



PortsToronto

Billy Bishop Toronto City Airport

Community Liaison Committee

Meeting #47

Meeting Minutes

September 28, 2022

Hybrid Meeting

In-Person: Waterfront Neighbourhood Centre
Virtual: Zoom

Toronto, Ontario

Minutes prepared by:





These meeting minutes were prepared by LURA Consulting. LURA provides neutral third-party consultation services for the Ports Toronto Community Liaison Committee (CLC). These minutes are not intended to provide verbatim accounts of committee discussions. Rather, they summarize and document the key points made during the discussions, as well as the outcomes and actions arising from the committee meetings. If you have any questions or comments regarding the Meeting Minutes, please contact either:

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Summary of Action Items from Meeting #46

Action Item	Action Item Task	Who is Responsible for Action Item
M#47-A1	Finalize CLC Meeting #46 Minutes and post to the PortsToronto website.	PortsToronto
M#47-A2	Provide report on Spadina-Fort York specific responses to the 2022 Public Opinion Survey.	PortsToronto
M#47-A3	Investigate the increase in residents responding “Never used before/not familiar with the airport” in the 2022 Public Opinion Survey, compared to the 2018 survey.	PortsToronto
M#47-A4	Provide the script/questionnaire used by surveyors for the 2022 Public Opinion Survey.	PortsToronto
M#47-A5	Revise presentation slide deck for the NAV Canada Fall 2022 Update to be better suited for sharing with a general audience.	NAV Canada
M#47-A6	YQNA representative to send recommendations on important CLC meetings to highlight when onboarding new CLC members.	YQNA
M#47-A7	Follow-up with Air Quality Study researchers and BQNA Air Quality Committee regarding the outcomes of the study.	PortsToronto
M#47-A8	CLC members that participated in CLC Meeting #47 to share feedback with Mr. Furneaux on their experience and impressions of the hybrid meeting format	All

List of Attendees

Name	Organization (if any)	Attendance
COMMITTEE MEMBERS		
Brent Gilliard	On behalf of Ward 10 – Spadina-Fort York	Present - Online
Bushra Mir	On behalf of Ward 10 – Spadina-Fort York	Present - Online
Zara Sajjad	On behalf of MP Kevin Vuong, Spadina-Fort York	Absent
MP Kevin Vuong	MP, Spadina-Fort York	Absent
Meg St John	City of Toronto – Waterfront Secretariat	Present - Online
Joanne Dobson	Air Canada	Present - Online
Brad Cicero	Porter Airlines	Present - Online
Jennifer Quinn	Nieuport	Regrets
Cheryl Stone	Nieuport	Present - Online
Matthew Kofsky	Toronto Board of Trade	Regrets
William Peat	Ireland Park	Absent
Simon Bredin	Waterfront Toronto	Regrets
Joan Prowse	Bathurst Quay Neighbourhood Association (BQNA)	Present - Online
Bev Thorpe	Bathurst Quay Neighbourhood Association (BQNA)	Regrets
Hal Beck	York Quay Neighbourhood Association (YQNA)	Present - Online
Sarah Miller	Toronto Island Community Association (TICA)	Absent
Dave Purkis	Nav Canada	Present – In-Person
Oliver Hierlihy	Waterfront BIA	Regrets
Tim Kocur	Waterfront BIA	Present - Online
PORTSTORONTO REPRESENTATIVES		
Angela Homewood	PortsToronto	Present - Online
Chris Sawicki	PortsToronto	Absent
Michael Antle	PortsToronto	Present – In-Person
Bojan Drakul	PortsToronto	Present – In-Person
Deborah Wilson	PortsToronto	Present – In-Person
Mike MacWilliam	PortsToronto	Present - Online
Jessica Pellerin	PortsToronto	Present - Online
Chris Pearce	PortsToronto	Present – In-Person
FACILITATION		
Alexander Furneaux	LURA Consulting	Present – In-Person
Sayan Sivanesan	LURA Consulting	Present – In-Person
GUEST		
Gene Cabral	Avia NG Airport Consultants	Present - Online

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Appendix C.1 – PortsToronto Presentation on the 2022 Public Opinion Survey: Overview

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Appendix D – NAV Canada Presentation on the NAV Canada update for Fall 2022

Appendix E – LURA Consulting Presentation on the CLC Refresh Interviews

1. Welcome and Introductions

Alexander Furneaux (LURA Consulting) welcomed members of the Billy Bishop Airport (BBTCA) Community Liaison Committee (CLC) to the 47th committee meeting. Mr. Furneaux noted that this is the first hybrid meeting held by the CLC.

