



PORTSTORONTO

BILLY BISHOP TORONTO CITY AIRPORT

**COMMUNITY LIAISON COMMITTEE
MEETING #24**

MEETING MINUTES

Wednesday November 23, 2016
Harbourfront Community Centre
Toronto, Ontario

Minutes prepared by:



PORTS TORONTO



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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PORTSTORONTO COMMUNITY LIAISON COMMITTEE MEETING #24
Minutes – Wednesday November 23, 2016, 6:30 p.m. – 8:30 p.m.

Summary of Action Items from Meeting #24

Action Item #	Action Item Task	Who is Responsible for Action Item
M#24-A1	Revise minutes from CLC Meeting #23 and post on PortsToronto website/circulate to CLC members.	Lura/PortsToronto
M#24-A2	Follow up with the City of Toronto regarding sharing a copy of the Nov 4, 2016 Consent Agreement for the ground run-up enclosure.	PortsToronto
M#24-A3	Provide a drawing of the terminal upgrade that clearly shows both the existing and new areas, including square footage.	Nieuport Aviation

Appendices

Appendix A1-1: Airfield Rehabilitation Program Update Presentation

Appendix A1-2: BBTCA Terminal Upgrade Project Presentation

Appendix A1-3: November 28, 2016 Letter to BQNA re: helicopter noise disturbance on November 20, 2016

PORTSTORONTO COMMUNITY LIAISON COMMITTEE MEETING #24
Minutes – Wednesday November 23, 2016, 6:30 p.m. – 8:30 p.m.

List of Attendees

Name	Organization (if any)	Attendance
COMMITTEE MEMBERS		
Andrew Hilton	Waterfront Toronto	Absent
Brad Cicero	Porter Airlines	Present
Chris Glaisek	Waterfront Toronto	Absent
Christian Ilumin	Sky Regional Airlines	Absent
Councillor Joe Cressy	City of Toronto, Ward 20	Regrets
Councillor Pam McConnell	City of Toronto, Ward 28	Regrets
Bryan Bowen	City of Toronto – Waterfront Secretariat	Regrets
David Stonehouse	City of Toronto – Waterfront Secretariat	Absent
David Whitaker	Tourism Toronto	Absent
Hal Beck	York Quay Neighbourhood Association (YQNA)	Present
Joan Prowse	Bathurst Quay Neighbourhood Association (BQNA)	Present
Lia Brewer	Councillor Joe Cressy’s Office	Regrets
Matthew Kofsky	Board of Trade	Absent
Robert Kearns	Ireland Park	Absent
Ron Conard	Toronto Island Community Association (TICA)	Absent
Sean McIntyre	Councillor Pam McConnell’s Office	Absent
Trevor Stevenson	Resident	Regrets
Warren Lampitt	Air Canada	Absent
GUEST SPEAKERS AND SUBJECT EXPERTS		
Bojan Drakul	WSP	Present
Luka B	Consultant for Nieuport Aviation	Present
Michael Lettner	Nieuport Aviation	Present
Pamela Griffith-Jones	Nieuport Aviation	Present
PORTSTORONTO REPRESENTATIVES		
Angela Homewood	PortsToronto	Present
Deborah Wilson	PortsToronto	Present
Gene Cabral – Chair	PortsToronto	Present
Mike Karsseboom	PortsToronto	Present
FACILITATION AND SECRETARIAT		
Jim Faight	Lura Consulting	Present
Leah Winter	Lura Consulting	Present

1. WELCOME AND INTRODUCTIONS

Mr. Jim Faught, Lura Consulting, welcomed members of the Billy Bishop Airport Community Liaison Committee (BBTCA - CLC) to the twenty-fourth committee meeting. Mr. Faught facilitated a round of introductions and reviewed the meeting agenda.

There were requests to add the following items to the agenda:

- An update on the discussion regarding the provincial noise standards. The YQNA representative noted that there were some technical anomalies related to the presentation given by Ms. Angela Homewood, PortsToronto, at CLC Meeting #23.
- A discussion of CLC membership and low meeting attendance.
- Helicopter flight on the morning of Sunday November 20, 2016 that was very disruptive to residents.

2. REVIEW OF PREVIOUS MEETING MINUTES

Mr. Faught noted that draft meeting minutes from meeting #23 were distributed via email to committee members for review. Comments were received from YQNA yesterday which will be reviewed and incorporated into the final minutes. The final minutes will be posted on the PortsToronto website and re-circulated to CLC members.

Action:

M#24-A1. Revise minutes from CLC Meeting #23 and post on PortsToronto website/circulate to CLC members.

3. HELICOPTER FLIGHT ON NOVEMBER 20, 2016 FOR GREY CUP TRANSPORT

Mr. Gene Cabral, PortsToronto, explained that on November 20, 2016 a Military Griffon helicopter was undertaking a practice mission in advance of bringing the Grey Cup to Toronto on Tuesday November 22, 2016. The Canadian Football League (CFL) partnered with the Canadian Armed Forces to conduct a mission to bring the Grey Cup, CFL Commissioner Jeffrey Orridge, and former CFL player Damon Allen to Toronto. The intention was to bring them to Billy Bishop airport on a military helicopter and transport them to the HMCS York and then to the Princes' Gates for a press conference. On Sunday, the helicopter was in the vicinity of Bathurst Quay to do a practice-run for the official event on Tuesday. PortsToronto received six complaints in total specifically related to Sunday's event. The helicopter was in the area for about 20-25 minutes doing different maneuvers, trying to determine the best landing location at the airport and also followed the convey of military trucks from HMCS to the Ferry Slip. PortsToronto spoke to the contact person at the military and they have apologized. It was a one-time event. [Subsequent to the CLC meeting, PortsToronto issued a letter to BQNA/YQNA explaining the circumstances surrounding the event and apologizing for the disturbance. The letter is included in Appendix A1-3.]

