



NOTICE AND AGENDA

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

Tuesday August 28, 2012

4:00 PM

BROCKVILLE - 1000 ISLANDS REGIONAL TACKABERRY AIRPORT

1. **Minutes of the June 26, 2012 Meeting**
2. **Disclosure of Interest**
3. **Brock Air Services June and July 2012 Monthly Reports (attached)**
4. **Summary of Air Traffic Movements (attached)**
5. **Summary of 2012 Airport Revenues (attached)**
6. **Summary of 2012 Airport Fuel Revenue (attached)**
7. **Funding Application Update**
8. **2013 Budget - Runway crack sealing, Printing & promotional material, Landing and tie down fees (attached)**
9. **Brockville Flying Club: Annual Fly-In Breakfast Request (attached)**
10. **Airport Logo Update**
11. **Airport Commission Mission Statement Update**
12. **Action Items Update**
13. **New Business**

BROCKVILLE - 1,000 ISLANDS REGIONAL TACKABERRY AIRPORT

<http://www.brockvilleairport.com>

Our Mission Statement:

"The Brockville - 1,000 Islands Tackaberry Regional Airport serves as an "aviation gateway" through which business travelers, tourists and emergency response aircraft can find safe and efficient access to the community. It assists, not only in maintaining the regional economy, but also in attracting new industry, the end result being a higher quality of life for all of the residents for which it serves."

Report for the month of **JUNE 2012**

CURRENT MONTH END AIRCRAFT MOVEMENTS:

(Recorded visually from 07:30 to 16:30 and via radio transmission playback from 16:31 PM to 07:29)

Statistics inside brackets refer to last year's records

TRAINING	PRIVATE	BUSINESS	GOVERNMENT	AIR AMBULANCE
624 (1008)	658 (572)	22 (44)	48 (96)	4 (no data on file)

AIRCRAFT MOVEMENTS TO DATE

TRAINING	PRIVATE	BUSINESS	GOVERNMENT	AIR AMBULANCE
9166 (7908)	2792 (2556)	116 (126)	346 (984)	18 (no data on file)

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: 1 Enbridge pipeline patrol, 1 Fugra Survey, 2 Ornge air ambulance

Fixed wing: 2 Piper Navajo (President Air, Peterborough), 1 Dassault Falcon 50 jet (Alabama), 4 single-engine business (Rail Team, Willie Dog and 2 U.S.)

ITEMS PERTAINING TO AVIATION SAFETY & AERODROME SECURITY

- 1) Nil report.

Cont'd.../2

ITEMS PERTAINING TO MAINTENANCE AND EQUIPMENT

- 1) June 5, a service technician from M.A. Barr Service Station Maintenance Ltd. replaced the fuel nozzle and O-ring on the 100 LL avgas pump hose.
- 2) June 7, the airport staff picked up approximately 500 lbs. of cold mix at the Gord Watts Municipal Centre and tamped the material into a total of 38 depressions/small pot holes in the apron, taxiways and driveways on the airport property.
- 3) June 12, the Airport Manager conducted a monthly inspection of the Non-Directional Beacon facility. No faults were recorded.

GENERAL REMARKS

- 1) Nil report.

End of the June 2012 Airport Month End Report.

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Report for the month of **JULY 2012**

CURRENT MONTH END AIRCRAFT MOVEMENTS:

(Recorded visually from 07:30 to 16:30 and via radio transmission playback from 16:31 PM to 07:29)

Statistics inside brackets refer to last year's records

TRAINING	PRIVATE	BUSINESS	GOVERNMENT	AIR AMBULANCE
600 (624)	488 (576)	30 (34)	30 (120)	4 (no data on file)

AIRCRAFT MOVEMENTS TO DATE

TRAINING	PRIVATE	BUSINESS	GOVERNMENT	AIR AMBULANCE
9766 (8532)	3326 (3132)	146 (160)	376 (1104)	22 (no data on file)

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: 1 Enbridge pipeline patrol, 1 Hydro One and 2 Ontario Provincial Police

Fixed wing: 4 Cessna Citation Jet (Tomlinson, Ottawa), 6 Pilatus PC12 (American Iron and Metal, Montreal), 1 Cessna Citation Jet (Can West, Edmonton), 1 DeHavilland Beaver (Ontario Ministry of Natural Resources) and 1 Piper Chieftain (Rail Team, Guelph)

ITEMS PERTAINING TO AVIATION SAFETY & AERODROME SECURITY

- 1) Nil report.