Gene Cabral, formerly Executive Vice-President of BBTCA and chair of the CLC, joined briefly at the beginning of the meeting to officially say goodbye to CLC members. Mr. Cabral noted that he left PortsToronto and officially started his new position as the CEO of Avia NG Airport Consultants on September 12, 2022. Mr. Cabral thanked all CLC members for their participation on the committee and expressed his appreciation for the CLC being a forum for dialogue that supports community members and stakeholders to work through issues collaboratively.

The York Quay Neighbourhood Association (YQNA) representative expressed that the community will miss Mr. Cabral. The YQNA representative noted that from a resident perspective, Mr. Cabral is appreciated as someone who always clearly explained the airport's position in a friendly and passionate voice.

Mr. Furneaux then provided an overview of the agenda.

The meeting agenda is included in **Appendix A**.

2. Review of Meeting Minutes & Action Items

Mr. Furneaux reviewed the status of the meeting minutes from CLC Meeting #46 held on May 24th, 2022. Mr. Furneaux noted that these meeting minutes were shared with CLC members on August 9th, 2022, and requested that any comments on these meeting minutes be shared by September 30th, 2022. After this, the minutes will be finalized and published.

Mr. Furneaux also noted that he distributed a list of action items from previous meetings on September 21st, 2022. Mr. Furneaux requested that CLC members email him if there are any updates or follow-up requests to those action items.

M#47-A1 Finalize CLC Meeting #46 Minutes and post to the PortsToronto website.

3. PortsToronto Updates

Deborah Wilson (PortsToronto) provided a brief update on staffing changes at PortsToronto. Ms. Wilson noted that Roelof-Jan (RJ) Steenstra was appointed as PortsToronto's new President and Chief Executive Officer in June 2022, and formally began his role in September 2022. Ms. Wilson noted that Mr. Steenstra was previously President and Chief Executive Officer of Fort McMurray Airport Authority, where he successfully led the airport through challenges such as wildfires, flooding and a cyberattack.

Ms. Wilson indicated that Mr. Steenstra could not make this meeting due to a prior engagement that was scheduled before he joined PortsToronto, however, will begin attending every CLC meeting moving forward starting with CLC #48 in November. Ms. Wilson noted that Mr. Steenstra will represent the airport and PortsToronto at the executive level on the CLC.

The YQNA representative inquired whether Mr. Steenstra will be taking on Mr. Cabral's former role on the CLC, and whether Mr. Cabral's role in PortsToronto has been replaced yet.

Ms. Wilson responded that Mr. Steenstra intends to take some time to familiarize himself within PortsToronto before making decisions regarding replacements or reorganizing of roles. In the meantime, Mr. Steenstra will be balancing a few different roles, including some of the work that Mr. Cabral used to do.

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Michael Antle (PortsToronto) then provided a presentation on airport recovery updates. Mr. Antle's presentation on airport recovery updates is included in **Appendix B**.

Key points from Mr. Antle's updates on this topic include the following:

- Total Canadian passenger traffic in July 2022 was 81% of July 2019 levels. Mr. Antle noted that the uptick that began around March 2022 following the end of public health restrictions from the Omicron COVID-19 wave, has steadily continued upwards throughout the year.
- Total passenger traffic at BBTCA in August 2022 was 82% of August 2019 levels. Mr. Antle noted that passenger traffic at BBTCA has also steadily climbed through the year, with August showing the best passenger numbers all year. However, total year-to-date (YTD) passenger traffic at BBTCA in 2022 is 53% of 2019 levels, due to the slow passenger traffic in January and February this year.
- Total aircraft movements at BBTCA in August 2022 was 84% of August 2019 levels. Mr. Antle noted that the aircraft movements have also continued to increase throughout the year. Total YTD aircraft movements at BBTCA in 2022 are 77% of 2019 levels. Mr. Antle noted that total aircraft movements at BBTCA includes both scheduled carriers and general aviation.
- Total YTD ORNGE Medevac Flights were 2971 flights during regular operation hours and 557 flights during after-hours. Mr. Antle noted that regular operation hours are between 0645 – 2300, whereas after-hours are between 2300 – 0645.
- The Government of Canada will be removing its COVID-19 border and travel measures effective October 1st, 2022. As of this date, travelers will no longer need to provide proof of vaccination, undergo pre- or on-arrival testing, carry out COVID-19 related quarantine/isolation plans, or be required to wear masks for travel on planes and trains.
- Mr. Antle noted that PortsToronto has been encouraging passengers to use masks in public areas of BBTCA, but as of October 1st, PortsToronto will no longer be requiring this.
- Mr. Antle shared that Connect Airlines has been effective with their proving runs to date and is in the process of scheduling the last of their proving runs. Mr. Antle indicated that there have been some delays with Federal Aviation Administration (FAA) staff in scheduling this, but that Connect Airlines is hoping to start the final proving runs by mid-October 2022. Mr. Antle noted that the proving runs being delayed will push back the launch of Connect Airlines at BBTCA.

