



Making a difference...together

MINUTES OF A MEETING OF THE Southern Gulf Islands Harbours Commission, Held Friday, April 23, 2021 at 9 a.m., Goldstream Meeting Room, 479 Island Highway, Victoria, BC

PRESENT: Commissioners: B. Dearden (Chair) (EP), Mayne Island; P. Brent (Vice Chair) (EP), Saturna Island; J. Deschenes (EP), North Pender Island; R. Fenton (EP), South Pender Island; J. Hall (EP), Piers Island/Swartz Bay; D. Howe, Electoral Area Director; B. Maberley, Galiano Island

Staff: D. Puskas, Manager, Capital Projects; D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations (EP); S. Henderson, Manager, Real Estate Services; D. Dionne (Recorder)

EP = Electronic Participation

1. CALL TO ORDER

The meeting was called to order at 9:05 a.m. by D. Puskas, Manager, Capital Projects, Integrated Water Services.

2. ELECTION OF CHAIR

D. Puskas called for nominations for the position of Chair of the Southern Gulf Islands Harbours Commission for 2021.

- Commissioner Brent nominated Commissioner Dearden, Commissioner Dearden accepted the nomination.
- D. Puskas called for nominations a second time.
- Director Howe nominated Commissioner Maberley, Commissioner Maberley declined the nomination.
- D. Puskas called for nominations a third and final time.

Hearing no further nominations, D. Puskas declared Commissioner Dearden Chair of the Southern Gulf Islands Harbours Commission for 2021 by acclamation.

3. ELECTION OF VICE CHAIR

Chair Dearden called for nominations for the position of Vice Chair of the Southern Gulf Islands Harbours Commission for 2021.

- Chair Dearden nominated Commissioner Brent, Commissioner Brent accepted the nomination.
- Chair Dearden called for nominations a second time.
- Chair Dearden called for nominations a third and final time.

Hearing no further nominations, Chair Dearden declared Commissioner Brent Vice Chair of the Southern Gulf Islands Harbours Commission for 2021 by acclamation.

4. APPROVAL OF AGENDA

Two items were added to the agenda:

1. Item 9.1 - Anson Road Management Plan
2. Item 10.2 - Inter-Island Transportation Study Update

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

CARRIED

5. ADOPTION OF MINUTES

MOVED by Commissioner Maberley, **SECONDED** by Commissioner Brent,
That the minutes of the November 27, 2020 meeting and December 22, 2020 special meeting
be adopted.

CARRIED

6. APPROVAL OF RESOLUTION

MOVED by Commissioner Brent, **SECONDED** by Commissioner Maberley,
That the Southern Gulf Islands Harbours Commission adopt the resolution as presented.

CARRIED

1. That this resolution applies to the Southern Gulf Islands Harbours Commission for the meetings being held between January 1, 2021 and December 31, 2021.
2. That the attendance of the public at the place of the meeting cannot be accommodated in accordance with the applicable requirements or recommendations under the Public Health Act, despite the best efforts of the Southern Gulf Islands Harbours Commission, because:
 - a. The available meeting facilities cannot accommodate more than (8) people in person, including members of the Southern Gulf Islands Harbours Commission and staff, and
 - b. There are no other facilities presently available that will allow physical attendance of the Southern Gulf Islands Harbours Commission and the public in sufficient numbers; and
3. That the Southern Gulf Islands Harbours Commission is ensuring openness, transparency, accessibility and accountability in respect of the open meeting by the following means:
 - a. By allowing the public to hear or participate via teleconference or electronic meeting software,
 - b. By providing notice of the meeting in newspaper or local notice Board, including the methods for providing written or electronic submissions,
 - c. By making the meeting agenda, as well as the other relevant documents, available on the CRD website, and directing interested persons to the website by means of the notices provided in respect of the meeting,
 - d. By strongly encouraging the provision of, and subsequently receiving and distributing to members, written correspondence from the public in advance of the meeting, and
 - e. By making the minutes of the meeting available on the CRD website following the meeting.

