

Chemainus - Thetis - Penelakut Ferry Advisory Committee

September 2023 Meeting Agenda

1:00 pm – 2:30 pm, Virtual

Meeting Purpose

- 1. Share information by providing the Ferry Advisory Committee with:**
 - Updates on corporate and route-specific activities, plans and projects
 - Answers and updates on route-specific questions and concerns

- 2. Hear feedback and initiate action by:**
 - Hearing from the Ferry Advisory Committee about potential solutions to areas of concern
 - Generating trackable action items and next steps to address areas of concern raised by the Ferry Advisory Committee

- 3. Increase transparency and accountability by providing a public venue where:**
 - Community members can observe and hear the information and feedback exchanged between BC Ferries and the Ferry Advisory Committee
 - Actions and solutions to concerns can be identified, recorded, tracked and reported

Topic	Time
Territory Acknowledgement, Welcome & Introductions 1. Aaron for SD 79 introduction – Jeff Rowan head of inclusive learning	10 mins
Follow up 1. Bathrooms at Penelakut terminal 2. Lane widening at Penelakut terminal 3. Vessel renaming 4. Ferry cancellations 5. Crewing 6. Port Authority stakeholder relations	30 mins
New Items – Discussion Section 1. Kuper Refit 2. Men and women’s washrooms on Kuper 3. Terminal upgrade 4. Thetis dock beach trail 5. Webcam 6. Emergency planning on Thetis 7. TOR Update	45 mins
Final Questions & Close	5 mins

Chemainus - Thetis - Penelakut Ferry Advisory Committee Meeting Topic Log September 26, 2023

NOTE: notes summarizing the general discussion of meeting participants is included in the appropriate section of each agenda item in the table below.

Text in black was information sent to all meeting invitees prior to the meeting as part of the agenda. **Text in blue** are notes taken during the meeting as each item was discussed. **Text in red** captures a follow up action and parties responsible.

Meeting attendees:

BC Ferries: Tamara Olson, Derrick Greenhalgh, Camrin Hillis, Captain Weigold, Mak Roderick, Jameson Mtanga, Natalie McCall, Jesse Lightman,

Ministry of Transportation & Infrastructure:

FAC: Sharon Cross, Keith Rush, Joan Brown, Ken Hunter, Joshua James, Anne-Marie Koeppen

Public:

Follow-up Items	
Bathrooms at Penelakut terminal	<p>J. James met with BCF Terminal Projects Team and Indigenous Relations Team to establish a working group with ongoing meetings regarding terminal upgrades and projects with the Penelakut Tribe as well as to communicate the need for a larger ferry to the island. Meetings are expected to begin in April. A suggestion was made for C. Hillis to join in relevant meetings.</p> <p>ACTION: C. Hillis will connect with J. Josh regarding adding bathrooms to the Penelakut terminal. Completed</p> <p>Update: There is now a portable washroom Penelakut terminal. We are currently working with Penelakut on the creation of artwork on the enclosure around the washroom.</p>
Lane widening at Penelakut terminal	<p>There is a considerable amount of water runoff and pooling at the foot passenger area of the terminal during long periods of rain.</p> <p>ACTION: BC Ferries will connect with the Penelakut Band to discuss options to change the road in front of the Band Office.</p> <p>Update: The Indigenous Relations team is aware of the concern and plan to connect with Penelakut tribe on</p>

