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**SMALL CRAFT HARBOURS**  
**PACIFIC REGIONAL HARBOUR AUTHORITY**  
**ADVISORY COMMITTEE (PRHAAC)**

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**DRAFT RECORD OF DISCUSSION**

Wednesday, October 29, 2014  
Boardroom A, 2<sup>nd</sup> Floor, 401 Burrard Street, Vancouver, BC

**PRHAAC Members:**

Bob Baziuk, Steveston HA  
Lutz Budde, Oona River HA  
Rick Hill, Port Edward HA  
Bill Irving, District of Ucluelet  
Ben Maberley, Whaler Bay HA  
Frank Mauro, HA of Pender Harbour  
Liz McLeod, Comox HA

**SCH Ex-Officio PRHAAC Members:**

Ken Smith, Regional Director  
Robin Richardson Regional Manager Client Services  
Stacey Martin, Program Officer

**Guests:**

Cheryl Webb, A/Associate RDG  
Carole Eros, Regional Monitoring Coordinator  
Lorne Collicutt, Manager, Integrated Fishery Data  
Joel Baziuk, Steveston HA  
Vahid Kahnamelli, Regional Engineer, SCH

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**1. WELCOME AND REVIEW OF AGENDA**

- Ken Smith welcomed PRHAAC members and guest Joel Baziuk, from Steveston Harbour Authority. Ken advised that Joel was participating as an observer as part of the broader PRHAAC succession planning and indicated that he hoped to make additional opportunities available to HA representatives interested in participating in the advisory process.
- Ken then provided a quick review of the meeting Agenda.
- Bill Irving requested that Ken provide some insight into the DFO/SCH budget planning process, which Ken agreed to speak to as part of his SCH Update.
- The meeting Agenda was then adopted.

**2. REVIEW OF RoD and ACTION ITEMS**

- PRHAAC members accepted the RoD from the June 2014 PRHAAC meeting.
- A brief discussion of outstanding Action Items from the June 2014 meeting then took place, with the following updates provided:
  - Action Item #1: Stacey Martin advised that the *Compendium of Funding Sources* document developed by NHQ had now been finalized and posted to the SCH webpage and would send the link to PRHAAC members. SCH

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NHQ will be sending an HA Bulletin to all Harbour Authorities regarding the availability of the *Compendium* document.

- Action Item #3: Bill Irving advised that he met with provincial representatives, who advised that their harbour planning initiative was currently stalled due to other priorities. Bill confirmed that he would keep SCH apprised moving forward.
- Action Item #7: Ben Maberley confirmed that the water level data that he had been collecting had unfortunately been lost during a computer malfunction and; therefore, was no longer available.

**Action Item #1:** SCH (Stacey Martin) to provide PRHAAC members with a link to the *Compendium of Funding Sources* developed by NHQ.

### **3. DFO UPDATE**

- Acting Associate Regional Director General (ARDG), Cheryl Webb, joined the meeting to introduce herself to Committee members and to provide an overview of departmental priorities to the group.
- She advised members that she had been acting in the role of ARDG for the past five months. Previously Cheryl had been a Department of Justice employee providing in-house legal counsel to DFO for more than 15 years.
- Cheryl highlighted that DFO was still operating in a climate of budget restraint, with the Department continuing to look for efficiencies and identified three current areas of focus for the Department regionally:
  - Evolving First Nation Legal Context;
  - West Coast Energy Files;
  - Infrastructure.

**Action Item #2:** SCH to explore opportunities for further engagement on government structures/processes related to West Coast Energy Files and World Class Oil Spill Response at the next PRHAAC meeting.

