



**PORTSTORONTO**

**BILLY BISHOP TORONTO CITY AIRPORT**

**COMMUNITY LIAISON COMMITTEE  
MEETING #28**

**MEETING MINUTES**

Wednesday November 22<sup>nd</sup>, 2017  
Waterfront Neighbourhood Center  
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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**Summary of Action Items from Meeting #28**

| <b>Action Item #</b> | <b>Action Item Task</b>  | <b>Who is Responsible for Action Item</b>  |
|----------------------|--|--|
| M#28-A1.             | Revise CLC meeting #27 minutes and circulate final version to CLC members/post on PortsToronto website.  | Lura Consulting                            |
| M#28-A2.             | Set up an Air Quality and Noise Subcommittee meeting.  | Air Quality and Noise Subcommittee members |
| M#28-A3              | The BQNA representative will send PortsToronto the emails they received from community members about increased noise and fumes in the community this fall.   | BQNA Representative                        |
| M#28-A4              | Community representative will notify PortsToronto if they would like a local information and engagement session regarding the start of the Master Plan process.  | Community Representatives                  |
| M#28-A5              | Mr. Bowen will speak with a City transportation planner to determine what data   | City of Toronto – Waterfront Secretariat   |
| M#28-A6              | Lura Consulting will email the CLC potential 2018 meeting dates. CLC members will respond with any preferences within a week, after checking the dates with their community associations. CLC members will also share requests for agenda items for 2018 meetings, if any preferences exist. | Lura Consulting and CLC members            |



**List of Attendees**

| <b>Name</b>                               | <b>Organization (if any)</b>                   | <b>Attendance</b> |
|---|--|-------------------|
| <b>COMMITTEE MEMBERS</b>                  |  |                   |
| Councilor Joe Cressy                      | City of Toronto, Ward 20                       | Absent            |
| Lia Brewer                                | Councilor Joe Cressy's Office                  | Absent            |
| Councilor Troisi                          | City of Toronto, Ward 28                       | Absent            |
| Sean McIntyre                             | Councilor Troisi's Office                      | Absent            |
| Bryan Bowen                               | City of Toronto – Waterfront Secretariat       | Teleconference    |
| 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           |
| Cindi Vanden Heuvel                       | Toronto Passenger Vessel Association (TPVA)    | Regrets           |
| Robert Kearns                             | Ireland Park                                   | Present           |
| Chris Glaisek                             | Waterfront Toronto                             | Regrets           |
| Joan Prowse                               | Bathurst Quay Neighbourhood Association (BQNA) | Present           |
| Hal Beck                                  | York Quay Neighbourhood Association (YQNA)     | Regrets           |
| Ed Hore                                   | York Quay Neighbourhood Association (YQNA)     | Present           |
| Wayne Christian                           | York Quay Neighbourhood Association (YQNA)     | Present           |
| Sarah Miller                              | Toronto Island Community Association (TICA)    | Present           |
| <b>GUEST SPEAKERS AND SUBJECT EXPERTS</b> |  |                   |
| Michael Lettner                           | Nieuport Aviation                              | Present           |
| Greg Ballentine                           | WSP  | Present           |
| <b>PORTSTORONTO REPRESENTATIVES</b>       |  |                   |
| Angela Homewood                           | PortsToronto                                   | Present           |
| Deborah Wilson                            | PortsToronto                                   | Present           |
| Gary Colwell                              | PortsToronto                                   | Regrets           |
| Gene Cabral – Chair                       | PortsToronto                                   | Present           |
| Chris Sawicki                             | PortsToronto                                   | Present           |
| Mike Karsseboom                           | PortsToronto                                   | Present           |
| Michael Antle                             | PortsToronto                                   | Present           |
| <b>FACILITATION AND SECRETARIAT</b>       |  |                   |
| Jim Faught                                | Lura Consulting                                | Present           |
| Alex Lavasidis                            | Lura Consulting                                | Present           |



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Communication Strategy

Appendix 3: Bathurst Quay Neighbourhood Plan Public Meeting Notice



## 1. WELCOME AND INTRODUCTIONS

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

## 2. REVIEW OF PREVIOUS MEETING MINUTES AND SUBCOMMITTEE UPDATES

Mr. Faught noted that draft meeting minutes from meeting twenty-seven were distributed via email to committee members for review. No additions to the minutes were received, however the YQNA representative stated they would send in any corrections by Friday. Once final revisions are made, the minutes will be posted to the PortsToronto website and circulated to CLC members.

Mr. Faught relayed a subcommittee update from the YQNA representative, who was unable to attend the meeting. The Air Quality and Noise Sub Committee will resume shortly, with the YQNA representative, City of Toronto Waterfront Secretariat representative, and PortsToronto representative coordinating to set up a meeting.

### Action:

M#28-A1. Revise CLC meeting #27 minutes and circulate final version to CLC members/post on PortsToronto website.

M#28-A2. Set up an Air Quality and Noise Subcommittee meeting.

## 3. Billy Bishop Airport Terminal Upgrade Update

Michael Lettner, Nieuport Aviation, provided a presentation on the Airport Terminal Upgrades. The presentation is located in Appendix 1. The following provides a summary of additional information provided, including comments and questions raised by committee members:

- Construction teams are working to minimize community and passenger disturbances by avoiding exterior lighting use, minimizing trucking during school times, using traffic control measures, and using “back of house” routes for construction staff instead of going through the terminal.
- Effort is being made to minimize ‘gate holds’ and reduce noise, based on community feedback from the summer season. The fall season has seen an improvement, with much



fewer 'gate holds' compared to the summer season. The goal for the holiday season is to keep 11 gates open to minimize congestion and holds. Gate 10 and 11 should be available during the Holiday season.

