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# 2021 Business Plan

## Airports

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## **2021 Business Plan Anahim Lake Airport (1111)**

*Darron Campbell, Manager of Community Services*

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### **Department/Function Services**

The Anahim Lake Airport function was established in 1975 through Bylaw No. 394 and merged with the Nimpo Lake Airstrip Service area through Bylaw No. 1195 in 1981. The taxation boundary was amended in 2013 through Bylaw No. 4840 to more accurately reflect the residents benefiting from the service. Requisition is by means of a tax applied to the assessed value of land and improvements within the specified area. The maximum requisition is the greater of \$55,000 or an amount raised by applying a tax rate of \$0.7322/\$1,000.

The airport achieved Transport Canada certification in 2010, which is necessary to maintain service by a scheduled carrier. A five-year contract to manage the airport was signed with Snooka Aircraft Services (2019-2024).

The role of the airport is significant to the community. It connects this remote area to the provincial, national and international air transportation network. This connection allows the rural location to become more attractive to industrial and commercial interests, improving its potential for economic development, and is generally the mainstay of the many tourism operators in the area.

The airport is vital for RCMP and Medevac flights and during emergency events, such as forest fires and floods. The airport became the command post for the Ministry of Forests in the effort to control large interface wildfires in the Precipice Valley in 2017, the Heckman Pass of Tweedsmuir Park in 2018, near Bella Coola in 2009, north of Anahim Lake in 2006 and near Charlotte and Turner Lakes in 2005.

The airport is served by scheduled service to Vancouver by Pacific Coastal Airlines under an Air Carrier Airport Use Agreement (Jan 2018 – Dec 2020), which also uses Anahim Lake as the alternate landing site when conditions limit visibility at the Bella Coola Airport. Other regular traffic includes numerous charters and recreational traffic.

The annual budget covers basic operational costs such as insurance and minor maintenance items. Because of its limited tax base, the airport relies on provincial or federal funding for any major improvements. In 2013, the Anahim Lake Airport Fees and Charges Bylaw No. 4833 was adopted to allow the charging of landing fees at the airport in order to further diversify revenue streams. The fees were updated through Bylaw No. 5204 in 2019.

The Anahim Lake Airport Commission (Bylaw No. 4739) provides local guidance to development at the airport. The commission has membership from the local community associations, cattlemen’s association and the Ulkatcho First Nation.

As Electoral Area J is the only stakeholder, and the *Local Government Act* requires more than one vote, the entire Board is responsible for the governance of this service.

## **Business Plan Goals, Rationale & Strategies**

### **2021 Goals**

- 1. Goal:** Correct the terrain slopes along the runway extension.  
**Rational:** To achieve compliance with TP312 5<sup>th</sup> edition, the Runway Safety Area along the runway extension now must have a maximum of 3% slope. There are areas that exceed this amount that must be filled and graded.  
**Strategy:** It is expected the funding required to undertake this work will greatly exceed the amount available in the airport financial plan and external grant sources will be pursued. Project will be supervised by the airport manager in consultation with Regional District staff.
- 2. Goal:** Attend runway condition reporting and airport operations training.  
**Rationale:** Proof of training and qualifications is required by Transport Canada to maintain airport certification.  
**Strategy:** Funding for training courses as required is included in the financial plan and will be attended as necessary. The immediate need for 2021 is for the airport manager to attend a runway condition reporting course.
- 3. Goal:** Perform runway crack filling, seal coating and painting as necessary.  
**Rationale:** Such maintenance must be done regularly to protect the long-term investment in the runway, which is the airport’s largest asset.

**Strategy:** Regional District staff will work with the airport manager to use in-house resources to complete the work.

4. **Goal:** Increase participation by all Anahim Lake Airport Commission members.  
**Rationale:** Not all Commission members participate regularly in meetings and other airport business.  
**Strategy:** The Airport Commission will work to encourage participation among all Commission members. Regional District staff will ensure they have correct contact information for each Commission member in order to keep members informed about meetings and other airport business.

