



CITY OF PRINCE ALBERT

AIRPORT ADVISORY COMMITTEE REGULAR MEETING

AGENDA

**THURSDAY, MAY 19, 2022, 3:30 PM
MAIN BOARDROOM, 2ND FLOOR, CITY HALL**

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. DECLARATION OF CONFLICT OF INTEREST

4. APPROVAL OF MINUTES

- 4.1 April 13, 2022 Airport Advisory Committee Meeting Minutes for Approval (MIN 22-37)

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

- 6.1 Airport Land Use (RPT 22-126)

Verbal Presentations: Craig Guidinger, Director of Planning and Development Services and Wes Hicks, Director of Public Works

- 6.2 Airport Fixed Base Operator - Request For Proposal Results (RPT 22-209)

Verbal Presentations: Corey Nygaard, Airport Manager and Wes Hicks, Director of Public Works

6.3 Apron II Phased Development (RPT 22-210)

Verbal Presentations: Corey Nygaard, Airport Manager and Wes Hicks, Director of Public Works

7. UNFINISHED BUSINESS

8. ADJOURNMENT



City of
Prince Albert

MIN 22-37

MOTION:

That the Minutes for the Airport Advisory Committee Meeting held April 13, 2022, be taken as read and adopted.

ATTACHMENTS:

1. Minutes



CITY OF PRINCE ALBERT

AIRPORT ADVISORY COMMITTEE REGULAR MEETING

MINUTES

**WEDNESDAY, APRIL 13, 2022, 4:00 P.M.
MAIN BOARDROOM, 2ND FLOOR, CITY HALL**

PRESENT: Mayor Greg Dionne
Councillor Don Cody
Martin Dolny
Andre Grobler
Curtis Lemieux
Brent Pillipow

Terri Mercier, Acting City Clerk
Corey Nygaard, Airport Manager
Wes Hicks, Director of Public Works (Attended at 4:02 p.m.)

1. CALL TO ORDER

Mayor Dionne, Chairperson, called the meeting to order.

2. APPROVAL OF AGENDA

0010. **Moved by:** Lemieux

That the Agenda for this meeting be approved, as presented, and, that the presentations, delegations and speakers listed on the Agenda be heard when called forward by the Chair.

Absent: Dave Webster

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

0011. **Moved by:** Pillipow

That the Minutes for the Airport Advisory Committee Regular Meeting held March 24, 2022, be taken as read and adopted.

Absent: Dave Webster

CARRIED

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

6.1 Apron II Development (RPT 22-141)

Verbal Presentations were provided by Wes Hicks, Director of Public Works and Corey Nygaard, Airport Manager.

0012. **Moved by:** Lemieux

That RPT 22-141 be referred back to Administration for further review and report based on the discussions held at the Committee meeting for consideration at the May 19, 2022 Airport Advisory Committee meeting.

Absent: Dave Webster

CARRIED

7. UNFINISHED BUSINESS

8. ADJOURNMENT – 4:39 P.M.

0013. **Moved by:** Pillipow

That this Committee do now adjourn.

Absent: Dave Webster

CARRIED

MAYOR GREG DIONNE
CHAIRPERSON

CITY CLERK

MINUTES ADOPTED THIS 19TH DAY OF MAY, A.D. 2022.



RPT 22-126

TITLE: Airport Land Use
DATE: April 6, 2022
TO: Airport Advisory Committee
PUBLIC: X **INCAMERA:**

RECOMMENDATION:

That Administration enter into talks with the RM of Buckland in regards to protection of our air space and other relevant land use discussions

TOPIC & PURPOSE:

To inform the Airport Advisory Committee of the Land Use Approval Process surrounding the Prince Albert Municipal Airport.

BACKGROUND:

In February 2021 the “Prince Albert Airport Strategic Master Plan” was presented to City Council and was subsequently approved. Table 13.1 of the Plan details a Master Plan Implementation Strategy, and recommendations until the year 2031.

Section 8.1 of the Plan recommends that ***“a land use planning review be undertaken by the City and the R.M. of Buckland in the short-term planning horizon to ensure their respective plans and bylaws account for matters of airport land use compatibility”***

This item was included in the 2022 Airport Advisory Committee work plan which was approved at the March 7, 2022 City Council meeting.

PROPOSED APPROACH AND RATIONALE:

Zoning Bylaw considerations

When PDS reviewed the previous zoning regulations for the airport, which was called M4 – Airport Industrial and for the former M5 – Green Industrial zoning district, the goal was to make amendments to both zoning districts to better align the development regulations with the recommendations made in the previous airport master plan. PDS reviewed the plan, consulted with the Airport Manager and made a number of changes. The biggest change was moving away from the purpose of the previous M5 – Green Industrial zoning and moving towards establishing an area that could support larger scale airport related uses.

The current purpose statement for the AP – Airport zoning district is, “... to provide land for a limited mixture of small to medium scale airport specific and related uses. The intention of this zoning district is to facilitate the development of a regional airport hub at Prince Albert (Glass Field).”

The current purpose statement for the M4 – Airport Industrial zoning district is, “... to provide land for medium to large scale, airport related, commercial and light industrial uses. The intention of this zoning district is to create a business node that supports the function of Prince Albert (Glass Field). All uses located within the M4 – Airport Industrial zoning district are subject to the regulations contained in the Airport Overlay District, as well as those of Transport Canada and NAV Canada.”

Again, similar to the rationale used to support the changes we made to the uses allowed in these zoning districts, the intention with these purpose statements was to clearly articulate to the public that the development of the land at the airport, as well as the development of the land adjacent to it, is to be airport related. These purpose statements also serve as a way to help limit what kinds of offices, or retail stores (for example) locate at the airport. The zoning bylaw has a number of airport related uses, but overall there was no need to create an entire suite of “airport” uses when we know we can rely on the purpose statements to better guide/dictate what we allow – we are looking for airport related or supportive retail or offices.

In considering the development regulations for the AP – Airport zoning district, and unique to this zoning district is the fact that development and parking regulations airside are at the discretion of the Development Officer and the Department of Public Works (Airport Manager). The rationale behind this is that while it still makes sense to regulate which uses can locate airside, and to provide general development regulations (we want development to look and function properly), there are a number of regulations (Transport or NAV Canada) that need to be met, too, so additional discretion was required in case of completion between municipal and other regulations.

Zoning Bylaw vs Recommended Land Use Plan Figure 9.1 in Airport Strategic Master Plan

Because the AP – Airport and M4 – Airport Industrial zoning districts were developed with the former airport master plan in mind, and upon review of the new Airport Strategic Master Plan (ASMP), it would appear that the Zoning Bylaw is still in support of the recommendations made. That said, it may be beneficial to complete a more thorough review of the uses in these two zoning districts against what we want to attract and what we can feasibly accommodate at the airport or in the airport industrial zoning district (keeping the implementation plan and its 20 year horizon in mind). Similarly, in order to provide more legislative power to some of the recommendations made in the ASMP, there may be further amendments worth considering.

Zoning Bylaw Airport Overlay District

The purpose of overlay districts, or in this case the airport overlay district, is to indicate that any development that falls within a specific geographic area may require further review and may be subject to additional development control. With the airport overlay district, the intention is to identify that any development that occurs within the designated area is to be referred to the Department of Public Works (Airport Manger) for further review. Previous airport overlay

districts included considerably more information than the current one does, but there was limited value in having that language be included in the Zoning Bylaw as much of the regulations were enforceable at a higher level. The current airport overlay district is simply a map, Appendix “C”, and it is recommended that a review of this map and of the information contained in Figure 8.4 of the ASMP be completed. Pending review, it is not unreasonable to anticipate that some minor Zoning Bylaw amendments are required in order to ensure that the information in the Zoning Bylaw is up to date and as robust as possible.

Airport Operation Considerations

As Federal Zoning Regulations do not get enforced by Transport Canada directly, it does pose a challenge for the City of Prince Albert. We are able to control our regulations, land use decisions, and airport development as described above, but there are no mechanism(s) that prevent building permits to be approved in our neighboring RM’s, leaving the City vulnerable to development that may present challenges for current and future airport operations.

The fact remains that regardless of municipal or provincial jurisdiction of the land, it is in our best interest that the airspace above our municipal airport is managed appropriately, both for current operations and for future expansion. Without proper planning and an adequate referral process in place, we are forced to make decisions that could hinder the growth of our airport.

Collaboration with our neighboring RM’s is in our best interest so that proper procedures and protocols are in place to ensure that any development within the Obstacle Limitation Surface (OLS) goes through a rigorous referral process that includes a formal referral to the City of Prince Albert and subsequently the Airport Manager to ensure conformity with necessary protocols and a proper NavCanada Land Use Proposal and Transport Canada Aeronautical Assessment.

