



**TORONTO PORT AUTHORITY  
AND  
BILLY BISHOP AIRPORT**

**COMMUNITY LIAISON COMMITTEE  
MEETING #5**

**MEETING MINUTES**

January 18, 2012  
Harbourfront Community Centre  
Toronto, Ontario

Minutes prepared by:





*These meeting minutes were prepared by Lura Consulting. Lura is providing neutral third-party consultation services for the Toronto Port Authority 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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OR

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**TORONTO PORT AUTHORITY COMMUNITY LIAISON COMMITTEE MEETING #5  
MINUTES – THURSDAY JANUARY 18, 2012, 7:00 P.M. – 9:00 P.M.**

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**Summary of Action Items from Meeting #5**

<b>Action Item #</b>	<b>Action Item Task</b>	<b>Individual/Organization Responsible for Action Item</b>
M#5-A1	Send TPA CLC Meeting #1-3 Minutes to committee members for final comment and approval.	Lura and TPA
M#5-A2	Set up a meeting with interested committee members and members of the broader community to discuss concerns and issues related to the tunnel environmental assessment process.	TPA
M#5-A3	Request the TTC attend upcoming TPA CLC Meetings	TPA
M#5-A4	Obtain documentation on the cumulative effects assessment that was conducted prior to the airport expansion project.	TPA
M#5-A5	Obtain documentation of when noise complaint reports were posted online over the past two-three years.	TPA
M#5-A6	Provide the CLC with an organizational chart of the TPA.	TPA

**Appendices**

Appendix A1-1: TPA Update Presentation

**List of Attendees**

<b>Name</b>	<b>Organization (if any)</b>
<b>COMMITTEE MEMBERS</b>	
Tony Makepeace	Bathurst Quay Neighbourhood Association (BQNA)
Carol Jolly	Waterfront Business Improvement Area (BIA)
Jen Chan (Con. Vaughan's office)	City of Toronto
Brad Cicero	Porter Airlines
Hal Beck	York Quay Neighbourhood Association (YQNA)
Warren Lampitt	Air Canada
Glenn Gustafson (Con. McConnell's office)	City Toronto
<b>TORONTO PORT AUTHORITY (TPA) REPRESENTATIVES</b>	
Suzanna Birchwood	TPA, Director, Public Affairs
Philip Warren	TPA, Project Coordinator
Pat Fagnano	TPA, Manager, Airside Operations
Gene Cabral	TPA, Airport Director - Billy Bishop Toronto City Airport
Helen Orli	TPA, Project Support
<b>FACILITATION AND SECRETARIAT</b>	
Jim Faight	Lura Consulting
Mark van der Woerd	Lura Consulting
<b>MEMBERS OF THE PUBLIC</b>	
John Horne	Bathurst Quay Neighbourhood Association (BQNA)
Max Moore	(resident)

## **1. WELCOME AND INTRODUCTIONS**

Gene Cabral, Airport Director, Public Affairs, Toronto Port Authority (TPA), welcomed members of the Billy Bishop Airport Community Liaison Committee (CLC) to the fifth committee meeting. He invited attendees, including members of the public around the room to introduce themselves prior to commencing the meeting. Next, Jim Faught, Facilitator, Lura Consulting, reviewed the evening meeting materials, including:

- Proposed meeting agenda
- Meeting #5 Minutes; and
- In Camera materials.

## **2. REVIEW OF PREVIOUS MEETING MINUTES**

*Community Liaison Committee Meeting #4 Minutes*

Mr. Faught asked the committee if there were any comments or amendments to the meeting minutes from October 17, 2011. Below is a summary of comments received and suggested amendments:

- A committee member noted that “roller bladders” on the top of page six should be changed to say “rollerbladers”
- A committee member noted that adequate time was not provided to review the meeting minutes as they were not distributed in advance. A request was made to ensure meeting minutes are circulated one week in advance of CLC meetings. Subsequently, the committee agreed to defer the approval of the meeting minutes from CLC Meeting #4 until the next meeting.
- A committee member noted that the meeting minutes from CLC Meetings #1-3 should not be documented as approved because suggested revisions were not adequately integrated into the minutes. In addition, the committee member stressed that community concerns raised at CLC meetings need to be documented accurately to ensure they can be referred back to in the future. Mr. Faught agreed to send meeting minutes from CLC Meetings #1-3 to committee members for final approval via email.

