

AGENDA

HARBOUR AUTHORITY MEETING

Tuesday, May 17, 2016

7:30 p.m.

Activity Room One, Ucluelet Community Centre

500 Matterson Drive,

Ucluelet, B.C.

Council Members:

Mayor Dianne St. Jacques

Councillor Sally Mole

Councillor Randy Oliwa

Councillor Marilyn McEwen

Councillor Mayco Noel



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HARBOUR AUTHORITY MEETING

7:30 p.m.

Wednesday, May 17, 2016

**George Fraser Room, Ucluelet Community Centre,
500 Matterson Drive, Ucluelet**

AGENDA

- 1. CALL TO ORDER**
- 2. ADOPTION OF MINUTES**
 - 2.1. February 16, 2016 Harbour Authority Minutes** p.5
- 3. PUBLIC INPUT AND PRESENTATIONS**
- 4. REPORTS FROM COUNCIL OR STAFF**
 - 4.1. Harbour Advisory Commission – May 4, 2016 Draft Minutes** p.7
 - 4.2. Staff Report on Harbour Advisory Commission Motions for May 4, 2016** p.11
- 5. NEW BUSINESS**
- 6. ADJOURNMENT**

5. NEW BUSINESS:

HA-025 It was moved by Councillor Oliwa and seconded by Councillor McEwen
THAT the Harbour Authority direct staff to apply for any and all grant funding opportunities available using the \$1 million investment by DFO in the Small Craft Harbour as leverage to facilitate completion of the Harbour Plan projects and phase currently underway.

CARRIED

HA-026 It was moved by Councillor Oliwa and seconded by Councillor Mole
THAT the Harbour Authority direct staff to advertise for vacant Harbour Advisory Commission positions.

CARRIED

6. ADJOURNMENT:

Mayor St. Jacques adjourned the harbour authority meeting at 8:03 pm.

CERTIFIED CORRECT: Minutes of the Harbour Authority Meeting held on Tuesday, February 16, 2016 at 7:30 pm in George Fraser Room, 500 Matterson Road, Ucluelet, BC.

Dianne St. Jacques
Mayor

Andrew Yeates
CAO

Harbour Advisory Commission
Meeting May 4, 2016, Activity Room 2 Community Centre
500 Matterson Drive, Ucluelet BC

IN ATTENDANCE

Chairperson Richard Parlee
Doug Kimoto
Roger Gudbranson
Lawrence Charnell
John Winpenny
Roy Alexander
Councillor Randy Oliwa
Barb Millar, recording secretary

REGRETS:
- Brock Johansen

CALL TO ORDER

Chairperson Parlee called the meeting to order at 7:30 pm.

APPROVAL OF THE MINUTES

Moved by Commissioner Charnell seconded by Commissioner Gudbranson to accept the minutes of February 10, 2016 meeting.
CARRIED

I-1 Draft Harbour Authority Minutes February 16, 2016

Moved by Commissioner Charnell seconded by Commissioner Gudbranson to receive the draft minutes of the February 16, 2016 Harbour Advisory Minutes.
CARRIED

Commissioners discussed gate options for the Main Street dock. Councillor Oliwa reported Jeanette O'Connor will have information for the Commission after the budget and audit processes are completed.

I-2 Small Craft Harbour – Catamaran Scope of Work

Chairperson Parlee and Commissioner Charnell summarized the information presented at the working group meeting May 4, 2016. . They reported Small Craft Harbour is ready to proceed with the installation of the catamarans in late June or early July 2016. The catamaran drawings were examined and discussed by the Commission members. Once the first stage of the catamaran is installed, the District of Ucluelet will be in the position to seek funding for the connector docks illustrated in the second phase drawings.

Moved by Commissioner Gudbranson and seconded by Commissioner Winpenny to recommend to the Harbour Authority to approve the installation of the catamarans as presented at the working committee. (Kimoto opposed)
CARRIED

Commissioners discussed Wonderful Holdings water lease, located adjacent to the Hemlock Street wharf.

Moved by Commissioner Charnell seconded by Commissioner Alexander to express concern to the Harbour Authority regarding access to our facility in light of Wonderful Holdings water lease and further, to recommend the Harbour Authority be kept apprised of all negotiations between DFO and the province regarding the water lease to Wonderful Holdings.

CARRIED

I-3 Commissioner Charnell Recommendations

Moved by Commissioner Charnell and seconded by Commissioner Gudbranson to recommend to the Harbour Authority that dog waste bags be installed at the Pat Leslie Boat launch and in the inner basin; that the boat launch area be graded to remove pot holes, better signage for parallel parking be installed at the boat launch and signage installed regarding parking time limit at the Pat Leslie boat launch

CARRIED

R-2 HARBOUR REPORT – KASSLYN CONTRACTING

Moved by Commissioner Gudbranson seconded by Commissioner Charnell to receive the Harbour Report submitted by Kasslyn Contracting.

