

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number PUR2018-017**

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**Date:** April 24, 2018  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** Ward 9

**Subject:** 2018-51-SS Airport Management

**Author Name and Title:** Launa Lewis, Supervisor of Financial Services  
**Co-Author:** Douglas Erlandson, Chair of KLM Airport Board

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### **Recommendation(s):**

**That** Report PUR2018-017 **2018-51-SS Airport Management**, be received;

**That** Loomex Property Management Limited of Peterborough be selected for the award of a Single Source for Airport Management for an annual cost of \$145,000.00 plus applicable taxes, annually, for a five year term;

**That** the Airport Board incorporate the applicable amount into future operating/capital budgets to cover the costs; and

**That** subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement to award Tender 2018-51-SS.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

Prior to 2015 the Kawartha Lakes Municipal Airport was managed by a part-time Airport Manager employed by the City of Kawartha Lakes. In 2015, Loomex Property Management Ltd. was contracted to manage the airport and in 2016 that contract was expanded to include year-round grounds maintenance and winter snow removal and ice control.

Loomex has proven to be an asset to airport operations by providing 40 hours per week of on-site management presence with flexibility to accommodate airport operational needs and the ability to react to short-notice requirements.

On February 19, 2018, the Airport Board approved the motion to renew the contract with Loomex for a term of 5 years. Years one and two will have firm pricing and the remaining three years will incur a cost of living increase applied to them annually.

## **Rationale:**

Staff recommends that Loomex Property Management Limited of Peterborough be selected for the award of a Single Source for Airport Management for an annual cost of \$145,000.00 plus applicable taxes, annually, for a five year term.

## **Other Alternatives Considered:**

No other alternatives are being considered as the airport has benefited from the stability of a dedicated management team and the disruption that would result from a change would be substantial and detrimental to current and ongoing activities.

## **Financial/Operation Impacts:**

Funds for the Airport Management were approved in the 2018 Operating Budget and will be monitored by Engineering and Corporate Assets in conjunction with the Airport Board.

## **Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:**

The Kawartha Lakes Municipal Airport aligns with Goal 1 – A Vibrant and Growing Economy and Goal 2 – An Exceptional Quality of Life.

It also aligns with the Strategic Enablers of “Efficient Infrastructure & Asset Management” and “Responsible Fiscal Resource Management”.

## **Review of Accessibility Implications of Any Development or Policy:**

There is no accessibility implications associated with the above noted recommendations.

## **Servicing Implications:**

There are no servicing implications.

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**Department Head:** Juan Rojas, Director of Engineering and Corporate Assets

**Department File:** 2018-51-SS