

**MINUTES OF THE TOWNSHIP OF NORTH HURON**  
**SPECIAL COUNCIL MEETING**



**Date:** Thursday, June 23, 2016  
**Time:** 7:01 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

**MEMBERS PRESENT:** Reeve Neil Vincent  
Deputy Reeve James Campbell  
Councillor Ray Hallahan  
Councillor Yolanda Ritsema-Teeninga  
Councillor Trevor Seip  
Councillor Brock Vodden  
Councillor Bill Knott

**STAFF PRESENT:** Sharon Chambers, CAO  
Pat Newson, Director of Recreation and Facilities  
Richard Al, Manager of Employee and Business Services  
Rod Hickey, Airport Attendant

**OTHERS PRESENT:** Don Thompson, Henry van Heesch, Blair Howkins, John Smuck, Paul Gowing

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**1. CALL TO ORDER**

Reeve Vincent called the meeting to order at 7:01 pm.

**2. CONFIRMATION OF AGENDA**

**M368/16**

**MOVED BY:** B. Vodden

**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron; accept the Agenda for the June 23, 2016 Special Council Meeting; as printed.*

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST**

None noted.

#### **4. PUBLIC MEETING/HEARINGS AND DELEGATIONS**

##### **4.1 Richard W. LeVan Airport Special Meeting**

###### **4.1.1 INVITED**

###### **AIRPORT COMMITTEE**

Chris Vankoughnett, Don Thompson, Bart Cameron, Henry van Heesch, Rob Hutchison, Blair Howkins, John Smuck (Morris-Tunberry Councilor)

###### **NORTH HURON COUNCIL**

James Campbell, Yolanda Ritsema-Teeninga, Brock Vodden, Neil Vincent, Trevor Seip, Bill Knott, Ray Hallahan

###### **NORTH HURON STAFF**

Sharon Chambers, Pat Newson, Richard Al, Rod Hickey

###### **OTHER**

Paul Gowing – Huron County Warden, Natasha Fritzley – Huron County Economic Development

###### **4.1.2 BACKGROUND**

At the North Huron Council Meeting held May 16, 2016 the following motion was passed:

*THAT the Council of the Township of North Huron hereby continue operation of the Richard W. LeVan Airport as outlined by Option A of the Airport Feasibility Study with an emphasis on development and working with airport users to ensure future growth and viability of the airport.*

*AND FURTHER THAT a meeting be held with representatives from North Huron and Morris-Turnberry Councils and Airport Committee users.*

This meeting has been coordinated by the Recreation and Facilities Department as an action from the motion carried by Council. Copies of the Richard W. LeVan Airport Feasibility Study are available from the department, however for information purposes the OPTION A described in the above motion has been copied here as part of the agenda:

###### **OPTION A: Continue to operate the Richard W. LeVan Airport with no significant operational changes.**

Recommended action steps associated with this option:

- Work with Huron County Economic Development Committee to recognize the asset as a regional benefit and

seek sustainable and predictable ongoing regional financial support from Huron County.

- Communicate with the Town of Goderich to identify any opportunities for “shared services” with respect to municipal airport operations.
- Encourage the growth of hangar development that can be accommodated with the current taxi and apron configuration, and services available. Further hangar development would require third party investment in the airport infrastructure to cover the capital and operating expense for that growth. Admit that significant growth at the airport is not something that can be supported with the current operating structure, and would need to be supported by regional investment.
- Retain an independent forester who is a member of the Ontario Professional Foresters Association and an Ontario Certified Tree Marker to develop a long term management plan and to mark the woodland for an improvement and salvage harvest sometime in the next year.

#### 4.1.3 AGENDA ITEMS

##### 4.1.3.1 Huron County Economic Development Committee

CAO Sharon Chambers presented a report on behalf of Natasha Fritzley, Huron County Economic Development department.

- The County of Huron Economic Development Work Plan has committed the County to work with municipalities to conduct an asset analysis and feasibility study on Huron County’s municipally owned airports.
- Prior to executing this, the County needs to hire an Economic Development Officer to assist with facilitation of the study. The County is currently in the first phase of interviewing Economic Development Officer candidates and will be commencing a second round of interviews over the next three weeks.
- Upon the hiring of an Economic Development Officer, the County anticipates working to ensure all municipalities are introduced to the successful candidate. At that point, the County will look for feedback on when and how to engage the appropriate stakeholders in the asset analysis and feasibility study related to Huron County’s municipally owned airports.

