



Making a difference...together

MINUTES OF A MEETING OF THE Southern Gulf Islands Harbours Commission, held Friday, April 21, 2023 at 9:30 a.m., Saanich Peninsula Wastewater Treatment Plant Meeting Room, 9055 Mainwaring Road, North Saanich, BC

PRESENT: Commissioners: B. Dearden (Chair), Mayne Island; B. Mabberley (Vice Chair), Galiano Island; J. Deschenes (EP), North Pender Island; R. Fenton, South Pender Island (EP); M. Davis, Saturna Island; P. Brent, Electoral Area Director (EP)

Staff: Stephen Henderson, Senior Manager, Real Estate & SGI Administration; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Jared Kelly, Manager, Capital Projects, IWS CRD; Aggie Chan, Senior Administrative Secretary (Recorder)

Also Present: P. Binner, Wharfinger Coordinator (EP)

REGRETS: J. Hall, Piers Island/Swartz Bay

EP = Electronic Participation

The meeting was called to order at 9:34 am.

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF AGENDA

MOVED by Commissioner Mabberley, **SECONDED** by Commissioner Davis,
That the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

MOVED by Commissioner Brent, **SECONDED** by Commissioner Mabberley,
That the minutes of the February 24, 2023 meeting be adopted.

CARRIED

4. CHAIR'S REMARKS

The Chair made the following remarks:

- I really like the idea of hands-on approach on our docks, getting familiar with our docks and working on our docks as commissioners. I think it has been a real benefit. Ben was over two days ago on Miners helping us with the power washing. A couple of us were down there doing some of the work and he just pitched right in. Being engaged as commissioners and experienced people give us a much better understanding of the facilities, which helps us to lower our engineering costs. So, I'd like to see us move more towards that direction in the future.

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. COMMISSION BUSINESS

6.1. Southern Gulf Islands Harbours Projects and Operations Update – April 2023

The Commission received the report for information. There is no recommendation.

Staff provided a summary of the project updates and noted the following additional information:

19-01 | Anson Road – Substantial completion with certificate of completion.

19-02 | Retreat Cove – Project deferred and to be re-assessed after inspection.

19-03 | Horton Bay – No major concern found during low-tide Inspection on floating portion of the dock. Minor repairs to be done on floats, such as filling holes on pilings. Staff members and commissioners to attend the upcoming scheduled meeting in May with Western Canada Marine Response Corporation (WCMRC) regarding equipment containers project. More details to come. Some seasonal turn-over/overflow from Anson Dock will move to Horton Bay in upcoming months.

Commissioner Fenton joined meeting electronically at 9:48 a.m.

20-02 | Spanish Hills – Tripping hazard (bolts sticking out), under transition plate on the ramp on the dock, has been resolved with UHMW (Ultra-high-molecular-weight polyethylene) covering the area and painted yellow line as visual aid.

20-04 | Miners Bay Upgrades – ICE-t application successful for the revitalization project. Funding from ICE-t will be paid upon providing receipts. To create stacking funds and avoid cashflow issue during the project, application for Community Works Funds to be pursued.

MOVED by Commissioner Fenton, **SECONDED** by Commissioner Brent, That Capital Plan for the Miners Bay Revitalization Project budget be amended from \$30,000 to \$90,000, to be funded 100% from grants and donations.

CARRIED

21-01 | Port Washington – Final deficiency walkthrough pushed from April 20th to April 28th. Concerns raised on gaps in the range of 0.5 to 1 inch between the new and existing woods. Disjointed communication resulted in high traffic area (from ramp to float) not prioritized and repaired. Staff to follow up with Salish Sea on quality of work. Plan for Float B (Relocation or removal) to be discussed after inspection of facility is completed.

21-03 | Annual Provision Hope Bay – Float A

Two projects (Float A floatation replacement & Float B stringer) at Hope Bay being

funded by this budget. Approximately \$70,000 remaining in this budget to fund other potential repairs and upgrades. Replacement/improvement needed at transition between Floats A and C. Staff to confirm if this work is included as part of the project scope.

21-05 | Piers Island – Has not received response from First Nation per letter sent in January with March response deadline. Staff may attempt in-person visit to further conversation.

22-02 | Swartz Bay – Substantially completed.

21-02 | SGIH Inspections – Request for Proposals in progress.

OPERATIONAL UPDATES

Wharfingers:

- 1) New wharfinger for Lyall Harbour, Vanessa Verbistky was welcome on board couple of weeks ago.
- 2) Wharfinger openings for Piers Island and Swartz Bay. Peter B. acting as interim wharfinger during this period. Open For Opportunity (OFP) to be put out by the end of April.
- 3) Recent increase reports of issues including theft, people living outside the facility, nearby business found stolen goods tied at CRD facility, at Piers Island. RCMP has been involved. More on-site visits by staff are planned.
- 4) More maintenance items to be determined based on Wharfinger's bi-monthly reports. Items will be funded by Provisional Budget.

7. NEW BUSINESS

7.1. Business Process (Inspection & Repairs)

Discussion ensued on the business process. Commissioners, staffs and wharfinger concluded that the process has been evolving and still developing. Lots of progress have been made and improvement will continuously be made to strengthen the communication and consultation on project details between all stakeholders.

Commissioner Deschenes joined meeting electronically at 10:45 a.m.

8. MOTION TO CLOSE THE MEETING

MOVED by Commissioner Fenton, **SECONDED** by Commissioner Brent,
That the meeting be closed in accordance with the Community Charter, Part 4, Division 3, Intergovernmental Relations under Section 90 (2)(b).

CARRIED

The Commission moved into closed session at 11:20 am.

9. RISE AND REPORT

The Commission rose from its closed session at 11:42 a.m. without report.

10. ADJOURNMENT

MOVED by Commissioner Mabberley, **SECONDED** by Commissioner Davis,
That the April 21, 2023 meeting be adjourned at 11:43 a.m.

CARRIED

CHAIR

SECRETARY