

GVHA Board of Directors Public Meeting
June 17, 2011 - 9:00am
Victoria Executive Centre – Meares Street Room
Third floor, 915 Fort Street, Victoria BC



Greater Victoria Harbour Authority
AGENDA – PUBLIC #76
 17 June 2011, 9:00 a.m.
 Victoria Executive Centre – Meares Street Room
 Third Floor, 915 Fort Street, Victoria BC

No.	Item	Responsible	Page Numbers
1.	Call to Order	D. Loughnane	Verbal
2.	Introductions a) Curtis Grad, GVHA CEO	D. Loughnane	Verbal
3.	Approval of Agenda	D. Loughnane	3673
4.	Election of Board Vice Chair	D. Loughnane	3675-3677
5.	Presentations a) City of Victoria Transportation Presentation b) Victoria International Marina Update c) Ogden Point Renewable Energy Report d) GMG Consulting Services – Land & Sea Mural Project	D. Kalynchuk L. McLean J. Fisher M. Zirk/J.Hartog	Verbal Verbal 3679-3680 3681-3690
6.	Declarations of Conflict of Interest	D. Loughnane	Verbal
7.	Minutes a) Review/Approve Minutes of Public Meeting #75 on April 15, 2011 b) Business arising from previous minutes	D. Loughnane D. Loughnane	3691-3695 Verbal
8.	Rise and Report	D. Loughnane	Verbal
9.	Action Items / Board Motions	D. Loughnane	3697 - 3698
10.	Business a) Chair's Report b) Management Activity Report c) Board Correspondence d) Capital Projects Update e) Environmental Report	D. Loughnane C. Grad D. Rand S. Ross R. Penz	Verbal 3699-3700 3701-3704 3705-3706 3707-3708
11.	New Business a) Don Prittie – Life Member Appointment	D. Loughnane	Verbal
12.	Input from the Public	D. Loughnane	Verbal
13.	Motion to adjourn to In-Camera meeting	D. Rand	Verbal

Guests: Lachlan McLean, Victoria International Marina
 Jordan Fisher, Alternative Energies
 Dwayne Kalynchuk, City of Victoria, Transportation Department
 Marie Zirk & Jennifer Hartog, GMG Consulting Services

Reports: "In The Community"

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**Report to GVHA's Board of Directors
Public**

Prepared by: David Rand
Board Meeting Date: June 17, 2011
Subject: Board Vice Chair Election

Reason for report

✓ Information

Board Actions

Please see the attached information regarding election of Vice Chair.

003675



June 6, 2011

The following is an outline of the election of the new Vice Chair.

At present Michael Williamson is only person who is allowing his name to stand

Nominations can still be forwarded to me and will also be allowed from the floor.

In the public section of the June 17th meeting Dermot Loughnane, as Chair, will ask three times for any other nominations. If none are offered, then Michael Williamson will be acclaimed. However, if we receive any other nominations, we will follow the formula set out below.

For a contested election the following will take place;

- the speaking order will be determined by lot
- each candidate will have up to 2 minutes to speak
- voting will be by ballot
- a preferential ballot will be used for any contest with 3 or more candidates
- the scrutineers will be any two staff members, as agreed to by Curtis Grad CEO and Dermot Loughnane Chair

Respectfully submitted,

David Rand
Chair Governance and Nominating Committee

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Julia Park

From: Dave Cowen [DaveCowen@butchartgardens.com]
Sent: Tuesday, June 07, 2011 4:01 AM
To: Julia Park; jtallard@telus.net; barb.desjardins@esquimalt.ca; bwellburn@shaw.ca; chiefthomas@esquimaltnation.ca; david.rand@shaw.ca; dloughnane@tactmarine.com; Mayor Causton; michaelwilliamson@shaw.ca; Pam Madoff; Paul Ridout; songhees@pacificcoast.net
Cc: Karen Green; Diane Knight; Sonterra Ross; Ian Crocker; Rebecca Penz
Subject: RE: Vice Chair Election - June 17 Board Meeting

MEMO

To: David Rand
Chair, Governance and Nominating Committee

From: Dave Cowen
Director

With respect to the upcoming GVHA election, I would hereby like to nominate Barb Desjardins for GVHA Vice Chair.

Regards,



Dave Cowen
General Manager
The Butchart Gardens
t - 250 652 4422
c - 250 217 6199

From: Julia Park [mailto:jpark@victoriaharbour.org]
Sent: Monday, June 06, 2011 1:36 PM
To: jtallard@telus.net; barb.desjardins@esquimalt.ca; bwellburn@shaw.ca; chiefthomas@esquimaltnation.ca; Dave Cowen; david.rand@shaw.ca; dloughnane@tactmarine.com; Mayor Causton; michaelwilliamson@shaw.ca; Pam Madoff (Councillor); Paul Ridout; songhees@pacificcoast.net
Cc: Karen Green; Diane Knight; Sonterra Ross; Ian Crocker; Rebecca Penz
Subject: Vice Chair Election - June 17 Board Meeting

Hello all,

Please see the attached note from David Rand, Chair of the Gov. Cte., regarding the election of a new Vice Chair at the June 17th Board Meeting.

Regards,
Julia

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**Report to GVHA's Board of Directors
Public**

Prepared by: Rebecca Penz
Board Meeting Date: June 17, 2011
Subject: Alternative Energy Conceptual Plan

Reason for report

✓ Information

Management Actions

The results from the Ogden Point Alternative Energy Conceptual Plan will be incorporated into the master plan.

Issue/Project

Following an open process, management engaged Jordan Fisher & Associates to develop a 5, 10 & 20 year conceptual plan for alternative energy generation at Ogden Point. The plan was intended to be incorporated in the master plan process, however, the integration was not possible due to delays in the master plan.

The consultant was directed to consider (but not limited to) the following types of renewable sources of energy:

- Solar
- Wind
- Ocean Energy: Ocean current energy, Tidal, Ocean thermal, Ocean wave energy
- Small Hydro (development of hydroelectric power on a scale serving a small community or industrial plant)

Risk Assessment (Legal, reputational, financial)

There is little risk associated with this plan since it is conceptual in nature and simply seeks to gather facts about alternative energy development opportunities.

Communications Strategy

The conceptual plan is posted on GVHA's website and will be incorporated into the master plan consultation strategy.

