

REGIONAL AIRPORT PROJECT

MINUTES OF THE MEETING

HELD: Wednesday, September 27, 2006 in the East Boardroom of the South West Centre for Entrepreneurial Development, located at 885 - 6th Avenue N.E., Swift Current, SK.

PRESENT: John H. Parker; Teresa Cole; Dianne Sletten; Marianne Hawkins; Sandra Blyth; Paul Burgess; John Burdett; John Potter; Harold Hugg; Terry Klassen; Steve Burchi and Michelle McConwell via conference phone; Leslie Hennig as recording secretary.

1. Call to Order—John Parker

Parker called the meeting to order at 1:35 p.m.

2. Approval of Agenda

3. Approval of Minutes: April 12th 2006

MOVED BY BLYTH, SECONDED BY COLE that the minutes of the meeting held on April 12th, 2006 be accepted as presented

CARRIED.

4. Business Arising from the Minutes:

a) **Refer ACTION ITEMS**

It has been determined that the airport does not have the longevity to be deemed a heritage property, thus is not eligible for any of the grants available through the Heritage program.

The Regina Airport Authority has targeted mid October to bring personnel to the Swift Current airport to offer technical advice; Hugg may also arrange for a representative from Highways & Transportation to take part in that visit, as well.

5. Reports:

a) **Impact study review**

Erickson & Associates out of Calgary was commissioned to do an impact study; the \$7000 cost was split between the Regina Airport Authority and Southwest REDA. The study found that the demographics of the area have changed vastly since scheduled air service was attempted years ago; the region now would benefit from and utilize a regional airport. The Casino project, along with the new hospital, are showcasing Swift Current as a regional centre, and we are confident that we can bank the thousand seats required annually.

Work continues with the Regina Airport Authority to put together an RFP (Request for Proposal).

b) Update on name change

In order to access federal grant money, an airport needs to be attached to a city, hence the name change from the Grasslands Regional Airport to the Swift Current Regional Airport.

c) Signage

The woodworking department of the local high school may be approached to produce signage that would be located at the city outskirts on Highways #4 and #1 and at the airport. Hugg mentioned that there are departmental requirements for signage that would have to be adhered to.

d) Steering committee structure recommendation

Parker proposed a steering committee made up of the following:

4 REGIONAL COMMUNITY REPRESENTATIVES (Maple Creek, Shaunavon, Leader, and Swift Current)

1 RAA

1 SOUTHWEST CFDC

1 LEGAL PROFESSIONAL

1 ACCOUNTING PROFESSIONAL

1 BUSINESS COMMUNITY MEMBER (from the region)

A steering committee is a more manageable working group that can bring recommendations to the larger group – it is much easier to bring together nine people than 30 plus. Additionally, the City prefers to have a steering committee, as opposed to a larger organization, to work with to move the project forward.

6. Needs assessment

- ✓ **Recreational Users**
- ✓ **Corporate entity in the energy sector**
- ✓ **Business and personal user**
- ✓ **Emergency services**
- ✓ **Air carrier requirements**

Information will be gathered from various entities who potentially may use the regional airport service and that information will be integrated into the comprehensive business plan.

Klassen will provide the statistics for Medi Vac usage in the area for the next meeting.

Potter asked if any contact has been made with CFB Moose Jaw, as far as our airport acting as an overflow facility, or for facilitating their military exercises. Hugg replied that CFB Moose Jaw may already have flight passes into Swift Current.

7. Initial Draft working Budget Plan proposal

The time frame for the \$5,000,000 Swift Current Regional Airport project is three to five years. The group is looking for innovative ways to raise the region's portion of the capital for the project; possibilities include corporate sponsorships from the oil sector, for example.

✓	Infrastructure	
	i.e. bldg and amenities and parking lot	\$ 1,500,000.00
✓	Highway improvements 5 km	\$ 1,500,000.00
✓	Service i.e. electrical etc	\$ 500,000.00
✓	Runway expansion 1000 feet	\$ 1,500,000.00

	TOTAL	===== \$ 5,000,000.00
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✓	SOURCE FINANCING	
	REGION	\$ 1,000,000.00
	PROVINCE	\$ 2,000,000.00
	FEDERAL	\$ 2,000,000.00
	TOTAL	===== \$ 5,000,000.00

8. General Discussion

Parker asked the group to search for artifacts from the airport's past for a possible display area at the new facility. Potter, Burdett, and Burgess volunteered for the task. Hugg suggested that the group look to Janet Keim from the Saskatchewan Aviation Council for historical information.

Hawkins talked about the Ensuring Viability of Small Canadian Airports report that is available in the Chamber of Commerce newsletter. She also requested that Parker develop a pamphlet to promote the general concept of the airport project.

9. Next Meeting

To be announced

10. Adjournment

The meeting was adjourned at 2:35 p.m.