

**CITY OF KELOWNA**

**MEMORANDUM**

**DATE:** January 9, 2007

File: 0550-05  
2380-20-8112  
2380-20-8110

**TO:** City Manager

**FROM:** Airport General Manager

**SUBJECT: AIRPORT & GROUND HANDLER LICENCE & SUB-LEASE**

**RECOMMENDATION**

THAT Council approve leasing Ironman Holdings Ltd. D.B.A. Kelowna Ramp Services and D & R Services Ltd. approximately 28.08 square meters of space each in the new Ground Services Building;

AND THAT Council authorize the Mayor and City Clerk to sign the licences and the associated sub leases on behalf of the City.

**BACKGROUND AND COMMENTS**

In November 2006, Council approved licensing Ground Handling operations at the Airport and adding Ground Handler Licence Fees.

Ironman Holdings Ltd. D.B.A. Kelowna Ramp Services and D & R Services Ltd. currently have leases in good standing for storage space in the Air Terminal Building. With the growth of the airport both companies required additional space in order to conduct their business. The Airport has constructed a Ground Services Building to be used as office and support space.

The leases will coexist with the licences and each would cease to exist if the other was terminated. The term of the licences/leases will be a minimum of five (5) years, commencing January 1, 2007.

Ironman Holdings Ltd. D.B.A. Kelowna Ramp Services will relinquish their space in the Air Terminal Building and lease space only in the new Ground Services Building. Their total leased square footage will increase by 18.95 square meters to approximately 28.08 square meters and their annual rent will be approximately \$9,181.00.

D & R Services Ltd. will maintain their space in the Air Terminal Building. Their new total square footage will be approximately 39.24 square meters an increase of 28.08 square meters and their annual rent will be approximately \$12,353.00.

These leases will require Transport Canada consent.



R. Sellick  
/lab/nr