



**MAYOR'S TASK FORCE  
ON THE  
LANGLEY REGIONAL AIRPORT**

April 30, 2024 at 4:00pm  
Salmon River Meeting Room  
4<sup>th</sup> Floor, 20338 – 65 Avenue, Langley, BC

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**MINUTES**

**Present:**

Mayor E. Woodward, Chair  
Councillor T. Baillie  
Councillor M. Pratt  
J. Gerein  
G. Guest  
R. Reynolds

**Staff:**

C. Kooner, Director, Bylaw, Legal and Strategic Implementation  
C. Konrad, Municipal Solicitor  
C. Madill, Airport Manager  
P. Sihota, Assistant Airport Manager  
J. Crees, Airport Business Coordinator  
M. Driedger, Manager, Strategic Implementation

**ACKNOWLEDGEMENT OF THE TRADITIONAL TERRITORIES OF  
THE COAST SALISH PEOPLES**

Mayor Woodward acknowledged the Traditional Territories of the Coast Salish Peoples.

**A. APPROVAL AND RECEIPT OF AGENDA ITEMS**

**1. Mayor's Task Force on the Langley Regional Airport – April 30, 2024**

Moved by Councillor Pratt,  
Seconded by Councillor Baillie,  
That the Mayor's Task Force on the Langley Regional Airport approve the agenda and receive the agenda items of the April 30, 2024 meeting.  
**CARRIED**

**B. ADOPTION OF MINUTES**

**1. Mayor's Task Force on the Langley Regional Airport – April 2, 2024**

Moved by Councillor Baillie,  
Seconded by Councillor Pratt,  
That the Mayor's Task Force on the Langley Regional Airport adopt the minutes of the April 2, 2024 meeting.  
**CARRIED**

## **C. AGENDA ITEMS**

### **1. Presentation on Leasing Principles**

C. Konrad gave a presentation on leasing (Attachment A).

The following topics were covered:

- Property law principles
- Lease basics and obligations
- Chattels vs fixtures
- Ground vs building lease
- Leasehold improvements

### **2. Leasing Models Discussion**

Task Force members discussed the leasing fees and the capital deficit at the airport.

The themes discussed included:

- The importance of aviation and the airport to the community and the country;
- The airport being revenue neutral from an operating perspective, but in a capital deficit;
- Potential opportunities for revenue sources other than property tax to address the long-term capital deficit, including a review of lease rates or structures while maintaining comparable rates within the region; and
- The potential need for the airport to maintain a net positive annual capital reserve contribution in order to plan for capital upgrades in the future.

Township staff noted that the Langley Regional Airport has not been a recipient of government grants to fund capital improvements, despite applications for funding.

## **D. COUNCIL REFERRALS**

## **E. OTHER BUSINESS AND ITEMS FOR INFORMATION**

## **F. NEXT MEETING**

**Date:** May 23, 2024  
**Location:** Salmon River Meeting Room  
4th Floor, 20338-65 Avenue, Langley, BC  
**Time:** 4:00pm

**G. MOTION TO RESOLVE INTO CLOSED MEETING**

Moved by Councillor Baillie,  
Seconded by Councillor Pratt,  
That the Mayor's Task Force on the Langley Regional Airport now resolve  
into a Closed Meeting for discussion of the following item, in accordance  
with and as identified under Section 90 of the Community Charter:

Item A.1 - Section 90(1) (n) Consideration

Item C.1 - Section 90(1) (e) Property

**CARRIED**

**H. TERMINATE**

Moved by Councillor Pratt,  
Seconded by Councillor Baillie,  
That the meeting terminate at 5:05pm.  
**CARRIED**