



Making a difference...together

**MINUTES OF A MEETING OF THE Southern Gulf Islands Harbours Commission, held Thursday, December 4, 2025 at 9:30 am, Saanich Peninsula Wastewater Treatment Plant Meeting Room, 9055 Mainwaring Road, North Saanich, BC**

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**PRESENT: Commissioners:** B. Dearden (Chair), Mayne Island B. Maberley (Vice Chair), Galiano 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); Allison Chambers, Administrative Officer, Electoral Area Services (Recorder); Jared Kelly, Manager, Capital Projects (EP); Lia Xu, Manager, Local Services & Grants

**REGRETS:** R. Fenton, North Pender Island; Peter Binner, Wharfinger Coordinator; Justine Starke, Senior Manager, Southern Gulf Islands Administration

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 Maberly  
That the agenda be approved as circulated with the addition of New Pump-outs added to new business.

**CARRIED**

**3. ADOPTION OF MINUTES**

**MOVED** by Commissioner Hol, **SECONDED** by Commissioner Davis,  
That the minutes of the October 2, 2025 meeting be adopted.

**CARRIED**

**4. CHAIR'S REMARKS**

**5. GENERAL MANAGER'S REMARKS**

The General Manager made the following remarks:

**6. PRESENTATIONS/DELEGATIONS**

None

## 7. COMMISSION BUSINESS

### 7.1. Staff Report: Southern Gulf Islands Harbours Service 2026 Operating and Capital Budget

[25-1272]

**MOVED** by Commissioner Hol, **SECONDED** by Commissioner Davis,  
The Southern Gulf Islands Harbours Commission recommends to the Electoral Areas Committee to recommend to the Capital Regional District Board:  
That the 2026 Operating and Capital Budget and the Five-Year Financial Plan for the Southern Gulf Islands Harbours Service be approved as amended.

**MOVED** by Commissioner Hol, **SECONDED** by Commissioner Davis,  
That Project Number 27.01 - Retreat Cove Upgrades be removed from the Five-Year Capital Budget, and that Project 21-03 is increased by \$50,000 in year 2027.

**CARRIED**

### 7.2. Staff Report: Electrical Installation at Anson Road Dock Feasibility Study

[25-1300]

**MOVED** by Director Brent, **SECONDED** by Commissioner Maberley,  
The Southern Gulf Islands Harbours Commission recommends:  
That staff commission a detailed design and cost estimate and provide a business case analysis that forecasts ongoing operational costs and revenue options, and report back with options for an amendment to the 2026 Capital Plan and the 2027 fees and charges bylaw.

**MOVED** by Director Brent, **SECONDED** by Commissioner Hol,  
That the main motion be amended by adding pending confirmation of \$85,000 in pledges.

**CARRIED**

### 7.3. Staff Report: Southern Gulf Islands Harbours Projects and Operations Update December 2025

[25-1301]

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

## 8. NEW BUSINESS

Commissioner Maberley updated the group on a conversation with Central Saanich and Adam Olsen regarding a new pump out service with Tsartlip First Nation being involved. Central Saanich will run a pilot program. Director Brent discussed a possibility to give Grants-in-Aid and will discuss with CRD Finance.

**9. RISE AND REPORT**

None

**10. ADJOURNMENT**

**MOVED** by Commissioner Hol **SECONDED** by Director Brent  
That the December 4, 2025 meeting be adjourned at 11:20 am.

**CARRIED**

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**CHAIR**

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**SECRETARY**