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GVHA's Decision Making Checklist

Strategic Direction

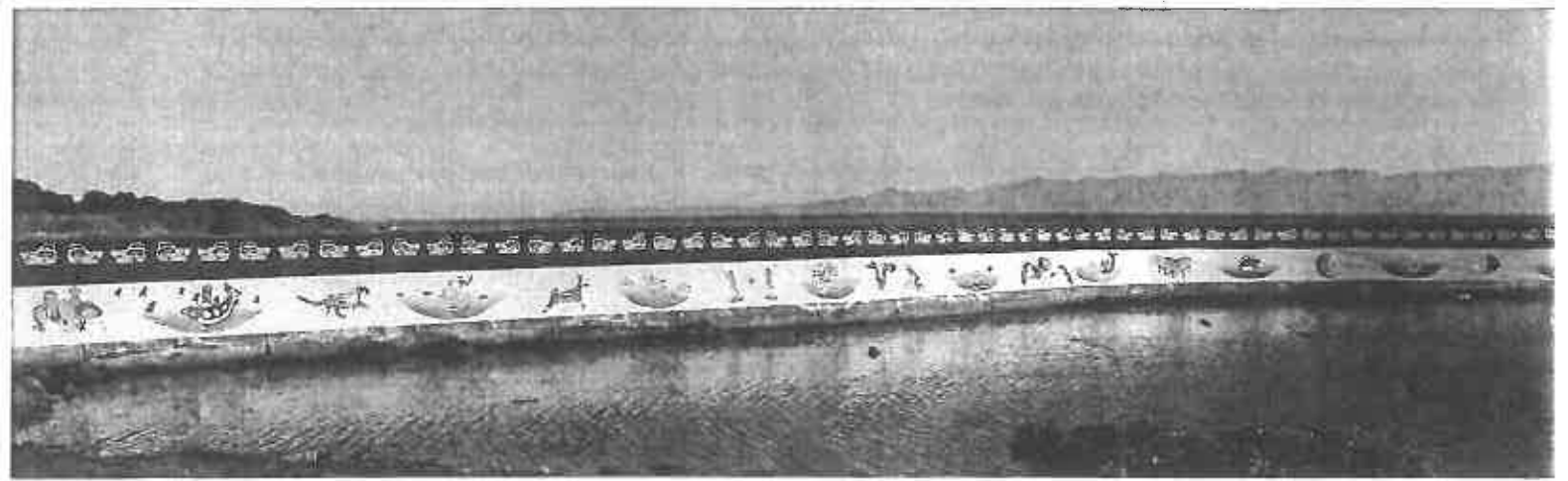
<p>Vision</p> <ul style="list-style-type: none"> ✓ Will this contribute to the creation of a harbour where people live, learn, work and play, a spectacular gateway, a place that links communities and people together?
<p>Mandate</p> <ul style="list-style-type: none"> ✓ Will this be consistent with our desired leadership role of effective and respective advocates for best water, marine and marine-related use and development of the whole harbour? ✓ AND/OR will it be consistent with our management role of optimizing current and future harbour assets?
<p>Goals</p> <ul style="list-style-type: none"> ✓ Will this align with one of goals, and the current business plan priorities within them? ✓ Do we have the capacity to implement this? ✓ Will this fit within our risk tolerance?

Guiding Principles

<p>Accountability</p> <p>Will this be in the best interests of:</p> <ul style="list-style-type: none"> ✓ Our customers as a whole? ✓ GVHA as an organization? ✓ Our Member agencies and their stakeholders? ✓ The citizens of the Capital Region?
<p>Working Harbour</p> <ul style="list-style-type: none"> ✓ Will this be supportive of the working harbour? ✓ Will this make the best possible use of harbour assets?
<p>First Nations Relationships</p> <p>Have the Songhees and Esquimalt Nations had the opportunity to provide meaningful input into this? <i>They will through the master plan consultation</i></p> <p>Has this explored the potential for First Nations' economic development, awareness creation, or capacity building? <i>This will be considered if any of the initiatives are advanced</i></p>
<p>Sustainability</p> <ul style="list-style-type: none"> ✓ Will this support GVHA's ability to sustain itself financially and/or operationally? <ul style="list-style-type: none"> ✓ Have we considered the implications of this for the harbour and it's stakeholders: <ul style="list-style-type: none"> ✓ Economically? ✓ Socially? ✓ Environmentally? ✓ Do we have the measures in place to balance and mitigate these implications?

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Na' Tsa' mant The Unity Wall



The Unity Wall Fundraising and Communications Plan

Prepared For: The Greater Victoria Harbour Authority Board of Directors

Prepared by: GMG Consulting Inc.

June 17th, 2011

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EXECUTIVE SUMMARY

For thousands of years, the Esquimalt and Songhees South Salish Nations have treasured the calm waters of Victoria's Harbour, its life giving abundance and the security of its protected entrance. Between 1914 and 1916, an 800 metre concrete breakwater was constructed, and has since become a treasured Victoria icon, recreational site and a revered place for people of all cultures.

In 2009, to honour the traditions and history of the Salish Nations, the Greater Victoria Harbour Authority sponsored Phases I and II of the "Land and Sea" Mural project to transform the breakwater into an enormous canvas, where established First Nations artists and the young artists they mentor are sharing their stories with the world.

The response to the incredible, original artwork has been powerful, and has spurred a vision to cover both sides of the breakwater with the world's largest mural, a public art piece that extends to the sea, and creates a bridge between cultures.

The Land and Sea Mural will be completed in 20 phases, with each phase being replicated one time. Each phase will require a \$200,000 investment originally and a \$140,000 investment when replicated. To fund the completion of the mural, the GVHA and the Ogden Point Enhancement Society are entering into a fundraising campaign.

PROJECT OBJECTIVE

Raise \$200,000 to fund Phase III of the mural within the next year.

Raise \$2,000,000.00 over ten years to complete the mural in its entirety.

PROJECT/CAMPAIGN TITLE

Title: Na' Tsa' mant, The Unity Wall

In meetings with the artists, it was discovered that a school group visiting the mural had dubbed it the Unity Wall, understanding the intent of the mural to bridge cultures and promote cultural unity. Artist Butch Dick has provided the Lekungwan translation of Na' Tsa' mant (pronounced as 'not so mot').

Using both languages in the title reinforces the unity of the project.

The title does not reference the specific location of the project, as the breakwater is an important entry point to Canada for visitors from around the world, and the theme of the mural relates to the history of the entire region, not only the local area. Once completed, the mural will become a driver of cultural tourism, which is a growth area, for the entire country.

