



**MINUTES OF MEETING
BROCKVILLE - 1000 ISLANDS REGIONAL
TACKABERRY AIRPORT COMMISSION**

April 24, 2012

MEMBERS PRESENT

Mr Brian Williams, Chair.....briwilliams401@gmail.com
Councillor Susan Prettejohn.....prettejohn@ripnet.com
Mr Wilsie Hatfield.....whatfie@ripnet.co
Ms Heather Dale Flood.....hdflood@hotmail.com

ALSO PRESENT

Ms Valerie Harvey.....vharvey@brockville.com
Mr Kent Wharton - Brock Air Services.....kentwharton_brockair@sympatico.ca
Mr Dean Glover - Brock Air Services.....brockair@kingston.net

ABSENT

Mr Bob Huskinson.....rhuskinson@cogeco.ca
Mr Allan Dunn.....aldunn@propshopontario.com

1. MINUTES

Moved by: Wilsie Hatfield
Seconded by: Susan Prettejohn
THAT the Minutes of the meeting March 27, 2012 be approved.
Carried

2. DISCLOSURE OF INTEREST

No conflicts declared.

3. BROCK AIR SERVICES MONTHLY REPORT

A copy was attached to the agenda.

4. Summary of 2012 Air Traffic Movements

A copy was attached to the agenda.

5. Summary of 2012 Airport Total Revenues

A copy was attached to the agenda.

6. Summary of 2012 Airport Fuel Revenue

A copy was attached to the agenda. Both Jet A1 and 100 LL fuel were purchased and based on the previous method of setting the sale price Jet A1 was increased to \$2.04 per liter plus HST, 100 LL transient at a dollar and \$1.75 per liter plus HST and 100 LL resident at \$1.60 per liter plus HST. Attached to these minutes is a copy of a survey of fuel prices at other airports that was presented to the commission. No adjustments were made to the sale price of fuel.

7. Action Item Update

Valerie Harvey contacted the Clerk's office regarding setting up an airport display in the lobby and was informed that displays are not allowed even though it's for the airport. Valerie Harvey is to contact the clerk's office once again and ask why we can't do this when the airport is part of the city.

Valerie Harvey has requested a memo from Conal Cosgrove, Director of Operations regarding the installation of solar panels at the airport.

As requested Valerie Harvey provided Bob Huskinson a list of the commission members that were involved at the time of the approval for the airport runway extension of 2005. Bob Huskinson had requested that a plaque be hung at the airport to recognize these individuals.

Moved by: Susan Prettejohn

Seconded by: Dale Flood

THAT no plaque be erected to acknowledge commission members that were involved at the time of the approval for the airport runway expansion of 2005 as this has been requested way after the fact and many other milestones have occurred at the airport since that time with no such recognition.

Carried

Wilsie Hatfield informed the commission that he had contacted St. Lawrence College regarding the Ottawa Aviation flight school. He was informed that the Cornwall campus was having problems with insurance being canceled so the Brockville campus will not proceed further until they see what happens at the Cornwall campus.

Susan Prettejohn suggested that a survey should be undertaken to see who would like to take flying lessons and Wilsie Hatfield said he would do the survey.

Valerie Harvey has not received confirmation from the clerk's office as to how to proceed with filling the 2 vacant Airport Commission seats.

8. New Business

Valerie Harvey provided the Airport Commission a copy of the new City of Brockville Asbestos Management Program. The documentation must be on-site and any future work that may expose individuals to asbestos must comply with the regulations.

Brian Williams indicated that he would try to put more photographs of the airport on the airport website. He would also set up a Facebook link to the airport website.

Valerie Harvey is to budget funds in the 2013 airport budget for a new promotional brochure about the airport.

Susan Prettejohn suggested that another source of revenue for the 2013 budget could be a day at the airport on the third Saturday of June 2013 called the Airport Fun Day. Vending booths could be set up and revenue could be generated by charging each vendor a fee. Other displays such as George Tackaberry's equipment, Brockville rifles, remote control model airplanes etc. would attract members of the public to the site.

Moved by: Wilsie Hatfield

Seconded by: Dale Flood

THAT an airport committee be created to organize the 2013 Airport Fun Day and that Susan Prettejohn will be the chair and committee members will be Wilsie Hatfield and Dale Flood.

Carried

**Next meeting: May 22, 2012 @ 4:00 p.m.
Brockville - 1000 Islands Regional Tackaberry Airport**

Meeting adjourned at 2:00 PM

Minutes prepared by:
Valerie Harvey
Supervisor of Transportation Services

Airport Survey completed April 24, 2012

Airport Location	Jet A1 - price per liter no HST	100 LL - price per liter no HST			
		Transient	Resident	Residnet Annual Member Fee	Price/liter
Brockville	\$2.04	\$1.75	\$1.60		
Kingston	\$1.77	\$1.89		\$200.00	\$1.81
Smiths Falls		\$1.56		\$100.00	\$1.47
Carp	\$1.80	\$1.71			
Cornwall					