



THE SAUGEEN MUNICIPAL AIRPORT COMMISSION

Regular Meeting Minutes

Wednesday, November 19, 2025, 1:00 p.m.

Boardroom, Saugeen Municipal Airport

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

Absent: None

Others: Tim Olds, Airport Manager
Catherine McKay, Secretary

1. Call to Order

The Chair called the meeting to order at 1:00 p.m. and informed the Commission that since Carl Kuhnke no longer resides in the Municipality of Brockton, he is not eligible to be a Councillor or a Commissioner. It is expected that a replacement is expected to be named in February 2026.

2. Approval of the Agenda

Motion Moved by T. Hutchinson

Seconded by V. Danielli

That the agenda for November 19, 2025 be approved as presented.

Carried

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

4. Adoption of Minutes of October 15, 2025

Motion Moved by V. Danielli

Seconded by M. Hanif

That the minutes of the October 15, 2025 meeting be approved as circulated.

Carried

5. Business Arising from Minutes

A. 2026 Budget Update

The budget has been submitted and a tentative agreement has been made regarding the funding formula. A further meeting regarding the formula will be held on November 21, 2025 when Luigi Presta of thinkCOMPASS and Steve Furness, Economic Development Manager, Grey County, will provide an update on economic development and zoning issues at the Airport.

B. Municipal Funding Formula

This item was addressed in 5A above.

C. Ross Sibbitt Naming Ceremony

The ceremony will be held in late April or early May of 2026 as an event to allow pilots from other communities to participate and to recognize the Hanover Flying Club's donation in memory of Ross Sibbitt. The Friends of the Saugeen Airport will assist with the event and it will be held on the same day as a Friends' meeting.

6. Reports

A. APM's Report & Fuel Report

Sales increased as shown in the Fuel Report. Invitations to the First Responders' Day on June 27, 2026 have been sent out and confirmations have been received from a number of participants.

A number of pilots are leaving the Wiarton Airport and the Airport Manager would like to be able to provide temporary storage for their aircraft. He emphasized that once pilots are attracted to SMA, it will be easier to retain them as clients than if they go elsewhere. There is sufficient space at SMA to set up temporary shelters, although grading of the land needs to be done first. The shelters would bring in revenue, but the fees would vary depending on the facilities, location, etc. The cost of a temporary building could be in the range of \$30,000. It was agreed that the Airport Manager will proceed with the grading

which is within his financial authority and explore options for buildings, including a financial analysis, for consideration at a future meeting. If necessary, a special meeting will be called.

The Chair reported that the deposit paid for security for the 2025 concert which was cancelled has been returned after he followed up a number of times with the provider.

In light of the possible expenses for temporary hangars, the Airport Manager advised that flooring in the terminal building will not be replaced as planned. The Airport Manager agreed to look into the situation of a truck and trailer parked at a hangar.

Motion Moved by V. Danielli Seconded by M. Hanif
That the Airport Manager be authorized to purchase a minimum of two temporary shelters and arrange grading of the land for the shelters to a maximum of \$15,000.

Withdrawn

Motion Moved by V. Danielli Seconded by T. Hutchinson
That the APM's report and the fuel report for October 2025 be received for information.

Carried

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

A meeting was held on November 8, 2025 which was attended by a potential new member. Discussions regarding the next executive were held with elections to take place at a future meeting. Members will be volunteering to work on the picnic tables and the chair trailer before the end of November. The Christmas Party will be on December 20, 2025 in a member's hangar. SMA members and friends are welcome.

Motion Moved by M. Hanif Seconded by T. Hutchinson
That the COPA 54/Friends of the Saugeen Municipal Airport Update be received for information.

Carried

7. Financial Statements as of September 30, 2025

The Chair noted that the expenses are less than budgeted by about \$78,000 and if there is a surplus at the end of the year, the excess funds will be transferred to reserves. The Town of Hanover will continue keeping the Commission's financial records.

Motion Moved by T. Hutchinson Seconded by V. Danielli
That the financial statements dated October 31, 2025 be approved as presented

Carried

8. New Business

A. Economic Development Update

This issue was addressed above in item 5A

B. Fees for 2026

The Airport Manager explained that some changes were made to fees and in some cases, they make the fee an even amount to avoid having to give change.

Motion Moved by M. Hanif Seconded by V. Danielli
That the Commission approve fees for 2026 as submitted.

Carried

C. First Responders' Event 2026

This item was addressed above in item 6A.

D. 2026 Meeting Schedule

The Chair noted that as of the December 16, 2026 meeting a new Commission will be in place following municipal elections in October 2026.

Motion Moved by M. Hanif

Seconded by V. Danielli

That the SMA Commission approve the 2026 meeting schedule as submitted.

Carried

9. Adjournment and Next Meeting

Moe Hanif indicated that he will not be available for the February 2026 meeting.

Motion Moved by V. Danielli

Seconded by T.. Hutchinson

That the Saugeen Municipal Airport Commission adjourn at 1.45 p.m.

Carried

Dates to Remember

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

COPA 54/Friends of the Saugeen Municipal Airport Christmas Dinner, Saturday, December 20, 2025

SMA Regular Meeting, Wednesday, January 22, 2026, Saugeen Municipal Airport, 1:00 p.m.

