



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

Date: July 23, 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 at 6 p.m.

2. Adoption of Agenda

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

That the Airport Commission agenda, dated July 23, 2026, be approved.

Carried

3. Disclosures of Interest

There were no disclosures of interest.

4. Approval of Minutes (Attached)

4.1. June 25, 2026

Prior to the approval of the minutes, the Chair notified the Commission and attendees that no decisions would be made regarding Hangar 1.

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

That the Airport Commission minutes, dated July 23, 2026, be approved.

Carried

Moved by: L. VanVliet
Seconded by: G. Speck

That New Business be moved to the top of the agenda.

Carried

11. New Business

These items were moved up and discussed after item 4, Approval of Minutes.

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

Deferred from the previous meeting to this meeting.

Moved By: K. Ker
Seconded By: G. Speck

WHEREAS the Niagara Central Dorothy Rungeling Airport (the "Airport") is jointly owned by the Town of Pelham, the City of Welland, the Township of Wainfleet, and the City of Port Colborne, and is governed by the Niagara Central Dorothy Rungeling Airport Commission (the "Commission"), consisting of seven members appointed from the councils of the participating municipalities for terms concurrent with their elected office;

AND WHEREAS the Commission is responsible for ensuring the long-term operational and financial sustainability of the Airport through responsible management, strategic planning and decision-making, and the support of aviation, aerospace, aeronautical development opportunities,

AND Whereas Hangar One and its associated office space represent strategic assets to support and advance the aeronautical operations and advance the aviation related economic development at the Airport;

AND WHEREAS the Commission's sitting membership may change due to the upcoming municipal election;

AND WHEREAS the Commission recognizes the need to protect business continuity while balancing the need to allow the potential new sitting Commission members flexibility in their business management;

NOW THEREFORE BE IT RESOLVED THAT the Commission only consider lease agreements for non-aviation and/or non-aeronautical usage for Hangar 1 and its' associated office space, for a maximum term of 12 months ~~twenty-four (24) months~~, with no automatic renewal provisions, to ensure that all new lease agreements of this type are subject to regular review and evaluation by the potential new Commission members.

Lost

AMENDMENT:

Moved by: J. Lee

Seconded by: G. Speck

That the motion be amended to the maximum lease term to 12 months.

Lost

11.2 Procedural and Statute Issues – Commissioner G. Speck

- Commissioner G. Speck spoke about the 1970 federal statute, which established the Airport Commission. He also noted there has been a lack of material in writing and requested more materials be distributed in writing as per the procedural by-law. The Chair noted they have sent off questions to federal officials to get clarification on whether any lands or spaces can be used for non-aviation purposes. The Commission discussed the federal statutes that created the Airport Commission and the history of the commission.

5. Presentations

There were no presentations.

6. Correspondence

A Letter of correspondence was read out by the Clerk. A copy is attached to the minutes.

7. Chair Remarks

- The Chair spoke about the land use for Hangar 1 and noted they have sent questions to Transport Canada. He also noted they would have discussions with the respective Chief Administrative Officers before taking any action. Lastly, he noted a governance review needs to occur soon to ensure consistent operations at the airport regarding work and repairs.

8. Facility Operator's (FO) Report (Attached) – take from report

8.1. Hangar 1 and Office – Phase 1 Improvements

Renovations have been paused and are expected to resume in August. The next phase of work will include framing and electrical work.

8.2. Hangar 1 Business Case Opportunities

They are continuing to pursue multiple avenues for business cases, including a MLS listing, direct industry outreach, networking to the aviation community, and listing it on the website. Securing a long-term tenant remains a strategic priority.

8.3. Airport Operations

Fuel sales are still high despite the higher cost of AVGAS. There is enough supply to support aircraft traffic through out the remainder of the summer.

8.4. Infrastructure & Maintenance

The northwest fence in front of Hangar 1 has been re-installed and welded back into place, and the tripping hazards have been addressed.

8.5. Marketing & Communications

The response to the bi-monthly newsletter has been positive. They will be placed on the website as archival newsletters. The instagram account is also growing and has increased engagement and reach.