- The BQNA representative noted that community members are still noticing increased noise and fumes, suggesting this is potentially due to 'gate holds'. The BQNA representative will send Lura Consulting the messages they received from community members about this issue this fall. Lura Consulting will forward the messages to PortsToronto and Nieuport Aviation.
- Typically, one gate is reserved for Air Canada, usually Gate 3A; this may shift to Gate 1 in the future. Overall, there is a common gate system, allowing any aircraft to occupy any gate, as needed.
- A YQNA representative inquired about the use of trucking as opposed to barges.
  - Mr. Cabral noted that the Airfield Rehabilitation Program utilized a barge, but due to the lower density of trucks for the terminal upgrade project, a barge is not practical.
- The BQNA representative inquired if PortsToronto provides the barging service for other large vehicles, including delivery vehicles.
  - Mr. Cabral noted that the construction barge is primarily used for construction purposes.
- A YQNA representative inquired if the loading location for trucks to board city ferries could be moved away from its current position, to Cherry Street or another location by the terminal.
  - Mr. Cabral noted that airport ferry services are provided to support the City in an effort to be good neighbours. PortsToronto is looking into an option of consolidating commercial traffic to the Island, but this process is very early on (in the conceptual stages) and will be part of the Master Plan process.
- The TICA representative shared that consultations are underway regarding the new ferries to the Island. She noted that ferries will have vehicle capacity.
  - Mr. Cabral noted that consultants (KPMG) reached out to PortsToronto about the new Toronto Island ferries. PortsToronto shared their knowledge on how they operate ferries today, and discussed the idea of consolidating ferry services. PortsToronto is in touch with the City and KPMG regarding ferry changes and potential consolidation.

**Action:**

M#28-A3

The BQNA representative will send PortsToronto the emails they received from community members about increased noise and fumes in the community, potentially related to 'gate holds.'



#### **4. Billy Bishop Airport 2018 Master Plan and the 2018 Airport Master Plan Communication Strategy**

Gene Cabral, PortsToronto, and Greg Ballentine, WSP, provided an overview of the Billy Bishop Airport 2018 Master Plan. The presentation is located in Appendix 2. The following provides a summary of the additional information provided:

- Greg Ballentine, WSP, is an airport planner and has worked on over 20 airport master plans.
- The goal of the Master Plan is to provide a long-term vision for the airport, it is not a regulatory document. BBTCA is not obligated to produce a Master Plan; therefore, this is a best practice exercise.
- The first Master Plan (2012) did not include public engagement; comparatively, this update will involve a large amount of public and external stakeholder input, and will consider the area beyond the physical boundaries of the Airport. The first public meeting will take place in early 2018.
- The Master Plan horizon will include the next 20 years, as is standard for a Master Planning process. This will ensure that short term decisions do not inhibit long-term goals. The time frame does not suggest that PortsToronto assumes the Tripartite agreement (in effect to 2033) will automatically be extended. PortsToronto has requested an extension of the agreement.
- The BBTCA is unique in that it is constrained physically and through regulation in its growth. Therefore, projections made for growth as part of the Master Plan process are likely to be much more accurate than other long-term planning exercises.
- The Master Planning process will coordinate with the Bathurst Quay Neighbourhood Plan (BQN Plan); PortsToronto is working with City Councilor and staff to take a partnership approach and integrate the needs of both plans.
- Mr. Faught shared information on a BQNP public meeting on Saturday, handing out a flyer to committee members (Appendix 3).
- Some areas of focus for the Master Plan include building on the success of the taxi stand on the Canada Malting site, improving TTC connections to the Airport, increasing the modal split of how people reach the airport, improving congestion, and improving the public realm around the airport (e.g. improving wayfinding).
- The Master Plan will integrate the Southern Ontario Airport Network (SOAN), which aims to understand future demands in the region and focus on specialization, allowing neighbouring airports to compliment services.
- Deborah Wilson, PortsToronto, shared information about the Airport Master Plan Communications Strategy.
  - PortsToronto is releasing a press release on November 23 to signal the start of Master Plan activities and the launch of the Master Plan website. The website



will grow as the Master Plan process progresses. The website will house all relevant Master Plan information, including background documents and future meeting information. The website also provides an opportunity for the public to sign up for Master Plan email updates.

- Website: [www.Billybishopairportmasterplan2018.com](http://www.Billybishopairportmasterplan2018.com)
- Mr. Cabral encouraged CLC members to provide feedback on the communication approach for the Master Plan process at any time.
- PortsToronto will provide quarterly updates on the Master Plan process to the CLC.
- PortsToronto would like to speak with neighbourhood associations about the Master Plan process. Mr. Cabral asked for CLC members to invite PortsToronto to their next neighbourhood association meetings for a presentation on the Master Plan. PortsToronto has already met with the BQNA.
- PortsToronto has met with local councilors and are providing briefings to any City councilors who are interested in the Master Pan process.
- Next steps in the Master Plan process include three public meetings.

**Action:**

M#28-A4      Community representative will notify PortsToronto if they would like a local information and engagement session regarding the start of the Master Plan process.

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

- The TICA representative inquired if the master planning process would have regard for other overlapping planning processes already under way.
  - Mr. Cabral responded that a scan of overlapping plans and processes is a part of the Master Planning process.
- A YQNA representative inquired if there was a passenger limit.
  - Mr. Cabral responded that there is a 3.6 million passenger forecast annually in the 2012 Master Plan. Today, the yearly average is 2.7 million passengers.
- A YQNA representative inquired about the lease PortsToronto has over adjacent lands, commenting that the leased area is slated to be scaled back in the BQN Plan.
  - Mr. Cabral responded that current parking and taxi corral located by the BBTCA is under a very specific lease, which includes a portion of the administrative building. PortsToronto would like to continue the lease for a portion of the administrative building, taxi and parking.
  - Mr. Bowen stated that the City will issue a call for proposals for the revitalization and expansion of the building which PortsToronto leases for administrative



