

---

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

---

**RECORD OF DISCUSSION**

Thursday, June 13, 2013  
Shelby Boardroom, 11<sup>th</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  
Liz McLeod, Comox HA

**Regrets:**

Frank Mauro, HA of Pender Harbour

**SCH Ex-Officio PRHAAC Members:**

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

**Guests:**

Sylvie Bérubé, Associate Regional  
Director General, DFO  
Greg Savard, Consultant  
Vahid Kahnamelli, Regional Engineer,  
SCH  
Liane O'Grady, IPPA Manager, SCH

---

**1. WELCOME AND REVIEW OF AGENDA**

- Ken Smith welcomed the PRHAAC members and guest Greg Savard, who has been retained by SCH to provide recommendations on HA compliance and enforcement issues.
- PRHAAC members proposed the following additional topics for inclusion in the Agenda:
  - Alternate Revenue Sources (Bill Irving)
  - Environment Canada Inspections (Bob Baziuk)
  - NHAAC and PRHAAC Mandate and Awareness (Lutz Budde)
- The Agenda, with additional items included, was adopted.

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

- PRHAAC members did not have any concerns with the RoD from the November 2012 PRHAAC meeting.
- Robin Richardson provided a verbal update on the Action Items from the November meeting, including confirmation that in the case of escape ladders at SCH facilities, the federal code applies.

<p><i>Action Item #1:</i> SCH (Robin Richardson) to provide exact escape ladder standards to PRHAAC members</p>
-----------------------------------------------------------------------------------------------------------------

Action Item #2: SCH (Robin Richardson) to seek legal opinion from NHQ regarding occupational health and safety jurisdictional authorities with respect to HA-managed harbours.

### **3. UPDATE – TRANSPORT CANADA, DERELICT AND ABANDONED VESSEL STUDY**

- Robin Richardson provided a brief overview of current initiatives associated with the issue of derelict and abandoned vessels, including a review of the highlights of Transport Canada's recent *Study of the Extent of Abandoned and Derelict Vessels in Canada* and a summary of the April 2013 Abandoned and Derelict Vessels Interdepartmental Working Group meeting.
- The challenges of addressing an issue which has both jurisdictional complexities and resource constraints was discussed, as were the specific difficulties facing HAs in dealing with owners of derelict vessels.
- Members were advised that the Working Group had identified the need for more current information on the breadth of the derelict and abandoned vessels issue and in order to help ensure that the inventory of these vessels is as comprehensive as possible, a template for completion has been developed.
- PRHAAC members were provided with the draft information collection template and advised that it would be distributed to all HAs shortly. It was acknowledged that some additional thought would need to be given to information collection at non-HA managed sites.
- Identifying opportunities for external (e.g. advisory group, etc.) input into the Interdepartmental Working Group review process more generally was also identified as an important next step moving forward.

### **4. PACIFIC COMPLIANCE & ENFORCEMENT REVIEW**

- Greg Savard presented his deck on Regulatory/Compliance Improvement to the group and outlined his initial findings and recommendations.
- General support for the existing HA model was confirmed and good discussion took place regarding SCH and HA Board roles and responsibilities and challenges and options moving forward.
- It was acknowledged that harbour management is becoming increasingly complex and the need for a comprehensive and representative lease agreement and additional supporting tools and processes was identified, as was the need to further clarify HA Board roles and responsibilities.
- While the *Fishing and Recreational Harbours Act* (FRHA) and Regulations were discussed, it was clarified that HAs do not enforce the FRHA and Regulations, but rather manage harbours through lease agreements, which further highlighted the need to ensure that agreement is an enabling document.
- Further general discussion on regulatory/compliance improvement took place during the latter half of the discussion, with an emphasis on the existing challenges and the 10 proposed recommendations contained within the draft document.
- PRHAAC members were encouraged to provide any further feedback they may have to Greg Savard directly so that it could be incorporated, as appropriate, into the next draft of the document, which will ultimately be presented to NHQ.

- Action Item #3: PRHAAC members are to provide any further feedback they may have regarding the Regulatory/Compliance Improvement Discussion Document directly to Greg Savard before the end of July 2013 for consideration.

