

SOUTHERN GULF ISLANDS HARBOURS COMMISSION
Notice of Meeting on **Thursday, November 23, 2023 at 9:30 a.m.**
Saanich Peninsula Wastewater Treatment Plant Meeting Room,
9055 Mainwaring Road, North Saanich, 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.

B. Dearden (Chair), Mayne Island	P. Brent, Electoral Area Director
B. Mabberley (V. Chair), Galiano Island	R. Fenton, South Pender Island
J. Deschenes, North Pender Island	R. Schnurr, Piers Island/Swartz Bay
M. Davis, Saturna Island	

AGENDA

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF AGENDA

3. ADOPTION OF MINUTES3

Recommendation: That the minutes of the July 25, 2023 meeting be adopted.

4. CHAIR'S REMARKS

5. PRESENTATIONS/DELEGATIONS

The public is 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 docks@crd.bc.ca

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

6. COMMISSION BUSINESS

6.1. 2023 Dock Inspections [Verbal Update]

6.2. Southern Gulf Islands Harbours Projects and Operations Update – Oct 2023 7

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

*To ensure quorum, advise **Aggie Chan, achan@crd.bc.ca** if you cannot attend.*

6.3. Southern Gulf Islands Harbours Service 2024 Operating and Capital Budget .. 62

Recommendation:

The Southern Gulf Islands Harbours Commission:

- 1. Approve the 2024 operating and capital Budget as presented and that the 2023 actual operating surplus be balanced on the 2023 Capital Reserve Fund transfer, and*
- 2. Recommends that the Electoral Areas Committee recommends that the CRD Board approve the 2024 Operating and Capital Budget and five-year Financial Plan for the Southern Gulf Islands Harbours Service as presented.*

6.4. Horton Bay [Verbal Update]

7. NEW BUSINESS

8. MOTION TO CLOSE THE MEETING

That the meeting be closed in accordance with Section (90)(2)(b) of the Community Charter, due to the consideration of information received and held in confidence relating to negotiations between the CRD and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

9. RISE AND REPORT

10. ADJOURNMENT

Next Meeting: Thursday, January 25, 2024



Making a difference...together

MINUTES OF A MEETING OF THE Southern Gulf Islands Harbours Commission, held Tuesday, July 25, 2023 at 9:30 a.m., Saanich Peninsula Wastewater Treatment Plant Meeting Room, 9055 Mainwaring Road, North Saanich, BC

PRESENT: **Commissioners:** B. Dearden (Chair), Mayne Island; B. Mabberley (Vice Chair), Galiano Island; R. Fenton, South Pender Island; M. Davis, Saturna Island; P. Brent, Electoral Area Director; R. Schnurr, Piers Island/Swartz Bay

Staff: Stephen Henderson, Senior Manager, Real Estate & SGI Administration; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Jared Kelly, Manager, Capital Projects, IWS CRD; Aggie Chan, Senior Administrative Secretary (Recorder)

Also Present: P. Binner, Wharfinger Coordinator (EP)

REGRETS: J. Deschenes, North Pender Island

EP = Electronic Participation

The meeting was called to order at 9:29 am.

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF AGENDA

MOVED by Commissioner Mabberley, **SECONDED** by Commissioner Davis,
That the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

MOVED by Commissioner Brent, **SECONDED** by Commissioner Mabberley,
That the minutes of the April 21, 2023 meeting be adopted.

CARRIED

4. CHAIR'S REMARKS

The Chair made the following remarks:

- Welcome to our new Commissioner R. Schnurr, Piers Island/Swartz Bay

5. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

6. COMMISSION BUSINESS

6.1. Southern Gulf Islands Harbours Projects and Operations Update – July 2023

The Commission received the report for information. There is no recommendation.

Staff provided a summary of the project updates and noted the following additional information:

19-01 | Anson Road – Substantial completion.

19-02 | Retreat Cove – Project deferred to 2024.

19-03 | Horton Bay – Licence agreement with WCMRC has been finalized and executed. In addition to the one-time contribution funds, WCMRC will replace Float C where they will install their containers as part of the renewal project. Staff to investigate engineering options for Float A & Float B replacement/renewal, including potential reuse of Float C from Port Washington at Horton Bay.

MOVED by Commissioner Brent, **SECONDED** by Commissioner Fenton,
That the \$80,000 slated for decommissioning Horton Bay be change to a renewal project of the dock.

CARRIED

20-02 | Spanish Hills – Project completed and within warranty period. Discussion on the effects of Freighters traffic through the channel causing the ramp to routinely come off the runners. Higher and longer guides on the outside may mitigate the issue. Observation by Wharfinger on wear and tear on the aluminum rollers at the bottom of the gangway.

Staff to consider a standard dock design for CRD facilities.

20-04 | Miners Bay Upgrades – Upcoming work will focus on the fixed portion of the dock. Successful ICE-T application to cover 1/3, up to \$30,000, of the total project costs. As well, \$30,000 Community Work Funds approved by Electoral Area Director Brent. Project progressing with replacement of wharfhead deck boards and railings. The construction of the new shelter is intended to start prior to the Fall rains. Tremendous local financial and volunteering efforts are contributing to the success of this project.

21-01 | Port Washington – Substantially completed.

21-03 | Annual Provision - Three projects completed since January, including Hope Bay float A and float B improvement, Port Washington float deck replacement. Approximately \$64,000 remaining in the Annual Provision Budget.

21-05 | Piers Island – Response from First Nations on the amended project proposal is pending. The past concerns have been related to interference of traditional fishing grounds. The design of the project has been changed to try mitigate these concerns.

22-01 | Hope Bay – Substantially completed. Transition plates ordered for the ramp.

22-02 | Swartz Bay – Dive inspection last week revealed missing and substantial proportion of chains damaged. Temporary repair with 1-inch thick nylon ropes. To be addressed by funds from Annual Provision 2024.

21-02 | SGIH Inspections –Pelagic has completed dive inspections at Swartz Bay, Spanish Hill, and Retreat Cove. Dive at Montague is near complete. Port Washington, Port Browning, Lyall Harbour and Piers Islands inspections remaining as per contract, waiting for Work Safe update. Draft reports will be available four weeks after completion of all dives. Low-tide piling inspections at 5 docks not included in Pelagic contract, to be completed by commission and staff.

OPERATIONAL UPDATES

- Three docks have had corrective maintenance completed:
 - o Port Browning
 - o Retreat cove- repair done on cross bracing;
 - o Miners bay – new floatation under Dock B.
- Two higher value corrective actions based on staff report:
 - o Hope Bay – wharfhead gangway transition plate installation to move ahead;
 - o Lyall Harbour - Float C to Float B transition repair is underway.
- Other items:
 - o The new aluminum notice boards at Spanish Hills and Anson Road need proper backing to secure notices
 - o Electrical panel at Sturdies Bay is waiting for welding contractor's availability.
 - o Objects are being tied to the floats and left at Port Browning which weigh down the dock. These unclaimed objects are to be removed if found.

6.2. Public Correspondence (Page 38 – 42)

Port Washington – 2023-05-02	Staff has determined that the sailboats in question are not abandoned, and moorage payments are up-to-date. *Staff to speak with Wharfinger and have the boat owners to prove the vessels can power up *Staff to check bylaw details about commission right/power on unsightly boats/abandon vessels
Montague – 2023-05-29	Staff to respond with copy of bylaw. *Staff to look into other management options.
Spanish Hills – 2023-05-28	Staff to respond and re-iterate that the railing was installed for safety. Sign posted to inform the public that swimming and diving are not allowed. Ladder will be repaired.

7. NEW BUSINESS

No New business.

8. MOTION TO CLOSE THE MEETING

MOVED by Commissioner Mabberley, **SECONDED** by Commissioner Fenton,
That the meeting be closed in accordance with the Community Charter, Part 4, Division 3,
Intergovernmental Relations under Section 90 (2)(b).

CARRIED

The Commission moved into closed session at 11:31 am.

9. RISE AND REPORT

The Commission rose from its closed session at 11:42 a.m. without report.

10. ADJOURNMENT

MOVED by Commissioner Mabberley, **SECONDED** by Commissioner Davis,
That the July 25, 2023 meeting be adjourned at 11:49 a.m.

CARRIED

CHAIR

SECRETARY

**REPORT TO SOUTHERN GULF ISLANDS HARBOURS COMMISSION
MEETING OF THURSDAY, NOVEMBER 23, 2023**

SUBJECT **Southern Gulf Islands Harbours Projects and Operations Update - November 2023**

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 13 dock facilities among six 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. The following is a summary of the projects that are active and recently completed.

CAPITAL PROJECT UPDATE

19-01 | Anson Road (Complete)

Project Description: Construction of the Anson Road facility - gravel roadway/parking lot, retaining wall, approach, main float and additional moorage.

Project Update and Milestones:

- Received record documentation signoff from Herold Engineering, including confirmation on anchoring of gangway.
- Guarantee Period expires on February 12, 2024.

19-02 | Retreat Cove (On Hold)

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 dated 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 to the existing condition has staff determining that this project can be deferred until after the 2023 inspections. This was confirmed with the Wharfinger Coordinator and Galiano Island's Commission member.
- Funds were used in April 2022 for flotation repair, in the amount of \$4,869.50, with the remainder to be returned to the Capital Reserve Fund (CRF).
- Additional work will be reconsidered after the dock inspections are completed and will be under a new Capital project.

Milestone	Completion Date
Flotation Repair	April 2022
Project Deferred until 2024	

19-03 | Horton Bay Dock Revitalization

Project Description: Horton Bay Dock Revitalization.

Project Rationale: This dock is being maintained for on-going use. With replacement of existing floats and the gangway with similar structures.

Project Update and Milestones:

- Transport Canada and the Province have been informed and in agreement to the revised approach.
- The Statutory Right of Way (SRW) that provides the full access rights from the dock to the public road has been updated and completed as per a previous legal decision.
- The piles in the floating section of the dock have been inspected at low tide and are in good condition.
- The gangway has been replaced with funds from the Annual Provisional budget.
- The agreement with Western Canada Marine Response Corp. (WCMRC) is executed and two Transport Canada-certified oil-spill response packages on a new Float C are installed. This will assist with environmental protection of the marine environment in the area.
- New Floats A and B, the main section of the dock will be replaced. Some further maintenance work to the wharfhead will be included in the project.
- Staff considered moving Float C from Port Washington and refurbishing it to replace Float A at Horton Bay. The Port Washington float was measured and is .3 meters wider and a different height than the Horton Floats. This will cause an issue with installation and was determined to not be a desired approach.

Milestone	Completion Date
Archeological Overview Assessment	July 2019
Aquatic Effects Assessment	July 2019
Gangway maintenance/replacement	Completed
Float C maintenance/replacement	Completed
Floats A and B and wharfhead maintenance/replacement	In progress

20-02 | Spanish Hills (Complete)

Project Description: Upgrades to the Spanish Hills Dock Facility to maintain level of service, including preventative maintenance works on piles, replacement of broken pile footing and replacement of the gangway and float.

Project Update and Milestones:

- Guarantee Period expires on February 12, 2024.

23-01 | Miners Bay Upgrades

Project Description: Project to replace decking at Miners Bay as well as potentially removing gas lines that are no longer in use.

Project Rationale: Current decking is failing and has been deemed a safety hazard.

Project Update and Milestones:

- Contractors provided quotes for three scenarios to upgrade the wharfhead decking. Prices received were over budget and a re-scoping of the works was initiated.
- A grant application to the Island Coastal Economic Trust was successful.
- The Grant is for a maximum of one-third of the project costs. An additional \$30,000 of Community Works Funds has been sourced along with donations from local community groups.
- The works in the grant application include replacement of the decking, as well as adding hand-railings, benches, and a small shelter to benefit the users of the water taxi, float planes, and school taxi. As well as to enable broader community use.
- The re-decking and handrails are complete with additional phases in progress.
- The removal of the decommissioned gas line may be deferred due to budget constraints.
- The works are scheduled for completion in 2023.

Milestone	Completion Date
Float Realignment Interim Report	June 2, 2022
Invitation to Tender (ITT) issued for gas line removal	Not issued
Request for Quotes for 3 Scenarios	September 2022
Request for Quotes Closes	September 2022
Rescoping the project, Pursue Grant Funding & Procure works	2023
Island Coastal Economic Trust funds secured (a third of the project dollars spent - up to \$30,000)	Secured, and funds will be received as a re-imbursement
Community Works Funds (\$30,000)	Received
Re-decking of wharfhead completed	May 2023
Railings on wharfhead completed	June 2023
Additional works in progress	In progress

21-01 | Port Washington (Substantial Completion)

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. Contracted works include approach and float pile replacements; float improvements, including decking, rub boards, bull rails and aluminum transition plates; and gangway works, including replacement of roller bearings, hinges, and guide rails.

Project Update and Milestones:

- Guarantee Period expires on April 28, 2024.
- Through this capital project, staff are considering moving Float C from Port Washington and refurbishing it to replace either Float A or B at Horton Bay. Float C is considered as surplus to the demand for moorage at Port Washington and is causing additional wear on the other parts of the dock.

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.
- One additional project at Port Washington dock was added to the project list since the last report.
- Additional projects might be added based on the most recent dock inspection reports.

Milestone	Completion Date
Hope Bay – Float A floatation replacement \$10,000	May 31, 2023
Hope Bay – Float B stringer replacements \$20,000	May 31, 2023
Port Washington – Float and deck board replacement \$6,000	June 30, 2023
Horton Bay – Gangway resurfacing and painting \$4,500	October 12, 2023

Provisional Budget

- Opening Budget	\$100,000
- <u>Allocated amount (to-date)</u>	<u>\$40,500</u>
- Remaining Balance	\$59,500

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 Department of Fisheries and Oceans (DFO) approval complete.
- Ministry of Forests, Lands, Natural Resource Operations (FLNRO) 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.
- Feedback in support received April 7, 2022.
- Invitation to Tender (ITT) for Supply and Installation of new float issued on June 6, 2022.
- ITT for Supply and Installation of new float closed on July 14, 2022.
- Recommendation to Award to Pacific Industrial & Marine Ltd. (PIM) signed August 10, 2022.
- Cowichan Tribes raised concerns about heritage fishing grounds with FLNRO via an email

dated August 23, 2022. Waiting to send contract to PIM until this issue is resolved.

- New correspondence was sent to the Chief in Council in January 2023 regarding revisions to the dock design to mitigate concerns, and updated information from the biologist. Continue to wait for a response from First Nations.
- In discussion with PIM, currently they are willing to honor the tender bid pricing.

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 7, 2022
Tender for Supply and Install	June 06, 2022
Tender for Supply and Install Closed	July 14, 2022
Agreement signed (anticipated), waiting for First Nations approval	March 2023
Installation (anticipated), for fisheries window	ON HOLD

22-01 | Hope Bay (Complete)

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 handrail 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:

- Guarantee Period expires on June 8, 2024.

22-02 | Swartz Bay Improvements & Dock Replacement (Complete)

Project Description: Works include approach decking, bull rail and handrail repair and replacements, float B replacement and gangway repairs.

Project Update and Milestones:

- Guarantee Period expires on February 12, 2024.

21-02 | SGIH Inspections

Project Description: Dock inspection, including underwater inspections, are conducted as periodic reviews of the facilities to determine repair and maintenance requirements.

Project Rationale: This project includes work of an underwater inspection of the dock facilities to be used to re-evaluate proposed work plans and residual life estimates. Subsequent low tide inspections may be conducted as well if budget allows. These inspections will be used to re-evaluate the Five Year Capital Program.

Project Update and Milestones:

- Scope of work was revised following the February 24, 2023 Commission meeting, such that underwater inspections will only be completed on seven docks that use underwater chain anchors, rather than pilings, to secure the floating portions of the docks. For these seven docks, anchorage systems, underside of floats and pile structures will be inspected underwater using the same technique. Provisional items are also included for inspecting the underside of approaches and wharfheads.
- The remaining docks will have all the pilings inspected during low tides. This will be completed under separate contract and is anticipated to be completed from a skiff or by a person on the docks.
- Topside inspection will be considered based on budget availability, following underwater and low tide inspections.
- A request for proposals (RFP), 2023-857, was issued on April 18, 2023, and five proponents responded on May 25, 2023.
- CRD staff completed a technical evaluation of the responses and only three had their financial submissions opened. Upon completion of the technical and financial evaluations it was determined that Pelagic Technologies (Pelagic) was best qualified to perform the inspections.
- Recommendation to Award was signed by CRD staff on June 23, 2023.
- Contract value with contingency is \$75,000.
- The underwater inspections are complete and the CRD are waiting for the draft report.

Milestone	Completion Date
RFP Issued	April 18, 2023
RFP Closed	May 25, 2023
Agreement Signed - anticipated	July 15 2023
Inspection and final report completed - anticipated	November 2023

OPERATIONAL UPDATES

Detailed maintenance activities for the period July through October:

- **Port Browning:**
 - Inspect float A and float C floatation and pump out leaking floatation as required.
 - Paint railings.
 - Tighten bull rails.
- **Swartz Bay:**
 - Repaired and reinstalled moorage lock box damaged by vandalism.
 - Inspect and tighten bull rail bolts.
- **Piers Island:**
 - Replace plastic (UHMW) rub boards in southeast pile well.
- **Miners Bay:**
 - Gangway B realignment emergency response.
 - Emergency response to remove deadhead wedged under Float B causing float misalignment.
- **Lyall Harbour:**
 - Float B to float C transition replacement.

- **Sturdies Bay:**
 - Inspect and replace missing rub boards.
 - Tighten loose bull rail bolts and added additional bull rail bolts.
 - Painting of transition plate and loading zone bull rail.
- **Retreat Cove;**
 - Replaced plastic (UHMW) skid strips under the gangway transition plate.
 - Tighten loose bull rail bolts.
- **Montague Harbour:**
 - Tighten float C loose bull rail bolts.
 - Replaced damaged float A bull rail.
 - Replaced rotten wharfhead railing components.
 - Power washing and painting of wharfhead railings, transition plates and loading zone bull rails.
- **Hope Bay**
 - Repair float A to float C transition plate.
 - Reconstructed/replaced float A to float C chain connections.
 - Installed new gangway transition plate.
- **Port Washington:**
 - Tighten float A bull rail bolts.
 - Replaced float B bull rails.
 - Painting of loading and airport zone bull rails.
 - Repaired wharf head decking gaps (safety issue).

Bi-monthly dock inspections completed in August and October, refer to Appendix A.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Jared Kelly, PEng., Manager, Capital Projects
Submitted by:	Dan Robson, ASc.T, Manager, Saanich Peninsula and Gulf Islands Operations
Concurrence:	Stephen Henderson, BSc., PGDip. Eng., MBA, Senior Manager, Real Estate & SGI Administration

ATTACHMENT(S):

Appendix A: Dock Inspection Reports – August 2023 and October 2023

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 12-Oct-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Montague Harbour Galiano
WHARFINGER: Kiyoshi Okuda

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The railings and bull rails are painted, the decking is in good condition and the notice board requires cleaning and painting.

