



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

May 22, 2012

MEMBERS PRESENT

Mr. Brian Williams, Chair.....briwilliams401@gmail.com
 Mr. Allan Dunn.....aldunn@propshopontario.com
 Mr. Wilsie Hatfield.....whatfie@ripnet.co
 Councillor Susan Prettejohn.....prettejohn@ripnet.com
 Mr. Colin Dyke.....cdyke@ripnet.com
 Mr. Mike Bowen.....mwb@ripnet.com

ALSO PRESENT

Ms. Valerie Harvey.....vharvey@brockville.com
 Mr. Kent Wharton - Brock Air Services.....kentwharton_brockair@sympatico.ca
 Mr. Dean Glover - Brock Air Services.....brockair@kingston.net

ABSENT

Mr. Bob Huskinson.....rhuskinson@cogeco.ca
 Ms. Heather Dale Flood.....hdflood@hotmail.com

1. Welcome New Airport Commission Members

New Commission members Colin Dyke and Mike Bowen were welcomed. A written overview of the airport and the 2012 budget were provided to them.

2. MINUTES

Moved by: Wilsie Hatfield
 Seconded by: Susan Prettejohn
 THAT the Minutes of the meeting of April 24, 2012 be approved.
 Carried

3. DISCLOSURE OF INTEREST

No conflicts declared.

4. BROCK AIR SERVICES APRIL 2012 MONTHLY REPORT

A copy was attached to the agenda. In the previous months report there was an incident

regarding the theft of fuel from a parked transient airplane. It has been verified that there was no theft and the tank had a leak.

5. Summary of 2012 Air Traffic Movements

A copy was attached to the agenda.

6. Summary of 2012 Airport Revenues

A copy was attached to the agenda.

Moved by: Wilsie Hatfield

Seconded by: Allan Dunn

THAT as a possible source of revenue Dean Glover of Brock Air Services will investigate the cost of selling clothing items, pens and pins to the public.

Carried

Moved by: Susan Prettejohn

Seconded by: Wilsie Hatfield

That Dean Glover of Brock Air Services creates a design for an airport logo and brings it back for discussion at the next meeting.

Carried

7. Summary of 2012 Airport Fuel Revenue

A copy was attached to the agenda.

8. Action Items Update

Valerie Harvey informed the Commission that the runway line painting was completed last week. It was requested that runway crack sealing be included in the 2013 capital budget.

Discussion took place about the 2013 fun day which will be held for the main purpose of providing awareness about the airport and that potential revenue from the event will be secondary. Promotion of the fun day on the airport website will commence in the fall. Alan Dunn recommended that prior to setting the date that the COPA magazine should be referenced to ensure that the date does not conflict with any other surrounding airport events. Colin Dyke, Mike Bowen and Dean Glover joined the fun day committee. The committee has agreed not to meet until the fall to begin planning for the event.

Wilsie Hatfield contacted the St. Lawrence College regarding a possible aviation school and confirmed that at this time the college is not proceeding because of liability issues and the fact that there is no funding from the province because the school would just provide a pilot's license and not a diploma. So if an aviation school was opened there would be no direct relationship between the college and the school.

Brian Williams indicated that he was having difficulty placing photographs/pictures on the airport website and asked that Valerie Harvey provide him the e-mail address of John Peters who is the city's M.I.S. Supervisor.

9. New Business

The Brockville Flying Club is planning their annual fly in breakfast and it is scheduled for September 9, 2012.

Moved by: Colin Dyke

Seconded by: Wilsie Hatfield

THAT the Brockville Flying Club's fly in breakfast on September 9, 2012 be approved.

Carried

Discussions took place about a deep pot hole in the asphalt taxiway near the city hangar.

Moved by: Wilsie Hatfield

Seconded by: Colin Dyke

THAT because the pothole is in the location that could cause serious damage to an airplane, that it is deemed an emergency and that staff request Tackaberry Construction to complete the repair.

Carried

Discussions took place about the Airport Commission's mission statement in the fact that it needed to be updated. The statement does not need to be completely rewritten but needs some minor word changes.

Moved by: Colin Dyke

Seconded by: Wilsie Hatfield

THAT commission members review the Airport Commission's mission statement and bring suggested changes back to the next commission meeting.

Carried

Next meeting: June 26, 2012 @ 4:00 p.m.
Brockville - 1000 Islands Regional Tackaberry Airport

Meeting adjourned at 5:00 PM

Minutes prepared by:

Valerie Harvey

Supervisor of Transportation Services