



PORTSTORONTO

BILLY BISHOP TORONTO CITY AIRPORT

**COMMUNITY LIAISON COMMITTEE
MEETING #30**

MEETING MINUTES

Wednesday May 30th, 2018
Waterfront Neighbourhood Center
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 #30

Action Item #	Action Item Task	Who is Responsible for Action Item
M#30 - A1	Correct meeting twenty-nine minutes to reflect feedback from Mr. Bowen.	Lura
M#30 – A2	Share the status of action items from meeting seventeen to meeting twenty-nine with the CLC.	Lura / PortsToronto
M#30 – A3	Lura will place CLC input as a standing item on the agenda moving forward.	Lura / PortsToronto
M#30 – A4	Mr. Cabral will investigate the rise in Airport parking rates from the BQNA .	PortsToronto
M#30 – A5	Mr. Cabral will address concerns around improperly trained parking attendants not enforcing rules around community parking spots.	PortsToronto
M#30 – A6	Lura will liaise with Noise Subcommittee members to establish the next agenda and set a date for the next conference call and meeting.	Lura
M#30 – A7	Mr. Bowen and the BQNA representative will coordinate a follow-up meeting.	Mr. Bowen/ BQNA
M#30 – A8	PortsToronto will look into what options were possible to better direct light away from the community while still adhering to regulations, including the potential for a light shield.	PortsToronto
M#30 – A9	Lura will send a poll to CLC members to pick a date during the week after Labour Day for a site visit.	Lura



List of Attendees

Name	Organization (if any)	Attendance
COMMITTEE MEMBERS		
Councilor Joe Cressy	City of Toronto, Ward 20	Regrets
Councilor Troisi	City of Toronto, Ward 28	Regrets
Bryan Bowen	City of Toronto – Waterfront Secretariat	Present
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
William Peat	Ireland Park	Present
Chris Glaisek	Waterfront Toronto	Present
Joan Prowse	Bathurst Quay Neighbourhood Association (BQNA)	Present
Maureen Callaghan	Bathurst Quay Neighbourhood Association (BQNA) - Alternate	Present
Hal Beck	York Quay Neighbourhood Association (YQNA)	Present
Sarah Miller	Toronto Island Community Association (TICA)	Present
GUEST SPEAKERS AND SUBJECT EXPERTS		
Michael Lettner	Nieuport Aviation	Present
Greg Ballentine	WSP	Present
PORTSTORONTO REPRESENTATIVES		
Angela Homewood	PortsToronto	Present
Deborah Wilson	PortsToronto	Regrets
Gary Colwell	PortsToronto	Regrets
Gene Cabral – Chair	PortsToronto	Present
Chris Sawicki	PortsToronto	Regrets
Mike Karsseboom	PortsToronto	Regrets
Michael Antle	PortsToronto	Present
Bojan Drakul	PortsToronto	Present
FACILITATION AND SECRETARIAT		
Jim Faught	Lura Consulting	Present
Alex Lavasidis	Lura Consulting	Present



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Communication Strategy Presentation

Appendix 3: Airfield Rehabilitation Program Presentation



1. Welcome and Introductions

Jim Faught, Lura Consulting, welcomed members of the Billy Bishop Toronto City Airport Community Liaison Committee (BBTCA - CLC) to the thirtieth committee meeting.

Mr. Faught facilitated a round of introductions and an overview of the agenda, including updates to the agenda based on CLC input.

2. Review of Previous Meeting Minutes and Review of Action Items

Mr. Faught noted that draft meeting minutes from meeting twenty-nine were distributed via email to committee members for review. Minutes are still under review by the committee. Once approved, minutes will be posted on the PortsToronto website. Mr. Bowen requested meeting twenty-nine minutes be corrected to reflect that the information in the Air Quality Report is being used by various groups, and that the City does not currently have any plans to update the report. Ms. Lavasidis will make these corrections.

Mr. Cabral stated that within the next few weeks, an update on the status of action items from meeting seventeen to meeting twenty-nine will be shared with the CLC. The list of action items will be a living document and will be used to keep on task. Future meetings will include a review of the status of action items along with the agenda review. PortsToronto's goal is to ensure remaining action items are complete in an expedited fashion.

Action:

M#30-A1 Correct meeting twenty-nine minutes to reflect feedback from Mr. Bowen.

M#30-A2 Share the status of action items from meeting seventeen to meeting twenty-nine with the CLC.

3. Doors Open

Mr. Cabral provided a brief overview of Billy Bishop's Doors Open event that took place on May 26th, 2018. This was PortsToronto's third doors open event. The event welcomed 24,000 visitors of all ages, into a variety of different areas of the airport. Overall, the event was successful, safe, and secure.

The BQNA representative requested that in the future, more posters be put up around local neighborhoods to raise awareness for Doors Open. The representative explained that many neighbors were unaware of the event. The BQNA representative also requested that digital posters be shared with community representatives on the CLC well in advance of the event.



4. Billy Bishop Airport Terminal Upgrade Update

Michael Lettner, Nieuport Aviation, provided a presentation on the Airport Terminal Upgrade Update. The presentation is located in Appendix 1. The following provides a summary of information presented that is supplementary to the PowerPoint presentation, as well as comments and questions raised by committee members:

- At the time of presentation, domestic gates two and three were being put back into place.
- The domestic lounge has taken shape, with phase one open since February. Phase two of the domestic lounge will open in July.
- The transborder area opened in February but is experiencing ongoing work by gate ten and eleven. Concessions and art will be added in the future.
- A BQNA member inquired if the new terminal art was created by a local artist.
 - Mr. Lettner responded that he was uncertain who the artist was.
- The TICA representative requested additional details about the death of a construction worker at the terminal. She also inquired if the CLC would receive the Ministry of Labour report on the incident.
 - Mr. Lettner responded that due to the ongoing investigation, many details are not able to be shared. All findings related to the incident will be made public. Those reports will be shared with the CLC when they are available, including the Ministry of Labour report, which should be available in approximately 1 year. PortsToronto and Nieuport Aviation are cooperating with the Ministry of Labour to help with the investigation. Mr. Lettner highlighted that fall protection and heights training is required for all staff, whether they are unionized or not.
 - Mr. Cabral noted that the Ministry of Labour allowed construction to continue soon after the incident, which would not have occurred had there been any concerns around workplace safety. No immediate corrective actions were required to resume construction activities.
- Mr. Cabral noted that in order to prevent delays and gate hold experiences during summer 2017, eleven gates will be open throughout the summer, and PortsToronto will continue to work closely with airlines to build buffers into flight plans.
- The BQNA representative inquired how many gates were open during summer 2017.
 - Mr. Cabral responded that nine gates were open last year, whereas eleven will be open this year.
- The BQNA representative stated that a week prior to the meeting, local residents noticed a line of planes idling on the east end of the runway. She was uncertain of why this occurred and inquired if something was happening with those planes.
 - Mr. Cabral explained that the incident may have been due to aircraft idling as they waited for a gate, which had occurred twice over the past week. Opening



gates two and three, which will occur next week, should help prevent idling, as eleven gates will be open instead of the current nine.

- The BQNA representative inquired if the eleven gates will also be open for the Christmas rush.
 - Mr. Cabral responded that there would be additional gates open around Christmas, noting that plane volume tends to reduce after the summer peak.
- The YQNA representative noted that aircrafts holding are sent to the south field. He inquired for more information about this rule.
 - Mr. Cabral responded that the south field is overflow aircraft parking to accommodate the requirements under the recently passed bill C49. This bill requires timely offloading of passengers from an aircraft. The south field will be used to offload aircrafts in case there is anything preventing timely offloading into one of the gates. The south field parking location is located close to the Ground Run-up Enclosure. The south lot is also used to park aircraft when all available parking spots are filled.
- Mr. Lettner noted that the transborder lounge is now operating at full capacity, and that new furniture should arrive in July.

5. Billy Bishop Airport 2018 Master Plan and the 2018 Airport Master Plan Communication Strategy

Angela Homewood, PortsToronto, and Greg Ballentine, WSP, provided a presentation on the Airport Master Plan. The presentation is located in Appendix 2. The following provides a summary of information presented that is supplementary to the PowerPoint presentation, as well as comments and questions raised by committee members:

- Mr. Cabral thanked neighbourhood association representatives and extended a thank-you to all neighbourhood groups and buildings that opened their doors to PortsToronto to discuss the Master Plan and collect feedback. PortsToronto looks forward to continuing to build a dialogue with community members.
- Ms. Homewood noted that even within each building, there was a diverse range of perspectives, challenges, and opportunities shared through feedback.
- The YQNA representative noted that small meetings with buildings are an important first step in the engagement process and enable PortsToronto to collect a broader range of comments than they would otherwise receive in the open house format.
- Ms. Homewood noted that PortsToronto meet with Mississauga of the New Credit First Nation five to eight times a year based on land treaties and potential water treaties that the Mississauga hold.



- Ms. Homewood thanked the BQNA representative for suggesting PortsToronto reach out to Lake Ontario Water Keepers, who are now involved in the Master Plan consultation process.
- Ms. Homewood stated that the local yacht club reached out to PortsToronto and became involved in consultations in January of 2018.
- Ms. Homewood stated that the Canadian Owners and Pilots Association (COPA), who represent individual plane owners, are also being engaged in the Master Plan process.
- The BQNA representative inquired if Aquatic Habitat Toronto (AHT) is being engaged.
 - Ms. Homewood responded that PortsToronto is a member of AHT and has been attending meetings for 5 years. Ms. Homewood presented to the committee and provides updates from PortsToronto at each meeting, which take place the first Thursday of each month. All the work done in the Portlands have to go through the AHT committee.
- WSP is working to update the NEF model Transport Canada provides. WSP will start to generate noise modeling shortly, then look at opportunities with respect to activity scenarios and finding a balance between commercial and general aviation. WSP will work to identify how the airport can best balance commercial and recreational aviation and stay within its NEF limits.
- As part of the June 25th public meeting for the Master Plan, there will be a presentation explaining a number of development concepts, as well as an opportunity and constraints map. PortsToronto would like the public to help build upon the map presented to identify additional opportunities and constraints.
- Though there has been no design work done around runway end safety areas, there will be a portion of the public meeting dedicated to explaining runway end safety regulations to the public.
- The YQNA representative requested the CLC be provided with a larger version of the Master Plan chart in the presentation.
 - Ms. Homewood responded that a high-resolution version of the chart is available online and that she can email a copy to the YQNA representative if he cannot locate it.
- The BQNA representative inquired if the NEF is the only limit on the size and number of movements at the airport.
 - Mr. Ballentine responded that it is one limit. However, another limit is the impact of the airport groundside (e.g. traffic and congestion).
 - Mr. Cabral responded that while the NEF provides hard slot limits, the airport is also limited based on local infrastructure constraints.
 - Mr. Bowen responded that the Tripartite agreement outlines multiple hard limits including NEF contours, restriction on land mass, and prohibition of jets. There



are additional operational constraints that set natural limits (e.g. transportation and congestion would set a natural limit is left uncontrolled).

