



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

September 13, 2011

MEMBERS PRESENT

Ms. Hannelore Walther.....gwiz@sympatico.ca
Ms. Heather Dale Flood.....hdflood@hotmail.com
Mr. Brian Williams, Chair.....briwilliams401@gmail.com
Councillor Susan Prettejohn.....prettejohn@ripnet.com
Mr. Bob Huskinson.....rhuskinson@cogeco.ca
Mr. Allan Dunn.....aldunn@propshopontario.com

ALSO PRESENT

Ms. Valerie Harvey.....vharvey@brockville.com
Mr. Kent Wharton - Brock Air Services.....kentwharton_brockair@sympatico.ca
Mr. Dave Paul.....dpaul@brockville.com

ABSENT

Mr. Dean Glover - Brock Air Services.....brockair@kingston.net

1. MINUTES

Moved by: Allan Dunn

Seconded by: Susan Prettejohn

THAT the Minutes of the meeting of August 16, 2011 be amended to reflect that the Airport Commission Chairman will be the official spokesperson for the Airport Commission and that the amended minutes be approved.

Carried

2. DISCLOSURE OF INTEREST

No conflicts declared.

3. BROCK AIR SERVICES MONTHLY REPORT

A copy was attached to the agenda.

4. Summary of Air Traffic Movements

A copy was attached to the agenda.

5. Summary of Airport Revenues

A copy was attached to the agenda.

6. Dave Paul – Potential Ottawa Aviation Land Purchase

Dave Paul indicated that he had spoken with Ottawa Aviation and he indicated that they were looking to purchase land for a 100' x 100' structure with a value of between \$800,000 and \$1 million and that they would like to begin construction in the spring of 2012. Items to be discussed with the firm include the sale of the land, the location of the land, hydro, development fees, application for any possible subsidies, CAD drawings, services at the airport and surrounding area, what the area offers, etc. Alan Dunn indicated that The Brockville Flying Club could house the aircraft and provide classrooms temporarily until a permanent facility is built. Once more information is available Dave Paul will report back to the commission.

7. Policy vs Management- Roles of the Airport Commission and the City Management

Minor expenditures related to operating the airport should be handled by V. Harvey and K. Wharton. The commission should not be micromanaging and only large expenditures should be approved by the commission.

8. Action Item Update

Sale of Lyn Property – the report is going to the September 20th Finance and Operations Committee meeting.

The City 2012 budget deadlines have moved ahead significantly with the intent of having the budget completed prior to the end of 2011. A minor capital project for the runway line painting in the amount of \$16,275 has been submitted for consideration.

Hanger Subdivision Development - the commission should concentrate on the potential Ottawa Aviation land purchase. In addition to that the committee should look at selling land for hangar development.

Moved by: H. Walther

Seconded by: S. Prettejohn

THAT a subcommittee is formed to identify the location of land for sale for hangars or anyone else and that subject to city employee M. Fraser's availability, a site plan be drafted for presentation to the commission at the October meeting.

Carried

The subcommittee is to consist of B. Williams, A. Dunn and K. Wharton.

“Danger High Voltage” signs for the NDB security fencing have been ordered and we are awaiting delivery

K. Wharton to apply the appropriate vegetation growth deterrent to the overflow parking lot.

K. Wharton has located a roller that can be used free of charge to smooth out the surface of the grass landing strip.

Commission members are to circulate their biographies by e-mail to the other members.

K. Wharton is to e-mail the Mayor air ambulance statistics from the previous year for his discussions with the County on relieving the airport of the County portion of the taxes.

8. New Business

The Brockville Flying Club’s Fly In Breakfast on September 11, 2011 was very successful with 45 aircraft arriving on-site.

9. In Camera Session

**Next meeting: October 18, 2011@ 4:45 p.m.
Brockville - 1000 Islands Regional Tackaberry Airport**

Meeting adjourned at 6:15 PM

Minutes prepared by:

Valerie Harvey

Supervisor of Transportation Services