



Victoria Airport Authority

Airport Consultative Committee

**Minutes of the
Meeting Held at the
Mary Winspear Centre at Sanscha
Tuesday, 21 February 2006, 8:30 - 9:25 AM**

**NOTE: VAA AGM IS AT 7:00 PM, THURSDAY, 4 MAY 2006
Mary Winspear Centre at Sanscha**

**Next ACC Meeting: 08:30 AM, Tuesday, 24 October 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	absent
Capital Regional District	absent
Central Saanich Municipality	absent
City of Victoria	absent
Department of National Defence	Tim Strocel
District of North Saanich	absent
District of North Saanich Residents' Association	Graham Ross
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	absent
Sidney Business Association	absent
Sidney Ratepayers Association	absent
SRS Airlines Services - Charter Airlines	absent
Tseycum Band Council	absent
Tourism Victoria	absent
Town of Sidney	Bob Jones Larry Cross
Victoria Airport Tenants' Association	absent
WestJet	absent

VAA Board Members In Attendance:

*Mervyn Lougher-Goodey, *Linda Petch, * Bob Skene, *Gordon Denford,
*Peter Parsons, *Haji Charania and *Wayne Tremblay

Other Board members in attendance: Mel Couvelier,

VAA Staff: Richard Paquette, Danita Ouellette, Vincent Miller, Mike Booton,
Terry Stewart and Anita Kardos.

*Board members on the ACC.

Public in attendance: 13

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, complimented Victoria Airport Authority on their diligent staff. He stated he had made an enquiry about low aircraft activity over the Sidney waterfront; VAA staff investigated, determined the reason for the unusual activity and promptly returned his call.

4. Approval of 18 October 2005 Minutes

IT WAS MOVED, SECONDED AND CARRIED TO ADOPT THE 18 OCTOBER 2005 AIRPORT CONSULTATIVE COMMITTEE MINUTES.

5. Report from the VAA Chair

Rent

Linda Petch reported Victoria Airport Authority (VAA) signed an amendment – Article 4, Rent to the Ground Lease with Transport Canada. The amendment solidified the new rent structure for airports. Transport Canada estimates that the VAA would have paid \$1,800,000 in 2010 versus \$400,000 under the new formula. VAA has been working on resolving the rent issue since 1998. Linda Petch thanked the Committee members and the many community leaders in Victoria who joined with VAA and helped with this resolution.

Canada Airports Act

The Canada Airports Act was ready for introduction to Parliament when the federal election was called. With a new government in learning mode and focused on other issues it is doubtful the CAA will be tabled in 2006. However, if the CAA is introduced and the form of the Act changes the VAA can express any reservations it has to the local MP, Federal Cabinet Minister Gary Lunn. The VAA has met with Gary Lunn on several occasions so he will be an informed voice at the Cabinet Table.

City of Victoria Nominee

Geoff Young was elected as a Councillor in the City of Victoria 19 November 2005. Because a VAA director cannot also hold federal, provincial or municipal elected office, Geoff Young resigned from the Board. His contribution to the VAA Board will be missed. The City of Victoria has been asked to nominate a new candidate.

Development

Growth continues at Victoria International Airport; a new record was set in 2005 with 1,318,000 passengers. The expansion of the terminal building will be completed by the end of May 2006 and parking facilities by the end of September 2006.

One of the major projects of the VAA in 2006 is the adoption of a new Master Plan. VAA also plans to exert political influence at the Provincial level to begin construction on the McTavish / Pat Bay Highway Interchange.

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

The Chair of the Audit and Finance Committee, Bob Skene, presented Preliminary Unaudited Statements of Income and Expenses, and Balance Sheet for the Operations and AIF Sectors for year ended December 2005.

The Chair of the Audit and Finance Committee stated the Balance Sheet shows a positive working capital of approximately \$6 million. Much of the funds will be spent on the expansion to the public parking lot. Long term debt is approximately \$14 million which is related to the expansion of the terminal building. Net income is \$749,000 ahead of budget. Much of the increase in revenue comes from the parking lot and airline revenue primarily because of the increase in the number of passengers using Airport facilities.