- The TICA representative inquired about an article she read regarding Porter Airlines purchasing new aircraft. She inquired if Porter has a limit on how many planes they can operate, and if so, how the limit is shared?
 - Mr. Cicero responded that Porter airlines is limited in their ability to operate airplanes based on based airport limits. Porter has purchase rights on three more Q-400s; they have not exercised those rights. Porter may also acquire new aircraft for either other airports, or for longer flights that would not result in an increase in flights at Billy Bishop, but rather an adjustment to the destinations of Porter Flights. Porter cannot operate more slots than they are allowed.
 - Mr. Cabral responded that the airport has no intention to have jets or extending runways. The airport is limited to 202 commercial spots, with 172 allocated to Porter and 30 to Air Canada based on the allocation process set out in 2010.
- Mr. Cabral stated that a public notice will be send out later this week, to advertise the June 25th Master Plan Public Meeting #2. This notice will also be posted through social media. He explained that this is a meaningful point in the process for PortsToronto to come back to the public to explain what they have heard and worked on so far, and to collect additional feedback. The date of the engagement was selected to ensure the meeting could happen before many people leave for summer vacations and before the upcoming municipal election.
- Mr. Cabral explained that participants are not required to stay for the entire meeting, but instead can attend the portion(s) of the meeting they are interested in.
- The first public meeting's presentation is posted online at the top of the "Updates" page (<http://www.billybishopairportmasterplan2018.com/updates/>)
- The goal for PortsToronto is to have the draft Master Plan report completed by the end of 2018.
- The YQNA representative inquired how NEF modeling will be calibrated for the Billy Bishop Airport setting, particularly to include the fact that the airport is surrounded by water.
 - Mr. Cabral responded that PortsToronto is required to use Transport Canada NEF modeling, which does not recognize surfaces in calculations.
- The YQNA representative requested that the noise modeling completed for the Master Plan include calibration that reflects the reality of the airport's surroundings. He stated that from an engineering perspective, if the water surface and shielding are not considered in the calculations, the NEF results will have little meaning for the reality of the situation. He asserted that the NEF model is built upon a standard situation that cannot apply in the case of the Billy Bishop Airport due to its surroundings, and the fact that the NEF model is built for a continuous noise environment, whereas Billy Bishop



Airport does not have continuous takeoffs and landings. The YQNA representative also inquired who the sound engineer will be for the NEF contours study. He requested that the study be made available to the CLC upon completion.

- Mr. Cabral responded that the airport essentially has continuous takeoffs and landings as they occur within minutes of each other. He noted that WSP would be conducting the noise study with internal staff. Mr. Cabral stated that the concern about the NEF standards had been discussed multiple times in previous meetings, and that the standards are set by government bodies, not PortsToronto. PortsToronto must follow the requirements around NEF contours laid out by governing bodies.
- The BQNA representative requested to meet with Ms. Homewood to discuss consultations with community health groups and First Nations groups and their role or interest in the airport master plan process. Ms. Homewood advised that she reached out to all the organizations suggested by the BQNA representative, and that not all had a role or interest to be engaged.
- Mr. Cabral stated that PortsToronto's expectation is ongoing consultation throughout the Master Plan process, with interest in hosting separate discussions on key topics as well as broader stakeholder outreach.
- The BQNA representative stated there are additional buildings in her neighbourhood who would like a visit.

6. CLC Members (Neighbourhood Reps)

CLC members representing neighbourhood groups were allotted time to raise issues of concern. The following provides a summary of the topics raised and subsequent discussions:

- Mr. Faught stated that CLC member input will be placed as a standing item on the agenda moving forward.
- The TICA representative inquired about a recent plane landing during strong winds. This landing was captured and shared on local TV news stations as it appeared the plane was struggling against the winds. She inquired if there were regulations around high-wind landings that are in place to ensure safety, and why the planes did not land at another airport to ensure safety.
 - Mr. Cicero explained that there are safety limits, mostly related to wind speeds on the ground. Planes can taxi at up to 50 knots and wind gusts for 55 knots. If the runway was "contaminated" (e.g. with water or snow) lesser wind conditions would prevent landing. The airport had a period in the afternoon (on the day the news clip was filmed) where planes were grounded due to excessive wind conditions; this lasted less than half an hour. Planes were able to operate throughout the rest of the day because the direction of the wind was straight



down the runway. When wind speeds are under regulatory thresholds, pilots are given the authority to determine if conditions are appropriate to land in. On the day in question pilots were able to determine that wind conditions allowed for safe landings.

- Mr. Cabral added that NAV Canada provides pilots with the conditions on the ground to ensure pilots are well informed when making their landing decisions. He stated that pilots are highly skilled and would not place themselves or their passengers in danger if they thought a landing was unsafe.
 - Mr. Cicero added that pilot reports, provided to air traffic control after a landing, are a critical aspect of ensuring safety as they provide information on landing conditions from one pilot to the next.
 - Mr. Cicero also added that Porter sets their wind speed thresholds slightly more conservative than the requirements to give their planes a buffer.
- A guest from the BQNA presented a number of questions for Ports Toronto. The BQNA guest inquired if the ferry to the airport will still become electric.
 - Mr. Cabral responded that the process for acquiring options greening ferry had begun, with additional details to be released at the PortsToronto AGM.
- The BQNA guest commented that parking lots around the airport had increased their pricing greatly, to \$9 an hour, with no weekend rates. She highlighted that these are the only lots accessible to the community, other than the Malting Site community spots, which are often full or are not known about by community members.
 - Mr. Cabral noted that he was not aware of the rise in parking rates and that he would look into this issue further.
 - The BQNA guest commented that the community would have preferred a consultation prior to these parking changes. She added that the existing community parking spots are too few, and often filled by rental cars or vehicles that do not belong to community members or their guests.
- The BQNA representative echoed the BQNA guest's comments about community parking spots, adding that the spots are rarely open after 6 pm, that parking staff are not properly trained to enforce the community parking spaces, and that there is no signage around the community about the community parking spots. Additionally, she noted that many community members are being ticketed for parking by the ferry.
 - Mr. Cabral responded that he will take the points regarding parking staff back to his team; this will likely result in improved training for parking staff. Mr. Cabral acknowledged the lack of signage about the community spots, explaining that the airport needs to work with the city on signage, which will be a part of the Bathurst Quay Neighbourhood Plan.
 - Mr. Bowen commented that there is no practical way for the City to ensure the community's use of existing community parking spots. The existing community parking spaces will not be replaced in their current form in the new



neighbourhood plan designs because they are too difficult to manage and result in tension. The City is not proposing one singular solution, but will continue to meet with various stakeholders to come up with an appropriate solution to this challenge. Potential solutions include proposing an expansion of permit parking and including a 1 hour maximum on parking for anyone without a valid visitor permit or resident permit, or short stay parking in another location.

- The BQNA representative inquired if the area by the intersection that had been dug up will be returned to its original state.
 - Mr. Bowen responded that the City needed to excavate the area for a water main update. The instruction was to return the land to its previous state, however, the neighbourhood plans will include a redesign of that area. That will happen this year. The staging area for the tunnel is part of the same process and will also be redone.
- The BQNA representative asked PortsToronto to address a list of questions that had been emailed to her from a concerned BQNA member.
 - Mr. Cabral responded that the community member had reached out directly to PortsToronto and that they are replying to her directly.
- The BQNA representative noted that there had been a lot of noise in the east end in the weeks prior to the CLC meeting. This has been documented by community members and reported through the online tool. She has informed her community to submit their names to be included on the Noise Subcommittee and inquired when the next meeting would be.
 - Mr. Cabral responded that the noise issues may allow the airport to explore with Nav Canada and others a trial program running this summer related to the direction of plane takeoff in calm wind days.
 - Mr. Faught established that he and Ms. Lavasidis will liaise with subcommittee members and set a date for the next meeting.
- The YQNA representative stated that he has concerns about the presentations from the last meeting relating to noise statistics and the Annual Noise Report. The representative met with YQNA members and went through the Annual Noise Report. The YQNA representative questioned why the report only shows two noise complaints from the YQNA, stating that there should be more recorded, as YQNA members sent in many more noise complaints throughout the year. The YQNA representative also stated his concern with the visual language of the report. He is concerned that the report shows noise complaints decreasing compared to past years, when in fact noise complaints have increased. The YQNA has submitted hundreds of noise complaints reports and want to see action instead of reports.
 - Mr. Cabral responded that all noise complaints have been responded to. He clarified that the number of complaints from the YQNA listed in the report is not 2, but rather 88.



- The BQNA representative noted that past meeting minutes stated there would be an explanation at a future meeting for why some areas saw noise complaints go down. She would still like this to be explained.
- The YQNA representative inquired if the next CLC meeting could set aside 15 minutes to discuss the Noise Report and noise concerns.
 - Mr. Cabral suggested that the YQNA representative email in his concerns so they can be shared with and addressed by the appropriate people.
- Mr. Cabral noted that he had received comments from residents about the high quality of responses provided by PortsToronto to residents whom sent in noise complaints.
 - The YQNA representative disagreed and stated that the responses provided by PortsToronto were inadequate.
- The TICA representative inquired if PortsToronto was aware of a deer that was injured jumping over the airport fence.
 - Mr. Cabral responded that they were aware. He stated that the deer breeched the fence, as deer can jump up to 10 feet high. PortsToronto had the deer safely taken out of the airport property and put back to safety. They called the City to inform them of the incident and informed the park warden that the deer was injured when jumping over the fence. Mr. Cabral noted that deer can also swim onto the airport grounds. He stated that there have only ever been two deer that have entered the airport grounds. The airport does have a system that notifies security about any breeches along the fence. The airport addresses wildlife issues through their wildlife plan.
- The Ireland Park representative requested that future CLC meetings take place on days other than Tuesday evenings, as he is not available Tuesday evenings.
 - Mr. Faught established that meetings will be arranged on days other than Tuesday whenever possible.