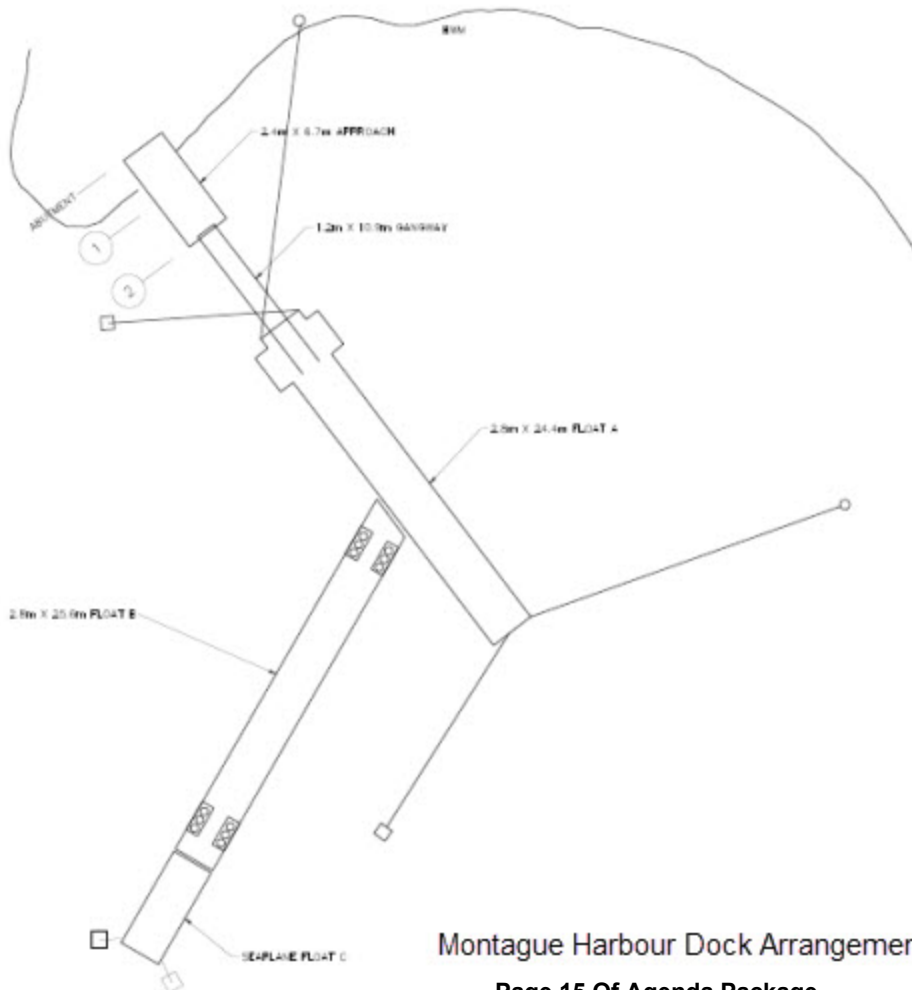
WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	N/A

GANGWAY FLOATS	The aluminum gangway is in good condition, the transitions plates are freshly painted with non-skid and the wheels and guide rails are also in good condition.
	Float A is in fair condition for it's age. The decking and bull rails are in good condition and the bull rail bolts are tight and the flotation is good. Pressure washing is required in the area around and under the gangway, include the bull rails. The steel pile next to the gangway is in good condition but I couldn't check the anode but it still has weight to it.
	Float B decking, bull rails and flotation are in good condition. The bull rail bolts are tight. There are 4 pile wells with 3 piles/well and all are in good condition with minimal wear showing.
	Float C and D are in good condition, decking, bull rails and flotation have no issues. All bull rail bolts are tight. Yellow paint is required on the Loading Zone and the Sea Plane Landing bull rails. Pressure washing the seaplane landing float is required. There are 2 missing tires on the seaplane landing that require replacement. There is 1 steel pile with an anode that are in good condition.

OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting		<input checked="" type="checkbox"/> Life Rings / Heaving Lines	good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates)	Sept & July 2024	<input type="checkbox"/> Unpaid Moorage	

COMMENTS/INSTRUCTIONS	> Pressure washing as described (A & D float).
	> Yellow paint is required as described (C & D float).
	> 2 tires are required for the Sea Plane Landing float.

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



Montague Harbour Dock Arrangement

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 9-Aug-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Montague Harbour Galiano
WHARFINGER: Kiyoshi Okuda

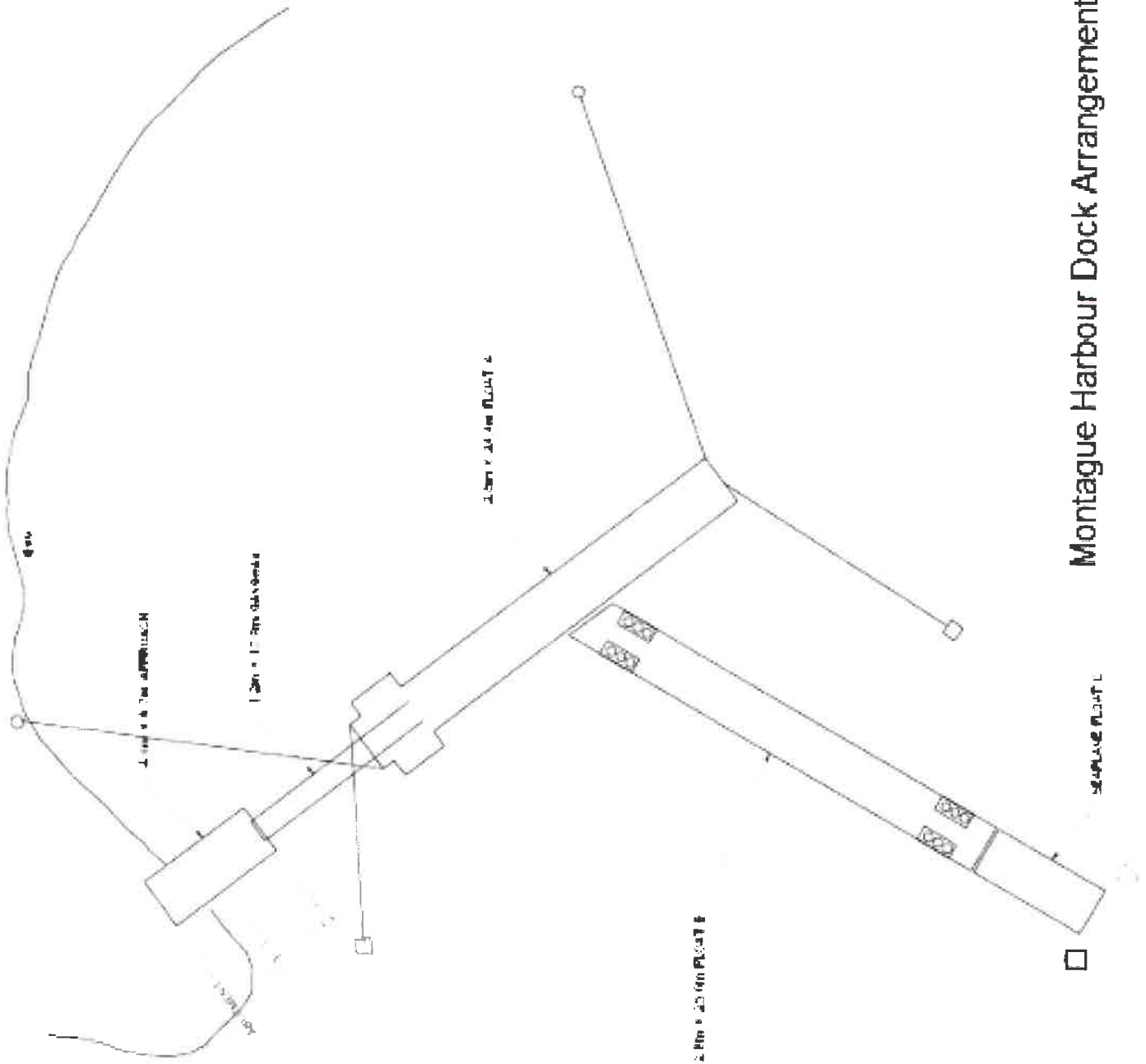
APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The railings and bull rails are freshly painted. The notice board is in good condition.

WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	N/A

GANGWAY FLOATS	The top and bottom gangway transition plates have been painted with yellow son-skid paint and the gangway has no issues.
	Float A and the WCMRC float are all in good condition. The steel pile is in good condition, anode is good. Float B is in good condition and all pilings and pile wells are showing minimal wear. The new UHMW rub boards are working as they should! Float C is in good condition, decking is in good condition, bull rail bolts are tight and there is fresh yellow paint for the loading zone bull rails and the float plane landing. The steel pile and anode are in good condition. Float C is in fair condition. A steel pile anode replacement schedule is recommended.

OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting <input type="checkbox"/> Life Rings / Heaving Lines	good <input type="checkbox"/> Unpaid Moorage
	<input checked="" type="checkbox"/> Extinguishers (expiry dates)	Nov 2023, July 2024

COMMENTS/INSTRUCTIONS	> A schedule replacing the anodes on the steel pilings is recommended.



Montague Harbour Dock Arrangement

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 12-Oct-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Retreat Cove Galiano
WHARFINGER: Kiyoshi Okuda

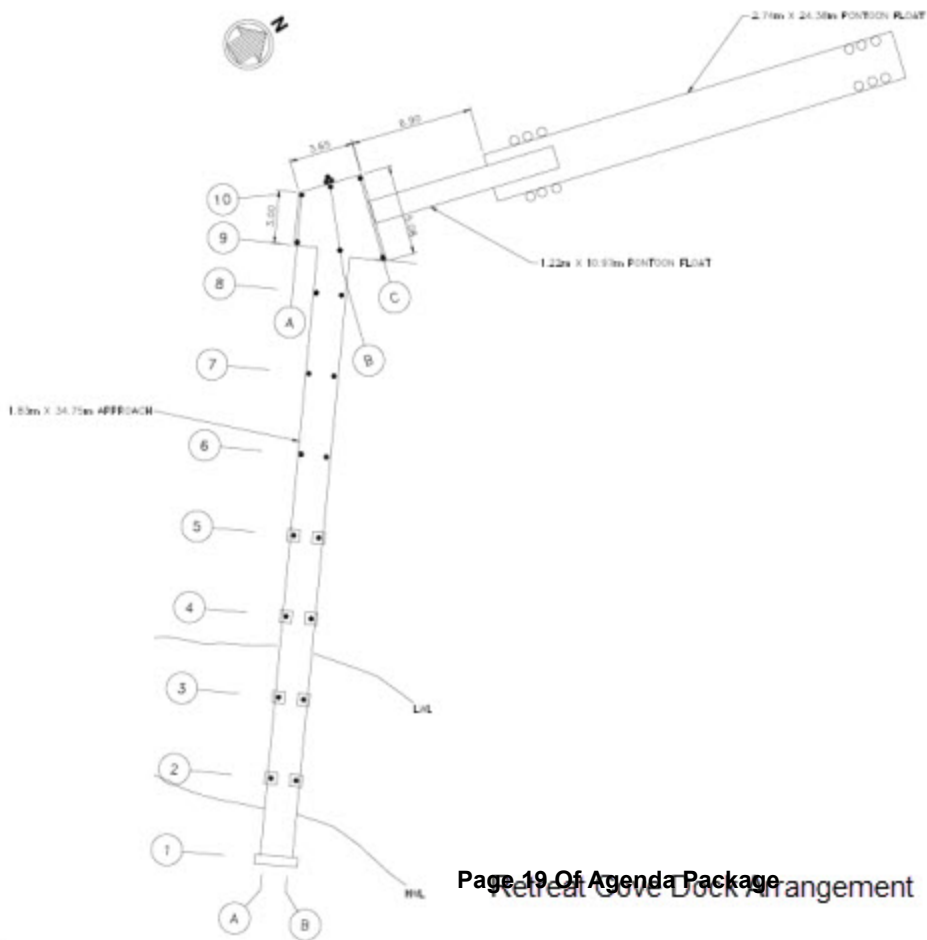
APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The railings are painted, the bull rails are not painted and are all in good condition. Pressure washing is required at the entrance and down to where the shade stops. The notice board is painted and in good condition.

WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	N/A

GANGWAY FLOATS	The gangway, transition plates and the decking are in good condition. The gangway and railings are painted. The roller and guide rails are rusty but in fair condition and the roller bearings are serviced.
	The float is in good condition, the bull rail bolts are tight and the flotation is good. The first group of piles next to the gangway in an open well have 3 piles/side and the first two on the NW side have moderate wear with the others having minimal to no wear showing. The group in closed wells at the end of the float have 3 piles/well and are showing minimal to no wear.

OTHER INSPECTIONS	<input type="checkbox"/> Lighting N/A <input checked="" type="checkbox"/> Life Rings / Heaving Lines good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) May 2024 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	> Pressure washing later in the winter is required.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 9-Aug-2023

DOCK FACILITY: Retreat Cove Galiano

INSPECTOR: Peter Binner

WHARFINGER: Kiyoshi Okuda

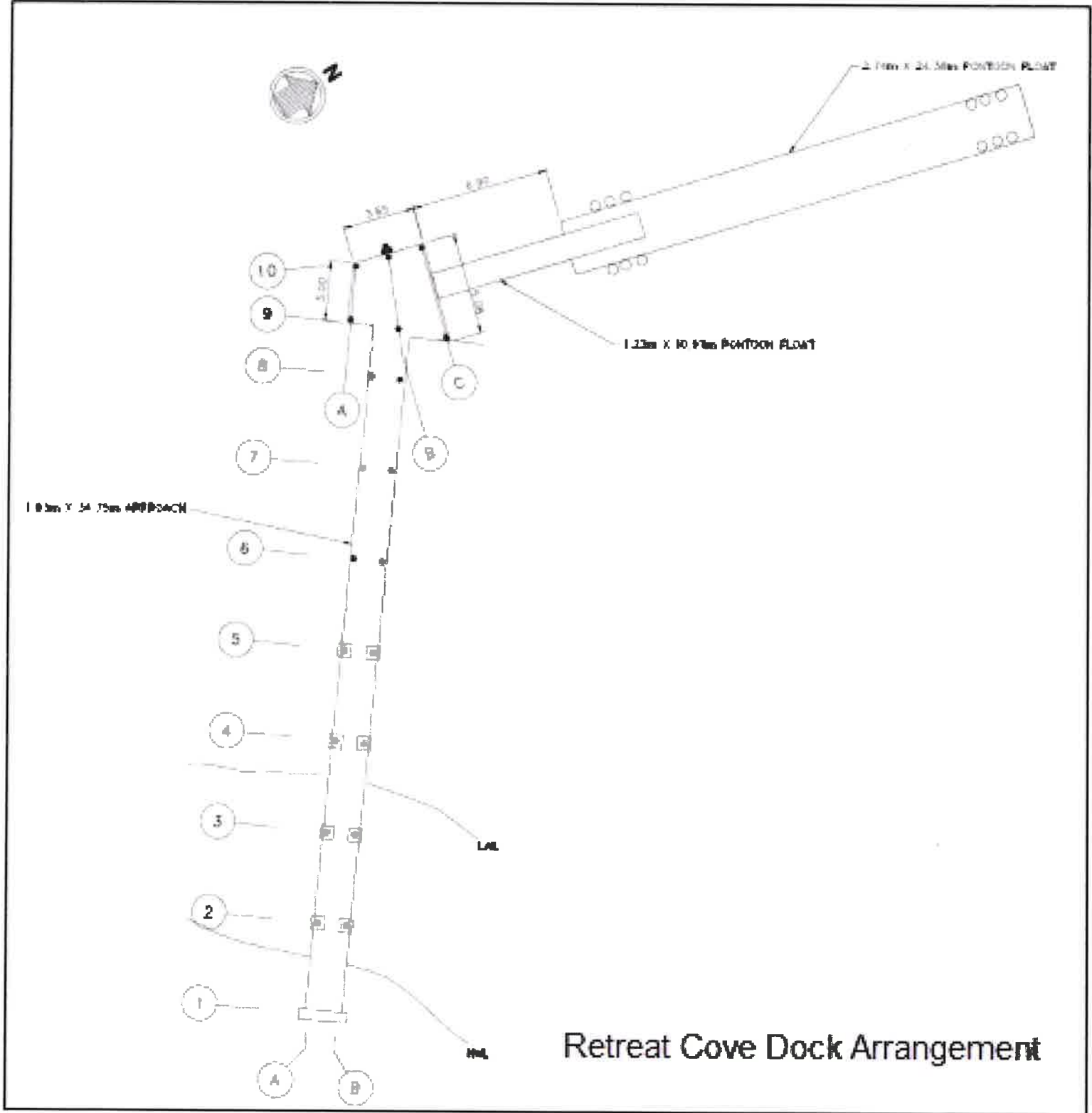
APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted			
	The railings are painted and the bull rails are unpainted and are in good condition. The decking is also in good condition. The notice board is in good condition and the damaged lock box has been repaired.			

WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted			
	N/A			

GANGWAY FLOATS	The gangway is painted, the decking is in good condition and the roller, the bearings and guide rail are rusty but in fair condition. The UHMW skid strip has been replaced for the bottom transition plate.			
	The float is in good condition, the decking and flotation are good and there is minor looseness with the bull rail bolts likely due to the hot weather. The group of 3 piles on either side of the gangway (no pile well) are showing minimal wear with one pile having moderate wear. The group of 3 piles in 2 wells are all in good condition with minimal wear showing.			

OTHER INSPECTIONS	<input type="checkbox"/>	Lighting	N/A	<input checked="" type="checkbox"/>	Life Rings / Heaving Lines	good
	<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	May 2024	<input type="checkbox"/>	Unpaid Moorage	

COMMENTS/INSTRUCTIONS	There are no issues.					



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 12-Oct-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Spanish Hills Galiano
WHARFINGER: Dan White

APPROACH	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	Unpainted railings and bull rails require pressuring washing. The decking, railings and bull rails are all in good condition.

WHARF HEAD	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The small wharfhead has unpainted railings and bull rails that require pressure but the new unpainted railings are good for now. The aluminum notice board has a new backing for notices being posted. This is necessary for these aluminum notice boards as a staple or thumb tack doesn't work well in aluminum. The life ring is missing the throw line, a new line is required.

GANGWAY FLOATS	The gangway is in new condition, no issues to report. The guide rails however are too short in height for the weather and sea state in this location. They are also too short in length and new rails are required that are 3"X 3" X 12' as suggested by Ben Mabberly.

OTHER INSPECTIONS	<input type="checkbox"/> Lighting N/A <input checked="" type="checkbox"/> Life Rings / Heaving Lines good, missing throw line
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) Unknown, possibly April 2024 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	> The gangway guide rail requires replacement, dimensions as described.
	> Pressure washing is required as described. > Replacing the life ring throw line is required.

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 9-Aug-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Spanish Hills Galiano
WHARFINGER: Dan White

APPROACH	<input checked="" type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted			
	The railings and bull rails are unpainted and along with the decking are all in good condition.			
WHARF HEAD	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted			
	The decking and new railing are all in good condition except that the gate to close off the access to the emergency ladder, used by the people jumping off of the dock, has been ripped off and sitting on the wharfhead. The new aluminum notice board requires a surface that notices can be easily attached and removed. The retrieving line for the new life ring is missing and requires replacement.			
GANGWAY FLOATS	The gangway is in good condition, there has been some trouble with it jumping the guide rails. The guide rails are too short and should be 3" high not 1 1/2" high. The roller bed aluminum skid strips require an extra 3 feet of length.			
OTHER INSPECTIONS	<input type="checkbox"/> Lighting	N/A	<input checked="" type="checkbox"/> Life Rings / Heaving Lines	missing retrieving line
	<input checked="" type="checkbox"/> Extinguishers (expiry dates)	Sept 2023	<input type="checkbox"/> Unpaid Moorage	
COMMENTS/INSTRUCTIONS				
	> The gangway roller bed requires additional 3' of skid strips to accommodate the length the gangway moves. > Reattach the missing emergency ladder gate. > The notice board requires a suitable backing for attaching notices.			

