

**SOUTHERN GULF ISLANDS HARBOURS COMMISSION**Notice of Meeting on **Thursday, December 4, 2025 at 9:30 am**Saanich Peninsula Wastewater Treatment Plant Meeting Room,  
9055 Mainwaring Road, North Saanich, BCMembers of the Public can view the live meeting via MS Teams: [Click Here](#).

Alternatively, to hear the meeting via telephone: call 1-877-567-6843 and enter the Participant Code 994 034 059#

B. Dearden (Chair), Mayne Island  
B. Mabberley (V. Chair), Galiano Island  
A. Hol, South Pender Island  
M. Davis, Saturna Island

P. Brent, Electoral Area Director  
R. Fenton, South Pender Island  
R. Schnurr, Piers Island/Swartz Bay

**AGENDA**

- 1. TERRITORIAL ACKNOWLEDGEMENT**
- 2. APPROVAL OF AGENDA**
- 3. ADOPTION OF MINUTES**

*Recommendation: That the minutes of the October 2, 2025 meeting be adopted.*

- 4. CHAIR'S REMARKS**
- 5. GENERAL MANAGER'S REMARKS**
- 6. 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 [achambers@crd.bc.ca](mailto:achambers@crd.bc.ca)*

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

- 7. COMMISSION BUSINESS**

- 7.1. Staff Report: Southern Gulf Islands Harbours Service 2026 Operating and Capital Budget .....** [25-1272]  
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*Recommendation: The Southern Gulf Islands Harbours Commission recommends to the Electoral Areas Committee to recommend to the Capital Regional District Board: That the 2026 Operating and Capital Budget and the Five-Year Financial Plan for the Southern Gulf Islands Harbours Service be approved as presented.*

*To ensure quorum, advise **Allison Chambers, [achambers@crd.bc.ca](mailto:achambers@crd.bc.ca)** if you cannot attend.*

**7.2. Staff Report: Electrical Installation at Anson Road Dock Feasibility Study** ..... [25-1300]  
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***Recommendation:***

*The Southern Gulf Islands Harbours Commission recommends:  
That staff commission a detailed design and cost estimate and provide a business case analysis that forecasts ongoing operational costs and revenue options, and report back with options for an amendment to the 2026 Capital Plan and the 2027 fees and charges bylaw.*

**7.3. Staff Report: Southern Gulf Islands Harbours Projects and Operations Update – December 2025** ..... [25-1301]  
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***Recommendation:***

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

**8. NEW BUSINESS**

**9. RISE AND REPORT**

**10. ADJOURNMENT**

**Next Meeting:** Friday, March 6, 2026

**MINUTES OF A MEETING OF THE Southern Gulf Islands Harbours Commission, held Thursday, October 2, 2025 at 9:30 am, Saanich Peninsula Wastewater Treatment Plant Meeting Room, 9055 Mainwaring Road, North Saanich, BC**

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

**Staff:** Stephen Henderson, General Manager, Electoral Area Services; Dan Robson, Manager, Saanich Peninsula and Gulf Islands Operations; Lani O'Dwyer, Engineering Technician, Infrastructure Planning and Engineering (EP); Aggie Chan, Senior Administrative Secretary; Allison Chambers, Administrative Officer, Electoral Area Services (Recorder); Justine Starke, Senior Manager, Southern Gulf Islands Administration

**REGRETS:** Jared Kelly, Manager, Capital Projects; Peter Binner, Wharfinger Coordinator

EP = Electronic Participation

The meeting was called to order at 9:30 am.

**1. TERRITORIAL ACKNOWLEDGEMENT**

**2. APPROVAL OF AGENDA**

**MOVED** by Director Brent, **SECONDED** by Commissioner Fenton  
That the agenda be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

**MOVED** by Director Brent, **SECONDED** by Commissioner Hol,  
That the minutes of the May 29, 2025 meeting be adopted.

**CARRIED**

**4. CHAIR'S REMARKS**

**5. GENERAL MANAGER'S REMARKS**

The General Manager made the following remarks:

- As part of the CRD Evolves, there is the creation of the new Electoral Area Services Department that includes a new General Manager, Stephen Henderson, Administrative Officer, Allison Chambers. Justine Starke, Senior Manager of Southern Gulf Islands Administration is part of this new department.
- This will be Aggie Chan's last meeting as she will remain with her position in Real Estate.

**6. ELECTION OF CHAIR**

Election conducted by the General Manager, Electoral Area Services.

The General Manager called for nominations for the position of Chair of the Southern Gulf Islands Harbours Commission for one-year term ending December 31, 2026.

Commissioner Brian Dearden is nominated by Commissioner Mabberley. Commissioner Dearden accepted the nomination.

The General Manager called for nominations a second time.

The General Manager called for nominations a third and final time.

Hearing no further nominations, the General Manager declared Commissioner Dearden Chair of the Southern Gulf Island Harbours Commission for one-year term ending December 31, 2026.

**7. ELECTION OF VICE CHAIR**

Election conducted by the Chair of the Southern Gulf Islands Harbours Commission.

The Chair called for nominations for the position of Vice-Chair of the Southern Gulf Islands Harbours Commission for one-year term ending December 31, 2026.

Commissioner Ben Mabberley is nominated by Director Brent. Commissioner Mabberley accepted the nomination.

The Chair called for nominations a second time.

The Chair called for nominations a third and final time.

Hearing no further nominations, the Chair declared Commissioner Mabberley Vice-Chair of the Southern Gulf Island Harbours Commission for one-year term ending December 31, 2026.

**8. PRESENTATIONS/DELEGATIONS**

Delegation: Peter McComb spoke to Item 10.1 August 25, 2025 – Association of Mayne Island Boaters: *Business Plan: Electricity Installation Anson Road Dock*

Discussion ensued on the following:

- Essential elements of the plan
- Structure and financials of proposal
- CRD will own the asset
- CRD procurement policies

## **9. COMMISSION BUSINESS**

### **9.1. Southern Gulf Islands Harbours Projects and Operations Update October 2025**

A correction was made to the 2025 Provisional Budget staff report, allocated amount (to date) should be \$29,000 (not \$75,000).

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

### **9.2. Staff Report: Bylaw No. 4709: Southern Gulf Islands Small Craft Harbours Regulation and Amendment No. 10**

**MOVED** by Director Brent, **SECONDED** by Commissioner Fenton

The Southern Gulf Islands Harbours Commission recommends the Electoral Areas Committee recommend to the Capital Regional District Board:

1. That Bylaw No. 4709, “Capital Regional District Southern Gulf Islands Small Craft Harbours Regulation Bylaw No. 1, 2000, Amendment Bylaw No. 10, 2025”, be introduced and read a first, second, and third time.
2. That Bylaw No. 4709 be adopted.

**CARRIED**

## **10. CORRESPONDENCE**

### **10.1. August 25, 2025 – Association of Mayne Island Boaters: Business Plan: Electricity Installation Anson Road Dock**

**MOVED** by Director Brent, **SECONDED** by Commissioner Mabberley

That staff report back to the Southern Gulf Islands Harbours Commission on the feasibility of installing electrical at the Anson Road Dock.

**CARRIED**

### **10.2. Referral from Islands Trust for a Temporary Use Permit PLTUP20250060**

J. Starke spoke to Item 10.2

**MOVED** by Commissioner Mabberley, **SECONDED** by Commissioner Hol

The Southern Gulf Islands Harbours Commission recommends approval of Temporary Use Permit PLTUP20250060, subject to the following conditions:

1. The floats do not impede navigation in Horton Bay and around the CRD docks at Anson Road;
2. The floats are securely anchored at all four corners to the ocean floor;
3. Lighting to be installed to ensure visibility of the floats after dark.
4. That the floats meet all Transport Canada regulations for navigation.

**CARRIED**

**11. NEW BUSINESS**

**12. MOTION TO CLOSE THE MEETING**

**MOVED** by Commissioner Hol, **SECONDED** by Commissioner Fenton  
That the meeting be closed in accordance with the Community Charter, Part 4, Division 3,  
Personal Information Under Section 90 (1)(a) .

**CARRIED**

The Commission moved into closed session at 11:15 am.

**13. RISE AND REPORT**

The Commission rose from its closed session at 11:33 am without report.

**14. ADJOURNMENT**

**MOVED** by Commissioner Hol **SECONDED** by Commissioner Schnurr  
That the October 2, 2025 meeting be adjourned at 11:35 am.

**CARRIED**

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**CHAIR**

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**SECRETARY**

## REPORT TO SOUTHERN GULF ISLANDS HARBOURS COMMISSION MEETING OF THURSDAY, DECEMBER 4, 2025

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### **SUBJECT** Southern Gulf Islands Harbours Service 2026 Operating and Capital Budget

### **ISSUE SUMMARY**

To present the 2026 Southern Gulf Islands Harbours Service Operating and Capital Budgets and a five-year Financial Plan.

### **BACKGROUND**

The Capital Regional District (CRD) is required by legislation under the Local Government Act to prepare an annual Operating and Capital budget and a five-year Financial Plan. CRD staff have prepared the 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.

In preparing the Operating Budget, staff considered:

1. Actual expenditures incurred between 2023 and 2025
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 2025 may be made in January 2026. The CRD Board will give approval to the budget and financial plan in March 2026.

The Financial Plan for the years 2027 – 2030 is forecasted and can be updated in future years.

### **BUDGET OVERVIEW**

#### ***Operating Budget***

It is projected that operating expenses in 2025 for the Harbours management and dock operations will be approximately \$16,890 over budget. This is primarily due to higher repairs and maintenance costs and in particular unplanned repairs of the Miners Bay electrical service due to a motor vehicle incident. It is anticipated the Miners Bay electrical repair expenditure will be offset by additional revenue through an approved insurance claim.

It is projected that the 2025 fee revenue, including moorage revenue and licensing fees, will be approximately \$22,810 over budget. The additional projected revenue is primarily due to an insurance claim for damage to the electrical system at Miners Bay as previously noted. Revenue by dock facility can be reviewed in Appendix A (page 14). It is anticipated that some dock facilities will have higher revenue while others are projected to receive lower than budget.

As a result, there is an estimated operating surplus of \$5,920. To balance the 2025 operating budget, it is proposed that the actual operating surplus be transferred to reserve funds, namely the Capital Reserve Fund (CRF) and/or Operating Reserve Fund (ORF).

The 2026 over 2025 harbours management operating budget has been decreased by \$7,022 (8.4%). The decrease is primarily the result of a decrease in administrative labour allocation.

The 2026 over 2025 harbours dock operating expense budget has been increased by \$11,207 (5.6%). The increase is due primarily to insurance premium costs and wharfinger compensation costs that increase with the previously approved 10% moorage rate increase.

This results in an overall combined net increase in the 2026 operating budget of approximately \$4,185 (1.5%).

#### ***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***

| <b><i>MFA Issues</i></b> | <b><i>Term</i></b> | <b><i>Borrowing Year</i></b> | <b><i>Retirement Year</i></b> | <b><i>Refinance Year</i></b> | <b><i>Interest Rate</i></b> | <b><i>Principal</i></b> | <b><i>Principal Payment</i></b> | <b><i>Interest Payment</i></b> | <b><i>Total Annual Debt Cost</i></b> |
|--------------------------|--------------------|------------------------------|-------------------------------|------------------------------|-----------------------------|-------------------------|---------------------------------|--------------------------------|--------------------------------------|
| <b>LA4408-157</b>        | 20                 | 2022-Spring                  | 2042                          | 2032                         | 3.36%                       | \$710,000               | \$27,794                        | \$23,856                       | \$51,650                             |
| <b>LA4408-158</b>        | 20                 | 2022-Fall                    | 2042                          | 2032                         | 4.09%                       | \$470,000               | \$16,620                        | \$19,223                       | \$35,843                             |
| <b>Total</b>             |                    |                              |                               |                              |                             | <b>\$1,180,000</b>      | <b>\$44,414</b>                 | <b>\$43,079</b>                | <b>\$87,493</b>                      |

#### ***Operating Reserve Fund***

An ORF was created through bylaw for this service in 2024. The ORF can be used to fund cyclical maintenance activities, respond to unforeseen events and operating emergencies. Additionally, the ORF can be used to mitigate the variable fee revenue shortfall and stabilize future requisition over time as fee revenue fluctuates based on moorage and licensing fees collected.

It is proposed that 2026 transfer to the operating reserve be set at \$10,050. The ORF balance at the end of 2025 is projected to be approximately \$17,847.

#### ***Capital Reserve Fund***

The CRF transfers planned in the budget are evaluated and influenced by the funding required to support the five-year capital expenditure plan and the emergency response to infrastructure failures,

also guided by the CRD Capital Reserve Funding Guidelines endorsed by the CRD Board. The target balance for the service to be maintained is approximately \$912,000.

It is proposed that the transfer to CRF be set at \$151,330 in 2026. A total of \$890,000 will be required from capital reserve over the next five years to support the capital expenditure plan. The balance of the CRF at the end of 2025 is projected to be \$400,263.

### ***Capital Expenditure Plan***

The five-year 2026 to 2030 capital plan includes \$975,000 of expenditures to be funded by a combination of CRF, grant funding, and capital funds on hand.

A complete list of the capital projects can be found in Appendix A but some of the most significant capital work planned for 2026 includes:

- Annual Provisional (21-03): \$50,000 of funding from capital reserve is being proposed to allow the CRD to access funds to address various deficiencies identified as part of the 2023 underwater inspections and as part of operational top side inspections.
- Hope Bay (26-01): Upgrades and renovations to maintain level of service, addressing deficiencies outlined in the 2023-2024 Inspections, or that have subsequently developed. This project is being funded by CRF, capital funds on hand and grant.
- Swartz Bay (26-02): Upgrades and renovations to maintain level of service, addressing deficiencies outlined in the 2023-2024 Inspections, or that have subsequently developed. This project is being funded by CRF.

### ***Capital Projects Fund***

As specific capital projects are approved, funding revenues are transferred into the Capital Project Fund from multiple funding sources, including the CRF, grant funding, external contributions, and debt. Any funds remaining upon completion of a project will be transferred back to the reserve funding source(s) for use on future capital projects.

### ***Parcel Tax and Fee Revenue***

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 2026 over 2025 changes for parcel tax. In addition to parcel tax, users of the service pay dock moorage and licensing fees.

**Table 2 – Parcel Tax Summary**

| <b>Budget Year</b> | <b>Parcel Tax</b> | <b>Taxable Folios Numbers</b> | <b>Parcel Tax per Folio*</b> |
|--------------------|-------------------|-------------------------------|------------------------------|
| <b>2025</b>        | \$344,599         | 6,126                         | <b>\$59.21</b>               |
| <b>2026</b>        | \$358,380         | 6,118                         | <b>\$61.65</b>               |
| <b>Change (\$)</b> | \$13,781          | (8)                           | <b>\$2.44</b>                |
| <b>Change (%)</b>  | 4.00%             | (0.13%)                       | <b>4.12%</b>                 |

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

In addition to parcel tax, users of the service pay dock moorage and licensing fees. In 2026, the moorage rates and fees are proposed to increase through Bylaw 4709 to account for increasing

project costs, and plan for future capital projects. The projected fee revenue budget for 2026 is \$168,730, an increase of \$8,370 (5.2%) from 2025. The 2026 revenue projection reflects the proposed moorage rates increase and is based on the 2025 estimated actuals and historical revenue from previous years.

## **ALTERNATIVES**

### *Alternative 1*

The Southern Gulf Islands Harbours Commission recommends to the Electoral Areas Committee to recommend to the Capital Regional District Board:

That the 2026 Operating and Capital Budget and the Five-Year Financial Plan for the Southern Gulf Islands Harbours Service be approved as presented.

### *Alternative 2*

The Southern Gulf Islands Harbours Commission recommends to the Electoral Areas Committee to recommend to the Capital Regional District Board:

That the 2026 Operating and Capital Budget and the Five-Year Financial Plan for the Southern Gulf Islands Harbours Service be approved as amended.

## **RECOMMENDATION**

The Southern Gulf Islands Harbours Commission recommends to the Electoral Areas Committee to recommend to the Capital Regional District Board:

That the 2026 Operating and Capital Budget and the Five-Year Financial Plan for the Southern Gulf Islands Harbours Service be approved as presented.

|               |  |
|---------------|--|
| Submitted by: | Dan Robson, AScT, Manager, Saanich Peninsula & Gulf Island Operations              |
| Concurrence   | Stephen Henderson, MBA, P.G.Dip Eng, BSc, General Manager, Electoral Area Services |
| Concurrence:  | Varinia Somosan, CPA, CGA, Senior Manager, Financial Services / Deputy CFO         |
| Concurrence:  | Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer                        |

## **ATTACHMENT**

[Appendix A: 2026 Budget Southern Gulf Islands Harbours Service](#)

# **CAPITAL REGIONAL DISTRICT**

## **2026 Budget**

### **SGI Small Craft Harbour Facilities**

#### **Commission Review**

DECEMBER 2025

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.

