



Victoria Airport Authority

Airport Consultative Committee

**Minutes of the
Meeting Held at the
Mary Winspear Centre at Sanscha
Tuesday, 18 October 2005, 8:30 – 9:20 AM**

**Next ACC Meeting: 08:30 AM, Tuesday, 21 February 2006
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 Agencies	absent
BC Ministry of Transportation & Highways	absent
Canadian Aircraft Owners and Pilots Association	absent
Canada Border Services Agency	Kathy Pringle
Capital Regional District	absent
Central Saanich Municipality	absent
City of Victoria	absent
Department of National Defence	absent
District of North Saanich	Anny Scoones
District of North Saanich Residents' Association	absent
Greater Victoria Chamber of Commerce	absent
Horizon Air	absent
Nav Canada	absent
Pacific Coastal Airlines	absent
Pauquachin Band Council	absent
Saanich Municipality	absent
Saanich Peninsula Chamber of Commerce	absent
Saanich Peninsula Water Commission, and Waste Management Committee	Jim Sandwith
Sidney Business Association	absent
Sidney Ratepayers Association	absent
SRS Airlines Services - Charter Airlines	absent
Tseycum Band Council	absent
Tourism Victoria	absent
Town of Sidney	absent
Victoria Airport Tenants' Association	absent
WestJet	absent

VAA Board Members In Attendance

*Mervyn Lougher-Goodey, *Linda Petch, * Bob Skene, Haji Charania, Mel Couvelier, Peter Dolezal, Victoria Kuhl, Christine Stoneman, and Wayne Tremblay.

*Gordon Denford, *Peter Parsons and Matthew Watson sent regrets

VAA Staff: Richard Paquette, Danita Ouellette, Randy Bogle, Vincent Miller, Ian West, Mike Booton and Terry Stewart.

*Board members on the ACC.

5 members of the public in attendance

1. Call to Order

Mervyn Lougher-Goodey, Vice Chair of the Victoria Airport Authority Board, 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

Milton Armstrong, local resident, stated he is a frequent flyer and considers the Victoria International Airport Terminal Building beautiful, clean and efficient.

4. Approval of 22 February 2005 Minutes

IT WAS MOVED, SECONDED AND CARRIED TO ADOPT THE 22 FEBRUARY 2005 AIRPORT CONSULTATIVE COMMITTEE MINUTES.

5. Report from the VAA Chair

Rent and Canada Airports Act

Linda Petch, VAA Chair, reported the Canadian Airport Authorities' Chairs met with the Minister of Transport in Winnipeg August 25, 2005 to discuss a document outlining key provisions of a revised, proposed Canada Airports Act (CAA). Discussions on this issue have been ongoing for the past four years. The Airport Authorities were able to stop the passage of the first proposed CAA, as it was overly prescriptive. The new version is less intrusive and somewhat more tolerable particularly for airports with under two million passengers passing through it each year.

The Minister is firm on the link between rent and a CAA. He said the CAA was part of the deal with Airport Authorities in exchange for rent relief. The formal implementation of the amendment to Article 4 in the airport's rent lease is scheduled for January 1, 2006.

The CAA was to be tabled in the House of Commons in October 2005, but has not happened to date, and even if it were, it would not pass during the Fall session of Parliament. It will be introduced again in the Spring session, and if it isn't, it is only a matter of time before there is a new Act.

Long Term Fiscal Framework

October 3 the Board held a special planning session to discuss the long term fiscal framework for the VAA. Staff are preparing the 2006 Capital and Operating budgets reflecting the discussions and conclusions reached at the Board Fiscal Strategy Session.

Strengthening Environmental Monitoring Terms of Reference – Audit and Finance Committee

As part of its' program to strengthen environmental monitoring the Board amended the Audit and Finance Committee's Terms of Reference. The revised Terms of Reference can be read on the VAA website www.victoriaairport.com under Airport Authority, Accountability, Policy and Procedures Manual, Audit and Finance Committee.

6. Report from the Chair of the Art at the Airport Committee (AAAC)

Victoria Kuhl, Chair of the Art at the Airport Committee (AAAC), briefed the Committee about the activities of the AAAC.

- AAAC is a Sub-Committee of the Board's Planning and Development Committee.

- AAAC members include:
 - Gordon Denford, Chair, VAA Planning and Development Committee
 - Tom Moore, Moore Paterson Architects, Terminal Building's Architect
 - Bill Porteous, professional artist, and a Victoria Art College teacher
 - JC Scott, art and design professional
 - Linda Petch, VAA Board Chair and ex officio member of the AAAC, and former Chair of the Art Committee.

