

**Minutes of a Meeting of the
SOUTHERN GULF ISLANDS HARBOURS COMMISSION
held on Wednesday, May 21, 2015 at the
Mary Winspear Centre, 2243 Beacon Avenue, Sidney, BC**

PRESENT: Carl Bunnin - Chair, Mayne Island
Bryce Young, Piers Island
Dave Hargreaves, N. Pender Island
Mike Callendar, S. Pender Island
Larry Peck, Saturna Island
Sheila Midgley, Galiano Island
David Howe, Regional Director
Ted Robbins, General Manager CRD Integrated Water Services
Peggy Dayton - CRD Finance
David-John (DJ) Bridgewood, CRD Business Analyst
Marian Brown, Recording Secretary

WHARFINGERS PRESENT: Claude Kennedy, Pt Browning; Joanne Pinches, Lyall Hbr;
Kiyoshi Okuda, Retreat Cove; Rod McLean, Pt Washington, Peter Binner, Hope
Bay; Mike Smart, Piers Is & Swartz Bay

The meeting was called to order at 9:00 am.

1. Approval of Agenda

Moved by Sheila Midgely, seconded by Bryce Young, that the agenda be approved with the inclusion for information purposes of a May 19, 2015 letter from the Mayne Island Residents and Ratepayers Assn regarding the Miners Bay dock. **Carried**

2. Approval of Minutes – March 25, 2015 and April 20, 2015

Moved by Mike Callendar, **seconded** by Larry Peck, that the minutes of the SGIHC meeting held March 25, 2015 be adopted as amended. **Carried**

Moved by Dave Hargreaves, seconded by Mike Callendar, that the minutes of the SGIHC meeting held April 20, 2015 be approved with the following amendment: Item 8, change Dave Hargreaves from “opposed” to “abstained”.

3. Chair’s Report

The Chair reported on his visit to the docks in Sidney and Ganges.

4. Presentations/Delegations – None

5. Discussion with Wharfingers

Ted thanked the wharfingers for their attendance and noted changes since September, 2014. The SGIHC approved an engineering study and assessment of the docks at the last meeting and is working on refining a model of operations for the docks and is requesting input from the wharfingers as to what is, and is not working, re dock operations.

Wharfinger comments:

- How to deal with squatters at the docks? Discussion ensued and it was noted that wharfingers should have an official CRD laminated ID card on a neck lanyard with them. Dan Robson, Operations Manager, or the SGIHC would be the contact re CRD Bylaw Enforcement. *It was agreed that contact information would be forwarded to all wharfingers.*

- Regular paycheques would be good. Peggy reviewed the dispensation process in Finance while DJ explained the amortization and CRD process.
- Power washing and safety of docks. Some wharfingers are currently cleaning and scrubbing the docks. It was noted that there is a mobile power washing firm operating from Sidney. Lighting is an issue on some docks.
- Repairs to docks. Discussion took place on the possibility of a small fund for minor repairs to each dock for work done locally. The question of an hourly wage can be authorized by Dan. CRD insurance and liability coverage was noted for wharfingers doing authorized work. The Operations Manager is qualified to make these decisions. Mike Callendar mentioned the possibility of using Al Cannon to visit each dock as an interim measure.
- Communications. Some wharfingers expressed their satisfaction with the direct connection with the CRD, being involved with what is happening with the docks and like the idea of moving forward without a middleman.
- Payments re airlines, water taxis, post office, emergency services, etc., using CRD dock facilities. Wharfingers questioned the status of these payments.
- Signage. Some wharfingers would like to see more CRD standardized signage and information for non-compliant vessels. Reference was made to an old information pamphlet containing dock and contact data with the thought that perhaps it should be once again made available.
- Reimbursement for time and expenses

Ted stated that if wharfingers are willing and able to take on dock work for an hourly rate, he will explore having this attached to their existing agreements. It is more complex when dealing with island contractors. Larger projects require quotes or RPFs. There is an accountability issue with the use of a “kitty” for minor repairs. Electrical issues fall under the BC Safety Authority and CRD will, therefore, try and use “in house” staff for electrical installations.

Moved by Mike Callendar, **seconded** by Dave Hargreaves that the SGIHC agrees that wharfingers be included in commission meetings at least once per year. **Carried**

5a) Directors Remarks

Director Howe thanked the commission for inviting and listening to the wharfingers comments and also thanked Ted for taking on the management of the SGIHC and CRD docks.

The Commission recessed from 10:55 until 11:15

6. Status of Water Taxi Seaplane Billings

Peggy Dayton stated that she and DJ had prepared invoices and questioned the inclusion of a covering letter. The invoices are for the current year. This is currently lost revenue space for wharfingers. It was noted that if we are charging service agencies, we need the schedules in Bylaw 2844 filled out. Peggy agreed to draft a covering letter.

7. Status of Engineering Review

Ted reported that the review is ready for a RFP for the engineering report; will likely be out in two weeks and that the closing date will be on June 12, 2015.

8. Dock Reports

Galiano Meeting of May 20 – Sheila Midgley

Sheila met with people involved in the community including Parks and Recreation, EDC, wharfingers, new marina owner and road maintenance worker. It was noted how profound the harbours are to their community. However, if we bring people to the island there are no parking spaces or washroom facilities. Feedback was good and it was noted:

- The trail people will provide a toilet
- Parking is being looked at
- Will petition BC Ferries to take more responsibility for the impact they have on the community
- Considering a pick-up transportation system

9. New Business - None

10. Motion to Close the Meeting

Moved by Mike Callendar, **seconded** by Bryce Young that the Southern Gulf Islands Harbours Commission close the meeting in accordance with the Community Charter, Part 4, s. 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 municipality or another position appointed by the municipality.* **Carried**

The SGIHC meeting was closed at 11:36 am and reconvened at 12:27 pm.

Continuation of item 8, Dock Reports

Anson Road Rezoning

Ted read the completed Islands Trust application to rezone the water lot and stated that the CRD is expected to be reimbursed for the fee. The application will be submitted tomorrow.

Lyle Harbour, DFO, Water Lease

Larry reported that something was happening in this regard. Larry further noted that the life ring is missing and that a ladder is also required.

Discussion ensued and it was requested that commission members should speak with their wharfinger regarding missing life rings and ladders and report to the Chair.

Port Washington, Dock Repairs

Rod McLean, wharfinger, reported earlier in the meeting that the float had been successfully repaired.

South Pender CBSA Dock

Mike Callendar reported that there had been no further discussion with CBSA.

Piers Island Dock, Reconfiguration

The Chair stated that he would be willing to visit the Piers Island dock when Bryce is available.

11. Next Meeting Date – To be decided.

12. Adjournment

Moved by Sheila Midgley, **seconded** by Bryce Young that the meeting adjourn, 12:40 pm.

Carried