

## SUMMARY:

The Airport Fees Bylaw sets the fees for use of Kelowna International Airport terminal space and lands. Provision is made for such fees as aircraft landing, aircraft parking, fuel concession, air terminal building space, and an airport improvement fee charged to departing passengers. Included in the bylaw is the authority for the Airport Director to approve a temporary reduction in aircraft landing fees for inauguration of a new air service.

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# CITY OF KELOWNA

## BYLAW NO. 7982

*REVISED: December 4, 2023*

### CONSOLIDATED FOR CONVENIENCE TO INCLUDE

BYLAW NOS. 8031, 8180, 8310, 8365, 8531, 8620, 8633, 8867, 9371, 9384, 9475, 9485, 9607, 9693, 9722, 9826, 9912, 9925, 10082, 10118, 10166, 10167, 10229, 10357, 10366, 10608, 10819, 10884, 10909, 11062, 11326, 11454, 11715, 11725, 11763, 11954, 12207, 12278, 12309, 12431, 12578 & 12597

### AIRPORT FEES

WHEREAS pursuant to the Local Government Act, being Chapter 323, R.S.B.C. 1996, the Council may, by bylaw, set fees for the use of any space in an airport building, or the use of any airport property.

NOW THEREFORE the Council of the City of Kelowna, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Airport Fees Bylaw No. 7982".
2. The fees for use of the Kelowna Airport terminal building or Kelowna Airport property shall be as shown on Schedule "A" attached to and forming part of this bylaw.
3. This bylaw shall come into full force and take effect and be binding on all persons as and from the date of adoption.

Read a first, second and third time by the Municipal Council this 27th day of August, 1996.

Adopted by the Municipal Council of the City of Kelowna this 10th day of September, 1996.

"J.H. Stuart"

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Mayor

"D.L. Shipclark"

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City Clerk

## SCHEDULE A

BL9693, BL9912, BL10357, BL10608, BL10884, BL10909, BL11062, BL11326, BL11763, BL11954, BL12207 & BL12597 amended Schedule A:

**NOTE:** Fees do not include applicable taxes unless otherwise shown.

### **1. AIRCRAFT LANDING FEES**

- 1.1(a) [deleted]
- 1.1(b) [deleted]
- 1.1(c) [deleted]
- 1.1(d) [deleted]
- 1.1(e) Effective January 1, 2020: Landing fees for Jet and Turbine aircraft will be \$6.63 per 1,000 kgs or fraction thereof, of maximum take-off weight.
- 1.2 The minimum landing fee for fixed and rotary aircraft will be \$13.00.
- 1.3 Kelowna International Airport tenants may make prior arrangements with the Airport Director for a touch and go landing fee at 50% of the prevailing rate, conditional on all company landings of jet and turbine aircraft being reported monthly on the Airport's Commercial Aircraft Fees Record no later than the 7<sup>th</sup> of the following month.
- 1.4 To facilitate additional air service development, the Airport Director may approve a 50% reduction in landing and terminal fees for a maximum of twelve months after inauguration of a new air service for the new service.
- 1.5 Piston engine aircraft are exempt from these fees.
- 1.6 The Airport Director may at his/her discretion waive airport landing fees for flights carrying non-revenue passengers on behalf of Okanagan based not-for-profit organizations.
- 1.7 Effective January 1, 2024: Aircraft landing fees may be subject to an annual increase effective at the beginning of the calendar year which is no more than the 12 month average increase in the BC, all items consumer price index for the 12 months ended June 30 of the prior year. Annual adjustments not resulting in an amendment may be compounded for future years.

