



Airport Advisory Committee

Minutes

Date:	Thursday, April 25, 2019
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 Chair Gail Given, Regional District of Central Okanagan Councillor Brad Sieben, City of Kelowna Mayor Cindy Fortin, District of Peachland Mayor James Baker, District of Lake Country Councillor Doug Findlater, City of West Kelowna Councillor Chad Eliason, City of Salmon Arm Councillor Akbal Mund, City of Vernon Andre Blanleil, Kelowna City at Large Nikki Csek, Kelowna Chamber of Commerce Deborah Buszard, UBCO Diane Chambers, Greater Vernon Chamber of Commerce Corie Griffiths*, Economic Development Commission Grant Steven, Aviation Industry Representative Thom Killingsworth, Tourism Kelowna Craig Garries, Greater Westside Board of Trade David Hull, Summerland Chamber of Commerce
Members Absent	Mayor John Vassilaki, City of Penticton Representative to be confirmed, South Okanagan Chamber of Commerce
Staff Present	City Manager, Doug Gilchrist Airport Director, Sam Samaddar Airport Development Manager, Phillip Elchitz Airport Finance & Corporate Services Manager, Shayne Dyrdal Senior Airport Development Manager, Ed Stephens Airport Business Development and Community Relations Manager, Chad Munchinsky* Clint McKenzie, Legislative Coordinator (Confidential)

(* denotes partial attendance)

1. Call to Order

The Chair called the meeting to order at 9:10 a.m.

2. Introductions

2.1 Members

The Chair welcomed new and returning committee members and called for introductions.

2.2 Terms of Reference

The terms of reference for the committee were provided to the members.

3. Confirmation of Minutes

Moved By Councillor Akbal Mund/Seconded By Andre Blanleil

THAT the Minutes of the October 5, 2018 Airport Advisory Committee meeting be adopted.

Carried

4. Group Photo

Photo deferred to later in the agenda when all attending Committee members are present.

5. Reports

5.1 Okanagan Gateway Study

Committee member Corie Griffiths arrived at 9:17 am.

Senior Airport Development Manager:

- Displayed a PowerPoint presentation providing an overview of the study.
- Outlined the boundaries for the study area surrounding the airport.
- The study is being done by the same consultant who is completing the regional transportation study.
- Responded to questions from the Committee.

Airport Director– commented on the importance of air and ground highway connections.

Mayor Basran commented it will be important to have the capital items built into the City's capital plan.

Airport Development Manager:

- Provided insight into pursuit of bus rapid transit and the connection with YLW from the UBCO transit interchange.

The meeting broke at 9:31 a.m. and a group photo was taken.

The meeting reconvened at 9:43 a.m.

Mayor Basran recognized Ed Stephens for his contributions to YLW and our community and congratulated him on his upcoming retirement.

5.2 Air Service Development Strategy

Airport Development Manager:

- Provided a PowerPoint presentation giving an overview of the strategy.
- Kelowna is the 10th busiest airport in Canada recently overtaking Victoria.
- There is growth in all sectors – international, transborder and domestic.
- YTD - YLW is growing by 3.42%; second in growth in Canada behind Hamilton.
- Reviewed five-year growth by Air Canada, WestJet and Alaska.
- Discussion on retaining the Alaska Air travel being a key priority.
- Focus with Air Canada work toward establishing a direct flight to Montreal.
- Discussed the modelling being used to market to the airlines.
- Responded to questions from the Committee.
- Decrease in capacity of approx. 8% in the quarter due to the 737 MAX airplanes being grounded.
- New flights from Calgary that connect with Europe that connect well with Kelowna.

Airport Director spoke to the ultra-low-cost carriers and the impact on the local market.

Staff provided an overview of Swoop and Flair airline expansions.

Meeting adjourned at 10:33 a.m. for a group photograph.

Meeting reconvened at 10:52 a.m.

5.3 Soaring Beyond 2.5 Million Passengers Program Update

Senior Airport Development Manager:

- Provided a PowerPoint presentation giving an overview of the 10-year capital plan.
- Reaching operational capacity in the terminal for arrival and departures, prescreening. Phase 1 begins to address these issues.

Airport Director spoke to YLW being a low-cost airport and the direction associated with building new infrastructure and phasing to ensure debt servicing is as low as possible and that we reduce risk should there be an economic downturn.

Responded to questions from the committee.

5.4 East Lands Development

Airport Director:

- Provided an overview of the airside development of 12.5 hectares in Phase 1 including:
 - creating an aerospace campus as a full private sector investment
 - a second fueling facility
 - a Fixed Base Operator for executive aircraft and flight crew servicing
- Responded to questions from the committee.
- Spoke to the land to the west of Airport Way and the first tenant secured.

5.5 Fiscal Update

Financial Director:

- Provided an overview of the 2018 financial analysis.
- Provided a review of the Statement of Financial Position.
- Reviewed the Statement of Operations and Accumulated Surplus.
- Focusing on fee increases to non-aeronautical business so as not to increase the cost to the airlines.
- No increase in taxation to the taxpayers to offset these improvements.
- Reviewed Cash Flow and Debt Repayment schedule
- Responded to questions from the Committee.

6. Questions & Wrap Up

No additional items.

7. Termination of Meeting

The Chair declared the meeting terminated at 11:36 a.m.

Chair