

PortsToronto

BILLY BISHOP TORONTO CITY AIRPORT

COMMUNITY LIAISON COMMITTEE MEETING #34

DRAFT MEETING MINUTES

May 1, 2019 627 Queens Quay W. (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 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 #34

	Action Item Task	Who is Responsible for
Action Item #		Action Item
M#34-A1	CLC members will contact William Peat, Ireland Park Foundation, if they would like a tour of their new offices.	CLC Members
M#34-A2	PortsToronto will make an overview of the Extreme Weather Vulnerability Assessment public and distribute this to the CLC.	PortsToronto
M#34-A3	CLC members will provide email feedback on whether they would like to continue to receive semi-annual Airport Capital Program updates at CLC meetings.	CLC Members
M#34-A4	Upon finalization, PortsToronto, through LURA Consulting, will provide details on the date and location of the future Airport Master Plan Public Meeting.	PortsToronto/ LURA Consulting
M#34-A5	Nav Canada will provide a presentation on flight profiles at a future CLC meeting.	Nav Canada
M#34-A6	PortsToronto will follow up with existing Ports-related committees to identify if there is a larger role that existing committees can play in encouraging proactive community engagement along the waterfront.	PortsToronto
M#34-A7	LURA Consulting will poll the CLC to set dates for future site visits.	LURA Consulting

List of Attendees

Name	Organization (if any)	Attendance
COMMITTEE MEMBER	S	
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	Present
David Stonehouse	City of Toronto – Waterfront Secretariat	Absent
Michael Perry	Air Canada	Absent
Brad Cicero	Porter Airlines	Present
Matthew Kofsky	Toronto Board of Trade	Absent
William Peat	Ireland Park	Present
Chris Glaisek	Waterfront Toronto	Absent
Joan Prowse and Bev Thorpe	Bathurst Quay Neighbourhood Association (BQNA)	Present
Hal Beck	York Quay Neighbourhood Association (YQNA)	Present
(and stand-ins during		
start of meeting:		
Angelo Bertolas and		
Ed Hore)		
Sarah Miller	Toronto Island Community Association (TICA)	Present
Jonathan Bagg	Nav Canada	Absent
Dave Purkis	Nav Canada	Present
Oliver Hierlihy	Waterfront BIA	Present
Tim Kocur	Waterfront BIA	Absent
PORTSTORONTO REPR	ESENTATIVES	
Angela Homewood	PortsToronto	Present
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
FACILITATION AND SEC	RETARIAT	
Alex Lavasidis	Lura Consulting	Present
Jim Faught	Lura Consulting	Present

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1. Welcome and Introductions

Jim Faught, LURA Consulting, welcomed members of the Billy Bishop Airport Community Liaison Committee (BBA-CLC) to the 34th committee meeting. Mr. Faught facilitated a round of introductions and provided an overview of the agenda. Slight changes were made to the agenda to accommodate presenter schedules.

2. Review of Previous Meeting Minutes

Mr. Faught noted that the Meeting 32 minutes had been finalized and posted online. Gene Cabral, PortsToronto, noted that based on CLC feedback, the summary and appendices for the Meeting 32 minutes had been posted as separate files to make downloading easier. Mr. Faught noted that Meeting 33 draft minutes had been circulated to CLC members, with no comments received as of the meeting.

3. Community Updates

Joan Prowse, Bathurst Quay Neighbourhood Association (BQNA)

Ms. Prowse provided an update on air quality testing efforts between community members, Billy Bishop Airport, and University of Toronto researchers. Ms. Prowse reminded the CLC of the previous Meeting 32, when she had shared video clips of mobile unit air quality testing in progress. Ms. Prowse explained that she has been making efforts to have the City of Toronto Public Health Unit run air quality testing in her waterfront neighborhood for over one year. After recently connecting with the University of Toronto research team in the video clip, Ms. Prowse was pleased to announce that the University of Toronto research team had offered to work on air quality testing in the waterfront neighbourhood. Ms. Prowse has been in contact with her local councilor and with PortsToronto to increase partnerships and coordination for the future monitoring program. There is a meeting planned for May 15th which is to include Ms. Prowse and BQNA members, Marianne Hatzopoulou (University of Toronto research lead), Bryan Bowen (City of Toronto Waterfront Secretariat), a representative from City Councillor Cressey's office, a representative from City of Toronto Public Health, Sarah Miller (Toronto Island Community Association) and Angela Homewood (PortsToronto). The meeting agenda includes discussion about the scope, milestones, and deliverables of the monitoring, as well as potentially identifying a location for the monitoring to occur. Before the meeting, Ms. Prowse will provide Ms. Hatzopoulou with a tour of the neighbourhood.