7. CHAIR'S REMARKS

Chair Dearden responded to questions from the Commission and provided the following remarks:

- During his term he would like to see the completion of ongoing projects.
- He would like to see more community communication around projects – involve the communities in some of the details.
- He noted that he sees an end to a lot of the “heavy lifting” that the Commission has been doing with a lot of these projects.
- He acknowledged the Commission’s accomplishments to date, solving the issues at Miners Bay, the Anson Road project, Saturna Island, he also recognized the work Commissioner Maberley has done as Chair of the Commission with his marine expertise being a crucial part of these accomplishments.

The Commission expressed its gratitude for Commissioner Maberley for being an outstanding Chair and guiding the Commission to a very positive place and thanked him for his service on the Commission.

Commissioner Maberley thanked the Commission and noted that the Commission has made a lot of progress over the last number of years, and that he looks forward to continuing on to ensure that it continues to move forward.

8. PRESENTATIONS/DELEGATIONS

There were none.

9. COMMISSION BUSINESS

9.1. Anson Road Management Plan

Chair Dearden spoke to the item noting that Anson Road dock will be a very different facility and it is important to get a Management Plan in place. The dock will be more than just a service dock and questions are being raised:

- Who is going to manage the toilet facility?
- There will be a lot more winter moorage.
- Will there be assigned spots? And if so, who gets them, what’s the criteria?
- Are the boats going to be required to have liability insurance?
- What will be the moorage rates?
- What are the wharfing expectations? It’s a much bigger facility with land and marine components.
- Future development opportunities?

He suggested that a committee be struck to discuss these issues, and potentially have something in place before the facility is operable.

D. Puskas provided an update on the status of the Alternative Approval Process (AAP) noting that the Legislative Services department has indicated that there has been a slow response from the Inspector of Municipalities. He advised that staff are currently

putting together the communication package for the project website for the yes or no questions for the approval process, as well as the notification that goes out in all the local newspapers and publications.

He also noted that the way the 5 year capital plan was put together was that, even if the AAP was unsuccessful come January 1, 2022, provided there weren't any unforeseen expenditures, there would be money in the capital reserve fund to complete the project.

It was suggested that a review of Bylaw No. 2844, for things like updating insurance requirements, moorage fees etc., would be a good place to start.

MOVED by Commissioner Brent, **SECONDED** by Commissioner Fenton,
That the Southern Gulf Islands Harbours Commission form a Bylaw Review Committee, that includes a Capital Regional District (CRD) staff representative, to review CRD Bylaw No. 2844, to look for proposed amendments and report back to the Commission later this year.

CARRIED

Staff will discuss available resources to support a bylaw review committee. It was further noted that CRD staff have been meeting regarding the parks and the harbours components and this recommendation is in line with those discussions. There will be better coordination between this Commission and the Parks Commission.

Staff will forward the most current bylaws out to the Commissioners for their review.

Chair Dearden and Commissioner Brent will sit on the Bylaw Review Committee and it is open to others who are interested as well.

9.2. Sturdies Bay, BC Ferries Dock Upgrade – sketches for discussion

Additional info can be found on the BC Ferries project website here:

<https://www.bcferreriesprojects.ca/sturdies>

Commissioner Maberley advised that BC Ferries plans on upgrading the Sturdies Bay facility on Galiano Island within the next five years. He reviewed BC Ferries proposed changes and advised that he suggested further changes that would benefit both the Commission and BC Ferries.

BC Ferries changes show a new waiting room on the right side of the terminal. It was suggested that the new waiting room could be moved to the left side, on the platform that the CRD maintains, allowing BC Ferries to construct a new lane outside of the existing lane straight onto the berth.

He also noted the following:

- BC Ferries can construct most of the facility right up to the existing waiting room, without interfering with ferry traffic. The shutdown would be to construct the last bit from the waiting room to the ramp.

