



Making a difference...together

MINUTES OF A MEETING OF THE Southern Gulf Islands Harbours Commission, held Friday, February 24, 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; 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; Lia Xu, Manager, Finance Services, Planning and Local Services; 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 9:30 am.

1. TERRITORIAL ACKNOWLEDGEMENT

2. ELECTION OF CHAIR

Election conducted by the Senior Manager, Real Estate Services and Southern Gulf Islands Electoral Area.

The Senior Manager called for nominations for the position of Chair of the Southern Gulf Islands Harbours Commission for one-year term ending December 31st, 2023.

Commissioner Brian Deardan is nominated by Director Brent and Commissioner Mabberley. Commissioner Dearden accepted the nomination.

The Senior Manager called for nominations a second time.

The Senior Manager called for nominations a third and final time.

Hearing no further nominations, the Senior Manager declared Commissioner Dearden Chair of the Southern Gulf Island Harbours Commission for one-year term ending December 31st, 2023.

3. ELECTION OF VICE CHAIR

Election conducted by the Chair of Southern Gulf Island Harbours Commission.

The Chair called for nominations for the position of Vice Chair of the Southern Gulf Islands Harbours Commission for one-year term ending December 31st, 2023.

Commissioner Ben Mabberley is nominated by Director Brent and Commissioner Fenton.

Commissioner Maberley accepted the nomination.

The Chair called for nominations a second time.

The Chair called for nominations a third and final time.

Hearing no further nominations, the Chair declared Commissioner Maberley Vice Chair of the Southern Gulf Island Harbours Commission for one-year term ending December 31st, 2023.

4. APPROVAL OF AGENDA

The following items were added to the agenda under New Business:

1. Hope Bay – Repairing Float B
2. Port Washington – Discussion on Float C
3. Dock Inspections - Review scope and process

MOVED by Commissioner Maberley, **SECONDED** by Commissioner Fenton,
That the agenda be approved as amended.

CARRIED

5. ADOPTION OF MINUTES

MOVED by Commissioner Maberley, **SECONDED** by Commissioner Davis,
That the minutes of the November 25, 2022 meeting be adopted.

CARRIED

6. CHAIR'S REMARKS

The Chair made the following remarks:

- Welcome Mike Davis of Saturna Island, our new commissioner.
- The Chair suggested that diagrams for each docks be provided for the commission, which would be helpful for discussion and especially for new member.

Commissioner R. Fenton left the meeting at 10:04 am.

7. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

8. COMMISSION BUSINESS

8.1. Southern Gulf Islands Harbours Projects and Operations Update – February 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 – Staff on site for final walk-through last week. Project completed.

19-02 | Retreat Cove – Project deferred.

19-03 | Horton Bay – Decommissioning on hold. Western Canada Marine Response Corporation (WCMRC) has expressed interests in installing two Transport Canada certified oil spill containers on site with potential contribution to upgrades. Conversations with both the Federal and Provincial governments indicating support to continue to keep infrastructure and maintain operation.

20-02 | Spanish Hills – Boat rail under gangway addressed.

20-04 | Miners Bay Upgrades – Emergency repairs to decking done. Application to Island Coastal Economic Trust (ICET) with 20 plus letters of supports from the local community was submitted and result will be available by March 24. Float A – missing floatation, one corner under ramp is gone, now tilted, needs review.

21-01 | Port Washington – Clarify “replacing eight piles” to “placing-in eight piles” no removals, and painting for gangway only, not approach guardrail.

21-05 | Piers Island – Support needed from a First Nation that has concerns. Design has been modified (installation of 3-piles has been reduced to a single-pile) and correspondence sent for re-consideration.

22-01 | Hope Bay – Float B requires retrofitting (new stringers) instead of replacement. A quote has been received and a second quote to be provided by Pacific Industrial & Marina Ltd. (PIM) who holds the contract for the other float at Hope Bay. An estimated additional \$10,000 from the provisional budget is required to fund refurbishing Float B. General repair of related items will occur when capital project is completed

22-02 | Swartz Bay – One pre-existing anchor chain may have detached and needs to be reviewed.. Need to request quote on repair from PIM. Chain tightening needs to be considered to address the dock movement during northeast winds at this location when chains are pulled more aggressively.

OPERATIONAL UPDATES

- Hope Bay:
- Lyall Harbour:
- Port Washington:
 - loose bolt on Float A, dolphin needs to be reviewed

9. NEW BUSINESS

9.1. Hope Bay - Float B

Concerns with other float addressed in summary of project updates

9.2. Port Washington Float C

Floats C is causing wear and tear on Float B and possibly it should be removed and possibly relocated to Port Browning which is also on Pender Island. Prior to doing this we need to confirm usage Decision to Table discussion until the outcome of the docks inspections, and cost of different options are available.

9.3. Review Scope of SGIH Dock Inspections

Most recent inspections of the entire portfolio of docks were completed in 2018. Discussion on effectiveness of underwater inspections and, alternative methods, such inspection of the wood piles during low tides to allow for more competitive quotes from a wider range of qualified professionals. Further conversation on the necessity of such regular inspection in relation to risk management and due diligence of operating the facilities.

MOVED by Commissioner Maberley, **SECONDED** by Commissioner Davis, That the scope of underwater diving inspections be revised to only include 6 docks with anchor chains and float pilings in 2023 inspection, and complete surface based, low-tide inspections of piles at docks where recent capital works have not been completed. More comprehensive dock inspections are to be scheduled in 2028 Capital Plan.

CARRIED

10. MOTION TO CLOSE THE MEETING

MOVED by Commissioner Fenton, **SECONDED** by Commission Maberley, That the meeting be closed in accordance with the Community Charter, Part 4, Division 3, Proposed Municipal Service under Section 90 (1)(k).

CARRIED

The Commission moved into closed session at 11:49 am.

11. RISE AND REPORT

The Commission rose from its closed session at 12:14 am. without report.

12. ADJOURNMENT

MOVED by Commissioner Davis, **SECONDED** by Commissioner Maberley, That the February 24, 2023 meeting be adjourned at 12:16 am.

CARRIED

CHAIR

SECRETARY