## 2022 Goals

1. **Goal:** Acquire grant funding to construct an apron expansion.  
**Rationale:** The existing apron is not able to accommodate the growing numbers of aircraft that are landing and parking at the airport, particularly fire-fighting aircraft and backcountry recreation charter flights.  
**Strategy:** The concept design and cost estimate for the expansion was completed in 2018 and will serve as the basis for grant applications in 2022. If grant funding is obtained, the project may be completed in fall 2022.
2. **Goal:** Develop a concept design and costs for a terminal building expansion.  
**Rationale:** The current space available in the terminal building does not allow for large numbers of visitors, which is now occurring more frequently as the airport traffic increases. Visitors at the airport include passengers on scheduled flights as well as people from chartered flights for adventure tourism such as heli-skiing. The existing building also does not properly service emergency response agencies, such as the BC Wildfire Service and the RCMP during events when the airport is a base of operations.  
**Strategy:** Consulting services will be retained to design expansion options for the building with guidance provided by the airport manager and Regional District staff.
3. **Goal:** Construct a picnic spot with a gazebo and BBQ on the west side of the terminal.  
**Rationale:** A picnic spot will increase the appeal and use of the airport property.  
**Strategy:** Regional District staff will work with the airport manager to construct the picnic spot.

## **Overall Financial Impact**

The 2021 requisition is increased by 1% from the 2020 requisition, which amounts to \$520 for a total requisition of \$52,466. An increase of 1% from 2022-2025 is also planned to accommodate operational cost increases.

The 2020 requisition was increased from the 2019 requisition by 1%.

The five-year capital and major maintenance plan for the service identifies a consistent average annual expenditure of about \$20,000 which includes facility and runway improvements. This figure may vary from year to year as new projects are approved.

The service has projected capital reserve funds of \$160,503 at the end of 2020, including a contribution of \$10,000 in 2020. These capital reserves were greatly reduced in 2013 due to the realization of the runway extension paving and terminal building construction. Contributions of \$10,000 per year to rebuild reserves are planned now that these projects are complete.

Fuel sales provide significant revenue for the airport; however, they are highly unpredictable based on commercial and local forest fire fighting activity. The Regional District includes a mark-up of at least \$0.30 per litre to support airport operations and improvements. Preliminary net revenue for 2020 is estimated at \$21,000 based on a long-term average for sales. A major increase in net revenues occurred in 2017 and 2018 due to supplying fuel to the fire suppression efforts in the Chilcotin.

Landing fees of \$20 for fixed wing aircraft and \$5 for helicopters on commercial, non-scheduled flights were implemented at the airport in 2013. Preliminary net revenue from landing fees for 2020 is estimated at \$2,000.

## **Significant Issues & Trends**

In the challenging times of the global COVID-19 pandemic, the airport adjusted operating procedures and developed safety plans in order to continue to be open and available for aviation services and medevac flights. Many other local government and private airports were not able to maintain service.

As of August 31<sup>st</sup>, airport movements in 2020 were 548 down approximately 36% from 2019, due primarily to the COVID-19 situation, but still demonstrating continued regular use of the airport. Included in these figures are 24 medevac flights, up from 12 in 2019 for the same period, and illustrating the ongoing importance of the airport to the well-being of local residents. In 2019, the airport had an annual total of 1,131 movements and 13 medevacs.

Activity at the airport during wildfire fighting operations has been overwhelming in recent years and, while the benefit of increased fuel sales has allowed larger contributions to capital reserves, the situation also highlighted the need for more apron and terminal building space at the airport. Consideration is also being given to establishing a permanent base of operations for the BC Wildfire Service at the airport.

The first private hangar is expected to be constructed at the airport in 2021 and this has the potential to lead to further development. A basic airport master plan has been created to help guide hangar construction locations. Depending on preferred lot size, approximately eight hangar locations could be made available and this would also require construction of a taxi way to allow airside access.

The Cariboo Regional District is a signatory on the Province of BC/UBCM Climate Action Charter and has committed to continuing work towards carbon neutrality in respect of corporate operations.

### **Measuring Previous Years Performance**

**Goal:** Review the Airport Use Agreement with Pacific Coastal Airlines.

- Negotiations in progress as of October. It is expected that the agreement will be renewed; however, amendments to the term and value may be included due to the COVID-19 situation and effects to the travel and tourism industry.

**Goal:** Acquire grant funding to construct an apron expansion.

- Not complete. Project is deferred due to other budget priorities directly relating to maintaining runway certification.

**Goal:** Develop a concept design and costs for a terminal building expansion.

- Not complete. Project is deferred due to other budget priorities directly relating to maintaining runway certification.

