



Victoria Airport Authority

Airport Consultative Committee

**Minutes of the
Meeting Held at the
Mary Winspear Centre at Sanscha
Tuesday, 17 February 2004, 8:30 – 9:25 AM**

NOTE: MEETINGS START AT 8:30 AM

**Next Meeting: 08:30 AM, Tuesday, 22 June 2004
Mary Winspear Centre at Sanscha
(2243 Beacon Avenue, Sidney – Corner of Beacon & Pat Pay Highway)**

Paul Connolly – Secretary

Mervyn Lougher-Goodey – ACC Chair

Representative Members

Air Canada Jazz	absent
Air Terminal Building Tenants' Representative	absent
Association of Canadian Travel Agents	absent
BC Ministry of Transportation & Highways	absent
Canadian Aircraft Owners and Pilots Association	absent
Canada Customs and Revenue Agency	absent
Capital Regional District	absent
Central Saanich Municipality	absent
City of Victoria	absent
Department of National Defence	Carl Wohlgemuth
District of North Saanich	absent
District of North Saanich Residents' Association	absent
Greater Victoria Chamber of Commerce	Robert Wickson
Horizon Air	absent
Nav Canada	Wayne Edwards
Pacific Coastal Airlines	absent
Pauquachin Band Council	absent
Saanich Municipality	absent
Saanich Peninsula Chamber of Commerce	absent
Saanich Peninsula Water Commission	Jim Sandwith
Sidney Business Association	absent
Sidney Ratepayers Association	Tony Whittall
SRS Airlines Services - Charter Airlines	absent
Tseycum Band Council	absent
Tourism Victoria	Ian Powell
Town of Sidney	absent
Victoria Airport Tenants' Association	Mike Sudul
WestJet	absent

City of Victoria, Robert Fleming, sent regrets.

VAA Board Members In Attendance

*Linda Petch, *Mervyn Lougher-Goodey, *Peter Parsons, * Bob Skene,
*Gordon Denford, *Haji Charania, *Matthew Watson, Mel Couvelier, Geoff Young
and Richard Paquette.

Victoria Kuhl, Peter Dolezal and Wayne Tremblay sent regrets

* Board members on the ACC.

1. Call to Order

Mervyn Lougher-Goodey, Vice Chair of the Victoria Airport Authority, acted as the Chair of the meeting and Paul Connolly acted as recording secretary.

2. Introduction of Members Present

Mervyn Lougher-Goodey, Airport Consultative Committee Chair, welcomed the Members and the public to the Airport Consultative Committee meeting. Each Member of the Committee and the public present introduced themselves.

3. Public Participation Period

- Paul Jardine – Ambient Air Quality Monitoring Program

Paul Jardine said Terry Stewart informed him about an Ambient Air Quality Monitoring Program which began in the Fall 2001. Paul Jardine asked if the Study was finished and if so, are the results available to the public? The topic will be addressed by the CEO during his Report to the Committee.

- Graham Williams – Noise

Graham Williams, a new resident of the area, asked if there is a noise curfew after midnight at Victoria Airport? Graham Williams also asked if VAA has any jurisdiction and input into military training operations at the Airport? The topic will be addressed by the CEO during his Report to the Committee.

4. Approval of 21 October 2003 Minutes

IT WAS MOVED, SECONDED AND CARRIED THAT THE 21 OCTOBER 2003 AIRPORT CONSULTATIVE COMMITTEE MINUTES BE ADOPTED.

5. Report from the VAA Chair

- **2004 VAA Board Officers of the Corporation and Committee Chairs**

Linda Petch, the new Board Chair, introduced VAA's 2004 Officers of the Corporation and Committee Chairs, as well as the new Board members.

Officers of the Corporation:

- | | |
|--|-----------------------|
| ■ Chair,
and Chair, Steering Committee | Linda Petch |
| ■ Vice Chair,
& Chair, Airport Consultative Committee | Mervyn Lougher-Goodey |
| ■ Secretary,
& Chair, Governance Committee | Peter Parsons |

and returning as:

- | | |
|---|----------------|
| ■ Chair, Audit & Finance Committee | Bob Skene |
| ■ Chair, Planning & Development Committee | Gordon Denford |

Chair - Public Art Advisory Committee

Victoria Kuhl is the new Chair of the VAA Public Art Advisory Committee. Victoria Kuhl replaces Linda Petch who is now Board Chair.

