



PORTSTORONTO

BILLY BISHOP TORONTO CITY AIRPORT

**COMMUNITY LIAISON COMMITTEE
MEETING #33**

DRAFT MEETING MINUTES

Thursday, March 6th, 2019
Radisson Admiral Hotel, Atrium Room
Toronto, Ontario

Minutes prepared by:



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These meeting minutes were prepared by Lura Consulting. Lura is providing neutral third-party consultation services for the PortsToronto 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 #33

Action Item #	Action Item Task	Who is Responsible for Action Item
M#33-A1	Share target dates of the flight inspection with CLC members.	PortsToronto
M#33-A2	Share promotional posters of the public meeting to CLC members for feedback.	PortsToronto
M#33-A3	Forward email communication with the Mississaugas of Credit First Nation to PortsToronto for follow-up.	BQNA
M#33-A4	Circulate Toronto Public Health’s 2015-2016 airshed analysis report and presentation to CLC members.	PortsToronto
M#33-A5	Send an email to Councillor Cressy’s office to inquire about community-based organizations in the area.	LURA
M#33-A6	Provide contact information of BQNA’s presenter from previous CLC meeting.	BQNA



List of Attendees

Name	Organization (if any)	Attendance
COMMITTEE MEMBERS		
Brent Gilliard	On behalf of Councillor Joe Cressy, Ward 10 – Spadina-Fort York	Present
Nicole Waldron	On behalf of MP Adam Vaughan, Spadina-Fort York	Regrets
Bryan Bowen	City of Toronto – Waterfront Secretariat	Regrets
David Stonehouse	City of Toronto – Waterfront Secretariat	Regrets
Michael Perry	Air Canada	Regrets
Brad Cicero	Porter Airlines	Present
Matthew Kofsky	Toronto Board of Trade	Regrets
William Peat	Ireland Park	Regrets
Chris Glaisek	Waterfront Toronto	Regrets
Joan Prowse	Bathurst Quay Neighbourhood Association (BQNA)	Present
Hal Beck	York Quay Neighbourhood Association (YQNA)	Present
Sarah Miller	Toronto Island Community Association (TICA)	Present
Jonathan Bagg	Nav Canada	Present
Dave Purkis	Nav Canada	Present
Oliver Hierlihy	Waterfront BIA	Present
Tim Kocur	Waterfront BIA	Regrets
PORTSTORONTO REPRESENTATIVES		
Angela Homewood	PortsToronto	Present
Gary Colwell	PortsToronto	Regrets
Gene Cabral – Chair	PortsToronto	Present
Chris Sawicki	PortsToronto	Present
Mike Karsseboom	PortsToronto	Present
Michael Antle	PortsToronto	Present
Bojan Drakul	PortsToronto	Present
Deborah Wilson	PortsToronto	Present
Sarah Sutton	PortsToronto	Regrets
FACILITATION AND SECRETARIAT		
Alex Lavasidis	Lura Consulting	Present
Jennifer Le	Lura Consulting	Present



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Appendix 1: Planned Flight Inspection Changes Presentation

Appendix 2: Noise Sub-Committee Update Presentation

Appendix 3: PortsToronto Airport Curfew Violation Policy Briefing Note



1. Welcome and Introductions

Alex Lavasidis, LURA Consulting, welcomed members of the Billy Bishop Airport Community Liaison Committee (BBA-CLC) to the 33rd committee meeting. Ms. Lavasidis facilitated a round of introductions and an overview of the agenda.

2. Review of Previous Meeting Minutes

Ms. Lavasidis noted that the Meeting 32 minutes had been circulated to CLC members, and that CLC members can review and provide comments until March 22nd via email.

3. Presentation from Jonathan Bagg of Nav Canada on Planned Flight Inspection Changes

Jonathan Bagg, Nav Canada, delivered a presentation on flight inspection aircraft changes. Mr. Bagg discussed that Nav Canada is working with PortsToronto to deliver proactive communication on when flight inspections will occur. A copy of the presentation is provided in Appendix 1. The following is a summary of questions and comments raised by committee members following the presentation:

- Gene Cabral, PortsToronto, noted that community members are typically notified about flight inspections either on the day of, or the day before, a flight inspection is set to occur.
- The BQNA representative inquired how much advance notice can be provided to community members on flight inspections.
 - Mr. Bagg responded that while efforts are made to provide anticipated dates for flight inspections, the further out an inspection date is, the more likely it is to be rescheduled. This is because there are a limited number of flight inspection planes, therefore delays at one airport's inspection (e.g. due to weather) can have a trickle-down effect on when flight inspections will be conducted at subsequent airports. The closer the flight inspection date, the firmer it will be.
 - Dave Purkis, Nav Canada, noted that the certification requirements for each facility have an expiry date. The flight inspection will be scheduled according to the expiry date at a given facility. The inspection will never be carried out past the expiry date.
- The BQNA representative inquired about what methods are and will be used to communicate to the community about flight inspections.



