Minutes of the FIRST meeting of the Airport Advisory Committee for 2012 held in the Wing Commander Lloyd V. Chadburn Departure Lounge, Oshawa Municipal Airport on Wednesday, January 11, 2012 at 6:30 p.m.

Present: Warren Hurren, Member  
Lanny Joseph, Member  
Cheryl Marek, Member  
Sylvia Rhodes, Member  
Manny Rosario, Member (entered at 6:32 p.m.)  
Tim Slocombe, Member

Also Present:  
Councillor Wood  
L. Davis, Advisory Committee Co-ordinator  
M. Pringle, Committee Co-ordinator  
S. Elston, Senior Environmental Co-ordinator  
C. Symons-Milroy, Director, Economic Development Services  
S. Wilcox, Airport Manager

Absent:

The Advisory Committee Co-ordinator chaired this portion of the meeting.

AIR-12-03 Advisory Committees of Council Policy and Procedure Training

The Advisory Committee Co-ordinator provided an overview and training of the Advisory Committees of Council Policy and Procedure including the roles of staff and members as well as procedures for meetings, motions, attendance management, agendas, budgets, media relations and reporting requirements.

Manny Rosario entered the meeting during the presentation.

The Committee questioned the Advisory Committee Co-ordinator.

AIR-12-04 Elections of Chair and Vice Chair

The Advisory Committee Co-ordinator opened the floor to nominations for the role of Chair of the Airport Advisory Committee.

Moved by Tim Slocombe,  
“That Warren Hurren be appointed as Chair of the Airport Advisory Committee for a one year term commencing January 2012.” CARRIED BY LATER VOTE

Warren Hurren accepted the nomination.

No further nominations were received.
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The vote to appoint Warren Hurren as Chair of the Airport Advisory Committee CARRIED.

The Advisory Committee Co-ordinator opened the floor to nominations for the role of Vice Chair of the Airport Advisory Committee.

Moved by Warren Hurren,
“That Cheryl Marek be appointed as Vice Chair of the Airport Advisory Committee for a one-year term commencing January 2012.” CARRIED BY LATER VOTE

Cheryl Marek accepted the nomination.

No further nominations were received.

The vote to appoint Cheryl Marek as Vice Chair of the Airport Advisory Committee CARRIED.

Warren Hurren assumed the chair.

AIR-12-05 Draft Oshawa Strategic Plan: From Vision to Reality, An Action Plan for a Sustainable Oshawa

The Senior Environmental Co-ordinator provided a presentation regarding the draft Oshawa Strategic Plan document titled ‘From Vision to Reality, An Action Plan for a Sustainable Oshawa’. The delegate discussed the role of the plan, the key success factors, and the goals, objectives and strategies under each pillar of the plan and advised that feedback on the plan is being sought from the public, staff as well as stakeholders including all advisory committees.

The Committee questioned the delegate.

The Committee agreed to formalize a response to the draft plan at the February meeting. The Vice Chair agreed to gather comments from members to compile for presentation at the February meeting.

Approval of Previous Minutes

Moved by Sylvia Rhodes,
“That the minutes of the November 9, 2011 Airport Advisory Committee meeting be adopted.” CARRIED

AIR-12-02 Safety Management System Update

The Committee reviewed Report AIR-12-02 ‘Safety Management System Update’ dated January 5, 2012.

The Committee questioned the Airport Manager.
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Moved by Tim Slocombe,
"That Report AIR-12-02 ‘Safety Management System Update’ dated January 5, 2012 be received for information." CARRIED

AIR-12-06 Airport Open House Working Group

The Committee discussed the formation of the Airport Open House Working Group.

Moved by Cheryl Marek,
“1. That the Airport Advisory Committee strike an Open House Working Group to plan for and lead the execution of the 2012 Oshawa Municipal Airport Open House; and,

2. That four members be appointed to the Open House Working Group, all of which must be members of the Airport Advisory Committee; and,

3. That Manny Rosario, Lanny Joseph, Sylvia Rhodes and Warren Hurren be appointed to the Open House Working Group; and,

4. That Manny Rosario be appointed as Chair of the Working Group.” CARRIED

AIR-12-07 Public Deputations

The Committee discussed waiving the rules to permit members of the public to address the Committee.

Moved by Tim Slocombe,
“That the Airport Advisory Committee hear delegations from any member of the public gallery.” CARRIED

Various members of the public expressed interest in hearing the Airport Advisory Committee feedback to the draft Oshawa Strategic Plan particularly related to the proposed runway expansion as noted in the draft plan.

AIR-12-08 Other Business

Correspondence Process

The Committee questioned the Advisory Committee Co-ordinator seeking clarification of the process for placing correspondence on an advisory committee agenda and how members of the public can write to the Committee.

Moved by Cheryl Marek;
“That the meeting adjourn.” CARRIED

The meeting adjourned at 8:08 p.m.