Toronto Port Authority | Administration Portuaire de Toronto

TORONTO PORT AUTHORITY

AND

BILLY BISHOP TORONTO CITY AIRPORT

COMMUNITY LIAISON COMMITTEE
MEETING #9

MEETING MINUTES

Tuesday February 19, 2013
Harbourfront Community Centre
Toronto, Ontario

Minutes prepared by:

LURA
LISTEN · UNDERSTAND · RELATE · ADVANCE

Toronto Port Authority | Administration Portuaire de Toronto

These meeting minutes were prepared by Lura Consulting. Lura is providing neutral third-party consultation services for the Toronto Port Authority 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:

Gene Cabral
Airport Director - Billy Bishop Toronto City Airport
Toronto Port Authority
Phone: 416-203-6942 ext. 16
GCabral@torontoport.com

OR

Jim Faught
Facilitator
Lura Consulting
Phone: 416-536-2215
jfaught@lura.ca

LURA
LISTEN · UNDERSTAND · RELATE · ADVANCE

Summary of Action Items from Meeting #9

Action Item #	Action Item Task	Who is Responsible for Action Item
M#9-A1	Finalize TPA CLC Meeting #8 Minutes and post to TPA website.	Lura /TPA
M#9-A2	Create a Noise Subcommittee; Along with members of the CLC, seek additional representatives from the community that will be interested in joining the noise sub-committee.	Lura / TPA

Appendices

Appendix A1-1: Tunnel Construction Committee Update Presentation
Appendix A1-2: Canada Malting Site Development Construction Activity Update
Appendix A1-3: Noise Management Review: Year over Year Statistics Presentation
Appendix A1-4: BQNA Logged After Hours Complaints

List of Attendees

Name	Organization (if any)	Attendance
COMMITTEE MEMBERS		
Glenn Gustafson	Con. Pam McConnell's Office	Present
Hal Beck	York Quay Neighbourhood Association (YQNA)	Present (Part Time)
Jen Chan	Con. Adam Vaughan's Office	Sent regrets
Brad Cicero	Porter Airlines	Present
Heino Molls	Bathurst Quay Neighbourhood Association (BQNA)	Present
Carol Jolly	Waterfront Business Improvement Area (WBIA)	Sent regrets
Con. Adam Vaughan	City of Toronto, Ward 20	Sent regrets
Con. Pam McConnell	City of Toronto, Ward 28	Sent regrets
Warren Lampitt	Air Canada	Absent
Michelle Noble	Waterfront Toronto	Absent
David Whitaker	Tourism Toronto	Absent
Richard Joy	Toronto Board of Trade	Absent
GUEST SPEAKERS AND SUBJECT EXPERTS		
Chris Dunn	City of Toronto	Present
Gregory Kitscha	Forum Equity Partners	Present
TPA REPRESENTATIVES		
Gene Cabral – Chair	Toronto Port Authority	Present
Pat Fagnano	Toronto Port Authority	Sent regrets
Helen Oel	Toronto Port Authority	Sent regrets
Ken Lundy	Toronto Port Authority	Sent regrets
Antonella Tarantino	Toronto Port Authority	Sent regrets
Pamela McDonald	Toronto Port Authority	Present
Phillip Warren	Toronto Port Authority	Sent regrets
FACILITATION AND SECRETARIAT		
Jim Faught	Lura Consulting	Present
Nishanthan Balasubramaniam	Lura Consulting	Present
MEMBERS OF THE PUBLIC		
No members of the public were in attendance		

1. WELCOME AND INTRODUCTIONS

Gene Cabral, Airport Director, Billy Bishop Toronto City Airport (BBTCA), welcomed members of the Billy Bishop Airport Community Liaison Committee (BBTCA - CLC) to the ninth committee meeting. Mr. Cabral noted that draft meeting minutes from Meeting #8 were distributed via email to committee members for review, with a 4 week timeframe to provide comments, and were revised and finalized by Lura Consulting. Mr. Cabral noted this approach will be utilized for all future meetings. Mr. Cabral also explained that all efforts will be made to ensure meeting agendas and materials are provided to committee members electronically ahead of each meeting.

Mr. Cabral then briefly reviewed the agenda for the meeting.

2. REVIEW OF PREVIOUS MEETING MINUTES

Jim Faught, Committee Facilitator, Lura Consulting, reviewed the previous meeting minutes, including:

- Updated Meeting #8 Minutes;

Currently, minutes are posted to the TPA website under the tabs “airport”, then “our environment”, then “committee minutes”.
The YQNA representative indicated that he did not receive the minutes of CLC Meeting # 8 electronically and asked for time to review and provide comments. Lura will undertake to determine if the minutes were sent to the YQNA representative. (Note: Subsequent to the meeting, Lura review of email records confirmed that the CLC minutes were sent to all members of the committee)

Actions:
M#9-A1. Finalize TPA CLC Meeting #8 and post to TPA website.

3. UPDATE ON THE LAKE FILL WITHIN MARINE EXCLUSION ZONE

Pamela McDonald and Gene Cabral, Toronto Port Authority, provided a brief update on the proposed Lake Fill that is to be implemented in the Marine Exclusion Zone. Key Points from the update included the following:

- An environment assessment (EA) has been completed and has been made available on the TPA website. Hard copies of the EA were available at the meeting to members of the CLC committee.
- The TPA hopes to have a project in place soon and will keep the community and the CLC updated on the plans and process of the new project. The EA report does provide a guideline on process.

Below is a summary of the comments and questions raised by committee members regarding the lake fill within marine exclusion zone:

- *The BQNA representative expressed concerns about the lake fill’s harmful effects on wildlife in and around the water. He inquired if it was possible for residents to stop the lake fill.* Ms. McDonald explained that the project cannot be stopped since the EA is final and published, however they will be hosting a community meeting to help address specific community

concerns. All inquiries can be sent to Ken Lundy and he will respond to any community issues raised.

- *The representative from the Con. Pam McConnell's Office explained that the councillor has expressed concern over the EA but understands it's a Canadian government issue and a Federal EA screening process. Provincial EA Studies typically have a longer duration with clear timelines for public input.*

4. TUNNEL CONSTRUCTION COMMITTEE UPDATE

Greg Kitscha, Forum Equity Partners Inc., provided an update presentation on the construction process for the pedestrian tunnel to the Billy Bishop Toronto City Airport (BBTCA). Key points from Mr. Kitscha's presentation included the following:

- The team has completed a mainland shaft to drift tunnel level and the island shaft has advanced towards the drift tunnel level.
- The construction crew has completed tunnelling 2 drift tunnels and the team has begun to fill in one drift tunnel with concrete.
- The island side of the tunnel will be built within a new extension to the Terminal building. When patrons arrive on the island they will be directed into the Airport Terminal. .
- The construction of the pedestrian portion of the tunnel will take place from February 2013 to August 2013
- Moving forward, the construction of the shaft and drift tunnels will be complete by spring 2013. The pedestrian tunnel will be complete by fall 2013. In spring 2014, the extension of the terminal building and tunnel fit-out (e.g. elevators, escalators and moving sidewalks) will be complete.