Mr. Bowen noted that Barbara Lachapelle (Toronto Public Health) should be invited as she is eager to participate. He also offered a City meeting room for the May 15th meeting, if it was convenient for participants. Mr. Cabral and William Peat (Ireland Park) also offered meeting space.

Ms. Prowse noted that the BQNA annual general meeting will take place on June 13, where they will be screening "Something In The Air", which is the movie that CLC Meeting 33's video clips were taken from. Ms. Hatzopoulou will also be in attendance to answer questions regarding air quality testing.

Mr. Cabral thanked Ms. Prowse for all her efforts in organizing the approach to air quality testing. He noted that this seems to be the correct approach to take, as it is bringing key stakeholders together to work on a single study. Mr. Cabral noted that PortsToronto looks forward to working as partners to move the project forward.

Ms. Prowse noted that the University of Toronto research team undertaking the study has a charitable number if anyone would like to donate in support of their work.

Sarah Miller, Toronto Island Community Association (TICA)

Ms. Miller noted that after reviewing the Billy Bishop Airport sustainability plan, she was surprised not to see tangible, measurable goals. Deborah Wilson (PortsToronto), noted that the report does include clear, measurable goals; the likely culprit is that the full document did not download correctly for Ms. Miller. Ms. Wilson provided Ms. Miller with a paper copy of the plan, highlighting the section where measurable goals are located.

Ms. Miller noted that recently, low flying planes had been seen over the island, almost skimming trees. She inquired if private pilots coming to the island are given an approach path, or if they are permitted to approach the airport however they choose. Mr. Cabral responded that PortsToronto is planning a meeting with Nav Canada to discuss the issue of aircraft coming in low over the islands, as this has been an issue over the past few weeks. Dave Purkis (Nav Canada) noted that pilots are not normally permitted to fly over some areas of the island, unless they have a justifiable reason (e.g. for safety reasons). It is the pilot's responsibility to explain their reasoning for their approach path if they fly over areas they are not normally permitted. He noted that Nav Canada had not received any notice of a violation recently.

Ms. Miller inquired where island residents could report low-flying aircraft. Mr. Purkis responded that the report could be sent to the Billy Bishop Airport Noise Monitoring Office, who would then provide a report to Nav Canada. If the aircraft appears to be flying dangerously, Mr. Purkis suggested residents call Nav Canada or PortsToronto directly.

Mr. Cabral noted that it would be helpful to have an island resident as well as a representative from the flight school present for the future meeting between PortsToronto and Nav Canada regarding low-flying aircraft. He will make note of this and invite representatives to attend.

Angelo Bertolas, York Quay Neighbourhood Association (YQNA)

Mr. Bertolas noted that the YQNA annual general meeting would take place on May 14th. The meeting will include an update on the new City noise bylaw and a keynote speaker from 880 Cities discussing what is necessary to building world class cities.

Request for Future Meeting Topics

A community member suggested discussing the firefighting foam used on the island, recent advances in the creation of more environmentally friendly firefighting foam, and the potential use of those foams on the island. Mr. Cabral noted that this would be a fitting topic for the future emergency services site visit.