**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 | 2025             |                  | BUDGET REQUEST   |         |          |                  | FUTURE PROJECTIONS |                  |                  |                  |  |  |  |  |  |  |  |
|--|------------------|------------------|------------------|---------|----------|------------------|--------------------|------------------|------------------|------------------|--|--|--|--|--|--|--|
|  | BOARD BUDGET     | ESTIMATED ACTUAL | 2026             |         |          | 2027             | 2028               | 2029             | 2030             |                  |  |  |  |  |  |  |  |
|  |                  |                  | CORE BUDGET      | ONGOING | ONE-TIME |                  |                    |                  |                  |                  |  |  |  |  |  |  |  |
| <b>OPERATING COSTS</b>                     |                  |                  |                  |         |          |                  |                    |                  |                  |                  |  |  |  |  |  |  |  |
| <b>Management Expenditures:</b>            |                  |                  |                  |         |          |                  |                    |                  |                  |                  |  |  |  |  |  |  |  |
| Contract for Services                      | 11,380           | 8,000            | 11,580           | -       | -        | 11,580           | 11,810             | 12,050           | 12,290           | 12,540           |  |  |  |  |  |  |  |
| Supplies, Advertising                      | 1,220            | 1,220            | 1,240            | -       | -        | 1,240            | 1,260              | 1,280            | 1,300            | 1,320            |  |  |  |  |  |  |  |
| Travel and Training                        | 8,300            | 3,180            | 8,450            | -       | -        | 8,450            | 8,620              | 8,790            | 8,960            | 9,140            |  |  |  |  |  |  |  |
| Allocations                                | 40,943           | 49,243           | 34,281           | -       | -        | 34,281           | 34,939             | 35,636           | 36,349           | 37,078           |  |  |  |  |  |  |  |
| Insurance                                  | 19,630           | 19,630           | 18,870           | -       | -        | 18,870           | 19,815             | 20,806           | 21,846           | 22,938           |  |  |  |  |  |  |  |
| Other Operating Expenses                   | 1,980            | 2,180            | 2,010            | -       | -        | 2,010            | 2,050              | 2,090            | 2,130            | 2,180            |  |  |  |  |  |  |  |
| <b>TOTAL MANAGEMENT EXPENDITURES</b>       | <b>83,453</b>    | <b>83,453</b>    | <b>76,431</b>    | -       | -        | <b>76,431</b>    | <b>78,494</b>      | <b>80,652</b>    | <b>82,875</b>    | <b>85,196</b>    |  |  |  |  |  |  |  |
| *Percentage Increase over prior year       |                  |                  | -8.4%            |         |          | -8.4%            | 2.7%               | 2.7%             | 2.8%             | 2.8%             |  |  |  |  |  |  |  |
| <b>Dock Expenditures:</b>                  |                  |                  |                  |         |          |                  |                    |                  |                  |                  |  |  |  |  |  |  |  |
| Repairs and Maintenance                    | 66,670           | 94,290           | 67,720           | -       | -        | 67,720           | 69,020             | 70,450           | 71,900           | 73,400           |  |  |  |  |  |  |  |
| Wharfinger Compensation and Travel         | 76,680           | 70,910           | 84,365           | -       | -        | 84,365           | 86,060             | 87,790           | 89,550           | 91,340           |  |  |  |  |  |  |  |
| Insurance                                  | 42,718           | 42,718           | 44,850           | -       | -        | 44,850           | 46,996             | 49,238           | 51,588           | 54,058           |  |  |  |  |  |  |  |
| Electricity                                | 2,000            | 1,980            | 2,080            | -       | -        | 2,080            | 2,120              | 2,160            | 2,200            | 2,240            |  |  |  |  |  |  |  |
| Supplies                                   | 5,460            | 5,460            | 5,590            | -       | -        | 5,590            | 5,720              | 5,850            | 5,980            | 6,110            |  |  |  |  |  |  |  |
| Other Operating Expenses                   | 4,940            | -                | 5,070            | -       | -        | 5,070            | 5,200              | 5,330            | 5,460            | 5,590            |  |  |  |  |  |  |  |
| <b>TOTAL DOCK EXPENDITURES</b>             | <b>198,468</b>   | <b>215,358</b>   | <b>209,675</b>   | -       | -        | <b>209,675</b>   | <b>215,116</b>     | <b>220,818</b>   | <b>226,678</b>   | <b>232,738</b>   |  |  |  |  |  |  |  |
| *Percentage Increase over prior year       |                  |                  | 5.6%             |         |          | 5.6%             | 2.6%               | 2.7%             | 2.7%             | 2.7%             |  |  |  |  |  |  |  |
| <b>TOTAL OPERATING COSTS</b>               | <b>281,921</b>   | <b>298,811</b>   | <b>286,106</b>   | -       | -        | <b>286,106</b>   | <b>293,610</b>     | <b>301,470</b>   | <b>309,553</b>   | <b>317,934</b>   |  |  |  |  |  |  |  |
| *Percentage Increase over prior year       |                  |                  | 1.5%             |         |          | 1.5%             | 2.6%               | 2.7%             | 2.7%             | 2.7%             |  |  |  |  |  |  |  |
| <b>DEBT / RESERVES</b>                     |                  |                  |                  |         |          |                  |                    |                  |                  |                  |  |  |  |  |  |  |  |
| Transfer to Operating Reserve Fund         | 5,605            | 5,605            | 10,050           | -       | -        | 10,050           | 10,250             | 10,460           | 10,670           | 10,880           |  |  |  |  |  |  |  |
| Transfer to Capital Reserve Fund           | 137,670          | 143,590          | 151,330          | -       | -        | 151,330          | 165,100            | 175,680          | 178,895          | 182,025          |  |  |  |  |  |  |  |
| MFA Debt Reserve Fund                      | 370              | 370              | 430              | -       | -        | 430              | 430                | 430              | 430              | 430              |  |  |  |  |  |  |  |
| 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           |  |  |  |  |  |  |  |
| <b>TOTAL DEBT / RESERVE</b>                | <b>231,138</b>   | <b>237,058</b>   | <b>249,303</b>   | -       | -        | <b>249,303</b>   | <b>263,273</b>     | <b>274,063</b>   | <b>277,488</b>   | <b>280,828</b>   |  |  |  |  |  |  |  |
| <b>TOTAL COSTS</b>                         | <b>513,059</b>   | <b>535,869</b>   | <b>535,409</b>   | -       | -        | <b>535,409</b>   | <b>556,883</b>     | <b>575,533</b>   | <b>587,041</b>   | <b>598,762</b>   |  |  |  |  |  |  |  |
| *Percentage Increase over prior year       |                  |                  | 4.4%             |         |          | 4.4%             | 4.0%               | 3.3%             | 2.0%             | 2.0%             |  |  |  |  |  |  |  |
| <b>FUNDING SOURCES (REVENUE)</b>           |                  |                  |                  |         |          |                  |                    |                  |                  |                  |  |  |  |  |  |  |  |
| Revenue- Fees                              | (160,360)        | (152,170)        | (168,730)        | -       | -        | (168,730)        | (172,120)          | (175,550)        | (179,060)        | (182,630)        |  |  |  |  |  |  |  |
| Grants in Lieu of Taxes                    | (7,330)          | (7,330)          | (7,459)          | -       | -        | (7,459)          | (7,613)            | (7,773)          | (7,931)          | (8,092)          |  |  |  |  |  |  |  |
| Other Income                               | (770)            | (31,770)         | (840)            | -       | -        | (840)            | (850)              | (860)            | (870)            | (880)            |  |  |  |  |  |  |  |
| <b>TOTAL REVENUE</b>                       | <b>(168,460)</b> | <b>(191,270)</b> | <b>(177,029)</b> | -       | -        | <b>(177,029)</b> | <b>(180,583)</b>   | <b>(184,183)</b> | <b>(187,861)</b> | <b>(191,602)</b> |  |  |  |  |  |  |  |
| <b>REQUISITION - PARCEL TAX</b>            | <b>(344,599)</b> | <b>(344,599)</b> | <b>(358,380)</b> | -       | -        | <b>(358,380)</b> | <b>(376,300)</b>   | <b>(391,350)</b> | <b>(399,180)</b> | <b>(407,160)</b> |  |  |  |  |  |  |  |
| *Percentage increase over prior year       |                  |                  | 4.0%             |         |          | 4.0%             | 5.0%               | 4.0%             | 2.0%             | 2.0%             |  |  |  |  |  |  |  |
| Requisition                                |                  |                  |                  |         |          |                  |                    |                  |                  |                  |  |  |  |  |  |  |  |

**SGI Small Craft Harbour Facilities  
Summary Schedule  
2026 - 2030 Financial Plan**

**Reserve/Fund Summary**

|                        | <b>Estimated</b> | <b>Budget</b>  |                |                |                |                |
|------------------------|------------------|----------------|----------------|----------------|----------------|----------------|
|                        |                  | <b>2025</b>    | <b>2026</b>    | <b>2027</b>    | <b>2028</b>    | <b>2030</b>    |
| Operating Reserve Fund | 17,847           | 27,897         | 38,147         | 48,607         | 59,277         | 70,157         |
| Capital Reserve Fund   | 400,263          | 186,593        | 101,693        | 177,373        | 256,268        | 363,293        |
| <b>Total</b>           | <b>418,110</b>   | <b>214,490</b> | <b>139,840</b> | <b>225,980</b> | <b>315,545</b> | <b>433,450</b> |

## Reserve Schedule

### Reserve Fund: 1.235 SGI Harbour Facilities - Operating Reserve Fund

Created in 2024

The operating reserve for Southern Gulf Islands Small Craft Harbour Facilities service will be used to stabilize future requisition over time as revenue fluctuates based on moorage fees collected.

### Reserve Cash Flow

| Fund:                           | 1500<br>105564 | Estimated     | Budget |               |               |               |               |               |
|---------------------------------|----------------|---------------|--------|---------------|---------------|---------------|---------------|---------------|
|                                 |                |               | 2025   | 2026          | 2027          | 2028          | 2029          |               |
|                                 |                |               |        |               |               |               | 2030          |               |
| <b>Beginning Balance</b>        |                | 11,754        |        | 17,847        | 27,897        | 38,147        | 48,607        | 59,277        |
| <b>Transfer from Ops Budget</b> |                | 5,605         |        | 10,050        | 10,250        | 10,460        | 10,670        | 10,880        |
| <b>Transfer to Ops Budget</b>   |                | -             |        | -             | -             | -             | -             | -             |
| <b>Interest Income*</b>         |                | 488           |        |               |               |               |               |               |
| <b>Ending Balance \$</b>        |                | <b>17,847</b> |        | <b>27,897</b> | <b>38,147</b> | <b>48,607</b> | <b>59,277</b> | <b>70,157</b> |

#### Assumptions/Background:

\* Interest in planning years nets against inflation which is not included.

## 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:                           | 1054 | Fund Centre: | 101467 | Estimated      | Budget         |                |                |                |                |
|---------------------------------|------|--------------|--------|----------------|----------------|----------------|----------------|----------------|----------------|
|                                 |      |              |        |                | 2025           | 2026           | 2027           | 2028           | 2029           |
|                                 |      |              |        |                |                |                |                |                | 2030           |
| <b>Beginning Balance</b>        |      |              |        | 489,144        | 400,263        | 186,593        | 101,693        | 177,373        | 256,268        |
| <b>Transfer from Ops Budget</b> |      |              |        | 137,670        | 151,330        | 165,100        | 175,680        | 178,895        | 182,025        |
| <b>Transfer from Cap Fund</b>   |      |              |        | 1,141          |                |                |                |                |                |
| <b>Transfer to Cap Fund</b>     |      |              |        | (249,692)      | (365,000)      | (250,000)      | (100,000)      | (100,000)      | (75,000)       |
| <b>Interest Income*</b>         |      |              |        | 22,000         |                |                |                |                |                |
| <b>Ending Balance \$</b>        |      |              |        | <b>400,263</b> | <b>186,593</b> | <b>101,693</b> | <b>177,373</b> | <b>256,268</b> | <b>363,293</b> |

#### Assumptions/Background:

\* Interest in planning years nets against inflation which is not included.

**CAPITAL REGIONAL DISTRICT**  
**FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2026 to 2030**

| <b>Service No.</b>                 | <b>1.235</b> | <b>Carry<br/>Forward<br/>from 2025</b> | <b>2026</b> | <b>2027</b> | <b>2028</b> | <b>2029</b> | <b>2030</b> | <b>TOTAL</b> |
|------------------------------------|--------------|--|-------------|-------------|-------------|-------------|-------------|--------------|
| SGI Small Craft Harbour Facilities |              |  |             |             |             |             |             |              |

**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 | \$0        | \$450,000        | \$250,000        | \$100,000        | \$100,000        | \$75,000        | \$975,000        |
| Vehicles              | \$0        | \$0              | \$0              | \$0              | \$0              | \$0             | \$0              |
|                       | <b>\$0</b> | <b>\$450,000</b> | <b>\$250,000</b> | <b>\$100,000</b> | <b>\$100,000</b> | <b>\$75,000</b> | <b>\$975,000</b> |

**SOURCE OF FUNDS**

|                                 |            |                  |                  |                  |                  |                 |                  |
|---------------------------------|------------|------------------|------------------|------------------|------------------|-----------------|------------------|
| Capital Funds on Hand           | \$0        | \$50,000         | \$0              | \$0              | \$0              | \$0             | \$50,000         |
| 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        | \$35,000         | \$0              | \$0              | \$0              | \$0             | \$35,000         |
| Donations / Third Party Funding | \$0        | \$0              | \$0              | \$0              | \$0              | \$0             | \$0              |
| Reserve Fund                    | \$0        | \$365,000        | \$250,000        | \$100,000        | \$100,000        | \$75,000        | \$890,000        |
|                                 | <b>\$0</b> | <b>\$450,000</b> | <b>\$250,000</b> | <b>\$100,000</b> | <b>\$100,000</b> | <b>\$75,000</b> | <b>\$975,000</b> |

## Definitions for the 5-year Capital Plan

|                          |  |
|--------------------------|--|
| Asset Class              | Asset class is used to classify assets for financial reporting in accordance with the Public Sector Accounting Board (PSAB) 3150.<br><b>L</b> - Land<br><b>S</b> - Engineering Structure<br><b>B</b> - Buildings<br><b>V</b> - Vehicles<br><b>E</b> - Equipment  |
| Capital Expenditure Type | Capital expenditure type is used for reporting on asset investments and may be used to justify operational needs for a service.<br><b>Study</b> - Expenditure for feasibility and business case report.<br><b>New</b> - Expenditure for new asset only<br><b>Renewal</b> - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service<br><b>Replacement</b> - Expenditure replaces an existing asset |
| Carryforward             | Represents the carryforward amount from the prior year capital plan that is remaining to be spent. Forecast this spending over the next 5 years.   |
| Funding Source           | <b>Debt</b> - Debenture Debt (new debt only)<br><b>ERF</b> - Equipment Replacement Fund<br><b>Grant</b> - Grants (Federal, Provincial)<br><b>Cap</b> - Capital Funds on Hand<br><b>Other</b> - Donations / Third Party Funding<br><b>Res</b> - Reserve Fund<br><b>WU</b> - Water Utility<br><br>If there is more than one funding source, additional rows are shown for the project.   |

**CAPITAL REGIONAL DISTRICT**

**5 YEAR CAPITAL PLAN**

**2026 - 2030**

Service #: **1.235**

Service Name **SGI Small Craft Harbour Facilities**

| Project Number | Capital Expenditure Type | Capital Project Title                      | Capital Project Description   | PROJECT BUDGET & SCHEDULE |             |                |              |            |            |            |            |           |                               |
|----------------|--------------------------|--|---|---------------------------|-------------|----------------|--------------|------------|------------|------------|------------|-----------|-------------------------------|
|                |                          |  |   | Total Project Budget      | Asset Class | Funding Source | Carryforward | 2026       | 2027       | 2028       | 2029       | 2030      | 5 - Year Total auto-populates |
| 21-03          | Renewal                  | ANNUAL PROVISIONAL: Dock Improvements      | An annual provisional fund is required to address unplanned dock safety issues. | \$ 375,000                | S           | Res            | \$ -         | \$ 50,000  | \$ 50,000  | \$ 100,000 | \$ 100,000 | \$ 75,000 | \$ 375,000                    |
| 26-01          | New                      | Hope Bay upgrade                           | Completing improvements consistent with 2024 inspections                        | \$ 325,000                | S           | Res            | \$ -         | \$ 240,000 | \$ -       | \$ -       | \$ -       | \$ -      | \$ 240,000                    |
| 26-01          | New                      | Hope Bay upgrade                           |   |                           | S           | Cap            | \$ -         | \$ 50,000  | \$ -       | \$ -       | \$ -       | \$ -      | \$ 50,000                     |
| 26-01          | New                      | Hope Bay upgrade                           |   |                           | S           | Grant          | \$ -         | \$ 35,000  | \$ -       | \$ -       | \$ -       | \$ -      | \$ 35,000                     |
| 26-02          | Renewal                  | Swartz Bay Improvements & Dock Replacement | Dock improvements   | \$ 75,000                 | S           | Res            | \$ -         | \$ 75,000  | \$ -       | \$ -       | \$ -       | \$ -      | \$ 75,000                     |
| 27-01          | Renewal                  | Retreat Cove Upgrades                      | Top side improvements at Retreat Cove   | \$ 200,000                | S           | Res            | \$ -         | \$ -       | \$ 200,000 | \$ -       | \$ -       | \$ -      | \$ 200,000                    |
|                |                          |  | Grand Total   | \$ 975,000                |             |                |              | \$ 450,000 | \$ 250,000 | \$ 100,000 | \$ 100,000 | \$ 75,000 | \$ 975,000                    |

Service: 1.235

**SGI Small Craft Harbour Facilities**

**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** 26-02

**Capital Project Title** Swartz Bay Improvements & Dock Replacement

**Capital Project Description** Dock improvements

**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** 26-01

**Capital Project Title** Hope Bay upgrade

**Capital Project Description** Completing improvements consistent with 2024 inspections

**Project Rationale** Funds are required for staff to retain a contractor to carry out the works identified during the 2024 dock inspections, or that have subsequently developed. These will be completed on the Fixed and floating portion of the dock.

**Project Number** 27-01

**Capital Project Title** Retreat Cove Upgrades

**Capital Project Description** Top side improvements at Retreat Cove

**Project Rationale**

## 1.235 - SGI Small Craft Harbour Facilities

## Capital Projects Fund

Updated @ Nov 03, 2025

| Year | Project#    | Capital Plan# | Status | Capital Project Description                       | Total Project Budget | Spending            |                    | Total Funding in Place |
|------|-------------|---------------|--------|---|----------------------|---------------------|--------------------|------------------------|
|      |             |               |        |   |                      | Expenditure Actuals | Remaining Spending |                        |
| 2017 | CX.124.2001 | 17-01         | Close  | SGI Harbour Piers Island Additional Float         | 524,700              | 467,547             | 57,153             | 524,700                |
| 2017 | CX.124.2003 | 17-04         | Close  | SGI Harbour Dock Infra Eng Review 2017 Miners Bay | 837,000              | 820,762             | 16,238             | 837,000                |
| 2022 | CX.174.2001 | 19-02         | Open   | SGI Harbour Retreat Cove Dock Upgrades            | 206,000              | 17,337              | 188,664            | 206,000                |
| 2025 | CX.181.2007 | 21-03         | Close  | Swartz Flotation Billet Replacement               | 3,692                | 3,692               | -                  | 3,692                  |
| 2025 | CX.181.2008 | 21-03         | Close  | Replacement of Notice Boards                      | 15,000               | 15,000              | -                  | 15,000                 |
| 2025 | CX.181.2009 | 21-03         | Close  | Miners Bay Gangway A Decking                      | 5,000                | 4,059               | 941                | 5,000                  |
| 2025 | CX.181.2010 | 21-04         | Close  | Sturdies Bay Gangway A Decking                    | 5,000                | 4,800               | 200                | 5,000                  |
| 2023 | CX.185.2001 | 23-01         | Close  | Miners Bay Wharfhead Deck Resurfacing             | 48,575               | 37,979              | 10,596             | 48,575                 |
| 2025 | CX.199.2001 | 25-01         | Open   | Miners Bay Dock Improvements                      | 200,000              | 9,500               | 190,500            | 200,000                |
| 2025 | CX.199.2005 | 25-02         | Close  | Montague Rd Parking Improvement                   | 40,000               | 37,413              | 2,587              | 40,000                 |
|      |             |               |        |   |                      |                     |                    |                        |
|      |             |               |        |   |                      |                     |                    |                        |
|      |             |               |        |   |                      |                     |                    |                        |
|      |             |               |        | Total   | 1,884,967            | 1,418,088           | 466,879            | 1,884,967              |

Service:

**1.235**

**SGI Small Craft Harbour Facilities**

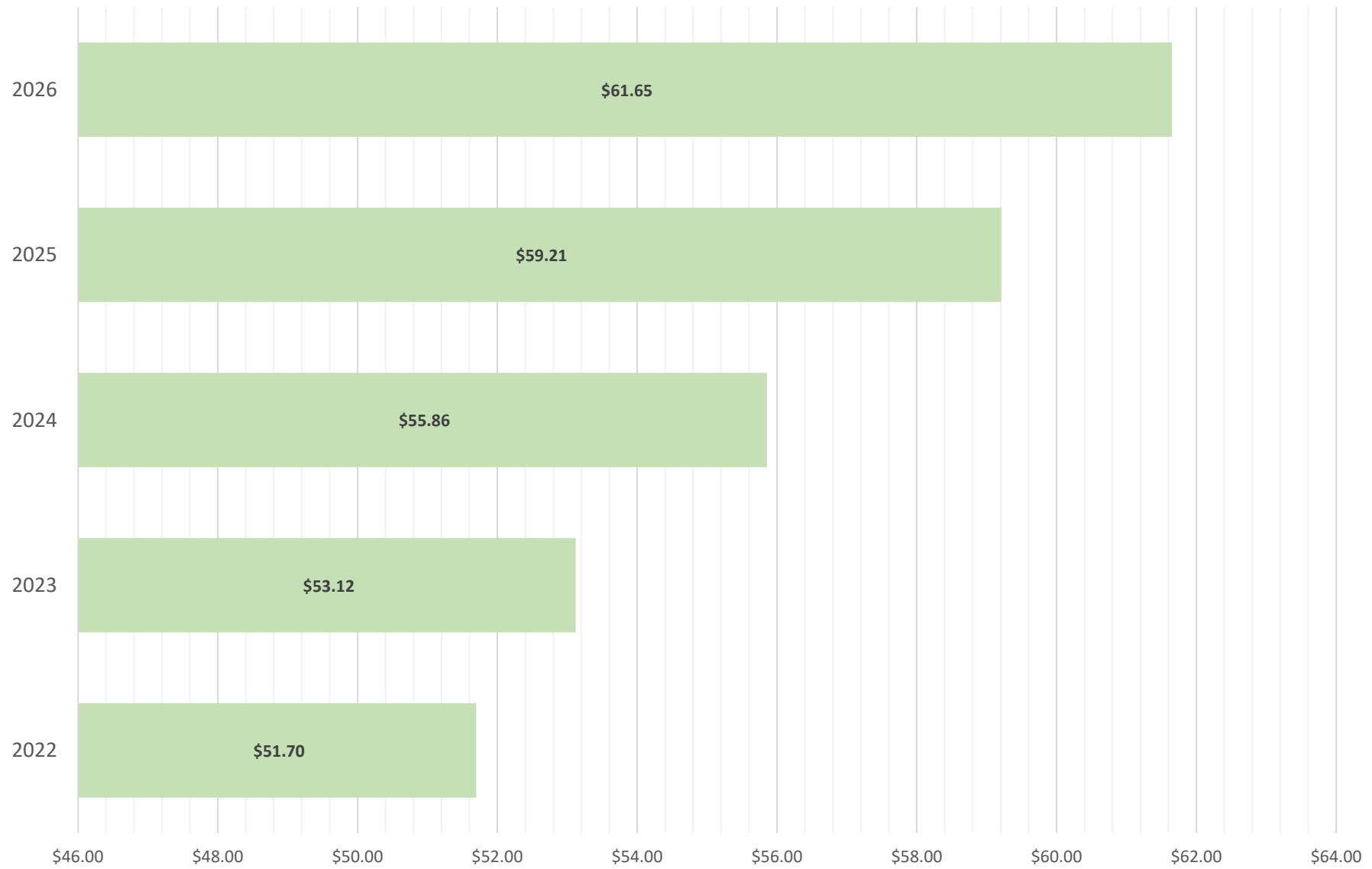
| <u>Year</u> | <u>Parcels</u> | <u>Parcel</u> | <u>Tax</u>        |
|-------------|----------------|---------------|-------------------|
|             |                |               | <u>per Parcel</u> |
| 2022        | 6,134          | \$301,288     | <b>\$51.70</b>    |
| 2023        | 6,133          | \$309,533     | <b>\$53.12</b>    |
| 2024        | 6,127          | \$325,161     | <b>\$55.86</b>    |
| 2025        | 6,126          | \$344,599     | <b>\$59.21</b>    |
| 2026        | 6,118          | \$358,380     | <b>\$61.65</b>    |

*Change from 2025 to 2026*

**\$2.44**

**4.12%**

SGI Small Craft Harbour Facilities  
Funding Analysis 2022 - 2026



Southern Gulf Island Harbours  
Revenues & Expenditures by Dock

|  | 2025 Budget |           |                     |         |              |           |                     |        | 2026 Budget       |           | 2026 over 2025      |       |         |              |              |         |        |      |
|--|-------------|-----------|---------------------|---------|--------------|-----------|---------------------|--------|-------------------|-----------|---------------------|-------|---------|--------------|--------------|---------|--------|------|
|  | Revenue     |           |                     |         | Expenditures |           |                     |        | Surplus/(Deficit) |           |                     |       | Revenue |              | Expenditures |         |        |      |
|  | Budget      | Estimated | Over (under) budget |         | Budget       | Estimated | Over (under) budget |        | Budget            | Estimated | Over (under) budget | % Rem | Revenue | Expenditures |              |         |        |      |
|  | Actual      | \$        | %                   |         | Actual       | \$        | %                   |        | Actual            | \$        | %                   |       | \$      | %            | \$           | %       |        |      |
| Piers Island                                   | 8,050       | 7,000     | (1,050)             | -13.0%  | 12,161       | 11,256    | (905)               | -7.4%  | (4,111)           | (4,256)   | -3.5%               |       | 8,860   | 12,820       | 810          | 10.1%   | 659    | 5.4% |
| Swartz Bay                                     | 6,900       | 8,000     | 1,100               | 15.9%   | 11,606       | 11,776    | 170                 | 1.5%   | (4,706)           | (3,776)   | 19.8%               |       | 7,590   | 12,215       | 690          | 10.0%   | 609    | 5.2% |
| Montague Harbour                               | 17,250      | 17,400    | 150                 | 0.9%    | 18,661       | 18,356    | (305)               | -1.6%  | (1,411)           | (956)     | 32.2%               |       | 18,980  | 19,820       | 1,730        | 10.0%   | 1,159  | 6.2% |
| Sturdies Bay                                   | 860         | 1,600     | 740                 | 86.0%   | 9,416        | 9,226     | (190)               | -2.0%  | (8,556)           | (7,626)   | 10.9%               |       | 950     | 9,735        | 90           | 10.5%   | 319    | 3.4% |
| Pt Washington                                  | 5,750       | 5,750     | -                   | 0.0%    | 13,281       | 12,881    | (400)               | -3.0%  | (7,531)           | (7,131)   | 5.3%                |       | 6,330   | 13,875       | 580          | 10.1%   | 594    | 4.5% |
| Miners Bay                                     | 9,090       | 5,000     | (4,090)             | -45.0%  | 14,721       | 43,296    | 28,575              | 194.1% | (5,631)           | (38,296)  | -580.1%             |       | 10,000  | 15,480       | 910          | 10.0%   | 759    | 5.2% |
| Port Browning                                  | 21,850      | 21,850    | -                   | 0.0%    | 20,691       | 20,311    | (380)               | -1.8%  | 1,159             | 1,539     | -32.8%              |       | 24,040  | 22,070       | 2,190        | 10.0%   | 1,379  | 6.7% |
| Hope Bay                                       | 6,900       | 6,900     | -                   | 0.0%    | 12,876       | 13,006    | 130                 | 1.0%   | (5,976)           | (6,106)   | -2.2%               |       | 7,590   | 13,495       | 690          | 10.0%   | 619    | 4.8% |
| Retreat Cove                                   | 9,780       | 9,000     | (780)               | -8.0%   | 13,416       | 10,226    | (3,190)             | -23.8% | (3,636)           | (1,226)   | 66.3%               |       | 10,760  | 14,170       | 980          | 10.0%   | 754    | 5.6% |
| Lyall Harbour                                  | 8,050       | 16,600    | 8,550               | 106.2%  | 14,171       | 17,426    | 3,255               | 23.0%  | (6,121)           | (826)     | 86.5%               |       | 8,860   | 14,880       | 810          | 10.1%   | 709    | 5.0% |
| Horton Bay                                     | 10,350      | 10,350    | -                   | 0.0%    | 14,211       | 11,606    | (2,605)             | -18.3% | (3,861)           | (1,256)   | 67.5%               |       | 11,390  | 14,655       | 1,040        | 10.0%   | 444    | 3.1% |
| Spanish Hills                                  | 2,530       | 2,720     | 190                 | 7.5%    | 10,711       | 10,286    | (425)               | -4.0%  | (8,181)           | (7,566)   | 7.5%                |       | 2,780   | 11,110       | 250          | 9.9%    | 399    | 3.7% |
| Anson Road                                     | 46,000      | 40,000    | (6,000)             | -13.0%  | 32,546       | 25,706    | (6,840)             | -21.0% | 13,454            | 14,294    | -6.2%               |       | 50,600  | 35,350       | 4,600        | 10.0%   | 2,804  | 8.6% |
| Commercial Customer Revenues<br>(Discontinued) | 7,000       | -         | (7,000)             | -100.0% | -            | -         | -                   | 0.0%   |                   |           |                     |       | -       |              | (7,000)      | -100.0% | -      | -    |
| Grand Total Fee Revenue                        | 160,360     | 152,170   | (8,190)             | -5.1%   | 198,468      | 215,358   | 16,890              | 8.5%   | (45,108)          | (63,188)  | -40.1%              |       | 168,730 | 209,675      | 8,370        | 5.2%    | 11,207 | 5.6% |

## REPORT TO SOUTHERN GULF ISLANDS HARBOURS COMMISSION MEETING OF THURSDAY, DECEMBER 4, 2025

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### **SUBJECT** Electrical Installation at Anson Road Dock Feasibility Study

### **ISSUE SUMMARY**

To present the feasibility assessment of installing electrical connections at the Anson Road Dock on Mayne Island.

### **BACKGROUND**

At the October 2, 2025, Southern Gulf Island Harbours Commission meeting, an unsolicited business plan for electrification of the Anson Road Dock was presented (Appendix A) by the Association of Mayne Island Boaters (AMIB). Staff were directed to report back on the feasibility of the proposal.

The project scope includes the installation of a new BC Hydro service with the associated electrical poles and overhead wiring, a dock head distribution box, marine power receptacles and associated electrical connections. It also includes the installation of a dock webcam to allow the wharfinger remote monitoring of use of dock amenities.

### **ALTERNATIVES**

#### *Alternative 1*

The Southern Gulf Islands Harbours Commission recommends:

That staff commission a detailed design and cost estimate and provide a business case analysis that forecasts ongoing operational costs and revenue options, and report back with options for an amendment to the 2026 Capital Plan and the 2027 fees and charges bylaw.

#### *Alternative 2*

The Southern Gulf Islands Harbours Commission recommends:

That the electrification of the Anson Road dock does not proceed at this time.

### **IMPLICATIONS**

#### *Procurement and Project delivery*

The proposal presented by the AMIB needs to be amended to adhere to the Capital Regional District's (CRD) process for project delivery. If the project were to proceed, competitive procurement would be followed in accordance with the CRD procurement policy. CRD staff would provide project management rather than an advisory relationship with AMIB and the contractor. Additional engineering is likely required to be consistent with CRD practices and permitting requirements.

This project could be completed in 2026, if approved by the commission and the Capital Plan amended, and the Capital Projects team can fit it into their queue of projects.

*Climate Implications*

Providing electricity at Anson Road dock has the potential to support recharging by vessels propelled by electrification. Charging outlets would need to be designed to support this potential. Allowing boats to plug in would also reduce reliance on diesel or gas powered generators.

*Financial Implications*

The AMIB proposal anticipates a budget of approximately \$90,000 to complete the contract, that would partially be funded through \$80,000 in donations.

Overhead and administrative costs have not been included in the proposed budget. The project costs should be revised to add an additional 10% for detailed project design and to obtain approvals from agencies including the Provincial Government. An additional 5% should be added for project administration, and 20% as a contingency. If a construction budget of \$90,000 is confirmed as adequate, a total project budget of \$121,500 would be added to the capital plan.

Assuming a donation drive to raise \$80,000 is successful, the CRD service will need to contribute additional funding towards completion. To proceed, the project can only be procured with full funding in place

The Commission will have to include this project in its capital plan and has the option to recover additional costs from either reserves, increased moorage rates, or a combination of sources.

The current proposal to only charge \$75 per month for the 5 to 10 boats that will use the service seasonally would increase moorage by about \$3 per lineal foot. However, this is expected to only cover the costs of electricity and would not contribute to the recovery of capital costs or ongoing maintenance. Maintenance and ongoing operations also have financial implications. An alternative would be to also increase the base moorage for all slips by one to two dollars per lineal foot for all slips. This could generate about \$5,000 to \$10,000 per year in revenue to recover capital and maintenance costs, resulting in the capital cost being recovered within five to ten years. A detailed business case with several donation and pay-back scenarios would be developed as part of the next stage of feasibility assessment.

Tax Receipts

The AMIB is intending to raise and donate \$80,000 to the CRD to complete the project. The CRD can issue tax receipts to individuals at any time of the year, but donations must be made to the CRD directly. The return of a donation will not be feasible if the project does not proceed, however, the funds could be retained by the service for other capital projects related to Anson Road dock.

Design and Cost Considerations are attached as Appendix C.

*First Nations Implications*

The project may require the completion of an archaeology assessment because of the sub-surface works that will be completed as part of the pole installation. While there is an existing archaeology assessment that was completed at the time of dock installation, further investigation may need to be completed prior to initiating the project.

### *Intergovernmental Implications*

Approvals and permits will need to be investigated prior to advancing the project. The approvals would include:

- Islands Trust: there is an existing Development Permit registered on title for the Anson Road dock (Appendix B). There are operational requirements within the development permit that need to be followed. All development at Anson Road needs to be substantially consistent with Schedules 'A' and 'B' of the permit, or an amendment may be required.
- Provincial: the CRD has two existing permits for the improvements associated with the upland and foreshore works at the Anson Road Dock. These two permits may need to be amended prior to these works progressing.
- BC Hydro: Approvals will be required for the installation of the new infrastructure that will be connecting to their network.

### *Service Delivery Implications*

Overall, the Southern Gulf Islands Harbours Service Bylaw gives the CRD the authority to acquire and operate small craft harbour facilities in the Southern Gulf Islands Electoral Area. Adding electricity to the dock is a higher level of service than is currently provided by the Harbours Service at the other docks.

The installation of electrical connections will add costs to the maintenance and operation of the dock. If the Anson Road moorage was higher than the other docks, the increased costs to the service at this dock could be recovered from Anson Road dock users and not borne by the entire service. To enable this approach, the Commission would need to amend the fees and charges bylaw.

The addition of a monitoring camera to make monitoring of the facility more efficient, could assist in reducing the costs and be an effective way to offset any additional work required by the wharfinger. However, monitoring the camera footage would be an additional responsibility for the wharfinger to take on.

A partnership with AMIB could be considered a way to decrease the operating costs of the facility.

### *Social Implications*

Anson Road dock is already near capacity in its current state. Electricity on the dock would support year-round moorage which will benefit dock users and make it a more desirable facility and likely increase the demand. Alternatively, if moorage rates increase to enable the additional amenity, the affordability of the facility will diminish.

## **CONCLUSION**

To advance this project, the Southern Gulf Islands Harbours Commission needs to complete a more detailed business case before deciding to proceed. The business plan as presented does not include all costs necessary for project completion and success. The risk of cost escalation of construction, overhead costs, cost recovery options and ongoing maintenance and management of the service need to be accounted for.

## **RECOMMENDATION**

The Southern Gulf Islands Harbours Commission recommends:

That staff commission a detailed design and cost estimate and provide a business case analysis that forecasts ongoing operational costs and revenue options, and report back with options for an amendment to the 2026 Capital Plan and the 2027 fees and charges bylaw.

|               |  |
|---------------|--|
| Submitted by: | Justine Starke, RPP, MCIP, Senior Manager, Southern Gulf Islands Administration    |
| Concurrence:  | Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services |

## **ATTACHMENTS**

Appendix A: Anson Electrical Business Plan (October 2, 2025)

Appendix B: Islands Trust Development Permit MA-DP-2020.01

Appendix C: Design and Cost Estimate Considerations



# Association of Mayne Island Boaters

## Business plan: electricity installation Anson Road Dock

### Contact Information

Peter McComb

Martin Renaud

Greg Martin

604-3290428

[pmccomb@mail.ubc.ca](mailto:pmccomb@mail.ubc.ca)

### Prepared

2025-08-25

### Business Address

Mayne Island

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# Executive summary

This project is to install electricity to serve mariners who use the Anson Road Dock, Horton Bay Mayne Island. This will optimise the dock facilities for year-round moorage.

## Project objectives

---

- The Association of Boaters of Mayne Island (AMIB) wishes to partner with The Southern Gulf Island Harbours' Commission and Capital Regional District (SGI/CRD) to install electricity to Anson Road Dock, Mayne Island (the Dock).
- Supply of electricity to the Dock will increase the use of the Dock, especially over winter. Electrical supply will broaden the functionality of the Dock for all boaters.
- The timelines are: reaching a Memorandum of Understanding with SGI/CRD in the fall of 2025, raising a pre-requisite capital fund by March 31<sup>st</sup>. 2026, and the physical installation of the electrical supply through 2026 to finish by the fall of that year.
- AMIB's contribution will be to fund-raise an agreed amount (**\$85,000**) from public sources to be deposited into a specifically designated SGI/CRD account. The SGI/CRD contribution will be of the remainder of capital/installation costs (if any) plus the project management of the installation. Contribution of public funds to be tax deductible as structured by an SGI/CRD accountant.
- Thereafter, all revenues yielded from the supply of electricity to boaters will be paid to SGI/CRD, following a similar contract as for moorage fees.
- Maintenance of the infrastructure and running costs of the electrical supply to the Dock will be the responsibility of SGI/CRD.

## Business description

---

- AMIB is a formally constituted non-profit association that serves the interests of boaters of Mayne Island. In doing so, it may also serve the interests of other boaters from Canada and the USA. AMIB was founded in 2001 and currently has 148 paid memberships.
- AMIB meets physically on Mayne Island. It is a community-based organization. In general, its fiscal mandate consists of enhancing year-round activities of benefit to its members.

## Products and services

---

- Annual membership fees (for individuals (30%) and families (70%)) fund AMIB activities.

## Financing need

---

- Total funds of \$88,986.76 (to \$124,697.53 CAD with alternative options) will be required for the capital expenditure. AMIB will undertake to raise a fixed amount (\$85,000), of this capital; SGI/CRD to fund the remainder.
- This will fund the electrical pole installation, the overhead wiring, the dock head distribution box, the dock wiring and the marine power receptacles. There may be additional miscellaneous costs including possible excavator work related to power pole installation.

## Key people

---

- The key advisors in AMIB are the members of the board. Most have a business background.
- President – Greg Martin  
Vice President – Aaron Reith  
Treasurer – Martin Renaud  
Secretary – Jachym Rudolf  
Directors: Brian Dearden, Alex Flowers, Peter McComb, Keith Stewart, Chrysta Wallin
- The Southern Gulf Island Harbours Commission and Capital Regional District (SGI/CRD)
- Director – Paul Brent and appointed key advisors.

## Risk assessment and contingency plan

---

- It is envisaged that the greatest threat to this Business Plan will be the cost containment related to project management. For this reason, AMIB will raise an agreed upon fixed amount of capital. SGI/CRD will be responsible for the balance and for any cost overruns.
- The quotations obtained to support the Plan are limited by the availability of skilled on-island workers.
- There is no other dock on Mayne Island that provides electricity, thus ensuring the demand for this service.

# 01.

## Business overview

### Business description

- AMIB will serve as a vehicle to fund-raise for this project, to include, but not to be limited to, the AMIB membership.
- This project is consistent with the community services provided by AMIB.

### Mission, vision, values

---

The mission statement(s) for AMIB are:

- 1. Promote facilities, services and conditions for boating activities on and /or around Mayne Island for public use.
- 2. Promote existing services, facilities and conditions that are conducive to the enjoyment of boating activities on Mayne Island.
- 3. Promote boating safety, education and training for the benefit of all boaters on Mayne Island.

### Industry overview and trends

---

- Recreational boating is a stable ‘industry’ in British Columbia.
- The aging population will continue to provide more boaters as they retire.
- Power and sailboats are larger in size than a decade ago. And consume more energy, including electricity.
- Demand for electricity at the Dock is predicted to increase.
- AMIB conducted a survey of AMIB members with respect to potential use of electricity in July 2025 (**Appendix 9**). The questions and responses are listed in **Appendix 10**.

In summary, of the 18 people who don’t have moorage, 1/3 would get moorage if electricity were available and 1/3 would use electricity if it were available. These numbers from AMIB boaters suggest a high demand for electricity.

- Systems to supply electricity to boaters at dock are becoming more sophisticated. Internet-based applications identify individual boaters, meter use of electricity and bill monthly for this electricity.
- Some feature magnetic plugs/receptacles that are corrosion resistant.
- Anson Road Dock services boats less than 25 feet in summer. These have modest needs for electricity. From October to June, larger vessels require heating and dehumidification. Metering may not be necessary. Rather, a fixed monthly fee may suffice.
- There do not appear to be any foreseeable changes in technology that would influence supply of electricity to Anson Road Dock.

