



Airport Advisory Committee

Minutes

Date: Friday, October 5, 2018
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
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
Councillor Fernanda Alexander, Westbank First Nations
Carmen Sparg, Kelowna Chamber of Commerce
Thom Killingsworth, Tourism Kelowna
Vicki Brown, 3BP Solutions

Committee Members Absent: Mayor James Baker, District of Lake Country
Mayor Nancy Cooper, City of Salmon Arm
Jaron Chasca, Greater Vernon Chamber of Commerce
Councillor Rick de Jong, City of West Kelowna
Erick Thompson, Summerland Chamber of Commerce
Mayor Andrew Jakubeit, City of Penticton

Staff Present: City Manager, Doug Gilchrist
Airport Director, Sam Samaddar
Senior Airport Operations Manager, Phillip Elchitz
Senior Airport Development Manager, Ed Stephens
Senior Airport Finance & Corporate Services Manager, Shayne Drydal
Acting Legislative Services Supervisor, Sandi Horning

*denotes partial attendance

1. Call to Order, Welcome & Introductions

Acting Chair Given called the meeting to order at 9:09 am and welcomed everyone in attendance.

The Acting Chair noted that this will be the last Airport Advisory Committee Meeting for this Council term. Introductions were conducted.

Chair, Mayor Colin Basran, and Committee Member, Walter Gray, joined the meeting at 9:12 a.m.

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

The Chair took over as chair of the meeting from the Acting Chair at 9:14 a.m.

Committee Member, Councillor Luke Stack, joined the meeting at 9:14 a.m.

2. Confirmation of Minutes

Moved by Corie Griffiths/Seconded by Mayor Akbal Mund

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 that 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 are 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+.

Moved by Walter Gray/Seconded by Mayor Akbal Mund

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 Gail Given, Acting Chair

Mayor Colin Basran, Chair

/slh

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