- functions. In compliance with a 2012 reciprocal lease arrangement between the City of Toronto and PortsToronto, PortsToronto will continue to maintain a modest presence in the building, but the other portion of the space will be dedicated for use by a non-profit arts, community and/or cultural organization.
- The BQNA representative inquired how the input from their local Master Plan engagement session would be integrated into decision making, and how it would be shared with various members of the Master plan team. The BQNA representative noted that her community would like the current administrative building to provide large, local space that will benefit the City (e.g., a community health centre).
    - Ms. Homewood responded that all the outreach completed will be passed on to the relevant members of the Master Planning team. The internal Master Plan team meets bi-weekly to share this type of information.
      - One example of how this input will move forward is through the development of an FAQ sheet, which is currently under way. This FAQ sheet will be posted to the new website.
    - Ms. Wilson noted that there will be a process on the website to allow members of the public to ask questions about the Master Plan.
    - Ms. Wilson noted that Ms. Homewood will ensure the information gathered through the BQNA engagement session and all other sessions will be shared with the Master Plan team in bi-weekly meetings.
  - The BQNA representative noted that she provided Ms. Homewood with a list of Indigenous and community groups which she recommends for outreach as part of the Master Plan process (noted as an action item from meeting 27).
  - The TICA representative noted that Councilor Cressey introduced a motion to make the Toronto Island a bird sanctuary. She raised concern that the potential sanctuary should be addressed through the Master Plan process.
    - Mr. Cabral responded that PortsToronto intends to bring attention to wildlife concerns through the consultation process. PortsToronto uses many environmentally conscious management techniques, including grass cutting, trapping and releasing coyotes, and pyrotechnics to reduce birds and animals on the airport property without needing to cull. Animal management techniques will be shared in the Master Plan. PortsToronto is regulated to have a wildlife program which is constantly monitored and updated. PortsToronto has minimized wildlife impacts over time.
  - The TICA representative suggested the Master Plan address climate change, including measuring, projecting, and reducing the BBTCA's carbon footprint.
    - Mr. Cabral responded that PortsToronto released two sustainability reports, and the BBTCA is working to improve their sustainability through bargaining, incentivizing more environmentally friendly aircrafts, and improving diesel ferries. There will be a sustainability page on the new Master Plan website which will be a one-stop location



- for all sustainability related information and documentation. A goal of the Master Plan Process is to improve the BBTCA's overall sustainability.
- A YQNA representative noted that in the past, PortsToronto held a two-day session at the Convention Centre to provide information about the BBTCA during the Jets Proposal. The YQNA representative found this event very useful and suggested hosting another, similar event.
  - A YQNA representative inquired what general concerns Indigenous groups had with the functioning of the airport.
    - Mr. Cabral responded that the recent Ground Run-up Enclosure work included an archaeological component, which involved the Mississaugas of the New Credit First Nations. Ms. Homewood explained that there is a duty to consult with Mississaugas of the New Credit First Nation, but PortsToronto is also interested in building a long-term relationship. Ports Toronto will meet with the Mississaugas in the future regarding the Master Plan. So far, they have not identified specific issues relating to PortsToronto operations.
    - Mr. Cabral noted that the Mississaugas of the New Credit First Nation may be invited to attend a future CLC meeting.
  - The BQNA representative inquired who authored and funded the Southern Ontario Airport Network (SOAN) White Paper.
    - Mr. Cabral responded that the international consulting firm, McKinzie researched and wrote the SOAN paper, with funding provided by Pearson Airport.
  - The BQNA representative suggested other reports, written and funded by environmental groups, should be listed alongside the SOAN White Paper on the BBTCA website.
  - The BQNA representative suggested inviting other local Indigenous groups to participate in the Master Plan process.
  - A YQNA representative inquired if Mr. Ballentine could elaborate on the social, environmental and economic considerations that will occur in this Master Plan, that were not present in the previous master plan.
    - Mr. Ballentine responded that past Master Plans had not considered the impacts or space outside of the Airport boundaries. This Master Plan will look beyond the boundaries of the airport, to understand, consider, and address the impacts on the community around the airport.
    - Mr. Cabral noted that the BQN Plan occurring simultaneously with the BBTCA Master Plan process provides opportunities for collaboration.
  - The BQNA representative inquired if the transportation study completed for another project, but covering the vicinity around the airport, would be integrated into the Master Plan, and if the transportation study could be shared with the public.



- Mr. Bowen responded that the study was likely incorporated into the BQN plan, but not embedded in the final report. Mr. Bowen will speak with a City transportation planner to determine what data was produced from that study, and what is available for public release.
- The BQNA representative stated that community members feel traffic has increased in the area since 2014. Some members think this is due to the 2.7 million annual passengers at BBTCA.
  - Mr. Cabral responded that PortsToronto would like to continue to increase the modal split for BBTCA passengers making their way to the airport.
- A YQNA representative inquired if the results of the AECOM study (including baselines), regarding jets at the BBTCA, would be released to the public during the Master Planning process. The representative suggested the materials be released to increase transparency around the studies and the Master Plan process.
  - Mr. Cabral noted that jets and extensions are not a part of this Master Plan, therefore the jets study is not relevant to this project.
- A YQNA representative applauded PortsToronto for undertaking a BBTCA Master Plan process when it is not required by legislation, but also inquired why PortsToronto was not undergoing a Ports Master Plan. The representative suggested the public should play a role in deciding where the funds from the sale of the PortsToronto building are allocated. They inquired if there could be assurances that the money would not be spent on the airport, and inquired how much of the money would be spent on port operations and debt.
  - Mr. Cabral stated that the funds from the real estate sale would not be used against airport infrastructure, as the airport operates under a separate, self-sufficient model. The money will, in part, be invested in aging infrastructure in the port (e.g., dock walls). There will be no formal process for public engagement in how the money is spent, but members of the public are welcome to write in with suggestions.
- The TICA representative is concerned about the silos created through different works in the City (e.g. the relocation of the outflow of the Don River will impact sediment movement, impacting other aspects of the waterfront, harbour and the islands). The representative noted that there is not a strong mechanism to coordinate issues and changes across the waterfront and harbour, as everything is consistently siloed.
- A YQNA representative inquired if PortsToronto had withdrawn the request to extend the Tripartite Agreement.
  - Mr. Cabral responded that the official submission for the extension remains on the record.

**Action:**



M#28-A5 Mr. Bowen will speak with a City transportation planner to determine what data was produced from a local BQN transportation study, and what information is available for public release.

