



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

**Tuesday, November 29, 2016**

**MEMBERS PRESENT**

Mr. Allan Dunn.....info@1000islandsdocks.com  
Mr. Colin Dyke.....cdyke@ripnet.com  
Mr. Mike Bowen.....mwb@ripnet.com  
Mr. Earl Brayton, Elizabethtown Council Rep.....earlbrayton@yahoo.ca  
Mr. Wilsie Hatfield – Chair..... whatfie@myhighspeed.ca

**MEMBERS ABSENT**

**ALSO PRESENT**

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

**1. Minutes**

Moved by: Allan Dunn  
Seconded by: Mike Bowen  
THAT the Minutes of the meeting of May 17, 2016 be approved.  
Carried

**2. Meeting Disclosure of Interest**

No conflicts declared.

**3. Brock Air Services June-October 2016 Monthly Reports**

A copy was attached to the agenda.

**4. Summary of June-October 2016 Air Traffic Movements**

A copy was attached to the agenda.

**5. Summary of June-October 2016 Airport Revenues**

A copy was attached to the agenda.

**6. Summary of June-October 2016 Airport Fuel Revenues**

A copy was attached to the agenda.

**7. Action Item Update**

Leasing Information – commission would like for the leasing revenue to be added to the monthly reports

Royal Canadian Air Cadets – It was noted that the Royal Canadian Air Cadets used a 4-bladed propeller in their gliding activities in September and that it was far quieter. Airport staff to require the use of a 4-bladed propeller moving forward

**8. New Business**

Update to emergency manual – Include information regarding the emergency road to the Reticle training area. Include that all emergency lights should be on at all times when on the landing strip. Replace Paul McMunn’s contact information with Matthew Locke’s, who took over the Supervisor of Transportation role in November.

**Next meeting: November 29, 2016 @ 4:00 p.m.**  
**Brockville - 1000 Islands Regional Tackaberry Airport**  
Meeting adjourned at 5:30 pm

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