	<p>landscaping options. J. James has been working with BCF Indigenous Relations teams regarding habitat restoration work which includes some landscaping.</p> <p>ACTION: C. Hillis will connect with Penelakut to visit the site and discuss options around landscaping near the terminal to reduce rain effects. Completed</p> <p>Update: Site visit took place between terminal maintenance. Nothing was identified for landscaping improvements, but BCF Indigenous Relations Team and Penelakut will continue to work together to identify areas of work.</p>
<p>Vessel renaming</p>	<p>BC Ferries has been working closely with the Penelakut Tribe on the renaming of the Kuper, we look forward to sharing updates with the community soon.</p> <p>ACTION: S. Cross will connect with Chief J. Brown of Penelakut Tribe to see if there is anything to report back to the FAC and BCF on the renaming of the Kuper. Completed</p> <p>Update: BCF and Penelakut have been in conversations for the renaming of the vessel. We are working through final steps and look forward to sharing the next update.</p>
<p>Ferry cancellations</p>	<p>Co-Chair S. Cross requested that when early morning ferry cancellations occur that the next available sailing stop at the Penelakut terminal to ensure that community members waiting to get to work or important cultural events are able to travel. Another request was made to provide a water taxi promptly so that in the case where another sailing will be postponed, residents can still get to work on time.</p> <p>ACTION: Marine Superintendent to review and provide information and Community Relations to follow up with FAC after review.</p> <p>Update: The Marine Superintendent is continuing to work with teams on communications and what steps need to be taken for future action.</p>
<p>Crewing</p>	<p>FAC requested BCF share job opportunities at the Spring Job Fair at the Cowichan Community Centre on Thursday March 30, 2023.</p> <p>ACTION: Community Relations to pass information on to People and Culture about Job Fair opportunity. Completed</p> <p>Update: Information was passed along, however it was unfortunately too late to attend the Job Fair. People and Culture will consider this an opportunity for future recruitment seasons. Please feel free to share any other recruitment opportunities with the CR team.</p> <p>ACTION: Community Relations team to update the FAC if there are any upcoming job fairs in the region. Completed.</p> <p>Update: CR confirmed there were no upcoming job fairs scheduled for the region at the time. BCF will let FAC know of upcoming opportunities and update the Community Pages.</p> <p>Crewing update from BCF: Staffing and near term outlook</p>

	<p>Currently staffing levels are full on Rte 20. We have sufficient deck hands and licensed officers.</p> <p>Three deck hands have been hired from Penelakut and are now trained. The casual pool is now full. They have been trained on the Kahloke. FAC asked if the vessel change will impact the crewing levels. There is no expected changes except that we will be running day-for-day schedule including 7 days on and 7 days off which tends to be more appealing to vessel crew.</p>
<p>Port Authority stakeholder relations</p>	<p>A request was made to include Thetis Island Port Authority in long term planning of BCF terminal development projects.</p> <p>ACTION: Community Relations team to connect the terminal development project team with the Thetis Island Port Commission. Completed.</p> <p>Update: Port Commission contact information was shared with Terminal Development team.</p> <p>FAC Chair asked who this contact.</p> <p>ACTION: CR Team to find out this contact and share with FAC Chair. Completed</p> <p>Update: Current contact information with BCF - Christopher Pegg and Peter Theriault tipc@thetisland.net</p>

<p>New Items – Discussion Section</p>	
<p>Kuper Refit</p>	<p>Refit schedule Kuper is in refit October 11 – December 4.</p> <p>Discussion on replacement vessel The replacement vessel for the Kuper (AEQ 26) will be the Kahloke (AEQ 21).</p> <p>Plans for next performance term and 2028 refit Marine structures are planned for all three terminals in PT6. Please see “terminal upgrade” section in agenda for more information. Performance Term 6 is for service between 2024 - 2028</p> <p>Scope of work on the Kuper The refit will include new fire suppression, draft indicators, wind speed indicators and radars. FAC asked if there was a way to make the vessel quieter. Captain Weigold responded this would require significant changes includes reducing the carrying capacity of the vessel. It is not within the scope of this refit.</p> <p>FAC inquired as to why no SN had been provided regarding the vessel refit and changes to carrying capacity yet. A delay in have online schedules posted caused a delay in the SN being sent out. SN is expected to be posted by end of day.</p>

