



**Regina Airport
Authority Inc.**

November 2012

Attention: Airport Operators

Dear Sir/Madame:

Re: Final Rates and Fees Adjustments – January 1, 2013

We have now concluded the consultation process with the Airline Consultative Committee (ACC); as a result Regina Airport Authority Inc. (RAA) is communicating final rates and fees changes to take effect January 1, 2013.

These fee changes have been established in order to cost recover IT backbone and common use ongoing operational support requirements for check-in, departure and other automated solutions.

We have also taken a broad approach in establishment of the fee structure to ensure that all operators contribute proportionately in the cost recoveries.

We have attached a summary and the final revised fee schedule with our "Notice to Carriers". We will be posting these details to our website @ www.ygr.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 handwritten signature in black ink, appearing to read "Derrick B. Thue".

Derrick B. Thue CMA, CA
VP Administration & CFO

A handwritten signature in blue ink, appearing to read "Jim Hunter".

Jim Hunter
President & CEO



NOTICE TO AIR CARRIERS

November 2012

Re: Final Rates and Fees Adjustments - effective January 1, 2013

General Terminal Fees:

Increase of 3% to both Domestic and International Rates. The new rates are as follows:

<i>A/C Passenger Seating Capacity</i>	<i>Charge per Seat</i>	
	<i>Domestic</i>	<i>International</i>
0 – 36 Seats	\$1.56	\$3.61
Over 36 seats	\$1.86	\$4.64

Common Use Space Fees – Regular Scheduled Carriers:

Check-in and Departure space will all be common use effective January 1, 2013 and included in fees for CUTE/CUSS/CUPPS as follows:

CUTE/CUSS/CUPPS Fixed Fee	\$800.00 per month per carrier
CUTE/CUSS/CUPPS Support Services	\$0.70 per seat on each departing aircraft

Common Use Space Fees – Charter Carriers:

Fees for Check-in and Departure space/services will be revised as follows:

CUTE/CUSS/CUPPS Fixed & Support Services	\$0.80 per seat on each departing aircraft
Check-in Software Fee	\$0.40 per seat on each departing aircraft

International Waste Recovery (IWR):

As a reminder, please note the change to the fee structure for IWR that was implemented October 1, 2012:

\$0.20 per landed seat on each international flight

The Schedule of Rates and Fees is also posted to our website www.yqr.ca.

Regina International Airport Schedule of Rates and Fees Effective January 1, 2013

NOTE: Changes taking effect during 2013 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. <i>*Minimum landing fee is \$15.75</i>	
Weight Category	Charge per 1,000 kg
0 - 15,000 kg	\$4.07
15,001 - 45,000 kg	\$5.12
over 45,001 kg	\$6.12

Loading Bridge Fees	
<i>* Operators must move off bridge when overnighting where operating requirements or demands arise.</i>	
Each period of 90 mins. or less	\$60 / operation
*Overnight on Bridge	\$90 / operation

Third Party Ground Handling	
License Fees	\$2,000 / annum
Equipment Fees	
- Motorized Vehicles/Equipment	\$100 / annum
- Non-motorized Vehicles/Equipment	\$36 / annum

Policing Security Fee:	Current rate \$0.00
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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		
	Domestic	International	
0 - 36 Seats	\$1.50	\$1.56	\$3.50 \$3.61
over 36 seats	\$1.80	\$1.86	\$4.50 \$4.64

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 fee will be assessed at \$0.75 / 1,000 kg per landed aircraft.	

ERS Coverage	
Fee: \$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
0 - 15,000 kg	\$15 / day
15,001 - 45,000 kg	\$35 / day
over 45,000 kg	\$55 / day

Fuel Concession Fees	
Aviation Gas	8.0 cents per litre
Crankcase Oils / Lubricants	1.3 cents per litre

International Waste Recovery	
RAA will cost recover from airlines on a monthly basis for international waste disposal based on the published flight schedule at \$0.20 per landed seat on each 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
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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.	

Regina International Airport

Schedule of Rates and Fees

Effective January 1, 2013

NOTE: Changes taking effect during 2013 are highlighted in red for ease of following change.

