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**MINUTES OF A MEETING OF THE SOUTHERN GULF ISLANDS HARBOURS COMMISSION,
held Friday, September 24, 2021 at 9:30 am, Goldstream Meeting Room, 479 Island
Highway, Victoria, BC**

PRESENT: Commissioners: B. Dearden (Chair) (EP), Mayne Island; P. Brent (Vice Chair), Saturna Island; J. Deschenes (EP), North Pender Island; B. Mabblerley (EP), Galiano Island

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

Also Present: P. Binner, Wharfinger

REGRETS: R. Fenton, South Pender Island; J. Hall, Piers Island/Swartz Bay; D. Howe, Electoral Area Director

EP = Electronic Participation

The meeting was called to order at 9:35 am.

1. APPROVAL OF AGENDA

The agenda was amended to include Item 3.2 Anson Road Discussion.

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

CARRIED

2. PRESENTATIONS/DELEGATIONS

There were no delegations or presentations.

3. SPECIAL MEETING BUSINESS

3.1. Proposed Amendments to Bylaw 2844, Southern Gulf Islands Small Craft Harbours Regulation Bylaw

Staff provided an overview of the proposed bylaw changes, including proposed fee changes and received input from the Commission on the proposed revisions and fee changes. Staff first reviewed the body of the Bylaw, then revised each Schedule individually.

The following is a synopsis of actions and additional revisions made during the meeting that were not provided in the draft revised bylaw attached to the agenda package.

1. Page 1, add a WHEREAS clause, that includes the mission statement as noted on the Capital Regional District (CRD) signage at the docks, to outline the primary service.
2. Page 2, Definitions, “airport” – staff to confirm whether or not the red triangle symbol is still used.
3. Page 3, Definitions, “length of vessel” – change wording to “overall length of vessel”
4. Page 3, Definitions, “loading zone” – add the words “emergency use” after “...loading and unloading passengers,”
5. Page 3, Definitions, “transient moorage” – Staff to review how this affects emergency use. Staff to have legal review of the Transport Canada Act that states that you cannot deny access to a person in an emergency situation.
6. Page 7, Removal and Impoundment of Vessels, Watercraft, Chattles, and Obstructions – Staff to have legal review of this section for consistency with the Transport Canada Act.

The Commission concluded its discussion of the body of the Bylaw.

CRD staff will review the proposed changes with the legal department, and report back with an amended draft at a subsequent meeting prior to progressing for Board approval.

MOVED by Commissioner Brent, **SECONDED** by Commissioner Mabberley,
That the revisions to Bylaw No. 2844, not including the schedules, presented and as amended during the meeting be approved.

CARRIED

The Commission continued its review of Bylaw 2844 by reviewing Schedules B, C, D and E. The following is a synopsis of actions and additional revisions made during the meeting that were not provided in the draft revised bylaw attached to the agenda package.

1. Page 17, Schedule C, Section 2(w) – “... period in excess of 45 days...” align the number of days with Transport Canada
2. Page 17, Schedule C, Section 2 – add (y) Liveaboards are not permitted at the docks except at the discretion of the CRD – Staff to obtain legal review of this item

The Commission concluded its review of Schedules B, C, D and E.

MOVED by Commissioner Brent, **SECONDED** by Commissioner Mabberley,
That the revisions presented and as amended during the meeting in Schedules B, C, D and E in Bylaw No. 2844 be approved.

CARRIED

The Commission continued its review of Bylaw 2844 by reviewing Schedule A, Fees and Licenses.

The Commission confirmed deleting the following fee structures from the Bylaw.

