



## Airport Advisory Committee Minutes

Date:	Tuesday, September 29, 2015
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 Mayor James Baker, District of Lake Country Mayor Nancy Cooper, City of Salmon Arm Mayor Andrew Jakubeit, City of Penticton 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 Tony Stewart, Tourism Kelowna Norm Lecavalier, Greater Westside Board of Trade Tom Dyas, Kelowna Chamber of Commerce (Alternate)
Committee Members Absent:	Councillor Rick de Jong, City of West Kelowna Councillor Mic Werstuik, Westbank First Nation Erick Thompson, Summerland Chamber of Commerce Curtis Darmohray, Kelowna Chamber of Commerce
Staff Present:	Deputy City Manager, Paul Macklem, City of Kelowna Airport Director, Sam Samaddar, City of Kelowna Airport Finance & Corporate Services Manager, Shayne Dyrdal, City of Kelowna Legislative Systems Coordinator, Sandi Horning
Consultants:	Sr. Director, Airport Development, Jim Meyer, SNC Lavalin Sr. Manager of Planning & Strategic Services, Marcel Champagne, SNC Lavalin

## **1. Call to Order**

The Chair called the meeting to order at 1:03 p.m.

## **2. Welcome & Introductions - Chair**

The Chair welcomed everyone in attendance and introductions were conducted.

## **3. Reports**

### **3.1 Operations Update - Airport Director, Sam Samaddar**

Airport Director:

- Provided an update regarding the Airport's Operations.
- Advised that 2014 was a record year for YLW.
- Advised that for 2015 the passenger counts have declined slightly given the state of the current economy.
- Provided background information regarding the previous Airport Advisory Committee's recommendations to Council.
- Provided details on some outstanding issues that are being resolved.
- Advised that the new glycol facility will be in operation by the end of the week, just in time for winter.
- Provided an update on the Outboard Baggage System Expansion project.
- Provided an overview of the discussions surrounding ways to enhance non-operational revenues.
- Advised that YLW is currently upgrading the departure room and concessions.
- Noted that Pacific Coastal Airlines has added additional air service (twice daily to Victoria, except Saturday).
- Noted that Sunwing Airlines has added a Varadero, Cuba charter.
- Responded to questions from the Committee Members with respect to the rationale behind WestJet having its head quarters in Calgary rather than Vancouver.

### **3.2 Review of Terms of Reference - Airport Director, Sam Samaddar**

Airport Director:

- Advised that a copy of the Airport Advisory Committee's Terms of Reference was included with the 'Committee Package' that was distributed to the members upon their arrival at today's meeting.

### **3.3 Airport Master Plan - SNC Lavalin**

Airport Director:

- Provided the rationale for updating the Airport Master Plan.

Consultants:

- Displayed a PowerPoint presentation summarizing the strategic direction for updating the Master Plan to 2045.
- Advised that the last Master Plan was developed in 2005 and covered the period of 2005-2025.
- The current review looks to take the Master Plan out to 2045.
- The Master Plan 2045 is a three-phase initiative, programmed around stakeholder consultation.
- A Communications Plan has been established to guide stakeholder consultations.
- Provided an overview of what YLW has accomplished in the last 10 years.
- Provided an overview of the various Airport Plans.
- Advised that the Strategic Plan establishes the overall direction, vision, mission statement, objectives and action plans.