	<p>FAC requested to link the new schedule, created by the community to the BCF schedule on the website, not the BC Ferries schedule. Customer Experience will see if this can be added to the Route 20 schedule page. ACTION: FAC to send the community created schedule link to T. Olson and T. Olson will share with the webmaster to investigate if this can be added to the BC Ferries page as a link. Completed</p> <p>Update: We are not able to provide a link to an external schedule on our BC Ferries website. We can include the link for the website on the community page and this was completed.</p> <p>Danger Cargo Sailing BCF Shared four dates for DG sailings while the Kahloke is servicing the route including Oct. 19, Nov. 2, Nov. 16 and Nov. 30. If there are any DG sailings requested for Penelakut Island then BCF will provide an unscheduled sailing stop to accommodate this request. This will cause a delay in scheduled service and we will communicate via service notice if this occurs.</p> <p>FAC commented there would be a long service gap between Penelakut and Thetis during the DG sailing dates and requested that the DG run goes departs on the 8:25 am and returns on the 3:20 pm. BCF responded that we may run an alternate schedule during those dates to mitigate the gaps in service. Alternatively, we can request the DG travellers arrive before the start of the regular ferry vessel sailings.</p> <p>ACTION: Fleet Deployment and Scheduling team to work with vessel operations teams and terminal operations to investigate what options are available for shortening the service gap on DG sailing dates. Completed</p> <p>ACTION: Terminal Manager to reach out to commercial vehicles that utilize the DG sailings to investigate options for changing the DG sailings to reduce service gaps. Completed</p> <p>ACTION: J. James to follow up with Penelakut Tribes housing department regarding shipments to Penelakut Island to see what current schedule exists to ensure it aligns with any changes.</p>
<p>Men and women’s washrooms on Kuper</p>	<p>Discussion on switching the men’s and women’s washrooms around for better privacy for the women’s WC on the Kuper while in refit All crew or public single-use toilets will be replaced with “all-gender” signs. If a washroom has more than one toilet, it will remain as men/women.</p> <p>FAC shared some members of the public and crew are opposed to changing the washrooms stating that the handicap washroom is already universal and has lots of space. FAC quoted comfortability as a factor to keep the washrooms in their current configuration.</p> <p>All washrooms on Kuper are single use therefore they will all be “all gender” washrooms starting with the staff and then the public washrooms. This is a fleet wide policy change followed by terminal wide policy change.</p>

	<p>ACTION: BCF will follow up with any adjustments that can be made to the configurations of bathrooms on the Kuper.</p> <p>FAC complained that the Toilet Paper is too far from the toilet and the locking mechanism is difficult to use which leads to people being walked in on in the washroom.</p> <p>ACTION: BCF to share this feedback with the engineering team responsible for the refit. Completed</p>
<p>Terminal upgrade</p>	<p>Route 20 terminal upgrade schedule. Life extension work for Chemainus, Thetis and Penelakut is expected to include timber pile replacement, trestle and asphalt repairs. Expected dates for projects are Fall 2024. We look forward to updating the FAC regarding community engagement and service planning.</p> <p>J. Mtanga, project manager, provided an update that the projects for all three terminal are currently going through the approvals with Department of Fisheries and Oceans as well as our teams are working closely with local First Nations. The next step will then be focused on the design work. We will be looking to update the community on opportunities for engagement when these initial steps have taken place.</p> <p>Chemainus redevelopment including berth replacement and updates to the ticketing booth, are expected to take place in 2027/2028. We look forward to updating the FAC regarding community engagement and service planning once the project planning begins.</p>
<p>Thetis dock beach trail</p>	<p>Thetis dock beach trail The trail adjacent to the ferry is closed for habitat restoration in partnership with Penelakut Tribe. This will remain closed for the foreseeable future. A sign has been placed up for the public's awareness. There is still beach access through the nearby private property. Please note, the property owner is requiring the public sign a waiver for safety and liability reasons.</p> <p>The sign is in the hands of the print shop at DEAS Dock and will be printed and sent to Terminal Maintenance shortly for installation.</p>
<p>Webcam</p>	<p>Status of webcam at Chemainus Terminal A minor routes current conditions project is underway and will include webcams at terminals on BCF property. Next project update expected end of October. FAC will have an opportunity to take part in a demonstration of updates before it goes live.</p> <p>The webcam project is ongoing and we're working on updates for the website. We will be providing a demonstration to the FACs prior to it going live. Thetis, Penelakut and Chemainus will be included in the project. There will be additional cameras for both public use and for</p> <p>FAC asked where the webcam for Thetis will be. N. McCall shared it will be located on BCF property and is not</p>

