



Minutes of Meeting

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

Tuesday November 27, 2012

MEMBERS PRESENT

Mr. Brian Williams, Chair.....briwilliams401@gmail.com
 Mr. Allan Dunn.....aldunn@propshopontario.com
 Mr. Wilsie Hatfield.....whatfie@ripnet.co
 Mr. Colin Dyke.....cdyke@ripnet.com
 Ms. Heather Dale Flood.....hdflood@hotmail.com
 Mr. Mike Bowen.....mwb@ripnet.com

MEMBERS ABSENT

Mr. Bob Huskinson.....rhuskinson@cogeco.ca
 Councillor Susan Prettejohn.....prettejohn@ripnet.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
 Claude Melbourne – MAAC Vice President.....crs3@sympatico.ca

1. Upper Canada Charity Fun Fly

Claude Melbourne made a presentation to the airport commission about the possibility of holding the Upper Canada Charity Fun Fly at the Brockville airport (presentation attached). Mr. Melbourne indicated that based on previous events there could be up to a total of 200 model airplanes and there could be anywhere from 950 to 4,500 people over the 2 day event. That they would rent the airport for \$500 for the weekend, they would provide their own fences, caution tape and portable toilets (including accessible toilets), advertising. They would provide their own security people and they have their own a designated safety protocol. A NOTAM would be posted indicating that the airport would only be open for designated morning, noon our and afternoon times but would be available for all emergency aircraft at any time. Mr. Melbourne indicated that he had already spoken to the Brockville Flying Club and that they were in favor of the event. They would also like to provide camping spaces for up to 20 to 30 participants in close proximity to the runway. They would like to hold it over the long weekend of August 3, 2013 and

the event would be held on the Saturday and Sunday.

Moved by: Wilsie Hatfield

Seconded by: Dale Flood

THAT the Upper Canada Charity Fun Fly as presented be held at the Brockville airport on the long weekend of August 2013.

Colin Dyke indicated that this event used to be held at the Rockcliffe and Smiths Falls airport but due to complaints from the resident pilots not being able to use their aircraft both locations stop holding it. He also indicated that it should be held as part of our own fun day. Kent Wharton indicated that the other reason that it was not at Smith Falls anymore was they hold an annual car race on the runway which generates about \$10,000 for the airport so they did not want to hold this event for such a nominal amount of money and have the runway closed for a second weekend. Allan Dunn indicated that he doesn't think closing the runway on a long weekend is a good idea either due to the lack of used by aircraft. Kent Wharton indicated that over the August 2012 long weekend that there were 32 aircraft using the facility and fuel sales were \$1500. Mike Bowen suggested that perhaps we could hold the event for one day instead of two.

Wilsie Hatfield withdrew the motion.

Moved by: Allan Dunn

Seconded by: Brian Williams

THAT Valerie Harvey contacts Claude Melbourne to see if he would consider holding the Upper Canada Charity Fun Fly as a one day event, not over a long weekend and at a rental rate of \$500.
Carried

2. Minutes

Moved by: Dale Flood

Seconded by: Wilsie Hatfield

THAT the Minutes of the meeting of October 23, 2012 be approved.
Carried

3. Meeting Disclosure of Interest

No conflicts declared.

4. Brock Air Services October 2012 Monthly Report

A copy was attached to the agenda.

5. Summary of Air Traffic Movements

A copy was attached to the agenda. Training movements during October of 2012 are less than during October of 2011 as the air cadets undertook glider training for only one weekend instead of two.

6. Summary of 2012 Airport Revenues

A copy was attached to the agenda.

7. Summary of 2012 Airport Fuel Revenue

A copy was attached to the agenda.

8. Airport Emergency Plan Updates

Amendments and updates were provided by Brock Air Services. Valerie Harvey indicated that she would make the appropriate changes to the plan and would provide a draft to Brock Air Services for review.

9. Airport Logo – Shirt Samples

Brian Williams indicated that he would bring samples to the next meeting or e-mail the information to the commission members.

10. Glider Training Complaint Response

A copy was attached to the agenda.