9. Financial Report Update (Bookkeeper)

9.1. Adjustment to Capital Asset Fund / Operating Capital

- Gary: for awhile had a new bookkeeper, now we a new bookkeeper, couple of items have been miscoded, none of the money will change, will re-see it next month, inquired to auditor, awaiting response.

10. Special Projects

10.1. Meeting Date of HR Committee Annual Review – Facility Operator

- Gary: annual review, don't have review committee but do have hiring committee, does anyone else want to participate? Will get it done in the month of august.

Moved By: R. Bodner

Seconded By: G. Bruno

That Commissioner L. VanVliet be appointed to the Hiring Committee as alternate to conduct performance reviews.

Carried

12. Closed Session

Called recess at 7:49 p.m. and reconvened the meeting at 8:08 p.m.

Moved By: R. Bodner

Seconded By: L. VanVliet

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.

Carried

12.2 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.

11. Back to Open Session

Moved By: K. Ker

Seconded By: G. Bruno

That the Airport Commission rise and reconvene from Closed Session at 8:39 p.m. with report:

- 12.2 That the direction provided in closed session be followed.

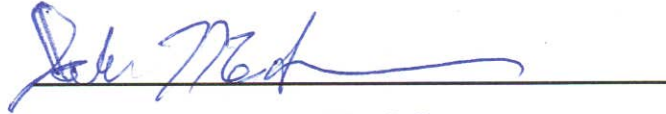
Carried

12. Upcoming Meeting

- 12.1. August 27, 2026

13. Adjournment

The Chair adjourned the meeting at 8:40 p.m.



John Maclellan

Chair, Niagara Central Dorothy Rungeling Airport Commission

Date: 2026-07-12 2:23:41 PM Eastern Summer Time
From: verburgam@aol.com
To: verburgam@aol.com

NIAGARA CENTRAL DOROTHY RUNGELING AIRPORT IN CRISIS

In My opinion, this Airport Commission has lost their minds and are morally, if not legally, irresponsible in their management of the airport.

There have been many individuals, groups and companies that have donated countless hours of free work, donated materials, loaned equipment, all to help maintain the airport. It is morally irresponsible for this commission to ignore all of what has been done, and continues to be done for this airport, to have the commission turn the main airport facility into a "soccer stadium".

Given the above and the following:

Dorothy Rungeling bequeathed \$ 220,000.00 to the airport to continue it's operation. The notion of turning the main airport hangar into a "soccer stadium" is a desecration of her memorial gift.

COPA 149 constructed the 11/29 runway and maintains it at no cost to the airport. All costs, labour, materials and equipment, necessary to maintain, along with the ongoing servicing, was and is covered through private donations. Not \$0.01 came from the airport or taxpayer funds.

COPA 149 purchased and maintains the courtesy van used by aviation visitors, again all through private donations, at no cost to the airport.

In 2012, as the airport had no offices, no meeting room, no place for visitors to come to, no place to sit, shelter, flight plan, have a drink or a snack, an individual donated a large mobile home to the airport, at no cost. This is the present Administration building and meeting room, It contains the only barrier free washroom at the airport.

The Airport Commission is mandated by the Act that created the commission, to operate the facility as an airport and the Act sets out consequences to the airport, if they do not.

The commission, consisting entirely of local elected councilors, is subject to change every four years. This Commission has only four months left before municipal elections. This Commission could be entirely out of a job, come election time. Surely it is not legal for this Commission to saddle a future Commission with such a detrimental decision (turning hangar#1 in to a "soccer stadium"), negatively affecting the long term future of the airport.

The on going problem with this Commission, as well as previous Commissions, is that the members have little or no aviation and or airport knowledge. It should be self evident as why the Commissions do such a poor job and have the airport in financial trouble . For this commission to even entertain the idea of turning the main hangar in to a "soccer stadium" confirms their lack of responsible management of the airport. There have been five "facility operators" (managers) in the last 14 years, I wonder why? Go figure !

A totally disgusted, lease holder, taxpayer, hangar owner, pilot..... Adrian Verburg