

GREATER MONCTON  
ROMÉO LEBLANC  
INTERNATIONAL AIRPORT



AÉROPORT INTERNATIONAL  
ROMÉO-LEBLANC  
DU GRAND MONCTON

# Schedule of Services and Facilities

## 2022

Effective January 1, 2022

*Issued by:*  
*Greater Moncton Roméo LeBlanc International Airport*  
*Telephone (506) 856-5444 Facsimile (506) 856-5431*  
*[www.cyqm.ca](http://www.cyqm.ca)*

# **CONTENTS**

	<b><u>PAGE</u></b>
<b>Aeronautical</b>	
1. Aircraft Operating Fee Status .....	2
2. Signatory Airline Fees.....	3
3. Non-signatory Airline Fees.....	4
4. Aircraft Parking .....	5
5. After Hours Emergency Response Services.....	6
6. Glycol Environmental Disposal fee.....	6
<b>Non-Aeronautical</b>	
7. Vehicle Parking.....	6
7.1 Tenant.....	6
7.2 Passengers .....	6
8. Ground Transportation Policy .....	7
8.1 Taxis .....	7
8.2 Limos .....	7
8.3 Charter Buses .....	7
8.4 Hotel Courtesy Shuttle Buses .....	7
8.5 Public Transport.....	7
8.6 Out of Town Shuttle Buses (Contract).....	7
8.7 Out of Town Shuttle Buses (Non-contract).....	8
9. Terminal Area Rentals .....	8
9.1 Exclusive Use Space .....	8
9.2 Common Use Counter Space .....	9
10. Land Rates .....	9
11. Airport Security .....	9
11.1 Passes .....	9
11.2 Keys.....	9
11.3 Airport Vehicle Operator Permit (AVOP) .....	10
12. Access to Greater Moncton Roméo LeBlanc International Airport (YQM) ...	10
13. Miscellaneous .....	11
14. Third-party Licensing Fees .....	12
15. Appendices .....	12



---

## 1. **AIRCRAFT OPERATING FEE STATUS**

All aircraft operators at Greater Moncton Roméo LeBlanc International Airport are classified into one of four categories for rates and fees purposes.

1. **Greater Moncton Roméo LeBlanc International Airport Airline Partner (GMRLIAAP)**  
This category will be subject to rates and fees as negotiated and contracted between the Aircraft Operator and the Greater Moncton Roméo LeBlanc International Airport.
  
2. **Signatory**  
This category will be subject to rates and fees as published for Signatory operators.
  
3. **Non-signatory**  
This category will be subject to rates and fees as published for Non-signatory operators.
  
4. **Non-commercial Piston Operator**  
This category will pay rates and fees in lieu of Landing Fees for non-commercial Piston aircraft, a Fuel Flowage Fee of \$ 0.094 per litre (effective January 1, 2014) is charged. This fee is collected by the operator's fuel supplier.

## 2. SIGNATORY AIRLINE FEES

### 2.a AIRCRAFT LANDING FEES – *Signatory Operators*

For the provision of runways, taxiways, lighting and other surface facilities, Jet, Turboprop, Rotary wing and Commercial Piston operators are subject to the following fees for each landing.

Flight Type	Aircraft Weight (MTOW) <sup>1</sup>	Fee/MT for Jet, Turboprop, Rotary wing and Commercial Piston aircraft
		Effective January 1, 2022
Domestic & International	Minimum	\$32.16
	0 – 21	\$9.18
	21 – 45	\$11.56
	45 +	\$13.74

### 2.b AIRPORT TERMINAL FEES – *Signatory Operators*

The terminal fees are based on the maximum passenger seating capacity of the aircraft and are applicable on each landing when the terminal area (building and /or apron) is used for embarking and or disembarking of passengers. The domestic rate applies to arrivals within Canada, and the international rate applies to all other arrivals.

