

District of Central Saanich  
Terms of Reference  
Brentwood Bay Open Moorage Advisory Committee (BBOMAC)

**KEY RESPONSIBILITIES**

- The Brentwood Bay Open Moorage Advisory Committee (BBOMAC) provides advice to Council regarding the Brentwood Bay Management Plan (Plan).
- The BBOMAC serves to promote and foster community awareness of the Plan.
- The BBOMAC will periodically report to Council on the progress of removal of derelict and abandoned vessels and will review water quality reports as required.

**COMPOSITION**

District of Central Saanich Council  
Tsartlip First Nation Council  
Willis Point Community Representative  
Brentwood Bay live-aboard-on water  
Brentwood Bay live-aboard-in marina  
Brentwood Bay adjacent community (Brentwood Bay residents)  
Saanich Inlet Protection Society  
Central Saanich Maritime Society  
Marina business  
Boating community  
Royal Canadian Marine Search and Rescue  
District of Central Saanich Police/RCMP South Island Integrated Marine Unit  
BC Ferries

Staff support

Initial staff support: Ruth Malli, Special Projects (TBR)  
Other staff resources as required

**SHORT TERM GOALS**

- Initial feedback on the draft Management Plan (Plan) for the Brentwood Bay Open Moorage Area (BBOMA)
- Initial feedback and recommendations on communication, education and public consultation for the changes proposed and implementation of the Plan.
- Establish a baseline number of derelict and abandoned vessels.

**LONGER TERM GOALS**

- Periodic review and recommend changes to the Plan. Recommendations could include, but are not limited to: the number and placement of buoys, the fees for charges, the contractor or society providing the service, location of anchorage and navigational channels.
- Support and strategies to ensure the longer term success of the Plan.
- Promotion and fostering community awareness of the Plan.

- Periodically report to Council progress on the removal of derelict and abandoned vessels.
- When requested, review and comment on water quality reports received by the District.

#### **TIMELINES**

- Short term goals: Early Spring 2018
- Longer term goals: On going, as necessary throughout the year. Reporting to Council at least once a year.

#### **PROCEDURES**

- The BBOMAC meets regularly, as required, at a schedule to be agreed to; Special meetings may be called by the Chair. A minimum of 48 hours' notice of a meeting must be given, and included in the notice will be the purpose of the meeting.
- An Agenda for the meeting will be provided to all members of the BBOMAC, at least three days in advance of a regular meeting.
- Items identified for inclusion in the Agenda will be the responsibility of the BBOMAC chair, in liaison with staff members assigned to support the BBOMAC.
- BBOMAC members will be encouraged to submit items to the staff liaison for inclusion in the Agenda.
- A quorum will be 50% of the members of the BBOMAC. In the event of a lack of quorum, the Agenda will be reproduced and presented at a subsequent meeting of the BBOMAC.
- The BBOMAC may invite participation from parties with an interest in or specific technical information required to discuss technical issues (example: Provincial and Federal agencies, such as Transport Canada, VIHA).
- Decisions will be made by consensus. Where a consensus cannot be reached, decisions will be by majority vote.

#### **OPERATING PRINCIPLES**

The BBOMAC will consider operating principles when deliberating/reviewing matters related to the Plan:

- Budgetary restrictions/implications;
- Licence of Occupation restrictions/implications;
- Public consultation;
- Public use implications;
- Staffing/resource implications;
- Live-aboard community implications;
- Upland community implications;
- Other levels of government responsibilities and jurisdiction;

#### **DEFINED AREA UNDER MANAGEMENT**

Waters within Brentwood Bay: Point of Commencement at the end of a beach access lane on Willis Point at 48.57518° North, 123.47861° West, then to a point at 48.57965° North, 123.47437° West, then approximately 350 metres east to the shoreline at the end of Stellys X Road at 48.57966° North, 123.46973° West, then following the natural boundary of Brentwood Bay south and west to the boundary of Gowlland Tod Provincial Park at 48.56855° North, 123.47275° West, then northerly along the boundary of Gowlland Tod Park to the shoreline of Willis Point at 48.57232° North, 123.47405° West then northwest along the shoreline of Willis Point returning to the Point of Commencement. Containing approximately 73 hectares. The proposed tenure boundary is shown on Map 1, attached.

This area may change from time to time.