Airport movement surfaces are designed based on regulations for specific aircraft activities. For example runways and taxiways do not allow for hangar development or aircraft parking within a defined proximity. Prince Albert Airport has three aprons to permit the on-and-off-loading of passengers, cargo as well as the servicing of aircraft without interfering with the aerodrome traffic on runways and taxiways, each apron has a different use based on design capacity and purpose;

- Apron I is of the highest strength and size capacity which allows large passenger aircraft access to the terminal building. The aircraft parking standards on Apron I are designed to allow for various sizes of aircraft so as to not collide with other parked aircraft or obstacles like the terminal building. This area has a fixed purpose for passenger flight activities that would be negatively impacted if any other use were permitted.
- The Apron II is the only viable hangar location for commercial air operations using large aircraft. Private recreational aircraft activities are best located away from the commercial activates for safety and effective use of purpose designed apron surfaces.
 - Obstacles such as buildings are only limited to 3m from the edge of the apron strip surface.

- There are no NavCanada line of sight limitation with Runway 16-34 being decommissioned.
- There are no OLS height limitations on development
- Apron III is accessed via Taxiway F, both with aircraft capacity limitations to small 4-6 passenger type aircraft typically used by private aircraft owners for general aviation purposes. Apron III is turf with cable tie downs required by small aircraft to not get damaged during strong winds. This area currently has small aircraft hangers and would be best suited for private aircraft owner hangar development.
- Taxi B; The hangar line located on Taxiway Bravo (B) is fully occupied with tenants and limited to medium sized 10-20 passenger aircraft. This location also has significant development limitations due to its proximity to the obstacle limitation surface (OLS) and instrument landing systems (ILS) sensitive area and the Taxiway Strip.
 - The Taxiway strip is a protected space to ensure no obstacles are in the way of an aircraft using the surface. This location limits development within 15m of the taxiway surface.
- OLS is a protected airspace defined by Federal regulation which limits the building height in this area to 20m.
- ILS emits a signal to aid aircraft landing in low visibility. No obstacles can be within this area or the signal will be affected which limits the development of Taxi B to the south side only.
- Taxi C; has the forest fire water bomber base on the south side. Development in this location has posed some operational issues such as;
 - The 15m taxiway strip in this area includes part of their private apron. This means that their aircraft have to be parked in such a way as to not have any part within the taxiway strip to allow Taxi C to remain open for use.
 - Their buildings and parked aircraft block line of sight of Runway 08-26 for the NavCanada Flight Service Station
 - The OLS limits building height to 18m.

In consideration of the above information and that each apron and taxi is built to accommodate different types of uses, it is very important that this is brought into consideration when approving development permits in the Airport Zone so as not to hinder the growth of the airport.

Transport Canada and Nav Considerations

Aviation safety may preclude certain land uses near airports, regardless of whether other permits have been obtained. NavCanada and/or Transport Canada must assess all land use proposals before construction begins to ensure safety.

Subdivision Considerations

The intention with the recently approved airport subdivision was to formally establish a number of lots that had been leased over the years (in order to meet provincial legislation) and also to establish a number of right-of-ways that already physically exist. The spin off benefit was that in defining the boundaries of ground side lots we can better plan for the future growth.

The land located west of Veteran's way and south of the City's shop is ideal for groundside commercial development and the large parcel being established could be further subdivided into up to six (6) parcels, all of sufficient size to support the type and scale of business we hope to attract to the airport.

Thinking longer term and seeing the potential lot layout shown in the ASMP, this is a plan that can easily be supported through further subdivision, though servicing and other airport related upgrades. The desire to subdivide and market the land provides additional rationale for extending or upgrading services (and for subdividing). Subdividing first with no ability to market or use the land is not wise and extending or upgrading services with no plan to subdivide is also unwise.

Going forward, with all of these items noted above now addressed, smaller subdivisions will be much simpler and future large scale subdivisions will be better informed.

CONSULTATIONS:

In preparing the new Zoning Bylaw, PDS consulted with the Airport Manager on the M4 – Airport Industrial Zoning District, the AP – Airport Zoning District and on the Airport Overlay. In preparing the subdivision of the airport, PDS consulted with the Airport Manager, other members of Public Works, Community Services, Financial Services, ISC, Meridian Surveys, the Controller of Surveys, and the City Solicitor.

OTHER CONSIDERATIONS/IMPLICATIONS:

There is not communication plan, policy implications, financial implications, privacy implications or options to the recommendation.

STRATEGIC PLAN:

A goal within the strategic plan is to anticipate, encourage and prepare for growth and be responsive to the needs of our community.

OFFICIAL COMMUNITY PLAN:

Section 7.9 of the OCP identifies goals and policies which aim to protect the airport from incompatible land uses.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION:

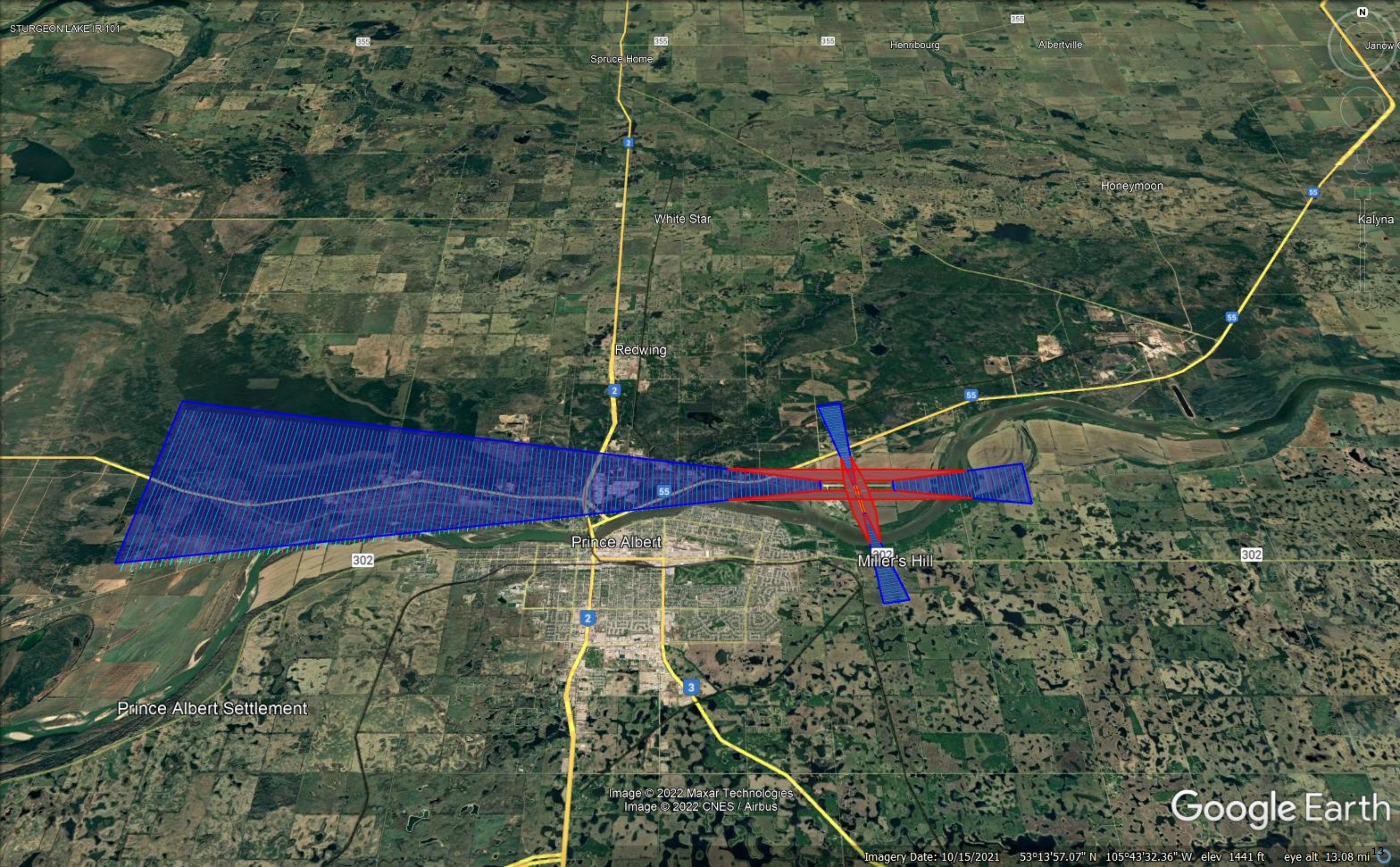
Verbal presentation by Director of Planning and Development Services and Public Works