There were no questions on the financial report to the Committee.

7. Report from the VAA President and CEO

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

ENVIRONMENTAL UPDATE

- **Reay Creek Action Plan**

VAA continues to sample and test water quality weekly.

In October 2005 VAA hired Seacor Environmental Inc. to complete an Environmental Audit and Threat Assessment of the airport's land tenants. All Report recommendations were implemented by 31 January 2006.

VAA has set up a Reay Creek Technical Working Group (*a sub committee of VAA's Environmental Management Committee*) to review and assess contamination and plan remediation. At the first meeting held 12 January 2006 Transport Canada announced that they have secured federal funding from Environment Canada to undertake a full environmental assessment of the airport sections of Reay Creek including an analysis of the contaminated sediments and potential restoration measures. The study is scheduled to start 15 May and be completed by 15 September 2006.

- VAA's **Environmental Farm Plan** was completed 15 December 2005. Although VAA is not directly involved in agricultural activities, the Plan encompasses all agricultural activities on airport land leased to Pendray Farms Ltd.
- VAA hired a dedicated **Environmental Officer** with professional training.
- The development of a formal comprehensive **Environmental Management Systems (EMS)** program for VAA is currently underway. The EMS encompasses the following risk elements that exists at airports:
 - Pollution Prevention
 - Water Quality Monitoring
 - Environmental Surveillance
 - Rainwater Management
 - Waste Management
 - Project / Development Environmental Assessments
 - Spill Response
 - Hazardous Materials Management
 - Storage Tank Management
 - Species at Risk
 - Air Quality Monitoring
 - Tenant Inspections/Environmental Audits
 - Contaminated Sites Remediation
 - Habitat Restoration
 - Environmental Site Assessments
 - Energy Conservation

- **Aircraft Noise**

Good news: **WestJet** has retired their 737-200 series aircraft - all the old noisy aircraft are gone. WestJet now has the newest fleet in North America; the average age of their aircraft is under two years. As a result there has been a significant long term reduction in the level of aircraft noise, particularly over Sidney.

AIR SERVICE UPDATE

- Air Canada has maintained their A320 flight to Toronto on a year round basis. They have added two A319 jet flights to Vancouver daily. Air Canada Jazz has three RJ-50 seat jets between Victoria and Calgary daily, as well as 14 flights daily to Vancouver.
- Pacific Coastal continues to serve the south terminal in Vancouver with six flights on weekdays.
- Horizon Air offers six flights daily between Victoria and Seattle, WA.
- WestJet offers six daily flights to their direct markets of Calgary, Edmonton, Kelowna from Victoria. WestJet also offers service to Mexico five times a week on behalf of Air Transat Holidays. These Mexico flights continue until the end of March.
- Harmony Airways operates one weekly flight to Honolulu until April 18.
- Skyservice Airlines operates twice weekly flights to Mexico. These flights operate until the end of March.
- Airspeed Aviation continues its service to Abbotsford with thirteen flights per week, operating Monday-Friday.
- VAA continues to pursue interest in non-stop service including a secondary flight to Toronto, flights to Los Angeles and a weekly, summer flight to London England.

TENANT DEVELOPMENT UPDATE

VAA has negotiated an expansion to the Viscount Flight Center to accommodate two large aircraft hangars and an expanded office facility. The development will also include a new restaurant on the second floor of the current office facility.

AIR TERMINAL BUILDING (ATB) UPDATE

- ATB departures expansion and renovation project on time and on budget \$12.7 million less CATSA's portion \$3.8 million.
- The most up-to-date in technology CUSS (Common Use Self Serve) kiosks have arrived and will be installed this week.
- All airlines are operating from their new space except for a couple of temporary offices located in the main departures area which will be dismantled soon.
- 100% of checked baggage being screened.
- Final piece of last stage of the expansion project is now underway, completion May 2006.
- Two shear walls for seismic protection are under construction as part of VAA's program to bring the entire terminal building up to seismic code requirements.
- Plans are proceeding to improve food and beverage service.

