



## MINUTES OF PUBLIC MEETING #77

Greater Victoria Harbour Authority  
Held at 9:00 a.m. on 19 August 2011  
Victoria Executive Centre – Meares Street Room  
Third floor, 915 Fort Street, Victoria BC

**In attendance:**

Jim Allard  
Christopher Causton (via Telecon - intermittent)  
Dave Cowen  
Barbara Desjardins  
Dermot Loughnane, Chair  
David Rand, Secretary  
Paul Ridout  
Chief Robert Sam  
Chief Andy Thomas  
Bill Wellburn, Treasurer  
Mike Williamson

**CEO & Resources:**

Ian Crocker, Manager of Operations  
Curtis Grad, CEO  
Julia Park, Recording Secretary  
Rebecca Penz, Manager of Communications  
Sonterra Ross, Manager of Finance & Property

**Regrets:**

Pamela Madoff

**Guests:**

Briane Anderson, Fisherman's Wharf Community Association (FWCA)  
John Briant, Western Stevedoring  
Al-Nashir Charania, GVHA Staff  
Clark C. Clark, Causeway Artist  
Tom Coyle, James Bay Neighbourhood Assoc. (JBNA)  
Pete Hartman, Victoria  
Hanna Horn, FW Moorage Customer  
Peter Lehmann, Peninsula Waste Water Services, Hazco  
Shaun McBride, King Bros. Limited  
Alan McGillivray, Prince of Whales  
Marg Gardiner, JBNA  
Janis Ringuette, JBNA  
Don Prittie, GVHA Life Member  
Brian Scarfe, JBNA  
Bob Tuomi, JBNA

**1. Call to Order**

The Chair called the meeting to order at 9:00 a.m.

**2. Introductions**

The Chair introduced Don Prittie, former GVHA Board Chair, and newly appointed Life Member, and John Sanderson, GVHA Life Member.

### 3. Approval of Agenda

**PB/M - 2011-08-19-#001: MOVED and SECONDED THAT the agenda be approved. CARRIED**

### 4. Declarations of Conflicts of Interest

David Rand declared he was Director of the International Buskers Festival.

### 5. Presentations

#### a) Victoria International Buskers Festival

John Vickers, Executive Director of the Buskers Festival reported that the festival was a success for Victoria. The festival was a boost to the City's economy, and created a family oriented festival that added to the vibrancy of downtown. John advised that good reviews were received from the Mayor and other, and he thanked GVHA for their support and sponsorship.

#### b) City of Victoria's Official Community Plan (OCP)

Cameron Scott of the City of Victoria's Planning Department gave an overview of where the OCP process is at currently and where it is going in the next few months. He reported that there has been a significant amount of feedback from the public, and the City has made efforts to engage all stakeholders, including GVHA.

Next steps will include:

- Staff review
- Limited public engagement
- Legal review
- Update of development permit areas
- Heritage conservation

Public feedback is available online at [www.shapeyourfuturevictoria.ca](http://www.shapeyourfuturevictoria.ca)

Board discussion included:

- GVHA input into the process
  - The Manger of Finance and Property reported that GVHA had submitted written input into the OCP and worked with the City on specific areas
- What are the City's performance measures?
  - Cameron Scott reported that they measure success by key directions and land use i.e. goal is to have 90% of the population able to walk to a village centre, 99% able to walk to rapid transit lines. He stated it depends on the target area, and on items that can be measured. The planning horizon is 30 years for implementation.
- Are there steps to ensure the plan aligns with the CRD?
  - There have been meetings with the CRD to receive their feedback and combine strategies.
- The Board stated there are different priorities and capacities for change since the 1995 and 2000 OCPs, and updating is required.
  - The City will undertake a Master Plan that will include the harbour plan.

### 6. Review/Approve Minutes

- a) Approve minutes of Public Meeting #76 on June 17, 2011.

The June 17, 2011 public input from the minutes will be amended as follows:

Brian Scarfe referred to the report authored by him (see April minutes) and added "He hopes to meet with GVHA's CEO soon through a GVHA/JBNA Joint Committee."