4. Noise Management Sub-Committee (NMSC) Update

Angela Homewood, PortsToronto, presented a verbal update of the latest NMSC meetings. Highlights of the update include:

- The NMSC has finalized their Terms of Reference, which will be posted with meeting minutes online for public access (reflecting how CLC meeting minutes are posted).
- NMSC members were presented with an overview of the Annual Noise Management Report. The YQNA representative provided multiple suggestions for improving future reporting, including specific details to include in the annual reports.
- NMSC members were presented with an overview of Provincial Noise Guidelines. This was a useful background presentation to ensure members are on the same page regarding terminology and guideline standards.
- Committee members reviewed the Noise Study Scope of Work and provided feedback. The NMSC and PortsToronto are working to refine the Scope of Work to then post the project for tender in order to hire consultants to complete the work. The Noise Study arose out of feedback from the Airport Master Plan community engagement sessions. One of the goals of the Noise Study is to identify key ground sources of noise from airport operations to allow for a better understanding of what can be implemented to mitigate noise impacts. The existing noise studies were completed in approximately 2010, so PortsToronto is looking to re-study the area to identify, using current data, the critical points for noise mitigation. The Noise Study will include measurement of noise in select locations around the airport. The timeframe may be summer to fall 2019, however, the parameters for the study are yet to be determined so anticipated timeframes for the study may change.
- Next steps for the committee include developing questions for their future meeting with the provincial Ministry of Environment, Conservation, and Parks.
 - Mr. Bowen noted that this is a key next step for the NMSC as there is a longstanding disagreement regarding the interpretation of municipal noise guidelines and regulations and how they are meant to be applied to the airport. NMSC members are respectful of the different interpretations and now need to defer to the experts at the Ministry to accept an interpretation and move forward. The NMSC will share answers received from the Ministry with the CLC.
- Mr. Bowen noted that the community representatives on the NMSC are excellent. They are consistent, present, and participatory at meetings. He shared that all NMSC members feel like the meetings have been productive.

5. Bathurst Quay Neighbourhood Plan Update

Bryan Bowen, City of Toronto Waterfront Secretariat, provided an update on the Bathurst Quay Neighbourhood Plan. Highlights of the update include:

- As part of the plan, the western channel dock wall rehabilitation is progressing. A preferred contractor has been selected to build the new dock wall. The work will start shortly and is anticipated to take from 6-9 months to complete.
- The plan includes new and improved active cycling and transportation routes and public spaces. For example, the surface parking lot and taxi stand north of the Billy Bishop Airport terminal are being redesigning and repositioned, with the goal of reducing their overall footprint to free up more space for a public plaza.
- The plan is taking many design points from Canada square to inform the design of new public spaces.
- The plan was brought to the <u>Toronto Planning Review Panel</u>, who provided a very positive review.
- The Ireland Park Foundation are now moved into 3 Eireann Quay. They occupy two rooms on the main floor of the building. The building is planned to be rehabilitated over the next few years. The City has released an RFP to find an architecture firm to upgrade plumbing, electrical, and other internal features.
 - William Peat, Ireland Park Foundation, noted that staff are in their new office Monday to Friday, and they can provide private tours if CLC members would like to view the building.
- The plan includes a public plaza spaces which when completed, will allow people to travel from the west side of the silos, through the malting property, to the water's edge. The goal of the plaza space is to create a place for public events (e.g. markets). The City's Parks, Forestry and Recreation department are leading the design. The RFP will be out this summer and the process will engage the public in a meaningful way.
- The City has provided funding to the Toronto District School Board to plan how to improve the north and south playground at the Waterfront School. Delivery of the playground improvements may occur in 2019 or 2020.
- Planned Eireann Quay improvements include widening the sidewalks and making the east side of the quay more pedestrian exclusive and friendly. The Eireann Quay improvements will be delivered and designed as part of the overall plaza project.
- The silos are anticipated to be the final portion of plan implementation. A structural engineer will be hired to provide a new structural study of the silos as the current one is 5 years old. Once this is complete, a conversation can be had regarding the silo rehabilitation strategy, including discussion around how to integrate the silos with the wider, pedestrianized site. Uplighting features on the silos are being considered to better integrate them into the space in the near term. Educational signage on the perimeter is being considered as well.

