

**Minutes of a Meeting of the
SOUTHERN GULF ISLANDS HARBOURS COMMISSION
held on Tuesday, January 21, 2014 at the
Saanich Peninsula Health Unit, Mt. Newton X Rd., Saanichton, BC**

PRESENT: Stephen Cropper - Chair, Mayne Island
Jon Heaney, N. Pender Island
Bryce Young, Piers Island
Sheila Midgley, Galiano Island
Larry Peck, Saturna Island
Sylvia Olsen, Alternate Regional Director
Ted Robbins, General Manager CRD Integrated Water Services
Pete Williams, Ports Manager
Marian Brown, Recording Secretary

ABSENT: Mike Callendar, S. Pender Island; David Howe, Regional Director

The meeting was called to order at 1:16 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 changes: a) move Director's Report to #4; and b) include an in camera item.

Carried

3. Approval of Minutes – November 19, 2013

Moved by Sheila Midgley, **seconded** by Jon Heaney that the minutes of the SGIHC meeting held November 19, 2013 be adopted as circulated.

Carried

4. CRD Director Report

Alternate Director Sylvia Olsen reported that Ian Dow had requested that he be allowed to make a presentation to the commission.

It was suggested that a regular item on the agenda be "Presentations and Delegations". Discussion ensued on past practices and also on the need to know prior to the meeting of any forthcoming presentation.

5. Chair Report

The Chair and Ports Manager noted the need to collect thoughts and ideas for the framework of the commission's forthcoming five-year strategic plan. Input suggestions were received from the members in attendance on the strengths, weaknesses, opportunities and threats (SWOT) of or to the commission. These suggestions were read to those present and will be compiled by the Ports Manager for distribution to the commission members.

Larry Peck reported that some people on Saturna Island want to have the dock function removed from the authority of the CRD and have it revert to the Department of Fisheries and Oceans. He is attempting to bring the dock function into the community and have the community participate in the dock process.

Commission members noted the need for a commission handbook and a better understanding of the role of commissioners in serving and communicating with the public in the island communities.

6. Ports Manager's Report

The Ports Manager reported that December and January are slow months and that he has been on the docks during the absence of the regular wharfingers.

Horton Bay

Repairs were undertaken. There appears to be a design flaw or weakness, hence the Ports Manager has contacted marine resource people to help diagnose the problem.

Mayne Island

The fire extinguisher is missing from the dock and the life ring at Miner's Bay went missing and was temporarily replaced and a new one ordered. The thefts have been reported to the police.

Port Washington

Work and lighting have been completed. Vehicle traffic has been removed from the dock thus making it safer for the transport of school children.

Montague Harbour

Sheila Midgley stated her concerns re an electrical cord which has been placed across the dock to a moored boat.

Ports Manager's Contract

The Ports Manager reported that his contract for the forthcoming year has been completed and renewed.

Ted Robbins, General Manager CRD Integrated Water Services, stated that the wharfingers' agreements have been reviewed and clarified. The Ports Manager agreed to distribute the documents to the wharfingers for execution.

7. Treasurer's Report

Jon Heaney provided an information package to SGIHC members which included the Treasurer's Report for January 2014 indicating a shortfall in the parcel tax due to assessments on property values. Also included for information purposes was an email from Val Leigh-Dorin, dated January 13, 2014, which explained the accounting practices of the CRD (Public Sector Accounting Board) standards as it applies to the docks.

Moved by Jon Heaney, seconded by Sheila Midgley, that the Southern Gulf Islands Harbour Commission reduce the planned transfer to Capital from \$84,520 to \$61,520 to reflect the decrease in the parcel tax requisition. **Carried**

Jon further noted that in the future, for public information, he would endeavour to have expenditures posted at the respective docks.

8. In Camera Items

Moved by Jon Heaney, **seconded** by Sheila Midgley, that the SGIHC close the meeting in accordance with CRD Procedures Bylaw No. 4980 and the Community Charter, Part 4, Division 3.90(1), (g) litigation or potential litigation if the Regional District considers that disclosure could reasonably be expected to harm the interests of the Regional District. **Carried**

The Committee closed the meeting at 2:57 pm.

The regular meeting of the SGIHC reconvened at 3:05 pm.

9. Correspondence – None

10. New Business – None

Larry Peck stated that a not for profit event would take place on February 11th with University of Victoria students involved in a research and education program and requested that the moorage fee be waived for that night to allow the students safe and easy access to the vessel. Approval was granted by the SGIHC. The Ports Manager agreed to contact the wharfinger (Gloria) in this regard.

11. Next Meeting Date – February 18, 2014 – 1:00 pm

12. Adjournment

Moved by Sheila Midgley, **seconded** by Jon Heaney that the meeting adjourn, 3:15 pm.

Carried