



# MINUTES

**MARINA COMMITTEE MINUTES  
JUNE 19, 2017 @ 5:30 P.M.  
COMMITTEE MEETING ROOM 'A'  
2021 DIVISION ROAD N., KINGSVILLE, ON N9Y 2Y9**

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## **A. CALL TO ORDER**

Chairperson, Nelson Santos called the Meeting to order at 5:30 p.m. with the following persons in attendance:

**Members:**

Nelson Santos, Chair  
Susanne Coghill  
Thomas Neufeld

**Members of Administration:**

CAO – P. Van Mierlo-West  
Manager of Programs - M. Durocher  
Manager of Municipal Facilities and Property – T. Del Greco  
Recording Secretary – T. Hewitt

## **B. DISCLOSURE OF PECUNIARY INTEREST**

Chairperson Nelson Santos reminded members that any declaration and its general nature are to be made prior to each item being discussed. None were disclosed.

## **C. PRESENTATIONS/DELEGATIONS**

NONE

## **D. STAFF REPORTS**

1. **Report:** RE: Cedar Island Beach Public Comments and Recommendations.  
P. Van Mierlo –West, C.A.O. dated June 15, 2017.

P. Van Mierlo-West provided a summary of the comment cards received during the last public input session. She identified comments that could be incorporated into the Marina Master Plan, including those related to parking, the break wall study and beautification. She reported that wifi and food trucks were additional options that sparked public interest. P. Van Mierlo-West recommended placing a large welcome sign at the entrance of the Marina. One of the comments received was very lengthy and expressed lack of confidence in the Marina committee members.

T. Del Greco agreed with portions of that comment, stating that hiring an experienced consultant to work on the Marina Master Plan would demonstrate how serious the Town is about the marina improvements.

S. Coghill agreed with T. Del Greco's assessment, but she believes that there are short-term actions that can be taken to make an immediate impact. There was discussion on the cost of hiring a consultant. Current service levels were discussed to determine if they could realistically sustain the higher service levels requested. There was discussion regarding adding some larger garbage pails with higher capacity and lids, or having a locked dumpster on site. N. Santos recommended dissecting the consultant's cost to see if the amount can be shared with other departments.

T. Del Greco provided a handout of the proposed signs. It was decided that the current sign will also be replaced for consistency. T. Del Greco will order three signs after modifying the design to include the website.

The committee went through the Marina Recommendations and requested changes to various sections. Committee members offered feedback in determining verbiage, and identifying short/medium and long-term issues. P. Van Mierlo-West will modify the format to simplify the content.

Once the recommendations are finalized, they will come back to the committee.

**10-2017** Moved by T. Neufeld, seconded by S. Coghill, that the Committee receive the report.

**CARRIED**

## **E. ADOPTION OF MINUTES OF PREVIOUS MEETING**

**11-2017** Moved by T. Neufeld, seconded by S. Coghill, the Committee adopts the May 15, 2017 minutes

**CARRIED**

## **F. NEW AND UNFINISHED BUSINESS**

1. Port-o-John and Pepsi machine relocation update

T. Del Greco reported that the Port-o-John has been moved back as far as possible.

2. Marina rates were discussed and compared against other marinas of comparable size. It was requested that administration provide a comparison list of surrounding marinas (Colchester, Leamington, and Windsor) and identify services provided as well as fee amounts and fee structure.

**G. NEXT MEETING DATE**

**THE COMMITTEE WILL MEET AGAIN TUESDAY, JULY 11<sup>TH</sup> AT 5:30PM.**

**H. ADJOURNMENT**

**12-2017** Moved by S. Coghill, seconded by T. Neufeld, the Committee  
adjourn the meeting at 6:52 p.m. to meet again on Tuesday, July 11, 2017 at  
5:30pm

**CARRIED**

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**CHAIRMAN, Nelson Santos**

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**RECORDING SECRETARY, Tara Hewitt**