



Airport Advisory Committee

Minutes

Date:	Friday, October 5, 2018
Time:	9:00 am
Location:	Airport Administration Boardroom Kelowna International Airport 1-5533 Airport Way Kelowna, BC
Members Present	Chair, Mayor Colin Basran, City of Kelowna Councillor Luke Stack, City of Kelowna Walter Gray, Kelowna City at Large Andre Blanleil, Kelowna City at Large Meryle Corbett, Aviation Industry Representative Mayor Akbal Mund, City of Vernon Councillor Peter Scheirbeck, District of Peachland Chair Gail Given, Regional District of Central Okanagan Corie Griffiths, Economic Development Commission Norm Lecavalier, Greater Westside Board of Trade
Members Absent	Curtis Darmohray, Kelowna Chamber of Commerce Mayor James Baker, District of Lake Country Mayor Nancy Cooper, City of Salmon Arm Jaron Chasca, Greater Vernon Chamber of Commerce Tony Stewart, Tourism Kelowna Councillor Rick de Jong, City of West Kelowna Councillor Mic Werstuik, Westbank First Nation Erick Thompson, Summerland Chamber of Commerce Mayor Andrew Jakubeit, City of Penticton
Staff Present	FOI-Legislative Coordinator, Sandi Horning Airport Director, Sam Samaddar, City of Kelowna Airport Development Manager, Phillip Elchitz, City of Kelowna Airport Finance & Corporate Services Manager, Shayne Dyrdal, City of Kelowna Senior Airport Development Manager, Ed Stephens City Manager, Doug Gilchrist

1. Call to Order, Welcome & Introductions

Acting Chair Given called the meeting to order at 9:09 am and welcomed everyone in attendance. It was noted that this will be the last Airport Advisory Committee meeting for this Council term. Introductions were conducted.

Mayor Basran and Walter Gray joined the meeting at 9:12 a.m.

Acting Chair Given made reference to some significant accomplishments for the Kelowna International Airport.

Mayor Basran took over as chair of the meeting at 9:14 a.m.

Councillor Stack joined the meeting at 9:14 a.m.

Councillor Luke Stack joined the meeting at 2:15 pm.

2. Confirmation of Minutes

Corrie/Akbal

THAT the Minutes of the February 1, 2018 Airport Advisory Committee meeting be adopted.

Carried

3. Reports

3.1 2018 Year to Date Overview

Airport Development Manager:

- Displayed a PowerPoint presentation providing an overview of the 2018 Year to Date.
- Responded to questions from the Committee members.
- Noted at YLW is the fastest growing airport in Canada.
- Advised that Airport Staff is in discussions with United Airlines and Delta Airlines regarding bringing back their service to YLW.

Airport Director:

- Responded to questions from the Committee members regarding the potential of the 787 aircraft flying out of YLW.

Airport Finance & Corporate Services Manager:

- Displayed a PowerPoint presentation providing the financial overview of the 2018 Year to Date
- Responded to questions from the Committee members.
- Confirmed that the 'debt' is only related to the AIF program.

3.2 Airport Improvement Fee (AIF) Program Background

Senior Airport Development Manager:

- Displayed a PowerPoint presentation summarizing the Capital Program Development.
- Provided an overview of the 2045 Master Plan.

3.3 Drive to 1.6M Passengers and Flight to 2020 AIF Programs

Senior Airport Development Manager:

- Displayed a PowerPoint presentation summarizing the Drive to 1.6M Passengers and Flight to 2020 AIF Programs.

3.4 Soaring Beyond 2.5M Passenger AIF Program

3.4.1 Schedule

3.4.2 Implementation Plan

3.4.3 Major Projects

3.4.4 Implementation Timeline

3.4.5 Terminal Building Expansion

3.4.6 Financial Implications

Senior Airport Development Manager:

- Displayed a PowerPoint presentation summarizing the Soaring Beyond 2.5M Passenger AIF Program.
- Spoke to the Runway Safety Areas, Airfield Pavement Rehabilitation, Apron Expansion, Hazardous Material Secondary Capture and Terminal Expansion.
- Spoke to the Terminal Access and Landside Improvements.
- Provided an overview of the schedule for the Soaring Beyond 2.5M Passengers Project.
- Provided an overview of the implementation plan.
- Provided further details with respect to the major projects and implementation timeline.
- Provided further details regarding the Terminal Building Expansion.
- Advised that there is a plan to double the size of the departures room, create a larger pre-board screening area and introduce new technology for pre-board screening.
- Advised that there is also a plan to widen the corridor and construct a bridge at the north end to assist with the arrival of passengers, as well as locating a commercial receiving area at the south end of the terminal building.
- Advised that Phase 2 will be dealing with the domestic arrivals and baggage delivery.
- Responded to questions from the Committee members.

Airport Director:

- Responded to questions from the Committee members regarding the airport's domestic services.
- Noted that YLW will be a domestic airport for the foreseeable future; therefore the focus is on domestic services.
- Spoke to the challenges with dealing with arriving international flights and how the air terminal building expansion may be able to address some of those challenges.

Senior Airport Operations Manager:

- Responded to questions from the Committee members regarding the potential for expanding the shuttle services as the parking areas expand.

Airport Director:

- Spoke to the parking challenges and demands that are increasing at the airport.
- The number of parking products currently at the airport is quite small and staff will be looking at expanding the parking technology as people use them
- Staff are looking at UBER, when it is allowed in BC, as a transportation source that will not impact the airport parking situation.
- Responded to questions regarding the new technologies that CATSA is implementing and whether that will affect the airport financially. Staff is currently in discussions with the Federal Government to address some of the financial implications.
- Responded to questions from the Committee members regarding how the airport expansion will affect 'connecting traffic'. There is an opportunity to grow the 'connecting traffic' and staff will be ensuring that the expansion takes this into account.

Senior Airport Finance & Corporate Services Manager:

- Displayed a PowerPoint presentation and spoke to the financial implications of the Soaring Beyond 2.5M Passenger AIF Program.

Airport Director:

- Responded to questions from the Committee members regarding leveraging Federal programs, such as grants. Advised that typically, if you are a national airport, the Federal Government says that you cannot apply for grants.
- Spoke to the proposed AIF Program and the other fees that are charged by the Airport. If the proposal is put on hold, it could cause a negative economic and/or financial benefit.
- Confirmed that Staff have considered the regulatory impacts that could potentially affect the Program and advised that there is enough contingency reserves to offset any regulatory financial impacts.

Senior Airport Development Manager:

- Made comment regarding the 'Spring Travel Event' that was hosted at the Airport.
- Displayed a PowerPoint Presentation and spoke to the Beyond Program - 2029+

Walter/Akbul

THAT the Airport Advisory Committee supports, in principle, the proposed Soaring Beyond 2.5M Passenger AIF Program as presented to the Airport Advisory Committee on October 5, 2018;

AND THAT the Airport Advisory Committee supports obtaining the approval of Kelowna City Council for the amendment to the Airport Fees and Charges Bylaw No. 7982 to increase the Airport Improvement Fee to \$25.00 per departing passenger, effective March 1, 2019, as presented to the Airport Advisory Committee on October 5, 2018.

Carried

4. Questions & Wrap Up

The Chair distributed gifts to the Committee members and the Airport Director thanked everyone for their participation.

5. Termination of Meeting

The Chair thanked everyone for attending and provided closing comments.

The Chair declared the meeting terminated at 10:44 a.m.

Chair