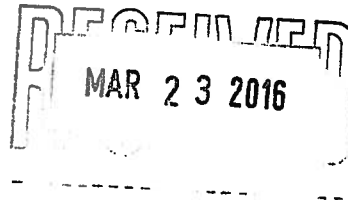


From: Carman Kidd <ckidd@temiskamingshores.ca>
Sent: Wednesday, March 23, 2016 11:13 AM
To: Dave Treen; Armstrong / Thornloe - Reynald Rivard; Casey/Harley/Hudson/Kerns - Michel Lachapelle; Chamberlain - Barbara Cook; Charlton-Dack - Dan Thibeault; Cobalt - Candice Bedard; Coleman - Claire Bigelow; Evanturel - Amy Vickery-Menard; Hilliard - Janet Gore; James - Myrna Hayes; Tammy Lepage; srenaud@ntl.sympatico.ca; 'Jaime Allen'; ngwallace6@gmail.com
Cc: Chris Oslund; hcameron@timiskairport.com
Subject: RE: ETRA airport authority
Attachments: DRAFT PLAN OF ACTION -Airport Authority.docx; DRAFT MOTION FOR CONSIDERATION - ETRA March 22, 2016.docx

Follow Up Flag: Follow up
Flag Status: Flagged



Good morning

Further to the correspondence below, I have attached the Draft Plan of action, and revised resolution, for your council to discuss. A municipal/MSB/airport users meeting is tentatively being set for April 30th, 2016, for further discussion. Also, I am available to answer questions, and attend council meeting if you so wish. Please let me know. This information is also being forwarded to the MSB board members as well. Harold, if you could pass this on to the MSB members, I would appreciate it.

As councils vote on this resolution, between now and the end of May, could the clerks forward copies of their resolutions, to me, and I will keep track of the votes.

Thank you very much for your attention to this matter.

Carman Kidd
 ETRA Steering Committee Chair

- File Incoming Other
- Mayor
- Council IA
- CAO
- Building
- Finance
- Ec Dev
- Parke & Rec
- Planning
- Public Wks
- PPP
- Social Services
-
-

-----Original Message-----

From: Dave Treen
Sent: March-18-16 8:48 AM
To: Armstrong / Thornloe - Reynald Rivard <reynaldrivard@nt.net>; Casey/Harley/Hudson/Kerns - Michel Lachapelle <charlytw@parolink.net>; Chamberlain - Barbara Cook <ctchamberlain@ontera.net>; Charlton-Dack - Dan Thibeault <dthibeault@charltonanddack.com>; Cobalt - Candice Bedard <cobalt@ntl.sympatico.ca>; Coleman - Claire Bigelow <toc@ontera.net>; Evanturel - Amy Vickery-Menard <evantureladmin@parolink.net>; Hilliard - Janet Gore <twphill@parolink.net>; James - Myrna Hayes <elklake@ntl.sympatico.ca>; Temagami - Patrick Cormier <visit@temagami.ca>; srenaud@ntl.sympatico.ca
Cc: Carman Kidd <ckidd@temiskamingshores.ca>; Chris Oslund <coslund@temiskamingshores.ca>
Subject: FW: ETRA airport authority

Everyone:

Mayor Kidd has requested that I circulate the below e-mail in regards to the Airport Authority. If you require further information do not hesitate to contact Mayor Kidd.

Sincerely,

David B. Treen
 Municipal Clerk

CITY OF TEMISKAMING SHORES
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
POJ 1K0
P: 705-672-3363 E. 4136
F: 705-672-3200
W: temiskamingshores.ca

"It is nice to be important; but it is more important to be nice"

The contents of this communication, including any attachment(s), are confidential and may be privileged. If you are not the intended recipient please notify the sender and delete this communication. Thank you.

-----Original Message-----

From: Carman Kidd
Sent: March-18-16 8:27 AM
To: Dave Treen; Chris Oslund
Subject: ETRA airport authority

Good morning Dave

At the monthly MSB meeting last night, I was directed to send an e-mail out to the 15 member municipalities that support the airport, plus Temagami, instructing them to defer any discussion and decision on the resolution distributed at the March 5th public meeting in Earlton.

There has been too many unanswered questions on the issue of setting up the Airport Authority, for municipalities to be able to make an informed decision on this issue.

The airport steering committee apologizes for asking municipalities to make a hasty decision, without a long term business plan, and more financial information regarding the operating and capital expenses, that would need to be shared by the member municipalities.