11. Action Items Update

Emergency telephone information has been posted to the NDB building.

On November 20, 2012 Brian Williams and Valerie Harvey presented the airport budget to city Council. Due to further reductions in the city's insurance policy the 2013 budget is now at -5.03% over 2012 and city Council was very receptive and pleased with the reduction.

Brock Air Services has installed the mailbox outside the front door of the terminal for the airport's informational card.

12. New Business

Valerie Harvey informed the commission that due to the new city's insurance policy leak tests must be completed on the airport fuel tanks. The costs associated with the tests will not be coming out of the airport budget but another city account associated with the insurance. The airport has been approached by someone interested in pumping out and removing all of the MOGAS at no cost. As the fuel is below the foot valve and has not been used for almost 2 years the gas is probably not suitable for aircraft use

so it is in the airport's interest to have it taken out of the tanks. Conal Cosgrove, Director of Operations agrees with this suggestion. If at all possible it should be removed prior to the city incurring the costs of the leak tests. Kent Wharton is to follow up with the interested party.

Moved by: Allan Dunn

Seconded by: Mike Bolan

THAT if the MOGAS tank can be pumped out at no charge it is approved.

Carried

Valerie Harvey informed the commission that the two farmers currently leasing airport property have not had a lease agreement in place for a number of years. Jeff Pietersma is renting 155 acres per year for \$400 and Roger White is renting 5 acres for \$200 per year. The airport has been approached by another local farmer who is very interested in not only renting the current acreages but also clearing additional lands near the end of the grass runway. Valerie Harvey suggested that we find out what the new farmer is proposing paying as a lease agreement for the property. Then as a courtesy go back to the other two farmers to see if they are prepared to match this offer. If not, a new lease agreement should be drafted with the new farmer. All members of the commission agreed.

The decision was made not to hold a meeting in December.

**Next meeting: January 22, 2013 @ 4:00 p.m.
Brockville - 1000 Islands Regional Tackaberry Airport**

Meeting adjourned at 5:15 PM

Minutes prepared by:

Valerie Harvey

Supervisor of Transportation Services and

Claude Melbourne

From: Claude Melbourne [crs3@sympatico.ca]
Sent: November-16-12 9:39 AM
To: vharvey@brockville.com
Cc: Claude Melbourne
Subject: Airport Commission Meeting

Good Morning Valerie,

As per our conversation,

I would like to have the opportunity to present to the Airport Commission the feasibility of hosting the Upper Canada Charity Fun Fly at our local airport. This is a yearly charity event that involves hundreds of model aircraft. We normally attract modellers and their families from all over Ontario, Quebec, New York and so on. Given the opportunity and a date I will present in detail to the group. Just a few quick points that would be covered in a formal presentation.

- Reveune generated will remain local
- Rental of the airport
- Supported by the Brockville Flying Club
- Charity event
- Excellent exposure for the community
- National coverage
- Fully insured
- Community oriented
- Family Fun

Claude Melbourne
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Ottawa Valley Zone Director
3104 CR #29
Brockville, Ontario
K6V 5T4
613-802-5000 Phone
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Upper Canada Charity Fun Fly

Selected Charity

- Helps support local charities
- Revenue generated: donations, pledged pilots, and parking donations
- In the last few years we have raised over ten thousand dollars for charity

Airport

- Revenue generated: airport rental, flying club generates income by operating a canteen, and more possibilities
- Airport and flying club normally generates over two thousand per yearly fun fly

Community

- Positive exposure within the community
- Community oriented: opportunity to showcase the airport to a new sector of the community
- Family fun: kids, parents, grandparents
- Educational for all
- Draws for door prizes for the public

Local Revenue

- **Hotel rooms**
- **Trailer rentals**
- **Meals**
- **General shopping**
- **Fuel**

National Coverage

- Newspapers: all local newspapers
- MAAC Magazine: our national publication
- Model Airplane News
- Radio
- TV

Insurance

- Fully insured event through the MAAC organization
- Excellent Safety Record