Below is a summary of the comments and questions raised by committee members regarding the pedestrian tunnel construction update presentation:

- *The YQNA representative inquired about the construction and its effects on the community, such as traffic, overnight construction and noise.* Mr. Kitscha explained it is difficult to predict exact timeframes for construction because there are several of unknown conditions. The construction team will continue to inform the community before any major delays or interruptions.
- *The BQNA representative inquired about the By-Law that does not permit construction work between 7pm-7am. He has documented 9 neighbourhood complaints during a 14 day period where residents have complained about disruptions overnight (Appendix A1-4). He questioned why construction is occurring during these times.* Mr. Kitscha has been advising his construction teams to reduce the amount of construction related noise. He explained that they will be continuing construction in the tunnel during the overnight period and they feel they are within the permitted By-Law.
    - *The YQNA representative requested to compare the 9 disruptions cases with the construction schedule to understand what is causing the disturbances.*

5. UPDATE ON BILLY BISHOP TORONTO CITY AIRPORT AND EIREANN QUAY STRATEGIC TRANSPORTATION PLAN

Chris Dunn, City of Toronto, provided a brief updated about the BBTCA and Eireann Quay Strategic Transportation Plan. Key points from the update included the following:

The City held a public meeting on December 12, 2012 to gather ideas from community members regarding the Transportation Plan for Eireann Quay. City staff, TPA (Dillon Consulting) and the Toronto District School Board (IBI Group) are evaluating the ideas to understand which are viable for improved traffic operations of Eireann Quay and surrounding streets

- The city is planning on holding a public meeting on April 22 or 23, 2013 to present the study findings and the draft report. The city will produce a staff report which should be made available to the public on the City of Toronto clerk's website on May 7 2013 a week before it will be presented to the community counsel on May 14 2013.

Below is a summary of the comments and questions raised by committee members regarding the pedestrian tunnel construction update presentation:

- *The BQNA representative asked if the City was still accepting ideas*. Mr. Dunn acknowledged that they are still accepting ideas from the community until the end of February. After which the city will start to develop a set of recommendations for the staff report. Community members may contact Mr. Dunn via email to submit ideas. (cdunn@toronto.ca)
- *The Porter Airlines representative wanted a clarification of what will be explained during the April community meeting.* Mr. Dunn explained that the City will explain the positives and negatives of the suggested transportation strategies and present short, medium and long term goals for dealing with the transportation issues in the Eireann Quay vicinity.

6. UPDATE ON PORTER STRIKE

Brad Cicero, Porter Airlines, provided an update on the ongoing strike between the Porter Airlines and Porter FBO limited. Key points from the update included the following:

- Porter FBO limited is responsible for their general aviation traffic, fuelling of all aircrafts and customer service representatives.
- Porter FBO Limited is not part of the Porter Airline company branch but is a related company under the Porter Aviation Holdings Inc. umbrella. Therefore, no representatives from Porter Airlines are a part of the bargaining group (approximately 22 members).
- The wages that the union has presented to the public are not accurate. The union is focusing on starting wages as opposed to averages. The comparisons they are making to similar work environments are also false because of grandfathered clauses and polices.
- There have been no fueling issues during the strike and staff handing the fueling responsibility are highly qualified and trained.
- The strike has blocked or delayed the Malting Site Taxi corrals and that has caused some traffic and daily operations delays.
- Porter Airlines would like to have their team members, who are on strike, back to work and will be working to get the strike resolved.
- Community has observed picketers raising noise level in the Little Norway Park. Picketers have been observed on school property.

There were no questions for Mr. Cicero following the update.

7. UPDATE ON CANADA MALTING SITE

Gene Cabral, Airport Director, Billy Bishop Toronto City Airport, provided a presentation on the Canada Malting Site development including; a taxi management area, vehicle parking and street traffic management along Eireann Quay. Gene's points from the presentation included the following:

- The initiatives for the construction activities on Eireann Quay are to establish a taxi management area, increase vehicle parking, create a storage area for short term parking areas and improve overal street traffic management.
- Mr. Cabral explained that the traffic conditions before the Canada Malting Site completion were of concern. Several taxis and other vehicles were parked on the east side of Eireann Quay creating congestion on the street during the entire day.
- In December, 2012 a fence was placed around the school park on the east side of Eireann Quay to prevent any safety concerns. This was sponsored by the TPA and completed by TDSB work crews.
- Northbound Eireann Quay traffic has been improved by implementing a right turn holding lane and working with the City Traffic Services team to offset the previously implemented prohibition of left and right turns at the major intersection of Eireann Quay and Queens Quay.
- The TPA has installed two types of parking (short-stay and day parking) lots on the mainland. There are 26 available parking spots in the day parking lot. An additional 10 parking spaces were created for vehicles waiting to pick up passengers. The TPA has designated 7 spaces for patrons of the school and community centre to use. Both day parking and short-term parking have been successful and are utilized effectively; however, the community parking spaces are underutilized.
- Airport Security and Traffic management staffs are on site to move vehicles into parking lots and taxi corrals so that the street remains clear.
- The TPA provided a paid duty officer for 30 days to enforce the new no stopping program on Eireann Quay; as a result, the congestion has been reduced and compliance in this area has been excellent.
- The Queens Quay Intersection has been vastly improved in terms of efficiency. The right lane now holds about 3-4 cars that can only turn on a green light and there are southbound and northbound traffic lanes. The TTC buses northbound are using the streetcar loops and transit signals. The traffic lights times have been adjusted to help reduce TTC bus and vehicle congestion.
- The taxi corral was designed to fit about 43 vehicles; however, the TPA has enforced a bumper to bumper parking and have been able to hold 54 taxis. The TPA has worked with taxi driver working groups to understand how to improve the management of the taxi staging area. A small washroom facility is provided to drivers waiting in the taxi management area.
- TPA stated that shuttle is now getting timed to arrive in advance of arriving ferry to further improve road congestion at ferry terminal, with potential to lower demand for taxis

