



MINUTES

**MARINA COMMITTEE MINUTES
APRIL 3, 2017 @ 5:30 P.M.
COMMITTEE MEETING ROOM 'A'
2021 DIVISION ROAD N., KINGSVILLE, ON N9Y 2Y9**

A. CALL TO ORDER

Chairperson, Thomas Neufeld called the Meeting to order at 5:34p.m. with the following persons in attendance:

Members:

Nelson Santos	- Chair
Suzanne Coghill	- Committee Member
Thomas Neufeld	- Committee Member

Members of Administration:

Peggy Van Mierlo West	- C.A.O
Maggie Durocher	- Manager of Programs
Tim Del Greco	- Manager of Municipal Facilities and Property
Jennifer Alexander	- Deputy Clerk- Administrative Services

Four residents were present for the meeting.

B. DISCLOSURE OF PECUNIARY INTEREST

Chairperson, reminded members that any declaration and its general nature are to be made prior to each item being discussed.

C. PRESENTATIONS/DELEGATIONS

NONE

D. REPORTS

1. **Financial Report** – Marina budget for 2017

01-2017 Moved by S. Coghill, seconded by T. Neufeld that the financial report for the Marina be received as information.

CARRIED

02-2017 Moved by S. Coghill, seconded by T. Neufeld that the 2017 Marina Committee Chair continue to be Mayor Nelson Santos.

CARRIED

E. STAFF REPORTS

1. Report Re: Marina Fuel Pump, T. Del Greco, Manager of Facilities and Properties –dated November 16, 2015.

T. Del Greco provided the Committee with a summary on the report. He suggested to the Committee that the Town could remove the Marina fuel pump however; the current location is the most suitable location if the service were to be maintained. No other location is suitable to relocate the fuel pump. N. Santos indicated that there needs to be a study on investigating the relocation, benefits and challenges of maintaining gas pumps. If we do not have fuel, some of the boaters will not come to our marina. There is another service provider within the limits of the marina that has fuel. T. Neufeld discussed the future of the fuel tanks and whether the Town should move them or keep them. He questioned if the Town should be providing this service or would the marina lose business if we did not have this service. He suggested that if we are not providing a fuel service at the marina then maybe the Town should reduce the slip fees.

03-2017 Moved by S. Coghill, second by T. Neufeld to receive the report titled Marina Fuel Pump from November 16, 2015, as presented.

CARRIED

F. BUSINESS/CORRESPONDENCE

NONE

G. ADOPTION OF MINUTES OF PREVIOUS MEETING

NONE

H. NEW AND UNFINISHED BUSINESS

1. Re: Capital Improvement Projects

T. Del Greco updated the Committee on the capital improvements and to determine as a committee, the level of service and amenities that are required. The areas discussed were as follows:

A. Resurfacing of the road which is in poor quality

Del Greco indicated to the Committee that some attention should be required as this road leads into the marina he proposed that the road be fixed and maintained. N. Santos brought up the issues of accessibility and what other requirements would need to be addressed if we redo the road. This issue would need to be addressed with the public during our public input sessions.

B. Gazebo in Cedar Island

T. Del Greco indicated that this area needs some beautification. A gazebo would be a great way to provide more seating space and overall user satisfaction with the area.

C. Removal of the Cedar Island Basketball court

T. Del Greco suggested removal of the basketball court as the equipment is old, a health and safety issue for the Town and it is determined that no residents use these facilities.

D. Installing private washrooms with showers.

T. Del Greco has indicated that this is a request from a few boat well renters. The new washroom has no shower facilities available for people using the marina. There was some discussion on access to these washrooms and how to ensure public safety.

E. Removal of docks on Cedar Beach side and and make parallel wells

T. Del Greco indicated that this would reduce the number of wells but should increase profit from more interest from boaters to rent and no dock maintenance required if removed. Floating docks would be much nicer at our marina but would only be possible if road was cut back (not enough room currently). This is unlikely to happen because of very high cost.

F. Dredging

T. Del Greco indicated to the Committee this is a expensive service for preventative maintenance of the marina for a small group of users. It has been concluded that more research is needed with a cost benefits analysis to utilize tis service. The depth to which we wish to dredge must be determined (level of service).

2. Re: Marina Operations

T. DelGreco discussed the lack of food service at the marina and that there is an interest from marina users to have more options available. This summer, a pop vending machine will be installed. Past research at the arena indicates that vending

machines are minimally profitable and under utilized. The Committee discussed if it would be financially viable to have more food services available. No decisions on food venues have been made.

3. Re: Cedar Island Yacht Club Workboat Agreement.

P. Van Mierlo-West indicated that the two draft agreements have some notable changes. The Committee has directed Administration to bring the original agreement with the Yacht club and highlight the changes between the agreements for the Committee to review. The members noted that this new agreement should be circulated and reviewed by all interested parties.

04-2017 Moved by S. Coghill, seconded by T. Neufeld that the Committee approve to refer both copies of the CIYC workboat agreement be reviewed by the Corporate Service Department for consideration.

CARRIED

4. Public Input Sessions

P. Van Mierlo-West discussed the two public input sessions have been planned for May 1, 2017 from 6-8p.m., and June 7. These sessions will allow residents to discuss and provide their feedback on the capital improvements to the Marina, and make suggestions for consideration to the Marina's long term plan. Through these sessions, the Committee can determine the scope of work and to provide a long term plan with action items within an achievable timeline to Council. This long term plan will include community engagement sessions showcasing the Marina's final designs for public comments. T. Neufeld commented that the presentation will need to be available online to reach the cottagers in the area who may reside out of town. The Committee is determined to receive as much public feedback as possible.

4. Marina Committee Terms of Reference

P. Van Mierlo-West discussed the terms of reference document to the Committee. This document will provide the standard procedural rules for the Committee and scope of work. T. Neufeld has requested to invite members of the boating community to be apart of the committee. The document has been amended to include two members from the public to be on this committee, preferably one member from the boating community or Cedar Island Yacht Club. Other amendments include: three Council members; and business management and finance/accounting be require skills for members.

05-2017 Moved by S. Coghill seconded by T. Neufeld, that the Committee approve to the Terms of reference as amended.

CARRIED

I. ADJOURNMENT

06-2017 Moved by T. Neufeld, seconded by S. Coghill the Committee adjourn the meeting at 5:30 p.m. to meet again on May 15, 2017.

CARRIED

CHAIRMAN, Nelson Santos

**DEPUTY CLERK – ADMINISTRATIVE SERVICES,
Jennifer Alexander**