



**Billy Bishop Toronto City Airport  
Consultative Committee  
Proposed Framework  
8 June 2010**

**Background**

At a public meeting on February 17, 2010, the main recommendations of an extensive Noise Management Study were presented for discussion and feedback. One of the key recommendations was for the Billy Bishop Toronto City Airport (BBTCA) to establish a permanent Airport Consultative Committee to:

- a. help implement and monitor the effectiveness of the recommendations of the noise management study;
- b. advise the BBTCA and the Toronto Port Authority (TPA) of community concerns and suggest measures to protect and enhance the quality of life of community members;  
and
- c. provide a regular forum for constructive dialogue between the BBTCA and the community, with the goal of assisting the BBTCA in planning decisions and helping to make the BBTCA operate more efficiently.

The BBTCA realizes that it does not operate in a vacuum. The airport's operations have a wide range of effects on residents and businesses in Toronto's downtown waterfront area. The TPA and the BBTCA believe that the airport can improve its noise management and environmental sustainability practices with input from the community and airport stakeholders. Furthermore,

this input is needed in managing the expected growth in passengers at the BBTCA in the coming years.

The BBTCA Consultative Committee will ideally be a hybrid model employing the best practices of similar committees established throughout the world allowing residents, community members, passengers, neighbouring jurisdictions and other stakeholders to convey their concerns about airport operations. The TPA has examined the role, composition and mandate of effective committees attached to the London City Centre Airport, Toronto's Lester B. Pearson International Airport (operated by the Greater Toronto Airports Authority) and the Kelowna International Airport.

In fact, the GTAA's Consultative Committee is highly regarded by Toronto's Board of Health and community groups as an effective, responsive forum for public consultation and liaison.

The BBTCA Consultative Committee will encourage the community to liaise regularly with airport management, providing management with perspectives, data and input to improve noise management and environmental sustainability measures. Furthermore, the BBTCA Consultative Committee's members will communicate BBTCA proposals to various neighbourhood groups and stakeholders and provide feedback to the BBTCA through the committee.

This Proposed Framework will outline the role, mandate, and composition of the BBTCA Consultative Committee, and solicit constructive feedback on these issues from the BBTCA's Noise Management Study Advisory Group, Toronto City Councillors, airport tenants, residents' associations representing areas near the BBTCA, and other interested parties. It will also be posted on the TPA website.

## **Proposed framework:**

### **Role**

The BBTCA Consultative Committee (the committee) shall be a forum to communicate concerns of a wide range of airport stakeholders and nearby residents to BBTCA management. Further, it shall be a conduit to communicate proposals, planning issues and other relevant information back to the broader community.

### **Mandate and funding**

The committee will have the opportunity to study and provide feedback on:

- BBTCA capital projects,
- environmental sustainability initiatives,
- operations relating to aircraft noise, and
- other operations that affect health, safety and economic progress in the surrounding area.

In keeping with other successful consultation models, the committee will strive to establish consensus among all its members in making non-binding recommendations to TPA and BBTCA management. If consensus is not achieved on a given topic, dissenting views shall be noted in meeting minutes.

Committee members will be responsible for soliciting input and feedback from the broader communities they represent.

The committee from time to time may request relevant personnel from other BBTCA stakeholders to attend committee or subcommittee meetings for the purposes of receiving information or seeking staff input and recommendations.

The committee may request the services of an independent facilitator to help members achieve consensus on particular issues from time to time.

The TPA will establish a section for the committee on its website to publish relevant documents and encourage feedback from non-members.

The committee shall meet a minimum of four times a year. Subcommittees shall meet more frequently.

Committee members will serve two-year terms, but are entitled to be reappointed or re-elected by the organizations that they represent for an additional term.

The annual operational costs of the committee will be paid for by the TPA.

### **Proposed Composition**

#### **Committee membership:**

- Chairperson: CEO of the Toronto Port Authority OR his designate;
- 4 local residents: to be appointed by the City of Toronto in consultation with local City Councillors and neighbourhood groups;

- These members shall not be sitting politicians serving at the municipal, federal or provincial level;
- 2 Business members, not directly associated with airport operations: To be appointed by Toronto Board of Trade;
- 2 BBTCA client stakeholders: To be determined by BBTCA Airport Director, one of whom must be a representative of a commercial carrier serving the BBTCA;
- 1 representative from the marine community, to be appointed by the Council of Commodores.

**Resource membership:**

- Waterfront Toronto CEO or his designate;
- Transport Canada regional staff representative;
- NAV Canada representative;
- City of Toronto staff representatives;
- Air Transport Association of Canada;
- BBTCA Airport Director and staff as needed.

From this committee, two standing subcommittees shall be formed at its inception:

- Noise management and environmental sustainability
- Planning and infrastructure

The committee may decide to form other subcommittees based on future circumstances.

*N.B. This composition proposal is based largely on the Greater Toronto Airport Authority Consultative Committee, which has been operational for several years and widely complimented by other stakeholders and observers, as follows:*

- *Chairman: GTAA President and CEO or his designate*
- *4 members from Local Municipalities: elected or staff representatives from the Cities of Brampton, Mississauga, and two from Toronto, nominated by the municipalities*

- *4 members from Regional Municipalities: 1 representative each from Durham, Halton, Peel and York, nominated by the regions*
- *3 Local residents: 1 resident each from Brampton, Mississauga, and Toronto, nominated by municipalities*
- *3 Business representatives: One each from Brampton, Mississauga and Toronto, nominated by respective Boards of Trade*
- *1 Labour representative: nominated by Brampton/Mississauga or Toronto/York Labour Councils*
- *1 Consumer representative: to be nominated by the GTAA on the advice of the Consultative Committee.*

**Next steps:**

Based on feedback to this Proposed Framework, the TPA will draft a formal Terms of Reference for the BBTCA Consultative Committee, and begin the process of promoting the committee and recruiting members in July.

The TPA is hopeful that the BBTCA Consultative Committee can hold its first meeting in October, with the first item of business being the implementation of recommendations from the Noise Management Study conducted by Jacobs Consultancy in 2008-09.

**Have your say:**

The TPA will post this Proposed Framework on its website for a period of 30 days to solicit feedback and input from interested party.

Feedback and input can be sent to [tcca\\_cf@torontoport.com](mailto:tcca_cf@torontoport.com).