

**Minutes of a Meeting of the
SOUTHERN GULF ISLANDS HARBOURS COMMISSION
held on Tuesday, October 4, 2011 at the
Saanich Peninsula Health Unit, Mt. Newton X Rd., Saanichton, BC**

PRESENT: Stephen Cropper - Chair, Mayne Island
Mike Callendar, S. Pender Island
Ken Hancock, CRD Director
Jon Heaney, N. Pender Island
Sheila Midgley, Galiano Island
Bryce Young, Piers Island
Pete Williams, Ports Manager
Marian Brown, Recording Secretary

ABSENT: Allen Olsen, Saturna Island

GUESTS: David Howe, N. Pender Island

The meeting was called to order at 1:00 pm.

1. Welcome and Introductions - Commission members introduced themselves.

2. Approval of Agenda

Moved by Mike Callendar, **seconded** by Sheila Midgley that the agenda be approved as circulated. **CARRIED**

3. Approval of Minutes – July 19, 2011

Moved by Jon Heaney, **Seconded** by Bryce Young that the minutes of the meeting held July 19, 2011 be adopted as amended. **CARRIED**

4. Chair Report - None

5. CRD Director Report - It was noted that those people who offered to stand for positions on the committee have been reappointed by the CRD Regional Board. Handbooks will be available from the office of the Regional Director.

6. Ports Manager's Report

Summer Projects Update
Browning Harbour

- Expansion is complete
- Wharfinger left some dock space available for summer transient moorage
- Repainting has been completed
- Some decking boards will need to be replaced
- Float configuration is now shaped as a "4" instead of an "H"

Hope Bay

- Painting has been completed
- Dock crane has not been refitted and replaced and consequently the Ports Manager agreed to contact those people responsible for the crane's refurbishment to discern whether or not they intend to complete the job.

Miners Bay

- Replacement of roller, transition plate and sign board
- Total repainting

Discussion ensued on replacement of the lock as people are removing the pylon in order to access the dock for commerce. Currently essential services are the only people with a key to the lock. It was suggested that the bylaw be amended and that signage be installed noting reference to the bylaw. Additional suggestions made included: other locking devices, paying for a key, use of wheelbarrow, alarm systems and installation of a security camera which the Ports Manager noted has problems with FOI access.

Moved by Ken Hancock, **Seconded** by Jon Heaney, that the Ports Manager provide the Commission with a report on the government's requirements regarding video surveillance, costs, legal requirements and any other information required in order that Commission members know what is involved in the installation of video cameras on docks.

CARRIED

Dock Update

Swartz Bay

- Ongoing discussions re assessment of the concrete pilings
- Ports Manager and engineer are looking at alternatives
- Proposal is to provide LED lighting and to look for feedback to make an assessment as current lighting is problematic
- Ports Manager is to invite a lighting representative to the Commission's November meeting

Lyll Harbour

- Have a management agreement in place as of July 1, 2011
- Dock has been removed from divestiture list for the current year but will remain on the divestiture list
- Would like to have outside dock pilings placed inside the dock
- Need to find out what DFO is planning to do

Horton Bay

- PM and CRD met with DFO this summer and various options were discussed
- Management agreement has been renewed
- Dock has been removed from demolition list but remains on divestiture list

Bedwell Harbour

- Agreement signed by CRD and sent to CBSA
- Process is becoming more time consuming

Commission members noted the facility is in need of repair and that consideration should be given to placement of another dock on the outside. The Ports Manager stated that the Commission could be of benefit in the upkeep of the dock and agreed to hold discussions with CBSA.

Commission members took a short break from 2:21 – 2:30 pm.

Wharfingers

The Ports Manager noted his responsibility for wharfingers to support the manager's role. There is a more formal process when looking for a wharfinger but he can delegate.

Commission members stated their concern re costs for Sturdies Bay dock maintenance and questioned if there was a reason for not making Montague Harbour a multi-use facility and, also, to create a run between Retreat Cove and Fernwood. It was suggested that in the 20-year plan a dock be built at Village Bay. Members questioned if the commission was committed to anything new or if they were able to get rid of anything with possibly offering something in its place. The Ports Manager stated that the commission has met the requirements of the divestiture program.

Budget Update

It was noted that the capital and operating budgets were submitted and will go through due process.

Dock Profiles

The Ports Manager will be reviewing Piers Island and Swartz Bay in November and Mayne and Saturna Islands in January.

Topics considered for bylaw changes included: increase user fees by 10%, amend definition of "dinghy", change length of time for free moorage, and designation of transient moorage space.

Moved by Jon Heaney, **Seconded** by Mike Callendar, that the bylaw be amended to provide a 10% increase in all dock fees. **CARRIED**

Commission members discussed the possible amendment to the definition of "dinghy" and the point at which bow tying of dinghies is unsafe. Sheila offered to bring more information to the next meeting.

A change to the length of time for free moorage from 4 hours to 2 hours was considered by the commission and it was agreed to have further discussions at the November meeting.

The ability to create transient moorage on either a seasonal or annual basis was considered.

Moved by Ken Hancock, **Seconded** by Bryce Young, that the bylaw be amended to include the ability to create transient moorage space. **CARRIED**

7. Treasurer's Report – Jon noted the current state of the budget.

8. New Business - None

9. Correspondence – A letter of response to the Parker Island resident was read.

10. Next Meeting Date – November 15, 2011 at 1 pm

11. Adjournment

On motion, the meeting adjourned at 3:35 pm.

CARRIED