SLOGAN

Bridging cultures, creating a legacy, celebrating resiliency and mentoring young artists.

SUMMARY DESCRIPTION OF PROJECT – THE ‘ELEVATOR’ PITCH

As a canvas, the Unity Wall is a place where First Nations artists are sharing their stories with the world. As a legacy, it is the catalyst for young artists to embrace traditions, celebrate resiliency and hone their talents, while being employed in meaningful work under the mentorship of experienced artists. As the largest mural in existence, it is a vehicle to share the Coast Salish history with the world. As a contributor to this project, you become an advocate of understanding and a catalyst for cultural acceptance and unity while supporting a public art piece that will last for generations.

REASONS TO SUPPORT THE PROJECT- KEY MESSAGES

- The Unity Wall provides employment and – perhaps more importantly – mentorship for emerging artists.
- The Unity Wall will contribute to the economic health of the region through the development of a cultural tourism attraction
- The Ogden Point Breakwater is revered as a special place and the installation of this large original artwork will add to its importance and spiritual nature.
- The completion of Phase I has begun to bridge relationships between cultures; with each additional Phase the depth of commitment will also be increased.
- The Unity Wall is a unique, profound canvas for First Nations artists to write the stories of their history in their own way and share them with the world.
- The Unity Wall supports the acknowledgement and celebration of First Nations history as defined by their artists.

STAKEHOLDERS / AUDIENCES

GVHA
Songhees First Nations
Corporate Sponsors
Grants
Lead Artists
Ogden Point Enhancement Society
Municipal and Provincial Governments
Media

OP Users
Esquimalt First Nations

Arts funders
General Public interested in Art
General Public interested in First Nations issues

TOOLS

Website
Postcard
Facebook page
Smart Phone links
Advertising

Brochure
Corporate sponsorship package
You Tube Channel
Media outreach
Newsletters

IN DEVELOPMENT

Sponsor benefit package to be defined.

Small Donor benefits to be defined.

On-site acknowledgement to be determined.

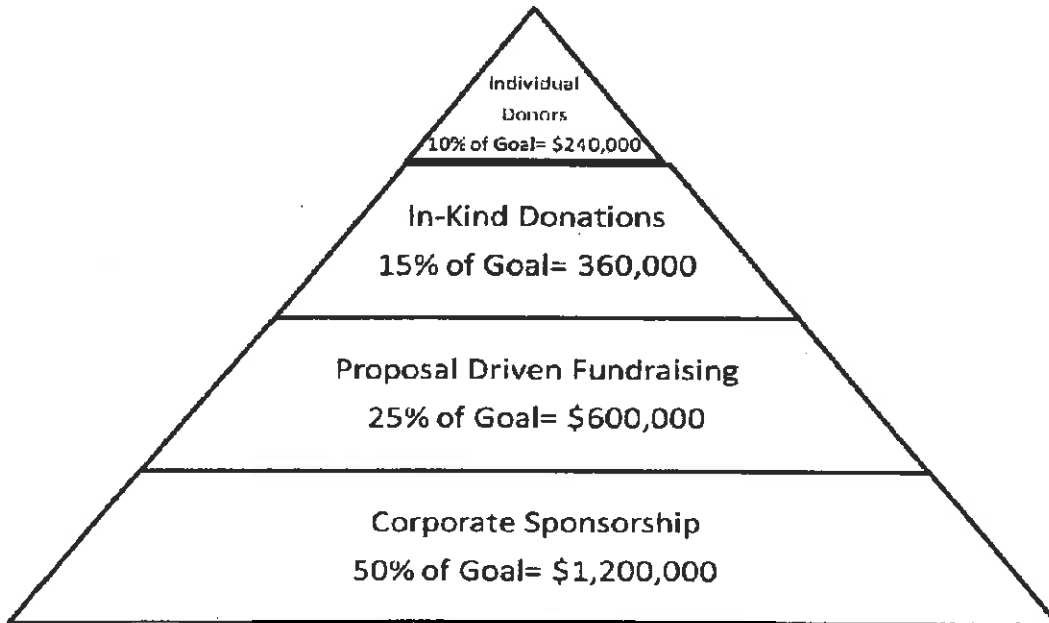
TACTICS AND RESPONSIBILITIES

Audience	Message	Tools required	Tactic	Responsible
General Public interested in Art & First Nations culture	Original artwork Support artists and the students they mentor	Website, artists blog	Media Outreach, Social Media	Website – Integral Social Media – Integral Blog and social media contributions - TBD
Ogden Point users	Help create the largest mural of original artwork in the world	Signage on site. (including postcards in restaurant if possible)	Use smartphone codes on signage to take people to donations page of the website.	Postcards – Integral Signage design – Integral Production and installation - GVHA
Grants	Adapted to outlines	Research	Submissions as required	GMG
Government	As required to adapt to funding avails	Cover letter, project overview, brochure, electronic assets as required	Submissions and direct contact	GMG Team
Large Sponsors	provide employment and mentorship for First Nations youth Bridge relationships between First Nations and other cultures. contribute to the economic health of Victoria through the development of a cultural tourism attraction.	Full package of materials to include: Project Brochure Video and images Youth profile Artist profile Area history Powerpoint presentation as required	\$25,000+ Sponsor values to be determined Direct ask	Materials - Integral Values – GVHA/GMG
Media	Story leads as developed	Media Release Spokespeople as relevant (prefer artists or other band members, youth)	Initial announcement – June 4 – fundraising campaign	Integral

