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**Minutes of a Meeting of the Southern Gulf Islands Harbour Commission
Held February 10, 2017 at the Saanich Peninsula Health Unit, Mt. Newton X Road,
Victoria, BC**

PRESENT: Commission: B. Mabberley, Galiano Island; David Claude, Mayne Island; B. Young, Piers Is.; Dave Hargreaves, N Pender Is.; D. Howe, Regional Director
Staff: Ted Robbins, General Manager, Integrated Water Services; Peggy Dayton, Sr. Financial Analyst; Ian Sander, Capital Projects Manager; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; M. Brown (recorder)

ABSENT: Robert Fenton, L. Peck

PUBLIC: 18

The meeting was called to order at 9:06 am. A revised agenda page was provided. Ted Robbins, assumed the chair during the election.

1. Election of Chair and Vice-Chair

Ted called for nominations for the position of Chair of the SGIHC. Ben Mabberley was nominated by acclamation and assumed the position of Chair.

Ben called for nominations for the position of Vice-Chair. David Maude was nominated and as there were no further nominations, David was elected as Vice-Chair of the SGIHC.

2. Approval of Agenda

The sequence of agenda items was changed.

MOVED by Director Howe, **SECONDED** by David Maude, that the agenda be approved as amended.

CARRIED

3. Adoption of Minutes

MOVED by Bryce Young, **SECONDED** by Director Howe, that the minutes of the October 28, 2016 meeting be adopted.

CARRIED

- 4. Chair's Remarks** – The Chair noted the number of Mayne Island residents in attendance. The commission voted unanimously to allow Allen Slade to make a presentation. To provide information, it was agreed to deal with the Miners Bay staff report prior to the presentation,

5. Miners Bay Dock Facility – Vessel Wake assessment and Conceptual Dock Layout

Ted Robbins reviewed the background material, staff report and Moffatt and Nichol report. The large amount of correspondence received from the public was noted and published. It was reported that Director Howe and the Southern Gulf Islands Harbours Commission Chair will be meeting with BC Ferries February 16 to discuss the Miners Bay issues.

Director Howe noted:

- this is not only a Mayne Island issue as all islands will be paying;
- concern for the possibility of CRD dock liability issues;
- BC Ferries is impacting what is happening to Miners Bay;
- question of whether or not this is a good location;

- approach BC Ferries with a sensible proposal

MOVED by David Maude, **SECONDED** by Bryce Young,
that the staff report for Miners Bay Dock Facility – Vessel Wake Assessment and
Conceptual Dock Layout, be received.

CARRIED

6. Presentations/Delegations – Allen Slade

Mr. Slade, President of the Mayne Island Boaters Assn.

- Reviewed the mandate and activities of the Boaters Assn.
- Concern re neglect of Miners Bay dock
- Major work slated for 2019
- Noted monies slated for Anson Rd dock facility transferred to Miners Bay
- Understand we are 1/16 of the docks in the gulf islands
- Concern for reliable communications, petition and news releases, Horton Bay dock, budget issues

7. Southern Gulf Islands Harbours Service – Amended 2017 Operating and Capital Budget

Ted Robbins reviewed the amended budget report regarding operating and expense budgets, revenue sources, reprioritization of some projects, possible funding options including borrowing and parcel tax increases.

Commission members discussed the issues and noted that Sturdies Bay, Anson Road and Horton Bay projects are not included in this budget but the possible liability issues at Miners Bay warrant bringing the work forward.

Ted noted a required amendment on page 69, item 16-10 Anson Road Phase 1, 3rd paragraph, remove the words “constructed in 2017” and replace with “initiated in 2018”

MOVED by Dave Hargreaves, **SECONDED** by David Maude,
that the 2017 Southern Gulf Islands Harbours Service Operating and Capital Budget be approved.

CARRIED

MOVED by Director Howe, **SECONDED** by Bryce Young,
that the 2017 actual revenue and expense be balanced on the transfer to the Capital Reserve Fund.

CARRIED

8. Capital Operating Budget

Ian Sander provided a slide presentation on the progress summary for the dock facilities.

Peggy Dayton left the meeting, 10:20 am.

9. Piers Island Dock Facility – Float Geometry Review

Ian Sander reviewed the staff report.

Bryce Young stated that there is no additional moorage being considered in the staff report. Discussion ensued and it was noted that to open up the triangle would raise costs. Consideration should be given to the addition of a finger float to increase moorage space.

MOVED by Bryce Young, **SECONDED** by David Maude that the Southern Gulf Islands Harbours Commission directs staff to undertake an analysis of the deficiency work for the access, floats and gangway to Piers Island and to provide a detailed design estimate and construction costs to add a single finger float to the existing configuration.

CARRIED

10. Status of Wharfinger Service Agreements

Ted Robbins reviewed the Southern Gulf Islands Harbours Wharfinger contact Information, Page 114, of the agenda package.

It was suggested that a meeting be held with the new Dock Operations Coordinator, Peter Binner, and Southern Gulf Islands Harbours wharfingers sometime in March.

11. Commissioner and Wharfinger Contact Information

This material was provided in the agenda package.

12. Award of RFP 2017-209 – Dock Operations Coordinator Services for Southern Gulf Islands Harbour Services

Ted Robbins reviewed the staff report.

MOVED by Dave Hargreaves, **SECONDED** by David Maude, that the Southern Gulf Islands Harbours Commission award RFP 2017-209 for the Supply of Dock Operations Coordinator Services for Southern Gulf Islands Harbour Services to Mr. Peter Binner.

CARRIED

13. Correspondence

Ted Robbins noted receipt of three letters regarding Montague Harbour and availability of dock space. Commission members discussed provision of dock space for residents/non-residents and whether or not any bylaw changes may be necessary.

Dan Robson agreed to review the bylaw.

Further discussion took place regarding consultation with BC Ambulance Services and their possible contributions re cost of improvements to the dock facilities.

14. Next Meeting – April 28, 2017

Commission members discussed the possibility of holding the Southern Gulf Islands Harbours Commission meeting on a different day of the week rather than the current Friday.

15. Adjournment - The meeting adjourned at 11:45 am.