



Making a difference...together

SOUTHERN GULF ISLANDS HARBOURS COMMISSION
 Notice of Meeting on **Friday, March 25, 2022 at 9:30 a.m.**
 Goldstream Conference Room, 479 Island Highway, Victoria, BC

For members of the **public who wish to listen to the meeting** via telephone please call **1-833-353-8610** and enter the **Participant Code 1911461 followed by #**. You will not be heard in the meeting room but will be able to listen to the proceedings.

P. Brent, Saturna Island
 B. Dearden, Mayne Island
 J. Deschenes, North Pender Island
 R. Fenton, South Pender Island

J. Hall, Piers Island/Swartz Bay
 D. Howe, Electoral Area Director
 B. Mabberley, Galiano Island

AGENDA

1. ELECTION OF CHAIR

(Pursuant to Section 7 Bylaw No. 2972)

Election conducted by Senior Manager, Real Estate and SGI Administration

2. ELECTION OF VICE CHAIR

(Pursuant to Section 8 Bylaw No. 2972)

Election conducted by Senior Manager, Real Estate and SGI Administration

3. APPROVAL OF AGENDA

4. ADOPTION OF MINUTES3

Recommendation: That the minutes of the January 28, 2022 meeting be adopted.

5. CHAIR'S REMARKS

6. PRESENTATIONS/DELEGATIONS

The public are welcome to attend Commission meetings in-person.

Delegations will have the option to participate electronically. Please complete the [online](#) application for "Addressing the Board" on our website and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the Southern Gulf Islands Harbours Commission at iwsadministration@crd.bc.ca.

Requests must be received no later than 4:30 p.m. two calendar days prior to the meeting.

6.1. Presentation: Justine Starke, Manager, Service Delivery, SGI: Integrated Transportation Study

*To ensure quorum, advise **Denise Dionne, 250-360-3087** if you cannot attend.*

7. COMMISSION BUSINESS

7.1. Southern Gulf Islands Harbours Service Project and Operations Update – March 20228

Recommendation: That the Southern Gulf Islands Harbours Commission receives this report for information.

8. NEW BUSINESS

9. ADJOURNMENT

Next Meeting: Friday, May 27, 2022



Making a difference...together

MINUTES OF A MEETING OF THE Southern Gulf Islands Harbours Commission, held Friday, January 28, 2022 at 9:30 am, Goldstream Room, 479 Island Highway, Victoria, BC, Victoria, BC

PRESENT: Commissioners: B. Dearden (Chair) (EP), Mayne Island; P. Brent (EP) (Vice Chair), Saturna Island; J. Deschenes (EP), North Pender Island; R. Fenton (EP), South Pender Island; J. Hall (EP), Piers Island/Swartz Bay; D. Howe (EP), Electoral Area Director; B. Mabberley (EP), Galiano Island
Staff: T. Robbins, General Manager; S. Henderson, Senior Manager, Real Estate and SGI Administration; D. Puskas (EP), Manager, Capital Projects; D. Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Lia Xu, Manager, Finance Services; D. Dionne, Administrative Coordinator (Recorder)
Also in Attendance: P. Binner (EP), Dock Operations Coordinator

REGRETS: There were no regrets

EP = Electronic Participation

The meeting was called to order at 9:33 am.

1. APPROVAL OF AGENDA

The following items were added to the agenda:

- Under 5.4 Verbal Updates - Communication between the Capital Regional District (CRD) and the Commission
- Under 6.1 New Business - Integrated Transportation Study

MOVED by Commissioner Mabberley, **SECONDED** by Commissioner Brent,
That the agenda be approved as amended.

CARRIED

2. ADOPTION OF MINUTES

MOVED by Commissioner Brent, **SECONDED** by Commissioner Fenton,
That the minutes of the November 18, 2021 meeting be adopted.

CARRIED

3. CHAIR'S REMARKS

The Chair remarked that:

- He is disappointed with the schedule setbacks related to the Anson Road project.
- He would like a plan for improved communication between the CRD and the Commission, related to project timelines, in order to be better informed and able to respond to questions from members of the public.

4. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

5. COMMISSION BUSINESS

5.1. Southern Gulf Islands Harbours Service 2022 Operating and Capital Budget

Staff presented the 2022 Operating and Capital Budget noting no changes to the Operating Budget since the budget was originally presented in November 2021.

Discussion ensued regarding parcel tax increase. Staff reviewed what a 3.5% increase instead of a 2% increase would look like per folio. The Commission confirmed it would like to see a more balanced increase over the next two years.

Motion Arising:

MOVED by Commissioner Brent, **SECONDED** by Commissioner Mabblerley, That the Southern Gulf Islands Harbours Commission recommend adjusting the Parcel Tax increase from 2% to 3.5% for 2022.

CARRIED

Staff presented the revised 2022 Capital Plan, noting that at its November 18, 2021 meeting, the Southern Gulf Islands Harbours Commission moved to defer approval of the 2022 Operating and Capital budget pending the outcome of the costs associated with remediation of Anson Road due to storm damage and for reflection of Spanish Hills dock replacement in the budget.

Staff reported that disaster relief funding for Anson Road remediation has been applied for through Emergency Management BC (EMBC). EMBC is still reconciling the major access damage from the November flooding, and those are still currently priority. Funding status may not be known for some time. For the interim the remediation will be funded through CRD's self-insurance fund and if the disaster relief funds do not come through, the insurance fund will carry the costs ongoing.

Staff to report back regarding the percentage of coverage (80% versus 100%) being provided by the self-insurance fund.

MOVED by Commissioner Brent, **SECONDED** by Commissioner Mabblerley, The Southern Gulf Islands Harbours Commission:

1. Approve the 2022 Operating and Capital Budget as amended;
2. Direct staff to balance the 2021 actual surplus or deficit on the 2021 transfer to the Capital Reserve Fund; and
3. Recommends that the Electoral Areas Committee recommend that the Capital Regional District Board approve the 2022 Operating and Capital Budget and five-year Financial Plan for the Southern Gulf Islands Harbours Service.

