



Victoria Airport Authority

Airport Consultative Committee

**Minutes of the
Meeting Held at the
Mary Winspear Community Cultural Centre @ Sanscha
Tuesday, 17 June 2003, 9:30 – 10:15 AM**

**Next Meeting: 09:30 AM, Tuesday, 21 October 2003
Mary Winspear Community Cultural Centre @ Sanscha
(2243 Beacon Avenue, Sidney – Corner of Beacon & Pat Pay Highway)**

Paul Connolly – Secretary

Linda Petch – ACC Chair

Representative Members

Air Canada Jazz	Peggy Clark
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
Canadian Inspection Services - Customs Canada	absent
Capital Regional District	absent
Central Saanich Municipality	Susan Mason
City of Victoria	absent
Department of National Defence	Carl Wohlgemuth
District of North Saanich	Dorothy Hartshorne
District of North Saanich Residents' Association	Graham Ross
Greater Victoria Chamber of Commerce	absent
Horizon Air	absent
Nav Canada	Wayne Edwards
Pacific Coastal Airlines	absent
Pauquachin Band Council	absent
Saanich Municipality	Robert Gillespie
Saanich Peninsula Chamber of Commerce	absent
Sidney Business Association	absent
Sidney Ratepayers Association,	
Saanich Peninsula Water Commission	absent
SRS Airlines Services - Charter Airlines	absent
Tseycum Band Council	absent
Tourism Victoria	Lorne Whyte
Town of Sidney	Colin Plint
Victoria Airport Tenants' Association	Mike Sudul
WestJet	Karen Tuttle

VAA Board Members In Attendance

*Alan Peterson, *Linda Petch, *Gordon Denford, * Bob Skene

*Mervyn Lougher-Goodey, *John Nicas, *Victoria Kuhl, Mel Couvelier, Peter Parsons, Geoff Young and Richard Paquette.

*Carl Kuhnke, Peter Dolezal and Andrew MacGillivray sent regrets

* Board members on the ACC.

1. Call to Order

Linda Petch, 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

Linda Petch, ACC 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

No questions or comments at this point in the meeting.

4. Approval of February 18th, 2003 Minutes

IT WAS MOVED, SECONDED AND CARRIED THAT THE MINUTES OF FEBRUARY 18TH, 2003 BE ADOPTED.

5. Report from the VAA Chair

- **Canada Airports Act (CAA)**

Alan Peterson said the CAA did not proceed to the Standing Committee on Transportation in the Spring Session of Parliament, and there is no certainty that it will move forward in the Fall Session of Parliament either. The Chair said that VAA continues to have problems with the Act as it is currently drafted.

- **Rent Review**

The Chair said there is an article on the front page of the Business Section of the Times Colonist newspaper today suggesting "the federal cabinet is poised to announce assistance worth as much as \$250 million for the troubled airline industry." This may come in the form of temporary relief in airport rents. Alan Peterson said any movement on rent could be considered progress even if it is only short term.

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

The Chair of the Audit and Finance Committee, Bob Skene, reported that as of the end of May 2003, in the operations sector, the VAA financial position is better than budget. Although cash position is good there are still a number of expenditures to come. There is a deficit in the AIF (Airport Improvement Fee) account - AIF expenditures to the end of May 2003 are \$21.9 million. A total of \$8.6 million has been collected through the AIF since 1999. Long term debt is approximately \$13.3 million which will be paid down through the AIF.

Graham Ross asked if depreciation of \$266.7K on the Operations Sector Statement of Income and Expenses is related to the AIF, and if so, should it not be credited to the AIF account? Bob Skene said there are no restrictions as to where it can be shown.

7. Report from the VAA President and CEO

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

- **Environment:** Contaminated soil from the Airport's decommissioned fire training area has been removed and placed in an on site bio-cel. The remediation project is scheduled for completion by October this year.
- **Security:** The VAA is still awaiting a decision from Transport Canada on regulations concerning policing at Victoria Airport. VAA's plans for check baggage screening have been delayed while the VAA continues to assess the impact of Air Canada restructuring on Terminal Development Plans.
- **Air Service Development:**
 - YTD May passengers up 1.7% over 2002.
 - Some effect from SARS, Mad Cow, Iraq War, Terrorism, rising Canadian dollar – but good compared to other communities.
 - Air Canada Creditor Protection has meant AC has left \$252,000 unpaid. However, AC has remitted all outstanding AIF's, and accelerated payments for current charges.

Service for the Summer:

- Pacific Coastal Airline down 1 flight per day
- Horizon Air same number of flights
but 2 of Horizon's Dash 8's are larger
- Air Canada Family:
 - Jazz to YVR down 4 flights daily
 - ZIP new service, 3 flights daily to Calgary
 - Air Canada daily Airbus service to Toronto continues
 - Tango not flying out of Victoria this year

Expect more changes as AC restructuring continues.

- JetsGo new service, 3 per week to Toronto &
on to Halifax
- WestJet increase 2 flights daily including larger,
quieter aircraft
- Airspeed to Abbotsford same
- Overall good news for YYJ and more capacity than 2002.
- The CEO is working with the CEO Tourism Victoria, Lorne Whyte, on initiatives on air service development.

➤ **Air Terminal Building Development:**

- Restaurant complete
- Continue to receive great feedback for building which functions extremely well
- Continue to refine plans for airline check-in space to reflect recent developments – particularly with Air Canada

- Expect to make recommendation to Board on the Departures Phase in September. Then proceed with design and construction with completion in 2005.

