



Making a difference...together

MINUTES OF A MEETING OF THE Southern Gulf Islands Harbours Commission, held Thursday, May 29, 2025 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. Maberley (Vice Chair), Galiano Island; R. Fenton, South Pender Island; A. Hol, South Pender Island; M. Davis, Saturna Island; P. Brent, Electoral Area Director; R. Schnurr, Piers Island/Swartz Bay

Staff: Stephen Henderson, Senior Manager, Real Estate, Southern Gulf Islands Administration and Salt Spring Island Local Community Commission; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Jared Kelly, Manager, Capital Projects (EP); Lani O'Dwyer, Engineering Technician, Infrastructure Planning and Engineering (EP); Aggie Chan, Senior Administrative Secretary (Recorder); Peter Binner, Wharfinger Coordinator

REGRETS: None

EP = Electronic Participation

The meeting was called to order at 9:30 am.

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF AGENDA

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

CARRIED

3. ADOPTION OF MINUTES

MOVED by Commissioner Fenton, **SECONDED** by Director Brent,
That the minutes of the February 27, 2025 meeting be adopted.

CARRIED

4. CHAIR'S REMARKS

Chair Dearden expressed appreciation for the Commission's and staff's works for the services and highlighted the contributions of Vice Chair Maberley.

5. SENIOR MANAGER'S REMARKS

The Senior Manager made the following remarks:

- E-Payments: Discussion on the challenges faced in setting up e-payments for moorage fees. The integration with the finance department and corporate systems has been problematic. Efforts are ongoing to resolve these issues, and a new timeline is set for an operable system in 2026.
- Derelict Boats: Issues with derelict boats and dinghies were discussed. Specific cases at

Swartz Bay and Anson Road were mentioned. Strategies for dealing with abandoned vessels, including posting notices and working with the Dead Boat Society, were considered.

6. PRESENTATIONS/DELEGATIONS

There was no presentations or delegations.

7. COMMISSION BUSINESS

7.1. Southern Gulf Islands Harbours Projects and Operations Update February 2025

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

19-02 | Retreat Cove – Invitation to tender documents are completed and are currently with purchasing to be put out to bid on BC Bid and the CRD website.

Submissions are expected to close on June 24th, with construction planned during the DFO summer window.

21-03 | Annual Provision – Completion of the following projects: Notice board replacement at Miners Bay, Port Washington and Port Browning, and Miners Bay Float A gangway deck replacement in May. 68% of this year's budget remains.

17-01 | Piers Island Additional Float – Works completed with guarantee expiring in February 2026.

25-01 | Miners Bay – Combined with Retreat Cove into one contract document due to similar work requirements (pile replacement).

25-02 | MOTT Project – Emcon Services has been retained by the Ministry of Transportation and Transit (MOTT) for the project. Communications are ongoing with residents and business owners. Archaeological coordination is required due to the site's proximity to the ferry terminal. This project will enhance existing parking and create additional parking spaces.

OPERATIONAL UPDATES

Updates on the maintenance projects on the individual docks were explained as per the details in the staff report.

- Piers Island – Slippery issue addressed by skid replacement. Feedback from the community has been positive.
- Swartz Bay: Payment box may need re-enforcement after damage due to break-in attempt.
- Safety ladders: An effective system is in place to keep ladders in rotation for maintenance and repairs when needed.

7.2. Staff Report: Review of Moorage Rates

The staff provided market research and other relevant information for the Commission to consider. Discussion on the need to keep up with rising costs and to balance the budget for the long-term integrity of the service.

MOVED by Director Brent, **SECONDED** by Commissioner Maberly,
The Southern Gulf Islands Harbours Commission recommends that a preliminary 2026 budget for the service be prepared with a 10 percent increase in moorage rates.

CARRIED

7.3. Anson Road Dock – Request to add electrical service

Discussion on the feasibility and implications of adding electrical service to Anson Road Dock. Concerns were raised regarding costs, liability, and maintenance. The Commission agreed that the Boaters Association should prepare a detailed business plan for further consideration.

8. NEW BUSINESS

There was no new business.

9. MOTION TO CLOSE THE MEETING

MOVED by Director Brent, **SECONDED** by Commissioner Fenton,
That the meeting be closed in accordance with the Community Charter, Part 4, Division 3, Personal Information Under Section 90 (1)(a) .

CARRIED

The Commission moved into closed session at 10:45 am.

10. RISE AND REPORT

The Commission rose from its closed session at 10:55 a.m. without report.

11. ADJOURNMENT

MOVED by Director Brent, **SECONDED** by Commissioner Maberly,
That the May 29, 2025 meeting be adjourned at 10:58 a.m.

CARRIED

CHAIR

SECRETARY