Below is a summary of the comments and questions raised by committee members regarding the Canada malting site update:

- *The YQNA representative inquired about the times that the community can utilize the seven school and community use parking spots.* Mr. Cabral explained that the community can use the parking spots from 5:30pm to 7:00am.
- *The Porter Airline representative suggested remarking the lanes on Eireann Quay because it has become difficult for drivers to understand where turning lanes are located.* Mr. Cabral agreed and the TPA will arrange for it to be remarked as soon as possible with some temporary painting and a complete work schedule after the winter season.
- *The BQNA representative asked about permitting a taxi licencing program for island airport taxis.* Mr. Cabral informed that committee that the City of Toronto does not permit an additional licence for taxis at the island airport. The City of Mississauga does have a permit in place that allows Pearson International Airport to charge extra licencing fees. As a result, the taxis that serve Pearson International Airport require a secondary licence.
- The BQNA representative inquired about taxi idling effects on the community especially the adjacent playground. Mr. Cabral explained that the taxi stand does have a no idling policy.
- TPA noted that the taxi staging area has significantly improved efficiency at the ferry terminal. Mr. Cabral noted that during his on site observations in Dec 2012 he saw a full ferry load arrive at the mainland that was processed efficiently. *YQNA asked if he saw road conditions where the same previously full ferry which arrived at the mainland subsequently departed with another full load of passengers back to the island.* Mr. Cabral said he did not.
- *YQNA noted that airport oriented road traffic volumes appear to have plummeted since summer 2012, resulting in lower observed volumes and congestion at Queens Quay/ Eireann Quay intersection.* Mr. Cabral noted that during his onsite observations in Dec 2012 that road traffic volumes did not appear to have changed much. Porter Airlines representative noted that taxis are often busier in other parts of City during inclement winter weather and may not be present at the Island Airport to the same extent.

8. NOISE MANAGEMENT

Gene Cabral, Toronto Port Authority, provided a presentation on the Noise Management Review.
Key points made by Mr. Cabral during his presentation included the following:

- The BBTCA management team is working towards publishing an Annual Noise Management Report.
- In 2012 the BBTCA had achieved the full 202 slots. They did have multiple construction projects that occurred throughout the year which were not related to the tunnel construction.
- Every compliant has been tracked by our noise management office. The BBTCA follows up on each complaint to determine the cause of the disturbance. The noise management office tracks flight patterns to identify the specific aircraft that may have generated the noise. The BBTCA has not had any curfew violations for 2 years, all flights operate between 6:45am and 11:00pm. The noise management office is committed to responding to complaints in 5 business days.
- In 2012, the number of total complaints increased from 302 to 354 which is a 17% increase. The majority of complaints are related to aircrafts.
  Breakdown of Complaints
  - Aircraft related -280 (79%)
  - Ferry related- 38(11%)

  - Mainland Operations 23(6%)
  - Construction related- 13(4%)
- An uncorrelated complaint is a complaint about an aircraft flying over a neighbourhood but the noise management office has no record of a flight over that neighbourhood.
- Mr. Cabral suggests that a noise subcommittee be created to continue address neighbourhood concerns. The committee will be made up of CLC members, local residents, TPA representatives and noise experts.

Actions:

M#9-A2. Create a Noise Subcommittee; Along with members of the CLC, seek additional representatives from the community that will be interested in joining the noise sub-committee.

Below is a summary of the comments and questions raised by committee members regarding the noise management report:

- The representative from the Con. Pam McConnell's Office suggested that the complaint locations should be mapped out to understand if there are areas in and around the airport that can be improved with noise barriers or other neighbourhood or airport policies.

9. CLC 2013 MEETINGS- TOPICS FOR DICUSSION

Mr. Faught asked CLC members if they had discussion topic ideas for upcoming meetings.

Below is a summary of the discussion topic ideas raised by the committee:

- A clear interpretation of the TPA's vision and mission statements to understand how the CLC can discuss how to support the TPA vision/mission through their work
- A discussion on closing the airport and the benefits to the environment and community.
- Mr. Faught will contact absent CLC members via phone to inquire what other discussion topics they would like to see on future agendas.

10. BUSINESS ARISING

Mr. Faught asked CLC members if they had any business arising that they would like to discuss, hearing none, Mr. Faught proceeded to adjourn the meeting.

11. WRAP UP

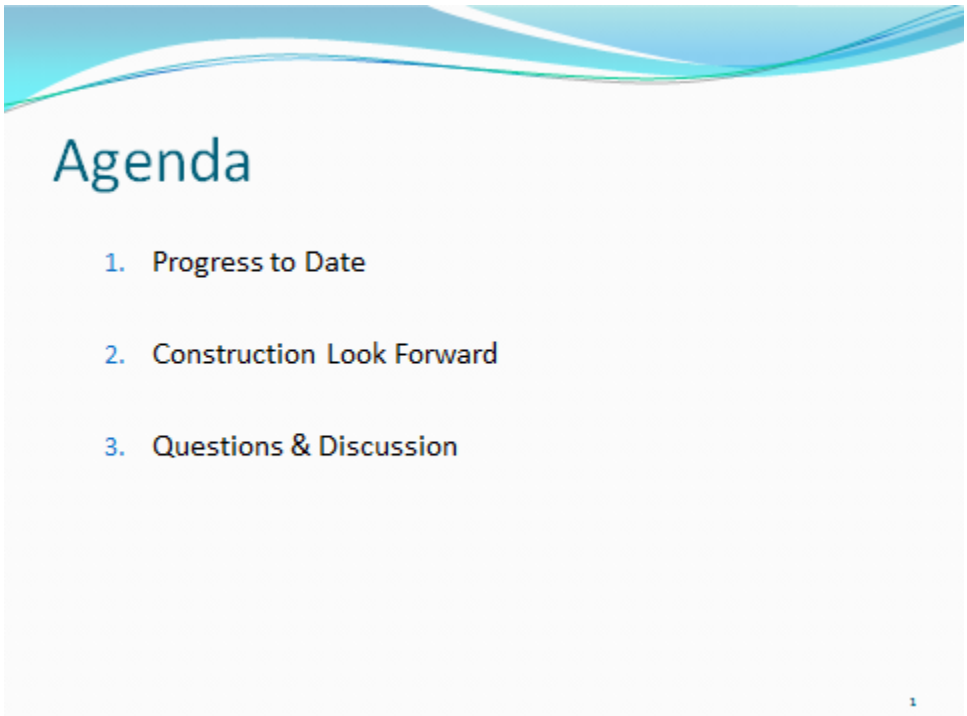
Mr. Faught thanked TPA employees and CLC members for attending the meeting. The next BBTCA - CLC Meeting is scheduled for Tuesday May 21, 2013, from 6:00 – 8:00 p.m.