The YQNA representative asked for clarification on what aircraft movement is defined as.

Mr. Antle explained that an aircraft movement is defined as a landing or takeoff.

4. BBTCA Public Opinion Survey Results

Ms. Wilson provided a presentation on the PortsToronto 2022 Public Opinion Survey. Ms. Wilson's presentation on the 2022 Public Opinion Survey is included in **Appendix C**.

Key points from Ms. Wilson's updates on this topic include the following:

- PortsToronto generally conducts a Public Opinion Survey every two years. Past surveys were conducted in 2012, 2014, 2016, and 2018. The survey was not conducted in 2020 due to the COVID-19 pandemic but has recommenced in 2022.
- The public opinion surveys for PortsToronto are conducted by a third-party firm, Environics Research. Environics Research was selected because the City of Toronto and many other government agencies also use this firm for surveying, so they have credibility and familiarity in surveying the Toronto population.
- The 2022 survey was structured to highlight comparisons of responses from previous years' questions, where applicable. The 2022 survey included some new questions around support for measures to

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reduce BBTCA's environmental impact, such as the introduction of aircrafts that emit less pollution emissions.

- Ms. Wilson noted that Air Canada is investing in deploying 30 [electric regional aircrafts](#) that are expected to enter service in 2028. Ms. Wilson indicated that though Air Canada's electric aircrafts are not currently planned for deployment at BBTCA, the survey sought to gauge public support for sustainable aircraft investments.
- The 2022 survey was conducted from May 5th – June 8th, 2022, by telephone survey among a sample size of N=1,225 residents aged 18 years and older. The survey sample size was distributed by geographic areas and validated respondents by postal codes. Ms. Wilson noted that the total sample size is larger than typical surveys, and as a result the margin of error is $\pm 2.8\%$, 19 times out of 20.
- The sample size included an oversample of N=336 residents living along the Waterfront region to ensure that voices in this region are captured more than any other area in Toronto, due to its proximity to BBTCA. The Waterfront region is defined in this study as the body of water-facing areas in the city spanning from Etobicoke to Scarborough.
- Key insights from the survey results include:
 - Users of BBTCA primarily report flying for leisure rather than business. Ms. Wilson noted that this result has been consistent over the last 10 years. Ms. Wilson also indicated that business travel is taking longer to bounce back since the COVID-19 pandemic due to the adoption of virtual meetings.
 - Seven in ten Toronto residents (70%) hold either a "very" or "somewhat" favourable opinion of BBTCA, while 6% of residents hold a "somewhat favourable" opinion, and 2% hold a "very unfavourable" opinion.
 - Proximity to downtown, convenience, and shorter-lineups are among the top reasons Toronto residents reported for having a favourable opinion of BBTCA.
 - Of Toronto residents who hold an unfavourable opinion of BBTCA, one quarter (27%) say it is due to never using the airport before/not being familiar with the airport. This is followed by 20% who hold an unfavourable opinion due to noise pollution.
 - Two in five Toronto residents (39%) say they have flown from BBTCA in the past.
 - The inability to access certain destinations, do not fly anywhere, and inconvenience compared to other airports were the top reason why Toronto residents have not used BBTCA. These top three reasons for not using BBTCA have remained unchanged since 2016.
 - Approximately three in ten Toronto residents (28%) get to BBTCA by taxi. Other primary methods of transportation to BBTCA include the TTC, ride shares, and a family/friend drop-off. Choosing ride shares as a transportation method has increased steadily over the years, while other methods such as taxis and the TTC show little change over time.
 - Toronto residents continue to primarily suggest "nothing" would make the airport better (39%). Other top suggestions for improvement include adding more destinations to the U.S., more food options, and more/better parking.
 - The survey included a section of questions where respondents were asked to 'agree or disagree' with statements regarding a downtown airport. Most Toronto residents agree that BBTCA is a good use of land, and that the airport plays a central role in business/the economy, health care, and job creation for the city. A strong majority of residents also agreed that the airport location "makes sense" and that it is an asset to the city regarding tourism, business/economy and international perception.

Ms. Wilson then opened the floor up for any questions from CLC members.

The YQNA representative inquired whether the responses from the Waterfront region can be provided, isolating responses from the central waterfront from the Etobicoke and Scarborough waterfront areas. The YQNA

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representative indicated that the experiences of central waterfront residents would be quite different from residents of other Toronto waterfront areas.

