



MINUTES OF PUBLIC MEETING #51

**Greater Victoria Harbour Authority
Held at 9:00 a.m. on 13 April 2007
Board Room, 468 Belleville Street**

In attendance: Mr. Ian Ferguson, Greater Victoria Chamber of Commerce;
Councillor Hy Freedman, Township of Esquimalt;
Mr. Mark Lindholm, Victoria/Esquimalt Harbour Society;
Mr. Dan McAllister, Tourism Victoria;
Mr. Ian Maxwell, Community Director;
Mr. Don Prittie, Capital Regional District;
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: Mr. Doug Enns, Community Director;
Councillor Bea Holland, City of Victoria.

GM & Resources: Mr. Darryl Anderson, Manager Business Development;
Ms. Sonterra Ross, Corporate Controller;
Mr. Paul Servos, General Manager;
Ms. Louise Carlow, Recording Secretary.

Guests: Mr. Jim Allard, Hyack Air;
Mr. Bob Barlow, Westcan Terminals;
Mr. Dan Kukat, Springtide Charters
Mr. Gerry Lutz, Westcan Terminals;
Mr. Greg McAllister, King Bros.;
Mr. Paul Ridout, Life Member;
Mr. Lyle Soetaert, West Coast Air.

1. Call to Order

Mr. Don Prittie, Chair, called the meeting to order at 9:03 a.m.

2. Approval of Agenda

MOTION (R. Wright/J. Sanderson)

That the agenda be approved as circulated.

CARRIED

3. Review/Approve Minutes

MOTION (H. Freedman/J. Sanderson)

That the minutes be approved as circulated.

CARRIED

4. Business

4.1 Chairman's Report

Mr. Prittie commented that much had happened since the Board last met in early February. He reported on the five year anniversary gala where three life members, Stewart Johnston, Peter Lloyd and Paul Ridout, had been honoured.

Mr. Prittie reported on the Association of Canadian Port Authorities (ACPA) and government meetings held in Ottawa involving both government officials and elected representatives. He commented that this was an opportunity to meet and learn about the Federal process and about the complications of divestiture.

Some community consultations regarding Fisherman's Wharf reinvigoration had been conducted in the past months and Mr. Prittie advised that he had found the process to be quite fruitful. In some cases the input from the community resulted in changes to the plan and work is now underway. He remarked that following the open house at the site the subsequent Times Colonist article had been quite positive.

Mr. Prittie advised that he had been invited to join the Mayor's task force on the Belleville International Ferry Terminal. He remarked that the group was composed of a variety of interesting, talented representatives from the community and that the task was complicated. The committee is to report to the Mayor and the Minister of Tourism, Sport and the Arts by mid May. He advised that he was also involved in a committee regarding the Victoria Conference Centre in addition to be invited to a number of social functions and other discussions. He noted that the value of this involvement is in building the relationships and profile of the Greater Victoria Harbour Authority.

Mr. Prittie stated that the yearly updates with the member agencies were underway. So far in the process there have been some good questions although not many. He noted that the busy cruise season is coming very quickly. He further added that work is underway at Ship Point in preparation for the BC Yacht Brokers Association annual floating boat show later in April. He commented that the work will have a positive impact on special events like these as well as assist in attracting additional yacht business contributing to the sustainability and profitability of the site.

4.2 General Manager's Report

Mr. Paul Servos remarked that things had been very busy over the past months with construction and other activities. He noted that the results are beginning to show.

a) Fisherman's Wharf Progress Report

Mr. Servos noted that the project is gradually gaining the support of the community. He remarked that he had been approached by three separate float home owners who offered their thanks and congratulations on the recent plan. He advised that the drill rig has arrived and that completion of

the first three fingers was anticipated to take approximately a month. He added that discussions with the Coast Guard are continuing regarding their moorage needs. Three fee structures and options have been presented for them to consider. He remarked that Their decision impacts redevelopment at that end of the facility with respect to waterways and traffic. The project is expected to take two years for the first phase.

b) Caisson Repairs Progress Report

Mr. Servos advised that although the tender documents for the caisson repairs was ready about a month ago, a decision has been made to delay this work until the end of the season. A revised document will be available early in the summer specifying that work is to take place at the end of the current cruise season. The repairs to pier B south gabions will be completed prior to the other areas.

