



BROCKVILLE
CITY OF THE 1000 ISLANDS



NOTICE AND AGENDA

BROCKVILLE - 1000 ISLANDS REGIONAL TACKABERRY AIRPORT COMMISSION MEETING

Tuesday February 25, 2014

4:00 PM

BROCKVILLE - 1000 ISLANDS REGIONAL TACKABERRY AIRPORT

- 1. Introduction of the New Supervisor of Transportation Services**
- 2. Minutes of the January 28, 2014 Meeting**
- 3. Disclosure of Interest**
- 4. Brock Air Services January 2014 Report (attached)**
- 5. Summary of 2014 Air Traffic Movements (attached)**
- 6. Summary of 2014 Airport Revenues (attached)**
- 7. Summary of 2014 Airport Fuel Revenue (attached)**
- 8. 2013 Airport Budget Variance (attached)**
- 9. Action Item Update**
- 10. New Business**

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 **JANUARY 2014**

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 records.

TRAINING	PRIVATE	BUSINESS	GOVERNMENT	AIR AMBULANCE
264 (456)	326 (276)	36 (4)	24 (24)	4 (4)

AIRCRAFT MOVEMENTS TO DATE

TRAINING	PRIVATE	BUSINESS	GOVERNMENT	AIR AMBULANCE
264 (456)	326 (276)	36 (4)	24 (24)	4 (4)

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: 7 Hydro One, 1 Transport Canada, 1 Enbridge, 1 O.P.P. and 2 Ornge air ambulances

Fixed Wing: 7 Pilatus PC-12 (American Iron & Metal), 1 Piper Aztec (RPR Environmental, St. Catherines) and 1 single engine business (possibly visiting a business in Prescott)

ITEMS PERTAINING TO AVIATION SAFETY AND AERODROME SECURITY

1. The Airport Manager issued a number of Runway Surface Condition reports, through NavCanada.

ITEMS PERTAINING TO AERODROME MAINTENANCE AND EQUIPMENT

1. January 6, a buildup of ice, on the roof of City Hangar # 2 (leased by Heritage Kitchens) shifted causing damage to the roof vents.
2. January 10, workers from Richard Steele Construction repaired the damaged roof vents on Hangar # 2.
3. January 15, the Airport Manager conducted a scheduled inspection of the City's NonDirectional Beacon facility. Routine function tests indicated that all of the transmitter's systems were operating normally.

GENERAL REMARKS

1. January 18, members of the Canadian Forces carried out a training exercise on the Airport property. The event was well covered by the local media which, in turn, meant for good publicity for the Airport.

End of the January 2014 Airport Month End Report

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



	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014 YTD
Training	7,094	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	264
Private	2,080	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	326
Business	262	270	322	410	458	432	458	444	484	194	208	248	280	224	254	36
Government	734	746	820	1,004	686	938	1,070	1,194	1,920	2,030	2,704	2,844	1,834	598	892	24
Air Ambulance														56	34	4
Total	10,170	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	654

2014 Aircraft Movements

	January	February	March	April	May	June	July	August	September	October	November	December	Total YTD
Training	264												264
Private	326												326
Business	36												36
Government	24												24
Air Ambulance	4												4
Total	654	0	0	0	0	0	0	0	0	0	0	0	654

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 Endridge counted as business
8. Effective Jan 1 2012 Air Ambulance counted separately



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BROCKVILLE - 1000 ISLANDS REGIONAL TACKABERRY AIRPORT

2014 AIRPORT REVENUE

Excluding HST

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Jet A1 - Fuel	\$4,500.69	\$2,915.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,416.04
100 LL - Fuel	\$1,594.40	\$619.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,214.28
Landing Fees	\$570.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$810.00
Parking Fees	\$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
Tie Downs	\$75.00	\$45.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00
Call-Outs	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Hangar Fees													\$0.00
Terminal Fee													\$0.00
Total	\$6,780.09	\$3,820.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,600.32

engineering- mhoogenraad-excel-airport - 2014-airport revenue 2014 - AC Report

2014 Airport Fuel Revenue
(purchase price includes aviation taxes, excludes HST)

Jet A1 Fuel						
	Gross Revenue			Gross Expense		Net Revenue
	Qty.	Sale Price/Litre	Revenue	Purchase Price/Litre	Expense	
January 1 - 20	2,057	\$1.95	\$4,011	\$1.04	\$2,139	\$1,872
January 21 - 31	246	\$1.99	\$490	\$1.10	\$271	\$219
February			\$0		\$0	\$0
March			\$0		\$0	\$0
April			\$0		\$0	\$0
May			\$0		\$0	\$0
June			\$0		\$0	\$0
July			\$0		\$0	\$0
August			\$0		\$0	\$0
September			\$0		\$0	\$0
October			\$0		\$0	\$0
November			\$0		\$0	\$0
December			\$0		\$0	\$0
Sub Total			\$4,501		\$2,410	\$2,091

100 LL Transient						
	Gross Revenue			Gross Expense		Net Revenue
	Qty.	Price/Litre	Revenue	Price/Litre	Expense	
January	296	\$1.84	\$545	\$1.37	\$406	\$139
February			\$0		\$0	\$0
March			\$0		\$0	\$0
April			\$0		\$0	\$0
May			\$0		\$0	\$0
June			\$0		\$0	\$0
July			\$0		\$0	\$0
August			\$0		\$0	\$0
September			\$0		\$0	\$0
October			\$0		\$0	\$0
November			\$0		\$0	\$0
December			\$0		\$0	\$0
Sub Total			\$545		\$406	\$139

