



**REPORT TO SOUTHERN GULF ISLANDS HARBOURS COMMISSION
MEETING OF WEDNESDAY, DECEMBER 4, 2024**

SUBJECT **Bylaw No. 4655: Southern Gulf Islands Small Craft Harbours Regulation Amendment**

ISSUE SUMMARY

To advance Bylaw No. 4655, “Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000, Amendment Bylaw No. 9, 2024”, to revise fees included in Bylaw No. 2844, “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 was granted the additional power to establish, acquire, and operate a service of small craft harbour facilities, and established the service under Bylaw No. 2614, “Small Craft Harbour Facilities Local Service Establishment Bylaw No. 1, 1998”.

Under Bylaw No. 2844, “Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000”, the Regional Board established a system of regulations and operations of the function of Small Craft Harbours in the Southern Gulf Islands”.

At the September 26, 2024 meeting of the Southern Gulf Islands Harbours Commission the existing fees were discussed and staff have prepared an amending bylaw with a proposed increase of 15%, with variations due to rounding, for the different moorage and related fees, and are returning for approval of the changes. Bylaw No. 2844 has not been amended since December 2021 which was effective January 1st, 2022. The 2024 changes include a revision of moorage and related fees and the amendment is intended to be effective January 1st, 2025.

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. 4655, “Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000, Amendment Bylaw No. 9, 2024”, be introduced and read a first, second, and third time.
2. That Bylaw No. 4655 be adopted.

Alternative 2

That the report be referred to staff for additional information.

IMPLICATIONS

Governance Implications

The fee schedule has not been changed since 2022 and 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.

Fee Modifications

In general, moorage and fees have been increased by 15% (inclusive of applicable taxes), with variations due to rounding. They have not been amended for 3 years. This includes an increase in the duration of how long short-term free moorage is permitted from 2 hours to 3 hours.

CONCLUSION

Bylaw No. 4655 amends “Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000” to update language and fees that have not been updated for 3 years. Updating the bylaw will ensure industry appropriate moorage rates and fees are being charged 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. 4655, “Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000, Amendment Bylaw No. 9, 2024”, be introduced and read a first, second, and third time.
2. That Bylaw No. 4655 be adopted.

Submitted by:	Stephen Henderson, BSc, P.G.Dip. Eng., MBA, Senior Manager, Real Estate Services & Southern Gulf Islands Administration
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Bylaw No. 4655, “Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000, Amendment Bylaw No. 9, 2024”

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 (2025)