- Deborah Wilson, PortsToronto, explained that PortsToronto are currently using social media (e.g., Instagram, Twitter, Facebook) and their website to notify residents of flight inspections.
- The BQNA representative suggested that the general timeframe for the flight inspection be shared with the community as early as possible. Many community organizations meet once a month or less, so advanced notice of a general time frame for inspections would be useful.
 - Mr. Bagg noted that Nav Canada can share target dates. However, it is important to note that the dates are likely to change. It will be within the range of June to July for the second flight check, with the third and final flight check for the year towards the latter part of 2019
- The BQNA representative inquired why another DH8-100 cannot be acquired to do flight inspections at airports that do not allow jets.
 - Mr. Bagg responded that the equipment in the DH8-100 is out-of-date and that it would be costly to upgrade it. For simplicity and cost, it is more ideal to maintain one fleet type.
 - Mr. Purkis added that the planes are based in Ottawa and Kelowna. The distance that the DH8-100 would have to continue to travel to service different airports is out of range for this type of aircraft. The avionics and technology of the DH8-100 is very out-of-date.
- Mr. Cabral expressed that PortsToronto is cognizant of the jet ban at Billy Bishop Airport and that this in no way interrupts this ban. The planes used by Nav Canada for flight inspections are the same that are used across the country; therefore, this change is occurring at airports across the country and is not unique to Billy Bishop Airport. PortsToronto would like to get the messaging out to the community about the flight inspections well in advance, to avoid any misunderstandings about jets coming to Billy Bishop Airport. Mr. Cabral noted outreach and communications ideas are welcome. He suggested that Councillor Cressey's office may be able to assist with the communications.
 - Brent Gilliard, on behalf of Councillor Cressy, responded that when the dates are confirmed, Councillor Cressy's office can assist with outreach and communications.

Action:

M#33-A1 Mr. Bagg to share target dates of the flight inspection with the CLC.

4. Noise Management Sub-Committee Update



Angela Homewood, PortsToronto, presented an update of the latest noise management sub-committee meetings. The presentation is attached in Appendix 2. The following provides a summary of the questions and comments raised by committee members:

- Mr. Cabral asked if the dialogue and feedback within the Noise Management Sub-Committee have been effective.
 - Ms. Homewood expressed that Hal Beck, of YQNA, will speak to that at the next CLC meeting.
 - The YQNA representative noted that the meetings so far have primarily been centered on getting the committee members familiar with one another. The meetings have nonetheless been very productive. The YQNA representative expressed that he is looking forward to the next two to three meetings.

5. PortsToronto – Billy Bishop Airport 2018 Master Plan Status

Gene Cabral, PortsToronto, provided a verbal update on the Billy Bishop Airport 2018 Master Plan. PortsToronto has held over 70 consultations with a broad spectrum of stakeholders, including airport stakeholders, building associations, and neighbourhood associations. The feedback provided by stakeholders was very enlightening and greatly assisted PortsToronto in understanding different issues and concerns held by various stakeholder groups. WSP is working with the PortsToronto technical team to ensure that feedback provided by the stakeholder groups has been taken into consideration in the Master Plan. WSP and PortsToronto are also working to ensure that the various objectives held by the different stakeholder groups are well-balanced.

PortsToronto is currently going through the final review of the draft Master Plan. The next step will be to commence an outreach strategy to share the draft Master Plan with the various stakeholders. No dates have been confirmed on when this will occur, but it is anticipated at the end of April or beginning of May. Mr. Cabral noted that the draft Master Plan will also be released to the public for review before the Master Plan is finalized. Mr. Cabral expressed that they are seeking assistance from CLC members in planning the next public meeting for the Master Plan. Specifically, input on preferred meeting locations and dates are needed.

The following is a summary of questions and comments raised by committee members following the presentation:

- The BQNA representative provided feedback on the last public meeting, noting the lack of signage inside the Westin Hotel directing people to the Conference Centre caused a lot of confusion on the location of the meeting. Some people who made it to the Conference Centre were told that the meeting was over or they were not directed in the right way by hotel staff.



- The BQNA representative expressed that the most ideal location for the meeting would be in the auditorium at the community centre, as it is located close to the airport and is convenient for people to get to.
 - Mr. Cabral expressed that the greatest challenge with the community centre is that it may not be large enough to accommodate a large audience.
 - The YQNA representative inquired if a large turnout is expected for this public meeting, noting that for second public meeting, the turnout was quite small. During the Porter jets proposal process, for this type of meeting, a space the size of the Metro Toronto Convention Centre would have been needed. However, it is unclear whether a large venue would be needed for the upcoming Master Plan public meeting.
 - Mr. Cabral responded that PortsToronto is always looking to engage with stakeholders and residents as much as possible.
 - Ms. Wilson noted that PortsToronto would much prefer to have too large a space, than too small a space (potentially leading to interested community members being turned away from participating).
- For the next meeting, Mr. Cabral noted that better directional signage will be provided. He noted that having people directing attendees to the meeting space is also an option. Using additional communication resources available (e.g., Councillor's office, contacts within neighbourhood associations) to identify exactly where the meeting space is, will also occur.
- Mr. Gilliard inquired if the auditorium at Harbourfront Centre has been considered as a potential venue.
 - Ms. Wilson noted that PortsToronto had previously held their Annual General Meetings (AGM) there. Ms. Wilson emphasized that having enough space for the public meeting is critical.
- The BQNA representative noted that there are many event organizers that are using Eventbrite to promote their events. This option could be explored for the upcoming public meeting.
 - Ms. Wilson responded that PortsToronto currently uses Eventbrite to promote their AGMs.
- The BQNA representative provided further suggestions for potential meeting spaces, such as Ontario Place and St. Lawrence Hall.
- The YQNA representative inquired if City Hall could be a potential venue for the upcoming public meeting.
 - Mr. Gilliard expressed that holding the meeting at City Hall would be quite far from Billy Bishop Airport.
 - Mr. Cabral agreed with Mr. Gilliard. He explained that in the past, PortsToronto has contemplated hosting meetings in other parts of the City to engage in broader context discussions with broader audiences.