	<p>yet installed. We will be showing the FAC where the cameras will be pointing for feedback on position where available. It is expected to include the line-up, holding lot, and parking lot.</p> <p>ACTION: N. McCall to follow up with CR team regarding updates for FAC involvement.</p> <p>ACTION: T. Olson will share what is known about what areas the cameras will be capturing.</p> <p>FAC has asked if BCF could provide a webcam to replace the existing community webcam. BCF informed FAC that while we are working on having cameras available at each terminal, we are not able to provide cameras to each community. We are happy to provide vouchers to help fundraise for community webcams.</p>
<p>Emergency planning on Thetis</p>	<p>Discussion on emergency management on Thetis</p> <p>During the recent Sunday power outage, it would have been very useful if the fire department could have called the ticket booth in Chemainus to find out if the Hydro trucks were in line. In other words if the chief and officers had access to the phone number in the booth.</p> <p>FAC shared a dead arbutus tree fell on the phone lines and the fire department had to block the road for a period of time for BC Hydro to arrive. Question is whether the Chief Officers had access to the ticket booth phone number in Chemainus to see if there are Hydro trucks in the line to help planning and communications with the community on how long roads will be closed.</p> <p>Captain Weigold shared these are often handled through our Operations and Security Centre as they can coordinate larger communications and planning.</p> <p>T. Olson to follow up with OSC team regarding process and protocol and emergency protocol such as a power outage on the island and how emergency services can contact BCF.</p> <p>Terminal shared they do prioritize loading Hydro vehicles in the case of a power outage on the Island. It is in the BCF policy that emergency vehicles (as outlined in the policy) do receive priority loading.</p> <p>Where are we at with providing commercial vehicles on DG sailings?</p> <p>This project is currently on pause with a limitation of staff. It is not off the table but is currently on hold. FAC shared that with the Kahloke this is an excellent opportunity to work on getting more traffic moving on the commercial traffic on the DG runs. This is a heavily regulated transport Canada issue, and it is not currently an active project for BCF. BCF agreed to revisit this at the next Fall FAC meeting (2024).</p>
<p>TOR Update</p>	<p>TOR Update</p> <p>Thank you to everyone who made the effort to review the first draft of the Terms of Reference! C. McIntosh is now working on the second draft of the ToR based on the feedback received from the membership and Chairs. One item requires further discussion with the membership to help inform the changes:</p>

	<p>Election (re-election) of FAC Chair: We had mixed input on the need for term limit on the FAC Chair position. A suggestion has been made for the FACs to vote every two years on whether a fresh face is desired. Through this process members wishing to step into the Chair's role could express their interest to the group and members could vote. Members would also be asked to vote on whether they feel there is need for a Co-Chair or Vice Chair for their committee.</p> <ul style="list-style-type: none"> • How does this suggestion feel to FAC members? • If an election process was initiated, how would members like to do this? Options include in-person at an FAC meeting; virtually through email and managed by a member of the FAC or by BCF; virtually through an anonymous channel (like Survey Monkey) and managed by BCF; other ideas? <p>ACTION: Carrie will provide an email later regarding FAC input on the TOR</p>
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<p>Final Questions & Close</p>	<p>Change of direction of Triangle run Incident on Sept 12 when ferry was running late. 2:05 sailing from Chemainus was cancelled. The following 3:50 sailing only loaded half the deck space. People left behind were left in line for hours. The reason provided was that commercial vehicles were waiting to come from Penelakut and would be stopping at Penelakut first. If the direction of the Triangle run had been changed then many of the passengers left waiting could have boarded the vessel. Does the crew have the authority to change the direction of the triangle runs?</p> <p>Captain Weigold shared that if they are faced with this situation they would speak with duty superintendent at OSC to request approval to change it.</p> <p>FAC shared that terminal attendant works late into the night and asked what procedures are in place to ensure the safety of terminal staff. Is there emergency procedures for attendants and Chemainus for work alone staff.</p> <p>BCF does have policies and procedures in place for all terminal and vessel teams.</p>
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