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 12-Oct-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Sturdies Bay Galiano
WHARFINGER: Kiyoshi Okuda

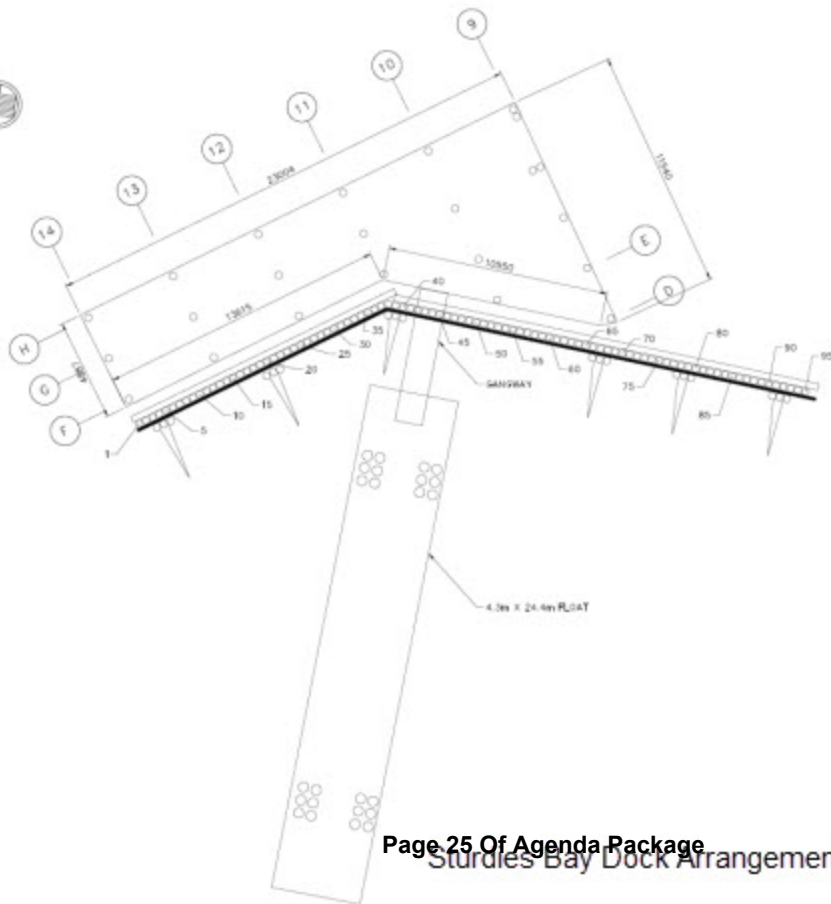
APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	<p>The railings and bull rails are unpainted and require pressure washing. The decking is in good condition with only a small area of rot in one board. The notice board requires painting.</p>

WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>N/A</p>

GANGWAY FLOATS	<p>The heavy steel gangway requires painting. The decking is old but in fair condition with minor rot at the bottom end. The roller and bearings are difficult to access and the guide rails are rusty but in fair condition. The float is in fair condition for its age and requires pressure washing, no help from the Otters with this! The decking is good, the bull rails are showing a fair amount of wear and tear and the bull rail bolts are tight with some slight looseness in the middle, shore side. Normal for this float. The 4 pile wells with 6 piles/well are in good condition with minimal to minor wear in each well.</p>

OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting working	<input checked="" type="checkbox"/> Life Rings / Heaving Lines good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) April 2024	<input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	<p>> Pressure washing and painting as described.</p> <p>> Repair the electrical panel door.</p>



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 9-Aug-2023

DOCK FACILITY: Sturdies Bay Galiano

INSPECTOR: Peter Binner

WHARFINGER: Kiyoshi Okuda

APPROACH	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	N/A

WHARF HEAD	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>The railings and bull rails are unpainted and all of the top rails require pressure washing, along with the uprights and stringers if possible. The notice board requires painting and the electrical panel door requires re-attachment. The decking is in good to fair condition. Yellow non-skid paint has been applied to the top gangway transition plate.</p>

GANGWAY FLOATS	<p>The gangway is painted but the paint is faded and future painting is recommended. This is a massive old steel structure which has no easy access for servicing the roller bearings. The roller bed boards are showing signs of rot and future replacement is recommended. The wood decking is old but in fair condition.</p>
	<p>The float is in fair condition for it's age. The bull rail bolts have been tightened and rub boards have been replaced. The flotation is good and all 4 pile wells (6 piles per well) are in good condition with minimal to moderate wear.</p>

OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting <input type="checkbox"/> Life Rings / Heaving Lines	good <input type="checkbox"/> Unpaid Moorage
	<input checked="" type="checkbox"/> Extinguishers (expiry dates)	April 2024

COMMENTS/INSTRUCTIONS	<p>> Pressure washing as described.</p>
	<p>> Repair the electrical panel door.</p> <p>> The notice board requires painting.</p>

Sturdies Bay Dock Arrangement



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 12-Oct-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Anson Rd Mayne
WHARFINGER: Richard Jarco

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted					
	There are no issues with the aluminum approach. The notice board requires a backing material that notices can be attached to without having to use various types of tape. It is cluttered with all of the notices.					
WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted					
	N/A					
GANGWAY FLOATS	The gangway is also in new condition, no issues to report. The floats are also in new condition and there are no issues to report. The steel piles are in new condition and the anodes are good. A replacement schedule is recommended for long term maintenance of the anodes.					
OTHER INSPECTIONS	<input type="checkbox"/>	Lighting	N/A	<input checked="" type="checkbox"/>	Life Rings / Heaving Lines	4 X new
	<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	March X 2, April & May (4 in total)	<input type="checkbox"/>	Unpaid Moorage	
COMMENTS/INSTRUCTIONS	Very little to report other than the backing on the notice board and a schedule to replace the anodes on the steel pilings. I could be every 3 to 5 years, time will tell. It will be helpful to build this into the maintenance plan as it isn't always a convenient inspection.					

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 9-Aug-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Anson Road Mayne
WHARFINGER: Richard Jarco

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted					
	This is all in good order. The notice board does not have a good surface to attach notices. Notices are being taped to the metal and this will be a mess to clean up. There is very little room for additional "local" notices along with the random "commercial" notices that are rapidly filling up any space. It might be worth considering installing a stand alone notice board for all the information that people are trying to post?					
WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted					
	N/A					
GANGWAY FLOATS	The gangway is in good order and working as designed. All the floats are also in good order except for the end of the float under the gangway which is slightly lower in the water due to the weight of the gangway. The steel pilings are also in good condition.					
OTHER INSPECTIONS	<input type="checkbox"/>	Lighting	N/A	<input checked="" type="checkbox"/>	Life Rings / Heaving Lines	4 new rings
	<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	April 2024 X 4	<input type="checkbox"/>	Unpaid Moorage	
COMMENTS/INSTRUCTIONS	> A stand alone notice board is recommended. > A suitable backing is required for the Aluminum notice board to attach notices. > A replacement schedule for anodes on the steel piles is recommended.					

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 12-Oct-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Horton Bay Mayne
WHARFINGER: Richard Jarco

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	<p>The first half of the approach is in fairly good condition with new deck boards and sections of repaired bull rails. The lower half is in poor condition with all of the deck boards requiring replacement. There are some sections of railing that also require replacement, The notice board is attached to the railing with a bracket holding the light standard which is not securely mounted and is pulling the railing and notice board over. The decking is likely rotten under the base of the light standard and attention to this issue is required.</p>

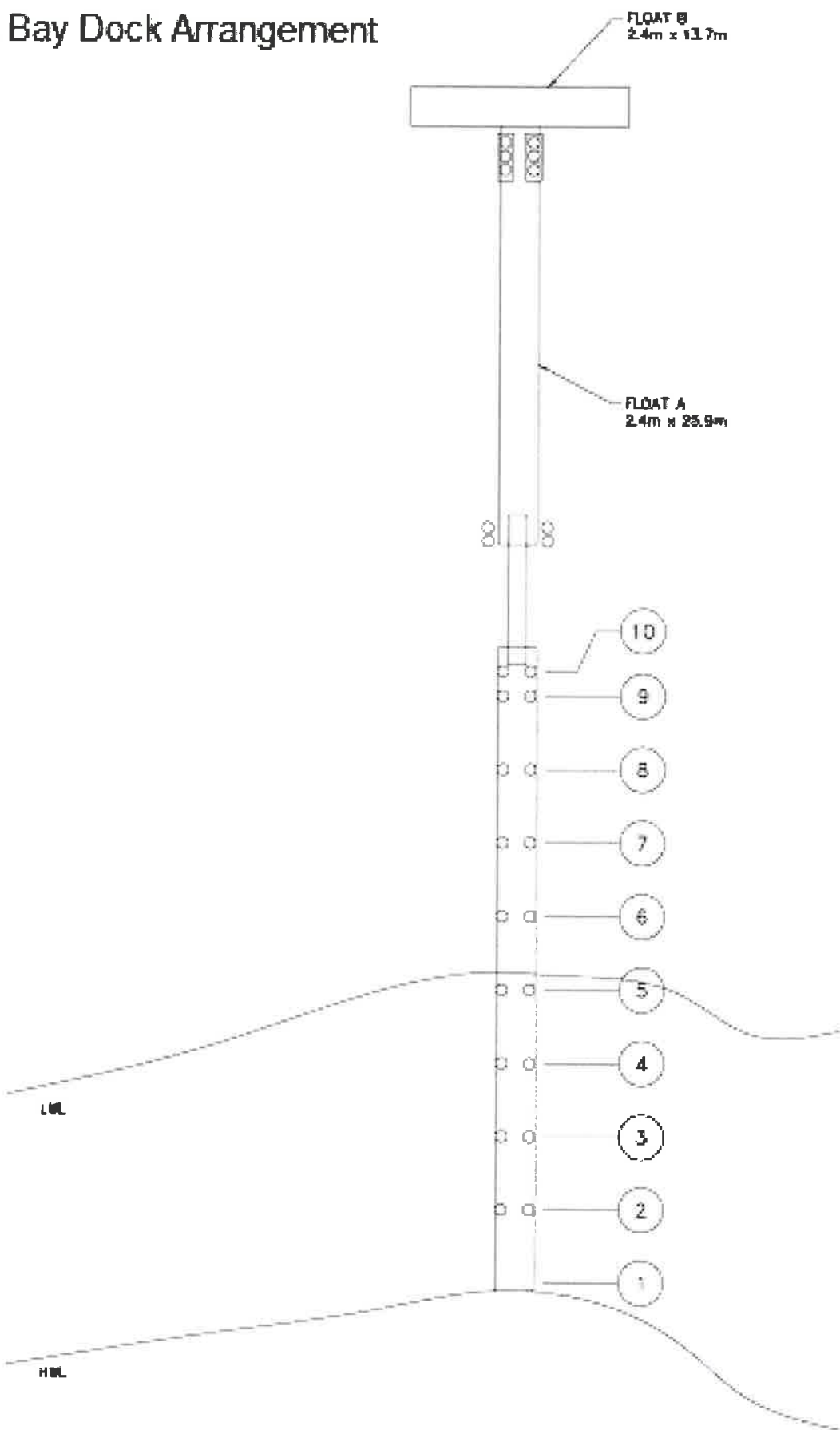
WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>N/A</p>

GANGWAY FLOATS	<p>WOW!! The gangway has new decking and the steel structure is painted and the roller bearings have been replaced. This is a huge improvement! A transition plate is recommended for the bottom end of the gangway.</p>
	<p>The float has flotation issues and inspection is required for the structural integrity of the wood which has been under water for many years. The pilings and pile wells are old with moderate wear for their age. The decking and bull rails are old and a good pressure washing is required to help with assessing the condition of the wood. This float is being replaced.</p>
	<p>The dinghy float is still floating but has serious rot issues.</p>
	<p>The life ring is missing and requires replacement.</p>

OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting working	<input checked="" type="checkbox"/> Life Rings / Heaving Lines missing
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) Nov 2023	<input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	<p>> The decking on the lower half of the approach requires replacement especially in the area of the notice board and the light standard.</p>
	<p>> The railings require painting and some rotten sections require replacement.</p> <p>> A new life ring is required.</p>

Horton Bay Dock Arrangement



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 9-Aug-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Horton Bay Mayne
WHARFINGER: Richard Jarco

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	<p>There is new decking up to the covered area and a section of bull rail has been replaced. The remaining decking is mostly in poor condition with many of the boards having developing rot. There is no apparent safety issue at this time and new decking is recommended. The railings are painted but the paint is faded and flaking off and there are several areas of rot on the top boards. The notice board is poorly mounted to the railing which has the light standard mounted to the railing and the bolts appear to be loose at the base of the standard. Repairing this is recommended.</p>

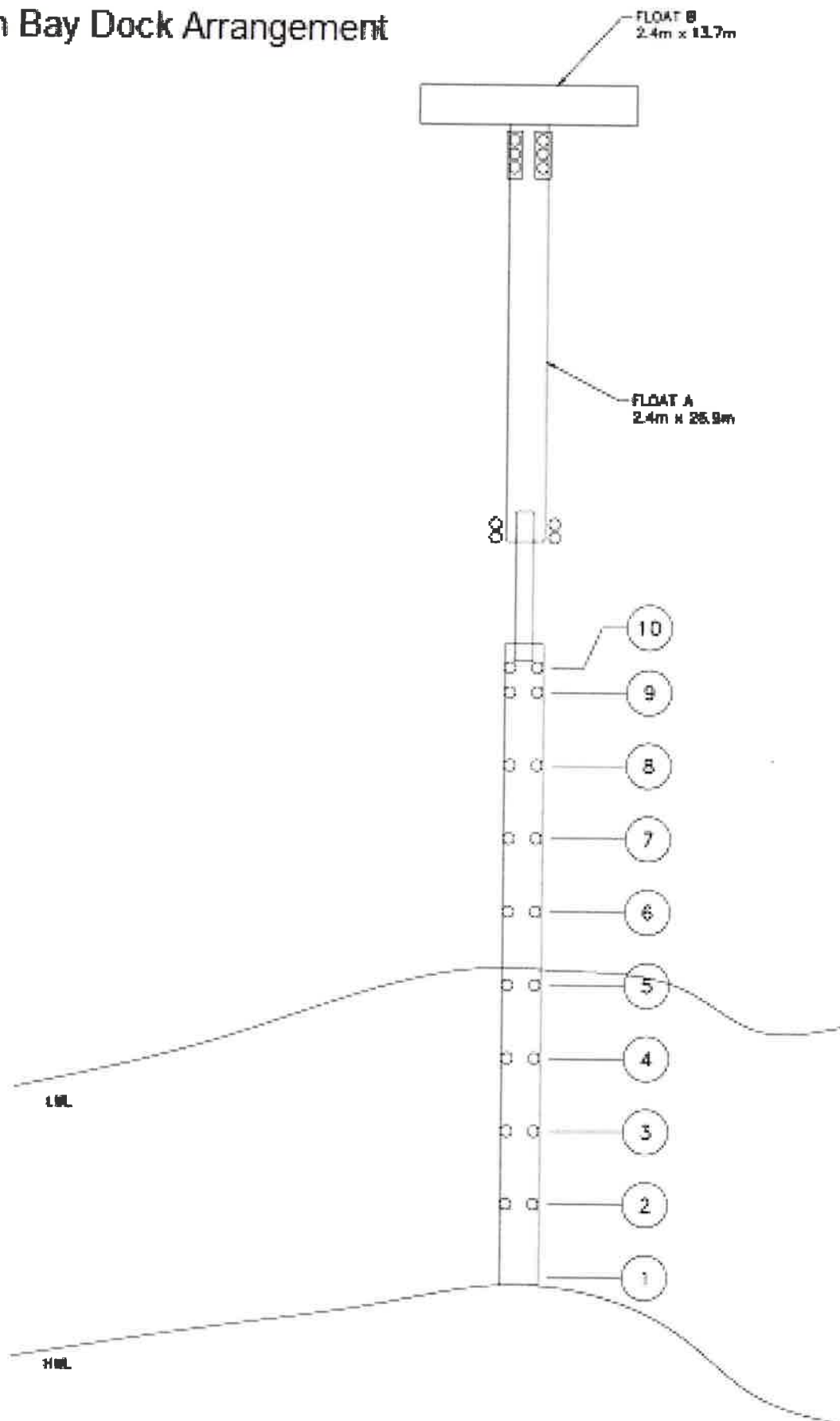
WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>N/A</p>

GANGWAY FLOATS	<p>The gangway is in poor condition, the decking is very rotten and this requires replacement before it becomes a serious safety issue. The steel structure is rusty but still in reasonable condition. The roller is rusty and one of the roller bearings has failed and the other is in poor condition. The guide rail and pillow blocks require replacement.</p>
	<p>Float A is low in the water and the decking and bull rails are in fair condition. Both floats have flotation issues and both likely have structural issues from being submerged for as long as they have. The piles, 2 piles in 2 wells on each side of the gangway are in fair condition with moderate wear and 1 of the piles has visible rot in the lower end (visible at low water). There are 6 piles in one well at the other end of this float and these are all in fair condition. Float B is in roughly the same condition as float A.</p>

OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting working	<input type="checkbox"/> Life Rings / Heaving Lines missing
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) Nov 2023, new case required	<input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	<p>> The decking on the gangway is in serious need of replacement.</p>
	<p>> The decking on the approach along with a few sections of the railing require replacement.</p> <p>> The notice board and lamp standard require secure refastening.</p> <p>> The roller bearings (pillow blocks) and the guide rails require replacement.</p> <p>> The life ring is missing and replacement is recommended</p>

Horton Bay Dock Arrangement



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 5-Oct-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Miners Bay Mayne
WHARFINGER: Nico Preston

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	<p>The railings require painting and replacing of any boards that are old with rot. The decking is in fair condition with a few boards with developing rot, closer to the notice board area. Monitoring these for replacement is recommended. Repair or replace the notice board.</p>

WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>This area has had almost all of the decking replaced and is in much better condition, nicely done! The old railings require pressure washing and paint while the new railings are unpainted.</p>

GANGWAY FLOATS	<p>Gangway A has faded and flaking paint, painting is recommended. The decking is old and the kick board has rot, replacement is recommended. The transition plates at the top and bottom of the gangway are in good condition. The roller and bearings are difficult to access, there is a tight fit between the pile wells. The 2 pile wells either side of the gangway have 6 piles / well. There is moderate wear with the inside piles and minimal otherwise. The inside of the wells take a beating and a future rebuild is recommended. The wells at the end of the float (same configuration) are in fair condition as well as the pilings although there is one pile with a developing hole visible at low tide (SW corner well).</p> <p>Float A is old but in fair condition. The bull rail bolts are tight and pressure washing is required. The bull rails are getting worn on the W side and a small section is broken at the cut out for the Ambulance boat. Replacement is recommended.</p> <p>Gangway & Float B are in good condition considering the issues with the float impacting the gangway. The bottom transition plate and the added runners appear to be working well. The electrical junction box requires fastening. The decking is holding up and the bull rail bolts are tight.</p> <p>Yellow paint is required for the bull rails in the loading zone as well as for the seaplane landing zone.</p>
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting working	<input checked="" type="checkbox"/> Life Rings / Heaving Lines 2 X good A&B floats
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) Feb, July & Sept 2024	<input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	<ul style="list-style-type: none"> > Replace or repair the notice board. > Yellow paint is required for the loading zone and the sea plane landing zone > Pressure washing and painting as described. > Recommendations can be considered as timing and funds become available.
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Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 9-Aug-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Miners Bay Mayne
WHARFINGER: Nico Preston

