

Regulations Respecting North Bay Jack Garland Airport Fees

These regulations are set by the North Bay Jack Garland Airport Corporation are reviewed on an annual basis.

These regulations may be amended and/or expanded at any time. The North Bay Jack Garland Airport Corporation must authorize such amendments and/or increases.

These regulations may be cited as the Airport's Fees & Service Charges.

Publications

North Bay Jack Garland Airport 2024 Fees & Service Charges

Board Approved	December 2023
Notice Date	December 2023
Effective Date	January 1, 2024

Table of Contents for Airport Fees

INTERPRETATION AND DEFINITIONS.....	3
CALCULATION OF CHARGES	6
PAYMENT OF CHARGES	6
AIRCRAFT CHARGES.....	7
Aircraft Apron Parking Charges.....	7
On-Stand Hydro Services	8
Airport Hanger Parking	8
Landing Fees	9
Airport Facility Charge/Passenger Facility Charge.....	10
Regulatory Recovery Fee	10
OTHER SERVICE FEES.....	11
SITE FAMILIARIZATION TOUR and FILM PRODUCTION RATE.....	11
AFTER HOURS RUNWAY SURFACE CONDITION REPORT	12
LABOUR RATES	12
Security Staffing Rates	13
Airside Escort Service	13
EQUIPMENT RATES	13
SHOP RATES	13
FUEL RATES	14
VEHICLE PARKING FEES	15
Lot A.....	15
Lot B.....	15
Tenant / Staff Parking Rates.....	16
Parking Hang Tag Administration.....	16
AIRPORT KEYS, PASSES, AND LICENSING.....	16
Key Fob and Key Administration.....	16
AVOP and Security Passes Administration	16
AVOP & Admin Fee (Valid for up to 5 years – expiring with RAP)	16
Security Restricted Area Pass & Admin Fee (Valid for up to 5 years).....	16
AVOP and Security Training Fee (Per Hour)	16
Restricted Operator Certificate with Aeronautical Qualification (ROC-A) Examination Administration Fee	16
AIRPORT ACCESS FEES.....	16

INTERPRETATION AND DEFINITIONS

Aircraft	An airplane, helicopter, or other machine capable of flight by any means, type of propulsion, or otherwise generating lift. (Where differentiation between aircraft types is intended the specific aircraft type will be referenced within this document).
Airport Facility Charge/ Passenger Facility Charge	A fee to fund Airport Operations and Capital Improvements or rehabilitation of existing infrastructure and equipment replacement.
Aircraft in distress	An aircraft that is, or any person on board of which is, threatened by serious or imminent danger and requires immediate assistance.
Airport Manager	An individual employed by the airport to manage the airport facilities and employees and to carry out the directives of the Airport Board.
All-cargo aircraft	A commercial aircraft operated for the purpose of moving cargo only.
Combi Aircraft	A commercial aircraft that is capable of carrying simultaneously a combination of aircraft unit load devices (ULD) and passengers on the main deck and that is not operated in an all-passenger configuration.
Domestic Flight	A flight between points in Canada
Electric Aircraft	An aircraft powered by electric motors, by either stored or self-produced energy, driving thrust-generating propellers or lift-generating rotors.
Hybrid Aircraft	An aircraft which utilizes more than one source of energy to generate thrust or lift.
International Flight	A flight between a point in Canada and a point outside Canada.
Landing	a) in respect of a fixed-wing aircraft, means the touching of the ground by the aircraft on arrival at an airport, and, b) in respect of a helicopter, means the touching of the ground by the helicopter on arrival at an airport or the arrival of the helicopter at an airport for the purpose of loading or unloading without touching the ground.