- Coupon Book – Daily Short-Term Boat Moorage – 20 Coupons
- Monthly Commuter Pass – provides residents 12 hours of dock use at any dock

The Commission conducted a review of the current fees and proposed using a 30% increase with rounding, to account for inflation and escalating costs since 2012 with consideration of fees at other facilities that may have differing levels of service. The following revisions were proposed:

**BOAT MOORAGE - 2 to 12 hours
- day time stay**

Current Fee	New Fee
\$ per Lineal Foot	\$ per Lineal Foot
\$ 0.38	\$ 0.50

**BOAT MOORAGE - 24 hours
- overnight**

Current Fee	New Fee
\$ per Lineal Foot	\$ per Lineal Foot
\$ 0.75	\$ 1

LONG TERM DINGHY STORAGE

Term	Current Fee	New Fee
Monthly	\$ 22.00	\$ 30
Quarterly	\$ 59.25	\$ 80
Annual	\$ 213.25	\$ 280

LONG TERM BOAT MOORAGE - PRE-PAID

Term	Current Fee \$ per Lineal Foot	New Fee \$ per Lineal Foot
Monthly	\$ 4.40	\$ 5.80
Quarterly	\$11.80	\$15.40
Annual	\$42.50	\$55.30

SPRING-LINE RATE MOORAGE

Current Term	Current Fee	New Term	New Fee
Monthly	\$ 65.60	Monthly	\$ 75
months	8	Quarterly	\$ 210
8 month total	\$ 524.80	No Annual	
Summer 4 months	\$ 157.00		

WATER TAXI AND CHARTER BOAT RATE

Current Fee Structure			New Fee Structure	
Landings/month/dock	Monthly	Annual	Monthly	Annual
0-2	\$ -	\$ -	\$ -	\$ -
3-15	\$ 21	\$ 205	\$ 27	\$ 260
16-30	\$ 34	\$ 340	\$ 45	\$ 440
31+	\$ 55	\$ 550	\$ 72	\$ 720

SEAPLANES - Take off / Landings

Number of Landings	Current Fee Per Landing	New Fee Per Landing
1 to 2	\$ 13.50	\$20

SEAPLANES – Take off / Landings Annual

Number of Landings	Current Fee Per Airport	New Fee Per Airport
3 to 48	\$ 205	\$ 270
49 to 200	\$ 405	\$ 520
200 +	\$ 550	\$ 720

RESERVED BERTHS

Current Fee	Proposed Fee
1.5 times the applicable (quarterly and annual) moorage fee	No change

EMERGENCY VESSEL

Current Fee	Proposed Change
A) \$62.50 per year When not performing emergency services, expected to pay the fees	Delete 5(a) of Schedule A 5. <u>EMERGENCY VESSEL MOORAGE FEES</u> (a) A person in control of an emergency services vessel shall purchase a license as prescribed in "Schedule D".

REMOVAL AND IMPOUNDMENT FEES FOR ABANDON BOATS

Current Fee	Proposed Change
Impoundment Fee	\$114.00
Towing Fee	\$170.50
Hauling Out Fee	\$170.50
Fee for Placing on Blocks / Trailer \$/hour	\$170.50
Storage Costs for Vessel - per day per foot	\$4.00
** All costs recovered at the owners' expense. Staff will complete more research on the market rates.	

CRD staff will review the proposed changes with the legal department, and report back with an amended draft at a subsequent meeting prior to progressing for Board approval.

MOVED by Commissioner Brent, **SECONDED** by Commissioner Mabberley,
That the revisions presented and as amended during the meeting in Schedule A in Bylaw No. 2844 be approved.

CARRIED

3.2. Anson Road Discussion

A discussion about Anson Road took place regarding:

- Management of the toilet facility – staff advised that there is a verbal agreement in place with CRD Parks to pay them a fee to have their contractor come by and pump it out.
- Road approach concerns related to winter conditions – staff advised that the road grade is unable to be changed. Staff will review how to address changing the surfacing.
- Key items needed for assigned spots at Anson Road would be, \$200 deposit, proof of residency, proof of boat ownership and a copy of boat insurance to ensure there are properly insured boats coming into the facility.
- Further discussion is required regarding the potential need for a paid dedicated position to oversee the work of the wharfingers. Add discussion to next agenda.

4. ADJOURNMENT

MOVED by Commissioner Brent, **SECONDED** by Commissioner Mabberley,
That the September 24, 2021 special meeting be adjourned at 11:45 am.

CARRIED

CHAIR

SECRETARY