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	<p>The railings and bull rails are painted but the paint is faded and flaking off in many areas. painting is recommended. The decking is in good to fair condition for it's age but there are a few boards near the entrance to float B that have developing rot and monitoring for future replacement is recommended.</p> <p>The notice board is in poor condition and replacement is required.</p> <p>The mounting bolts on the light standards require inspection. There are some that have considerable rust in this area and no one has likely looked at this area in many years.</p>

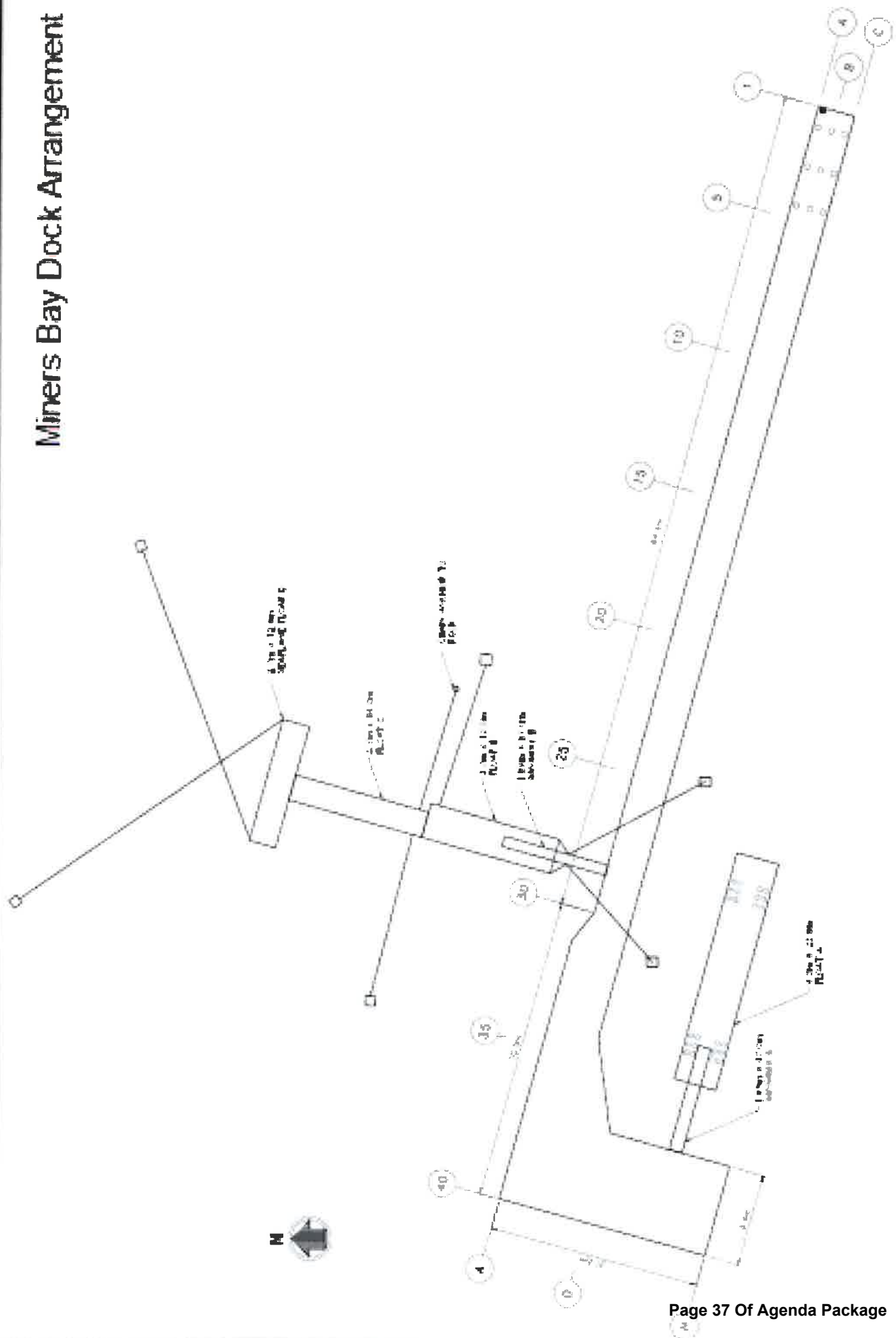
WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>Roughly 80% of the rotten decking has been replaced and a new railing has been installed around the perimeter of the wharf head. There are still a few boards that will require future replacement but overall this is a HUGE improvement for this facility.</p> <p>Inspection of the mounting bolts on the light standards is required.</p>

GANGWAY FLOATS	<p>Gangway A has painted but faded and flaking paint, painting is recommended. The wood decking is in fair but deteriorating condition and upgrading to a material that requires less maintenance, better non-skid quality and provides for a longer life that the wood is recommended. The kick board has rotten areas and replacement is recommended. The roller, bearings, guide rails and transition plate and are in good condition except that the UHMW "skid shoe" on the transition plate is deteriorating and requires replacement.</p> <p>Float A is in fair condition, the bull rails on the south side and the end of the float are showing age related wear and there are lose bolts and a broken piece that require repair. The piles (6 per well) and 2 pile wells next to the gangway are showing minimal to moderate wear. The UHMW rub boards in these pile wells require adjustment and refastening to the mounting boards. Some of these mounting boards are worn and require replacement. The piles (6 per well) and 2 pile wells at the end of the float are also showing minimal to moderate wear. There is rot in 1 pile, showing at low tide.</p> <p>Gangway B is in good condition but there was a recent problem with the gangway coming out of the guide rails. There is a slight list to the float and a concern that the float is not back far enough to support the weight of the steel gangway. Inspection is recommended. The emergency ladder was bent when the gangway jumped the guide rails. The float is in good condition, there have been a few tiles replaced recently and lose bull rail bolts.</p>
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting good <input checked="" type="checkbox"/> Life Rings / Heaving Lines one only
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) 2 X Nov 2023, 1X Feb 2024 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	
	<ul style="list-style-type: none"> > Replace rotten notice board. > Inspect all the light standards mounting bolts and condition of decking they are mounted to. > Upgrade gangway A decking. > Replace skid shoe on gangway A bottom transition plate. > Replace worn UHMW backing boards and adjust / refasten UHMW in the pile wells next to float A gangway. > Inspect the position of float B in relation to the end travel of the gangway. Can the float be adjusted back? > Painting is recommended as described. > Inspect bull rail bolts on float B.

Miners Bay Dock Arrangement



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 2-Oct-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Hope Bay Pender
WHARFINGER: Peter Binner

APPROACH	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>The railings require painting. There are a few deck boards with developing rot monitoring for replacement is recommended. Pressure washing is recommended.</p>

WHARF HEAD	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	<p>The railings require painting. The notice board and the light standard also require painting. The light requires inspection.</p>

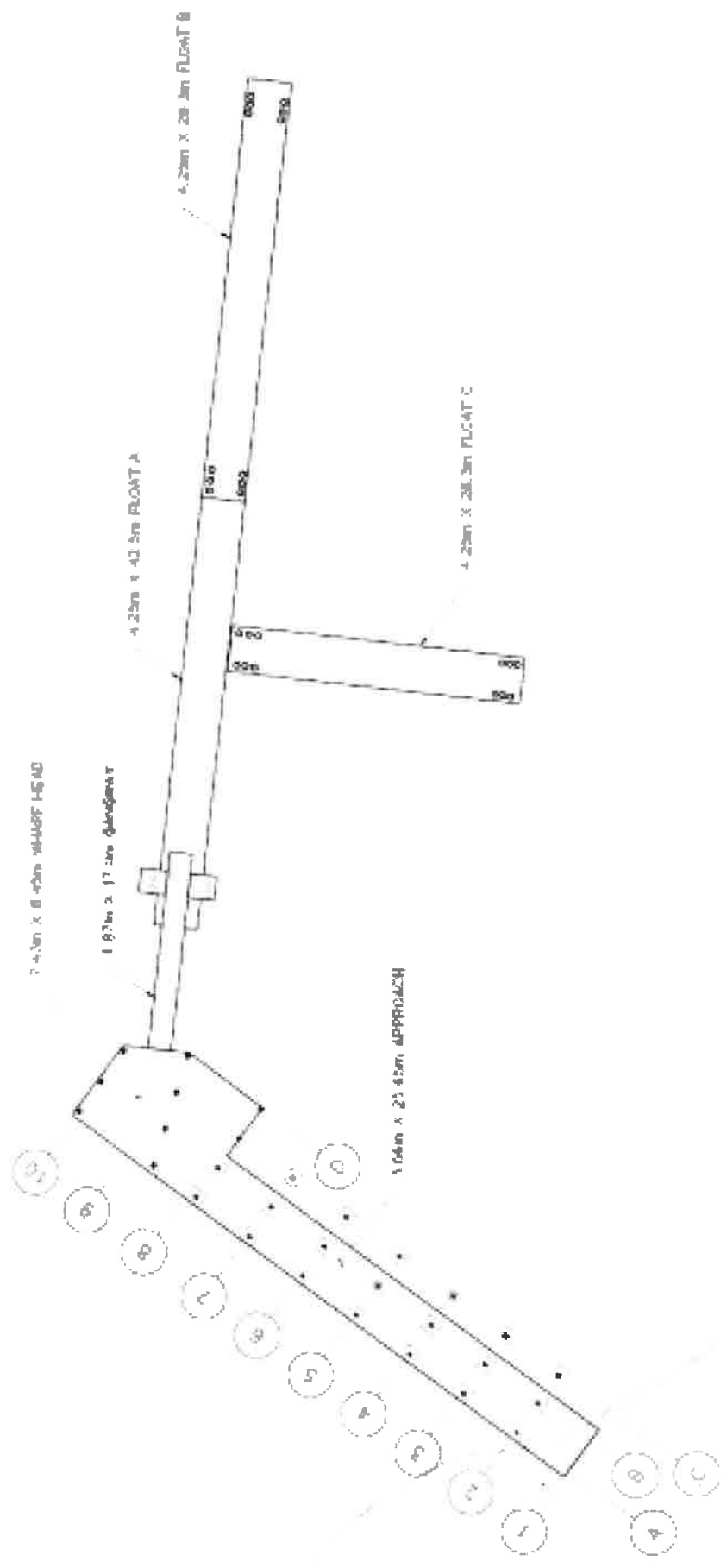
GANGWAY FLOATS	<p>A transition plate has been installed at the top of the gangway. The steel gangway is painted and along with the decking, are in fair condition. The roller and guide rails are rusty and in fair condition and the roller bearings require servicing or replacement. >Float A is new and in good condition. The pile wells and pilings are showing minimal wear and are in good condition. >Float B is in good condition, the decking and bull rails are in good condition and the bull rail bolts are all tight. The 4 pile wells with 3 piles/well are showing minimal wear and are in good condition. >Float C, the transition plate appears to be stable after a recent adjustment was made. The decking and bull rails are in fair condition, the bull rail bolts are tight. The 4 pile wells with 3 piles/well are showing minimal wear and are in good condition. >Pressure washing floats B & C is required. >The flotation with all floats is good.</p>
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting unsure, inspection required <input checked="" type="checkbox"/> Life Rings / Heaving Lines good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) July 2024 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	<p>> Painting is required for all the railings along with the notice board and the light standard. > Inspect the light on the wharfhead. > Service or replace the gangway roller bearings. >Pressure washing is required for floats B & C and recommended for the approach.</p>
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If more comments are required, additional page will be attached.

- FILE ON 36" SQUARE PILES
- FILE ON 24" DIAMETER PILES
- DRIVE PILE



Hope Bay Dock Arrangement

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 3-Aug-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Hope Bay Pender
WHARFINGER: Peter Binner

APPROACH	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>The railings and bull rails are in fair condition with faded and flaking paint, painting is recommended. The decking is in good condition with 10 to 12 boards being monitored for future replacement.</p> <p>The sprinkler system standpipe requires repair.</p>

WHARF HEAD	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	<p>The railings and bull rails are in roughly the same condition as the approach, painting is recommended. The notice board is in fair condition and a fresh coat of paint is recommended. The light standard requires painting. Servicing the crane is also recommended.</p>

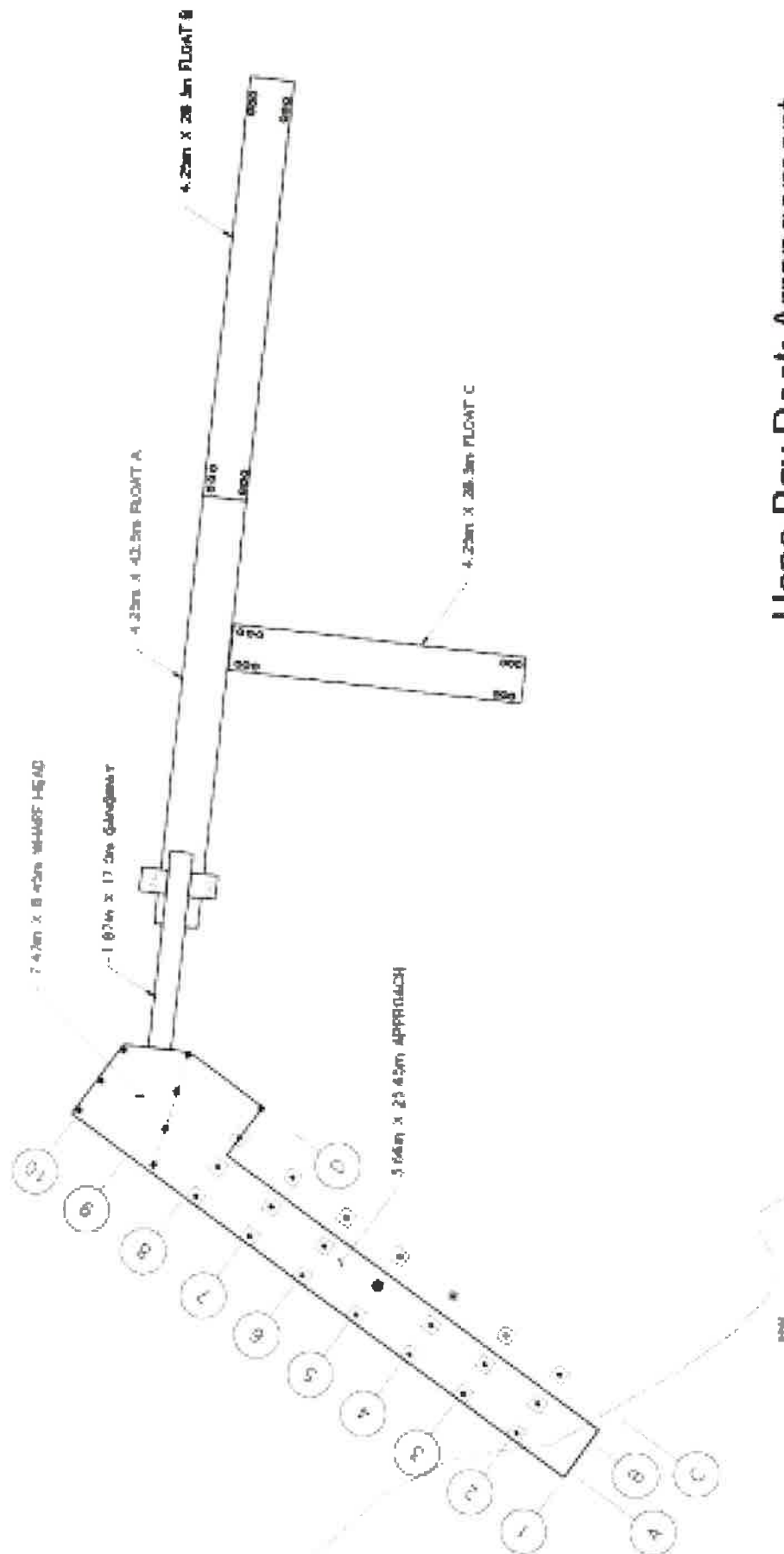
GANGWAY FLOATS	<p>The gangway is in good condition, the railings are painted and the wooden decking is in fair condition. A small transition plate is recommended at the top of the gangway. The roller and pillow blocks are rusty but still serviceable. The roller bed has been replaced and the guide rails are rusty but they still have a few years of life left. The bottom apron is in good condition.</p>
	<p>Float A is in good (new) condition, bull rail bolts are tight and the pilings and pile wells are all in good condition (minimal wear visible at a very low tide). The transition plates from float A to float C appear to be working well after the connection chain plates to float C were replaced and the chains adjusted.</p>
	<p>Float B is in good condition, bull rail bolts are tight and all pilings and pile wells are in good condition and are showing minimal wear.</p>
	<p>Float C is in fair condition, pilings and pile wells are showing minimal wear and the bull rail bolts are tight. The decking is in fair condition for its age.</p>

OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting may require inspection <input checked="" type="checkbox"/> Life Rings / Heaving Lines good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) July 2024 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	> Repair the standpipe for the sprinkler system under the approach.
	> A transition plate is recommended for the top of the gangway.
	> Servicing the crane is recommended.
	> Painting as described is recommended