- The Master Plan will describe the optimum development options and the facilities and systems needed to meet strategic objectives and forecasted levels of passenger and aircraft activity, over a specified period of time.
- The Implementation Plan details the approach, initiatives and process for achieving YLW's overall objectives.
- Made comment regarding the local economy and the fact that tourism is a major industry in the Okanagan.
- Made comment regarding the region's population growth.
- Made comment regarding the factors influencing the price of oil and its impact on the Canadian economy.
- Provided an overview of the airline industry and noted the factors driving local demand.
- Provided an overview of the preliminary Master Plan findings.
- Advised that YLW is expected to continue to grow at approximately 3% per year to 2045 (in spite of the current slowdown).
- Made comment regarding 'Noise Exposure' and how new aircraft are changing it.
- Advised that YLW's runway capacity can meet demand and further gains can be achieved through technology improvements.
- Advised that the current runway length is sufficient for B767-300ER aircraft to fly non-stop to London and Frankfurt with full passenger load, not maximum payload.
- Commented on the new Canadian aerodrome standards, which impacts zoning for clearances under and around approach surfaces.
- Noted that Runway End Safety Areas (RESA) will also be needed under the new standards, which has a potential to complicate land needed to accommodate current and future runway length.
- Commented on the remote aircraft parking stands needed beyond the current North Apron expansion.
- Noted the areas within the Air Terminal Building that need to be addressed.
- Commented on future access and parking requirements at YLW.
- Current forecasts indicate that parking facilities will not meet demand in 5-10 years. By 2045, 1,800 more parking stalls will be needed. A portion of the existing long-term lot will be needed for future apron expansion.
- Commented on the trends in ground transportation.
- Noted that YLW's serviced airside commercial land inventory is close to saturation. Limited airside commercial land limits the benefits YLW provides to the region.
- Noted that the east side land should focus on expanding YLW's role for aviation/aerospace industries.
- Noted that some additional land will be needed to accommodate growth.
- YLW's current development strategy remains valid.
- The next phases of development need to address traffic growth - remote aircraft parking, terminal holdroom and bag areas, and parking lots.
- Changes to the aerodrome regulations also need to be addressed (obstacle-free zones and Runway End Safety Areas).
- More commercial development land is needed and YLW will need to consider acquiring some adjacent land parcels to address long-term needs.
- Commented on the metric for benchmarking.
- Commented on satisfaction ratings in the Airports Council International Airport Service Quality survey.
- Commented on YLW's Strategic Assessment Survey and noted that stakeholders were asked questions regarding view and opinions on various strategic planning topics.
- Made comment on the issues YLW is having, or will have, which will impact the operations of the business and need to be addressed over the next 5 years.
- Commented on YLW's Vision Statement, Core Values and Key Success Drivers.
- Commented on the Quality of Service Index.
- Commented on the "Trends in Scheduled Services" at YLW, as well as "Trends in Passenger Traffic" and "Trends in Seat Capacity".
- Noted the following air service development priorities YLW should consider:
  - New ultra low cost carrier service;
  - Domestic-daily flights (24/7/365) to Toronto;

- New regional tier three service to northern communities within BC;
- Trans-border service - Los Angeles, Chicago and Minneapolis-St. Paul;
- Charter service to a European destination; and
- More leisure flights to sunspot destinations.
- Advised that the next steps in the process will be:
  - Feedback from the Committee Members via completion of the survey ([www.surveymonkey.com/r/YLWMASTERPLAN2045-1](http://www.surveymonkey.com/r/YLWMASTERPLAN2045-1));
  - Additional consultations to be held in the regional through to Spring 2016 (Public Open House in February); and
  - Report back on the consultation results in the 'Detailed Master Plan' in Summer 2016.
- Responded to questions from the Committee Members.

#### Airport Director:

- Responded to questions from the Committee Members regarding how to improve and obtain direct, non-stop, service to European destinations (i.e. more international flights out of YLW).
- Responded to questions from the Committee Members regarding previous plans for a multi-level parkade at YLW. Advised that cost is a big factor when considering a multi-level parkade. Parking rates to park in a parkade could be too expensive and therefore not be well utilized. Surface parking is better for YLW.
- Advised that City staff is looking at opportunities to develop commercial areas that will directly relate to YLW.
- Responded to questions from the Committee Members with respect to the potential of the development of the public pathway (CN Rail corridor) so that it no longer separates the Airport lands.
- Provided an overview of how the Federal Government's regulations affect Canadian airports.

#### Committee Members:

- Had a general discussion regarding the future of the airline industry.

### 4. Questions & Wrap Up

The Consultants advised that an email will be sent to the Committee Members with a link to the feedback survey.

The Chair thanked everyone for their attendance.

### 5. Termination of Meeting

The Chair declared the meeting terminated at 3:14 p.m.

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Mayor Colin Basran, Chair

/slh