Ms. Wilson responded that the survey results include the postal codes of all respondents, so the results can be filtered to isolate the responses from Spadina-Fort York residents. Ms. Wilson noted that Spadina-Fort York residents reported higher use of non-vehicle transportation to get to BBTCA, compared to residents from other Toronto postal codes, but otherwise showed consistent results in the survey. Ms. Wilson also noted that the Spadina-Fort York sample size was N=96, so they were intentionally overrepresented within the sample size for the Waterfront region (336).

The YQNA representative suggested that an updated graphic of the regions surveyed could be provided that shows the respondents from the central waterfront as distinct from other areas in the Waterfront region.

Ms. Wilson responded that the survey wanted to include the whole waterfront region because residents of eastern and western waterfront areas also experience lots of aircraft flights over their communities but agreed that the central waterfront is likely most impacted from BBTCA operations. Ms. Wilson confirmed that she would share a second presentation summarizing the Spadina-Fork York survey results, for comparison with the survey results for all of Toronto.

M#47-A2 PortsToronto to provide report on Spadina-Fort York specific responses to the 2022 Public Opinion Survey.

The YQNA representative noted that there is a significant difference in the proportion of residents that responded “Never used before/not familiar with the airport” as the top reason for an unfavourable opinion in the 2002 survey (27%) compared to in the 2018 survey (5%). The YQNA representative inquired if there were any ideas for why there was such a big change.

Ms. Wilson agreed that this is a very significant difference and suggested that it could partially be due to an increase in residents that are new to the city. Ms. Wilson noted that she would look into the responses and attempt to identify potential reasons for the change.

M#47-A3 PortsToronto to investigate the significant increase in residents responding “Never used before/not familiar with the airport” in the 2022 Public Opinion Survey, compared to the 2018 survey.

Ms. Wilson requested that if CLC members notice any other oddities with the survey results to email her, and she would follow-up with the researchers at Environics Research for answers.

The YQNA representee asked whether the script for the telephone survey could be shared with CLC members. The YQNA member indicated that some community members may wonder whether questions were asked in a way to solicit particular responses.

Ms. Wilson responded that this is a fair concern and indicated that the survey was designed to be completely above reproach. Ms. Wilson confirmed that the survey script could be shared.

M#47-A4 PortsToronto to provide the script/questionnaire used by surveyors for the 2022 Public Opinion Survey.

The YQNA representative then inquired whether there were any survey questions related to noise.

Ms. Wilson responded that the survey was designed to keep questions at a very high level, so nothing specific was asked related to noise as that would be too technical for a general population survey. The intention was to keep questions related to general impressions and opinions about the airport. Ms. Wilson noted that the survey did receive responses indicating that some residents do not like the airport because it produces too much noise, but the survey did not ask questions related to ‘how much noise’ or ‘what time the noise occurs’. Ms. Wilson

also noted that the survey was designed to keep the survey length to five to ten minutes, so as to not risk people hanging up.

5. NAV Canada Update

Dave Purkis (NAV Canada) provided a presentation on the NAV Canada update for Fall 2022. The presentation was intended to share NAV Canada insights on the effects of the COVID-19 pandemic on traffic patterns at BBTCA from 2019 to present day, flight traffic data and patterns of commercial operations, projects and changes to air navigation service provider (ANSP) structure, and projected trajectory for a recovery. Mr. Purkis' presentation on the NAV Canada update is included in **Appendix D**.

Key points from Mr. Purkis' update on these topics include the following:

- Aircraft traffic at BBTCA dropped about 90% in 2020 following the start of the COVID-19 pandemic. In Spring and Summer 2020, aircraft traffic at BBTCA saw a general recovery through to September, solely due to general aviation activities (no commercial flights), and then dropped off again during the winter months.
- In 2021, aircraft traffic at BBTCA was again depressed compared to pre COVID-19 pandemic levels but peaked near the end of the year due to the restart of commercial flights.
- In 2022, aircraft traffic at BBTCA is returning to normal seasonal patterns, but there is not the same level of passengers compared to 2019 levels. Mr. Purkis indicated that this may be due to various factors such as inflation. Mr. Purkis indicated that from a NAV Canada standpoint, aircraft traffic has returned to normal operations.
- Mr. Purkis noted that there have been no changes to the ANSP structure and the aircraft routes for departing and arriving at BBTCA since the implementation of Required Navigational Performance (RNP) approaches prior to the start of the COVID-19 pandemic. All the tracks that Dash-8 Q400 aircrafts have been using at BBTCA follow a relatively consistent pattern for arrivals; aircrafts also take a relatively straight departure track from the airport that is followed until reaching a safe altitude to start their turn and proceed on course.
- Mr. Purkis noted that there are still occasional issues that come up with general aviation aircrafts flying over the Toronto Islands and coming in proximity to noise sensitive areas. Mr. Purkis indicated that NAV Canada is working to minimize those impacts.
- Mr. Purkis noted that NAV Canada is working with airlines to conduct further pilot training to achieve full utilization of the RNP approaches. Mr. Purkis indicated that the shutdown in commercial operations as well as the rapid turnover of pilots in the industry has impacted the pilot training.
- Mr. Purkis reviewed changes discussed with the CLC prior to the pandemic. This includes implementation of the RNP Approach to Runway 08, implementation of the Localizer Performance with Vertical Guidance (LPV) Approach to Runway 26, and the elimination of the Instrument Landing System (ILS) Approach to Runway 26.
- New projects and priorities for NAV Canada moving forward include updating to Integrated Working Position (IWP) software, improving telecommunications, and addressing recruitment challenges.
- Mr. Purkis explained that the IWP project is an update to the software used by Air Traffic Controllers to improve commonality in operational procedures and performance, improve user experience, and reduce maintenance costs.
- Mr. Purkis explained that the telecommunications improvement project involves installing a second transceiver to supplement telecommunications around the Toronto airspace. Mr. Purkis indicated that the large volume of residential and office towers in Toronto is currently posing challenges with communications. NAV Canada is planning to install the second Transceiver at the Oshawa air traffic control tower in 2023.

