



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

June 26, 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
Mr. Bob Huskinson.....rhuskinson@cogeco.ca
Ms. Heather Dale Flood.....hdflood@hotmail.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

1. MINUTES

Moved by: Wilsie Hatfield
Seconded by: Susan Prettejohn
THAT the Minutes of the meeting of May 22, 2012 be approved.
Carried

2. DISCLOSURE OF INTEREST

No conflicts declared.

3. BROCK AIR SERVICES MAY 2012 MONTHLY REPORT

A copy was attached to the agenda.

4. Summary of 2012 Air Traffic Movements

A copy was attached to the agenda.

5. Summary of 2012 Airport Revenues

A copy was attached to the agenda.

6. Summary of 2012 Airport Fuel Revenue

A copy was attached to the agenda.

7. Airport Logo

A draft copy of the logo was attached to the agenda. It was decided that the wording on the bottom of the current draft of the logo should say "Aviation Gateway to Eastern Ontario". Brian Williams is to try and redesign the logo into an oval shape and receive quotes to have it created in 1 colour and in 2 colours. This item is to be placed on the agenda of the next meeting.

8. Airport Commission Mission Statement

Discussion took place regarding the modifications to the mission statement that were provided by Colin Dyke. Members are to email additional thoughts to Colin and he will provide a new draft of the statement for the next meeting. It was decided that the final statement should have items in bullet form for greater emphasizes.

9. Noise Complaint

A copy of the noise complaint and a copy of the Elizabethtown- Kitley response to the complainants were attached to the agenda. Kent Wharton has already discussed the matter the commander of the cadets and they will be making the circuit smaller so they do not go over Highway 29 or the residential subdivision. Kent was asked to also discuss it with the cadets themselves at the next training session. Brian Williams is to send a letter to Elizabethtown- Kitley informing them about the commissions response to the complaint and request that Elizabethtown- Kitley direct the information it to the complainants. The chair is also to send correspondence directly to the cadet's commanding officer regarding the matter.

10. New Sources of Revenue

The Airport Fun Day organizing committee will be meeting this fall (probably September). Brian Williams is to talk to the Tincap Restaurant and the Tincap Golf Club about having links between their websites and the airport web site.

11. Outside Stairs of Terminal

The stairs must be repaired for liability reasons. Brock Air Services was granted permission to repair the stairs based on their quote of \$392.95 plus HST. The quote to replace the gate at the bottom of the stairs from Burchell Fencing in the amount of \$450 plus HST was declined. The new gatet hat has already been installed by Brock Air Services is adequate.

12. DJQ Consulting Limited

Discussion took place about DJQ Consulting Ltd regarding this firm looking for funding for airport capital projects. The firm is to be placed on the agenda for the next commission meeting.

13. Action Item Update

Valerie Harvey informed the commission that the pothole on the taxiway near the City Hanger was repaired by Tackaberry at a cost of \$420. Brock Air Services used City supplied cold patch to level some minor depressions in the apron.

Valerie Harvey is to request that Lesley White who is the City's Manager of Strategic Initiatives attend a meeting to discuss the possible installation of Solar Panels at the airport.

Dean Glover did not have a quote for airport clothing as the airport logo must be finalized prior to proceeding.

14. New Business

Moved by: Wilsie Hatfield

Seconded by: Susan Prettejohn

THAT the July Airport Commission meeting is cancelled and the next meeting be held in August.

Carried

**Next meeting: August 28, 2012 @ 4:00 p.m.
Brockville - 1000 Islands Regional Tackaberry Airport**

Meeting adjourned at 5:05 PM

Minutes prepared by:

Valerie Harvey

Supervisor of Transportation Services