- *The BQNA representative expressed that the concierge for the Quay West building beside the marine building was overwhelmed with complaints and others had written to MP Adam Vaughan to express concern. It was frightening for some people. She asked whether residents can get any notice about events such as this in the future.* Mr. Cabral responded that PortsToronto did share the concerns on Sunday with the military as it was their mission. Ms. Deborah Wilson, PortsToronto, expressed that had PortsToronto known that there would be such a large impact, they would have communicated it to the community in advance. For Tuesday's event, PortsToronto sent out information to the community through their usual channels to let them know (website, email, Twitter, Facebook). The best way to get up-to-the-minute information is to subscribe to BBTCA's Twitter account (@BBishopAirport).
- *The BQNA representative requested that there be no more surprise events on Sunday mornings before 10 or 11 am. She also added that the BQNA website has a place where information can be posted and alerts can be sent to subscribers (www.bqna.org). Similarly, the YQNA email contact is tpagroup@yqna.ca.*
- *The YQNA representative inquired where the Grey Cup came from and whether it was the first time it has arrived in Toronto.* Ms. Wilson indicated that the mission was undertaken to promote the military and bring awareness to Canada's service people. The purpose was to do a land, air, sea transport of the Grey Cup from Quebec. The Grey Cup has been to Toronto in the past.

4. CITY OF TORONTO BUSINESS

Mr. Jim Faught, Lura Consulting, noted that Bryan Bowen, City of Toronto Waterfront Secretariat, sent his regrets for the meeting. On Mr. Bowen's behalf, Mr. Faught shared the public notice for the upcoming Bathurst Quay Neighbourhood Plan (BQNP) public meeting on Monday November 28, 2016 at the Waterfront Neighbourhood Centre. Mr. Cabral also noted that there was a drop-in engagement event on November 16, 2016 at the Waterfront Neighbourhood Centre. Mr. Bowen offered to answer any questions or comments via email or telephone regarding the BQNP.

5. AIRFIELD REHABILITATION PROGRAM - UPDATE

Mr. Gene Cabral, PortsToronto, provided an update on the BBTCA Airfield Rehabilitation Program. Key points from the presentation include:

- PortsToronto has been planning a full rehabilitation program for all major airside components of the Airport for over 7 years and it has been contained within their Capital Program. This was also part of the 2012 Master Plan.
- PortsToronto has been providing updates at CLC meetings since meeting #19 and today was an update on the planned activities.
- A ribbon cutting ceremony took place on October 24, 2016 for the re-opening of runways 06-24 and completion of work on 08-26. PortsToronto has received good feedback on the new surfaces and centreline lighting from pilots. Some minor lighting work is still to be completed.
- Timelines and details for the 2017 and 2018 work to be completed will be coming soon.

- The barging operation was originally scheduled to be complete by September 30 however it was being used until November 4 to take advantage of the good weather before transporting the barge back to the east coast. The barge will be part of the 2017 and 2018 construction work.
- In the 2017 construction season, work on taxiway E is the major activity scheduled. The contractor anticipates working two shifts: Day Shift – 7:00am-7:00pm; Night Shift – 10:00pm-8:00am).
- In the 2018 construction season, taxiways C and F will be closed one at a time for up to a week and the work will be phased in front of Terminal gates (closing one gate at a time for up to a week) for apron widening completion.
- The GRE development review and approval process was reviewed and all documents are posted on PortsToronto's website. The Consent Agreement between the City of Toronto and PortsToronto was signed on November 4, 2016.
- Work on the GRE will be ongoing through the winter. The contractor is working predominantly during the day from approximately 7:00am-7:00pm, as the GRE is located outside of the restricted areas of the active runways.
- Excavation for the foundation commenced in mid-September with geotextile, geogrid, granular base and foundation installation complete. Approximately 80% of the power and communications conduits for the GRE have been installed. Portland Cement Concrete (PCC) paving for the GRE apron is ongoing and is scheduled to be completed this year.
- The GRE is being fabricated at the contractor's facility and is scheduled for delivery in late December, which will involve a limited number of truckloads using the ferry.
- A time-lapse video of the construction process is being created.
- Completion of the GRE is anticipated for the end of March 2017 and the overall rehabilitation program is anticipated to be complete by Fall 2018.
- The status of other concurrent projects at the airport was provided.

Below is a summary of the comments and questions raised by committee members regarding the Airfield Rehabilitation Update:

- *The YQNA representative asked what NPSV and ILS refer to.* Mr. Cabral explained that NPSV is Non-Passenger Screening Vehicle which is a program that airports have in place to screen employees when coming into a restricted area. ILS stands for Instrument Landing System which helps pilots navigate by instruments to the runway.
- *The YQNA representative stated that the 2017 and 2018 rehabilitation work appears to be the closest work to the community. He emphasized that the amount of overnight work should be minimized to the extent possible, particularly the work at the north end of the site.* Mr. Cabral responded that his point is taken. PortsToronto did receive positive feedback that a lot of the mitigation measures put in place worked effectively. The work on the apron does have the terminal building to provide some shielding of noise. The contractors will also utilize daytime work whenever possible. The only time we will work overnight is when there is an impact to runway operations.
- *The YQNA representative asked if a copy of the November 4, 2016 Consent Agreement could be shared.* Mr. Cabral responded that the City is in the process of sending a signed copy in the mail

to PortsToronto. PortsToronto can follow up with Bryan Bowen about whether it will be posted online as it is their legal document.