## **3. PEDESTRIAN TUNNEL UPDATE**

Ms. Suzanna Birchwood, TPA, provided an update about the pedestrian tunnel plans. Key points from the presentation included the following:

- A preferred proponent has been selected to finance, build, and maintain the tunnel consisting of Forum Equity Partners, PCL, Technicore, ZAS Architects, and Arup. Negotiations are still underway regarding the overall cost and delivery of the project.

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- Preparatory work is underway and almost complete; however, a total picture of the operational plan has not been finalized.
- An implication of the finance model (Public-Private-Partnership) is that the project will be completed in a short period of time. This might mean that public notification for the first community meeting may not be provided as early as some in the community would like.
- As the project progresses, several community meetings will be held to ensure the community is updated and informed throughout the process. TPA will also use the corporate website to keep the community updated and hold quarterly meetings with groups to make the process as smooth as possible.
- TPA and the consultants will ensure to work within the terms of the Environmental Assessment. Plans for noise and dust mitigation has been included in the overall project contract and the TPA is committed to work finding ways to minimize the number of trucks going up and down Bathurst Street.
- Tunnel construction will begin before the malting silo site is available/ready for use. This will likely cause temporary congestion around the construction site.
- It is anticipated that the project will begin in the next three-four weeks.

Below is a summary of the comments and questions raised by committee members regarding the pedestrian tunnel update (Note, committee member comments/questions have been italicised with the response provided following):

- *A committee member asked for confirmation of the project timing.* Ms. Birchwood confirmed that a contract will be agreed upon in the next three weeks and that work would likely start almost immediately following financial close.
- *Concerns were raised about the removal of potentially contaminated sludge along the Waterfront. Specifically, TPA was asked if barges would be used to move sludge out of the city rather than using dump trucks.* Ms. Birchwood confirmed that the Project Team is committed to reduce/minimize the amount of Lake Fill being shipped off site.
  - *Community concerns regarding noise and traffic along the Waterfront relate to the removal of Lake Fill for the pedestrian tunnel.* Ms. Birchwood and Mr. Cabral confirmed that minimizing local traffic impacts is a top priority for the TPA and requirements have been built into the tunnel contract to ensure the Project Team reduces impacts on the local community wherever possible. TPA assured the committee that further information would be shared with the community, when available.
- *Is the contract a long-term lease, similar to that of the 407?* Mr. Warren, TPA, confirmed that the contract arrangement follows a public-private-partnership model which requires the proponent to build, finance, and maintain the tunnel over period of 19 years. The contract length coincides with the lapsing of the Tripartite Agreement.
- *What is driving the February start time?* Mr. Cabral explained that the construction timeline is 26 months. Once the contract is agreed upon by all parties, he noted that Project Team will begin construction immediately to ensure they can meet the required timeline. Consequently, he explained it is critical for the TPA to obtain permission for using the additional parking site.

- *The community is concerned that traffic stay off residential streets. Is there a potential for forming a Construction Liaison Committee to ensure people who live and work around the construction can discuss ways to minimize impacts to the local community (e.g. daycares, schools, etc.), and keep the community updated during the project?* Ms. Orl from the TPA agreed that forming a Construction Liaison Committee for the project was a good suggestion and would be considered.
- *At the TPC CLC #4, a comment was raised that there is inconsistency in how the cumulative effects are documented between the Tunnel EA and the Noise Barrier EA, and both cumulative effects definitions applied are incorrect. The committee member raising these concerns felt that these documents do not meet the requirements of the EA. In addition, the individual noted that a suggestion was previously made to meet with other interested community members to discuss this issue further but no meeting has since been scheduled.* The TPA confirmed that their understanding was in fact that the EA requirements have been met. In addition, Mr. Warren confirmed that a meeting would be scheduled with members of the community as soon as possible.
  - *The EA requirements for construction the tunnel project is no different than a highway overpass being built. It seems that the project is getting rushed through, who stamped and signed the report to make it final?* Mr. Warren confirmed that a meeting would be setup to discuss the matter further but that it was his understanding that the final/approved EA report has been posted on the TPA website.

