:00 p.m.

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

SMA Regular Meeting, Wednesday, November 19, 2025, Saugeen Municipal Airport, 1:00 p.m.

SMA Regular Meeting, Wednesday, December 17, 2025, Saugeen Municipal Airport, 1:00 p.m.

David Hocking, Chair

Catherine McKay, Secretary



Saugeen Municipal Airport
34 Saugeen Airport Rd
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519-364-3220
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July/August 2025 Manager's Report

Fuel Sales

- **100 LL:** \$48,563.86 (19,115.400 units)
- **Jet A:** \$21,771.79 (10,281.700 units)
- **Total:** \$70,335.65 (29,397.100 units)

Landings

- 389 Landings
- 4 Commercial Landings

News at SMA

- CiFib roast beef dinner was a success.
- Hope Air BBQ was also a success, raising over \$4000 for charity medical flights.
- Litres of fuel sold year to year had almost a 10% increase from last summer.
- Jet A tank has been refinished complete with new stickers for smoking and Fuel Type.
- Nozzle replaced on dyed diesel tank.
- Septic will be pumped this week.
- Rust Remover.



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- Rollers and trim protectors have been manufactured and installed on the 100LL and Jet A fuel dispensers to prolong the hose life and protect the fuel cabinets.
- Ongoing lawn maintenance.
- Oil and Hydraulic filters replaced on the New Holland tractors.
- Field Revenue has been received, approximately \$18,000.00.
- Runway numbers and compass rose have been painted; lines will be worked on next.
- New fuel tank is progressing. The interior has been sand blasted and coated. Pressure test and final inspection next. We will wait till fuel prices are low in the colder months to fill the tank to get the most value.
- Repairs have been made to lighting for the PAPI lights from rodent damage.
- Preparations are underway for the Sky-High Bingo event in September.
- Cancellation of Barns to Beaches.
- Investigating costs for new hangars + prepared land for future development.