- PILE ON 36" SQUARE PILES
- PILE ON 24" SQUARE PILES
- BENTON PILE



Hope Bay Dock Arrangement

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 9-Oct-2023

DOCK FACILITY: Port Browning Pender

INSPECTOR: Peter Binner

WHARFINGER: Peter Binner

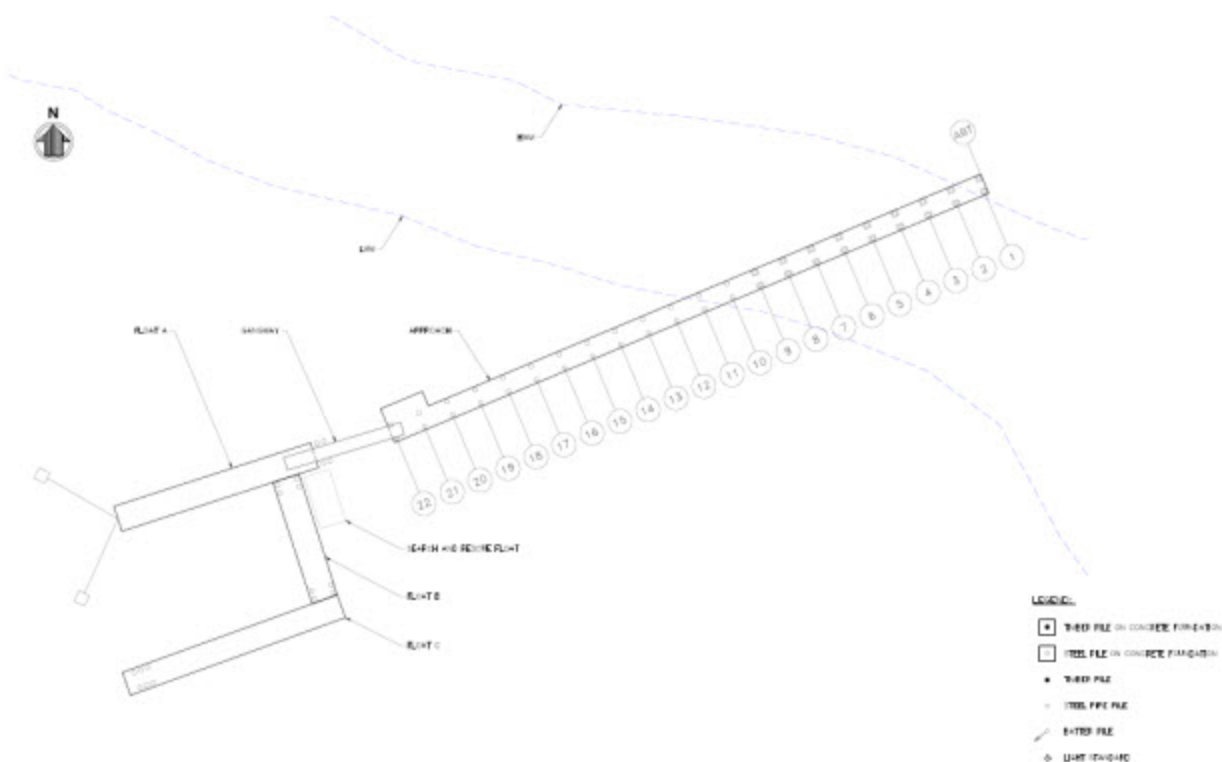
APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	<p>The railings require painting. There are areas of rot in the bull rails and also with the decking. This is being monitored and replacement is ongoing as required. There are at least 50 boards that will require future replacement. Pressure washing is recommended to help slow the rot and help maintain the newer boards. The notice board is rotten and replacement is seriously required. The fire extinguisher case requires replacement.</p>

WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>N/A</p>

GANGWAY FLOATS	<p>The gangway structure is painted and the decking requires pressure washing, Replacement of the decking with a more maintenance free material is recommended. The roller, bearings and guide rail are in fair condition.</p> <p>>Float A has improved flotation but there is a slight twist throughout the length. The decking and the bull rail bolts are all in good condition. The pilings and pile wells are in good condition with minimal wear as observed.</p> <p>>Float B decking and bull rail bolts are in good condition. Yellow paint is required for the dinghy landing area. The 2 groups of pilings (each end), two wells have 2 piles/well and the other has 3 piles/well and they are all in good to fair condition with one pile that has a developing hole at the bottom end (low tide).</p> <p>>Float C is low in the water at the connection to Float B and has been like this for many years. The decking and bull rails are in fair condition and bull rail bolts are tight. The 2 pile wells and 3 piles/well are in good condition showing minimal wear.</p> <p>>All floats require pressure washing.</p>
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting 12 volt motion sensor <input checked="" type="checkbox"/> Life Rings / Heaving Lines good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	<p>> The seriously rotten notice board requires replacement.</p> <p>> The railings on the approach require painting.</p> <p>> The dinghy landing zone requires yellow paint on the bull rails.</p> <p>> A new case is required for the fire extinguisher.</p> <p>> Pressure washing is required as described.</p>
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Port Browning Dock Arrangement

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 3-Aug-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Port Browning Pender
WHARFINGER: Claude Kennedy

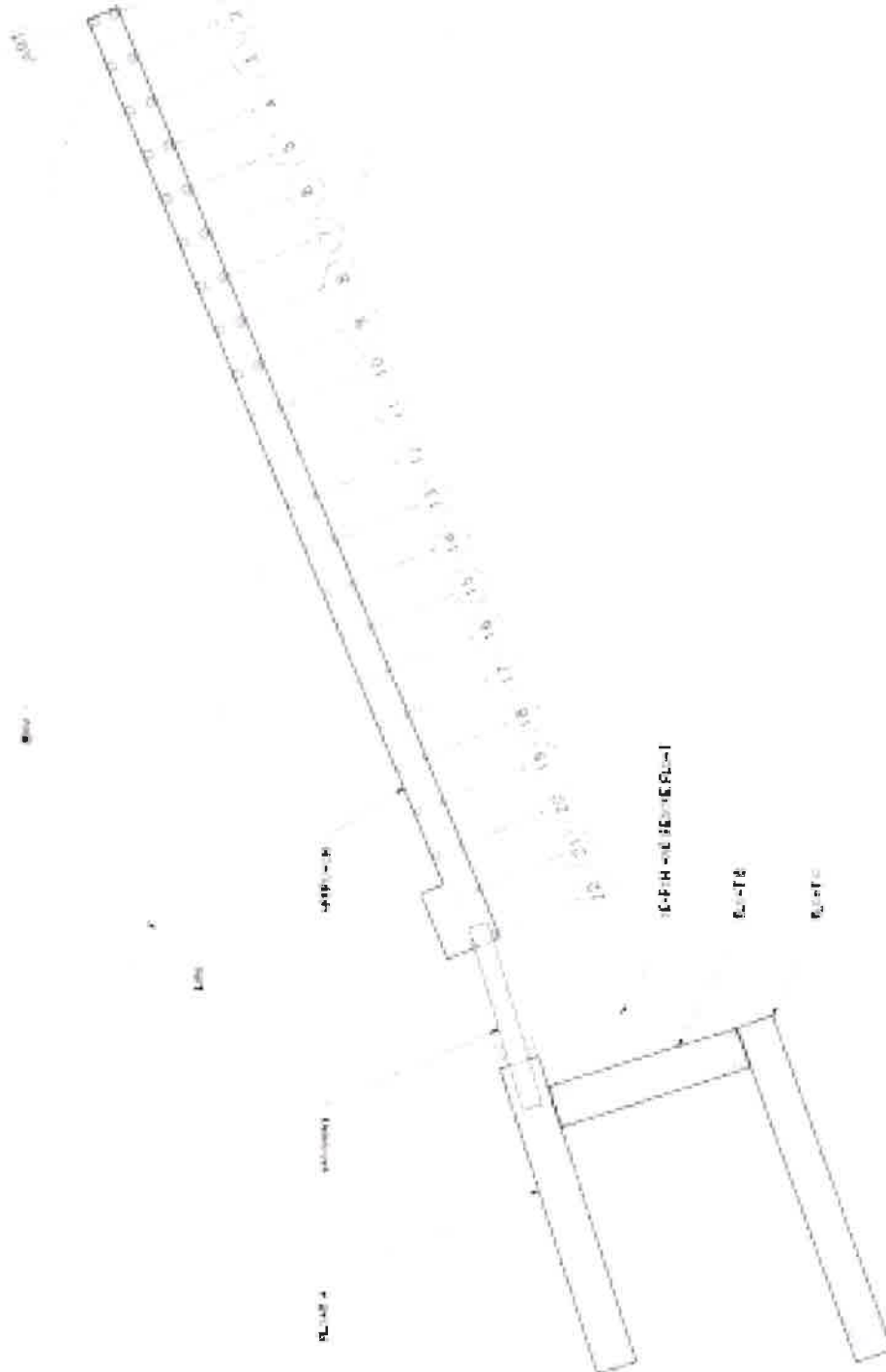
APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	<p>The painted railings and bull rails have faded and peeling paint. While a great number of deck boards have been replaced. There are still a number of boards that will require replacement in the near future. The notice board is rotten and replacement is required. The new extended mud grate looks great but hasn't had a chance to be put to the test.</p>

WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>N/A</p>

GANGWAY FLOATS	<p>The gangway railings are painted, the decking is in mostly good condition and there is a small area of rot at the bottom end (the ladder rung outside rail). The roller, guide rails and bearings are all in fair condition. Float A is in fair condition, the flotation at the end under the gangway is much improved and the pilings and pile wells are in good to fair condition with minimal wear. There is still a slight twist to this float but it is likely just the way it is for the age of the float.</p> <p>Float B appears to be a bit lower in the water than normal and this is more noticeable at the connection to float C. The pilings and pile wells (3 piles @ in 4 wells) are all in good condition except for some developing rot in 1 pile. The Dinghy landing zone requires yellow paint.</p> <p>Float C is in fair condition and there is a slight dip at the end that connects to float B. This is a longstanding condition and appears to be stable. The pilings and pile wells (3 piles @ in 2 wells) are in good condition with minimal wear showing. The decking, bull rails and bolts are all in fair condition. Yellow paint is required for the Loading Zone area.</p>
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting 12 volt motion sensor <input checked="" type="checkbox"/> Life Rings / Heaving Lines good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) Oct 2023 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	<p>> Replacement of the rotten notice board is required.</p> <p>> Monitor the flotation of Float B.</p> <p>> Yellow paint is required for the Dinghy and Loading Zone areas.</p>
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1. **THE FIRST**
 2. **THE SECOND**
 3. **THE THIRD**
 4. **THE FOURTH**
 5. **THE FIFTH**
 6. **THE SIXTH**
 7. **THE SEVENTH**
 8. **THE EIGHTH**
 9. **THE NINTH**
 10. **THE TENTH**
 11. **THE ELEVENTH**
 12. **THE TWELFTH**
 13. **THE THIRTEENTH**
 14. **THE FOURTEENTH**
 15. **THE FIFTEENTH**
 16. **THE SIXTEENTH**
 17. **THE SEVENTEENTH**
 18. **THE EIGHTEENTH**
 19. **THE NINETEENTH**
 20. **THE TWENTIETH**
 21. **THE TWENTY-FIRST**
 22. **THE TWENTY-SECOND**
 23. **THE TWENTY-THIRD**
 24. **THE TWENTY-FOURTH**
 25. **THE TWENTY-FIFTH**
 26. **THE TWENTY-SIXTH**
 27. **THE TWENTY-SEVENTH**
 28. **THE TWENTY-EIGHTH**
 29. **THE TWENTY-NINTH**
 30. **THE THirtiETH**
 31. **THE THIRTY-FIRST**
 32. **THE THIRTY-SECOND**
 33. **THE THIRTY-THIRD**
 34. **THE THIRTY-FOURTH**
 35. **THE THIRTY-FIFTH**
 36. **THE THIRTY-SIXTH**
 37. **THE THIRTY-SEVENTH**
 38. **THE THIRTY-EIGHTH**
 39. **THE THIRTY-NINTH**
 40. **THE FORTY**
 41. **THE FORTY-FIRST**
 42. **THE FORTY-SECOND**
 43. **THE FORTY-THIRD**
 44. **THE FORTY-FOURTH**
 45. **THE FORTY-FIFTH**
 46. **THE FORTY-SIXTH**
 47. **THE FORTY-SEVENTH**
 48. **THE FORTY-EIGHTH**
 49. **THE FORTY-NINTH**
 50. **THE FIFTY**
 51. **THE FIFTY-FIRST**
 52. **THE FIFTY-SECOND**
 53. **THE FIFTY-THIRD**
 54. **THE FIFTY-FOURTH**
 55. **THE FIFTY-FIFTH**
 56. **THE FIFTY-SIXTH**
 57. **THE FIFTY-SEVENTH**
 58. **THE FIFTY-EIGHTH**
 59. **THE FIFTY-NINTH**
 60. **THE SIXTY**
 61. **THE SIXTY-FIRST**
 62. **THE SIXTY-SECOND**
 63. **THE SIXTY-THIRD**
 64. **THE SIXTY-FOURTH**
 65. **THE SIXTY-FIFTH**
 66. **THE SIXTY-SIXTH**
 67. **THE SIXTY-SEVENTH**
 68. **THE SIXTY-EIGHTH**
 69. **THE SIXTY-NINTH**
 70. **THE SEVENTY**
 71. **THE SEVENTY-FIRST**
 72. **THE SEVENTY-SECOND**
 73. **THE SEVENTY-THIRD**
 74. **THE SEVENTY-FOURTH**
 75. **THE SEVENTY-FIFTH**
 76. **THE SEVENTY-SIXTH**
 77. **THE SEVENTY-SEVENTH**
 78. **THE SEVENTY-EIGHTH**
 79. **THE SEVENTY-NINTH**
 80. **THE EIGHTY**
 81. **THE EIGHTY-FIRST**
 82. **THE EIGHTY-SECOND**
 83. **THE EIGHTY-THIRD**
 84. **THE EIGHTY-FOURTH**
 85. **THE EIGHTY-FIFTH**
 86. **THE EIGHTY-SIXTH**
 87. **THE EIGHTY-SEVENTH**
 88. **THE EIGHTY-EIGHTH**
 89. **THE EIGHTY-NINTH**
 90. **THE NINETY**
 91. **THE NINETY-FIRST**
 92. **THE NINETY-SECOND**
 93. **THE NINETY-THIRD**
 94. **THE NINETY-FOURTH**
 95. **THE NINETY-FIFTH**
 96. **THE NINETY-SIXTH**
 97. **THE NINETY-SEVENTH**
 98. **THE NINETY-EIGHTH**
 99. **THE NINETY-NINTH**
 100. **THE HUNDRED**



Port Browning Dock Arrangement

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 9-Oct-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Port Washington Pender
WHARFINGER: Peter Binner

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The railings and bull rails are unpainted and along with the decking, are in good condition. The other seriously rotten notice board requires replacement.

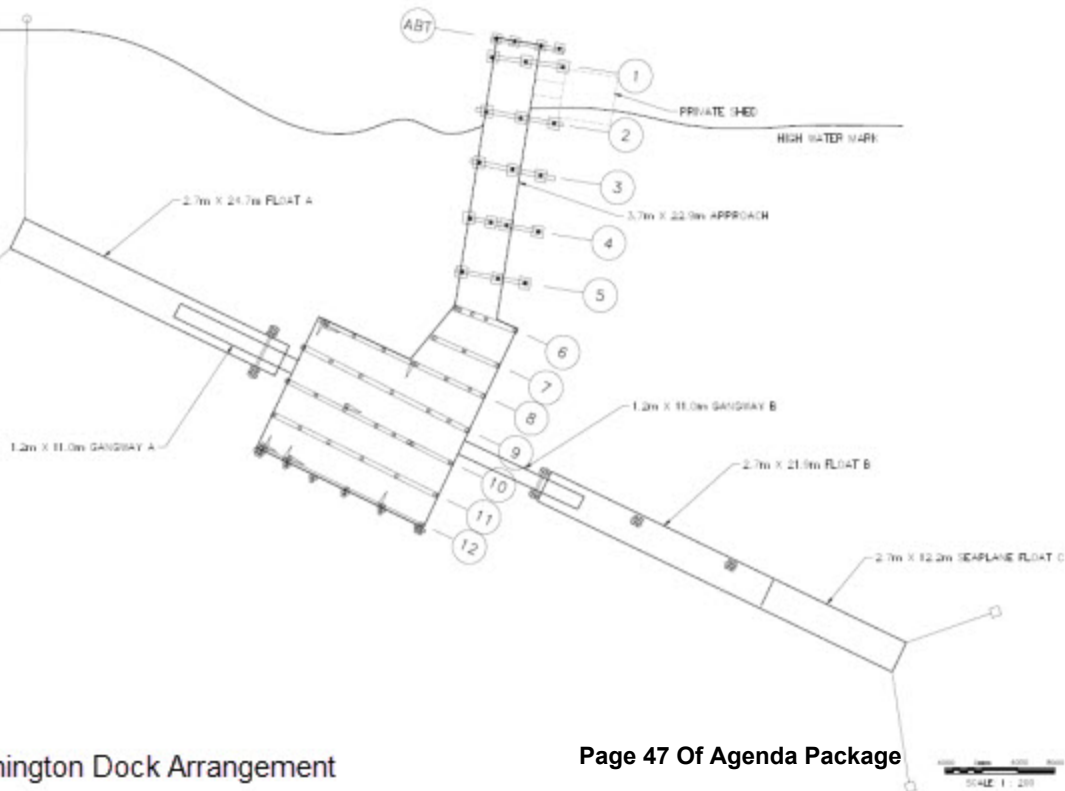
WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The wharfhead is in excellent condition with new decking and unpainted railings all around.

GANGWAY FLOATS	>Gangway A is painted and the decking is in fair condition. The roller and bearings are in good condition but the roller shaft has shifted further out on one side. Repair is recommended. >Float A has good flotation, the decking and bull rails are in good condition and the bull rail bolts are now tight. The 2 pile wells, 3 piles/well, under the gangway, are in good condition, showing minimal wear. Three tires are missing in the seaplane landing zone and require replacement. >Gangway B is painted and the decking is in fair condition. There is some minor rot in the kick board and replacement is recommended. The roller and guide rails are rusty but are in fair condition. The bearings are good. All pilings and pile wells are in fair condition with moderate wear for the age of the float. The decking and bull rails are in worn but fair condition, Some sections of bull rail are worse than others and replacement is recommended. >Float C is in fair condition and both Floats B&C require pressure washing.
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting good	<input checked="" type="checkbox"/> Life Rings / Heaving Lines good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) Nov 2023	<input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	> Replace rotten notice board. > Replace 3 missing tires in the seaplane zone. > Pressure washing floats B&C is required. > For minor work, see recommended items.
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If more comments are required, additional page will be attached.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 3-Aug-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Port Washington Pender
WHARFINGER: Rod MacLean

