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**Minutes of a Meeting of the Southern Gulf Islands Harbour Commission
Held June 9, 2017 at the Saanich Peninsula Health Unit, Mt. Newton X Road,
Victoria, BC**

PRESENT: COMMISSIONERS: B. Maberley, Galiano Island; David Maude, Mayne Island; B. Young, Piers Island; L. Peck, Saturna Island; Dave Hargreaves, N Pender Island; D. Howe, Regional Director.

STAFF: Ted Robbins, General Manager, Integrated Water Services; Dale Puskas, Manager, Capital Works; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; S. Orr (recorder); Peter Binner, Dock Operations Coordinator

ABSENT: R. Fenton

PUBLIC: 3

The meeting was called to order at 9:07 am.

1. APPROVAL OF AGENDA

MOVED by Commissioner Young, **SECONDED** by Commissioner Hargreaves, That the agenda be approved with the following additions: Long term planning for Miners Bay Dock under Item 6 and Communications between staff and commission members under Item 9 - New Business.

CARRIED

2. ADOPTION OF MINUTES

MOVED by Director Howe, **SECONDED** by Commissioner Hargreaves, That the minutes of the February 10, 2017 meeting be adopted as amended as follows:

- Item 9 Dock Inspection Report - delete the paragraph indicating D.Hargreaves agreeing to volunteer as the representative for Swartz Bay.
- Item 10 - delete the sentence indicating D. Hargreaves agreed to send an email to Commissioners.

CARRIED

3. CHAIR'S REMARKS

The Chair welcomed everyone and said that is good to see the Lyall Harbour issue move ahead and that the process between the Federal Government and CRD has overall been positive and quicker than expected.

4. PRESENTATIONS/DELEGATIONS

There were no presentations/delegations.

5. LYALL HARBOUR WHARF, SATURNA ISLAND – FEDERAL TRANSFER AGREEMENT

Ted Robbins thanked the commission for their patience with the process. He noted that pending approval by the CRD Board, the transfer date of the wharf is anticipated to be July 10, 2017 and financial contributions from the Government of Canada would begin January 2018. The CRD has submitted an application to the Department of Fisheries and Ocean for a new fuel float license and is anticipating the approval by July 10, 2017.

MOVED by Director Howe, **SECONDED** by Commissioner Peck

That the Southern Gulf Islands Harbours Commission recommends to the CRD Board that the Chief Administrative Officer negotiate and execute the Agreement to Transfer, substantially in the form of the Agreement attached, to transfer the wharf facility at Lyall Harbour, Saturna Island, to the CRD, for operation under the Southern Gulf Island Harbours Service, and that the 2017 Southern Gulf Island Harbours Service budget and CRD financial plan be amended to include the \$350,000 financial contribution set out in the Agreement and the associated work plan.

CARRIED

6. MINERS BAY DOCK – CRD/BC FERRIES UPDATE

Ted Robbins noted that he met with BC Ferries executives and they requested that the CRD's Chief Administrative Officer submit a letter with specific requests that will address the deterioration of the dock and safety concerns. He noted that the risk of not addressing the issue could result in an increased liability to the CRD, and that Option 4 in the staff report received at the Southern Gulf Island Harbours Commission meeting held February 10, 2017 is the most viable option at this time.

A discussion took place about long term planning options for Miners Bay Dock.

MOVED by Commissioner Hargreaves, **SECONDED** by Commissioner Young

That a letter be sent to BC Ferries requesting funding for 'Option 4 – Wave Baffles and Relocated Float' as received in the Miners Bay Dock Vessel Wake Assessment and Conceptual Dock Layout report from Moffat and Nichol dated January 17, 2017.

CARRIED

7. DOCK OPERATIONS REPORTS (VERBAL)

Dan Robson gave an update on emergency response activities on Miners Bay Dock. Lyall Harbour kayak shack is a safety concern. Richard Jarco will be stepping down as Wharfinger and the CRD will be advertising for a replacement.

A brief conversation took place regarding bylaw enforcement on the docks. The Commission made a recommendation that staff review Bylaws which regulate moorage and dock activity on annual basis.

8. NOTICE OF NO MEETING ON JUNE 23, 2017

MOVED by Commissioner Young, **SECONDED** by Director Howe,
That the Notice of No Meeting on June 23, 2017 be approved.

CARRIED

9. NEW BUSINESS

Commissioner Maude commented that when commission members send an email to staff that a reply would be appreciated.

10. MOTION TO CLOSE THE MEETING

MOVED by Commissioner Young, **SECONDED** by Director Howe,

That the meeting be closed in accordance with the Community Charter, 90 2(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

CARRIED

11. **ADJOURNMENT**

MOVED by Commissioner Hargreaves, **SECONDED** by Director Howe that the meeting be adjourned at 11:36 a.m.

CARRIED