- *The BQNA representative asked how the 123 lights installed compares to the previous airport lighting.* Mr. Cabral responded that the centreline lighting is new on the main runway and has been active for about one month. Mr. Mike Karsseboom, PortsToronto, added that the lights are bi-directional and you have to be facing down the runway to see the lights. He also stated that they would only turn on at night if a medevac flight was coming in. The tone of the lighting is different with LEDs; it gives a brighter feel. There are lumen standards that have to be met within the regulations. From a community standpoint it shouldn't appear much different.
- *The BQNA representative asked if the 18 stipulations set out by the City of Toronto in the GRE approval process have been met and whether the responses were provided in the Consent Agreement.* Mr. Cabral responded that PortsToronto's letter submitted to the City on October 17, 2016 addresses the 18 questions put forth by the City. This document has been posted online on the PortsToronto website. The responses are not attached to the Consent Agreement itself.
- *The BQNA representative expressed her concern regarding the information that was shared about the expansion of the terminal and the timing of the announcement. She noted that there are implications for the community about the growth of the airport. Given that work is commencing in January, there is not a lot of time to discuss it.* Mr. Cabral responded that the project is not intended to be a mass expansion of the airport. The presentation in a few moments will provide more context. It is about updating and modernizing the building to address constraints that exist today. PortsToronto was not in a position to speak about the project before it was approved. The intention was to communicate broadly once the project was approved. PortsToronto is happy to speak to the community about the details.
- *The YQNA representative noted that he is very interested in the Consent Agreement. He made a substantial submission to the City of Toronto during the GRE consultation process and would like to see what has been included in the agreement.*

Action:

M#24-A2. Follow up with the City of Toronto regarding sharing a copy of the Nov 4, 2016 Consent Agreement for the ground run-up enclosure.

6. BILLY BISHOP AIRPORT PASSENGER TERMINAL UPGRADE PROJECT

Ms. Pamela Griffith-Jones, Nieuport Aviation, provided a presentation on the Terminal Upgrade Project at Billy Bishop Airport. Key points from the presentation include:

- The companies involved in the Terminal Upgrade Project include: PortsToronto (authority having jurisdiction); Nieuport Aviation Infrastructure Partners (responsible for passenger terminal and apron operations); Stantec Consulting (project management support); PCL Constructors (construction manager); and Scott Associates Architects Inc (architects and engineers).

- The rationale for the upgrade is focused on: dealing with existing constraints, the ability to adapt to irregular operations (e.g. weather delays); providing an enhanced passenger experience; and providing increased operational efficiencies.
- Guiding principles for the project include: maintain the safety and security of the aerodrome and terminal for the passengers, aircraft, employees, area residents and construction workers; minimize operational impacts through proactive, timely and regular planning and communication with operational stakeholders; minimize customer impact through proactive planning and communication such that customer experience remains of a consistent high quality; mitigate local community concerns based on implementing best practices for noise and construction related items.
- The upgrade rendering and drawings were presented showing the trans-border lounge addition, domestic lounge addition, and additional airport administration offices.
- Submission of plans to NAV Canada and Transport Canada is complete. Key stakeholders were briefed including City of Toronto Staff, Waterfront Toronto, and local Councillors at the time of approval.
- The Public Media Release was issued on October 13, 2016.
- Commencement of construction activity will take place in January 2017. Construction is anticipated to be completed in the Summer of 2018.
- Construction mitigation measures include: lighting for external work areas will be directed away from the community/mainland; truck/equipment deliveries will be minimized during school start and end times; during night operations, reduce vehicle movement to minimize back up beeper; use of barge operation when completing pavement work where possible.
- Community outreach will include quarterly engagement with the CLC, direct briefings to BQNA and YQNA at upcoming association meetings, and outreach via email for advance notification on updates specific to the project. Tours of the site can also be arranged.

Below is a summary of the comments and questions raised by committee members regarding the passenger terminal upgrade:

- *The BQNA representative asked what was happening at the airport on April 3, 2015 when the photo of the crowded domestic lounge was taken by CBC (in the presentation.) She is wondering whether there was a particular event happening or if it is a regular occurrence.* Ms. Wilson responded that it could have been a journalist travelling through the airport and taking a picture. Ms. Griffith-Jones added that in any situation where there is a flight delay there will likely be crowding in the lounge; it is not a rare situation. [During the subsequent CLC meeting 25 the BQNA representative noted that April 3, 2015 was the Friday of Easter Weekend which is likely a busier than average travel day].
- *The BQNA representative asked how much closer the new gate will be to the community.* Ms. Griffith-Jones responded that the new gate is not much further north than the existing gate. Mr. Cabral added that the new gate is more a function of consolidation at the south-east corner that allows for the extra gate. Mr. Michael Lettner, Nieuport Aviation, specified that the north-east gate will be approximately 1.25 m further north than the existing gate.
- *The BQNA representative noted that there were 2.5 M passengers in 2015 and there was high airport activity this summer. She asked what is the plan for growth in terms of passengers that*

this upgrade project is facilitating. Mr. Cabral responded that PortsToronto has not added more slots under the managed growth strategy. In 2016 there has been growth at the airport as well as in other Southern Ontario airports. BBTCA is expecting 2.7M passengers by the end of the year. The Master Plan speaks about the managed growth at the airport and 3.6 M passengers are noted. The Master Plan looks at two different trajectories, dependent on how quickly the airlines would start to fill up load factors on planes. The airport saw 2-3 years of leveled-off growth in the past. This year the airport has seen a high number of connecting passengers.

