

City of Kelowna

Regular Council Meeting

AGENDA



Monday, February 5, 2018

9:00 am

Knox Mountain Meeting Room (#4A)

City Hall, 1435 Water Street

Pages

1. Call to Order

2. Confirmation of Minutes

3 - 4

Regular AM Meeting - January 29, 2018

3. Reports

3.1 Kelowna International Airport Initial Discussion of Soaring Beyond 2.5 Million Passengers AIF Capital Development Program

180 m

5 - 26

To obtain Council's input on the Soaring Beyond 2.5 Million Passengers airport improvement fee capital development program including the preliminary design for the future expansion of the airport terminal building.

3.2 Nominations Committee – 55+ BC Games

10 m

27 - 28

To advise Council on the nomination process for the Kelowna 2019 55+ BC Games Board of Directors and have Council appoint the Mayor to chair the Nominations Committee.

4. Resolution Closing the Meeting to the Public

THAT this meeting be closed to the public pursuant to Section 90(1) (a), (e) and (j) of the Community Charter for Council to deal with matters relating to the following:

- Position Appointment
- Acquisition, Disposition or Expropriation of Lands or Improvements
- Third Party Confidential Business Information

5. Adjourn to Closed Session

6. Reconvene to Open Session

7. Issues Arising from Correspondence & Community Concerns

7.1 Mayor Basran, re: Issues Arising from Correspondence

30 m

8. Termination



City of Kelowna Regular Council Meeting Minutes

Date: Monday, January 29, 2018
Location: Knox Mountain Meeting Room (#4A)
City Hall, 1435 Water Street

Members Present Mayor Colin Basran, Councillors Maxine DeHart, Ryan Donn, Gail Given, Tracy Gray, Charlie Hodge, Brad Sieben, Mohini Singh and Luke Stack

Staff Present Deputy City Manager, Joe Creron; City Clerk, Stephen Fleming; Divisional Director, Corporate & Protective Services, Rob Mayne*; Purchasing Manager, Darren Tompkins*; Procurement Management Supervisor, Wendy Emery*; Senior Buyer, Tim Plante*; Senior Buyer, Ryan Chernoff*; Legislative Coordinator (Confidential), Arlene McClelland

(* Denotes partial attendance)

1. Call to Order

Mayor Basran called the meeting to order at 9:08 a.m.

2. Confirmation of Minutes

Moved By Councillor Hodge/Seconded By Councillor Donn

Ro86/18/01/29 THAT the Minutes of the Regular AM Meeting of January 22, 2018 be confirmed as circulated

Carried

3. Reports

3.1 Purchasing Update

Staff:

- Displayed a PowerPoint Presentation providing an overview of the role of the Purchasing Department and practices.
- Spoke to the benefits of a centralized purchasing branch and the corporate benefit this approach brings including competitive tendering, contracting and purchase methods.
- Spoke to the regulations that the Purchasing Department operates under including international trade agreements, Community Charter, Bylaw and policy.
- Identified the four principles of public procurement being non-discriminatory; openness; transparency and effective management of public resources and spoke to various purchasing transaction methods used by the City.
- Provided purchasing statistics and annual averages.

- Commented on Council's role in the Purchasing cycle.
- Responded to questions from Council.

Moved By Councillor Singh/Seconded By Councillor Hodge

Ro87/18/01/29 THAT Council receive for information, the Report from the Purchasing Manager, dated January 29, 2018 regarding the Purchasing Workshop Presentation.

Carried

4. Resolution Closing the Meeting to the Public

Moved By Councillor Stack/Seconded By Councillor Donn

Ro88/18/01/29 THAT the meeting be closed to the public pursuant to Section 90(1) (g), (j) and Section 90(2) (d) of the Community Charter for Council to deal with matters relating to the following:

- Litigation or Potential Litigation
- Third Party Confidential Business Information
- Third Party Confidential Personal Information

Carried

5. Adjourn to Closed Session

The meeting adjourned to a closed session at 10:23 a.m.

6. Reconvene to Open Session

The meeting reconvened to an open session at 11:59 a.m.

7. Issues Arising from Correspondence & Community Concerns

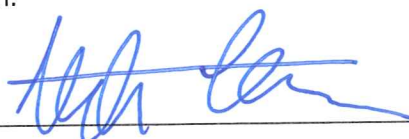
There were no issues arising.

8. Termination

The meeting was declared terminated at 11:59 a.m.

Mayor Basran

/acm



City Clerk

Report to Council



Date: February 5, 2018
File: 0605-15
To: City Manager
From: Sam Samaddar, Airport Director
Subject: Kelowna International Airport Initial Discussion of Soaring Beyond 2.5 Million
Passengers AIF Capital Development Program
Report Prepared by: Toni McQueenie, Airport Administration Manager

Recommendation:

THAT COUNCIL receive for information the report of the Airport Director dated February 5, 2018 with respect to the Soaring Beyond 2.5 Million Passengers airport improvement fee capital development program.

Purpose:

To obtain Council's input on the Soaring Beyond 2.5 Million Passengers airport improvement fee capital development program including the preliminary design for the future expansion of the airport terminal building.

Background:

During this meeting, Council will be provided with an update as set out in Appendix A on how the issues identified and feedback received as a part of the 2045 Master Plan have been used to develop the Soaring Beyond 2.5 Million Passenger airport improvement fee capital development program. This meeting will focus on schematic design development of the terminal expansion and will highlight stakeholder feedback received to date, major planning blocks and phasing and how the 2045 Master Plan recommendations are being captured in the design program.

Considerations not applicable to this report:

Internal Circulation: N/A

Legal/Statutory Authority: N/A

Legal/Statutory Procedural Requirements: N/A

Existing Policy: N/A

Financial/Budgetary Considerations: N/A

Personnel Implications: N/A

External Agency/Public Comments: N/A

Communications Comments: N/A
Alternate Recommendation: N/A

Submitted by:

S. Samaddar, Airport Director

Approved for inclusion:



Ron Mattiussi, City Manager

cc: Melanie Antunes, Budget Supervisor
 Jasmine Patrick – Communications Advisor
 Genelle Davidson – Divisional Director, Financial Services

Council Meeting

New AIF Program – Preliminary Design Development

February 5, 2018

SOARING BEYOND
2.5 MILLION PASSENGERS

Agenda

- Call to order, welcome and introductions
- 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

