



MINUTES OF MEETING

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

May 10, 2011

MEMBERS PRESENT

Mr. Bob Huskinson, Chair rhuskinson@cogeco.ca
Mr. Allan Dunn aldunn@propshopontario.com
Ms. Hannelore Walther gwiz@sympatico.ca
Ms. Heather Dale Flood hdflood@hotmail.com
Mr. Brian Williams briwilliams401@gmail.com

ALSO PRESENT

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

ABSENT

Mr. Dean Glover - Brock Air Services dean@brockair.com
Councillor Susan Prettejohn prettejohn@ripnet.com

1. MINUTES

Moved by: A. Dunn
Seconded by: B. Williams

THAT the Minutes of the meeting of March 15, 2011 be approved
Carried

2. DISCLOSURE OF INTEREST

No conflicts declared

3. STATUS OF ACTION ITEMS

Item	Details	Status	Date
1.	Sale of surplus property in the Village of Lyn. Steps initiated per By-Law 103-2005 Procedure For Sale of Municipal Land.	Pending	May/2010
2.	The Airport Commission is to promote the benefits of an air flight training school and make it known that classroom space, hangar space and land is available at the airport.	Pending	August/2010

4. BROCK AIR SERVICES MONTHLY REPORT

Review of Brock Air's monthly reports for March and April 2011. Copies were attached to the agenda. The Commission members were informed that asphalt repairs will be required near Al Dunn's hangar. During the winter a small section of the asphalt heaved and the blade of the snow plow damaged it. Repairs will take place when the city's contract for street milling and hot mix is completed.

5. Summary of Air Traffic Movements

A copy was attached to the agenda.

6. Summary of Airport Revenues

A copy was attached to the agenda. Gas sales were down from January to March due to poor flying conditions. However, Jet A1 sales are up in April when compared to sales in April of 2010.

7. Emergency Plan

The Emergency Plan in its current draft was approved by the Commission. Copies will be provided to all Commission members at the next meeting

8. Web Site

H. Walther indicated that her latest draft of the updated airport web site still has not yet been reviewed by John Peters of the City's MIS Department. V. Harvey was asked to follow up on the matter and get back to H. Walther.

9. Airport Commission Terms of Reference – Chairperson Position

The Airport Commission terms of reference indicate that the Chairperson Position can only be held for 2 years. As the terms of reference were old, V. Harvey was requested to look into the matter and if updated information is available that it should be provided for the next meeting. At that time, a decision will be made on the position.

10. Eastern Ontario Gliding Centre

Commission members discussed the letter from the Gliding Centre and their use of airport facilities during the month of May. This is an annual event.

10. New Business

Commission members discussed a e-mail that was sent from Dennis Douglas regarding placing a GeoCache on the south side of the maintenance building at the entrance to the airport. Prior to making a decision, V. Harvey was to contact Mr. Douglas for more information regarding the location, numbers of possible groups coming to the location, etc. and report back the next meeting. Note attached correspondence.

Correspondence from Colin Dyke requesting the Airport Commission's approval for the installation of solar panels on his hangar through Hydro One's Microfit program was discussed. All expenses related to this installation will be the responsibility of Mr. Dyke. He also requested that his lease agreement with the city for his hangar be extended for 20 years so the lease term corresponds with his agreement with Hydro one. Note attached correspondence.

Moved by: A. Dunn

Seconded by: B. Williams

The request from Colin Dyke to install solar panels on his hangar and that his hangar lease be extended for 20 years Be approved.

Carried

**Next meeting: June 21, 2011@ 4: 45 p.m.
Brockville - 1000 Islands Regional Tackaberry Airport**

Meeting adjourned at 5:35 PM

Minutes prepared by:

Valerie Harvey

Supervisor of Transportation Services