



Making a difference...together

**Minutes of a Meeting of the Southern Gulf Islands Harbour Commission  
Held August 26, 2016 at the Saanich Peninsula Health Unit, Mt. Newton X Road,  
Victoria, BC**

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**PRESENT:** Commission: B. Mabberley, Galiano Island; B. Young, Piers Island;  
D. Hargreaves, N. Pender Island; L. Peck, Saturna Island; D. Howe, Regional  
Director  
Staff: Ian Sander, Manager, Capital Projects; Dan Robson, Manager, Saanich  
Peninsula and Gulf Islands Operations; M. Brown (recorder); Al Cannon  
**ABSENT:** Carl Bunnin, Robert Fenton, Ted Robbins, Peggy Dayton  
**PUBLIC:** 0

The Chair called the meeting to order at 9:12 am.

**1. APPROVAL OF AGENDA**

**MOVED** by Larry Peck, **SECONDED** by Dave Hargreaves,  
that the Southern Gulf Islands Harbours Commission approve the agenda with the  
following addition:

- add New Business after item #10

CARRIED

**2. ADOPTION OF MINUTES**

**MOVED** by Dave Hargreaves **SECONDED** by Bryce Young,  
that the Southern Gulf Islands Harbours Commission adopt the minutes of the May 27,  
2016 meeting.

CARRIED

**3. CHAIR'S REMARKS**

The Chair noted work done on the docks by Al Cannon.

**4. PRESENTATIONS/DELEGATIONS**

None

**5. CORRESPONDENCE**

The Chair spoke to the letter from Al Cannon regarding Miners Bay dock and wash  
from BC Ferries. Commission members discussed the letter, specifically noting the  
issues of public safety, damage to the dock and possible routes for mitigation including  
the invitation to participate to local people with vested interests. It was agreed that the  
letter be forwarded to CRD Risk Management for their report on the situation at Miners  
Bay and also that BC Ferries be invited to participate in finding a solution to the  
problem.

**MOVED** by Bryce Young, **SECONDED** by Dave Hargreaves,  
that the Southern Gulf Islands Harbours Commission direct Ted Robbins to arrange a  
meeting with BC Ferries.

CARRIED

**6. SOUTHERN GULF ISLANDS HARBOURS COMMISSION 2016 IMPROVEMENTS PROJECT - AWARD OF CONSTRUCTION CONTRACTS 2016-170, 2016-171, AND 2016-172**

Ian Sander reviewed the staff report for improvement work at all nine of the CRD dock facilities in 2016. An error was noted on page 2, Table 2, Tender Summary, in the column for Heavy Metal Marine Ltd, the line item starting with Port Washington, (a) replace \$84,440 with \$114,440; and (b) replace the total of \$385,671 with \$418,641.

Commission members discussed the procedure and assurances for undertaking of the work and monitoring the quality of the material. The CRD will develop a communications meeting and commissioners and wharfingers will be kept informed.

**MOVED** by David Howe, **SECONDED** by Bryce Young,

That the Southern Gulf Islands Harbours Commission:

1. Award the 2016 Improvements for Retreat Cove, Montague Harbour, Sturdies Bay (Galiano Island) and Miners Bay (Mayne Island) Contract No. 2016-170 to Pacific Industrial and Marine Ltd. for the amount of \$175,374 excluding tax;
2. Award the 2016 Improvements for Piers island and Swartz Bay Contract No. 171 to Pacific Industrial and Marine Ltd. For the amount of \$55,030 excluding tax; and
3. Award the 2016 Improvements for Port Washington, Hope Bay, and Port Browning (Pender Island) Contract No. 2016-172 to Pacific Industrial Marine Ltd. For the amount of \$78,518 excluding tax.

CARRIED

**7. SOUTHERN GULF ISLANDS HARBOURS COMMISSION – FLOAT LADDER INSTALLATION PROJECT**

Ian Sander reviewed the staff report and commission members discussed the project which would have approximately 30 ladders installed at CRD dock facilities. Ladder locations need to be confirmed with commissioners and wharfingers. Discussion with DFO will be required to have them install these ladders at their dock facilities at Horton Bay and Lyall Harbour.

**MOVED** by Dave Hargreaves, **SECONDED** by Bryce Young,

That the Southern Gulf Islands Harbours Commission:

1. Approve funding of \$45,000 from the Capital Reserve Fund (CRF) for the CRD Facilities Float Ladder Project;
2. Direct staff to retain Moffatt & Nichol to provide engineering services to develop a comprehensive work package for pricing and installation;
3. Direct staff to coordinate with DFO for the installation of float ladders at DFO facilities; and
4. Direct staff to obtain pricing for float ladder fabrication and installation (through a CCN) from the successful 2016 Improvements Project contractor.

CARRIED

Director Howe and commission members discussed cash flow based on taxation and the possibility of applying for funding through loans. Commission members agreed that

they would like to have a SGIHC meeting coordinated by staff to incorporate a financial discussion.

**8. Vehicle Load Capacity Analysis for the Miners Bay, Hope Bay, Port Washington, and Sturdies Bay Docks**

Ian Sander reviewed the staff report.

Commission members discussed the evolution of the docks, i.e., fishing, logging, and noted that access needs have changed. The docks are working docks for emergency services, water taxi school bus, float planes, etc.

**MOVED** by Larry Peck, **SECONDED** by Bryce Young, that the Southern Gulf Islands Harbours Commission receive the staff report for information.

CARRIED

**9. Operating Budget Update**

Dan Robson reviewed the information provided for the period up to mid July.

Commission members questioned the revenue posted for Montague Harbour and Sturdies Bay. It was also noted that the wharfinger at Swartz Bay has expressed difficulty concerning identification of commercial and non-commercial boats

**10. Dock Reports**

Al Cannon provided his inspection report for July, 2016 as well as an information sheet on work that has been done from May – August 2016. Al noted that every gangway now has mesh.

Sturdies Bay – decking turned and railed

Swartz Bay – Al received quote for fiberglass mesh which was too high; suggest use of pressure treated plywood strip for emergency services as well as possibly using rubber strip as per the sample provided for a four foot wide area.

Galiano – Ben received letter from Mr. Noble re installation of 4-8 purple martin nesting boxes at each site. It was suggested that the installation be postponed until any construction is done.

Montague Harbour – an abandoned vessel was reported. Dan stated they would go through the bylaw process to have the boat removed through contact with the owner.

Saturna Island – non slip being added; Dan reported on discussion with DFO that repair work will be done within the next six weeks at both Lyall Harbour and Horton Bay. Problem with tires at seaplane float.

Mayne Island – No report

North & South Pender Island – Nothing to report

Port Browning – looking for a gangway plate

Piers Island – as per Al Cannon's report

**11. New Business**

Ben indicated the signs provided for the docks - "Welcome to Southern Gulf Islands" and "Rockfish Conservation Area (RCA).

**12. Adjournment**

**MOVED** by Bryce Young, **SECONDED** by Dave Hargreaves,  
that the meeting be adjourned at 12:02 pm.

**CARRIED**