## Government regulations

---

There are no known government regulations that would influence the supply of electricity to the Dock.

## The market

---

### Overview of market trends

Demand for electrical service is predicted to be stable or increase (see also [Appendix 9](#)).

### Target market

Boaters who use the Dock overwinter will predictably use the most electricity. Demand is already shown by several boaters who use fossil fuel generators to heat their boats.

## The competition

---

### Competitors and types of competition

Currently, there are no competitors.

Competition would most likely come from a private marina. However, there are no private marinas on Mayne Island.

# 02.

## Sales and marketing

### Customers

| Service | Location  | Period          | Revenue                     |                 |
|---------|---|-----------------|-----------------------------|-----------------|
| 1       | Long term moorage,<br>overnight/transient and<br>dinghy moorage receipts<br>in 2025 | Anson Road Dock | January to<br>March<br>2025 | \$2,564         |
| 2       |   |                 | April 2025                  | \$10,750        |
| 3       |   |                 | May 2025                    | \$6,348         |
| 4       |   |                 | June to<br>July 2025        | \$6,471         |
| 5       |   |                 |                             | \$1,060         |
|         | October annual renewals   |                 | 2025-6                      | \$10,000-15,000 |

**Additional information**

## Suppliers

---

|                               | Name                     | Address  | Terms                 | Product/Service                            |
|-------------------------------|--------------------------|----------|-----------------------|--|
| 1                             | BC Hydro                 |          | Small General Service | 13.46 cents/kWh (as per Reed Point Marina) |
| 2                             | Webcam Logitech Brio 500 | Best Buy | \$229.98              | Surveillance Anson Road                    |
| 3                             |                          |          |                       |  |
| 4                             |                          |          |                       |  |
| <b>Additional information</b> |                          |          |                       |  |

## Advertising and promotion

---

- The CRD website provides links to the Anson Road Dock. The electrical supply would be listed.
- Facebook Mayne Island often refers to marina facilities; this could now reference the provision of electricity.

## Pricing and distribution

---

- Electricity would be supplied by turning on a breaker at the dock head distribution box that is specific to each outlet. The current would be limited by size of breaker (20 A breaker for a 30 A receptacle).
- A fixed rate of \$75 would be charged monthly to each boater who connects to electricity. This conforms with 30 A service charges in other marinas. Typically, \$55-86/month or \$6.56/day (Ganges Marina, Ucluelet Small Craft Harbour).
- Total monthly electricity usage for the entire Dock to be monitored at the main distribution box meter to ensure that this is the correct billing rate.
- All moorage customers will pay an additional moorage rate of \$15 per month to reflect the provision by the Dock of access to electricity.

- The agreement of SGI/CRD to supply electricity to a specific boater will form part of the signed moorage contract.

## **Customer service policy and warranties**

---

If electricity is unavailable for a protracted period (more than the usual hours/days of a Mayne Island power outage), then charges for an appropriate portion of the monthly fixed rate usage may be reversed.

# 03.

## Operating plan

### Business location

---

SGI/CRD will continue to fund the Anson Road Dock wharfinger for about the same number of hours weekly.

### Equipment

---

- Overall metering of the total use of electricity at the main dock head distribution box is required.
- There will be modest attrition of electrical receptacles and breakers at the pedestal. Leviton receptacles (replacement cost \$122 each) are required to show endurance of 5,000 insertions (10-15 years of typical use) and the breakers (Schneider SQD: replacement cost \$13 each) to show endurance of 10,000 mechanical operations (15-30 years of typical use).
- Installation of a Dock webcam to allow the wharfinger remote monitoring of use of Dock amenities. This will also ensure that moorage fees are collected from transient boaters.

### Technology requirements and investment needs

---

If technology of pedestals changes over time, in keeping with the basic requirements of boaters moored at the Dock, pedestals/receptacle boxes can be swapped out, either individually or collectively.

### Environmental compliance

---

Compliance with environmental regulations will be established at installation. Given that electricity is a clean energy source it is anticipated that no, or little, environmental infringement will transpire.

# 04.

## People

### Description of the management team

---

SGI/CRD appointee wharfinger Chris Redsell.

### Description of advisory team

---

- An advisory team appointed by the Southern Gulf Island Harbours Commission and CRD. A **project manager** to be appointed. This person to liaise with AMIB appointed representative(s).
- **Legal.** It is hoped that the SGI/CRD Harbours Commission will approve this Business Plan. Immediately thereafter, legal advice will be sought from the Advisory Team to formalise a 'Memorandum of Understanding' between SGI/CRD and AMIB. This memorandum to include a description of the agreed process of the electrical installation. It will also include consequences invoked by cost overruns time delays to installation.
- **Accounting.** Accounting advice will also be sought from the Advisory Team. The priority will be to set up the tax-deductible account to expedite fund-raising for the project.

Key employees

|                               | Name or title | Key responsibilities | Qualifications |
|-------------------------------|---------------|----------------------|----------------|
| 1                             |               |                      |                |
| 2                             |               |                      |                |
| 3                             |               |                      |                |
| 4                             |               |                      |                |
| <b>Additional information</b> |               |                      |                |

# 05.

## Action plan

### Project objectives

---

- Submission of AMIB business plan by **September 2025**. The projected date of the SGI/CRD Harbours' Commission fall meeting is not listed. The last meeting was May 29, 2025. In 2024 the fall meeting date was September 26th.
- Upon acceptance of the Business Plan, the Project Manager will be appointed, the Memorandum of Understanding will be created, and the tax-deductible account set up by **October 2025**.
- Fundraising by AMIB will commence and guarantees of funding will be completed by **March 31<sup>st</sup>. 2026**. An agreed fixed amount of funds (\$85,000) will trigger the following:
- Quotations for installation the poles and overhead wiring, the dock wiring and the installation of power outlets will be reviewed and approved by SGI/CRD by **April 2026**.
- Physical installation of the full electrical supply will occur into the **fall of 2026**.

### Resources required

---

- The total budget is \$88,986.76 to \$124,697.48 depending upon which option is adopted for type and number of dock power outlets. **The board of AMIB recommends installation of the 12 pedestal 2x30A receptacle Leviton system at a total cost of \$88,986.76(\*)**.
- This amount is comprised of 3 main sections of installation:
- Installation of 4 electrical poles from Horton Bay Road to the head of the Dock. See quote from Gridcon Powerline (subcontracted by SGI Electrical Services Inc.) **Appendix 1**. Amount: **\$25,147.5** including GST.
- Installation of 2 x 200A overhead service wiring from Horton Bay Rd to 400A meter base. Plus, coordination of permit approvals and BC Hydro connection for supply to the head of Dock. See quote from SGI Electrical Services Inc. **Appendix 2**. Amount: **\$11,870.24** including GST.
- Installation of Dock wiring. There are 4 quotations from SGI Electrical Services Inc. for each of 4 different pedestal/box configurations. All quotations include GST. These options reflect present and potential future electrical requirements.

**Appendix 3:** wiring for 18 pedestal/boxes with 2 x 30A receptacles. Amount: \$36,735.26

**Appendix 4:** wiring for 12 pedestal/boxes with 2 x 50A receptacles. Amount: \$34,172.81

**Appendix 5:** wiring for 12 pedestal/boxes with 2 x 30A receptacles. Amount: **\$30,472.29 (\*)**

**Appendix 6:** wiring for 18 pedestal/boxes with 2 x 50A receptacles. Amount: \$43,580.63

- Installation of pedestals. There are 2 different quotations. One from Leviton and the other from Voltsafe. The Leviton box has 2 x 30A receptacles that are not metered, nor do they have internet connectivity. The Voltsafe pedestal has 2 x 30A receptacles that are individually metered. Internet connectivity allows metering and billing for each individual receptacle with the use of the Voltsafe marine app (application).

**Appendix 7:** Leviton quotation: 12 boxes with 2 x 30A receptacles. Amount including GST: **\$21,496.73 (\*)**. Timeline for delivery: 8 weeks.

**Appendix 8:** Voltsafe quotation: 12 pedestals with 2 x 30A receptacles with internet connectivity.

Amount including GST: \$44,099.16

## Action plan

| Action                 |  | Key milestone/metrics                   | Person responsible                                  |
|------------------------|--|---|---|
| 1                      | Survey AMIB Membership for Power Usage and Anson Road Dock Moorage | July 2025<br>(COMPLETED:<br>Appendix 9) | Martin Renaud and<br>Peter McComb<br>Directors AMIB |
| 2                      | Submission AMIB Business Plan                                      | September 2025                          | Peter McComb<br>Martin Renaud<br>Greg Martin        |
| 3                      | Possible approval Business Plan                                    | September 2025                          | SGI/CRD Harbours<br>Commission                      |
| 4                      | Project Manager appointed  | October 2025                            | SGI/CRD Advisory<br>Team                            |
| 5                      | Memorandum of Understanding created                                | October/November<br>2025                | SGI/CRD Legal<br>Advisor                            |
| 6                      | Tax-deductible account set up                                      | November 2025                           | SGI/CRD Tax<br>Accountant                           |
| 7                      | Fund-raising and Guarantees of Financing                           | March 31 <sup>st</sup> . 2026           | AMIB representatives                                |
| 8                      | Quotations Reviewed/approved                                       | April 2026                              | SGI/CRD Advisory<br>Team                            |
| 9                      | Physical Installation of Electrical Power                          | To Be Completed Fall<br>2026            | Project Manager                                     |
| Additional information |  |   |   |

## Risk assessment and contingencies

- **Events that may alter the timetable:**
  - Failure to obtain SGI/CRD Harbour's Commission approval for Business Plan
  - Delay in fund raising
  - Delay in obtaining legal or accounting advice

- Delay in appointment of a Project Manager
- Delay in obtaining quotations for installation
- Delay in supply of dock pedestals/outlet boxes
- **Mitigation of these risks:**
  - To address any difficulty with fund raising, an overarching guarantee of financing from private individual(s) will be sought.
- **Risks of negative cash flow after installation**
  - It is feasible that the empiric monthly payment of \$75 may not cover the cost of supply of electricity. In this instance, adjustment upwards of the fee will be necessary.
  - There will be some predictable attrition of 30 A receptacles and associated breakers. This will be taken into account when establishing the flat-rate monthly fee for potential and actual use of electricity.
  - Insurance of the Dock by CRD will need to include coverage for the electrical infrastructure, and for risk of electrocution. Any increase in premium to be covered by the monthly fee.

**Appendices:** Overview of Site extending from Horton Bay Road to head of Dock ramp (upper right).



**Appendix 1:**

Gridcon Powerline Ltd.

5281 Winchester Rd,

Duncan, B.C V9L6E9

Phone (250) 252-9220

evan@gridconpowerline.ca

**DATE:** March 5, 2025

**RECIPIENT:** SGI Electrical Services

**EMAIL:** crystal@sgielectrical.com matt@sgielectrical.com

**PHONE:** Crystal 778-533-0784

**RE:** Horton Bay rd. Dock Power Line

**QUOTE:**

**Supply and Install:**

**- 1 x 30' class 4 ACC cedar pole**

**- 1 x 45' class 3 ACC cedar pole**

**- 2 x 50' class 3 ACC cedar pole**

**- 4 x Plate anchor with downhaul guywires**

**- 4 x polymer dead-end bells with shoes**

**- 3 spans of #2 ACSR primary and neutral conductor to Approx 112M**

This quote is to supply and install, comes with all other necessary hardware, insulators and connections to complete job to current BC Hydro standards ready for BC Hydro takeover and connection. This quote subject to change pending BC Hydro approval.

Note customer to provide excavation and backfill for pole holes.

**\$23,950.00 plus 5% GST**

**TOTAL: \$25,147.50**

Quote number GCP-25-31

**Please Note:**

This quote does not include any Tree services, rock excavation, drilling/ blasting or hydrovac excavation services or BC Hydro charges. If any of the above work is required, the customer will be notified prior to any additional charges.

Property owner/representative is obligated to discuss the following concerns, if any are present.

-Environmental and or archaeological hazards.

- Any relevant permits or drawings associated with the project shall be supplied by customer.

- BC One Call required prior to any excavation work, or all services to be marked out clearly for construction crew to reference.

Page 2

**Note: Gridcon Powerline owns all material provided for the project until payment is made, or a deposit is placed for**

the material

## **Appendix 2:**

SGI Electrical Services Inc  
1678 Bisley Place  
Victoria BC V8N 4M7  
info@sgielectrical.com  
GST/HST Registration No.:  
723692604RT0001  
Business Number 723692604BC0001

## **Estimate**

### ADDRESS

Big Decks Contracting Ltd

ESTIMATE # 1270

DATE 11/03/2025

EXPIRATION DATE 11/04/2025

ACTIVITY DESCRIPTION QTY RATE AMOUNT

Material 1 8,498.99 8,498.99

Labour 8 115.00 920.00

Permit 1 1,886.00 1,886.00

### **SCOPE OF WORK at Anson Dock, Horton Bay Rd, MI:**

- 1) Supply & install new 400amp meter base with 2 x 200amp overhead services on private pole**
- 2) Coordinate all permit approvals and BC Hydro connection**

SUBTOTAL 11,304.99

GST @ 5% 565.25 **TOTAL \$11,870.24**



Overview of dock from head of dock along the solid ramp, then hinged ramp, to the 6 fingered dock.



**Appendix 3:**

**EITHER:**

SGI Electrical Services Inc  
1678 Bisley Place  
Victoria BC V8N 4M7  
info@sgielectrical.com  
GST/HST Registration No.:  
723692604RT0001  
Business Number 723692604BC0001

**Estimate**

ADDRESS

Association of Mayne Island

Boaters

655 Horton Bay Road  
Mayne Island BC V0N 2J2

ESTIMATE # 1303

DATE 13/08/2025

EXPIRATION DATE 13/09/2025

ACTIVITY DESCRIPTION QTY RATE AMOUNT

Material 1 20,398.36 20,398.36

Labour 130 100.00 13,000.00

Permit 1 1,587.60 1,587.60

**SCOPE OF WORK @ Anson Road Dock:**

**1) Supply and install all necessary wiring for 18 x marine pedestals  
with 2 x 30amp receptacles per pedestal.**

2) Coordinate permit approvals

NOTE: This estimate is for the wiring only and does not include  
material such as marine pedestals, receptacles, etc.

SUBTOTAL 34,985.96

GST @ 5% 1,749.30

**TOTAL 36,735.26**

**OR....**

**Appendix 4:**

SGI Electrical Services Inc  
1678 Bisley Place  
Victoria BC V8N 4M7  
info@sgielectrical.com  
GST/HST Registration No.:  
723692604RT0001  
Business Number 723692604BC0001

**Estimate**

**ADDRESS**

Association of Mayne Island

Boaters

655 Horton Bay Road

Mayne Island BC V0N 2J2

ESTIMATE # 1304

DATE 13/08/2025

EXPIRATION DATE 13/09/2025

**ACTIVITY DESCRIPTION QTY RATE AMOUNT**

Material 1 17,957.93 17,957.93

Labour 130 100.00 13,000.00

Permit 1 1,587.60 1,587.60

**SCOPE OF WORK @ Anson Road Dock:**

**1) Supply and install all necessary wiring for 12 x marine pedestals with 2 x 50amp receptacles per pedestal.**

2) Coordinate permit approvals

NOTE: This estimate is for the wiring only and does not include material such as marine pedestals, receptacles, etc.

Does not include marine pedestals or receptacles. Only wiring

SUBTOTAL 32,545.53

GST @ 5% 1,627.28

**TOTAL \$34,172.81**

**OR...**

**Appendix 5:**

SGI Electrical Services Inc  
1678 Bisley Place  
Victoria BC V8N 4M7  
info@sgielectrical.com  
GST/HST Registration No.:  
723692604RT0001  
Business Number 723692604BC0001

**Estimate**

**ADDRESS**

Association of Mayne Island

Boaters

655 Horton Bay Road

Mayne Island BC V0N 2J2

ESTIMATE # 1305

DATE 13/08/2025

EXPIRATION DATE 13/09/2025

ACTIVITY DESCRIPTION QTY RATE AMOUNT

Material 1 14,433.63 14,433.63

Labour 130 100.00 13,000.00

Permit 1 1,587.60 1,587.60

**SCOPE OF WORK @ Anson Road Dock:**

**1) Supply and install all necessary wiring for 12 x marine pedestals with 2 x 30amp receptacles per pedestal.**

2) Coordinate permit approvals

NOTE: This estimate is for the wiring only and does not include material such as marine pedestals, receptacles, etc.

SUBTOTAL 29,021.23

GST @ 5% 1,451.06

**TOTAL \$30,472.29 (\*)**

**OR...**

**Appendix 6:**

SGI Electrical Services Inc  
1678 Bisley Place  
Victoria BC V8N 4M7  
[info@sgielectrical.com](mailto:info@sgielectrical.com)  
GST/HST Registration No.:  
723692604RT0001  
Business Number 723692604BC0001

**Estimate**

**ADDRESS**

Association of Mayne Island

Boaters

655 Horton Bay Road

Mayne Island BC V0N 2J2

ESTIMATE # 1302

DATE 13/08/2025

EXPIRATION DATE 13/09/2025

ACTIVITY DESCRIPTION QTY RATE AMOUNT

Material 1 26,917.76 26,917.76

Labour 130 100.00 13,000.00

Permit 1 1,587.60 1,587.60

**SCOPE OF WORK @ Anson Road Dock:**

**1) Supply and install all necessary wiring for 18 x marine pedestals with 2 x 50amp receptacles per pedestal.**

2) Coordinate permit approvals

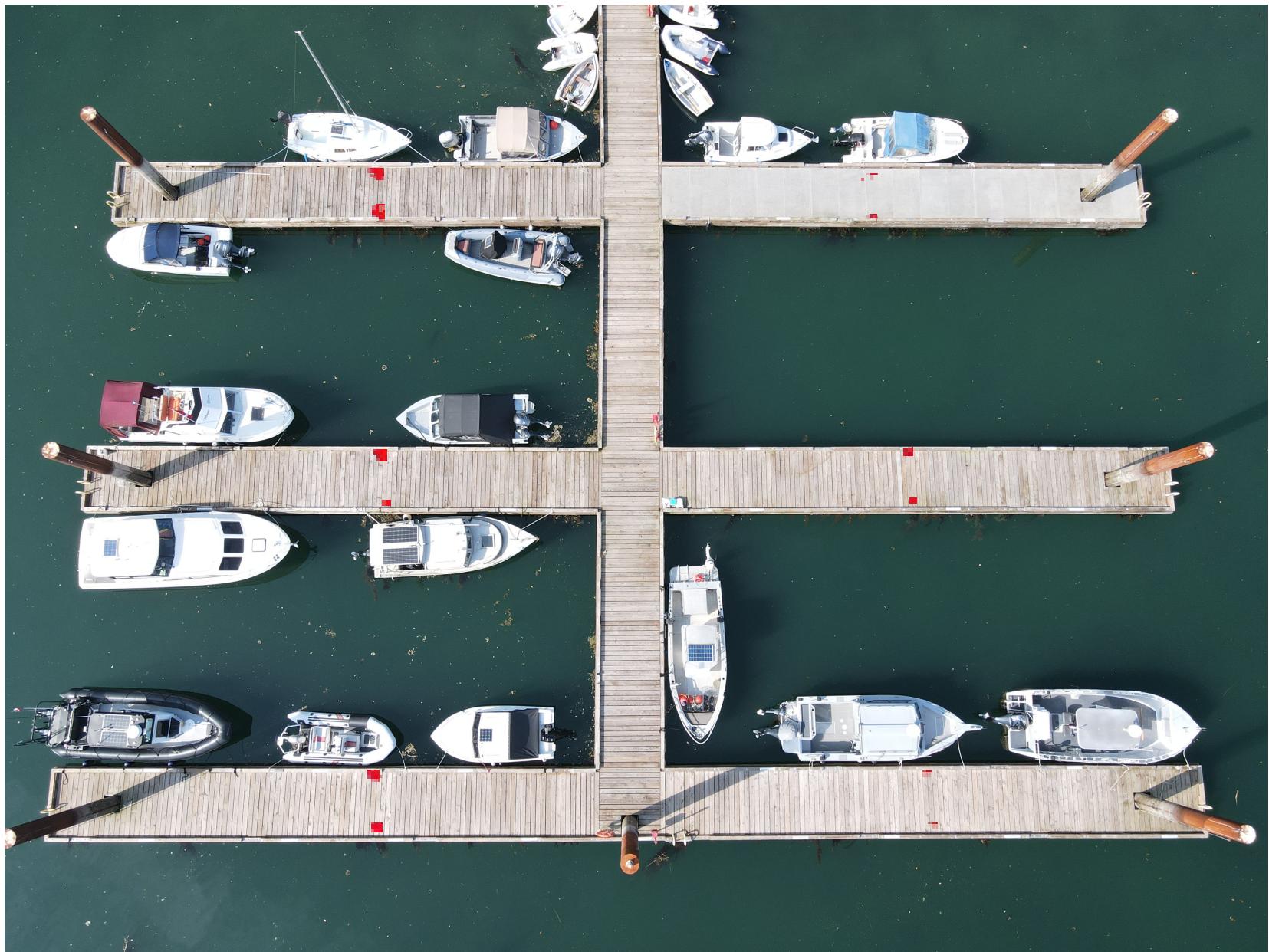
NOTE: This estimate is for the wiring only and does not include material such as marine pedestals, receptacles, etc.