Touch and Go Landing	Touch-and-go landing or circuit for fixed wing aircraft involves landing on a runway and taking off again without coming to a full stop or for rotary type aircraft touching down at the airport and taking off without coming to a full stop. Usually the pilot then circles the airport in a defined pattern known as a circuit and repeats the maneuver. This allows many landings in a short time for training or maintenance testing purposes.
Payload	The revenue-producing or useful load that an aircraft can carry.
Private Aircraft	A civil aircraft other than an aircraft registered as Commercial, Corporate or State.
Regulatory Recovery Fee	A fee charged by the airport to assist in covering the various direct associated cost of complying with the federal industry's rules and regulations as may apply to each and all users of the airport.
Seating Capacity	The number of passenger seats the aircraft is certified for or confirmed by the operator if different from certification.
State Aircraft	An aircraft, other than a commercial aircraft, owned and operated by the government of any country or the government of a colony, dependency, province, state, territory or municipality of any country.
Terminal Building	A building owned and operated by the North Bay Jack Garland Airport used for the purpose of the processing of passengers or aircrew through the building for the purpose of embarking or disembarking.
Piston Engine Aircraft	An aircraft that derives most of its propulsive power from a piston engine and burns aviation gas or similar type products.
Jet Aircraft	An aircraft that derives its propulsive power from the thrust of high-velocity gases developed by a turbojet or turbofan engine.
Turboprop Aircraft	An aircraft that derives most of its propulsive power from the thrust developed by a turbojet engine having a turbine-driven propeller.

Other Type	The basic design, including any derivatives thereof, of an aircraft for which a type of approval has been granted under the Air Regulations, or for which a United States Federal Aviation Administration type certificate has been accepted by the Minister, for the purposes of issuing a certificate or airworthiness pursuant to section 211 of the Air Regulations.
Unit Load Device (ULD)	Air cargo pallets and containers designed to interlock with aircraft tie-down restraint systems both in the lower deck and the main cabin floor of the aircraft.
Weight	The maximum permissible take-off weight specified in the aircraft's certificate of airworthiness or in a document referred to in that certificate.
Remotely Piloted Aerial System (RPAS)	A remotely operated flying system, either by visual line of sight or other digital remote control means beyond line of sight, whereby the operator is not located in the aircraft while in flight, regardless of size, weight, construction, propulsion system or purpose. Commonly also referred to as drones or UAVs.

CALCULATION OF CHARGES

- 1) Registered owners and operators of aircraft shall provide such information on the weight, seating capacity, and identification of each aircraft operated at the airport to the officer in charge of that airport as is required for calculation of charges.
- 2) Where some of the information specified in subsection (1) is not provided for an aircraft, the calculation of charges shall be based on the maximum permissible take-off weight or the maximum seating capacity for the type of aircraft in question, as appropriate.
- 3) All fees and charges will be rounded off to the nearest 5 cents.
- 4) The primary source of information for billing is traffic sheets provided by NavCanada.

PAYMENT OF CHARGES

- 1) All charges are due and payable when incurred except for the annual parking charge, which is payable in advance.
- 2) Where a person has unpaid charges and accumulated interest, interest on such amounts as remains outstanding from time to time is payable monthly from the date determined pursuant to subsection 3 and at the annual rate determined pursuant to subsection 4.
- 3) Interest on unpaid charges is due and payable:
 - a. Where an invoice has been issued in respect of the charges, 30 days after the date of the invoice, and,
 - b. Where no invoice has been issued in respect of the charges, 30 days after the last day of the month in which the services to which the charges relate were received.
- 4) The annual rate of interest is 24% per annum, 2% per month. A minimum charge of \$25 will be applied on all overdue accounts.

AIRCRAFT CHARGES

Aircraft Apron Parking Charges

- 1) The charge for parking an aircraft of a particular weight is as follows:
 - a. for each day, the daily charge shown opposite that item in column 1 of the table for an aircraft of that weight, but not exceeding in total for any calendar month the monthly charge shown opposite that item in column 3 of the table for an aircraft of that weight,
 - b. for each calendar month, the monthly charge shown opposite that item in column 3 of the table for an aircraft of that weight, and, but not exceeding in total for any calendar year the year charge shown opposite that item in column 4 of the table for an aircraft of that weight,
 - c. for each year, where the aircraft is a private aircraft, arrangements for the annual parking thereof are made in advance in writing with the airport manager of the airport for an aircraft of that weight.
- 2) Where arrangements are made in advance in writing with the airport manager of the airport for the parking of an aircraft of a particular weight for scheduled flight overnight lay-overs at that airport on a monthly basis, the charge;
 - a. for such parking of the aircraft of that particular weight or any replacement aircraft of the same or lesser weight group shall be determined in accordance with the rates set out in the table for an aircraft of that particular weight, or,
 - b. for such parking of any replacement aircraft of a greater weight group shall be determined in accordance with the rates set out in the table for an aircraft of the weight of the replacement aircraft.
- 3) For the purpose of paragraph 1a, any period of 24 hours or portion thereof shall be counted as one day.
- 4) Subsections 1 and 2 do not apply in respect of;
 - a. An aircraft that is parked on airport property for 4 hours or less, or,
 - b. An aircraft that is parked on leased property.