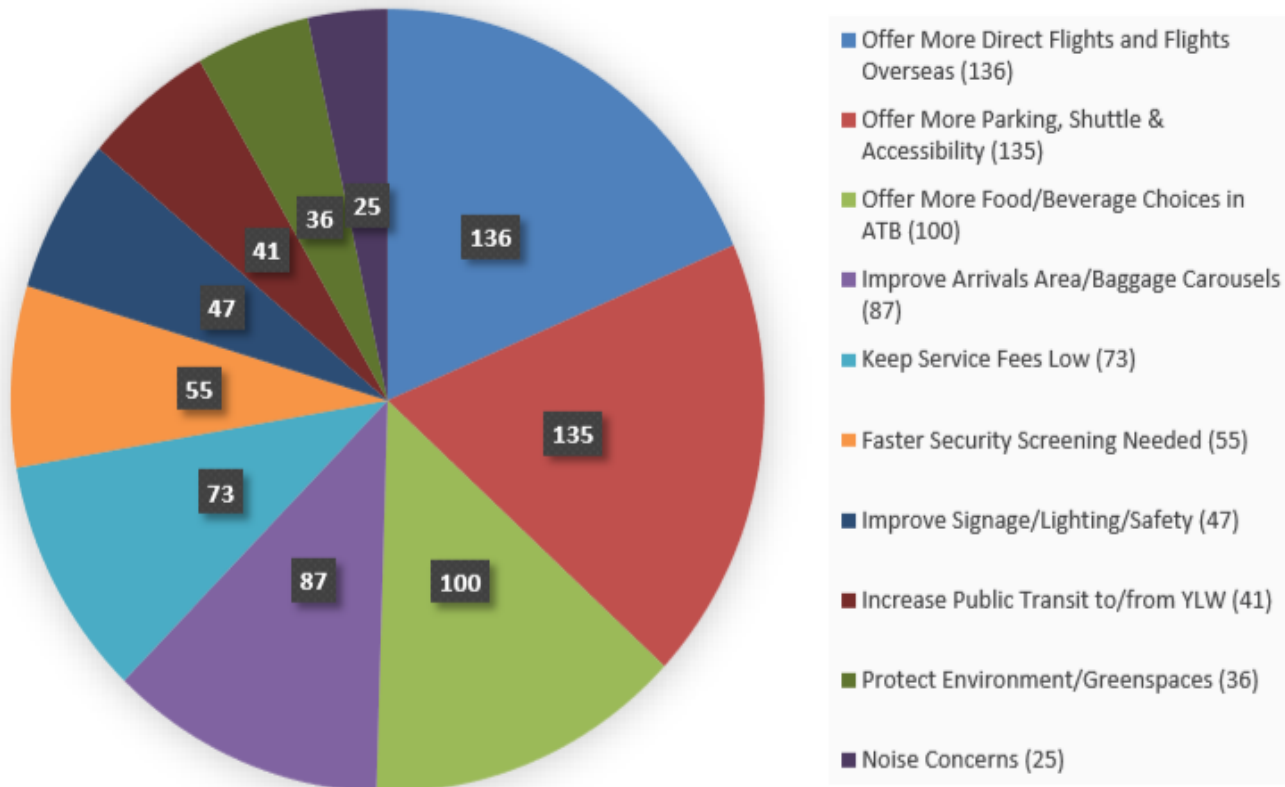
- **Key Findings**

- 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

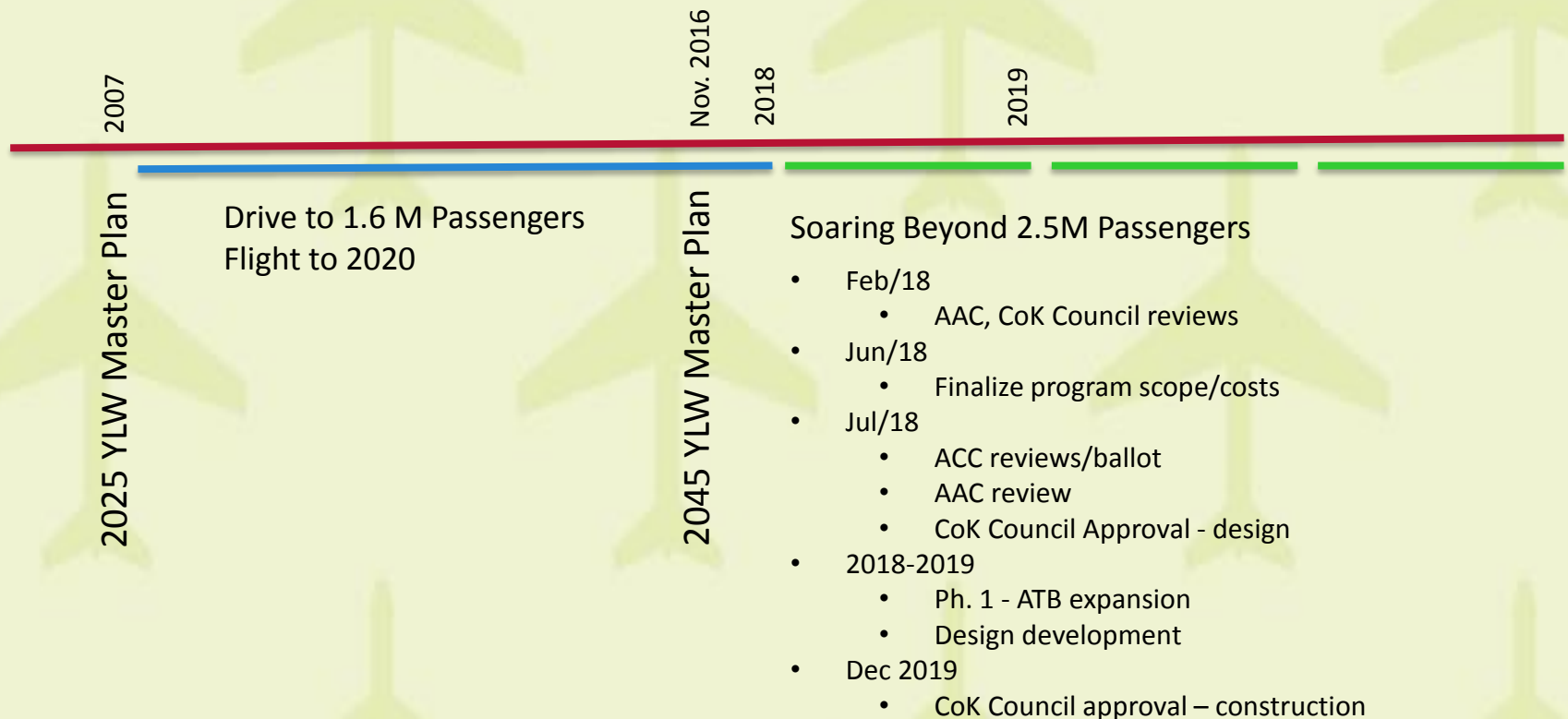
➤ "What we heard"