#### **4. TAXI PLAN**

Next, Ms. Suzanna Birchwood, TPA, provided an updated about the Taxi Plan. Key points from the updated are outlined below:

- Draft copies of the taxi plan have been distributed and circulated.
- Currently, the TPA is awaiting site plan approvals so the project can move forward. The City has committed to move off the finger lots and provide appropriate signage in the area Spring, 2012.
- Approval has been delayed as the Planner from the City of Toronto recently went on leave.
- The plan for the taxi-area is to have 18 short-term parking spots which will hopefully reduce the amount of idling/hovering private cars in the area. These spots will also be available for use by members of the community.
- There is also the potential for adding a shuttle/bus to help reduce traffic in the community.
- Ms. Birchwood also noted that a revised transportation plan for the area is going before community council in February. This plan includes proposed changes to make ‘no parking’ areas around TPA properties ‘no stopping’ zones. In addition, the plan outlines appropriate access/egress, including a left hand turning lane, into the proposed taxi area.

Below is a summary of the comments and questions raised by committee members regarding the taxi plan:

- *What is the anticipated timeline for the taxi plan?* Ms. Birchwood stated that she had been told Spring, 2012.
- *Is that part of the February plan?* Ms. Birchwood mentioned that the wayfinding approvals are linked to the approval of the taxi plan. The wayfinding plans will be going ahead, the challenge has been turnover in the planning/transportation departments at the City of Toronto.
- *Can you provide an update about the left turn signal?* Ms. Birchwood confirmed that she went to the City of Toronto with Ms. Jen Chan, Councillor Vaughan's Office, City of Toronto, to explore the option of creating a left turn lane with an advanced green light to ensure traffic didn't back up on Eireann Quay. The City informed Councillor Vaughan's Office and the TPA that the volume of traffic in the area did not justify the installation of the additional turn lane and signal (only 50 left bound turns made per hour). Despite the fact that this potential option failed, TPA will continue to work with the City to come up with alternative solutions.
  - *Glad the TPA is looking to address this issue. It has been a concern in the community for over ten years. We have sent pictures to the City of people going the wrong way on the street because the intersection is confusing. The problem is that drivers do not anticipate the dedicated transit lane; eliminating the dedicated transit lane it would make room for a left turning lane.*
- *Previously, we had talked about having a Toronto Transit Commission (TTC) representative come to future CLC meetings. I think we should consider asking them to attend our next meeting. By having them attend, maybe we can raise transit issues with them to help find solutions that work for the City and residents along the Waterfront.* Ms. Birchwood agreed to extend an invitation to the TTC for the next CLC meeting. TPA is also working with the Waterfront BIA to explore options of new shuttles / transit routes along the waterfront.
  - *This is especially important over the next number of years as Queens Quay will be flipping back and forth from one-way to two-way traffic.*
- *A big issue to raise related to the taxi plan is the impacts of air quality on the community. Based on the proposed plan, another 50 cars will be idling around the TPA. In addition, preliminary calculations have shown that four-eight times the level of vehicle demand for travellers coming to the airport. This increase in travel is directly linked to expanding slots at the airport, and increased passenger loading at operating slots. Once the new staging area is operational, the level of service on Eireann Quay will not improve. Taxis will continue to idle / move slowly through the community leading to significant air quality impacts, especially on days when the wind isn't blowing.* Mr. Cabral and Ms. Birchwood confirmed that it is likely that 190 slots are already being used, so traffic would not increase by four-eight times in magnitude. (*Note: 190 slots is the current state at this time*).
  - *Regardless of the exact numbers, it appears that the number of slots being used has almost doubled in a year. This and future increases in traffic coming to the airport will likely not be satisfied by walking, transit, or by cars causing congestion and poor air quality.* Mr. Cabral that the TPA is actively looking for ways to encourage people to take transit or alternative modes of transportation to the airport. He noted that the TPA is

