



# SAUGEEN MUNICIPAL AIRPORT

## THE SAUGEEN MUNICIPAL AIRPORT COMMISSION SPECIAL MEETING MINUTES

Wednesday, June 7, 2023, 7:00 p.m., Airport Boardroom

**Commissioners Present:** Dave Hocking, Chair  
Tom Hutchinson, Vice Chair  
Moe Hanif

**Absent:** Carl Kuhnke

**Others:** Filomena McDonald, Airport Manager  
Murray McDonald, Maintenance Manager  
Catherine McKay, Secretary

### 1. Call to Order

The Chair called the meeting to order at 7:02 p.m. and informed the Commission that he had, with regret, received the Airport Manager's resignation. He noted that it is important to move quickly to have a new Airport Manager in place.

### 2. Approval of the Agenda

**Motion** Moved by M. Hanif  
Hutchinson

Seconded by T.

That the agenda for June 7, 2023 be amended to add "Closed Session" and that the agenda be accepted as so amended.

**Carried**

### 3. Disclosure of Pecuniary Interest and Declaration of Conflict of Interest

None declared.

### 4. Consideration of Business for Which Notice Was Given

#### A. Request for Proposal Regarding SMA Web Site

The Commission reviewed the Airport Manager's report outlining the responses to the Request for Proposal.

**Motion** Moved by T. Hutchinson

Seconded by M. Hanif

That the Saugeen Municipal Airport Commission cancel the Request for Proposal Regarding its web site and direct the Chair to so inform the current provider of web services.

**Carried**

#### B. Small Claims Court Action

The Chair informed the Commission that a Small Claims Court Action had been brought against it. He outlined the requirements regarding filing a defence and the steps he had taken in response to the action.

### 5. Closed Session

**Motion** Moved by T. Hutchinson

Seconded by M. Hanif

That the Commission convene in closed session at 7:12 p.m. in accordance with Section 239(1) of the Municipal Act in order to address personal matters about an identifiable individual; advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and litigation or potential litigation, including matters before administrative tribunals.

**Carried**

The Secretary, the Airport Manager and the Maintenance Manager remained for the closed session.

The Saugeen Municipal Airport Commission reconvened in open session at 8:00 p.m. and the Chair confirmed that the Commission had gone in closed session in accordance with Section 239(1) of the Municipal Act and discussed personal matters about an identifiable individual, advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and litigation or potential litigation, including matters before administrative tribunals, and that no other matters were discussed.

**6. Direction Coming Out of In Camera**

**Motion** Moved by M. Hanif

Seconded by T. Hutchinson

That the Saugeen Municipal Airport Commission approve direction as provided in the closed session.

**Carried**

**7. Adjournment**

**Motion** Moved by T. Hutchinson

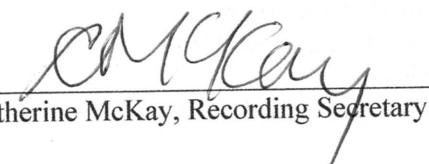
Seconded by M. Hanif

That the Commission adjourn at 8:02 p.m..

**Carried**

**Next Meetings:** Wednesday, June 21, 2023 at 1:00 p.m., Boardroom, P&H Centre, Hanover, ON.

  
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David Hocking, Chair

  
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Catherine McKay, Recording Secretary