## 5. City of Toronto Updates

Bryan Bowen, City of Toronto, attended the meeting via teleconference. He provided the following updates regarding the Bathurst Quay Neighbourhood Plan (BQN Plan):

- Community consultation will be occurring this Saturday (Appendix 3). A flyer with the event information was handed out to all meeting participants.
  - The event will focus on the update of the near-term strategy for the properties designated parks and open space. Currently the plan has progressed to 10% completion and there are a series of targeted improvements the City would like input on.
- The BQN Plan includes large and complex ideas; the City is working to create an interagency team next year to provide input on the plan. This will include PortsToronto.
- The YQNA representative inquired if an RFP for the administrative building would be presented at the weekend meeting.
  - Mr. Bowen responded that a segment of the presentation will address the administrative building. The RFP will be released in 2018, as the City is still undertaking an internal review.

## 6. Business Arising

Mr. Faught informed the CLC that the future BBTCA – CLC meeting dates proposed for 2018 include:

- February 28
- May 30
- September 25
- November 27

Lura Consulting will email the CLC these dates; members will respond with any preferences within a week, after checking the dates with their community associations.

CLC members were also encouraged to share requests for agenda items for 2018 meetings.



Mr. Cabral noted that an Emergency Services – Billy Bishop Airport Fire Department site visit will likely be the first part of the new year, with a Fuel Storage and Facilities and Management site visit later in 2018.

**Action:**

M#28-A6      Lura Consulting will email the CLC potential 2018 meeting dates. CLC members will respond with any preferences within a week, after checking the dates with their community associations. CLC members will also share requests for agenda items for 2018 meetings, if any preferences exist.

**7. Wrap Up**

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

**Adjourn**



**Appendix 1:  
Billy Bishop Airport Terminal Upgrade Update**



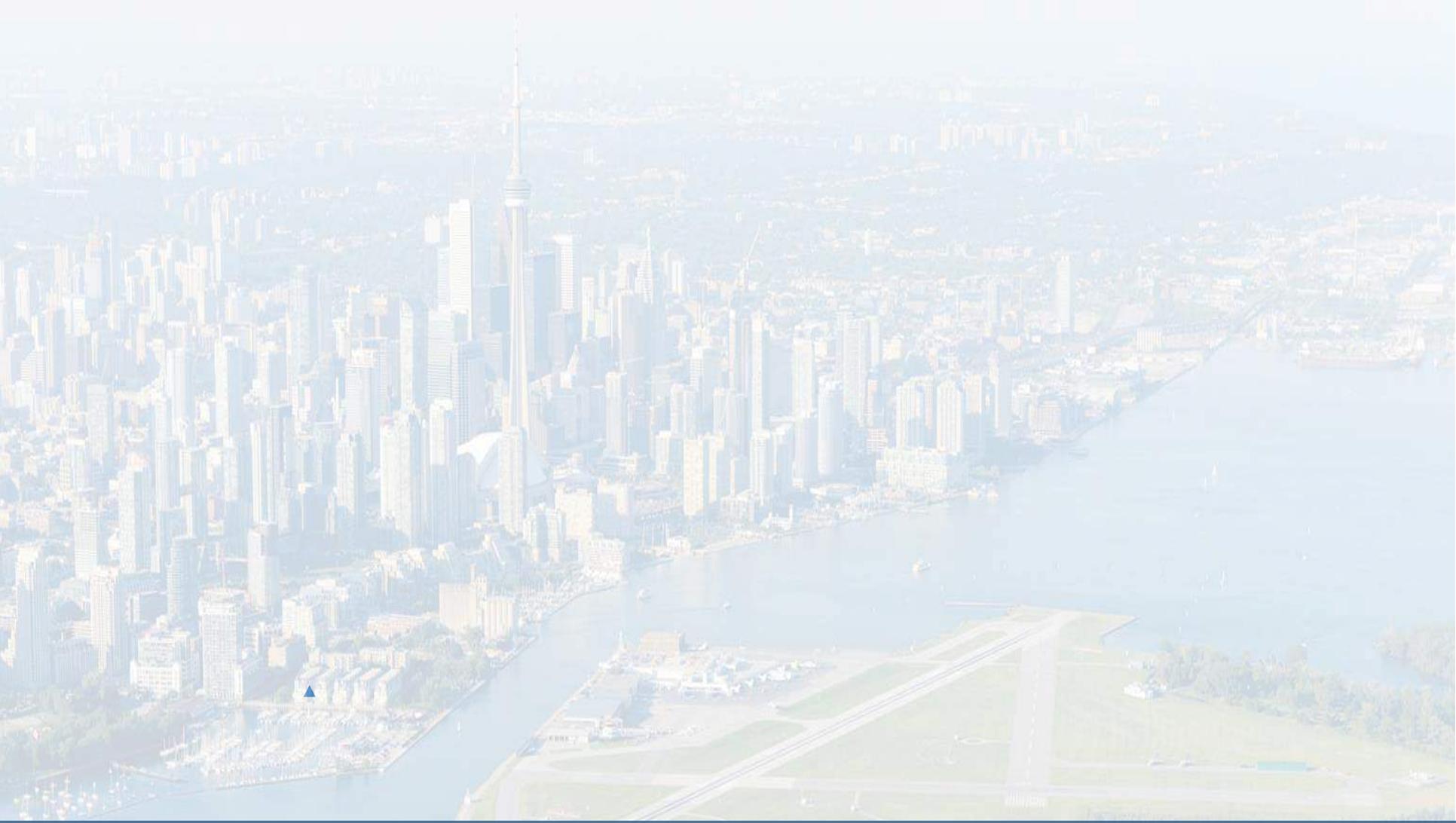
# Billy Bishop Toronto City Airport Terminal Upgrade Project

Community Liaison Committee  
November 22, 2017



# Agenda

- **Photos of Construction**
- **Safety**
- **Security**
- **Project Schedule**
- **Community Outreach**