BL9475, BL10608, BL10909, BL11062, BL11326, BL11954, BL12207 & BL12597 amended Section 2:

2. **GENERAL TERMINAL FEES**

A General Terminal Fee will be charged on all aircraft using the Air Terminal Building/Apron #1 facilities (as shown in the Canada Air Pilot) as follows:

	<b><u>Effective</u></b> <b><u>Jan. 1/20</u></b>
Number of Passenger Seats in Aircraft	Cost per Aircraft per use
01 – 09	\$13.62
10 – 15	\$32.45
16 – 25	\$50.14
26 – 45	\$88.01
46 – 60	\$125.32
61 – 89	\$199.96
90 - 125	\$275.35
126 - 150	\$325.58
151 - 200	\$450.06
201 - 250	\$586.69
251 - 300	\$723.19
301 - 400	\$864.39
Over 400	\$1065.51

Effective January 1, 2024: General Terminal Fees may be subject to an annual increase effective at the beginning of the calendar year which is no more than the 12 month average increase in the BC, all items consumer price index for the 12 months ended June 30 of the prior year. Annual adjustments not resulting in an amendment may be compounded for future years.

BL9912, BL10608, BL11062, BL11326 BL11763 amended Section 3:

3. **AIRCRAFT PARKING FEE**

The charges for aircraft parking are as follows:

- 3.1 AIRCRAFT PAVED PARKING - Effective January 1, 2012
  - (a) Apron # 1 \$45.00 per night
  - (b) [deleted]
  - (c) Apron # 3 Operational Stand \$30.00 per night (tax included)
  - (d) Itinerant Short Term and Helipad \$14.00 per night (tax included)
- 3.2 AIRCRAFT ANNUAL PARKING

(a)	Paved taxiway access and paved parking	\$575.00 per annum
(b)	Paved taxiway access and grass parking	\$500.00 per annum
(c)	Grass taxiway access and grass parking	\$275.00 per annum
(d)	Oversized Aircraft (Unserviced)	\$1,475.00 per annum

3.3 Aircraft using annual parking stalls for unauthorized short-term parking will be subject to the Apron #3 Itinerant Short Term fee.

3.4 Long-term parking must be arranged through the Airport Director's Office.

BL8031, BL9912 and BL 9925 amended sub-section 3.5 and BL11062 deleted sub-section 3.5 in its entirety.

BL10909, BL11954 & BL12207 amended Section 4:

**4. FUEL CONCESSION FEES**

Effective April 1, 2014 the charges for fuel concession fees are as follows:

4.1	Aviation gasoline	\$0.075 per litre
4.2	Aircraft engine crankcase lubricating oil	\$0.013 per litre

Section 5 AFTER HOURS FIREFIGHTING AND MAINTENANCE SERVICES FEES was amended by BL9912 and deleted in its entirety by BL10884.

5. [deleted]

BL9912 amended Section 6:

**6. APRON EQUIPMENT PARKING FEE**

Remote space	\$10.00 per square metre per annum
Terminal frontage space	\$20.00 per square metre per annum

BL10884 & BL11954 amended Section 7:

**7. AIRLINE TERMINAL BUILDING LEASE SPACE FEE**

The charges for use of building space in the airline terminal building are as follows:

7.1	EXCLUSIVE USE	
	(a) Ticketing/Check In	\$379.06 per square metre per annum
	(b) Office	\$326.96 per square metre per annum
	(c) Support Space	\$326.96 per square metre per annum
	(d) Storage	\$284.29 per square metre per annum
7.2	QUEUING AREA	\$324.28 per square metre per annum
7.3	COMMON USE	
	(a) Support Space	\$284.29 per square metre per annum
	(b) Baggage Makeup	\$140.15 per square metre per annum

7.4 COMMON USE COUNTER \$4.50 per use (as defined in the Airport Director's Circulars, as amended from time to time).

**8. COMBINED OPERATIONS BUILDING LEASE SPACE FEE**

The charges for leased space in the combined operations building are as follows:

Office \$277.53 per square metre per annum

BL11326 deleted Section 9 **OUTBOUND BAGGAGE BELT FEE**

9. [deleted]

Section 10. **AIR TERMINAL BUILDING ADVERTISING SPACE FEE** was amended by BL9693 and BL10608 and deleted in its entirety by BL10884.

10. [deleted]

Section 11. **PAY TELEPHONE CONCESSION FEES** was deleted in its entirety by BL10884.