Action:

- | | |
|---------|---|
| M#30-A3 | Lura will place CLC input as a standing item on the agenda moving forward. |
| M#30-A4 | Mr. Cabral will investigate the rise in parking rates in the BQNA neighbourhood. |
| M#30-A5 | Mr. Cabral will address concerns around improperly trained parking attendants not enforcing rules around community parking spots. |
| M#30-A6 | Lura will liaise with Noise Subcommittee members and set a date for the next meeting. |



7. City of Toronto Update

Bryan Bowen, City of Toronto Waterfront Secretariat, provided an update on City activities around the airport. The following provides a brief summary of comments and questions raised by committee members:

- Two meetings will be hosted next week regarding the implementation of the Bathurst Quay Neighbourhood Plan.
- Discussion will include site specific official plan amendments related to adoption of the plan.
- While the plan was adopted last summer, it was non-statutory (not legally binding); this has not prevented the City from acting on that plan, however the City would like to ensure the plan has a long-term home and statutory status.
- A meeting on June 6th will explain a series of housekeeping amendments to ensure the neighbourhood plan is aligned with the waterfront plan to provide that statutory status.
- On June 5th, a Government Management Committee meeting will take place. At this meeting, a proposal from Councillor Cressy will be brought forward regarding the process of setting a non-profit partner for the 3-story brick building at the end of the Canada Malting site. The Government Management Committee will enter into negotiations with Ireland Park Foundation for partnership of this space, as they are an eligible non-profit. That lease is expected to be 5 years, allowing for that building to be brought to a state of repair. This time will also allow for the non-profit partner to build presence in the building and increase fundraising support for a more ambitious long-term renovation goal. The building will be primarily arts and culture tenants.
- PortsToronto will continue to occupy a small portion of the building, in reciprocity for Toronto Forestry's use of PortsToronto property.
- The BQNA representative inquired when the PortsToronto lease in the building will end.
 - Mr. Bowen responded that the modest presence of PortsToronto on City property will remain as long as PortsToronto shows reciprocity and allows Toronto Forestry to lease parts of PortsToronto buildings. Toronto Forestry is not presently planning on moving in the next 5 years.
 - There is a long-term strategy to consolidate Forestry and other city divisions in another building, but this will not occur in the next 5 years.
- A draft communications strategy is being developed for this property as there are many overlapping programs on the site. The City would like one point of communication between the community and all projects and programs on the site (e.g. for construction notices). The strategy will be presented to the CLC once it is available; feedback on the strategy is encouraged.



- On April 19th, the City held a meeting with the BQNA to discuss local parking and transportation concerns in the neighbourhood. A safety walk with the local councillor also occurred on May 18th. Issues discussed include congestion along Fleet Street, local permit parking, idling, stadium road improvements, and the community parking lot. The City would like to have a follow-up meeting with the BQNA to provide an update on responses and the work they have been doing to address concerns. The BQNA representative and Mr. Bowen will coordinate on this follow-up meeting.
- During the Master Plan public engagement meeting on June 25th, city planning, public health, and transportation services will all be present to represent different parts of the City's vision for the neighbourhood around the airport. The City will lead a presentation about local issues, the role of the City in the Tripartite Agreement, and the process for the City to provide feedback and comments on the Master Plan.

Action:

M#30-A7 Mr. Bowen and the BQNA representative will coordinate a follow-up meeting.

8. Airfield Rehabilitation Program

Bojan Drakul, PortsToronto, provided a presentation on the Airport Rehabilitation Program. The presentation is located in Appendix 3. The following provides a summary of comments and questions raised by committee members:

- The BQNA representative inquired if the LED lights being installed on the runway will be brighter than the ones currently in place. She suggested installing lights that shine away from the community, and are more focused on the airport.
 - Mr. Drakul responded that the LEDs provide a different type of light, and that existing runway lights are already LEDs. He stated he would look into what options were possible to better direct light away from the community while still adhering to regulations.
- The YQNA representative inquired if there were any reflective surfaces around the area where the LEDs were to be installed.
 - Mr. Drakul replied that the location of the light is the same so there is no difference in the reflective environment for the LED light compared to what was there previously.
- Mr. Cabral noted there may be potential for a light shield, and that PortsToronto would further investigate that option.
- The YQNA representative noted that the project so far has been well communicated to the community, citing that the provision of colour coded maps and information is very easy to reference, and that the provided level of detail is very helpful.



Action:

M#30-A8 PortsToronto will look into what options were possible to better direct light away from the community while still adhering to regulations, including the potential for a light shield.

9. Business Arising

Mr. Faught reminded the CLC that the future BBTCA CLC meeting dates are Tuesday September 25th and Tuesday November 27th. The CLC may try to move the November meeting to a Wednesday to allow the representative from Ireland Park to attend.

Mr. Cabral established that there will be a poll sent out to CLC members to establish a date for a future site visit during the first week after Labour Day.

The CLC discussed the need for a future Noise Subcommittee meeting. Mr. Bowen suggested a conference call between subcommittee members to establish the scope and agenda of the meeting. Mr. Faught will arrange this conference call with subcommittee members. The subcommittee meeting will include the YQNA representative, Mr. Bowen, Ms. Homewood, a BQNA representative, and potentially other members from the PortsToronto team.

M#30-A9 Lura will send a poll to CLC members to pick a date during the week after Labour Day for a site visit.

10. Wrap Up

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

Adjourn



Appendix 1:
Billy Bishop Airport Terminal Upgrade Presentation



Billy Bishop Toronto City Airport Terminal Upgrade Project

Community Liaison Committee
May 30, 2018



NIEUPORT AVIATION
INFRASTRUCTURE PARTNERS

Agenda

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

Terminal Upgrade Construction Area(s) Overview

West Side
(Domestic)

East Side
(Transborder)



Primary Work Area– Domestic



Domestic Lounge (Nov. 2017)



Domestic Lounge (Feb. 2018)



Domestic Lounge (Feb. 2018)



Domestic Lounge (Phase 2) (May. 2018)



Primary Work Area – Transborder



Transborder Lounge (Nov. 2017)



Transborder Lounge (Feb. 2018)



Transborder Lounge (May. 2018)



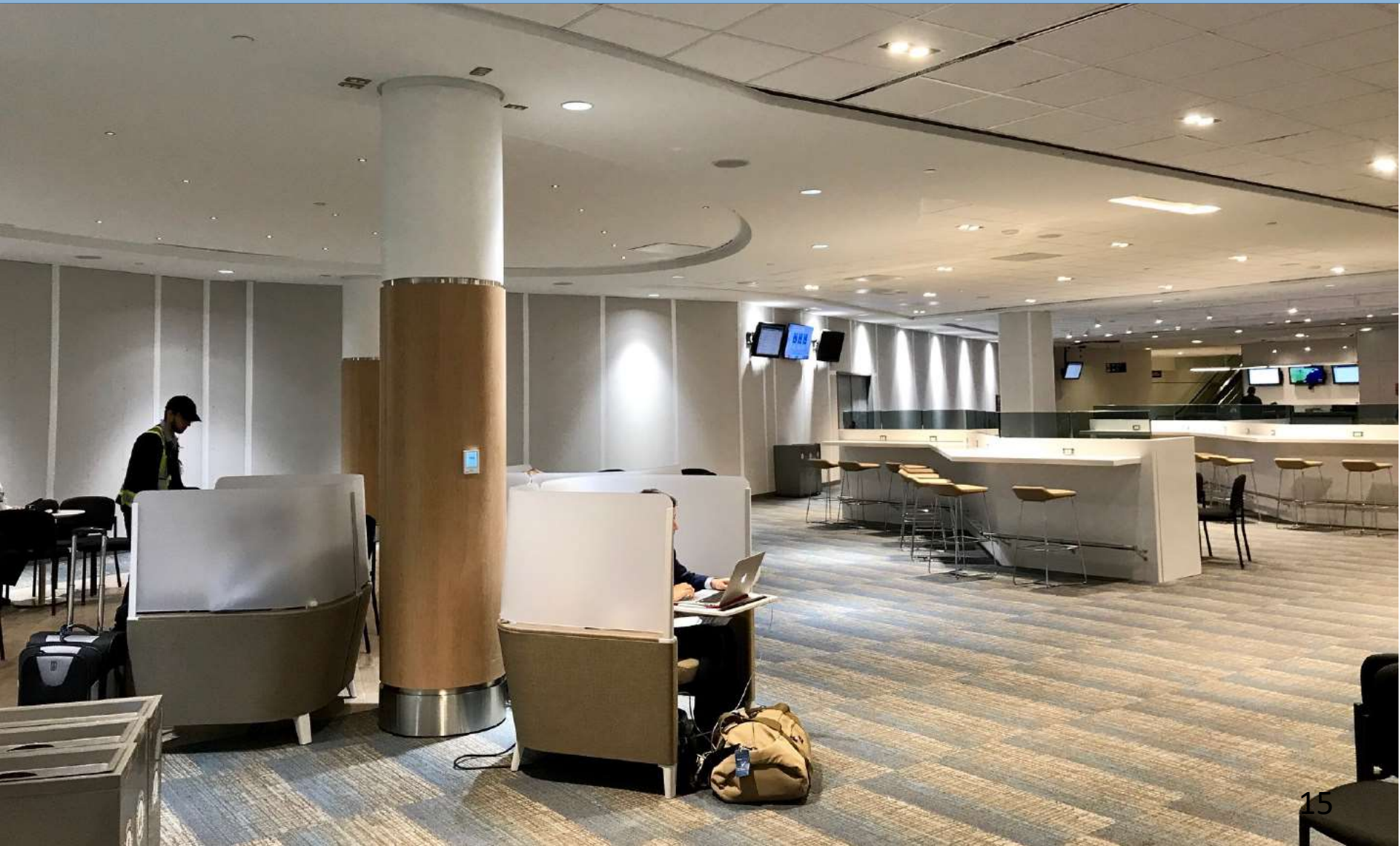
Transborder Lounge (May. 2018)



Transborder Lounge (May. 2018)



Transborder Lounge (May. 2018)



Safety

- Tragically on March 27, 2018, a worker involved with the upgrade construction lost his life due to a fall from heights accident.
- The Airport community has rallied to provide support in the form of grief counselling etc. to PCL and their construction teams.
- This incident is currently under investigation by the Ministry of Labour with full support from PCL, Ports Toronto and Nieuport aviation.

Safety

- All workers are subject to a 1-2hr training & orientation session
- All Visitors are subject to a mandatory $\frac{1}{2}$ hour training & orientation session.
- Majority of the site workers have received additional / updated working from heights training.

Safety and Security Measures

- All contractors are required to submit and perform project specific health, safety & environment plans as well as daily “tool box” talks
 - ✓ Assisting all subcontractors & 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.
 - ✓ Reinforcing current safety concerns and mitigation strategies.
- Daily/Weekly Site Safety and Security walks with Nieuport and Ports Toronto
- Daily coordination meetings with Contractor(s) working on the BBTCA Site.

Construction Mitigation Measures

- Construction of permanent gates 8 & 9 has been delayed until after Labor Day weekend providing additional capacity throughout the summer months.
- Major exterior work has been completed during regular hours
 - ✓ Avoiding exterior lighting and noise disruptions;
 - ✓ Balance of the exterior work is now complete with work remaining only on the South Side of the Terminal
- Truck and equipment deliveries are minimized during school start and end times;
 - ✓ Mainland and island traffic control during Heavy Construction traffic days
 - ✓ Vehicle logistics plans are utilized to streamline deliveries and minimize back up warnings.

