



## SUNSHINE COAST REGIONAL DISTRICT

### Ports Monitors (POMO) Committee Meeting

Tuesday May 17, 2022

2:00 p.m. – 3:00 p.m.

SCRD Office Boardroom, 1975 Field Road, Sechelt BC

Electronically via Zoom Webinar

## AGENDA

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### CALL TO ORDER 2:00 p.m.

1. Welcome and Introductions
2. Review of Agenda
3. Election of Chair
4. Ports Monitors Committee Meeting Notes of March 10, 2020 Annex A  
pp 1 - 4
5. Ports Monitors Committee Representatives Update
  - Halfmoon Bay – John Howcroft (Appointed November 26, 2020)
  - Eastbourne – Rick Wagner (Appointed November 26, 2020)
  - Halkett Bay – Grant Henderson (Re-appointed January 28, 2021)
  - Hopkins Landing – John Rogers (Appointed September 9, 2021)
  - Gambier Harbour – Bruce Pollock (Re-appointed March 24, 2022)
  - Gambier Harbour & West Bay – Joseph Wright (Re-appointed March 24, 2022)
  - Keats Landing – John Richardson (Re-appointed March 24, 2022)
  - Vaucroft – **Open** (Russ Spencer resigned February 4, 2022)
  - Port Graves – **Open**
6. Ports Division Update
  - New Ports Division staff and restructure
  - Maintenance and Repairs
  - Capital Projects 2021 - 2022
7. Roundtable Updates from Ports Monitors

### ADJOURNMENT 3:00 p.m.

## SUNSHINE COAST REGIONAL DISTRICT

**Ports Monitors (POMO) Committee**  
**March 10, 2020**  
**SCRD Board Room – 1975 Field Road, Sechelt BC**

**MEETING NOTES**

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<b>PRESENT:</b>	POMO Committee Member (Vaucroft) (on phone) POMO Committee Member (Eastbourne) POMO Committee Member (Keats Landing) POMO Committee Member (Gambier Harbour/West Bay) POMO Committee Member (Gambier Harbour) POMO Committee Member (Halkett Bay) POMO Committee Member (Hopkins Landing)	Russ Spencer Al Borthwick John Richardson Joseph Wright Bruce Pollock (Chair) Grant Henderson Heather Blackwood
<b>ALSO PRESENT:</b>	Director, Electoral Area F Director, Electoral Area B Director, Electoral Area E Alt. Director, Electoral Area F SCR D Chief Administrative Officer SCR D GM, Planning & Community Development SCR D Parks Planning Coordinator SCR D Administrative Assistant/Recorder Public	Mark Hiltz (Liaison) Lori Pratt (Liaison) Donna McMahon Camille Berry Dean McKinley Ian Hall Sam Adams A. O'Brien 0
<b>REGRETS:</b>	POMO Community Contact (Halfmoon Bay)	John Willcox

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**CALL TO ORDER** 2:00 p.m.

**ACKNOWLEDGMENT**

It was acknowledged that the Ports Monitors (POMO) Committee meeting was held within the traditional territory of the shíshálh Nation.

**INTRODUCTIONS**

Roundtable introductions of Elected Officials, Ports Monitors (POMO) Committee members and SCR D staff members in attendance.

**AGENDA** The agenda was adopted as presented.

**MEETING NOTES**

The Ports Monitors (POMO) Committee Meeting Notes of July 19, 2019 were received and accepted as presented.

## **PORTS MONITORS COMMITTEE APPOINTMENTS UPDATE**

The Ports Monitors were thanked for their contribution to the Committee and respective dock communities. Providing photos and detailed descriptions of the issues happening at docks are appreciated when reporting to the Ports Division.

John Willcox was appointed by the SCRD Board for the Halfmoon Bay Ports Monitor role on December 19, 2019. Mr. Wilcox sends his regrets for this meeting. The Port Graves position remains open and applications are welcomed from the community.

## **PORTS DIVISION UPDATE**

### **Maintenance and Repairs**

SCRD contracted maintenance and repair provider, Summerhill Fine Homes conducted late winter/early spring maintenance inspections on Monday March 9, 2020. Reports will be submitted to the SCRD detailing the work conducted and future repairs required.

### **Capital Projects 2019 – 2020 Update**

- Vaucroft project completed - December 2019.
- Gambier Harbour Float B has been closed for months. Work is being done to remediate the movement between the connection of the two floats. SCRD contract engineer is provided advice on the connection.
- Gambier Harbour – Pile on the southeast corner and wheels on the gangway, raise the step off from the gangway. Summerhill has added to their maintenance list.
- Halkett Bay Capital project – 2018 float work, April contract to replace deck boards, cross bracing (vehicle load), other approach work.
- West Bay Float – 2018 approach. Float needs flange repair. Next for RFP
- Keats Landing structural repairs – July damage/accident. Insurance confirmed. Repair delay due to weather. Contractor has confirmed that the work will begin in April.