- not interested in doubling the number of taxis coming to the airport because they want to ensure loads are met during peak/high capacity times.
- *YQNA requested that TPA provide the number of slots operating and the associated loading factors for December 2010 and December 2011.*
  - *After reviewing operating slot count and YQNA pro-rated taxi demand estimates, Mr. Cabral agreed that vehicular demand could increase in order of magnitude of 3 times existing once operating at 202 slots per day.*
  - *What will happen to the finger lots?* TPA noted that the existing finger lot taxi area on west side of Eireann Quay was constructed in Sept 2006. One area will be used for limousine staging, another for direct flow to the ferry, and the middle lane will be used for people to get out. In general, the design of the area needs to be improved to ensure pedestrian traffic is improved and people can easily get to the airport using transit.
  - *In 2002 what was the extent of the taxis forecasted for the area? At this time, the airport expansion was announced so there must have been a cumulative effects assessment that was done.* Ms. Birchwood stated that it was her understanding that the plan proposed approximately 900,000 passengers per year, which would impact the number of taxis in the area.
    - *From my perspective, it seems that expansion in the area was done in reaction to a problem. I don't think a detailed assessment was done but rather expansion was a reaction to the flood of taxis coming down to the waterfront. What documentation is available regarding the amount of taxis coming to the waterfront?* Mr. Cabral noted that he will look into the documentation and get back to the committee.

## 5. NOISE BARRIER UPDATE

Mr. Cabral provided an update on the noise barriers planned for the airport:

- Mr. Cabral provided a map to show the committee exactly where the noise barrier would be located, ensuring the committee that there has been no changes to date.
- He confirmed that the barrier construction commenced with preliminary field work taking place in January. The first work completed were the piles and foundations, this is expected to be completed by the end of the week of January 16<sup>th</sup>.
- The Project Team is expecting to install posts next week with the panel commencing shortly after that. By the end of February, the noise barrier is expected to be completed.
- In previous presentations, the TPA mentioned that a portable noise measurement tool was purchased by the noise management office.
- Prior to construction starting, TPA staff took noise samples around the site to ensure the TPA had before and after measurements.
- Mr. Cabral confirmed that additional samples will be taken when the project is complete to assess the net reduction in sound.

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Below is a summary of the comments and questions raised by committee members regarding noise barriers:

- *The community welcomes the noise barrier; however, we continue to get feedback/questions relating to engine run-ups. Is anything being done to limit them or move forward with the structure that would be used to mitigate noise?* Mr. Cabral noted that no update could be provided, but that the TPA was focussing on the North noise barrier first, before moving forward with additional work. Ms. Birchwood mentioned that the plans for the noise run-up structure will be included in the master plan. The completion of the master plan will include continued consultation with the community and will examine the appropriate placement for the structure.
  - *Can you confirm the timing for completing the master plan?* Ms. Birchwood confirmed that the TPA anticipates completing the master plan by the end of 2012.
- *It is the community's understanding that the noise barrier would only protect those who live up to the fifth floor.* Another committee member confirmed that he understood this to be the case and that additional approaches to mitigating noise would need to be considered.
- *Can we restrict engine run-ups to certain times of the day?* Committee members from Air Canada and Porter Airlines confirmed that the companies strive to keep engine run-ups to a minimum. In particular, striving to avoid the use of run-ups during evening hours / shoulder periods.
- *What are the shoulder hours – between 6:45 a.m. and 11 p.m.?* Ms. Birchwood confirmed that the TPA has amended their practice moving forward when providing additional slots, confirming that additional slots would not be provided after 10 p.m. or before 7 a.m.
- *At future CLC meetings it would be prudent to talk about the effect that airport noise has had on the sleeping patterns of neighbours.* Mr. Cabral noted that this could be a topic for further discussion at future noise subcommittee meetings. In addition, he emphasized that the TPA works hard to minimize noise impacts on the surrounding community – including avoiding construction at night and exploring ways to reduce the amount of noise coming from the ferry.
- *A member of the community noted that the contractor did a great job mitigating overnight truck noise during the period of June 5 to 11, 2011, as well as a period in November 2011. The committee member noted that despite this there was still very significant noise effects.*
- *YQNA inquired on emergency notification protocols for overnight construction, as notifications to date have been late and lacking required consistent information.* Mr. Birchwood said protocols will be worked out at commencement of tunnel project. Mr. Cabral noted that the TPA does not envision any emergencies beyond say once per year.
- *Can engine run-ups be banned from happening before 8:00 a.m. and after 8:00 p.m.? Could run-ups be done at alternate airports while they are on lay over?* An airline representative noted that engine run-ups are sometimes required for safety reasons by Transport Canada. Although the airlines avoid doing maintenance work on the island, there are exceptional circumstances where it is required.
  - *Can the airlines do maintenance at other airports?* An airline representative noted that both Air Canada and Porter Airlines work hard to complete maintenance requirements at other airports. In addition, Mr. Fagnono, Toronto Port Authority, confirmed that the