Full Survey - Rating of Top Priorities/Concerns

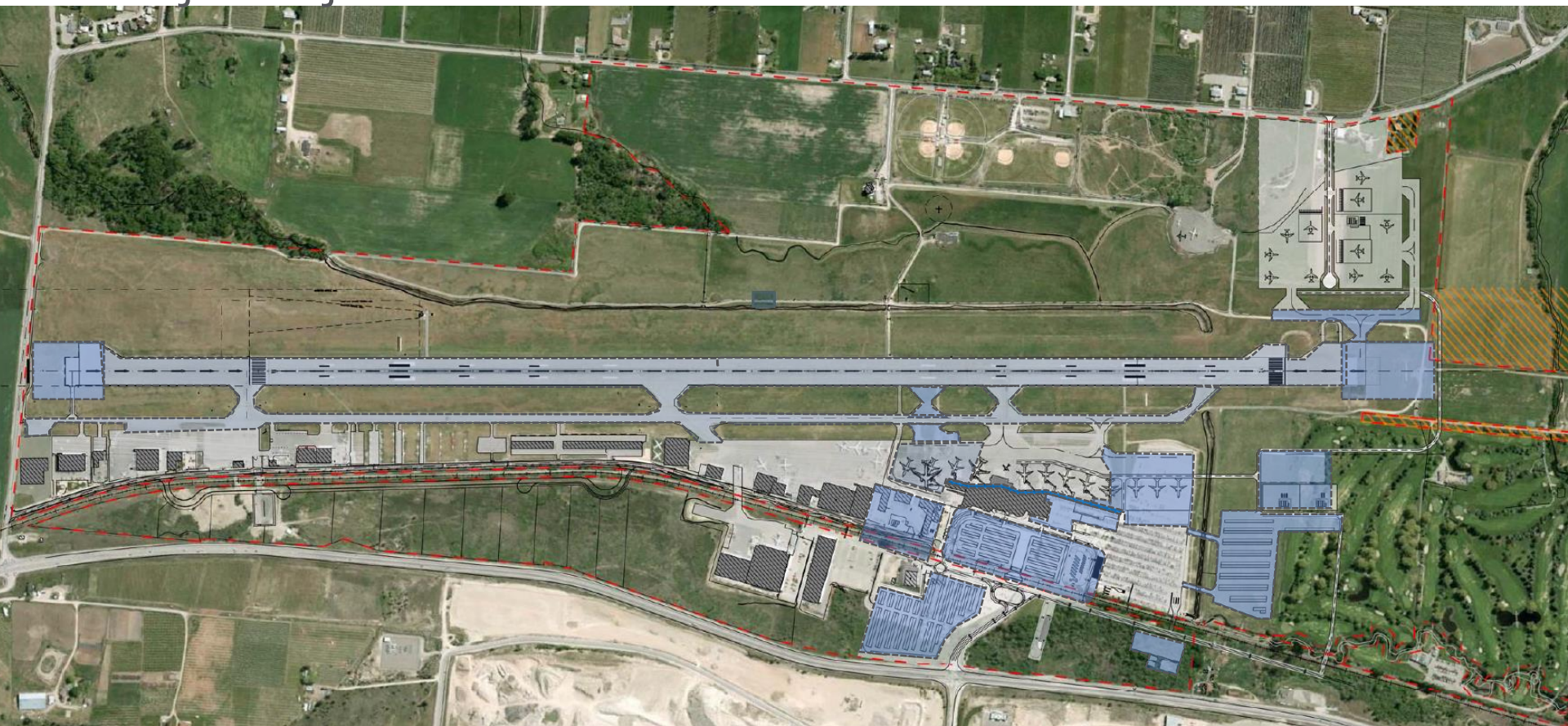


Soaring Beyond 2.5 Million Passenger Program

➤ 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

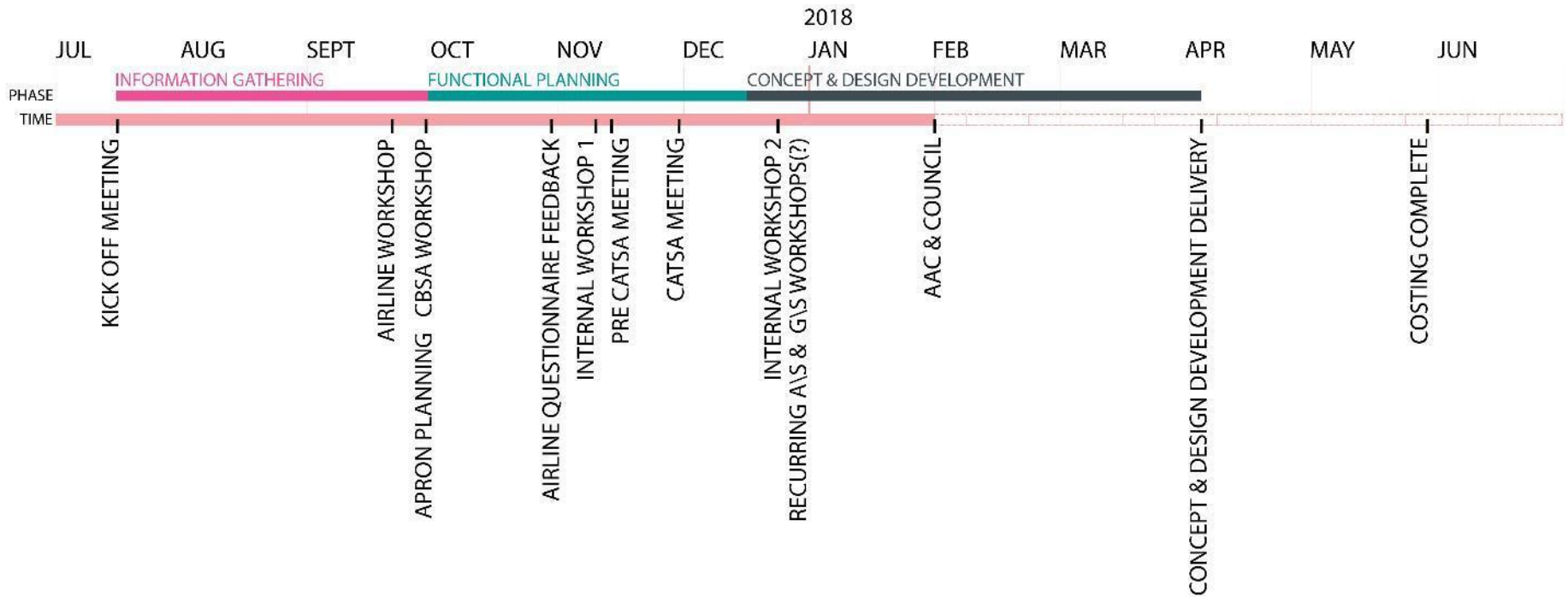
- Timeline
- Current capacity issues
- Stakeholder feedback
- Phases
- Priorities



