



NOTICE AND AGENDA

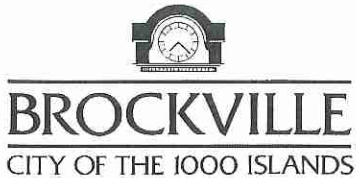
**BROCKVILLE - 1000
ISLANDS REGIONAL TACKABERRY
AIRPORT COMMISSION MEETING**

Tuesday, October 15, 2019

4:00 PM

BROCKVILLE - 1000 ISLANDS REGIONAL TACKABERRY AIRPORT

1. Minutes of the September 17 Meeting (DRAFT COPY)
2. Disclosure of Interest
3. Brock Air Services September Report (attached)
4. Summary of September 2019 Air Traffic Movement (attached)
5. Summary of September 2019 Airport Revenue (attached)
6. Action Item Update
 - a. Ogdensburg Approach Discussion
 - b. Reticle Operations Discussion
7. New Business
 - a. Radio Frequency Discussion
 - b. NDB Site Discussion



Minutes of Meeting
BROCKVILLE - 1000
ISLANDS REGIONAL TACKABERRY
AIRPORT COMMISSION MEETING

Tuesday, September 17, 2019

MEMBERS PRESENT

Mr. Mike Bowen – Vice Chair.....mwb@ripnet.com
Mr. Earl Brayton, Elizabethtown Council Rep.....earlbrayton@bell.net
Mr. Brian Williams.....briwilliams401@gmail.com
Mr. Ron Gautreau.....roke@myhighspeed.ca

MEMBERS ABSENT

Mr. Colin Dyke – Chair.....cdyke@ripnet.com
Mr. Allan Dunn.....info@1000islandsdocks.com
Mr. Wilsie Hatfield.....whatfie@myhighspeed.ca

ALSO PRESENT

Mr. Dean Glover – Brock Air Services.....brockair@kingston.net
Mr. Kent Wharton - Brock Air Services.....kentwharton1@gmail.com
Mr. Matthew Locke – City of Brockville.....mlocke@brockville.com

1. Minutes

Minutes Moved by: Brian

Seconded by: Ron

THAT the minutes of the meeting of June 25 be approved

CARRIED

2. Meeting Disclosure of Interest

No conflicts declared.

3. Brock Air Services May-August 2019 Monthly Reports

A copy was attached to the agenda.

4. Summary of May-August 2019 Air Traffic Movements

A copy was attached to the agenda.

5. Summary of May-August 2019 Airport Revenues

A copy was attached to the agenda.

6. Action Item Update

Ogdensburg Instrument Approach Procedure – No Updates

Reticle Operations Discussion – Matt notes that Reticle has now received a Land Use Permit from NAV Canada for a 5th Sea Container. Matt notes that City staff and Brock Air are developing a more formal training process for airport safety requirements for future training events at the airport.

Drone Policy Discussion – Matt notes that the City's drone policy is to defer to Transport Canada's rule of not allowing drones within 5.6km of an airport. A one-time exception was made on June 27, as the City had not clarified its policy until the June 25 Airport Commission meeting and arrangements were already in place for that event.

7. New Business

Radio Frequency – Report issued by Dean to AC members. Report to be discussed in October when chair returns.

NDB Site – Matt notes that the City owned NDB has now been decommissioned for over a year, and that City staff sees no need for the property at this time. Matt asks the AC to discuss if they are in favour or opposed to the sale of the property. Dean recommends the property be sold as is. AC to discuss further at next meeting.

Fuel Pumps – Mike asks for an update of the fuel pump project. Matt notes that he is working with suppliers to develop a cost estimate.

Ramp Discussion – Mike notes that the ramp is starting to show significant deterioration. Matt notes that he will need to research options for a condition assessment before determining or recommending an action of the ramp.

Ditching and Fence Discussion – Matt notes that City staff will reengage the ditch design. Kike asks if there is a plan to construct a fence or gate at the existing construction access. Dean notes that any access point needs to be gated and signed to be compliant. Matt notes he will need to discuss access points with Reticle to determine the long-term access plans. Matt notes that the City's long-term plan is to restrict access to one gated access point.