### **4. SCH UPDATE**

Ken Smith provided the following up-date to members:

- Staff Changes
  - Newfoundland and Labrador Small Craft Harbours Regional Director, Bill Goulding, is currently acting as the Associate Regional Director General for DFO in that Region for a short period of time.
  - Alain Hébert will be deployed to the position of Regional Director, SCH, Maritimes and Gulf Region as of February 2015. Alain will replace current acting Regional Director, Natalie Leveque.
- SCH Current Year Program
  - Still some project announcements outstanding, but they are not impacting project delivery

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- Budget 2014
  - Members were reminded that \$40M of funding for SCH nationally over a two year period was identified in Budget 2014 In Pacific Region, only the project at Kitamaat Village harbour has been announced thus far; however, another project is in the planning stages.
- National Issues
  - Long Term Strategy
    - The SCH program was evaluated and while it does align well with government priorities, it is currently unsustainable based on current funding. As such, long term options need to be developed and as a first step in that process, a data collection initiative was initiated last year.
    - Data collection is now essentially complete and the Program is now in the quality control and analysis phase, with options and policy review to follow as next steps.
    - There are still some gaps in information in the Pacific Region, specifically as relates to landings information and efforts to secure improved harbour level information will continue.
    - Members highlighted the importance of socio-economic information in the consideration of any options.
  - Enforcement and Compliance – Derelict & Abandoned Vessels
    - Ken advised that an update at the upcoming NHAAC meeting would be provided, including the status of Transport Canada’s work.
    - He highlighted that the focus is the review that Transport Canada was tasked with, while also exploring what can be done regionally and at the program level. The importance of the national context was also highlighted.
    - Robin Richardson confirmed that Transport was finalizing a list of definitions that may be useful moving forward.
    - Discussion took place on the issue of derelict vessels
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- Ken responded to Bill Irving’s question on the project planning process that HAs may propose projects to SCH at any time, as the next planning cycle is always on the horizon. He indicated that there is some in-year flexibility as relates to small (< \$40K) projects throughout the year and stressed that HAs should advise their Program Officers of any projects they would like considered.
- SCH was in the process of formalizing its inspection sharing process to ensure that HAs have access to cyclical inspection results in order to help inform their maintenance and planning.

Robin Richardson then advised members of the following:

- Status of Transition to New Not For Profit Act
  - Robin confirmed that 40 of 41 HAs required to transition to the new Act had submitted their paperwork in advance of the October 17, 2014 deadline, due in part to the assistance that the HAABC and Ben Maberley provided to HAs.

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- Socio-Economic Study
  - Work is underway, with the support of DFO's Policy group, to revisit the 2008 Gislason Socio Economic study, utilizing LTS data and exploring how it may also be used as a template for individual harbour-level socio-economic studies as well.
  - Robin confirmed that a Statement of Work was being developed and would be provided to PRHAAC members for feedback before being finalized.

Action Item #3: SCH (Robin Richardson) to share draft Socio-Economic Study Statement of Work with PRHAAC members once it has been drafted.

**5. LADDER UPDATE**

- Vahid Kahnamelli brought a prototype of the ladder to the meeting for members to see and advised that four harbours (Ucluelet, Comox, False Creek and Steveston) had been identified as pilot sites and would have ladders provided to them for installation and testing. Port Edward would also receive harbours to test on their Large Scale Floating Wharf.
- Discussion on the prototype and the pilot project took place, with Ken confirming that the plan is that all harbours would be addressed over a ~3-4 year period.
- SCH has reviewed requirements, was prepared to stand behind the design, was committed to providing ladders to harbours and would consider looking at opportunities to collaborate on installation in cases where HAs expressed interest, but advised that if any HA Boards had any further questions they could contact him directly to discuss.
- In response to discussions on the matter of anti-fouling paint, Vahid committed to following up with interested PRHAAC members to discuss potential options in more detail.

Action Item #4: SCH (Vahid Kahnamelli) to follow-up with PRHAAC members (Liz McLeod, Ben Mabberley and Rick Hill) regarding anti-fouling paint options.

**6. LIVEBOARDS UPDATE**

- Robin Richardson reminded members that it was an SCH regional priority to review and clarify the liveboard policy and address any gaps.
- Robin reiterated that SCH has and continues to discourage liveboards; however, if HAs do choose to allow liveboards, requirements need to be met that are not currently clearly outlined in the lease.
- The need for HAs to have a written liveboard policy (whether they permit liveboards or not) was highlighted, as was the need for that policy to be consistently applied.
- Discussion took place on the pros and cons of liveboards from an HA perspective.
- Robin then distributed SCH's draft liveboard guidelines document to PRHAAC members with a request for their feedback.