PortsToronto has always ended up holding the meeting close to the airport because that is the area that is most affected.

- The BQNA representative inquired if the auditorium at the community centre would be large enough for the public meeting.
 - The YQNA representative responded that large meetings have been held in the community centre in the past. They noted that the space can hold a significant amount of seating, but that confirmation on the capacity of the auditorium is needed.
 - Mr. Gilliard noted that Councillor Cressy's office has held meetings in the past in the community centre gyms. An important consideration is that programming gets displaced when the gyms are used for meetings. If the gyms are booked far in advance, then the programming and activities can be rescheduled accordingly to accommodate the public meeting.
- The YQNA representative expressed that timing is important for the public meeting.
 - Mr. Cabral agreed that timing is a critical piece when planning for the public meeting. The public meeting should not be held too close to long weekends or the summer. Currently, PortsToronto is considering holding the public meeting during May. PortsToronto will be inquire about other meetings or events that are occurring during that time period to avoid any scheduling conflicts.
- The TICA representative inquired how the event will be promoted. The TICA representative noted that a brief overview of the contents of the Master Plan would help inform attendees the scope of the conversation.
 - Ms. Wilson responded that flyers and posters are distributed to community groups to put up on their bulletin boards. Ms. Wilson expressed that PortsToronto welcomes feedback on the effectiveness of this promotional method. Ms. Wilson further added that flyers and posters have detailed information on the agenda, who will be speaking, etc. A copy of the poster can be circulated to representatives of BQNA, YQNA, and TICA for feedback.
 - Mr. Cabral added that the YQNA representative has email connections with the community. There may be opportunities to use those connections to assist with broadcasting the event.
 - The YQNA representative confirmed that he has email connections to the community.
 - Mr. Gilliard expressed that communications about the meeting will go out to the entire ward through Councillor Cressy's email list.
- The BQNA representative expressed that the file size of the summary report that was uploaded following the June 2018 public meeting was too large to download. The summary report for the upcoming public meeting should be divided into segments/chapters.



- Ms. Homewood responded that PortsToronto is working with WSP to divide the report into subsections.
- The BQNA representative inquired if there would be opportunities for the Mississaugas of the Credit First Nation to attend the public meeting or provide a response to the development concepts that were presented. In particular, the idea that the runways may be extended. The BQNA representative expressed that it is important that Indigenous voices are included in the process. The BQNA representative also inquired the degree to which the Mississaugas of the Credit First Nation have been engaged so far.
 - Mr. Cabral responded that PortsToronto considers the Mississaugas of the Credit First Nation to be an agency. PortsToronto has continual dialogue with the Mississaugas of the Credit First Nation.
 - Mr. Cabral clarified that PortsToronto did not deliver a presentation on the runway extension. Rather, it was on the impacts associated with the potential impact of runway end safety area (RESA).
 - In regards to First Nations being able to comment on development options, Mr. Cabral also clarified that WSP would share feedback on development options based on airport stakeholder feedback.
 - Mr. Sawicki expressed that further work still needs to be done on the development options.
 - Ms. Homewood noted that PortsToronto delivered the same presentation to the Mississaugas of the Credit First Nation as the one that was delivered at the CLC. All stakeholders will be given the opportunity to provide comments on the draft Master Plan. Any communication that the BQNA representative has had with the Mississaugas of the Credit First Nation can be followed up by Ms. Homewood.
- The TICA representative expressed that a land acknowledgement should be read at the beginning of the next public meeting.
 - Mr. Cabral expressed that this will be done.
 - Ms. Homewood noted that Fawn Sault of the Mississaugas of the Credit First Nation was given an open invitation to be a CLC member and attend meetings.
- Mr. Cabral expressed that further ideas on potential venues and improvements for the next public meeting can be sent to PortsToronto via email.

Action:

- M#33-A2 Mr. Wilson to share promotional poster with the BQNA, YQNA, and TICA for feedback.
- M#33-A3 BQNA to forward email communication with the Mississaugas of the Credit First Nation to Ms. Homewood for follow-up.