Fly In Breakfast – Mike notes 25 aircrafts attended and 350 breakfasts were served.

Washroom Discussion – Kent asks about the prospect of renting a porta-potty for afterhours use, particularly once the fueling system is available 24 hours a day. Matt to

provide an estimated cost for this item, and discussing with other departments.

Next meeting: October 15 @ 4:00 p.m.

Brockville - 1000 Islands Regional Tackaberry Airport

Meeting adjourned at 5:55 pm

Minutes prepared by: Matthew Locke
Supervisor of Transportation, City of Brockville

BROCKVILLE 1,000 ISLANDS REGIONAL

TACKABERRY AIRPORT

<http://www.brockvilleairport.com>

Our Mission Statement:

"Attract new business to the Brockville region, provide air ambulance/search and rescue facilities while maintaining a public destination facility that reflects well on the local community."

Airport Month End Report for SEPTEMBER 2019

CURRENT MONTH END AIRCRAFT MOVEMENTS:

(Recorded visually from 07:30 to 16:30 and via Unicom, radio reception playback from 16:31 to 07:29)

Statistics inside brackets refer to the previous year's recorded take-offs and landings.

TRAINING	PRIVATE	BUSINESS	GOVERNMENT	AIR AMBULANCE
1404 (2160)	540 (562)	10 (16)	16 (54)	6 (10)

AIRCRAFT MOVEMENTS TO DATE

TRAINING	PRIVATE	BUSINESS	GOVERNMENT	AIR AMBULANCE
12636 (13056)	3542 (3670)	166 (144)	152 (202)	78 (44)

Effective Jan 1st, 2012: Business aircraft will include Hydro One and pipeline patrol helicopters

Government aircraft will include; OPP, RCMP, MNR, DND and Canadian Coast Guard

The Current Month's Aircraft Movements of Interest

Helicopters: 4 TransCanada Pipelines, 3 ORNGE air ambulance, 3 R.C.A.F (Search & Rescue) and 1 business owned (Montreal).

Fixed Wing: No significant arrivals of interest.

ITEMS PERTAINING TO AVIATION SAFETY AND AERODROME SECURITY

1. Sept 4, 24 and 30; the Reticle rifle range was active.
2. Sept 30; Reticle requested and received 13 authorizations, from the airport staff, to enter and then drive their vehicles along Rwy 04/22 in order to enter its' training area. It should be noted that approximately the first 2000' of Rwy 22 cannot be visually checked from the Airport Flight Office window. Clearly, "all season" access road is required.

Cont'd.../2

Aerodrome Safety & Aerodrome Security cont'd

3. Sept 15; while conducting his morning, Airport security check, an airport staffmember discovered mud, on the runway, near the Rwy 04 threshold. An unknown vehicle(s) had entered Rwy 04 after the airport staff had left at the end of the Saturday shift. There are airside access points that will need to be gated or otherwise blocked so that future, runway incursions are prevented.
4. Sept 17; a resident pilot taxiied his aircraft into and thus, damaged another that had been parked on the main apron. A verbal report will be provided at the A/P Commission meeting.

ITEMS PERTAINING TO AERODROME MAINTENANCE AND EQUIPMENT

1. Sept 18; the Airport Manager conducted a site inspection of the NDB site. No faults were found.
2. Sept 24; a technician from Brockville Fire Protection inspected and re-certified the City owned fire extinguishers assigned to the airport.
3. Sept 26; the City owned telephone, provided in the Passenger Terminal foyer, broke away from its' wall mount. Repairs were effected by City staff, 401 Electric and Bell.

GENERAL REMARKS

1. Sept 11; the Brockville Flying Club hosted a Fly-In Breakfast. 25 aircraft participated and 350 breakfasts were served to visiting pilots, passengers and local residents.