CARRIED

5.2. Project Update – January 2022

D. Puskas spoke to the item.

Miner's Bay Float issues:

- Staff to initiate discussions with Engineer related to the function of the new dock
- Staff to provide a staff report with an update at the next Commission meeting

Funding required for Horton Bay repairs to address safety concerns can be drawn from the annual provisional dock improvement funds. Swartz Bay improvements and dock repairs are being addressed in the 5-year capital plan.

10:30 am R. Fenton and J. Hall left the meeting

Anson Road:

- Staff will confirm with Pacific Industrial Marine (PIM) on timing for the remediation work
- Fisheries window is almost done for the winter, July 15 is the date for the next opening.
- Staff will get photos from PIM confirming that the docks are built
- The Commission raised a concern with the approach at Anson Road, noting that rain has caused issues with vehicles getting stuck. Staff advised that surfacing can be addressed for some of the approach from the top of the upper parking lot down.

Discussion ensued regarding the replacement of the notice boards at the dock facilities.

Motion Arising:

MOVED by Commissioner Brent, **SECONDED** by Commissioner Mabblerley,
That when replacement of wooden sign structures on docks is required that the sign structures be replaced with standardized aluminum structures.

The motion was tabled to allow staff to provide cost details of replacing wooden sign structures with aluminum.

MOVED by Commissioner Brent, **SECONDED** by Commissioner Mabblerley,
That the Southern Gulf Islands Harbours Commission receive the report for information.

CARRIED

5.3. Dock Inspection Reports

Commissioner Mabblerley reported that:

- Power washing concluded on Port Washington, Lyall Harbour and Sturdies Bay
- Ramp rail replacement at Port Washington
- Log removed from Miners Bay

MOVED by Commissioner Mabblerley, **SECONDED** by Commissioner Brent,
That the Southern Gulf Islands Harbours Commission receives the Dock Inspection Reports for information.

CARRIED

5.4. Verbal Updates

5.4.1. West Coast Marine Response Corp. (WCMRC) – Moorage at Galiano and Lyall Harbours

S. Henderson reported that:

- Staff contacted WCMRC and agreements are now in place
- A one-year license was issued for the floats for Lyall Harbour and Montague Harbour
- Floats are being towed next week

Discussion ensued regarding float placement:

- Montague Harbour – review alternate location for the package at the T-section where the gangway comes down.
- Lyall Harbour – review cantilevering the SeaCan off the dock slightly to add some additional space so the emergency zone is more easily accessed.

5.4.2. Lyall Harbour – Moorage and Tenants

S. Henderson reported that:

- Staff worked with internal legal counsel to prepare a letter related to a problem tenant
- Staff delivered the letter and spoke directly with the tenant
- The tenant left the dock and staff consider the issue resolved

The Commission acknowledged the work done by CRD staff to resolve the issue and thanked staff for making that happen.

Discussion ensued regarding a trimaran moored at Lyall harbour and whether it could be moored alongside the WCMRC float once installed. The Commission did not recommend the trimaran be moored on the float due to its size and recommended that the WCMRC float be used for smaller vessels.

5.4.3. Wharfinger Compensation

S. Henderson reported that:

- As of January 2022, Wharfinger rates are going up and they will be receiving half the revenue they collect from the commercial activities at the docks
- Staff are reviewing a new monthly revenue model that would see wharfingers receive a wage that is balanced out over the year. Staff will report back at a future meeting
- If approved by the Commission staff would then proceed with procurement in September and initiate the new model in 2023

Staff to follow up with Miners Bay Wharfinger regarding contract.

5.4.4. Communication – Between the CRD and the Commission

The Commission stated that they would like to know in a more timely fashion when there will be a schedule change to a project, so that they can be better prepared to respond to questions in the community.

T. Robbins stated that:

- Staff to prepare project plans for each of the docks, which will be attached to the Project Update staff report and posted to the CRD's Docks web page on a regular basis
- Staff to ensure that draft Commission minutes are posted to the CRD's public website at least two weeks before the next meeting date
- If a project milestone will be missed, staff to inform the Commission by email of the missed milestone and any corrective actions

6. NEW BUSINESS

6.1. Integrated Transportation Study

Commissioner Brent stated that:

- The Integrated Transportation Study, commissioned by the CRD, is currently going through public input
- The study reviews establishing a transportation service, which would allow the CRD to support island transportation services including inter-island public transportation or water taxi service
- CRD would support island-specific transportation and that the Harbours Commission has vital docks to support such service

Motion Arising:

MOVED by Commissioner Brent, **SECONDED** by Commissioner Howe, That the Southern Gulf Islands Harbours Commission support the creation of a transportation service to further integrate transportation on and between our islands, and request staff investigate effective means with which to accomplish that.

The motion was tabled in order to invite Justine Starke, Manager, Service Delivery, Southern Gulf Islands, to present more information on the study to the Commission.

7. ADJOURNMENT

MOVED by Commissioner Mabberley, **SECONDED** by Commissioner Brent, That the January 28, 2022 meeting be adjourned at 11:44 am.

CARRIED

CHAIR

SECRETARY



SGIHC 22-03

**REPORT TO SOUTHERN GULF ISLANDS HARBOURS COMMISSION
MEETING OF FRIDAY, MARCH 25, 2022**

SUBJECT **Capital Project Status Reports and Operational Updates – March 2022**

ISSUE SUMMARY

To provide the Southern Gulf Islands Harbours Commission with capital project status reports and operational updates.

BACKGROUND

The Southern Gulf Islands Harbours (SGIH) service area is comprised of 12 dock facilities among five islands within the Southern Gulf Islands. Through the service's five-year capital plan, the Capital Regional District (CRD) executes capital projects to maintain the level of service, improve service, and conduct major repairs.

CAPITAL PROJECT UPDATE

19-01 | Anson Road

Project Description: Construction of the Anson Road facility - gravel roadway, approach, main float and approximately 720 feet (ft.) of moorage.

Project Rationale: This project is for construction of the Anson Road facility, including gravel parking lot, retaining wall, dock approach, main floats and approximately 720 ft. of moorage. Funding is a combination of Capital Reserves, funding from Department of Fisheries and Oceans (DFO) and debt borrowing.