# Photos of Construction

# Current Work Area - Aerial



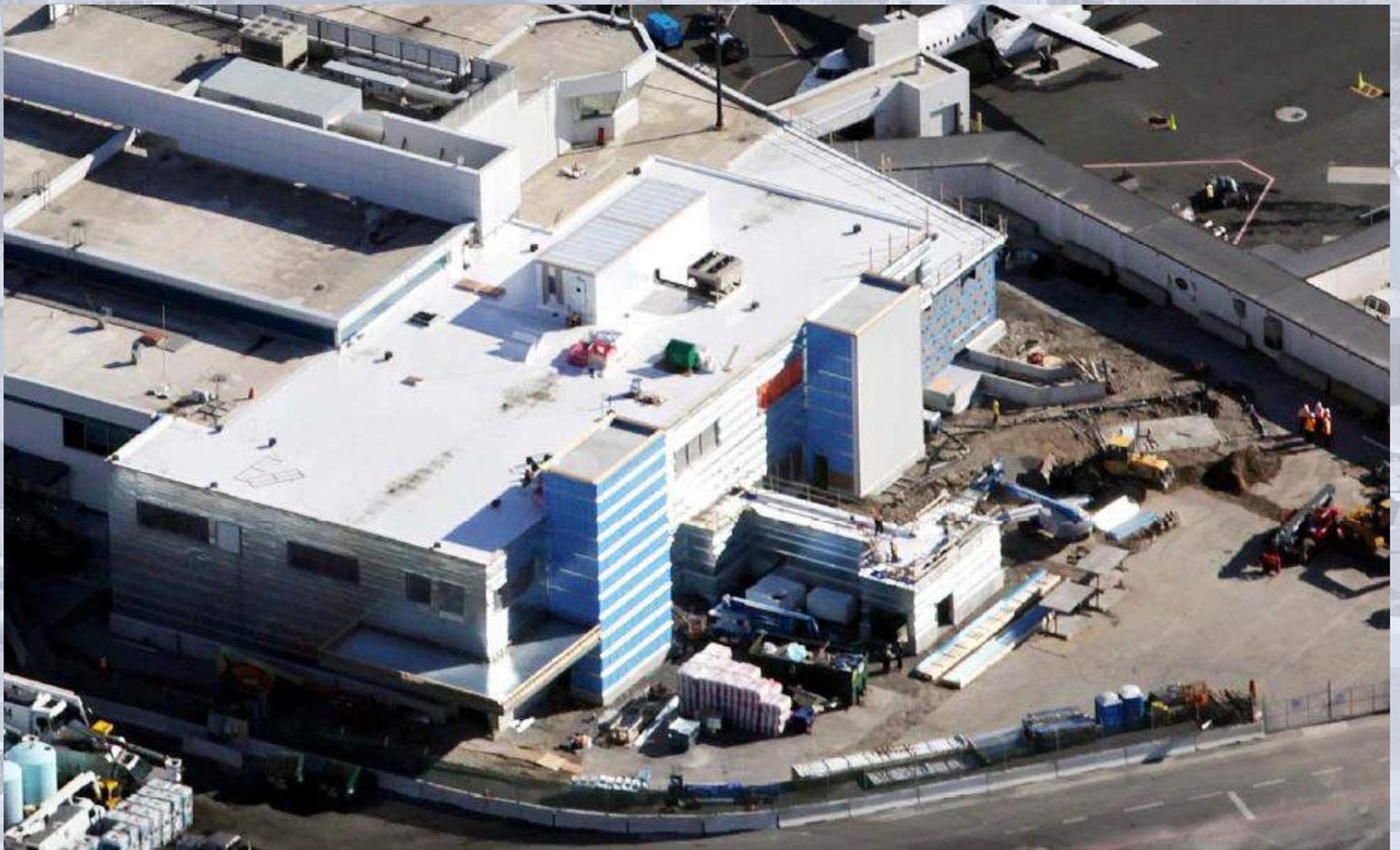
# Overview of the Terminal Upgrade Construction Area

East Side  
Upgrade



West Side  
Upgrade

# Primary Work Area– Domestic



# Primary Work Area – Transborder



# Domestic Lounge (Nov. 2017)



# Domestic Washrooms



W/R Entrance (Domestic)

# Domestic Washrooms

(Domestic) Ladies W/R



# Transborder Lounge (Nov. 2017)



Transborder Lounge

# Transborder Washrooms



# Transborder Washrooms



Women's W/R (TB)



# Safety

# Safety

- **All workers are subject to a 1-2hr training & orientation session**
- **All Visitors are subject to a mandatory ½ hour training & orientation session.**

**Since Construction Commencement**

**Zero**

**Lost Time Injuries**

# Safety and Security Measures

- All contractors are required to submit and perform project specific health, safety & environment plan
  - ✓ Assist all workers in the planning, organizing, control, monitoring and implementation of corrective measures
  - ✓ Enhance and maintain the health, safety and environmental awareness of all workers
  - ✓ Minimize hazards to public health and welfare.
- Daily/Weekly Site Safety and Security walks with Nieuport and Ports Toronto

# Construction Mitigation Measures

- Groundside walkways and trades person vans to provide 'Back of House' access for workers,
  - ✓ Reducing Passenger Interaction;
- Major exterior work being completed during regular hours
  - ✓ Avoiding exterior lighting and noise disruptions;

Truck and equipment deliveries are minimized during school start and end times;

- ✓ Mainland and island traffic control during Heavy Construction traffic days

# Construction Mitigation Measures

- Gate Holds and apron congestion experienced due to local weather, downline weather and apron logistics
  - ✓ Revised Temporary Gating structures have been installed to provide more expedient passenger loading and off loading
  - ✓ Currently, 11 Gates are scheduled to be available during the holiday season
  - ✓ Construction Teams continually working with Gate Control and Apron Management to reduce impacts
  - ✓ Airlines are providing real time booking information to allow for effective space provisioning during Lounge construction phases



