



# Staff Report

## Community Services

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**Report To:** COW- Admin, Corp and Finance, SI, Comm. Services  
**Meeting Date:** April 7, 2025  
**Report Number:** CS.25.012  
**Title:** Thornbury Harbour Lease Agreement Extension  
**Prepared by:** Ryan Gibbons, Director of Community Services

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### A. Recommendations

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THAT Council receive Staff Report CS.25.012, entitled “Thornbury Harbour Lease Agreement Extension”;

AND THAT Council authorize the Mayor and Clerk to execute agreement #OP-4844-H-2507 with His Majesty the King, in right of Canada, represented by the Minister of Fisheries and Oceans.

### B. Overview

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The Thornbury Municipal Harbour is owned by the DFO (Department of Fisheries and Oceans Canada, Small Craft Harbours Branch) and is managed by The Town of The Blue Mountains through a standard lease agreement for terms of 5 years. This report is requesting execution of the lease agreement to continue management operations.

### C. Background

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The former Town of Thornbury secured a renewable lease with the Federal Government in July of 1985 to operate the Thornbury Municipal Harbour as a recreational harbour. The lease requires the Town to pay \$500.00 (five hundred dollars) per annum plus tax or 20% gross revenue plus tax, whichever amount is greater.

The current Harbour Management Agreement is based on a five (5) year term that expires July 12, 2025.

The Small Craft Harbours program has 126 recreational harbours across Canada and 88 in Ontario. The Thornbury Municipal Harbour operates within the terms of the lease agreement and the Small Craft Harbours program as a user fee program and local economic contributor.

### D. Analysis

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Executing the agreement will allow the municipality to continue management of the Thornbury Harbour through July 11, 2030.

If the agreement is not executed, management operations may continue as described in the previous agreement.

## **E. Strategic Priorities**

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### **1. Communication and Engagement**

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

### **2. Organizational Excellence**

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

### **3. Community**

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

### **4. Quality of Life**

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

## **F. Environmental Impacts**

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Although this report doesn't reflect any direct environmental impacts, harbours provide benefit to the environment by focusing vessels in one area that can be controlled through licenses or agreements, reducing the need for shoreline docks, lifts or protection for those devices. It also allows control over fueling by providing trained staff which reduces and manage spills through policy and training.

The Town is a member of Boating Ontario and voluntarily participates in the Clean Marine program. In 2023 the Town achieved the highest rating possible in this program, Diamond Elite status.

## **G. Financial Impacts**

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The Harbour operates as a user fee program and does not impact taxation. Positive impacts on local businesses are provided by both seasonal slip holders as well as transient customers. More details on this impact will be brought forward through the harbour business plan update this year.

2022 Lease Payment - \$94,067

2023 Lease Payment - \$99,945

2024 Lease Payment - \$103,315

## **H. In Consultation With**

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Monica Quinlan, Director of Corporate and Financial Services

## **I. Public Engagement**

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The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Ryan Gibbons, Director of Community Services [directorcs@thebluemountains.ca](mailto:directorcs@thebluemountains.ca).

## **J. Attached**

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1. 2025 – 2030 Lease Agreement

Respectfully submitted,

Ryan Gibbons  
Director of Community Services

For more information, please contact:  
Ryan Gibbons, Director of Community Services  
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### Report Approval Details

Document Title:	CS.25.012 Thornbury Harbour Lease Agreement Extension.docx
Attachments:	- Att-1-2025-2030-Lease-Agreement.pdf
Final Approval Date:	Mar 28, 2025

This report and all of its attachments were approved and signed as outlined below:

**Ryan Gibbons - Mar 28, 2025 - 2:50 PM**