Aircraft Weight	Daily Charge (greater than 4 hrs, charged per 24hr period)	Monthly Charge	Yearly
2,000 kg or less	\$10.75	\$214.25	\$1285.50
2,001 – 5,000 kg	\$18.75	\$371.75	\$1606.75
5,001 – 10,000 kg	\$33.75	\$665.25	\$3856.50
10,001 – 30,000 kg	\$59.50	\$1258.75	\$7177.00
30,001 – 60,000 kg	\$95.00	\$1931.50	\$11,570.00
60,001 – 100,000 kg	\$142.75	\$3442.75	Assessed as Needed
100,001 – 200,000 kg	\$238.00	\$4830.00	Assessed as Needed
200,001 – 300,000 kg	\$335.00	\$6766.75	Assessed as Needed
300,001 – + kg	\$430.00	\$8605.00	Assessed as Needed

If the accumulated daily fees in one month exceed the monthly fee, the monthly fee applies.

Likewise, if the accumulated monthly fees in one year exceed the year fee, the yearly fee applies.

Prior permission and coordination for long-term parking or parking of out-of-service aircraft on airport property is required from Airport Management.

On-Stand Hydro Services

Aircraft Size	Charge Per Day
Minimum Electrical Service Fee	\$10.00
2000 - 4,000 kg	\$12.50
4,001 kg and greater	\$25.00

*Hydro services are available on Apron II only. 120v service is available at the Administration Building (stands 3, 4, 5, and 6). Higher voltage GPU available on Stand 1 and 2 through FBO/GSE Provider. Hydro charges apply to aircraft connected to airport facility power for any period of time in each 24 hr period. Hydro charges do not apply aircraft using FBO/GSE Provider power carts which do not connect to airport power.

Airport Hanger Parking

Aircraft Weight	Wingspan	Daily Charge	Monthly Charge
2,000 kg or less	Under 13.5m	\$115.00	\$360.00
2,001 – 5,000 kg	13.5m up to 16m	\$140.00	\$490.00
5,001 – 10,000 kg	Greater than 16m	\$165.00	\$745.00
10,001 – 30,000 kg	Any width	\$270.00	\$1,800.00

*Daily rates include airport staff support of 1 hour for access to and from the hanger any additional time required involved with parking will be invoiced \$105.00 per hour.

*Where wingspan exceeds weight classification the rate based on wingspan shall apply.

Landing Fees

Landing fees apply to aircraft landings, rotary and fixed wing, within the boundary of North Bay Jack Garland Airport which includes all leased lands as follows:

Landing fees do not apply to piston engine aircraft, rotary and fixed wing, weighing 2,000 kg or less.

Touch and go / training landings for all aircraft in the North Bay circuit will be charged at 20% of the published rate for the aircraft being used. This discounted rate does not apply to aircraft with their origin or destination being a location other than North Bay.

Aircraft Size	Regular Hours of Operations	
	Domestic Charge Per 1000 kg	International Per 1000 kg
Min. Landing Fee	\$28.40	\$28.40
4000 - 21,000 kg	\$8.25	\$10.50
21,001 – 45,000 kg	\$10.25	\$12.25
Over 45,000 kg	\$12.25	\$16.00

Airport Facility Charge/Passenger Facility Charge

This fee is used to support day to day operating costs, strategic capital improvements and the rehabilitation of assets which are used by all aircraft operators.

Airport Facility Charge (AFC) applies to aircraft landing within the boundary of North Bay Jack Garland Airport.

Airport Facility Charges (AFC) do not apply to piston engine registered aircraft weighing 2,000 kg or less.

Air Carriers providing scheduled passenger service based at the North Bay Jack Garland Airport will be charged a Passenger Facility Fee (PFF) of \$30.00 per departing passenger from North Bay in lieu of the Airport Facility Charge (AFC) as per Air Carrier Memorandum of agreement with the airport.