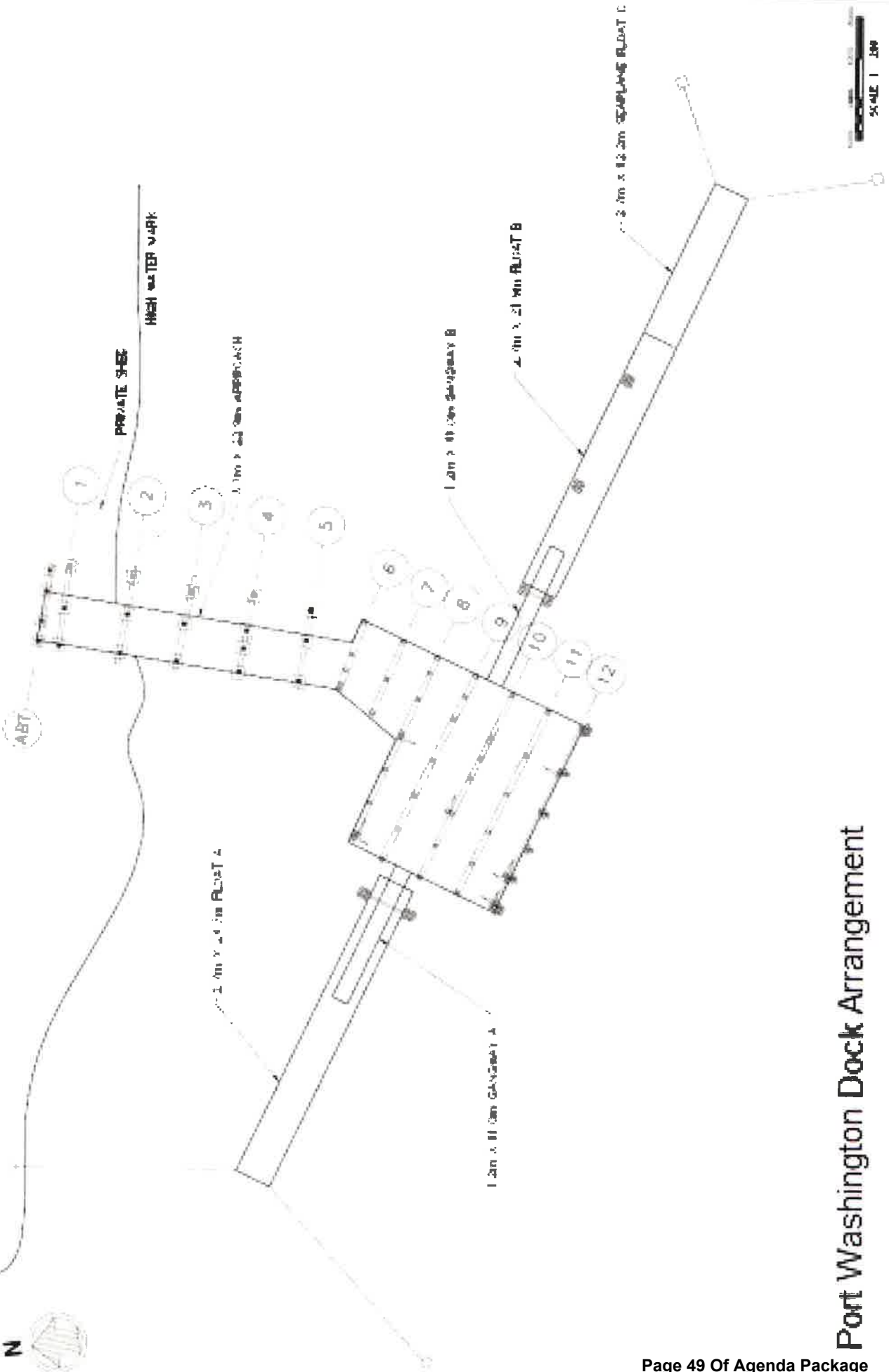
APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	<p>The approach has unpainted bull rails and railings, all are in good condition. The notice board is rotten and requires replacement.</p>

WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>There are new unpainted railings around the whole wharfhead and roughly 80 - 90% of the decking has been replaced. Aside from the rotten notice board, things look pretty nice.</p>

GANGWAY FLOATS	<p>Gangway A has painted railings and the bracing has been repaired. The wooden decking is old but in fair condition. The metal at the bottom end of the gangway is deteriorating due to rust but the rest of the structure is in fair condition. The roller is rusty and the pillow blocks/bearings are fairly new but the roller shaft is not in the proper position and is sticking further out on one side than the other. Repair is recommended.</p> <p>Float A is in fair condition, the pilings and pile wells (4 piles @ in 2 open wells) are showing minimal wear. The bull rail bolts have been tightened and sections of rub board have been replaced.</p> <p>Gangway B has painted railings and the wood decking is old but in fair condition. There is a bit of rot on the kick board at the bottom end and the plank below this has a pronounced curl to it. Replacement is not urgent but recommended. The roller and pillow blocks are rusty but have no issues at the moment.</p> <p>Float B has had the damaged bull rail around the open pile well next to the gangway repaired. There are still some sections of bull rail that are old and damaged that require future replacement and the bull rail bolts are loose in these areas but action is not urgent at this time. The pilings and pile wells are in fair condition, the framing around the closed pile wells (4 piles @ in 2 wells) are failing and replacement is recommended.</p> <p>The flotation is much better at the connection to float C and the connection chains are all in good condition. Sections of rub board have been replaced.</p> <p>Float C is in fair condition with no issues to report.</p>
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting <input type="checkbox"/> Life Rings / Heaving Lines	good <input type="checkbox"/> Unpaid Moorage
	<input checked="" type="checkbox"/> Extinguishers (expiry dates)	Oct 2023

COMMENTS/INSTRUCTIONS	<p>> Replace rotten Notice Board</p> <p>> Reposition roller shaft in the bearings on gangway A.</p> <p>> Replacement of sections of bull rail on float B and the framing around the 2 pile wells is recommended.</p>
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Port Washington Dock Arrangement

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 10-Oct-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Piers Island
WHARFINGER: Peter Binner

APPROACH	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>The railings and bull rails are unpainted and along with the decking there are a few areas of developing rot that can be monitored and future replacement is recommended. The decking has been pressure washed.</p>

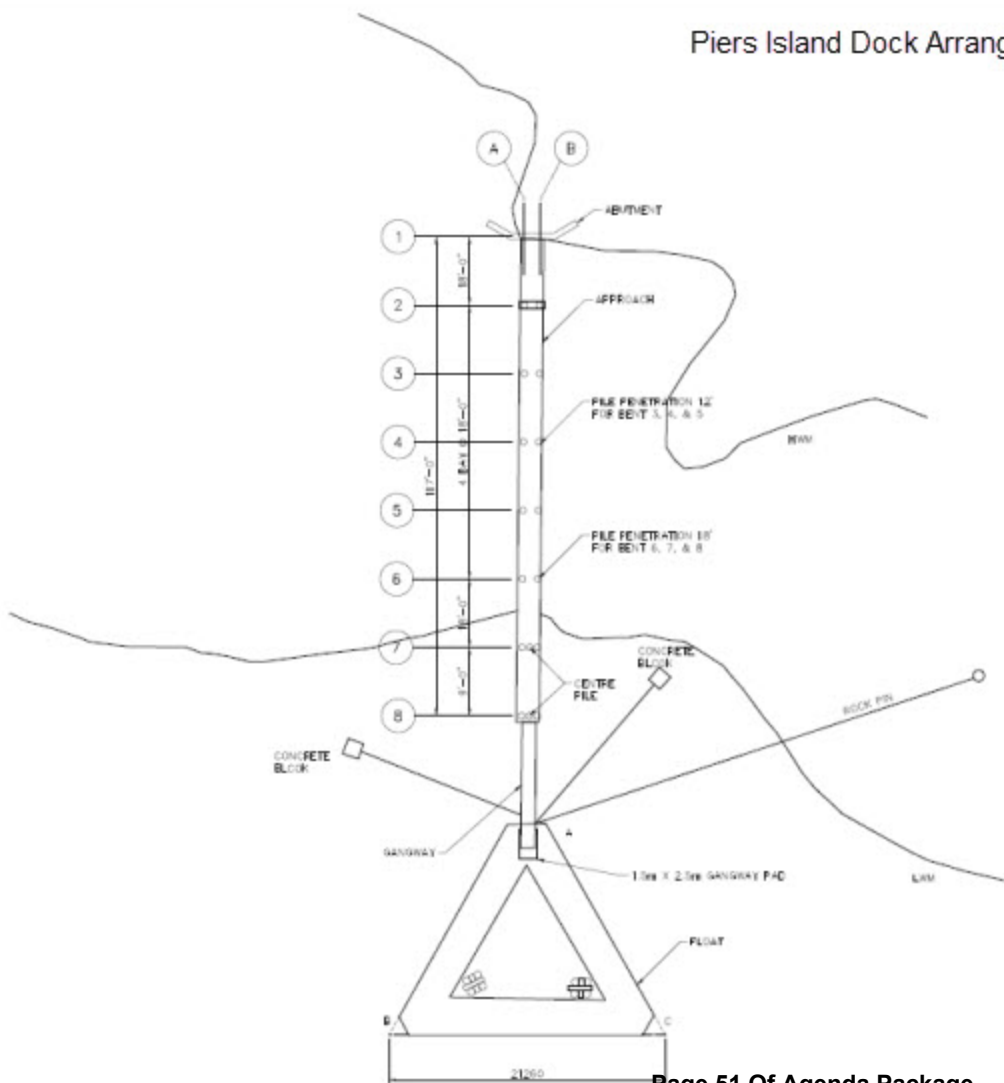
WHARF HEAD	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	<p>N/A</p> <p>The notice board is located on the main float.</p>

GANGWAY FLOATS	<p>The steel gangway is in fair condition, the decking and expanded metal non-skid grating is old and a complete upgrade is recommended. The roller and roller bearings bearings are almost impossible to service but are still functioning. An aluminum gangway would be a recommended replacement when there are available funds.</p>
	<p>The single triangular float is old but in fair condition, the flotation is good and the decking and bull rails have wear but only a few boards may require replacement in the next few years. The expanded aluminum grating, covering the main walking area, is getting old and replacement is recommended as this material deteriorates. Refastening is required as areas break or the staples rust out. The pilings are in open wells and in good condition. There is a piece of UHMW rub board that has fallen off and requires replacement, SE corner well.</p>
	<p>The raised decking used for the bottom gangway transition plate to slide on is in poor condition and replacement is required. The aluminum non-skid grating is applied in this area but the wood is so rotten, it is difficult to refasten this grating securely. There is the potential for a tripping hazard in this area as people transit on and off the gangway.</p>

OTHER INSPECTIONS	<input type="checkbox"/> Lighting N/A <input checked="" type="checkbox"/> Life Rings / Heaving Lines good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) Aug 2024 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	<p>> The biggest concern is the deterioration of the expanded aluminum grating used as for the non-skid surface on the gangway and the float. While most of it is in fair condition there are areas that have more wear and as this breaks, it can lift up and present a tripping hazard. The area at the bottom end of the gangway is in the worst condition and also the decking that requires replacement.</p>
	<p>> Replace missing UHMW piling rub board in the SE corner well.</p> <p>> Extending the yellow paint for the loading zone by 6 feet is recommended.</p>

Piers Island Dock Arrangement



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 11-Aug-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Piers Island
WHARFINGER: Peter Binner

APPROACH	<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted </div> <p>The notice board with all the notices etc. is on the float.</p> <p>There are unpainted railings and bull rails that are in good to fair condition. There is a small area of rot in a section of bull rail. The decking is in similar condition with minor rot developing in a few boards.</p>
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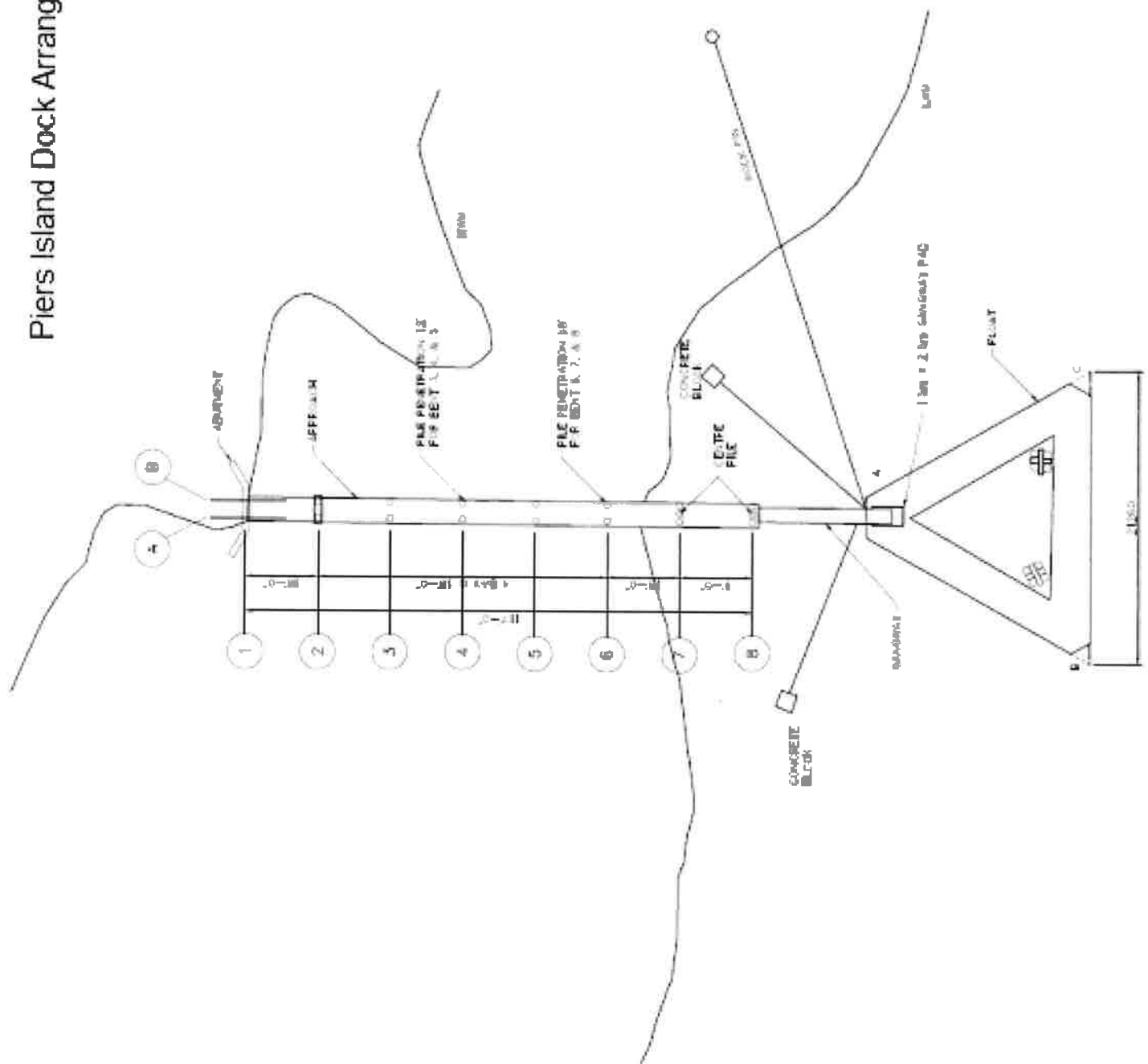
WHARF HEAD	<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted </div> <p>N/A</p>
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GANGWAY FLOATS	<p>The gangway has painted (faded) railings and future painting is recommended. The decking and non-skid expanded aluminum grating requires replacement. This is rapidly breaking down and develop into a tripping hazard. A modern material that provides the non-skid surface and requires less maintenance is recommended. The roller wheels are rusty and cannot be serviced.</p> <p>The float is in fair condition for its age and the flotation is good. The numerous sections of aluminum expanded metal grating are slowly breaking up and required stapling but the condition of the sections at the bottom end of the gangway are in poor condition along with some of the decking that they are attached to. I stapled and nailed as best that I could but some of the boards are rotten and replacement is required.</p> <p>The 10 pilings are in good condition and the open pile wells (3) are in good condition except there is a piece of UHMW rub board (46 1/2" X 6" X 3/4"(?)) that has fallen off in the SE corner of the open pile well and requires replacement. There is a lose rub board on the NW end of the float.</p> <p>The notice board is in good condition and I installed a large Marine Mammal Notice Sign from the Galiano Conservancy along with an existing sign of theirs located on the float.</p>
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OTHER INSPECTIONS	<input type="checkbox"/> Lighting <input checked="" type="checkbox"/> Extinguishers (expiry dates)	N/A July 2024	<input checked="" type="checkbox"/> Life Rings / Heaving Lines <input type="checkbox"/> Unpaid Moorage	good New wharfinger required
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COMMENTS/INSTRUCTIONS	<ul style="list-style-type: none"> > The non-skid on the gangway requires upgrading as recommended. > The non-skid and the deck boards at the bottom of the Gangway require replacement. > A piece of UHMW rub board is required to replace the missing piece in the SE corner open pile well. > A new Wharfinger is required.
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Piers Island Dock Arrangement



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 4-Oct-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Lyall Harbour Saturna
WHARFINGER: Vanessa Verbitsky

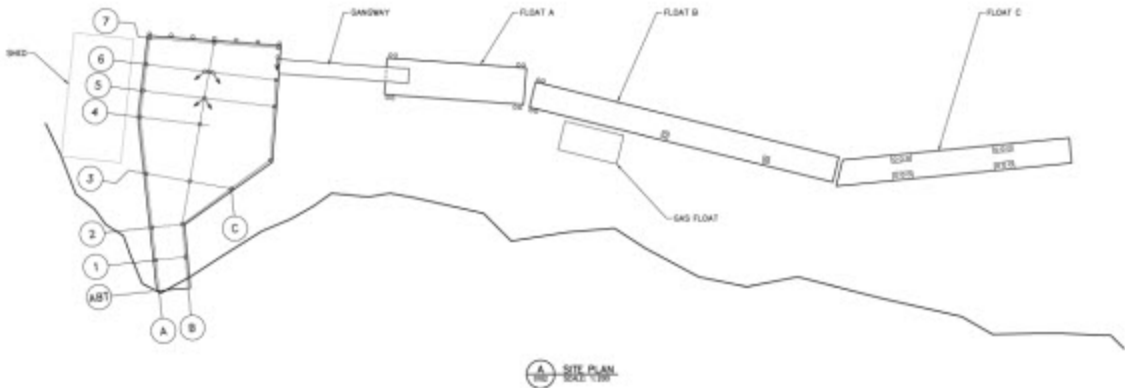
APPROACH	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	N/A

WHARF HEAD	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	<p>The wharfhead is in good condition and the notice board requires painting and a new piece of plywood heavier than what is presently attached. There is a small piece of pile cape that has torn off and a new piece of capping is recommended.</p>

GANGWAY FLOATS	<p>The gangways top transition plate is rusty and requires cleaning and a coat of paint. The aluminum gangway is in good condition.</p> <p>Float A appears to be somewhat higher in the water than before with the rub boards just slightly in the water. The bull rail bolts are mostly tight with a few that are loose along the WCMRC float. The first group of 2 piles next to the gangway, in open wells, are in good condition as observed at the existing tide. The 2 steel piles in wells appear to be in good condition and the anodes require a replacement schedule as it isn't always easy to check the condition depending on the tide. Having a rough idea of their lifespan will help maintain the maintenance they provide.</p> <p>>Float B is low in the water at the connection to Float A. The bull rail bolts are tight and there is a new rigid transition plate between Floats B&C. There are 2 groups of 3 piles in 2 wells/group. The piles are in good condition with minimal wear and the wells are in fair condition with older UHMW (?) that shows checking but no breakage.</p> <p>>Float C is in good condition, the planking is good and the bull rail bolts are tight. Both ends are low in the water and this seems to be a developing trend. Inspection is recommended.</p> <p>A more secure method of attaching tires for the float plane is required at the end of the float. One tire is required for the landing side.</p>
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting upgrading is recommended <input checked="" type="checkbox"/> Life Rings / Heaving Lines floats A & B are good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) April 2024 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	<p>> Fastening the tires at the end of Float C is required along with replacing a missing tire on the landing side.</p> <p>> Upgrading the lights to LED system is recommended.</p> <p>> There are a number of minor issues to consider but there is nothing urgent otherwise.</p>
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LEGEND:

-  TIMBER PILE ON CONCRETE FOUNDATION
-  STEEL PILE ON CONCRETE FOUNDATION
-  TIMBER PILE
-  STEEL PIPE PILE
-  BATTERY PILE

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 7-Aug-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Lyall Harbour Saturna
WHARFINGER: Vanessa Verbitsky

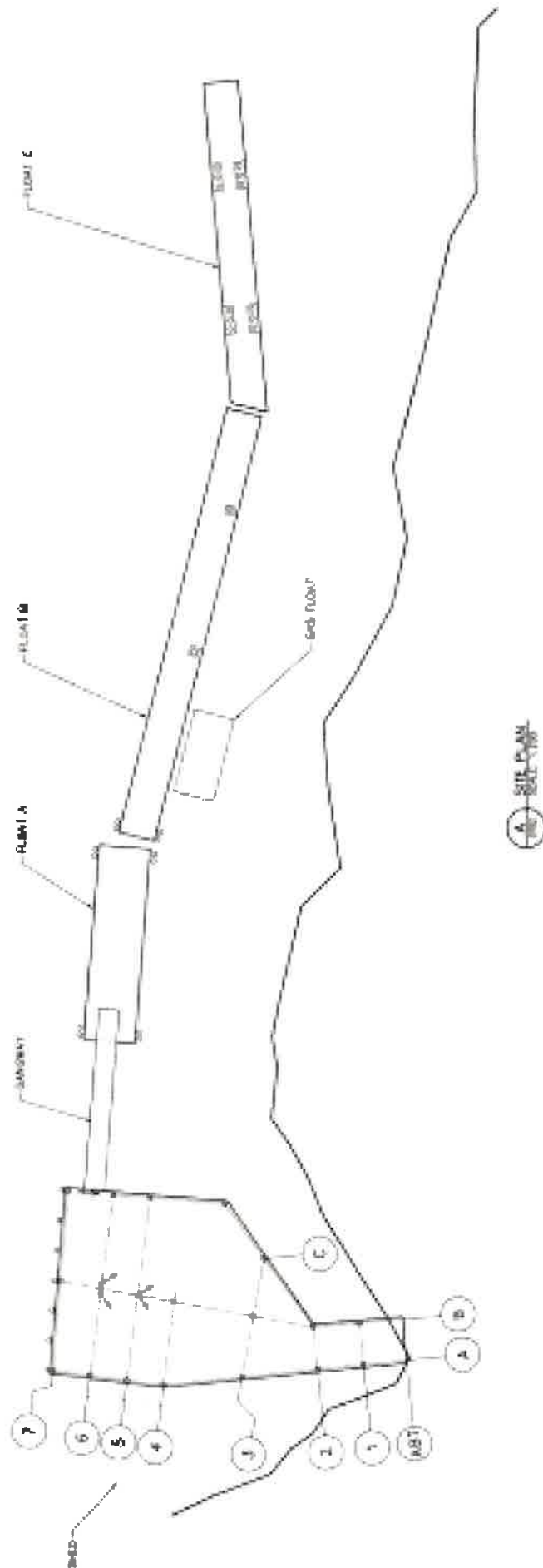
APPROACH	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	N/A

WHARF HEAD	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The wharfhead is in good condition, there is no built up dirt or gravel, bull rails all look good. The notice board is looking old, paint is faded and a face lift is recommended.