Cont'd.../2

ITEMS PERTAINING TO MAINTENANCE AND EQUIPMENT

- 1) July 3rd, the airport staff removed the rotted steps from the staircase leading to the roof of the Passenger Terminal. New wooden steps and hardware were installed in their place. It was decided to let the pressure treated lumber weather slightly, over the upcoming year, to ensure that new primer and paint would adhere better. A “Do Not Enter” sign and a padlock were then installed on the pedestrian gate located at the base of the stairs.
- 2) July 5th, s technician from M.A. Barr Service Station Maintenance was summoned to repair a meter, on the Jet A-1 fuel pump, that was discovered to be slipping. The meter has since provided an accurate display of the volume of fuel being dispensed.
- 3) July 6th, the Airport Manager mowed the grass at the NonDirectional Beacon site.
- 4) July 17th, the Airport Manager carried out a monthly inspection of the NDB facility and its’ transmitter. No faults were found.

GENERAL REMARKS

- 1) Nil report.

End of the July 2012 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	YTD 2012
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	9,766
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	3,326
Business	262	270	322	410	458	432	458	444	484	194	208	248	280	146
Government	734	746	820	1,004	686	938	1,070	1,194	1,920	2,030	2,704	2,844	1,834	376
Air Ambulance														22
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	13,636

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.

2012 Aircraft Movements

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Training	384	336	502	552	6,768	624	600						9,766
Private	392	316	462	396	614	658	488						3,326
Business	22	4	26	16	26	22	30						146
Government	76	72	62	32	56	48	30						376
Air Ambulance	4	2	2	4	2	4	4						22
Total	878	730	1,052	996	7,466	1,356	1,152	0	0	0	0	0	13,636

Notes:

1. Effective Jan 1 2012 OPP, RCMP, MNR, DND and Coast Guard counted government
2. Effective Jan 1 2012 Hydro One and Endoridge counted as business
3. Effective Jan 1 2012 Air Ambulance counted separately



BROCKVILLE - 1000 ISLANDS REGIONAL TACKABERRY AIRPORT
2012 AIRPORT REVENUE
 Excluding HST



	January	February	March	April	May	June	July	August	September	October	November	December	Total
Jet A1 - Fuel	\$2,932.16	\$0.00	\$3,820.04	\$6,710.48	\$7,193.04	\$1,964.52	\$8,529.24	\$1,187.28	\$0.00	\$0.00	\$0.00	\$0.00	\$32,336.76
100 LL - Fuel	\$508.40	\$1,859.25	\$2,739.95	\$3,925.65	\$9,106.20	\$5,588.30	\$5,111.00	\$1,846.98	\$0.00	\$0.00	\$0.00	\$0.00	\$30,685.73
Landing Fees	\$300.00	\$0.00	\$330.00	\$240.00	\$390.00	\$330.00	\$630.00	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,310.00
Parking Fees	\$0.00	\$0.00	\$8.00	\$0.00	\$23.00	\$0.00	\$8.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39.00
Tie Downs	\$0.00	\$0.00	\$40.00	\$0.00	\$0.00	\$30.00	\$75.00	\$45.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
Call-Outs	\$0.00	\$660.00	\$40.00	\$160.00	\$240.00	\$160.00	\$80.00	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$780.00
Other	\$0.00	\$75.00	\$20.00	\$0.00	\$7.08	\$0.00	\$40.00	\$40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$182.08
Hangar Fees													\$0.00
Terminal Fee													\$0.00
Total	\$3,740.56	\$1,994.25	\$6,957.99	\$11,036.13	\$16,959.32	\$8,072.82	\$14,473.24	\$3,249.26	\$0.00	\$0.00	\$0.00	\$0.00	\$66,483.57

2012 Budget	
total fuel	\$71,447
landings fees	\$2,491
parking & tie down	\$96
N/A offset by expense	

2012 Airport Fuel Revenue

(purchase price includes aviation taxes, excludes HST)

