

# Airport Advisory Committee

## AGENDA



Thursday, February 1, 2018

9:00 am

Airport Administration Boardroom

Kelowna International Airport

1-5533 Airport Way

Kelowna, BC

Pages

1. Call to Order, Welcome and Introductions

2. Confirmation of Minutes

2 - 6

Approve Minutes of the Meeting of February 20, 2017.

3. Reports

7 - 26

3.1 2045 Master Plan Overview

3.1.1 Key Findings/Concerns

3.2 Soaring Beyond 2.5 Million Passengers

3.2.1 Timeline

3.2.2 Major Projects

3.2.3 Terminal Building Expansion

4. Questions & Wrap Up

5. Termination of Meeting



## Airport Advisory Committee

### Minutes

Date: Friday, January 20, 2017  
Location: Airport Administration Boardroom  
Kelowna International Airport  
1-5533 Airport Way  
Kelowna, BC

Committee Members Present: Chair, Mayor Colin Basran, City of Kelowna  
Councillor Luke Stack, City of Kelowna  
Andre Blanleil, Kelowna City at Large  
Tom Dyas, Kelowna Chamber of Commerce  
Mayor Akbal Mund\*, City of Vernon  
Mayor James Baker, District of Lake Country  
Mayor Nancy Cooper, City of Salmon Arm  
Councillor Peter Scheirbeck, District of Peachland  
Chair Gail Given, Regional District of Central Okanagan  
Corie Griffiths, Economic Development Commission  
Jaron Chasca, Greater Vernon Chamber of Commerce  
Thom Killingsworth, Tourism Kelowna  
Councillor Duane Ophus, City of West Kelowna  
Norm Lecavalier, Greater Westside Board of Trade  
Erick Thompson, Summerland Chamber of Commerce  
Mayor Andrew Jakubeit, City of Penticton  
Brian Highley, South Okanagan Chamber of Commerce

Committee Members Absent: Walter Gray, Kelowna City at Large  
Meryle Corbett, Aviation Industry Representative  
Councillor Fernanda Alexander, Westbank First Nation

Staff Present: Airport Director, Sam Samaddar  
Senior Airport Operations Manager, Phillip Elchitz  
Airport Finance & Corporate Services Manager, Shayne Dyrdal  
Airport Project Manager, Joe Yakimchuk  
FOI-Legislative Coordinator, Sandi Horning

(\* denotes partial attendance)

## 1. Call to Order, Welcome & Introductions

The Chair called the meeting to order at 10:13 a.m. and welcomed everyone in attendance. Introductions were conducted.

## 2. Confirmation of Minutes

Moved by James Baker/Seconded by Andrew Jakubeit

THAT the Minutes of the May 26, 2016 Airport Advisory Committee meeting be adopted.

Carried

## 3. Reports

### 3.1 Operational Update

Senior Airport Operations Manager:

- Displayed a PowerPoint presentation and provided an Operational Update.
- Advised that the Non Passenger Screening Point is a Temporary/Moveable structure rather than a permanent structure.
- Advised that the City was successful in its application to exclude four parcels of land in the Agricultural Land Reserve.
- Responded to questions from the Committee members regarding the Farm to Flight program.
- Will provide the Farm to Flight stats to the Committee members for their information.
- YLW is still ranked 11th in the country.
- Responded to questions regarding new equipment for YLW and advised that the equipment is up to date. There is a 20-year fleet plan in place.
- Responded to questions regarding the industrial properties that were recently excluded from the ALR and provided an overview of the industrial properties uses. Working on conceptual plans for all four of the areas and will be costing out the conceptual plans over the next 4 years as there is a lot of demand for that land.

Airport Director:

- Provided further comment on the SWAC program.
- Provided further comment on the Farm to Flight program and responded to questions from the Committee members regarding the Farm to Flight program.

Senior Airport Finance & Corporate Services Manager:

- Responded to questions from the Committee regarding the AIF program and whether it is in line with the growth projected for YLW.

## 3.2 Air Service Development

### 3.2.1 Progress in 2016

Senior Airport Operations Manager:

- Displayed a PowerPoint presentation.
- Advised that seats have grown by 30% since 2008 and YLW has outpaced Canadian Airports.

Airport Director:

- Provided an overview of the relationship between Kelowna and Toronto.
- Advised that Toronto has grown by 4,000,000 passengers in 2016.

### 3.2.2 Business Plan 2017

Senior Airport Operations Manager:

- Displayed a PowerPoint presentation.
- Noted that direct non-stop service to/from Los Angeles is important to Kelowna.
- Similarly, Minneapolis/St. Paul and Delta Airlines is also very important to Kelowna.
- Responded to questions regarding the possibility of growing the Vancouver connection routes and advised that Air Canada is significantly increasing the frequency to ensure passengers make their connections.
- Responded to questions regarding the proposed Europe connections and advised that this is still several years away, but hopeful it will happen.
- Responded to questions regarding Alaska airlines and their down turn of growth.

Airport Director:

- Provided additional comment regarding Vancouver connection routes with Air Canada.
- Responded to questions regarding how marketing is done with Australia so that passengers know it will be easier and cheaper to connect through Vancouver rather than Seattle.
- Responded to questions regarding how YLW ensures there is enough cargo capacity for items such as skis, bikes, etc.
- Responded to questions regarding how YLW manages to keep the cost per passenger economical.

## 3.3 Financial Update

Senior Airport Finance & Corporate Services Manager:

- Displayed a PowerPoint presentation.
- Advised that the December 2016 numbers have not been finalized yet. Anticipates coming in on budget for 2016 pending the December numbers.
- Anticipating 3% passenger growth this year.
- Responded to questions regarding the "additional land purchases" by the City.
- Responded to questions from the Committee regarding the financial update.
- Provided an explanation regarding the cost per passenger.

Airport Director:

- Provided an overview of the Concession program at YLW.
- Responded to various questions from the Committee members.

### 3.4 Airport Development Update

#### 3.4.1 Progress on the Drive to 1.6 Million and 2020 Development Programs

Airport Project Manager:

- Displayed a PowerPoint Presentation and provided an overview of the progress on the Drive to 1.6 Million and the 2020 Development Programs.
- Provided an overview of the Current AIF Program.

#### 3.4.2 New AIF Program

Airport Project Manager:

- Displayed a PowerPoint Presentation and provided an overview of the new AIF Program.

Mayor Akbal Mund left the meeting at 11:24 a.m.

Airport Director:

- Responded to questions regarding the New AIF Program.
- Advised that the Master Plan contains a further runway extension, but it is not needed at this time.
- Responded to questions regarding the upgrade to the left-hand turn signal from Airport Way to Highway 97.
- Advised that the Airport is trying to develop a relationship with the Ministry of Transportation and Infrastructure, the tenants on the other side of Hwy 97 and UBC-O regarding highway improvements.
- Responded to various questions from the Committee members.

Airport Project Manager:

- Responded to questions regarding the New AIF Program and the potential for having to move tenants.
- Responded to questions regarding the self-serve bag drop and noted that currently Vancouver and Calgary have it.

### 4. 2045 Master Plan

Airport Director:

- Advised that each Committee Member has been provided a copy of the 2045 Master Plan on a USB drive for their information.
- Provided an overview of the 2045 Master Plan process.
- Looking forward to the Committee's feedback with respect to the 2045 Master Plan.
- Will come back to the Committee with the cost implications of the 2045 Master Plan.

### 5. Questions & Wrap Up

Senior Airport Finance & Corporate Services Manager:

- Provided an update regarding the airport lands that will be available for lease by commercial/industrial businesses (groundside lots).