ATTACHMENTS:

1. OLS Surface
2. OLS Survey
3. Appendix C – Airport Overlay

Written by: Planning and Development Services

Approved by: Director of Planning and Development Services, Director of Public Works & City Manager



Spruce Home

355

355

Henribourg

355

Albertville

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White Star

Honeymoon

N

Janow K

Kalyna

Redwing

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Prince Albert

Miller's Hill

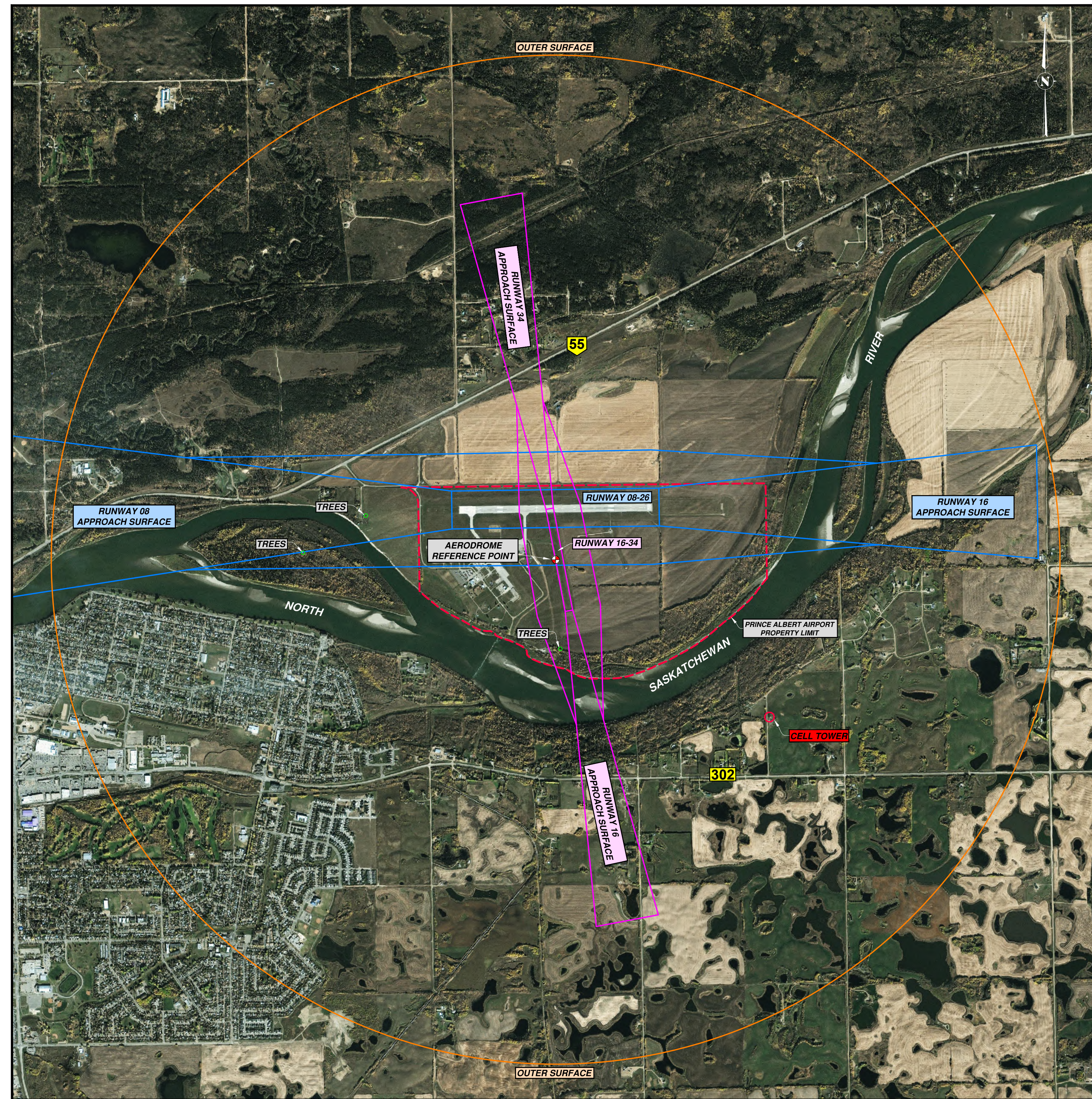
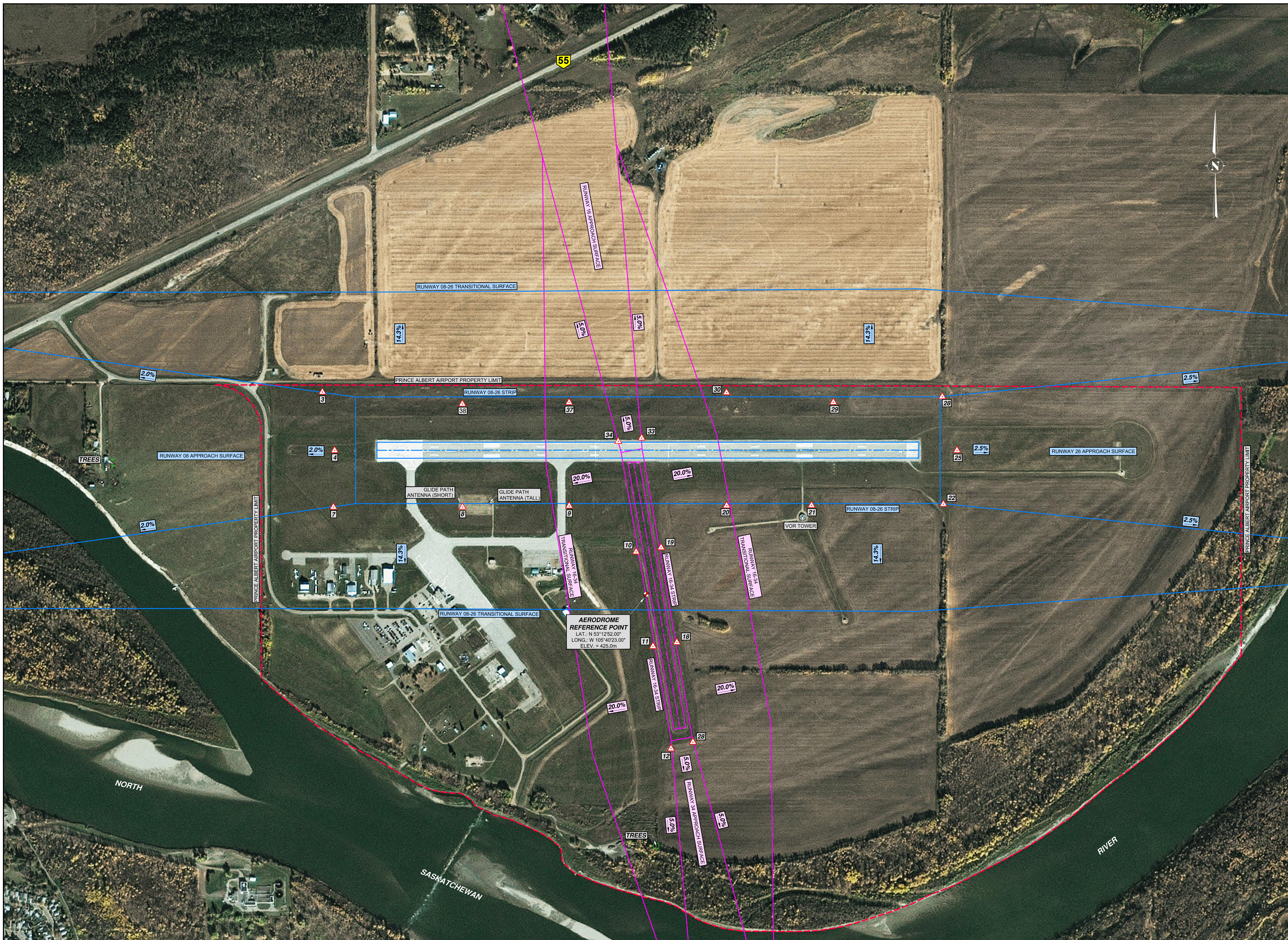
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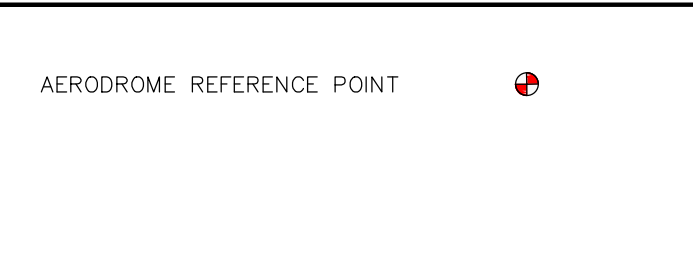
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Prince Albert Settlement



