



## **MINUTES OF PUBLIC MEETING #54**

**Greater Victoria Harbour Authority  
Held at 9:00 a.m. on 12 October 2007  
Board Room, 468 Belleville Street**

- In attendance:** Mr. Doug Enns, Community Director;  
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;  
Mr. John Sanderson, Victoria/Esquimalt Harbour Society;  
Mr. Bill Wellburn, Provincial Capital Commission;  
Mr. Rick Wiertz, Greater Victoria Chamber of Commerce;  
Mr. Randy Wright, Community Director.
- GM & Resources:** Mr. Darryl Anderson, Manager Business Development;  
Mr. Paul Servos, General Manager;  
Ms. Rebecca Penz, Recording Secretary.
- Regrets:** Councillor Bea Holland, City of Victoria;  
Chief Robert Sam, Songhees Nation;  
Chief Andy Thomas, Esquimalt Nation.  
Ms. Sonterra Ross, Corporate Controller
- Guests:** Mr. Jim Allard, Hyack Air  
Ms. Sheila Neapole, GVHA  
Ms. Kate Read, GVHA  
Mr. Ian Crocker, GVHA  
Mr. Martin Scherzer, Laurel Point Condo Strata Association  
Ms. Jodi Watson, Environmental Stewardship Committee  
Mr. Bob Barlow, Westcan Terminals  
Mr. Greg McAllister, King Bros.

### **1. Call to Order**

Mr. Don Prittie, Chair, called the meeting to order at 9:44 a.m.

### **2. Introduction**

The Chair welcomed Rebecca Penz, Communications Coordinator, and noted that Sonterra Ross, Corporate Controller, is attending her graduation ceremony for her Certified Management Accountant designation.

**3. Approval of Agenda**

**MOTION (Wright/Sanderson)**

That the agenda be approved as circulated.

**CARRIED**

**4. Review/Approve Minutes**

**MOTION (Freedman/Wright)**

That the minutes be approved as circulated.

**CARRIED**

**5. Business**

**5.1 Chairman's Report**

Mr. Prittie reported on activities since last meeting.

The cruise season was solid this year and marina business has been decent considering the weather, the value of the Canadian dollar and global politics. Successful festivals were held in the Inner Harbour. No major incidents have happened on GVHA property.

Mr. Prittie reported spending time at Ogden Point observing traffic patterns and getting an overview of Cruise Tour operations. He toured the restricted working decks of the Dawn Princess, which included the waste management systems. The crew described the waste management stream systems.

The ACPA Governance Seminar is happening next week. That will be a good opportunity to meet with representatives of Canada's ports.

Fisherman's Wharf continues to offer a vibrant community atmosphere.

The Executive Committee met to discuss long-term lease renewals at Ogden Point.

The office held a farewell party for Louise Carlow to recognize her contributions to GVHA.

**5.2 GM's Report**

Mr. Servos updated the Board on the activities of the past two months. Fisherman's Wharf improvements include green space revitalization and new pathways. Finger one is near completion, although the conduits still need to be moved into the dock. The revitalizations are approaching the one million dollar mark. The next phase is to work on the redevelopment of the CCG floats.

One of the biggest challenges being faced is graffiti.

The James Bay launch area has finally been cleaned up, but requires an ongoing effort.

Ships Point electrical service distribution boxes are installed. Mr. Servos thanked the City of Victoria with the required easements.

Winter moorage is full, except at Mermaid's Wharf. The residents, who hadn't been paying moorage, have departed the site.

The City of Victoria has offered the GVHA the three-dimensional Living Map that was the centrepiece of BC Experience at Crystal Gardens. The map is larger than a doubles tennis court.

Due to its size, it would be expensive to move and store and is not practical for any of our existing facilities. Management turned down the offer.

The cruise ship season is winding down to a close, but there are still five calls of the Celebrity Cruise Ship Mercury remaining.

Mr Servos reviewed a 1978 photograph which shows a rail barge ferry at Ogden point. It may be possible to put a terminal for the Coho there.

Mr. Servos thanked all the staff for their hard work.