THE UNITY WALL FUNDRAISING STRATEGY

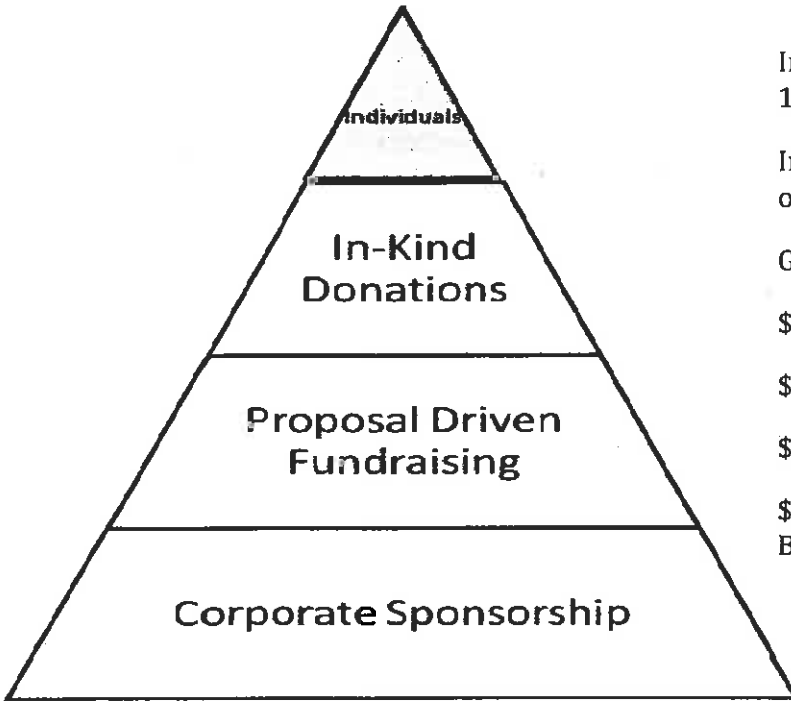
The fundraising strategy for the Unity wall will adopt a multi-faceted approach targeting individual donors, corporate in-kind donors for supplies and materials, as well as cash donations, and finally the strategy will include proposal driven fundraising.

The following diagram illustrated the four key fundraising areas, and the amounts to be raised in each area:



The next sections of this summary document will provide detailed explanations of the fundraising approach and strategies that will be used to successfully target each of the four defined fundraising areas.

INDIVIDUAL DONORS



Individual donors will account for approximately 10% of total funds raised

Individual Donors will be requested in the amounts of \$50, \$250, \$500 and \$1,000 intervals

Gifts from donors will be acknowledged as follows:

\$50= Name of Donor on Website

\$250= Buy A Square on an Interactive Map

\$500= Get a Print Signed by Artists

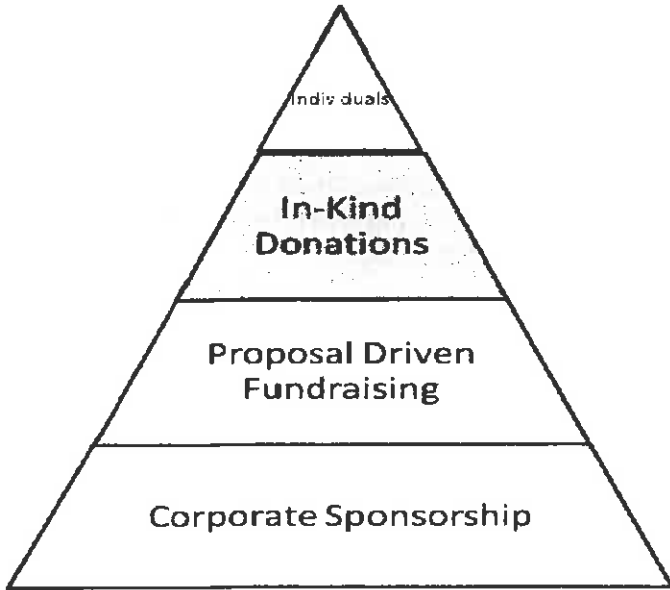
\$1,000= Name on a panel placed near the Breakwater

The following table describes the gift ranges, the number of expected contributions, and the total expected donations from each gift range:

Gift Range	Donors Needed	Total
20% of Donors= 20% of Goal		
\$1,000	48	48,000
10% of Donors= 40% of Goal		
\$500	192	\$96,000
20% of Donors= 20% of Goal		
\$250	192	\$48,000
50% of Donors= 20% of Goal		
\$50	960	\$48,000
Total		\$240,000

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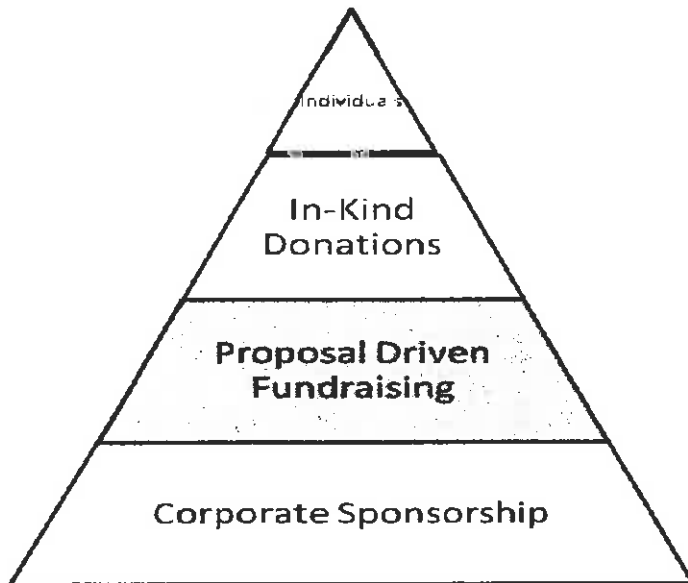
IN KIND DONATIONS



In-Kind donations will account for approximately 15% of total funds raised

In-Kind Donations will be requested to cover the cost of supplies and materials

PROPOSAL DRIVEN FUNDRAISING



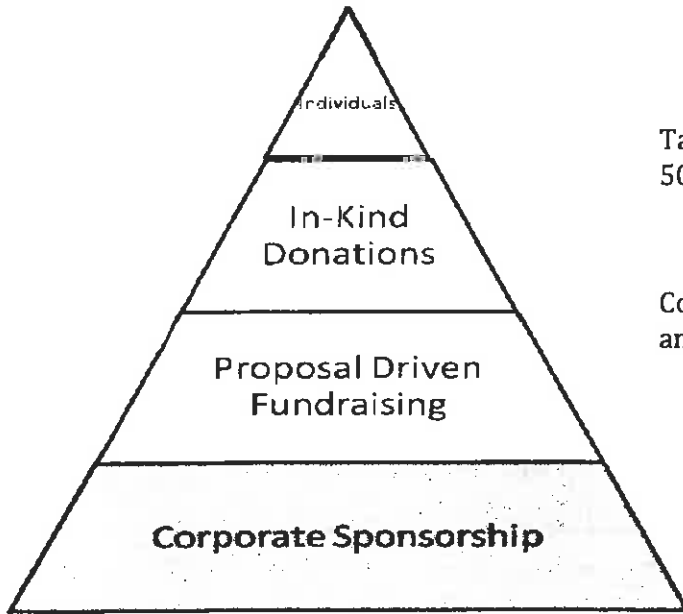
In addition to ongoing sponsorship funding, we will be sourcing and applying for specific grants and program funding in support of the project.