GANGWAY FLOATS	<p>The aluminum gangway is in good condition, everything is working well with minimal wear showing The top transition plate is rusty and requires painting.</p> <p>Float A is low in the water and likely requires additional flotation. The first group of pilings in open wells, 2 per side next to the gangway are showing minimal wear. There is wear damage from the previous Kayak Shack but the existing Kayak float is not presently impacting the pilings. The 2nd group of 3 piles per side, in open wells are showing minimal wear. The 1 steel piling is in good condition. The decking, bull rails and bolts are in good condition.</p> <p>Float B is also low in the water at the connection with float A and is higher at the end that connects to float C. The 2 groups of pilings and pile wells, 3 piles per well, 4 wells in total are showing minimal wear. The UHMW rub boards in the wells are old but still seem to have reasonable integrity. The decking has a few lose deck boards, the Wharfinger will attend to nailing them down and the bull rails and bolts are all in good condition.</p> <p>Float C is in good condition and the rubber transition mat requires replacement with a rigid plate.</p>
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting working but 1 light is on 24 hrs/day <input checked="" type="checkbox"/> Life Rings / Heaving Lines 2 X good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) April 2024 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	<p>> Replace the rubber transition mat between float B & Float C with a rigid plate.</p> <p>> Paint the top transition plate on the gangway.</p> <p>> The notice board requires upgrading.</p> <p>> Resolve the flotation issues with floats A & B.</p>
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LEGEND:

- THICK PILE ON CONCRETE FOUNDATION
- THIN PILE ON CONCRETE FOUNDATION
- THICK PILE
- THIN PILE
- THICK PILE
- THIN PILE

Lyall Harbour Dock Arrangement

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 10-Oct-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Swartz Bay
WHARFINGER: Peter Binner

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted			
	No change in the concrete structure or the red painted steel railings. The notice board is in good condition and the lock box is repaired.			
WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted			
	N/A			
GANGWAY FLOATS	<p>The steel gangway is in fair condition but the decking and the expanded aluminum non-skid is old and wearing out. Replacing the decking with a modern maintenance free material is recommended. The roller and bearings are in fair condition. There is a section of expanded aluminum grating that has broken and a repair or replacement of this section is required</p> <p>Float A is new and there are no issues to report.</p> <p>Float B is also in good condition.</p> <p>The transition plate between A & B requires new coat of non skid paint.</p>			
OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting	good	<input checked="" type="checkbox"/> Life Rings / Heaving Lines	good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates)	May 2024	<input type="checkbox"/> Unpaid Moorage	
COMMENTS/INSTRUCTIONS	<p>> The expanded aluminum non-skid grating on the gangway bottom transition plate requires repair.</p> <p>> The decking on the gangway requires an upgrade using a more maintenance free material.</p>			

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

Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 11-Aug-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Swartz Bay
WHARFINGER: Peter Binner

APPROACH	<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted </div> <p>The concrete structure and the painted but faded steel tubular railings are in good to fair condition. The aluminum notice board with the re-installed and repaired lock box are in good condition.</p>
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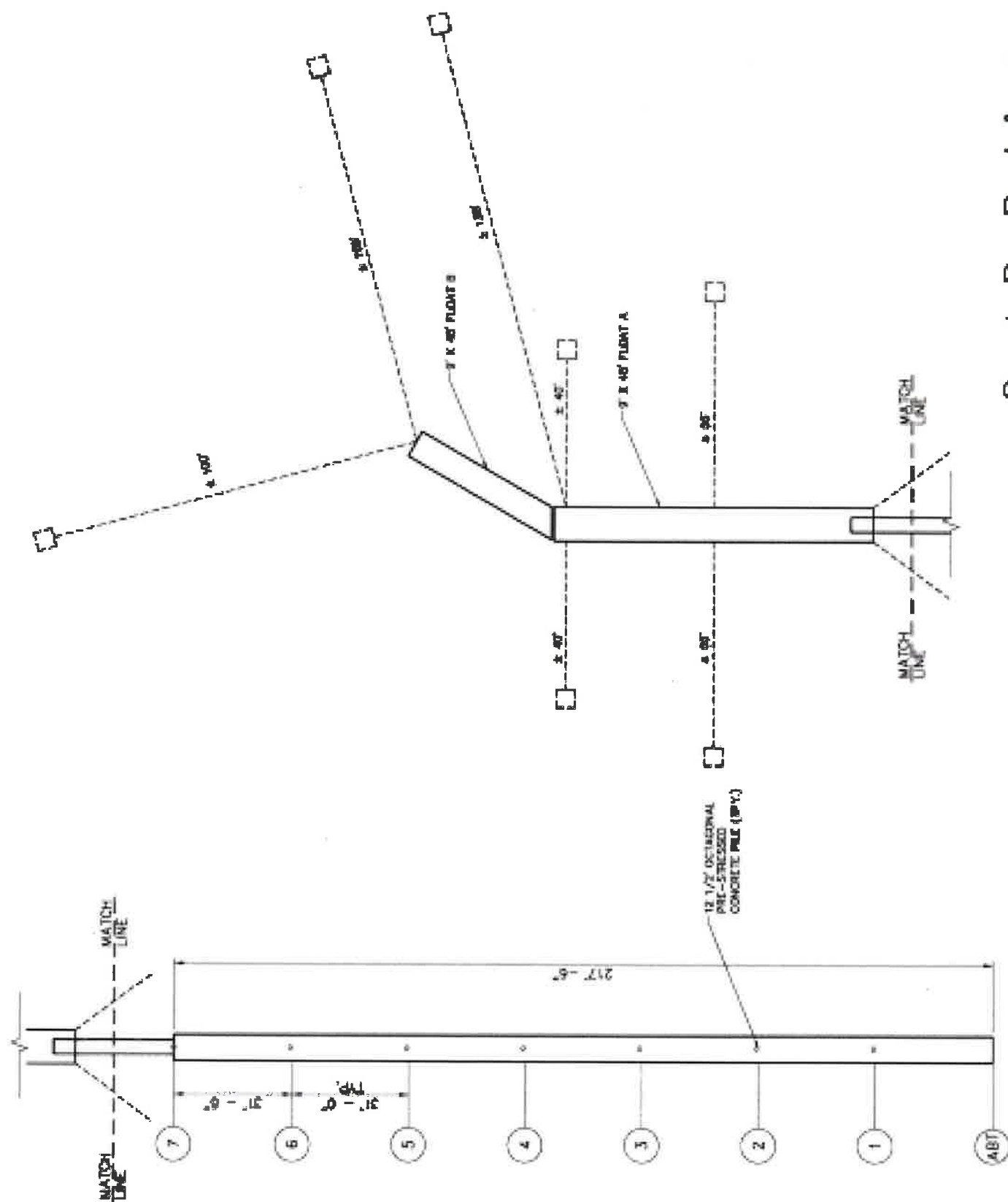
WHARF HEAD	<div style="border: 1px solid black; padding: 2px; margin-bottom: 5px;"> <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted </div> <p>N/A</p>
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GANGWAY FLOATS	<p>The gangway has painted (faded) railings and the wood decking with the worn ladder rungs and worn expanded aluminum grating require an upgrade. A new material that requires less maintenance (Mini Mesh or an expanded metal grating) is recommended. The bottom transition plate requires repair to a section of expanded aluminum grating. The roller and guide rails are in good condition.</p> <p>Float A is new and there are no issues to report.</p> <p>Float B is in good condition but has an issue with either the chains pulling down on the end of the float or there is a problem with the flotation. Inspection is required. There was a repair made to an area of decking at the transition plate. There is a piece of checker plate used to cover an awkward broken piece of decking, nicely done.</p>
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting <input checked="" type="checkbox"/> Extinguishers (expiry dates)	on the approach only May 2024	<input checked="" type="checkbox"/> Life Rings / Heaving Lines <input type="checkbox"/> Unpaid Moorage	good
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COMMENTS/INSTRUCTIONS	<ul style="list-style-type: none"> > The decking on the gangway requires upgrading as recommended. > Repair to the gangway bottom transition plate is required. > Inspect the flotation and chain connection at the end of float B.
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Swartz Bay Dock Arrangement



**REPORT TO SOUTHERN GULF ISLANDS HARBOURS COMMISSION
MEETING OF THURSDAY, NOVEMBER 23, 2023**

SUBJECT **Southern Gulf Islands Harbours Service 2024 Operating and Capital Budget**

ISSUE SUMMARY

To present the 2024 Southern Gulf Islands Harbours Service Operating and Capital Budget and to highlight the changes from the 2023 budget and the proposed 2024 budget figures.

BACKGROUND

The Capital Regional District (CRD) is required by legislation under the Local Government Act (LGA) to prepare an annual Operating and Capital budget and a five-year Financial Plan. CRD staff have prepared the budget and financial plan shown in Appendix A for the Southern Gulf Islands Harbours Service.

The Operating Budget includes the regular annual costs to operate the service. The Capital Expenditure Plan shows the anticipated expenditures for capital projects. These may include purchases of new assets or infrastructure, upgrades or improvements to existing assets or asset review, and study work potentially leading to future capital improvements.

The 2024 budget has been prepared considering:

1. Actual expenditures incurred between 2021 and 2023
2. Anticipated changes in level of service (if any)
3. Maximum allowable tax requisition
4. Annual Cost per parcel

Factors considered in the preparation of the Capital Expenditure Plan included:

1. Available funds on hand
2. Projects already in progress
3. Condition of existing assets and infrastructure
4. Regulatory, environmental, and health and safety factors

Adjustments for surpluses or deficits from 2023 may be made in January 2024. The CRD Board will give approval to the budget and financial plan in March 2024.

The Financial Plan for the years 2025 to 2028 may be subject to change in future years.

BUDGET OVERVIEW

Operating Budget

It is projected that operating expenses in 2023 for the Harbours management and dock operations will be approximately \$31,090 under budget primarily due to lower repair and maintenance costs and lower wharfinger compensation and travel costs. As well, as the difficulty in predicting the

demand for moorage post pandemic. Potentially late season moorage revenues will result in an associated increase in wharfing compensation costs.

The wharfing compensation costs are directly related to moorage revenue for the service. Wharfing compensation is one half of the moorage revenue collected for each dock, except for the Anson Road dock that has a fixed monthly amount.

It is projected that 2023 operating revenue, which includes moorage revenue and licensing fees from all dock facilities, will be approximately \$28,150 under budget. However, there is the potential for late season moorage revenues, particularly with the new Anson Road dock, to put the service back on budget. Refer to the last page of Appendix A for detailed projected dock revenue.

This results in a projected overall operating surplus of approximately \$2,940. To balance the operating budget, it is proposed that the 2023 Capital Reserve Fund (CRF) transfer be increased by the surplus amount.

2024 Operating and Capital Expense and Revenue Budget

The 2024 over 2023 harbours management core operating costs has been increased by \$9,721 (4.0%). The increase is primarily to account for inflation.

Municipal Finance Authority (MFA) Debt

Loan Authorization Bylaw 4408 (LA4408) was approved and adopted in 2021 to borrow up to \$1,180,000 for the planning, study, equipment purchase, and construction of works related to the provision of small craft harbour facilities. Table 1 below summarizes the detailed information for existing MFA debt related to LA4408.

Table 1 – Existing Debt Summary

<i>MFA Issues</i>	<i>Term</i>	<i>Borrowing Year</i>	<i>Retirement Year</i>	<i>Interest Rate</i>	<i>Principal</i>	<i>Principal Payment</i>	<i>Interest Payment</i>	<i>Total Annual Debt Cost</i>
LA4408-157	20	2022 (Spring)	2042	3.36%	\$710,000	\$27,794	\$23,856	\$51,650
LA4408-158	20	2022 (Fall)	2042	4.09%	\$470,000	\$16,620	\$19,223	\$35,843
Total					\$1,180,000	\$44,414	\$43,079	\$87,493

Capital Reserve Fund

The capital reserve fund is to be used to pay for capital expenditures that are not funded by other sources such as grants, divestiture payments, operating budget, or debt.

It is proposed that the transfer to Capital Reserve Fund (CRF) be set at \$136,772 in 2024. The reserve fund transfer planning is influenced by the funding required to support the five-year capital expenditure plan, the emergency response to infrastructure failures and guided by Capital Reserve Funding Guidelines endorsed by the CRD Board in aiming to achieve the optimal reserve fund level to ensure long-term prudent and sustainable management of service delivery objectives through capital investments.

A total of \$490,000 will be required from the capital reserve over the next five years to support the capital expenditure plan. The CRF balance at the end of 2023 is projected to be \$111,703.

Capital Expenditure Plan

The 5-year, 2024 to 2028 Capital Plan includes \$936,000 of expenditures to be funded by a combination of capital reserve fund, grant funding, capital funds on hand and third party funding. The Horton Bay rehabilitation (19-03) is budgeted for \$165,000 and will be funded through a combination of capital on hand, capital reserve and funding received from Western Canada Marina Response Corporation (WCMRC) which was made available along with an agreement for their replacement and use of Float C. Retreat Cove (19-02) renewal is budgeted for \$179,000 in 2025 with capital on hand, however, based on previous Commission input, CRD is holding on this project until subsequent dock inspections are completed to determine if this location is still considered a priority. The Annual Provisional amount (21-03) has been increased to \$150,000 for 2024 with the anticipation that some unforeseen projects could be identified during the dock inspections. Piers Island Additional Float (17-01) has been on hold during First Nations consultation but capital on hand funding is available to proceed with this work once the consultation process is complete. Resurfacing improvements at Miners Bay dock (23-01) are expected to carry into 2024, utilizing the grant funding previously obtained.

Capital Projects Fund

As specific capital projects are approved, the funding revenues for them are transferred into the Capital Project Fund from multiple possible funding sources as applicable, including CRF, grant funding, external contributions, and debt. Any funds remaining upon completion of a project are transferred back to the CRF for use on future capital projects or to its original non-CRF funding sources if required.

Parcel Tax

The service is funded by parcel taxes, moorage, and licensing fees. All properties within the local service area are responsible for the parcel tax. Table 2 below summarizes the 2024 over 2023 changes for parcel tax.

Table 2 – Parcel Tax Summary

Budget Year	Parcel Tax	Taxable Folios Numbers	Parcel Tax per Folio*
2023	\$309,533	6,133	\$53.12
2024	\$320,370	6,127	\$55.03
Change (\$)	\$10,837	(6)	\$1.91
Change (%)	3.50%	(0.10%)	3.60%

*Includes the 5.25% admin fee charged by the Ministry of Finance (not CRD revenue)

Users of the service pay dock moorage and licensing fees; the fee revenue budget for 2024 is \$151,150, an increase of \$6,100 (4.2%) from 2023.

RECOMMENDATION

The Southern Gulf Islands Harbours Commission:

1. Approve the 2024 operating and capital Budget as presented and that the 2023 actual operating surplus be balanced on the 2023 Capital Reserve Fund transfer, and
2. Recommends that the Electoral Areas Committee recommends that the CRD Board approve

the 2024 Operating and Capital Budget and five-year Financial Plan for the Southern Gulf Islands Harbours Service as presented.

Submitted by:	Stephen Henderson, BSc., PGDip. Eng., MBA, Senior Manager, Real Estate and SGI Administration
Submitted by:	Rianna Lachance, BCom., CPA, CA, Senior Manager, Financial Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, BSc., CTech., Chief Administrative Officer

ATTACHMENT

Appendix A: 2024 Budget Southern Gulf Islands Harbours Service

CAPITAL REGIONAL DISTRICT

2024 Budget

SGI Small Craft Harbour Facilities

Commission Review

NOVEMBER 2023

Service: **1.235 SGI Small Craft Harbour Facilities**

Committee: Electoral Area

DEFINITION:

A local service, established by Bylaw No. 2614, October 6, 1998, in the Southern Gulf Islands Electoral Area to establish, acquire and operate a service of small craft harbour facilities.

SERVICE DESCRIPTION:

The SGI Small Craft Harbour Facilities service funds and operates 12 small craft harbour facilities in the Southern Gulf Islands. The docks are located on Mayne, Galiano, North and South Pender, Saturna, Piers and Vancouver Islands. The service was undertaken by the CRD upon the Federal Government of Canada's divestiture of ownership and operation of small craft harbour facilities. The Federal Government provided 1-time funding of \$1.6 million to the CRD for dock rehabilitation. The service is administered by the Southern Gulf Islands Harbour Commission.

MAXIMUM LEVY:

Greater of \$112,878 or \$0.10 / \$1,000 of actual assessed value of land and improvements. To a maximum of \$536,488.

COMMISSION:

Southern Gulf Islands Harbour Commission as established by Bylaw No. 2972 in 2002.

