



| <u>Item #</u> | <u>Agenda Item</u> | <u>Minutes</u> |
|---------------|---------------------------------|---|
| 1.0 | Roll Call | North Peace Airport Society President Jim McKnight, Electoral Area C Vice-President Brent Taillefer, District of Taylor Director Arlene Boon, Electoral Area B Director Rob Fraser, District of Taylor Director Karen Goodings, Electoral Area B Director Moira Green, City of Fort St. John Director Bob Norton, District of Hudson's Hope Director Brad Sperling, Electoral Area C Director Byron Stewart, City of Fort St. John Miranda V. Flury, Director of Strategy, Capital & Planning (D.SCP) Vantage Airport Group Zachary Berglund, Manager Facilities, Projects, and Capital Planning Absent Director Dave Heiberg, District of Hudson's Hope |
| 1.1 | Call to Order | 9:30 am |
| 1.2 | Amendments to Agenda | None. |
| 2.0 | Meeting Minutes | |
| 2.1 | Meeting Minutes June 8, 2020 | JULY/6/2020- 1 MOVED: Brent Taillefer SECONDED: Brad Sperling THAT the regular meeting minutes from June 8, 2020 are approved as presented. CARRIED |
| 3.0 | Consent Agenda | JULY/6/2020- 2 MOVED: Karen Goodings SECONDED: Brent Taillefer THAT the consent agenda on July 6, 2020 is approved as presented. |



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| | | CARRIED |
| 4.0 | Society's Financial Statements | JULY/6/2020- 3 MOVED: Arlene Boon SECONDED: Brad Sperling THAT the Society's financial statements dated May 31, 2020 are accepted as presented. CARRIED |
| 5.0 | North Peace Airport Services Reports | |
| 5.1 | NPAServices' Operational Report April 2020 | <ul style="list-style-type: none">• Received.• YTD we have dropped approx. 50% in pax traffic-how does this compare to other airports?<ul style="list-style-type: none">○ From what Vantage can estimate, it is in line or a little bit better than other airports- YXJ is recovering faster then other airports.• Any idea why medevac doubled or is the statistic different?<ul style="list-style-type: none">○ North Cariboo added a second medevac aircraft to YXJ which explains the increase in medevac flights. It is not a reflection of an increase in demand for the area. |
| 5.2 | NPAServices' Financial Statements | <ul style="list-style-type: none">• Received.• Natural gas bill has caused the 15% increase YTD, Vantage will review and update the Society.<ul style="list-style-type: none">○ Payments are set on equalized billing (resulting in an increase in payment over the summer period)○ There was also a late billing from 2019 that was paid 2020.• How does a YTD decrease in revenue of 28% compare to other airports?<ul style="list-style-type: none">○ From what Vantage can estimate, YXJ is in line or a bit better than other airports. |



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| | | <ul style="list-style-type: none">• Did Services receive the 75% wage subsidiary? If yes- where is it located on the income statement?<ul style="list-style-type: none">○ NPAServices has not received the subsidiary yet, but they did apply for it.• Since the end of February, net income has decreased on Services' income statement from \$104,132 to \$41,118. Vantage has had to inject cash into Services' since March of 2020. How sustainable is this for Vantage?<ul style="list-style-type: none">○ Vantage is not concerned about the sustainability of supporting NPAServices' financially.• Prior to COVID, the need to increase non-aeronautical revenue was apparent where possible. Have other airports innovated in this space due to COVID and could YXJ could mimic them? Are there any unique opportunities for YXJ to produce new non-aeronautical revenue streams?<ul style="list-style-type: none">○ Vantage noted some airports have converted their parking lots into drive-in movie theatres, other airports are leasing out portions of their parking lots to car rental companies to help them with the overflow of their inventory. |
| 5.3 | Project Status Updates | |
| 5.3.1 | Project Update- Runway Rehabilitation 03/21 ACAP | <ul style="list-style-type: none">• Not received, a smaller update was provided on MD report. |
| 5.3.2 | Project Update- Grader | <ul style="list-style-type: none">• Not received, a smaller update was provided on MD report. |
| 5.3.3 | Project Update- Firehall and | <ul style="list-style-type: none">• Not received, a smaller update was provided on MD report. |



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| | Maintenance Upgrades | |
| 5.3.4 | Project Update-Crash Gates | <ul style="list-style-type: none"> Not received, a smaller update was provided on MD report. |
| 5.3.5 | Project Update-Professional Services Agreement with WSP (ARFF Firehall) | <ul style="list-style-type: none"> Still waiting for written confirmation from ACAP indicating YXJ still qualifies for a firehall if the original ACAP application is no longer active. |
| 5.3.6 | Project Update-Computer Server Upgrade | <ul style="list-style-type: none"> Not received, a smaller update was provided on MD report. |
| 5.3.7 | Project Update-North Cariboo Air Apron Rehabilitation | <ul style="list-style-type: none"> Not received, a smaller update was provided on MD report. |
| 5.3.8 | Project Update-Apron Rehabilitation by Baggage Area | <ul style="list-style-type: none"> Not received, a smaller update was provided on MD report. |
| 5.3.9 | Project Update-FEC Generator | <ul style="list-style-type: none"> Not received, a smaller update was provided on MD report. |
| 6.0 | Unfinished Business | |
| 7.0 | New Business | |
| 8.0 | Adjournment | <p>JULY/6/2020- 4 MOVED: Arlene Boon THAT the meeting is adjourned at 9:58 am.</p> <p>CARRIED</p> |
| 9.0 | Closed Meeting | See closed meeting minutes. |