We will target a wide range of organizations, including governments, arts and culture foundations, Aboriginal support agencies, youth employment and mentorship agencies, and others

Grants may include:

- BC Arts Council
- BC Association of Aboriginal Friendship Societies
- BC Gaming Grant
- BC Ministry of Advanced Education
- BC Ministry of Community, Sports and Culture
- BC Ministry of Jobs, Tourism and Innovation
- Canada Council for the Arts
- CRD Arts Funding Programs
- First Peoples Heritage and Language Council
- Indian and Northern Affairs Canada
- Vancouver Foundation
- Victoria Foundation
- Youth Employment Program (Human Resources Canada)

CORPORATE SPONSORSHIP



Targeted corporate sponsors will contribute to approximately 50% of total funds raised

Corporate sponsor packages will be based on donations in the amounts of \$10,000, \$20,000, and \$50,000 donations

We will seek sponsorship support from corporations and foundations whose mandates and areas of focus are consistent with the objectives and activities of this project.

Initially, we will make application for generic sponsorship to national and regional corporations and foundations, including:

- Air Canada
- Audain Foundation
- BC Hydro
- BMO Financial Group
- Canada Post
- CIBC
- Princess Foundation: NorthWest and Canada Cruise Association
- Royal Bank
- Royal Caribbean Cruise Line
- Scotiabank Bright Future
- Toronto Dominion

Following the Blessing Ceremony in June, we will engage regional and local sponsors to participate in the project. Target sponsors will include a range of companies, agencies and foundations from across the region, including those already involved with GVHA and OPES, including:

- Budget Rent-a-Car
- Capital Regional District
- City of Victoria
- Ellice Recycling
- Fisheries and Oceans Canada
-

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- Helijet
- King Bros. Limited
- Provincial Capital Commission
- Ogden Point Café
- Optimist Club of Victoria
- Provincial Capital Commission
- Rotary Club of Victoria
- Royal British Columbia Museum
- Seaspans International
- Transport Canada
- Victoria A.M. Association
- Victoria Shipyards
- Western Stevedoring

Gift Range	Donors Needed	Total
1% of Donors = 10% of goal		
\$100,000	1	\$120,000
10% of Donors = 42% of Goal		
\$50,000	10	\$500,000
20% of Donors = 25% of Goal		
\$20,000	15	\$300,000
51% of Donors = 23% of Goal		
\$10,000	28	\$280,000
Total		\$1,200,000



MINUTES OF PUBLIC MEETING #75

**Greater Victoria Harbour Authority
Held at 9:00 a.m. on 15 April 2011
Victoria Executive Centre – Meares Street Room
Third floor, 915 Fort Street, Victoria BC**

In attendance:

Dave Cowen
Barbara Desjardins
Dermot Loughnane, Acting Chair
Pamela Madoff
David Rand, Secretary
Paul Ridout
Bill Weilburn, Treasurer
Mike Williamson

CEO & Resources:

Ian Crocker, Manager of Operations
Julia Park, Recording Secretary
Rebecca Penz, Manager of Communications
Sonterra Ross, Acting CEO

Regrets:

Jim Allard
Christopher Causton
Chief Robert Sam
Chief Andy Thomas

Guests:

Marty Allard, Hyack Air
Briane Anderson, Fisherman's Wharf Floathome Owner
Bob Barlow, Western Stevedoring
Thora Brooks, GVHA Staff
Paul Brown, Resident
Al-Nashir Charania, GVHA Staff
Clark C. Clark, Causeway Artist
Brad Eshelman, Western Stevedoring
Marg Gardiner, James Bay Neighbourhood Assoc. (JBNA)
Joseph Gonyeau, GVHA
Peter Hartman, Hart Corp.
Barry Hobbis, Victoria Harbour Ferries
Gary Jones, Resident
Lisa Krakowski, GVHA Staff
Dan Kukat, Victoria Esquimalt Harbour Society
Dean Lewis, Victoria Artist
Greg McAllister, King Bros. Limited
John Milligan, Western Stevedoring
Jeff Murdoch, Helijet
Sheila Neapole, GVHA Staff
L. Richards, James Bay Resident
Janis Ringuette, JBNA
Brian Scarfe, JBNA

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Mike Simmons, GVHA Staff
Gordon Tweddell, Shoal Point Resident
Tim Van Alstine, JBNA
John Wilson, Wilson's Transportation Ltd.

1. Call to Order

The Acting Chair called the meeting to order at 9:03 a.m.

2. Introductions

The Secretary welcomed Paul Ridout, the new Board appointee from Victoria/Esquimalt Harbour Society (VEHS).

The Acting Chair thanked Dan Kukat, VEHS, for his Board service and many contributions to GVHA.

3. Approval of Agenda

MOVED and SECONDED THAT the agenda be approved.

CARRIED

4. Board Chair Election

With no other nominations brought forward, Dermot Loughnane was acclaimed as Board Chair.

The election of Vice-Chair will be held at the June 17, 2011 Board meeting.

5. Presentations

a) Briane Anderson – Fisherman's Wharf Floathome Owner

Briane Anderson voiced his concerns regarding:

- Board governance, accountability and transparency
- Divestiture of land to GVHA by Transport Canada
- The Judicial Review of the Residential Tenancy Office's (RTO) decision regarding the owners desire to fall under the Manufactured Home Park Tenancy Act (MHPTA)
- Rate increases for floathomes
- Lack of Alternate Dispute Resolution (ADR) for mediation purposes

Briane Anderson stated the floathomes bring added value to Fisherman's Wharf attracting approximately 150,000 visitors per year.

The Chair stated that GVHA is not funded by any organization and must earn revenue by charging customers market rates for use of GVHA facilities.

7. Review/Approve Minutes

a) Approve minutes of Public Meeting #74 on February 18, 2011.

MOVED and SECONDED THAT the minutes of Public Meeting #74 on February 18, 2011 be approved.