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

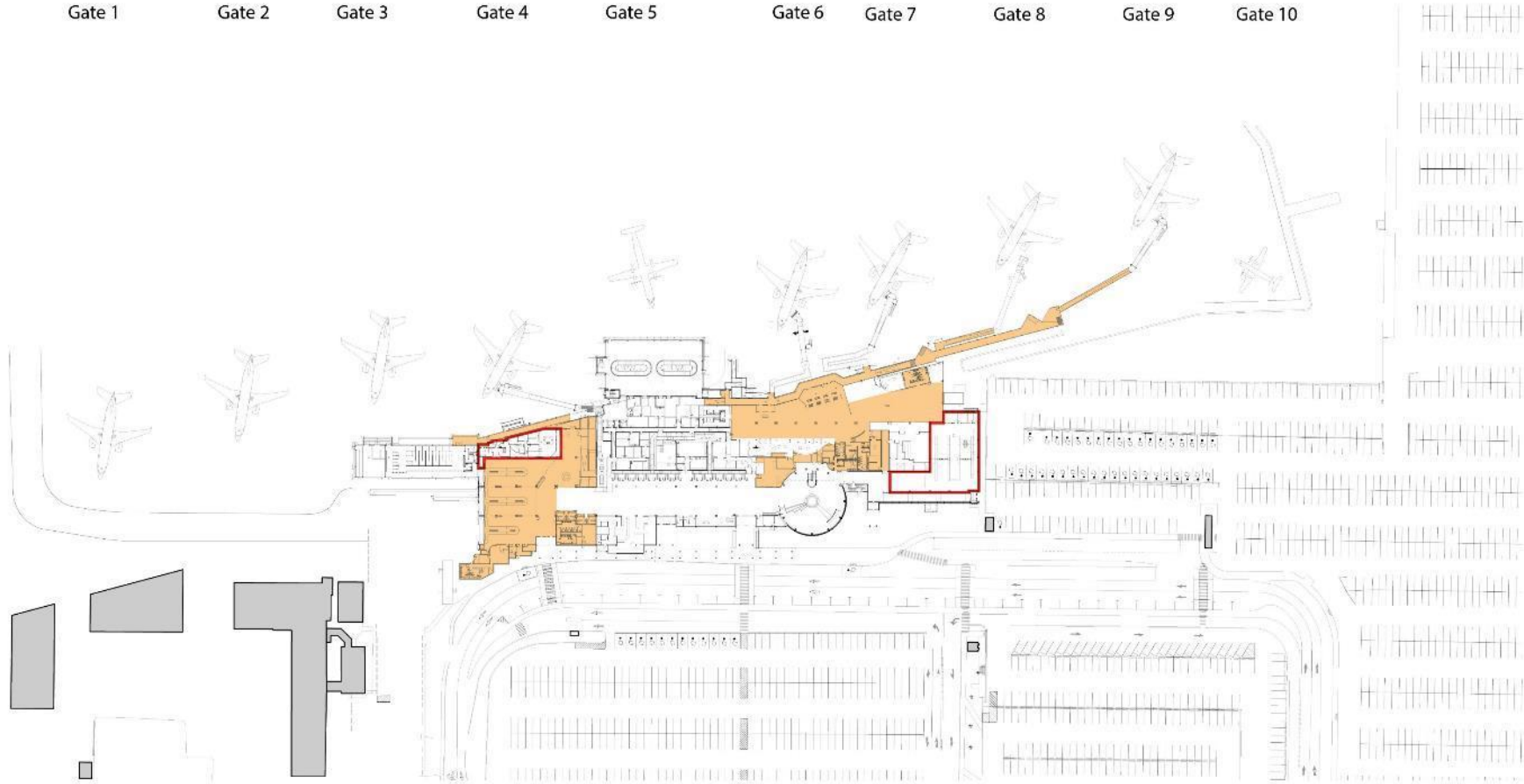
Gate 6

Gate 7

Gate 8

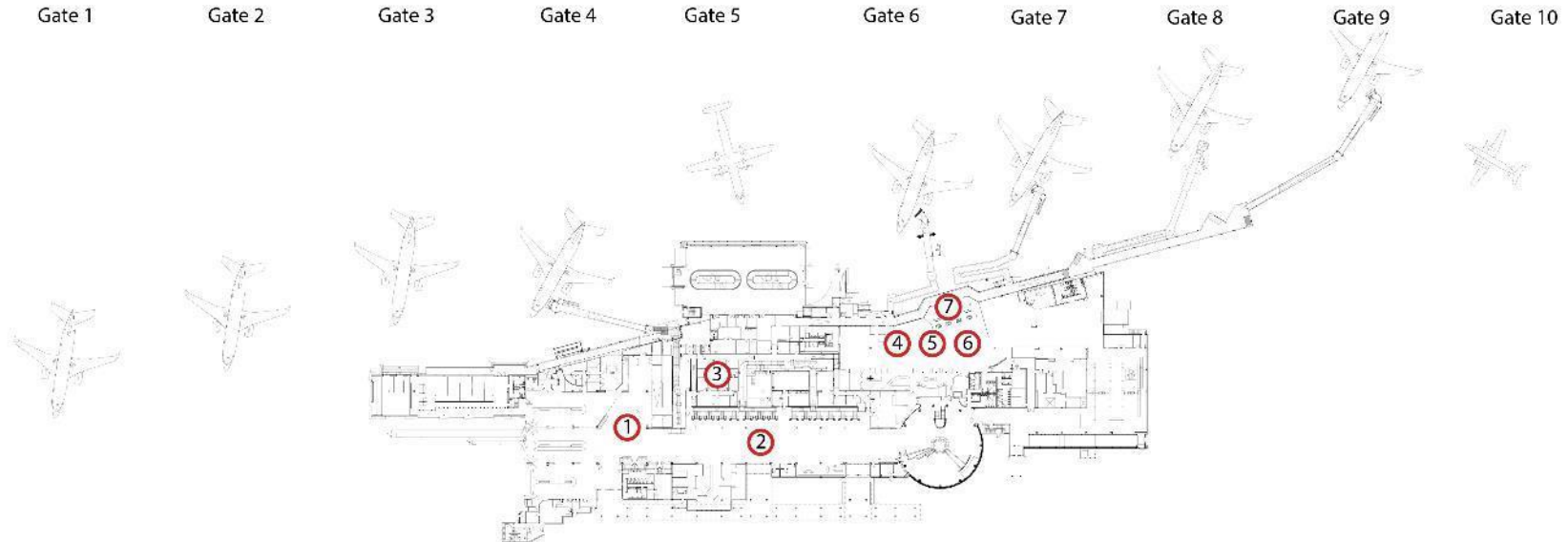
Gate 9

Gate 10



02 STAKEHOLDER FEEDBACK

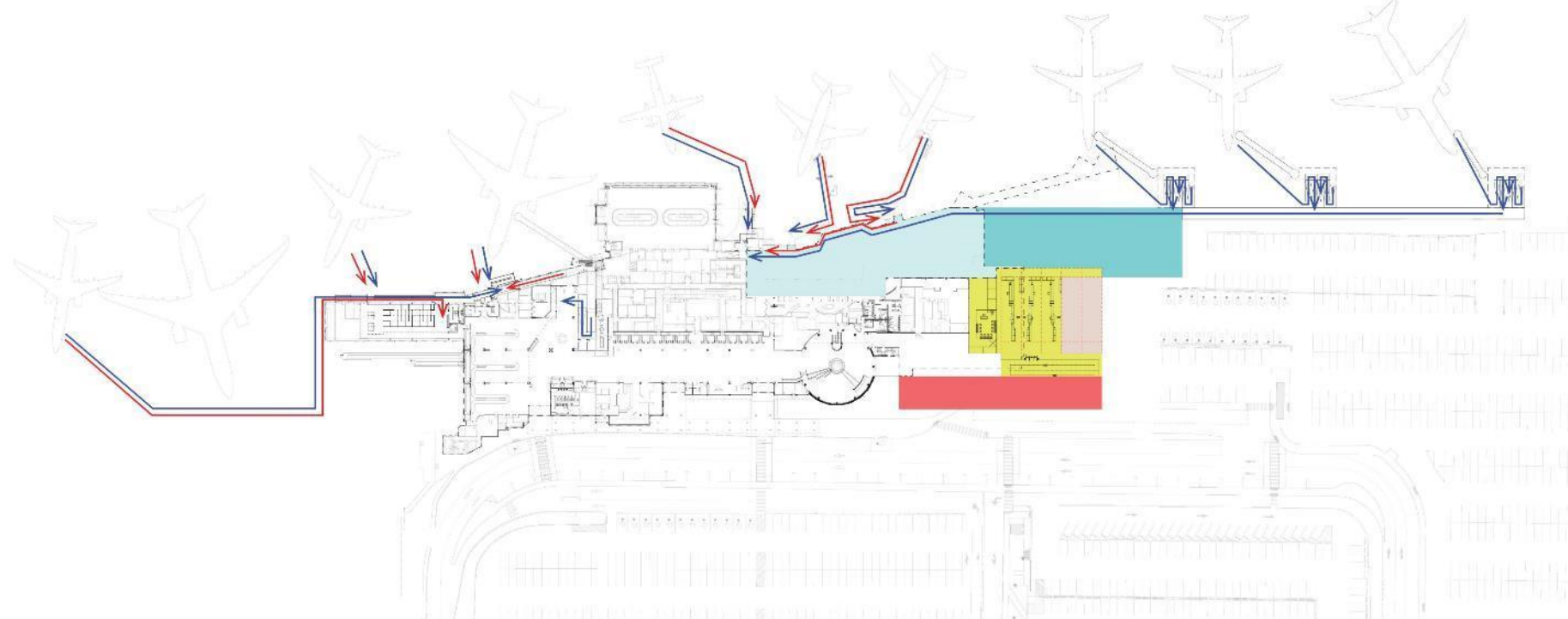
What we have learned so far



- 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

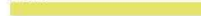
Holdroom Proposed



Holdroom Existing



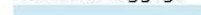
PBS



Landside Concourse



Domestic Baggage



Office Space



International Baggage



CBSA PIL & Secondary



Support & Storage



Phase Scope



omb office of mcFarlane biggar
architects + designers



KELOWNA INTERNATIONAL AIRPORT

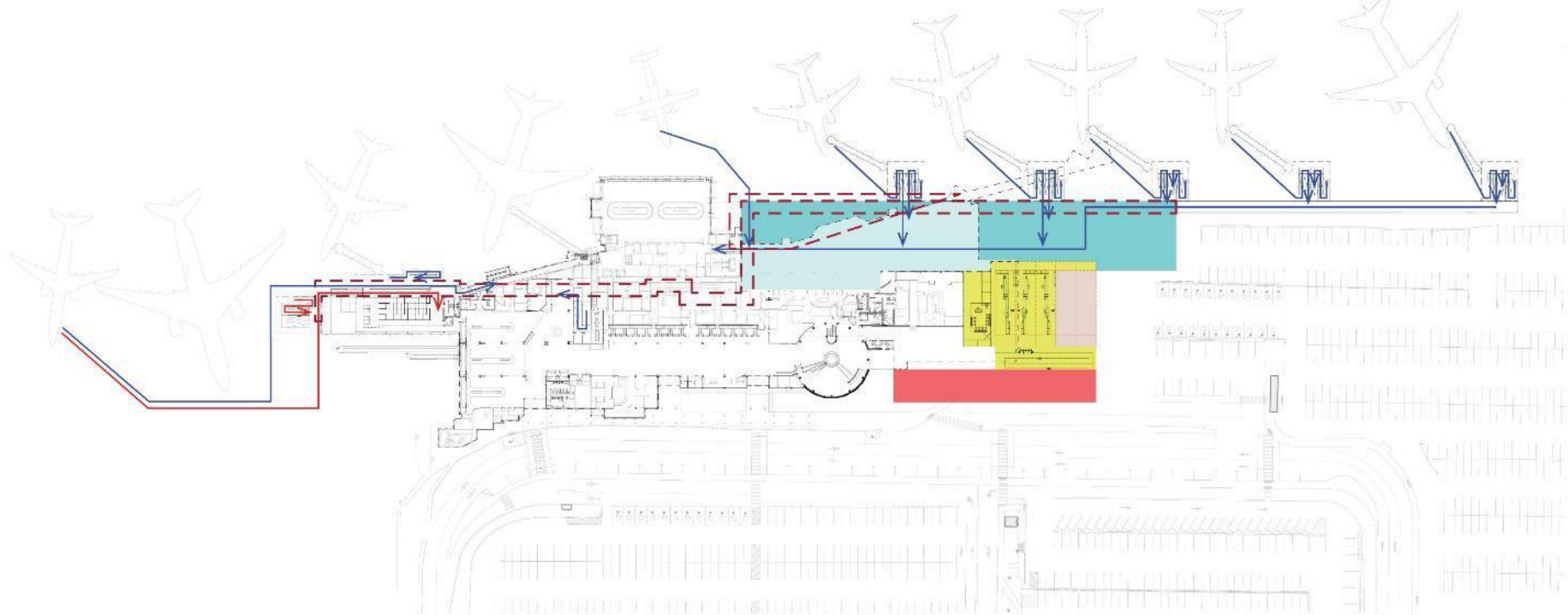
Air Terminal Building