**Goal:** Construct a picnic spot with a gazebo and BBQ on the west side of the terminal.

- Not complete. Project is deferred due to other budget priorities directly relating to maintaining runway certification.

**Goal:** Attend runway condition reporting and airport operations training.

- Not completed. Courses were canceled due to the COVID-19 situation.

**Goal:** Perform runway crack filling, seal coating and painting as necessary.

- Not completed. Poor weather and lack of available material resulted in deferring this work until 2021.

**Goal:** Increase participation by all Anahim Lake Airport Commission members.

- In progress. Existing members will contact other potential members within the community and a request was sent for the Ulkatcho Band to appoint a representative.

### **Other Accomplishments**

The majority of effort in 2020 was spent dealing with Transport Canada and the results from an extensive audit performed in April 2019. The audit identified minor issues with runway condition compliance, but resulted in severe restrictions imposed by Transport Canada, which in turn limited service from scheduled flights, both to Anahim Lake and Bella Coola.

A long-term hangar construction and use agreement was initiated with Bella Coola Heli Sports. Construction is expected in Fall 2021 and this will be the first private hangar built on airport lands.

To guide future hangar development, an airport master plan was created to identify feasible locations for construction while also allowing taxi way access and airside security for certification.



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## **2021 Business Plan Likely and Area Community Services (1112)**

*Darron Campbell, Manager of Community Services*

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### **Department/Function Services**

The Likely and Area Community Services function was established in 2003 through Bylaw No. 3782. This establishment was done in tandem with the repeal of the Likely Airstrip Specified Area Establishment Bylaw No. 1033 (1981) and all assets were transferred into the new service.

The service was established with a mandate to maintain the Likely airstrip, acquire, develop, operate or maintain local public assets and facilities, and support community events of a cultural or heritage nature.

In conjunction with the creation of the function, the Likely Community Services Commission was appointed by the Regional District Board to ensure the community has input into recommendations regarding service delivery.

A three-year contribution agreement (2020-22) is in place between the Regional District and the Likely Chamber of Commerce to maintain public privies at the Bullion Pit, Quesnel Forks and downtown Likely.

Casual labour is retained by the Likely Chamber of Commerce, on an as required basis, to maintain public spaces, including improvements to local trails, as well as landscaping and minor repairs at the Bullion Pit, Quesnel Forks, and Goat Island Park. The Chamber is reimbursed for these costs from the function budget.

Requisition is by means of tax applied to the assessed value of land and improvements within the local service area. The maximum taxation rate for this service is the greater of \$15,000 or \$0.42126/\$1,000.

As Electoral Area F is the only stakeholder, and the *Local Government Act* requires more than one vote, the entire Board is responsible for the governance of this service. Local guidance for the service is provided via the Likely Community Services Commission.

## **Business Plan Goals, Rationale & Strategies**

### **2021 Goals**

- 1. Goal:** Develop a design plan and cost estimate for restoration of the Bullion Pit penstocks.  
**Rationale:** The penstocks, which were a key part of the water management system that fed the massive monitors used in mining operations, are an interesting historical asset and are deteriorating rapidly in the wet climate. A new low mobility trail was constructed in 2020 to provide easy access to the site and rebuilding the penstocks will add value to the location.  
**Strategy:** The Bullion Pit site is operated by the Likely Xat'sull Community Forest, which will retain a local consultant to develop the design plan and prepare a cost estimate to pursue grant funding.
- 2. Goal:** Maintain public spaces including improvements to local trails as well as landscaping and minor repairs at the Bullion Pit, Quesnel Forks, Goat Island Park and downtown Likely.  
**Rationale:** These local public spaces are key tourism attractions and a source of community pride and investment.  
**Strategy:** Local contractors will be hired to perform the work on an as needed basis under the direction of the Chamber of Commerce.
- 3. Goal:** Undertake community beautification activities.  
**Rationale:** Numerous infrastructure and aesthetic improvement projects have been completed in downtown Likely and some final finishing of flowers and other items is appropriate.  
**Strategy:** The project will be managed through the Chamber of Commerce with support from Regional District staff.
- 4. Goal:** Install information signs along the Gold Rush Trail Backroad to Barkerville and other community signage.  
**Rationale:** The backroad signs have been vandalized in recent years and many are missing, potentially leading to lost travelers. The route is an important tourism promotion for the community hoping to attract visitors looking for a different route to popular Barkerville. Other community signs in public areas explain local points of interest. Improving signage at locations such as downtown Likely, Goat

Island Park, Cedar Point Park, and Quesnel Forks Historic Site, will add value to the area as a tourism destination.