- *The BQNA representative indicated that she is interested in the impact on the neighbourhood. She noted that she is overwhelmed by the volume of traffic coming through the neighbourhood. The taxi corral helped to get taxis off the street, but it only facilitated more taxis coming into the area. She is concerned that this project is going to make the airport too overwhelming on the neighbourhood. Businesses need to grow but it is also important to consider the social and environmental impacts on the community.* Ms. Griffith-Jones responded that this project is about catching up and making sure the airport is servicing current customers better. It is also about delivering better service inside the airport, without any negative impact to the community. This upgrade was contemplated with the managed growth strategy of the current Master Plan in mind. Although the project starts January 2017 there is still a lot of opportunity to provide feedback. Mr. Cabral added that PortsToronto takes traffic concerns very seriously and it is a top priority. Traffic studies are available online that specifically address things like the taxi corral and transportation modes of passengers. PortsToronto has been a proponent of ensuring safety concerns is minimized. We are actively engaged with the City to address these concerns and have taken steps to improve passenger transportation networks. There is also a large amount of residential growth taking place in the area.
- *The BQNA representative expressed that withholding information until the last minute is frustrating. The CLC could have been briefed in February 2016.* Ms. Griffith-Jones responded that it is problematic to share information on something that is still under consideration and not approved.
- *The BQNA representative asked if PortsToronto can regulate the amount of taxis in the neighbourhood or provide a remote staging area for taxis.* Mr. Cabral responded that a remote taxi staging area would actually generate more congestion. PortsToronto has been working with the City and the BIAs in the area to reduce the number of taxis that come to the airport and are turned away empty if the corral is full. We are looking at a signalling mechanism to proactively identify to taxis that the corral is full. Ms. Griffith-Jones added that the investment in smaller shuttle buses was done so that they can pick up passengers in the turning circle, directly in front the elevators to encourage use of the shuttle.
- *The BQNA representative asked for an update on whether there are plans for the shuttle buses to stop at other locations along the route.* Ms. Griffith-Jones responded that it is still an aspiration. The current focus is on implementing the new technology on board the new buses in order to obtain data to better understand use and how to optimize the shuttle program.
- *The BQNA representative inquired about when the terminal upgrade was approved and when PortsToronto met with the local Councillors.* Mr. Cabral responded that the project approval was on October 7, 2016. The meetings with Councillors were two days (Councillor McConnell) and one day (Councillor Cressy) before the public announcement. Ms. Wilson added that it was

important for PortsToronto to communicate the approval broadly to the public at the same time as the CLC was notified and to notify everyone as soon as was possible.

- *The BQNA representative noted that a function of the CLC should be to discuss potential projects.* Ms. Wilson responded that it would be irresponsible to discuss a project in its infancy without being able to provide details of scope, impact, size, etc. Now that the details are confirmed, PortsToronto is happy to share this information with community associations.
- *The BQNA representative suggested that the community could provide valuable input on the project. For example, there could be opportunities for local businesses to provide food services in the terminal.*
- *The YQNA representative indicated that the purpose of the CLC should be to educate members on issues prior to a broader public release. Generally, one of the advantages of the CLC is the ability to bounce ideas off active community members to get initial preliminary feedback that could refine the approach for broader communication.*
- *The YQNA representative requested a drawing that shows the existing terminal and expansion areas (gates and building area) including square footage.* Ms. Griffith-Jones confirmed that this could be provided.
- *The YQNA representative noted that there has not been a presentation to the CLC regarding the current Master Plan. He requested that this be added as an agenda item for the next meeting. The release of the Master Plan was very problematic for the community. It was released about two weeks before PIC #1 for the runway EA.* Mr. Cabral responded that the Master Plan has been in the public domain since 2014. He explained that National Airport System (NAS) airports such as Pearson must undertake a Master Plan every 10 years, with an update every 5 years as part of their lease with the Federal Government, but BBTCA is not mandated to do the same. The consultation period for BBTCA's Master Plan began in 2012 with Airport Stakeholders. During the Porter Proposal discussion, there was a lot of conversation that there wasn't a Master Plan. PortsToronto felt it was important to put out the Master Plan even though it hadn't gone through the proper finalization. We can look at adding the Master Plan as an agenda item for a future CLC meeting.
- *The YQNA representative expressed concern that the airport stakeholders that were consulted in the Master Plan excluded the community stakeholders.* Mr. Cabral responded that consultation occurred mostly in 2012 and the discussion on jets began in 2013.
- *The YQNA representative stated that many people have not read the Master Plan.* Ms. Wilson responded that the current Master Plan was quoted many times during the jets discussion which suggests that it was read.
- *The YQNA representative noted that the terminal upgrade is a significant investment for the consortium. He asked what is the assumed investment return period.* Ms. Griffith-Jones responded that Nieuport Aviation is not disclosing the cost of the project as well as the return. We assume that the investment return would be realized over the length of the lease which is until 2033.
- *The YQNA representative asked whether it was assumed in the financial calculations that operation of 202 slots would still be available for the duration of the return period.* Ms. Griffith-Jones indicated that she is unable to answer as she was not part of the transaction. Nieuport Aviation understands that there are 202 slots today.

- *The YQNA representative stated that prior to the sale of the terminal, he asked PortsToronto whether the potential purchasers for the terminal are aware that there is a possibility that the number of slots may have to be reduced based on the requirement to meet provincial and federal noise standards. At that meeting, Porter Airlines answered on behalf of PortsToronto and said that all potential purchasers have been made aware that the number of slots available was dependent on environmental conditions. The YQNA representative asked whether Nieuport Aviation was informed that the number of slots available is actually based on environmental conditions. Ms. Griffith-Jones responded that they are aware of all the parameters of operating the airport and what is outlined in the Tripartite Agreement. She was not part of the organization at the time that the terminal purchase transaction took place.*
- *The YQNA representative asked whether it would be possible to report back later to formally confirm that the consortium has been advised that the number of slots per day are dependent on the environmental conditions surrounding the airport. Over the next 2-3 months there will be some discussions and investigations into noise energy capacity. Ms. Griffith-Jones responded that she will follow up on the information that was shared at the time of the transaction. Mr. Cabral acknowledged that separate meetings are being held with PortsToronto, YQNA and the City to discuss the noise issues, with meetings with Transport Canada and MOECC to follow. From the perspective of PortsToronto, they continue to operate the airport in compliance with the NEF contour and Tripartite Agreement.*
- *The YQNA representative asked whether Nieuport Aviation has spoken with the Minister of Transport regarding this investment to make sure that the consortium is backstopped should there be a drop in the number of slots over the return period in the investment. Ms. Griffith-Jones responded that there is no expectation of backstopping by any entity.*
- *The YQNA representative stated that Nieuport Aviation is a private entity relying on certain certifications that do not exist. They are relying on 202 slots having been certified. Ms. Griffith-Jones reiterated that Nieuport Aviation understands what is in the Tripartite Agreement and the existing number of slots. Mr. Cabral stated that there are seven Noise Contour Validation Studies that have been completed independently by different contractors through Transport Canada that confirm PortsToronto's compliance with the NEF contour.*
- *The BQNA representative requested that a representative from Nieuport Aviation attend the upcoming open house for the BQNP as there could be some synergies with the community for the terminal upgrade project. Ms. Griffith-Jones responded that it is a great suggestion.*

