

**Minutes of a Meeting of the
SOUTHERN GULF ISLANDS HARBOURS COMMISSION
held on Tuesday, September 18, 2012 at the
Saanich Peninsula Health Unit, Mt. Newton X Rd., Saanichton, BC**

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

ABSENT: Lee Middleton, Saturna Island; David Howe, CRD Director;
Ken Hancock, CRD Alternate Director

GUESTS: None

The meeting was called to order at 1:04 pm.

1. Welcome and Introductions – Chair welcomed those present.

2. Approval of Agenda

Moved by Jon Heaney, **seconded** by Bryce Young, that the agenda be approved with the following additions: (1) Include in item 7, “Bedwell Harbour update”, and (2) under New Business include “Wharfingers and Accounts Payable”. **Carried**

3. Approval of Minutes – May 15, 2012

Moved by Jon Heaney, **Seconded** by Mike Callendar, that the minutes of the meeting held May 15, 2012 be adopted as distributed.

Carried

4. Budget

5-Year Operating Budget

The Ports Manager provided copies of the proposed *5-Year Operating Budget* for the Southern Gulf Islands Harbour Commission and noted those docks where changes were expected to occur in areas such as revenue, purchased maintenance, facility improvements or compensation costs. The Ports Manager stated that there are no significant changes but there is a contingency fund included in the budget.

Sheila Midgley arrived, 1:35 pm.

Moved by Jon Heaney, **Seconded** by Bryce Young, that the 5-Year Operating Budget be approved as presented. **Carried**

Sheila Midgley abstained

Capital Budget

The Ports Manager provided copies and information on the *Capital Budget for 2013 and Forecast for 2014 – 2017* and further, noted that there was a contingency fund for dock rehabilitation.

Moved by Jon Heaney, **Seconded** by Mike Callendar, that the *Capital Budget for 2013 and Forecast for 2014 – 2017* be approved as presented. **Carried**

5. Chair Report

The Chair expressed his concern about the lack of CRD representation at these meetings and also noted that the terms of several Commission members were coming due. An advertisement to fill the vacancy for representation of Saturna Island is needed. Jon Heaney and Stephen Cropper agreed to extend their terms on the SGIHC.

The Chair further reported on the work of the Economic Development Commission in the Gulf Islands and specifically noted their efforts with regard to the Trans Canada Trail and its linking to the Southern Gulf Islands. Discussion took place. It is anticipated that an EDC delegation will make a presentation to the SGIHC in the near future.

6. CRD Director Report – Director absent

7. Ports Manager's Report

Dock Update

Mayne Island

The Ports Manager noted interest in the water lot at Horton Bay and it was questioned if there are any other locations with road access to the water which should be reviewed. The Ports Manager stated various groups are expressing an interest in taking over the Miners Bay dock.

Retreat Cove

The Ports Manger stated that an inspection was done in June and a report received. Float repairs or replacement are required and some piles are to be replaced.

Swartz Bay

Archeologists are meeting to look at the site to determine if an archeological assessment is required in order to proceed with any repairs to the dock. The Ports Manager stated he would keep Commission members posted.

Port Browning

Dock repairs have been completed.

Port Washington

Some deck boards need to be replaced and work on the approach is to be done.

Miners Bay

Work on the fuel dock is currently being done.

Bedwell Harbour

The Ports Manager stated he had spoken with the Customs' representative whose recommendation was that Customs secure the entire dock on a permanent basis. The importance of having a public community facility on Pender Island was noted. Mike reported that the dock is still broken. The Ports Manager stated he would contact the Customs representative and report back at the next meeting.

Port Browning Public Access

The Ports Manager noted that all docks are attached to public access but at Port Browning there is a narrow road to the dock and that the owner of the adjacent property is concerned about liability issues.

Moved by Sheila Midgley, **Seconded** by Mike Callendar, that the Southern Gulf Islands Harbours Commission enter into discussion with the property owner with regard to the statutory right-of-way at Port Browning to provide parking. **Carried**

8. Treasurer’s Report – No report

9. New Business

The Ports Manager noted that wharfingers are requesting that their pay receipts provide more detail re what they are being paid for with their cheques. The Ports Manager agreed to discuss the issue with CRD Accounts Payable to improve and resolve the issue.

10. Next Meeting Date – November 13, 2012 at 1 pm.

11. Adjournment

On motion, the meeting adjourned at 3:06 pm.

Carried

Diagram

BEDWELL "CUSTOMS" DOCK, S.P.I.