Airport Director:

- Provided comment regarding the groundside lot leases and potential airside opportunities.
- Responded to questions regarding the groundside lot lease opportunities.
- Responded to questions regarding ground transportation services in the region that provide transportation to/from the Airport.
- Provided an update regarding New Leaf Airlines and its potential to remain or grow.

## 6. Termination of Meeting

The Chair thanked everyone for attending and provided closing comments.

The Chair declared the meeting terminated at 11:46 a.m.

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Mayor Colin Basran, Chair

/slh

DRAFT



# YLW Airport Advisory Committee Meeting

New AIF Program – Preliminary Design Development

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February 1, 2018



# Agenda

- Call to order, welcome and introductions
- Confirmation of minutes
- 2045 Master Plan Overview
  - Key Findings
  - Top Priorities/Concerns
- Soaring Beyond 2.5 Million Passenger Program
  - Timeline
  - Major projects
  - Terminal Building expansion
- Questions and wrap up



# 2045 Master Plan Overview

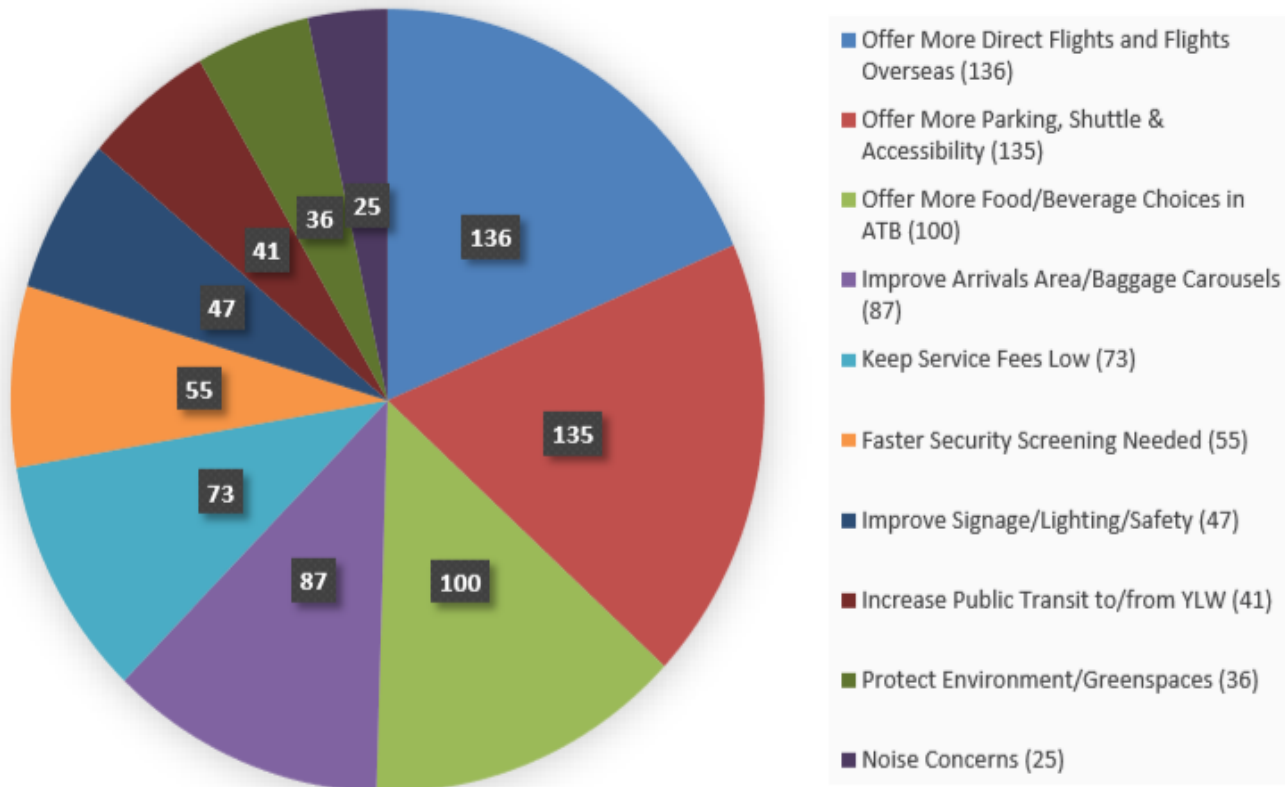
- **Key Findings**

- Current runway capacity and length are sufficient to meet future demand
- YLW generates significant economic impacts - over 1400 jobs and a GDP of \$152 million
- Apron will require five new remote aircraft parking stands by 2035 and 1 new terminal gate stand by 2045
- Passenger traffic is forecast to increase from 1.6 to 3.6 million passengers by 2045
- Air terminal building will require expanded hold rooms and baggage claim areas
- Aircraft movements are forecast to increase by approximately 50% - most of this increase will come from air carriers
- Current roadways and parking facilities require reconfiguration and expansion
- Current Official Community Plan (OCP) zoning should be preserved
- More commercial land (on airport) is needed
- New aerodrome regulations will impact planning
- Additional land (off airport) will need to be acquired

# 2045 Master Plan Overview

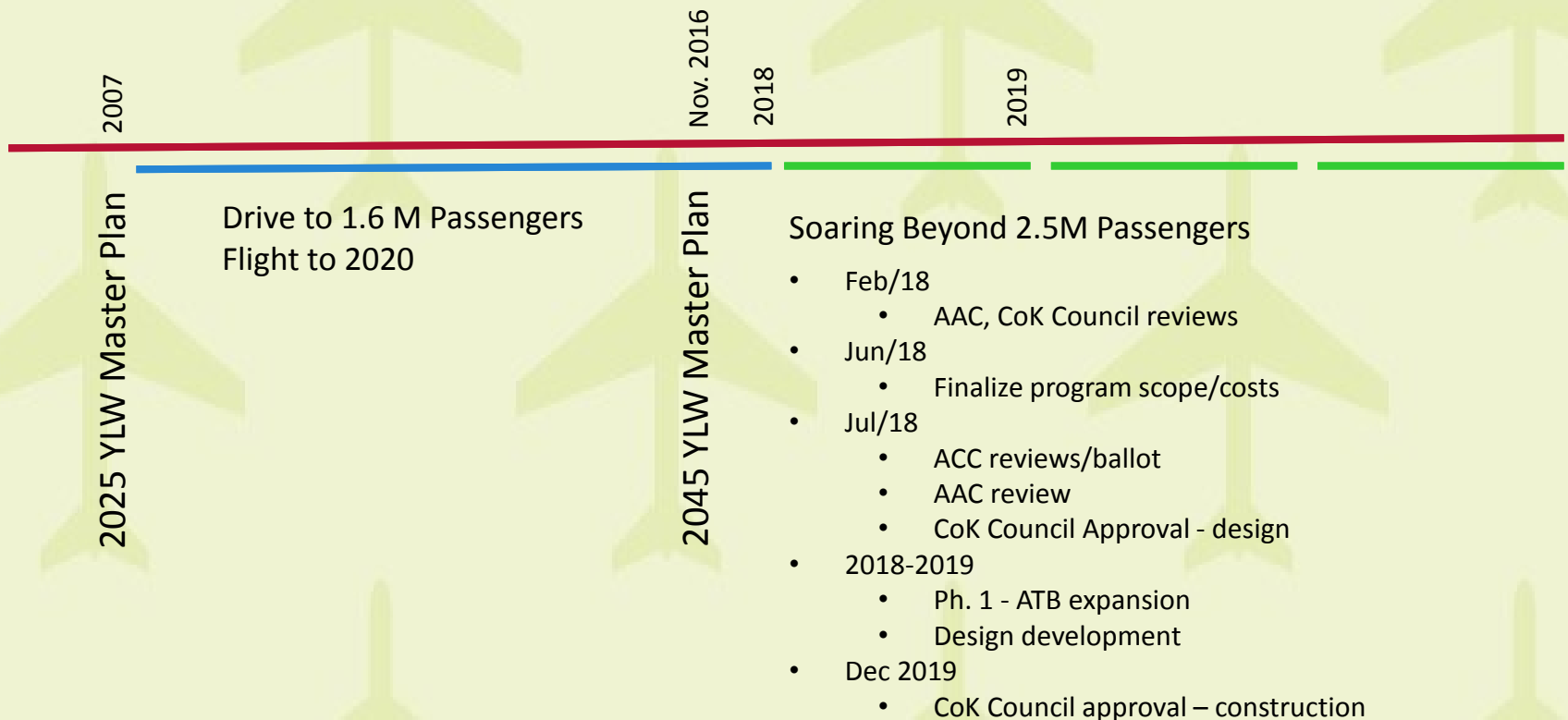
## ➤ "What we heard"