End of the September 2019 Airport Month End Report



BROCKVILLE - 1000 ISLANDS REGIONAL TACKABERRY AIRPORT
SUMMARY OF AIR TRAFFIC MOVEMENTS



	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Training	7,358	6,019	7,916	5,694	2,944	3,748	7,584	12,251	14,088	14,308	16,488	18,100	16,416	16,824	14,344	10,392	11,232	10,559	16,860	12,636
Private	2,420	2,602	3,576	2,664	2,691	3,110	4,944	4,283	3,987	5,116	5,520	6,176	6,462	6,595	6,571	4,192	4,120	4,255	4,678	3,542
Business	270	322	410	458	432	458	444	484	194	208	248	280	224	254	320	246	254	158	176	166
Government	746	820	1,004	686	938	1,070	1,194	1,920	2,030	2,704	2,844	1,834	598	892	654	212	200	133	246	152
Air Ambulance													56	34	62	96	70	86	52	78
Total	10,794	9,763	12,906	9,502	7,005	8,386	14,166	18,938	20,299	22,336	25,100	26,390	23,756	24,599	21,951	15,138	15,876	15,191	22,012	16,574

2019 Aircraft Movements

	January	February	March	April	May	June	July	August	September	October	November	December	Total YTD
Training	480	648	1,176	1,056	4,080	1,200	1,392	1,200	1,404				12,636
Private	128	234	402	350	488	478	414	508	540				3,542
Business	12	10	6	18	34	42	16	18	10				166
Government	36	12	36	12	12	10	6	12	16				152
Air Ambulance	8	8	0	6	14	8	16	12	6				78
Total	664	912	1,620	1,442	4,628	1,738	1,844	1,750	1,976	0	0	0	16,574

Notes:

1. In 2001, the events of September 11 had an enormous impact on air movements throughout North America.
2. In 2003, air movements were down as a result of the loss of the flying school and unfavorable weather conditions throughout the summer.
3. In 2004, the airport runway was closed for construction of the extension from September 27, 2004 to November 05, 2004 (6 weeks).
4. In 2005, the airport runway was closed for construction of the extension from May 16, 2005 to June 03, 2005 (3 weeks).
5. Air traffic movements are only recorded daily between the hours of 7:30 a.m. to 4:30 p.m.
6. Effective Jan 1 2012 OPP, RCMP, MNR, DND and Coast Guard counted government
7. Effective Jan 1 2012 Hydro One and Endbridge counted as business
8. Effective Jan 1 2012 Air Ambulance counted separately



BROCKVILLE - 1000 ISLANDS REGIONAL TACKABERRY AIRPORT
2019 AIRPORT REVENUE
Excluding HST

	January	February	March	April	May	June	July	August	September	October	November	December	Total	2019 Budget
Jet A1 - Fuel	\$4,015.80	\$1,621.68	\$1,164.06	\$3,488.70	\$5,832.30	\$9,537.44	\$6,001.60	\$8,734.88	\$5,011.23	\$1,863.81	\$0.00	\$0.00	\$47,271.50	
100 LL - Fuel	\$221.01	\$2,426.60	\$2,459.08	\$3,130.71	\$7,225.92	\$4,448.32	\$6,193.08	\$6,359.52	\$5,605.88	\$1,794.25	\$0.00	\$0.00	\$39,864.37	\$100,000.00
Landing Fees	\$300.00	\$210.00	\$60.00	\$360.00	\$540.00	\$420.00	\$480.00	\$300.00	\$240.00	\$210.00	\$0.00	\$0.00	\$3,120.00	\$3,000.00
Parking Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8.00	\$8.00	\$23.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39.00	\$500.00
Tie Downs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	\$0.00	\$15.00	\$30.00	\$0.00	\$0.00	\$0.00	\$75.00	
Call-Outs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21.00	\$1.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22.40	
Hangar Fees													\$0.00	
Terminal Fee													\$0.00	
Total	\$4,536.81	\$4,258.28	\$3,683.14	\$6,979.41	\$13,598.22	\$14,504.76	\$12,684.08	\$15,432.40	\$10,887.11	\$3,868.06	\$0.00	\$0.00	\$90,432.27	\$103,500.00