11. [deleted]

BL10884, BL10909, BL11062, BL11954, BL12207 & BL12597 amended Section 12:

**12. LAND RENTAL RATES**

Effective January 1, 2015

Land rental rates for airport leases and sub-leases will be based on current market value as determined by an independent appraisal for the initial year of the term, plus annual increases of 2% per annum for the balance of the term beyond the first year, and/or with the ability to align land rental rates with current market value every five years.

BL8620, BL10884 and BL11062 amended Section 13:

**13. AIRPORT MAINTENANCE CHARGE**

Effective January 1, 2015, the airport maintenance charge is \$0.029 per square foot per annum and will increase by 2 percent per annum for the term of the individual land leases and sub-leases.

BL8310, BL8365, BL9371, BL9722, BL10166, BL10357, BL10608, BL10819, BL10909, BL11715, BL11954, BL12207, BL12278 & 12309 amended Section 14:

**14. AUTOMOBILE PARKING FEES**

**Effective January 5, 2022**

**14.1 PARKING LOTS:**

- |   |  |
|---|--|
| (a) Short Term Lot                              | \$2.00 for the 1 <sup>st</sup> hour or part thereof<br>\$3.00 for each additional hour or part thereof to a maximum of \$23.00 per 24 hours<br>\$1100.00 for "Gold Pass" a six month pre-purchase program. |
| (b) Long Term Lot                               | \$2.00 per hour or part thereof<br>\$3.00 for each additional hour or part thereof to a maximum of \$15.00 per 24 hours and a weekly maximum rate of \$75.00.  |
| (c) North End Lot & North Airport Way           | First 24 hours free \$10.00 for each additional 24 hours or part thereof.  |
| (d) Valet Parking                               | \$25.00  |
| (e) Aircrew Parking                             | \$32.50 per month or part thereof  |
| (f) UBCO Student and Staff Parking (non-travel) | \$360.00 per semester or part thereof  |
| (g) Vehicle Storage                             | \$75.00 per month or part thereof  |

**14.2 CURBSIDE PARKING METERS** \$2.50 per 30 minutes

**Note:** All automobile parking fees include applicable taxes.

**Effective January 3, 2023**

Automobile parking fees are subject to an annual increase effective at the beginning of the calendar year equal to the BC, all items consumer price index for the 12 months ended June 30 of the prior year. Increases will be rounded to the nearest \$0.25 and annual adjustments not resulting in an amendment will be compounded for future years.

BL9384, BL10366 and BL11454 amended Section 15:

**15a. ON AIRPORT CAR RENTAL CONCESSION FEES**

15a.1	CONCESSION FEE	The greater of 12% of the annual gross revenue or a tendered annual minimum guarantee.
15a.2	COUNTER SPACE	\$477.24 per square metre per annum
15a.3	VEHICLE PARKING STALLS	\$40.00 per stall per month
15a.4	REMOTE LOT VEHICLE PARKING STALLS	\$30.00 per stall per month
15a.5	SERVICE CENTRE SPACE	\$139.15 per square metre per annum
15a.6	AUTOMOTIVE FUEL SYSTEM	The cost of fuel to the City plus an administration fee of 11%

BL10366 & BL11454 replaced Section 15b:

**15b. ON AIRPORT CAR RENTAL LICENCEE RECOVERY FEES**

Licencees may incorporate a recovery fee not to exceed 13.64% into customer rental agreements.

BL10366 & BL11454 replaced Section 16:

**16. OFF AIRPORT CAR RENTAL LICENCES**

The fee for off-airport car rental licences offering shuttle service between the airport and off airport car rental offices shall be 9% of gross revenue.

