



**Regina Airport  
Authority Inc.**

**January 2012**

**Attention: Airport Operators and Tenants:**

Dear Sir/Madame:

As reported and endorsed at our recent Airport Consultative Committee (ACC) meeting, Regina Airport Authority Inc. (RAA) is communicating final rates and fees changes to take effect during 2012.

The 2012 fee changes are a result of a revenue enhancement review for RAA activities to ensure that we continue to provide a sustainable low cost operation. Continued infrastructure reinvestment and ongoing maintenance of existing facilities to meet our user requirements has resulted in some adjustments to our fee rates. The increases result from increased regulatory pressures, increased ground rent and costs of labour and pension solvency costs.

We have also taken a broad approach in reviewing all facets of our operations and fees to ensure that all operators contribute to the increased ongoing cost structure. For example: - smaller operators have been asked to contribute through an increase in fuel concession rates applied for ongoing reinvestment and ongoing maintenance of airfield surfaces while larger operators contribute through increased landing fees. Cargo operators will contribute through a new airport infrastructure levy (AIL) for the significant reinvestment in our airfield in absence of an airport improvement fee mechanism.

We have attached a summary and a final revised fee schedule with our "Notice to Carriers". We will also be posting these details to our website @ [www.yqr.ca](http://www.yqr.ca).

RAA prides itself on being a low cost airport and will continue to look for opportunities to enhance efficiency and our overall performance so we can remain a low cost operation sustainable into the future.

Thank you.

A blue ink signature of Derrick B. Thue, written in a cursive style.

Derrick B. Thue CMA, CA  
VP Administration & CFO

A blue ink signature of Jim Hunter, written in a cursive style.

Jim Hunter  
President & CEO



# NOTICE TO CARRIERS

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January 2012

**Re: Rates and Fees Adjustments (effective April 1, 2012 unless otherwise identified):**

**Landing fees:**

Landing fees increase (5%) – all categories.

**General Terminal Fees:**

One subcategory change (0-36 seats) domestic - increases to \$1.50/seat from \$1.25/seat.

**Airport Infrastructure Levy (AIL):**

New fee applicable to all non passenger jet and turboprop aircraft (operators currently exempt from airport improvement fee) and/or cargo operators applied at \$0.75/1,000 kg. per landed aircraft.

**Concession Fee for Fuel (increase effective July 1, 2012):**

Fuel concession fee increases to \$0.08/litre from \$0.053/litre.

**Apron 1 & 2 Parking:**

Ramp aircraft parking is reinstated for aircraft weighing less than 15,000 kg. at \$15/day. A day is considered to be 6 hours or more.

**After Hour Emergency Response:**

Rate increases to \$300/hour from its current \$200/hour.

**Common Use Bag Make Up Fee:**

Rate increases to \$0.55/seat from its current \$0.50/seat.

Previous announced fees to airport improvement fees and charter common use terminal equipment are reflected in the updated rates and fees schedule (attached). The schedule of fees is also posted to our website [www.yqr.ca](http://www.yqr.ca).



# Regina International Airport

## Schedule of Rates and Fees

Effective January 1, 2012

**NOTE: Changes taking effect during 2012 are highlighted in red for ease of following change.**

### Landing Fees

All fees are charged per 1000 kg or portion thereof, and are based on the Maximum Take Off Weight of each jet, turboprop or rotary wing aircraft landing at YQR. There is no difference between domestic or international flights.  
\*Minimum landing fee is \$15.00; **\$15.75 as of April 1, 2012.**

Weight Category	Charge per 1,000 kg
	<b>1-Jan-12</b>
0 - 15,000 kg	\$3.87
15,001 - 45,000 kg	\$4.87
over 45,001 kg	\$5.82
	<b>1-Apr-12</b>
	\$4.07
	\$5.12
	\$6.12

### Loading Bridge Fees

\* Operators must move off bridge when overnighting where operating requirements or demands arise.

Each period of 90 mins. or less	\$60 / operation
*Overnight on Bridge	\$90 / operation

### Third Party Ground Handling

<b>License Fees</b>	\$2,000 / annum
<b>Equipment Fees</b>	\$100 / annum
- Motorized Vehicles/Equipment	\$36 / annum

<b>Policing Security Fee:</b>	Current rate \$0.00
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### Airport Improvement Fee (AIF)

Passengers departing from Regina International Airport via commercial aircraft are required to pay an Airport Improvement Fee of \$20.00 per person for inter-provincial, transborder or international flights; and \$5.00 per person for intra-provincial flights. This fee is collected by the respective airline at the time of ticket purchase and must be remitted to RAA monthly. Passengers exempt from paying the AIF are infants under 2 for whom no ticket was purchased, airline employees travelling on business, customers travelling on passes or travel documents with discount codes, and passengers continuing a journey: (i) less than 4 hours after arrival at the Airport for domestic or transborder itineraries, and (ii) less than 24 hours after arrival at the Airport for international itineraries.