• **1 January 2004 New Board Members:**

- | | |
|------------------|----------------------------|
| ■ Haji Charania | Saanich Nominee |
| ■ Wayne Tremblay | North Saanich Nominee |
| ■ Matthew Watson | Federal Government Nominee |

Linda Petch said the Board will continue the tradition of strong leadership and management, and build on the accomplishments of the founding members of the VAA Board, the last three retired 31 December 2003.

• **Activities in 2004**

There are a number of activities in the forefront:

➤ **Final Phase of the Expansion Program**

Final Phase of the Expansion Program, the Departures Phase, cost is \$11,158,870, including CATSA's (Canadian Air Transport Security Authority) contribution to the incremental building costs resulting from installation of explosive detection systems. Construction begins May 2004 and scheduled for completion December 2005.

➤ **Strategic Plan**

VAA's 5 Year Strategic Plan (2000 – 2004) is up for renewal and will be updated this year.

➤ **Rent Review**

VAA together with the Canadian Airports Council (CAC) continues to work at the local and national level to keep the rent issue a top priority of the federal government. The new Minister, Tony Valeri, has indicated his willingness to continue to work towards a fair resolution on this matter.

➤ **Canada Airports Act (CAA)**

The proposed Canada Airports Act was not on Parliament's Fall Session Order Paper. As VAA has concerns with the CAA, VAA will continue to monitor the matter in the event the government decides to reintroduce the Act. This item will be discussed at upcoming CAC meetings in March.

6. Report from the Chair of the Audit and Finance Committee

The Chair of the Audit and Finance Committee, Bob Skene, reported on the financial period for the year ended 31 December 2003 (Unaudited Statements of Income and Expenses for the Operations and AIF Sectors, and Balance Sheet provided to the Committee members). VAA's preliminary pre-audit financial position results look good and the outlook for 2004 is promising.

In the Operations Sector, revenue for 2003 is \$8.6 million, an increase of \$600K over 2002. 2003 Net Income is \$375K and projected to be \$581K in 2004.

In the AIF (Airport Improvement Fee) Sector, the amount of AIF collected in 2003 was \$3.5 million. Debt to the end of 2003 is \$13.4 million.

The Balance Sheet shows positive working capital.

The Chair of the Audit and Finance Committee complimented both the CEO, Richard Paquette, and Manager Finance, Danita Ouellette, for exemplary work during 2003.

7. Report from the VAA President and CEO

➤ Question - Ambient Air Quality Monitoring Program

In response to Paul Jardine's enquiry on the Ambient Air Quality Monitoring Program which Transport Canada undertook 2001-2002, the CEO said a copy of the Executive Summary of the Study will be attached to these minutes. Additional enquires may be addressed to the VAA Manager Marketing, Development and Community Relations, Terry Stewart.

➤ Question - After Hours Flights

In response to Graham Williams question about after hour flights, the CEO said this Airport has always been open 24 hours.

➤ DND Training Operations

In response to Graham Williams enquiry about DND training operations at Victoria Airport, the CEO said VAA has no direct control over DND activities at this Airport. At the end of the meeting Commanding Officer of 443 Maritime Helicopter Squadron, Lieutenant Colonel Carl Wohlgemuth, spoke with Graham Williams about 443 Squadron's operations.

As Graham Williams is a new resident in the area, Mike Sudul, representing Victoria Airport Land Tenants' Association, noted to him that there has been significant improvements over the years regarding DND operations at the Airport.

The CEO said a Noise Management Committee (NMC) was established in 2003 and meets quarterly with representations from the local municipalities, neighbourhood associations, Nav Canada (Control Tower), airlines, airport tenants, and others. Graham Williams contact Terry Stewart about the NMC.