Aides to the AAAC:

- Anita Kardos, VAA Terminal Operations Officer, manages the AAAC's affairs
- Richard Paquette, VAA's President and CEO

Arrivals Phase Artwork

The Board is committed to commissioning public art at the Airport. The first two commissions were awarded in 2002. One to **Linda Stanbridge** who's ceramic artwork, Genesis, is displayed above the doorway leading to the covered walkway on the ground level. The second to **Robert Wise** who's tensegrity structure in the Rotunda floats effortlessly, transported by changing weather conditions

Departures Phase Artwork

There were 78 responses to VAA's request for qualifications and from those 19 artists were selected to proceed to Stage 2 of the competition and submit a proposal. Three finalists were then selected to prepare a maquette and make a presentation to the AAAC. The artworks in the final stage of the competition was of such high calibre the Board agreed with the recommendation from the AAAC and the Planning and Development Committee and on 3 October 2005 approved the commission of two artworks rather than one.

The two successful artists' maquettes were on display at today's meeting.

- **Illarion Gallant, Rusnak Gallant Ltd.** will produce a giant, colourful, aluminium and steel structure to be situated in the plaza north of the parking lot and south of the Departures Area "drop-off" road. The piece is called "Bouquet of Memories" inspired from memories of images that have stayed with the artist for decades including butterflies migrating north, and wild flowers growing up through cracks in the pavement at old airfields.
- **Ed Schaefer and Tom Mercer, Mercer and Schaeffer Glasstudios**, will produce a series of stained glass windows extending the length of the new Departures Area. When the sun is shining it will spray some of the colour onto the floor. Their outstanding work was recently recognized when they were commissioned to create 18 new stained glass windows at Government House.

Both artworks will provide continual changing patterns of colour, form and shape as the sun patterns change, and we hope engage our travelling public.

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

The Chair of the Audit and Finance Committee, Bob Skene, reported on the financial status for the period ended 31 August 2005 - Preliminary Unaudited Statements of Income and Expenses for the Operations and AIF Sectors reviewed by the Committee members.

The Chair of the Audit and Finance Committee stated the Statements indicate positive financial results. In the Operations Sector for the period ended 31 August 2005 Net Income is \$633,000, budgeted Net Income was \$94,200. In the AIF (Airport Improvement Fee) Sector opening cash position was (\$13,383,800) and closing (\$13,534,700).

8. Report from the VAA President and CEO

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

Air Terminal Building Update

- Expansion project still on schedule and on budget.
- All major tendering complete.
- Air Canada, Jazz, Pacific Coastal and Airspeed in new space.
- New Departures area nearing completion.
- Horizon Air and WestJet in their new spaces by Christmas 2005.
- CATSA will be doing 100% Hold Baggage Screening in the new space.
- Final Phase – now occupied by WestJet and Horizon Air will be closed for re-development.
- All completed in May 2006.
- Common Use Self Serve Check-In Kiosks installed.

Emergency Exercise

Every three years the VAA conducts a major Emergency Exercise involving the Region's emergency response agencies.

VAA organized an Emergency Response Exercise Saturday, October 1 to simulate a mid air collision involving an arriving "Phantom Air" aircraft with 64 passengers and a seaplane departing from Pat Bay with 4 people on board. The "Phantom Air" aircraft crashed into the Institute of Ocean Sciences' parking lot on West Saanich Road and the seaplane sank into Pat Bay.

Major players in the event included:

- Victoria Airport Authority
- Air Canada Jazz
- Nav Canada-Control Tower
- Airport Fire Service
- North Saanich Fire Service
- Sidney Fire Service
- BC Ambulance Service
- RCMP
- VIHA (Vancouver Island Health Authority)
- BC Coroner's Office
- Joint Rescue Coordinating Centre
- Transportation Safety Board
- Victoria Search and Rescue

- Casualty and Family Volunteers
- Institute of ocean Sciences
- Canadian Coast Guard & Coast Guard Auxiliary
- Provincial Emergency Preparedness
- PEMO SAR (Search and Rescue), ESS (Emergency Social Services), and Communications
- BC Transit

VAA and the emergency response agencies will meet 19 October to debrief each other on what went well and what could be improved.

Fire Fighting Training With Local Municipalities

VAA invited two fire fighter trainers from Toronto Pearson International Airport to provide aircraft fire fighting instruction to Sidney and North Saanich Volunteer Fire Departments August 12-13. Instruction will be done again in Spring 2006.