CARRIED

b) Business arising from previous minutes

None

8. Rise and Report

None

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9. Action Items / Board Motions

10. **Business**

a) Chair's Report

The Chair reported that since last meeting:

- An employment agreement was reached with the new CEO
- Had interviews with CBC radio and Monday magazine re harbour advocacy
- Has had a weekly meeting with the Acting CEO

He noted that until he was actually elected Chair he was reluctant to go out into the community. Now that he is no longer Acting Chair, spring presentations will continue as usual.

b) Acting CEO's Report

In addition to the Acting CEO's written report, highlights included:

- New employee Mike Simmons, Communications
- 2011 Business Plan – focus on shared waterfront vision, managing properties, environmental stewardship, air quality in James Bay, events, Ogden Point Master Plan, customs float, customer satisfaction and Fisherman's Wharf RFI, and Huron St. Pier expansion
- Attended Seatrade, very successful
- Management working on guidelines for consistency with stakeholder groups
- SS Beaver was relocated, received a work plan from owner – being reviewed
- Governance review is scheduled for April and May
- RFI is out for Ogden Point transportation options
- Working on concerns for hop on – hop off bus service at Fisherman's Wharf
- Air quality monitor installed in James Bay through partnership with the Ministry of Environment, the City of Victoria and GVHA
- Cruise season starts April 16, 2011 – 210 calls
- Disney Wonder arrives May 2, 2011 for its inaugural call

The Board discussed third party mediation for client disputes. GVHA should expect to receive a letter from the City of Victoria regarding the issue.

c) Board Correspondence

MOVED and SECONDED THAT the correspondence be received as circulated.

CARRIED

d) Shore Power Pre-Feasibility Study

The feasibility study for \$20,000 will not go ahead without funding due to the anticipated costs and complications with shore power.

The Board recommended a partnership be formed with the City of Victoria, the Township of Esquimalt and other interested parties to raise \$20,000 to undertake the study.

MOVED and SECONDED THAT GVHA draft letters to the City of Victoria, the Township of Esquimalt, and other interested parties, seeking funding for the shore power feasibility study.

CARRIED

e) Capital Project Summary

The Acting CEO noted that capital projects that are in the planning stage will be presented at the June Board meeting:

- GVHA is working with Poralu to fix the problems at Fisherman's Wharf regarding the recent reconfiguration.
- The dredge project is complete, waiting for DFO to sign off.
- The portable office is in place and occupied, currently waiting for building additions.

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11. **New Business**

a) **Draft Whistleblower Policy**

MOVED and SECONDED THAT the draft Whistleblower and Disclosure Policy be approved.

CARRIED

b) **Board Committee Memberships**

MOVED and SECONDED THAT the GVHA Board Committee memberships be approved as presented.

CARRIED

The Chair noted that Dave Cowen will be on the Ad-hoc Transition Committee as he is Chair of the Human Resources (HR) Committee.

12. **Input from the Public**

Briane Anderson, FWCA

Briane Anderson questioned the costs of Stantec Engineering's quote regarding shore power with respect to the amount of equipment necessary.

He stated, in his opinion, if Cabotage laws, (*The Jones Act*) were to be repealed, international cruise ships would cease to call Victoria as they would no longer be required by law to do so.

Marg Gardiner, JBNA

Marg Gardiner, in her opinion, believes GVHA is creating environmental problems and treating them as communication problems. She believes GVHA has not advanced initiatives to address the environmental and social impact on the community.

Marg Gardiner stated the JBNA is committed to moving forward with environmental issues with or without GVHA's help, but noted that it would be easier for all if GVHA moved forward with them.

Brian Scarfe, JBNA

Brian Scarfe stated that copies of the report authored by him on the economics of the cruise industry in Victoria could be found on the JBNA's website at www.jbna.org

Janis Ringuette, JBNA

Janis Ringuette thanked GVHA for providing name cards identifying Board members. She also thanked GVHA for the release of the results of the Malatest Reputational survey now posted on GVHA's website. She inquired about the geographical area of respondents noting James Bay is the most impacted.

The Manager of Communications explained the breakdown of locations of survey participants and noted that James Bay was well represented.

Dean Lewis, Victoria Artist

Dean Lewis stated that in his opinion, GVHA's Whistleblower & Disclosure Policy applies directly to him regarding GVHA's denial of a licence to operate as a Causeway Artist for 2011, although management disagrees with him.

Gary Jones

Gary Jones stated that bus transportation during cruise season has a significant impact on his neighbourhood. He lives on the circular bus route used during the season and says the noise and emissions are creating anxiety. He would like to see another mode of transportation used for cruise passengers.

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He stated the port has been reinvented, but intervening years saw the neighbourhood become gentrified. He invited Board members to his home to witness the issues firsthand.

Gordon Tweddell, JBNA

Gordon Tweddell thanked GVHA management for taking care of the hop on - hop off bus issue at Fisherman's Wharf.

Tim Van Alstine – speeding vehicles –

Tim Van Alstine stated that with cruise season comes speeding taxis down residential streets and he would like more police presence on Montreal and Oswego Streets.

The Manager of Communications reported that the speed reader board will be used. GVHA is working with the Victoria Police Department to get a police presence on those streets.

Brad Eshelman, President, Western Stevedoring

Brad Eshelman stated he met with the Acting CEO and Board Chair to discuss establishment of good communications and close working relationships with GVHA, JBNA, the City and other stakeholders. He noted he has worked for Western for 25 years and Western has been operating on Vancouver Island for over 50 years with a long history of good community engagement.

Dan Kukat

Dan Kukat thanked Board members for their service to GVHA. He wished them good luck.

The Board suggested that in light of the current RFI for transportation at Ogden Point, that the City of Victoria transportation staff be requested to present city plans to the Board

ACTION: GVHA management to contact the City of Victoria's transportation department regarding a presentation to the Board.

The Acting CEO stated April 15, 2011 would be her last Board meeting as Acting CEO. She thanked the Board for their support during the transition period..

13. **Adjournment**

MOVED and SECONDED THAT under section 34 (2) (d) the meeting be moved in-camera as in the opinion of the Board the public interest requires exclusion.

CARRIED

The meeting was adjourned at 10:11 a.m.

David Rand, Secretary

Dermot Loughnane, Chair

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PUBLIC BOARD MEETING ACTION ITEMS
April & May 2011

DATE OF BOARD MTG.	ACTION ITEM	RESPONSIBLE	COMPLETED-Y/N-DATE
April 15, 2011	> GVHA Management to contact the City of Victoria's transportation department regarding a presentation to the Board.	Rebecca Penz, Sonterra Ross	The Transportation Dept. will present at the June 17, 2011 Bd. mtg.



