



BRANTFORD AIRPORT BOARD MINUTES

October 16, 2023

3:00 p.m.

Flight Centre, Brantford Municipal Airport
110 Aviation Avenue, Brantford

Mark Littell was in the chair.

1. ROLL CALL

Present: Mayor Bailey, Jeff Kowal, Mark Littell, Councilor Martin, Tania Caza, Ron Johnson

Regrets: Mayor Davis, Jared Houliston, Aaron Penrice

2. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflicts of interest noted.

3. PRESENTATIONS / DELEGATIONS

There were no presentations or delegations.

4. ITEMS FOR CONSIDERATION

There were no items of consideration.

5. CONSENT ITEMS

Moved By: Jeff Kowal

Seconded By: Councillor Martin

5.1 October 2023 Real Estate and Facilities Report [Financial Impact: None], 2023-553

THAT Report 2023-553 titled, "October 2023 Real Estate and Facilities Report" BE RECEIVED.

5.1.1 Real Estate Update

Ray Petro, Manager of Real Estate, provided a real estate update to the Board and responded to questions.

Airport governance recommendations report will be coming forward Q1 - 2024. There are approximately 38 on the waitlist for T hangars.

Nonso Azike, Project Manager - Real Estate Development provided an update on the Development Opportunities and responded to questions.

5.1.2 Facilities Update

Kimberly Wyskiel, Manager of Facilities provided a facilities update to the Board and responded to questions.

RFP will be closing on November 7, 2023.

5.1.3 Airport Management Update

Shawn Broughton, General Manager, Brantford Flying Club provided an airport management update to the Board and responded to questions.

Staff are working on preparing a response regarding the helicopter traffic and will be seeking legal advice on how to proceed. Staff would like to consider a small subcommittee to help prepare a plan.

CARRIED.

5.2 MINUTES

5.2.1 Brantford Airport Board - September 11, 2023

Moved By: Jeff Kowal

Seconded By: Ron Johnson

THAT the Brantford Airport Board minutes from September 11, 2023 BE APPROVED.

CARRIED.

6. NOTICES OF MOTION

There were no notices of motion.

Chair Littell and Councillor Martin requested an update on the Notice of Motion that was passed at the April 17, 2023 meeting, as well as an update on the legal opinion requested regarding the helicopter complaints. Staff will provide an update at the next meeting.

7. ADJOURNMENT

3:16pm.

Mark Littell, Chair

Kristen Demeulemeester, Committee
Coordinator