First Responders' Day, Saturday, June 27, 2026

David Hocking, Chair

Catherine McKay, Secretary



October 2025 Manager's Report

Fuel Sales

- **100 LL:** \$19,078.10 (7,395.700 units)
- **Jet A:** \$8,228.34 (3,950.400 units)
- **Total:** \$27,306.44 (11,346.100 units)

Landings

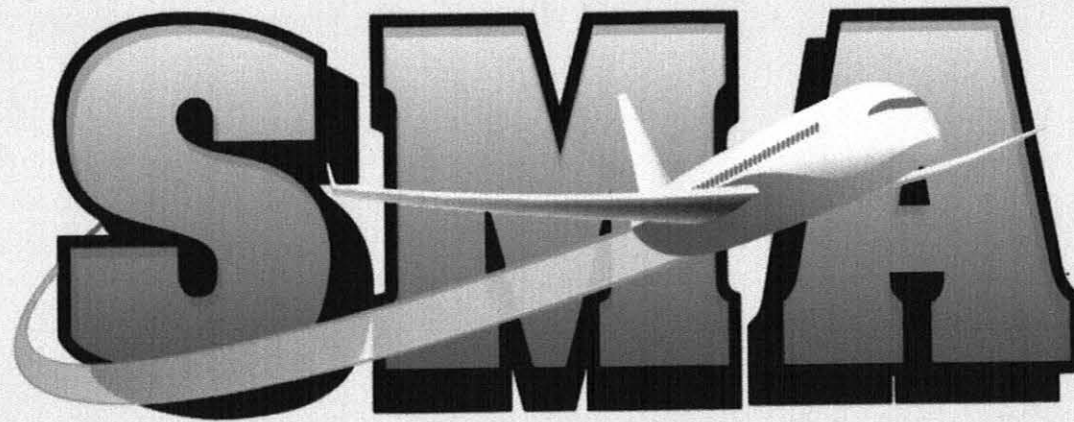
- 158 General aviation
- 4 Commercial

News at SMA

- Instrument approach maintenance was completed.
- Preparation for winter operations underway for equipment.
- New blinds installed in board room.
- Extended season grass cutting still ongoing.
- New Flags installed at entrance.
- Lighting repairs on 01
- First Responders Day invites have gone out to the first six and all have responded to attend.



Monthly Fuel Report - October 2025



SAUGEEN
MUNICIPAL AIRPORT



Notes

Comparison of Oct. 2025 sales & Oct. 2024 sales

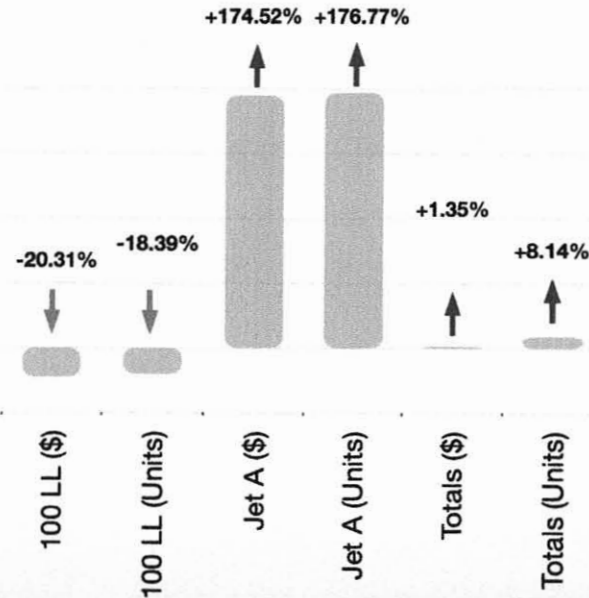
| October 2025 | |
|----------------|-------------|
| 100 LL (\$) | \$19,103.70 |
| 100 LL (Units) | 7,405.700 |
| Jet A (\$) | \$8,228.34 |
| Jet A (Units) | 3,950.400 |
| Totals (\$) | \$27,332.04 |
| Totals (Units) | 11,356.100 |

| October 2024 | |
|----------------|-------------|
| 100 LL (\$) | \$23,971.19 |
| 100 LL (Units) | 9,074.400 |
| Jet A (\$) | \$2,997.33 |
| Jet A (Units) | 1,427.300 |
| Totals (\$) | \$26,968.52 |
| Totals (Units) | 10,501.700 |

| | % | Profit (\$) |
|----------------|---------|-------------|
| 100 LL (\$) | -20.31% | -\$4,867.49 |
| 100 LL (Units) | -18.39% | -1,668.700 |
| Jet A (\$) | 174.52% | \$5,231.01 |
| Jet A (Units) | 176.77% | 2,523.100 |
| Totals (\$) | 1.35% | \$363.52 |
| Totals (Units) | 8.14% | 854.400 |

The best day in October 2025:
Saturday, October 4th

| | |
|----------------|------------|
| 100 LL (\$) | \$1,435.00 |
| 100 LL (Units) | 700.000 |
| Jet A (\$) | \$1,735.29 |
| Jet A (Units) | 667.500 |
| Totals (\$) | \$3,170.29 |
| Totals (Units) | 1,367.500 |



Average fuel sales per day

| | Oct. 2025 | Oct. 2024 |
|---------------|-----------|-----------|
| Dollar Amount | \$881.68 | \$869.95 |
| Units Sold | 366.33 | 338.77 |