PUBLIC BOARD MOTIONS

April & May 2011

DATE OF BOARD MTG.	MOTION	NOTES
<p>April 15, 2011 Public # 75</p>	<p>1. MOVED and SECONDED THAT the minutes of Public Meeting #74 on April 15, 2011 be approved. CARRIED</p> <p>2. MOVED and SECONDED THAT the correspondence be received as circulated. CARRIED</p> <p>3. MOVED and SECONDED THAT GVHA draft letters to the City of Victoria, the Township of Esquimalt, and other interested parties, seeking funding for the shore power pre-feasibility study. CARRIED</p> <p>4. MOVED and SECONDED THAT the draft Whistleblower and Disclosure Policy be approved. CARRIED</p> <p>5. MOVED and SECONDED THAT the GVHA Board Committee memberships be approved as presented. CARRIED</p> <p>6. MOVED and SECONDED THAT under section 34 (2) (d) the meeting be moved in-camera as in the opinion of the Board the public interest requires exclusion. CARRIED</p>	<p>Completed</p> <p>Completed</p> <p>Completed</p>



**Report to GVHA's Board of Directors
Public**

Prepared by: Sonterra Ross, Manager of Finance and Property
Board Meeting Date: June 17, 2011
Subject: Management Activity Report

General Overview

Since the last Public Board Meeting (April 15, 2011) management has focused on:

- Preparation for CEO arrival
- Expanding the common area at Fisherman's Wharf in time for the summer season
- Attended Port/Government Interface Convention from May 30-31, 2011
- Drafted Procurement Policy for Audit & Finance Committee Review
- Drafted outline of sustainability framework for Audit & Finance Committee Review
- Began fiscal year end March 31, 2011 annual audit with KPMG
- Annual member agency presentations
- Land & Sea Mural Blessing Ceremony held June 4, 2011
- Client relations meetings
- Cruise Tourism Partnership planning
- Air monitoring partnership with the Ministry of Environment
- Developing the Land & Sea mural fundraising strategy
- Transitioning to document management program, Sharepoint
- Crescent float expansion in the Inner Harbour

Management's Priorities for Next Quarter:

- Finalize fiscal year end audit
- Annual Spring member agency meetings

Public Events

- | | | |
|---|----------------|---------------|
| • Performance on a Sail Boat | June 17-19 | Ship Point |
| • International Buskers Festival | July 15 - 24 | Ship Point |
| • Symphony Splash (BC Day Long Weekend) | July 31 | Inner Harbour |
| • Dragon Boat Festival | August 12 - 14 | Ship Point |

Harbour Advocacy

Port/Government Interface

Attended Port/Government Interface in Ottawa on May 30 & 31, 2011. This convention is put on by the Association of Canadian Port Authorities and the purpose is to bring industry and government together to address various issues and opportunities in the maritime sector. Focus this year was on infrastructure funding, trade zones and trade negotiations, cargo, and emissions control areas.

Ogden Point

Walking Routes

Western Stevedoring and GVHA are working with the City of Victoria for better signage for walking routes leaving the terminal.

Corporate

People & Culture

All staff attended a resiliency workshop to give them tools to manage stress.

Contract and seasonal staff have been hired. Seasonal dock crew will also be doing shifts as part of the information kiosks for the cruise ships.

003706



**Greater Victoria Harbour Authority Board of Directors
Public Correspondence – June 17, 2011**

DATE	TO	FROM	NOTES	Action
April 21/11	David Marshall, Chair, GVCC	GVHA Chair	Request that their Board Appointee remain on GVHA's Board for another term.	Awaiting response.

Attached – Information on the Songhees Recreation and Wellness Centre

003701

3/10/1



April 21, 2011

Greater Victoria Chamber of Commerce
100-852 Fort Street
Victoria, BC V8W 1H8

Attention: Mr. David Marshall, Chair

Dear Mr. Marshall,

Re: David Rand – GVHA Board Reappointment

I have recently become aware that there is a possibility David Rand may be replaced as the Chamber of Commerce representative on GVHA's Board when his term expires in July of this year. If that were the case, which of course is your prerogative, David's many contributions to GVHA would be missed.

David is one of our most enthusiastic Directors; he attends most GVHA events, big or small, weather notwithstanding. On the Board itself I value his great knowledge of procedure, particularly with regard to the Societies Act and Robert's Rules of Order.

David was reappointed as Chair of the Governance Committee at the last Board meeting so he could continue several initiatives undertaken by that committee, including a full governance review that has just gotten underway.

We are in a time of change at GVHA; I was elected Chair only last week and we have our new CEO starting at the beginning of June. David has a very good knowledge of the corporate and Board history of GVHA, and has a full plate with the Governance committee, so if at all possible we would appreciate his reappointment to GVHA's Board for another term.

Sincerely,

Dermot Loughnane, Chair
Greater Victoria Harbour Authority

GREATER VICTORIA
HARBOUR AUTHORITY

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003702



The Songhees Recreation and Wellness Centre

A World Calibre Building for the Next Generation of the Lekwungen People



Administration Wing



Administrative Centre

- Council Chambers
- Meeting Rooms
- Map Room
- Finance
- Lands Management
- Public Works
- Property Taxation
- Archaeology
- Treaty Negotiation Offices
- By-law Enforcement

Youth Empowerment Center

- Media Production Centre
- Drop-In Centre

Education Centre

- Classroom
- Computer Laboratory
- Adult Training Room

Health Wing



Health Centre

- Holistic Health
- Counselling
- Treatment Rooms
- Hydrotherapy
- Physiotherapy
- Massage Therapy
- Fitness Centre
- Teaching Kitchen

Elders Centre

Cooks Centre

- Industrial Freezers
- Industrial Cooler
- Preparation and Serving Areas
- Industrial Kitchen
- Cooks Lounge

Gift Shop and Museum

- Songhees Art
- Coast Salish Art
- Songhees Artifacts
- Visiting Exhibitions

003703



The Songhees Recreation and Wellness Centre

A World Calibre Building for the Next Generation of the Lekwungen People



Gymnasium and Conference Centre Wing



Sports Venue

- Basketball
- Volleyball
- Tennis
- Table Tennis
- Lacrosse
- Floor Hockey
- Indoor Track
- Gymnastics
- Indoor Rock Climbing