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
 - ✓ 11 Contact Gates to be available throughout the 2018 Summer season
 - Final Construction of gates 8 & 9 and the Transborder lounge info Desk area(s) have been rescheduled to permit a full Summer of 11 gates
 - ✓ 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

Work in Progress

- Domestic and Transborder Concessions area(s)
- Mechanical Systems Start-up and Commissioning
- Gate(s) 2 & 3 reconstruction
- Apron Line Painting
- Domestic & Transborder Washroom Interiors
- Building Automation & Monitoring Systems integration

Upcoming Project Milestones

- Aircraft Gates 2 & 3 ~ * Early June 2018
- Domestic Lounge (Phase 2) ~ * Early July 2018
- Concessions (TB & Dom.) ~ * Late Aug. 2018
- Transborder Lounge (Phase 3) ~ * Mid- Oct. 2018
- Aircraft Gates 8 & 9 ~ * Dec. 2018

**Note: Dates are subject to change*

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>

An aerial photograph of a city skyline, featuring a prominent tower with a circular observation deck. The city is densely packed with skyscrapers and buildings, situated along a waterfront. The image is slightly faded and serves as a background for the top half of the slide.

Thank you !



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

Airport Master Plan Update Community Liaison Committee

May 30, 2018



**BILLY
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TORONTO CITY AIRPORT

MASTER PLAN
2018



Overview

- Consultation and engagement conducted to date
- Where we are in the process
- What will be shared at the Open House & Public Meeting #2
 - Monday June 25 at the Westin Harbour Castle 4:00 – 9:00 pm
- Next Steps



Consultation and Engagement

- We have met with over 40 stakeholders to date, which include:
 - M.P. Vaughan, Councillors Cressy, Layton, Fletcher, McMahon, and Holyday
 - Building Residents - Arcadia Co-Op, Windward Co-Op and Kings Landing
 - Bathurst Quay Neighbourhood Association
 - York Quay Neighbourhood Association
 - Toronto District School Board representatives, including Waterfront School Principal
 - Waterfront School Parent Council
 - Transport Canada
 - City of Toronto Departments including, Waterfront Secretariat, Community Planning, Transportation Planning, Environment & Energy, Real Estate Services, Economic Development and Toronto Public Health
 - Mississaugas of the New Credit First Nation Community



Consultation and Engagement - Continued

- Waterfront Toronto
- Aquatic Habitat Toronto includes, Department of Fisheries and Oceans Canada, Environment Canada, Toronto and Region Conservation Authority, Ontario Ministry of Natural Resources and Forestry, City of Toronto Water and City of Toronto Wastewater
- Lake Ontario Waterkeepers
- Port Credit Yacht Club
- Tourism Toronto
- Southern Ontario Airports Network
- NavCanada
- Canadian Border Security Agency
- Canadian Air Transport Security Authority



Consultation and Engagement - Continued

- Ornge
- Nieuport Aviation
- Porter
- Air Canada
- Stolport/Transcapital Air
- Island Air Flight School & Charters
- Fly GTA Airlines
- Canadian Owners and Pilots Association
- Toronto Heli Tours
- Private Air
- Cameron Air
- Float Plane Operations

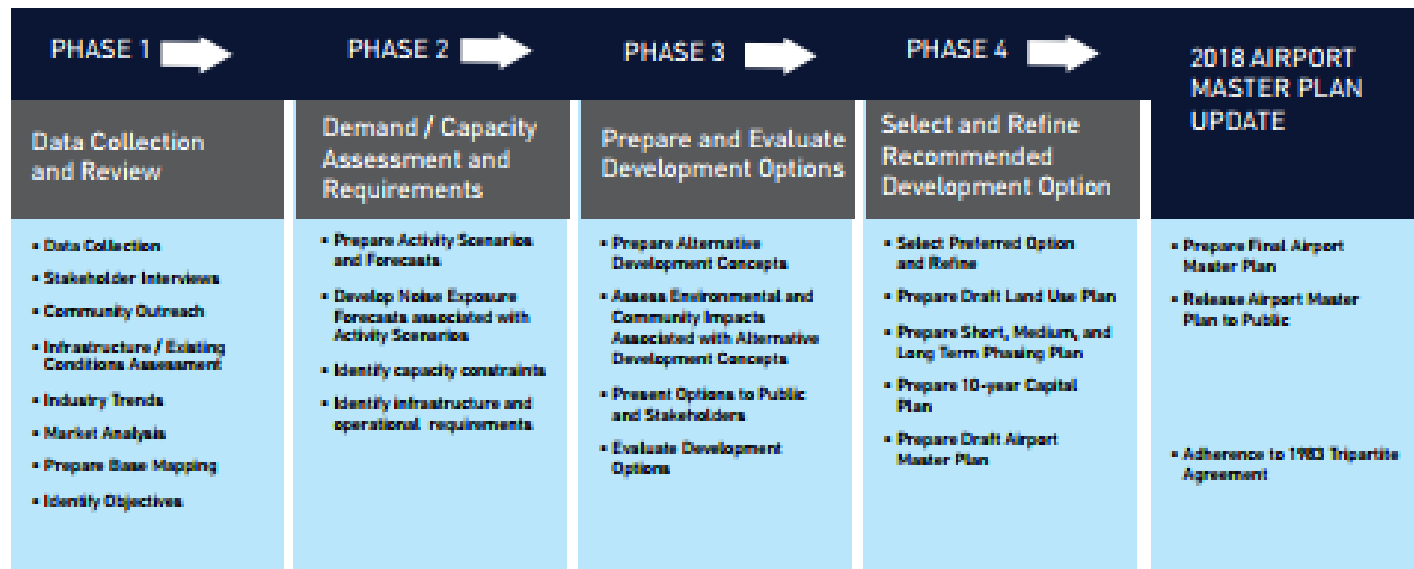
Master Planning Process

STAKEHOLDER / COMMUNITY ENGAGEMENT



LAUNCH
WEBSITE

WEBSITE UPDATES



DEVELOPMENT
OPTIONS

DRAFT MASTER
PLAN

FINAL MASTER
PLAN





What will be shared at Public Meeting #2

- Provide an overview of work completed to date including consultations;
- WSP to host a session that will identify areas of opportunities & constraints, and initial development concepts for the north and south field;
- WSP to host a session on runway end safety area (RESA) constraints, including the preferred option which will comply with proposed Transport Canada regulatory changes; and
- City of Toronto departments to host a session on City Planning Initiatives.



Next Steps

- The Facilitation Report for Public Meeting #1 which was prepared by LURA has been posted to the project website at <http://www.billybishopairportmasterplan2018.com/>
- A notice for Public Meeting #2 and FAQ's will be posted to the project website this week. Public Meeting #2 will be at the Westin Harbour Castle
 - Open House from 4:00 - 5:00 pm
 - Overview Presentation 5:30 - 5:45 pm
 - Three topic rooms sessions for the public to attend starting at 6:00, 7:00 and 8:00
- We will continue to consult and engage on the master plan till the end of the year, when Public Meeting #3 will present a draft master plan report.

Thank You

**BILLY
BISHOP**
TORONTO CITY AIRPORT

MASTER PLAN
2018

BillyBishopAirportMasterPlan2018.com





Appendix 3:
Airfield Rehabilitation Program Presentation

May 30, 2018

Billy Bishop Toronto City Airport

Airfield Rehabilitation Program Update
Community Liaison Committee



Agenda

- Project Status
- Project Team
- Overall Project Scope
- Completed Work - 2016
- Completed Work - 2017
- Upcoming Works - 2018
- Project Construction Phasing and Schedule
- Major Constraints / Considerations

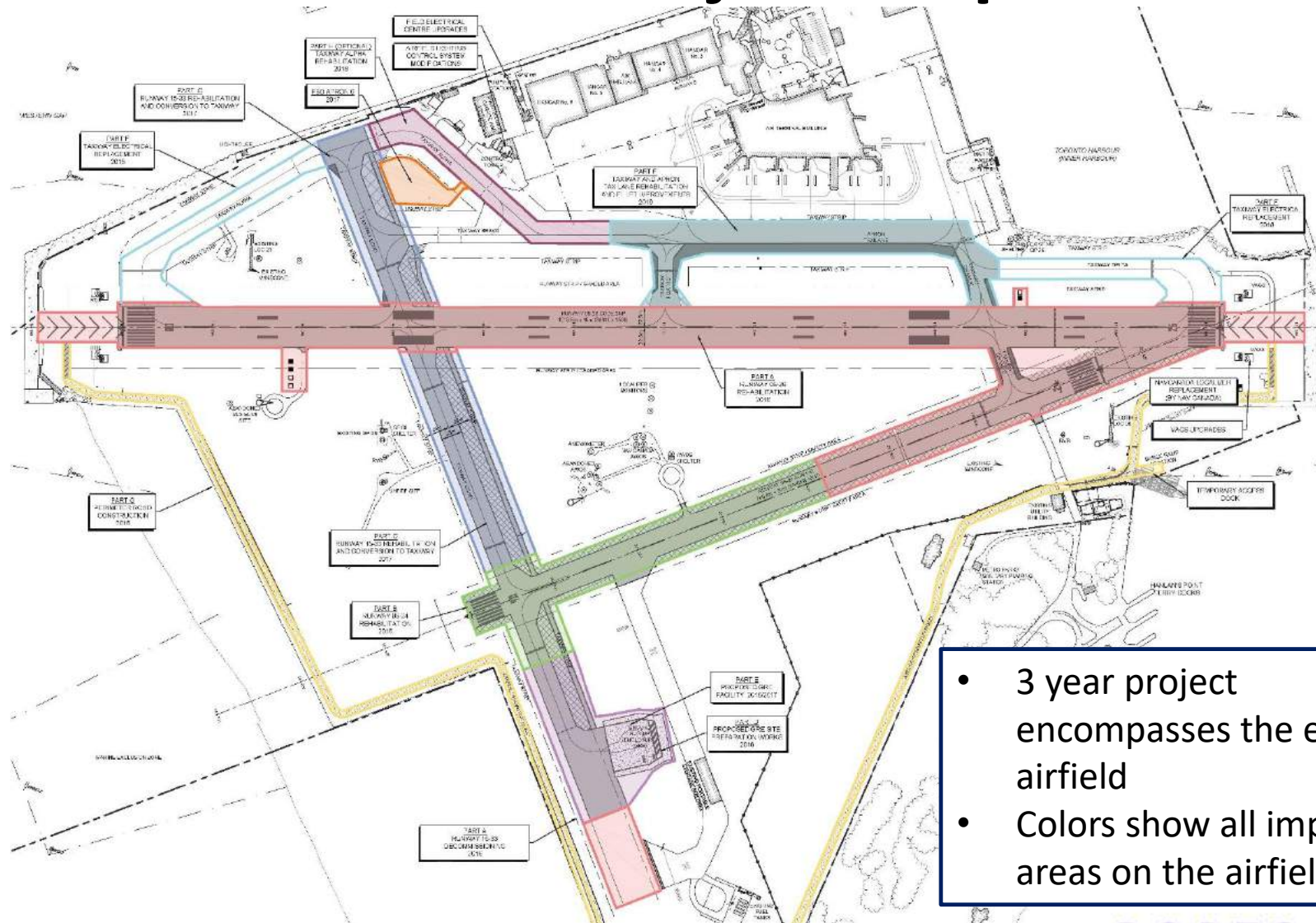
Project Status

- This 3 year Airfield Rehabilitation Program impacts the majority of airfield surfaces and electrical infrastructure and has commenced in May 2016.
- Substantial completion for the first year was issued on October 24, 2016, within the anticipated timeframe and allocated budget.
- Substantial completion for the second year was issued on July 15, 2017, ahead of the anticipated timeframe and within the allocated budget.
- Third year has commenced on May 28, 2018 and Substantial completion is anticipated by mid-November 2018 in accordance with the baseline schedule.
- However, PortsToronto is working with the consultant and contractor to potentially expedite completion date to September 2018