### General Terminal Fees

Domestic Flight means a flight between two points in Canada; International flight means a flight between a point outside Canada and a point inside Canada.

Aircraft Passenger Seating Capacity	Charge per Seat		International
	1-Jan-12	Domestic	1-Apr-12
0 - 36 Seats	\$1.25	\$1.50	\$3.50
over 36 seats	\$1.80	\$1.80	\$4.50

### Fuel Concession Fees

Aviation Gas	Jan. 1, 2012:	5.3 cents per litre
	<b>July 1, 2012:</b>	<b>8.0 cents per litre</b>
Crankcase Oils / Lubricants	Jan. 1, 2012:	1.3 cents per litre

### ERS Coverage

Jan 1, 2012: \$200 per hour. **April 1, 2012: \$300 per hour**  
A fee will be charged for the provision of Emergency Response Services after scheduled hours. The charge will be allocated among all carriers operating within the same period.

### Glycol Recovery

RAA will recover costs from the airlines for glycol disposal, subject to a 25% administration fee. The recovery will be billed monthly on a seasonal basis.

### Aircraft Parking Fees

Itinerant parking fees are charged on all aircraft parked for periods of more than 6 hours. Parking for more than 6 hours but less than 24 hours is counted as one day.

Weight Category	Charge
	<b>1-Jan-12</b>
0 - 15,000 kg	n/a
15,001 - 45,000 kg	\$35 / day
over 45,000 kg	\$55 / day
	<b>1-Apr-12</b>
	\$15 / day
	\$35 / day
	\$55 / day

### International Waste Recovery

RAA will cost recover from airlines on a monthly basis for international waste disposal based on the published flight schedule at \$150 per international flight. Upon conclusion of the operating season RAA will issue an adjustment billing reflecting any variances resulting from actual activities.

Lavatory Dumping Fee: TBD

### Airport Infrastructure Levy (AIL)

Applicable to all non-passenger jet and turboprop aircraft whose operation is currently exempt from airport improvement fees (Cargo operators). This new fee effective April 1, 2012 will be assessed at \$0.75 / 1,000 kg per landed aircraft.

## Land Rental Rates

**All land rental rates are determined by a market-based appraisal and are subject to periodic review.** Following are the base rates, categories of land, and land curve indicators that are utilized in the determination of land rental rates:

BASE RATES	
Category	Base Rate Assigned
Non-Aviation - Commercial	\$5.21 / sq. m
Aviation - Airside	\$3.68 / sq. m
Aviation Support - Groundside	\$3.34 / sq. m
Unserviced	\$0.97 / sq. m

LAND CURVE INDICATORS	
Land Size (Sq. M)	Size Index Factor
< 2,000	1.10
2,000 - 5,000	1.00
5,001 - 10,000	0.95
10,001 & over	0.90

**MARKET RENT CALCULATION**  
**Base Rate x Lot Size x Size Index Factor = Annual Rent**

**Airport Maintenance Charge**  
 Airport Maintenance Charge (A.M.C.) is a recovery of the costs for maintenance of common-use facilities. Examples of common-use airport facilities are aprons, taxiways, ramps, roads, sidewalks, parking lots, and landscaped areas on non-leased areas. The types of maintenance activities include road repairs, snow removal and sanding, grounds and drainage systems maintenance, fences, gates, sanitation and cleaning, street lighting, etc.

For New Leases: A.M.C. is included in the Base Rates noted above.  
 For Existing Leases: A.M.C. of **\$0.41** per sq. meter per annum applies, as the rental rates quoted are exclusive of A.M.C.

**Electrical plug-ins for Ramp Equipment: \$40 / month**

## Air Terminal Building Fees

Type of Space	Rate per M <sup>2</sup> per annum
Ticket Counter	\$450
Premium Office	\$450
Baggage Claim Counter	\$350
General Office	\$325
Baggage Claim Storage	\$275
Main Floor Industrial	\$275
Basement - Finished	\$200
Basement Unfinished	\$400
Car Rental Counter	\$300
Car Rental Office	\$300
Car Rental Corridor - Common	\$150

Common Use Space Fees	
Ticket Counter,	\$0.75 per Enplaned Passenger
Baggage Makeup Area; Jan 1, 2012	\$0.50 per seat on each Aircraft
<b>Baggage Makeup Area; April 1, 2012</b>	<b>\$0.55 per seat on each Aircraft</b>

Common Use Self-Serve Ticketing Kiosks	
Fixed Rental Fees:	\$886.83 per month per carrier
Variable Recovery Fees:	\$0.02 per enplaned passenger

<b>Tour Operators' Counter</b>	\$500 per season (max. 6 months)
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Charter Operators	
CUTE Equipment Fixed Fee	\$ 130 / flight
Variable ongoing fee	\$ 0.50 / enplaned passenger

**Commercial Airport Filming**  
 All filming activity is co-ordinated by the Manager Airport Operations, and all affected persons / departments are advised accordingly.

