



SAUGEEN MUNICIPAL AIRPORT

THE SAUGEEN MUNICIPAL AIRPORT COMMISSION REGULAR MONTHLY MEETING MINUTES

Wednesday, September 16, 2020, 1:30 p.m.

Commissioners Present: Dan Gieruszak, Chair
Dave Hocking, Secretary
Moe Hanif
Bill Roseborough
Jack Zeinstra

Commissioners Absent: Kelani Stam
Rebecca Hergert, Vice Chair

Alternate Commissioner: Mayor Christine Robinson

Guests: Filomena McDonald, Airport Manager
Catherine McKay, Recording Secretary
Paulette Peirol, Community Development Co-ordinator, Municipality of Brockton

The meeting was conducted by videoconference in light of the COVID-19 pandemic.

1. Call to Order

The Chair called the meeting to order at 1:30 p.m. and recognized Mayor Christine Robinson as attending as the alternate member for West Grey in Rebecca Hergert's absence. The Chair noted that alternate members do not have voting privileges. Mayor Robinson requested to address the Commission as early as possible during the meeting.

The Chair noted that the Annual General Meeting was scheduled to take place following the Commission's regular monthly meeting, but the AGM agenda was not included in the agenda package. Since descriptions of the duties of Commission executive positions have not yet been sent as requested by a Commissioner, it was agreed to delay the AGM until the October 21, 2020 meeting.

2. Approval of the Agenda

Motion Moved by D. Hocking

Seconded by M. Hanif

That the agenda for September 16, 2020 be accepted as circulated.

Carried

3. Disclosure of Pecuniary Interest and Declaration of Conflict of Interest

None declared.

4. Delegations

There were no delegations.

5. Approval of August 19, 2020 Minutes

Motion Moved by B. Roseborough

Seconded by M. Hanif

That the minutes of the August 19, 2020 meeting of the Commission be approved as circulated.

Carried

7. Correspondence Requiring Action

Item 7. on the agenda was moved forward as requested by Mayor Robinson. The Chair of the Commission advised that he had received correspondence from the Clerk of the Municipality of West Grey. Christine Robinson spoke to the matter noting that the previous evening, West Grey Council had dealt with a report from its Integrity Commissioner concerning a complaint against Rebecca Hergert. She quoted from the report which stated that Rebecca Hergert had breached the codes of conduct of West Grey and the Saugeen Municipal Airport Commission and had received a reprimand. Her appointment to the Saugeen Municipal Airport Commission was revoked, and the Deputy Mayor of West Grey, Tom Hutchinson, was appointed to the Commission, with Christine Robinson as the alternate member.

Christine Robinson assured the Commission of West Grey's strong collaboration and working relationship with the Commission and all its member, and looks forward to working with all involved. The Chair stated that the Commission also looks forward to working collaboratively and collectively with West Grey in the interests of the airport.

6. Action Item Update from Minutes

a. Restaurant Opening Update

Dave Hocking advised the Commission of the following:

- The restaurant was opened briefly on Saturday, September 12, 2020, but the operator was taken ill and the restaurant has not been open since.
- Dave Hocking, Bill Roseborough and the Airport Manager attended a COPA meeting to discuss the future of the airport restaurant. COPA has given \$500 towards the restaurant as a token of its appreciation.
- The barbecue scheduled for September 26, 2020 in connection with Cultural Days has been cancelled and Town of Hanover staff informed.
- The Chair confirmed that the restaurant operator is a great friend of pilots and the Commission wishes her well.

b. Distribution of Meeting Agendas & Minutes

The Chair explained that in step 4, "Chair approves draft minutes ..." should be changed to "Chair reviews draft minutes...". Christine Robinson said that West Grey wants to be on the same page as Brockton and Hanover and the Clerk of West Grey would like to put a link on its web site to the airport's web site.

Dave Hocking informed the Commission of the process for sending financial reports. Catherine McKay confirmed that she had received the financial reports for inclusion in the agenda package directly from Christine Walker of the Town of Hanover.

8. Public Notification

It was noted that the AGM has been rescheduled to the October 21, 2020 meeting.