### Full Survey - Rating of Top Priorities/Concerns

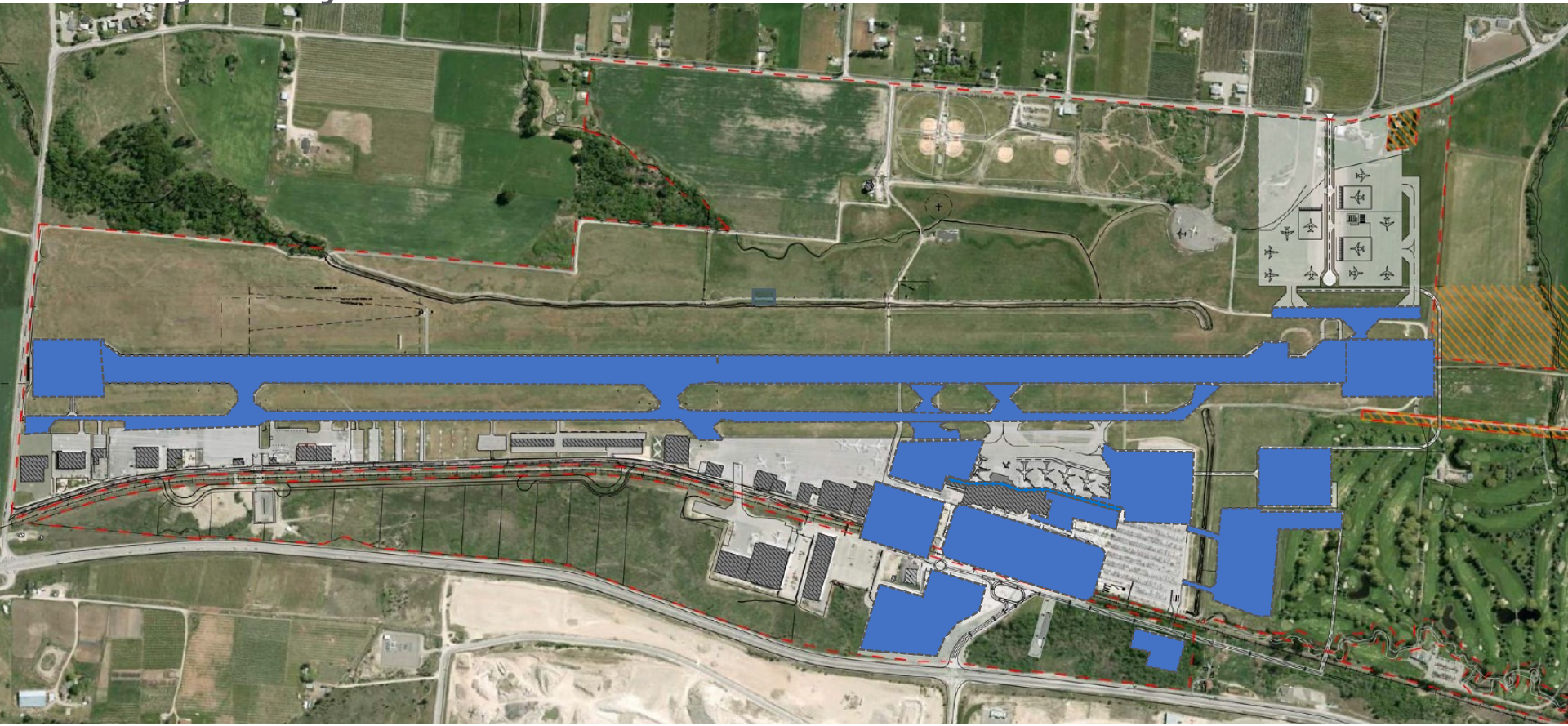


# Soaring Beyond 2.5 Million Passenger Program

## ➤ Timeline



# Major Projects



Runway End Safety Areas  
Airfield Pavement Rehabilitation  
New Taxiways

Apron Expansion/GSE  
Hazardous Material Secondary Capture  
Aviation Support Services  
COB / NPSV Reconfiguration

Terminal Expansion  
Improved Airside Connectivity  
Self Serve Baggage Drop/ CUSS / CUTE  
Terminal Access and Landside Improvements  
Parking Expansions

# Air Terminal Building Expansion

- Timeline
- Current capacity issues
- Stakeholder feedback
- Phases
- Priorities