BROCKVILLE - 1000 ISLANDS REGIONAL TACKABERRY AIRPORT
2018 AIRPORT REVENUE
Excluding HST

	January	February	March	April	May	June	July	August	September	October	November	December	Total	2018
Jet A1 - Fuel	\$3,546.88	\$2,718.84	\$1,215.69	\$3,704.25	\$15,992.00	\$11,009.25	\$8,104.34	\$6,541.92	\$14,973.66	\$3,276.00	\$1,249.20	\$3,078.00	\$75,410.03	
100 LL - Fuel	\$914.64	\$856.64	\$2,398.62	\$1,875.02	\$5,514.01	\$3,016.55	\$3,203.80	\$3,234.44	\$5,414.79	\$4,341.37	\$2,975.08	\$1,405.31	\$35,150.27	\$100,000.00
Landing Fees	\$210.00	\$120.00	\$180.00	\$180.00	\$720.00	\$420.00	\$300.00	\$270.00	\$480.00	\$180.00	\$150.00	\$180.00	\$3,390.00	\$3,000.00
Parking Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$16.00	\$0.00	\$16.00	\$8.00	\$15.00	\$8.00	\$8.00	\$0.00	\$71.00	\$500.00
Tie Downs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	
Call-Outs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$40.00	\$0.00	\$0.00	\$40.00	\$180.00	
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$105.00	\$0.00	\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$185.00	
Hangar Fees													\$0.00	
Terminal Fee													\$0.00	
Total	\$4,671.52	\$3,695.48	\$3,794.31	\$5,759.27	\$22,242.01	\$14,650.80	\$11,624.14	\$10,149.36	\$20,923.45	\$7,805.37	\$4,382.28	\$4,703.31	\$114,401.30	\$103,500.00

26 Aug/2019

THE CASE FOR A COMMON BROCKVILLE AND OGDENSBURG AIRPORT FREQUENCY (122.8 Mhz.)

For many years, the then Brockville Municipal Airport (CNL3) was assigned the UNICOM frequency of 122.8 Mhz. This same frequency was shared by the Ogdensburg International Airport (KOGS). The writer can recall, one day, in the early 1980s, when a Transport Canada Inspector was conducting a practice NDB approach to Runway 22 at the Brockville airport. It was at a time when general aviation was probably at its' peak and it so happened that several aircraft, operating at other airports, were broadcasting their own position reports on a congested frequency. After landing, the frustrated, Transport Canada pilot advised that he would start the paperwork to have the Brockville airport frequency changed. A few months later, Brockville was assigned 123.0 Mhz and the UNICOM radio, in the airport flight office, was reconfigured accordingly.

Skip forward to the present day. The renamed Brockville 1,000 Islands Regional Tackaberry Airport still operates its' UNICOM on 123.0 Mhz. This is an assigned, Aerodrome Traffic Frequency (ATF) with a radius of 5 nautical miles and a cap of 3,400 feet above sea level. Radio equipped aircraft operating within that airspace are expected to; however, are not obligated to, transmit intentions and position reports on that frequency. If the airport was assigned a Mandatory Frequency, then, as the term indicates, such calls would have to be made.

