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REPORT TO SOUTHERN GULF ISLANDS HARBOURS COMMISSION MEETING OF THURSDAY, OCTOBER 2, 2025

SUBJECT **Bylaw No. 4709: Southern Gulf Islands Small Craft Harbours Regulation Amendment**

ISSUE SUMMARY

To advance Bylaw No. 4709, “Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000, Amendment Bylaw No. 10, 2025”, to revise fees included in Bylaw No. 2844, “Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000”.

BACKGROUND

Under Order-in-Council 100/97, dated January 24, 1997, and within the *Capital Regional District Regulation*, the Capital Regional District (CRD) was granted the additional power to establish, acquire, and operate a service of small craft harbour facilities. The service was established under Bylaw No. 2614, “Small Craft Harbour Facilities Local Service Establishment Bylaw No. 1, 1998”.

The CRD Board established a system of regulations and operations for the function of small craft harbours in the Southern Gulf Islands under Bylaw No. 2844, “Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000”.

An amending bylaw was last approved at the December 4, 2024 meeting of the Southern Gulf Islands Harbours Commission, which included a revision of moorage and related fees with an approximate increase of 15% that became effective January 1, 2025.

At the May 29, 2025 meeting of the Southern Gulf Islands Harbours Commission, the existing fees were discussed in advance of preparing the 2026 budget and 5-year financial plan. Staff have prepared an amending bylaw to be approved with proposed increases of between 5% and 17% based on the 2025 fees, for the different moorage rates and related fees. The annual charge for the water taxis and float planes will be simplified from a \$70 administration fee and \$830 license fee (\$900 per dock) to a straight \$990 for a 10% increase. The 2026 bylaw amendment would be effective January 1, 2026.

ALTERNATIVES

Alternative 1:

The Southern Gulf Islands Harbours Commission recommends the Electoral Areas Committee recommend to the Capital Regional District Board:

1. That Bylaw No. 4709, “Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000, Amendment Bylaw No. 10, 2025”, be introduced and read a first, second, and third time.
2. That Bylaw No. 4709 be adopted.

Alternative 2:

That the report be referred to staff for additional information.

IMPLICATIONS

Governance Implications

The updated fee schedule for 2026 is revised to be more consistent with industry standards and to account for inflation and cost escalations associated with operating the service. Updated fees will continue to be collected from the users of the facilities. Combined, these changes will further improve the ability to manage the service and increase the financial resources available. The Southern Gulf Islands Harbours Commission's budget for 2026 is structured based on a 10% increase in the revenues, which is based on the budgeted revenue for each dock from the 2025 moorage revenue.

Financial Implications

In general, compared to the 2025 amendment fees, the moorage and related fees have been increased between 5% and 17% (inclusive of applicable taxes), with variations due to rounding. For a streamlined process the fee structure for water taxis, charter boats and seaplanes are now aligned rather than having two fee structures. The monthly fee option for water taxis and charter boats has been removed as it was not being used. The annual licence fee for water taxis, charter boats, and seaplanes are now combined with the charge, rather than a separate fee and charge.

CONCLUSION

Bylaw No. 4709 amends "Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000" to update the moorage and related fees for 2026. Updating the bylaw will ensure moorage rates and related fees are appropriate for the current industry standards and provide additional funds to maintain, repair, and operate the docks.

RECOMMENDATION

The Southern Gulf Islands Harbours Commission recommends the Electoral Areas Committee recommend to the Capital Regional District Board:

1. That Bylaw No. 4709, "Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000, Amendment Bylaw No. 10, 2025", be introduced and read a first, second, and third time.
2. That Bylaw No. 4709 be adopted.

Submitted by:	Stephen Henderson, MBA, P.G.Dip Eng, BSc, General Manager, Electoral Area Services
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Concurrence:	Varinia Somosan, CPA, CGA, Acting Chief Financial Officer
Concurrence:	Ted Robbins, BSc, CTech, Chief Administrative Officer

ATTACHMENTS

- Appendix A: Bylaw No. 4709, "Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000, Amendment Bylaw No. 10, 2025"
- Appendix B: Bylaw No. 2844, "Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000", unofficial consolidation redlined showing changes
- Appendix C: Southern Gulf Islands Harbours Proposed Rates (2026)