Discussion took place regarding the timing of the Huron County Economic Development Officer hire and subsequent review of municipally owned airports.

#### 4.1.3.2 Shared Services - Town of Goderich

Discussion took place regarding opportunities for Huron County airports to share services. There are opportunities to share the level of knowledge and expertise required to operate an airport.

#### 4.1.3.3 Hangar Development

##### 4.1.3.3.1 New Hangars

Pat Newson, Director of Recreation and Facilities reported that there are two parties interested in building new hangars and a new landing pad with construction potentially beginning in September 2016. Apex Helicopters is also planning to add a septic system to include a bathroom for their employees.

There was discussion surrounding permission for pole construction hangars. It was noted that pole construction can increase the cost to build or remove hangars (if required) and North Huron staff recommended they not be permitted.

##### 4.1.3.3.2 Huron Geomatics Mapping

Prior to construction of new hangars the maximum height of the structures must be determined. Huron Geomatics has previously mapped out various aspects of the airport and been contracted to perform additional mapping to determine the maximum height.

The mapping is expected to be completed in the next few weeks.

##### 4.1.3.3.3 General Mapping of Hangar Locations available

Discussion took place regarding potential locations for new hangars. The area between the taxiway and runway may be an area to investigate.

Currently there could be room for up to four additional hangars depending on size and configuration, to add more than four may require the creation of additional taxiways.

Discussion took place regarding the creation of a Master Plan to assist with planning for future growth.

Events at the Richard W. LeVan Airport and other area airports were discussed, expressing the need for open grass space to accommodate some special events at the airport.

4.1.3.3.4 Natural Environment – investment in salvage harvest (2017 budget?)

Pat Newson, Director of Recreation and Facilities reported that although the woodlot is not ready to harvest at this time, a salvage harvest may be an option to remove the less desirable ash trees. Discussion took place regarding the cost and timing of a possible salvage harvest.

4.1.3.4 Role and Status of the Airport Committee

It was noted that the airport committee is a Committee of Council and staff will be working to create a Terms of Reference for the committee.

Discussion took place surrounding ideas to grow the airport and it was noted that the committee should present ideas and provide policy recommendations to Council.

4.1.3.5 Other Business

Camping for the Wingham Jets event was discussed. It was noted that although underwing camping is permitted, trailer camping is not a permitted use as stipulated by the Morris-Turnberry Zoning By-Law.

**M369/16**

**MOVED BY:** B. Knott

**SECONDED BY:** T. Seip

*THAT the Council of the Township of North Huron hereby directs the Director of Recreation and Facilities and the CAO to prepare a report on the future status of the airport committee in accordance with the Township's committee appointment policy, including a draft terms of reference to outline the committee's mandate, composition, roles and responsibilities, and reporting mechanism to Township Council for consideration of the committee's recommendations.*

**CARRIED**

**M370/16**

**MOVED BY:** T. Seip

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT the Council of the Township of North Huron hereby directs the Director of Recreation and Facilities to prepare a staff report for consideration during 2017 budget deliberations regarding a salvage harvest of the Richard W. LeVan airport woodlot.*

**CARRIED**

**5. CONFIRMATORY BY-LAW**

- 5.1 By-law No. 64-2016, being a By-law of the Township of North Huron to confirm general previous actions of the Council of the Township of North Huron.

**M371/16**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Vodden

*THAT By-law 64-2016; being a by-law to confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first and second time.*

**CARRIED**

**M372/16**

**MOVED BY:** B. Vodden

**SECONDED BY:** R. Hallahan

*THAT By-law 64-2016; being a by-law to confirm general previous actions of the Council of the Township of North Huron; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.*

**CARRIED**

**6. ADJOURNMENT**

**M373/16**

**MOVED BY:** B. Knott

**SECONDED BY:** T. Seip

*THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 9:02 pm.*

**CARRIED**

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Neil Vincent, Reeve

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Sharon Chambers, Deputy Clerk