Action:

M#24-A3. Provide a drawing of the terminal upgrade that clearly shows both the existing and new areas, including square footage.

7. BUSINESS ARISING

Future BBTCA – CLC meeting Dates: 2017

Mr. Faught indicated that proposed dates are being considered for the 2017 quarterly CLC meetings. Once the dates are confirmed they will be circulated to CLC members.

- *The YQNA representative suggested that attendance during May and September be reviewed. Given that attendance has been low, a date earlier in May might be better.*

Future Site Visits

- Proposed dates (likely February 2017) will be proposed for a Winter site visit of the firehall and maintenance facility and de-icing fluids management.
- Summer 2017 is proposed for a tour of fuel storage facilities and management.
- Additional tours could include: terminal upgrade work, and security upgrades (potentially tied to the fuel storage tour).
- Tour invitations can be extended beyond CLC members as long as attendance remains manageable.

Future CLC Meeting Agenda Items

- Security system upgrades
- Public health impacts of the airport, e.g. presentation on the health impact assessment associated with the jets proposal. Mr. Faught noted that there was a presentation to the CLC a few years ago from the MOE regarding air quality impacts of the airport. The presentation is available in the meeting minutes.
- PortsToronto's sustainability report
- 2012 Master Plan overview of contents and stakeholder input
- Update to CLC 23 presentation on provincial noise standards.

Noise Subcommittee

Mr. Faught indicated that a meeting was held on November 14, 2016 with PortsToronto, YQNA and the City of Toronto to discuss ongoing noise concerns. Once the minutes are finalized an agenda will be set for a future meeting with MOE followed by a meeting with Transport Canada.

- *The YQNA representative noted that it was a very productive meeting.*

CLC Membership and Terms of Reference

Mr. Faught reviewed the Terms of Reference and membership for the CLC including past attendance. He noted that two new members will be invited in 2017 representing the Toronto Passenger Vessel Association and a Toronto Waterfront Hotels.

- *The YQNA representative suggested gaining an understanding of what topics are of interest to CLC member groups that have not previously been in attendance. Sending out the meeting agendas two weeks in advance may also help to increase attendance.*

8. WRAP UP

Mr. Faught thanked CLC members for attending the meeting. Following the meeting, dates for the 2017 CLC meetings were confirmed to be:

