

## **Manager's Report / CYTB Flight Deck Update:**

### **An Uplifting Story:**

I am delighted to share that 3 school-age children were selected from their essays for a special flight experience in a Cessna! Originally, the contest aimed to choose one student, but the top three were selected for this unique opportunity. It's a heartwarming reminder of the joy aviation can bring to young people. This was done at no cost to the Airport, donated by the flight school and will be an annual essay writing contest to 3 local public schools next year.

### **Terminal Building Improvements:**

The café in the terminal has been revitalized with a hand painted mural by local artist Stella Jurgen, funded in part by local airport tenants and businesses.

### **Harvard Association's "Wings and Wheels" Event:**

Held on Sunday, September 8, 2024, this event was a notable success with no complaints or incidents. As the airport's most significant event of the year, we encourage the Advisory Committee to actively participate next year. Enhanced involvement in planning, safety measures, and aviation-related aspects will contribute to the event's continued success.

### **Fuel System Upgrade:**

The airport's fuel system has been upgraded with new hose reels, nozzles, and grounding cables. Weights and Measures Canada certification has been renewed.

### **Property Maintenance:**

Extensive trimming and weed removal were carried out around all hangars. Moving forward, I recommend that failure to comply with the requirement to maintain a 1-meter perimeter around hangars result in a service charge. Tenants will be reminded of their responsibilities, and if they do not comply after a 30-day notice, they be billed for the maintenance services.

### **Fuel Sales:**

AvGas sales saw a modest increase compared to the same period last year. Jet fuel sales increased over 30%. The positive trend reflects growing activity, competitive Avgas pricing and growing interest at the airport. The airport effectively managed its fuel inventory, avoiding shortages experienced by other local airports.

### **Aircraft Movements:**

Total aircraft movements for the quarter increased by 4% compared to the same quarter in 2023, reflecting a rise in both recreational and commercial aviation activities.

### **Security Enhancements:**

The security gate is now operational, and access codes have been distributed to all hangar owners.

### **Construction and Development:**

Two building permits have been approved with construction starting this year. Additionally, inquiries have been made regarding the construction of five more hangars.

### **Instrument Approach Update:**

JET PRO Aviation Consultants have completed updates to the airport's instrument approach, and the final report has been submitted to NAV CANADA.

### **Staffing Update:**

Our team includes 3 lawn maintenance staff, 3 office staff (both part-time and full-time), and an office administrator. The office administrator has been instrumental in resolving outstanding items and streamlining operations. Recent emails concerning operational costs have been circulated widely, which was disappointing. It is recommended that everyone familiarize themselves with the new communication policy approved at the September 9th Council Meeting to ensure productive and respectful communication.

### **Council Update:**

At the Town of Tillsonburg Council meeting on September 9, 2024, a new communication policy was discussed and approved. This policy, specific to Tillsonburg Regional Airport, aims to improve communication procedures and ensure effective information dissemination. Report **CS-24-090** titled "Airport Advisory Committee Recommendation – Tillsonburg Regional Airport Communications Procedure" has been received, and the new communication procedures have been approved.