OBSTACLE INTRUSION INFORMATION						
INTRUSION No.	FEATURE DESCRIPTION	SURFACE INTERSECTED BY OBSTACLE	NORTHING	EASTING	ELEVATION	INTRUSION
1	CELL TOWER	OUTER SURFACE	5895048.64m	456723.28m	518.64m	48.64m

LEGEND
 RUNWAY 08-26 AND ASSOCIATED SURFACES
 RUNWAY 16-34 AND ASSOCIATED SURFACES
 PRINCE ALBERT AIRPORT PROPERTY LIMIT
 OUTER SURFACE
 RUNWAY QLS CONTROL POINT



AERODROME REFERENCE POINT

NOTES
 SURVEY WAS COMPLETED ON: JUNE 12, 2021
 ALL UNITS ARE IN METERS UNLESS OTHERWISE SPECIFIED

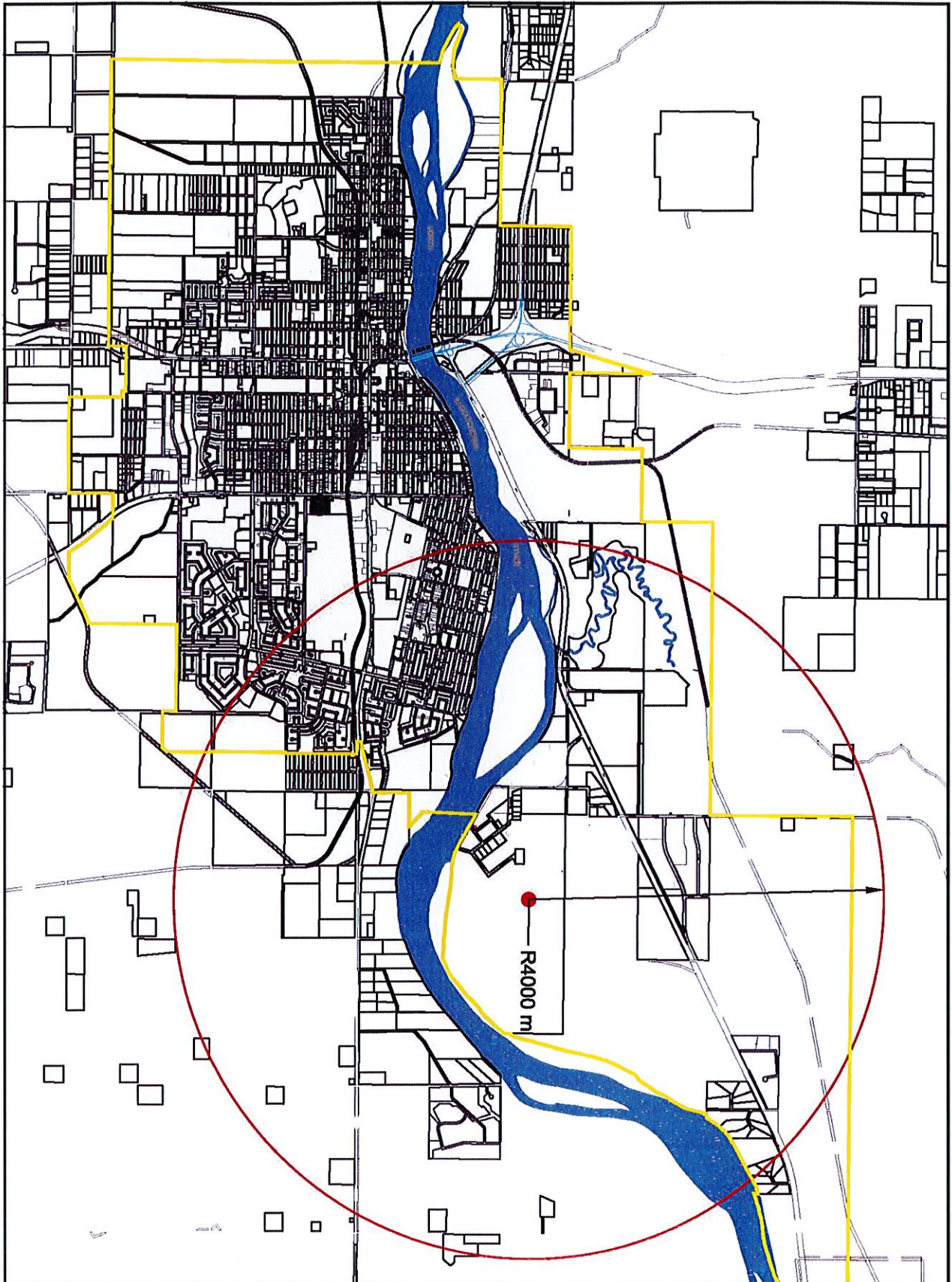
0	ORIGINAL ISSUE	21/09/25	RT/MJR
No.	REVISION	DATE	BY/CHK

PRINCE ALBERT AIRPORT (CYPA)
OBSTACLE LIMITATION SURFACE SURVEY
 DWS: PA212440-CYPA-2021-OLS-SURVEY
 DRAFTED: RT
 CHECKED: MJR
 SCALE: AS SHOWN
 FILE No.: PA212440



Appendix "C"

Airport Overlay



RPT 22-209

TITLE: Airport Fixed Base Operator - Request For Proposal Results

DATE: May 6, 2022

TO: Airport Advisory Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the Airport Advisory Committee review the Request for Proposal (RFP) results for the airport Fixed Base Operator (FBO).
2. That this report be referred back to Administration for further review and report based on the discussion at the Committee meeting.

TOPIC & PURPOSE:

To review result of the FBO RFP and determine what actions administration should take to achieve and FBO service at the airport.

BACKGROUND:

In line with the Airport Strategic Master Plan the City's role, as the Airport owner and operator, is to facilitate new and existing businesses at the site. Accordingly, the attraction of an FBO is contingent on a business identifying a sufficient business case that is willing to make the investment at the Airport.

Both the size and nature of the potential FBO market, as well as the operating costs that are associated with developing at the Airport, were communicated to prospective operators to support their decision making for proposal submission.

Information noted in the RFP;

- The last 5 year aircraft movements, typical aircraft mix and the related engine types to determine fuel usage.
- Existing airport infrastructure and its role in the regional transportation network
- Surrounding airport level of service available near Prince Albert Airport
- The FBO would lease airside lands from the airport at current rates of \$2.20/m² at a location that achieves the best functionality of airport service and use of available space.

- That a fuel concession fee of \$0.05/L will be levied on fuel volumes delivered to site.
- That the FBO hours of operation would match the peak demand of airports activities. That after their hours of operation, on call staff are available.
- In consideration of the market size and the significant investment required from the FBO to establish a business at YPA that a non-competition environment can be provided.
- That the FBO prices for goods and services are posted on the Airports Website
- The following list of services be assessed;

Service Type	Provided Yes / No	Comments on Volumes / Quality / Size / Methodology	Cost for Service
Card lock (100LL)			
Card lock (Jet-A)			
Bowser (100LL)			
Bowser (Jet-A)			
Aircraft De-icing			
Type 1			
Type 4			
Glycol Recovery			
Pilots Lounge			
Washrooms			
Food			
Crew Car			
Hangar			
Tie-down			
Aircraft Parking			
Mechanical Services			
Repair Services			
Aircraft rentals			
Flight Training			
Hours of Operation			
On Call Availability			
Call out Fee			

On April 13, 2022 public tender for the FBO services was issued and the tender closed on May 4, 2022 with no proposals being received. Twenty four organizations viewed the RFP on Sasktenders, six of which were know air operators or FBO service providers. The FBO providers the City consulted prior to the RFP were informed of the tender. Only two of the FBO service providers called to clarify the airports existing services and activity.

PROPOSED APPROACH AND RATIONALE:

Discuss alternative to provide FBO service with the Airport Advisory Committee.

CONSULTATIONS:

The Airport Strategic Master plan reviewed the FBO service at the Prince Albert Airport with key stakeholders. The plans recommendation is to investigate option for a third party FBO service provider.

The Airport Advisory Committee has reviewed the options for FBO service.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Continue NOTAM issued to inform pilots that 100LL (AvGas) is unavailable at Prince Albert Airport.

Possible remove the service of 100LL from publication in the Canadian Flight Supplement (CFS)

FINANCIAL IMPLICATIONS:

None relevant to this report.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no privacy or policy implications.