9. September 16th Reports

A. Financial Reports

Motion Moved by D. Hocking

Seconded by M. Hanif

That the Commission accept the Financial Reports as presented at the September 16, 2020 meeting.

Carried

B. APM's Report

The Chair noted that the report was well done and he thanked the Airport Manager for the detail in it.

Motion Moved by J. Zeinstra

Seconded by B. Roseborough

That the Airport Manager's report be approved as presented at the August 19, 2020 meeting.

Carried

C. COPA 54 Update

Dave Hocking gave an overview of Culture Days, noting that it takes place on September 26 in the Town of Hanover and will highlight cultural activities. SMA is a partner in the activity, with a display of antique planes and cars to take place at the airport from 10 a.m. to 2 p.m. He agreed to let the Town of Hanover's Economic Development Co-ordinator know that COPA still plans to participate in the event. The Chair noted that it is great to see COPA 54 active in the community.

Motion Moved by B. Roseborough

Seconded by D. Hocking

That the COPA 54 update be accepted as presented at the September 16, 2020 meeting.

Carried

10. New Business

A. September 26th Culture Day at SMA Update

This item was covered in 9.c. above. The Airport Manager noted that she will ramp up planes and cars for the event. Dave Hocking agreed to ask April Marshall, the Town of Hanover's Economic Development Co-ordinator, to send to Paulette Peirol a poster which has been prepared for the event. The poster is to also be sent to Jonathan Zettel at the Municipality of West Grey.

11. In Camera

The Chair explained that he controls who is admitted to the videoconference and can see who is participating. He can thus assure the Commission that the in camera portion of the meeting is secure.

Motion Moved by M. Hanif

Seconded by D. Hocking

That the Commission convene in closed session at 3:05 p.m. to review an item of a legal nature, to discuss a land sale item, to update a rental agreement and to discuss personal matters about identifiable individuals.

Carried

Paulette Peirol left the meeting and Christine Robinson, the Airport Manager and the Recording Secretary remained for the in camera portion.

Motion Moved by D. Hocking

Seconded by B. Roseborough

That the Commission reconvene in open session at 3:15 p.m.

Carried

12. Direction Coming Out of In Camera

The Commission provided the following direction:

- Bill Roseborough to continue discussions regarding the restaurant and report the results to the Commission by email.
- If a fund raiser is to be held with 49 planes, planning should start now and the event should be connected to another event to generate more interest and greater attendance
- Dave Hocking to follow-up
 - with Launch Pad and the former restaurant operator regarding her equipment in the kitchen
 - with April Marshall to request that she send to Paulette Peirol and Jonathan Zettel a poster which has been prepared for Cultural Days.
- The following direction was provided to the Airport Manager:
 - Forward correspondence regarding the air regulations infraction to the Chair
 - Enter into a lease agreement regarding land
 - Meet with an airport tenant regarding future plans and its account
 - Prepare and issue RFPs as directed
 - Hire a professional cleaner for the kitchen

13. Mogas Availability at SMA

Moe Hanif informed that Commission that Mogas is gas used for cars and that more and more light planes are using it, and as a result, airports such as the Collingwood airport are starting to make it available. He noted that last year, there was a shortage of aviation fuel and asked the Airport Manager to look into making mogas available. It was clarified that aviation fuel contains lead which is banned in some places and people who use mogas would like to have it available.

Action – The Airport Manager is to look into mogas and provide an update at the next meeting.

Dave Hocking referred to a weekend event, adding that staff will be required and asked if COPA 54 could help out. Since a request has already been submitted for the Snowbirds, he suggested this event be put on hold pending the response from the Snowbirds, which is expected in December. The Chair noted that the municipal Economic Development staff should be involved so that preliminary planning is in place once the response comes regarding the Snowbirds.

14. Adjournment

The Chair thanked Christine Robinson for her participation and contribution to the meeting and added that the Commission looks forward to Tom Hutchinson joining as a Commissioner.


Motion Moved by D. Hocking

That the Commission adjourn at 3:25 p.m..

Seconded by M. Hanif

Carried

Next Meetings: Wednesday, September 23, 2020 at 1:30 p.m.
Wednesday, October 21, 2020 at 1:30 p.m.



Dan Gieruszak, Chair



Catherine McKay, Recording Secretary