6. Bathurst-Quay Neighbourhood Association Representative Update

Joan Prowse, BQNA, provided a presentation on air quality. Ms. Prowse played a short video clip on air quality research from a documentary called *Something in the Air* (<https://www.cbc.ca/natureofthings/episodes/something-in-the-air>). Ms. Prowse discussed that the Bathurst-Quay neighbourhood is concerned about air quality. She stated that a 2013 staff report from the City's Medical Officer of Health discussed that any changes to Billy Bishop Airport should take into consideration the air quality and noise impacts arising from increased air traffic. Ms. Prowse emphasized that she believes an air quality study needs to be conducted. The following is a summary of questions and comments raised by committee members following the presentation:

- The BQNA representative inquired if Billy Bishop Airport has a Health and Safety Committee to address workers' concerns around air quality.
 - Mr. Cabral confirmed that Billy Bishop Airport has a Health and Safety Committee.
- Ms. Wilson inquired if scientists conducting air quality testing are able to pinpoint where the pollution is coming from. Being able to isolate where the pollution is coming from is important, as Billy Bishop Airport is in close proximity to the Lakeshore and the Gardiner, which are major transportation routes that could also be contributing to air pollution.
 - The BQNA representative responded that scientists are able to isolate air pollutant contributors as the technology used for air quality testing has become very advanced.
- The TICA representative discussed that standard air testing conducted by the City is done by machines located on lampposts, not at pedestrian level. This has had an impact on the data that has been collected.
- The YQNA representative added that the East Gardiner teardown study confirmed that removing the Gardiner would worsen the air quality at ground level, reflecting that altitude of Gardiner Expressway emissions has a reduced impact on air quality microclimates experienced in communities at ground elevation.
- Mr. Cabral stated that PortsToronto has had discussions with the City and Public Health about air quality. PortsToronto is aware that they contribute to air pollution within the airshed closest to the airport, but noted that there are other users that contribute to air pollution as well. PortsToronto has been active in encouraging people to move away from relying on cars to get to and from the airport by supporting multimodal access points in and around the airport. PortsToronto has similar concerns as the community around traffic and air quality. PortsToronto is willing to do air quality testing, but it needs to be coordinated with other agencies, through Toronto Public Health.
- Mr. Sawicki noted that PortsToronto is electrifying the ferry over the next year.
- Mr. Cabral added that PortsToronto is encouraging the City to look into converting their



ferry fleets into electric power.

- Ms. Homewood expressed Toronto Public Health conducted an airshed analysis in 2015-2016, which went to Council last year. The report identified that the airport contributed 10-15% to the local airshed, where the diesel ferry operation is the highest contributor. Ms. Homewood expressed that this information can be circulated to the CLC for reference.
- Mr. Cabral expressed that PortsToronto will continue to support reducing traffic and noise and air pollution. PortsToronto is very interested in the City's Waterfront Transit Reset project, as PortsToronto is interested in exploring how better connectivity can be brought to the area. PortsToronto is pushing to be as green as possible.
- Mr. Gilliard expressed that for the last couple of months, Councillor Cressy's office has not been at full capacity. Now they are, and they are looking to be more active participants in advancing the air quality agenda.
 - Mr. Cabral agreed, noting that PortsToronto is also an active participant and wants to advance the air quality agenda.
- The YQNA representative inquired if the City has a standard (threshold) for air pollutants.
 - The BQNA representative expressed that the Province is responsible for regulating air quality.
- Mr. Cabral emphasized that PortsToronto take environmental concerns very seriously. They are committed to exploring opportunities on improving the area.

Action:

- M#33-A4 Ms. Homewood to circulate Toronto Public Health's 2015-2016 airshed analysis report and presentation to CLC members.
- M#33-A5 LURA to circulate link to videos from the *Something in the Air* documentary

7. PortsToronto Updates

2018 Noise Report

Gene Cabral, PortsToronto first provided an update on the 2018 Annual Noise Report. The draft Noise Report incorporated feedback received from the community. PortsToronto is investigating how to make the data presentable and available to the CLC and the public. The following is a summary of questions and comments raised by committee members following the Mr. Cabral's update:

- The BQNA representative inquired if Porter Airlines is still conducting the maintenance activities and runups at Billy Bishop Airport. They had heard that some maintenance work moved to Sudbury and Thunder Bay since the ground runup enclosure opened, which has led to a reduction in noise experienced by the community.
 - Brad Cicero, Porter Airlines, responded that they have additional maintenance bases in Sudbury and Thunder Bay, but they are still doing the same amount of

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maintenance work in Toronto. As their fleet ages, they require more maintenance; the additional maintenance needs are being met in Sudbury and Thunder Bay.

- Mr. Cabral added that the noise runups being conducted at Billy Bishop can be discussed at the next Noise Sub-Committee meeting.

Curfew Violation Fine Policy

Deborah Wilson, PortsToronto, provided an update on airport curfew violation fines policy. She explained that at a previous Noise Sub-Committee meeting, members inquired where money from curfew violation went, requesting the money from any curfew fines go back to the community. PortsToronto then put together a proposal to create a community fund through the curfew violation policy. This was approved in early June. Further information on the airport curfew violations fines policy is provided in Appendix 3.