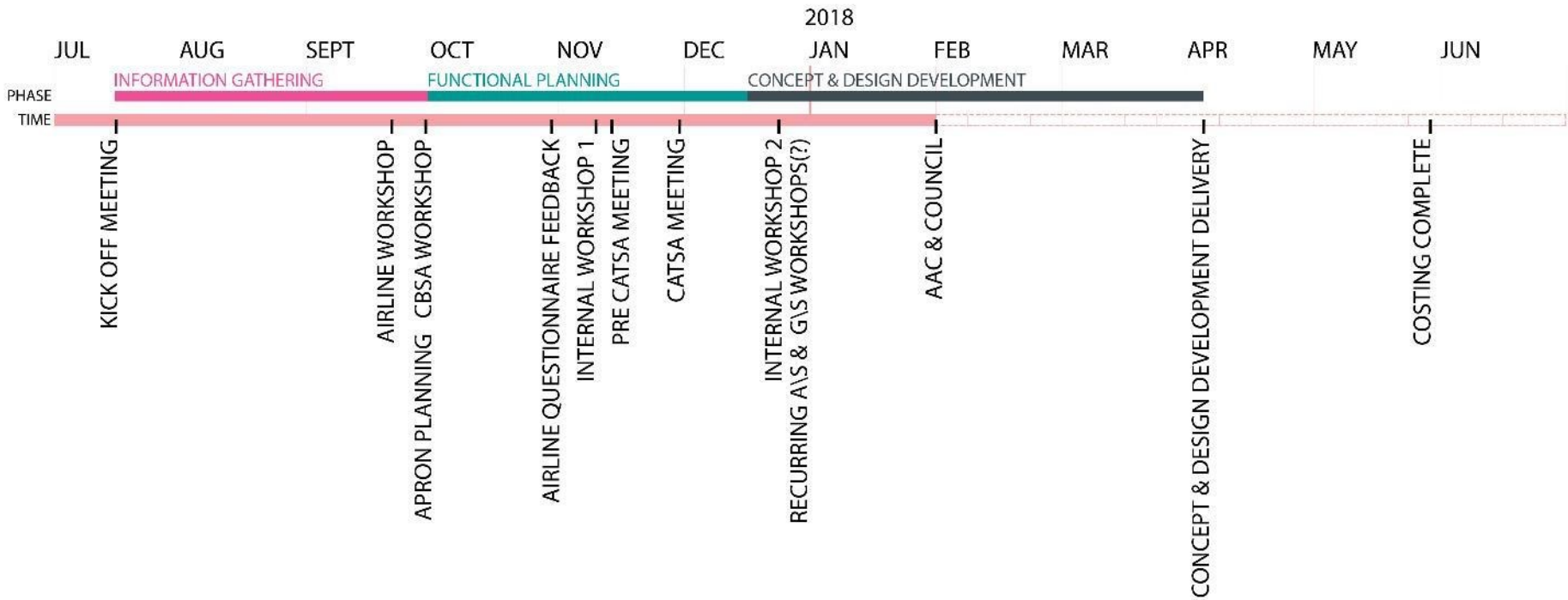




## YLW AIR TERMINAL PROJECT OVERVIEW

FEBRUARY 01, 2018

# 01 TIMELINE





# 01 MASTER PLAN REPORT

## Insufficient Capacity Today

Gate 1

Gate 2

Gate 3

Gate 4

Gate 5

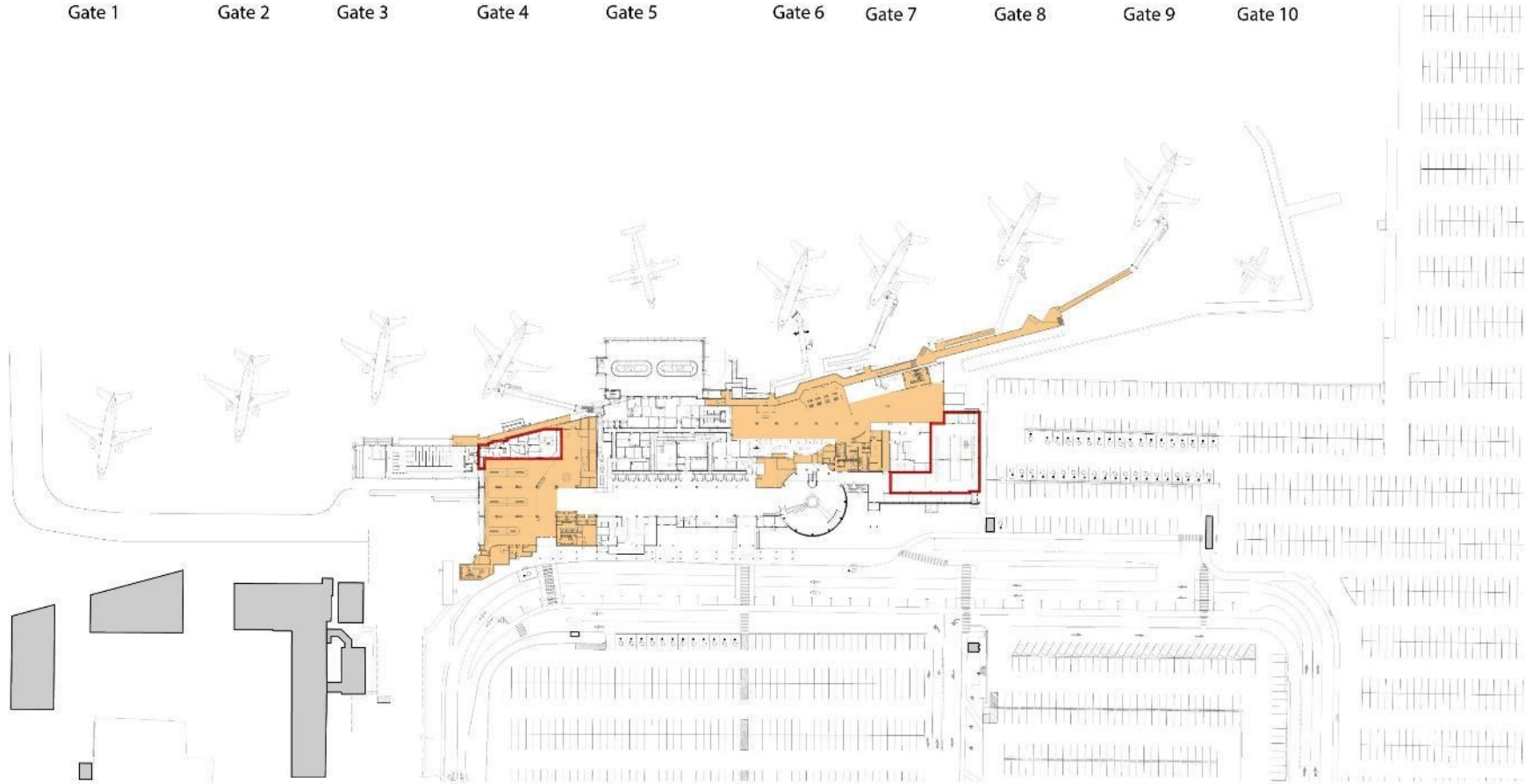
Gate 6

Gate 7

Gate 8

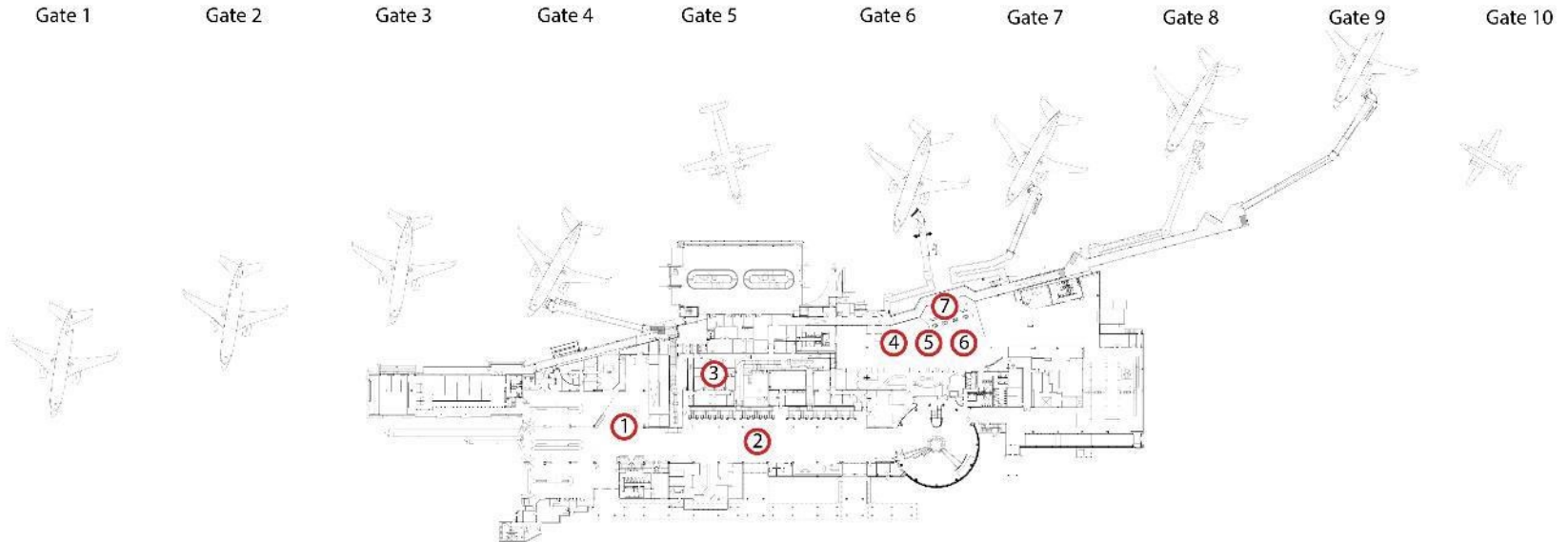
Gate 9

Gate 10



# 02 STAKEHOLDER FEEDBACK

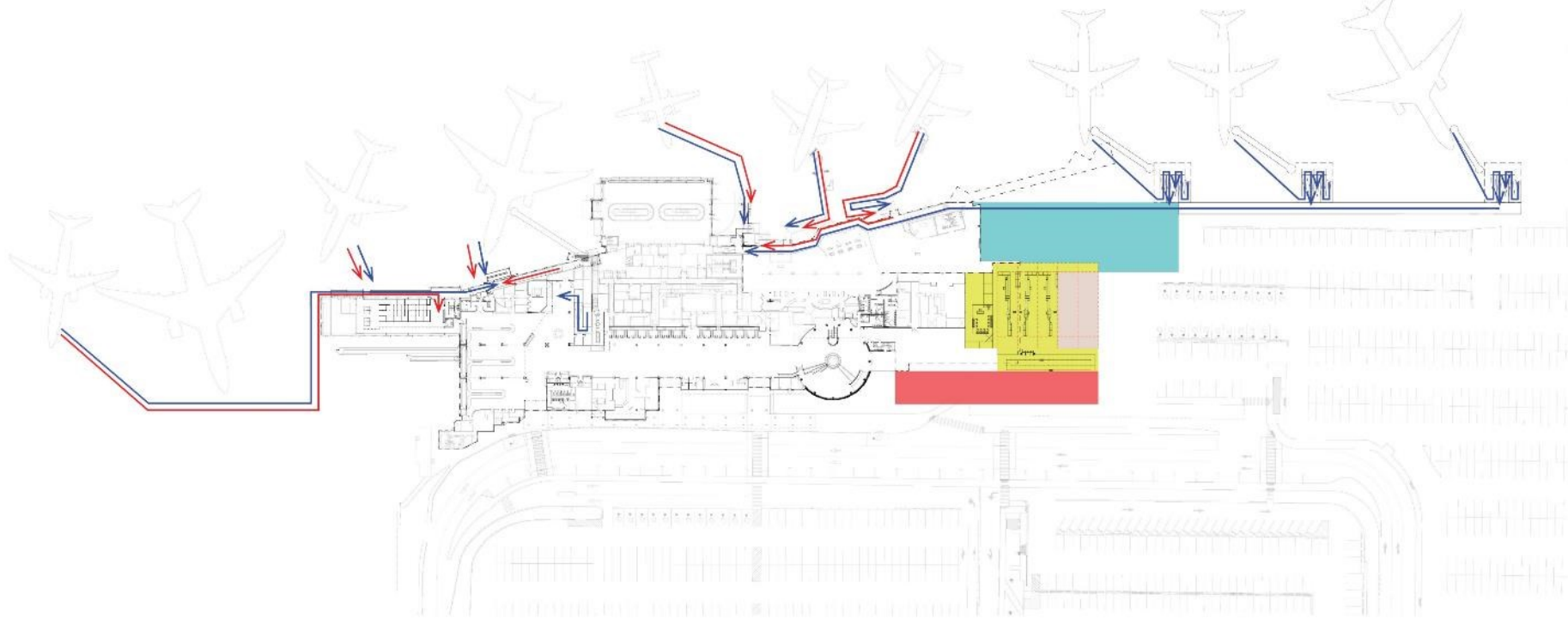
## What we have learned so far



- ① Location at oversized baggage and current arrivals area is congested when volume of passengers is high.
- ② Better signage and wayfinding to direct passengers to security and washrooms
- ③ Storage and office space will be required in the future, but specific amounts could not be confirmed at this time.
- ④ Current podium layout in hold room is highly congested, noisy and causes confusion for passengers
- ⑤ More direct relationship to podium and gate is desired with increased view to airside
- ⑥ More storage space for wheelchairs at gates is needed