ADJOURN

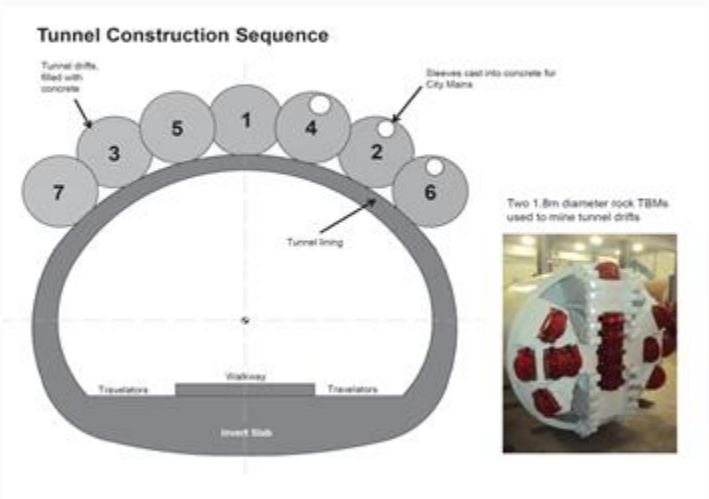
Appendix A1-1

Tunnel Construction Committee Update Presentation




Agenda
1. Progress to Date
2. Construction Look Forward
3. Questions & Discussion
1


2. Progress to Date
1. The preliminary enabling underground services work is complete.
2. The mainland shaft is complete to drift tunnel level.
3. The island shaft is well advanced to the drift tunnel level.
4. The drift tunnels are under construction.
2



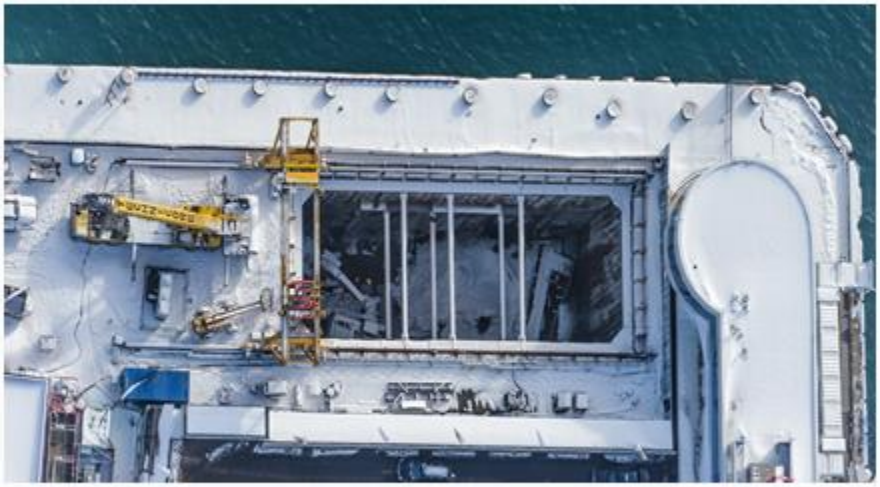
Tunnel Construction Methodology

4



Mainland Site

5



Mainland Shaft

6



Island Site

7



Island Shaft

8



Tunnel Boring Breakthrough

9



Drift Tunnel and Mainland Shaft

10



Island Shaft

11



Mainland Shaft and Gantry Crane

11

2. Construction Look Forward

- Complete shaft construction

(Spring 2013)

- Construction of "drift tunnels"

(Spring 2013)

- Construction of the "pedestrian tunnel"

(Fall 2013)

- Tunnel Fit-Out and Construction of Buildings

(Spring 2014)