An aircraft/air carrier found to have violated the curfew, following an investigation, will be required to pay a fine to the airport. The money will now be held in a trust and a determination will be made as to which community-based organization will receive the money. Ms. Wilson asked CLC members to suggest a list of community-based organizations (e.g., community centres, not-for-profit) that would benefit from receiving funds. Any suggestions can be sent to LURA via email, or can be brought up in-person at the next CLC meeting. Ms. Wilson added that it is important to note that the curfew should not be seen as a regular source of revenue as it is money that is accrued on a non-reliable basis.

The following is a summary of questions and comments raised by committee members following the Ms. Wilson's update:

- The YQNA representative inquired if the money will be distributed to community-based organizations on a rotational-bases.
 - Ms. Wilson responded that once a list of community-based organizations is compiled and finalized, PortsToronto will reach out to them. If an organization has a time-sensitive project it might help with the selection process.
- The TICA representative inquired about what the charge is for violating the curfew.
 - Mr. Cabral responded that the charge varies. The fine for commercial operators is \$10,000. The fine for general aircrafts is around \$1,000. PortsToronto has the right to increase the fine depending on the findings of the investigation.
- Mr. Cabral suggested that LURA could send an email to Councillor Cressy's office to ask them to send suggestions about not-for-profit community-based organizations that require funding, to PortsToronto.
- The BQNA representative expressed that BQNA is a registered not-for-profit organization. The BQNA representative inquired if BQNA could put in a request to receive funds from the curfew violations to conduct air quality testing.
 - Mr. Cabral responded that PortsToronto is committed to assisting BQNA in conducting air quality testing. PortsToronto will not wait until a curfew violation



to assist them; PortsToronto will assist with procuring financial resources and partnerships if needed.

Doors Open

Mr. Cabral provided an update on Doors Open 2019. He expressed that PortsToronto will be participating in the event. Doors Open has been a great success over the past several years. Last year, Billy Bishop Airport received close to 25,000 participants. Billy Bishop Airport will be participating in Doors Open 2019 on May 25th.

2018 Sustainability Report

Ms. Wilson provided an update on PortsToronto's 2018 Sustainability Report that was released on February 28, 2019

(<https://www.portstoronto.com/Media/PortsToronto/PortsToronto/Documents/Airport/Noise%20Reports/PortsToronto-Sustainability-Report-2018-WEB.pdf>). The report contains information on greenhouse gas (GHG) emissions, air quality, etc. It is PortsToronto's fourth Sustainability Report. For the second year, PortsToronto will be producing an airport-specific report. Ms. Wilson asked that BQNA provide the contact information of the presenter from two/three CLC meetings ago, as the report may be of interest to them.

Eireann Quay Re-Design

Bojan Drakul, PortsToronto, provided airport construction updates. A submission that looked at reconfiguring passenger and vehicle traffic operations at Billy Bishop Airport was recently submitted to the City. PortsToronto anticipates to receive comments in approximately 8 weeks, with construction and tendering to occur in early May 2019. Ms. Homewood added that the reconfiguration of passenger and vehicle traffic operations is part of the City's Bathurst Quay Neighbourhood Plan.

Airport Facility Improvements

Mr. Drakul also noted that the airport's fire pump had recently been replaced and that the old diesel back-up power generators will be replaced with new generators. The following is a summary of questions and comments following the Mr. Drakul's update:

- The BQNA representative inquired if the generators are running on electricity.
 - Mr. Sawicki clarified that the generators are back-up generators. They typically run on hydro, but when hydro is lost, a back-up is needed. The generator is a redundant backup – it doesn't run very often and it needs to be tested monthly. In order to allow aircrafts to land in situations when power is lost, a generator is needed to light up the runway and to provide power to the navigation systems for Nav Canada.
- The BQNA representative inquired if the generators have to be diesel.
 - Mr. Sawicki responded, that yes, the generators have to be diesel and that they are only used as back-up (if there is not electricity to the airport).

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- The BQNA representative further inquired if there is an alternative to diesel generators.
 - Mr. Cabral responded that what has replaced the old diesel generators are ones with more efficient technology.
 - Mr. Sawicki added that current regulations require the use of diesel generators – this requirement cannot be substituted by, for example, a battery-powered generator.

Mr. Cabral noted that PortsToronto has been holding biweekly meetings with City departments for the work being done in Bathurst Quay. This work has been culminated in PortsToronto's site plan application. The City, with Bryan Bowen's leadership and support provided by other members of the team, have all enabled a streamlined submission process. PortsToronto appreciates this coordination with the City. The dialogue has been very productive and helpful in ensuring that the projects in and around Bathurst Quay are interconnected and coordinated.

Action:

M#33-A5 LURA Consulting to send an email to Councillor Cressy's office to ask for a list of community-based organizations that could be considered to receive funds from the curfew violation.

M#33-A6 BQNA to provide contact information of the sustainability presenter from the previous CLC meeting.