## **5. DFO UPDATES**

- Associate Regional Director General, Sylvie Bérubé joined the meeting to provide a Departmental update. Ms. Bérubé touched on a number of topics, including Budget 2013 and the National Online Licensing System (NOLS).
- Members highlighted their concerns regarding DFO support for the commercial fishing industry and identified impacts the NOLS implementation delays were having on some commercial fishers.
- In response to concerns expressed, Ms. Bérubé committed to looking into the NOLS issue, specifically concerns regarding availability of Fisher's Registration Card (FRC) licences.

- Action Item #4: DFO (Sylvie Bérubé) to follow-up on the NOLS licence issuance concerns identified by PRHAAC members and further update, as necessary.

## **6. SCH UPDATES**

- Ken Smith provided PRHAAC members with an SCH update, highlighting that:
  - management structures at DFO are being revisited as part of recent budget;
  - significant transition within the Department is currently presenting some operational challenges in the interim (e.g. the implementation of the contracting hub);
  - the SCH program budget for 2013-14 has not yet been announced;
  - two 2012 HA Prix d'Excellence recipients in Pacific Region (Art Childs and Fanny Bay Harbour Authority) will have awards presented regionally in June; and
  - the SCH Program Evaluation is now available publicly.

## **7. PACIFIC COMPLIANCE & ENFORCEMENT REVIEW – CON'T**

- Refer to section 4.

## **8. LONG TERM STRATEGY DATA COLLECTION**

- Ken Smith advised that the Small Craft Harbours Program was undertaking a comprehensive data collection exercise for all harbours nationally. He highlighted that while a lot of information is already available, it needs to be updated to reflect the current state of affairs and reviewed to ensure that each region is recording and interpreting information in a consistent manner.
- He confirmed that a Harbour Authority Bulletin would be sent to all HA Boards in the next few weeks and indicated that while some information was already available to populate the data elements, additional would need to be collected by SCH on the infrastructure side and provided by HAs on the current use and financial activities side.
- Robin Richardson presented the draft HA data collection templates and guidance documents to members for their review.
- Ken highlighted the importance of this initiative to PRHAAC members and advised that with the assistance of the guidance documents currently being developed and the support of Program Officers, the three templates would need to be completed by HAs by the end of September. He also confirmed that SCH was also collecting infrastructure data in order to

inform the harbour condition piece. He confirmed that once the HA Bulletin had been distributed, Program Officers would be contacting HAs individually.

- Action Item #5: PRHAAC members to review the draft data collection templates and guidance documents provided at the meeting and advise of any questions or concerns, so that feedback may be incorporated into subsequent drafts prior to finalization and distribution to HAs.

## **9. HAC AND HAABC UPDATES**

- Bob Baziuk advised that the HAABC Board of Directors met on Wednesday, June 12, 2013. Key items discussed at the meeting included a review of the HA survey results and some initial planning for the 2014 HAABC Conference.
- Ben Mabberley confirmed that 88% of all Harbour Authorities are now covered under the HAC insurance program nationally. He further advised that work was also being undertaken to develop board due diligence information and tools for HAs, from an insurance perspective.

## **10. ADVISOR UPDATES**

- The additional Agenda items proposed by Members were discussed, as follows:
  - Bill Irving outlined some potential revenue sources and requested that they be given some further consideration by SCH and DFO.

- Action Item #6: PRHAAC member (Bill Irving) to provide information on proposed potential revenue sources to Ken Smith, who will share with his departmental colleagues on receipt.

- Bob Baziuk indicated that he was aware that Environment Canada had recently undertaken some site inspections at harbours. Ken Smith indicated that results thus far at SCH sites in Pacific Region had been positive and urged HAs to treat the inspections seriously, do the best that they can and communicate with SCH throughout the process to ensure that any issues can be addressed, as necessary.
- Lutz Budde identified the need to further communicate the role and mandate of the PRHAAC and NHAAC to HAs. The need for increased awareness regarding the HA advisory process was acknowledged and members were encouraged to continue raising issues or concerns they or others may have at the Committee level.

## **11. WRAP UP AND NEXT MEETING**