Wireless Internet

- Contract completed with Opti-Fi.
- Wireless will be available in the Terminal Building prior to year end.

Policing

- Agreement reached with CATSA (Canadian Air Transport Security Authority) to reimburse VAA for policing costs to allowable maximum (\$332,000).
- Operating agreement with RCM Police and DNS for 5 year period under negotiation.
- Expect police presence by April 2006 if manpower available

Food Services

- VAA is not happy with the status quo and is now looking at making improvements to the food and beverage facilities.
- Well known Airport Concessions Consultant (Sypher) hired to conduct total review of food and beverage concession.
- Recommendation on future of food and beverage facilities due by year-end.

Common Use Self Serve Kiosks

- Six CUSS kiosks operational (4 Air Canada/Jazz, 2 WestJet)
- Four more due for installation before year-end, timed in tandem with the opening of the Departures Area Expansion.
- VAA is purchasing ten next generation kiosks with boarding pass printer, passport reader, future bag tag printer capability to replace the temporary kiosks currently on loan to the VAA.

Air Service Update

- Passenger traffic up 5.6% year-to-date; expect over 1.3 million by year end.
- **Air carriers this fall/winter include**
 - Harmony Airways with weekly service to Honolulu
 - Skyservice with twice a week service to Mexico
 - Air Transat Holidays with sunspot service not yet announced
 - Air Canada A319 service to Vancouver twice daily and 15 Dash 8-300 flights), 3 CRJ (Regional Jet) aircraft daily to Calgary, and 1 A320 to Toronto.
 - VAA has made air service development presentations – on the top of the list is scheduled service to Los Angeles.

Glycol Facility

- RFP distributed for the provision of a self-contained glycol storage, blending, and dispensing facility to be constructed prior to year end.
- Will allow for temperature-based blending of glycol and water, resulting in approximately 50% less glycol dispensed.
- Will result in less impact environmentally while ensuring aircraft safety, at less cost to air carriers

Deep Cove Sewer Project

The Airport portion of the North Saanich Deep Cove Sewer Project is 60% complete.

Hangar Removal – East Camp

The old WW II hangar demolition is complete.

Environmental Update

Preliminary results of the Reay Creek sediment contamination study indicate there are two historical “hot spots” that need to be dealt with. VAA’s Environmental Advisory Committee is scheduled to review the Study’s findings in November.

Parking Lot Expansion

VAA awarded a \$4.2 million contract to C-1 Contractors Ltd to re-align the Terminal Building access road and add 575 spaces to the public parking lot. Approximately 200 new parking spaces will be available this Christmas, avoiding having to park vehicles on the road. The project incorporates an environmentally friendly approach to rainwater management. Rainwater will be retained and treated within the parking lot before it is released.

9. Call for New Business

None

10. New Business

None

11. Questions / Comments

- Councillor Anny Scoones, District of North Saanich, and Richard Paquette, VAA President and CEO, agree expansion of the bicycle lane program at the Airport and in North Saanich is desirable.
- Anny Scoones noted that although the Roundabout option at Willingdon / East Saanich Roads is costlier it does keep the traffic flowing to the Airport. The completion date is scheduled for November 18.
- Anny Scoones reported some local residents had questions about fertilizer applications on the north side of the Airport. VAA Manager Marketing and Development, Terry Stewart, stated a number of improvements have been made to the north side to make the land more useful for agricultural purposes, such as aerating and irrigating the land, and spreading liquid manure to enrich the soil.
- Anny Scoones asked who will be replacing Hydroxyl Systems as a sub-tenant on McDonald Park Road; will it be a neighbourhood restaurant / pub? Richard Paquette stated VAA has not received a formal application of a change in sub-lease, but when one is received it will be reviewed to ensure it is consistent with the Land Use Plan.

- Anny Scoones asked if the Deep Cove Sewer Project progressing along Mills Road and down McDonald Park Road will enhance development of the north east sector of Airport lands? Richard Paquette replied that the vision has not changed for those lands, i.e. light industrial or high tech. Peter Dolezal, VAA Board member noted there is more opportunity for the Airport to develop the land as high tech, as the areas around UVic and Keatings are substantially full.
- Anny Scoones asked if the VAA has any control over a tenant's building / landscaping design. Richard Paquette replied yes.

12. Announcements

Next ACC Meeting

The date for the next Airport Consultative Committee meeting is Tuesday, 21 February 2006, 8:30 am at the Mary Winspear Centre at Sanscha.

13. Adjournment