8. Business Arising

Ms. Lavasidis noted that the next CLC meeting dates are: May 1, September 25, and November 27. The location of the CLC meetings will be at the Waterfront Neighbourhood Centre.

Mr. Cabral spoke to future site visits of the fuel storage (Facilities and Management) and emergency services (Billy Bishop Airport Fire Department). Mr. Cabral expressed that they intend on carrying out the site visits during the summer, perhaps combining the two together. Potential dates will be proposed and circulated to the CLC. A request was received was to look into opening up the site visits to the community. There will likely be room to accommodate that request with the emergency services tour.

- The YQNA representative commented that the fuel storage tour is their top choice. In terms of timing, it is important to do the fuel storage tour first, to ensure there is still sunlight available for this portion of the tour.

9. Other Matters

The TICA representative inquired if the development happening along the water (e.g., Villiers Island) has any impacts on aircraft operations/planning.

- Mr. Purkis responded that he looks at the development proposals through a visual aircraft flight rules perspective to see if there would be an impact on circuit patterns.

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The development in the Eastern Inner Harbour should not affect Nav Canada's

operations. The biggest obstacle affecting Nav Canada's and Porter's operations is the Hearn Smokestack. It cannot be torn down because it is a historical site.

- Mr. Cabral noted PortsToronto wants the City to take into consideration existing flight paths when new developments are proposed, to ensure proper planning and development (e.g. ensuring adequate soundproofing and insulation).
- Mr. Sawicki noted that it will be 3 to 4 years before the development will occur near Villiers Island, because the area needs to be floodproofed before any development can take place.

The TICA representative inquired if any new business is anticipated at Billy Bishop, following the closure of the Buttonville Airport.

- Mr. Purkis noted that the Buttonville control tower is closed. The airport is slated to be operational until 2023. Once the service review for Buttonville Airport is completed, Nav Canada will then physically remove the tower. As of right now, the airport is operational. Mr. Purkis has observed that there is significant demand in Oshawa due to Buttonville's closure.
- Mr. Cabral explained that there hasn't been a noticed increase in demand since Buttonville's closure, but through consultations for the Master Plan, there was a demand from pilots to have access to Billy Bishop to park their general aviation aircraft. It is important to note that the aircrafts that park at Billy Bishop are occasional flyers.

10. Wrap Up

Ms. Lavasidis and Mr. Cabral thanked CLC members for attending the meeting.

Adjourn



Appendix 1: Planned Flight Inspection Changes Presentation

PLANNED FLIGHT INSPECTION CHANGES

**Billy Bishop Toronto City Airport
Community Liaison Committee**

March 6, 2019

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AGENDA

- › Overview of NAV CANADA's Flight Inspection Aircraft
 - Important Safety Function
 - Fleet Mix

- › Planned changes

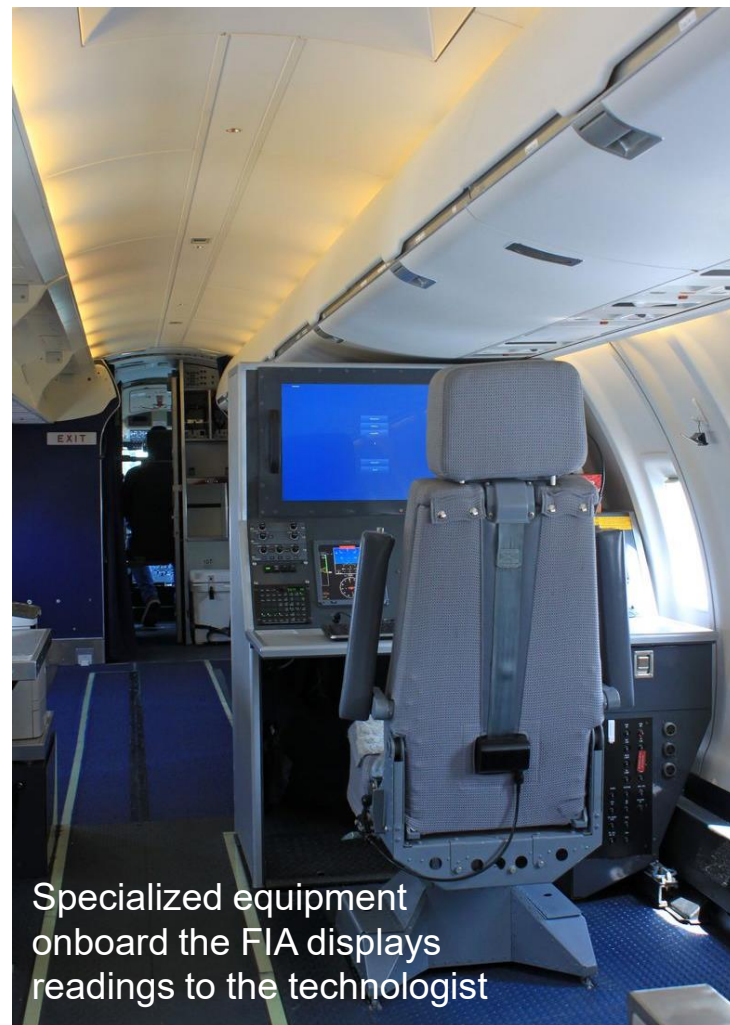
- › Communicating FIA changes



NAV CANADA FIA

- › Aircraft are used to conduct flight inspections at 130 locations across the country:
 - To flight check and calibrate navigational aids
 - To certify new instrument procedures

- › Crew typically includes pilots and technical operations staff.