- January 25, 2017
- May 3, 2017
- September 13, 2017
- November 22, 2017

ADJOURN

Appendix A1 – 1

Airfield Rehabilitation Program Update Presentation

November 23, 2016

Billy Bishop Toronto City Airport

Airfield Rehabilitation Program Update
Community Liaison Committee

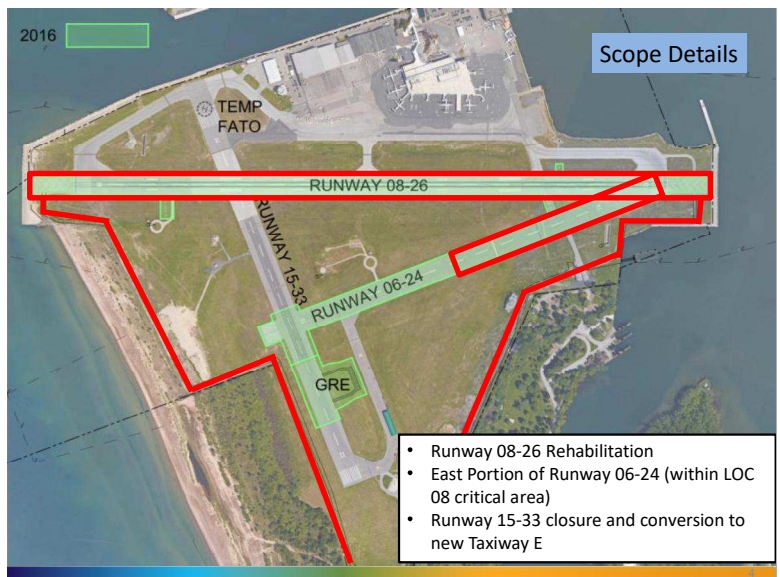


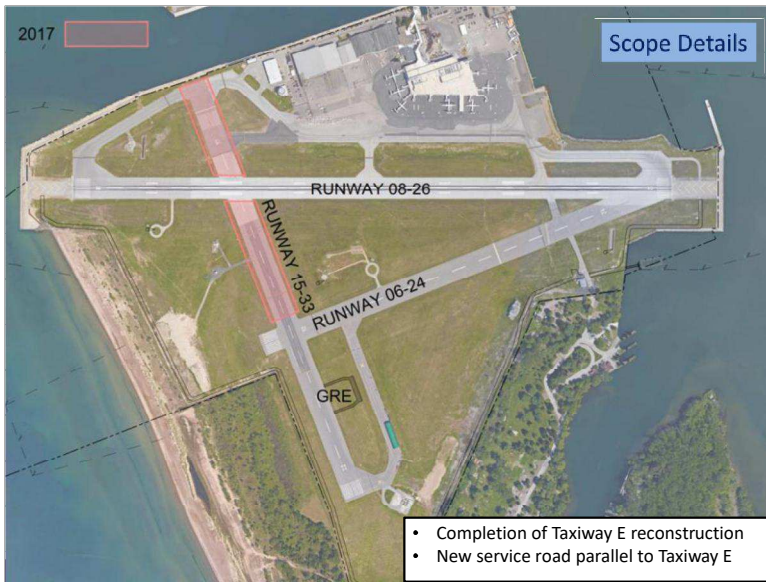
Agenda

- Background and Overview of the Program
- Major Project Milestones
- Current Status of the Program
- Overview of the Ground Run Up Enclosure
- Timelines and Next Steps
- Other Concurrent Projects

Background – Airfield Rehabilitation Program

- PortsToronto has been planning for a rehabilitation of the airfield at Billy Bishop Toronto City Airport. In addition, PortsToronto assessed options for managing noise related to engine run ups, as proposed in the 2010 Jacobs Study and as part of the 2012 Airport Master Plan, which led to the planned Ground Run-Up Enclosure as a mitigation measure.
- PortsToronto undertook to procure a contractor for this work through MERX (Canadian Electronic Tendering Service). The pre-qualification process resulted in selection of 3 fully qualified contractors and consequently three strong bids were received.
- PortsToronto is the project owner for this work and WSP Canada Inc. is providing planning, design, non-resident and full time on-site resident construction inspection services for the project, including 3-4 full time inspection staff on site to cover two shifts. Peto MacCallum Ltd. is providing Quality Assurance testing services.





Major Project Milestones

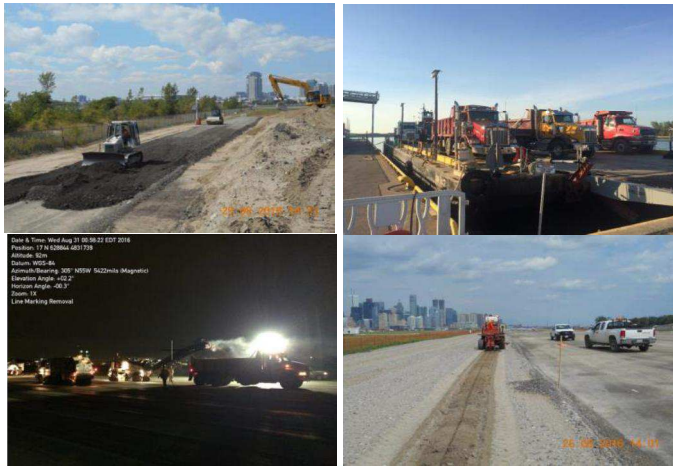
Milestone	Date
Award of Construction Contract	May 13, 2016
Contractor Mobilization Start	May 19, 2016
Start of Major Construction Activities	Early June
Runway 08-26 Nightly Closures Start	June 13, 2016 (electrical work on 08-26)
Runway 06-24 Day/Night Closure Start	June 13, 2016
Runway 15-33 Conversion to Temporary Taxiway Echo	October 24, 2016
Runway 08-26 Commissioning	October 24, 2016
Runway 06-24 Commissioning	October 24, 2016
GRE Commissioning	March 2017
Taxiway Echo Reconstruction	2017 Construction Season (TBD)
Apron Widening/Rehabilitation	2018 Construction Season (TBD)
Construction Completion (approx.)	October 2018



Current Status of the Program

- Civil and electrical works are complete for this year and the Certificate of Substantial Completion was issued on October 24.
- Barging operations for this season ended on November 4th and will resume in 2017 once the major airfield construction activities resume. Further updates will be provided once the schedule of work for 2017 is finalized.
- By November 11th, paving activities on Runway 08-26 and Runway 06-24 were complete, which totalled 23,000 tonnes of asphalt or the equivalent of 1150 triaxle truck loads.
- A total of 123 inset lights have been installed for Runway 08-26 centreline lights, threshold lights, edge lights, Runway 08 and 26 pre-threshold lights and the Runway 08-26 touchdown limit lights.
- Topsoil placement and hydroseeding on disturbed areas is complete.

Photos During Construction



Photos During Construction



Considerations for 2017 & 2018

2017 Construction Season:

- Work on Taxiway Echo is the major scheduled activity for 2017
- Day/Night closures
- Similar to 2016 construction season, contractor anticipates to work two shifts:
 - Day Shift 7:00 am – 7:00 pm
 - Night Shift 10:00pm - 8:00 am

2018 Construction Season

- Taxiways C and F to be closed one at a time for up to a week in 2018
- Phasing of work in front of Terminal gates: closing 1 gate at a time for up to a week following apron widening completion

Ground Run Up Enclosure



GRE Technical Elements



- The GRE's steel framed structure is fully lined with acoustic panels designed specifically for the purpose of absorbing engine sound and reducing noise on the surrounding community. Through a design-build analysis it was determined that an optimized orientation would be at 250 degrees.
- The GRE is a design-build element sized to accommodate power-in power-out for the current Q400 aircraft, with aircraft access via taxiway south of Runway 06-24. With approximately a 60m x 60m footprint for the planned GRE, the location has been established south of Runway 06-24.
- The GRE facility is enclosed on three sides and consists of a 14m-high north wall, an 11m-high south wall and an east wall that transitions from 14m to 11m-high.