Richard Paquette, President and CEO, briefed the Committee on a number of matters:

➤ Environmental Update

VAA continues its work to monitor the quality of water entering Ten Ten Creek from Airport lands. VAA engaged students from Royal Roads to work on a Water Quality Project. They will suggest improved measures to manage water quality from VAA farmlands. To lesson the impact of farming

on receiving waters entering Airport lands the VAA is also working with Pendray Farms on an Environmental Farm Management Plan.

➤ **Air Terminal Building Development**

Construction begins May 2004 and will be completed in 3 stages:

- o East addition, north addition
- o Renovate east end of existing building
- o Renovate west end of existing building

Construction completion is scheduled for the end of 2005.

VAA will endeavour to minimize disruption to the public and tenants, as was successfully achieved during the Arrivals Phase of the Expansion Project.

➤ **Tenant Development**

- o Discussions taking place with prospective tenant for the development of a hangar on 1.5 acres site on Willingdon Road next to the bulk fuel storage site.
- o VAA received an Expression of Interest for a light industrial warehousing complex at Galaran Road site between Scott Plastics and Nicholson's.
- o VAA will issue an RFP for the Beacon Avenue Connector development site south of Nicholson's Manufacturing.
- o Discussions underway for the development of a 9 hangar complex for corporate aircraft, next to the Aviation Museum.
- o Last Fall VAA signed a 50 year lease with Pacific Sky for a new Viking Air production plant in the West Camp. Pacific Sky purchased a major interest in Viking Air last year. Pacific Sky recently changed engineers and architects and will forward plans once completed. Geotechnical, environmental and archaeological analyses are complete.
- o Discussions continuing with Pacific Sky for the lease of property in the East Camp for a major Executive Flight Centre. This will involve the demolition of 2 WWII hangars now occupied by Viking Air.

➤ **Air Service Development**

○ **WestJet**

WestJet continues to purchase new B737-700 aircraft. WestJet's focus is switching from Western Canada to the East. They dropped Prince George effective 4 February, and moved their connecting hub from Hamilton to Toronto. WestJet recently announced non stop daily service Victoria / Toronto effective 26 June. They also have plans to service the US leisure markets, likely out of larger cities. They currently service Calgary, Kelowna and Edmonton out of Victoria.

○ **Air Canada Family**

Air Canada continues to restructure.

ZIP - 1 departure daily to Calgary

Air Canada – 1 daily departure to Toronto, and 1 daily departure to Vancouver.

Jazz - 16 daily departures to Vancouver

- **Hawk Air** - Hawk Air picked up the service to Prince George 7 February with 1 daily non stop, and 3 flights daily to Vancouver South Terminal with connecting flights to Terrace and Prince Rupert
- **Skyservice** - 2 X weekly to Las Vegas
- **Horizon Air** - 6 daily to Seattle
- **Pacific Coastal** - 5 to 7 daily to Vancouver South Terminal
- **Helijet** - 2 daily to Abbotsford and Campbell River
- **Airspeed** - 3 to 4 daily to Abbotsford

➤ **Air Service Development Plan**

VAA will prepare an Air Service Development Plan in 2004 to identify additional air service opportunities and present the case to airlines. Los Angeles is at the top of the list.

2003 saw passenger increases over 7%; however, air carrier industry is not in a supply / demand balance. It is expected uncertainty and restructuring will continue in 2004. Lots of competition points to low fares and continued passenger growth. Increased competition points to more passengers, lower yield, continued pressure on financial viability, network rationalization, and ultimately reduced supply. Same level of passengers is expected to continue in 2004.

➤ **Improvements To Public Parking Lots**

Details of improvements to the VAA public parking lots were recorded in the Airport Consultative Committee minutes of 17 June 2003; changes are effective 10 March.

Long Term Economy Parking Lot - system changes to pay on exit rather than pay on entry.

Short Term Parking Lot (Meeters and Greeters Lot) - system changes to pay on entry by cash, credit card or obtain assistance through an intercom system connected to the cashier booth. The new system allows the user to remain in the vehicle, eliminating the need to go to a ticket machine, walk back to the car then walk to the Terminal Building. The ticket is good for two hours, eliminating the issue of having to return to purchase additional time if a flight is delayed. Details on rates are posted to the VAA Web Site at www.victoriaairport.com.