BL8633, BL10082, BL10608, BL12207, BL 12309 & BL12597 amended Section 17:

**17. TAXIS, TRANSPORTATION NETWORK SERVICES AND LIMOUSINES**

Effective Date		May. 1/21	Jan. 1/16
17.1	BL12597 deleted 17.1		
17.2	Taxi and TNS pick-up fee – per pick-up for trips greater than 3 km, excluding aircrew trips for which the taxis and TNSs are under contract with the airlines.	\$2.00	
17.3	Taxi and TNS drop-off fee – per drop-off for trips greater than 3 km, excluding aircrew trips for which the taxis and TNSs are under contract with the airlines.	\$2.00	
17.4	Limousine – per limousine per annum		\$957.00

17.5 A fee of \$20.00 will be charged for replacement of lost or damaged decals.”

BL9693 & BL11763 amended Section 18:

**18. SHUTTLE BUS & BAGGAGE DELIVERY SERVICES**

- 18.1 Shuttle Bus services will be licensed at a rate of \$200.00 per month over the period operated.
- 18.2 Baggage Delivery services will be licensed at a rate of \$200.00 per month to transfer delayed air carrier baggage from the Airport.

BL 12207 amended Section 19

**19. CREW TRANSFER BUS LICENCES**

A charge of \$50.00 per month will be charged for licence agreements to transfer airline crews from the Airport to Downtown Kelowna.

BL9485 replaced and BL11763 deleted in its entirety Section 20:

20. [deleted]

BL10909, BL11954 replaced Section 21:

**21. AIRPORT FUEL TRUCK LICENCE FEE**

Effective December 1, 2019, a charge in accordance with *Airport Traffic Regulations* based on the Gross Vehicle Weight of the vehicle.

BL8180, BL8867, BL9607, BL9826, BL10229, BL11725, BL11954, BL12207 & BL12578 amended Section 22:

**22. AIRPORT IMPROVEMENT FEES**

22.1 FOR SIGNATORY AIR CARRIERS TO THE AIRPORT IMPROVEMENT FEE (AIF) MEMORANDUM OF AGREEMENT OR AIF AGREEMENT

A fee per departing passenger, less the handling fee provided for in the AIF Memorandum of Agreement or AIF Agreement is as follows:

For travel	Fee per departing passenger
March 1, 2020 to December 31, 2024	\$25.00
January 1, 2025 on	Up to \$28.00

22.2 FOR NON-SIGNATORY AIR CARRIERS

For travel	Fee per departing passenger
March 1, 2020 to December 31, 2024	\$25.00
January 1, 2025 on	Up to \$28.00

22.3 WAIVER OF AIRPORT IMPROVEMENT FEE

The Airport Director may at their discretion waive the Airport Improvement Fee where an airline has donated the departing passenger's flight for a charitable cause.

BL9693 and BL10118 amended Section 23 and BL10608 deleted Section 23.

23. [deleted]

BL9693 added a new Section 24:

**24. GROUND HANDLER LICENCE FEE**

Ground Handler Licencees will be charged 2.5% of gross revenue for the right to perform "third party" handler services for scheduled and charter air carrier operations at the Airport.

BL10167, BL10357, BL10884, BL10909 and BL11715 amended Section 25:

**25. SECURITY FEES AND CHARGES**

Effective January 1, 2019:

- 25.1 Lost or damaged security Restricted Area Identification Card (RAIC)
  - (a) 1<sup>st</sup> Offence \$100.00
  - (b) 2<sup>nd</sup> Offence \$200.00
  - (c) 3<sup>rd</sup> and subsequent Offences \$300.00

Note: Fee is waived if security RAIC is considered stolen and police file number or ICBC claim number is produced to verify.

- 25.2 Failure to return RAIC on termination of employment - \$100.00 (charged to employer)
- 25.3 Lost Visitor Security Pass - \$100.00 (charged to escort)
- 25.4 Lost Security Key - \$100.00
- 25.5 Lost Parking Decal - \$100.00
- 25.6 Failure to return visitor security pass, security key or parking decal on termination of employment - \$100.00 (charged to employer)
- 25.7 Lost Fuel Cards
  - (a) 1<sup>st</sup> Offence \$50.00
  - (b) 2<sup>nd</sup> Offence \$100.00
  - (c) 3<sup>rd</sup> and subsequent Offences \$150.00

BL11954 added Section 26:

**26. ELECTRIC VEHICLE CHARGING STATIONS**

Effective December 1, 2019, a charge of \$1.50 per hour.