**PB/M - 2011-08-19-#002: MOVED and SECONDED THAT the minutes of Public Meeting #76 on June 17, 2011 be approved as amended. CARRIED**

7. **Action Items & Board Motions from Previous Meeting**

For information only.

8. **Regular Business**

a) **Board Correspondence**

*PB/M - 2011-08-19-#003: MOVED and SECONDED THAT the correspondence be received circulated. CARRIED*

b) **Committee Recommendations**

i) **Director's Expense Policy**

*PB/M - 2011-08-19-#004: MOVED and SECONDED THAT the Board adopts the updated Director's Expense and Travel Policy dated May10, 2011 replacing the current policy that was approved/adopted on December 14, 2005. CARRIED*  
*Barbara Desjardins Abstained*  
*Christopher Causton Opposed*

ii) **Media Communications Policy**

The Board queried why there may be a 4-hour delay in responding to media. Management stated that media would generally be responded within a 4-hour window, however there may be occasions where outside advice is required prior to response.

*PB/M - 2011-08-19-#004: MOVED and SECONDED THAT the Board adopts the updated Media Communications Policy, dated August 19, 2011 replacing the current policy that was approved/adopted on December 14, 2005. CARRIED*

iii) **Procurement Policy**

The Audit and Finance Chair reported that the new policy had been well vetted by the Committee, and congratulated Sonterra Ross for the great work done on the policy.

*PB/M - 2011-08-19-#005: MOVED and SECONDED THAT the Board approves the Procurement Policy as presented. CARRIED*

iv) **Risk Philosophy Policy**

*PB/M - 2011-08-19-#006: MOVED and SECONDED THAT the Board approves the Risk Philosophy Policy as presented. CARRIED*

c) **Management Reporting**

i) **CEO's Report**

The CEO reported he's been on the job for just over 60 days and presented an overview of what has taken place in that time:

- Met with Board/Life members one-on-one to see where we are going and where we've been through their collective memory/knowledge
- Met with management/staff to identify organizational strengths and resource gaps
- Reviewed business fundamentals, Strategic/Business plans and OP Master Plan
- Participation/familiarization with GVHA Board committees
- Met with community and industry groups such as the JBNA, VEHS, and others
- Met with customers for feedback on what is working well, and what is not
- Initial introduction to cruise and support industry

The CEO stated that GVHA is a young organization, approaching 10 years since being established and assuming the federally divested port properties. During this period, the key accomplishments include improvement of distressed assets/infrastructure such as Ogden Point Fisherman's Wharf however development of more diverse and sustainable revenue streams to ensure the required infrastructure investment can be maintained. A key focus is the protection and enhancement of the harbour as a transportation hub, with close integration of the OCP and a comprehensive harbour-wide plan.

#### **ii) Fisherman's Wharf Visioning Project**

The Manager of Finance and Property reported that CitySpaces was retained on July 6, 2011 to develop a Marina Development Strategy, Facility Plan and Rezoning Application for the Fisherman's Wharf facility.

The comprehensive consultation plan will be initiated in mid/late September with the bulk of consultation workshops taking place from October to November 2011. Work will be conducted throughout the fall and winter of 2011/12, with GVHA reporting out to the public in the spring of 2012.

Both the water and upland will be studied with the intention of concluding the plan for rezoning. GVHA will work with the City on parking and traffic impacts to the area.

The Board will be apprised of progress on a regular basis.

#### **iii) Ogden Point Cruise Transportation Strategy**

GVHA is developing an Ogden Point Cruise Transportation Strategy that will address the challenges and opportunities for moving cruise passengers from Ogden Point to downtown as well as transport for attractions and destinations (shore excursions) within Greater Victoria. The strategy seeks solutions for moving people downtown. Considerations include:

- Transportation impact mitigation
- Community consultation
- Quality service for passengers
- Researching manufacturers for options
- Water shuttle for people movement
- Impact to shore excursions
- Impact to existing cruise tourism transportation providers
- Environmental impacts

An RFI was issued on April 5, 2011 to gather information from the industry of people movement providers. The RFI closed on May 31, 2011. GVHA will use the information gathered to assist in the development of the strategy. An RFP is expected to be issued July to September, 2012 with actual contracts starting in April of 2013.