13



Project Overview

14

3. Questions & Discussion

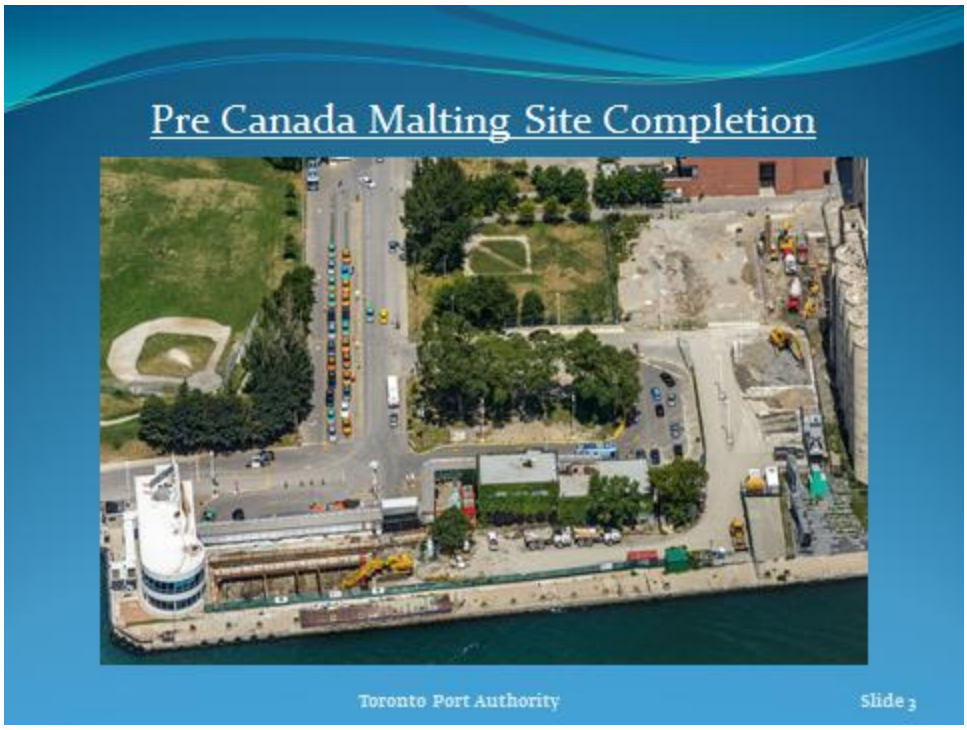
15

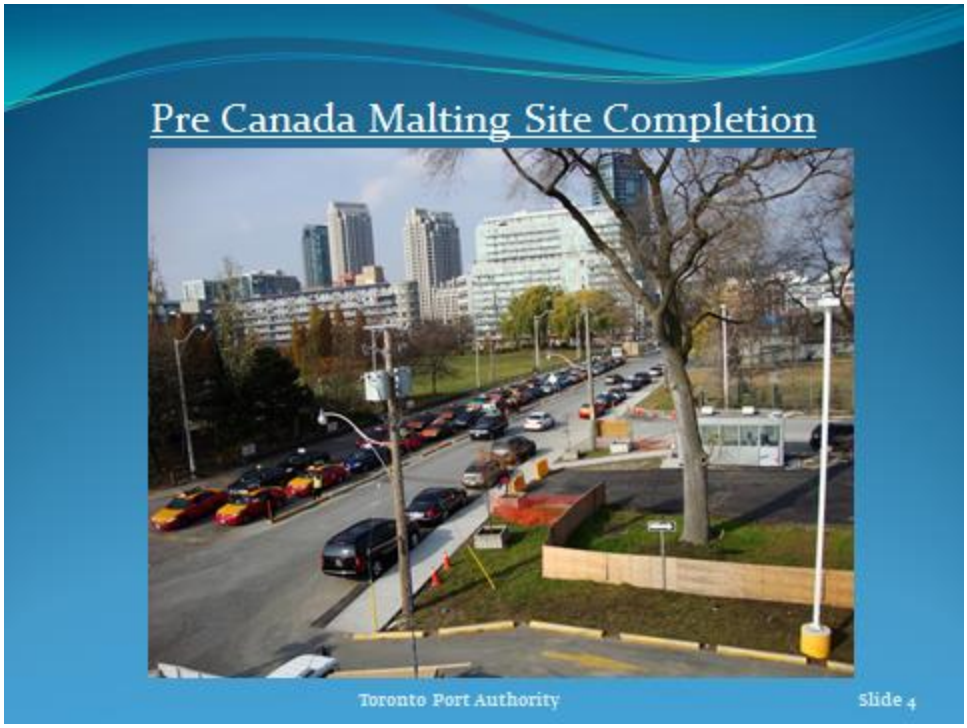
Appendix A1-2

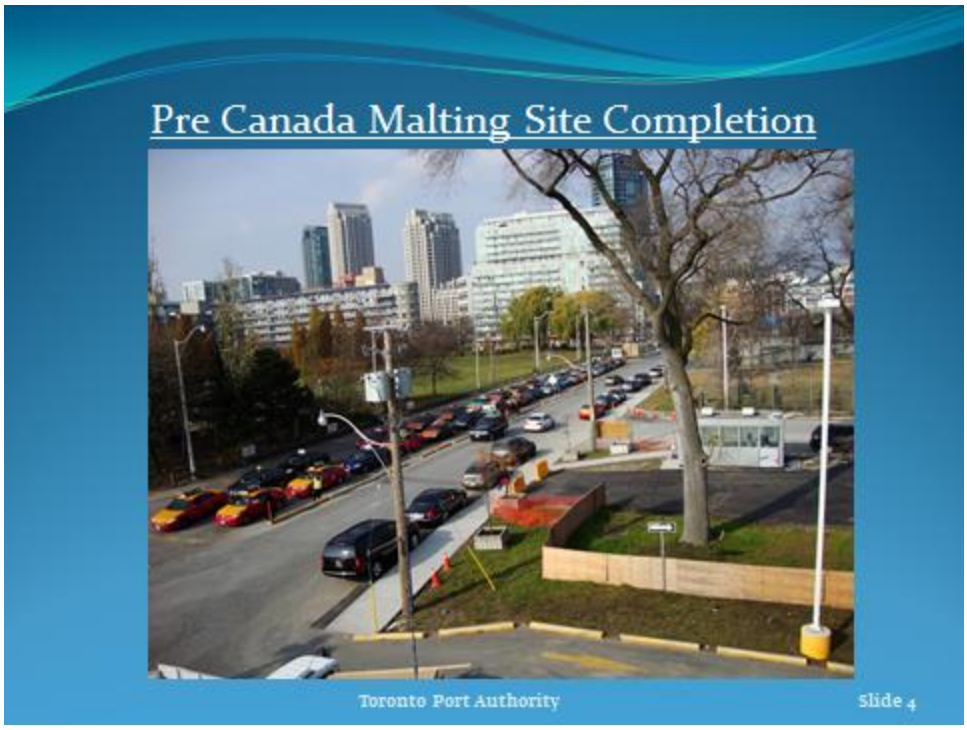
Canada Malting Site Development Construction Activity Update

