



Making a difference...together

MINUTES OF A MEETING OF THE Southern Gulf Islands Harbours Commission, held Thursday, October 2, 2025 at 9:30 am, 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; B. Hol, South Pender Island; M. Davis, Saturna Island; P. Brent, Electoral Area Director; R. Schnurr, Piers Island/Swartz Bay

Staff: Stephen Henderson, General Manager, Electoral Area Services; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Lani O'Dwyer, Engineering Technician, Infrastructure Planning and Engineering (EP); Aggie Chan, Senior Administrative Secretary; Allison Chambers, Administrative Officer, Electoral Area Services (Recorder); Justine Starke, Senior Manager, Southern Gulf Islands Administration

REGRETS: Jared Kelly, Manager, Capital Projects; Peter Binner, Wharfinger Coordinator

EP = Electronic Participation

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

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF AGENDA

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

CARRIED

3. ADOPTION OF MINUTES

MOVED by Director Brent, **SECONDED** by Commissioner Hol,
That the minutes of the May 29, 2025 meeting be adopted.

CARRIED

4. CHAIR'S REMARKS

5. GENERAL MANAGER'S REMARKS

The General Manager made the following remarks:

- As part of the CRD Evolves, there is the creation of the new Electoral Area Services Department that includes a new General Manager, Stephen Henderson, Administrative Officer, Allison Chambers. Justine Starke, Senior Manager of Southern Gulf Islands Administration is part of this new department.
- This will be Aggie Chan's last meeting as she will remain with her position in Real Estate.

6. ELECTION OF CHAIR

Election conducted by the General Manager, Electoral Area Services.

The General Manager called for nominations for the position of Chair of the Southern Gulf Islands Harbours Commission for one-year term ending December 31, 2026.

Commissioner Brian Dearden is nominated by Commissioner Maberley. Commissioner Dearden accepted the nomination.

The General Manager called for nominations a second time.

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

Hearing no further nominations, the General Manager declared Commissioner Dearden Chair of the Southern Gulf Island Harbours Commission for one-year term ending December 31, 2026.

7. ELECTION OF VICE CHAIR

Election conducted by the Chair of the Southern Gulf Islands 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 31, 2026.

Commissioner Ben Maberley is nominated by Director Brent. 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 31, 2026.

8. PRESENTATIONS/DELEGATIONS

Delegation: Peter McComb spoke to Item 10.1 *August 25, 2025 – Association of Mayne Island Boaters: Business Plan: Electricity Installation Anson Road Dock*

Discussion ensued on the following:

- Essential elements of the plan
- Structure and financials of proposal
- CRD will own the asset
- CRD procurement policies

9. COMMISSION BUSINESS

9.1. Southern Gulf Islands Harbours Projects and Operations Update October 2025

A correction was made to the 2025 Provisional Budget staff report, allocated amount (to date) should be \$29,000 (not \$75,000).

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

9.2. Staff Report: Bylaw No. 4709: Southern Gulf Islands Small Craft Harbours Regulation and Amendment No. 10

MOVED by Director Brent, **SECONDED** by Commissioner Fenton

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.

CARRIED

10. CORRESPONDENCE

10.1. August 25, 2025 – Association of Mayne Island Boaters: Business Plan: Electricity Installation Anson Road Dock

MOVED by Director Brent, **SECONDED** by Commissioner Maberley

That staff report back to the Southern Gulf Islands Harbours Commission on the feasibility of installing electrical at the Anson Road Dock.

CARRIED

10.2. Referral from Islands Trust for a Temporary Use Permit PLTUP20250060

J. Starke spoke to Item 10.2

MOVED by Commissioner Maberley, **SECONDED** by Commissioner Hol

The Southern Gulf Islands Harbours Commission recommends approval of Temporary Use Permit PLTUP20250060, subject to the following conditions:

1. The floats do not impede navigation in Horton Bay and around the CRD docks at Anson Road;
2. The floats are securely anchored at all four corners to the ocean floor;
3. Lighting to be installed to ensure visibility of the floats after dark.
4. That the floats meet all Transport Canada regulations for navigation.

CARRIED

11. NEW BUSINESS

12. MOTION TO CLOSE THE MEETING

MOVED by Commissioner Hol, **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 11:15 am.

13. RISE AND REPORT

The Commission rose from its closed session at 11:33 am without report.

14. ADJOURNMENT

MOVED by Commissioner Hol **SECONDED** by Commissioner Schnurr
That the October 2, 2025 meeting be adjourned at 11:35 am.

CARRIED

CHAIR

SECRETARY