PARKING LOT

- The public parking lot expansion project, adding 575 spaces, is under way. The project incorporates an environmentally friendly approach to rainwater management. Part of the expansion was temporarily opened at Christmas to accommodate overflow – filling the 175 spaces, with the balance over 200 vehicles parked on the Road.

2006 CAPITAL BUDGET

Capital projects of general interest to be undertaken in 2006 are:

- Finish Air Terminal Building
- Expand parking and realign the terminal building access road
- Construct a car rental service facility
- Improve food and beverage services
- Improve landscaping in front of the terminal building
- Update the Master Plan
- Security improvements including CCTV (Closed Circuit TV) & anti-piggybacking devices
- Airfield pavements rehabilitation
- Airfield electrical upgrades
- Replace fire truck

PAT BAY HIGHWAY / MCTAVISH ROAD INTERCHANGE

VAA continues to work with the Ministry of Transportation, the Town of Sidney and the District of North Saanich to seek a solution to the congestion and safety problems currently impacting the McTavish / Pat Bay Highway Intersection. VAA hopes that through this collaborative planning process that an acceptable remedy to this long outstanding problem will be forthcoming in the near future.

WELCOME TO GREATER VICTORIA SIGN

Victoria AM, a local tourism association, has been fundraising for the past 18 months to fund the construction of a "Welcome to Greater Victoria" sign on airport property. Currently there is no visitor welcome sign to the city at the airport. Victoria AM has erected similar signs in the city to boast tourism. This initiative is their 20th year legacy project. VAA has contributed \$10K toward the \$40K budget for this project. The sign will be erected on the right hand side of Willingdon Road near the forest heading toward Victoria. The unveiling of the sign will be March 15.

8. Call for New Business

None

9. New Business

None

10. Questions / Comments

- In reference to an Environmental Baseline Study undertaken by Transport Canada at the time of transfer of the Airport to the Victoria Airport Authority, Graham Ross asked if Transport Canada commented at that time on contaminated sediment in Reay Creek. Richard Paquette stated Transport Canada did not specifically acknowledge contamination in the Creek; however, Transport Canada has accepted responsibility for other contaminated sites on Airport lands. They cleaned-up the de-commissioned fuel depot as well as removing lead contaminated soil at the WW II rifle range. Depending on the Technical Review Study of Reay Creek, the CEO is confident Transport Canada will do its part to with respect to any necessary sediment remediation in Reay Creek.
- Alice Finall, local resident, asked what is the makeup of the Group dealing with the restoration of Reay Creek. Terry Stewart, VAA Manager Marketing and Development, provided some background information. VAA formed an Environmental Advisory Committee (EAC) nine years ago composed of representatives from Environment Canada, Transport Canada, Department of Fisheries and Oceans (DFO), Capital Regional District (CRD), Town of Sidney,

District of North Saanich, Tseycum First Nation, airlines, land tenants, Peninsula Streams, Friends of Reay Creek, Friends of Pat Bay Watershed, Sidney Anglers and a VAA Board member. A Technical Working Group, consisting of regulatory officials from Transport Canada, Environment Canada, DFO, CRD, and engineers from Sidney and North Saanich as well as VAA was formed to determine the next steps in the assessment and restoration of Reay Creek. Transport Canada has announced funding from Environment Canada to undertake an assessment of the sediments in Reay Creek. That study will begin in May and be completed in September. Results and recommendations will be presented to EAC in October 2006.