The use of the airport facilities is defined as any aircraft landing at the airport.

The Airport Facility Charge (AFC) for aircraft other than Scheduled Passenger Air Carriers with Memorandum of agreements in place with the NBJGAC is triggered on the conclusion (i.e.: arrival) of a flight.

The amount of the Airport Facility Charge is related to the number of passenger seats the aircraft is certified for.

Aircraft Size	Charge
Touch and Go / Local Training Traffic	N/C
Medevac / Scheduled Couriers	\$76.00
0-4 seats	\$27.75
5-6 Seats	\$55.50
7-10 Seats	\$110
10-15 Seats	\$166.50
16-25 Seats	\$277.50
26-45 Seats	\$500
45 -90 Seats	\$1000
Over 90 seats	\$2,218.50

Regulatory Recovery Fee

This fee applies to all aircraft operators and is intended to address the costs directly associated with regulatory compliance for various types of operations (passenger, charter, flight school, and other general aviation).

Operator with Air Carrier Memorandum \$7.50 per departing passenger	All other Operators 5% of AFC based on Aircraft Size
--	---

OTHER SERVICE FEES

Other service fees not listed provided by the North Bay Jack Garland Airport are based on cost recovery with a 25% administration charge.

SITE FAMILIARIZATION TOUR and FILM PRODUCTION RATE

First walkthrough (1hr max)	Free of Charge
Minimum fee of \$150 per additional tour	Plus \$150.00 per hour for each additional hour required for the tour, scheduled between 8am and 4pm.
Minimum Refundable Damages Deposit	\$2500 / Film location agreement
Minimum Location Fee \$1500.00	Location fees will be subject to space required and additional resources and required airport staff to safely manage the film event and ensure continued compliant airport operations for all other users.

Location Fees:

	Terminal Pre Security	Terminal Post Security	Administration Building (Public area)	Airside*	Groundside
Minimum Site Location Fee	\$1500	\$2250	\$1500	\$2250	\$1500
Minimum Additional Per Hour after 3hrs of each production day	\$500	\$750	\$500	750	\$250

The fees above are meant to be a reference to minimum costs related to film production. Other factors such as airport security, equipment rentals, or other specialized operations may be charged in addition to these location fees once the production scope has been defined or at the request for such services/equipment.

*Note: Airside is considered to be filming on a single property. When filming is to be done on multiple adjacent properties or on airport infrastructure (runways, taxiways) additional charges may apply due to coordination and security considerations.

AFTER HOURS RUNWAY SURFACE CONDITION REPORT

Request for Runway Surface Condition Report when Airport Operation staff are not on site and outside of normal hours posted for operation staff as per snow removal plan. \$450.00/callout.

Additional stand-by/surface condition monitoring hours are charged at \$150 / hr and shall be calculated based on actual time staff is onsite. Such stand-by services do not include snow removal services unless requested. When snow removal services are provided after-hours runway surface condition reports shall be included with the after-hours snow removal.

AFTER HOURS SNOW REMOVAL SERVICES

Request for snow removal when operation staff is not on site and outside of normal hours posted for operation staff as per snow removal plan shall be charged based on actual incurred labour and equipment costs.

See below rates for more detailed information.

LABOUR RATES

Overtime and call in (mileage, etc .) rates may apply when the circumstance dictate. Per hour straight time rates are as follows.

Employee #	Straight Time Rate
Electrician	See Special Quotes Section
Operations Technician/M.D.O.	\$80
Mechanic	\$90
Manager	\$135

Security Staffing Rates

	Regular Rate	Overtime
Airport Security	\$105.00	\$130.00

Airside Escort Service

Airside escort services include the vehicle and the operator at \$105.00 + HST per hour. Overtime rates may apply (see equipment below)

EQUIPMENT RATES

*Equipment rates include qualified operator and support equipment as required.
All rates listed below are charged on a per hour basis as required.*