➤ **Fees And Charges**

Effective 1 March 2004 changes to aviation fees and structure, details on VAA Web Site.

➤ **VAA Hosting Airports Conference**

VAA is hosting an Airports Conference 4-7 April 2004; expecting 250 delegates, 1000 hotel room nights.

➤ **Marine / Air Partnership Workshop**

The purpose of the Air and Marine Workshop hosted by VAA 3 February was to begin the process to develop a business synergy between aviation and marine industries for the economic health of the Peninsula and Region. The participants are committed to continue to work together for the benefit of industry and the community.

➤ **CATSA – Canadian Air Transport Security Authority**

CATSA announced new contracts have been awarded for preboard security screening at all Canadian Airports. Bidders were invited to submit proposals for six different groups of airports, one of which is Pacific (BC) - contract for BC was awarded to Securiguard Services Ltd. Securiguard is the current contractor at Vancouver Airport. The current contractor in Victoria is Aeroguard Company Ltd so VAA will be affected by the change. Successful bidders who replace existing service providers are required to make offers of employment to sufficient numbers of the existing contractor. VAA expects a smooth transition.

8. Call for New Business

None

9. New Business

None

10. Questions / Comments

- Noting the 2003 increase in passenger traffic, Ian Powell asked if loads were up or if the numbers were a reflection of numbers prior to 9/11? The CEO said passenger traffic peaked at 1.2 million in 1998; 2003 is close to that at 1.18 million enplaned / deplaned passengers.
- What about trends in short and long haul flights? VAA CEO said WestJet stimulated the market to Alberta. Air Canada has a long haul flight to Toronto. Numbers are better for the domestic market than for transborder / international markets. 90% of Jazz passengers to Vancouver connect to other flights, a similar situation for Horizon Air passengers in Seattle.
- When asked if United Air Express is expected to return after their brief time at YYJ prior to 9/11, the CEO said it is unlikely any US carrier is willing to

compete with Horizon Air at this time. The best scenario for additional flights is with Horizon Air operating Regional Jets, YYJ to LAX. VAA CEO will be discussing this potential with a Horizon Air senior official when he comes to Victoria in April to attend the Airports Conference hosted by the VAA.

- The CEO said another initiative to be undertaken by the VAA is to work with the Greater Victoria Harbour Authority and cruise ship lines on the objective of embarking / disembarking passengers in Victoria. In 2004, 144 cruise ship stops are expected in Victoria. The VAA will promote longer visits to the Region and encourage passengers to use Airport facilities.
- Tony Whittall asked if any decisions had been made on the property off Beacon Avenue Connector. The CEO said the VAA has an understanding with the Town of Sidney on the use of the property south of Nicholson's Manufacturing. The approved VAA Land Use designates the property as light industrial and is consistent with Sidney's zoning.
- When asked about the artwork in the rotunda, as it was noticed that the "roulette" is sagging, the CEO said the artist wants to fix it and has agreed to replace it.
- Tony Whittall complimented VAA staff who put together the VAA Web site, "Excellent," said Tony Whittall. *Compliments will be forwarded to Anita Kardos.*
- Robert Wickson, Greater Victoria Chamber of Commerce Representative, invited the VAA to prepare a Position Paper on the rent issue; the Paper would be combined with other GVCC material, and if approved at the GVCC AGM in May, be forwarded to the Minister of Transport.
- Robert Wickson advised the Committee 750 bicyclers / walkers will be in Victoria to participate in a Capital by the Walk Event early in the Fall. He hopes VAA's bicycle path connection to the Lockside Bike Trail will be completed soon so it and bicycle facilities at the Airport can be promoted prior to the event.
- Jim Sandwith complimented VAA on storm water management and improvements to drainage system on Airport lands. VAA participates on the Peninsula Storm Water Quality Steering Committee which brings together other stakeholders having an effect on water quality in Ten Ten Creek.