**Strategy:** The project will be managed through the Chamber of Commerce with support from Regional District staff.

5. **Goal:** Advertise local events in several tourism publications as well as produce and distribute the community information newsletter.

**Rationale:** Promotion of local events will draw more tourism traffic and increase community participation.

**Strategy:** Ads will be arranged through the Chamber of Commerce with support from Regional District staff.

### **Overall Financial Impact**

The 2021 requisition is the same as 2020, for a current requisition total of \$26,688. A 2% increase is also included throughout the financial plan to accommodate ongoing inflationary increases to operating costs.

The function has projected capital reserve funds for the airstrip in the amount of \$20,035 at the end of 2020, with an annual increase of \$1,000 in years 2021-2025 of the financial plan. No contribution was made in 2020 due to funding required for additional work at the airport that year.

### **Significant Issues & Trends**

The COVID-19 pandemic resulted in significant challenges for delivery of projects and services, numerous event cancellations, and limited use of the Likely airstrip in 2020. It is unknown at this time if this will continue and to what extent into 2021. However, a late season turn around in community and economic activity does provide reason to be opportunistic and the budget and business plan goals reflect stable funding and service delivery going forward.

The unprecedented wildfire events during the summer of 2017 had a major impact on rural communities throughout the region and although the Likely area was not evacuated or put on alert the highway roads to the community were cut off for extended periods of time. This severely limited visitation to the areas for tourism and was a challenge for locals to acquire food and medical supplies. Despite the wildfires, all goals for the Likely Community Services function were completed in 2017 due to the dedication of local volunteers and contractors.

The breach on August 4, 2014, of the tailings pond at the Mount Polley mine and subsequent release of material into Quesnel Lake, drew national attention to the small

community of Likely. Recovery from the event through 2015 and forward presented many challenges; social, economic and environmental, for area residents and also resulted in opportunities for local projects and community improvements. Numerous projects were undertaken in 2016 and 2017 such as installation of a shower house and boat launch at Cedar Point Park as well as construction of a commercial kitchen at the community hall. Capacity of the local residents to implement the worthwhile plans will remain an ongoing issue; however a community coordinator position has been created and has made a significant positive impact. The position is not funded through the Regional District, but primarily through the community forest and other local sources.

The establishment of the Area F Community Halls Support Service in 2008 has augmented the financial resources available to the community services commission by allowing the community services function to shift its focus away from maintenance and operation of the community hall.

The commission also works closely with the Likely and District Chamber of Commerce and regularly receives project support from the Area F Economic Development function.

The Cariboo Regional District is a signatory on the Province of BC/UBCM Climate Action Charter and has committed to continuing work towards carbon neutrality in respect of corporate operations.

### **Measuring Previous Years Performance**

**Goal:** Replace the Welcome to Likely signs in the downtown area.

- Completed. The new sign was a welcome improvement to the river front park area.

**Goal:** Maintain public spaces including improvements to local trails as well as landscaping and minor repairs at the Bullion Pit, Quesnel Forks, Goat Island Park and downtown Likely.

- Completed.

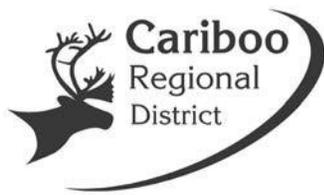
**Goal:** Undertake community beautification activities.

- Completed. Numerous planters and flower baskets were installed at various public locations.

**Goal:** Install information signs along the Gold Rush Trail Backroad to Barkerville and other community signage.

- Not completed. The project was delayed due to poor weather and challenges with material supply. Will be completed in spring 2021.

- Goal:** Advertise local events in several tourism publications as well as produce and distribute the community information newsletter.
- Completed.



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## **2021 Business Plan South Cariboo Regional Airport (1113)**

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### **Department/Function Services**

The South Cariboo Regional Airport service was established by Supplementary Letters Patent No. 56 and became a function of the Cariboo Regional District in 1981 following successful negotiations with Block Bros who originally constructed the airport to facilitate access to its subdivision development at the 108 Mile Ranch.