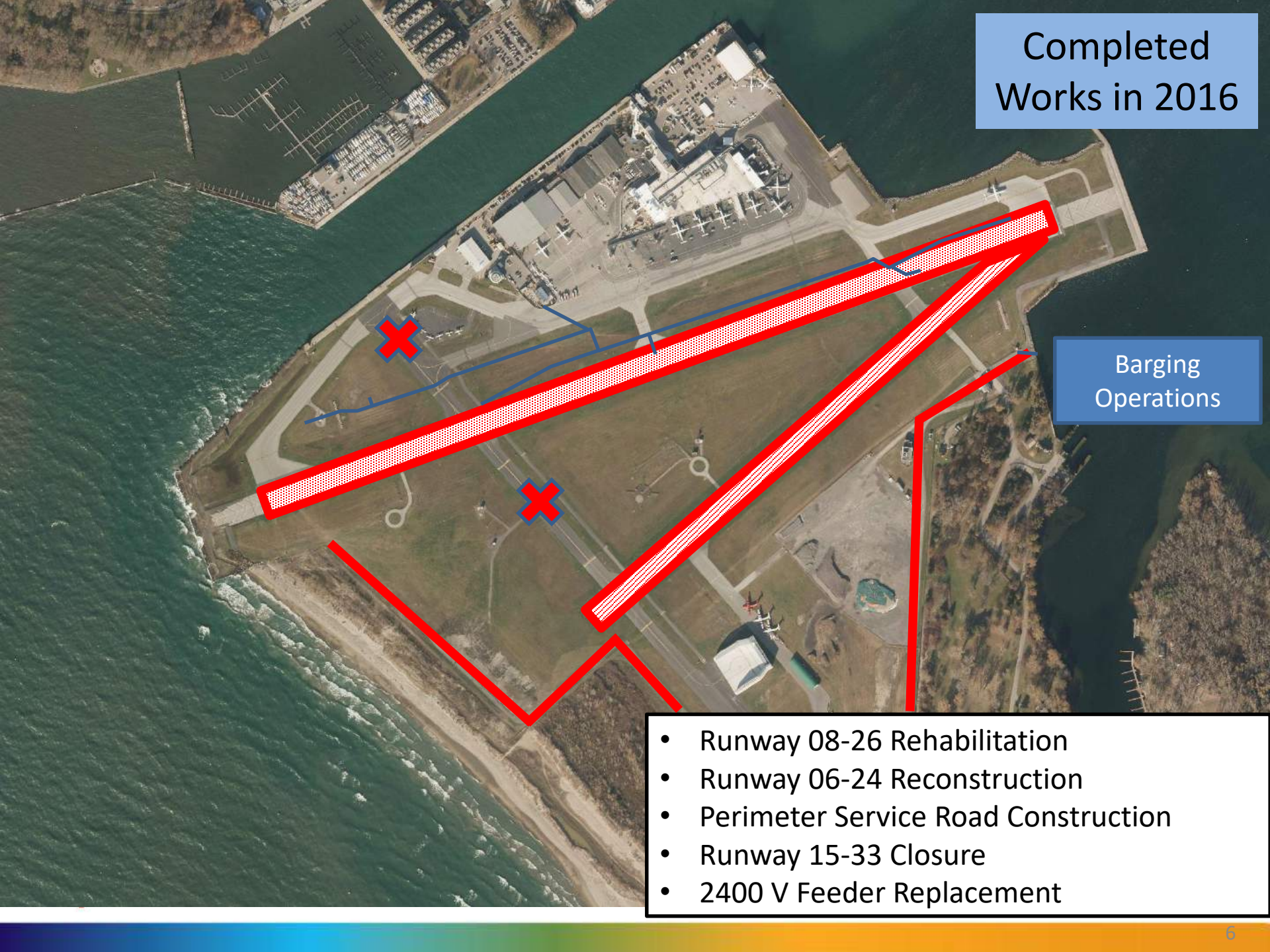
Project Team

- PortsToronto
 - Project Owner
- WSP Canada Inc.
 - Providing planning, design, non-resident and full time on-site resident construction inspection services for the project.
- Construction Contractor
 - Pave-It Ltd. – General Contractor for the project
 - TriStar Electric – Electrical subcontractor

Overall Project Scope



- 3 year project encompasses the entire airfield
- Colors show all impacted areas on the airfield



Completed
Works in 2016

Barging
Operations

- Runway 08-26 Rehabilitation
- Runway 06-24 Reconstruction
- Perimeter Service Road Construction
- Runway 15-33 Closure
- 2400 V Feeder Replacement

Completed Works in 2017

Barging
Operations

- Runway 08-26 Grooving
- New Taxiway E
- New service road parallel to Taxiway E
- Taxiway A edge lighting replacement
- New FBO Apron VI
- Marking / lighting of pavements for overflow parking
- Perimeter service road connections
- Ground Run-up Enclosure (GRE)

Upcoming Works in 2018

Barging
Operations

Portion of the road could not be completed in 2017 due to high water levels in this area so it will be completed instead in 2018 (starting May 28th)

- 11.5m Apron widening
- Apron reconstruction
- Taxiways C, F rehabilitation and fillet improvements
- Taxiway D edge lighting replacement
- Remaining portion of West Service Road
- Apron VI Drainage Works

Optional Works 2018

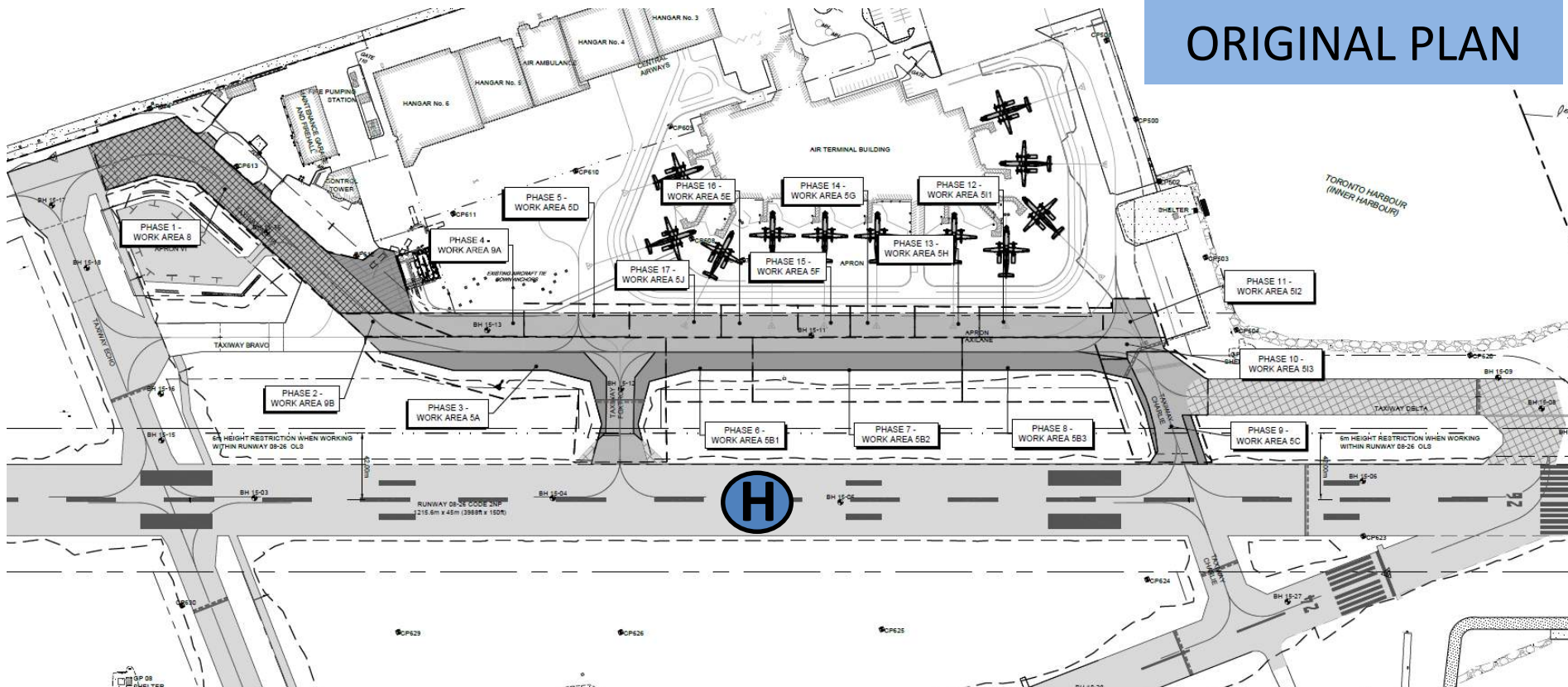


- Taxiway A Rehabilitation
- Extend Apron widening up to Taxiway Bravo
- Optional work will be executed