# Schedule

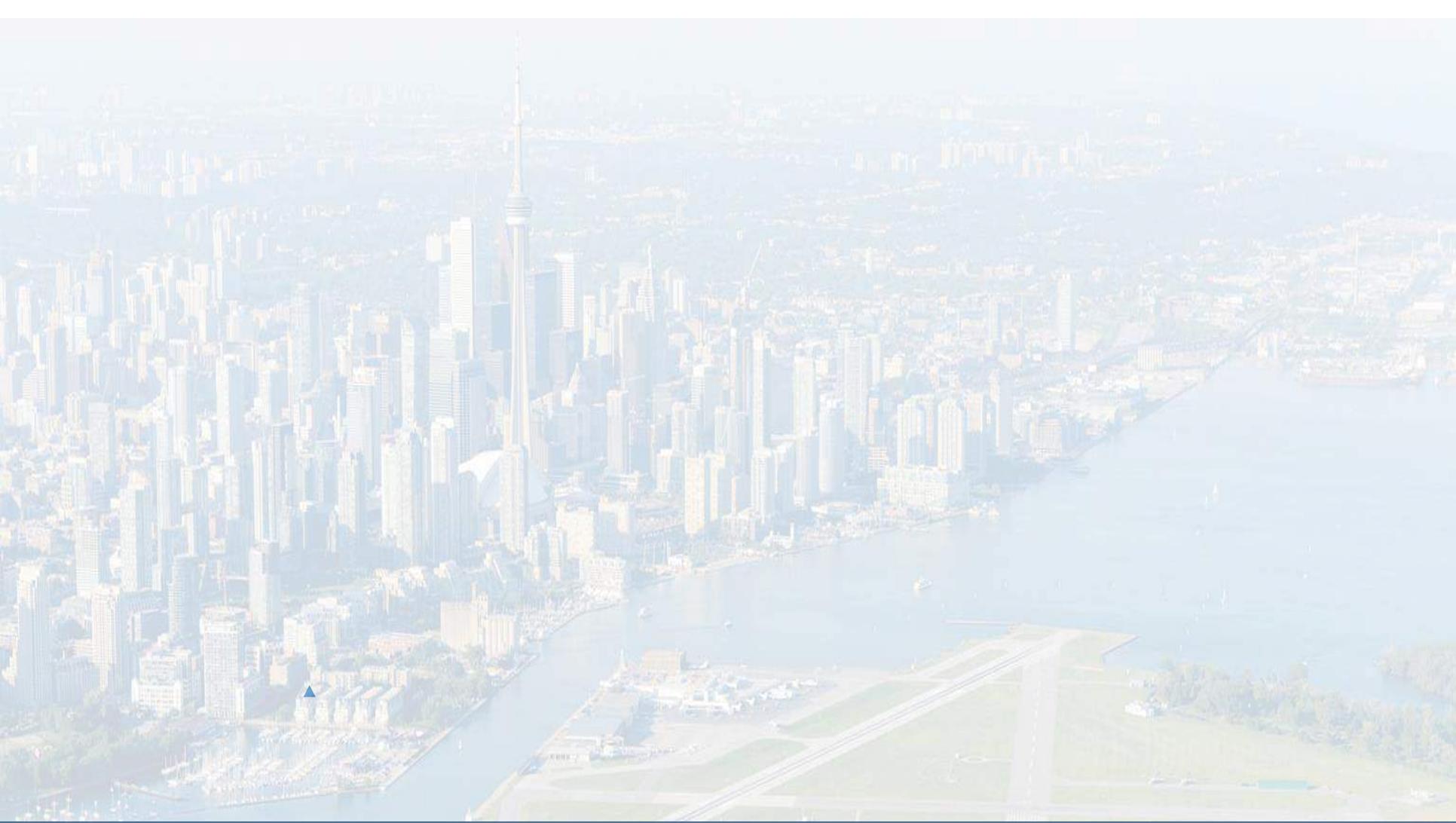
# Work in Progress

- **Building Envelope.**
- **Perimeter backfill, infill & Pavement**
- **Domestic and Transborder Lounge interiors finishes.**
- **Domestic & Transborder Mech. & Elect. Services**
- **Washrooms Finishes**

# Upcoming Project Milestones

- East apron paving (infills)\*; ~ November 2017
- New Aircraft Gate #11\* ~ December 2017
- Aircraft Gate 10\* ~ December 2017
- Transborder Lounge New\*; ~ January 2018
- Domestic Lounge New\*; ~ February 2018
- Aircraft Gate #1\*; ~ February 2018

*\*Note: Dates are subject to change*



# Community Outreach

# Community Outreach

- Updates to be provided at quarterly Airport Community Liaison Committee
- Direct briefings are available to both the York Quay Neighborhood Association and Bathurst Quay Neighborhood Association
- Outreach via email to CLC for notification on any material changes that may have impact to the community.
- For any questions/concerns on this project contact Gary Colwell at BBTCA's Noise Management Office at
  - ❑ 416-203-8490 or
  - ❑ online at: <https://www.porttoronto.com/porttoronto/contact-us/submit-a-noise-complaint.aspx>



Thank you !





**Appendix 2:  
Billy Bishop Airport 2018 Master Plan and  
the 2018 Airport Master Plan Communication Strategy**

# 2018 Airport Master Plan Presentation to Airport Community Liaison Committee

November 22, 2017



**BILLY  
BISHOP**   
TORONTO CITY AIRPORT

MASTER PLAN  
**2018**



## Overview

- Background on what an Airport Master Plan is, including objectives and key components
- Managed Growth Strategy
- Connectivity to other initiatives including:
  - Bathurst Quay Neighbourhood Plan
  - Waterfront Transit Reset
  - Southern Ontario Airport Network (SOAN)
- Communications Strategy
- Consultation and Engagement Plan
- Next Steps



## Master Planning Background

- A Master Plan, also called a comprehensive plan, provides a long-range vision for the built environment which guides the appropriate use of lands and assists airport management in making informed decisions regarding future development.
- An Airport Master Plan is not a regulatory document. However it is a best management practice, which all levels of government/agencies use as a long-term planning tool.
- NAS (National Airport System) Airports when created by the Federal Government have built into their land leases a requirement to complete and submit to Transport Canada a Master Plan every 10 years with an update at the 5 year milestone. This requirement does not exist for our Airport.