The following provides a summary of the discussion that followed Mr. Bowen's updates:

- Ms. Prowse noted that the plan sounds exciting. She inquired how high the lighting on the silos would be.
 - Mr. Bowen noted that he was not certain, as that would be placed into the scope of work at a later stage in the project.
 - Ms. Prowse noted that there is a large amount of light pollution along the Waterfront at night and noted that the City should be cautious to prevent adding additional light pollution if it is unnecessary.
 - Mr. Bowen responded that the goal of any uplighting would be to give the silos more of a presence, so they do not appear to be forgotten.
- Ms. Prowse noted that even with new measures to reduce the presence of taxis and Ubers in communities around the airport, there are still many present. She noted there has been an improvement during rush hour, but there are still a noticeable amount of taxis and Ubers "hanging out" in her neighbourhood.
 - Mr. Cabral noted that he appreciated Ms. Prowse's feedback, and that since changes were made to the taxi stand, they have noticed a reduction in vehicles in adjacent neighbourhoods. The airport has done the best they can with temporary signage but recognize there are additional improvements that could be made.
 - Ms. Prowse noted that the signage, so far, has been working. This has helped vehicles and pedestrians with wayfinding.
- Mr. Bowen noted that in the future, the City would like to discuss potential changes to street parking regulations in neighbourhoods adjacent to the Airport. Currently, it is difficult for the City to enforce parking limits. Switching to a 2-hour street parking limit would be easier for the City to enforce. However, before changes are made, the City would consult with the community, including Councillor Cressey's office.
- Mr. Cabral inquired if site condition assessments for the public realm improvements had been completed.
 - Mr. Bowen responded that the City is currently undertaking a Phase Two Environmental Site Assessment. He noted there are groundwater and soil contaminants in two separate areas within the larger site. Those contaminants will be remediated. A risk assessment for the Province is also required and will likely be completed later in 2020.

Action:

M#34-A1 CLC members will contact William Peat, Ireland Park Foundation, if they would like a tour of their new offices.

6. Airport Capital Program Update

Bojan Drakul, PortsToronto, provided an update on Billy Bishop Airport Capital Programs. A copy of the presentation is available in Appendix A. Mr. Cabral noted that these presentations will likely continue twice a year to provide the CLC with an overview of current and future projects. The following provides a summary of the discussion during and following Mr. Drakul's updates:

- The York Quay Neighbourhood Association (YQNA) representative, noted that there is a lack of safety ladders to get out of the water on the south side of the channel.
 - Mr. Drakul responded that the ladders have been procured and will be installed once dock wall construction is complete.
- Mr. Cabral noted that new retail services and amenities are envisioned on the south side of the City side Billy Bishop Airport Terminal, potentially around the patio. PortsToronto envision the space being used by community members, staff, and travelers. The space, while remaining airport property, would become a public space.
- The YQNA representative inquired if the climate change and extreme weather vulnerability assessment (discussed by Mr. Drakul in his presentation) would be made public.
 - Chris Sawicki, PortsToronto, noted that PortsToronto will make an overview of the assessment public.
- Ms. Miller noted that Environment Canada provides weekly reports on Lake Ontario
 water levels and that local Conservation Authorities publish almost daily notices on the
 status of river water levels. She explained that there has been an acceleration in
 changes to Lake Ontario water levels. Ms. Miller suggested that the plentiful existing
 data around the impacts of climate change be included in the climate change and
 extreme weather vulnerability assessment being conducted by PortsToronto.
 - Mr. Sawicki explained that the data Ms. Miller referenced is incorporated into the assessment. He also noted that the assessment has impacted what actions are prioritized at the airport. For example, drainage was identified a high risk in the assessment, which led to the issue being prioritized at the airport.
- The YQNA representative inquired if runups are still occurring in the new enclosure.
 - Mr. Cabral responded runups are still occurring within the designated enclosure.
- The YQNA representative inquired if there has been a change in the number of runups occurring.
 - Brad Cicero, Porter Airlines, replied that Porter Airline's runups at Billy Bishop Airport have not been reduced. Billy Bishop Airport remains Porter's main base and largest maintenance facility. Supplementary maintenance spaces do exist in other areas in Ontario.
- Mr. Cabral noted that the community had provided great feedback that reflects the positive impact the Ground Runup Enclosure is having.
- Ms. Miller inquired if the old PortsToronto office building was a heritage-protected structure.
 - Mr. Sawicki responded that it is and will not be demolished. The second-floor boardroom is also being protected for heritage value, along with the entrance hall.
 - Mr. Bowen noted that there will be public meetings held as part of the development process for that property, and that nothing has been approved yet.