The Apron II Development report to the Airport Advisory Committee identified that the location of the FBO needs to be determined. FBO Facility Development may require the development of leasehold lots. FBO infrastructure development has to consider the existing airfields infrastructure and its related safety constraint for aircraft intended to be service by the FBO. Infrastructure constraints include:

- Apron Management & Safety Plan - Designated Usage (parking and taxiing)
 - refer to attachment #3 Apron Management & Safety Plan map
- Operational Considerations;
 - Obstacle Limitations Surface (OLS) - Transport Canada protected airspace
 - NavCanada Lines of Sight – visibility from traffic control tower to the airfield
 - NavCanada Electronic Zoning – interference with navigational instruments
 - Winter Maintenance -
- Apron access from hangar lots
- Apron service levels.
 - Lighting for night use,
 - Utilities (gas, power, sewer water)
- Pavement Strength, Pavement Load Rating (PLR) 1 is low 10 is high
- Aircraft Grouping Number (AGN)

Several airport tenant operations such as the airline and forest fire tanker-base would not likely purchase fuel from the FBO because they have their own fuel supplies. A FBO may not have sufficient potential revenue to make the investment at the Airport without these major users business. The non-competition environment would only prevent these airport tenants from selling fuel. Stopping these airport tenants from using their fueling system would have significant legal and cost implications but may be the only way to entice FBO development.

STRATEGIC PLAN:

By assessing airport levels of service the City of Prince Albert is meeting the goal of fiscal management and accountability by aligning priorities and initiatives to the corporate strategies and deliver municipal services in cost-effective ways.

OFFICIAL COMMUNITY PLAN:

An assessment of airports level of service will ensure that we are able to maintain this service and will allow improvements to the airport transportation system into the future.

OPTIONS TO RECOMMENDATION:

Not Applicable

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION:

Wes Hicks or Corey Nygaard - Verbal

ATTACHMENTS:

None

Written by: Corey Nygaard, Airport Manager

Approved by: Director of Public Works & City Manager

TITLE: Apron II Phased Development

DATE: **May 6, 2022**

TO: Airport Advisory Committee

PUBLIC: **X** **INCAMERA:**

RECOMMENDATION:

1. That the Airport Advisory Committee review the options for Apron II phased development and the related; capital costs, operational implications and the economic development potential.
2. That this report be referred back to Administration for further review and report based on the discussion at the Committee meeting.

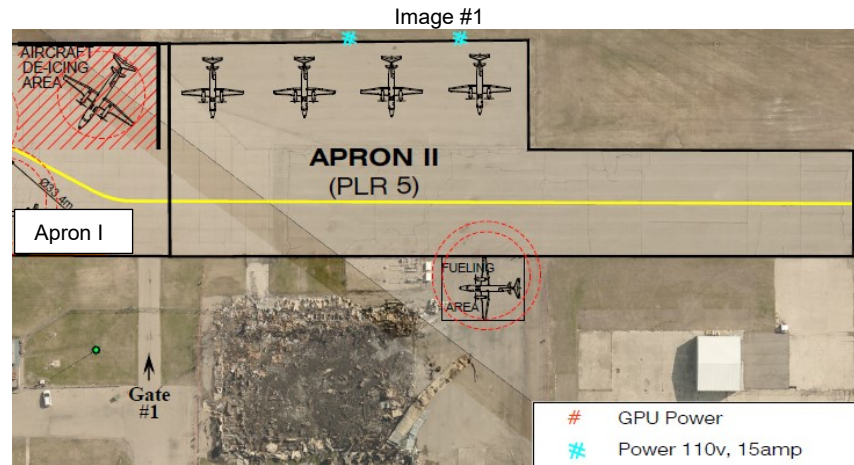
TOPIC & PURPOSE:

To review options for the phased development of Apron II to determine what levels of service are of priority and determine the best option for cost effective development strategy. Identify the airports operational constraints during various development phases.

BACKGROUND:

Report 22-214 presented April 13, 2022 to the Airport Advisory Committee identified the existing infrastructure designed use capacity, the opportunities and constraints for development of Apron II. That reports information was primarily based on the 2021 Airport Strategic Master Plan and the 2018 Apron II Preliminary Design Report with the goal of making the leasehold lots on Apron II viable for use by commercial air operations and related community economic development.

Apron II is a 9,400m² Concrete/Asphalt surface located immediately southeast of Apron I and is used for aircraft parking and provides access to leasehold development lots. Apron II was modified in 2003 with the addition of a pavement fillet at its northern end and in 2010, with the widening of the apron to its present configuration shown in image #1.



Apron II's current configuration is capable of supporting aircraft in grouping number AGN II for access to leasehold lots 1, 2, 6 & 7. However, only lots 1 & 2 have utility services nearby for the development of hangars.

Goal: The retention of existing leasehold tenants and the absorption of additional development lots through new land lease agreements for private hangars, such as rebuilding of our regional airline base of operations, establishing a new flight training unit and aviation service businesses such as a Fixed Base Operator (FBO). Maintain at least 3 medium/long term powered parking stands for large aircraft on Apron II.

Prerequisite Actions and Investments

- Apron II Reconstruction and Expansion
- Lot Development Preparation;
 - Potable water and sanitary sewer servicing and related road reconstruction,
 - Power, gas, phone and fiber optic servicing.
 - All season road surface

Development of new leasehold lots is recommended to be phased in a manner that makes the most efficient use of existing infrastructure such as apron surfaces and utilities.

PROPOSED APPROACH AND RATIONALE:

Based on the infrastructure and servicing requirements of anticipated new developments, the phased priority for the absorption of new development lots is recommended to be;

Phase	Surface Work	Lot Development	Comments
1	Develop area #1 to PLR 8 Leaving area #2 at PLR 5	Allows development of lots 3 to 5. Recommended to not develop lots 1 & 2.	<ul style="list-style-type: none"> Requires minimal utility work to service lots. Storm drains a ditches. All electrical conduit, pullpits, etc. installed for floodlighting and edge lighting. Requires temporary edge lights on the east side. All of Apron II would be rated at PLR 5 AGN II
2	Develop area #3 to PLR 8	Allows development of lots 8 to 11.	<ul style="list-style-type: none"> Requires utilities to be extended to the east side of Apron II Relocation of edge temporary lights Apron II would remain at PLR 5
3	Rehabilitate area #2 to PLR 8	Allows development of lots 1 & 2.	<ul style="list-style-type: none"> May need to be further phased if lots 1 or 2 were previously developed. Storm Drains Apron II could be rated PLR 8 AGN III A/B
4	Rehabilitate area #4 to PLR 8	Allows development of lots 6 & 7. All of Apron II is developable.	<ul style="list-style-type: none"> Installation of Flood Lamps The existing powered parking would need to be relocated once lots 6 & 7 are developed.

Administration recommends developing Areas #1 & #2 during phase 1, to take advantage of the relative vacancy of Apron II, because for now none of the tenants need access to Apron II. The two leased lots are:

- Transwest Air; hangar is burnt down and currently are not using the underground fuel tanks.
- Helilift International; only operate helicopters that do not need an apron to taxi or park.

Once the apron is occupied by tenants with aircraft in hangars, the logistics of apron reconstruction and maintaining tenant access to the airfield becomes complex and more expensive.

The recommended development phasing of the Airport Strategic Master Plan is understood to be a flexible concept, as prospective tenants may have development needs that require adaptations to the above-noted strategy.

Moving to the next phase would be dependant upon lot occupancy being filled, tenant proposals for development, or availability of external funding programs.

CONSULTATIONS:

The Airport Strategic Master plan assessed the existing infrastructure capacity and the potential staged growth of the airport for the best economic development strategy.

The Airport Advisory Committee has reviewed the options for Apron II Development

The City of Prince Albert surface works and utilities managers were consulted on the groundside development.

Avia NG was engaged to redo the Apron II cost estimates for each phase and bring the overall project up to current values.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Nothing applicable at this stage.

FINANCIAL IMPLICATIONS:

Capital Cost Estimates

Phase	Apron Surface	Sewer and Water	Energy and Communication	Paved Road	Total Cost / Phase
1	\$2,374,000	\$125,000	Not Available	Not Available	\$2,499,000
2	\$ 970,000	\$600,000	Not Available	Not Available	\$1,570,000
3	\$1,720,000				\$1,720,000
4	\$1,013,000				\$1,013,000
TOTAL	\$6,007,000	\$725,000			\$6,732,000

Capital Cost Estimates (Not Phased)

Project Segments	Cost Est.	Variance from Phasing
Apron II Reconstruction and Expansion (2022)	\$5,595,000	+ \$482,000
Utilities Sewer & Water	\$ 613,000	+ \$112,000
Utilities (Energy & Communications)	*	Not Available
Paved Road (not previously estimated)	Not Available	Not Available
TOTAL	\$5,561,000	+ \$594,000

* Airport Strategic Master Plan -The cost of installing fibre optic services will be determined through negotiations with the provider

Capital Funding Opportunities

Prince Albert Airport is eligible for 100% funding from the Airport Capital Assistance Program because it is a certified airport with commercial passenger services under 100,000 passengers per annum. Eligibility of projects is well define by Transport Canada as; for safety related projects of commercial passenger activity areas only. An application would not likely be approved for funding because Apron II is not used for commercial passenger service.

