



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

Tuesday, April 18, 2017

MEMBERS PRESENT

- Mr. Allan Dunn.....info@1000islandsdocks.com
- Mr. Colin Dyke.....cdyke@ripnet.com
- Mr. Earl Brayton, Elizabethtown Council Rep.....earlbrayton@bell.net
- Mr. Wilsie Hatfield – Chair..... whatfie@myhighspeed.ca

MEMBERS ABSENT

- Mr. Mike Bowen.....mwb@ripnet.com
- Mr. Brian Williams.....briwilliams401@gmail.com

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

Moved by: Earl Brayton
Seconded by: Colin Dyke
THAT the Minutes of the meeting of March 28, 2017 be approved.
Carried

2. Meeting Disclosure of Interest

No conflicts declared.

3. Brock Air Services March 2017 Monthly Report

A copy was attached to the agenda.

4. Summary of March 2017 Air Traffic Movements

A copy was attached to the agenda.

5. Summary of March Airport Revenue

A copy was attached to the agenda.

6. Summary of March 2017 Airport Fuel Revenue

A copy was attached to the agenda.

7. Action Item Update

Overhead Door in City Hangar – Being installed this week by Draper Doors.

Security Gate – Draper Doors has issued a quote of \$7500 for the parts and installation of the security gate, but this does not include the electrical work. Kent to continue to gather quotes for security gate installations. Matt to prepare a memo once all quotes are received to facilitate a more in depth commission discussion.

Defibrillator – Matt had discussed with City staff the option of the City funding the initial cost. The City has agreed to evaluate airport budget closer to year end (Fall 2017) and will purchase the defibrillator unit if there is \$2000 available in the operating budget.

8. New Business

Briefing to Standing Committee – The City has requested that all committees, including the airport commission, present a briefing to one of the committees of council in 2017. The airport commission will be briefing the Finance, Administration and Operations (FAO) committee. Dean Glover will present on behalf of the commission. The briefing is to be approximately 10 minutes long. Commission members to email Dean suggestions of items to be included. Outline will be discussed in May meeting. Dean to present at June FAO meeting.

Next meeting: May 16, 2017 @ 4:00 p.m.
Brockville - 1000 Islands Regional Tackaberry Airport
Meeting adjourned at 5:00 pm

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