Land Rental Rates	
<u>All land rental rates are determined by a market-based appraisal and are subject to periodic review.</u> Following are the base rates, categories of land, and land curve indicators that are utilized in the determination of land rental rates:	
BASE RATES <i>(Effective May 1, 2013)</i>	
Category	Base Rate Assigned
Non-Aviation - Commercial	\$6.01 / sq. m
Aviation - Airside	\$4.23 / sq. m
Aviation Support - Groundside	\$3.83 / sq. m
Unserviced	\$1.13 / 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	
<i>Base Rate x Lot Size x Size Index Factor = Annual Rent</i>	

Airport Maintenance Charge	
<p>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.</p>	
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
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Air Terminal Building Fees	
Exclusive Space Rental Rates	
<i>Type of Space</i>	<i>Rate per M² per annum</i>
Premium Office	\$450
Baggage Claim Counter	\$350
General Office	\$325
Baggage Claim Storage	\$275
Main Floor Industrial	\$275
Basement - Finished	\$275
Basement Unfinished	\$200
Car Rental Counter	\$400
Car Rental Office	\$300
Car Rental Corridor - Common	\$150
Common Use Space Fees - Regular Scheduled Carriers	
<i>Scheduled:</i>	
CUTE/CUSS/CUPPS Fixed Fee	\$800.00 per month per carrier
CUTE/CUSS/CUPPS Support Services	\$0.70 per seat on each departing aircraft
Baggage Makeup Area	\$0.55 per seat on each departing aircraft
Common Use Space Fees - Charter Carriers	
<i>Charters:</i>	
CUTE/CUSS/CUPPS Fixed & Support Svces.	\$0.80 per seat on each departing aircraft
Check-In Software Fee	\$0.40 per seat on each departing aircraft
Baggage Makeup Area	\$0.55 per seat on each departing aircraft

Tour Operators' Counter	\$500 per season (max. 6 months)
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Commercial Airport Filming	
<p>All filming activity is co-ordinated by the Manager Airport Operations, and all affected persons / departments are advised accordingly.</p>	
- Filming in the ATB	\$100 / hour
- Security / Escort Services	\$40 / hour
- RAA Trades Personnel / Equipment	current cost recovery rates
<p>A Location Permit must be executed. A non-refundable deposit of \$250 is required, however it will be applied towards the total charges.</p>	



**Regina International Airport
Schedule of Rates and Fees
Effective January 1, 2013**

NOTE: Changes taking effect during 2013 are highlighted in red for ease of following change.

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	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>		

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.

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.

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

Employee Parking Fees	
Monthly rate per stall / employee	\$25
Charge for replacement of lost card	\$25
* <i>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.</i>	

Other Vehicle Licence Fees	
Courier Licence Fee:	\$400 / annum
Ground Transportation Licence Fee:	\$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.

Restricted Area Identification Card (RAIC) Fee:	TBD
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Regina International Airport

Schedule of Rates and Fees

Effective January 1, 2013

NOTE: Changes taking effect during 2013 are highlighted in red for ease of following change.

Aircraft Type	Weight (kg.)	Landing Fee	Seating Capacity	Domestic Terminal Fees Jan 1/13	International Terminal Fees Jan 1/13	Parking Fees Daily	Parking Fees Daily
A310	157,000	960.84	210	390.60	974.40	55.00	55.00
A319	70,000	428.40	120	223.20	556.80	55.00	55.00
A320	77,000	471.24	146	271.56	677.44	55.00	55.00
DH8-1	16,000	81.92	37	68.82	171.68	35.00	35.00
DH8-3	19,000	97.28	50	93.00	232.00	35.00	35.00
E170	39,000	238.68	78	145.08	361.92	35.00	35.00
E190	52,000	318.24	93	172.98	431.52	55.00	55.00
JS31	7,000	28.49	20	31.20	72.20	n/c	15.00
B1900	8,000	32.56	21	32.76	75.81	n/c	15.00
CRJ2	24,000	122.88	50	93.00	232.00	35.00	35.00
CRJ7	39,000	199.68	70	130.20	324.80	35.00	35.00
B737-200	53,000	324.36	125	232.50	580.00	55.00	55.00
B737-600	60,000	367.20	119	221.34	552.16	55.00	55.00
B737-700	75,000	459.00	136	252.96	631.04	55.00	55.00
B757	105,000	642.60	211	392.46	979.04	55.00	55.00

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