

## REPORT

### ADMINISTRATIVE SERVICES COMMITTEE

MEETING DATE: JUNE 18, 2018

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**FROM:** Parks and Open Space Department and Legal Department

**DATE:** June 1, 2018

**SUBJECT:** Bronte Outer Harbour - Docks

**LOCATION:** Bronte Outer Harbour

**WARD:** 1

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### RECOMMENDATION:

1. That the report from the Parks and Open Space and Legal Departments dated June 1, 2018 titled *Bronte Outer Harbour Docks* be received.
2. That staff be authorized to acquire docks and associated marina equipment required to continue the operations in the Bronte Outer Harbour marina in accordance with the recommendations in the Confidential Appendix A and the Commissioner, Corporate Services and Treasurer be authorized to sign any documentation required to effect the acquisition of the docks and associated marina equipment.

### KEY FACTS:

The following are key points for consideration with respect to this report:

- The Federal Government owns the lands that make up the Bronte Outer Harbour marina and a majority of the adjacent parkland. These areas have been leased to the Town for 5 years commencing April 15, 2018.
- The Town has subleased the operations of the marina to the Marina Group Inc. for a term expiring September 30, 2020. The Parks and Open Space continues to maintain all the parkland and associated amenities.
- The Marina Group Inc. currently owns the docks and is entitled to remove them at the end of their sublease.
- Town staff are working on a business plan and the Harbours Master Plan to look at options to determine whether the Bronte Outer Harbour should be operated internally or by a private operator.

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- To ensure the marina operations continue uninterrupted after the sublease with the Marina Group Inc. ends, staff recommend securing the ownership of either the current docks or the purchase of new docks.
- If new docks are to be purchased, the order must be placed this summer to be ready in time for the 2021 boating season.
- The Confidential Appendix A discusses the costs involved in buying new docks compared to buying the current docks from the Marina Group Inc.

## **BACKGROUND:**

The Federal Government owns the lands that make up the Bronte Outer Harbour and a majority of the lands of the adjacent parkland. For the past 20 years, the Federal Government has leased these lands to the Region of Halton and the Region has subleased the lands and operation of the marina to the Marina Group Inc. The Parks and Open Space have always maintained the parkland even though it has been a Regional waterfront park.

The Town has now taken over the waterfront park from the Region as a tenant under a 5-year lease from the Federal Government that commenced on April 15, 2018. The Town entered into a short-term sublease with the Marina Group Inc. expiring on September 30, 2020. The intent of the short-term nature of the sublease was to have more time to formalize a business plan for the future marina operations and to ensure that the marina operations continued without interruption to the boating community.

Staff are currently completing the Harbours Master Plan and anticipate bringing the final plan to Council in the Fall of 2018. Staff are presently preparing a Request for Proposal to retain a consultant to complete a business plan on all of the Oakville harbours, to determine whether the Town should operate the harbours internally or outsource these operations to a private entity. Staff anticipate returning to Council in early 2019 with the results of this business plan and a recommendation for the future operations of the Bronte Outer Harbour.

## **COMMENT/OPTIONS:**

Currently, the Marina Group Inc. owns all of the docks in the Bronte Outer Harbour and is entitled to remove the docks at the end of the sublease in the fall of 2020. In order to ensure that the marina operations continue after the sublease ends without interruption, staff are recommending the Town secure ownership of either the current docks or new docks to replace the current docks. Confidential Appendix "A" discusses the costs involved in buying new docks compared to buying the current docks from the Marina Group Inc.

Purchasing docks for the marina will allow the Town flexibility to decide in the future if the municipality wishes to run the operations internally or outsource some or all of the operations to a private operator. If a private operator is selected as the preferred option to manage the harbours operations, then the lease can include the rental of the docks in addition to the land rent.

Staff are recommending a decision be made at this time regarding the acquisition of docks, rather than waiting for the results of the business plan and Harbours Master Plan because the purchase of new docks requires a significant lead time. Staff anticipate that an order of new docks would need to be placed in summer 2018 to have them ready to be installed and in operation by the start of the 2021 boating season. It will also provide the necessary lead time for the removal of The Marina Group's docks at the end of their sublease, if the Town chooses to purchase new docks.

#### **CONSIDERATIONS:**

**(A) PUBLIC**

The inclusion of this report in the public agenda will provide public notification. The confidential appendix may be considered in the absence of the public under Section 239(2) of the *Municipal Act* because it deals with instructions to be applied to ongoing negotiations carried on by the municipality.

**(B) FINANCIAL**

The financial details of the dock purchase are included in confidential Appendix "A".

**(C) IMPACT ON OTHER DEPARTMENTS & USERS**

Parks and Open Space and the Legal department have jointly prepared this report.

**(D) CORPORATE AND/OR DEPARTMENT STRATEGIC GOALS**

This report addresses the corporate strategic goal to:

- provide outstanding service to our residents and businesses
- be accountable in everything we do
- be fiscally sustainable

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## **(E) COMMUNITY SUSTAINABILITY**

Acquiring docks for the Bronte Outer Harbour ensures the services provided in the marina can continue after the current lease expires with no interruption in service to customers.

### **APPENDICES:**

Confidential Appendix A – Bronte Outer Harbour Docks (*See Confidential Agenda*)

Confidential Appendix B – Email correspondence to C. Mark (*See Confidential Agenda*).

Prepared by:  
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Assistant Town Solicitor

Submitted by:  
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Community Services

Submitted by:  
Gord Lalonde, Commissioner  
Corporate Services & Treasurer