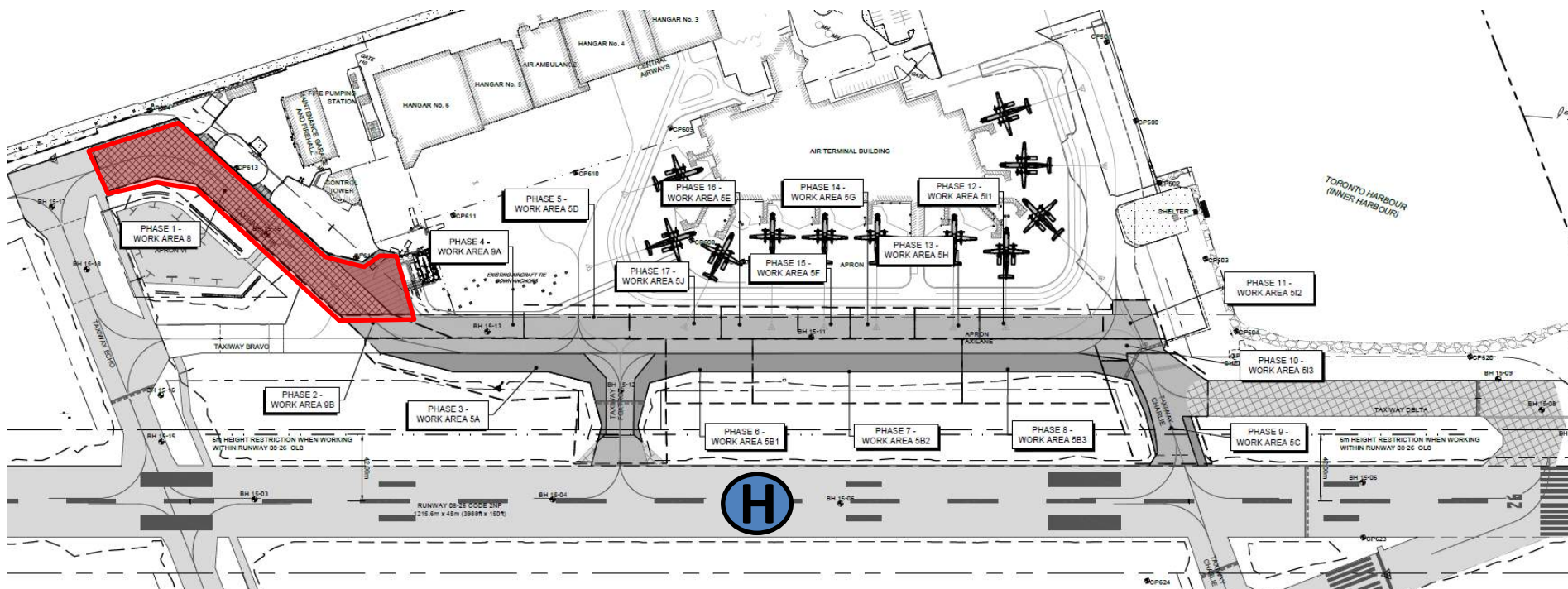
Project Construction Phasing and Schedule

- The following slides present each individual Phase of the project including:
 - Overall phase duration
 - Any operational impacts / restrictions
- PortsToronto is in the process of working with stakeholders, consultant and the construction contractor to evaluate construction methodology to potentially shorten the overall construction duration

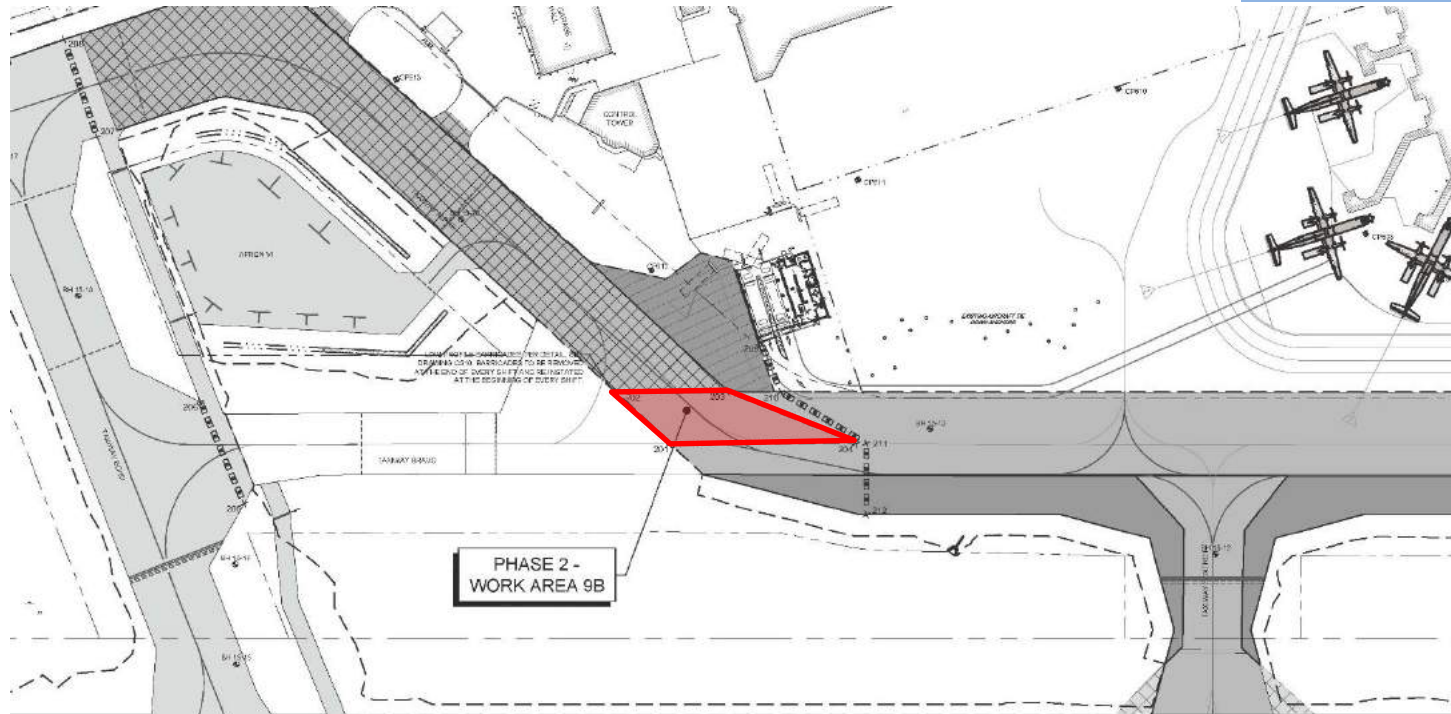
OVERALL 2018 PHASING – ORIGINAL PLAN



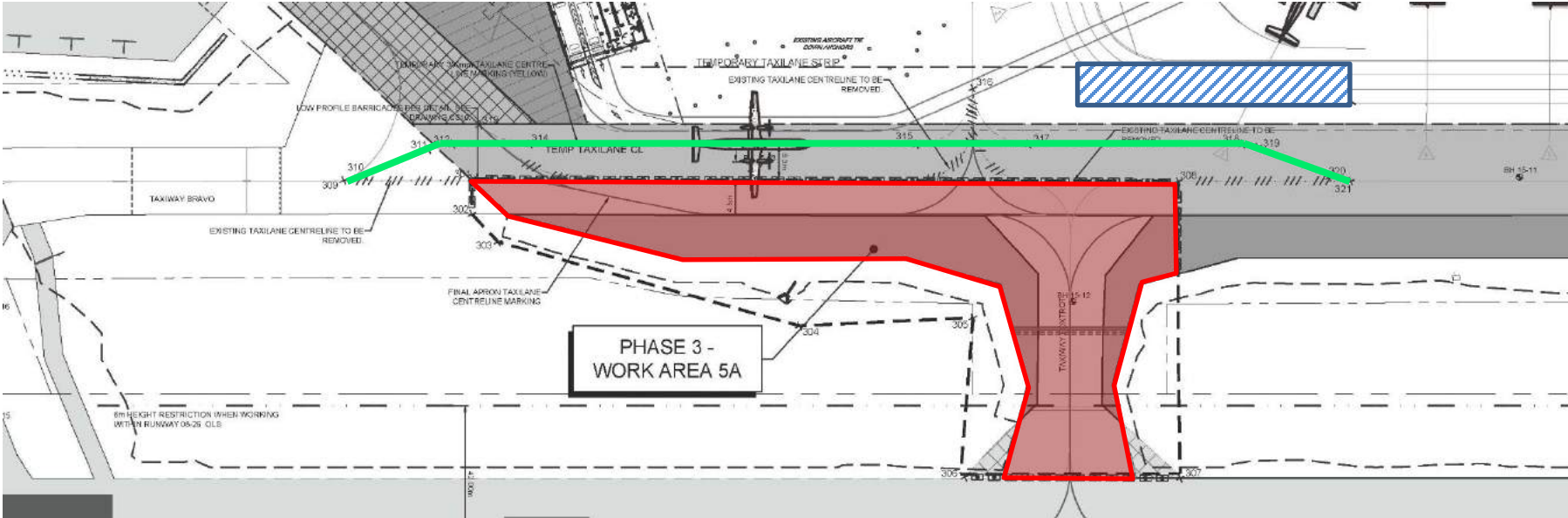
- Total duration - 161 calendar days
- May 28 – November 5, 2018 (approx.)
- Phases 1-11 do not impact gates and would be completed by mid-September
- Phases 12-17 close 1 gate at a time starting mid-September through the completion of the project
- Project phases have to be continuous due to barging cost implications





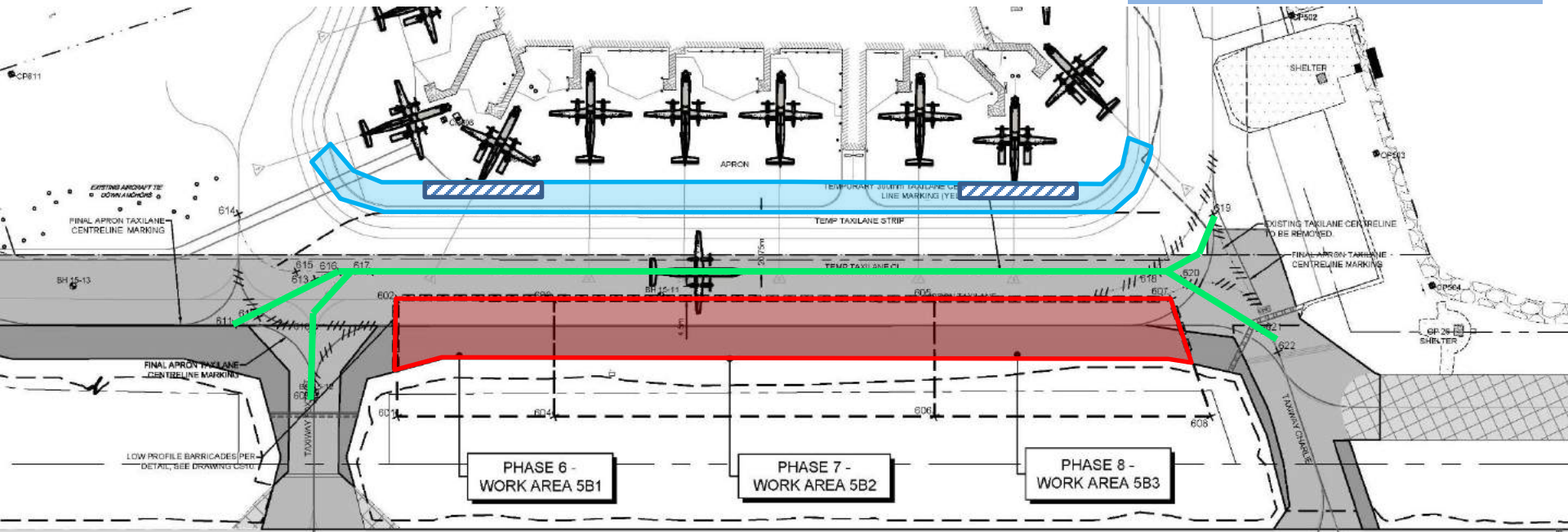
- Mill and Pave Taxiway Alpha
- 5 calendar days
- Taxiway A Closed for duration
- Use Taxiway B to Taxiway E for access
- Access to Apron VI to be maintained (tow only) on granular surface
- Access to ARFF / Maintenance facility to be maintained on granular surface with temporary ramps.
- Night access to Ornge via Taxiway Foxtrot