Project Update and Milestones:

- Pacific Industrial Marine (PIM) have sent photos of completed floats (Appendix A).
- PIM to complete installation until the summer fisheries window.

Milestone	Completion Date
Archeological Overview Assessment	July 2019
Aquatic Effects Assessment	July 2019
Shoreline Stability Assessment	November 2019
Archeological Impact Assessment	January 2020
Onshore Development Permit	October 9, 2020
Onshore Substantial Completion	June 9, 2021
Start of Dock Construction – Offsite	July 2021
Islands Trust Development Variance Permit	November 29, 2021
Approach & Dock Installation	July – September 2022

22-03 | Anson Road Remediation

Project Description: Remediation Costs, Disaster Financial Assistance (DFA) eligible portion

Project Rationale: This project is for remediation on the Anson Road retaining wall and parking lot due to the November 14 and 15, 2021 storm event. Funds are required for engineering assessment, project management, and construction remediation. Funding will be a combination of Capital Reserves and insurance/provincial disaster remediation relief funding if approved.

Project Update and Milestones:

- PIM has been engaged under their existing contract to conduct the remediation works, they have supplied a quote less than budgeted.

Milestone	Completion Date
Onshore Remediation by PIM	April 2022

19-02 | Retreat Cove

Project Description: Upgrades to the Retreat Cove Dock Facility to maintain level of service.

Project Rationale: This project includes works to maintain the current level of service as recommended in the Moffatt & Nichol Summary Report for Southern Gulf Islands Harbours Commission (Commission) Facilities December 11, 2015 and Stantec's 2018 top-side inspection. Recommended works include repairs to the approach piles, and repairs to the floats.

Project Update and Milestones:

- Further investigation in the existing condition has staff determining that this project can be deferred until after the 2024 inspections. This has been confirmed with the Wharfinger Coordinator and Galiano Island's Commission member.

Milestone	Completion Date
Project Deferred until 2024	

19-03 | Horton Bay

Project Description: Decommission the Horton Bay dock after construction of the Anson Road facility.

Project Rationale: This project is for decommissioning of the Horton Bay facility after construction of the Anson Road dock. Funds are required to carry out the required archeological investigation and retain a contractor to remove the infrastructure.

Project Update and Milestones:

- Environmental and archeological assessments have been previously carried out.
- Facility to remain in place until Anson Road facility is fully on board and will be decommissioned during the first available fisheries construction window.
- A Request for Quote (RFQ) for the decommissioning will be issued once the Anson Road facility is complete.

Milestone	Completion Date
Archeological Overview Assessment	July 2019
Aquatic Effects Assessment	July 2019
Decommission Site	First Quarter (Q1) 2023

20-02 | Spanish Hills

Project Description: Upgrades to the Spanish Hills Dock Facility to maintain level of service.

Project Rationale: This project includes works to maintain the current level of service as recommended in DFO-commissioned assessment. Recommended works include preventative maintenance works on piles to extend service life, replace broken pile footing and replacement of the gangway and float. Funding are required for staff to retain a contractor to carry out the works.

Project Update and Milestones:

- Scope of work has been confirmed with the Wharfinger Coordinator.
- A RFQ is to be issued the week of March 14, 2022 to three qualified contractors as per CRD's procurement policy.
- Upon RFQ award, an on-site meeting will be conducted with the successful proponent, wharfinger, Wharfinger Coordinator, and local Commission member to review scope in the event conditions changed from scope development.
- Work can commence as soon as awarded.

Milestone	Completion Date
RFQ Issued	March 18, 2022
RFQ Closes	April 19, 2022
Agreement Signed (anticipated)	May 10, 2022

20-04 | Miners Bay Upgrades

Project Description: Upgrades to the Miners Bay wharfhead and approach upgrades.

Project Rationale: Additional works were highlighted during the completion of the 2018 upgrade works including the requirement to replace the wharfhead decking, need to replace the electrical system and lighting, repairs and replacements for rails on the approach and additional piles requiring replacement. A grant application was submitted and unsuccessful in 2020, funding through borrowing is required.

Project Update and Milestones:

- Scope of works in development for improvements, with consultation of Wharfinger Coordinator.
- The gas line removal and safety items are priority.
- An Invitation to Tender (ITT) will be issued April 2022 as per CRD's procurement policy.
- Upon ITT award, an on-site meeting will be conducted with the successful proponent, wharfinger, Wharfinger Coordinator, and local Commission member to review scope in the event conditions changed from scope development.
- Work can proceed as soon as awarded.
- Initial discussions with Moffatt & Nichol on design considerations for the float realignment

Southern Gulf Islands Harbours Commission – March 25, 2022
Capital Project Status Reports and Operational Updates – March 2022

4

have commenced. A staff report will be presented at the next meeting. An interim report will be sent out April 22, 2022.

Milestone	Completion Date
ITT Issued	April 19, 2022
Float Realignment Interim Report	April 22, 2022
ITT Closes	May 19, 2022
Agreement Signed (anticipated)	June 17, 2022

21-01 | Port Washington

Project Description: Dock improvements outlined from the 18-01 Inspections project.

Project Rationale: This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and hand rail repair and replacements, float and gangway repairs. Funds are required for staff to retain a contractor to carry out the works.

Project Update and Milestones:

- A scope of work has been developed with the Wharfinger Coordinator.
- The works include: replacing eight piles, replace a stringer, replace some approach and float decking, replace approach and float bull rails, paint the approach guardrail and gangway, and replace roller bearings and hinges.
- An ITT will be issued March 18, 2022 as per CRD's procurement policy.
- Upon ITT award, an on-site meeting will be conducted with the successful proponent, wharfinger, Wharfinger Coordinator, and local Commission member to review scope in the event conditions changed from scope development.
- Work can proceed as soon as awarded.

Milestone	Completion Date
ITT Issued	March 18, 2022
ITT Closes	April 19, 2022
Agreement Signed (anticipated)	May 17, 2022

21-03 | ANNUAL PROVISIONAL: Dock Improvements

Project Description: An annual provisional fund is required to address unplanned dock safety issues.

Project Rationale: Funds are required for unplanned and minor repairs such as minor board replacement, painting, emergency repairs, and electrical repairs.