The airport has the longest runway (4877 feet) in the South Cariboo and is the main access point to the area for large commercial aircraft as well as Medevac, RCMP and forest fire surveillance and suppression flights. A five-year contract (June 2018-2023) to manage the airport was signed with Dennis (Nick) Christianson of Nick's Rag and Tube. This contract was transferred in November 2020 for the remainder of the term to Donahue Airfield Services.

The airport offers both avgas and jet fuel for sale year-round. Currently six private hangars and four aircraft shelters are occupied by local pilots and companies on the property.

In 2013, a new self-serve fueling system was installed and accepts Visa and MasterCard. Since 2010, the airport offers GPS-based approach and departure procedures, which are published in the Canadian Air Pilot manual.

Electoral Areas G, H, and L and the District of 100 Mile House participate in this service, which is funded by means of a tax applied to the assessed value of land and improvements within the sub-regional service area. The maximum requisition is \$0.312/\$1,000.

Directors for Electoral Areas G, H, and L and District of 100 Mile House are responsible for the governance of this service and act, along with up to four appointed members, as the

South Cariboo Regional Airport Commission, which was established to guide airport development and operations.

## **Business Plan Goals, Rationale & Strategies**

### **2021 Goals**

- 1. Goal:** Initiate a runway overlay and remarking project.  
**Rationale:** Design for the overlay was completed in 2018. In order to preserve the long-term viability of the runway and the airport, a full runway overlay is required.  
**Strategy:** A Request for Proposals for the project will be issued based on the design plans developed by an engineering firm. Because the airport financial plan will not have enough capital reserves to cover the full project cost, the issuance of the RFP will be subject to obtaining a major infrastructure grant and or borrowing funds for the project.
- 2. Goal:** Replace the airside electrical system including all runway and navigational lighting.  
**Rationale:** The electrical system has exceeded its functional lifespan and repair and replacement of parts is becoming difficult. Undertaking this project concurrently with the runway overlay provides good cost efficiency.  
**Strategy:** The electrical system will be part of the runway overlay design scope and the entire system will be upgraded to LED lighting resulting in significant energy savings. Regional District Community Works Funding has been identified to support this project.
- 3. Goal:** Renovate the airport office and reception space.  
**Rationale:** The airport manager office and reception area in the Regional District hangar has not been updated in many years. The electrical and mechanical systems are sound; however, the office furniture and finishing are very dated.  
**Strategy:** Project will be supervised by the airport manager in consultation with Regional District staff. Funding is allocated in the financial plan for the project.
- 4. Goal:** Complete a regulatory review and redesign of the GNSS approach and departure procedures.  
**Rationale:** Regulatory reviews of instrument flight procedures are required by Transport Canada every four years from the previous flight check. The procedures at the airport are due for review and, due to changes to the GNSS approach and departure design criteria by Transport Canada, a redesign of the GNSS procedures may also be necessary.  
**Strategy:** Consulting services from Direct Approach Consulting Inc., which designed the original flight procedures and is the ongoing maintenance contractor, will be engaged to perform the review and redesign.

5. **Goal:** Install solar lights and a runway web camera to the highway sign.  
**Rationale:** A billboard highway sign to identify the airport was constructed in 2019 and adding lighting will enhance visibility of the sign. The sign location is also an appropriate location to add a runway conditions web camera to provide pilots with an online option to receive information.  
**Strategy:** Project will be supervised by the airport manager in consultation with Regional District staff. Funding is allocated in the financial plan for the project.
  
6. **Goal:** Improve aircraft landing tracking technology.  
**Rationale:** New online aircraft tracking technology is available and may assist the airport in developing more accurate numbers for movements, which can be problematic due to after-business-hours traffic.  
**Strategy:** Project will be developed by the airport manager in consultation with Regional District staff. Funding is allocated in the financial plan for the project.

## 2022 Goals

1. **Goal:** Replace the open sewer lagoons with an underground system.  
**Rationale:** The sewer lagoons, which serve all the hangar buildings have never functioned properly due to a lack of adequate flow. An underground system will perform better and reduce the potential for conflicts with a new neighbouring subdivision.  
**Strategy:** Project will be supervised by the airport manager in consultation with Regional District staff. Funding is allocated in the financial plan for the project.
  