Specialized equipment onboard the FIA displays readings to the technologist

NAV CANADA FIA

› Currently, a fleet of three specially equipped aircraft are used to conduct inspections:

- 2 Canadair Regional Jets (CRJ-100)
- 1 Dehavilland Turboprop (DH8-100)



NAV CANADA FIA

- › The DH8-100 was put in to service in 1986
- › This aircraft is at the end of its lifecycle for flight inspection in Canada.
- › The aircraft has a capability gap compared to newer aircraft:
 - Its not equipped to flight check some procedures that are currently being deployed globally and in Canada.
- › This aircraft will be retired in March 2019
- › All flight checks across Canada will be conducted by more modern and capable regional jet-type aircraft.

DH8 TO CRJ TRANSITION

- › Last DH8-100 flight check at Billy Bishop Toronto City Airport:
 - January 2019

- › DH8-100 final flight check in Canada:
 - March 2019

- › First CRJ-100 flight check at BBTCA:
 - June 2019



FLIGHT INSPECTION CONSIDERATIONS

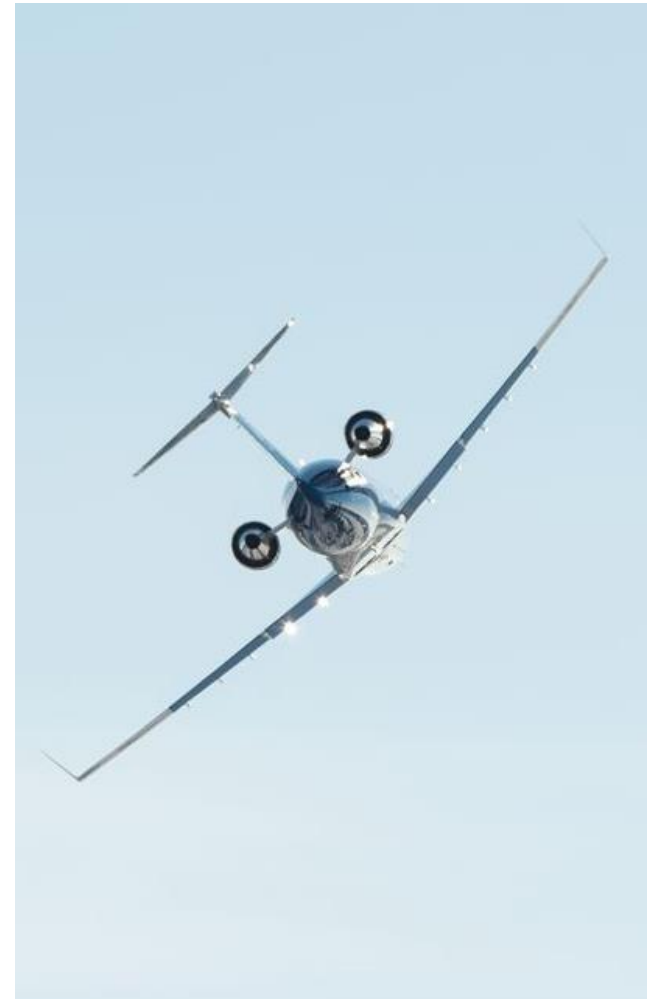


- › This is an essential technical service required to maintain aviation safety per NAV CANADA's mandate.
- › Flight Inspections are typically required 2-3 times per year at most airports.
- › The aircraft does not actually land or take off at the airport, but conducts inspections using specialized sensors while in-flight and following instrument procedures. A flight inspection can run from 20 minutes to occasionally 1.5 hours depending on complexity, traffic in the area and weather conditions.
- › Circling procedures with the landing gear up can sometimes draw attention/concerns for aircraft safety as they are not maneuvers that most aircraft are seen performing; however, this operation is normal and safe.
- › Aircraft have several markings on the tail, body and wings to indicate they are a NAV CANADA aircraft.

COMMUNICATING FIA CHANGES

NAV CANADA, working with PortsToronto, is committed to proactive communication:

- › Advance information shared with Waterfront Secretariat, Transport Canada and local city councillors
- › Notice on FIA changes to be published in early May.
 - [NAV CANADA and PortsToronto Website.](#)
- › Reminder briefing at May 1 CLC.
- › PortsToronto to share information on social channels when FIA operations are expected.



