



Minutes of Meeting

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

Wednesday March 20, 2013

MEMBERS PRESENT

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

MEMBERS ABSENT

Mr. Bob Huskinson.....rhuskinson@cogeco.ca
Councillor Susan Prettejohn.....prettejohn@ripnet.com
Ms. Heather Dale Flood.....hdflood@hotmail.com
Mr. Dean Glover - Brock Air Services.....brockair@kingston.net

ALSO PRESENT

Ms. Valerie Harvey.....vharvey@brockville.com
Mr. Kent Wharton - Brock Air Services.....kentwharton_brockair@sympatico.ca

Due to weather conditions, the meeting that was originally scheduled Tuesday, March 19, 2013 was rescheduled to Wednesday, March 20, 2013.

1. Minutes

Moved by: Colin Dyke
Seconded by: Mike Bowen

THAT the Minutes of the meeting of February 26, 2013 be approved.
Carried

2. Meeting Disclosure of Interest

No conflicts declared.

3. Brock Air Services February 2013 Monthly Report

Copies were attached to the agenda.

4. Summary of 2013 Air Traffic Movements

A copy was attached to the agenda

5. Summary of 2013 Airport Revenues

A copy was attached to the agenda.

6. Summary of 2013 Airport Fuel Revenue

A copy was attached to the agenda. The airport will be receiving a delivery of both Jet A1 and 100 LL. The previous delivery of both types of fuel cost more than what this new delivery will be.

Moved by: Wilsie Hatfield

Seconded by: Allan Dunn

THAT the sale price of Jet A1 fuel remained the same and that the sale price of 100 LL be reduced by \$.05 per liter be approved.

Carried

7. Airport Commission Chair and Vice Chair

Colin Dyke nominated Wilsie Hatfield as Vice Chair and he accepted the nomination.

Moved by: Colin Dyke

Seconded by: Mike Bowen

THAT Wilsie Hatfield's nomination as the Airport Commission Vice Chair be approved.

Carried

8. Eastern Ontario Gliding Center

Moved by: Allan Dunn

Seconded by: Wilsie Hatfield

THAT the Eastern Ontario Gliding Centre's request for glider training on May 11-12, 2013 and May 18-19-20, 2013 be approved and that Chair Brian Williams send a letter to the Gliding Center regarding the approval and to request that 4 bladed propellers be used to minimize noise.

Carried

9. Airport Emergency Plans & Procedures

Based on revisions provided by the Leeds & Grenville EMS the document was amended.

Moved by: Wilsie Hatfield

Seconded by: Colin Dyke

THAT the updated Emergency Plans and Procedures March 12, 2013 version be approved.
Carried

9. Action Items Update

Valerie Harvey informed the committee that the agricultural land lease with Scott Berseth has been approved by council.

There's been no contact from Douglas Quartz of DJQ consulting Limited regarding funding applications for the airport taxiway extension.

10. New Business

Colin Dyke raise a question regarding the city's ability to buy used snowplowing equipment from other municipalities as the equipment at the airport is old. Valerie Harvey indicated that per the contract, it is the responsibility of Brock Air Services to provide and maintain all snowplowing equipment and it is not the City's responsibility.

Kent Wharton indicated that three individuals have expressed interest in building hangars at the airport so he will be getting letters of intent from them. There is a possibility that one or two could be built along the north side of the existing taxiway however future expansion would require new taxiways. Kent Wharton and other members of the commission will provide some schematics for the possible project. Kent will also check with Environment Canada about the proximity of buildings to the weather station. Cost estimates will be required if the taxiway is to be extended and the Commission would like to take this forward as a 2014 Capital Budget Project.

**Next meeting: April 23 @ 4:00 p.m.
Brockville - 1000 Islands Regional Tackaberry Airport**

Meeting adjourned at 5:00 PM

Minutes prepared by:
Valerie Harvey
Supervisor of Transportation Services