SUBTOTAL 41,505.36

GST @ 5% 2,075.27

**TOTAL \$43,580.63**

Anson Road Dock. Six fingers. This view depicts the type of boat with summer moorage. ■ = 12 x PEDESTALS LOCATION



## Appendix 7:

8/21/25, 7:44 AM

Customer Quotation

**EECOL**  
500 KELVIN ROAD  
VICTORIA, BC  
V8Z 1C4  
Phone: 250 475 7578  
Fax: 250 475 7579

**Customer Quotation**  
From: Chris Martin  
Sales & Client Services  
500 Kelvin Road, Victoria, BC V8Z 1C4  
O:(250)475-7578 C:(250)880-7842  
[www.eecol.com](http://www.eecol.com)  
Thu, Aug 21, 2025

For: **Capital Regional District  
GOVMGV  
Mayne Island Dock Power**

Reference:

Quote # 2188301  
**Total: \$ 20,473.08**

| Quantity | Part Number       | Description                                  | Price/Per      | Extended           |
|----------|-------------------|--|----------------|--------------------|
| 12       | LEV 000-HL323-000 | M BOX L 30/20- 30,LED, NOSTAND<br>Water, LBB | \$ 1706.09 / 1 | <b>\$ 20473.08</b> |

**Total: \$ 20,473.08**

# indicates product sold by cut lengths

Prices do not include applicable taxes

**QUOTATION TERMS**  
**EECOL RESERVES THE RIGHT TO ADJUST ITS PRICING FOR GOODS AFFECTED DIRECTLY OR INDIRECTLY BY CHANGING DUTIES/TARIFFS/TRADE AGREEMENTS/ RAW MATERIALS AND SIGNIFICANT CURRENCY FLUCTUATIONS.**  
UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY EECOL'S STANDARD TERMS, BUYER AGREES THAT THIS QUOTE AND ANY RESULTING PURCHASE ORDER WILL BE GOVERNED BY EECOL'S TERMS AND CONDITIONS AVAILABLE AT [HTTPS://WWW.EECOL.COM/TERMS\\_AND\\_CONDITIONS\\_OF\\_SALE.PDF](https://WWW.EECOL.COM/TERMS_AND_CONDITIONS_OF_SALE.PDF) AS SUCH TERMS MAY BE UPDATED FROM TIME TO TIME, WHICH TERMS ARE INCORPORATED HEREIN BY REFERENCE AND MADE PART HEREOF. PLEASE CONTACT THE SELLER IDENTIFIED ON THIS QUOTE IF YOU REQUIRE A PRINTED COPY.  
**DUE TO UNFORESEEN RAW MATERIAL FLUCTUATIONS, UNLESS OTHERWISE STATED, THIS QUOTE IS VALID FOR A PERIOD OF 10 DAYS FROM SUBMISSION, EXCLUDING WIRE & CABLE, WHICH IS VALID FOR 24HRS FROM SUBMISSION. ALL ORDERS ARE SUBJECT TO THE APPROVAL OF THE CREDIT MANAGER.**

<https://service.eecol.com/run/crm/Main?session=202508210754e1y1qfl2e5&appid=43&job=PrintForCustomer&id=2188301>

1/1

Entitlement number: **\$8.10 10% \$2,333**

TBD

Licensed to:

## Leviton Quotation

**TOTAL with GST**  
**\$21,496.73 (\*)**

## Appendix 8:

### Voltsafe Quotation

## PRO FORMA INVOICE

410 - 1444 Alberni Street, Vancouver  
BC, Canada, V6G 2Z4

P: +1 833 999 6960  
E: [accounting@voltsafe.com](mailto:accounting@voltsafe.com)

Voltsafe Marina Solution

Attention: Peter McComb INVOICE#: 2064-M  
Anson Road Dock - Mayne Island DATE: Aug-20-2025

\*Quotation valid for: 30 days  
Mayne Island, BC PAYMENT TERMS: 15% to secure order  
E: [pmccomb@mail.ubc.ca](mailto:pmccomb@mail.ubc.ca) 45% to begin order  
P: 40% to ship order

Hardware (one time)

1 VoltSafe Marine Pedestals Including: 12 \$1,299.00  
**\$15,588.00**

1 x 20A GFCI outlet **\$1,169 10% \$14,029.20**

2 x Hose bibs

Circuit Breakers included

LED module with fuse and photosensitive cells

2 VoltSafe Marine 30A Smart Outlet 24 \$999.00  
**\$23,976.00**

**\$899.10 10% \$21,578.40**

3 LTE Mesh Node (at cost) 12 \$250.00 **\$3,000.00**

4 Additional Adapters (optional) 12 \$70.99 \$851.83  
**\$63.89 10% \$766.65**

**SUBTOTAL (ONE TIME) \$39,374.25**

Software (recurring) - all values in CAD

5 Web Dashboard Monthly Cost/Outlet  
(CAD) Discount

Site Address: First 3 months: \$0 FREE

[marine.voltsafe.com](http://marine.voltsafe.com) After, Monthly: \$10.00 \$240

Billing Period: **\$9.00 10% \$216**

TBD - TBD Or, Annually \$9.00 \$2,592

Anson Road Dock - Mayne Island

SUBTOTAL (CAD) \$39,374.25

TAX RATE (GST+PST) \$4,724.91

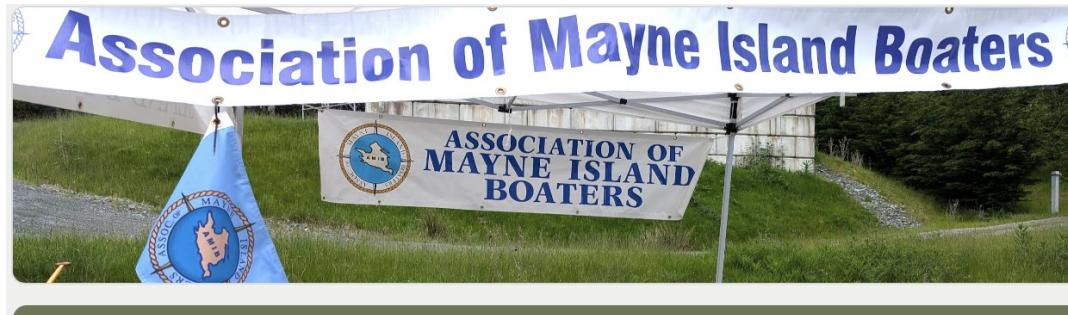
SHIPPING TBD TBD

**TOTAL (CAD) \$44,099.16**

Due (15%) (CAD) \$6,614.87

Appendix 9:

Survey Brochure with Questions:



## Questionnaire to assess the potential use of electrical power at CRD Anson Road Dock

The regional CRD Director for the Southern Gulf Islands Harbour Commission has requested the submission of a business plan from the association of Mayne Island boaters for the installation of electrical power to the CRD Anson Road Dock, Horton Bay. Your responses to this questionnaire will help us fulfill that request.

[Sign in to Google](#) to save your progress. [Learn more](#)

\* Indicates required question

Email \*

Your email

**1. Do you have an existing moorage contract? \***

- Yes - Year Round
- Yes - Summer Months (May-September):
- Yes - Winter Months (October-April)
- No

**2. If electricity were available would you apply for (or maintain) a moorage contract? \***

- Yes - Year Round
- Yes - Summer Months only
- Yes - Winter Months only
- No electricity would not affect my decision about mooring at Anson Dock

**3. Would you use electricity if it was available at Anson Dock? \***

- Yes
- No

**4. If you have any questions for us about this initiative to bring electricity to Anson Dock, please leave them here in the space provided.**

**Appendix 10:****Survey Results:**

| <b>Timestamp</b>    | <b>1. Do you have an existing moorage contract?</b> | <b>2. If electricity were available would you apply for (or maintain) a moorage contract?</b> | <b>3. Would you use electricity if it was available at Anson Dock?</b> |
|---------------------|---|---|--|
| 26/06/2025 13:18:11 | No  | Yes - Winter Months only  | Yes  |
| 16/07/2025 12:48:11 | No  | No electricity would not affect my decision about mooring at Anson Dock                       |  |
| 16/07/2025 13:01:48 | No  | Yes - Year-Round  | Yes  |
| 16/07/2025 13:12:08 | No  | Yes - Summer Months only  | Yes  |
| 16/07/2025 13:24:18 | No  | No electricity would not affect my decision about mooring at Anson Dock                       |  |
| 16/07/2025 13:35:15 | No  | No electricity would not affect my decision about mooring at Anson Dock                       |  |
| 16/07/2025 13:39:14 | No  | No electricity would not affect my decision about mooring at Anson Dock                       |  |
| 16/07/2025 13:47:16 | No  | No electricity would not affect my decision about mooring at Anson Dock                       |  |
| 16/07/2025 14:22:17 | No  | No electricity would not affect my decision about mooring at Anson Dock                       |  |
| 16/07/2025 14:49:32 | No  | Yes - Year-Round  | Yes  |
| 16/07/2025 17:00:40 | No  | No electricity would not affect my decision about mooring at Anson Dock                       |  |
| 16/07/2025 19:43:54 | No  | No electricity would not affect my decision about mooring at Anson Dock                       |  |
| 16/07/2025 21:05:26 | No  | Yes - Year-Round  | Yes  |
| 16/07/2025 21:07:18 | No  | Yes - Year-Round  | Yes  |
| 17/07/2025 06:51:11 | No  | No electricity would not affect my decision about mooring at Anson Dock                       |  |

|                     |   |  |     |
|---------------------|---|--|-----|
| 17/07/2025 08:34:47 | No  | No electricity would not affect my decision about mooring at Anson Dock  |     |
| 17/07/2025 12:01:45 | No  | No electricity would not affect my decision about mooring at Anson Dock  |     |
| 18/07/2025 09:58:09 | No  | No electricity would not affect my decision about mooring at Anson Dock  |     |
| 16/07/2025 19:43:26 | Yes - Summer Months (May-September):  | No electricity would not affect my decision about mooring at Anson Dock  |     |
| 20/07/2025 16:03:07 | Yes - Summer Months (May-September):<br>Yes - Winter Months (October-April) | No electricity would not affect my decision about mooring at Anson Dock  |     |
| 16/07/2025 13:08:01 | Yes - Winter Months (October-April)   | Yes - Winter Months only   | Yes |
| 16/07/2025 13:50:08 | Yes - Winter Months (October-April)   | Yes - Winter Months only   | Yes |
| 16/07/2025 12:57:49 | Yes - Year Round  | Yes - Year-Round   | Yes |
| 16/07/2025 17:56:50 | Yes - Year Round  | Yes - Year-Round   | Yes |
| 18/07/2025 07:27:25 | Yes - Year Round  | No electricity would not affect my decision about mooring at Anson Dock  |     |
| <b>Results</b>      | Of the 18 people who don't have moorage:                                    | One third would get moorage if electricity was available<br>One third would use electricity if it was available                              |     |
|                     | Concerns mentioned:   | "Don't want CRD to pay for it; don't want lights on at night; would be better if there were other amenities like a restaurant or pub nearby" |     |

## **Appendix 11:**

### **Procedure for retrofitting dock wiring:**

- 1. Metal strapping will be draped down between boards onto top of flotation.**
- 2. Conduit will be slid through horizontal gap at Dock ends beneath planks, above strapping.**
- 3. Raising the strapping elevates conduit.**
- 4. Strapping is secured (stainless steel lag bolt) to dock joist.**



**Drop strapping between dock planks**



Horizontal gap beneath planks for conduit access



# **Association of Mayne Island Boaters**

## **Business Plan: electricity installation Anson Road Dock**



# Islands Trust

200-1627 Fort Street Victoria BC V8R 1H8  
 Telephone **250.405.5151** Fax 250.405.5155

Toll Free via Enquiry BC in Vancouver 660-2421. Elsewhere in BC **1.800.663.7867**

Email [information@islandstrust.bc.ca](mailto:information@islandstrust.bc.ca)  
 Web [www.islandstrust.bc.ca](http://www.islandstrust.bc.ca)

October 9, 2020

File Number: MA-DP-2020.1 (CRD)

Via Email: [dpuskas@crd.bc.ca](mailto:dpuskas@crd.bc.ca)

Dale Puskas, P. Eng  
 Manager Capital Projects  
 Capital Regional District  
 479 Island Highway  
 Victoria BC V9B 1H7

Dear Dale Puskas:

**Re: Water Lot DL 2070, Mayne Island, Cowichan District  
 (PID: 000-000-000)**

Your Development Permit No. MA-DP-2020.1 has been approved for the above mentioned property and a copy is attached.

If you have any questions regarding this permit, please contact Phil Testemale, Planner at (250) 405-5170.

Yours truly,

Jas Chonk  
 Legislative Clerk  
 Local Planning Services

Attachment(s)

pc: Mayne Island Local Trust Committee  
 Cathy Macintyre, BC Assessment Authority  
 Brenda Chapman, CRD Building Inspection  
 Warren Dingman, Bylaw Enforcement Manager, Islands Trust



**Islands Trust**

**MAYNE ISLAND LOCAL TRUST COMMITTEE  
DEVELOPMENT PERMIT MA-DP-2020.1**

To: Capital Regional District  
c/o Dale Puskas, P.Eng.

1. This Development Permit (the "Permit") applies to the land described below and all buildings, structures and other developments therein:

Water Lot DL 2070, Mayne Island, Cowichan District  
PID: 000-000-000

2. This Development Permit MA-DP-2020.1 authorizes the construction of a dock facility including an access ramp (approach), aluminium ramp (gangway) and a main float dock with float fingers within the Marine Development Permit Area ("DPA"), subject to the following requirements and conditions:

***General***

- a. All development shall be substantially consistent with Schedules 'A' and 'B' which are attached to and form part of this permit.
- b. All development shall conform to Department of Fisheries and Oceans Canada, Workers Compensation Board, Ministry of Environmental Regulations, Ministry of Forests, Lands, Natural Resource Operations, Transportation Canada and Capital Regional District standards for public dock facilities.

***Placement of Fill (Beach Nourishment)***

- c. With the exception of the placement of the prescribed beach berm (beach nourishment) for shoreline erosion protection, there is to be no dredging or placement of fill below the Natural Boundary of the Sea.
- d. The placement of fill permitted in 2.b. (above) shall:
  - i. Be limited to an area within 10 metres (measured horizontally) from the Natural Boundary of the Sea as indicated on Schedule 'A', attached to and forming part of this permit.
  - ii. Not overlap with any existing subtidal eelgrass beds.
  - iii. Consist of coarse, well sorted aggregate (19mm or 3/4") material and shall not be mixed with fines.

***Dock Facility Siting, Size and Materials and Size on and Siting***

- e. To ensure the maintenance of public access along the shore, the elevation of the dock approach shall be constructed with a minimum 2 to 2.3 m clearance above the higher high water mark as indicated on Schedule 'B', attached to and forming part of this permit.
- f. The siting and configuration and size of the dock facility shall be substantially consistent with Schedules 'A' and 'B', which are attached to and form part of this permit.

- g. To minimize shading of the seabed and of eelgrass habitat in particular:
  - i. the dock approach and gangway/ramp should be the minimum width to facilitate operational requirements;
  - ii. the floating portion including the main dock and fingers shall not exceed 415 m<sup>2</sup> in area;
  - iii. Floats should be a maximum of 3 metres in width; and
  - iv. The gangway and northwest float finger (inner) shall incorporate 'mini mesh' grating material as shown on Schedule 'A', attached to and forming part of this permit for a minimum of 50% light penetration.
- h. Anchoring of the floating portion of the dock facility is to use pilings and dolphins only.
- i. All pilings shall be steel construction.
- j. With the exception of piles and footings for the ramp, no other structures including floats shall rest on the seabed.
- k. With the exception of pilings, no portion of the dock facility shall rest on the seabed at any time, and the construction and siting of the floating dock shall incorporate a minimum clearance below the floats of 1.5 metres at the lowest low tide to prevent disturbance of the seabed.
- l. Timber used for the construction of the floats shall either be untreated lumber or Chemonite ACZA Pressure Treated Wood with the exception of areas specified for light penetration ('mini mesh' surfacing).
- m. There shall be no use of creosote treated wood or application of creosote on any portion of the dock facility.
- n. Floataation billets shall be Cellaphome Permafloat Dock Floataation, or equivalent, and shall in no case use unenclosed plastic foam or other non-biodegradable materials that have the potential to degrade over time.
- o. There should be no removal of natural woody debris, rocks, sand or other materials from the shoreline below the high water mark. If material is removed, it should be set aside and returned to the original location once construction activities are complete.

***Operational***

- p. The use of the inshore finger floats on the south sides shall be restricted for use by smaller boats to minimize shading on eelgrass habitat as well as potential effects from prop scour.
- q. Educational signage on eelgrass habitat and protection and boating practices is to be placed at the dock facility in cooperation with the local conservancy organization.

***Protection of the Coastal Riparian and Shoreline Area (Upland)***

- r. To minimize the 'downstream' impacts on the Development Permit Area, the following design considerations and procedures shall be followed for the upland portion of the DPA as shown on Schedule 'A' and 'B' attached to and forming part of this permit:
  - i. Minimize clearing of coastal riparian vegetation and avoid disturbance of soils where the dock approach is attached to land, as vegetation removal and soil disturbance can increase erosion and sedimentation of the intertidal zone and adjacent subtidal areas;
  - ii. Do not remove coastal riparian vegetation if the riparian area is identified as part of critical habitat of an aquatic listed species at risk; and,
  - iii. Immediately stabilize shoreline disturbed by any activity associated with the construction to prevent erosion and/or sedimentation, preferably through re-vegetation with native species suitable for the site.

***Construction Management***

- s. Construction of the dock facility shall conform to all mitigation, best management practices and monitoring recommendations contained in the 'Anson Road Dock Facility Aquatic Effects/Environmental Impact Assessment' (Archipelago Marine Research Ltd., July 2019) and submitted to the Islands Trust, Victoria Office on August 7, 2020, in addition all other applicable provincial and federal requirements and guidance.

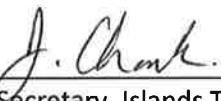
***Timing***

- t. The project works are to coincide with the least risk timing windows as prescribed by the Department of Fisheries and Oceans for the Project site to reduce the risk of harm to fish and fish habitat, specifically December 1 to February 15 (winter window) and July 1 to October 1 (summer window).

***Monitoring***

- u. The Environmental Monitor for the applicant shall prepare and submit to the Islands Trust written confirmation of compliance with all conditions with this permit as issued within one (1) months of the development work being completed.
- 3. The area described herein shall be developed in accordance with the terms, conditions and provisions of this Permit, and any plans and specifications attached to this Permit, which shall form a part thereof.
- 4. Any further development within designated Development Permit Areas will require a new Development Permit, or a Development Permit Amendment.
- 5. This permit is not a building permit and does not remove any obligation on the part of the permittee to comply with all other requirements of Mayne Island Land Use Bylaw No. 146, 2008 and to obtain other approvals necessary for the lawful completion of the proposed development.

AUTHORIZING RESOLUTION PASSED BY THE MAYNE ISLAND LOCAL TRUST COMMITTEE, THIS 28<sup>TH</sup> DAY OF SEPTEMBER, 2020.

  
\_\_\_\_\_  
Deputy Secretary, Islands Trust

October 9, 2020

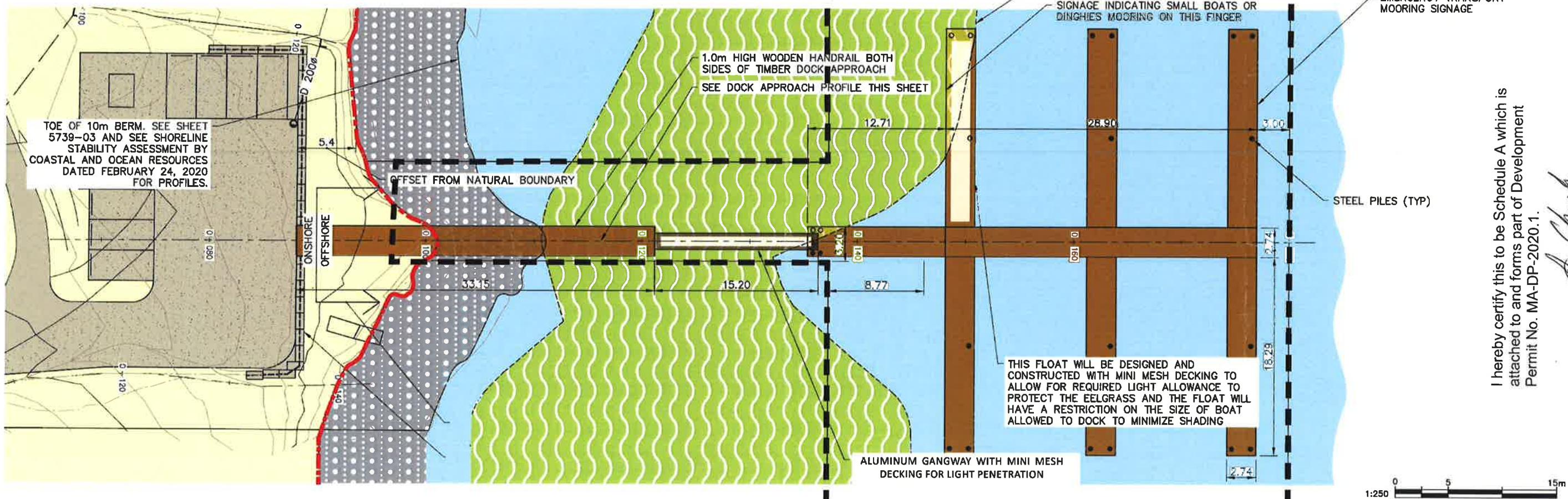
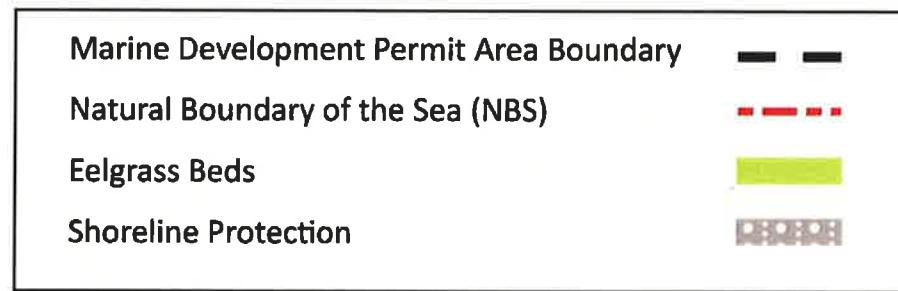
\_\_\_\_\_  
Date Issued

IF THE DEVELOPMENT HEREIN IS NOT COMMENCED BY THE 9<sup>TH</sup> DAY OF OCTOBER, 2022 THIS PERMIT AUTOMATICALLY LAPSES.

MAYNE ISLAND LOCAL TRUST COMMITTEE

DEVELOPMENT PERMIT MA-DP-2020.1

Schedule "A" (Site Plan)



I hereby certify this to be Schedule A which is attached to and forms part of Development Permit No. MA-DP-2020.1.

*A. Clark*  
Signature of Islands Trust Official

October 9, 2020

Date of Issuance

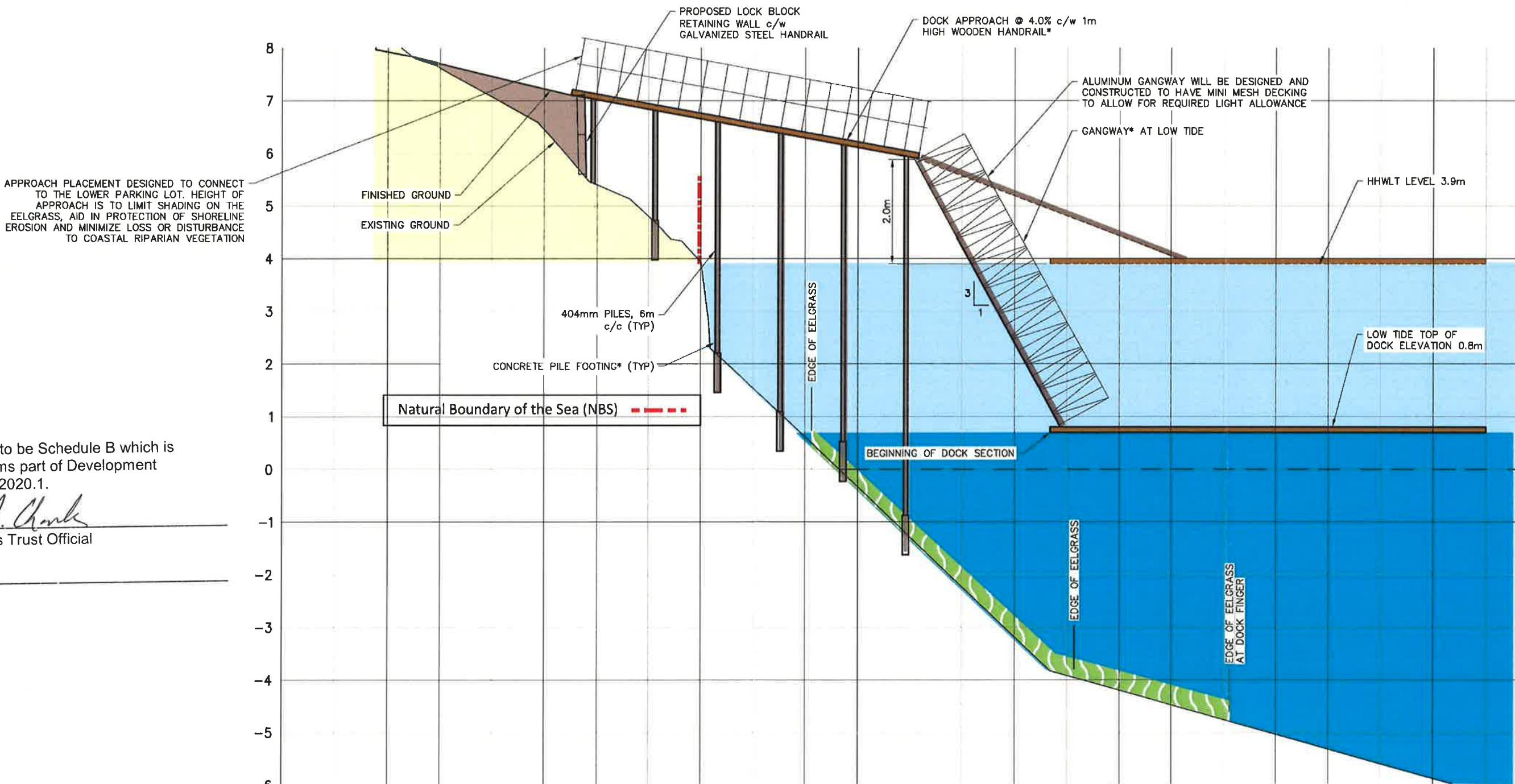
**CRD**  
Making a difference... together

MAYNE ISLAND LOCAL TRUST COMMITTEE

DEVELOPMENT PERMIT MA-DP-2020.1

Schedule "B" (Elevation)

Note: Vertical Exaggeration is 5:1



## APPENDIX C

### Design and Cost Estimate Considerations

The main dock head distribution box would meter the total electricity usage for billing by BC Hydro. Individual meters would not be provided per slip.

Electricity to individual outlets would be supplied by turning on a breaker at the dock head distribution box. AMIB recommends installation of 12 Leviton pedestals configured as 2 x 30A receptacles.

#### Design

A detailed design is required to finalize an accurate cost estimate and to bid for construction. Specifically, the design should address load calculations for service and feeder conductors, wiring methods and installation, grounding, disconnecting means, specification of marine power outlets, ground fault protection, service and distribution equipment, electrical equipment enclosures including securing and supporting, and signage. The BC electrical code should be included as a reference to the government regulations.

Although costing is provided, the total is incomplete and should not be quoted as accurate. Some site investigation, a detailed design and a work plan would have to be produced to have an accurate cost estimate. Identified costs to date are:

- \$25,147 - Installation of 4 electrical poles from Horton Bay Road to the head of the Dock
- \$11,870 - Installation of 2 x 200A overhead service wiring from Horton Bay Rd to 400A meter base. Additionally, coordination of permit approvals and BC Hydro connection for supply to the head of Dock.
- \$30,472 - 12 pedestal/boxes with 2 x 30A receptacles.

Upon review of the AMIB Proposal Additional costs may arise from:

- Actual suitability of 4 x Plate anchors for guywires for the ground conditions
- Excavation and backfill for pole holes
- BC Hydro design and connection charges
- Amending the two Provincial Permits held by the CRD for the land and water
- Engineering drawings
- Concrete pad cost
- Changes to the procedure for retrofitting dock wiring
- Method to provide flexible connection for gangway movement
- Supply and installation for the camera, internet service
- Working at height
- Working over water

**REPORT TO SOUTHERN GULF ISLANDS HARBOURS COMMISSION  
MEETING OF THURSDAY, DECEMBER 4, 2025****SUBJECT Southern Gulf Islands Harbours Projects and Operations Update – December 2025****ISSUE SUMMARY**

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

**BACKGROUND**

The Southern Gulf Islands Harbours service area is comprised of thirteen 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****19-02 | Retreat Cove Upgrades**

Project Description: Replacement of four piles on the float and approach and approximately six deck boards on the float at Retreat Cove. Work completed.

Guarantee Period: Valid until October 2026.

**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.

| <b>Milestone</b>  | <b>Completion Date</b> |
|---|------------------------|
| Swartz Bay Floatation Billet Replacement: \$4,000                             | January 2025           |
| Miners Bay, Port Washington, Port Browning Notice Board Replacement: \$15,000 | May 2025               |
| Miners Bay Float A Gangway Deck Replacement: \$5,000                          | May 2025               |
| Sturdies Bay Gangway Deck Replacement: \$5,000                                | August 2025            |

| <b>2025 Provisional Budget</b> |          |
|--------------------------------|----------|
| Opening Budget                 | \$75,000 |
| Allocated amount (to-date)     | \$29,000 |
| Remaining Balance              | \$46,000 |

Any remaining balance at the end of 2025 will remain in the Capital Reserve and be used for future projects.

### **17-01 | Piers Island Additional Float**

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

Guarantee Period: Valid till February 2026.

### **25-01 | Miners Bay Repairs and Improvements**

Project Description: Replacement of nine piles on the float and approach and installed Purple Martin nesting boxes at Miners Bay. Work completed.

Guarantee Period: Valid until October 2026.

## **OPERATIONAL UPDATES**

Operating and maintenance activities detail for the period October and November 2025 includes the following:

- **Piers Island:**
  - Replaced worn deck board on approach
- **Swartz Bay:**
  - Repaired transition plate
- **Spanish Hills:**
  - Replaced broken lock box.
- **Horton Bay:**
  - No significant maintenance completed during this reporting period.
- **Hope Bay:**
  - Replaced worn deck boards on approach.
- **Sturdies Bay:**
  - No significant maintenance completed during this reporting period.
- **Montague Harbour:**
  - Replaced missing tire airplane dock.
- **Port Washington:**
  - No significant maintenance completed during this reporting period.
- **Port Browning:**
  - No significant maintenance completed during this reporting period.
- **Retreat Cove:**
  - No significant maintenance completed during this reporting period.

- **Miners Bay:**
  - No significant maintenance completed during this reporting period
- **Lyall Harbour:**
  - No significant maintenance completed during this reporting period
- **Anson Road:**
  - No significant maintenance completed during this reporting period.

#### **General**

Bi-monthly dock inspections were completed in November 2025, refer to Appendix A.

#### **RECOMMENDATION**

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

|                      |  |
|----------------------|--|
| <b>Submitted by:</b> | Dan Robson, ASc.T, Acting Senior Manager, Wastewater Infrastructure Operations     |
| <b>Concurrence:</b>  | Stephen Henderson, MBA, P.G.Dip.Eng, BSc, General Manager, Electoral Area Services |

#### **ATTACHMENT:**

Appendix A: Dock Inspection Reports



## Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 11/7/25

INSPECTOR: Peter Binner

DOCK FACILITY: Montague Harbour Galiano

WHARFINGER: Kiyoshi Okuda

|                 |  |   |  |  |
|-----------------|--|---|--|--|
| <b>APPROACH</b> | <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 a very small area, the decking, painted wood railings and bull rails are old but in good condition. The wood notice board is old, has been painted and along with the railings, could use fresh paint. |   |  |  |

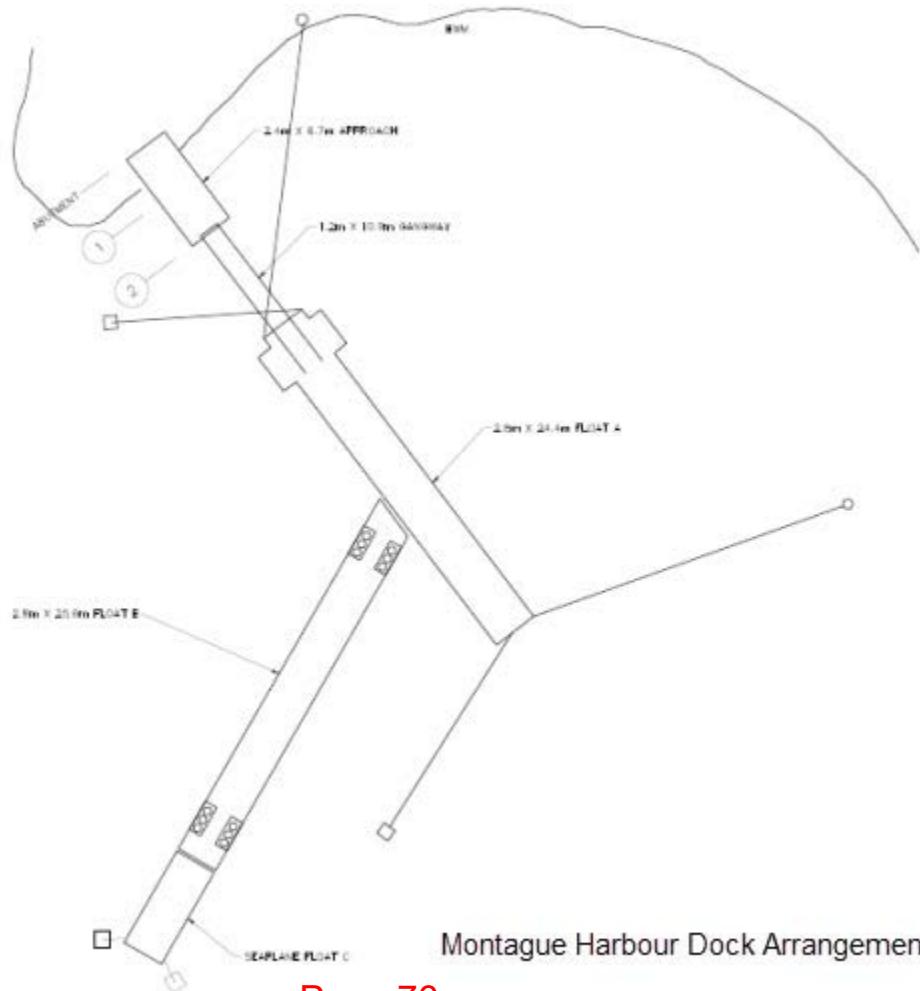
|                  |                                  |  |   |                                       |
|------------------|----------------------------------|--|---|---------------------------------------|
| <b>WHARFHEAD</b> | <input type="checkbox"/> Signage | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
|                  | N/A                              |  |   |                                       |

|                       |  |  |  |  |
|-----------------------|--|--|--|--|
| <b>GANGWAY FLOATS</b> | <p>The aluminum gangway with Mini Mesh decking is in good condition. There is a floating top aluminum transition plate with painted non-skid and a bottom aluminum apron with Mini Mesh for decking that are in good condition. The hard rubber wheels run on steel guide rails and these are also in good condition.</p> <p>Float A is an older wood float with decking, rub boards and bull rails with tight bolts that are in worn but good condition. There is a single steel piling (good anode) in a closed well next to the gangway that is also in good condition. The 2 safety ladders here and the one on the sea plane float, are in good condition. The flotation is low at the end of the float and inspection is recommended.</p> <p>Float B is an older wood float with decking, rub boards and bull rails with tight bolts, that are worn but in good condition. There is a large steel transition plate between floats A &amp; B that has been recently painted with new non-slip but the nonslip seems to have come off in some areas. The connection hardware is old and rusty with 50% wear on one shackle, inspection is recommended. There are 4 closed pile wells with 3 piles/well. There is minimal wear on all of these pilings and the wells are in good condition with new UHMW rub boards.</p> <p>Float C is an older wood float with decking, rub boards and bull rails with a few loose bolts, the bull rails are worn but in fair condition. There is a single steel pile in a closed well in good condition and has a good anode.</p> <p>Float D looks to be the oldest float. This has wood decking, rub boards and bull rails with tight bolts and is in worn but still in fair condition. There is a tire that requires replacement for the sea plane landing.</p> <p>All of the floats have good flotation except for Float A.</p> <p>The WCMRC is connected to Float A and is in good condition.</p> |  |  |  |
|                       |  |  |  |  |

|                          |                                     |                              |                    |                                     |                            |  |
|--------------------------|-------------------------------------|------------------------------|--------------------|-------------------------------------|----------------------------|--|
| <b>OTHER INSPECTIONS</b> | <input checked="" type="checkbox"/> | Lighting                     | Good               | <input checked="" type="checkbox"/> | Life Rings / Heaving Lines |  |
|                          | <input checked="" type="checkbox"/> | Extinguishers (expiry dates) | Nov '26 & July '26 | <input type="checkbox"/>            | Unpaid Moorage             |  |

|                              |   |
|------------------------------|---|
| <b>COMMENTS/INSTRUCTIONS</b> | <ul style="list-style-type: none"> <li>&gt; Inspect the flotation at the end of Float A.</li> <li>&gt; Check the non skid paint on the transition plate between floats A &amp; B.</li> <li>&gt; Monitor the wear on the connecting hardware for floats A &amp; B.</li> <li>&gt; Replace the tire on the sea plane landing float.</li> </ul> |
|                              |   |

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



DATE: 11/7/25

DOCK FACILITY: Retreat Cove Galiano

INSPECTOR: Peter Binner

WHARFINGER: Kiyoshi Okuda

|                 |   |   |  |  |
|-----------------|---|---|--|--|
| <b>APPROACH</b> | <input checked="" type="checkbox"/> Signage   | <input checked="" type="checkbox"/> Envelope Supply | <input checked="" type="checkbox"/> Notices Posted | <input checked="" type="checkbox"/> Rates Posted |
|                 | There is a steel mud grate at the head of the approach and there is a steady flow of rock and gravel being washed down the dirt road. Is there a way to divert the flow of water and mud off to the side of the road instead of down the middle on to the approach? |   |  |  |

The painted (slightly faded) wood railings, unpainted bull rails and decking are in good condition. The painted wood notice board is in fair condition and the plexiglass cover requires new hinges and refastening. Kiyo will attend to this repair. There were 4 new steel piles installed under the approach.

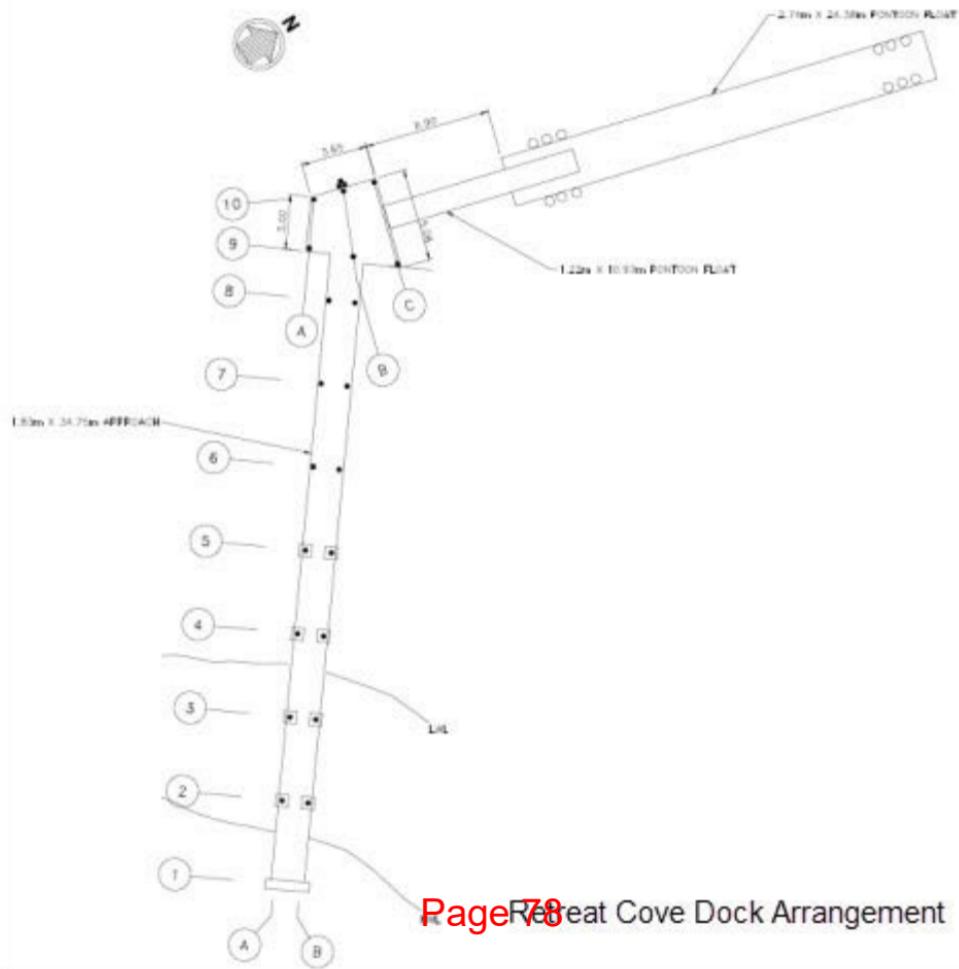
|                  |                                  |  |   |                                       |
|------------------|----------------------------------|--|---|---------------------------------------|
| <b>WHARFHEAD</b> | <input type="checkbox"/> Signage | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
|                  | N/A                              |  |   |                                       |

|                       |  |  |  |  |
|-----------------------|--|--|--|--|
| <b>GANGWAY FLOATS</b> | The gangway is an older steel structure with the usual amount of rust, wood decking, that has half expanded metal grating and half wood rungs providing a non slip surface which is in fair condition. The top and bottom steel transition plates have a non skid surface and along with new UHMW bottom runners, are in good condition. The old steel roller, guide rails and pillow blocks are in fair condition and the bearings do not require service at this time. Painting the steel railings is recommended.   |  |  |  |
|                       | <p>The older wood float with decking, rub boards and bull rails with tight bolts are in good condition. The 2 safety ladders are in good condition and the flotation is good.</p> <p>At the gangway end there are 2 open pile wells on either side of the float with 3 wood piles/well. The 1st NW pile has roughly 30% wear and the 2nd pile has roughly 20% wear showing. The remaining piles have minimal wear. The open well has UHMW rub boards that are in good condition. The 2 closed pile wells at the end of the float have 3 wood piles/well with UHMW rub boards that are all in good condition with minimal wear showing.</p> <p>Two new steel piles were replaced in the shore side end well, were they meant for the two worn piles in the open well next to the gangway? The 2 replaced wood piles had minimal wear showing and provide minimal support compared to the 2 worn piles at the gangway end that take the brunt of the wear on this float.</p> |  |  |  |

|                          |                                     |                              |          |                                     |                            |      |
|--------------------------|-------------------------------------|------------------------------|----------|-------------------------------------|----------------------------|------|
| <b>OTHER INSPECTIONS</b> | <input type="checkbox"/>            | Lighting                     | N/A      | <input checked="" type="checkbox"/> | Life Rings / Heaving Lines | Good |
|                          | <input checked="" type="checkbox"/> | Extinguishers (expiry dates) | May 2026 | <input type="checkbox"/>            | Unpaid Moorage             |      |

|                              |  |  |  |  |
|------------------------------|--|--|--|--|
| <b>COMMENTS/INSTRUCTIONS</b> | <ul style="list-style-type: none"> <li>&gt; The steel gangway requires painting.</li> <li>&gt; Monitor the wear of the 2 worn piles in the open well next to the gangway.</li> <li>&gt; A solution to divert the flow of runoff water onto the approach is recommended.</li> </ul> |  |  |  |
|                              |  |  |  |  |

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



DATE: 11/7/25

DOCK FACILITY: Spanish Hills Galiano

INSPECTOR: Peter Binner

WHARFINGER: Dan White

|                 |  |  |   |                                       |
|-----------------|--|--|---|---------------------------------------|
| <b>APPROACH</b> | <input type="checkbox"/> Signage   | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
|                 | There is a large painted steel bollard at the head of the approach preventing any vehicle traffic on the structure. The unpainted wood railings, bull rails and decking are in good condition. The new aluminum notice board is located next to the gangway to the float. There are no issues to report. |  |   |                                       |

|                  |   |  |   |                                       |
|------------------|---|--|---|---------------------------------------|
| <b>WHARFHEAD</b> | <input type="checkbox"/> Signage  | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
|                  | The wharfhead is in the same condition as the approach. The new aluminum notice board is located next to the gangway to the float. The key for the lock box has gone missing and will require a new lock box. |  |   |                                       |

|                       |  |  |  |  |
|-----------------------|--|--|--|--|
| <b>GANGWAY FLOATS</b> | The new aluminum gangway has aluminum top and bottom transition plates with a non skid surface, mini mesh decking and a new larger steel roller and pillow blocks. There are steel guide rails and 3 steel runners for the roller that are all in good condition but the steel runners appear to be roughly 3' to 4' too short as the roller is coming off the back end of the runners at a very low tide. |  |  |  |
|                       | The new wood float has good flotation and is in good condition, no issues to report.   |  |  |  |

|                          |  |                          |  |                    |
|--------------------------|--|--------------------------|--|--------------------|
| <b>OTHER INSPECTIONS</b> | <input type="checkbox"/> Lighting                                |                          | <input checked="" type="checkbox"/> Life Rings / Heaving Lines | Notice board, good |
|                          | <input checked="" type="checkbox"/> Extinguishers (expiry dates) | Notice board, April 2026 | <input type="checkbox"/> Unpaid Moorage                        |                    |

|                              |  |  |  |  |
|------------------------------|--|--|--|--|
| <b>COMMENTS/INSTRUCTIONS</b> | <ul style="list-style-type: none"> <li>&gt; Monitor the steel runners for the gangway roller, add extra length if required.</li> <li>&gt; The lock box has been replaced.</li> </ul> |  |  |  |
|------------------------------|--|--|--|--|

DATE: 11/7/25

DOCK FACILITY: Sturdies Bay Galiano

INSPECTOR: Peter Binner

WHARFINGER: Kiyoshi Okuda

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

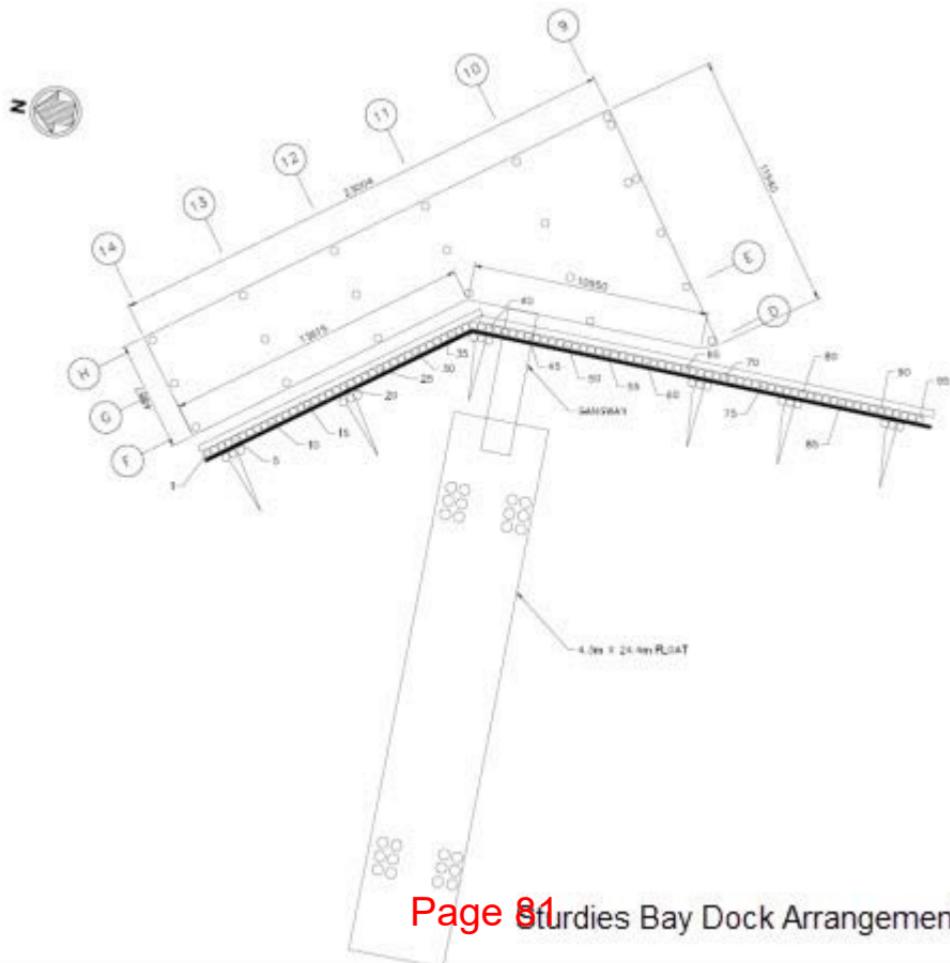
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|------------------|--|---|--|--|
| <b>WHARFHEAD</b> | <input type="checkbox"/> Signage   | <input checked="" type="checkbox"/> Envelope Supply | <input checked="" type="checkbox"/> Notices Posted | <input checked="" type="checkbox"/> Rates Posted |
|                  | <p>The large painted steel bollard restricts any vehicle traffic to this wood decked structure with unpainted railings and bull rails that are in good condition for its age. There are some small areas of decking with minor developing rot. The painted wood notice board is in fair condition and fresh paint or replacement with an aluminum notice board is recommended.</p> <p>The fire extinguisher case is broken and requires replacement.</p> |   |  |  |

|                       |  |  |  |  |  |
|-----------------------|--|--|--|--|--|
| <b>GANGWAY FLOATS</b> | <p>The heavy old painted steel gangway has new mini mesh decking. There is a steel transition plate with fresh non skid paint at the top and an expanded metal grating apron at the bottom that are in good condition. There is very poor access to the steel roller and pillow blocks and the rusty steel guide rails are in fair condition. The roller bed boards are in poor condition and replacement is recommended. The hinge pin brackets are showing a fair amount of wear and inspection is required.</p> <p>The wood float with decking, rub boards and bull rails with tight bolts, is heavily built and in fair condition for its age. There is a fair amount of flexing happening in the middle of this float but this is normal for this location. There are 2 safety ladders at each end of the float that are in good condition. There is new yellow paint on the bull rails in the emergency/loading zone. There are 4 large pile wells with 6 wood piles / well. The piles generally have minimum wear except for a few in each corner that have roughly 20% wear. The closed wells are in good condition along with the UHMW rub boards. The flotation is good.</p> |  |  |  |  |
|-----------------------|--|--|--|--|--|

|                          |  |                         |  |             |
|--------------------------|--|-------------------------|--|-------------|
| <b>OTHER INSPECTIONS</b> | <input checked="" type="checkbox"/> Lighting                     | Good. wharfhead & Float | <input checked="" type="checkbox"/> Life Rings / Heaving Lines | Good, float |
|                          | <input checked="" type="checkbox"/> Extinguishers (expiry dates) | July 2026               | <input type="checkbox"/> Unpaid Moorage                        |             |

|                              |   |  |  |  |  |
|------------------------------|---|--|--|--|--|
| <b>COMMENTS/INSTRUCTIONS</b> | <ul style="list-style-type: none"> <li>&gt; Inspect the gangway hinge pin brackets for wear.</li> <li>&gt; Replace fire extinguisher case.</li> </ul> |  |  |  |  |
|------------------------------|---|--|--|--|--|

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



**Southern Gulf Islands Harbours DOCK INSPECTION REPORT**

DATE: 11/7/25

DOCK FACILITY: Anson Rd Mayne

INSPECTOR: Peter Binner

WHARFINGER: Chris Redsell

|                              |   |  |  |                                       |  |
|------------------------------|---|--|--|---------------------------------------|--|
| <b>APPROACH</b>              | <input type="checkbox"/> Signage  | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted                        | <input type="checkbox"/> Rates Posted |  |
|                              | There is a generous aluminum approach with mini mesh decking, a large aluminum transition plate connecting the parking lot to the approach and an aluminum notice board that are all in very fine condition.  |  |  |                                       |  |
| <b>WHARFHEAD</b>             | <input type="checkbox"/> Signage  | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted                        | <input type="checkbox"/> Rates Posted |  |
|                              | N/A   |  |  |                                       |  |
| <b>GANGWAY FLOATS</b>        | There is an aluminum non-skid top transition plate for the aluminum gangway with mini mesh decking and an aluminum bottom apron also with non-skid that is in very good condition. There are hard rubber wheels running on aluminum guide rails and UHMW runners for the bottom apron which are also in very good condition.  |  |  |                                       |  |
|                              | The main float is of wood construction with decking, rub boards and bull rails, all with tight bolts. There is one finger close to shore that has mini mesh decking instead of wood decking. There are a total of 6 fingers, all built like the main float and all floats are in very good condition. All floats have good flotation except the main float is slightly lower in the water under the gangway. There are 7 safety ladders that are all in good condition.<br>There are 7 steel piles in closed wells with UHMW rub boards that are in very good condition and one outside pile well at the end of the main float next to the gangway, also with a steel pile, all in good condition. All anodes appear to be in good condition. |  |  |                                       |  |
| <b>OTHER INSPECTIONS</b>     | <input type="checkbox"/> Lighting   | N/A                                      | <input checked="" type="checkbox"/> Life Rings / Heaving Lines | 1 approach, 3 main float, good        |  |
|                              | <input checked="" type="checkbox"/> Extinguishers (expiry dates)  | May x 2, Feb x 2, 2026                   | <input type="checkbox"/> Unpaid Moorage                        |                                       |  |
| <b>COMMENTS/INSTRUCTIONS</b> | > Monitor the steel pile anodes.  |  |  |                                       |  |

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

DATE: 11/7/25

DOCK FACILITY: Horton Bay Mayne

INSPECTOR: Peter Binner

WHARFINGER: Chris Redsell

|                 |  |   |  |  |
|-----------------|--|---|--|--|
| <b>APPROACH</b> | <input checked="" type="checkbox"/> Signage  | <input checked="" type="checkbox"/> Envelope Supply | <input checked="" type="checkbox"/> Notices Posted | <input checked="" type="checkbox"/> Rates Posted |
|                 | There is a NEW mini mesh mud grate at the entrance. The wood railings at the entrance are painted and the newer section, after the covered area, have railings and bull rails that are unpainted and are in good condition. The wood decking at the entrance is new and covered with expanded metal grating and new decking and bull rails that continue from the covered area to the gangway are in good condition. There is a piece of plywood attached to the railing in the covered area and this works well for the notice board. |   |  |  |

