

# THE MUNICIPALITY OF LAMBTON SHORES

Report DCS 07-2024

Council Meeting Date: February 27, 2024

**TO:** Mayor Cook and Members of Council  
**FROM:** Ashley Farr, Director of Community Services  
**RE:** Port Franks Road Allowance Lease Agreements

## **RECOMMENDATION:**

**THAT** Report DCS 07-2024 regarding the “Port Franks Road Allowance Lease Agreements” be received; and

**THAT** staff be directed to issue a Request for Proposal to lease a portion of road allowance on Biddulph Street, Port Franks to operate boat docks for a three-year term.

---

## **SUMMARY**

This report presents Council with information related to the road allowance lease on Biddulph Street in Port Franks and seeks Council direction to issue a RFP for the operation of providing boat dockage in the space.

## **BACKGROUND**

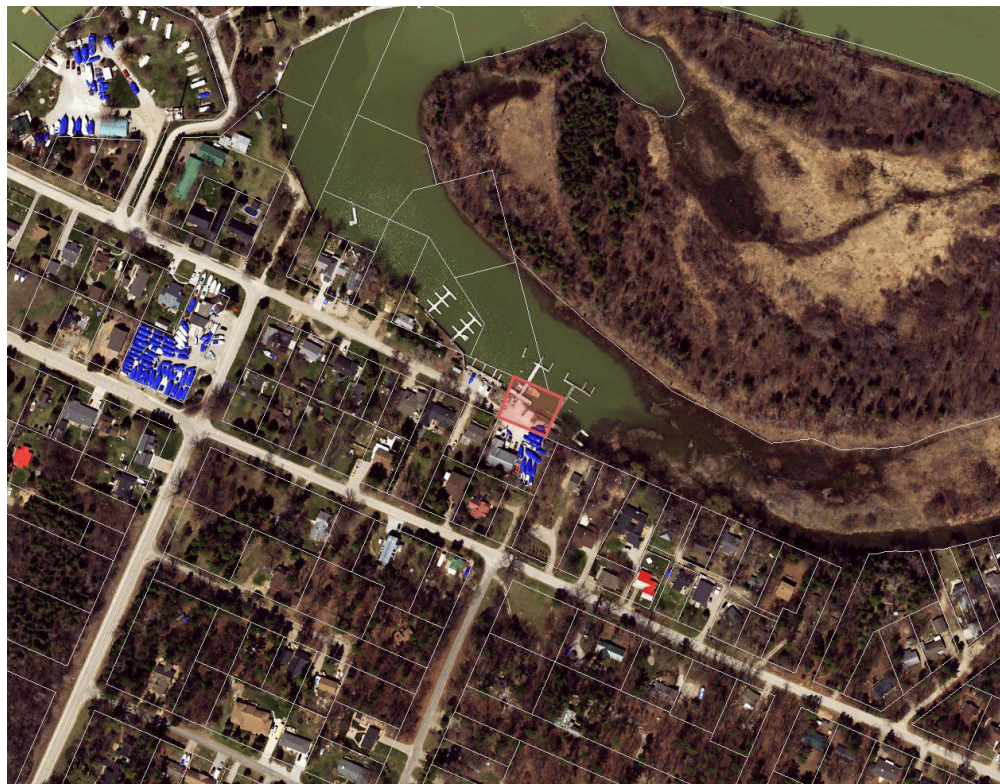
The Municipality previously had a lease agreement with a private operator to provide boat dockage on the municipal road allowance at Biddulph Street in Port Franks, which expired in 2023. Staff are seeking Council direction to issue a Request for Proposal (RFP) to invite interested parties to submit a proposal to operate boat docks in this location.

Staff are recommending a three-year term that would expire in 2027 to be consistent with the other road allowance leases in the area. The successful proponent will be required to pay the annual lease fee and provide appropriate insurance coverage to the satisfaction of the Municipality prior to operating.

The areas currently leased total 253.5 lineal feet and are highlighted in the images below. The suggested 2024 rate is \$61.20 + HST per lineal foot, which is consistent with other similar agreements.

There is limited parking and servicing available at this location. As part of the RFP, proponents will need to identify a parking plan and provision of services (e.g., washrooms). It would be up to the successful proponent to determine if existing boaters would continue to have dock space available. The docks are owned by the former

lessee, and they would be responsible for removal if they are not the successful proponent.



## **ALTERNATIVES TO CONSIDER**

Council may wish to consider the operation of this area for boat dockage for its own purposes, as an extension of the Port Franks Marina. Based on the limited parking available, staff anticipate that there would be space to provide approximately 10-12 unserviced docks at this location. The existing operator provides approximately 30 dock spaces, however, they can provide parking on their adjacent privately-owned property which allows them to accommodate more boaters.

Based on the current unserviced dockage rate, the anticipated revenue would be approximately \$15,000 to \$17,800 per year depending on how many docks could be accommodated. The lease revenue for the space is estimated to be \$15,514.20 per year. It is anticipated that if the Municipality were to operate the space, it would require capital investment to purchase new docks, the cost of which is unknown and has not been considered in the 2024 budget. Administration and property maintenance would be additional costs that would need to be considered if the Municipality were to operate the dock spaces.

If Council wishes to provide docking at this location it is recommended that the rate be consistent with the unserviced rate at the Port Franks Marina, plus the 80% dredging surcharge.

## **RECOMMENDED ACTIONS**

Staff are seeking Council direction to issue a RFP for a lease agreement for Biddulph Street road allowance to provide boat dockage for a three-year term.

## **FINANCIAL IMPACT**

The expected lease fee for 2024 is \$15,514.20 + HST, based on current rates established through similar agreements.

## **CONSULTATION**

Steve McAuley, CAO