



**Niagara Central Dorothy Rungeling Airport Commission  
Meeting Minutes**

**Date:** April 23, 2026  
**Time:** 6:00 p.m.  
**Location:** Airport Administration Building  
**Members:** G Bruno, Commissioner  
L. VanVliet, Commissioner  
R. Bodner, Commissioner  
G. Speck, Commissioner  
J. Maclellan, Commissioner (Chair)  
K. Ker, Commissioner  
J. Lee, Commissioner

**Staff Present:** J. Beaupre, Clerk  
N. Mehta, Facility Operator

**1. Call to Order**

The Chair called the meeting to order at 6:12 p.m.

**2. Adoption of Agenda**

Moved By G. Bruno  
Seconded By R. Bodner

That the Airport Commission Agenda, dated April 23, 2026 be approved.

**Carried**

**3. Disclosures of Interest**

There were no disclosures of interest.

**4. Approval of Minutes (Attached)**

**4.1. March 26, 2026**

Moved By L. VanVliet  
Seconded By R. Bodner

That the Airport Commission minutes, dated March 26, 2026 be approved.

**Carried**

**5. Presentations**

There were no presentations.

**6. Correspondence**

There was no correspondence.

**7. Chair Remarks**

The Chair introduced a visitor, Alex McGlashan, from Niagara College at the meeting.

**8. Facility Operator's (FO) Report (Attached)**

**8.1. Hangar 1 and Office – Phase 1 Improvements**

Phase 1 is progressing; there has been a teardown of the office and lounge area, and they are removing old drywall and wall panels. The next steps will be electrical work and building plans review.

**8.2. Hangar 1 Business Case Opportunities**

Hangar 1 will continue operating as a flexible aircraft hangar while a long-term tenant is secured.

**8.3. Website /Sayweather**

Sayweather is now live and fully accessible to pilots and the public. Can be accessed online or through text message. The website refresh has been completed and the website will be managed in house.

**8.4. ARCAL Update**

They are continuing to work on sourcing the required switch to repair the system.

**9. Financial Report Update (Bookkeeper)**

**9.1. March 2026 (Attached)**

This item was deferred to the next meeting as the Bookkeeper could not be present.

**10. Special Projects**

Alex McGlashan, Students and Program Coordinator from Niagara College, spoke to the Commission about the new Defence Systems Engineering Technology programs, and that the program is looking for a space to conduct an application research centre.

### **11. New Business**

There was no new business.

### **12. Closed Session**

#### **12.1. Lease Agreement Negotiations**

Pursuant to the *Municipal Act, 2001*, subsection 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board and subsection 239(2)(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Moved By G. Bruno  
Seconded By L. VanVliet

That the Airport Commission proceed to Closed session at 6:34 p.m. pursuant to the Municipal Act, 2001:

- subsection 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board
- subsection 239(2)(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

**Carried**

### **13. Back to Open Session**

Moved By J. Lee  
Seconded By K. Ker

That the Airport Commission rise from Closed Session at 7:27 p.m. without report.


**Carried**

### **14. Upcoming Meeting**

The next meeting is May 28, 2026 at 6 p.m.

**15. Adjournment**

The Chair adjourned the meeting at 7:28 p.m.



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**John Maclellan**

**Chair, Niagara Central Dorothy Rungeling Airport Commission**