FUNDING:

Parcel Tax
Moorage Fees

1.235 - SGI Small Craft Harbour Facilities	2023		BUDGET REQUEST				FUTURE PROJECTIONS			
	BOARD BUDGET	ESTIMATED ACTUAL	CORE BUDGET	ONGOING	ONE-TIME	TOTAL	2025	2026	2027	2028
<u>OPERATING COSTS</u>										
<u>Management Expenditures:</u>										
Contract for Services	10,680	8,000	11,050	-	-	11,050	11,270	11,500	11,730	11,960
Supplies, Advertising	1,140	400	1,180	-	-	1,180	1,200	1,220	1,240	1,260
Travel and Training	7,790	2,500	8,060	-	-	8,060	8,220	8,380	8,540	8,710
Allocations	38,904	45,054	39,355	-	-	39,355	40,144	40,945	41,769	42,605
Insurance	11,950	11,950	12,360	-	-	12,360	12,980	13,630	14,310	15,020
Other Operating Expenses	1,590	2,620	1,620	-	-	1,620	1,640	1,660	1,680	1,700
TOTAL MANAGEMENT EXPENDITURES	72,054	70,524	73,625	-	-	73,625	75,454	77,335	79,269	81,255
*Percentage Increase over prior year			2.2%			2.2%	2.5%	2.5%	2.5%	2.5%
<u>Dock Expenditures:</u>										
Repairs and Maintenance	65,280	44,320	71,700	-	-	71,700	68,380	69,700	71,050	72,420
Wharfinger Compensation and Travel	63,140	58,090	65,230	-	-	65,230	62,960	64,230	65,510	66,790
Insurance	32,060	32,060	31,080	-	-	31,080	32,640	34,320	36,000	37,800
Electricity	2,960	1,860	3,050	-	-	3,050	2,850	2,900	2,950	3,000
Supplies	5,080	2,700	5,120	-	-	5,120	5,040	5,160	5,280	5,400
Operating - Other	4,380	4,310	4,870	-	-	4,870	4,630	4,750	4,870	4,990
TOTAL DOCK EXPENDITURES	172,900	143,340	181,050	-	-	181,050	176,500	181,060	185,660	190,400
*Percentage Increase over prior year			4.7%			4.7%	-2.5%	2.6%	2.5%	2.6%
TOTAL OPERATING COSTS	244,954	213,864	254,675	-	-	254,675	251,954	258,395	264,929	271,655
*Percentage Increase over prior year			4.0%			4.0%	-1.1%	2.6%	2.5%	2.5%
<u>DEBT / RESERVE</u>										
Transfer to Capital Reserve Fund	129,300	132,240	136,772	-	-	136,772	140,273	143,292	146,388	149,512
MFA Debt Reserve Fund	140	140	180	-	-	180	180	180	180	180
MFA Interest	43,079	43,079	43,079	-	-	43,079	43,079	43,079	43,079	43,079
MFA Principal	44,414	44,414	44,414	-	-	44,414	44,414	44,414	44,414	44,414
TOTAL DEBT / RESERVE	216,933	219,873	224,445	-	-	224,445	227,946	230,965	234,061	237,185
TOTAL COSTS	461,887	433,737	479,120	-	-	479,120	479,900	489,360	498,990	508,840
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue- Fees	(145,050)	(116,900)	(151,150)	-	-	(151,150)	(145,380)	(148,150)	(150,960)	(153,860)
Grants in Lieu of Taxes	(6,954)	(6,954)	(7,200)	-	-	(7,200)	(7,340)	(7,490)	(7,640)	(7,790)
Other Income	(350)	(350)	(400)	-	-	(400)	(400)	(400)	(400)	(400)
TOTAL REVENUE	(152,354)	(124,204)	(158,750)	-	-	(158,750)	(153,120)	(156,040)	(159,000)	(162,050)
REQUISITION - PARCEL TAX	(309,533)	(309,533)	(320,370)	-	-	(320,370)	(326,780)	(333,320)	(339,990)	(346,790)
*Percentage increase over prior year Requisition			3.5%			3.5%	2.0%	2.0%	2.0%	2.0%

Reserve Schedule (Revised)

Reserve Fund: 1.235 SGI Harbour Facilities - Capital Reserve Fund - Bylaw 2719

Surplus money from the operation of small craft harbour facilities services may be paid from time to time into the reserve fund.

Reserve Cash Flow

Fund: Fund Centre:	1054 101467	Estimated	Budget				
		2023	2024	2025	2026	2027	2028
Beginning Balance		189,768	111,703	33,475	48,748	142,040	238,428
Transfer from Ops Budget		129,300	136,772	140,273	143,292	146,388	149,512
Transfer from Cap Fund		5,634					
Transfer to Cap Fund		(225,000)	(215,000)	(125,000)	(50,000)	(50,000)	(50,000)
Interest Income*		12,000					
Ending Balance \$		111,703	33,475	48,748	142,040	238,428	337,940

Assumptions/Background:

*Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

Service No.	1.235	Carry						
	SGI Small Craft Harbour Facilities	Forward	2024	2025	2026	2027	2028	TOTAL
		from 2023						

EXPENDITURE

Buildings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	\$426,000	\$482,000	\$304,000	\$50,000	\$50,000	\$50,000	\$936,000
Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$426,000	\$482,000	\$304,000	\$50,000	\$50,000	\$50,000	\$936,000

SOURCE OF FUNDS

Capital Funds on Hand	\$426,000	\$247,000	\$179,000	\$0	\$0	\$0	\$426,000
Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations / Third Party Funding	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
Reserve Fund	\$0	\$215,000	\$125,000	\$50,000	\$50,000	\$50,000	\$490,000
	\$426,000	\$482,000	\$304,000	\$50,000	\$50,000	\$50,000	\$936,000

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2024 - 2028

Service #: 1.235

Service Name: SGI Small Craft Harbour Facilities

				PROJECT BUDGET & SCHEDULE									
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward	2024	2025	2026	2027	2028	5 - Year Total auto-populates
19-02	Renewal	Retreat Cove	Upgrades to the Retreat Cove Dock Facility to maintain level of service.	\$ 185,000	S	Cap	\$ 179,000	\$ -	\$ 179,000	\$ -	\$ -	\$ -	\$ 179,000
19-03	Renewal	Horton Bay	Rehabilitation of the Horton Bay dock after including coordination with WCMRC.	\$ 165,000	S	Cap	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
19-03	Renewal	Horton Bay	Additional Funding for Rehabilitation		S	Res	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000
19-03	Renewal	Horton Bay	WCMRC Contribution to float improvements.		S	Other	\$ -	\$ 20,000				\$ -	\$ 20,000
21-03	Renewal	ANNUAL PROVISIONAL: Dock Improvements	An annual provisional fund is required to address unplanned dock safety issues.	\$ 350,000	S	Res	\$ -	\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 350,000
22-02	Renewal	Swartz Bay Improvements & Dock Replacement	Dock improvements outlined from the 18-01 Inspection project with dock replacement happening in 2022.	\$ 175,000	S	Res	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000
17-01	New	Piers Island Additional Float	Installation of additional float at the Piers Island dock.	\$ 524,700	S	Cap	\$ 157,000	\$ 157,000	\$ -	\$ -	\$ -	\$ -	\$ 157,000
23-01	Renewal	Miners Bay Wharfhead Deck Resurfacing	Project to replace failing decking at Miners Bay which has been flagged as a safety hazard	\$ 90,000	S	Cap	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
													\$ -
			GRAND TOTAL	\$ 1,489,700			\$ 426,000	\$ 482,000	\$ 304,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 936,000

Service:	1.235	SGI Small Craft Harbour Facilities
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Project Number	19-02	Capital Project Title	Retreat Cove	Capital Project Description	Upgrades to the Retreat Cove Dock Facility to maintain level of service.
Project Rationale	This project originated in previous dock inspections, and was deferred when conditions were reviewed and considered adequate and the priority of completing the works was reduced. Further works are awaiting updates from the 2023 inspections. Recommended works previously included repairs to the approach piles, and repairs to the floats.				

Project Number	19-03	Capital Project Title	Horton Bay	Capital Project Description	Rehabilitation of the Horton Bay dock and including coordination with WCMRC.
Project Rationale	This project will be the renovation of the Horton Bay facility. Improvements to decking on the wharhead, gangway, and repairs or replacement of Floats. With support also coming from WCMRC as part of their placement of spill response packages on Float C.				

Project Number	21-03	Capital Project Title	ANNUAL PROVISIONAL: Dock Improvements	Capital Project Description	An annual provisional fund is required to address unplanned dock safety issues.
Project Rationale	These funds are not allocated to any specific dock. They are required to completed unplanned repairs and replacement to the facilities to address unplanned dock safety and operational issues.				

Project Number	22-02	Capital Project Title	Swartz Bay Improvements & Dock Replacement	Capital Project Description	Dock repairs and maintenance identified in 2023 inspections.
Project Rationale	Funds are required for staff to retain a contractor to carry out the works identified during the 2023 dock inspections, or that have subsequently developed.				

Project Number	17-01	Capital Project Title	Piers Island Additional Float	Capital Project Description	Installation of additional float at the Piers Island dock.
Project Rationale	Project for additional float and single pile.				

Project Number	23-01	Capital Project Title	Miners Bay Wharhead Deck Resurfacing	Capital Project Description	Project to replace failing decking at Miners Bay and other improvements to the Wharhead
Project Rationale	Decking has been flagged as a hazard and needs replacement. CRD looking into Community works funding. Funding may also be utilized to remove gas lines that are no longer in use, installation of benches, a shelter and signage.				

1.235 - SGI Small Craft Harbour Facilities

Capital Projects Fund

Updated @ Oct 25, 2023

Year	Project#	Capital Plan#	Status	Capital Project Description	Total Project Budget	Spending		Total Funding in Place	Funding Pending Receivable	Return Project Surplus After Completion	
						Expenditure Actuals	Remaining Spending			CRF	OPEX
2016	CX.120.2001	19-01	Open	SGI Harbour Anson Road Dock Phase 1	1,445,000	1,411,715	33,285	1,445,000	-	-	-
2022	CX.120.2002-3	22-03	Open	SGI Harbour Anson Road Remediation	275,000	258,848	16,152	55,800	219,200	-	-
2017	CX.124.2001	17-01	Open	SGI Harbour Piers Island Additional Float	524,700	366,870	157,830	524,700	-	-	-
2017	CX.124.2003	17-04	Open	SGI Harbour Dock Infra Eng Review 2017 Miners Bay	837,000	812,937	24,063	837,000	-	-	-
2018	CX.124.2004	18-04	Open	SGI Harbour Dock Infra Eng Review 2017 Lyall Harbour	677,000	611,340	65,660	677,000	-	-	-
2021	CX.124.2005	22-02	Open	SGI Harbour Schwartz Bay Improvements & Dock Replacement	175,000	102,233	72,767	100,000	75,000	-	-
2019	CX.142	19-03	Open	SGI Harbour Horton Bay Rehabilitation	100,000	22,591	77,409	100,000	-	-	-
2019	CX.154	19-03	Open	SGI Harbour Spanish Hills Dock Upgrades	165,000	162,428	2,572	165,000	-	-	-
2020	CX.155.2001	20-03	Close	SGI Harbour 2020 Annual Provisional Dock Improvements	50,000	44,366	5,634	50,000	-	5,634	-
2022	CX.173.2001	22-01	Open	SGI Harbour Hope Bay Dock Upgrades	90,000	89,208	792	90,000	-	-	-
2022	CX.174.2001	19-02	Open	SGI Harbour Retreat Cove Dock Upgrades	185,000	5,354	179,647	185,000	-	-	-
2022	CX.175.2001	21-01	Open	SGI Harbour Port Washington Upgrades	195,000	170,745	24,255	195,000	-	-	-
2023	CX.181	21-03	Open	SGI Harbour 2023 Annual Provisional Dock Improvements	100,000	37,485	62,515	100,000	-	-	-
2023	CX.182.2001	21-02	Open	SGI Harbour Dock Inspections	125,000	10,775	114,226	125,000	-	-	-
2023	CX.185.2001	23-01	Open	Miners Bay Wharfhead Deck Resurfacing	30,000	-	30,000	30,000	-	-	-
				Total	4,973,700	4,106,894	866,807	4,679,500	294,200	5,634	-

Service: **1.235** **SGI Small Craft Harbour Facilities**

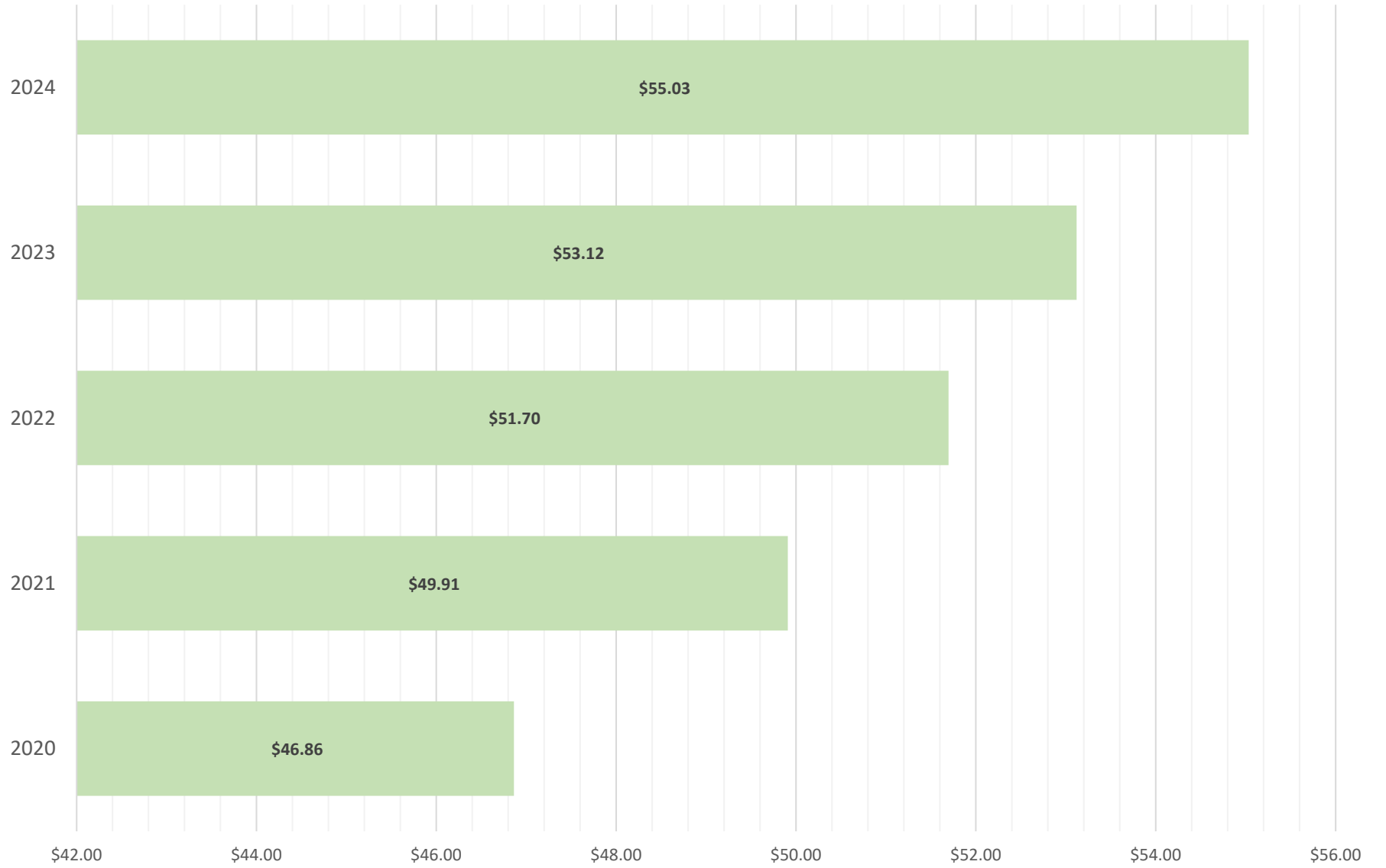
<u>Year</u>	<u>Parcels</u>	<u>Parcel Tax</u>	<u>Tax per Parcel</u>
2012	5,889	\$271,930	\$48.60
2013	6,141	\$260,470	\$44.64
2014	6,146	\$242,680	\$41.56
2015	6,163	\$240,570	\$41.08
2016	6,155	\$241,860	\$41.36
2017	6,157	\$241,860	\$41.34
2018	6,163	\$244,280	\$41.72
2019	6,140	\$250,190	\$42.89
2020	6,139	\$273,347	\$46.86
2021	6,139	\$291,104	\$49.91
2022	6,134	\$301,288	\$51.70
2023	6,133	\$309,533	\$53.12
2024	6,127	\$320,370	\$55.03

Change from 2023 to 2024

\$1.91

3.60%

SGI Small Craft Harbour Facilities
Funding Analysis 2020 - 2024



Southern Gulf Island Harbours
Revenues & Expenditures by Dock

	2023									2024 Budget		Revenue	Exp
	Revenue			Expenditures			Surplus/(Deficit)			Revenue	Expenditures	2024 over 2023	2024 over 2023
	Budget	Estimated Actual	% Rem	Budget	Estimated Actual	% Rem	Budget	Estimated Actual	% Rem				
1 Piers Island	4,860	2,500	48.6%	9,457	6,877	27.3%	(4,597)	(4,377)	4.8%	5,030	9,820	170	363
2 Swartz Bay	7,630	3,500	54.1%	10,967	8,077	26.4%	(3,337)	(4,577)	-37.2%	7,900	11,380	270	413
3 Montague Harbour	16,670	16,670	0.0%	17,567	14,017	20.2%	(897)	2,653	395.8%	17,250	18,220	580	653
4 Sturdies Bay	720	2,100	-191.7%	8,177	6,827	16.5%	(7,457)	(4,727)	36.6%	750	8,490	30	313
5 Pt Washington	7,360	4,800	34.8%	12,857	10,227	20.5%	(5,497)	(5,427)	1.3%	7,620	13,340	260	483
6 Miners Bay	7,630	2,500	67.2%	12,966	10,676	17.7%	(5,336)	(8,176)	-53.2%	7,900	13,440	270	474
7 Port Browning	17,410	16,000	8.1%	17,306	16,686	3.6%	104	(686)	759.6%	18,020	17,950	610	644
8 Hope Bay	9,020	6,500	27.9%	12,846	11,436	11.0%	(3,826)	(4,936)	-29.0%	9,340	13,330	320	484
9 Retreat Cove	7,630	7,630	0.0%	11,196	10,436	6.8%	(3,566)	(2,806)	21.3%	7,900	11,620	270	424
10 Lyall Harbour	6,700	7,200	-7.5%	12,517	10,727	14.3%	(5,817)	(3,527)	39.4%	6,930	12,990	230	473
12 Horton Bay	7,000	8,500	-21.4%	6,990	7,910	-13.2%	10	590	-5800.0%	8,500	8,940	1,500	1,950
13 Spanish Hills	2,160	3,000	-38.9%	9,327	9,127	2.1%	(7,167)	(6,127)	14.5%	2,240	9,690	80	363
14 Anson Road	43,260	36,000	16.8%	30,727	20,317	33.9%	12,533	15,683	-25.1%	44,770	31,840	1,510	1,113
Total	138,050	116,900	15.3%	172,900	143,340	17.1%	(34,850)	(26,440)	24.1%	144,150	181,050	6,100	8,150
Commercial Customer Revenues	7,000	-								7,000			
Grand Total Fee Revenue	145,050	116,900								151,150		6,100	