- ⑦ Passengers have trouble navigating the airside corridor and often get lost, board the wrong plane, and leave secure area accidentally

# 03 ATB - PHASE 1 Main Floor Plan

Gate 1      Gate 2      Gate 3      Gate 4      Gate 5      Gate 6      Gate 7      Gate 8      Gate 9      Gate 10



International Arriving  
Passengers



Domestic Arriving  
Passengers



Gate 1,2,3,5

- Domestic ground loaded
- International ground loaded

Gate 8,9,10

- Domestic ground loaded
- Domestic bridge loaded

Gate 4,6,7

- Domestic ground loaded
- Domestic bridge loaded
- International ground loaded
- International bridge loaded

Holdroom Proposed



Holdroom Existing



PBS



Landside Concourse



Domestic Baggage



Office Space



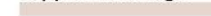
International Baggage



CBSA PIL & Secondary



Support & Storage



Phase Scope



**omb** office of mcFarlane biggar  
architects + designers

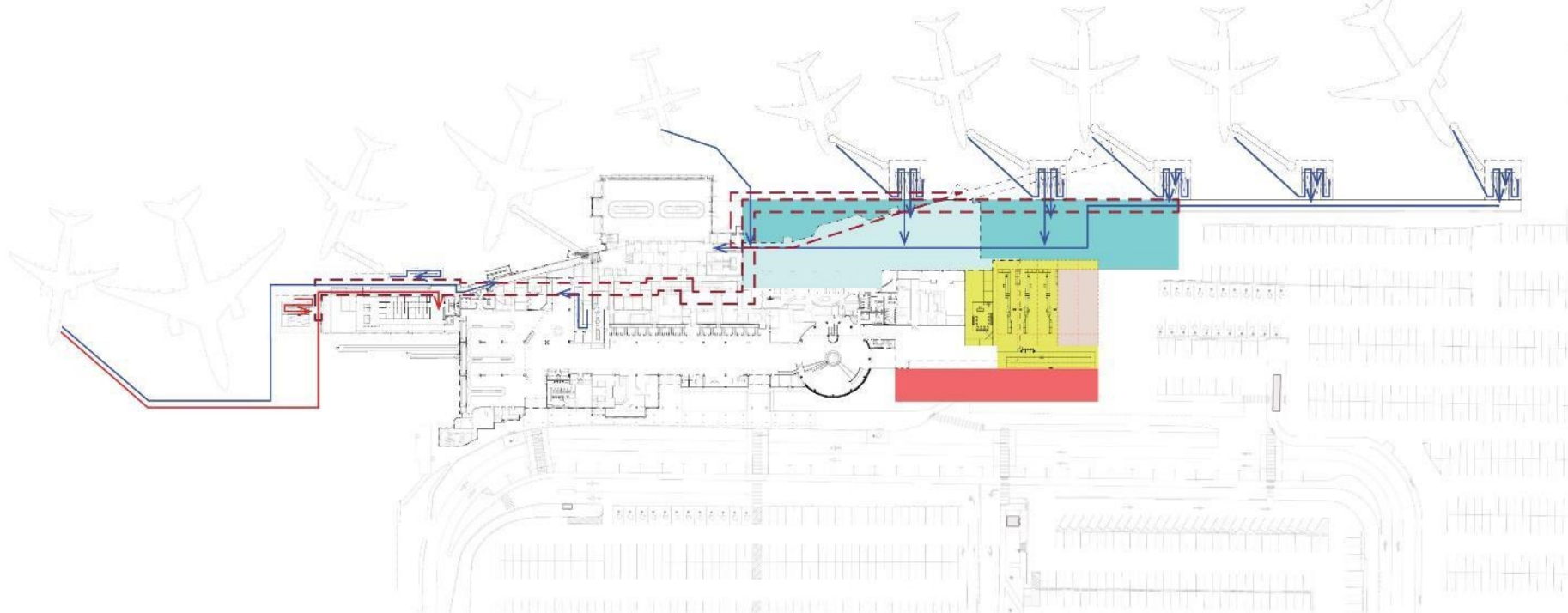
**YLW** Kelowna  
International  
Airport