2. **Goal:** Prepare locations for future private hangars.  
**Rationale:** Only one location remains readily available for hangar construction and initial enquiries have been received for this final spot. Any additional locations will need site works to be prepared for future private hangars.  
**Strategy:** Project will be supervised by the Airport Manager with support from Regional District staff. Initial discussions with the 108 Greenbelt Commission will be required to determine if additional space can be included in the airside development. This work may be done in conjunction with the runway overlay planned for 2021 or take place ahead of the overlay if major grant funding is not received.
  
3. **Goal:** Complete airside access road construction.  
**Rationale:** An airside access road will facilitate the development of additional private hangars or access to off-site hangars and provide the ability to restrict traffic away from runway and apron areas.  
**Strategy:** Project will be supervised by the Airport Manager with support from Regional District staff. This work may be done in conjunction with the runway

overlay planned for 2021 or take place ahead of the overlay if major grant funding is not received.

## 2023 Goals

- Goal:** Complete a master plan for airport development east of the runway.

**Rationale:** Development of the west side of the airport along Telqua Drive is limited by the amount of land available as well as road access. If the airport property had a direct connection to Highway 97 and utility services available on the east side of the runway, it would enable the Regional District to enter long term land agreements with major users like the Cariboo Fire Centre, and other private hangar developments.

**Strategy:** Design and engineering consulting services will be retained as necessary to analyze the potential options and confirm a concept plan to guide future development.
- Goal:** Fuel system redesign and cost estimate.

**Rationale:** The fuel system is a key piece of airport infrastructure and the underground tanks are now 30 years old being installed in 1990. The tanks are inspected regularly; however, planning for their eventual replacement is appropriate.

**Strategy:** Design consulting services will be retained to develop a replacement plan and potential new location.

## Overall Financial Impact

The 2021 requisition is increased by 55% from the 2020 requisition in the amount of \$146,500 for a current total requisition of \$412,906. This increase is required to account for the costs of short-term borrowing and allocations to capital reserves to serve as matching funding for a major infrastructure grant to rehabilitate the runway. No additional increase is planned for years 2022-2025.

The requisition was increased by 10% per year from 2014 until 2018. The South Cariboo Regional Airport Commission recommended these increases to accommodate a larger transfer to capital reserves to help rebuild the fund following a draw for the purchase of land and in anticipation of major future infrastructure replacement costs.

The long-term capital plan, completed in 2012 by EBA Engineering Consultants, identifies more than \$3.4 million in capital investments over the next 5-15 years for the airport.

Currently, the average annual capital and major repair expenditure planned for the airport is \$30-\$45,000 plus \$10-\$15,000 for runway maintenance.

The service has projected capital reserve funds of about \$380,000 at the end of 2020. Major transfers to reserves and then out of reserves are planned for 2021-2023 to facilitate the runway rehabilitation project.

Fuel sales provide significant revenue for the airport; however, they are highly unpredictable based on commercial and local forest fire fighting activity. The Regional District includes a mark-up of \$0.30 per litre to support airport operations and improvements. Preliminary net revenue for 2020 is estimated at \$22,500 based on a long-term average of 75,000 litres for annual sales. This additional revenue will support capital works at the airport and help manage short-term requisition increases.

A major increase in net fuel sale revenues occurred in 2017 and to a lesser degree in 2018 due to supplying the wildfire suppression efforts in the South Cariboo. The estimated net revenue in 2020 is \$21,000, which is below average but still reasonable when considering the effects of the COVID-19 pandemic on travel.

Revenue from landing and tie-down fees is retained by the Airport Manager under the renewed management and operations contract signed in 2018.

Private hangar development at the airport, through Use and Occupancy agreements, generates revenues of \$12,968, but there is only limited potential to increase significantly beyond the current level unless new property is made available at the site.

### **Significant Issues & Trends**

In the challenging times of the global COVID-19 pandemic, the airport adjusted operating procedures and developed safety plans in order to continue to be open and available for aviation services and medevac flights. Many other local government and private airports were not able to maintain service.

The scope of the runway overlay project will also include a replacement of the airside electrical system, upgrade to the runway lighting and replacing the VASI navigational lighting with a PAPI system. All lighting will be upgraded to LED resulting in significant energy savings. These capital projects, along with the AWOS replacement, which occurred in 2018, were identified in a long-term capital plan completed in 2012 by EBA Engineering Consultants. Completing these works addresses the majority of priority capital projects identified by EBA and ensures the long-term viability of airport infrastructure.

These major capital expenditures are not fully accounted for in the financial plan and will challenge operation of the airport in the future. Projects will require grant funding and potentially short-term borrowing; but access to capital reserves will also be beneficial.