Jet A1 Fuel						
	Gross Revenue			Gross Expense		Net Revenue
	Sale		Revenue	Purchase		
	Qty.	Price/Litre		Price/Litre	Expense	
January	1,496	\$1.96	\$2,932	\$1.05	\$1,571	\$1,361
February	0	\$1.96	\$0	\$1.05	\$0	\$0
March	1,949	\$1.96	\$3,820	\$1.05	\$2,046	\$1,774
April 1-9	1,340	\$1.96	\$2,626	\$1.13	\$1,514	\$1,112
April 10-30	2,002	\$2.04	\$4,084	\$1.13	\$2,262	\$1,822
May	3,526	\$2.04	\$7,193	\$1.13	\$3,984	\$3,209
June	963	\$2.04	\$1,965	\$1.10	\$1,059	\$905
July	4,181	\$2.04	\$8,529	\$1.10	\$4,599	\$3,930
August			\$0		\$0	\$0
September			\$0		\$0	\$0
October			\$0		\$0	\$0
November			\$0		\$0	\$0
December			\$0		\$0	\$0
Sub Total			\$31,149		\$17,036	\$14,113

100 LL Transient						
	Gross Revenue			Gross Expense		Net Revenue
	Sale		Revenue	Purchase		
	Qty.	Price/Litre		Price/Litre	Expense	
January	0	\$1.70	\$0	\$1.38	\$0	\$0
February	646	\$1.70	\$1,098	\$1.38	\$891	\$207
March	1,206	\$1.70	\$2,050	\$1.38	\$1,664	\$386
April 1-9	189	\$1.70	\$321	\$1.38	\$261	\$60
April 10-30	1,501	\$1.75	\$2,627	\$1.43	\$2,146	\$480
May	3,812	\$1.75	\$6,671	\$1.43	\$5,451	\$1,220
June	1,522	\$1.75	\$2,664	\$1.43	\$2,176	\$487
July	1,636	\$1.75	\$2,863	\$1.43	\$2,339	\$524
August			\$0		\$0	\$0
September			\$0		\$0	\$0
October			\$0		\$0	\$0
November			\$0		\$0	\$0
December			\$0		\$0	\$0
Sub Total			\$18,294		\$14,930	\$3,364

100 LL Resident						
	Gross Revenue			Gross Expense		Net Revenue
	Sale		Revenue	Purchase		
	Qty.	Price/Litre		Price/Litre	Expense	
January	328	\$1.55	\$508	\$1.38	\$453	\$56
February	491	\$1.55	\$761	\$1.38	\$678	\$83
March	445	\$1.55	\$690	\$1.38	\$614	\$76
April 1-9	0	\$1.55	\$0	\$1.38	\$0	\$0
April 10-30	611	\$1.60	\$978	\$1.43	\$874	\$104
May	1,522	\$1.60	\$2,435	\$1.43	\$2,176	\$259
June	1,828	\$1.60	\$2,925	\$1.43	\$2,614	\$311
July	1,405	\$1.60	\$2,248	\$1.43	\$2,009	\$239
August			\$0		\$0	\$0
September			\$0		\$0	\$0
October			\$0		\$0	\$0
November			\$0		\$0	\$0
December			\$0		\$0	\$0
Sub Total			\$10,545		\$9,418	\$1,127

	Gross Revenue	Gross Expense	Net Revenue
Jet A1	\$31,149	\$17,036	\$14,113
100 LL Transient	\$18,294	\$14,930	\$3,364
100 LL Resident	\$10,545	\$9,418	\$1,127
Total	\$59,988	\$41,384	\$18,604

Airport Survey - Landing and Tie Down Fees - Date August 15, 2012

Airport Location	Landing Fees	Tie Down Fees
Brockville	jet \$60 Small \$30	Day \$15 Week space \$40 Month space \$100
Kingston	Jet \$60-\$250 Based on weight Small \$20-\$30	Day \$10 Month \$80
Smiths Falls	None	Week no-cost under 90 days After 90 days \$120/year
Carp	all aircraft \$20	Day \$7.50 Week \$37 Month \$87
Cornwall	all aircraft \$20	Day \$15 Month \$50

Attention: Valery Harvey.

Subject: Annual Fly-in

Date: June 20, 2012.

Dear Valery,


This letter is to inform you and the city that on the morning of September 9th, 2012 the Brockville Flying Club wishes to hold its annual Fly-in Breakfast.

Airport manager Kent Wharton is aware of this upcoming event and I shall be speaking with him regarding safety and security at the airport very soon, which is our standard practice.

The Brockville Flying Club carries its own liability insurance for this event with C.O.P.A (Canadian Owners and Pilots Association) and our regular club insurance company.

If you have any questions please don't hesitate to let me know.

Thank you.

A handwritten signature in black ink, appearing to read "R.H. Cook". The signature is written in a cursive style with a long, sweeping tail on the letter "k".

Richard H. Cook

President, Brockville Flying Club.