c) Ship Point Expansion Project Update

Mr. Servos reported on the construction of new finger floats at Ship Point. Staff have been working with an architect and engineers to develop a design that is aesthetic and safe. The new floats will be finished in time to accommodate the BC Yacht Brokers Association Floating Boat Show later in April and will facilitate 17 yachts the following weekend. He noted that the outstanding challenge is the electrical supply. There is an anticipated need for 1600 amps of power, a significant upgrade from the existing 200 amps currently available. Through a call for proposal process bids had been received at just over \$600K. Staff are continuing to look at ways to achieve the required power and are confident that they will find a solution that is within the capital budget.

Mr. Servos commented that the first cruise ship is scheduled to arrive on April 24. This is the first of 163 scheduled calls with passenger counts similar to 2006. He reported on the Seatrade Cruise Shipping Convention noting that sustainability of the cruise industry in Victoria is secure for the next 10 to 15 years. He added that the challenge will be to accommodate the longer length of the new vessels currently under construction. He suggested that there was two or three years to plan and prepare for these vessels. A rough estimate for mooring dolphins on the piers had come in at \$1M and this puts vessels very close to the property line. He advised that additional information will be coming to the Board on this issue in the fall.

Mr. Servos concluded his remarks noting that the communications strategy with member agencies had been very successful with only two presentations, the Provincial Capital Commission and the Victoria Esquimalt Harbour Society, outstanding.

Mr. John Sanderson inquired about the temporary repairs to the Ogden Point caissons and queried if there was a risk of failure if long term repairs were delayed. Mr. Servos advised that they would be monitored throughout the season but that they temporary repairs should hold.

Mr. Randy Wright requested clarification about the agreement with the Coast Guard regarding space at Fisherman's Wharf. Mr. Servos advised that the divestiture agreement had provided the Coast Guard with four years of complimentary use of the space. When this agreement expired in February 2006 the Coast Guard were quite surprised. Management has been proceeding with a partnership approach asking the Coast Guard to define their needs. At this time the Coast Guard had been presented with three options for moorage.

4.3 Board Correspondence

Mr. Sanderson reviewed the correspondence included in the package and advised that two new items had been received from Jackson's Ice Cream and Barb's Place thanking GVHA for the improvements at Fisherman's Wharf. In regard to the correspondence regarding busses at Fisherman's Wharf, Mr. Sanderson suggested that the Board should have a position. Mr. Servos

commented on the situation noting that only busses servicing the marine community are being permitted on the site. A Fisherman's Wharf transportation plan has been developed and adjusted to address concerns arising from the community consultation. He clarified that the shuttle bus from the Ogden Point cruise terminal will not be entering the Fisherman's Wharf facility and the Big Bus service is not permitted at either Ogden Point or Fisherman's Wharf. Mr. Wright commented that the vision for Fisherman's Wharf was a people place and a destination and that busses are necessary to make this vision a success. Mr. Ian Ferguson added that presence of busses is inherent in ports worldwide and that in this case the port was there prior to the residential development. Councillor Hy Freedman suggested that there was an environmental component to the concerns raised in the correspondence and suggested that the Board may want to create an environmental committee to discuss policy and strategic direction. He noted that the timing is right for green initiatives. He suggested that the Governance and Nominating Committee could look at this. Mr. Servos noted that the new busses at Ogden Point will be running 20% biofuel and that the need for marine biofuel is being reviewed. He also commented on the involvement in the CRD air quality study and the environmental tours of the cruise ships that are scheduled. Mr. Wellburn commented that he encouraged the Board to develop a policy on committees.