Demand for private hangar space has returned following several low-interest years, probably due to broad economic issues at all levels. As such, there is the potential for a renewed emphasis on preparing space for hangars. Recent hail damage to aircraft also led to construction of a four-bay private sunshade structure and it is expected that interest in this approach to protecting aircraft will expand.

As of August 31<sup>st</sup>, airport movements in 2020 totaled 3,342, which is roughly the same traffic volume as 2019 and still demonstrating continued regular use of the airport. Included in these figures are 29 medevac flights, down from 47 medevacs for the same period in 2019, illustrating the ongoing importance of the airport to the well-being of local residents. In 2019, the airport had a total of 4,944 movements; 73 of these were medevacs.

The Cariboo Regional District is a signatory on the Province of BC/UBCM Climate Action Charter and has committed to continuing work towards carbon neutrality in respect of corporate operations.

### **Measuring Previous Years Performance**

**Goal:** Complete a runway overlay and remarking.

- Not completed. Construction ready designs are complete; however, grant funding applications were not approved.

**Goal:** Replace the airside electrical system including all runway and navigational lighting.

- Not completed. Construction ready designs are complete; however, grant funding applications were not approved.

**Goal:** Develop new aircraft loading and holding area.

- Completed.

**Goal:** Renovate the airport office and reception space.

- Deferred to 2021 due to a priority for 2020 being major maintenance of the airport manager apartment.

**Goal:** Purchase asphalt crack filling equipment.

- Not complete. The new airport manager, Donahue Airfield Services has purchased the equipment directly and will be hired to complete the runway maintenance requirements.

**Other Accomplishments:**

In November 2020, the Airport Management and Operations Agreement was transferred from Nick's Rag and Tube, which held the contract for 12 years to Donahue Airfield Services for the remaining three years of the current term.



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## **2021 Business Plan Quesnel Regional Airport Contribution Service (1114)**

*Darron Campbell, Manager of Community Services*

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### **Department/Function Services**

The Quesnel Regional Airport contribution function was established through Bylaw No. 5151 in 2018 following a referendum of the participating electoral areas. The purpose of the function is to provide a contribution to the City of Quesnel to support operation of the Quesnel Regional Airport in recognition that the residents and businesses across the North Cariboo receive economic and social benefits from the airport.

The funding is provided through a three-year contribution agreement with the City (2019-2021). The agreement is limited to direct operating costs at the airport and does not include funding for capital projects at this time.

To enable input into airport operations, the City has established an Airport Advisory Committee with representation from elected officials from the Regional District and the City as well as key airport stakeholders.

Participants in the service are Electoral Areas A, B, C and I, which are taxed based on the assessed value of land and improvements. The maximum requisition is the greater of \$90,000 or \$0.0682/\$1,000 of assessment.

### **Business Plan Goals, Rationale & Strategies**

#### **2021 Goal**

**Goal:** Review the airport support contribution agreement with the City of Quesnel.

**Rationale:** The initial three-year contribution agreement between the City and the Regional District expires at the end of 2021 and will be reviewed to determine if updates or amendments are needed for renewal in 2022 and forward.

**Strategy:** Staff will review the terms of the agreement and bring forward a proposed renewal to the Northern Rural Directors' Caucus and Regional District Board.

### **Overall Financial Impact**

The 2021 requisition is the same as the 2020 requisition at \$70,000.

The 2020 requisition was reduced by \$6,159 from the 2019 requisition to \$70,000. The 2019 requisition was raised so that repayment of feasibility funds could be made for referendum costs to establish the new function.

The requisition is maintained at \$70,000 annually over the five-year financial plan.

### **Significant Issues & Trends**

The COVID-19 situation had major negative effects on airport revenues with the loss of passenger fees from scheduled service of Central Mountain Air. Other aspects of airport business were also generally lower but rebounded well after the initial travel restrictions and advisories due to the pandemic.

The Cariboo Regional District is a signatory on the Province of BC/UBCM Climate Action Charter and has committed to continuing work towards carbon neutrality in respect of corporate operations.

### **Measuring Previous Years Performance**

**Goal:** Participate in the semi-annual meetings of the airport advisory committee.

- Partially completed. The spring meeting for the advisory committee was canceled due to the COVID-19 situation; however, the fall meeting took place as planned in October.