



BRIEFING NOTE – NDA #07 - 2023

Niagara District Airport Commission – 2023 Annual General Meeting

ISSUE

- Information for Commissioners regarding the 2022 Annual General Meeting (AGM) for the Niagara District Airport Commission (NDAC).

BACKGROUND

- The NDAC's AGM is generally held in March or April of each year. In 2023, in a year following a municipal election, and the nomination of a new Commission, the proposed 2022 AGM has been pushed back to Thursday, May 4, 2023, at 6pm in order that the new Commission is in place.

CURRENT STATUS

- The AGM for 2022 is proposed to take place on Thursday, May 4, 2023, at 6:00 p.m., in the main airport terminal building of Niagara District Airport.
- The 2019, 2020 and 2021 AGM have all taken place remotely, and our plan is to return to an in-person AGM for 2022.
- Generally, invitations include all of the local businesses and tenants at NDA, in addition to staff from our local municipal partners, prior members of the NDAC, political and business representatives.
- The AGM provides an opportunity to meet with various airport stakeholders ('meet & greet') and includes smaller food and beverage options for the invited guests.
- The agenda includes a presentation by the CEO, the treasurers reports including a presentation of the 2022 financials and the introduction of the officers for the coming year.
- Requesting confirmation of the date, time, and location, in addition to the format for this year.

Prepared by: Daniel Pilon, CEO

Date: March 31, 2023