1. ROLL CALL

Present: Thomas Borutski (Chair), Councillor Greg Martin, David Medieros, Larry Byrne, Robert Latta, Robert Ham

Absent: Councillor Brian Coleman

Also Present: Jim Quin, Shawn Broughton

2. DELEGATIONS & PRESENTATIONS

3. DECLARATION OF CONFLICTS OF INTEREST

4. CONSENT ITEMS

4.1 Minutes

Moved By: Councillor Greg Martin
Seconded By: Larry Byrne

THAT the following Minutes be ADOPTED:

4.1.1 Brantford Airport Board Minutes of May 6, 2019.

Carried

4.2 Updates:

4.2.1 Airside Operations:
S. Broughton, Brantford Airport Manager

May 2019 Landing Fee Revenue: 30 @ $40 per flight, $1200 up 23 percent from May 2018.

May 2019 Fuel Surcharge Revenue: 46,460 litres at $0.04 per litre, $1858 up 20 percent from May 2018.

May 2019 Total Airside Revenue: $2397, up 21 percent from May 2018.

4.2 Updates:

4.2.1 Airside Operations:
S. Broughton, Brantford Airport Manager
Alternate Airport Use

Cineplex Productions (Mayday) were on site on June 7th to complete filming of an episode. There has been an increase in film shoot inquiries at the airport recently.

New Drones Regulations

Drone regulations published on January 9th of this year came into effect as of June 1st. The new regulations state that any drone over 250 grams requires a license to fly. This license does state that special permissions are needed when flying within 3 nautical miles or 5.4 kilometers of an airport. S. Broughton has reached out to the Airport Management Council of Ontario (AMCO) to see if there is any additional information available to airports on this topic.

Transport Canada has prepared a graphical chart with helpful information on the new regulations, where to report a drone incident, and an interactive map of where drones can be operated. The chart is available at canada.ca/drone-safety. Signs will be posted at the airport.

NEMO Weather

There is an opportunity to have recorded weather broadcast on a supplemental frequency to support flight operations. S. Broughton will gather more information from the company to share with the Board.

Air Race Classic

The Flying Club and COPA 148 will be joining forces to support the Air Race Classic this year. The race takes place on June 18th to 21st; additional radio monitoring equipment has been installed through LiveATC.net which enables live air traffic control (ATC) broadcasts from air traffic control towers and radar facilities around the world.

Gypsy Moth/Rabies Abatement

Zimmer Air Service will utilize the Brantford Airport as a base for spraying for the gypsy moth, primarily in the Six Nations area. Brantford Airport will also be the home base for the Ministry of Natural Resources annual Rabies Bating Program for the area. Bating will take place in mid-August with two aircraft
flying for three consecutive weeks, typically 4 or 5 flights a day. The City’s Communications department will be notified once the schedule is confirmed as the flights tend to garner inquiries about low flying aircraft in the area.

4.2.2 Buildings/Facilities:
J. Quin, Manager of Facilities

Roofing replacement at 150 Aviation Avenue is expected to be complete within the next week.

The installation of the automatic gates next to the Terminal Building and at the southeast entrance of the airport is underway. Staff is obtaining quotes to complete an additional installation off the main parking lot to service the T Hangars. This will avoid tenants using the apron.

An investigation is underway to resolve a floor drainage issue at Hangar 150 Aviation Avenue.

Facilities staff is working with Purchasing on a crack filling maintenance contract for the airport, this work was postponed last year due to a lack of activity by the contractor.

4.2.3 Building/Land Leases – Hangar 150, 175, 190

150 Aviation Avenue - J. Quin is following up with Conestoga College regarding programming plans for space leased in the hangar.

175 Aviation Avenue – Conestoga College has applied for a building permit to complete plumbing and electrical renovations to the hangar. J. quin advised student parking will be located on the concrete pad behind Building 190.

4.2.5 Site Event Requests

Airshow planning meetings are progressing well; City Facilities staff has provided site plans for the show box and vendor stalls. The annual fund raising dinner will be located off site at the Warplane Heritage Museum.

No Club, who expressed interest in using the Brantford Airport site to host a car show on July 27th, has met with the City SEAT Committee. Risk Management has brought forward some concerns with respect to insurance requirements. Risk
Management is working to obtain a cost from the City’s insurer.

Moved By:   Councillor Greg Martin  
Seconded By: Robert Latta  
Carried

5.  STANDING ITEMS

5.1 Other Items regarding the Municipal Airport as identified by the Board that may require attention:

5.1.1 Brantford Airport Board Strategy and Master Plan

None

5.1.2 Explorer Solutions Report

None

5.1.3 Business Plan

None

6.  NEXT MEETING

The next Meeting of the Brantford Airport Board will tentatively be held on Monday, July 8, 2019.

7.  ADJOURNMENT

The meeting adjourned at 1:10pm.

____________________________________   ______________________________________
Thomas Borutski, Chair                  Kim Stoffelsen,  
Brantford Airport Board                 Recording Secretary