



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

Tuesday, December 17, 2019

MEMBERS PRESENT

Mr. Colin Dyke – Chair.....cdyke@ripnet.com
Mr. Mike Bowen – Vice Chair.....mwb@ripnet.com
Mr. Earl Brayton, Elizabethtown Council Rep.....earlbrayton@bell.net
Mr. Ron Gautreau.....roke@myhighspeed.ca

MEMBERS ABSENT

Mr. Brian Williams.....briwilliams401@gmail.com
Mr. Wilsie Hatfield.....whatfie@myhighspeed.ca

ALSO PRESENT

Mr. Dean Glover – Brock Air Services.....brockair@kingston.net
Mr. Kent Wharton - Brock Air Services.....kentwharton1@gmail.com
Mr. Matthew Locke – City of Brockville.....mlocke@brockville.com

1. Minutes

Minutes Moved by: Earl
Seconded by: Mike
THAT the minutes of the meeting of October 15 be approved
CARRIED

2. Meeting Disclosure of Interest

No conflicts declared.

3. Brock Air Services November 2019 Monthly Reports

A copy was attached to the agenda.

4. Summary of November 2019 Air Traffic Movements

A copy was attached to the agenda.

5. Summary of November 2019 Airport Revenues

A copy was attached to the agenda.

6. Action Item Update

Ogdensburg Instrument Approach Procedure – No Updates

Reticle Operations Discussion – Matt notes that the Airport Commission had asked the City to provide a date for when Reticle Ventures will have their access road completed, and will no longer be crossing runway to access the training area in wet conditions. Matt notes that Reticle has reported that if they receive asphalt millings from the City in 2020, then the road will be built by the end of September 2020. Matt notes that as previously discussed, once the access road is completed, all current construction access to the airport will be closed.

Colin notes a frustration with the City that the Airport Commission has been clear in their position on drone usage at the airport (no drone use), but that the City is still considering allowing drones to operate in the Reticle training area. Colin asks for clarification from the City as to why the City is considering allowing drone usage despite the impact to air operations. Colin wants to ensure that the concerns of the Airport Commission are being heard by the City, and asks if there is a formal process for flagging concerns to City staff. Kent notes that when initial discussions between the City, Brock Air and Reticle Ventures began that Reticle Operations were not to impact air operations. Kent notes concerns that various training operations are now causing an impact to air operations, including proposed drone usage.

Matt notes that City staff met with Reticle staff to discuss drone usage at the airport. Matt noted the City is currently researching Transport Canada drone policies, to better understand what is allowed in the federal regulations. Matt notes that the City informed Reticle that they need to look further in TC regulations before responding to the drone use request. The City is considering a closure of the airport during a training event where a drone is used, in order to keep aircrafts away from the airport while the drone is active.

AC notes that there is no mandatory frequency for the Brockville Airport, and that not all recreation pilots check NOTAMs before flying. So, AC notes that even if the runway is closed by NOTAM, there is still a risk of an aircraft approaching during the training event. AC asks about the process for emergency aircraft and air ambulance landings during this runway closure. Earl notes that an airport closure does not eliminate the safety risk of an aircraft and a drone interacting. Earl notes that it opens the City up to risks if an air ambulance was delayed or did not land due to the runway closure. Dean notes that the cons of allowing drone use outweigh the pros, as drone use to record training does not form a critical part of the business but does negatively impact airport operations.

Airport Commission members propose a motion that Drones should not be operated at

the Brockville 1000 Islands Regional Tackaberry Airport. Motion passes unanimously.

7. New Business

2020 City Council Delegation – Matt asks Airport Commission to determine who will be representing the Airport Commission at an upcoming Planning and Operations Committee meeting, and when they would like to attend. Colin Dyke will be the representative, and has requested to attend the February meeting to give the annual. Matt to confirm with City Clerk if February meeting is available for Airport Commission to give a delegation.

Terminal Repairs – Matt detailed recent plumbing repairs completed in the Airport Terminal. Matt notes that City Facilities staff has been assessing Airport buildings in order to better forecast future repairs. Forecasted repairs are to be budgeted in the City's Capital Budget when appropriate, whereas emergency repairs (such this plumbing repair) are taken out of the Airport's Operating budget.

Next meeting: January 17 @ 4:00 p.m.
Brockville - 1000 Islands Regional Tackaberry Airport
Meeting adjourned at 5:45 pm

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