## Master Planning Background

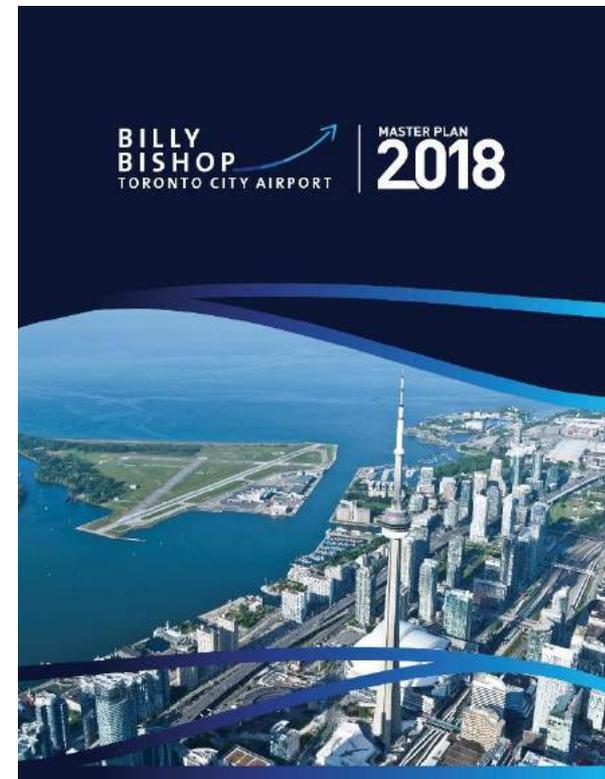
- PortsToronto planned for growth through a Land Use Plan in 2001.
- As part of a best practice, the first Airport Master Plan was prepared in 2012, but did not include consultation with the public.
- In 2014, a Master Planning Exercise was launched during the Porter Proposal to review the impacts associated with the introduction of Jets and a runway extension request, however subsequently ended after the Federal Government's decision not to support the opening the Tripartite Agreement to introduce jets and extend the landmass of the main runway.



## Airport Master Plan

*Definition: A Master Plan presents a vision and strategy to utilize the airport's existing and potential assets to support improved aviation activity, customer experience, business development and social and environmental responsibility within the community it resides over the context of a 20-year planning period.*

- The Master Planning process for Billy Bishop Airport will begin in 2018 with consultation with community groups, the public, airport stakeholders and various levels of government agencies, including first nation communities.





## Master Planning Objectives

- Objectives of a Master Plan include such things as:
  - rationale for development concepts based on a growth/planning horizon;
  - long-term development plan for infrastructure to support airport uses which will ensure operational objectives;
  - reflecting on overall objectives of PortsToronto that include environmental responsibility, sustainability and social responsibility; and
  - items that may be identified through the consultation and engagement process.
- Typical 20 Year planning horizon with update cycles (5 year review/10 year new).



## Key Components of an Airport Master Plan

- Inventory Existing Conditions
- Forecast Future Demands and Needs, including Activity Scenarios
- Update historical activity statistics including passenger and aircraft activity including peak-hour demand
  - This work would include market analysis to determine new city pair routings, new entrants etc.
  - Also included in this work would be preparation of Noise Exposure Forecasts to ensure future compliance against future growth.



## Key Components of a Master Plan

- Identify capacity/functional constraints and operational/infrastructure improvements required to achieve airport's vision/objectives and meet new (e.g. TP312 5<sup>th</sup> edition) and upcoming regulatory requirements (e.g. RESAs)
- Identify opportunities and constraints
- Investigate environmental and socioeconomic effects



## Key Components of a Master Plan

- Establish short/long-term objectives
  - Prepare alternate development concepts that respond to vision/objectives forecasts
  - Adhere to the 1983 Tripartite Agreement
- Develop an ultimate concept with recommendations
  - Develop phasing plan based on short, medium and long-term infrastructure improvements
  - Prepare preliminary capital cost estimates
- Prepare draft and final Airport Master Plan



## Managed Growth Strategy

- PortsToronto operates within a managed growth strategy to ensure modest growth that is balanced with Toronto's waterfront. This includes managing the current infrastructure, in consideration of the neighbourhood and community uses that our operations impact to ensure the rate of growth of the operations can be managed without compromising service and being a good neighbour.
- It is anticipated that passenger growth will continue similar to what has been experienced in 2014 (2.4 million), 2015 (2.5 million), and 2016 (2.7 million), to the ultimate forecast of 3.8 million by 2024. These forecasts are under our current 202 Passenger Terminal Slots, FBO Charter flights and limited non-terminal commercial carriers such as Pascan Aviation and FlyGTA which offers service to St-Hubert, Niagara, Waterloo, Barrie and London (starting in December 2017).



## Bathurst Quay Neighbourhood Plan

- PortsToronto and our consultants, have been meeting with City of Toronto departments since 2014 on various components of the plan as it relates to airport operations.
- City Staff Report went to Toronto and East York Community Council on Tuesday June 13, 2017, and all seven recommendations were unanimously accepted with minor amendments. Staff Report to City Council approved July 4, 2017.
- The short-term recommendations focused on an action plan that required outcomes by Q4 2017 where City would work with PortsToronto, Waterfront Toronto and Toronto Realty Agency (successor to BuildToronto) on key work.



## Bathurst Quay Neighbourhood Plan

- PortsToronto objectives are to ensure continued enhanced taxi coral operation, parking spots and access to car rental, short-term parking options.
- Enhance community and airport pedestrian access and public realm with a focus to building better transit wayfinding connectivity from TTC 509 streetcar, provide enhanced bike stations and continue to promote modal spilt.
- Next steps
  - Finalize detailed design for short term recommendations
  - Work towards a longer term lease
  - Cost estimates and cost sharing scenarios



## Waterfront Transit Reset Project

- The City of Toronto, TTC and Waterfront Toronto are leading work on a transit review along the waterfront in two phases: from Bathurst St. west to Long Branch Go Station and from Bathurst St. east to Woodbine Ave.
- PortsToronto is a member of the Stakeholder Advisory Committee and has been engaged at meetings in June for the west portion and in September for the east portion. Our involvement along with other agencies will help to ensure connectivity of all transportation network users in the community.
- City Staff Report is planned to go to City Council in late 2017.