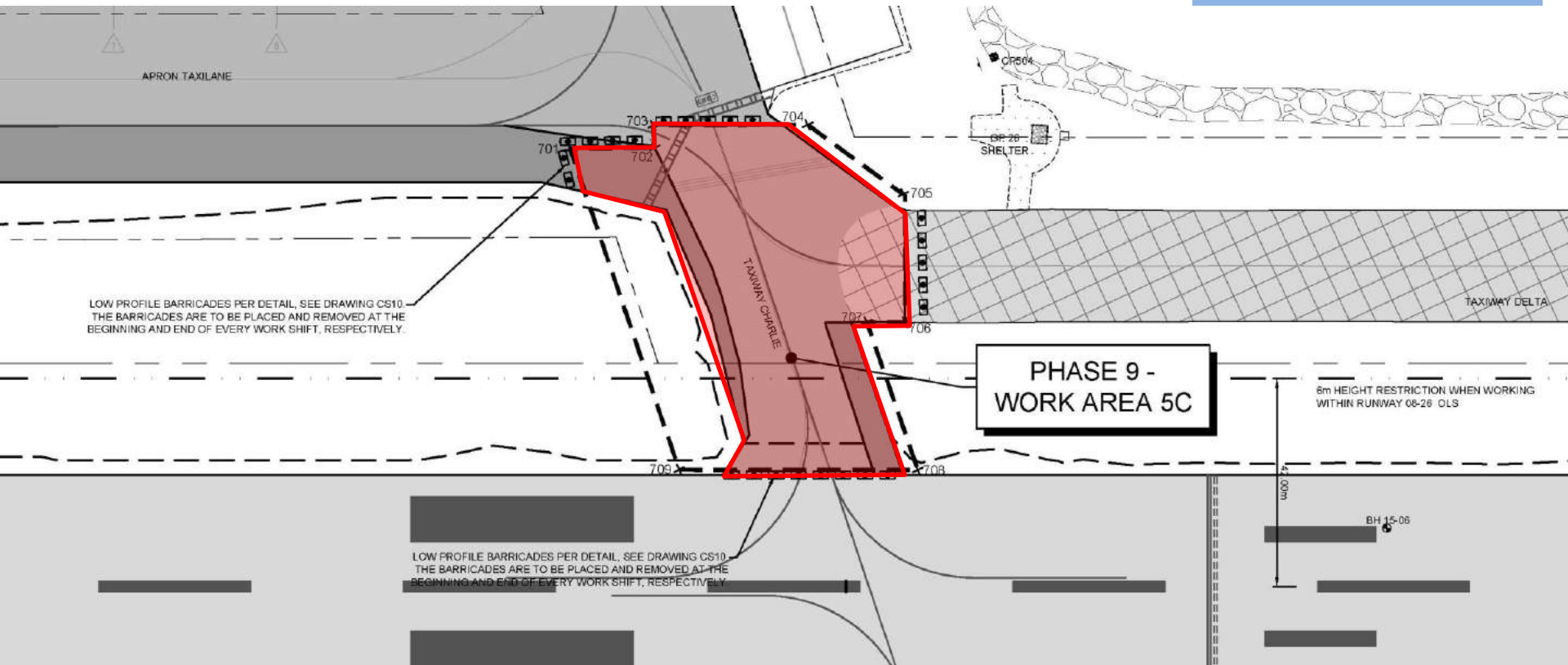
- Full Depth Reconstruction Taxiway Alpha / Bravo / Apron Intersection
- 55 Hour Weekend Closure (2300 Friday to 0600 Monday)
- Taxiway A & B East of Echo unavailable for taxi for the duration
- Existing Centreline to remain for Taxi A, B and Apron
- Apron VI Access via ATC Instructions (AVOP D will be required)
- Access to ARFF / Maintenance to be maintained around the work area
- Access to Ornge via Taxiway Foxtrot



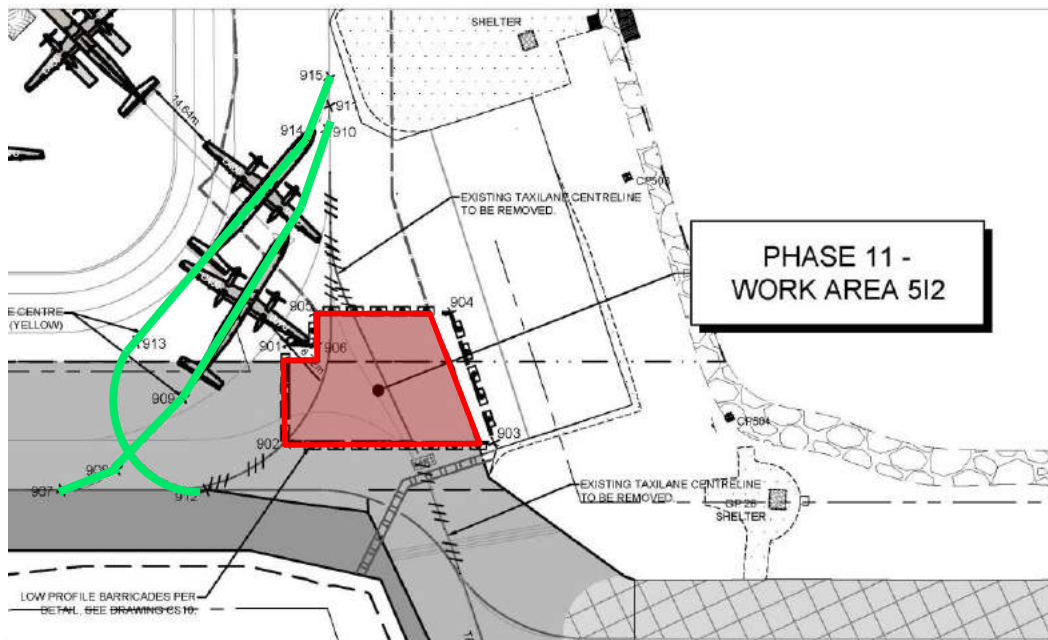
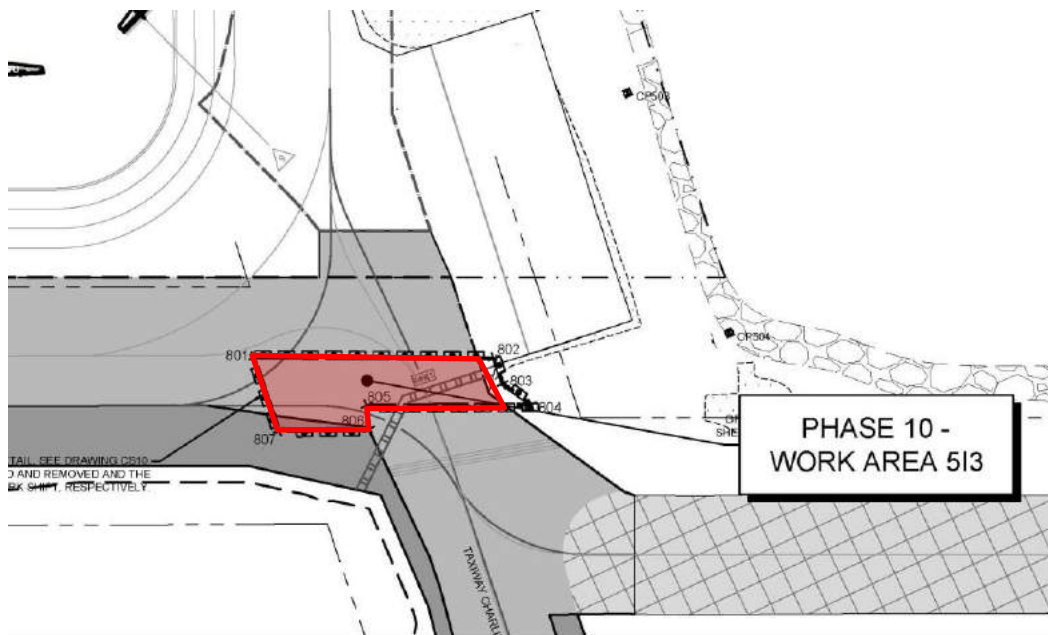
- Full Depth Reconstruction Apron Taxilane
- Mill & Pave Taxiway Foxtrot
- Apron Expansion Taxiway Foxtrot to Taxiway Bravo (11.5m)
- New Shoulders / Fillets on Taxiway Foxtrot
- 15 calendar days
- Taxiway F and portion of Apron Closed for the Duration
- Restrictions on Apron Tie-Downs for the Duration
- Proposed Temporary Centreline 
- Night access to Ornge via Taxiway Charlie
 - Workers & Equipment pullback to allow helicopter taxiing (escort required)
- Impact on vehicle corridor at Gate 3 – Flagging Ops required in both directions 



- Full Depth Reconstruction Apron Taxilane
- Apron Expansion (11.5m)
- 20 calendar days
- Temporary Centreline Marking ———
- Temporary Vehicle Corridor – shifted north
- Adequate wingtip clearance to temporary vehicle corridor
- No restrictions to type of equipment on service road
- Single lane vehicle corridor at Gates 3 and 8
- Access through single lane corridor to be controlled by flagging
- Night access to Ornge via Taxiway Foxtrot

