ATTENDANCE

Euclid Benoit, David Brandon, Dan Cameron, Jeff Dean, Valerie Durston, Deb Gilvesy, Geoffrey Lee, John Prno, Mark Renaud  Staff: Annette Murray, Dan Locke, Kevin De Leebeeck

MEMBERS ABSENT/REGRETS

Jeffrey Miller, Jeremy Stockmans

1. Call to Order

The meeting was called to order at 5:30 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: Dan Cameron  Seconded By: Valerie Durston
THAT the Agenda as prepared for the Airport Advisory Committee meeting of June 20, 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 May 23, 2019
Resolution #2
Moved By: Jeff Dean               Seconded By: Dan Cameron
THAT the Minutes of the Tillsonburg Airport Advisory Committee Meeting of May 23, 2019, be approved.

Carried

5. Delegations and Presentations

None

6. General Business & Reports

6.1. Business Arising

6.1.1 Funding Update

Kevin De Leebeeck updated the Committee. The Taxiway rehabilitation project has been approved to be funded from future sales of Airport lands, while the Taxiway G3 Extension is also approved as per the 2019 Business Plan.

6.1.2 Airside Access

Dan Locke updated the Committee on the temporary measures to minimize airside vehicle traffic through strategically placed concrete barriers, improved signage and directing tenant traffic through the two main gates to minimize movement across the main apron. It was agreed that the main safety problem was with trespassers rather than tenants. Long-term, solutions such as card-access, security cameras and fencing are under consideration. Discussion ensued about long-term roadway access to hangars for airport tenants. The general consensus was that staff should create concepts that are most economical for providing taxiways but also provide potential provision for groundside vehicle access. Valerie Durston will check with South-West Oxford regarding potential access points from Airport Rd.

6.2. Development Update

Dan Locke reported on new hangar applications. There have been 2 - 60'X60' hangars approved by Council that are moving forward. Two more are going to Council for
approval on June 24th. Of these four, three will be located on G1 and one on G3. Staff are also in talks with another individual about a further hangar on G3.

6.3 Charter Plane Event

Chair Renaud reported on a potential one day special event he is working on, that would have a chartered Q400 aircraft from either Porter or Air Canada at the Airport. The concept is to promote the capabilities of the airport through one or more one-hour sightseeing flights (depending on ticket demand), and potentially lead to sports event and other charter flights originating from the Airport. The Committee was extremely supportive of the concept.

6.4 Airport Image and Marketing

A general discussion took place about marketing the Airport. The Airport’s Image and Marketing possibilities will form the basis of a future meeting. In the meantime, Committee members were asked to give thought to such questions as:

- What do we want the Airport to be?
- How can we be different?
- What do we want our image to be?
- How do we get the word out about the Airport?
- What role could a larger Flight School play?

As part of the work, the Committee felt that all aspects of revenue generation should be reviewed with a goal of maximizing airport-related revenues for the Town of Tillsonburg.

6.5 Tenant Information Session

Discussion took place about the proposed Tenant Information Session. It was agreed to defer the session until September for planning purposes, and that that discussion topics should include the following:

- Findings from the walk-through
- Airside access control plans
- Operations guidelines
- Hydro update
- Fuel pricing and availability
- Development update

7. Correspondence

None
8. Other Business

None

9. Closed Session

None

10. Next Meeting

The next meeting of the Airport Advisory Committee will be on July 18, 2019 at 5:30 p.m.

11. Adjournment

Resolution #3
Moved By: Dan Cameron Seconded By: Geoffrey Lee

THAT the Airport Advisory Committee Meeting of June 20, 2019 be adjourned at 7:30 p.m.