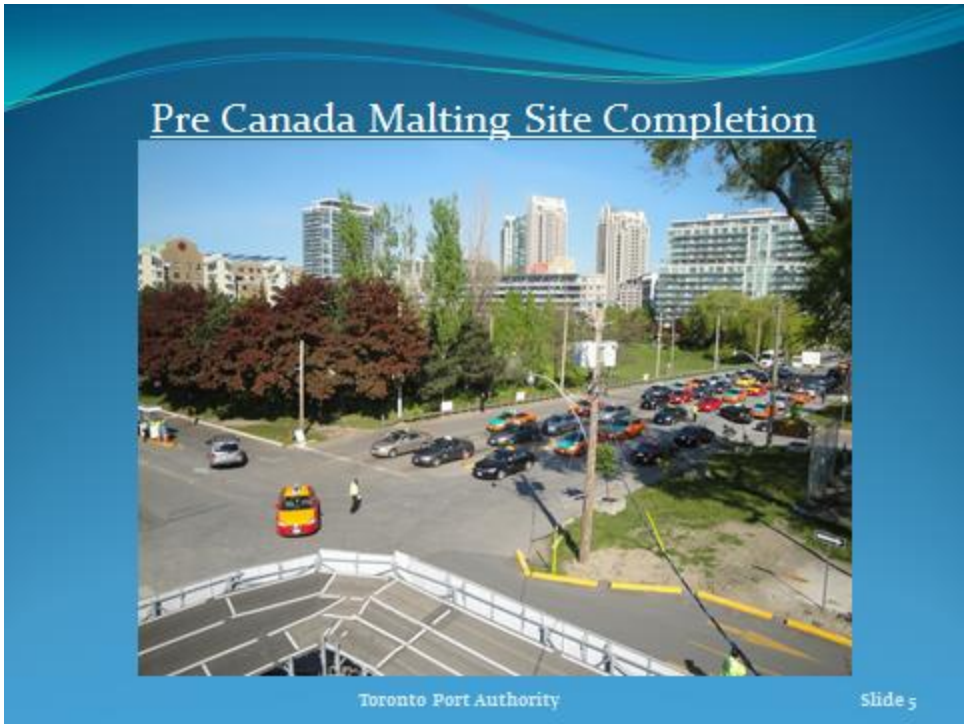





Pre Canada Malting Site Completion
Toronto Port Authority
Slide 3


Pre Canada Malting Site Completion
Toronto Port Authority
Slide 4


Pre Canada Malting Site Completion
Toronto Port Authority
Slide 4


Pre Canada Malting Site Completion
Toronto Port Authority
Slide 5


Pre Canada Malting Site Completion
Toronto Port Authority
Slide 6


Pre Canada Malting Site Completion
Toronto Port Authority
Slide 7

Post Go Live early December 2012



Toronto Port Authority Slide 8

Vehicle Parking

- Two types of parking
  - Short Stay Parking
  - Day Parking
- Short Stay Parking
  - 7 dedicated spaces will be provided for use by schools and community at large
  - Additional 10 spaces for vehicles waiting to pick up passenger; "cell phone" lot use relieving pressure on Queens and Eireann Quay
- Day Parking – 26 spaces available

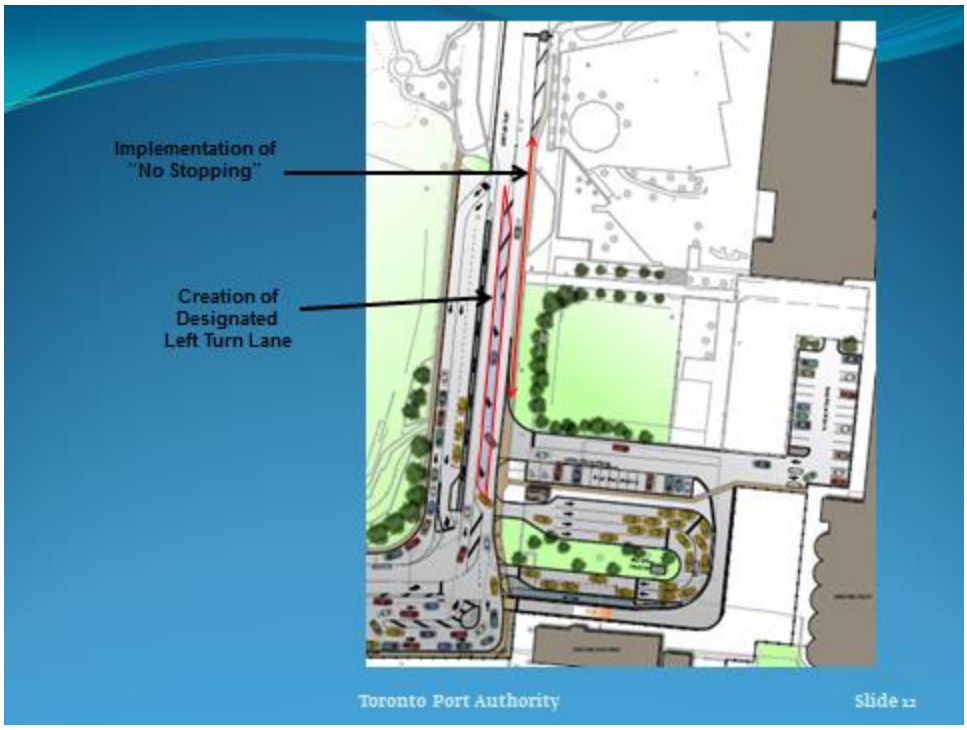
Toronto Port Authority Slide 9



Vehicle Parking Review

- Both day parking and short stay parking have been successful and utilized effectively
- Airport Staff have effectively moved passengers and awaiting vehicles into these areas to minimize congestion on Eireann Quay
- School and Community use spots continue to be under utilized

Toronto Port Authority Slide 11



Eireann Quay Review

- In line with the implementation of No Stopping, the TPA provided a Paid Duty officer for 30 days
- Compliance in this area has been excellent
- Congestion on this key piece of road has been greatly improved
- Next slide will show additional steps to increase efficiency of the intersection of QQ and EQ