Toronto Port Authority has met with Porter Airlines maintenance staff and they have agreed to only conduct maintenance on the island when required. He noted that airline staff are conscious of the impacts to the community and that they want to keep maintenance on the site to a minimum.

- *A member of the public asked if the TPA was measuring sound coming from the airport using DBAs versus DBCs. The individual noted that a DBC is the only valid measurement for airport noise. Mr. Warren confirmed that decibels were being used to measure noise and asked that the individual bring a delegation to the next meeting or noise subcommittee meeting with his inquiry.*
- *York Quay Neighbourhood Association (YQNA) provided a seven page document outlining their concerns regarding airport noise that were not included in the recent environmental assessment document. YQNA wants to discuss these points moving forward. Ms. Birchwood noted that detailed conversations regarding airport noise should take place at the noise subcommittee. She confirmed that the TPA is committed to bringing experts to those meetings, include members of the community, and have open conversations about noise impacts so further mitigation options can be explored.*

## **6. NOISE MANAGEMENT OFFICE**

Mr. Cabral provided the following update from the noise management office:

- The noise management office has conducted a review of its operations in 2011.
- A report about the noise management office's monthly performance will be provided to members of the public online within the first 17 days of each new month.
- A summary report of the findings for 2011 will be prepared and shared with the community by the end of February 2012.
- The number of complaints received by the TPA have decreased slightly in 2011 when compared to 2012.
- The number of total aircraft complaints decreased by 33 percent.
- A detailed comparison of the total number of complaints received, shows that 71 percent were related to aircrafts, 19 percent to ferry operations, 5 percent to construction, and 5 percent to mainland operations.
- Of the 215 complaints related to aircraft operations, the TPA found that 33 percent of the complaints related to general aviation. The other category that is provided in the 2011 findings relates to police, military, and medevac operations.
- Previously, a commitment was made by the TPA to respond to noise complaints within five working days, this goal has been achieved with a success rate of 94 percent.

Below is a summary of the comments and questions raised by committee members regarding the noise management office presentation:

- *Could you provide more specifics on what the words ‘general’ mean?* Mr. Cabral confirmed that the term general aviation refers to private operators, flights schools, etc. operating on the island. General noise complaints refer to complaints stemming from unidentified sources at the airport.
- *Is there any anticipated change in the amount of general aviation activity at the airport?* Mr. Cabral could not confirm if a significant change was underway, but he did note that Ornge was moving their operations to Oshawa and Hamilton.
  - *If Ornge leaves, what is the volume of helicopter traffic left?* Mr. Fagnono confirmed that only police helicopter services would remain at the airport.
- *Previously the TPA has stated that a number of complaints received stemmed from flights not associated with the airport. How does this get documented in your reports?* Mr. Cabral stated that complaints registered to flights not associated with the airport fall into the general aviation category.
- *What is a Pearson flyover?* Mr. Fagnono confirmed that these are flights that enter the airport control zone without permission on route to the Pearson Airport.
- *The YQNA would like to thank the TPA for setting up CLC meetings. BQNA supported that comment.*
- *In 2010 and 2011, monthly reports were not promptly posted to the website. Could the community receive the dates over the last 2-3 years for when the noise reports were posted online?* Mr. Cabral stated that moving forward reports would be posted online on the 13<sup>th</sup> working day of each month. He confirmed that he would look into the comment to obtain the historical record. Ms. Birchwood also noted that there may have been a number of factors causing a delay in the report going online – including difficulties with the website, challenges with the monitoring system, etc.
- *Can the committee receive an organizational chart for the TPA. The community needs to know the key people involved in the ongoing operations of the airport.* Ms. Birchwood confirmed that an organizational chart for the TPA would be provided to the CLC.
- *Could we receive a status update on the EA for old historical airport terminal? Is it being dismantled and moved?* Mr. Birchwood confirmed that the TPA is exploring options to preserve the terminal on the Island, and an EA was required and completed. She noted that the building would be temporarily moved to Downsview Park.

## 7. PLANNING FOR NEXT SESSION

Mr. Faught asked committee members what topics they would like to discuss at the next meeting. Discussion items put forward by the committee for future meetings included:

- Discussions with TTC about local transit service
- An update on noise barriers
- An update on air quality
- Notification of events at the airport (e.g. emergencies, construction)
- An update on the taxi plan

**WRAP UP**

Mr. Cabral thanked all members of the public and TPA employees for attending the meeting. A private “in camera” session was then held with CLC member only.

