
CITY OF KELOWNA

MEMORANDUM

Date: September 3, 2008

File No.: 0550-05
2320-20-8174

To: City Manager

From: Assistant General Manager, Airport Operations

Subject: **GROUND HANDLER LICENCE AGREEMENT – 442929 B.C. LTD. DBA
KELOWNA SHELL AEROCENTRE– KELOWNA INTERNATIONAL AIRPORT**

RECOMMENDATION: THAT Council authorize the Mayor and City Clerk to sign the Ground Handler Licence Agreement allowing 442929 B.C. Ltd. doing business as Kelowna Shell Aerocentre, to operate at the Kelowna International Airport.

BACKGROUND: 600897 B.C. Ltd. has operated and been a sub-lessee at the Kelowna International Airport for approximately seven years. Carson Air and Southern Interior Flight Centre, subsidiary companies, operate a number of aviation related companies which include an accredited flight training school, FedEx cargo operation, aircraft charter operation and an aircraft maintenance department.

442929 B.C. Ltd. is an affiliate company of 600897 B.C. Ltd., the sub-lessee, and wishes to provide a ground handling service (including passenger service, baggage, cargo and ramp handling and aircraft support and maintenance) at the Kelowna International Airport.

The Ground Handler Licence Agreement was approved by City Council in November 2006 and allows the Mayor and City Clerk to sign with new entrant ground handlers wishing to operate at our airport. It requires the provision of a security deposit equivalent to the estimated revenue for three months to accompany the agreement.

Considerations that were not applicable to this report:

INTERNAL CIRCULATION TO: N/A

LEGAL/STATUTORY AUTHORITY: N/A

LEGAL/STATUTORY PROCEDURAL REQUIREMENTS: N/A

EXISTING POLICY: N/A

FINANCIAL/BUDGETARY CONSIDERATIONS: N/A

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PERSONNEL IMPLICATIONS: N/A

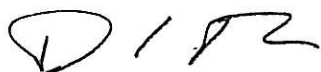
TECHNICAL REQUIREMENTS: N/A

EXTERNAL AGENCY/PUBLIC COMMENTS: N/A

COMMUNICATIONS CONSIDERATIONS: N/A

ALTERNATE RECOMMENDATION: N/A

Submitted by:

A handwritten signature in black ink, appearing to be 'D. Fuller'.

D. Fuller
Assistant General Manager, Airport Operations
DF/cmm

A circular stamp containing the number '3'.

Approved for inclusion: