



Niagara Central Dorothy Rungeling Airport Commission
Meeting Minutes

Date: June 25, 2026

Time: 6:00 p.m.

Location: Airport Administration Building

Members Present: G Bruno, Commissioner
L. VanVliet, Commissioner
G. Speck, Commissioner
J. Maclellan, Commissioner (Chair)
K. Ker, Commissioner
J. Lee, Commissioner
R. Bodner, Commissioner

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

1. Call to Order

The Chair called the meeting to order 6:07 p.m.

2. Adoption of Agenda

Commissioner G. Bruno requested that item 11, New Business, to be moved until after Closed Session.

Moved By: G. Bruno

Seconded By: L. VanVliet

That item 11, New Business, be moved until after item 13, Back to Open Session

Carried

Moved By: G. Bruno

Seconded By: L. VanVliet

That the Airport Commission agenda, dated June 25, 2026, be approved, as amended.

Carried

3. Disclosures of Interest

There were no disclosures of interest.

4. Approval of Minutes (Attached)

4.1. May 28, 2026

Moved By: G. Bruno

Seconded By: J. Lee

That the Airport Commission minutes, dated May 28, 2026, be approved.

Carried

5. Presentations

Adrian Veburg presented to the Commission on potential future uses of Hangar 1.

6. Correspondence

A copy of Adrian Veburg's letter to the Commission is attached.

7. Chair Remarks

The Chair noted they have not received any financial support from the municipalities, and there has not been a lot of business interest in Hangar 1. Hangar 1 needs to be rented for the Airport to be sustainable; it has currently been empty for 18 months.

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

8.1. Hangar 1 and Office – Phase 1 Improvements

Due to facility maintenance staff being occupied with grass cutting, further renovations have been temporarily paused, but will resume shortly. The next phase will include framing of the hallway entrance and furnace enclosure, followed by the electrical work.

8.2. Hangar 1 Business Case Opportunities

Hangar 1 will continue to operate as a flexible-use hangar for now. Dean Pedro is currently managing an MLS listing for the available 14,000+ sq. ft. hangar facility.

8.3. Rates

The transition from CPI to NRBCPI is intended to reflect inflation pressures associated with construction costs, infrastructure maintenance, and future capital renewal requirements related to hangars, aprons, taxiways, and runways.

Moved By: R. Bodner
Seconded By: L. VanVliet

That that all new lease applications be subject to a fee of \$900 plus HST to recover legal and administrative costs associated with preparing and executing a new lease agreement.

Carried

Moved By: G. Bruno
Seconded By: J. Lee

That all new leases, lease renewals, and rental agreements moving forward will include annual adjustments based on the Non-Residential Building Construction Price Index (NRBCPI) rather than the Consumer Price Index (CPI).

Carried

8.4. NOTAM – Sky Fest 2026

Sky Fest 2026 is the airport's first public aviation event. The Inaugural event will have limited attendance; Airport tenants, commissioners, staff, and their friends and family are encouraged to attend. A NOTAM will be issued in advance of the event, and a separate notification will be distributed to airport tenants.

Commissioners discussed the event, including guest attendance and event logistics.

8.5. ARCAL Update

As of this month, the ARCAL system is fully operational and functioning as intended. The repairs were completed at no additional cost to the airport.

9. Financial Report Update

9.1. May 2026

9.2. June 2026 (added late)

Commissioner Bruno presented the financial reports for May and June.

10. Special Projects

There were no special projects.

11. Closed Session

Moved By: L. VanVliet

Seconded By: R. Bodner

That the Airport Commission proceed to Closed session at 7:49 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) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose
- 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

11.1. Lease Agreement Update

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) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; 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.

11.2 New Land Lease Agreement

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.

12. Back to Open Session

Moved By: L. VanVliet

Seconded By: G. Bruno

That the Airport Commission rise and reconvene from Closed Session at 8:24 p.m. with report:

11.1 That the direction provided in closed session be followed.

11.2 That the direction provided in closed session be followed.

Carried

13. New Business

13.1. Motion to Airport Commission – Commissioner K. Ker (Attached)

Moved by: K. Ker

Seconded by: L. VanVliet

That this motion be deferred to the next regularly scheduled meeting.

Carried

13.2. Update from the Chair

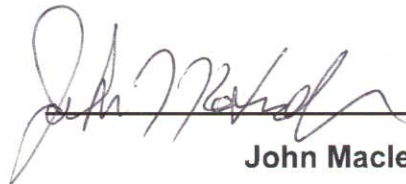
The Chair noted he attended a Chamber of Commerce event where he met several people who are interested in building a building to house drones.

14. Upcoming Meeting

14.1. July 23, 2026

15. Adjournment

The Chair adjourned the meeting at 8:33 p.m.



John Maclellan

Chair, Niagara Central Dorothy Rungeling Airport Commission