• Mr. Cabral encouraged CLC members to provide email feedback on whether they would like to continue to receive semi-annual Airport Capital Program updates at CLC meetings.

Action:

- M#34-A2 PortsToronto will make an overview of the Extreme Weather Vulnerability Assessment public and distribute this to the CLC.
- M#34-A3 CLC members will provide email feedback on whether they would like to continue to receive semi-annual Airport Capital Program updates at CLC meetings.

7. Billy Bishop Airport 2018 Master Plan Status

Gene Cabral, PortsToronto, thanked the CLC for providing venue suggestions for the upcoming 2018 Master Plan public meeting. Mr. Cabral noted that the public meeting, which will include a presentation of the draft plan, will be hosted at either the Metro Toronto Convention Centre, George Brown College, or the Westin Harbour Castle. Once the date and location are established, details will be circulated to CLC members. Following the meeting, a draft Master Plan will be available online, and there will be a 30-day feedback and comment period. Mr. Cabral noted that the consultation for the Master Plan has been a long and extensive process, and one of the most consulted airport master plans he is aware of. He explained that the draft Master Plan will take into consideration a wide range of concerns heard throughout the consultation period. PortsToronto has tried to take a balanced approach to moving forward. (Post Meeting Note: As a result of community member requests following the final public meeting on June 12, 2019, PortsToronto extended the feedback and comment period by and additional 30-days therefore providing community groups a total of 60-days to provide input.

The YQNA representative inquired what the timeline was for the Master Plan. Mr. Cabral responded that the Master Plan covers a 20-year time frame, as is standard for a Master Plan, which therefore ends in 2038. He noted that PortsToronto is aware the Tripartite Agreement ends in 2033 and that the Master Plan does not presume the agreement will go beyond 2033, however, for planning purposes the Plan looks towards 2038. Ms. Homewood noted that there will be an update to the Plan every 5 years, with a new plan every 10 years, as is standard for Master Plans (this Master Plan is an update to the 2012 Master Plan).

Action:

M#34-A4 Upon finalization, PortsToronto, through LURA Consulting, will provide details on the date and location of the future Airport Master Plan Public Meeting.

8. PortsToronto Updates

Billy Bishop Airport 2018 Sustainability Report

Deborah Wilson, PortsToronto, provided an update on the Billy Bishop Toronto City Airport 2018 Sustainability Report. Ms. Wilson stated that the second annual Sustainability Report is now available online in both English and French

(https://www.portstoronto.com/Media/PortsToronto/PortsToronto/Airport%20Sustainability/ Billy-Bishop-Airport-Sustainability-Report-2018-Final 24-April.pdf). She explained that Billy Bishop Toronto City Airport is proud of the report, which highlights various sustainability initiatives and actions and includes a report card to track priorities and accomplishments year over year.

2018 Dillon Consulting Traffic Study

Ms. Homewood provided an update on the Dillon Consulting Traffic Study. She explained that the previous traffic study occurred 3 years ago. The 2018 traffic survey occurred over a threeday period in early June. Highlights of findings include that shuttle use has increased, airport parking use dropped from 6% to 2% of passengers, and modal split has seen an increase in the use of public and active transportation, with over 41% of airport visitors walking, biking, taking transit, or using the airport shuttle (the highest modal split of non-private vehicle use in North America for an airport) when leaving the airport. The airport has focused on increasing this modal split in the last few years and are proud of the results. Mr. Cabral noted that there have been passengers sharing their walk or bike to the airport, expressing their excitement of not having to drive to get to their flight. He explained that the work the City is doing around the airport to improve the public realm will also lead to improvements in the modal split of airport visitors.