Project Update and Milestones:

- This is an "as and when needed" project, funds will be utilized when required at each dock facility.
- The Wharfinger Coordinator and Operations Manager are prioritizing small works not covered under existing capital projects for action.

Milestone	Completion Date
There are currently no milestones to report	

21-05 | Piers Island Additional Float

Project Description: Installation of an additional float at the Piers Island dock.

Project Rationale: This project is to complete the Piers Island Additional Float replacement. Design, environmental assessment and majority of permitting is complete. Funds are required to retain a contractor to supply and install an additional float.

Project Update and Milestones:

- Design and DFO approval complete.
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development, and Transport Canada First Nation condition is required for the water lease amendment and for Transport Canada approval.
- Cowichan Tribes previously rejected support for the project, in 2019, based on proximity to traditional harvesting area.
- Letter requesting support sent to Cowichan Tribes March 18, 2022.

Milestone	Completion Date
Aquatic Effects Assessment	April 2019
Cowichan Tribes Comment on Project	June 2019
CRD Discussion with Cowichan Tribes on Project	July 2019
CRD Re-establishes Project Discussion with Cowichan Tribes	March 2022
CRD Letter Requesting Support	March 18, 2022
Feedback from Cowichan Tribes	April 20, 2022
RFQ for Supply and Install	June 30, 2022
Installation	September 2022

22-01 | Hope Bay

Project Description: Dock improvements outlined from the 18-01 Inspections project.

Project Rationale: This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and hand rail repair and replacements, float and gangway repairs. Funds are required for staff to retain a contractor to carry out the works.

Project Update and Milestones:

- Scope of work confirmed with the Wharfinger Coordinator, works include gangway repairs, bull rail and decking replacement, install UHMW (ultra high molecular weight polyethylene) sheets in pile wells, replace rub boards, and install rub boards.
- A RFQ is to be issued the week of March 21, 2022 to three qualified contractors as per CRD's procurement policy.
- Upon RFQ award, an on-site meeting will be conducted with the successful proponent, wharfinger, Wharfinger Coordinator, and local Commission member to review scope in the event conditions changed from scope development.

- Work can proceed as soon as awarded.

Milestone	Completion Date
RFQ Issued	March 28, 2022
RFQ Closes	April 26, 2022
Agreement Signed (anticipated)	May 24, 2022

22-02 | Swartz Bay Improvements & Dock Replacement

Project Description: Dock improvements outlined from the 18-01 Inspection project with dock replacement happening in 2022.

Project Rationale: This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and hand rail repair and replacements, float and gangway repairs. Funds are required for staff to retain a contractor to carry out the works. In 2020 it was noted that Float B had rotting frame indicating requirement to replace the float.

Project Update and Milestones:

- Scope of work confirmed with the Wharfinger Coordinator, works to include float replacement, gangway repairs including painting, add transition plate, replace roller bearings and hinges, and paint approach guardrail.
- A RFQ is to be issued for replacement of the float in March 2022.
- Upon RFQ award, an on-site meeting will be conducted with the successful proponent, wharfinger, Wharfinger Coordinator, and local Commission member to review scope in the event conditions changed from scope development.
- Work can proceed as soon as awarded.

Milestone	Completion Date
RFQ Issued	March 25, 2022
RFQ Closes	April 21, 2022
Agreement Signed (anticipated)	May 17, 2022

OPERATIONAL UPDATE

- A section of Retreat Cove dock was observed to be floating much lower in the water. Floats were inspected and pumped out.
- A section of Montague Harbour dock was observed to be floating much lower in the water. Floats were inspected and pumped out.
- Montague Harbour float plane dock and around gangway pressure washed.
- Sturdies Bay float pressure washed.
- Port Washington dock lights repaired/replaced and corrective maintenance on electrical system. Electrical cabling to float B was damaged.
- Miners Bay dock corrective maintenance on electrical system. Replaced failed breaker.
- Western Canada Marine Response spill packages placed at Montague Harbour and Lyall Harbour. Annual moorage fees are being collected under a licence agreement.
- Bimonthly dock inspections completed in February. Refer to Appendix B for dock reports.

ALTERNATIVES

Alternative 1:

That the Southern Gulf Islands Harbours Commission receives this report for information.

Alternative 2:

That this report be referred back to staff for additional information.

RECOMMENDATION

That the Southern Gulf Islands Harbours Commission receives this report for information.

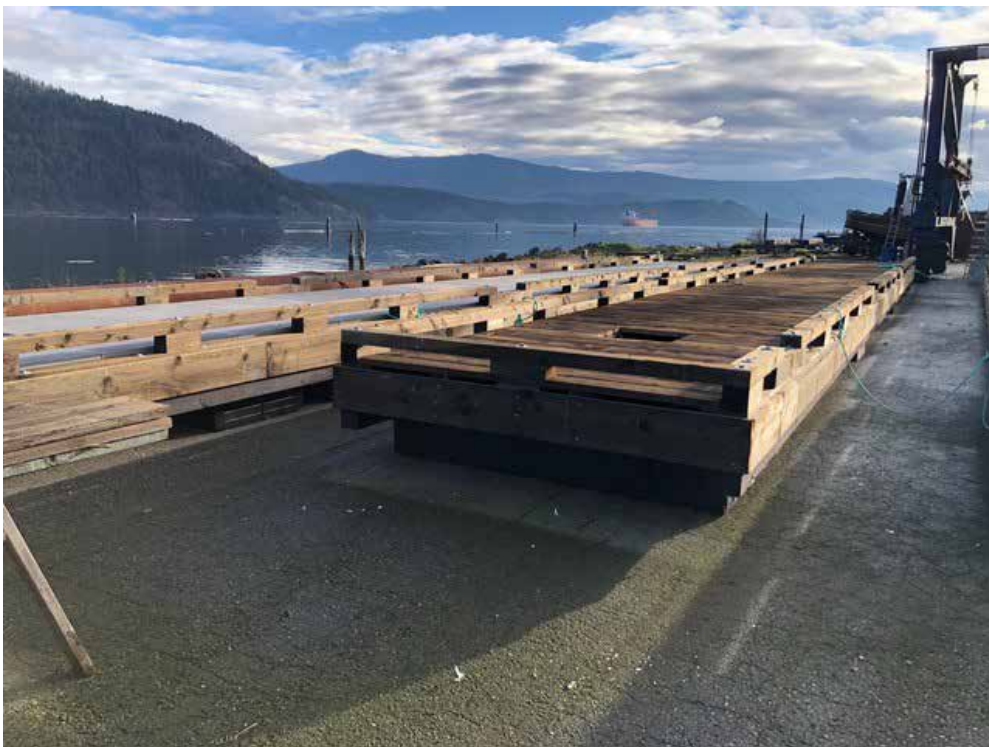
Submitted by:	Dale Puskas, P.Eng., Manager, Capital Projects
Submitted by:	Dan Robson, Manager A.Sc.T., Saanich Peninsula and Gulf Islands Operations
Concurrence:	Ted Robbins, B.Sc., C.Tech., General Manager, Integrated Water Services

