

Report to Council



Date: December 10, 2018

File: 0610-50

To: City Manager

From: Airport Director

Subject: Airport Advisory Committee Terms of Reference

Report Prepared by: Paul Crenson, Acting Airport Administration Manager

Recommendation:

THAT Council approves the amended Terms of Reference for the Airport Advisory Committee as attached to the Report of the Airport Director dated December 10, 2018.

Purpose:

To obtain Council's approval to amend the Terms of Reference for the Airport Advisory Committee.

Background:

The Airport Advisory Committee (the AAC) was formed to facilitate participation from local government, business and community interests within the Kelowna International Airport (the Airport) catchment area on matters associated with the development of the Airport. The AAC is a select committee of Council and the AAC reviews, reports and advises Council on matters concerning the long-term development of the Airport.

The AAC's Terms of Reference include a membership of twenty individuals including the Mayor, the City of Kelowna Council (1), the City of Kelowna community-at-large (2), the City of Kelowna aviation industry (1), the Central Okanagan Regional District (1), the City of Vernon (1), the City of Penticton (1), the City of Salmon Arm (1), the District of Peachland (1), the District of Lake Country (1), the District of West Kelowna (1), the Kelowna Chamber of Commerce (1), the South Okanagan Chamber of Commerce (1), the Summerland Chamber of Economic Development & Tourism (1), the Vernon Chamber of Commerce (1), the Greater Westside Board of Trade (1), the Westbank First Nations (1), the Economic Development Commission (1), and Tourism Kelowna (1).

In order to ensure representation by a key stakeholder but ensure the AAC maintains the same number of members, the Airport is requesting that the two members from the community-at-large within the

City of Kelowna be reduced to one, and that one member be added from the University of British Columbia Okanagan, to be appointed by the City of Kelowna.

Internal Circulation:

Stephen Fleming, City Clerk
Jackie Dueck, Controller
Jodie Foster, Community Communications Manager

Legal/Statutory Authority:

Community Charter section 142 – Select Committees of Council

Legal/Statutory Procedural Requirements:

Terms of Reference, Kelowna Airport Advisory Committee

Considerations not applicable to this report:

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:



Doug Gilchrist, City Manager

cc: Genelle Davidson – Divisional Director, Financial Services