



NOTICE AND AGENDA

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

Tuesday, November 20, 2018

4:00 PM

BROCKVILLE - 1000 ISLANDS REGIONAL TACKABERRY AIRPORT

1. Minutes of the October 16 Meeting (DRAFT COPY)
2. Disclosure of Interest
3. Brock Air Services October Report (attached)
4. Summary of October 2018 Air Traffic Movement (attached)
5. Summary of October 2018 Airport Revenue (attached)
6. Summary of October 2018 Airport Fuel Revenue (attached)
7. Action Item Update
 - a. Ogdensburg Approach Discussion
 - b. Reticle Operations Discussion
8. New Business
 - a. Wildlife Program Discussion
 - b. NAV CANADA Weather Camera Renewal
 - c. Discussion of Neighbouring Construction Review Process



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

Tuesday, October 16, 2018

MEMBERS PRESENT

Mr. Colin Dyke – Chair.....cdyke@ripnet.com
Mr. Mike Bowen – Vice Chair.....mwb@ripnet.com
Mr. Wilsie Hatfield.....whatfie@myhighspeed.ca
Mr. Earl Brayton, Elizabethtown Council Rep.....earlbrayton@bell.net
Mr. Brian Williams.....briwilliams401@gmail.com
Mr. Allan Dunn.....info@1000islandsdocks.com

MEMBERS ABSENT

ALSO PRESENT

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

1. Minutes

Minutes Moved by: Wilsie
Seconded by: Mike
THAT the minutes of the meeting of June 26, 2018 be approved
CARRIED

2. Meeting Disclosure of Interest

No conflicts declared.

3. Brock Air Services June - September 2018 Monthly Report

A copy was attached to the agenda.

4. Summary of September 2018 Air Traffic Movements

A copy was attached to the agenda.

5. Summary of September 2018 Airport Revenue

A copy was attached to the agenda.

6. Summary of September 2018 Airport Fuel Revenue

A copy was attached to the agenda.

7. Action Item Update

Ogdensburg Instrument Approach Procedure – The Ogdensburg Airport has hired a new Airport Manager. Dean has introduced himself via email, and the new AM has begun posting NOTAM's for glider training at Dean's request. A new approach plate was published in July by the FAA. The new approach has raised the minimum height to 3100' and removed the direct overflight above the BRTA. Committee notes that this is an improvement, but that a safety concern still exists in the Brockville area, particularly over the St. Lawrence River. Dean will discuss the approach procedure with the Ogdensburg AM.

Reticle Operations Discussion – Matt details new survey work completed along the north boundary, and the proposed additional 10 feet of land clearing. Matt noted that safety discussions are scheduled for in advance of rifle season to ensure a smooth deer hunting operation in November. Matt notes that driver training has been permanently shifted to Brockville. Matt noted that Reticle is working through a noise abatement plan with the MOECP to ensure that all regulations are followed.

8. New Business

Airport Commission Term Extensions – All members confirm intention to continue for next 4 year term, beginning December 2018.

Fuel System – Kent notes the benefit of updating the fuel system. Kent notes that a self-serve kiosk would increase fuel sales, as pilots could fuel at night when no staff is on site. Kent notes that a single point system would allow for fueling of larger corporate jets.

Next meeting: November 20, 2018 @ 4:00 p.m.
Brockville - 1000 Islands Regional Tackaberry Airport
Meeting adjourned at 5:35 pm

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

BROCKVILLE 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 OCTOBER 2018

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
2268 (2088)	436 (380)	14 (8)	24 (6)	4 (12)

AIRCRAFT MOVEMENTS TO DATE

TRAINING	PRIVATE	BUSINESS	GOVERNMENT	AIR AMBULANCE
15324 (9331)	4106 (3793)	158 (132)	226 (166)	48 (78)

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: 2 TransCanada Pipelines, 1 Transport Canada, 2 ORNGE Air Ambulance, 1 RCAF (Search & Rescue Sqn) and 1 Bell 430 (Heli Toronto).

Fixed Wing: 1 DHC 8 300 series (Voyageur Airways charter by Reticle Ventures Canada), 1 Cessna 182 (Prestige Air) and 2 Quest Kodiak single-engine turboprop (re. former Philips Cable property).

ITEMS PERTAINING TO AVIATION SAFETY AND AERODROME SECURITY

1. Oct 6, 7 and 8, a Brockville NOTAM was issued, through NAVCANADA and also an Ogdensburg NOTAM was issued, through the FAA, that described gliding activities at the airport. No issues or safety concerns were recorded during the Air Cadets' program.