11. Announcements

- **VAA AGM**

The VAA Annual General Meeting is at 7:00 PM, Thursday, 6 May at the Mary Winspear Centre at Sanscha - the same venue used by the Airport Consultative Committee.

- **Next ACC Meeting**

The date for the next Airport Consultative Committee meeting is, Tuesday, 22 June 2004, **8:30** am at the Mary Winspear Centre at Sanscha.

12. Adjournment

Executive Summary from the Ambient Air Quality Monitoring Program follows next page.

EXECUTIVE SUMMARY - AMBIENT AIR QUALITY MONITORING PROGRAM

As referred to under the Report from the President and CEO following is the Executive Summary of the Ambient Air Quality Monitoring Report, Aerodrome Safety Branch, Transport Canada:

Ambient air quality monitoring was carried out at Victoria International Airport in two periods: from November 28, 2001 to February 28, 2002 and from August 2 to October 30, 2002 using the Transport Canada Air Quality Monitoring System. The project was performed to determine if Federal Air Quality Objectives as defined in the Clean Air Act were being met at the airport, and to evaluate the impact of aircraft/airport activities on the ambient air quality.

The pollutants measured during this project were carbon monoxide (CO), nitric oxide (NO), nitrogen dioxide (NO₂), ozone (O₃), hydrocarbons (HC) and suspended particulates, both total suspended particulates (TSP) and for particulates less than 10 microns (PM₁₀). These pollutants were selected because of their potential presence in significant concentrations in the airport environs.

Carbon monoxide and hydrocarbons are generated during the incomplete combustion of fuels, such as that which occurs during the start-up, idling and taxiing of aircraft. Aircraft jet engines at high power settings as encountered during takeoff and landing manoeuvres produce considerable quantities of nitrogen oxides. Ozone is not normally emitted as a primary pollutant by combustion sources but plays an important role in secondary photochemical reactions of other air pollutants. Suspended particulates can arise directly from aircraft operations (as smoke) or indirectly from associated activities such as runway sweeping and construction project (as dust and eroded soil).

An analysis of all recorded data indicated that the present activities at Victoria International Airport do have a measurable impact on the local ambient air quality. However, most of the recorded concentrations were well below the applicable National Air Quality (Acceptable) Objectives. Many of the higher concentrations detected appeared to be caused by a combination of on and off airport sources.

Carbon monoxide and nitrogen dioxide concentrations were quite low throughout the whole project, normally less than one quarter and never exceeding one-half of the applicable National Air Quality Objectives [NAQO]. All Total Suspended Particulate samples except one were also well below the applicable NAQO. Ozone concentrations never exceeded the one-hour objective of 160 $\mu\text{g}/\text{m}^3$ but did exceed the 24-hour level of 50 $\mu\text{g}/\text{m}^3$ on a number of days.

A minor seasonal variation was observed for some pollutants monitored. In particular, the concentrations of CO, measured during summer and fall were lower than those measured during the winter, while the concentrations of NO₂ exhibit an opposite trend.

An analysis of the air quality levels with respect to wind direction showed that airport activity did have an effect on the local air quality, particularly in the vicinity of the main apron areas.

The average pollutant concentrations measured at the Victoria Airport seem to be in general lower (with exception of O₃), than the Canadian cities averages. Moreover, the average concentrations of gas pollutants measured at the Victoria Airport are significantly lower (with exception of O₃) than the concentration averages recorded in Victoria metropolitan area (Topaz, Victoria AQ monitoring station).

These results indicate that Victoria International Airport could accommodate an increase in air traffic without exceeding acceptable air quality objectives during prevailing meteorological conditions. Transport Canada forecasts indicate that the air carrier movements are expected to increase by approximately 5% annually over the 5 year period 2000-2005. Results from the monitoring study indicate that the ambient air quality in the airport vicinity would not deteriorate significantly with such a change in airport activity. If a major increase in air traffic does occur, a future sampling study would be a useful help quantitatively evaluate the impact of flight activity on the ambient air quality, with the measurement from the present (2001-2002) study providing an invaluable baseline date.