Equipment	Regular Rate	Overtime Rate
Air Fan 89-0003 includes loader	\$300	+\$40.00
Back Hoe 61-7910	\$125	+\$40.00
Fork's with loader 61-8811 or 62-9901 *note below	\$175	+\$40.00
Grader 66-8102	\$175	+\$40.00
Loader 62-8811 & 62-9901	\$150	+\$40.00
Loader 62-2001	\$175	+\$40.00
Pick-up or small passenger vehicle	\$115	+\$40.00
Rwy. Sweeper 67-6010, 67-9901 includes truck	\$360	+\$40.00
Holder and attachments 73-1501	\$115	+\$40.00
Single Axle Truck 55-9007, 55-9008 & 55-9702	\$150	+\$40.00
Dual Axle Truck 56-8416 & 56-8006	\$150	+\$40.00
Tractor & Mower	\$150	+\$40.00
Snow blower	\$450	+\$40.00
Loader with portable snow blower	\$350	+\$40.00
Sander (+ Sand \$35.00/ton.)	\$115	+\$40.00
Man lift with Operator	\$115	+\$40.00
Excavator with brush head	\$250	+\$40.00

*For loading/unloading: Forks are 60" long and rated at 17,040 lbs/pair at a 30" load centre. Lifting capacity of the loader used must be the same or greater than the forks to be used at their maximum capacity. **Requesting party is responsible at all times for the material being loaded/unloaded.**

SHOP RATES

City of North Bay – Parabus and Other Dept.	\$90/hr. labour, 15% parts
Parabus line check & Cleaning Rate	\$40.00 / vehicle
Other outside work	\$120.00/hr. labour, 25% parts

FUEL RATES

City Equipment and Parabus	Cost + .06 cents per litre
Other	Cost + .20 cents per litre

SPECIAL QUOTES

NavCanada & others	Cost + 25% + supervisory rate and vehicle/escort costs
--------------------	--

VEHICLE PARKING FEES

Vehicle hydro is not available at any time.

Lot A

Charge	Duration	Where to Purchase
\$1.00	Per Half hour	Parking Machine and Mobile
\$8.00	Day	Parking Machine and Mobile
\$48.00	Weekly	Parking Machine and Mobile
\$145.00	Monthly	Parking Machine and Mobile
\$1150.00	Annually	Airport Administration

Lot B

Charge	Duration	Where to Purchase
\$6.00	Day	Parking Machine and Mobile
\$36.00	Weekly	Parking Machine and Mobile
\$110.00	Month	Parking Machine and Mobile Machine
\$250.00	6 months (Students, Transient tenants employees)	Airport Administration
\$880.00	Annually	Airport Administration

Parking can be paid for using your mobile phone or internet browser by visiting ParkedIn:
<https://parkedin.com/>



Tenant / Staff Parking Rates

The following rates are available to tenants with a current lease in the airport terminal or administration buildings. All others will be charged at regularly posted rates.

\$230.00	Yearly vehicle Parking	Paid to Airport Administration
\$350.00	Yearly vehicle with Hydro (Hydro Winter Season Only)	Paid to Airport Administration

Parking Hang Tag Administration

Parking for 6 months or annual requires a parking hang tag for vehicle identification.

\$75.00	Hang tag & Admin fee for long term and tenant/staff parking
\$75.00	Admin fee for replacement Hang Tags

AIRPORT KEYS, PASSES, AND LICENSING

Key Fob and Key Administration

\$50.00	Key Fob & Administrative Fee for Buildings (Initially and per replacement)
\$25.00	Standard Keys for buildings and Gates (Initially and per replacement)

AVOP and Security Passes Administration

\$135	AVOP & Admin Fee (Valid for up to 5 years – expiring with RAP) Fee applies to per permit test attempt or completion.
\$135	Security Restricted Area Pass & Admin Fee (Valid for up to 5 years) (Initially and per replacement)
\$135	AVOP and Security Training Fee (Per Hour)
\$135	Restricted Operator Certificate with Aeronautical Qualification (ROC-A) Examination Administration Fee <small>(There is no additional fee for the Certificate issued by Innovation, Science and Economic Development Canada)</small>

AIRPORT ACCESS FEES

\$6475	Couriers (Purolator, Federal Express, Etc.)
\$ 2820 Plus AV-Gas \$0.055/lit. /or/ Jet Fuel \$0.01/lit	Fuel: Non Site based Aviation Fuel supplier delivering to Tenant/Licensed FBO Distributor