**ADJOURN**

**Appendix A1-1**  
**TPA Update Presentation**

# Noise Barrier Update

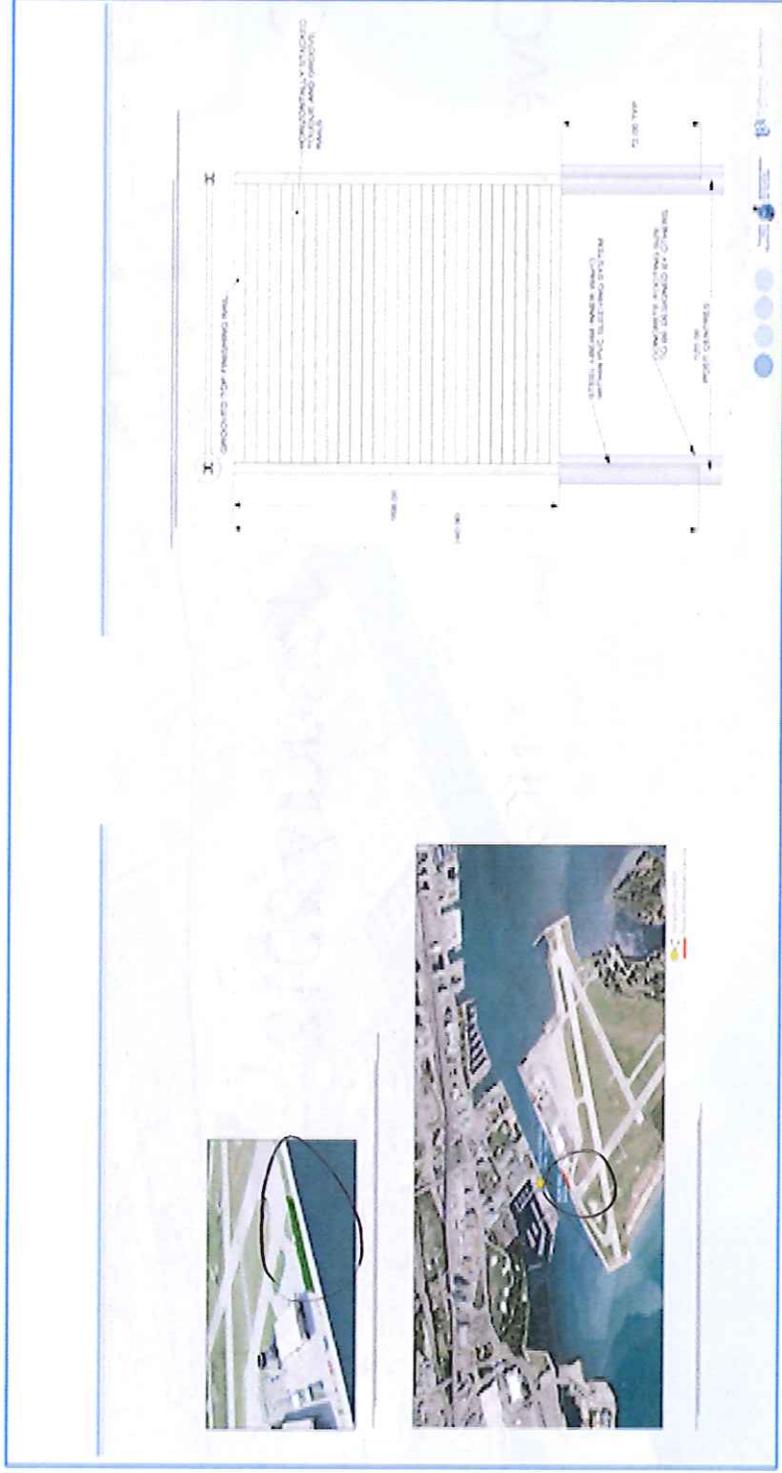


Toronto Port Authority  
Community Liaison  
Committee

Date: January 18, 2012

# Location of North Side Acoustic Barrier

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## Acoustic Barrier Installation

- Work has commenced on the installation of the first Barrier
- Commenced in January 2012
- Overview of timeline next slide