The MSB has directed me to develop a more detailed proposal for implementation of the Airport Authority, over the next 2 weeks, and distribute it to the MSB members, and member municipalities, for comment and revision, in April. This proposal will outline how the Airport Authority could be implemented, and the timing for which questions could and would be answered. No new costs would be incurred during this phase in period and municipalities would not have to make a long term commitment to the airport, until the end of the phase in period.
Many more details will be provided shortly.

We would ask all member municipalities to continue their support for the MSB for the time being at the 7.95 per capita rate, as discussions continue, and another municipal meeting will be organized later in April to answer everyone's questions.

Thanks

Carman

Sent from my iPad

DRAFT PLAN OF ACTION – ETRA –AIRPORT AUTHORITY

March 22, 2016 proposed by Carman Kidd, Steering Committee Chair

- **APRIL** – Encourage all municipalities to contribute to the operating budget at the 2015 rate of \$7.95/capita for 2016, to keep the airport operating.
 - Research other districts where Airport Authorities have been set up and determine legal costs involved. (Chris)
 - Present this draft Plan of Action to the MSB members and all Municipalities involved in the ETRA.
 - Hold a joint Municipal/MSB/ airport user meeting to discuss any questions and Concerns.
 - Tentatively set for April 30th, 2016. Earlton arena Hall.
 - Discuss draft Airport Authority resolution attached

- **MAY** - Ask Councils to further discuss and pass the resolution to join an “Airport Authority” for the Earlton-Timiskaming Regional Airport, for an initial phase-in one year period.
 - There would be an additional per capita fee to cover the taxes and payroll admin of Approximately \$20,000 or \$1.08/Capita, for the phase in period.
 - Commence discussions with Armstrong Township and Wabusk Air, as to their future plans for the hanger, air passenger service, etc.
 - Decide if an RFP is needed to select a law firm to draft up the Airport Authority legal entity.

- **JUNE** -Once all council resolutions have been passed, meet with participating partners and the MSB to endorse hiring a law firm to draft up the Non-Profit Incorporated Airport Authority contract. The MSB would hire and pay for legal work.

- **SEPTEMBER** –Sign Airport Authority contract, transfer ownership of assets from Armstrong Township to Airport Authority, and disband the MSB.
 - Start discussions with Fed-Nor and NOHFC regarding possible applications for Capital funding assistance, for upgrades needed for years 2 through 6, as part of 5 Year business plan development. Determine actual cost estimates for capital work.
 - Negotiate with Wabusk Air regarding landing fees and maintenance charges.
 - Determine who handles payroll and accounting services for the Airport Authority.

- **OCT. to JULY** –Decide on formation of Executive Committee, and appoint members.
 - Develop 5 year business plan for the airport.
 - Harold and our Economic Development Officers would investigate other business opportunities for revenue generation at the airport.
 - operate within the 2016 operating budget set out by the MSB.

- **AUGUST/SEPTEMBER** – Study 5 year business plan, and business opportunities, and decide if AIRPORT AUTHORITY is to continue for the subsequent 5 year period.
 - OR dissolve Airport Authority and transfer assets back to Armstrong Township.

DRAFT MOTION FOR CONSIDERATION

Whereas the Earleton-Timiskaming Regional Airport Steering Committee made a presentation on March 5, 2016 regarding the future of our Regional Airport, and presented an original resolution, which was met with many questions, that had not been answered; and

Whereas the MSB at its meeting on March 17th, 2016, requested that councils be notified to defer any further discussion on the original motion, and that a revised resolution, and action plan, be drafted and forwarded to the MSB members and all Regional Municipalities, for discussion: and

Whereas we are requesting that each Council discuss the Draft Plan of Action, and this Draft Motion, and attend the proposed Municipal/MSB/Airport User meeting, tentatively set for April 30, 2016, to discuss their concerns; and

Whereas, subsequent to that meeting, the ETRA Steering Committee would request that each Council pass a motion to indicate if they agree with the creation of an Airport Authority, for the initial one year phase in period, as per the Plan of Action and are willing to participate as a member.

Now therefore be it resolved that the Corporation of the Town / Township of _____ hereby supports the creation of an Airport Authority for the Earleton-Timiskaming Regional Airport, and agrees to participate as a member of the said Airport Authority, for the initial one year phase in period, and that, after the 5 year business plan has been developed and other concerns addressed, during the phase in period, that a further decision would be made as to the long term future of the airport.