Effective January 1, 2022	
Domestic Fee (\$)	International Fee (\$)
3.23 per seat	7.93 per seat

<sup>1</sup> MTOW – The Maximum Take Off Weight (or MTOW) is expressed in metric tonnes (MT) = 1,000 kilograms.

### 3. NON-SIGNATORY AIRLINE FEES

#### 3.a AIRCRAFT LANDING FEES – *Non-signatory operators*

For the provision of runways, taxiways, lighting and other surface facilities, Jet, Turboprop, Rotary wing and Commercial Piston non-signatory operators are subject to the following fees for each landing.

Flight Type	Aircraft Weight (MTOW) <sup>2</sup>	Fee/MT for Jet, Turboprop, Rotary wing and Commercial Piston aircraft
		Effective January 1, 2022
Domestic & International	Minimum	\$44.54
	0 – 21	\$12.71
	21 – 45	\$16.01
	45 +	\$19.04
Training		80% discount on all weights

#### 3.b AIRPORT TERMINAL FEES - *Non-signatory operators*

The terminal fees are based on the maximum passenger seating capacity of the aircraft and are applicable on each landing when the terminal area (building and /or apron) is used for embarking and or disembarking of passengers. The domestic rate applies to arrivals within Canada, and the international rate applies to all other arrivals.

Effective January 1 <sup>st</sup> 2022	
Domestic Fee (\$)	International Fee (\$)
3.23 per seat	7.93 per seat

<sup>2</sup> MTOW – The Maximum Take Off Weight (or MTOW) is expressed in metric tonnes (MT) = 1,000 kilograms.

## 4. AIRCRAFT PARKING

For the parking of aircraft at YQM, either at or away from the terminal, the following charges apply.

MTOW		Parking per		
From	To	Day	Month	Year
Effective January 1, 2022				
0	2,000	\$18.80	\$150.97	\$954.69
2,000	5,000	\$18.80	\$150.97	\$1,145.60
5,001	10,000	\$33.30	\$674.98	
10,001	30,000	\$61.59	\$1,255.74	
30,001	60,000	\$95.38	\$1,932.27	
60,001	100,000	\$143.99	\$2,901.68	
100,001	200,000	\$240.72	\$4,832.74	
200,001	300,000	\$336.33	\$6,765.19	
over	300,000	\$434.05	\$8,699.30	

- Aircraft Parking Fees apply to all aircraft for parking on an apron or designated aircraft parking area based on the MTOW of the aircraft as per above table.
- Any period of 24 hours, or portion thereof, is counted as 1 day. If the accumulated daily fee in 1 calendar month exceeds the monthly fee, then the monthly fee applies.
- Fees do not apply to the following:
  - Aircraft parked less than 6 hours
  - Aircraft parked on land that is leased to a tenant of the Airport Authority.

## 5. AFTER HOURS EMERGENCY RESPONSE SERVICES

Coverage for Emergency Response Services (ERS) outside of the published hours (adjusted for daylight savings time of operation) will be charged at \$125.00 per airline, per hour (or part thereof).

## 6. GLYCOL ENVIRONMENTAL DISPOSAL FEE

\$1.15 per litre of glycol applied to all aircraft types.

## 7. VEHICLE PARKING

For the provision of vehicle parking areas, the following rates are payable by the vehicle users, airport tenants or other companies. In the case of employee spaces, YQMA will bill employers.

### 7.1 Tenant

Terminal/Employee lot	\$45 / month (effective January 1, 2020)
Underground	\$325 / month (effective February 1, 2017)

### 7.2 Passengers

		Effective January 1, 2016
Terminal Lot	Less than 15 min	Free
	Less than one hour	\$2.00 / 30 minutes or part thereof
	Per hour	\$4.00
	Per day	\$16.00
	Per week	\$80.00
	Monthly	\$275.00
Overflow Lot	Per day	\$15.00 (effective January 1, 2020)
	Per week	\$60.00 (effective January 1, 2020)
		Effective October 1, 2017
Underground Lot	Per day	\$20.00
	Per week	\$100.00
	Monthly	\$375.00
	Annual	\$3600.00

The Overflow Lot, located on the airport's south side, is available on a first-come, first-served basis and will be used for passengers travelling via Air Transat or Sunwing.