4.4 Governance Committee – Succession Policies

Mr. Sanderson presented the draft document on the Board succession planning and renewal process. He noted that the Committee had endeavoured to identify the key competencies and attributes for directors and the chair. Councillor Freedman commented that the attributes for directors could only really be applied to the community directors as member agencies may not be able to comply for a variety of reasons. Mr. Sanderson remarked that while that is a possibility, the competencies should be communicated to member agencies from the Board requesting desired qualifications. Mr. Prittie added that it would be the role of the Governance and Nominating Committee to vet the appointments put forward by the member agencies. Mr. Wellburn suggested that the Committee develop a gap analysis to determine what competencies were lacking, adding that this is intended to be a constructive process to provide information. Councillor Freedman suggested that a change in the wording to indicate process might enable negotiation with member agencies. He suggested that "municipal processes" be added to the list of key qualifications and core competencies to draft policy 5.1.1.

Chief Andy Thomas joined the meeting at 9:54 a.m.

MOTION (J. Sanderson/H. Freedman)

That Governance Process Policy 5.1.1 Board Succession Planning and Renewal Process be approved with the suggested addition.

CARRIED

Mr. Sanderson introduced the draft policy on Responsibilities, Terms and Selection of Board Chair and Vice-Chair. He commented that the Governance Committee had felt that the potential for annual review was valuable but did not to be a rigid process. He asked the Board if they felt this review needed to be completed by the Board or if the Governance Committee could assume this task. Mr. Ferguson remarked that it would be difficult for a Chair to accomplish much with a twelve month term and that he would recommend a minimum of two years for continuity adding that the role of Chair is critical to the operation of the Board. Mr. Sanderson responded that the Committee had recognized this by indicating that the usual length of term for the Chair be three years. There was a discussion regarding the feasibility of a three year term and the need for training and transition for the successor. The potential and advisability of the Vice-Chair succeeding the Chair was discussed. Mr. Sanderson advised that the Committee had considered the Vice-Chair appointment as a trial period prior to assuming the role of Chair but had not formalized this. Mr. Dan McAllister suggested that for the health of the Chair and the Board a strong Vice-Chair was needed but that effective Vice-Chairs don't always want to be Chair. Mr. Mark Lindholm commented that he could see advantages to both approaches and he would

support a two year term for the role of the Chair. He added that he had some concern regarding the Governance and Nominating Committee being responsible for the evaluation.

MOTION (J. Sanderson)

That Governance Process Policy 5.1.2 Responsibilities, Terms and Selection of Board Chair and Vice-Chair be approved as presented.

Mr. Ferguson spoke against the motion noting that a three year term could make it difficult to attract great people to the role. Councillor Freedman added that it shouldn't necessarily be policy that the Vice-Chair succeed the Chair but could allow for this without locking the Vice-Chair into the commitment.

There being no seconder for the motion it was dropped. Mr. Prittie suggested that the Governance and Nominating Committee further review the draft policy.

5. Input from the public

Mr. Jim Allard, Hyack Air congratulated the organization on the new ramp that had been installed adjacent to the Wharf Street marina service centre. He commented on the stairs by the Wharf Side Eatery noting that they were in need of repair and unsafe in their current state. It was noted that these stairs were not on GVHA property

Mr. Dan Kukat, Springtide Charters advised that Tourism Victoria had reached out to the marine adventure tour operators to get feedback on the ticket window. The operators and Tourism Victoria are looking for ways to improve the service and would like the possibility of a ticket centre on Ship Point, operated by Tourism Victoria to be reviewed. He suggested that this could be a source of significant revenue for the GVHA and would help to boost sales back to the 2005 levels. He advised that Tourism Victoria have taken that request to GVHA management and were turned down. He wanted to make sure that the Board was aware of this and added that the operators are prepared to proceed in partnership with Tourism Victoria if possible.

Mr. Lyle Soetaert commented that he had recently been involved in an air and noise quality meeting and commended GVHA staff on being proactive about testing.

Mr. Allard queried the property tax assessments and was advised that only the assessment for Ogden Point was being appealed. There was a brief discussion on the sustainability of the cruise industry for this site and Mr. Greg McAllister, King Bros. advised that 25 large cruise vessels were currently under construction. He indicated that based on discussions at the Seatrade Cruise Shipping Convention he didn't see a problem for the sustainability in Victoria. It was noted that the new vessels on order are longer than the current vessels in the Alaska market. Mr. Servos remarked that when the planning for Ogden Point is underway the need for longer berths will need to be considered.

There being no additional comments, the meeting was adjourned to the in-camera session at 10:26 a.m.