The board asked management to explain how Mr. Servos' re-election to the ACPA board and Darryl Anderson's election to the CruiseBC board will benefit GVHA. Discussion points included:

- The members of these organizations have a lot of information to share with the GVHA and members of our staff can learn from interaction with them. It is important to the development of our staff and it is a critical source of information.
- Some of the other port authorities are in the marina management and real estate development business as well, such as example, Toronto. There's lots of value in meeting with other port authorities to learn from them to create a peer network.
- Given that we are one of the larger cruise port terminal operators in Canada we have a lot of knowledge to share and to gain from the other member organizations at the seminars run by the ACPA (governance, environmental, operations and government interface).
- We have been a member of CruiseBC since its inception. It's a small destination marketing organization whose primary purpose is to promote tourism. The group rotates the chair. 2 years ago it was Victoria's turn to chair but Mr. Servos felt that he was too new to take on the role. GVHA will increase its potential to attract cruise ships through CruiseBC and will ensure the organization is well-represented.
- It is important to have staff level of participation in our partnering organizations. By being a member of CruiseBC, the GVHA ensures that we're involved with what's being promoted as cruise tourism.

### **5.3 Board Correspondence**

The following correspondence was reviewed:

Transport Canada has sent out a memo that the fuelling of marine vessels from shore is not permitted.

The PCC has not offered to renew the GVHA lease on the Belleville office. We are now leasing on a month-to-month basis.

We received a thank you from the Classic Boat Festival.

We turned down the Jazz Society's request for a festival programming partnership. The letter to the Jazz Society explained that the GVHA supports primarily marine activities.

### **5.4 Governance & Nominating Committee**

The committee has been assessing the value of board evaluation. Patrick O'Callaghan has been hired to review and conduct board evaluations. He is developing a package that will include a list of questions for board members that will be used.

After the Committee meets with the Contractor, the chair will be in a position to report on how the evaluations will be tailored to the GVHA.

## **5.5 Enterprise Risk Management Report**

Because the mix of GVHA assets is very complex, the Audit and Finance Committee decided that they needed to have a risk assessment prepared. Deloitte & Touche was the successful bidder on the RFP for a risk management assessment.

Ian Thomas, Senior Manager for Risk Management from Deloitte Touche LLP, presented the public report which included the tools & methodology for facilitating the process. Deloitte & Touche worked closely with Darryl Anderson (Manager of Business Development and Planning) & Sonterra Ross (Corporate Controller).

The objectives of the assessment were to provide an overview of Enterprise Risk Management and risk management concepts, identify potential risks that may impact GVHA's objectives, validate & prioritize identified risks and develop a process for monitoring and taking action to remediate the key identified risks for GVHA.

There were no questions from the board regarding the presentation.

## **6. Input from the public**

Martin Scherzer, from the Laurel Point Condo Strata Association, pointed out that there is usually a sign-in list at meetings. He thanked the staff for sending him the information about the meeting. Mr. Scherzer said that the website is first rate. He asked if there is any information available about the Dallas Road traffic buffers. Mr. Prittie responded that there is nothing to report at this time, however, the GVHA will be creating a plan for the future of Ogden Point.

Mr. Scherzer asked if float homes are being moored at Ogden Point. Mr. Prittie responded that the only float homes at Ogden Point are those under construction. There is no plan to offer float home moorage at Ogden Point.

Mr. Scherzer asked if Fisherman's Wharf is becoming a destination site. Mr Prittie responded that yes, that is the plan.

Mr. Scherzer asked if the cruise line business is a key money raising business for the GVHA. Mr. Prittie answered that yes, Ogden Point is a good source of revenue, though we hope in the future all GVHA business will be self-sustaining.

Greg McAllister of King Bros. reported that it has been an excellent cruise ship season. He received an email from the Admiral of the USS Lincoln who had only nice things to say about Victoria. In 11 years, Victoria has had 11 carrier visits. They keep coming back because the visits are always a great success.

Jim Allard from Hyack Air brought to the attention of the board that he had a busy week at the end of September, which included Paul Allen arriving with his own twin otter and Microsoft bringing 50 senior executives of Microsoft, plus the regularly scheduled flights. The Hyack Air lease is expiring and Mr. Allard received a letter that the GVHA will not be renewing the lease. He is concerned that by removing the waterlot, Hyack Air will not have enough space to accommodate extra aircrafts. Mr. Allard asked the board to reconsider discussions with Hyack. Mr. Prittie responded that the Board will be discussing the issue in the In-Camera portion of the meeting.

Jodi Watson from the Environmental Stewardship Committee thanked Mr. Servos for attending their meeting and informing the Committee. She looks forward to improved communications between the organization and the Harbour Authority.

There being no additional comments, the meeting was adjourned to the in-camera session at 10:32am.