YLV 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

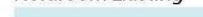
Gate 3,7,8

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

Holdroom Proposed



Holdroom Existing



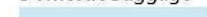
PBS



Landside Concourse



Domestic Baggage



Office Space



International Baggage



CBSA PIL & Secondary



Support & Storage



Phase Scope



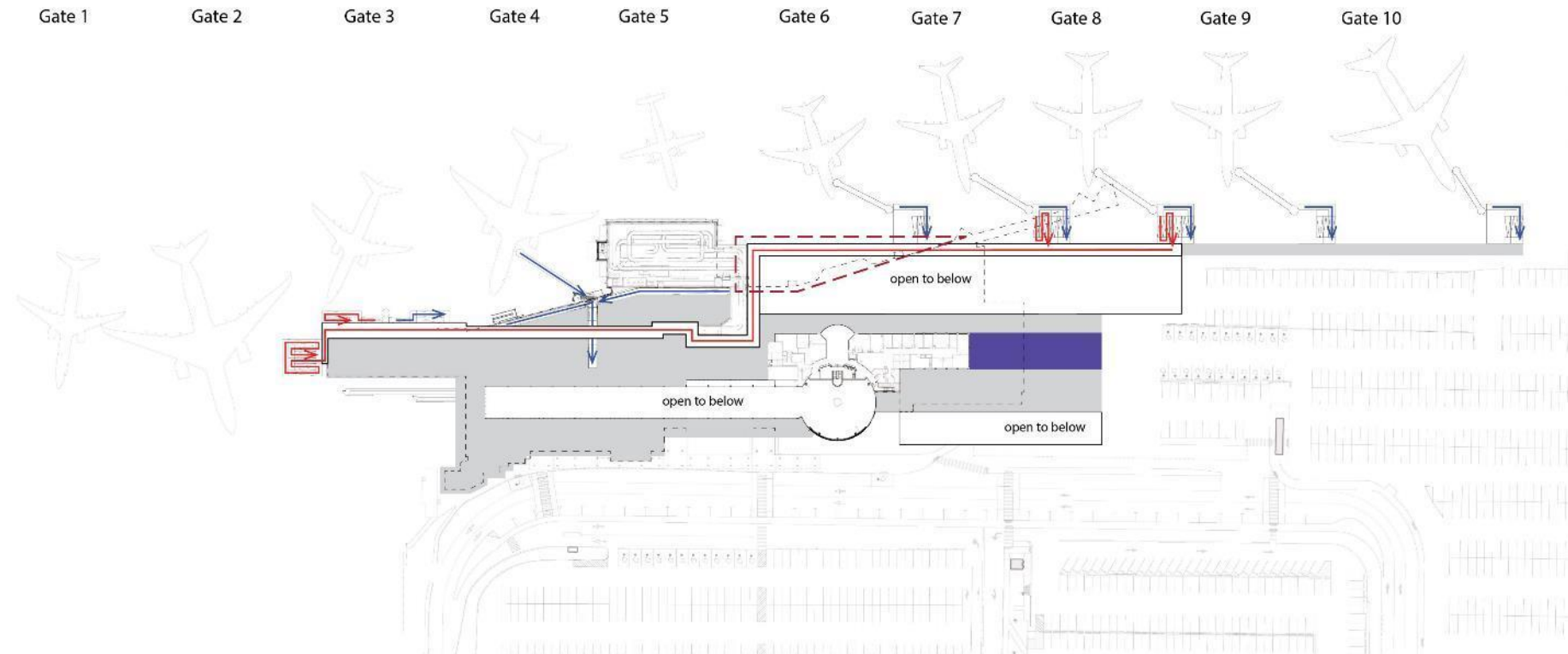
KELOWNA INTERNATIONAL AIRPORT

Air Terminal Building

YLW ATB PROJECT OVERVIEW - FEB. 01, 2018



04 ATB - PHASE 2 Upper Floor Plan



International Arriving
Passengers



Domestic Arriving
Passengers



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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

