



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Wayne Ward, Manager Parks, Recreation, Facilities & IT
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Title / Subject: User Fees & Rental Revenue – Berthing Slips

Date of Report: March 6, 2024

Date of Meeting: March 25, 2024

Report No: 2024-PRF-007

1.0 Issue / Origin

The Township of Brock has a number of rental facilities, programs & services, as well as leased spaces which the municipality subsidizes. Council has directed staff to commence an extensive review of user fees and revenue and make recommendations to Council on options to reduce or eliminate operating deficits. To do this under one report would be challenging so for the remainder of 2024 staff will be presenting opportunities for increasing revenue in different facets of ongoing operations. The intent of each report will be providing Council with a detailed breakdown of actual operating costs, comparable fees from other municipalities, and potential revenue opportunities.

This report will analyze the berthing slips at Beaverton Harbour and Thorah Island Harbour.

2.0 Background

During the 2024 budget deliberations, Council reduced the initially proposed tax levy increase from 7.82% to the final tax levy increase of 3.97%. Council utilized funds accumulated in the Rate Stabilization Reserve to offset budget deficits for the short term with the direction to staff to review user fees and rental revenue.

Budget Committee passed Resolution COW-2024-066:

BE IT RESOLVED THAT Budget Committee utilize \$135,064 from the Rate Stabilization Reserve to offset the follow budget deficits:

- *Day Camp Budget deficit be reduced by \$17,670 (eliminated)*
- *Recreation Programs budget deficit be reduced by \$11,500 (eliminated)*
- *Rent budget deficit be reduced by \$5,000 (approx. 50%)*
- *Rent Past Due budget deficit be reduced by \$50,000 (approx. 50%)*
- *Ice Rental Discount budget deficit be reduced by \$10,070 (33%)*
- *Manilla Hall budget deficit be reduced by \$7,782.50 (50%)*
- *Wilfrid Hall budget deficit be reduced by \$8,395.50 (50%)*
- *Beaverton Town Hall budget deficit be reduced by \$7,900 (25%)*
- *Sunderland Town Hall budget deficit be reduced by \$5,000 (25%)*
- ***Harbour budget deficit be reduced by \$11,746.35 (33%)***

AND THAT Staff be directed to commence an extensive review of all user fees and rental revenue, in order to make recommendations to Council regarding operating deficits.

3.0 Analysis

Within the Beaverton Harbour the Township controls 13 berthing slips of which 3 are transient slips and the remaining slips are leased each season.

Located on Thorah Island, the Township maintains a harbour with 26 berthing slips of which 1 is a transient slip and the remaining slips are leased each season. This does not include the transient slips located at the west end of the boathouses.

For 2024 the seasonal berthing rates at both the Beaverton Harbour and the Thorah Island Harbour are a fixed rate of \$613.00 +HST. Transient vessels are permitted to moor for a period no longer than 3 hours with no charge. There is no fee for transient use as this is very difficult to monitor specifically for the transient docks located at the west end of the boathouses or on the north side of the harbour.

The annual operating costs for Beaverton Harbour include:

Task	Labour	Equipment	Total
Install Beaverton Harbour docks and Kayak dock	3 Labourers x 16 hours: \$1,344.00 1 Light Equipment Operator x 16 hours: \$460.16	Truck x 16 hours: \$655.20 Trailer x 16 hours: \$155.20 Loader x 6 hours: \$596.40	\$4,801.36

		Case 590 x 16 hours: \$1,590.40	
Remove Beaverton Harbour docks and Kayak dock	3 Labourers x 16 hours: \$1,344.00 1 Light Equipment Operator x 16 hours: \$460.16	Truck x 16 hours: \$655.20 Trailer x 16 hours: \$155.20 Loader x 6 hours: \$596.40 Case 590 x 16 hours: \$1,590.40	\$4,801.36
Daily cleaning of boat launch and area (170 days)	1 labourer: \$28	Not tracked	\$4,760.00

The annual operating costs for Thorah Island Harbour include:

Task	Labour	Equipment	Total
Beginning of season cleaning and equipment installation	1 Manager x 6 hours: \$188.58 1 Labourer x 6 hours: \$168.00	Fire Boat x 6 hours: \$3,359.16 (MTO Rates, \$559.80/hr)	\$3,715.74
Monthly cleaning and maintenance	1 Manager x 4 hours: \$125.72 1 Labourer x 4 hours: \$112.00	Fire Boat x 4 hours: \$2,239.44 (MTO Rates, \$559.86/hr)	\$2,477.16

Staff have conducted a scan of neighbouring marinas and provide the following table showing berthing slip charges. Annual slip charges may include of-season storage, electrical service (30amp to 50amp), washrooms, showers, parking and in/out.

Location	Seasonal Slip	Annual Slip	Transient Slip
Beaverton/Thora Island	\$692.69		
Port Perry Marina	\$1,416.80		
Jackson's Point Harbour	\$1,326.35		
Westshore Marine	\$1,195.54		
Ojibway Bay Marina (Rama First Nation)	\$2,825.00		
Port Whitby	\$1,540.33		
Port of Orillia*			\$1.85/ft
Blue Beacan Orillia		\$3,480.40	
Marina Del Ray Orillia		\$3,203.55	
Monto-Reno Marina, Lefroy		\$2,599.00	

* The Port of Orillia only has transient slips. The cost per foot is per day plus HST.

