

**Minutes of a Meeting of the  
SOUTHERN GULF ISLANDS HARBOURS COMMISSION  
held on Tuesday, March 11, 2014 at the  
Saanich Peninsula Health Unit, Mt. Newton X Rd., Saanichton, BC**

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PRESENT: Stephen Cropper - Chair, Mayne Island  
Jon Heaney, N. Pender Island  
Bryce Young, Piers Island  
Mike Callendar, S. Pender Island  
Larry Peck, Saturna Island  
Pete Williams, Ports Manager  
Sylvia Olsen, Alternate Regional Director  
Marian Brown, Recording Secretary

ABSENT: David Howe, Regional Director; Sheila Midgley, Galiano Island  
Ted Robbins, General Manager CRD Integrated Water Services

The meeting was called to order at 1:15 pm and the Chair welcomed those present.

**1. Approval of Agenda**

**Moved** by Mike Callendar, **seconded** by Sylvia Olsen, that the agenda be approved. **Carried**

**2. Approval of Minutes – February 18, 2014**

**Moved** by Bryce Young, **seconded** by Larry Peck that the minutes of the SGIHC meeting held February 18, 2014 be adopted as circulated. **Carried**

**3. Report of the Chair**

The Chair noted that this meeting would continue review of the draft SGIHC Strategic Plan.

**4. Presentations/Delegations – None**

**5. Correspondence - None**

**6. Report of the CRD Director – No report**

**7. Report of the Ports Manager**

Horton Bay

The Ports Manager reported on his visit to inspect the Horton Bay float and noted the repairs which need to be made to the DFO owned float. He is awaiting the outcome of the Department of Fisheries legal case and the divestiture process.

The Ports Manager noted his attendance at a January EDC meeting in Sidney where topics of discussion included transportation and a study of public transit, including water taxi, on the islands which may tie in with the use of CRD docks. It was noted that both a fee and licensing structure are in place. Commission members discussed the issue and noted the following: funding is available to conduct a survey of islanders 'wants'; possibility of a pilot program this summer and the question of fee payment; need for filing a "Schedule C" form to conduct water taxi business; liability; loading zones (currently no loading zone at Hope Bay); and the question of extending the Hope Bay dock or else provision of a dinghy dock.

## **8. Report of the Treasurer**

Jon Heaney provided verbal details for the 2013 year end as follows: total revenue - \$70,564; operating expenses - \$148,078; administrative expenses - \$46,747; and funds in Capital Reserve as of December 31 - \$1,216,487.

## **9. Islands Trust NPI Bylaw Amendment Referral**

The Ports Manager reported on his meeting with Islands Trust regarding referral of Bylaw No 194 and W4 zoning. A slide showing the discrepancy between the zoning and the water lot boundary as well as the existing dock facility at Port Browning was displayed. Commission members discussed various possibilities.

**Moved** by Mike Callendar, **seconded** by Larry Peck, that the SGIHC reports to Islands Trust that it wants to ensure that the zoning encompasses the existing CRD dock structure and water lot at Port Browning. **Carried**

## **10. Continuation of Strategic Planning Session**

Commission members reviewed the draft strategic plan which included recommendations made at the previous SGIHC meeting in February.

**Moved** by Jon Heaney, **seconded** by Larry Peck that the Southern Gulf Islands Harbours Commission Strategic Plan for 2014/15 – 2018/19 be approved as per the revisions made at today's meeting. **Carried**

## **11. New Business – Work Plan for 2014**

A copy of the revised work plan for 2014 was distributed and reviewed by commission members.

**Moved** by Jon Heaney, **seconded** by Larry Peck that the SGIHC approves the draft work plan for 2014 with the recommendation to remove the names of the islands. **Carried**

*Commission members recessed from 3:30 – 3:35 pm.*

## **12. Closed Meeting**

**Moved** by Larry Peck, **seconded** by Mike Callendar, that the SGIHC close the meeting in accordance with the Community Charter, Part 4, Division 3, 90 (1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district of another position appointed by the regional district.

*The Committee closed the meeting at 3:35 pm.*

*The regular meeting of the SGIHC reconvened at 4:12 pm.*

## **13. Rise and Report**

That six months before the termination of the Ports Manager's contract, that he be given clarity on the process and, at three months, notice of the outcome of the process.

That CRD staff make the SGIHC aware of the process to engage contact with the Ports Manager at the commission meetings in May and September 2014.

## **14. Next Meeting Date – May 20, 2014 – 1:15 pm**

## **15. Adjournment**

**Moved** by Jon Heaney, **seconded** by Larry Peck that the meeting adjourn, 4:15 pm. **Carried**