

# BOARD OF DIRECTORS HIGHLIGHTS – SEPTEMBER 2021



## Q2 Board Meeting Report

*GVHA Board Highlights provides a brief summary of items from each monthly regional Board meeting. The summary is not inclusive of all agenda items.*

### Passenger Vessel Services Act (PVSA) Update

The Board received an update on the temporary waiver to the PVSA that allowed cruise ships to bypass Canadian ports on their way to Alaska this summer. Risk scenarios were presented on the likelihood that this will become a permanent waiver and GVHA continues to monitor movements by Members of the US Congress who are proponents of this legislation.

### Community Liaison Committee

GVHA is developing a Community Liaison Committee to work on continuous improvement and triple-bottom line sustainability throughout its operations. We hope to achieve this objective by working with a group of local business leaders, community leaders, and members of the community. Meetings begin on October 6

**21-22 KPI:** Develop and execute communication strategy targeted to gain support in the community for the safe restart of the 2022 cruise season.

**Q1 Results:** Strategy complete and work is underway within that strategy

### 2022 Resumption of Cruise

GVHA continues to monitor cruise activity for the 2021 season to inform planning for 2022. Ships are currently sailing with only 50% capacity. Due to changing protocols and restrictions, the 2022 cruise schedule is still in flux. Once confirmed, it will be posted to the GVHA website. Western Stevedoring continues to work on safety protocols for the 2022 season.

**21-22 KPI:** Work with Western Stevedoring to develop terminal operating plan to support the safe restart of cruise.

**Q1 Results:** In progress, update given to the board in Q1

### Three-Year Business Plan Draft

Management submitted the first draft of a 3-year Business Plan that will line up with the conclusion of the 2015-2025 strategic plan. The plan is focussed on recovery and rebuilding. The plan will be finalized and shared with the Board before the end of the year.

**21-22 KPI:** Develop new business plan for next 3-year cycle with focus on recovery, optimization, and diversification.

**Q1 Results:** Workshops held with staff and management in Q1. On track to present final plan to Board in Q3

### GVHA Economic Impact Study

Following the completion of the Economic Impact Study of the Esquimalt and Victoria Harbours, GVHA commissioned a GVHA specific report focussing on GVHA and businesses operating on GVHA properties. The report was presented and approved by the Board. The results of the study will be announced publicly in the fall.

**20-21 KPI** TBL/Economic Impact Study completed

**Q4 Results:** Study complete, final report approved by Board June 8, 2021. GVHA report approved by Board on September 14, 2021

## Annual General Meeting (AGM)

The AGM will take place on September 29 via Zoom Webinar. Chair and CEO met with the Member Agency Representatives on September 10 to ensure all Member Agency Representatives have the information that they need to make informed decisions at the AGM. Representatives from five out of the eight Member Agencies attended.

## Director Compensation

After unanimously voting to forgo Director meeting fees for the past 15 months resulting in a savings of \$128,800, the Board voted to reinstate fees following the September board meeting.

**21-22 KPI:** Manage operating financial loss for FY2021/22

**Q1:** May 31 Forecast to Year End (\$3.6M)

## Committee Report Highlights

### First Nations Economic Development Committee (FNED)

In August, GVHA organized a Lekwungen Youth Job Shadowing Program with partners Eagle Wing and Destination Victoria. Two youth participated in this program. FNED is working on a plan to implement an Indigenous Employment Dock Crew Program in the new year.

**21-22 KPI:** 5% of GVHA positions (full-time, part-time and seasonal) are held by self-identified Indigenous employees

**Q1 Results:** FNEM working on Individualized Work Plan for Dock Crew. Aiming for implementation in January 2022 if resources allow.

### Human Resources Committee (HRC)

As GVHA plans for recovery and the resumption of cruise, retention of staff is a top priority. HRC continues to look at ways to retain and engage staff and maintain a good organization culture.

**21-22:** Develop and execute retention strategies that focus on employee retention and development.

**Q1 Results:** Number of employees retained during Q1 was 100%

### Governance Nominating Committee (GNC)

GNC recommended and the Board voted to extend all director terms by one year. The purpose of this is to maintain board and organizational continuity during this unprecedented time and to save on costs. Member Agencies have been contacted to approve the extension of their Member Directors. We have approval and are working with two member agencies on their policies around election timing and our nomination process.

**21-22 KPI:** Board composition covers key skills and Boards skills and experience requirements

**Q1 Results:** GVHA Board currently has director skills and requirements fulfilled in all areas

#### Audit & Finance Committee (AFC)

AFC presented the audited financial statements from the fiscal year ending March 31, 2021, which were received and approved by the Board of Directors. These will be presented at the AGM, along with the annual appointment of the auditors, for approval by the Member Agencies. AFC also recommended the appointment of KPMG as GVHA's auditors for the year ending March 31, 2022. GVHA is installing four air quality monitors on our properties and are working to get input from the James Bay Neighbourhood Association on other potential locations.

**21-22 KPI:** Develop and execute air quality monitoring strategy

**Q1 Results:** On track to have 6 monitors deployed by end of Q2

#### Infrastructure Planning & Development Committee (IPAD)

IPAD reported that Moffat and Nichol have been retained to complete work required by BC Hydro for the request for funding for the Shore Power project. In Q1, IPAD received the Fisherman's Wharf Facility Plan report of preliminary concepts and options for long-term development.

**21-22 KPI:** Seek government funding to support development of a schematic design for the installation of Shore Power

**Q1 Results:** Funding application to BC Hydro and GOC submitted work ongoing with BC Hydro Power Worksheet