CARRIED

NEW BUSINESS

NB-1

Moved by Commissioner Gudbranson and seconded by Commissioner Kimoto to recommend to the Harbour Authority investigation costs of installation of five new fingers for reserved berthage and moorage as well as the renewal of the existing fingers at dock A. with cost recovery options for maintenance of the existing docks.

CARRIED

NB-2 Public walkway Extension in the Inner Boat Basin

Moved by Commissioner Winnpenny and seconded by Commissioner Alexander to recommend to the Harbour Authority they explore the extension of the inner harbour public walkway through the Canadian Princess property and to follow the inner basin to the Water's Edge property.

CARRIED

NB-3 Election of Chair

Councillor Oliwa opened the nomination for Chairperson and Commissioner Gudbranson nominated Richard Parlee.

Councillor Oliwa called a second time for nominations and heard none.

Councillor Oliwa called a third time for nominations and heard none.

Councillor Oliwa declared Richard Parlee chairperson of the Harbour Advisory Commission for a one year term.

Councillor Oliwa welcomed Commissioners Alexander and Winpenny and thanked them for their commitment to a two year term.

ADJOURNMENT

It was moved by Chairperson Parlee to adjourn the meeting at 910 pm.

DRAFT



STAFF REPORT TO HARBOUR AUTHORITY

Meeting: MAY 17, 2016

500 Matterson Drive, Ucluelet, BC V0R 3A0

FROM: JEANETTE O'CONNOR, CFO

FILE NO: 0540-20 HA

SUBJECT: STAFF REPORT ON HARBOUR ADVISORY COMMISSION MOTIONS FOR MAY 4, 2016

PURPOSE:

The purpose of this report is to provide background and/or feasibility information, where necessary, to the Harbour Authority on the recommendations made by Harbour Advisory Commission at their May 4, 2016 meeting.

MOTIONS FROM THE MAY 4, 2016 HARBOUR ADVISORY COMMISSION MEETING:

The below motions are listed with numbers to facilitate convenient referencing only. Staff comments are [in blue](#).

- 1 *Moved by Commissioner Gudbranson and seconded by Commissioner Winpenny to recommend to the Harbour Authority to approve the installation of the catamarans as presented at the working committee.*

(Kimoto opposed) **CARRIED**

- 2 *Moved by Commissioner Charnell seconded by Commissioner Alexander to express concern to the Harbour Authority regarding access to our facility in light of Wonderful Holdings Water Lease and further, to recommend the Harbour Authority be kept apprised of all negotiations between DFO and the province regarding the water lease to Wonderful Holdings. (47.04)*

CARRIED

[All parties mentioned are already in cooperative communication.](#)

- 3 *Moved by Commissioner Charnell and seconded by Commissioner Gudbranson to recommend to the Harbour Authority that dog waste bags be installed at the Pat Leslie Boat launch and in the inner basin; that the boat launch area be graded to remove pot holes, that better signage for parallel parking be installed at the boat launch and there be signs installed regarding parking time limit signs installed at the Pat Leslie boat launch*

CARRIED

[Dog waste bag dispensers have been installed at both the Pat Leslie Boat Launch \(one\) and two more have been installed at SCH.](#)

[The boat launch area was graded the week of May 09, 2016, after the new docks were installed.](#)

[Signage for the Pat Leslie boat launch is being looked at.](#)

- 4 *Moved by Commissioner Gudbranson and seconded by Commissioner Kimoto to recommend to the Harbour Authority to investigate the cost of installing five new fingers for reserved berthage and moorage and the renewal of the existing fingers at dock A with cost recovery options for maintenance of the existing docks.*

CARRIED

The cost of each new finger was approximately \$1,800 two to three years ago. There are 15 fingers presently at Dock A.

One cost recovery option would be to increase to the basic rates for reserved berthage and moorage to cover the costs of the new fingers and to be able to put money away for their maintenance. Or, maybe a surcharge would be a better option. Maybe HAC could suggest some other cost recovery options for the maintenance of the existing docks.

- 5 *Moved by Commissioner Winpenny and seconded by Commissioner to recommend to the Harbour Authority that they explore the extension of the public walkway with the new owners of the Canadian Princess as it was originally planned to follow the inner basin to the Water's Edge property.*

CARRIED

Respectfully submitted:

Jeanette O'Connor,
Chief Financial Officer