

# Report to Council



**Date:** October 26, 2020  
**To:** Council  
**From:** City Manager  
**Subject:** Transport Canada Head Lease Amendment  
**Department:** Kelowna International Airport

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## **Recommendation:**

THAT Council receive for information the report of the Kelowna International Airport department dated October 26, 2020, with respect to the amendment of the Transport Canada Head Lease;

AND THAT the Mayor and City Clerk be authorized to execute the Transport Canada Head Lease Amendment in the form attached to the report of the Kelowna International Airport department dated October 26, 2020.

## **Purpose:**

To obtain Council's approval to amend the Transport Canada Head Lease.

## **Background:**

The City of Kelowna (the City) entered into a lease with Transport Canada in 1980 for certain lands that the Kelowna International Airport (the Airport) is located on (the Head Lease). The Airport is proposing that Council approve an amendment to the Head Lease to improve efficiency and decrease lower value activities.

## **Discussion:**

In accordance with the Head Lease, the City is required to obtain Transport Canada consent in order to enter into subleases, and to construct and alter buildings. This consent process normally takes a minimum of six weeks and requires review of the sublease by Transport Canada's legal counsel.

The proposed amendment to the Head Lease is attached as Appendix A and would eliminate the requirement to obtain Transport Canada consent for subleases entered into in the ordinary course of operations. The proposed amendment would also replace the requirement to obtain Transport Canada consent prior to the construction and alteration of buildings with annual reporting on construction.

The Airport recommends that Council approve the amendment to the Head Lease, as it would improve efficiency and reduce lower value activities.

**Internal Circulation:**

Communications  
Financial Services

**Considerations not applicable to this report:**

*Legal/Statutory Authority:*

*Legal/Statutory Procedural Requirements:*

*Existing Policy:*

*Financial/Budgetary Considerations:*

*External Agency/Public Comments:*

*Communications Comments:*

Submitted by:

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**Approved for inclusion:**

SS

cc:

J. Hewitt, Communications Advisor

J. Dueck, Controller