



**MINUTES OF MEETING**

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

**July 19, 2011**

**MEMBERS PRESENT**

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

**1. MINUTES**

Moved by: D. Flood  
Seconded by: S. Prettejohn  
THAT the Minutes of the meeting of June 21, 2011 be approved  
Carried

**2. DISCLOSURE OF INTEREST**

No conflicts declared

**3. BROCK AIR SERVICES MONTHLY REPORT**

A copy was attached to the agenda. K. Wharton has been requested for the next meeting to cost out the installation of tie downs on the apron. The City Hangar is now leased the capacity with a new tenant that has an ultra light. B. Williams will change the airport website to reflect this.

**4. Summary of Air Traffic Movements**

A copy was attached to the agenda.

**5. Summary of Airport Revenues**

A copy was attached to the agenda.

**6. Election of Chairperson**

B. Huskinson stepped down as Chair of the Airport Commission.

B. Huskinson nominated B. Williams and he accepted the nomination.

D. Flood nominated H. Walthers and she accepted the nomination.

Voting results were as follows: 3 votes for B. Williams (B. Williams abstained from voting)

2 votes for H. Walthers

Effective July 19, 2011 B. Williams is the new Chair of the Airport Commission.

**7. Hanger subdivision Development**

A copy of the Airport Master Plan drawing was reviewed. The intent is to develop a hangar subdivision with the hangar lots to be sold. A New Master Plan will have to be developed due to changes to setbacks. This will require a new survey of the property. Prior to proceeding further the Commission must take a report to City Council for approval. The Commission will work towards taking the report to council in September 2011.

**8. Grass Runway Tree Removal**

Trees at the end of the grass runway must be cut down as they are interfering with navigation. Three quotes were obtained with the lowest price of \$430 plus HST being received from Ken Miller Excavating. K. Wharton was directed to proceed with the work.

**9. Sale of Airport Property in Lyn**

A copy of By-Law 103 -2005 being a By-law to establish Procedures for the Sale of Municipal Land and information about city owned land in the Village of Lyn was reviewed. Prior to proceeding further the Commission must take a report to City Council for approval. The Commission will work towards taking the report to council in September 2011.

**10. Airport Management Contract**

The City contract with Brock Air Services for the operation of the airport terminates December 31, 2011. V. Harvey was directed to investigate the terms of the current contract and discuss the matter with C. Cosgrove and report back to the commission at the August 2011 meeting.

### **11. Mayor Henderson Invitation to an Airport Commission Meeting**

V. Harvey extended an invitation to Mayor Henderson for this meeting. As he was on holidays he was unable to attend. You will be invited to the next meeting.

### **12. Painting Runway**

At the recommendation of Dean Glover of Brock Air Services, painting the runway will be included in the 2012 Capital Budget request to council.

### **13. New Business**

S. Prettejohn welcomed B. Williams into his new position as Chair of the Commission and thanked B. Huskinson for all the work he had done for the airport during his term as Chair.

B. Williams will promote the Brockville Flying Club fly in breakfast on September 11, 2011 under the news and events section of the airport website.

H. Walthers suggested that at the next meeting members discuss their ideas for promoting the airport.

H. Walthers suggested that at the next meeting members provide a brief biography of themselves so that other Commission members know they are backgrounds and skill set.

**Next meeting: August 16, 2011@ 4:45 p.m.  
Brockville - 1000 Islands Regional Tackaberry Airport**

Meeting adjourned at 5:45 PM

Minutes prepared by:

Valerie Harvey

Supervisor of Transportation Services