Appendix 2: Noise Sub-Committee Update Presentation

Noise Sub-Committee Status Update

At Community Liaison Committee Meeting

Wednesday March 6, 2018

Noise Sub- Committee Terms of Reference

- At the November committee meeting, the members finalized the Terms of Reference for the committee that can be included on the CLC web page of PortsToronto, if concurrence is received by the CLC members. The CLC members agreed to meet for a one year period on a bi-monthly basis with a mandate of:

The Subcommittee will be an advisory body to the CLC and the BBTCA Director, providing comments, feedback, recommendations and advice on existing and planned airport noise associated with airport development, operations and activities, including but not limited to:

- *noise related to flyby noise, airport stationary source noise (includes ferry and supply truck noise) and airport maintenance activities*
- *noise both on the airport lands and in the community associated with airport operations and maintenance*

Noise Study Scope of Work

- At the January committee meeting, the members reviewed and provided comments on the draft Noise Study Scope of Work.
- The comments received include input from each community member and the City, which was prepared by WSP who has subject matter expertise in this area.
- The next steps include consolidation of comments received, meeting with WSP subject matter experts and posting request for proposal on MERX.
- The successful consultant will attend an upcoming Noise Sub Committee meeting to discuss their proposed scope of work and gain additional insight and comments from the committee prior to commencing any work.

Next Meeting

Wednesday

March 27

7:00 to 9:00 pm

- At the next committee meeting in late March, committee members are coming prepared to discuss noise standards and review the list of noise standard questions that we intend on discussing with the provincial Ministry of the Environment, Conservation and Parks at the May meeting.
- It is anticipated that by preparing some concise questions for the Ministry based on the committee's mandate, the committee and the consultant that will be retained to conduct the noise study will be in attendance and clarity on the work being undertaken is clear.

**Appendix 3: PortsToronto Airport Curfew Violation Policy
Briefing Note**



Memo to: Community Liaison Committee
From: Deborah Wilson, Vice President, Communications and Public Affairs
Gene Cabral, EVP Billy Bishop Airport and PortsToronto
Date: March 6, 2019
Re:: Allocating Curfew Fines

Background:

Billy Bishop Airport is a noise-restricted airport that includes provisions within the Tripartite Agreement to limit noise. One such provision is a curfew under which the airport operates that restricts commercial and General Aviation (GA) aircraft movements between the hours of 11:01 p.m. and 6:44 a.m. During this time, the airport is effectively closed except for emergency situations and Medevac services.

In a case where a commercial or GA aircraft lands or departs in contravention of the curfew, a financial penalty is applied. Although these infractions happen very rarely, they do happen. In these cases, PortsToronto levies and collects a fine.

For the last several years, PortsToronto senior management has questioned whether it is appropriate for PortsToronto to collect and deposit these fines, and as a result be seen to be benefitting from banned activity. However, given how rarely these fines are levied, the discussion has never progressed beyond a theoretical discussion.

Recently members of the community Noise Committee – a sub-committee of the Community Liaison Committee (CLC) – has asked where the money goes once the aircraft operator pays the fine to PortsToronto. This has prompted senior management to discuss the matter further and propose a recommendation. This was presented to the PortsToronto Board of Directors and the decision has been made to donate the fines collected from curfew violations to charitable organizations on the waterfront.

These donations would be in addition to sponsorship arrangements PortsToronto may already have with any of these organizations. Given that these donations would result from unexpected, unscheduled and unplanned occurrences, it would be made clear that this support is not regular, should not be counted on in future, and may never be repeated.

Process:

The process being recommended for administering the donation of curfew-violation fees is as follows:

The Community Liaison Committee (CLC) will be invited to put forward the names of charitable and community organizations requiring support. These names will be compiled and considered should fines be collected for future curfew violations.

All organizations on this list:

- Will require a charitable number;
- Should be located near the airport or in the surrounding waterfront community;
- Must be consistent with PortsToronto's sponsorship guidelines which include:

3.2 Guidelines

Sponsorships shall be consistent with the strategic and communications priorities, and be aimed at supporting organizations or groups that are consistent with:

- Environment
- Waterfront community support
- City building
- Youth
- Airport or aviation-related efforts and causes

In the event of a curfew violation, the Billy Bishop Airport team will conduct an investigation and, should the violation of the policy be confirmed, a fine will be levied against the aircraft operator or airline that broke curfew. This fine will be assessed and levied according to the Curfew Violation Process which has been in place since 2009.

Once the fine has been received by PortsToronto, it will be put in "Trust" and a recommendation will be brought forward to the Community & Outreach (C&O) Committee of the PortsToronto Board of Directors. The recommendation will include the organization that will receive the funds and will be put forward in a memo (i.e., proposal) similar to those prepared for regular budgeted sponsorship requests.

If the C&O Committee approves the donation recommendation, the proposal will be presented to the Community Liaison Committee (CLC) at the next scheduled meeting. The committee will not be asked to approve the proposal, but members will have the opportunity to discuss. Ideally, any donation will be directed to an organization on the list provided by the CLC, so there should not be inherent concern.

With C&O and CLC in support of the proposal, the organization will be contacted to confirm the one-time donation. The donation/cheque will be accompanied by a letter which outlines why the donation is being made (curfew violation), and the fact that this is a one-time donation that should not be contemplated in future planning and budgeting.