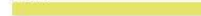
Holdroom Proposed



Holdroom Existing



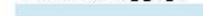
PBS



Landside Concourse



Domestic Baggage



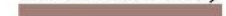
Office Space



International Baggage



CBSA PIL & Secondary



Support & Storage



Phase Scope



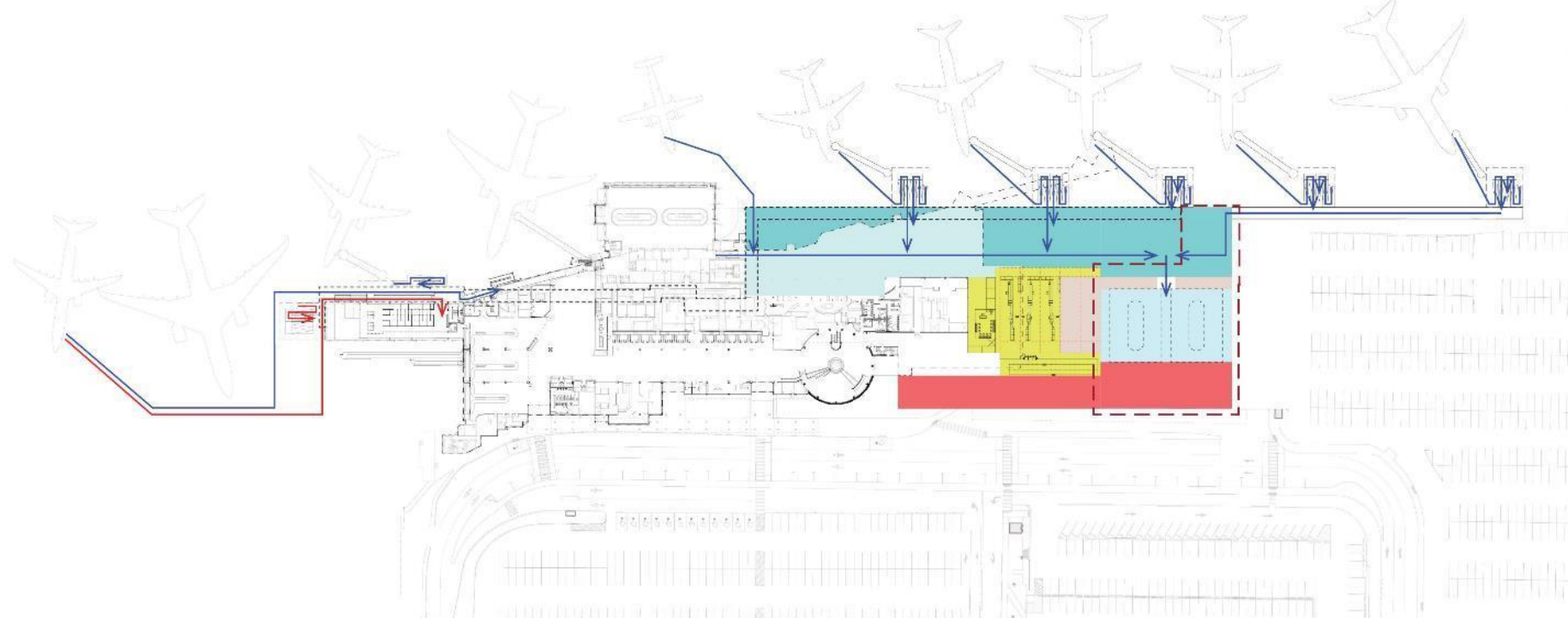
KELOWNA INTERNATIONAL AIRPORT

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



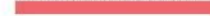
Holdroom Existing



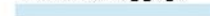
PBS



Landside Concourse



Domestic Baggage



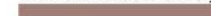
Office Space



International Baggage



CBSA PIL & Secondary



Support & Storage



Phase Scope



omb office of mcFarlane biggar
architects + designers



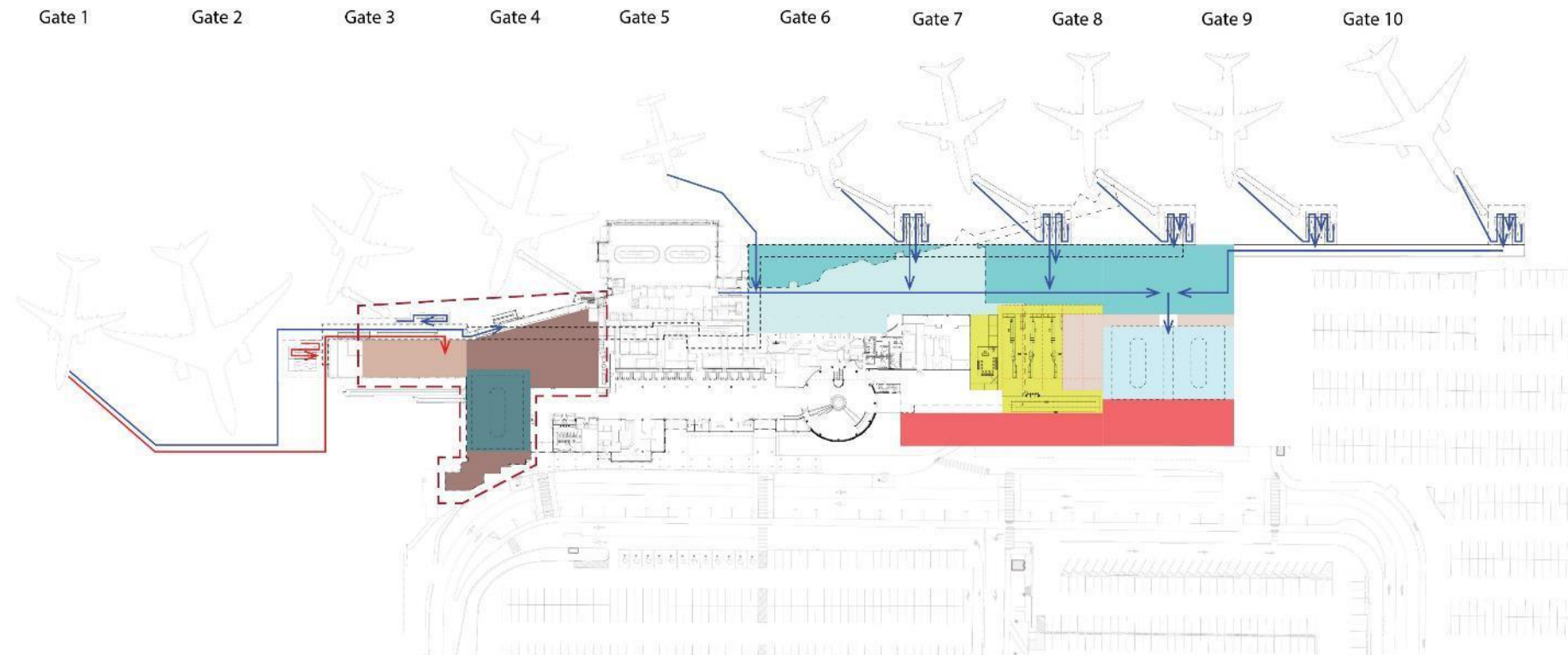
KELOWNA INTERNATIONAL AIRPORT

Air Terminal Building

YLW ATB PROJECT OVERVIEW - FEB. 01, 2018



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



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

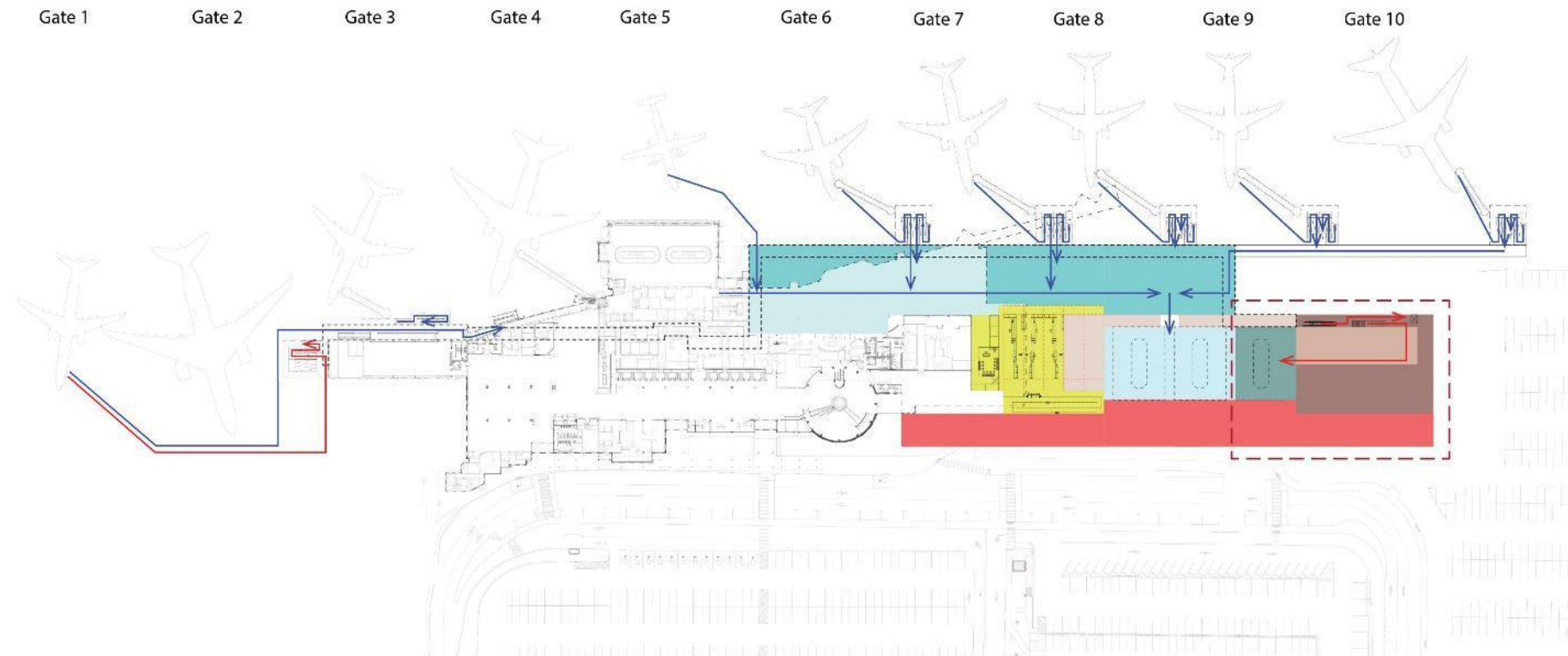


KELOWNA INTERNATIONAL AIRPORT

Air Terminal Building

YLBW ATB PROJECT OVERVIEW - FEB. 01, 2018

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



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

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architects + designers



KELOWNA INTERNATIONAL AIRPORT

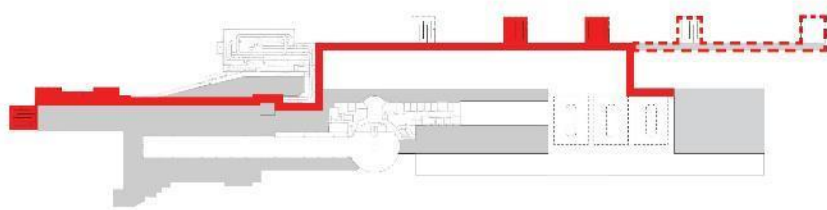
Air Terminal Building

YLW ATB PROJECT OVERVIEW - FEB. 01, 2018

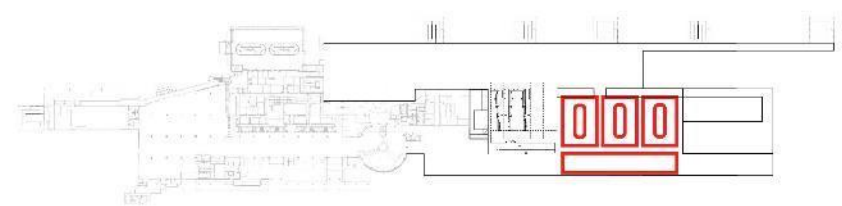


07 YLW MASTER PLAN REPORT RECOMMENDATIONS

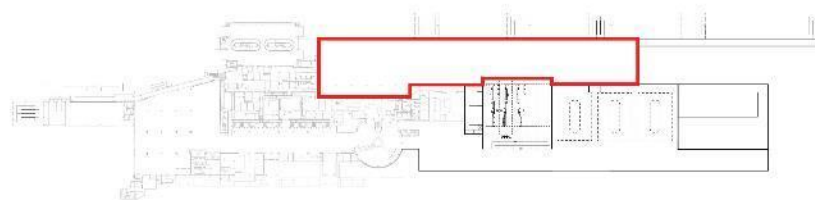
Top Priorities



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

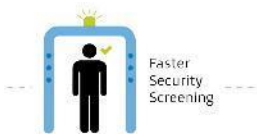
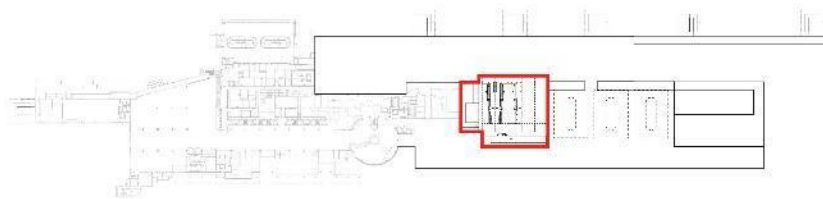


New arrivals area adjacent to new baggage carousels.

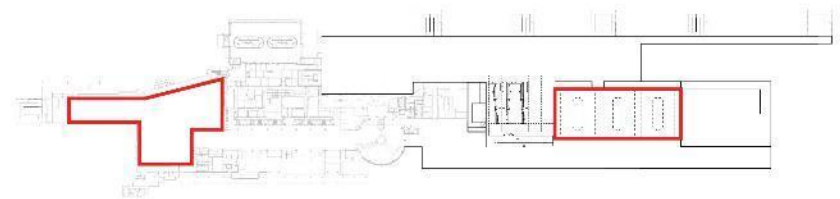


Expanded departures lounge offers more space for food and beverage choices.