Parking:

A detailed review of parking service at YYJ was undertaken with emphasis on Customer Service.

Preliminary plans presented to the Board's Committee of the Whole on 20 May 2003 (details will be reviewed by the Board in July).

Long Term Economy Parking Lot

Current system - pay on entry by credit card only, then display the ticket on the dash. This system will be changed to pay on exit.

Communication to the cashier will be introduced for assistance. Also access to the cashier booth will be improved.

The rate will change from \$50 for the first week plus \$4.00 each day thereafter to \$50 for the first 5 days plus \$4.00 each day thereafter.

Daily Parking Lot

No physical changes to the Daily Lot.

The rate will change from \$2 per hour to a maximum of \$10 per day to \$ 1 per half hour to a maximum of \$12 per day.

Short Term Parking Lot

Closest and most convenient lot.

Current: Pay and Display – now you park your car, walk to the ticket machine, walk back to the car, then walk to the Terminal Building.

New System:

- Pay on Entry - 3 entrances – must pay to enter lot.
- Users remain in vehicle to pull ticket.
- Change rate from \$1.00 for each ½ hour to \$2 flat rate maximum 2 hours
- Cash or credit card.
- Eliminates parking problems with selecting the correct time on the machine, and anxiety of overstaying time if plane is delayed.
- Reduces enforcement problems.
- Includes improved communication and service from cashier.

Commercial Lane

Comprehensive program will be introduced to ensure commercial vehicles contribute a fair share towards Airport cost.

Tenant Developments

East Camp entrance road will be changed in July from Anson to Canso Road. Canso Road is the road fronting the Shell Aero Centre, which is also the headquarters for Vancouver Island Helicopters. The road change will also allow the Authority to develop the land southeast of VAA's Maintenance Yard for an aircraft hangar complex.

Property Tax: last week VAA reached agreement with BC Assessment Authority on 2002 Property tax Assessment.

Car rental concessions: re-tendered – all incumbents returned – some realignment of space.

Health: VAA arranged a meeting with Regional Health Officer who briefed the Airport Community on SARS.

WestJet: Kathleen Lindsay, WestJet YYJ Station Manager, has moved on. The CEO introduced the new YYJ WestJet Station Manager, Karen Tuttle.

Questions / Comments

- **Roads:** Lance Van Merlin, public participant, said the condition of Canora and East Saanich roads do not reflect well for this area. The CEO said the Airport maintains the Airport approach road (Willingdon Road) north of East Saanich Road. Sidney and North Saanich have jurisdiction over Canora. District of North Saanich Councillor Dorothy Hartshorne said the District has a road repair budget, and that Mr. Van Merlin is welcome to call their engineering department where they will assist him in obtaining information on scheduling road repairs. Victoria Kuhl, VAA Board member, said she would raise the matter at a VAA Planning and Development Committee meeting.
- **Transit Service to Airport:** In response to a question from Lance Van Merlin asked transit service to the Airport, the CEO said VAA, municipalities, Tourism Victoria and others have been encouraging BC Transit, Victoria Regional Transit Commission to provide service to the Airport. Good news, BC Transit recently announced service to the Airport beginning September 2003. Victoria Kuhl suggested posting the bus schedule to the VAA Web Site.
- Mike Sudul asked about changes contemplated for the roads in the East Camp. The CEO said changes will not affect the mail delivery point.

8. Call for New Business

Report - Tourism Victoria

9. New Business

➤ Report - Tourism Victoria

Tourism Victoria CEO, Lorne Whyte, reported on their "crisis marketing program" to encourage visitors to this area. Terrorism, Iraq War, SARS, Mad Cow have all factored in to dampen tourism across Canada. Although Victoria is not as badly affected as other areas there has been a sharp decline in international travellers through Vancouver. The Asian market has dropped by as much as 60%, group tours are down, as a result Victoria is not getting the spin off visitors.

In its first phase of an aggressive marketing program Tourism Victoria spent

\$600,000, and in its second phase it is spending \$250,000 testing the American market. The "Bring the Whole Pod" (family) program is working well. Dragon Bones at the Royal BC Museum continues to be a draw. Tourism Victoria's partnership with WestJet to attract golfers to Vancouver Island is a success. The third phase is an "Island Hopping" program with BC Ferries to draw visitors to the area.

Tourism Victoria has doubled the size of its media team, hiring an additional two writers and two others who travel the road. Tourism Victoria is also working with VAA to attract new flights to the area. Tourism Victoria and Victoria Airport Authority CEO's will be going to Seattle in August to encourage more direct flights into Victoria International Airport.

Tourism Victoria's web site has been a success with 67% of the hits coming from the USA. VAA Web Site links to Tourism Victoria.

10. Questions / Comments

- o Robert Gillespie complimented Alan Peterson on his May 16th letter to the Transport Minister on the rent issue.
- o Robert Gillespie noted on his recent travels in the western provinces that some smaller airports are owned by the communities. He asked if this could be an option for Victoria. The VAA Chair said that as part of the National Airports Policy the federal government retains ownership of all airports within the National Airports System and as such the VAA would continue to be a lessee.
- o Colin Plint noted the AIF in Peace River is \$35.

11. Announcements

Next ACC Meeting

The date for the next Airport Consultative Committee meeting is, Tuesday, 21 October 2003, 9:30 am AT THE MARY WINSPEAR COMMUNITY CULTURAL CENTRE @ SANSCHA.

12. Adjournment