## **8. GROUND TRANSPORTATION POLICY**

For access to and licensing by YQM.

### **8.1 Taxis**

Exclusive contract for pick-up; prime location reserved parking spots at terminal entrance/exit.

### **8.2 Limos**

Exclusive contract for pick-up.

### **8.3 Charter buses**

Exclusive contract for pick-up.

### **8.4 Hotel Courtesy Shuttle Buses**

Includes access to YQM. There are 2 shared parking spots at terminal entrance/exit on a first-come, first-served basis (\$2,100/year/parking spot, effective January 1, 2016).

### **8.5 Public Transport**

Public transport buses currently serve YQM at bus stops on Champlain Street. No access license required.

### **8.6 Out-of-town Shuttle Buses (contract with YQM)**

Includes access to YQM, 1 prime location non-reserved parking spot. Charged on a per-use basis.

<b>Bus Seating Capacity</b>	<b>Daily Fee (effective January 1, 2012)</b>
1 – 10	\$15.00
11 – 20	\$25.00
21 – 30	\$35.00
31 – 40	\$45.00
41 or more	\$55.00

<b>Bus Seating Capacity</b>	<b>Weekly Fee (effective January 1, 2012)</b>
1 – 10	\$50.00
11 – 20	\$70.00
21 – 30	\$90.00
31 – 40	\$110.00
41 or more	\$130.00



## 8.7 Out-of-town Shuttle Buses (non-contract)

Shuttle firms not choosing to enter into a contract with YQM will be charged on a per-use basis.

Bus Seating Capacity	Daily Fee (effective January 1, 2012)
1 – 10	\$30.00
11 – 20	\$45.00
21 – 30	\$60.00
31 – 40	\$75.00
41 or more	\$90.00

Bus Seating Capacity	Weekly Fee (effective January 1, 2012)
1 – 10	\$110.00
11 – 20	\$160.00
21 – 30	\$210.00
31 – 40	\$260.00
41 or more	\$290.00

## 9. TERMINAL AREA RENTALS

For the provision of the following:

### 9.1 Exclusive Use Space:

	Rates/m <sup>2</sup> /annum
	Effective January 1, 2008
Public	\$270.70
Concessions	\$217.07
Ticket Counter	\$312.91
Service Counter	\$306.71
Office	\$190.99
Finished Industrial	\$149.99
Unfinished industrial	\$99.99
Lunch-rooms	\$152.55
Washrooms	\$323.80

## 9.2 Common Use Counter Space:

A/C Seating Capacity	Per Departure
	Effective January 1, 2008
0-20	\$35.00
21-75	\$50.00
76-130	\$65.00
131-200	\$80.00
201-300	\$100.00
301 or more	\$110.00

Common use counter space is based on three-hour operating window.

## 10. LAND RATES

Effective February 1, 2017:

Base Rate including Airport Maintenance Charge is \$2.49/m<sup>2</sup> per year

## 11. AIRPORT SECURITY

### 11.1 Passes

The following charges will apply for the processing and issuance of security passes. Tenants or companies requiring access to the airport will be responsible for passes issued to them or their employees (effective February 1, 2017)

	Permanent Passes	Temporary Passes
Processing and Issuance	\$26.25 / pass	\$26.25 / pass
Deposit	\$26.25 / pass	\$26.25 / pass
Replacement/Loss	\$105 / pass	\$105 / pass (effective January 1, 2020)

### 11.2 Keys

The following charges will apply for the issuance of keys and maintenance and integrity of the restricted access system. Tenants or companies requiring access to the airport will be responsible for keys issued to them or their employees.