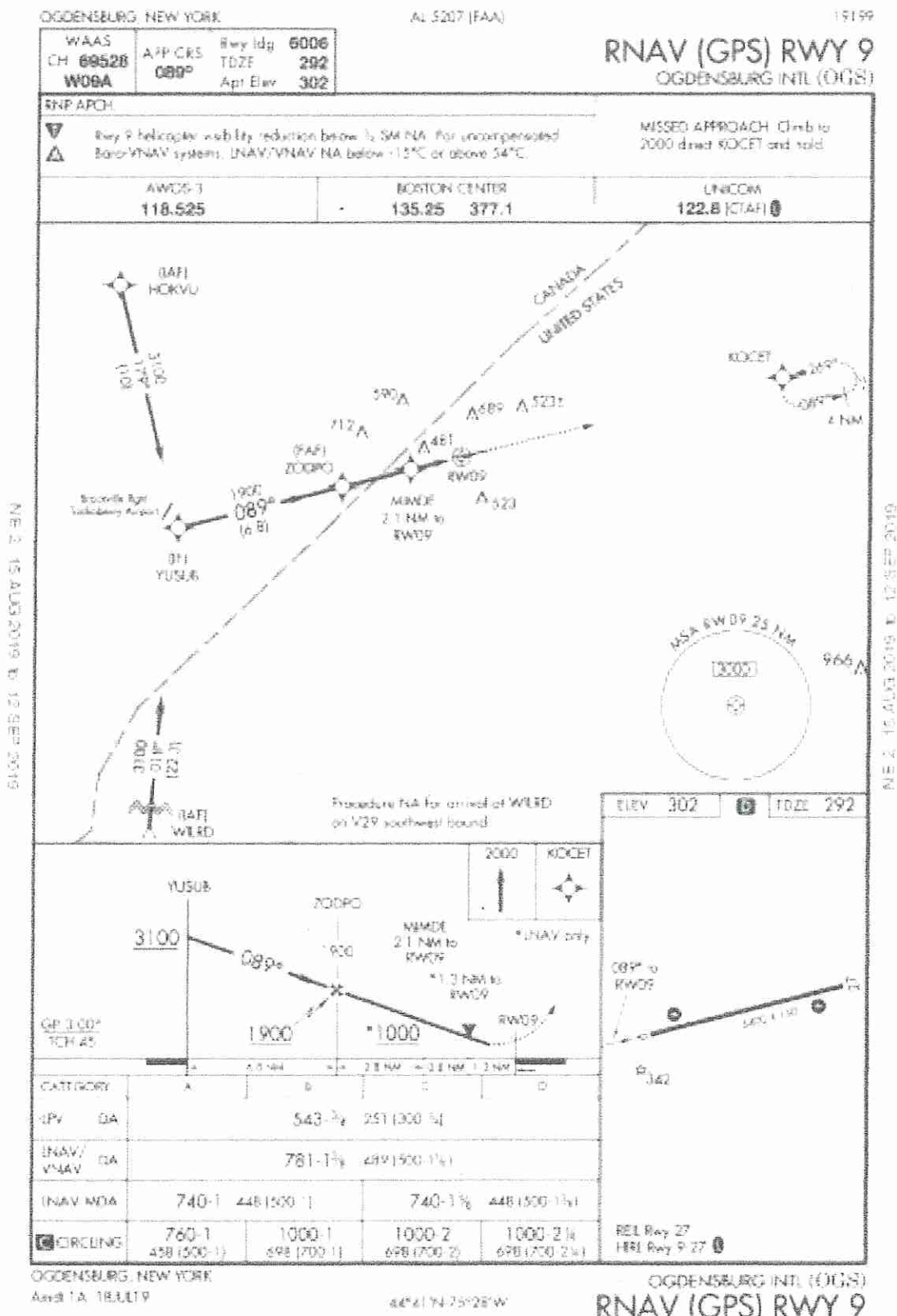
During times of good weather (visual meteorological conditions) airspace over the St. Lawrence River and Hwy 401 is often used by local pilots enjoying a sightseeing flight and also, those enroute between Montreal and Toronto airports. Aircraft using the RNAV (GPS) RWY 9 instrument approach procedure into Ogdensburg International Airport share that same airspace. In fact, the procedure brings them within 2.5 miles of the Brockville airport and as low as 1900 feet above sea level. That's only 500 feet above the Brockville traffic circuit. Such aircraft seldom broadcast on 123.0. It's either because the crew is too busy on 122.8 (KOGS) or it is simply because the Brockville ATF is not depicted on the KOGS instrument approach procedure. Coupled with the chance of a loss of aircraft separation, there is the potential for light aircraft encountering significant wake turbulence behind the IFR aircraft. There are 3 airlines now serving Ogdensburg with jet aircraft, the largest being an Airbus A320.