- Moving the waiting room to the left side, allows BC Ferries to take over the ramp portion of CRD's facility which is not used anymore and is blockaded.
- The facility is not really suited to moorage, but rather more to transient or emergency services access.
- As long as the facility maintains access for the ambulance and school boats etc. to load and unload, there could be an option of moving the dock further up the trestle allowing BC Ferries more options for future construction.
- Would be at BC Ferries expense.
- The existing waiting room currently has washrooms, these will be being moved to the upland portion.

D. Puskas added that moving the dock further up the trestle would mean less maintenance costs and would make it less bouncy.

Commission approval is required to allow staff to continue discussions with BC Ferries.

MOVED by Commissioner Maberley, **SECONDED** by Commissioner Brent,
That Capital Regional District staff proceed with discussions with BC Ferries regarding taking over the ramp portion at the Sturdies Bay facility.

CARRIED

9.3. Project Update – April 2021

D. Puskas provided an overview and further noted the following:

- **Anson Road:** the contractor didn't follow its environmental plan, the contractor has rectified this, the CRD has continued with its environmental monitor. CRD is working with Islands Trust to ensure we continue being good neighbours.
- **Miners Bay:** there have been some safety issues related to the float plane dock. Not enough room for them to maneuver and the tail of the plane was hitting the dock. When there are health and safety issues these should be brought to Staff's attention in order to get addressed immediately.

MOVED by Commissioner Brent, **SECONDED** by Commissioner Maberley,
That the Southern Gulf Islands Harbours Commission confirms extending the area of yellow paint by 8 feet (extending the length from 32 feet to 40 feet), on both sides of Miners Bay dock to allow for safer seaplane access to the dock.

CARRIED

- **Swartz Bay:** Improvements required. Commissioner Hall asked how to initiate a review of Swartz Bay, as the needs have outgrown the facility. Staff advised that this would be a good discussion point for when the review of the bylaws are underway.

Inter-Island Transportation Study Update (Item 10.2)

D. Puskas advised that he and other CRD staff have been contacted by a consultant, retained by the CRD to do a survey on CRD docks. Once there is more information staff will provide a more fulsome update. He noted that CRD Regional Parks have been looped into the conversation with BC Ferries as well. The docks are more comprehensive than just the dock itself, and starting with a review of what services each dock provides along with the review of the bylaw will help the Commission guide the direction on this. Staff will discuss the raising of a capital plan for the review.

MOVED by Commissioner Howe, **SECONDED** by Commissioner Maberley,
That the Southern Gulf Islands Harbours Commission receive this report for information.

CARRIED

9.4. Dock Inspection Reports

D. Robson responded to questions from the Commission regarding:

- Major work that has been identified will be implemented soon.
- There is a problem with some docks sinking. Further inspection is needed to determine the cause and to form a recommendation of what may need to be done. It is possible that the fibreglass floatation may need to be pumped out.

MOVED by Commissioner Maberley, **SECONDED** by Commissioner Brent,
That the Dock Inspection Reports be received for information.

CARRIED

10. CORRESPONDENCE

10.1. Cetacean Conservation Sign Template

D. Robson advised that staff were approached by Galiano Conservancy to get permission to post some of their education and awareness signs at all of the CRD dock facilities. If approved staff would review existing signage at the docks and evaluate placement of the new signs.

Discussion ensued and the Commission raised concerns with the following:

- The signage would have to be hung by the wharfingers and not by Galiano Conservancy.
- There needs to be appropriate wording for each dock facility, wording should be consistent with each area, there may be different circumstances for each Island to consider.
- The Conservancy should liaise with each Island's Commissioner in order to proof the signs for accuracy.
- Lack of information related to Indigenous and First Nations use.

MOVED by Commissioner Maberley, **SECONDED** by Commissioner Brent,
That the Southern Gulf Islands Harbours Commission postpone the item until further information is received.

CARRIED

10.2. Inter-Island Transportation Study Update [Verbal]

Reported under Item 9.3

11. NEW BUSINESS

There was no new business

12. ADJOURNMENT

MOVED by Director Howe, **SECONDED** by Commissioner Brent,
That the April 23, 2021 meeting be adjourned at 10:33 a.m.

CARRIED

CHAIR

SECRETARY