



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

**Tuesday, November 20, 2018**

**MEMBERS PRESENT**

Mr. Colin Dyke – Chair.....cdyke@ripnet.com  
Mr. Mike Bowen – Vice Chair.....mwb@ripnet.com  
Mr. Wilsie Hatfield.....[whatfie@myhighspeed.ca](mailto:whatfie@myhighspeed.ca)  
Mr. Earl Brayton, Elizabethtown Council Rep.....earlbrayton@bell.net  
Mr. Allan Dunn.....info@1000islandsdocks.com

**MEMBERS ABSENT**

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**

Minutes Moved by: Wilsie  
Seconded by: Al  
THAT the minutes of the meeting of October 16, 2018 be approved  
CARRIED

**2. Meeting Disclosure of Interest**

No conflicts declared.

**3. Brock Air Services October 2018 Monthly Report**

A copy was attached to the agenda.

**4. Summary of October 2018 Air Traffic Movements**

A copy was attached to the agenda.

**5. Summary of October 2018 Airport Revenue**

A copy was attached to the agenda.

**6. Summary of October 2018 Airport Fuel Revenue**

A copy was attached to the agenda.

**7. Action Item Update**

Ogdensburg Instrument Approach Procedure – No Discussion

Reticle Operations Discussion – Kent notes that a number of sea containers have been installed for noise abatement purposes, and that he has confirmed these structures do not require a light. AC notes that there are a number of vehicles scattered around the Reticle Campus area, and Kent notes he will speak with Reticle to have the area cleaned up.

**8. New Business**

Wildlife Program Discussion – Matt notes that a stakeholders meeting took place on October 31, 2018 with local hunters and a set of safety rules were agreed upon by all hunters accessing the Airport property. No incidents have occurred during the hunting season, and all rules have been followed. No deer have been shot yet; Matt notes that if tags have not been filled by the end of 2018 then additional tags are likely to be obtained by Kent to ensure that deer are removed from the property.

NAV CANADA Weather Camera Renewal – Matt notes that the City has renewed its agreement with NAV CANADA for another 5 years. Dean notes that this camera previously had a heated lens, which is no longer functioning. Dean asks Matt to notify NAV CANADA that the heating element has burned out.

Discussion of Neighbouring Construction Review Process – Dean notes that a 90m tower is proposed approximately 4 miles NE and 2 miles NW of the runway. Dean noted that this tower is outside of the area where the Airport descent minima could be affected. However, as a precaution he has also asked NAV CANADA to review this information. Matt to research the process for if the City or Commission objected to a proposed structure, what the formal process would be to report this information (in the event that a structure was ever proposed within the radii where the descent minima would be affected).

**Next meeting: January 15, 2019 @ 4:00 p.m.**  
**Brockville - 1000 Islands Regional Tackaberry Airport**  
Meeting adjourned at 5:10 pm

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