Conference Venue

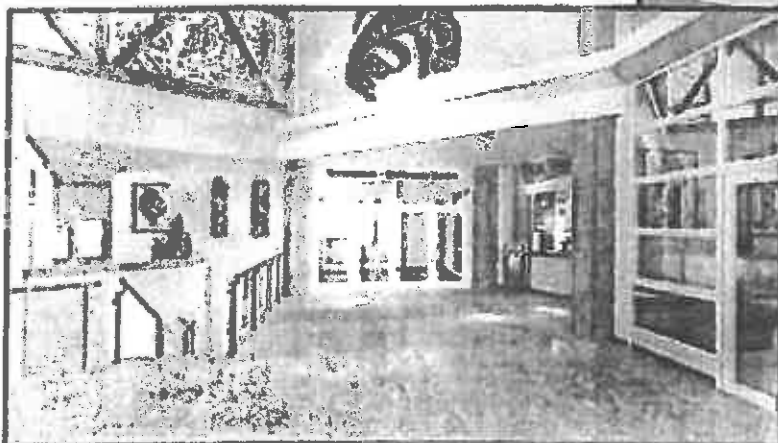
Community Venue

- Dances
- Gatherings
- Weddings
- Community Meetings
- Cultural Activities



Carving and Artists Workshop

- Wood Carving
- Textiles
- Painting
- Metalworking
- Knitting
- Weaving





**Report to GVHA's Board of Directors
Public**

Prepared by: Sonterra Ross, Manager of Finance & Property
Board Meeting Date: June 17, 2011
Subject: Capital Project Status Report

Reason for report

✓ Information

Attached is the capital status project report:

- 1) Current capital projects and performance to budget

CURRENT CAPITAL PROJECT STATUS UPDATE

PROJECT	APPROVED BUDGET	ACTUAL COST	VARIANCE	ESTIMATED COMPLETION DATE	COMMENTS
FW/ Reconfiguration Phase III	\$950,000	\$1,125,000	\$175,000	July 2011	There are now 4 unaccounted slips (looking for non-liveboard annual moorage client), all other slips have customers that will move in at various times with full occupation by the end of June 2011. <i>Variance explanation – i.e. change of scope for improved operations</i> Fabrication and installation is underway of the security gates, safety ladders, and signage. These tasks will be finished in April 2011.
Pier B Dolphin/Blasting Project	\$3.3 Million \$2.4 Million Funding received	\$3.511 Million	See comments	Dredge/Blasting July 2011	Poralu is rectifying the problems with the water and electrical meters and a retightening of the anchor ropes. Gates, signage, safety ladders, and hose racks have been installed. Holdback of \$25,000 is currently being negotiated with Poralu. Dredging, rock installation, final soundings and dive inspections are complete. Change due to lack of rock found impacted budget. The as-built drawings and report is being reviewed by DFO. Final submission to the funding partners of the engineer's reports is due June 30.
Corporate Office Renovations 189 Dallas Road – inc. Western renovations	\$390,000	\$390,000	nil	July 2011	Still awaiting final permits for the portable building installation (foundation and deck). In the process of completion to the portable building, warehouse corner, and office basement.

003706



**Report to GVHA's Board of Directors
Public**

Prepared by: Rebecca Penz
Board Meeting Date: June 17, 2011
Subject: Environmental Initiatives Update

Reason for report

- ✓ Information

Environmental Initiatives

Environmental Management

GVHA is committed to environmental conservation. GVHA's environmental initiatives help us operate in a more sustainable manner, from operations to research to stakeholder engagement.

Sustainability Framework – Management has started developing the outline of a sustainability framework to achieve GVHA's sustainability guiding principle. The sustainability framework will lay out the vision for sustainability and the steps that will need to be taken to achieve that vision. }

Ogden Point

Green Marine – Ogden Point has joined the Green Marine program. This program aims to improve the marine industry's environmental performance beyond regulatory compliance by encouraging participants to set reduction targets and/or introduce new best practices and technologies in areas such as air emissions and greenhouse gases, port conflicts of use (reducing the levels of noise, dust, odours and light) and environmental leadership.

Cruise Tourism Partnership (CTP) – The CTP defines the best practices for all cruise tourism operators at Ogden Point, Victoria. Every year, new and existing CTP initiatives are reviewed to evaluate their effectiveness at addressing community concerns. CTP initiatives include bus routing through the community, air care testing for buses, use of biofuels, restrictions on use of outdoor speakers, etc.

RFI for ground transportation – Management is gathering information on possible alternatives for moving cruise ship passengers. At the beginning of May, we released an RFI for ground transportation solutions. The purpose of the RFI was to obtain information from suppliers for all or parts of potential solutions for the movement of cruise tourism passengers. The scope included:

- the provision of one or more modes of transportation for the movement of large numbers of passengers over short distances (e.g. buses, ferries, water taxis, trolleys, etc.)

- the contracting of transportation services including system planning, scheduling, dispatch, maintenance and repair of vehicles, personnel management, management reports, customer relations management, etc.

Traffic Study in partnership with the City – GVHA is working with the City of Victoria engineering department to conduct a traffic study.

Shore Power feasibility study – In partnership with the City of Victoria and Vancouver Island Health Authority, GVHA is undertaking a shore power feasibility study.

Alternative Energy Conceptual plan – Management engaged a consultant to develop a 5, 10 & 20 year conceptual plan for alternative energy generation at Ogden Point.

Eco Awards – GVHA is consulting with the cruise ship industry on an Eco Awards program that would recognize cruise lines and ships which make an extra effort to ease the impact of burned marine fuels on the quality of the air near OP.

Air Quality Monitoring Station – The Air Quality monitoring initiative is a collaborative effort between GVHA, VIHA, and the BC Ministry of Environment. The Erie Street air monitoring station records hourly readings of SO₂ levels. The information is streamed live online and available to the community at the BC Air quality website <http://www.bcairquality.ca/readings/index.html>.

Low-sulphur fuel commitment – The cruise lines calling on Ogden Point have committed to burn fuel with a sulphur content of 1.5% or better (subject to fuel availability).

Marinas

Clean Marine BC – GVHA is going through the steps to join the Clean Marine BC program. The program is a voluntary recognition program for marinas. The program helps marina operators identify where improvements are needed and what standards they must meet. Once GVHA completes the environmental audit process, GVHA marinas will be able to fly the Clean Marine BC flag and display our certification.

Fisherman's Wharf

- Environmentally friendly dock system installed in 2010.
- Researching recycling and composting opportunities for commercial operations

Corporate Office

CRD GreenStart program – GVHA participated in the CRD GreenStart program in the corporate office. The program educates and assists small and medium sized organizations to take action to reduce energy consumption, greenhouse gas emissions and their impact on the environment. GVHA has pledged to incorporate environmentally friendly actions including energy and water consumption, procurement, and transportation elements in all lines of business.

003708