07 YLW MASTER PLAN REPORT RECOMMENDATIONS Top Priorities

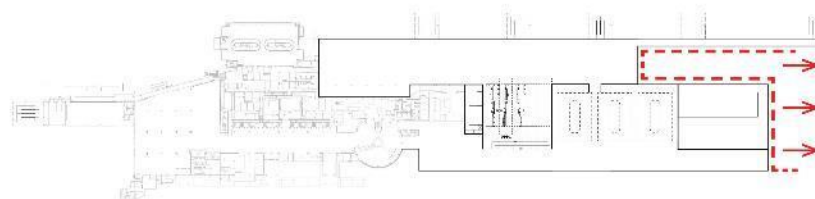


Space allocated for expanded PBS area.



Keeping Service Fees Low

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



Future expansion beyond the master plan
can continue south.

Air Terminal Building Expansion

Questions?

Report to Council



Date: February 5, 2018
File: 0610-51
To: City Manager
From: Doug Nicholas, Sport & Event Services Manager
Subject: Nominations Committee – 55+ BC Games

Recommendation:

THAT Council receives for information, the report from the Sport & Event Services Manager dated February 5, 2018, with respect to assembling a Nominations Committee to recruit community volunteers to serve as Directors for the Kelowna 2019 55+ BC Games;

AND THAT Council appoint the Mayor to chair the Nominations Committee.

Purpose:

To advise Council on the nomination process for the Kelowna 2019 55+ BC Games Board of Directors and have Council appoint the Mayor to chair the Nominations Committee.

Background:

The 55+ BC Games, formerly known as the BC Seniors Games, is a multi-sport event held annually in BC that brings together approximately 3,800 athletes each year to celebrate community and athletic achievement. The BC Seniors Games Society is the parent organization that is responsible for the overall governance of the Games, the sport specific rules, and the liaison with the participants. Its mission is to improve the health, lifestyle, and image of British Columbia's 55+ population.

In September 2015, Kelowna was selected to host the 2019 55+ BC Games and the time has now come to initiate the preparations for those Games. City staff recently met with members of the BC Senior Games Society to review the Games timeline and discuss the planning process. One of the first steps in this process is assembling a Nominations Committee to recommend and recruit a list of candidates who will serve on the Board of Directors for the new Society that will be formed, and be responsible for organizing and hosting the Games.