ATTACHMENTS:

Appendix A: Photos of Completed Anson Road Floats

Appendix B: Dock Inspection Reports

Photos of Completed Anson Road Floats Submitted by PIM



APPENDIX A



APPENDIX A



APPENDIX A





Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2022-02-11

DOCK FACILITY: Montague Harbour, Galiano Island

INSPECTOR: Peter Binner

WHARFINGER: Kiyoshi Okuda

APPROACH	☒ Signage	☒ Envelope Supply	☒ Notices Posted	☒ Rates Posted
	The railings and bull rails are painted. The notice board requires cleaning and painting. The overhead light is not working. New rate sheets are posted. Salt, sand and a shovel are supplied.			
WHARF HEAD	☐ Signage	☐ Envelope Supply	☐ Notices Posted	☐ Rates Posted
	N/A			
GANGWAY FLOATS	The aluminum gangway is in good condition. The WCMRC container and float has been added to the float next to the gangway and is providing much needed extra moorage. The main float was pumped out in this area. Some pressure washing is required along and under the bull rails, also in the pile wells. Removal of any mold, algae or mud is required. The pilings and pile wells are showing minimal wear but the useless strips of UHMW require replacement with pieces that provide more surface area. The sea plane float has been pressure washed. No issues with the floats.			
OTHER INSPECTIONS	☒ Lighting	light is out on approach, others working	☒ Life Rings / Heaving Lines	good
	☒ Extinguishers (expiry dates)	Sept & Nov 2022	☐ Unpaid Moorage	
COMMENTS/INSTRUCTIONS	Pressure washing is required as described above. The notice board requires cleaning and painting. Replace UHMW in the pile wells that are large enough to work properly. Repair or replace the light that is out on the approach.			

If more comments are required, additional page will be attached.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2022-02-04

DOCK FACILITY: **Retreat Cove, Galiano Island**INSPECTOR: **Peter Binner**WHARFINGER: **Kiyoshi Okuda**

APPROACH	☒ Signage ☒ Envelope Supply ☒ Notices Posted ☒ Rates Posted
	The railings are painted, the bull rails are unpainted. Pressure washing along the bull rails and any decking that has signs of mold, algae or mud is required. This includes the area around the notice board which is painted and looks great. New rate sheets are posted. Salt, sand and a shovel are supplied.

WHARF HEAD	☐ Signage ☐ Envelope Supply ☐ Notices Posted ☐ Rates Posted
	N/A

GANGWAY FLOATS	The gangway is painted and is in good condition. There is some minor rust developing on the bottom end. The roller and bearings all appear to be in good condition.
	The group of pilings (3) on the north side of the float next to the gangway, the first and second pilings have 20 to 30% wear with minimal wear on the third. On the opposite side, there is minimal wear on this group of three pilings. Future replacement of the 2 pilings with the most wear in this grouping is recommended.
	Pressure washing along and under the bull rails and any areas of decking as needed is required.
	The pilings and pile wells at the end of the float are showing minimal wear.

OTHER INSPECTIONS	☐ Lighting	N/A	☒ Life Rings / Heaving Lines	good
	☒ Extinguishers (expiry dates)	Aug 2022	☐ Unpaid Moorage	

COMMENTS/INSTRUCTIONS	Pressure washing as described above, is required.
	Monitor the pilings for wear is recommended.

If more comments are required, additional page will be attached.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2022-02-11

DOCK FACILITY: **Spanish Hills, Galiano Island**INSPECTOR: **Peter Binner**WHARFINGER: **Dan White**

APPROACH	☐ Signage	☐ Envelope Supply	☐ Notices Posted	☒ Rates Posted
	The railings and bull rails are unpainted. The railings and bull rails require pressure washing to remove all mold, algae and mud that is visible. The decking can be cleaned as needed.			
	The Small Craft Harbours sign requires removal.			
	Rate sheets were supplied.			

WHARF HEAD	☐ Signage	☐ Envelope Supply	☐ Notices Posted	☐ Rates Posted
	The railings and bull rails are unpainted and pressure washing is required to achieve the same results as on the approach.			
	There is no notice board or life ring. There is no CRD signage identifying this dock.			

GANGWAY FLOATS	The gangway is painted but it is old and replacement is recommended.			
	The float is also low in the water and old. Replacement is also recommended.			
	Salt and sand is supplied.			

OTHER INSPECTIONS	☐ Lighting	N/A	☐ Life Rings / Heaving Lines	No
	☒ Extinguishers (expiry dates)	Oct 2022	☐ Unpaid Moorage	

COMMENTS/INSTRUCTIONS	Pressure washing is required as described.
	A notice board is required.
	Appropriate CRD signage is required.
	A life ring is required.
	Replacing the gangway and the float is recommended.
	Removal of the old Small Craft Harbours sign is required.

If more comments are required, additional page will be attached.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2022-02-11

DOCK FACILITY: **Sturdies Bay, Galiano Island**INSPECTOR: **Peter Binner**WHARFINGER: **Kiyoshi Okuda**

APPROACH	☒ Signage	☒ Envelope Supply	☒ Notices Posted	☒ Rates Posted
	The bollard requires yellow paint. The railings and bull rails are unpainted. A thorough pressure washing of the railings and bull rails to remove mold, algae and mud is required. Pressure washing the decking is required as needed. The Notice board also requires cleaning and painting. New plexiglass and hinges are required. Salt, sand and a shovel are supplied. New rate sheets are supplied.			