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ITEMS PERTAINING TO AERODROME MAINTENANCE AND EQUIPMENT

1. Oct 10, a City staffmember replaced a light at the Airport Maintenance Garage. He also checked the back door of the Heritage Kitchens for the source of a water leak. The resealing of that door was then contracted out. Parts, for the heater in the Heritage Kitchens building, are on order; however, warm air is being provided by two heaters.
2. Oct 17, the Airport Manager conducted an inspection of the NonDirectional Beacon site. No faults were found.
3. Oct 29, the City owned Construction Heater, used in the Airport Maintenance Garage failed to operate. It had been in service for approximately 22 winters. A new, replacement heater was purchased and installed for the purpose of keeping the room temperature above the freezing point.
4. Oct 30, the floor drain, in the Airport Maintenance Garage, was cleaned and flushed.

GENERAL REMARKS

1. Oct 3, 4 and 24 the Reticle Ventures Canada shooting range was active.
2. Oct 11, Reticle Venture Canada chartered a Voyageur Airways DHC 8 to ferry students to its' training area. The aircraft's photo was later published in the Brockville Recorder and Times newspaper.
3. Oct 23 and 23, Reticle Ventures Canada conducted another exercise in its' training area.
4. Oct 27, the crew of an Allegiant Air Airbus A320 announced its' position and intentions on the Brockville Aerodrome Traffic Frequency. While such a call is not a requirement and is seldom given, it was welcomed.
5. Oct 31, two local hunters signed waivers that allowed them to harvest deer from the airport property. The APM attended a meeting, with other stakeholders, to discuss where the hunters are permitted to travel. A verbal report will be provided to the members of the Airport Commission at the November 20th meeting.

End of the October 2018 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
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	15,324
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	4,106
Business	270	322	410	458	432	458	444	484	194	208	248	280	224	254	320	246	254	158	158
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	226
Air Ambulance													56	34	62	96	70	86	48
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	19,862

2018 Aircraft Movements

	January	February	March	April	May	June	July	August	September	October	November	December	Total YTD
Training	600	600	1,008	1,008	3,528	1,704	1,296	1,152	2,160	2,268			15,324
Private	216	186	440	414	620	414	408	410	562	436			4,106
Business	12	2	8	14	42	14	16	20	16	14			158
Government	30	4	14	0	26	12	52	10	54	24			226
Air Ambulance	0	2	6	2	8	12	4	0	10	4			48
Total	858	794	1,476	1,438	4,224	2,156	1,776	1,592	2,802	2,746	0	0	19,862

145% of 2017
96% of 2017
100% of 2017
170% of 2017
56% of 2017
131% of 2017

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
2018 AIRPORT REVENUE

Excluding HST

	January	February	March	April	May	June	July	August	September	October	November	December	Total	2018 Budget
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	\$291.60	\$0.00	\$71,374.43	
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	\$1,921.57	\$0.00	\$32,691.45	\$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	\$90.00	\$0.00	\$3,150.00	\$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	\$0.00	\$140.00	
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	\$2,311.17	\$0.00	\$107,626.88	\$103,500.00



BROCKVILLE - 1000 ISLANDS REGIONAL TACKABERRY AIRPORT
2017 AIRPORT REVENUE

Excluding HST

	January	February	March	April	May	June	July	August	September	October	November	December	Total	2017
Jet A1 - Fuel	\$925.65	\$832.32	\$5,942.38	\$933.78	\$4,024.26	\$5,501.56	\$4,532.10	\$3,096.24	\$12,105.28	\$9,018.48	\$1,163.88	\$7,736.04	\$55,811.97	
100 LL - Fuel	\$507.99	\$2,016.31	\$832.32	\$1,847.49	\$2,526.38	\$3,801.34	\$4,977.44	\$4,428.31	\$4,741.15	\$4,786.73	\$2,182.31	\$2,056.34	\$34,704.11	\$110,000.00
Landing Fees	\$150.00	\$120.00	\$330.00	\$240.00	\$300.00	\$390.00	\$390.00	\$360.00	\$360.00	\$240.00	\$150.00	\$240.00	\$3,270.00	\$3,300.00
Parking Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8.00	\$0.00	\$8.00	\$0.00	\$16.00	\$500.00
Tie Downs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Call-Outs	\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60.00	\$40.00	\$0.00	\$0.00	\$0.00	\$140.00	
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8.00	\$0.00	\$0.00	\$40.00	\$48.00	
Hangar Fees													\$0.00	
Terminal Fee													\$0.00	
Total	\$1,583.64	\$3,008.63	\$7,104.70	\$3,021.27	\$6,850.64	\$9,692.90	\$9,899.54	\$7,944.55	\$17,262.43	\$14,045.21	\$3,504.19	\$10,072.38	\$93,990.08	\$113,800.00