Toronto Port Authority
Slide 13

Queens Quay Intersection



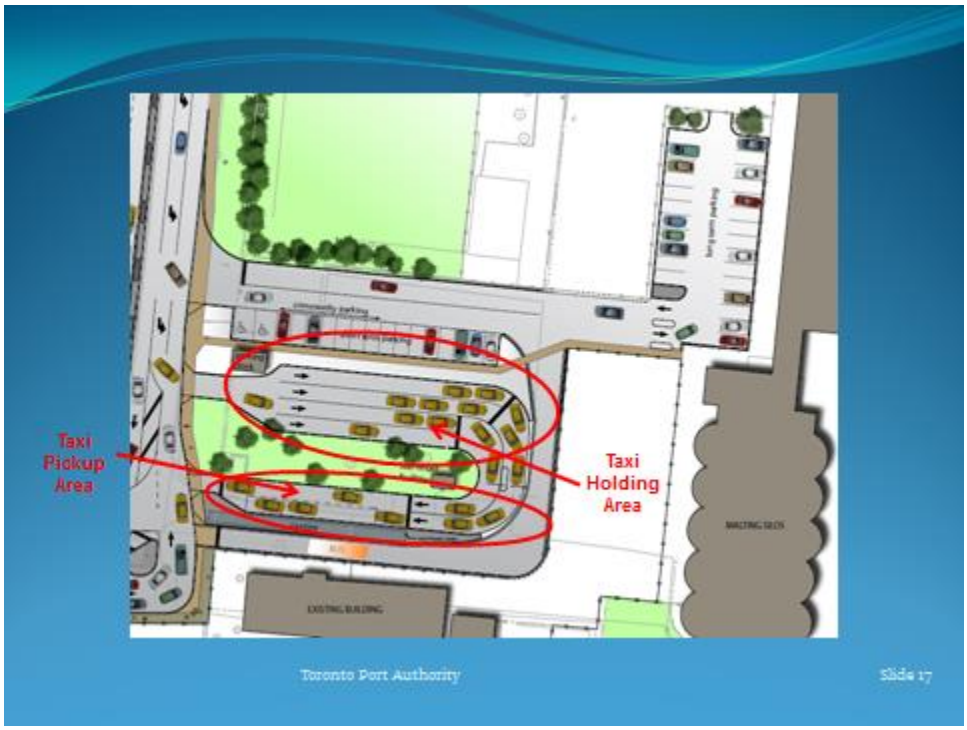
Toronto Port Authority Slide 14

Taxi Staging Area

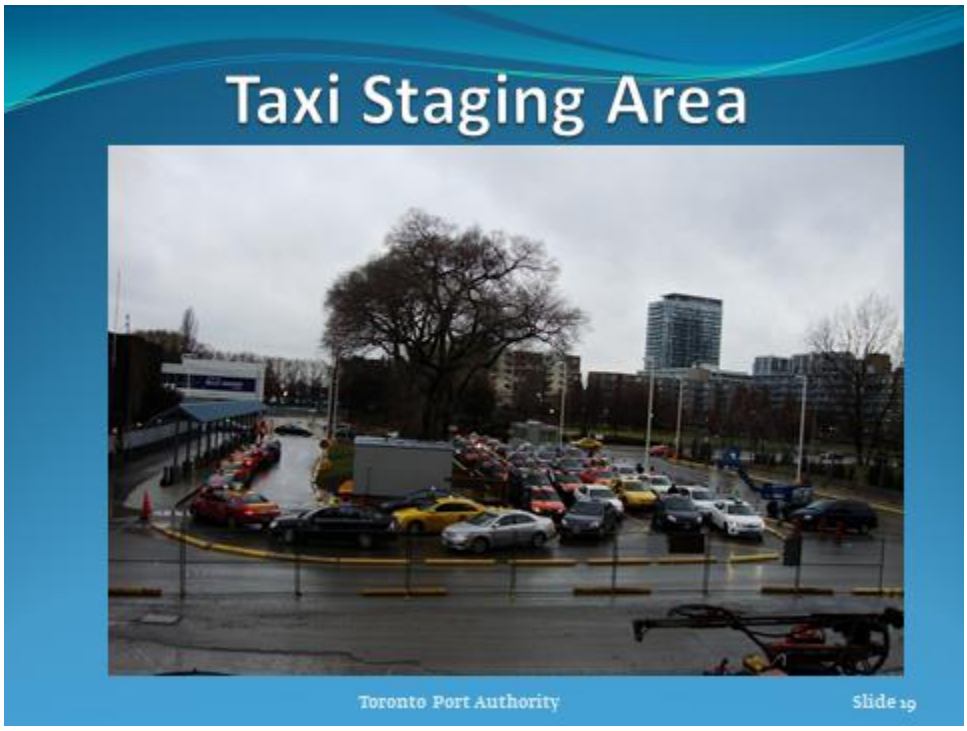
- A TPA initiative to create a temporary off-street holding area for staging and quality control of cabs
- Small washroom service building for taxi drivers
- Traffic controls

Toronto Port Authority Slide 15


Toronto Port Authority
Slide 16


Taxi Pickup Area
Taxi Holding Area
Toronto Port Authority
Slide 17


Taxi Staging Area
Toronto Port Authority
Slide 18


Taxi Staging Area
Toronto Port Authority
Slide 19


Taxi Staging Area
Toronto Port Authority
Slide 20


Taxi Staging Area
Toronto Port Authority
Slide 21

Taxi Staging Area



Toronto Port Authority Slide 22

Taxi Staging Review

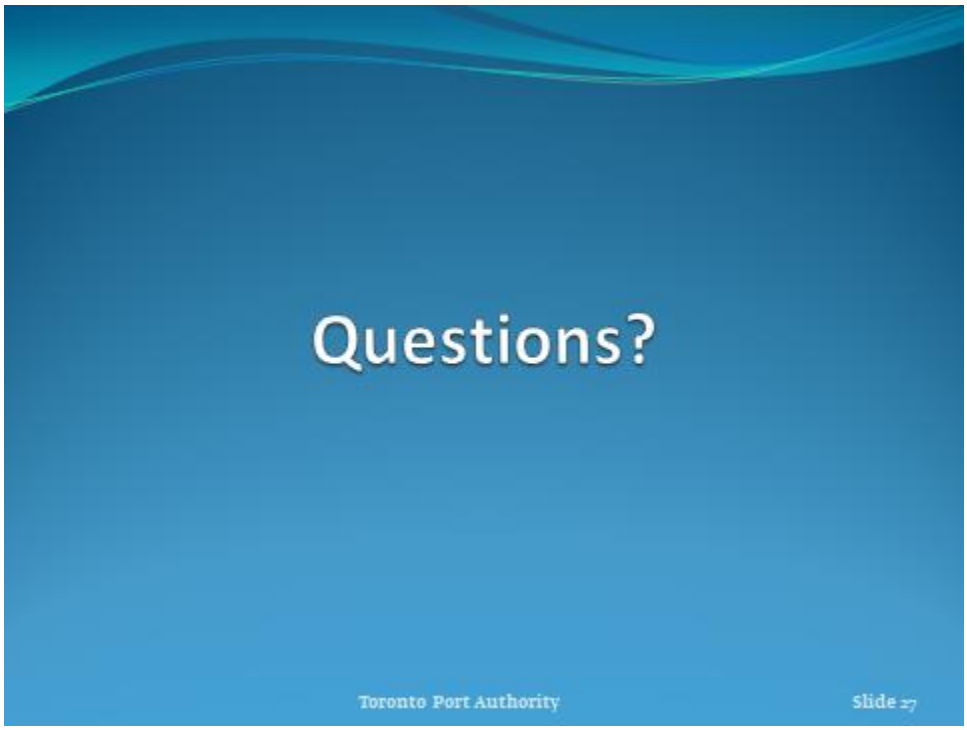
- Great coordination and communication with the Taxi working group established at BBTCA by the TPA
- Compliance with the rules of our new staging area has been excellent
- Overall reduction in issues related to the old finger lot taxi staging area
- Overflow of taxi's non existent and capacity has met demand at peak times