- Filming in the ATB \$100 / hour
- Security/Escort Services \$40 / hour
- RAA Trades Personnel / Equipment current cost recovery rates

A Location Permit must be executed. A non-refundable deposit of \$250 is required, however it will be applied towards the total charges.

### Temporary Facilities Rentals

Facility	Half Day	Full Day
Board Room	\$150	\$240
Training / Conference Rooms	\$110	\$180
Small Meeting Rooms - RAA office	\$50	\$90
Display Area - Community Service	Free	
- Commercial	\$300/event	
Mobile Kiosk		
- Community Service	Free	Free
- Commercial	\$90/day (\$400/week)	
<i>20% off discount of above rates for airport tenants</i>		

### Cost Recovery - General

Where RAA has paid for an item and/or provided a service to a Tenant, RAA will assess a flat administration fee of \$50.00 for each recovery billing. RAA reserves the right to apply additional administration fees for the provision of services beyond the normal scope of responsibility of RAA. Such circumstances include fuel spills and other special services requested by the Tenant. Where property is damaged but not reported by the Tenant in accordance with appropriate procedures, RAA will assess additional administration fees.

### Customer Facility Charge

CFC of \$4.50 per Transaction Day (24-hour period or fraction thereof) on all airport vehicle rental agreements, to a maximum of 7 transaction days per agreement.

**Restricted Area Identification Card (R.A.I.C.) Fee:** TBD

### Public Parking Fees (includes GST)

<b>Short Term Parking:</b> * Maximum parking of 2 hours	\$1.00 for each half hour or portion thereof to max. 2 hours * Rates double after 2 hours
<b>Long Term Parking:</b> 1st hour or part thereof Each additional hour or part thereof Maximum per 24-hour period Maximum per week	\$2 \$2 \$11 \$77

### Employee Parking Fees

Monthly rate per stall / employee	\$25
Charge for replacement of lost card	\$25

\* Note: electrical plug-ins are available for **block heaters only** at temperatures below -12 degrees C. Every effort is made to ensure plug-ins are functioning; however, RAA is not responsible in the event of failure due to circuit overload.

### Other Vehicle Licence Fees

<b>Courier Licence Fee:</b>	\$400 / annum
<b>Ground Transportation Licence Fee:</b>	\$600 / annum

### Late Payment Charges

Payment of all invoices for services rendered is due within 30 days of the invoice date. Late payment charges of 1% per month, (12% per annum) will apply to all outstanding invoices.

### Administration Fees

Reproduction costs for copies of leases / documents will carry a minimum charge of \$25. Legal and administration costs incurred by RAA to assign or transfer all or any portion of a lease will be recovered from the Tenant.

Aircraft Type	Weight (kg.)	Landing Fee Jan 1, 2012	Landing Fee April 1, 2012	Seating Capacity	General Terminal Fees Jan 1/12	General Terminal Fees April 1/12	Parking Fees Daily Jan 1/12	Parking Fees Daily April 1/12
A310	157,000	913.74	960.84	210	378.00	378.00	55.00	55.00
A319	70,000	407.40	428.40	120	216.00	216.00	55.00	55.00
A320	77,000	448.14	471.24	146	262.80	262.80	55.00	55.00
DH8-1	16,000	77.92	81.92	37	66.60	66.60	35.00	35.00
DH8-3	19,000	92.53	97.28	50	90.00	90.00	35.00	35.00
E170	39,000	226.98	238.68	78	140.40	140.40	35.00	35.00
E190	52,000	302.64	318.24	93	167.40	167.40	55.00	55.00
JS31	7,000	27.09	28.49	20	25.00	30.00	n/c	15.00
B1900	8,000	30.96	32.56	21	26.25	31.50	n/c	15.00
CRJ2	24,000	116.88	122.88	50	90.00	90.00	35.00	35.00
CRJ7	39,000	189.93	199.68	70	126.00	126.00	35.00	35.00
B737-200	53,000	308.46	324.36	125	225.00	225.00	55.00	55.00
B737-600	60,000	349.20	367.20	119	214.20	214.20	55.00	55.00
B737-700	75,000	436.50	459.00	136	244.80	244.80	55.00	55.00
B757	105,000	611.10	642.60	211	379.80	379.80	55.00	55.00

Note: **Sample aircraft only.** Seating configuration and weight will vary from airline to airline.