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- Mr. Purkis noted that NAV Canada lost a large number of staff since the COVID-19 pandemic, both due to retirements and workers leaving the industry. NAV Canada is looking to address staffing challenges by hiring to add front line operational staff, though no significant changes are planned for staffing at BBTCA.
- Mr. Purkis concluded by indicating that the future trajectory of the aviation industry remains uncertain due to confluence of factors including labour shortages across the industry, uncertainty around the impacts of a new COVID-19 wave this winter, uncertainty around whether business travel will return, and economic indicators identifying changes to local and global economies.

Mr. Purkis then opened the floor up for any questions from CLC members.

The YQNA representative asked that the final version of the presentation that is shared for publication be adjusted to be more user friendly, particularly for sharing and discussing with community members. The YQNA representative recommended that the title for slides 9 and 10 be adjusted to specify that the aircraft tracks depicted are for Dash-8 Q400 aircraft only. The YQNA representative also suggested that the presentation include a page listing abbreviations and definitions for industry terms such as RNP, LVP, and ILS Approach.

Mr. Purkis agreed to review and adjust the presentation so that it is better suited for a general audience.

M#47-A5 NAV Canada to provide a revised presentation slide deck for the NAV Canada Fall 2022 Update, that includes clearer slide titles and a list of abbreviations and definitions, so that it is better suited for sharing with a general audience.

The YQNA representative asked whether it would be possible to provide a visual depiction of the angles of descent and ascent of aircraft at BBTCA.

Mr. Purkis responded that the flight track data available does not provide a vertical plot to show a profile view. Mr. Purkis noted however that for most approaches the aircraft is on a constant descent angle, specified by the Canada Air Pilot.

The YQNA representative asked whether the reduction in maintenance costs from implementing the IWP software update is related to software or physical maintenance.

Mr. Purkis responded that the savings are associated with standardizing the software across all NAV Canada towers, which this will improve efficiencies around human factors. Mr. Purkis explained that currently the software for each tower is highly customized to its context, which results in inefficiencies around software maintenance and support.

The Bathurst Quay Neighbourhood Association (BQNA) representative asked for clarification on where the new telecommunications transceiver will be located.

Mr. Purkis responded that the new transceiver will be located at the Oshawa control tower at the Oshawa Executive Airport.

The Waterfront Business Improvement Area (Waterfront BIA) representative noted that with changes in the Port Lands to enable increased flood protection, the area will be ready for large scale development. The Waterfront BIA representative indicated that he believes there is an application for a 40-story building on Villiers Island. He then asked whether NAV Canada is in conversation with potential developments in the Port Lands about flight paths over the Port Lands.

Mr. Purkis responded that under Canadian law there is no requirement for a property owner to seek permission from NAV Canada for a development. Mr. Purkis shared the example that in Chatham-Kent, Ontario, there was a farmer that built a grain silo right at the end of the runway of an airport. Mr. Purkis indicated that NAV Canada

does not have the ability to stop any developments, and that future developments in the Port Lands can definitely impact the flight paths at the east side of BBTCA.

The Waterfront BIA representative asked whether there is any information that Waterfront BIA can share with its stakeholders to support communication between developers and NAV Canada and ensure that stakeholders are aware of current flight paths. He indicated that the Waterfront BIA is certainly in support of increasing density in the Port Lands to help address the housing crisis, but also is in support of the airport.

