

The Corporation of the Town of Tillsonburg



TILLSONBURG AIRPORT ADVISORY COMMITTEE

April 18, 2019

5:30 p.m.

Tillsonburg Regional Airport Boardroom
244411 Airport Rd., South-West Oxford

MINUTES

ATTENDANCE

Euclid Benoit, David Brandon, Valerie Durston, Deb Gilvesy, Geoffrey Lee, Jeffrey Miller (departed at 6:45 p.m.), John Prno, Mark Renaud, Jeremy Stockmans **Staff:** Dan Locke, Kevin De Leebeeck

MEMBERS ABSENT/REGRETS

Dan Cameron, Jeff Dean, Annette Murray

1. Call to Order

The meeting was called to order at 5:35 p.m. Mark Renaud sat as the Chair and John Prno acted as Recording Secretary for the meeting.

2. Adoption of Agenda

Resolution #1

Moved By: Deb Gilvesy

Seconded By: Jeremy Stockmans

THAT the Agenda as prepared for the Airport Advisory Committee meeting of April 18, 2019 be adopted.

Carried

3. Disclosures of Pecuniary Interest and the General Nature Thereof

None Declared

4. Adoption of Minutes of Previous Meeting

4.1. Minutes of the Meeting of March 21, 2019

Resolution #2

Moved By: Euclid Benoit

Seconded By: Geoff Lee

THAT the Minutes of the Tillsonburg Airport Advisory Committee Meeting of March 21, 2019, be approved.

Carried

5. Delegations and Presentations

None

6. General Business & Reports

6.1. Taxiway G1 Updated Conceptual Plan

Kevin De Leebeeck presented the updated plan for information. Minor adjustments had been necessary based on recently discovered underground infrastructure information.

Resolution #3

Moved By: Jeremy Stockmans

Seconded By: Deb Gilvesy

THAT the Taxiway G1 Updated Conceptual Plan be received with no noted concerns.

Carried

6.2. Taxiway G3 Extension Conceptual Plans

Kevin De Leebeeck presented two conceptual plans for the Taxiway G3 Extension. Discussion ensued and several suggestions were made.

Resolution #4

Moved By: Jeremy Stockmans

Seconded By: Jeff Miller

THAT Conceptual Drawing #2 for the Taxiway G3 Extension be accepted with an increase to 12.2 metres as the distance between the existing Dean hangar and the taxiway centreline; and that future Taxiway D be moved 3.0 meters to the north.

Carried

6.3. Hydro Infrastructure Review

Kevin De Leebeeck presented a proposal to hire an electrical consultant that can interpret Hydro One concerns, to conduct a Hydro Infrastructure Review. The committee unanimously supported this long required need.

Resolution #4

Moved By: Deb Gilvesy

Seconded By: David Brandon

THAT the Tillsonburg Airport Advisory Committee recommend that Town Council retain the services of an electrical consultant to review and prepare a plan to upgrade Hydro Servicing at the Airport to satisfy current and future demand.

Carried

6.4. 2019 Business Plan / Budget-related Airport Projects

Dan Locke presented the 2019 Business Plan and related projects for information sharing, noting that the Airport Feasibility Analysis; Airport Master Plan reserve contribution; and the Northerly Extension of Taxiway G3, have all been funding in the 2019 Budget. The Risk Assessment of Public Access; Commercial Taxiway Rehabilitation; and Airport Hydro Load Capacity Testing, remain unfunded at this time.

6.5. Grants / Funding Potential Opportunities

Kevin De Leebeeck presented a summary of available grants for Airports in Ontario. As the Tillsonburg Regional Airport does not provide scheduled passenger service, grant availability is limited to the **Federal Gas Tax Fund**. The Federal Government recently provided a one-time Municipal Top-Up grant through the **Federal Gas Tax Fund** to address short-term priorities in municipalities. Discussion ensued about potential projects that could be funded through the Fund.

Resolution #5

Moved By: Geoff Lee

Seconded By: Euclid Benoit

THAT the Tillsonburg Airport Advisory Committee recommend that Town Council allocate \$50,000 from the Federal Tax Fund one-time Top-Up grant, for the completion of the three Airport projects currently unfunded in the 2019 Budget.

Carried

7. Correspondence

None

8. Other Business

8.1. Challenges Facing Flight Schools in Canada

David Brandon provided information on the challenges facing Flight Schools, and noted that the Federal hearings on the shortage of commercial pilots has resulted in a just-released report that everyone should read. It appears that there will be financial support available for airports that have flight schools. The report is available at:

<https://www.ourcommons.ca/DocumentViewer/en/42-1/TRAN/report-29/>

8.2. Chamber of Commerce Event

Deb Gilvesy noted that the Chamber of Commerce is hosting an "After 5" event at the Harvard Hangar on May 28th at 5 p.m. She encouraged all to attend.

9. Closed Session

Not required

10. Next Meeting

The next meeting of the Airport Advisory Committee will be on May 16, 2019. Timing is to be confirmed , as a safety walkabout of the airport is being planned in conjunction with the meeting.

11. Adjournment

Resolution #6

Moved By: Deb Gilvesy

Seconded By: Geoff Lee

THAT the Airport Advisory Committee Meeting of April 18, 2019 be adjourned at 7:25 p.m.