2018 Airport Fuel Revenue
(purchase price includes aviation taxes, excludes HST)

Jet A1 Fuel						
	Gross Revenue		Gross Expense		Net Revenue	
	Qty.	Price/Litre	Revenue	Purchase Price/Litre		
January	2,176	\$1.63	\$3,547	\$0.883	\$1,921	\$1,625
February	1,668	\$1.63	\$2,719	\$0.883	\$1,473	\$1,246
March	743	\$1.65	\$1,226	\$0.898	\$667	\$559
April	2,245	\$1.65	\$3,704	\$0.898	\$2,016	\$1,688
May	9,676	\$1.65	\$15,965	\$0.898	\$8,689	\$7,276
June	6,291	\$1.75	\$11,009	\$1.003	\$6,310	\$4,699
July	4,620	\$1.77	\$8,177	\$1.025	\$4,736	\$3,442
August	3,696	\$1.77	\$6,542	\$1.025	\$3,788	\$2,754
September	8,433	\$1.77	\$14,926	\$1.025	\$8,644	\$6,283
October	1,820	\$1.80	\$3,276	\$1.046	\$1,904	\$1,372
November	162	\$0.00	\$0	\$0.000	\$0	\$0
December	0	\$0.00	\$0	\$0.000	\$0	\$0
Sub Total	41,530		\$71,092		\$40,148	\$30,944

100 LL Transient						
	Gross Revenue		Gross Expense		Net Revenue	
	Qty.	Price/Litre	Revenue	Price/Litre		
January	33	\$1.64	\$54	\$1.170	\$39	\$16
February	176	\$1.64	\$289	\$1.170	\$206	\$83
March	298	\$1.64	\$489	\$1.170	\$349	\$140
April	261	\$1.64	\$428	\$1.170	\$305	\$123
May	1,233	\$1.64	\$2,022	\$1.170	\$1,443	\$580
June	1,220	\$1.77	\$2,159	\$1.299	\$1,585	\$575
July	536	\$1.80	\$965	\$1.333	\$714	\$250
August	956	\$1.80	\$1,721	\$1.333	\$1,274	\$446
September	1,846	\$1.80	\$3,323	\$1.333	\$2,461	\$862
October	892	\$1.81	\$1,615	\$1.344	\$1,199	\$416
November	517	\$0.00	\$0	\$0.000	\$0	\$0
December	0	\$0.00	\$0	\$0.000	\$0	\$0
Sub Total	7,968		\$13,064		\$9,574	\$3,490

100 LL Resident						
	Gross Revenue		Gross Expense		Net Revenue	
	Qty.	Price/Litre	Revenue	Purchase Price/Litre		
January	606	\$1.42	\$861	\$1.170	\$709	\$152
February	400	\$1.42	\$568	\$1.170	\$468	\$100
March	1,345	\$1.42	\$1,910	\$1.170	\$1,574	\$336
April	1,019	\$1.42	\$1,447	\$1.170	\$1,192	\$255
May	2,318	\$1.42	\$3,292	\$1.170	\$2,712	\$580
June	1,971	\$1.55	\$3,055	\$1.299	\$2,560	\$495
July	1,439	\$1.58	\$2,274	\$1.333	\$1,918	\$355
August	958	\$1.58	\$1,514	\$1.333	\$1,277	\$237
September	1,314	\$1.58	\$2,076	\$1.333	\$1,752	\$325
October	1,715	\$1.59	\$2,727	\$1.344	\$2,305	\$422
November	620	\$0.00	\$0	\$0.000	\$0	\$0
December	0	\$0.00	\$0	\$0.000	\$0	\$0
Sub Total	13,705		\$19,722		\$16,467	\$3,255

	Gross Revenue	Gross Expense	Net Revenue
Jet A1	\$71,092	\$40,148	\$30,944
100 LL Transient	\$13,064	\$9,574	\$3,490
100 LL Resident	\$19,722	\$16,467	\$3,255
Total	\$103,879	\$66,189	\$37,689

2017 = \$35,607

Value of Fuel in the Tanks as of the End of September 2018

	Litres of Fuel		* Fuel Value	
	in Tanks	* Cost/litre last purchase	in Tanks	
Jet A1	13,807	\$1.050	\$14,497	
100 LL	11,246	\$1.375	\$15,464	
Total				\$29,961

* value of fuel in tanks based on cost/litre of last purchase