The YQNA representative inquired if there was the potential for enhanced water taxi service to the airport. Mr. Cabral responded that no formal decisions have been made, but PortsToronto are having initial discussions with the City about potential taxi drops off points. Mr. Bowen noted that Waterfront Toronto will be working to update their Marine Strategy, which has the potential to include water taxi transportation hubs (though not explicitly included in the scope of work). Mr. Cabral added that the airport has been looking into how to make a space conducive to more water transportation to the airport.

Doors Open 2019 (May 25, 2019)

Mr. Cabral stated that Door Open would occur on May 25th. This will be Billy Bishop Airport's 4th doors open event. Last year over 25,000 people attended. Mr. Cabral noted that Doors Open is a good opportunity for the public to get a behind the scenes tour of the airport, and that airport staff take great pride in highlighting what they do. He encouraged everyone to attend.

9. Nav Canada update on Flight Inspection Aircraft Changes

David Purkis, Nav Canada, provided an update on flight inspection aircraft. He explained that the flight inspection aircraft fleet has been replaced (March 2019) due to its age and the cost of replacing the avionics of the old fleet. The next inspection is anticipated to take place in early June. Once a firm date is set, that will be shared with the CLC membership. The window for the inspection is not yet set, as weather will impact the scheduling. Mr. Purkis noted that he can provide a presentation on flight profiles at a CLC meeting.

The YQNA representative inquired what occurs in a flight inspection. Mr. Purkis replied that the aircraft follow a predetermined course, while sending out radio signals required to measure if navigational aids are calibrated and functioning optimally. If a discrepancy is found, the radio navigation aids will be taken out of service and repaired. Another flight check will then be done to verify the discrepancy has been corrected before returning the navigation aid to service. More information can be found at: https://portstoronto.com/portstoronto/media-room/community-notices/change-to-flight-inspection-aircraft-(fia)-fleet-u.aspx . Mr. Cabral reiterated that PortsToronto will be communicating in advance whenever they can about when these flight inspection aircraft are present.

The YQNA representative noted that they would like the CLC meetings to include information on PortsToronto activities more broadly, and not focus only on the airport. They suggested a second committee be established if general PortsToronto activities cannot be discussed in the existing CLC. Mr. Cabral responded that the terms of reference of the existing CLC is specific to the airport. Ms. Wilson noted that a separate CLC would be required to discuss more general PortsToronto activities but explained that there is a committee in existence that discuss other PortsToronto activities and includes more general waterfront users and stakeholders. Ms. Wilson will follow up with that committee to identify if there is a larger role it can play, and how to move the committee forward. Mr. Bowen noted that he thinks a broader committee would be a useful one to have, as it would provide a means for proactive engagement in waterfront activities more broadly.

Action:

M#34-A5 Nav Canada will provide a presentation on flight profiles at a future CLC meeting.

M#34-A6 PortsToronto will follow up with existing Ports-related committees to identify if there is a larger role existing committees can play in encouraging proactive community engagement along the waterfront.

10. Business Arising

<u>Future BBTCA – 2019 CLC Meeting Dates</u> Wednesday September 25 Wednesday November 27

Future Site Visits

Emergency Services (Billy Bishop Airport Fire Department) will occur on June 24th or 27th from 7pm to 8: 30 pm. LURA Consulting will poll the CLC to set a final date. The Fuel Storage – Facilities and Management site visit is tentatively scheduled for September 2019. Mr. Cabral noted that both tours may be open to additional community participants, outside of the CLC membership.

Action:

M#34-A7 LURA Consulting will poll the CLC to set dates for future site visits.

11. Other Matters

Ms. Miller inquired how many charities were nominated to receive the airport noise restriction penalty fines. Ms. Wilson responded that PortsToronto had received six nominations and encouraged CLC members to send in additional nominations.

Mr. Cabral noted that on the evening of May 25 and 26 there is a scheduled power shutoff which will require that generators are running while work is being done.

Ms. Wilson noted that the PortsToronto Annual General Meeting will take place on June 21, 2019.

12. Wrap Up

Mr. Faught and Mr. Cabral thanked CLC members for attending the meeting.

Adjourn