



**NIAGARA CENTRAL**  
*Airport Commission*

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August 10, 2020

Dear Sir/Madam:

**PLEASE TAKE NOTICE** that there will be a meeting of the Niagara Central Airport Commission on **September 10th** 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](mailto: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 in the Air Cadet Hall (Hangar 3) July 8, 2020 at 6:00 p.m.

**PRESENT:** L. Van Vliet, Chair, City of Welland  
L. Haun, Co-Chair, Town of Pelham  
J. Larouche, City of Welland  
J. MacLellan, Township of Wainfleet  
G. Bruno, City of Port Colborne

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 G. Bruno and seconded by J. McLellan that the agenda be  
approved without amendment. Carried.

## **ADOPTION OF MINUTES OF MEETING OF JUNE 11, 2020**

It was moved by J. Larouche and seconded by L. Haun that the minutes be approved without amendment. Carried.

### **DELEGATIONS**

The Chair invited a community delegation. The recent price increase of AVGAS for sale at the Niagara Central Dorothy Rungeling Airport, as well as the condition of the hard-surfaced runways were discussed in length. The commission agreed that the runway condition is a top priority.

### **FINANCIAL REPORT**

No report.

### **OPERATIONS REPORT**

R. Cullen advised that:

i. Inquiries have been made about our new lawyer. The chair indicated that we do not have a designated lawyer and we will be using lawyers with specific expertise when needed.

ii. We have ended our rental of the sentinel lighting along the driveway from Hydro One and the lights will belong to Niagara Central Dorothy Rungeling Airport beginning July 2020.

iii. The purchase of a scanner for J. Gilbert was previously approved and a budget was requested for the device. The commission agreed that an inexpensive one would be sufficient.

iv. Under draining will be completed within a few weeks under the new roadway behind the private hangars. The commission approved spending \$4000.00 on the project.

v. A portable toilet from Halco has been rented and placed outside of Hangar 1. R. Cullen indicated that the only requirements from Public Health are weekly sanitizing, bi-weekly pumping and a hand sanitizer pump placed inside the portable toilet unit.

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

### **NEW BUSINESS**

None.

### **IN CAMERA MATTER**

Moved by J. McLellan and seconded by L. Haun that the Commission move in camera to address property matters and consult with KMB International Project Managers/Engineers. Carried.

Moved by L. Haun and seconded by G. Bruno that the Commission come out of camera.

**REPORTS/MOTIONS ARISING FROM CLOSED SESSION**

Moved by J. Maclellan and seconded by L. Haun that the Director of Project Management at KMB International, G. Mackeen, will assemble a cost analysis for resurfacing all runways and taxiways for a fee of \$2500.00. This document will be used by the commission to apply for funding in the future.

Moved by J. Maclellan and seconded by G. Bruno that there be a new electrical meter installed on Hangar 1 to effectively split the electricity cost between the airport and Hangar 1's tenant; Niagara Skydive Centre.

**NEXT MEETING**

It is set for September 10, 2020 at 6:00 p.m. at the Air Cadet Hall (Hangar 3) located at the Niagara Central Dorothy Rungeling Airport.

Moved by L. Haun to adjourn the meeting. The meeting was adjourned at 8:56pm

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke at the end.

Chairman