



MINUTES OF PUBLIC MEETING #44

**Greater Victoria Harbour Authority
Held at 9:00 a.m. on 10 February 2006
Board Room, 468 Belleville Street**

In attendance:

Mr. Doug Enns, Community Director;
Councillor Bea Holland, City of Victoria;
Mr. Stewart Johnston, Tourism Victoria;
Mr. Peter Lloyd, Greater Victoria Chamber of Commerce;
Ian Maxwell, Community Director;
Mr. Don Prittie, Capital Regional District;
Ms. Barbara Quinn, Community Director;
Mr. Paul Ridout, Victoria/Esquimalt Harbour Society;
Chief Robert Sam, Songhees Nation;
Mr. John Sanderson, Victoria/Esquimalt Harbour Society;
Chief Andy Thomas, Esquimalt Nation;
Mr. Bill Wellburn, Provincial Capital Commission;
Mr. Randy Wright, Community Director

Regrets:

Councillor Hy Freedman, Township of Esquimalt;

CEO & Resources:

Ms. Sonterra Ross, Acting Corporate Controller;
Mr. Paul Servos, Acting Chief Executive Officer;
Ms. Louise Carlow, Secretary.

Guests:

Mr. Jim Allard, Hyack Air;
Mr. Barry Hobbis, Victoria Harbour Ferries;
Mr. Don Kukat, Springtide Whale Charters;
Mr. Gerry Lutz, Westcan Terminals;
Mr. Greg McAllister, King Bros.;
Mr. Martin Scherzer, Laurel Point Strata

1. Call to Order

Mr. Stewart Johnston called the meeting to order at 9:00 a.m. and welcomed the two new Community Directors, Mr. Ian Maxwell and Mr. Doug Enns, and the new representative for the Provincial Capital Commission, Mr. Bill Wellburn, to the Board. He extended the thanks of the Board to Mr. Darwin Robinson for his contributions.

2. Approval of Agenda

MOTION (P. Ridout/B. Quinn)

That the agenda be approved as circulated.

CARRIED

3. Review/Approve Minutes

MOTION (P. Lloyd/J. Sanderson)

That the minutes be approved as circulated.

4. **New Business**

4.1 **Chairman's Report**

Mr. Johnston extended thanks to Mr. Paul Servos for assuming the role of Acting CEO in addition to his regular duties over the past months. He also thanked Ms. Sonterra Ross for filling in as CFO.

9:06 a.m. Chief Robert Sam joined the meeting

Mr. Johnston reported that orientations for the new Directors had taken place. He advised that work had been done on a community engagement strategy. He noted that this had been an area of weakness in the past and that the perception of the GVHA in the community was not accurate. The hope for the engagement strategy is to correct these misperceptions and to instill excitement for the projects ahead.

Mr. Johnston advised that the PCC had arranged a meeting with community and business leaders and the Deputy Minister of Tourism to discuss the Belleville International Ferry Terminal project. He noted that additional work was underway to make the case for the terminal to the Province.

The Clipper Yacht Race that was expected at the end of March has been delayed and a new date had not yet been announced.

The statue of Captain Cook on GVHA property has been refurbished with the support of an anonymous donor.

The cruise ship schedule for 2006 has been announced. 184 ship visits are expected with an estimated 330,000 passengers anticipated to spend approximately \$38.4 million in the community.

4.2 **CEO's Report**

Mr. Servos commented that the announcement of the 2006 cruise ship schedule was very exciting. In addition to the Ogden Point visits there are 20 scheduled visits from pocket cruise ships to Ship Point. He noted that Management and a transportation committee are working with the community to address the traffic concerns. One immediate solution is to redirect the traffic flow at the terminal and a plan was in place to implement this change in April of this year. In response to a query from Councillor Bea Holland, Mr. Servos advised that the intent is to store buses along the shoreline at Ogden Point.

Mr. Servos reported that he was pleased with the progress of the certificates of compliance and was now proceeding with the registration of the sub-division and negotiation of long term leases with the tenants.

Work had been proceeding with attracting an advocate for GVHA in Ottawa. Divestiture discussions with Transport Canada are on hold at this time. Ms. Barbara Quinn asked whether terms of reference for the advocate had been developed. Mr. Servos responded that he was continuing to work with Mr. Johnston to determine the complete requirements. He noted that the potential acquisition of the Coast Guard base is a goal.

MOTION (P. Ridout/J. Sanderson)

That the CEO's report be accepted for information.

4.3 Business Development Manager's Report

Mr. Servos reported that no additional float homes could be added to Fisherman's Wharf without rezoning of the facilities. Management has put a freeze on additional homes and any potential increase in size to the existing homes until the Board can consider this issue. He advised that he will be presenting a full report with recommendations for consideration of the Board. Mr. Johnston queried what the position of the City was on this issue and Mr. Servos responded that they are in agreement with the current position being taken by GVHA. Ms. Quinn commented that the recommendations to the Board should be in keeping with the goals of the strategic plan.

Mr. Servos informed the Board that the City has submitted an invoice for \$30,000 for work on the electrical system on the lower causeway. The City required that the electrical be removed from their grid. In response to a question from Mr. Randy Wright, Mr. Servos advised that there was no metering when the electrical was on the City grid which prompted this request. He remarked that the City hadn't put a lot of maintenance into the system and upgrading had also been required. Management had taken the opportunity to add additional lighting to problem areas as well.

The issue with regards to the fuel tanks for the Heron Street station is becoming quite urgent as the lease for the tanks on DND property is set to expire in April 2007. Esso requires one year to remediate the site prior to removal of the tanks.