Toronto Port Authority Slide 23


Storage capacity for
Delivery vehicles
Toronto Port Authority
Slide 24


Finger Lot
Toronto Port Authority
Slide 25

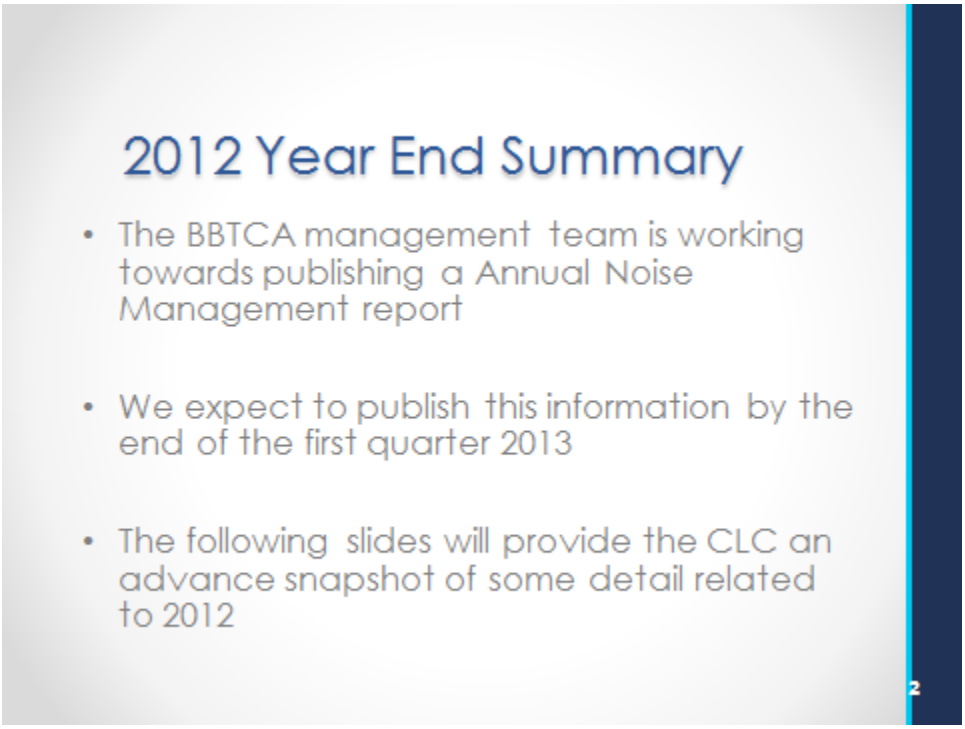

Finger Lot


Questions?
Toronto Port Authority
Slide 27

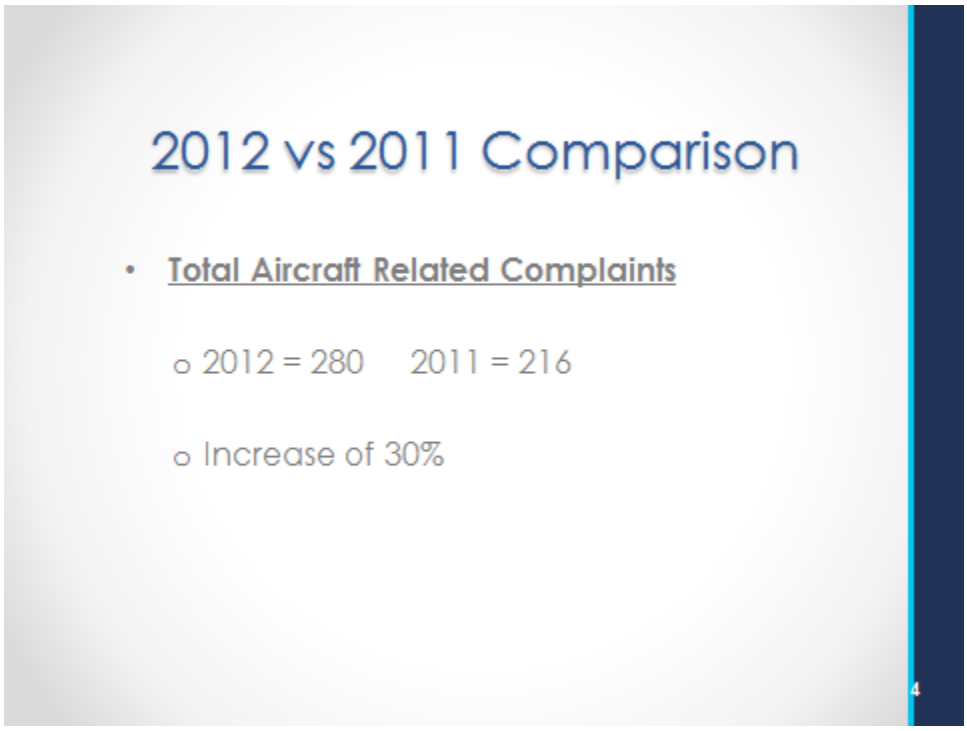
Appendix A1-3

Noise Management Review: Year over year statistics Presentation






2012 vs 2011 Comparison
Total Complaints
2012 = 354 2011 = 302
Increase of 17%
3


2012 vs 2011 Comparison
Total Aircraft Related Complaints
2012 = 280 2011 = 216
Increase of 30%
4

2012 Statistics

- **Total Complaints = 354**
- **Complaints by Activity**
  - Aircraft Related – 280 (79%)
  - Ferry Related – 38 (11%)
  - Mainland Operations – 23 (6%)
  - Construction Related – 13 (4%)

5

2012 Statistics

- **Complaints of Aircraft Operations by Type**
  - Total = 280
  - Scheduled Commercial Services = 119 (42%)
  - General = 59 (21%)
  - General Aviation = 41 (15%)
  - Medevac = 32 (11%)
  - Uncorrelated = 22 (8%)
  - Others – 7 (3%)

6

2012 Statistics

- **Overview of Increased areas year over year**
  - With the increase of 30% over 2011 the key areas where we experienced a higher number of complaints were as follows:
  - SAS (+120%), uncorrelated (+100%), general (+84%) and medivac (68%)

7

Complaint Turnaround Time Metric

- A commitment was made by BBTCA management to respond to noise complaints within 5 working days
- Tracking commenced in the later part of 2011
- As of December 31, 2012 this goal has been achieved with a success rate of 98%

8


Questions ?
9

Appendix A1-4
BQNA Logged After Hours Complaints

Construction After Hours, Jan. 31-Feb 15, 2013

Jan 31- Gantry Crane operating at 11:45 p.m.
-Reminder note written from Jen Chan Advising that the noise by-law does not permit work from 7:00 p.m. to 7:00 a.m.
-Response received from Greg advising that they are focusing on minimizing disruption to the neighbourhood.

Feb 1- Gantry crane operating at 2:00 a.m., construction vehicles operating with back up beepers
Feb 3- Construction activity and noise 10:30 p.m.
Feb 4- Construction vehicles in operation at midnight
Feb 5- Front end loader operating 3:15 a.m.
Feb 7- Long arm crane in use 1:00 a.m.
Feb 12- Front end loader in use during the night
Feb 14- Gantry crane in use during the night
Feb 16- Gantry crane in use during the night