WHARF HEAD	☐ Signage	☐ Envelope Supply	☐ Notices Posted	☐ Rates Posted
	The railings and bull rails are unpainted and the same requirement for pressure washing, as the approach, is required for this area.			

GANGWAY FLOATS	The gangway requires pressure washing. The "ladder" rungs are getting old and replacement is recommended. The expanded metal grating is new and in good condition. The only heavy use comes from the Mail delivery and the school boat. There is some minor rot on the roller bed end. The metal gangway is heavily constructed and the roller and bearings are covered making inspection and servicing difficult. Future replacement is recommended. The float is still having issues with flexing in the middle and there are loose bull rail bolts. Pressure washing of the bull rails, and the area around the spacers, anywhere there is mold, algae or mud showing is required. the decking requires pressure washing where needed. The pilings and pile wells are in good condition with minor wear on the pilings in the corners of the pile wells.			
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OTHER INSPECTIONS	☒ Lighting	requires repair & upgrade where needed	☒ Life Rings / Heaving Lines	good
	☒ Extinguishers (expiry dates)	June 20220	☐ Unpaid Moorage	

COMMENTS/INSTRUCTIONS	A good thorough pressure washing of all the wood on the approach, the wharfhead and the float, that includes the railings, the bull rails, around the spacers and the decking where needed is required. The gangway also requires pressure washing. As much mold, algae and mud should be removed as possible. It is recommended that the loose bull rail bolts be monitored for future tightening. Future replacement of the gangway is recommended. The lighting requires repair and upgrading. The bollard requires yellow paint.			
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If more comments are required, additional page will be attached.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2022-02-06

DOCK FACILITY: **Hope Bay, Pender Island**INSPECTOR: **Peter Binner**WHARFINGER: **Peter Binner**

APPROACH	☐ Signage ☐ Envelope Supply ☐ Notices Posted ☐ Rates Posted
	The railings require painting. There are a number of deck boards with developing rot and monitoring for replacement is recommended.

WHARF HEAD	☒ Signage ☒ Envelope Supply ☒ Notices Posted ☒ Rates Posted
	The notice board requires painting, new plexiglass and hinges. Salt, sand and a shovel are supplied. The railings require painting. There are a few deck boards that have developing rot and monitoring for replacement is recommended. New rate sheets are supplied.

GANGWAY FLOATS	A small transition plate is required for the top of the gangway. Both roller bearings require replacement. Rust is developing at the bottom end of the gangway frame and requires painting.	
	Float "A" pilings and pile wells have moderate wear and the bolts on the NE braces require tightening. The bull rail bolts at the end of the float under the gangway require tightening. The bull rail bolts on the float are tight but there are several sections of rub boards missing on both sides. The connecting chains between A & B float require replacement. The deck boards on both ends of the float at this connection require replacement. There is a lot of motion at this connection and the wooden structure is well worn. This float is showing its age and while it is holding together, there is considerable flexing visible in heavy weather. Future replacement is recommended.	
	Float "B" pilings and pile wells are showing minimal wear. There is a single loose bull rail bolt on the SW side near the end pile well. The float is in reasonable condition otherwise.	
	Float "C" pilings and pile wells are showing minimal wear and the bull rail bolts are tight. There is considerable wear in the Pad Eyes and some of the chain that is used to attached C to A float, replacement is required.	

OTHER INSPECTIONS	☒ Lighting	to be upgraded	☒ Life Rings / Heaving Lines	good
	☒ Extinguishers (expiry dates)	Dec 2022	☐ Unpaid Moorage	

COMMENTS/INSTRUCTIONS	All the railings and the notice board require painting. New plexiglass and hinges are required for the notice board.
	Monitor developing rot in the deck boards.
	A small transition plate is required at the top of the gangway.
	Painting the rusty areas on the gangway and new roller bearings is required.
	There are a few bull rail bolts to be tightened and on the pile well bracing under the gangway.
	Connecting chains between A & B and A & C along with the Pad Eyes on float C require replacement.
	The first two deck boards at the ends where A & B connect also require replacement.
	Float "A" is showing its age and future replacement is recommended.

If more comments are required, additional page will be attached.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2022-02-07

DOCK FACILITY: Port Browning, Pender Island

INSPECTOR: Peter Binner

WHARFINGER: Claude Kennedy

APPROACH	☒ Signage	☒ Envelope Supply	☒ Notices Posted	☒ Rates Posted
	The mud grate requires modification to provide proper drainage. The railings require painting. There are numerous deck boards and bull rail spacers with developing rot and monitoring for replacement is recommended. The notice board is rotten and falling apart, replacement is required. New rate sheets are supplied. Salt, sand and a shovel are supplied.			

WHARF HEAD	☐ Signage	☐ Envelope Supply	☐ Notices Posted	☐ Rates Posted
	N/A			

GANGWAY FLOATS	The gangway is painted and in good condition, roller bearings are good. Float "A" still has some flotation issues as there is a developing hump and twist. Inspection and a pump out is required. The pilings have minimal wear and the pile wells under the gangway are looking rough and new UHMW that is well fitted is recommended. An underwater inspection of the anchor chains is recommended Float "B" pilings and pile wells are showing minimal wear and in reasonable condition. Flotation inspection is recommended. Float "C" is low in the water where it connects to B and inspection for pump out is required. The pilings and pile wells are in good condition. Pressure washing of the areas under and along the bull rails, in the pile wells and on the decking is required			
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OTHER INSPECTIONS	☒ Lighting	12v motion activated	☒ Life Rings / Heaving Lines	good
	☒ Extinguishers (expiry dates)	Oct 2022	☐ Unpaid Moorage	

COMMENTS/INSTRUCTIONS	Modify drainage for the mud grate. Railings require painting. The notice board requires replacement. Pressure wash everywhere there are signs of mold, algae and mud, bull rails and the area under them, in the pile wells and along with the decking. Monitor rot in the deck boards and bull rail spacers on the approach. Inspect all the floats for flotation issues and pump out as needed. Replacing the UHMW so that it is a better fit in the pile well under the gangway is recommended. An underwater inspection of the anchor chains and connections is required.			
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If more comments are required, additional page will be attached.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2022-02-06

DOCK FACILITY: Port Washington, Pender Island

INSPECTOR: Peter Binner

WHARFINGER: Rod MacLean

APPROACH	☒ Signage	☒ Envelope Supply	☒ Notices Posted	☐ Rates Posted
	Railings and bull rails are unpainted. Pressure washing as needed is required to remove mud, mold and algae. The notice board is rotten and ready to fall down, replacement is required. New rate sheets are supplied. Salt, sand and a shovel are supplied at the notice board (approach) and salt and sand on both floats.			