Based on preliminary discussions with the BC Senior Games Society, it is recommended that the Mayor chair the Nominations Committee, which will be assembled through an internal selection process and consist of the following representation:

- Jim Gabriel – Divisional Director, Active Living & Culture – City of Kelowna
- Doug Nicholas – Sport & Event Services Manager – City of Kelowna
- Sport Representative
- Arts & Culture Representative
- Business Representative

The first order of business for the Nominations Committee will be to recruit a President for the Games. Once identified, the President would join the Nominations Committee and assist with the recruitment of volunteers who will serve as the Directors for the Games. The Directors' roles and responsibilities, and all related details, are well laid out by the BC Senior Games Society with a total of twelve (12) portfolios needing to be filled.

It is anticipated that the Nominations Committee will need to meet 2 or 3 times throughout the process and be required to monitor and report progress. Ideally, the nomination process will be complete by the end of February at which time a list of recommended names will be brought forward to Council for endorsement, and an update on the overall planning process and Games timeline will be provided.

Internal Circulation:

Jim Gabriel, Divisional Director, Active Living & Culture
Amanda Lamberti, Communications Advisor

Considerations not applicable to this report:

Legal/Statutory Authority
Legal/Statutory Procedural Requirements
Existing Policy
Financial/Budgetary Considerations
Personnel Implications
External Agency/Public Comments
Communications Comments
Alternate Recommendation

Submitted by:

Doug Nicholas, Sport & Event Services Manager

Approved for inclusion:

Jim Gabriel, Divisional Director, Active Living & Culture

cc: Jim Gabriel, Divisional Director, Active Living & Culture