There are also costs for Summer Harbour Students as outlined below:

Staff positions	Wages	Additional costs	Total
1 student	4 x 10 hours @ \$16.55 = \$662.00	Cell phone, debit machine: \$50.00 approximately	\$712/week 15 weeks = \$10,680.00 plus benefits
2 Students	5 x 8 hours @ \$16.55 = \$662.00 each. Total \$1,424.00	Cell phone, debit machine: \$50.00 approximately	\$1,474/week 15 weeks = \$22,110.00 plus benefits

Based on the current berthing rate of \$613 plus HST, the Township projects a harbour budget deficit of \$62,127. Staff recommend berthing fees be increased to \$1,200 plus HST to be more in line with other municipalities and to reduce the deficit. The increase in berthing rates could be phased in over a three-year period or increased all at once. A phasing approach could see rates increase from \$613.00 plus HST to \$800.00 + HST in 2024, \$1,000.00 + HST in 2025 and \$1,200.00 plus HST in 2026.

The following table shows the deficit based on the different approaches.

2024 Estimated Surplus/Deficit

	Current (\$613+HST)	Year 1 Phased In (\$800+HST)	Full Amount (\$1,200+HST)
Revenue			
Berthing Slip Fees	\$21,509	\$35,089	\$42,189
Boat Launch Fees	\$2,811	\$2,811	\$2,811
Total Revenue	\$24,320	\$37,900	\$45,000
Expenses			
Student Salaries	\$22,110	\$22,110	\$22,110
Student Benefits	\$2,555	\$2,555	\$2,555
Dock Installation/removal	\$9,603	\$9,603	\$9,603
Maintenance	\$10,953	\$10,953	\$10,953
Contract fees	\$1,226	\$1,600	\$2,400
Reserve contribution	\$40,000	\$40,000	\$40,000
Total Expenses	\$86,447	\$86,821	\$87,621
Surplus/(Deficit)	(\$62,127)	(\$48,921)	(\$42,621)

The projected revenue from boat launch fees is estimated as this is dependent on the season and assumes free launch use to residents. The revenue for launch fees for the past five years, not including 2023 as we were not able to secure students for this position, were:

- 2022 - \$2,811 (used in the projections above)
- 2021 - \$334
- 2020 - \$0 (COVID Restrictions in place)
- 2019 - \$2,560
- 2018 - \$2,895

Harbour By-law

Council adopted Harbour By-law # 3177-2023 on March 27th, 2023. The purpose of the bylaw was to regulate the administration of the Harbour Facilities.

In preparation of this report, staff identified components of the Harbour Bylaw that requires updating, and as such, staff will prepare and present an amended Harbour Bylaw at a future Council meeting.

4.0 Related Policies / Procedures

[The Parks, Recreation & Culture Master Plan](#)

Waterfront Area and Open Space Plan

Fees and Charges By-law #3226-2023

Harbour By-law #3177-2023

5.0 Asset Management

Beaverton and Thorah Island docks need to be included in any asset management plans moving forward to ensure the life span of these locations is captured and appropriate planning is in place for the retirement and replacement upon end of serviceable life.

6.0 Climate Change Impacts

There is no specific climate change impact to this report.

7.0 Communications

This report is being published on a public agenda and the link to the report has been shared with past berthing slip users.

8.0 Conclusion

The Beaverton and Thorah Island harbours are assets to the Township and provide an option to some boaters for seasonal berthing of their vessels. There is a waitlist for both harbours, Beaverton is currently at 21 persons and Thorah Island is at 16 persons. Thorah Island harbour only provides berthing slips to property owners on Thorah Island.

Increasing the berthing rates will bring the fees closer in line with other municipalities and reduce the deficit to the Township.

9.0 Recommendation

Resolution Option 1:

BE IT RESOLVED THAT report # 2024-PRF-007 entitled “User Fees & Rental Revenue – Berthing Slips”, be received; and

THAT Council authorize staff to present a bylaw to amend Fees and Charges By-law #3226-2023, Schedule “D”, to reflect a phased in increase for Berthing slips rates as follows:

- a) to increase each berthing slip to \$800.00 + HST, and Premium Seasonal berthing rate – Thorah Island to \$89 + HST in 2024.
- b) to increase each berthing slip to \$1,000.00 + HST, and Premium Seasonal berthing rate – Thorah Island to \$134 + HST in 2025.
- c) to increase each berthing slip to \$1,200.00 plus HST in 2026 and Premium Seasonal berthing rate – Thorah Island to \$ \$189 + HST in 2026; and

THAT Council authorize staff to present a bylaw to amend Harbour By-law # 3177-2023 to reflect the changes required to regulate the administration of the Harbour Facilities; and

THAT the resolution from report #2024-PRF-007 be ratified at the Council meeting held on March 25, 2024.

Resolution Option 2:

BE IT RESOLVED THAT report # 2024-PRF-007 entitled “User Fees & Rental Revenue – Berthing Slips”, be received; and

THAT Council authorize staff to present a bylaw to amend Fees and Charges By-law #3226-2023, Schedule “D”, to reflect the increased rates for berthing slips to \$1,200 + HST in 2024 and the Premium seasonal berthing rate – Thorah Island to \$189 + HST; and

THAT Council authorize staff to present a bylaw to amend Harbour By-law # 3177-2023 to reflect the changes required to regulate the administration of the Harbour Facilities; and

THAT the resolution from report #2024-PRF-007 be ratified at the Council meeting held on March 25, 2024.