Keys (effective February 1, 2017)		
Issuance of keys	BEST model	\$10.50 / key
Deposit		\$31.50 / key
Replacement/Loss		Same as above

### 11.3 Airport Vehicle Operator Permit (AVOP)

The following charges will apply for the maintenance of the AVOP program. Tenants requiring AVOPs will be responsible for passes issued to them or their employees.

Initial Test and/or Recertification	\$105.00
-------------------------------------	----------

## 12. ACCESS TO YQM

The following non-YQM activities will attract an airport access fee.

Activity	Access or License Fee
In-flight catering	3% of Gross Sales for delivery on airport; 1% for off-site delivery.
Oil company fuel trucks	\$598.50 per axle per year (effective February 1, 2017)
Off-site couriers	\$2,625.00 (effective February 1, 2017)

### 13. MISCELLANEOUS

<b>Activity</b>	<b>Access or License Fee</b>
Snow Clearance by YQM	Cost recovery plus 10% administration charge
Fuel or other clean-up	Cost recovery plus 10% administration charge
Maintenance & Repair	Cost recovery plus 10% administration charge
PA System	\$600 per drop per annum
Feeder Belt rental	\$95.41 per month (effective January 1, 2015)
Retail concession fees	Vary as per license agreements and leases
Boardroom	\$100 per half day (4 hours) or part thereof \$150 per day (8 hours) or part thereof
Training Room (AOF)	\$150 per half day (4hours) or part thereof \$200 per day (8 hours) or part thereof
Filming	<ul style="list-style-type: none"> <li>→ Security liaison/staff = \$40/hr or part thereof</li> <li>→ Duty Manager = \$50/hr or part thereof</li> <li>→ Site tours and pre-filming meetings = \$70/hr or part thereof</li> <li>→ Damage deposit = \$1,000 or other amount specified by Managing Director</li> <li>→ Airside, Groundside and terminal filming = \$150/hr or part thereof</li> </ul>
Escort	\$60 per hour per escort
A.I.R.fund	\$29 per departing passenger (effective January 1, 2021) Air carriers are required to self-report AIF passenger numbers. An invoice for the total certified aircraft capacity will be assessed and billed if self-reporting is not completed.
Consulting Services	\$250 per hour plus 10% administration charge
AIFE (Airport Improvement Fee Equivalent)	\$24 per departing passenger on all scheduled charter aircraft that do not use the main air terminal building (effective January 1, 2021) Air carriers are required to self-report AIFE passenger numbers. An invoice for the total certified aircraft capacity will be assessed and billed if self-reporting is not completed.
Manuals and policies	Initial copy is free; subsequent copies are cost recovery plus 10% administration charge
Postal Box	(effective January 1, 2013)
Sm. 6" X 6"	\$100.00 / year
Med. 6" X 12"	\$150.00 / year
Lg. 12" X 12"	\$200.00 / year

## **14. THIRD-PARTY LICENSING FEES**

Effective January 1, 2003, third-party licensing fees apply to all airport activity that is delivered and billed by a company other than the company requiring the services.

### **14.1 Non-aviation-related airport activity**

All on-airport third-party business will be subject to a 3% licensing fee.

### **14.2 Third-party Ground Handling Fees**

All third-party ground handling will be performed in accordance with IATA AHM April 1998 Sections 801, 802, 803, 810 guidelines. YQM third-party ground handling fees will be invoiced to customers at a rate of 3% of the billable handling charges.

## **15. APPENDICES**

### **15.1 Notes**

1. All prices, charges and fees referred to in this document are net of any applicable taxes.
2. Rents are gross rents per annum, excluding property taxes.
3. This is not an exhaustive list of all services, facilities and fees policies.
4. YQM reserves the right to amend this document as required by business conditions.
5. YQM 10% administration charge (on cost recovery and other items) has a minimum charge of \$20.00.