WHARF HEAD	☐ Signage	☐ Envelope Supply	☐ Notices Posted	☐ Rates Posted
	There are a number of deck boards with developing rot and monitoring for replacement is required.			

GANGWAY FLOATS	Float "A" gangway requires minor repair and painting. There is considerable rust at the bottom end. The roller bearings were replaced along with the guide rail being refastened. The pilings are showing minor wear and the flotation under the gangway end of the float may require pumping. The bull rail bolts in the middle section of the float are loose and the rub boards on the south side of the float are missing in this area. Repair and replacement is required. Float "B" gangway requires painting and the kick board requires replacement. The roller bearings require servicing or replacement. The pile well bull rails under the gangway require replacement. Bull rail bolts require tightening where needed. The pile wells and pilings are showing minor wear. The end of B float where it meets C float has serious flotation issues and a pump out is required to hopefully bring it up to a level that matches C float. The transition between B & C is in rough condition and also requires new connecting chain, shackles and tires. Both A & C floats require underwater inspection of their anchor chains. Pressure washing all the floats with attention to the bull rails and under them is required. The decking can be cleaned where necessary.			
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OTHER INSPECTIONS	☒ Lighting	New fixtures	☒ Life Rings / Heaving Lines	2 X good
	☒ Extinguishers (expiry dates)	Dec 2022	☐ Unpaid Moorage	

COMMENTS/INSTRUCTIONS	The notice board requires replacement. Monitor the rot in the deck boards on the wharfhead is required. Pressure washing to remove mold, algae and mud along and under the bull rails, in the pile wells along with any areas of decking on all of the floats is required. Float "A" gangway requires minor repair and painting. The flotation under the gangway requires pumping out. The bull rail bolts in the middle area of the float require inspection and tightening. There are two sections of rub board that require replacement. Float "B" gangway requires painting and the roller bearings require servicing or replacement. There is a section of pile well bull rail, next to the gangway that requires replacement,. There are sections of bull rail that are worn and replacement is recommended. There is a serious flotation issue at the end that connects to float C, inspection and a pump out is required so the level of the two floats is not as extreme as it is. The connecting shackles and chain between the two floats along with the tires require replacement. The end rub boards on both floats are in rough condition and replacement is recommended. Float "C" is in reasonable condition. Underwater inspection of all anchor chains and connections is required.			
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If more comments are required, additional page will be attached.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2022-02-11

DOCK FACILITY: **Horton Bay, Mayne Island**INSPECTOR: **Peter Binner**WHARFINGER: **Richard Jarco**

APPROACH	☒ Signage ☒ Envelope Supply ☒ Notices Posted ☒ Rates Posted				
	There is a large section of bull rail that has rotted away at the beginning of the approach. The upright 4X4 posts are no longer attached to the bull rail and the railing will soon collapse. The deck planking is in a questionable condition as there is mud and debris covering the first 6 feet or so. Some portions are noticeably rotten and the wire mesh non slip is likely holding things together. Pressure washing to uncover the condition of the boards is recommended. There is no safety issue with this railing at the moment unless the next section collapses. The notice board requires painting along with the railings. New rate sheets are posted. Salt ,sand and a shovel are supplied.				
WHARF HEAD	☐ Signage ☐ Envelope Supply ☐ Notices Posted ☐ Rates Posted				
	N/A				
GANGWAY FLOATS	The gangway decking is in poor condition, there are several plywood patches helping to prevent someones foot from falling through. This is a band aid repair and a better solution is recommended before there is an injury to someone. The gangway metal framing is in reasonably good condition if it was cleaned up and painted. This decking also requires pressure washing to determine how extensive the rot actually is. Float "A" requires the flotation to be pumped out under the gangway and anywhere else that might help improve the flotation. Pressure washing is recommended.				
OTHER INSPECTIONS	☒ Lighting	Questionable	☒ Life Rings / Heaving Lines	Missing	
	☒ Extinguishers (expiry dates)	Dec 2022	☐ Unpaid Moorage		
COMMENTS/INSTRUCTIONS					
	There are a number of things that are deteriorating fairly rapidly now. Some repairs are recommended before someone is injured.				

If more comments are required, additional page will be attached.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2/4/22

DOCK FACILITY: **Miners Bay, Mayne Island**INSPECTOR: **Peter Binner**WHARFINGER: **Nico Preston**

APPROACH	☒ Signage	☒ Envelope Supply	☒ Notices Posted	☒ Rates Posted
	The railings and bull rails are painted. Pressure washing is recommended along the bull rails and decking. The decking is in reasonable condition and there is more deterioration as you get to the entrance to "B" float. It gets worse as you get to the wharfhead. Replacing the rotten and covered deck boards up to the wooden bollard is required. The notice board requires replacement. New rates sheets are posted.			

WHARF HEAD	☐ Signage	☐ Envelope Supply	☐ Notices Posted	☐ Rates Posted
	Rotten deck boards, grass growing in some areas.			

