



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

Tuesday, November 4, 2014

MEMBERS PRESENT

Mr. Allan Dunn.....aldunn@propshopontario.com
Mr. Colin Dyke.....cdyke@ripnet.com
Mr. Mike Bowen.....mwb@ripnet.com
Mr. Bob Huskinson.....rhuskinson@cogeco.ca
Mr. Brian Williams.....briwilliams401@gmail.com
Mr. Wilsie Hatfield, Chair..... whatfie@myhighspeed.ca

MEMBERS ABSENT

Ms. Heather Dale Flood.....hdflood@hotmail.com
Councillor Susan Prettejohn.....prettejohn@ripnet.com

ALSO PRESENT

Mr. Kent Wharton - Brock Air Services.....kentwharton_brockair@sympatico.ca
Mr. Dean Glover - Brock Air Services.....brockair@kingston.net
Mr. Paul McMunnpmcmunn@brockville.com

1. Minutes

Moved by: Colin Dyke
Seconded by: Mike Bowen
THAT the Minutes of the meeting of September 23, 2014 be approved.
Carried

2. Meeting Disclosure of Interest

No conflicts declared.

3. Brock Air Services September 2014 Monthly Report

Copies were attached to the agenda.

4. Summary of Air Traffic September Movements

A copy was attached to the agenda

5. Summary of 2014 September Airport Revenues

A copy was attached to the agenda.

6. Summary of 2014 September Airport Fuel Revenues

A copy was attached to the agenda.

7. Action Item Update

Heritage Kitchens – Ongoing. Economic Development was talking with another party about renting the hangar space currently occupied by Heritage Kitchens but it fell through.

Terminal Roof Repairs – Ongoing

Taxi-way Extension – Completed and paid

Apex Helicopters – Ongoing

Airport Fuel Tanks – Ongoing. Received preliminary estimate from W.O Stinson. They did not provide what we requested. We wanted a price on purchase, lease, and fuel purchase agreement with them supplying system. Only priced purchase and said leasing available.

8. New Business

- **Reviewed 2015 Draft Operating Budget – Paul McMunn reviewed the budget in general. Net operating increase of 3.73% proposed for 2015. Paul McMunn and Wilsie Hatfield reviewed the 2015 proposed budget with the City Finance Department on October 10, 2014. There were no concerns from finance staff and were generally pleased with the proposed budget.**
- **General discussion concerning the replacement of the batteries for the Non Directional Beacon (NDB). Batteries have a 10 year (estimated) life span. Expense was covered through operating budget – Navigational Aids. Dean Glover indicated that NDB will eventually be replaced with GPS.**
- **General discussion on new appointments to the commission for the position held**

by Heather Dale Flood and Susan Prettejohn. Paul McMunn expressed that Ms. Floods position could be filled at a later date as it was not imperative to fill it now. Ms. Prettejohn's vacancy would be appointed by Elizabethtown as it is a council position on the Commission.

- Paul McMunn to inquire with City of Brockville's clerk's office to determine when term of appointments for positions on the Airport Commission expire.

Next meeting: December 16, 2014 @ 4:00 p.m.
Brockville - 1000 Islands Regional Tackaberry Airport
Meeting adjourned at 4:40 PM

Minutes prepared by:
Paul McMunn
Supervisor of Transportation Services
City of Brockville