# Timeline

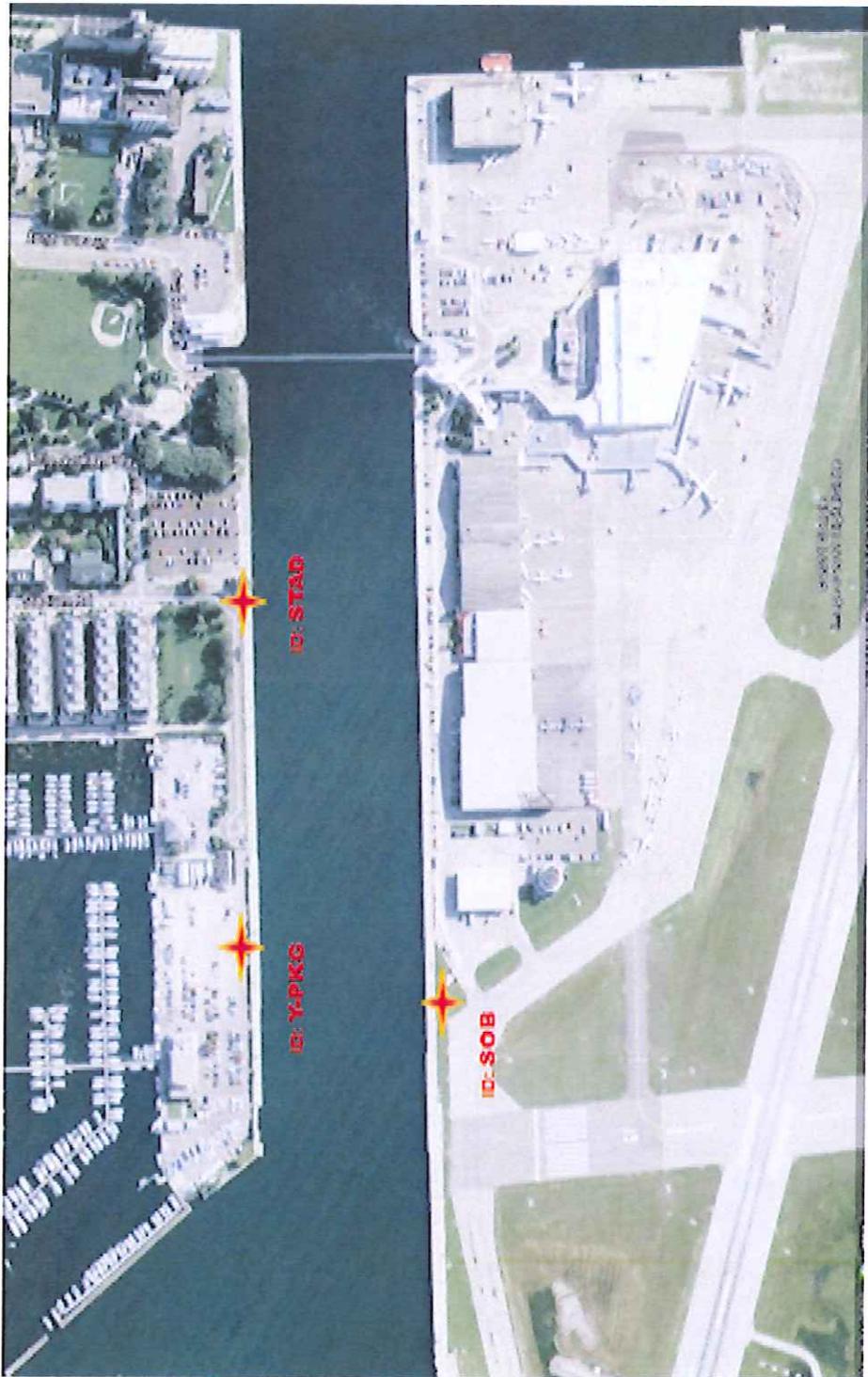
- Target Completion – January 20<sup>th</sup>
  - Installation of screw piles and foundation
- Commencing January 23<sup>rd</sup> \*\*
  - Installation of posts
- Commencing January 30<sup>th</sup> \*\*
  - Installation of Panels
- Completion end of February

\*\*Timeline may slide slightly due to inclement weather

# Portable Noise Monitoring Unit

- BBTCA Management as committed have utilized our portable unit to collect noise samples
- This was done pre barrier / Construction and will be also conducted post Barrier installation
- Attached slide will identify locations

# Noise Sampling Locations



# Questions?

2011  
Preliminary  
Report

Noise  
Management  
Office



Toronto Port Authority  
Community Liaison  
Committee

Date: January 18, 2012

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## 2011 Year End Summary

- The BBTCA management team is working towards publishing our first ever Annual Noise Management report
- We expect to publish this information by the end of February 2012
- The following slides will provide the CLC an advance snapshot of some detail related to 2011

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## 2011 vs 2010 Comparison

- Total Complaints

- 2011 = 305      2010 = 323

- Reduction of 6%

Note: 2010 statistics did not include tracking of Ferry, Construction or Mainland operations

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## 2011 vs 2010 Comparison

- Total Aircraft Related Complaints

- 2011 = 216      2010 = 323

- Reduction of 33%

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## 2011 Statistics

- **Total Complaints = 305**
- **Complaints by Activity**
  - Aircraft Related – 216 (71%)
  - Ferry Related – 59 (19%)
  - Construction Related – 16 (5%)
  - Mainland Operations – 14 (5%)

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## 2011 Statistics

- **Complaints of Aircraft Operations by Type**
  - Total = 216
    - General Aviation = 66 (31%)
    - Scheduled Commercial Services = 54 (25%)
    - General = 35 (16%)
    - Uncorrelated = (12%)
    - Medevac = 20 (9%)
    - Others – 15 (7%)

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## Complaint Turnaround Time Metric

- A commitment was made by BBTCA management to respond to noise complaints within 5 working days
- Tracking commenced in the later part of 2011
- As of December 31, 2011 this goal has been achieved with a success rate of 94%

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## Questions?