



Airport Advisory Committee Minutes

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| 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.

Mayor Colin Basran, Chair

/slh