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**Minutes of the Regular Meeting of the
GANGES HARBOUR WALK PROJECT STEERING COMMITTEE
Held June 6, 2017 at 145 Vesuvius Bay Road, Salt Spring Island, BC**

DRAFT

Present:

Committee Members: Matt Steffich, Jon Suk, Peter Grove, Wayne McIntyre, Robin Williams, Chris Acheson.

Staff: Karla Campbell, Senior Manager, Salt Spring Island Electoral Area; Wayne Lee P.Eng, Project Manager; Tracey Shaver, Recording Secretary

Karla Campbell called the meeting to order at 1:00 pm.

1. Election of Chair

Karla Campbell called for nominations for the position of committee chair. Director Wayne McIntyre nominated Matt Steffich and Peter Grove seconded the nomination. No others nominations were put forth. Matt Steffich accepted the position of Chair for the Ganges Harbour Walk Project Steering Committee.

2. Approval of Agenda

MOVED by R. Williams, **SECONDED** by C. Acheson,
That the Ganges Harbour Walk Project Steering Committee agenda of June 6, 2017 be amended and approved by adding Committee Member Reports as item 3.4.

CARRIED

3. Business

3.1 Terms of Reference

Staff reviewed the CRD Board approved terms of reference and the Committee received them for information.

3.2 Project Charter

Staff reviewed the CRD Board approved Project Charter noting that the right to enter agreement was currently being negotiated with upland owner in order to proceed with the engineering and site assessments outlined in Phase 1.

3.3 Project Manager-Workplan & next steps

Wayne Lee was introduced as the Project Manager who will be reporting directly to the Senior Manager and subsequently presenting summary reports on the work completed to the committee members.

The Project Manager talked about his three step approach to guide the phased work:

Step 1	Collection of background and historical information
	Prepare preliminary findings report
	CRD Negotiations with property owners on access and Statutory Rights of Way
Step 2	Facility assessment/structural/environmental status
	Prepare Terms of Reference/award work for assessments
	Report back summary of assessments
Step 3	Public Consultation
	Final action plan/design
	Determine Funding
	Construction

Discussion surrounding order of importance for phase 1 assessments and chronological approaches. The Project Manager added that the marine ecological impacts and foreshore archeological studies may require an extended period of time to complete.

Jon Suk arrives 1:20 pm

3.4 Committee Member Reports

Wayne Lee asked each committee member to consider the top two benefits of the boardwalk project and the top two constraints that might be encountered.

Benefits

- Long term community plan with existing community support
- Gives waterfront back to the public
- Enhances Salt Spring as a destination
- Cleans up derelict areas along waterfront
- Gives some soul to the heart of Ganges
- Road side safety
- Community amenity
- Project completion will help Transportation Commission finish their (NGTP) project

Constraints

- Land Use Planning- waterfront area/upland owners/amenity zoning. A general discussion was held concerning the level of effort and support the SSI Island Trust team could benefit from with senior staff in Victoria to assist with the final negotiations with upland owners.
- First Nations-Shoreline Heritage Conservation-Archeological sites
- Keeping community onboard with project
- Making sure that overall community plans are considered and integrated
- Even with zoning changes the developer will run into issues with water service
- Landscape/shoreline stability
- Current archeological reporting status

Discussion provided historical information and direction to target the end of October for the completion of phase one. General consensus of the Committee is to get the project done.

3.5 Budget

Staff reviewed budget.

4. Next Meeting- to be determined.

5. Adjournment

MOVED By W. McIntyre, **SECONDED** by M. Steffich,
That the meeting adjourn at 2:50 pm.

CHAIR

SENIOR MANAGER