GRE Development Review and Approval Process

- Pre- Submission consultation in Winter 2015/2016. Development approval package provided to the City on May 24, 2016 included:
 - Site Plan, Concept Drawing and Archaeological Assessment; Letter of Structural Certification by a Qualified Professional; Ground Level Renderings from public spaces; Operations Brief on the Aircraft Maintenance Run Procedures; Noise Abatement Brief, including noise reduction specifications; and Combined Ground Run-Up Enclosure Usage Data.
- GRE site visit on June 23 and community meeting held on June 28.
- Letter issued by the City on August 23, 2016 to PortsToronto outlining terms and conditions of a consent agreement between both parties.
- PortsToronto responded to the City on September 2, 2016 accepting terms and conditions, and followed up with a subsequent letter on October 17, 2016 providing a FAQ document of all public and stakeholder questions raised during the consultation process.
- Consent Agreement signed on November 4th, 2016



Current Status of the GRE

- The contractor is working predominantly during the day from approximately 7:00 am – 7:00 pm, as the GRE is located outside of the restricted areas of the active runways.
- Excavation for the foundation commenced in mid-September with geotextile, geogrid, granular base and foundation installation complete.
- Approximately 80% of the power and communications conduits for the GRE have been installed.
- Portland Cement Concrete (PCC) paving for the GRE apron is ongoing and is scheduled to be completed this year.
- The GRE is being fabricated at the contractors facility and is scheduled for delivery in late December, which will involve a limited number of truckloads using the ferry.

Photos During GRE Foundations Excavation



Photos During GRE Foundations Construction

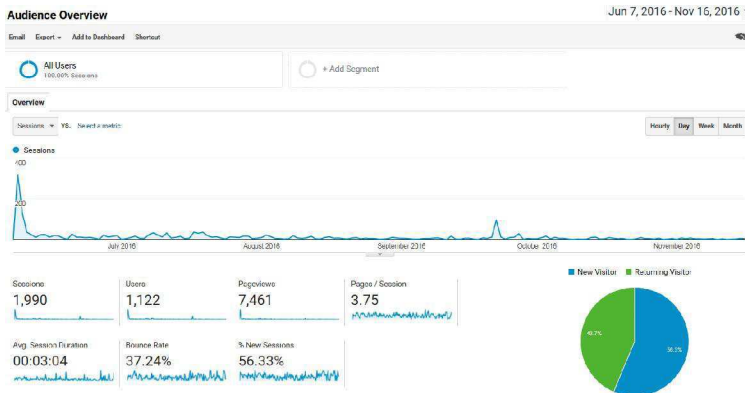


- ✈ Project-specific website contains regular project status, construction activities and a weekly look-ahead of planned construction activities.
- ✈ Updates occur every Monday and include photos of work from the previous week.
- ✈ Intended for updating general public about the project based on best practices
- ✈ Visit www.BillyBishopAirfieldProject.com



Audience Overview

June 7, 2016 – November 18, 2016



Timelines and Next Steps

- The work in 2017 and 2018 is not anticipated to be as demanding as in 2016. The overall program will be completed in the Fall 2018.
- The planned ground run-up enclosure is estimated to be operational at the end of the first quarter of 2017.

Other Concurrent Projects

- Other major concurrent construction projects at the airport include:
 - NAV CANADA's ILS Replacement (Completed)
 - Perimeter Intrusion Detection System (Near Completion)
 - NPSV Work – permanent facilities (Planned in 2017)
 - Nieuport Terminal Upgrade to commence in January 2017
- Coordination between projects to ensure no conflicts have occurred, which have lead to positive outcomes.



Appendix A1 – 2

BBTCA Terminal Upgrade Project Presentation



Billy Bishop Toronto City Airport Terminal Upgrade Project

Community Liaison Committee
November 23, 2016



Agenda

- Project Structure and Companies
- Rationale for this Upgrade
- Project Guiding Principles, Rendering, Layouts
- Project Milestones
- Construction Operations and Mitigation
- Community Outreach
- Who to contact

Project Structure and Companies



Ports Toronto

- Authority having jurisdiction
- Ports Toronto holds the aerodrome license issued by Transport Canada and responsible for overall management and operations of BBTCA



Nieport Aviation Infrastructure Partners

- Responsible for terminal and apron operations



Stantec Consulting Ltd.

- Project Management Support



CONSTRUCTION LEADERS

PCL Constructors Canada Inc.

- Construction Manager



Scott Associates Architects Inc.

- Architect and Engineers

Rationale for this Upgrade

- Ability to adapt to irregular operations (e.g. weather delays):
- Additional seating, comfort and functionality for passengers
 - Extra space needed due to routine congestion in the lounge
 - Upgrade introduces one extra gate, while maximizing the footprint of the terminal
 - During weather events, aircraft have been required to hold off gate due to availability of current gates
 - Additional gate to provide operational flexibility

Domestic Lounge during weather delay
Event. April 3, 2015
Photo credit: cbc.ca



Rationale for this Upgrade

Enhanced Passenger Experience

- Under PortsToronto's managed growth strategy and the current master plan, increased space for passengers is required
- Refurbishment of lounges to reflect changing passenger needs
- Increased processing capacity
- Additional food and beverage (F&B) and retail offerings

Increased Operational Efficiencies

- Undertake enabling works for U.S. Preclearance Facility
- Additional office space for Airport Stakeholders

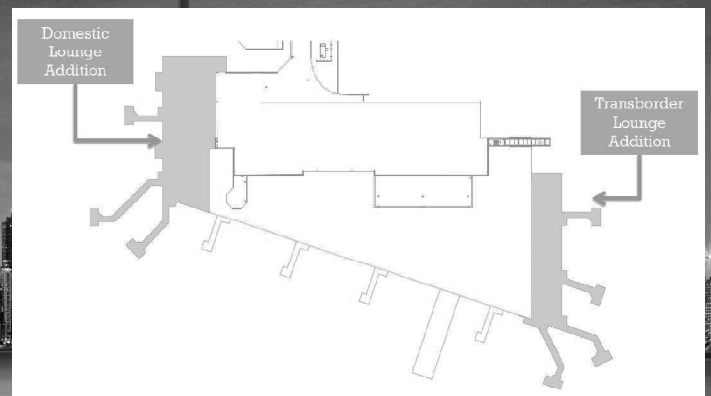
Project Guiding Principles

- Maintain the safety and security of the aerodrome and terminal for the passengers, aircraft, employees, area residents and construction workers.
- Minimize operational impacts through proactive, timely and regular planning and communication with operational stakeholders.
- Minimize customer impact through proactive planning and communication such that customer experience remains of a consistent high quality.
- Mitigate local community concerns based on implementing best practices for noise and construction related items.