Mr. Purkis responded that in his role in NAV Canada's Operations group, his involvement with the land use process is limited. Mr. Purkis indicated that NAV Canada's technical departments are responsible for looking at the effects and potential interferences from development.

The Waterfront BIA representative asked for clarification on whether approaches and landings at BBTCA pose a unique challenge due to its proximity to downtown or whether it's comparable to other airports that are near downtowns.

Mr. Purkis responded that from NAV Canada's perspective, the challenge is not looked at in terms of an urban environment, but rather as nearby land masses that can pose interferences in the flight paths. Mr. Purkis noted that the mountains surrounding Kelowna can cause similar issues to the building towers in downtown Toronto.

The YQNA representative noted that railroads have certain veto rights which enable them to disrupt land development. The YQNA representative asked why NAV Canada does not have the same ability to influence requirements for development.

Mr. Purkis responded that NAV Canada's role is to manage the airspace. It can offer input and have discussions to try and find a middle ground, but it is not the regulator, so it cannot unilaterally veto a development. If there is a contentious issue, it would be escalated to Transport Canada to get involved.

Mr. Antle added that PortsToronto does have an agreement with the City of Toronto about reviewing information regarding developments being planned around BBTCA, to help flag if there are concerns.

The YQNA representative asked whether the sharing of information with BBTCA around development applications is required or voluntary.

Mr. Antle clarified that this is a requirement, as it is part of an agreement BBTCA has with the City.

The YQNA representative asked for clarification on how long this information sharing agreement has been in place.

Mr. Antle responded that he is unsure.

6. Community Updates

The YQNA representative indicated that they do not have any updates.

The BQNA representative shared that the Bathurst Quay Mural Project (BQMP) at Eireann Quay has selected an artist and design for the mural, and that work on the mural has begun. The BQNA representative noted that the community, and in particular the local school, provided input on the design and that the artist is of Indigenous descent. The BQNA representative indicated that if there is a press release on the artist and the mural that they would share it with the CLC.

The Waterfront BIA representative shared that the Waterfront BIA is hiring for a social media job and will be posting the job description next week. The Waterfront BIA representative requested that if CLC members would recommend anyone for the job to get in touch with him.

7. CLC Refresh Update

Franca Di Giovanni (LURA Consulting) provided a 'What We Heard' presentation on the BBTCA CLC Refresh Interviews. Ms. Di Giovanni noted that the interviews with CLC members were conducted by herself and her colleague, Sesvin Josarasa, and that they conducted a thematic analysis of the responses to identify key themes. Ms. Di Giovanni's presentation on the CLC Refresh Interviews is included in **Appendix E**.

Key points from Ms. Di Giovanni's update on this topic include the following:

- Many members indicated that they value the information that is presented at the CLC, and that it is an effective way to communicate news and updates from the airport and within the community.
- Members expressed appreciation that there is a table for this community dialogue even though it is not a regulatory requirement.
- Some members suggested that communication can be more efficient, and that information can be shared with the community in a timelier manner
- Many members expressed appreciation that the CLC helps to build relationships between stakeholders.
- Members indicated that there is a need to work through some underlying tensions and reestablish a culture of mutual respect. Members suggested that community building exercises might help to strengthen relationships.
- Members recommended improving the effectiveness of meetings by reorganizing the agenda and enabling facilitation to keep conversations on track. Members also requested a standing item to review the status of action items.
- Some members expressed a sense of frustration from lack of clarity over the purpose of the CLC.
- Many members indicated that they were not familiar with the terms of reference for the committee. Members welcomed the opportunity to refresh the terms of reference so that there is more broadly shared understanding of the CLC purpose and objectives.
- Members expressed support for the goal of diversifying CLC membership to broaden the scope of perspectives represented. Members suggested increasing representation in terms of locations in the waterfront represented, as well as professional background, gender, age, and race.
- Members offered several suggestions for stakeholders, community groups and organizations from the central waterfront that can be invited to join the CLC and diversify its membership.
- Next steps in the CLC Refresh include drafting revisions to the terms of reference, search and selection of new committee members, new member introductions and orientation to the CLC, and a cross over meeting with current and new CLC members to review the new draft terms of reference.

Ms. Di Giovanni then opened the floor up for any questions from CLC members.

The BQNA representative asked for clarification on what was meant by "zones can consider location but also other differences" (slide 10).

Ms. Di Giovanni explained that this is in reference to considering increasing the diversity of CLC membership in terms of geographic locations represented, but also other aspects of diversity such as gender, age, and race.

The BQNA representative noted that during their interview they had emphasized that CLC members are volunteers and that they need more support to be effective conduits for communications to the community. The BQNA representative also indicated that they had recommended during their interview that the CLC meeting start time should be pushed back to 7:00 pm, recognizing that CLC members are volunteers juggling other jobs.