Action Item #5: PRHAAC members to review SCH's draft guidelines on liveboards and provide feedback to SCH (Robin Richardson) by the end of December 2014.

## **7. OVERVIEW OF REGIONAL LTS DATA**

- Due to time constraints, Stacey Martin provided a hardcopy of the presentation to members for their information and advised that members could contact her with any questions.

Action Item #6: SCH (S. Martin) to email an electronic copy of the LTS Regional Overview presentation deck to PRHAAC members for their further reference.

## **8. LANDINGS DATA COLLECTION DISCUSSION**

- Regional Monitoring Coordinator, Carole Eros, joined the meeting to provide members with a brief update regarding catch monitoring work in the region.
- Carole provided an overview of the catch monitoring policy framework that was finalized in 2012, highlighting its focus on a risk-based approach and advising that implementation of the framework was a regional priority.
- It was agreed that SCH would follow-up with Carole offline to explore options for further information sharing and engagement.

Action Item #7: SCH (Robin Richardson) to follow-up with Carole Eros to explore options for further information sharing and engagement in advance of the next face-to-face PRHAAC meeting.

- Lorne Collicutt, Manager, Integrated Fishery Data joined the meeting by telephone to provide members with an overview of current fisheries data collected by the Department
- Data is currently collected through a wide variety of programs including: logbooks, dockside monitoring, validated catch and fish slips for commercial fisheries. As most programs typically measure what is being taken out of the water, not where it is landed in the short term harbour level landings data would likely not be available
- Discussion then took place on information that is available that could be used to get, at minimum, some rough estimates of landings data to help better inform the harbour activity/economics piece.
- Lorne suggested utilizing sampling/survey methodology over a one-year or even a summer period and extrapolating that data might be a good approach to explore further and SCH could follow up with him to identify potential options.
- It was agreed that while much more work was required, it was a priority to continue to explore some options for obtaining even rough estimates to better inform the program and the use of Pacific Region harbours.

Action Item #8: SCH (Ken Smith) to follow-up with Lorne Collicutt to explore options and identify resources to support the collection of harbour level landings data.

## **9. NHAAC MEETING PREPARATION**

- Ben Maberley, who is a member of the NHAAC Contact Group, reviewed the draft NHAAC meeting agenda that had been shared and discussed with the Contact Group. Although the agenda still needed to be finalized, proposed topics included:
  - SCH Dredging Study;
  - Habitat Banking;

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- Long Term Strategy; and
- Abandoned and Derelict Vessels.
  
- Stacey Martin and Robin Richardson then presented the draft RHAAC Update and NHAAC deck to members, with a request for their feedback on the proposed topics and content.
- Members provided some immediate feedback and agreed to further review the draft deck and provide any further input they may have prior to the upcoming NHAAC meeting.

Action Item #9: PRHAAC Members to provide SCH (Stacey Martin) with any RHAAC Update deck feedback they may have so that the deck may be finalized and provided to regional NHAAC representatives prior to their participation in the upcoming NHAAC meeting.

**10. HAABC AND HAC UPDATES**

- HAABC Vice-President and PRHAAC member, Lutz Budde, provided an HAABC update to members on the following:
  - HAABC's legal support initiative;
  - zone meetings;
  - HA transition to new NFPA;
  - 2015 HAABC Seminar;
  - HAABC business planning;
  - training; and
  - outreach program for HAABC Directors.
  
- Regional HAC Representative Ben Maberley presented to members on the recently developed HAC website, which is now online.

**11. ADVISOR UPDATES**

- Liz McLeod stressed the value and importance of HAABC zone meetings, from her perspective.
- Lutz Budde expressed his appreciation for the inspection report sharing process that had been formalized by SCH.
- Joel Baziuk updated members on his net recycling initiative and requested that members spread the word and let him know of any nets that are available.

**12. WRAP-UP AND NEXT MEETING**

- Members were advised that the next PRHAAC meeting would be a post-NHAAC meeting teleconference call that would be scheduled for early December 2014.