100 LL Resident						
	Gross Revenue			Gross Expense		Net Revenue
	Qty.	Sale Price/Litre	Revenue	Purchase Price/Litre	Expense	
January	648	\$1.62	\$1,050	\$1.37	\$888	\$162
February			\$0		\$0	\$0
March			\$0		\$0	\$0
April			\$0		\$0	\$0
May			\$0		\$0	\$0
June			\$0		\$0	\$0
July			\$0		\$0	\$0
August			\$0		\$0	\$0
September			\$0		\$0	\$0
October			\$0		\$0	\$0
November			\$0		\$0	\$0
December			\$0		\$0	\$0
Sub Total			\$1,050		\$888	\$162

	Gross Revenue	Gross Expense	Net Revenue
Jet A1	\$4,501	\$2,410	\$2,091
100 LL Transient	\$545	\$406	\$139
100 LL Resident	\$1,050	\$888	\$162
Total	\$6,095	\$3,703	\$2,392

Value of Fuel in the Tanks as of the End of Jan. 2014

	Litres of Fuel	* Cost/litre	* Fuel Value
	in Tanks	last purchase	in Tanks
Jet A1	9,718	\$1.10	\$10,690
100 LL	4,537	\$1.37	\$6,216
Total			\$16,905

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

2013 Airport Budget and Actual Expenses

	Account #	Description	2013 Budget	2013 Actuals	Variance (deficit)/surplus
Revenues	01-4-285031-0401	Leases - land leases for private hangars \$7,717 Leases - agricultural land \$3,200	(\$8,317)	(\$10,917)	\$2,600
	01-4-285031-0406	Hanger Rental - hangar #1 \$13,935 Hanger Rental - Heritage Kitchen \$12,000	(\$27,842)	(\$26,626)	(\$1,216)
	01-4-285031-0477	Landing Fees	(\$2,491)	(\$3,090)	\$599
	01-4-285031-0478	Parking Fees	(\$239)	(\$417)	\$178
		Sub Total	(\$38,889)	(\$41,050)	\$2,161
Wages and Benefits	01-5-285101-1130	Wages	\$3,928	\$3,827	\$101
	01-5-285101-1199	Benefits	\$1,057	\$964	\$93
		Sub Total	\$4,985	\$4,791	\$194
Human Resources	01-5-285115-2200	Training & Development	\$287	\$0	\$287
	01-5-285115-2521	Fees Subscript/Memberships	\$375	\$375	\$0
		Sub Total	\$662	\$375	\$287
Office Expenses	01-5-285125-2510	Printing Postage&Stationery	\$582	\$168	\$414
	01-5-285125-2814	Telephone & Fax	\$1,300	\$1,191	\$109
	01-5-285125-2850	Insurance	\$5,586	\$6,444	(\$858)
	01-5-285125-2999	Corporation Waste	\$110	\$31	\$79
	01-5-285125-3010	Web Site Domain & Internet Service	\$590	\$162	\$428
	01-5-285125-3110	Auditing	\$132	\$120	\$12
	01-5-285125-3125	Actuarial	\$59	\$66	(\$7)
		Sub Total	\$8,359	\$8,182	\$177
Building Burden	01-4-285131-0609	Taxes Recovered	(\$7,848)	(\$7,202)	(\$646)
	01-5-285131-2810	Electricity	\$11,000	\$4,690	\$6,310
	01-5-285131-2998	Taxes on City Owned Lands	\$12,517	\$11,251	\$1,266
	Sub Total	\$15,669	\$8,739	\$6,930	
Management Contract	01-5-285135-3010	Contracted Services (Brock Air) \$107,186 satellite TV \$359 other \$825			
	Sub Total	\$108,149	\$105,988	\$2,161	
Fuel	01-4-285530-0476	Fuel & Energy Recoveries (sales)	(\$85,736)	(\$110,766)	\$25,030
	01-5-285530-2530	Fuel (purchasing)	\$59,064	\$72,624	(\$13,560)
	01-5-285530-3500	Bank Service Charges	\$1,900	\$1,708	\$192
	Sub Total	(\$24,772)	(\$36,434)	\$11,662	
Field Maintenance	01-5-285531-2010	Materials & Supplies	\$848	\$113	\$735
	01-5-285531-3010	Contracted Services	\$1,771	\$40	\$1,731
		Sub Total	\$2,619	\$153	\$2,466
Terminal/Hangar Maintenance	01-5-285532-2010	Materials & Supplies	\$423	\$242	\$181
	01-5-285532-3010	Contracted Services	\$2,645	\$1,046	\$1,599
		Sub Total	\$3,068	\$1,288	\$1,780
Navigational Aids	01-5-285533-2010	Materials & Supplies	\$741	\$642	\$99
	01-5-285533-3010	Contracted Services	\$3,471	\$548	\$2,923
		Sub Total	\$4,212	\$1,190	\$3,022
Contracted Services	01-4-285534-0602	Airport-Call Outs Recovery of Expense	\$0	(\$1,040)	\$1,040
	01-5-285534-3010	Airport-Call Outs Contracted Services	\$0	\$980	(\$980)
		Sub Total	\$0	(\$60)	\$60
TOTAL			\$84,062	\$53,162	\$30,900

*Outstanding electricity since July not billed yet, increased fuel sales, minimal property damage from storms/lightening strikes