**KELOWNA INTERNATIONAL AIRPORT**  
Air Terminal Building  
YLW ATB PROJECT OVERVIEW - FEB. 01, 2018



# 04 ATB - PHASE 2 Main Floor Plan

Gate 1      Gate 2      Gate 3      Gate 4      Gate 5      Gate 6      Gate 7      Gate 8      Gate 9      Gate 10



International Arriving Passengers  
←

Domestic Arriving Passengers  
←

**omb** office of mcFarlane biggar  
architects + designers

**Gate 1&2**  
- Domestic ground loaded  
- International ground loaded

**Gate 4,6,9,10**  
- Domestic ground loaded  
- Domestic bridge loaded

**Gate 5**  
- Domestic ground loaded

**Gate 3,7,8**  
- Domestic ground loaded  
- Domestic bridge loaded  
- International ground loaded  
- International bridge loaded

Holdroom Proposed

Holdroom Existing

PBS



Landside Concourse

Domestic Baggage

Office Space

International Baggage

CBSA PIL & Secondary

Support & Storage

Phase Scope



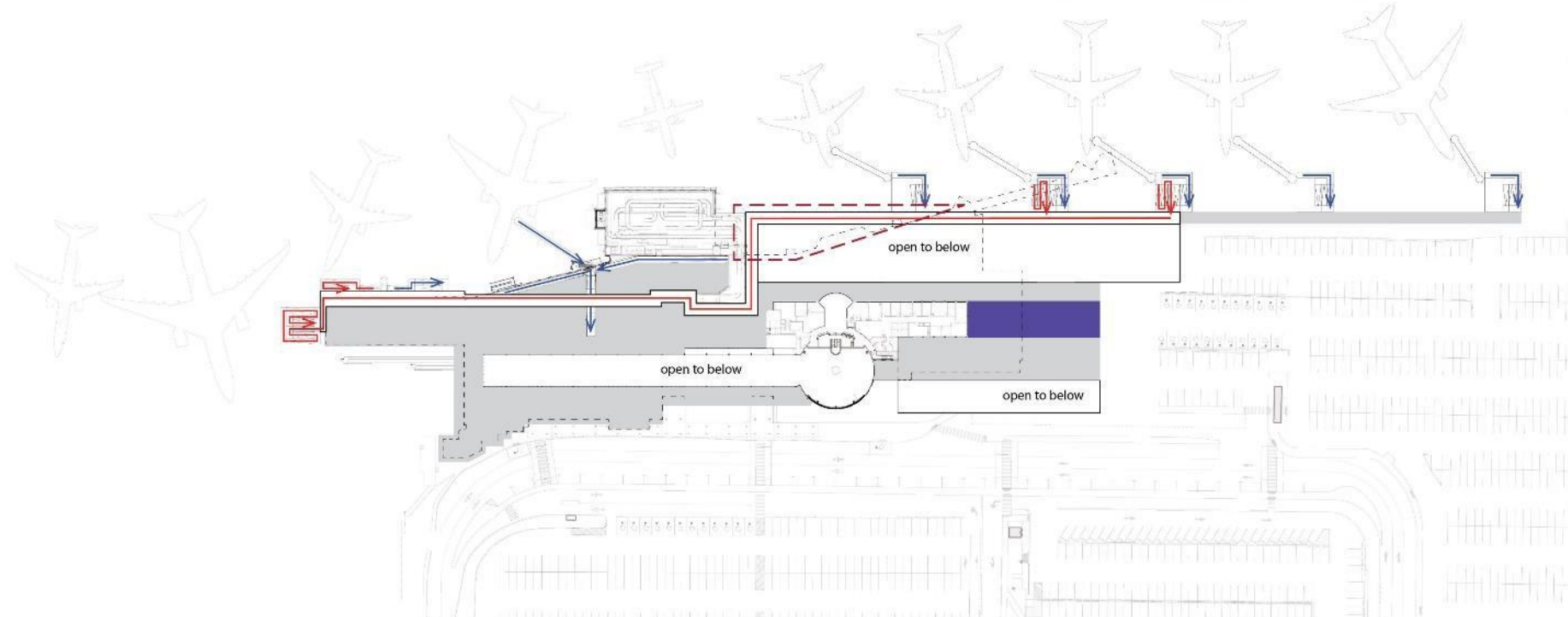
**KELOWNA INTERNATIONAL AIRPORT**  
Air Terminal Building

YLW ATB PROJECT OVERVIEW - FEB. 01, 2018



# 04 ATB - PHASE 2 Upper Floor Plan

Gate 1      Gate 2      Gate 3      Gate 4      Gate 5      Gate 6      Gate 7      Gate 8      Gate 9      Gate 10



International Arriving Passengers  
←

Domestic Arriving Passengers  
←

**omb** office of mcFarlane biggar  
architects + designers

**Gate 1&2**  
- Domestic ground loaded  
- International ground loaded

**Gate 4,6,9,10**  
- Domestic ground loaded  
- Domestic bridge loaded

**Gate 5**  
- Domestic ground loaded

**Gate 3,7,8**  
- Domestic ground loaded  
- Domestic bridge loaded  
- International ground loaded  
- International bridge loaded