Mr. Servos reported that staff will be engaging in training in WHMIS requirements, first aid certification and customer service.

MOTION (B. Quinn/P. Lloyd)

That the Manager Business Development's report be accepted for information.

CARRIED

4.4 Board Correspondence

There had been three items of correspondence received by the Board, a letter from the PCC in regards to the closure of the washrooms on the lower causeway, a letter from the Royal Quays Strata in regards to the proposed marina development, and a copy of a letter from the Victoria/Esquimalt Harbour Society to the City in regards to festivals on the harbour.

Mr. Bill Wellburn queried the letter from the Royal Quays Strata and whether or not GVHA has jurisdiction on this issue. Mr. Johnston advised that GVHA does not have jurisdiction and presently has no formal position on the marina. Mr. John Sanderson gave a brief update on the status of the proposed marina and suggested that GVHA should continue to monitor the progress as part of the role of advocate for the harbour. Councillor Bea Holland advised that no permits had come before Council for approval on this project.

4.5 Committee Chairs/Board Lead Reports

a) Governance Committee

i. Code of Conduct (Staff)

Mr. Pritrie advised that in response to the request from the Board all senior GVHA staff had signed the code of conduct form. Mr. Wright queried a letter of non-disclosure and Mr. Servos advised that this was

included in the code of conduct and not separate. He also noted that this is a clause in the employment contract for each employee.

MOTION (D. Prittie/R. Wright)

That the Code of Conduct policy be approved.

CARRIED

ii. Sponsorship Policy

Mr. Prittie advised that some changes had been made to the sponsorship policy and that it had been reviewed in depth by the Audit & Finance Committee.

MOTION (D. Prittie/P. Ridout)

That the Sponsorship policy be approved as amended.

CARRIED

iii. Remuneration Policy

MOTION (D. Prittie/B. Quinn)

That the Remuneration policy be approved.

CARRIED

b) Fisherman's Wharf Upgrade

Mr. Prittie updated the Board on progress to date and noted that more planning meetings have been scheduled. Work is proceeding on the clean up with pressure washing and installation of new floatation where needed. Maintenance is reviewing and replacing joints and the pile driver will check suspect piles. He also reported that GVHA is working on removing derelict boats and debris stored on the floats. The Board walkabout had been a success but unfortunately not all Board were able to attend. He suggested that the Board have lunch there at their April meeting weather permitting.

Mr. Prittie advised that a layout of what was needed for phase one of the project had been developed but there was still more work to be done. He noted that revenue services need to be identified to justify the work. Phase one includes removal of the tidal grid, new garbage systems and containment.

Mr. Prittie noted that the Heron Cove property may be available for acquisition if GVHA is willing to assume the risk for the environmental contamination. He is looking for advice on this issue. Mr. Johnston thanked him for the work on the project and the expertise provided.

c) Ogden Point Development Update

Mr. Sanderson advised that a written report on the progress of the Ogden Point Development was included in the package. He advised that of the five proposals solicited, two had been received and were very different in scope and complexity. Both were over the budget set aside for the work and therefore, both had been rejected. He questioned whether or not the extent of the work had been undervalued or whether the consultants had over compensated for the detail sought. Further meetings with consultants have taken place and will be discussed in greater detail in the in camera portion of the meeting. The hope is that the report will be ready in March or April and GVHA can then seek approval from Transport Canada to develop the site without impacting port operations. Mr. Doug Enns queried the long term demand for larger cruise ships.

Mr. Paul Ridout advised that this was the trend worldwide but there were other constraints in this region that precluded this.

MOTION (J. Sanderson/P. Lloyd)

That the financial considerations of the project be discussed in the in camera portion of the meeting.

CARRIED

d) First Nations Committee

Mr. Wright reported that this new Committee had met on January 16 and had considered terms of reference. The Committee will meet monthly for the first six months. He advised that the question for consideration of the Committee is "what success is" for this group. Chief Andy Thomas has proposed a hiring policy that will be discussed in the in camera portion of the meeting.

Mr. Wright advised the Victoria Harbour Ferries has proposed an initiative for First Nations employment and recommended that Mr. Barry Hobbs be invited to join the Committee. This action is on hold until the two Chiefs have had an opportunity to talk to representatives from Cowichan where a similar initiative took place. Mr. Johnston commented that it was encouraging to see progress. In response to a question from Mr. Wellburn, Chief Sam advised that the Committee had agreed to take small steps and that he was satisfied with this position.

e) Human Resources Committee

Ms. Quinn advised that the advertisement for a General Manager/Chief Executive Officer had been run locally and nationally and that the short listed candidates had been interviewed. This will be discussed in more detail in the in camera portion of the meeting.

5 Input from the Public

Mr. Martin Scherzer, Laurel Point Strata asked what the intent was in regards for financial sustainability for the proposed projects and how the GVHA wants the public to see their role. Mr. Johnston advised that addressing this question is one of the goals of the communications strategy. He noted that with Belleville GVHA have some soul searching to do and the partners in this project are looking at the question of a self sufficient development versus a government funded project. In the long term though the development should be self sustaining.

Mr. Jim Allard, Hyack Air thanked Ms. Kate Read and Mr. Servos for their work on the lease for Hyack. He wanted the Board to know that this had not been an easy task and wanted to recognize their contribution. He has begun construction on this project.

Mr. Johnston thanked the public for their attendance and interest.

MOTION (P. Ridout/D. Prittie)

That the public portion of the meeting be adjourned.

CARRIED

The meeting was adjourned.