



NIAGARA CENTRA

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Airport Commission

June 22, 2020

Dear Sir/Madam:

PLEASE TAKE NOTICE that there will be a meeting of the Niagara Central Airport Commission on July 8th at 6:00 p.m. in the Air Cadet Hall (Hangar 3) at the airport.

If you are unable to attend please email Jillian Gilbert at jillian.airportcnq3@gmail.com as soon as possible prior to the meeting.

Yours very truly,

NIAGARA CENTRAL
AIRPORT COMMISSION

PER:

Jillian Gilbert
Secretary-Treasurer

MINUTES of the meeting of the Niagara Central Airport Commission held as a virtual session based from Welland City Hall on June 11, 2020 at 1:00 p.m.

PRESENT: L. Van Vliet
G. Bruno
J. Larouche
L. Haun
J. MacLellan
A. Moote

representing a quorum of the Commission.

Also in attendance was B. Cullen, Airport Manager and J. Gilbert, Secretary-Treasurer of the Commission.

Leo Van Vliet, Chair, chaired the meeting.

APPROVAL OF AGENDA

Moved by L. Haun and seconded by G. Bruno that the agenda be approved without amendment. Carried.

ADOPTION OF MINUTES OF MEETING OF FEBRUARY 27, 2020
AND APRIL 24, 2020

It was moved by G. Bruno and seconded by J. MacLellan that the minutes be approved without amendment. Carried.

CORRESPONDENCE

R. Cullen stated that the Interprovincial Air Tour scheduled for June 6, 2020 was cancelled.

COMMISSION REPORT

G. Bruno working hard behind the scenes to move in a direction that they want to go with the airport. Pay at the pump system will be finished soon.

FINANCIAL REPORT

Things progressing well with a smooth transition between bookkeeping staff.

OPERATIONS REPORT

R. Cullen advised that:

i. Pay-at-the-pump system should be in place and ready to open June 16, 2020. A NOTAM will be in place to close the pump for 3 days prior to opening.

ii. Canada Post has changed our address to 435T River Rd., Fenwick, Ont. L0S 1C0. The "T" representing terminal box which will allow for the elimination of the 2 P.O. Boxes currently being used and paid for by the airport. There has been a submission for mail forwarding placed on both of the old P.O. Boxes for the next 6 months to our new address.

iii. Line painting on all runways, aprons and taxiways as well as the parking lot has been completed . It was finished in only 2 days and at a lower rate than some competitors.

iv. Inquiries have been made into removing the sentinel lights along the driveway to the airport parking lot. A potential replacement of night time lighting would be an LED light placed on the outside of Hangar 1 and also at the intersection of the driveway and roadway.

v. The metal housings for the PAPI lights and wind Tee need to be repainted. Requests have been submitted for estimates on painting these pieces.

vi. The roadway along the back of the hangars still needs to be completed with more material. The Niagara Region is scheduled to be resurfacing Regional Rd. 529 (Effingham st.) from Regional Rd. 29 (Webber Rd.) to River Rd. beginning in Spring 2021. Queries into acquiring the grindings from that resurfacing project to use along the roadway behind the hangars and at what cost, have been made.

Moved by J. MacLellan and seconded by G. Bruno that the Operations Report be approved. Carried.

BUSINESS ARISING

Adrian Verdberg brought forth a request to the airport commission to rent a portable toilet for public use. Currently, the only washroom on site is located in the airport administration building, which, has been closed due to COVID-19. Now, with 24-hour fuel available there is a desire for a washroom to be available 24-hours as well. J. MacLellan offered to investigate pricing from HALCO on this matter and also recommended a hand sanitizer pedestal.

NEW BUSINESS

None.

IN CAMERA MATTER

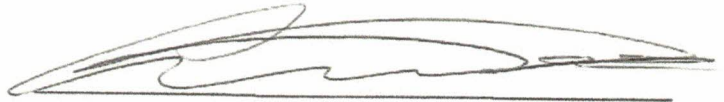
Moved by L. Haun and seconded by G. Bruno that the Commission move in camera to deal with property matters, personnel and legal matters. Carried.

Moved by J. MacLellan and seconded by G. Bruno that the Commission come out of camera with no report.

NEXT MEETING

It was set for July 8, 2020 at 6:00 p.m. at the Air Cadet Hall (Hangar 3) located at the Niagara Central Dorothy Rungeling Airport.

Moved by G. Bruno to adjourn the meeting. The meeting was adjourned at 3:15pm.

A handwritten signature in dark ink, appearing to be 'G. Bruno', written over a horizontal line.

Chairman