## Southern Ontario Airport Network

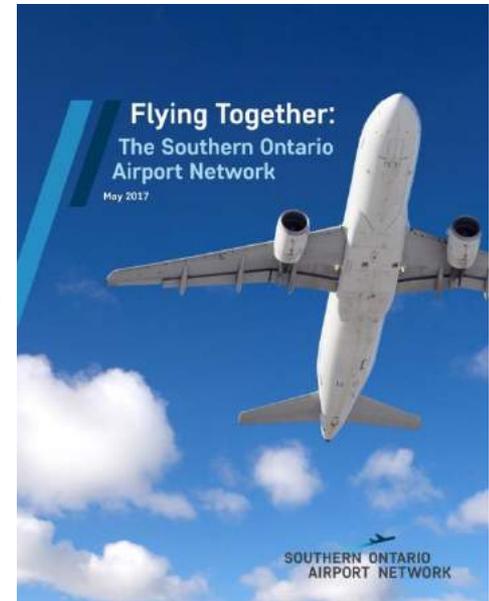
- The current total capacity for all airports in Southern Ontario is estimated to be 90 million.
- By 2043 Southern Ontario will be home to 15.5 million people and the provincial GDP will be more than \$1 trillion.
- By 2035 Pearson will welcome 80 million passengers per year and will reach capacity. By 2043 regional air travel volume is expected to reach 110 million passengers annually.\*
- Southern Ontario airports will need to work together and specialize to meet the demand for air travel and ensure the sector continues to be an economic driver otherwise there will be a missed opportunity for the region.

## Southern Ontario Airport Network

- May 9, 2017, White Paper released on future of travel
- By 2043 passenger loads and cargo tonnage in Southern Ontario will double:

|            | <b>2016</b>    | <b>2043</b>      |
|------------|----------------|------------------|
| Passengers | 49.1 million   | 110 million      |
| Cargo      | 470,000 tonnes | 1 million tonnes |

- Airports to undertake planning process to determine how each can best address the future needs and demand for air travel by working with key partners and communities.





## Communications Strategy

- November 22: Brief CLC on Master Plan process and demo the new project website that has been created to support our public engagement strategy.
- November 23: Press release will go out to formally announcement the commencement of the Master Plan process and provide the scope and rationale for the project. Press release will also include the link to the website. The website will be populated with information and FAQs once the public engagement begins in early 2018.
- Early 2018 the first public meeting will be held with much advance notice provided.



## Consultation and Engagement Plan

- A plan is being developed that will:
  - Identify meetings with airport stakeholders, community groups, agencies including first nations, stakeholders, and the public;
  - Deliver presentations at the airport CLC quarterly meetings, neighbourhood association meetings and public open houses/meetings at key points throughout the process; and
  - Adopt best management practices, including tools and resources to support the process which include a project website, factsheets/FAQ's and how best to respond to questions.
- Are there any key elements that you think should be included to ensure the success of the master plan process?



## Next Steps

- We are planning for this consultation and engagement on the master plan over the next year, with the first of three public meetings being planned for early 2018.
- By gaining input early in the process, this will help inform tools and resources that will be needed to ensure transparency in the process and easy access to information, through a project website, similar to the one that exists for the ongoing Airfield Rehabilitation Program.
- We will consult and engage with the CLC, as well as community groups, the public, airport stakeholders and various levels of government agencies, including first nation communities.

# Thank You

**BILLY  
BISHOP**  
TORONTO CITY AIRPORT

MASTER PLAN  
**2018**

[BillyBishopAirportMasterPlan2018.com](http://BillyBishopAirportMasterPlan2018.com)





**Appendix 3:  
Bathurst Quay Neighbourhood Plan Public Meeting Notice**

## Bathurst Quay Neighbourhood Park & Public Realm Improvements – Community Consultation Meeting

You are invited to a Community Meeting to learn more about planned improvements to parks and public realm spaces in the Bathurst Quay Neighbourhood. The meeting is being co-hosted by two City Divisions (City Planning and Parks, Forestry & Recreation) and Councillor Joe Cressy.

**Date:** Saturday, November 25, 2017

**Place:** Waterfront Neighbourhood Centre – Dance Studio  
 627 Queen Quay West

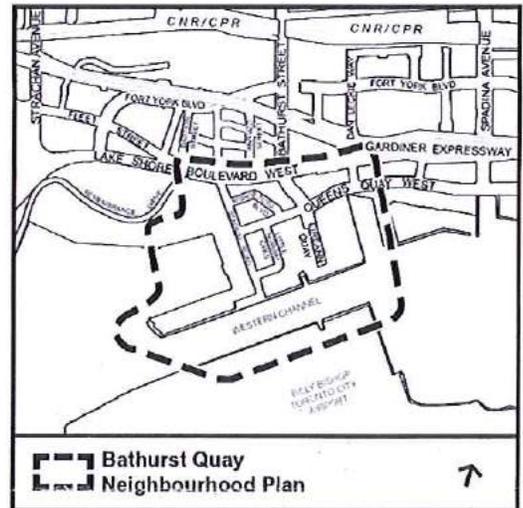
**Time:** Please drop in anytime between 2:00 p.m. and 4:00 p.m.  
 Parks presentation at 2:30 p.m. City Planning presentation at 3:00pm.

The meeting will provide an update and solicit community feedback on the Bathurst Quay Streetscape and Public Realm Improvement Plan (led by City Planning); and planned improvements to Stadium Road Parks (North and South) and Coronation Park (led by Parks, Forestry & Recreation).

To speak to the City Planning project manager directly, contact **Bryan Bowen** at (416) 338-4842 or [bryan.bowen@toronto.ca](mailto:bryan.bowen@toronto.ca).

To speak to the Parks, Forestry & Recreation project manager directly, contact **Lori Ellis** at (416) 394-2483 or [lori.ellis@toronto.ca](mailto:lori.ellis@toronto.ca).

You may also contact **Councillor Joe Cressy, Ward 20**, at (416) 392-4044 or [councillor\\_cressy@toronto.ca](mailto:councillor_cressy@toronto.ca).



### Notice to correspondents:

Information will be collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record.

Our public meeting locations are wheelchair/mobility device accessible. Other reasonable accommodation or assistive services for persons with disabilities may be provided with adequate notice. Please contact Bryan Bowen, at (416) 338-4842 or [bryan.bowen@toronto.ca](mailto:bryan.bowen@toronto.ca) with your request. The City of Toronto is committed to taking the necessary steps to insure compliance with the Accessibility for Ontarians with Disabilities Act, 2005.