GANGWAY FLOATS	Gangway "A" requires pressure washing and replacement of the "ladder" rungs on the decking and the kick boards. The roller and bearings are good. The float requires pressure washing, along and under the bull rails, the pile wells and the decking. The pile wells are holding up and most of the pilings showing little wear except the pilings in the corners of the pile well. Monitor for replacement is recommended. Gangway "B" is in good condition, the local Medic team is still requesting the removal of the conveyor belt mat on one side of the decking and recovering the whole surface with expanded aluminum grating. The float is growing green areas mixed with seagull deposits. Pressure washing is recommended but it could wait until the weather is warmer and drier to see what happens with the surface of the tiles. One more tile is broken but not a problem at the moment. The bull rail at the end of the seaplane landing still requires repair from being hit, Nico will look after this. There are about 4 bull rail bolts that have become loose and are sticking up. The bull rail actually lifts up with the ferry wake passing through.			
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OTHER INSPECTIONS	☒ Lighting	all new heads	☒ Life Rings / Heaving Lines	2 x good
	☒ Extinguishers (expiry dates)	June 2022, 2 x Feb 2023	☐ Unpaid Moorage	

COMMENTS/INSTRUCTIONS	Pressure along the bull rails and decking is required on the approach. The notice board requires replacement. There are numerous rotten and covered over deck boards in the area of Gangway "B" up to the wooden bollard that require replacement. Gangway "A" and the float require pressure washing as described and the "ladder" rungs also require replacement along with the kick boards and possibly the deck boards. Monitor the pilings for wear on float A. Gangway "B", providing a full expanded metal grating on the decking is recommended. Repair the broken bull rail in the sea plane zone. Replace the broken tile as it loosens and can be removed.			
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If more comments are required, additional page will be attached.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2022-02-08

DOCK FACILITY: **Swartz Bay**INSPECTOR: **Peter Binner**WHARFINGER: **Mike Smart**

APPROACH	☒ Signage	☒ Envelope Supply	☒ Notices Posted	☒ Rates Posted
	The concrete approach is in good condition. The railings are painted red and blue is the recommended color, painting is recommended. The notice board is made of aluminum and in good condition.			

WHARF HEAD	☐ Signage	☐ Envelope Supply	☐ Notices Posted	☐ Rates Posted
	N/A			

GANGWAY FLOATS	The gangway decking is looking rough and upgrading to support the traffic this dock receives is recommended. Float "A" is in poor condition and beyond repair, replacement is required. Pressure washing would help with the appearance and is highly recommended. Float "B" appears in good condition, pressure washing is also recommended.	
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OTHER INSPECTIONS	☒ Lighting	good	☒ Life Rings / Heaving Lines	good
	☒ Extinguishers (expiry dates)	Aug 2022	☐ Unpaid Moorage	

COMMENTS/INSTRUCTIONS	Railings on the approach require blue paint. The gangway decking is in very worn condition, upgrading is recommended. Float "A" is unrepairable and replacement is required. There is a deposit of junk that is collecting under the gangway that requires removal.
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If more comments are required, additional page will be attached.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2022-02-08

DOCK FACILITY: **Piers Island**INSPECTOR: **Peter Binner**WHARFINGER: **Mike Smart**

APPROACH	☐ Signage	☐ Envelope Supply	☐ Notices Posted	☐ Rates Posted
	The railings and bull rails are unpainted. There is a small section of bull rail that has developing rot and monitoring is recommended. Pressure washing the railings and bull rails is required along with the decking where needed. Salt and sand is supplied.			
WHARF HEAD	☐ Signage	☐ Envelope Supply	☐ Notices Posted	☐ Rates Posted
	N/A			
GANGWAY FLOATS	The expanded metal non slip grating is deteriorating and several sections require replacement. The "ladder" rungs require replacement. The gangway is otherwise in reasonable condition. The expanded metal grating on the float also requires replacement of several sections. The float is in reasonable condition as are the pilings. Pressure washing is recommended as needed. The notice board is aluminum and in good condition. New rate sheets were supplied and all signage is posted.			
OTHER INSPECTIONS	☐ Lighting	N/A	☒ Life Rings / Heaving Lines	good
	☒ Extinguishers (expiry dates)	Aug 2022	☐ Unpaid Moorage	
COMMENTS/INSTRUCTIONS	Pressure washing is required to remove any mold, algae or mud on the railings, bull rails, under them and anywhere on the decking on the approach and the floats. Replace the expanded metal grating where needed on the gangway and on the float.			

If more comments are required, additional page will be attached.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2022-02-05

DOCK FACILITY: **Lyall Harbour, Saturna Island**INSPECTOR: **Peter Binner**WHARFINGER: **Veronica Voss, Jeremiah Sylvester**

APPROACH	☐ Signage ☐ Envelope Supply ☐ Notices Posted ☐ Rates Posted
	N/A

WHARF HEAD	☒ Signage ☒ Envelope Supply ☒ Notices Posted ☒ Rates Posted
	Pressure washing is required to remove the accumulated mud and gravel on the concrete surface along with areas on the bull rails that are showing any green algae or mold. The notice board requires painting, new plexiglass and hinges. New rate sheets are posted.

GANGWAY FLOATS	The gangway is in good condition. Float "A" is low in the water, almost to the level before the new flotation was installed. The pilings are showing minimal wear in both groups on either side of the gangway (no pile wells). Pressure washing is required as needed around and under the bull rails. The curved transition plate between float "A" & "B" requires immediate replacement. It is rusted beyond repair and pieces of expanded metal grating have broken off making this a serious tripping hazard. It has also damaged areas of the bull rail and decking. Float "B" is also low in the water where it connects to float "A". The pilings and pile wells are showing minor wear and pressure washing is required as needed, particularly around the bull rails and in the pile wells. Float "C" is in good condition and pressure washing is recommended as needed. The new WCMRC container has been located on "A" float next to the gangway and will add a bit of extra moorage in the summer. There is an accumulation of junk and personal property on either side of the gangway that requires removal.
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OTHER INSPECTIONS	☒ Lighting ☐ requires inspection to function properly	☒ Life Rings / Heaving Lines ☐ 2 X good
	☒ Extinguishers (expiry dates) ☐ June 2022	☐ Unpaid Moorage

COMMENTS/INSTRUCTIONS	Pressure washing the wharfhead, floats "A" & "B", particularly the bull rails and area under them, in the pile wells and any decking as needed. The transition plate between floats B & C requires immediate replacement. Monitor the flotation of floats A & B. The lighting requires inspection and repair to function properly. Remove accumulated junk under the gangway.
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If more comments are required, additional page will be attached.