



April 1, 2018

Attention: Airport Operators/Tenants/Stakeholders

**RE: Final Rates and Fees Changes Effective June 1, 2018**

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 June 1, 2018 for General Terminal Fees and Landing Fees.

These fee changes have been established in order to recover the escalating fixed cost of operations and inflationary effects. Additionally the change in fleet mix by carriers and reduction in number seats offered out of YQR has resulted in this change.

We have attached a summary and the final revised changes and a new rates and fees schedule as posted to our website ([www.yqr.ca](http://www.yqr.ca)).

RAA continues to look for opportunities to enhance efficiency and our overall performance.

Thank you,

Regina Airport Authority



**AERONAUTICAL RATES AND FEE CHANGES**

**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. **Effective June 1, 2018 there will be 10% increase in the Landing Fee rates schedule for weight category up to 45,000 Kg and 4% increase in the Landing Fee rates schedule for weight category more than 45,000 Kg** schedule as indicated below. **The new rates are as follows:**

Minimum landing fee is **\$18.04** (old \$17.35)

<b>Weight Category</b>	<b>Charge per 1,000 kg</b>
0 - 15,000 kg	<b>\$4.92</b> (old \$4.47)
15,001 - 45,000 kg	<b>\$6.19</b> (old \$5.63)
over 45,001 kg	<b>\$7.00</b> (old \$6.73)

**General Terminal Fees:**

General Terminal fees are a per arrival charge for using air terminal facility **and for the use of a loading bridge and apron parking area for a period not to exceed 90 minutes**. An additional Border Clearance Fee is charged to all non-domestic arrivals for using the dedicated Customs area. Both domestic and international fees are based on the seating capacity of the aircraft as illustrated below. **Effective June 1, 2018, both the Domestic and International General Terminal Fees will be increased by 4%. The new rates are as follows:**

<b>Aircraft Passenger Seating Capacity</b>	<b>Charge per Seat</b>	
	<b>Domestic</b>	<b>International</b>
0 - 36 Seats	<b>\$2.51</b> (old \$2.41)	<b>\$4.70</b> (old \$4.52)
over 36 Seats	<b>\$2.84</b> (old \$2.73)	<b>\$5.81</b> (old \$5.59)



**SCHEDULE OF AERONAUTICAL RATES AND FEES**

Effective June 1, 2018

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 \$18.04</i>	
Weight Category	Charge per 1,000 kg
0 - 15,000 kg	\$4.92
15,001 - 45,000 kg	\$6.19
over 45,001 kg	\$7.00

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

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.

Apron 3 & 4 - Commercial Hangar Line			
Aircraft parking fees are assessed based on aircraft weight and on length of stay. This new surface with tie down capabilities will generate a daily fee for all aircraft parking in excess of six (6) hours through a revived parking fee structure. <b>Monthly and Annual Maximums will be made available for aircraft up to 5,000 kg (only).</b> Note: Monthly and annual aircraft parking fees are dependent upon availability and location.			
Weight Category	Day	Charge per	
		Month	Annum
0 - 5,000 kg	\$12	\$150	\$1,350
5,001 - 15,000 max	\$20	N/A	N/A
*Airport determines access over 5,000 kg			

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	\$2.51	\$4.70
over 36 Seats	\$2.84	\$5.81

Airport Infrastructure Levy (AIL)
Applicable to all jet and turboprop aircraft whose operation is currently exempt from airport improvement fees. 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.

Multi-Tenant Airside Facility	
<b>Lavatory Dumping Fee</b>	\$30/per use
<b>Equipment Wand Wash Fee</b>	\$1/per use

<b>Policing Security Fee</b>	Current Rate: \$0
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Aircraft Parking Fees (Apron 1 & 2 Locations)	
Itinerant parking fees are charged on all aircraft parked for periods of 90 minutes or more. Parking for more than six 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 45,001 kg	\$55 / day

Fuel Concession Fees	
Aviation Gas	10 cents per litre
Crankcase Oils / Lubricants	1.6 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 \$0.21 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

Airport Improvement Fee (AIF)
Passengers departing from Regina International Airport via commercial aircraft are required to pay an Airport Improvement Fee of \$20 per person for inter-provincial, transborder or international flights; and \$5 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.



**SCHEDULE OF RATES AND FEES**

Effective June 1, 2018

Air Terminal Building Fees	
Exclusive Space Rental Rates	
<i>Type of Space</i>	<i>Rate per M<sup>2</sup> 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	
<b>Regular Scheduled Carriers:</b>	
CUTE/CUSS/CUPPS Fixed Fee	\$800 per month per carrier
CUTE/CUSS/CUPPS Support Services	\$0.70 per seat on each departing aircraft
Baggage Makeup Area - Access Fee	\$2,000 per month per carrier
Baggage Makeup Area	\$1.25 per seat on each departing aircraft
CUSS Paper Fee	\$0.03 per seat on each departing aircraft
CUSS Bag Tag Paper Fee	\$0.17 per seat on each departing aircraft
Common Use Space Fees	
<b>Charter Carriers:</b>	
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 - Access Fee	\$4,800 per month per carrier
Baggage Makeup Area	\$1.25 per seat on each departing aircraft
CUSS Paper Fee	\$0.03 per seat on each departing aircraft
CUSS Bag Tag Paper Fee	\$0.17 per seat on each departing aircraft
<b>Tour Operators' Counter</b> <span style="float: right;">\$500 per season (max. 6 months)</span>	
<b>Electrical plug-ins for Ramp Equipment:</b> <span style="float: right;"><b>\$40 / month</b></span>	
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.	
Room Rental	
Room rental space for training and business activities. All rentals coordinated and subject to approval by Regina Airport Authority. Two-week notice required/subject to availability. Fee only includes room rental.	
Half day rental (maximum 4 hours)	\$110/half day
Full day rental (maximum 8 hours)	\$180/full day



**SCHEDULE OF RATES AND FEES**

Effective June 1, 2018

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 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 \$5.50 per Transaction Day (24-hour period or fraction thereof) on all airport vehicle rental agreements, to a maximum of 7 transaction days per agreement.

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.

Public Parking Fees (includes GST)	
<b>Short Term Parking:</b> <i>* Maximum parking of 2 hours</i>	\$2 for each half hour or portion thereof to max. 2 hours  <b>* Rates double after 2 hours</b>
<b>Long Term Parking:</b> 1st hour or part thereof Each additional hour or part thereof Maximum per 24-hour period	\$4 \$2 \$15
<b>Economy Parking:</b> 1st hour or part thereof Each additional hour or part thereof Maximum per 24-hour period	\$2 \$2 \$11

Employee Parking Fees	
Monthly rate per stall / employee	\$25
Charge for replacement of lost card	\$25
<i>* Note: electrical plug-ins are available for <b>block heaters only</b> 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	
<b>Courier Licence Fee:</b>	\$400 / annum
<b>Ground Transportation Licence Fee:</b>	\$600 / annum

<b>Restricted Area Identification Card (RAIC) Fee:</b>	TBD
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