Holdroom Proposed

Holdroom Existing

PBS

Landside Concourse

Domestic Baggage

Office Space

International Baggage

CBSA PIL & Secondary

Support & Storage

Phase Scope

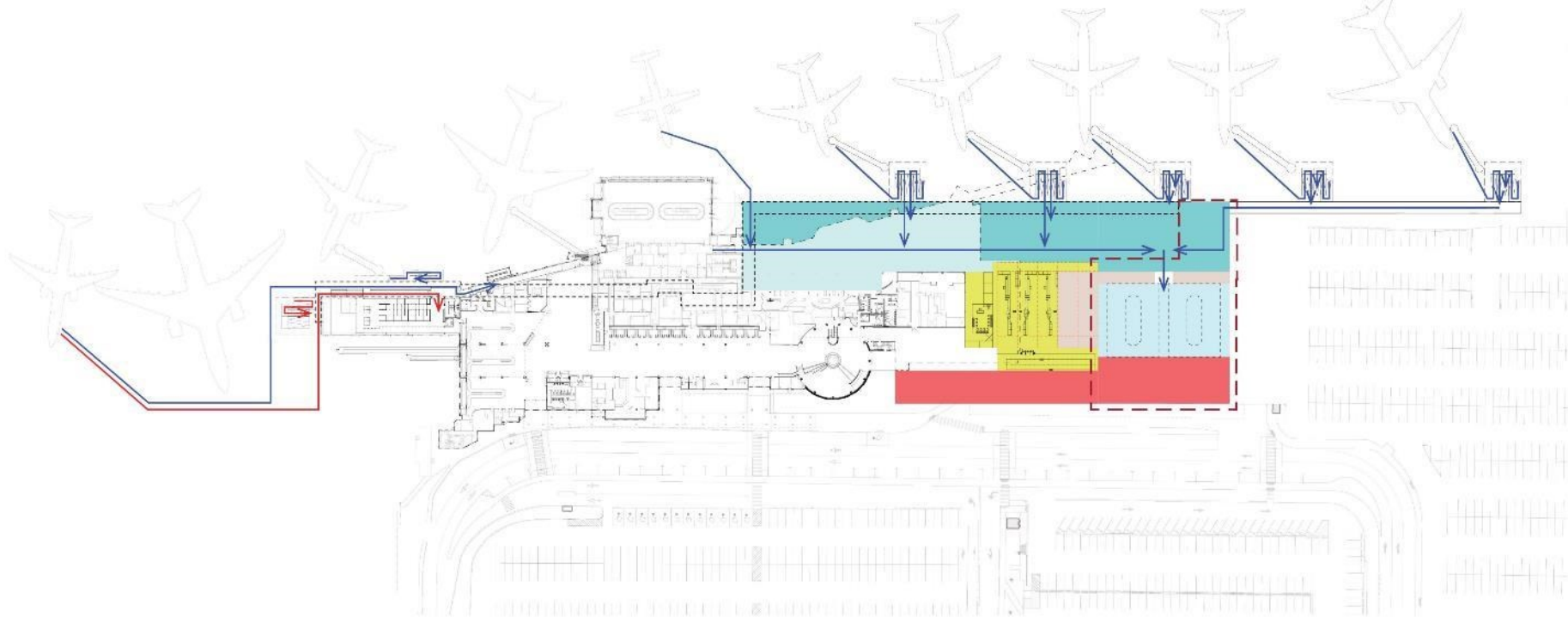


**KELOWNA INTERNATIONAL AIRPORT**  
Air Terminal Building  
YLW ATB PROJECT OVERVIEW - FEB. 01, 2018



# 05 ATB - PHASE 3 Main Floor Plan

Gate 1      Gate 2      Gate 3      Gate 4      Gate 5      Gate 6      Gate 7      Gate 8      Gate 9      Gate 10



International Arriving Passengers  
←

Domestic Arriving Passengers  
←

**Gate 1&2**  
- Domestic ground loaded  
- International ground loaded

**Gate 4,6,9,10**  
- Domestic ground loaded  
- Domestic bridge loaded

**Gate 5**  
- Domestic ground loaded

**Gate 3,7,8**  
- Domestic ground loaded  
- Domestic bridge loaded  
- International ground loaded  
- International bridge loaded

Holdroom Proposed

Holdroom Existing

PBS

Landside Concourse

Domestic Baggage

Office Space

International Baggage

CBSA PIL & Secondary

Support & Storage

Phase Scope

**omb** office of mcFarlane biggar  
architects + designers

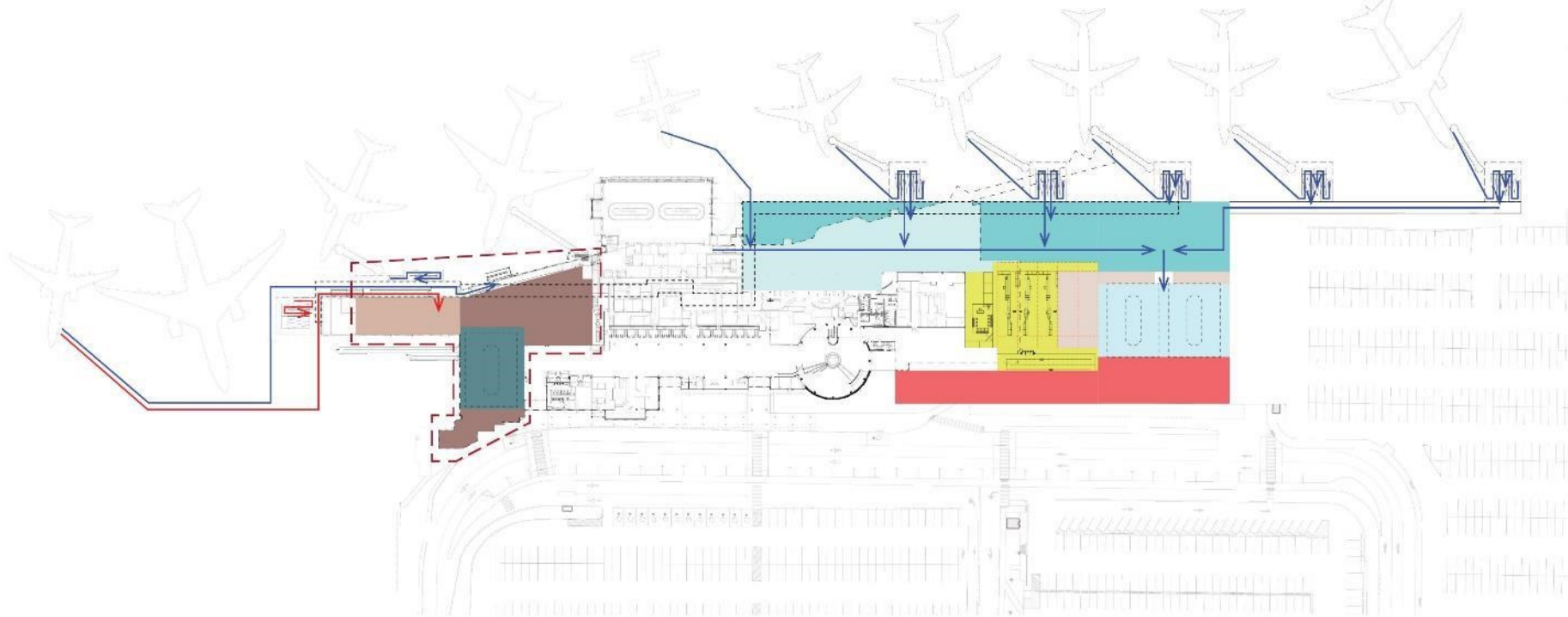
**YLW** Kelowna International Airport

**KELOWNA INTERNATIONAL AIRPORT**  
Air Terminal Building  
YLW ATB PROJECT OVERVIEW - FEB. 01, 2018



# 06 ATB - PHASE 4 - NORTH/SPLIT OPTION Main Floor Plan

Gate 1      Gate 2      Gate 3      Gate 4      Gate 5      Gate 6      Gate 7      Gate 8      Gate 9      Gate 10



International Arriving Passengers



Domestic Arriving Passengers



**Gate 1&2**  
- Domestic ground loaded  
- International ground loaded

**Gate 4,6,9,10**  
- Domestic ground loaded  
- Domestic bridge loaded  
- International bridge loaded

**Gate 5**  
- Domestic ground loaded

**Gate 3,7,8**  
- Domestic ground loaded  
- Domestic bridge loaded  
- International ground loaded  
- International bridge loaded

Holdroom Proposed



Holdroom Existing



PBS



Landside Concourse



Domestic Baggage



Office Space



International Baggage



CBSA PIL & Secondary



Support & Storage



Phase Scope



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**YLRW** Kelowna International Airport