Ms. Di Giovanni noted that the presentation does not represent an exhaustive list of every comment received, but rather the overarching themes that were heard. Ms. Di Giovanni acknowledged that there were comments recorded about adjusting the start times and length of meetings.

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The YQNA representative asked for clarification on who from the list of suggestions for potential new stakeholders had already been contacted.

Ms. Di Giovanni responded that outreach to the list of potential new stakeholders has not commenced yet.

The YQNA representative then asked for clarification on which current CLC members had participated in the interviews over the summer.

Mr. Furneaux responded that interviews were completed with the Waterfront BIA, the Toronto Board of Trade, the BQNA, the Toronto Island Community Association (TICA), Air Canada, Porter Airlines, Brent Gilliard and Bushra Mir on behalf of Councillor Mihevc's office, and PortsToronto staff.

The YQNA representative recommended that the orientation of new CLC members include the matrix prepared by Mr. Furneaux that lists all the past CLC meetings by general topic. The YQNA representative indicated that he found this document to be very informative and suggested it would help new CLC members to review and digest the information that has previously been discussed at past meetings.

Mr. Furneaux noted that part of the CLC Refresh process can be identifying the key past meetings that new members should pay particular attention to. Mr. Furneaux suggested that the YQNA representative can share recommendations of any past meetings that stand out as particularly important.

The YQNA representative noted that there have already been nearly 50 meetings, so it will be important for new CLC members to not spend too much time rehashing past discussions, but rather to build on those discussions.

M#47-A6 YQNA representative to send recommendations on important CLC meetings to highlight when onboarding new CLC members.

The YQNA representative then noted that the CLC Refresh should consider whether there are any objections on new stakeholders to be included.

The BQNA representative noted that they recommended and have already spoken to contacts from two stakeholder groups – A Pirate Life and HMSC York – that they believe would contribute to the diversity of the CLC. The BQNA representative also recommended the National Yacht Club, the Waterfront School, and the Waterfront Community Centre as a potential stakeholder. The BQNA representative indicated that these stakeholders are very excited by the possibility of being involved in the CLC, and that they hope that these recommendations are considered for the CLC Refresh. The BQNA representative offered to help make introductions with these stakeholder groups if that would be helpful.

Mr. Furneaux indicated that at this stage of the CLC Refresh, LURA Consulting is open to receiving contact information for potential stakeholder suggestions, but that outreach to these groups will not begin until the criteria for selecting new members is determined.

The YQNA representative noted that one of the reasons why this committee exists is because public meetings are not effective for certain discussions; they can be over simplified and do not allow for nuanced discussions. The YQNA representative also noted that the benefits of the CLC include having equal voices so that one stakeholder group's voice is not dominated, and each stakeholder group can speak. The YQNA representative indicated that while some issues need a forum like the CLC for discussion, there are others – topics that do not need a committee to follow closely and grow knowledge on – that can probably be discussed at a public meeting.

The YQNA representative suggested that general information does not need to be discussed during CLC meetings, and that the issues that do need to be discussed at the CLC can help inform who needs to be on the committee.

The BQNA representative indicated that Ms. Monette and Mr. Moore, who are BQNA representatives on the Noise Management Subcommittee (NMSC), were not included in the interviews and could not give their input.

Mr. Furneaux responded that he had followed-up with Ms. Monette and she had communicated to him that she did not want to participate in the CLC Refresh interviews. Ms. Monette expressed that because she primarily only attends the NMSC meetings, she did not want to provide input on meetings that she was not attending. Mr. Furneaux noted that he had also reached out to Mr. Moore but there have been ongoing challenges with getting replies from him. Mr. Furneaux also noted that he had a call with the YQNA representative to capture his input, and the notes from this call were provided to Ms. Di Giovanni to include in the review of interview responses.

Mr. Furneaux noted that any other questions or comments about the CLC Refresh can be directed to him.

8. Air Quality Study Update

The BQNA representative provided an update on the Air Quality Study. The BQNA representative shared that the previous two meetings for the Air Quality Study's Communications Sub-Committee were held on June 9th and September 8th, 2022, and there is an update presentation taking place on September 29th at 7pm. The BQNA representative indicated that there was also a tour of the Bathurst Quay neighbourhood held in the summer, where the researchers had the chance to see in person where the monitors for the study were located. The BQNA representative shared that during the summer the researchers conducted a six-week study that included mobile testing through vehicles driving around the neighbourhood, as well as stationary testing through monitors at fixed locations.