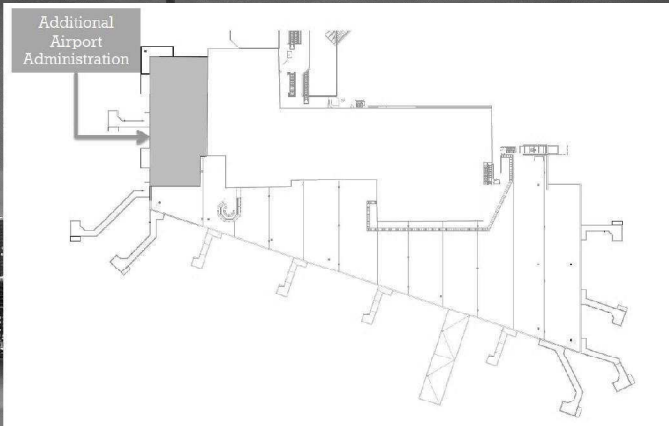
The Upgrade Rendering



Drawing Layouts Level 1



Drawing Layouts Level 2



Project Milestones

- Nav Canada and Transport Canada submissions complete
- Key stakeholders briefed including City of Toronto Staff, Waterfront Toronto and Local Councillor offices
- PCL Constructors Inc. engaged as Construction Manager and mobilized to site
- Public Media Release October 13, 2016
- Commencement of construction activity January 2017
- Construction Ends Summer 2018

Construction Operations

- Large deliveries shall be approved by PortsToronto and shall avoid the following times:
 - 05:15 to 06:30
 - 07:30 to 09:00
 - 15:30 to 18:30
 - 20:30 to 22:00
- Construction operations: typical 5 days a week 07:00 to 17:00
- Overnight and weekend work will occur only as required

Construction Mitigation Measures

- Lighting for external work areas will be directed away from the community/mainland;
- Truck/equipment deliveries will be minimized during school start and end times;
- During night operations, reduce vehicle movement to minimize back up beeper;
- Use of barge operation when completing pavement work where possible

Community Outreach

- Quarterly engagement with the Community Liaison Committee
- Offered direct briefings to both the York Quay Neighbourhood Association and Bathurst Quay Neighbourhood Association at upcoming association meetings
- Outreach via email to CLC for notification on updates specific to this project in advance
- For any questions/concerns on this project contact our Gary Colwell in our Noise Management Office at 416-203-8490 or online at

<https://www.porttoronto.com/porttoronto/contact-us/submit-a-noise-complaint.aspx>

Questions?



Appendix A1 – 3

November 28, 2016 Letter to BQNA re: helicopter noise disturbance on November 20, 2016

November 28, 2016

Dear Community Liaison Committee Members:

I am writing with regard to a concern that was expressed at the November 23, 2016, Community Liaison Committee (CLC) meeting pertaining to the appearance of a Royal Canadian Air Force (RCAF) CH-146 Griffon helicopter on the morning of Sunday November 20, 2016, in the area surrounding Billy Bishop Toronto City Airport.

The helicopter was in the vicinity of Bathurst Quay as part of a practice-run operation in preparation for a ceremony to deliver the Grey Cup to Toronto in advance of the Grey Cup game this past Sunday. The practice-run on Sunday, and subsequent arrival of the Grey Cup on Tuesday, was managed entirely by the RCAF in coordination with the Canadian Football League (CFL). As such, the RCAF requested permission from Billy Bishop Airport to land the helicopter during both the practice run on November 20 and for the ceremony on November 22.

Billy Bishop Airport management granted permission to the RCAF to land their helicopter at the airport, but at no time were we made aware that the landing would also include a fly-over of the residential area to the north of the airport. It was subsequently brought to my attention that this fly-over/hovering resulted in a noise disturbance and caused concerns among some residents.

First, I would like to sincerely apologize for this disturbance. Had we been aware that this aircraft activity was contemplated we would not have approved the landing. Second, I would like to assure you that PortsToronto has communicated to the RCAF that our airport is in close proximity to noise-sensitive areas and that the helicopter should not have engaged in prolonged fly-over activity as was witnessed on the morning of November 20. Please understand that when we granted permission to land at the airport we were not made aware that the helicopter would fly-over, hover or do anything other than land at the airport. As you know, Ornge operates helicopters on a daily basis out of Billy Bishop Airport so helicopters landing at the airport are quite standard.

Having been made aware of the disturbance, we have had conversations with RCAF and will work on additional measures to ensure that when RCAF equipment and personnel make use of the airport that they do so in a manner which is far more sensitive to the surrounding community.

Again, please accept my apologies for any concern or disturbance caused by the RCAF helicopter on November 20. We value our relationship with the community and have implemented policies and invested in infrastructure that mitigates noise and shields the surrounding community as much as possible. So we are very disappointed that this situation undermined the effort we have made to build trust and show consideration regarding the community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gene Cabral".

Gene Cabral
Executive Vice President
PortsToronto and Billy Bishop Toronto City Airport

Cc: Joe Cressy, Councillor Ward 20 Trinity-Spadina
Adam Vaughan, Member of Parliament, Spadina-Fort York

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