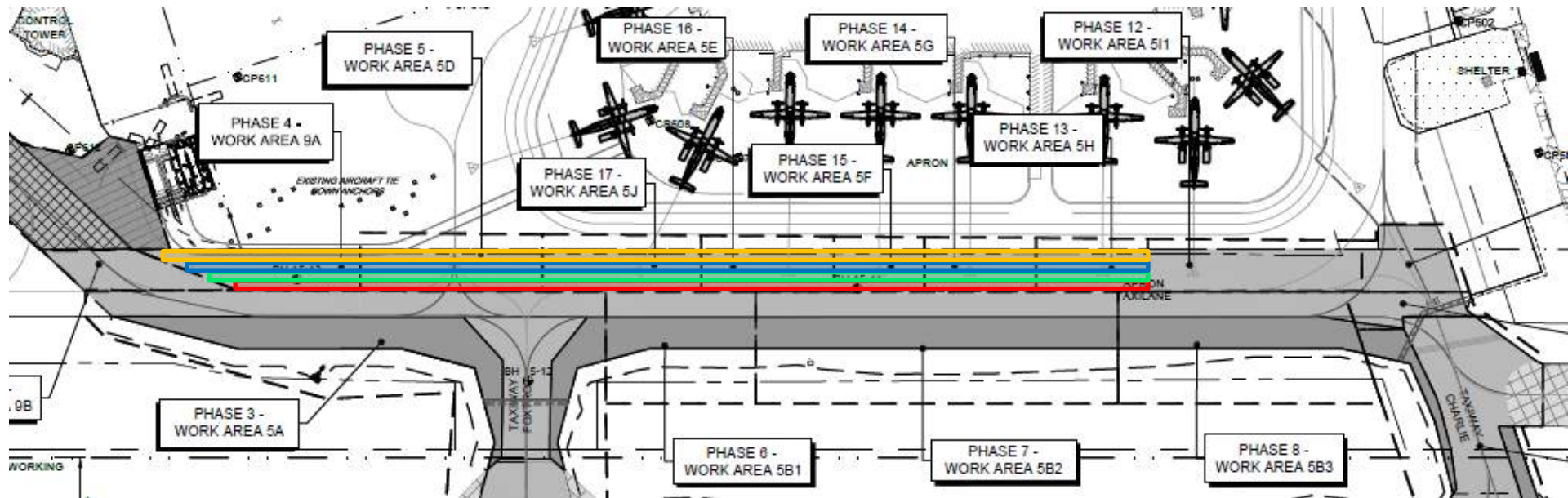


- Mill and Pave Taxiway Charlie
- New Shoulders / Fillets Taxiway Charlie
- 10 calendar days
- Taxiway Charlie Closed Nightly (reopen at 0600 Daily)
- Night access to Ornge via Taxiway Foxtrot
- Taxi over milled pavement surface during daytime

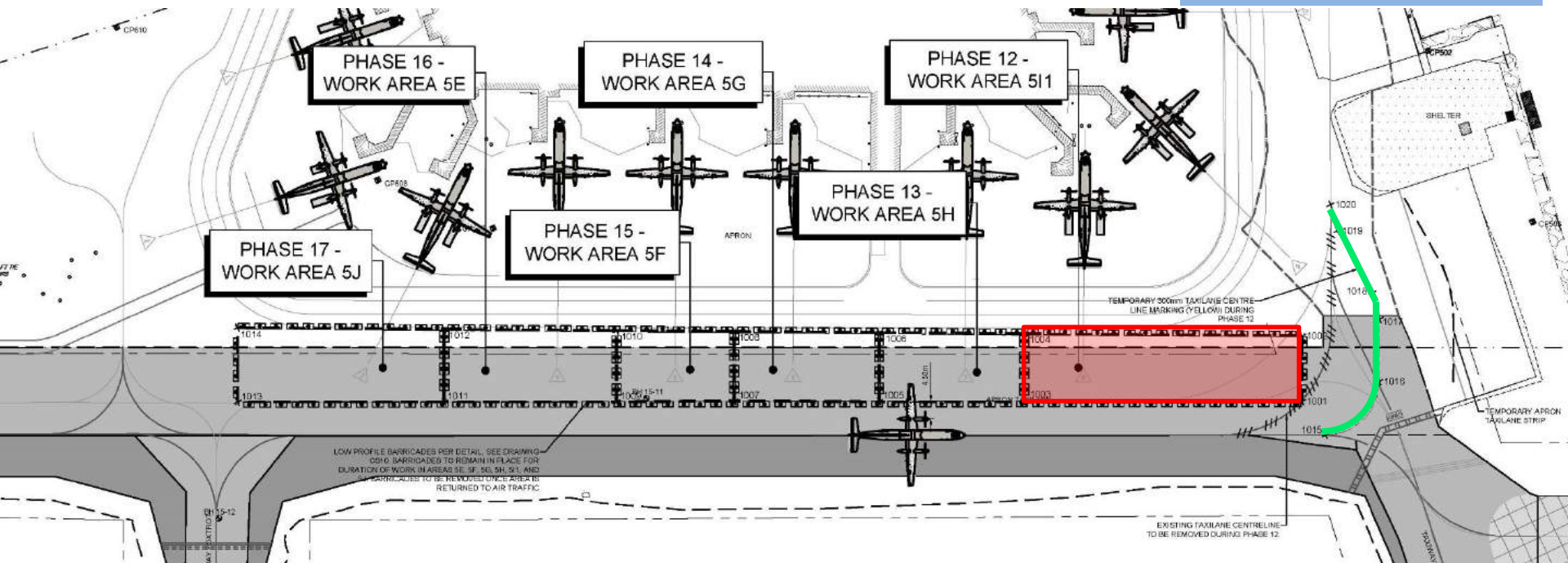


- Full Depth Reconstruction Apron Taxilane
- 5 calendar days each phase (10 days total for both)
 - Option to combine phases and complete during continuous three-day closure
- Temporary Centrelines —
- Restrictions on vehicle corridor at Gate 9
- Temporary closure of GA Run-up
- Night access to Ornge via Taxiway Foxtrot

Phase 4-5, 13-17

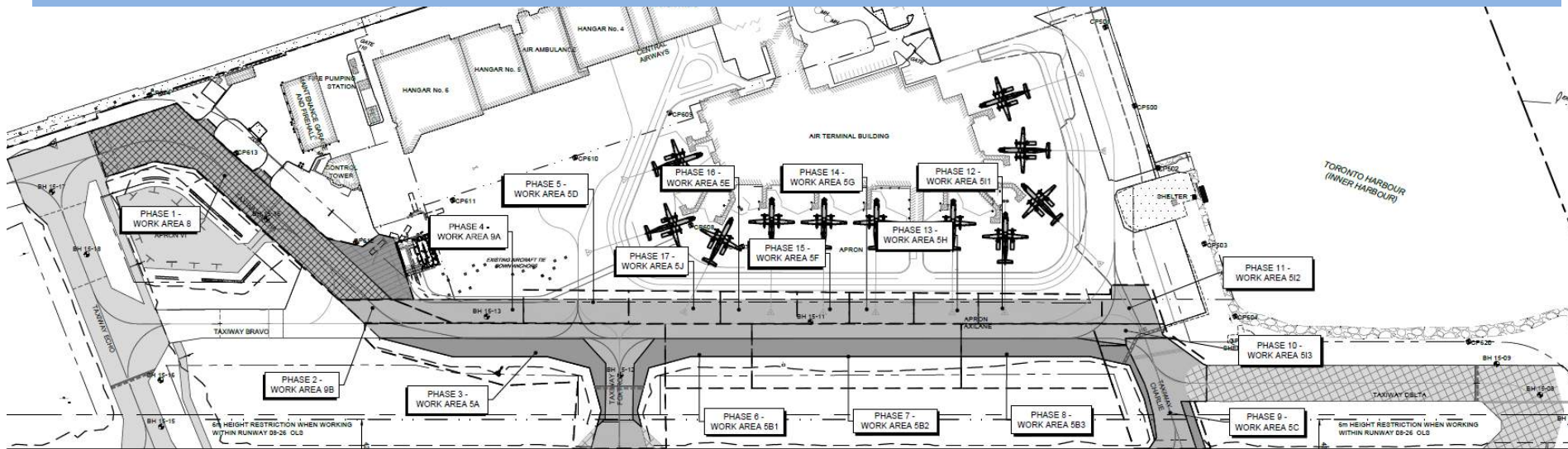


- Full Depth Reconstruction Apron Taxilane
- Full Apron length, 1 paver lane width at a time
- Estimated duration 20 calendar days
- No daytime Closures
 - All areas to be reopened daily with steel plates flush with surrounding asphalt surfaces
 - Plate texturing to match asphalt friction for plates (where crossing is required)
 - Temporary painting of line markings across steel plates (where required)
- Night access to Ornge to be maintained (either through Phase 4 or 5)



- Full Depth Reconstruction Apron Taxilane
- 10 calendar days (Concurrent with Nieuport Planned Gates 8&9 Closure)
- Proposed Temporary Centreline
- Restriction on GA Run-up Area
- Night access to Ornge via Taxiway Foxtrot

SUMMARY OF BENEFITS DUE TO PROPOSED CONSTRUCTION METHODOLOGY REVISION



- **Original Duration:** 161 days (May 28 – Nov 5)
- **Revised Duration:** 119 days (May 28 – September 19) = 42 days earlier completion
- **Original Closures:** Gates 3-7 closed for 5-10 days each one gate at a time
- **Revised Closures:** No gate closures required for the project except for Phase 12 (Gates 8&9)
- **Original Impacts due to Nieuport Work:** Conflict starting mid-September due to Nieuport closing Gates 8&9 and Airfield Rehab project needing to also close one gate at a time
- **Revised Impacts due to Nieuport Work:** Impacts eliminated – project can be completed without having to close an extra gate. Phase 12 closure coinciding with Nieuport's closure of Gates 8&9 so no additional impact

Major Project Milestones

Milestone	Date
Award of Construction Contract	May 13, 2016
Contractor Mobilization Start	May 19, 2016
Start of Major Construction Activities	June 2016
Runway 08-26 Substantial Completion	October 24, 2016
Runway 06-24 Substantial Completion	October 24, 2016
GRE Opening	April 19, 2017
Runway 08-26 Grooving Completion	April 13, 2017
New FBO Apron 6	May 22, 2017
New Taxiway Echo	July 15, 2017
Apron Widening/Rehabilitation	May 28 – November 5, 2018 (baseline)
Construction Completion (approx.)	Mid-November 2018 (evaluating earlier completion options)

Major Constraints / Considerations

- Measures to minimize the impact of construction noise and lighting on local residents will be implemented the same way as in 2016 & 2017 program.
- Continued use of barge dock/deliveries for equipment /material to reduce construction traffic through the neighborhood and minimize impacts to airport ferry capacity/operating hours constraints.
- Other major concurrent construction projects include:
 - Nieuport's Terminal Work (expected completion in later 2018 / early 2019)
 - NAV CANADA communication cables replacement to NAVAIDS sites (tentative)
- Coordination between projects is continuously undertaken to minimize conflicts and reduce impacts on airport operations as well as impacts on community due to construction operations.



- Project-specific website has been operational since May 2016
- Website contains regular project status / construction activities updates
- Intended for updating the public about the project based on best practices
- Visit www.BillyBishopAirfieldProject.com





Questions/Comments

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