- Ian Bruce, Peninsula Streams Society, stated their organization wanted to be on the Working Group. Terry Stewart stated the Working Group purposely includes regulatory agencies and engineers to provide technical expertise. The 12 January 2006 minutes of the sub-committee were distributed to EAC members and are available by contacting Terry Stewart.
- Sheila Irving, local resident, asked if the new parking lot surface would be permeable. The CEO stated planning for the parking lot included a review of options including a porous surface; however, it was ruled out as not viable or practical for a number of reasons including customer service because of personal apparel like high heel shoes, baggage on rollers and baggage carts, as well as the clay soil on the Airport.
- Graeme Richardson, local resident, asked if plans for the expanded parking lot include filtering runoff. The CEO stated VAA sought advice from technical environmental specialists. The project incorporates extra environmental features to clean rainwater runoff before it reaches the Creek such as designated areas with natural vegetation, ditching, ponds, and at the end of the system an oil-water separator.
- Alice Finall, local resident, asked if the expanded parking lot provides ample parking spaces for the foreseeable future, even during peak periods. The CEO said it is a significant expansion; however, if passenger traffic continues to grow above forecast VAA will have to implement contingency plans to provide temporary parking at peak periods.
- Ian Bruce, local resident, asked what are the plans for the clay extracted from the expanded public parking lot and temporarily stored west of Willingdon Road in the vicinity of Ten Ten Creek, and what is VAA's policy with respect to a proposal by Pendray Farms to use the clay to construct a dam on Ten Ten Creek.

VAA's CEO stated VAA conducts its affairs in accordance with legal and environmental regulatory requirements. An approved environmental impact assessment and engineering designs as well as a provincial water licence will be required before VAA will support a proposal to increase agricultural water storage

capacity by a construction of a new dam on the Ten Ten Creek water course.

- Milton Armstrong, local resident, commented on the issue of aircraft noise:
 - Good news that WestJet retired their old 737's and now have the newest aircraft fleet in North America which will lessen the noise impact over the community.
 - The seaplanes flying north / south on the Peninsula are noisy but not connected directly with Victoria International Airport (VIA). He appreciates VAA's efforts in bringing the parties together to help resolve the issue.
 - DND helicopter training is the cost of freedom and security.
 - Two fighter jets heard early this morning were loud. *It was confirmed subsequent to this meeting the early morning jet activity is not routine, most military jet activity is confined to daytime operations.*
- Milton Armstrong asked if VAA has spoken with Gary Lunn, the new Minister of Natural Resources. The CEO stated VAA has met with Mr. Lunn on a number of occasions but not since the recent election. It is a benefit to have an MP representing the riding in which the Airport is located in the federal cabinet.
- Bob Jones, Councillor, Town of Sidney, asked about the operations of the Purolator Jet. The CEO stated because their B727 jet, although noisy, does comply with Transport Canada regulations there is nothing that can be done. The jet takes off on average 4 times a week.
- There was a question from a land tenant about the noise level of the private Lear Jet based at YYJ. The CEO acknowledged it is noisy; however, it does comply with Transport Canada regulations.
- Larry Cross referred to the 18 October 2005 minutes, Item 8, Report from the CEO:
 - Emergency Exercise October 1, 2005: Was an Emergency Exercise debrief meeting held? Richard Paquette said VAA held a debrief October 19 with the Region's Emergency Response Agencies. The Agencies stated they appreciated VAA coordinating the exercise. In the end it turned out to be very beneficial, with each agency obtaining a wealth of information with respect to their own processes as well as being an opportunity for all to meet, work with, and learn from other agencies.

- **Wireless Internet:** Is wireless internet operational at the Airport? Anita Kardos, Terminal Operations Officer, stated everything is ready to go once Telus installs ADSL (Asymmetric Digital Subscriber Line).
- **Policing:** Has an agreement been reached for RCM policing at the Airport? Richard Paquette said that although the RCMP has staffing challenges they are working out the details to provide the required complement of three officers. It will be a gradual implementation effective 1 April, 2006, starting with one officer. Having officers at the Airport will not take away from policing requirements in Sidney and North Saanich.

12. Announcements

VAA AGM – May 4, 2006

VAA's AGM is at 7:00 pm, Thursday, 4 May 2006 at the Mary Winspear Centre at Sanscha.

Next ACC Meeting

The date for the next Airport Consultative Committee meeting is Tuesday, 24 October 2006, 8:30 am at the Mary Winspear Centre at Sanscha.

13. Adjournment