Smaller capital repair items:

- Gambier cross bracing
- Eastbourne bearing pile
- Capital work is budgeted through annual capital reserve contribution

### **SCRD Restructure**

- Additional staff resourcing required to keep the service level for Ports
- 0.7 Engineering Technician for Ports Division service

## **FORECAST – LOOKING FORWARD**

Major Inspections for 2020 will include Eastbourne, Keats Landing and Hopkins Landing. Major inspection includes underwater dive inspection. Dates to be communicated to POMO when scheduled.

Signage Upgrade Project: Dimensions of the signs are being confirmed by Summerhill during inspections. SCR D will consult POMO on signage changes before installing.

Fire Extinguishers: Required to be up to code. Some challenges have been identified: on a marine environment, inspections, theft, and vandalism. SCR D is consulting with other Harbor Authorities for lessons learned. SCR D will share specifications with POMO.

#### *Discussion on Fire Equipment at Docks*

Suggestion to install fire buckets on SCR D docks.

Gambier Harbour dock: firefighting equipment, two extinguishers already at the road head of the dock. Less than 1km away from the dock. One at New Brighton dock and 1 at West Bay dock.

Eastbourne dock: access to fire equipment in a shed near the dock entrance (100m).

Halkett Bay dock: looking into a grant for the community to access fire suppression equipment.

Vaucroft dock: fire extinguisher may be ok on the dock. Equipment is coming, but not sure where it would be stored.

Keats Landing dock: fire shed just above the dock entrance (500ft).

Hopkins Landing dock: no equipment at the dock. May be problematic with children on the dock during the summer.

Vaucroft Partnership for Shelter on the Dock: Province has asked questions about the shading and environmental impact. Appreciate the community partnership in developing this proposal.

Derricks/Cranes: Repairs have been made by Summerhill. SCR D working on usership and safety. Discussion with Small Craft Harbours on advice for signage and educational component for how to use the crane. Suggestion to add a user guide booklet attached to the crane. Looking into training/education opportunities, instructional videos. POMO members could be resources to develop these materials.

### **SWOT – INTERACTIVE GROUP EXERCISE**

Review of the interactive SWOT exercise: Strengths, Weaknesses, Opportunities, Threats.

Review of the comments noted under each category.

Suggestions/Discussion:

- This could be expanded to a larger group of community members.
- Put this diagram up on the SCR D Ports Division webpage and the public could provide more feedback to this.
- Organize a Zoom session or forum for Ports Function.

### **ROUNDTABLE**

Roundtable updates included the following points:

Al Borthwick, Eastbourne – Appreciate involvement in POMO, helps to answer public's questions. Sees progress, pleased with situation.

John Richardson, Keats Landing – Good communication, puts notices on Keats Cottagers Facebook page, concerned about condition of the float, concerned about condition of the wooden gangway.

Heather Blackwood, Hopkins Landing – Appreciates the repairs, new LED lighting is great, very busy during the summer: lack of washrooms, garbage. Potholes have been fixed. Bylaw enforcement rounds and physical presence for parking issues needed. Dogs on the beach is a concern.

Grant Henderson, Halkett Bay – Eager for dock re-opening after structural repairs. Community is growing, more during summer and year-round full-time residents. Growth in the area will continue. Appreciates unique dock representation.

Joseph Wright, Gambier Harbour and West Bay – Noted significant growth on Gambier Island. Increased commercial use on Gambier Harbour and West Bay.

Russ Spencer, Vaucroft – Appreciates the recent repairs. Signage needed for loading and unloading and moorage time. Could there be an amendment to Bylaw for the time allowed for moorage specifically for Vaucroft needs?

Bruce Pollock, Gambier Island – Interest in installing a kayak rack, prototype drawing will be sent and seeking feedback from public. LED light on Gambier lower float needed.

Mark Hiltz, Director Area F – Skwxwú7mesh Nation evaluating options for New Brighton dock. Divestiture is not being looked at by the SCRD. January 2011 SCRD Board dock divestiture recommendation states that the issue will not be revisited for 10 years.

The next meeting be scheduled in July 2020. A date availability poll will be circulated. The Committee expressed interest in online options for meetings going forward.

**ADJOURNMENT 3:45 p.m.**