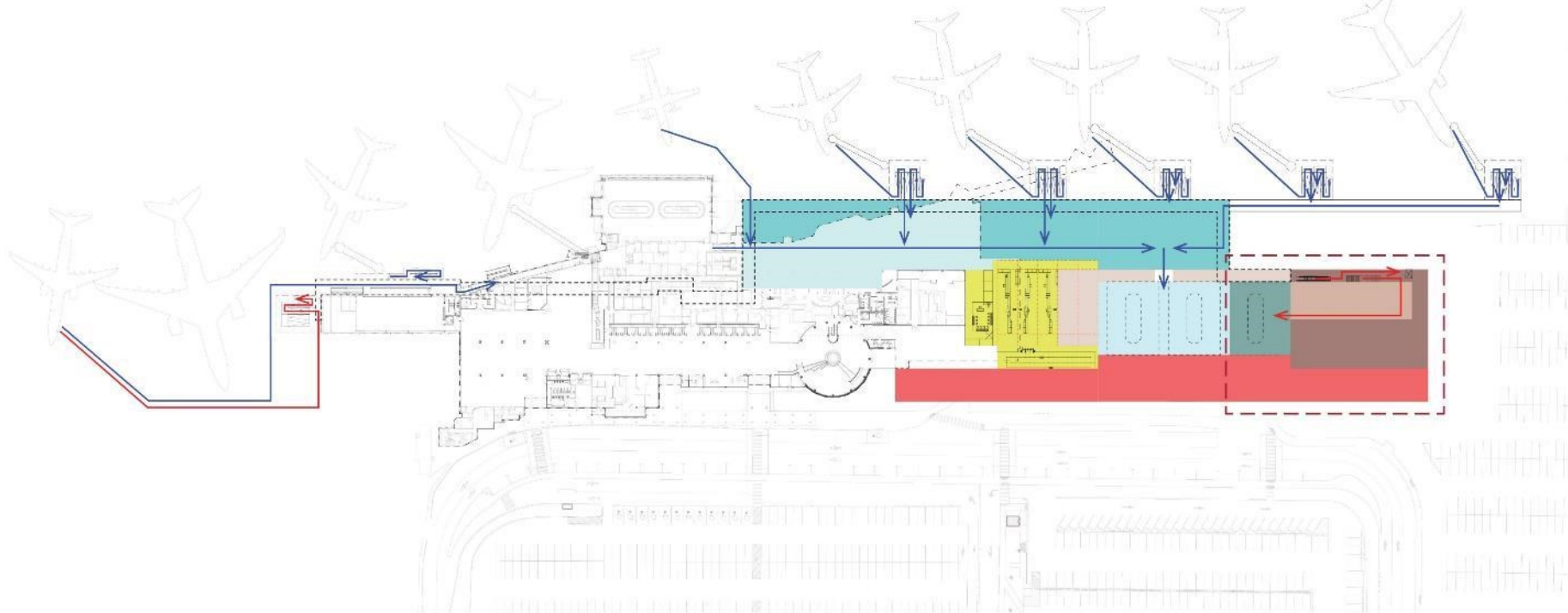
**KELOWNA INTERNATIONAL AIRPORT**  
Air Terminal Building  
YLRW ATB PROJECT OVERVIEW - FEB. 01, 2018





# 06 ATB - PHASE 4 - SOUTH/CONSOLIDATED OPTION Main Floor Plan

Gate 1      Gate 2      Gate 3      Gate 4      Gate 5      Gate 6      Gate 7      Gate 8      Gate 9      Gate 10



International Arriving Passengers  
←

Domestic Arriving Passengers  
←

**omb** office of mcFarlane biggar  
architects + designers

**Gate 1&2**  
- Domestic ground loaded  
- International ground loaded

**Gate 4,6,9,10**  
- Domestic ground loaded  
- Domestic bridge loaded

**Gate 5**  
- Domestic ground loaded

**Gate 3,7,8**  
- Domestic ground loaded  
- Domestic bridge loaded  
- International ground loaded  
- International bridge loaded

Holdroom Proposed

Holdroom Existing

PBS

Landside Concourse

Domestic Baggage

Office Space

International Baggage

CBSA PIL & Secondary

Support & Storage

Phase Scope

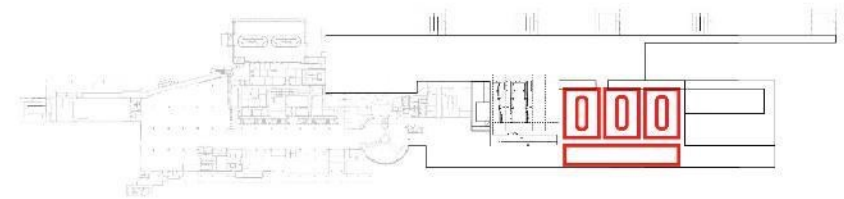
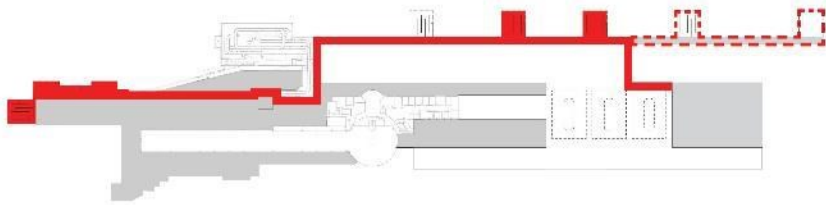


**KELOWNA INTERNATIONAL AIRPORT**  
Air Terminal Building  
YLW ATB PROJECT OVERVIEW - FEB. 01, 2018



# 07 YLW MASTER PLAN REPORT RECOMMENDATIONS

## Top Priorities

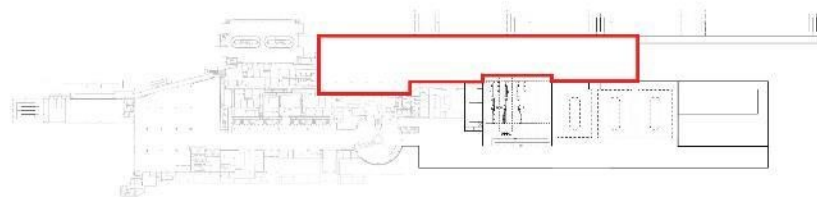


Airside corridor reconfiguration allows for more international gates to be added in future.

Offer More Direct Flights and Flights Overseas



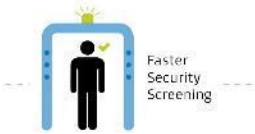
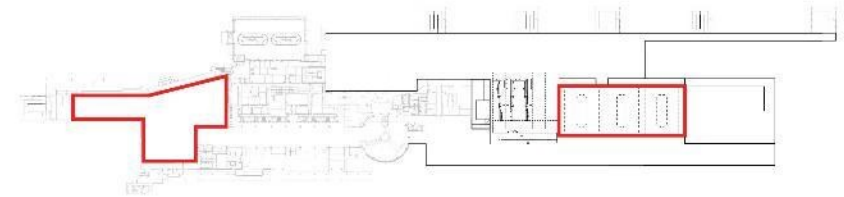
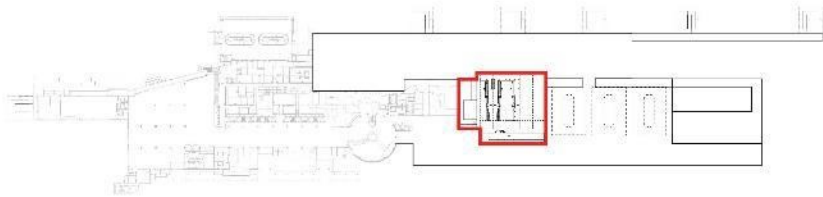
New arrivals area adjacent to new baggage carousels.



Expanded departures lounge offers more space for food and beverage choices.

# 07 YLW MASTER PLAN REPORT RECOMMENDATIONS

## Top Priorities

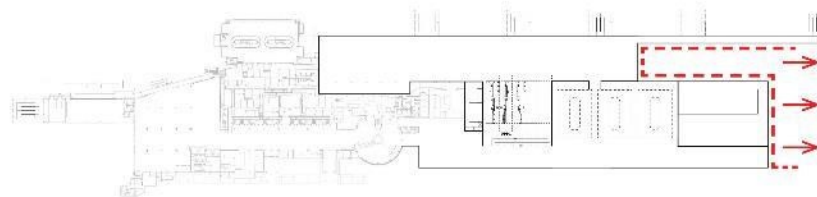


Space allocated for expanded PBS area.



Swing baggage carousels offer flexibility, and space at noth end can be used for other purposes.

Keeping Service Fees Low



Future expansion beyond the master plan can continue south.

# Air Terminal Building Expansion

Questions?