



Making a difference...together

**Minutes of a Meeting of the Southern Gulf Islands Harbour Commission  
Held September 23, 2015 at the Saanich Peninsula Health Unit, Mt. Newton X Road,  
Victoria, BC**

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**PRESENT:** **Commission:** C. Bunnin, Mayne Is.; B. Young, Piers Is.; S. Midgley, Galiano Is., L. Peck, Saturna Is.; M. Callendar, S. Pender Is.; D Howe, SGI EA Director  
**Staff:** T. Robbins, General Manager, Integrated Water Services, P. Dayton, Sr. Financial Analyst; D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations; M. Brown (recorder)

**Also present:** Ian Sander, Capital Projects Manager; Al Cannon; Peter Binner, Hope Bay, Pender Island

**ABSENT:** **Commission:** D. Hargreaves

The meeting was called to order by Vice-Chair Sheila Midgley at 9:00 am.

**1. APPROVAL OF AGENDA**

**MOVED** by Mike Callendar, **SECONDED** by Carl Bunnin,  
that the agenda be approved as amended with inclusion of the following items:

- (1) consider 2016 operating budget process under item 7;
- (2) Al Cannon discussion under item 5;
- (3) handling of minutes and web page under item 5; and
- (4) Canada 150 Infrastructure Grant Program under item 7.

CARRIED

**2. ADOPTION OF MINUTES**

**MOVED** by Larry Peck, **SECONDED** by Bryce Young,  
that the minutes of the July 16, 2015 meeting be adopted as amended: Item #8, Galiano Island, first sentence, change "pit" to "vault. Last sentence to be replaced as follows:  
"Work has stopped due to weather. Trash is being found in other vault toilets."

CARRIED

**3. CHAIR'S REMARKS**

Sheila Midgley expressed concern re safety and liability related to use of the docks. Al Cannon was introduced as the man who brought the docks into the CRD as a result of the federal divestiture program. Al has been presented with a contract to act as liaison.

Al Cannon acknowledged that this is not a Ports Manager position but addressed the need for continuity and experience. Discussion ensued and it was noted that all repairs must comply with insurance requirements and resource lists must be preapproved.

**4. PRESENTATIONS/DELEGATIONS**

None

## 5. MOTION TO CLOSE THE MEETING

**MOVED** by Bryce Young, **SECONDED** by Mike Callendar,  
that the Committee close the meeting in accordance with the *Community Charter* Part 4,  
Section 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; (c) labour relations of other employee  
relations; and (g) litigation or potential litigation affecting the municipality.*

CARRIED

The Commission moved to the closed session at 9:37 am.

*Al Cannon and Peter Binner left the room.*

The Commission rose from the closed session at 10:55 am without report.

The commission took a short break to recognize the retirement of Sheila Midgley, Mike Callendar and Bryce Young. The regular meeting resumed at 11:02 am.

## 6. BUSINESS ARISING

Dock Signage and Kiosk Replacement

- Photos were supplied to Dan Robson
- “Dinghy Only” signs to be ordered
- Signage re moorage rates needs work

**MOVED** by Carl Bunnin, **SECONDED** by Mike Callendar,  
that the CRD pursue quotes on a generic sign to be available and on the docks by the  
end of November, 2015.

CARRIED

Kiosk replacement was discussed and the following was noted:

- Control of use of the bulletin boards
- Envision sign board for island residents

### Dock Access Barriers

Dan Robson agreed to contact Al Cannon and SGIHC commissioners regarding the type  
and size of bollard as well as its attachment.

### Role of Minutes and Access to Minutes

Members requested that the SGIHC minutes be supplied to commissioners for their  
review when they are completed. Ted agreed that a draft copy be distributed. Postings to  
the website are out of date.

### Ladders

It was agreed that this item be deferred until Al Cannon has had time to review the docks  
and the availability of the “up and out” type versus fabrication of ladders.

## **7. NEW BUSINESS**

### Identification Cards

Ted stated that he has the lanyards but is waiting for photos. He will notify the wharfingers.

### Wharfinger Agreement Renewals

Ted reported that not all responses are in. He will try to have agreements in place by the end of the month.

### Dock Engineering Study Status

Eight dock reviews have been received from Moffitt and Nichol and were available for commissioners' perusal. The eleven reports are due September 29, 2015. It was noted that it would be valuable to have commissioners' input regarding priorities in the reports.

Larry reported problems with the Lyall Harbour ramp and dock connections.

Bryce expressed concern re the Swartz Bay dock and the lesions as shown in the report. He also recommended that Southern Gulf Islands Harbours Commission meetings be held on the islands twice per year.

## **8. DOCK REPORTS**

### Saturna Island

Larry spoke to the agenda item and submission from Ocean River Sports to install a kayak facility on the Lyall Harbour dock. A letter and drawings were included with the agenda package. Considerable discussion ensued and it was noted:

- This is a business venture
- Questions arise re the bylaws and purpose of the docks
- Business is to be run by a local person but is funded by Ocean River Sports
- Economic impact to Saturna Is. would be significant
- Creates a precedent
- Would require a public input process
- Dock is still under DFO ownership
- Changes the culture of the dock
- Consider anchoring the float

*Larry and Peter left the meeting, 12:12 pm*

### Mayne Island

Ted reported that with regard to the Canada 150 grant application, he had nothing to report.

- The court challenge re Horton Bay dock will be heard October 7
- Rezoning application will be heard on September 30
- Problems with deadhead and tree c/w roots at Miners Bay dock

North Pender

Dave Hargreaves was unable to attend but submitted an email to the commission members on September 19.

South Pender

No progress re the CBSA dock which is not being used for 9/10 of the year

Montague Harbour

Sheila reported that the Parks Commission had installed a toilet and are questioning if the SGIHC would match funds. It is not part of the SGIHC mandate to direct funds beyond the docks.

Piers Island

Covered during in camera session.

Swartz Bay (attachment)

The letter from Bryce Young regarding the role of the Swartz Bay wharfinger and lack of an appointed commissioner was attached to the agenda. Discussion ensued.

**9. CORRESPONDENCE**

None

**10. RISE AND REPORT**

None

**11. ADJOURNMENT**

**MOVED** by Sheila Midgley, **SECONDED** by Mike Callendar,  
that the meeting be adjourned at 12:17 pm.

CARRIED