



Niagara Central Dorothy Rungeling Airport Commission

Meeting Minutes

Date: May 31, 2023

Time: 6:00 p.m.

Location: Airport Administration Building

Members Present: J. Maclellan, Chair
G. Bruno, Member
L. Van Vliet, Member
R. Bodner, Member
J. Lee, Member
K. Ker, Member

Absent with Notice: G. Speck, Member

Others Present: B. Chernish, Facility Operator
N. Giles, Bookkeeper
N. Rubli, Clerk

1. Call to Order

Chair J. Maclellan called the meeting to order @ 6:02 p.m.

2. Adoption of Agenda

Moved by Member L. Van Vliet
Seconded by Member J. Lee

That the agenda dated May 31, 2023 be confirmed, as circulated.

Carried

3. Disclosures of Interest

None noted.

4. Report Out – Closed Session May 4, 2023

The Clerk provided the following report from the Closed Session meeting held May 4, 2023.

The Commission met in Closed Session on May 4th for the following matters:

March 31, 2023 Closed Session Minutes;

Lease Negotiations - advice that is subject to solicitor-client privilege, including communications necessary for that purpose pursuant to Section 239(2)(f) of the Municipal Act, 2001.

As a result of this discussion, there is nothing further to report.

Airport Matters - information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them pursuant to Section 239(2)(h) of the Municipal Act, 2001.

As a result of this discussion, direction was provided in accordance with the Municipal Act.

5. Approval of Minutes

Moved by Member R. Bodner
Seconded by Member G. Bruno

That the minutes of the Commission meeting held on May 4, 2023 be approved as circulated.

Carried

6. Correspondence

6.1 Airport Advisory Panel Request to be Dissolved

The Commission and Facility Operator spoke to the correspondence received from the Airport Advisory Panel.

Moved by Member K. Ker
Seconded by Member J. Lee

That the correspondence regarding Airport Advisory Panel Request to be Dissolved be received.

Carried

7. Delegation

7.1 Cornell Feenstra representing the Airport Advisory Panel

Mr. Feenstra spoke on behalf of the Airport Advisory Panel and explained that there was consensus to request that the Commission dissolve the Airport Advisory Panel. As a result of this discussion the following motion was considered:

Moved by Member G. Bruno
Seconded by Member J. Lee

That the delegation from Cornell Feenstra on behalf of the Airport Advisory Panel be received; and,

That the Airport Advisory Panel be dissolved.

Carried

8. Commission Report

8.1 Ombudsman Final Report

Chair Maclellan reviewed the Ombudsman Final Report and thanked the Ombudsman and his office for their assistance and expertise on the matter. Chair Maclellan also reviewed the Clerk's report which included the following motion for consideration:

Moved by Member K. Ker
Seconded by Member R. Bodner

That the Commission receive the Final Report prepared by the Office of the Ombudsman; and,

That the Commission implement and continue to follow the recommendations contained within the Final Report to ensure compliance with the responsibilities under the Municipal Act.

Carried

9. Operations Report and Updates (B. Chernish)

9.1 Current Project Updates

The entrance lighting pole replacement is being evaluated and quotes are being obtained. One quote has been received to date from Cornell Feenstra Electric. The Facility Operator will return with a report once all quotes are received.

The new T-Hanger engineering and costing is still in progress and should be received by end of week.

The stone for Commercial Drive is being laid and nearly complete, there is more leveling that is needed.

The front gate signage will be ready to be erected next week.

Two more accessible parking spaces will be designated in the parking lot.

9.2 Proposed Projects – None at this time

10. Financial/Office Update/Reports

The Bookkeeper relayed that there was a large fuel purchase and approximately \$14,000 in fuel sales for the month of May.

The loan for the Hanger project will be advanced from the City of Welland on June 1st, the Bookkeeper anticipates there will be high interest earned on the funds and the first loan payment will be due July 1st, 2023.

11. New Business

11.1 Regional Road #529 (River Road) – Road Condition (Commissioner Bruno) (Attachment)

Commissioner Bruno relayed concerns with the current road conditions along Regional Road #529. The road is in a state of disrepair and road maintenance along that roadway is the responsibility of Niagara Region. Commissioner Bruno proposed the following motion:

Moved by Member G. Bruno
Seconded by Member K. Ker

Whereas, the Niagara Central Dorothy Rungeling Airport is located at Regional Rd. 529 (435 River Road), Fenwick Ontario;

And Whereas, the section of Regional Rd. #529 (River Road) between O'Reilly's Bridge (Regional Road #627) and the end of the airport frontage, just past the airport entrance driveway has been in a serious state of disrepair for many years;

And Whereas, Regional Rd. #529 (River Road) maintenance and repair is the responsibility of the Niagara Region;

THEREFORE BE IT RESOLVED THAT, the Airport Commission request the Niagara Region make the necessary resurfacing to improve road conditions on Regional Rd. 529 (River Road) from O'Reilly's Bridge along the entire airport frontage on River road;

AND THAT a copy of this resolution be forwarded to the Niagara Region, Town of Pelham; City of Port Colborne; Township of Wainfleet and the City of Welland.

12. Upcoming Meeting

TBD at the call of the Chair.

13. Confidential Items

Confidential reports have been distributed under separate cover.

Moved by Member L. Van Vliet
Seconded by Member J. Lee

That the Commission now enter into closed session to address the following matters:

- 13.1 **Minutes of the closed session portion of the May 4th, 2023 Commission meeting.**
- 13.2 **Lease Negotiation Update - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board pursuant to Section 239(2)(e) of the Municipal Act, 2001**

Carried

14. Adjournment

The Commission entered into Closed Session at approximately 7:26p.m.

The Commission reconvened into Open Session at approximately 7:46 p.m.

The Commission adjourned the meeting at approximately 7:47 p.m.



John Maclellan
Chair, Niagara Central Dorothy Rungeling Airport Commission