Prince Albert Airport is eligible for 50% cost share funding form Community Airports Partnership up to a maximum contribution of \$275,000 because it is an airport within Saskatchewan that has general aviation areas not eligible for ACAP funding. Eligibility of projects is well define by Ministry of Highways with priority given to safety related projects. It is possible that a CAP application would be approved but the timing constraint for spending the funds and limited funding levels are not a totally viable solution for apron development.

The City applied for \$6 Million in 2019 under the Investing Canada Infrastructure Program (ICIP). Funds were not awarded to the Apron Project in 2019. Subsequent years call for ICIP applications came with changed categories of eligibility which did not align with an apron development project scope of work.

Prince Albert Airport has done the prerequisite preliminary design and asset assessment to be included in future grant applications. This up-front work helps determine eligibility and accuracy of the scope of work to meet regulatory requirements and ensure realistic budget values are used when a funding program becomes available. However the design is not at a tender ready stage to take advantage of grant programs that have a short durations, like one year, for completion.

Operational Cost Estimates

The 2018 Apron II Reconstruction and Expansion Preliminary Design Report estimated increased operational and maintenance cost for the additional 13,000m² of apron to be \$14,300 each year over its estimate 20 year life expectancy. Phase 1 & 3 increased operational costs could each be estimated at \$7,000 per year.

Operational Revenue Estimates

The Apron II area is the only location that can supports new commercial aviation based development. The lack of available serviced commercial hangar lots at Prince Albert Airport creates a challenge for the City in marketing airside lands to prospective tenants.

Lots are on average of 7,000m²; at the current land lease rate of \$2.20/m² each lot would bring in \$15,400 per annum. The total leasable area of Apron II is approximately 85,000m² generating a potential annual revenue of \$187,000.

OTHER CONSIDERATIONS/IMPLICATIONS:

While a modest level of revenue generation would be attained through the leasing of these airside Airport lands, the Airport Strategic Master Plan recommended that the rates paid by new airside tenants should be determined through negotiations with the City Land Sales Division. This will provide the City with the flexibility to stimulate airport usage that drives other revenue streams such as landing fees, Passenger Facility Fees, parking fees and fuel concessions. For example, reduced rates could be offered for an end user that provides a service of value to the Airport (e.g., a charter airline). Alternatively, rates could be negotiated based on the agreement of the lessee to contribute to development of infrastructure such as Apron II.

Development of Apron II to a capacity of PLR 8 and AGN IIIA/IIIB is intended to accommodate the aircraft mix most likely to develop commercial air operations in Prince Albert and best utilizes the airfields full capacity. Apron II is the only viable hangar location for commercial air operations using large aircraft. Private recreational aircraft activities are best located away from the commercial activates for safety and effective use of purpose designed apron surface.

For the development of Apron II & its leasehold lots; the Airport Strategic Master Plan identifies needing a Preliminary Impacts Analysis of the following;

	Transport Canada Action	NAV CANADA Action	Obstacle Limitation Surfaces	Bird and Wildlife Hazards	FSS Line of Sight	Electronic Zoning	Utilities and Servicing	Winter Maintenance	Asset Maintenance and Renewal
Development of New Leasehold Lots	YES	YES	YES	YES	YES	YES	YES	YES	NO
Apron II Extension	YES	YES	NO	NO	YES	YES	YES	YES	YES
Potable Water Servicing Extension	NO	NO	NO	NO	NO	NO	YES	NO	YES
Sanitary Sewer Servicing Extension	NO	NO	NO	NO	NO	NO	YES	NO	YES

There are no privacy or policy implications.

STRATEGIC PLAN:

By assessing airport levels of service the City of Prince Albert is meeting the goal of fiscal management and accountability by aligning priorities and initiatives to the corporate strategies and deliver municipal services in cost-effective ways.

OFFICIAL COMMUNITY PLAN:

An assessment of airports level of service will ensure that we are able to maintain this service and will allow improvements to the airport transportation system into the future.

OPTIONS TO RECOMMENDATION:

1. Develop all of Apron II in one phase. Recommended but contingent upon external funding.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION:

Wes Hicks or Corey Nygaard - Verbal

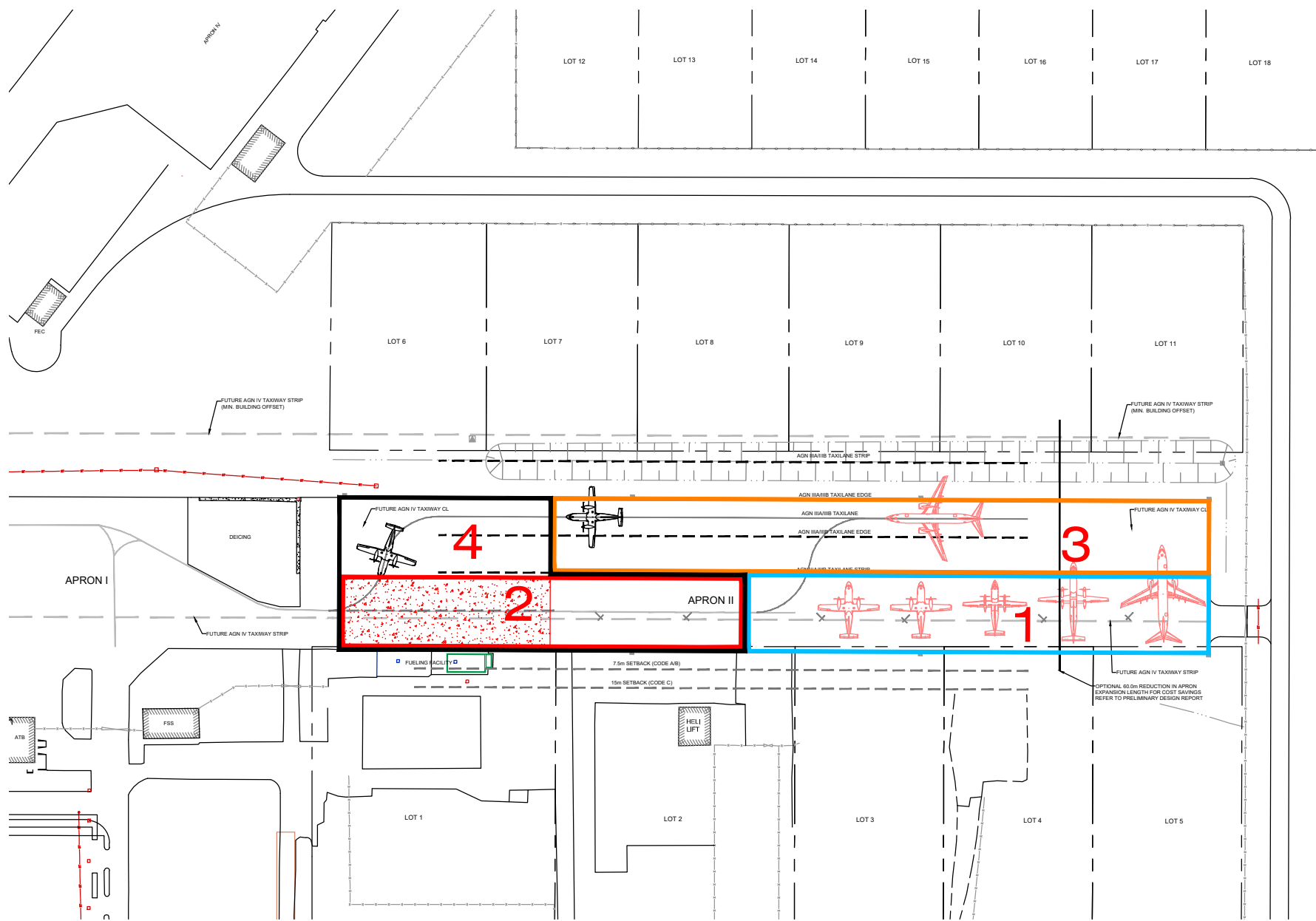
ATTACHMENTS:

Phased Development Maps

1. All Phases
2. Phase 1
3. Phase 2
4. Phase 3
5. Phase 4

Written by: Corey Nygaard, Airport Manager

Approved by: Director of Public Works & City Manager



 CONCRETE UNDER ASPHALT

NO.	DATE	REVISION	BY

ATTACHMENT #1

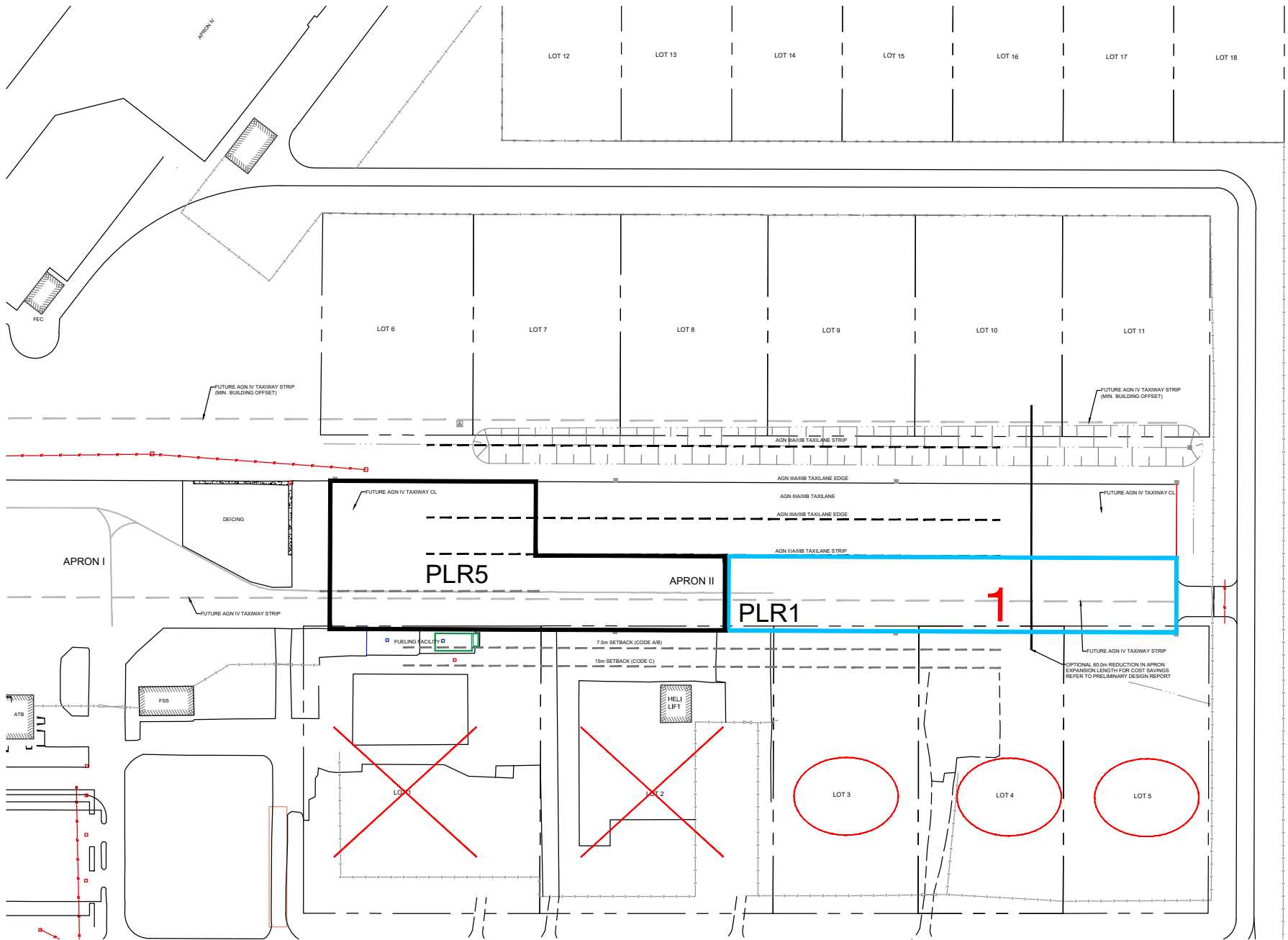
ALL PHASES



CITY OF PRINCE ALBERT
PUBLIC WORKS

CONSTRUCTION DETAIL

DESIGNED	DATE	MAY 2022
DRAWN	DWG. FILE NO.	
CHECKED	HORIZ.	N.T.S.
APPROVED	SCALE	VERT.