For the reasons stated above, on 11 December 2016, the writer requested that Transport Canada consider converting the Brockville ATF to a MF. No formal response was provided. A telephone followup call indicated that NAV CANADA would have an issue with amending the floor of IFR airways passing to the north of the Brockville airport.

Hence, a second option would be to convert the Brockville UNICOM frequency back to 122.8 Mhz. In that way, all aircraft transiting the area would be listening and transmitting on both the Ogdensburg and Brockville frequency at the same time. The chances of a loss of separation would be minimized.

A local, electronics technician, Mr. Nand Romijn, was invited to examine the Brockville UNICOM radio. Mr. Romijn has confirmed that it is possible to make such a hardware change to 122.8.

Dean Glover
Pres., Brock Air Services
Airport Operator (CNL3)



11 December 2016

Ottawa Transport Canada Centre
39 Camelot Drive, Suite 400
Ottawa, ON K2G 5W6

Attn: Nick Taylor
Technical Team Lead – Flight Operations

Re: Brockville Regional Tackaberry Airport (CNL3)

Dear Mr. Taylor,

We would like to bring to your attention, a matter which we feel is a potential hazard to flight operations at the Brockville aerodrome (CNL3).

On November 3rd, 2016, our Airport Manager reported to me that he had observed a transport category aircraft transiting overhead the aerodrome at an unusually, low altitude. I suggested that he file an Aviation Occurrence Report with Transport Canada, which he later confirmed had been done. However, since filing his OCR, there have been three additional such overflights.

By means of a Douglas protractor and a Toronto VFR Navigation Chart, I have approximated the position of CNL3, on the RNAV (GPS) RWY 9 instrument approach procedure at Ogdensburg, New York. It would seem that CNL3 and the rifle range, located at the same aerodrome, lie close to, if not directly under the Ogdensburg, RWY 09 Initial Approach Fix, YUSUB.

The Airport Manager has also noted that those overflying aircraft are not broadcasting their position and intentions on the Aerodrome Traffic Frequency.

The YUSUB crossing altitude is 2000' MSL; whereupon, aircraft commence a further descent into OGS. We see the mentioned, potential aviation hazard as being threefold:

1. Traffic inbound, IFR to Ogdensburg, are passing overhead the Brockville VFR circuit traffic with only 600' of separation and with even less for those Brockville aircraft intent on overflying the aerodrome and then descending to join the circuit
2. While those transport category aircraft, inbound to OGS, may not be fully configured for landing, they can still generate significant wake turbulence for light aircraft slightly below and already in the CNL3 traffic circuit
3. The mentioned 600' separation, from CNL3 circuit traffic, would be even further reduced if an aircraft departing Rwy 04, at Brockville, is intending a climbing straight out departure on an eastbound course.

Given that, at the end of November 2016, the Brockville aerodrome had recorded 15,336 aircraft movements, we feel that this information should be given a priority and shared with your F.A.A. counterparts at the Albany Flight Standards District Office in Latham, New York.

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Further, we would like to offer the following as possible suggestions, to mitigate this potential hazard;

- * 1. Immediate conversion of the Brockville Aerodrome Traffic Frequency (123.0 MHZ) to a Mandatory Frequency. The advantage being that Brockville traffic and the Rifle Range Authority would be made aware of those OGS aircraft, about to transit through the Zone so that they may plan accordingly.
- * 2. Display the location of CNL3 and its' ATF or better yet, MF, on the Ogdensburg, New York instrument approach procedures
- DONE ✓ 3. Publish details (vigilance for traffic and possible wake turbulence) in the next Canada Flight Supplement, pertaining to CNL3, under the title: CAUTION.
- REJECTED 4. Issue a NOTAM, for dissemination in Canada and the United States, so that both CNL3 and OGS pilots are immediately made aware of this situation.

As the Aerodrome Operator, Brock Air Services would value the opportunity to work with Transport Canada in finding a timely solution to this important matter.

Respectfully yours,

Dean Glover
Pres., Brock Air Services
Aerodrome Operator, CNL3