The BQNA representative indicated that Dr. Greg Evans, one of the principal researchers, is requesting to install an air quality monitor on-site at BBTCA. The BQNA representative noted that there is already a monitor installed at the terminal building on the mainland, but this is still far from the aircraft activity. The BQNA representative also noted that a few university students that are part of the research team attempted to conduct a test close to the airport fence but were chased off by security and were quite upset by the experience.

The BQNA representative asked for clarification on why the Air Quality Study is not able to have a monitor installed on-site at BBTCA.

Angela Homewood (PortsToronto) responded that she had a call with Dr. Evans and Dr. Marianne Hatzopoulou in June to explain that the instruments that are being used in the study are not approved by the United States Environmental Protection Agency (EPA) a certification standard that the Ontario Ministry of the Environment and Federal Ministry of the Environment use when determining what air quality equipment is acceptable in Canada. Ms. Homewood also noted that the students did not have approval to be on airport property. The students had accidentally been guided past the airport fence by PortsToronto staff persons that did not know they did not have permission, and then were asked to leave by security.

Ms. Homewood indicated that she would follow-up by email with Dr. Evans and include the BQNA representative to clarify that the monitoring equipment is not approved by government agencies at both the Provincial and Federal levels for air monitoring and sampling. Ms. Homewood noted that the equipment is being supplied by a manufacturer that does not meet the EPA requirements, and that this is not sanctioned by the Provincial and Federal governments.

Ms. Homewood noted that when this concern was raised with the researchers, the researchers had responded that they were not aware that they needed to use monitoring equipment that is EPA approved. Ms. Homewood indicated that by using this equipment, the research team is essentially testing an unapproved product for a company.

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The YQNA representative noted that it is not necessarily a bad thing that something is not EPA approved. The YQNA representative suggested that the equipment could be more accurate than what the EPA wants to approve, because the EPA is a political organization too.

Ms. Homewood responded that to affect changes to policies and procedures related to air quality, the data has to be based on an agreed upon standards. Ms. Homewood indicated that perhaps this was not clear when she communicated this to the researchers on their phone call in June 2022 and suggested that this conversation be continued in another forum with the researchers, to not take the CLC meeting off track.

The BQNA representative expressed concern that PortsToronto is not allowing monitoring equipment at the airport because it does not meet EPA requirements.

Ms. Homewood explained PortsToronto is allowing the air monitoring station at the ferry terminal building, which is on airport property. Ms. Homewood acknowledged that the ferry terminal building is on the mainland side of the western gap waterway, not the airport side of the western gap (the location desired by the BQNA representative). Ms. Homewood noted that the Nieuport building is not owned by PortsToronto. As such, the ferry terminal was deemed to be the closest location to the airport property that enables Michael MacWilliam (PortsToronto) to provide the researchers easy access to the monitoring station. Ms. Homewood noted that PortsToronto is willing to support the study in this way, however, the new information about the monitoring equipment not being approved for use in Canada, based on the Ontario Ministry of the Environment and Federal Ministry of the Environment standards that use the EPA standard, concerns PortsToronto.

The BQNA representative expressed that they would like to speak with Ms. Homewood's sources that claim that the monitoring equipment is not government approved, to verify this themselves. The BQNA representative noted that the study is funded by the Federal government, that the researchers involved are highly respected, and that the proposal clearly outlined the study methodology. The BQNA representative indicated that a lot of time and effort has gone into this study, and they do not want the results to be discredited.

The YQNA representative indicated that the study is a research project, and that the primary focus of the study is not to influence policy so the decision to incorporate new technology should not matter.

Ms. Homewood disagreed and indicated that one of the outcomes of the research is to propose policies and procedural changes. Ms. Homewood then reiterated that she would prefer to have this conversation with the research team directly but felt it was important to alert the CLC to this development. Ms. Homewood indicated she would like to seek clarification on their research intentions and outcomes, because it will be difficult to make policy and procedural recommendations if the equipment is not sanctioned for air quality monitoring and data gathering.

M#47-A7 PortsToronto to follow-up with Air Quality Study researchers and BQNA Air Quality Committee regarding the outcomes of the study, given the monitoring equipment that is being used.

9. Business Arising

Mr. Furneaux noted that this is the first CLC meeting to be hosted in a hybrid format. Mr. Furneaux asked CLC members in attendance to share feedback on their impressions of the meeting experience. Mr. Furneaux noted that this will help assess how meetings should be formatted in the future.

M#47-A8 CLC members that participated in CLC Meeting #47 to share feedback with Mr. Furneaux on their experience and impressions of the hybrid meeting format.

Mr. Furneaux reminded members that the next CLC meeting is scheduled for November 23rd.

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Mr. Furneaux noted it was great to see CLC members attend the meeting both in person and virtually and thanked the members for their participation.

The meeting adjourned at approximately 8:40 p.m.