NO.	DATE	REVISION	BY

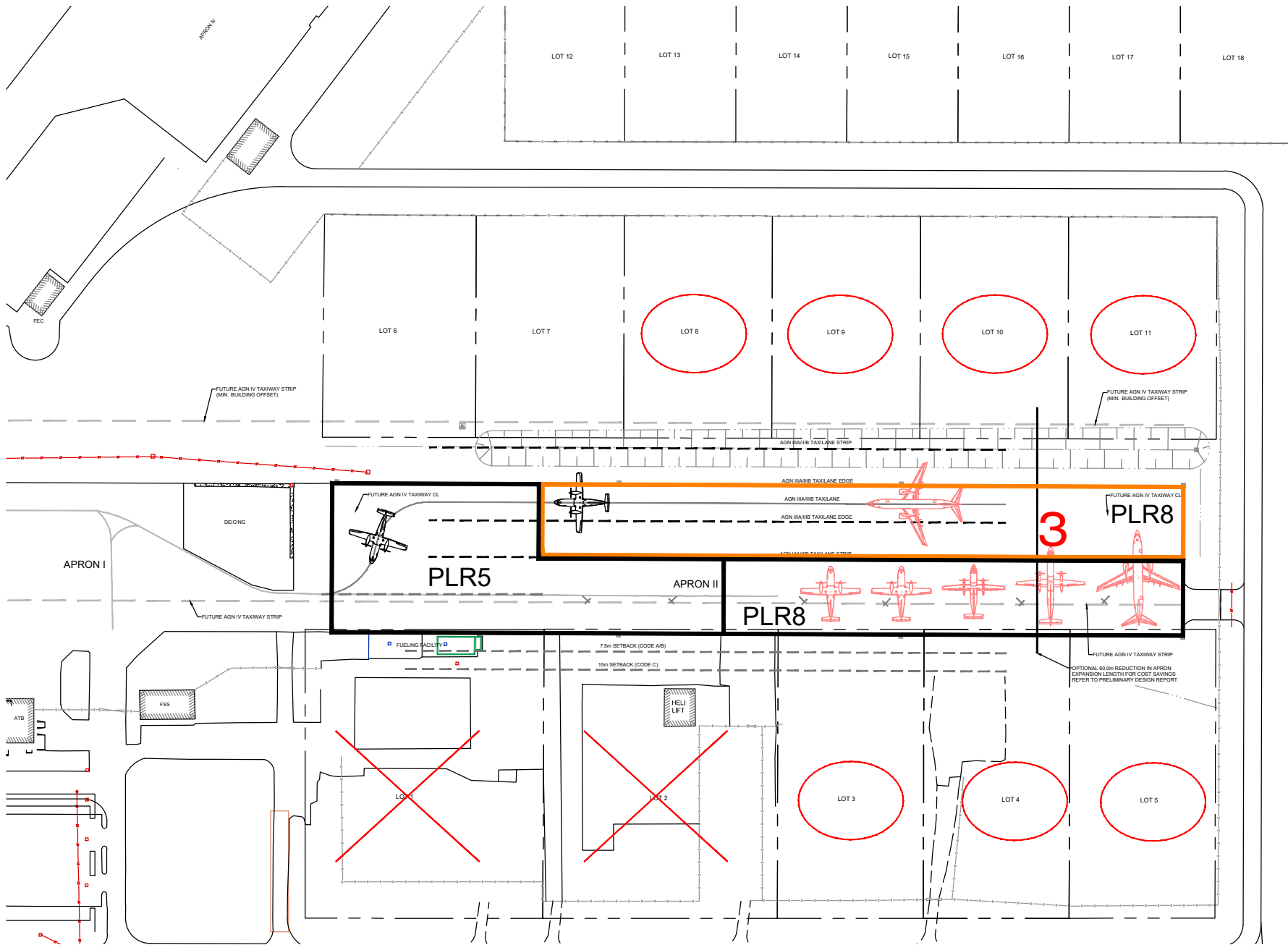
ATTACHMENT #1

PHASE 1



CITY OF PRINCE ALBERT
PUBLIC WORKS
CONSTRUCTION DETAIL

DESIGNED	DATE	MAY 2022
DRAWN	DWG. FILE NO.	
CHECKED	HORIZ.	N.T.S.
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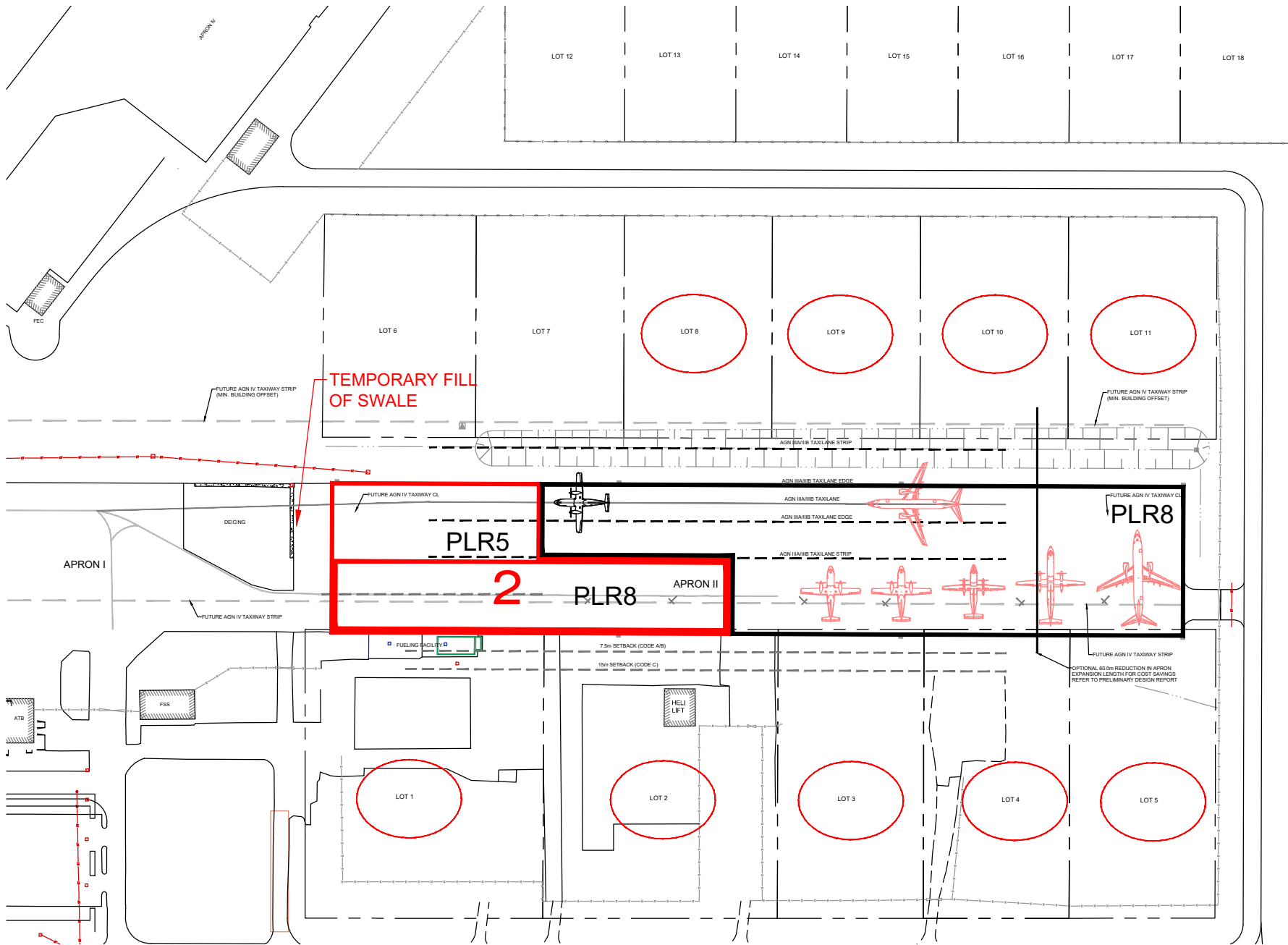
ATTACHMENT #1 PHASE 2



**CITY OF PRINCE ALBERT
PUBLIC WORKS**

CONSTRUCTION DETAIL

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DRAWN	DWG. FILE NO.	
CHECKED	HORIZ.	N.T.S.
APPROVED	SCALE	VERT.



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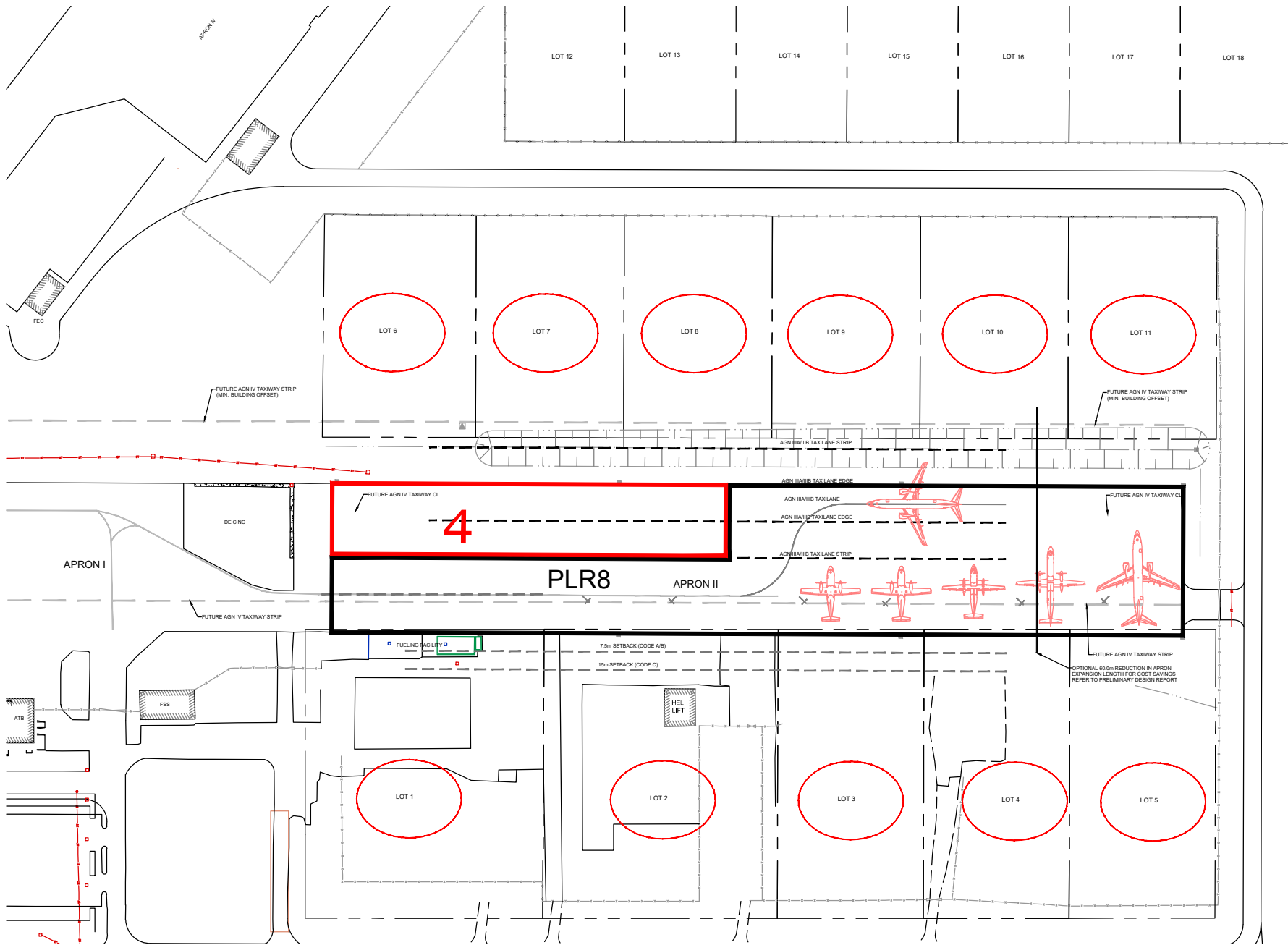
ATTACHMENT #1 PHASE 3



**CITY OF PRINCE ALBERT
PUBLIC WORKS**

CONSTRUCTION DETAIL

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CHECKED	HORIZ.	N.T.S.
APPROVED	SCALE	VERT.



NO.	DATE	REVISION	BY

ATTACHMENT #1

PHASE 4



CITY OF PRINCE ALBERT
PUBLIC WORKS
CONSTRUCTION DETAIL

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APPROVED	SCALE	VERT.