Board feedback included site safety for passenger movements, and costs involved.

#### **iv) Shore Power Study**

The Manager of Communications reported GVHA has received partner funding from VIHA, the City of Victoria and the Township of Esquimalt in support of the Shore Power Feasibility Study at Ogden Point.

The RFP was issued on July 12, 2011 and closed on July 29, 2011. A committee of GVHA staff is currently evaluating the submissions using pre-determined criteria. Study completion date is anticipated to be November 30, 2011.

#### v) Reefer Truck Relocation

The Manager of Operations reported that relocation of the reefer trucks has dropped noise levels significantly and improved safety for truck drivers.

Staff continues to work with the Coastguard to further increase distance between Shoal Point and reefer trucks and to discuss plans for the harbour pathway.

A total of parking spots have been recovered through this truck relocation. Pier expansion is still being considered to accommodate the reefer trucks in the future.

#### vi) Capital Projects Update

The Manager of Operations reported that the three largest projects are wrapping up:

- Corporate office renovations
- Fisherman's Wharf upgrades
- Mooring dolphin

New plans this year include:

- Inner Harbour crescent float being used by Victoria Harbour Ferries
- Fisherman's Wharf electrical upgrades – the capacity has been doubled
- Light poles upgraded
- Western Stevedoring's office space – in final stages of completion

### 9. Input from the Public

Janis Ringuette, JBNA - stated that the JBNA has been James Bay's land use representative to the City since 1993 and GVHA should be meeting with the JBNA to discuss land uses matters. She stated that GVHA should be meeting with the JBNA to discuss land use as well as other issues, and urged GVHA to support JBNA initiatives.

Hanna Horn, Fisherman's Wharf Moorage Customer - stated that GVHA's new CEO met with her and a group of moorage customers at Fisherman's Wharf to discuss security concerns and the public's access to the floats and live-aboard boats moored at the wharf. She stated that the boat owners also have an expectation of security for their boats and property. She noted that the CEO is aware of their concerns and awaits further discussion of the matter.

Briane Anderson, FWCA - asked when the third-party review of Brian Scarfe's cruise ship analysis would be released publicly.

Marg Gardiner, JBNA - stated that expansion of float plane activities is a concern to harbour residents, as the release of Volatile Organic Compounds (VOC's) will increase with the expansion of float plane operations. What social and environmental measures are planned to mitigate impact of expansion float plane operations on harbour residents and users? Has GVHA considered a pollution charge in their pricing formulas?

Andrew Capeau, Victoria Pedicabs – expressed concerns regarding lack of commercial vehicle space on City streets dedicated for use by pedi-cabs operators. Parking is part of the fees paid for a business licence, however taxis and buses illegally use the pedi-cab spaces. Mr. Capeau believes GVHA should work in concert with the City to find a solution for all commercial operators.

**Action - PB-2011-08-19-#001:** Management to contact ground transportation companies licensed to operate at Ogden Point, as well as the City, regarding report of buses and taxis monopolizing/abusing use of commercial parking spaces along the causeway, to the detriment of authorized users (including pedi-cabs).

Peter Lehmann, Peninsula Waste Water Services (Hazco) - reported that on August 18, 2011 he began a pilot project to remove solid waste streams from cruise ships. The new process requires one curtain-side trailer, reducing truck traffic through the neighbourhood from 4 trucks to 1. Other benefits to the new process include increased recycling and lower cost base.

The Board Chair invited Mr. Lehmann to provide and update at a future meeting.

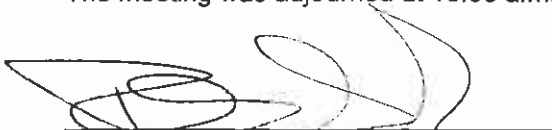
**10. Other Business**

None.

**11. Adjournment**

***PB/M - 2011-08-19-#007: 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 10:35 a.m.



David Rand, Secretary