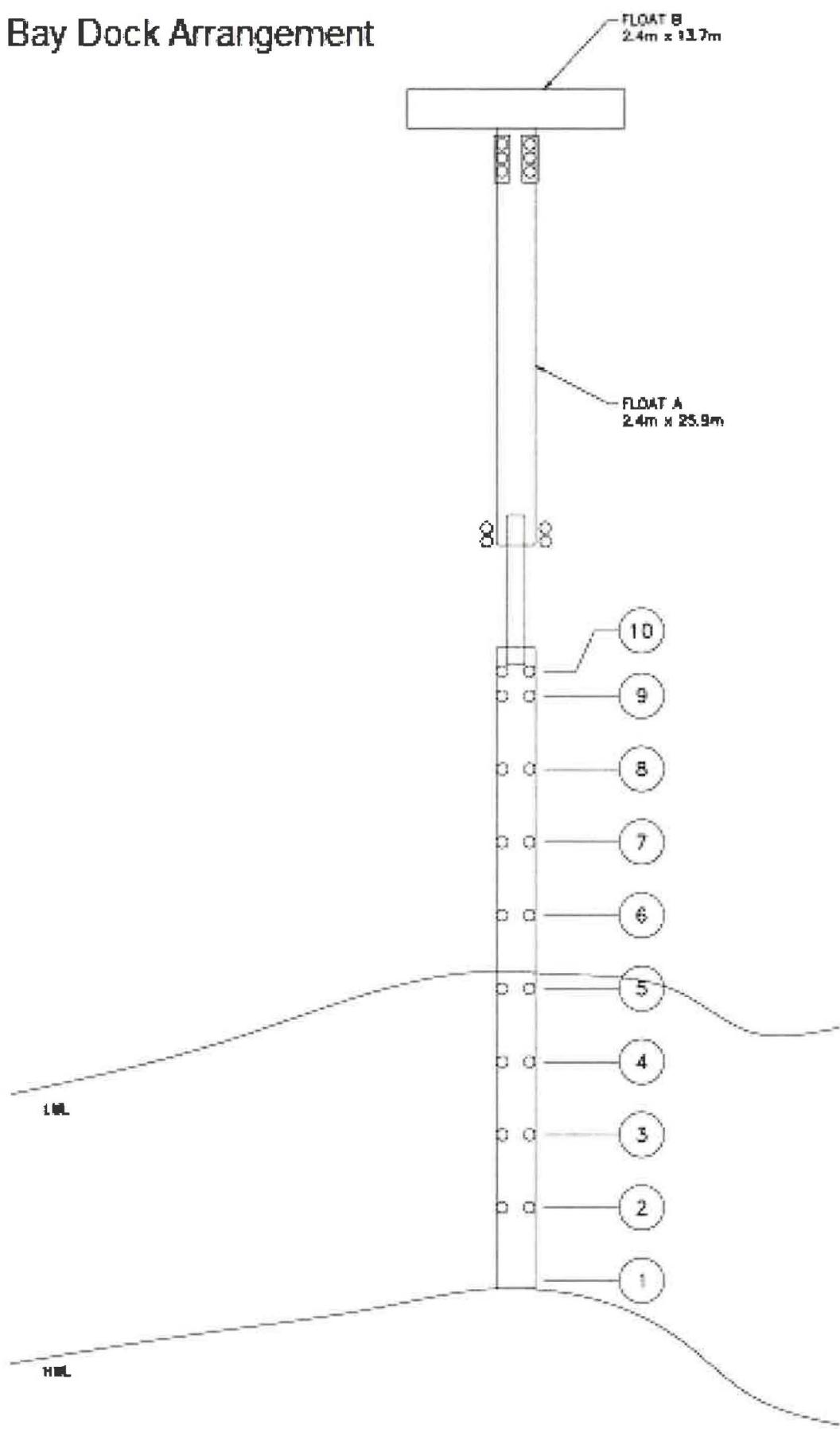
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|------------------|----------------------------------|--|---|---------------------------------------|
| <b>WHARFHEAD</b> | <input type="checkbox"/> Signage | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
|                  | N/A                              |  |   |                                       |

|                       |   |  |  |  |
|-----------------------|---|--|--|--|
| <b>GANGWAY FLOATS</b> | The old painted steel gangway is in good condition and has new mini mesh decking. There is an aluminum top transition plate with non-skid and an aluminum bottom apron with mini mesh decking in very good condition. The older steel roller and steel guide rails are rusty but in fair condition along with the pillow blocks that are in good condition.   |  |  |  |
|                       | The new wood float has mini mesh decking, wood rub boards and bull rails, all with tight bolts. The float is in very good condition with good flotation. There are 2 safety ladders in good condition. The WCMRC float is attached to the end of this float and is in good condition. Either side of the gangway, there are 2 new outside pile wells using steel pipe that contain the 2 older wood piles/well that are in fair condition. There is a new single closed pile well at the end of the float with 6 older wood piles in good condition as viewed and the UHMW rub boards are in new condition. |  |  |  |
|                       | There is an older wood float being used as a dinghy float attached to the new main float. The flotation is good and the wood decking, rub boards and bull rails are in fair condition. There is a hard rubber mat as a transition between the floats and the connecting hardware is in good condition. A safety ladder is recommended for the shore side of the float.  |  |  |  |

|                          |  |                                |                          |                            |                |
|--------------------------|--|--------------------------------|--------------------------|----------------------------|----------------|
| <b>OTHER INSPECTIONS</b> | <input checked="" type="checkbox"/> Lighting                     | On approach, good              | <input type="checkbox"/> | Life Rings / Heaving Lines | On float, good |
|                          | <input checked="" type="checkbox"/> Extinguishers (expiry dates) | 20lb April 2026, 10lb Jan 2026 | <input type="checkbox"/> | Unpaid Moorage             |                |

|                              |   |  |  |  |
|------------------------------|---|--|--|--|
| <b>COMMENTS/INSTRUCTIONS</b> | <ul style="list-style-type: none"> <li>&gt; Monitor the dock lines for chafe on the WCMRC barge.</li> <li>&gt; Is a safety ladder required for the dinghy float?</li> </ul> |  |  |  |
|                              |   |  |  |  |

## Horton Bay Dock Arrangement



DATE: 11/7/25

INSPECTOR: Peter Binner

DOCK FACILITY: Miners Bay Mayne

WHARFINGER: Nico Preston

|                 |   |  |   |                                       |
|-----------------|---|--|---|---------------------------------------|
| <b>APPROACH</b> | <input type="checkbox"/> Signage  | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
|                 | This is an old long wood structure with painted (faded) railings and bull rails that are in fair condition. The wood decking is in fair condition with several boards that have developing rot that require monitoring for replacement. There is a conveyor belt mat that runs from the top to the entrance of Float B. Pressure washing the railings and bull rails is recommended. There is a new aluminum notice board that looks great! There is a new unpainted wood shelter next to the notice board. There have been a number of new steel piles installed on the approach. The damaged railing and electrical panel/post still requires repair. The extension cord that was stolen has been replaced and the dock lights are working again. |  |   |                                       |

|                  |   |  |   |                                       |
|------------------|---|--|---|---------------------------------------|
| <b>WHARFHEAD</b> | <input type="checkbox"/> Signage  | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
|                  | This is a large area with large wood bull rails and new unpainted wood railings surrounding the wharfhead. Most of the wood decking has been replaced but there are still a number of boards that require monitoring for developing rot and future replacement. This area is in generally good condition. There are a few new steel piles that have been installed. |  |   |                                       |

|                       |  |  |  |  |
|-----------------------|--|--|--|--|
| <b>GANGWAY FLOATS</b> | Gangway A is an older painted (faded) steel structure with areas of rust. There is new mini mesh decking which is a huge improvement! The old painted kick boards have some areas of rot at each end. The top and bottom transition plates are steel with non slip and in good condition but the bottom plate requires a new UHMW skid shoe. Painting is recommended. The steel roller, guide rails and pillow blocks are in good condition and service is not required at this time.  |  |  |  |
|                       | Float A is an older wood float with decking, rub boards and worn bull rails with some loose bolts on the south side. Replacing the bull rails on this side is recommended. The flotation is in fair condition but the bottom stringers are completely underwater. The safety ladders require cleaning. There are 4 closed pile wells with 6 wood piles/well that are in good to fair condition. There are 2 very worn piles, one in each well next to the gangway and all other piles are showing minimal to moderate wear. There are 2 new steel piles replacing the 2 defective piles on this float. The pile wells and the UHMW rub boards are in mostly good to fair condition. Pressure washing is recommended. |  |  |  |

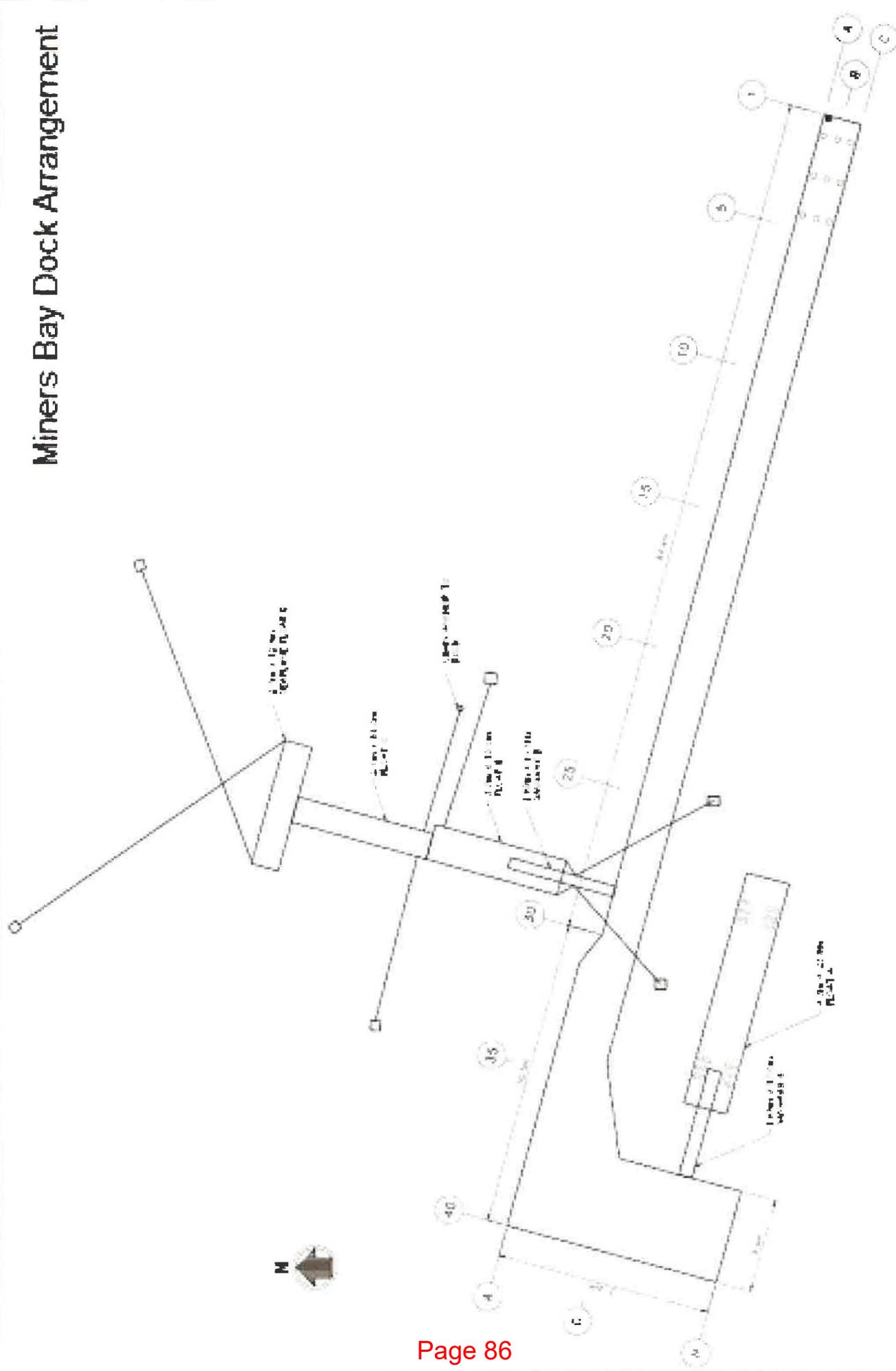
|  |  |
|--|--|
| Gangway B is an older heavily built unpainted steel structure with an open steel grating in good condition. There is a floating steel top transition plate with non skid. The bottom apron is constructed the same as the gangway decking and is in good condition. There is a steel roller, guide rails and pillow blocks that are in good condition. The broken wood guide rail extensions have been replaced.   |  |
| Float B is a newer float constructed of wood with concrete square tiles for the decking. There are 3 tiles with cracks showing but are stable as viewed. The wood bull rails are in good condition, the bull rail bolts are mostly tight. The float is anchored and the flotation is good. Painting the bull rails is required for the seaplane landing zone and pressure washing the tiles in this area is recommended. Long & short term moorage signs are deteriorating and replacement is recommended. A tire is missing in the float plane landing area, replacement is required. |  |

|                          |   |                      |                          |                               |                   |
|--------------------------|---|----------------------|--------------------------|-------------------------------|-------------------|
| <b>OTHER INSPECTIONS</b> | <input checked="" type="checkbox"/> Lighting                        | Working              | <input type="checkbox"/> | Life Rings /<br>Heaving Lines | A & B float, good |
|                          | <input checked="" type="checkbox"/> Extinguishers<br>(expiry dates) | 2x Aug '26, July '26 | <input type="checkbox"/> | Unpaid Moorage                |                   |

|                              |   |  |  |  |
|------------------------------|---|--|--|--|
| <b>COMMENTS/INSTRUCTIONS</b> | > Repair the electrical box, light pole and railing damage at the entrance of the approach.<br>> Pressure washing as described is recommended.<br>> Replace bull rails on Float A (worn/broken and loose rail bolts).<br>> Safety ladders require cleaning on Float A and replace UHMW skid shoe on gangway bottom apron.<br>> The seaplane landing zone requires yellow paint on the bull rails and 1 tire is required.<br>> The Long & Short Term Moorage signs require replacement on float B.<br>> Monitor the developing rot on the approach, wharfhead and wear of the wood piles of float A. |  |  |  |
|                              |   |  |  |  |

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

## Miners Bay Dock Arrangement



DATE: 11/6/25

DOCK FACILITY: Hope Bay Pender

INSPECTOR: Peter Binner

WHARFINGER: Peter Binner

|                 |  |  |   |                                       |
|-----------------|--|--|---|---------------------------------------|
| <b>APPROACH</b> | <input type="checkbox"/> Signage   | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
|                 | There is a mix of old and new wood railings and bull rails, some with old faded paint and unpainted for the new sections that are all generally in good to fair condition. The wood decking is generally in good condition with 12 to 15 deck boards with developing rot that require replacement. There are a number of deck boards now marked for replacement. |  |   |                                       |

|                  |  |   |  |  |
|------------------|--|---|--|--|
| <b>WHARFHEAD</b> | <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 roughly the same condition as the approach with 6 to 8 deck boards with developing rot that are in a moderate state of decay and monitoring for replacement is also recommended. There are now a number of deck boards marked for replacement. The painted wood notice board is located here and is in good /fair condition. There is a single light standard next to the notice board that requires painting. There is a broken pile brace that requires repair |   |  |  |

|                       |   |  |  |  |
|-----------------------|---|--|--|--|
| <b>GANGWAY FLOATS</b> | The old painted steel gangway is in fair condition with the usual amount of rust at the bottom end and on the cross bracing. Painting is recommended. The wood decking, half expanded metal for non-skid and half wood rungs, is in good condition. There is a new aluminum transition plate with non-skid and a bottom aluminum apron with expanded metal grating that is in good condition. The steel roller is new along with the pillow blocks but the steel guide rails are coming to the end of their service life and will require replacement in the near future. |  |  |  |
|                       | Float A is a newer wood float, the decking, rub boards and bull rails are in good condition. The loose bull rail bolts have now tightened up. There are 2 outside closed pile wells with 3 wood piles/well that are in good condition with minimal wear and all UHMW rub boards are in good condition. The flotation is good.   |  |  |  |

Float B is connected to Float A with a hard rubber mat and connecting hardware that is in good condition. This is an older but updated wood float with decking, rub boards and bull rails with mostly tight bolts. There are 4 closed pile wells with 3 wood piles/well that are in good condition with minimal wear showing. The UHMW rub boards are also in good condition. The flotation is good.

Float C is an older wood float with decking, rub boards and bull rails with tight bolts, that are all in good condition for its age and the flotation is good. There is a new floating aluminum transition plate and hardware that connects this float to Float A, all in good condition. There are 4 closed pile wells with 3 wood piles/well and UHMW rub boards that are all in good condition with minimal wear showing.

The 3 safety ladders on the floats have been cleaned and are in good condition.

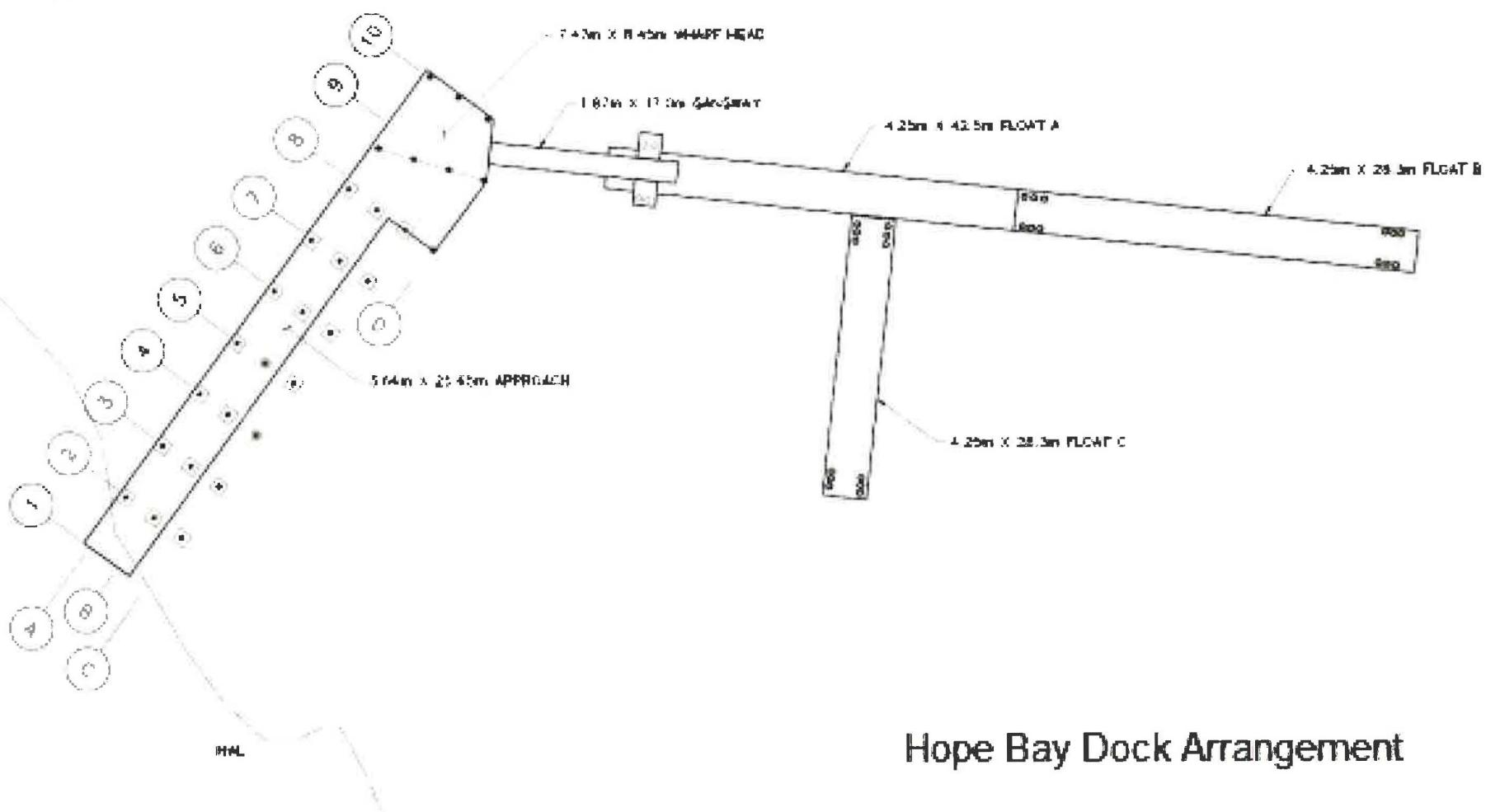
|                          |  |                    |  |                  |
|--------------------------|--|--------------------|--|------------------|
| <b>OTHER INSPECTIONS</b> | <input checked="" type="checkbox"/> Lighting                     | On wharfhead, good | <input checked="" type="checkbox"/> Life Rings / Heaving Lines | On gangway, good |
|                          | <input checked="" type="checkbox"/> Extinguishers (expiry dates) | July, 2026         | <input type="checkbox"/> Unpaid Moorage                        |                  |

|                              |  |  |  |  |
|------------------------------|--|--|--|--|
| <b>COMMENTS/INSTRUCTIONS</b> | <ul style="list-style-type: none"> <li>&gt; Paint (blue) is required for the light standard.</li> <li>&gt; Repair the broken pile brace under the wharfhead.</li> <li>&gt; Roughly 24 new deck boards have been replaced after my inspection.</li> </ul> |  |  |  |
|                              |  |  |  |  |

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



- PILE ON 36" SQUARE PEDESTAL
- PILE ON 24" CIRCULAR PEDESTAL
- DRIVEN PILE



Hope Bay Dock Arrangement

DATE: 11/3/25

INSPECTOR: Peter Binner

DOCK FACILITY: Port Browning Pender

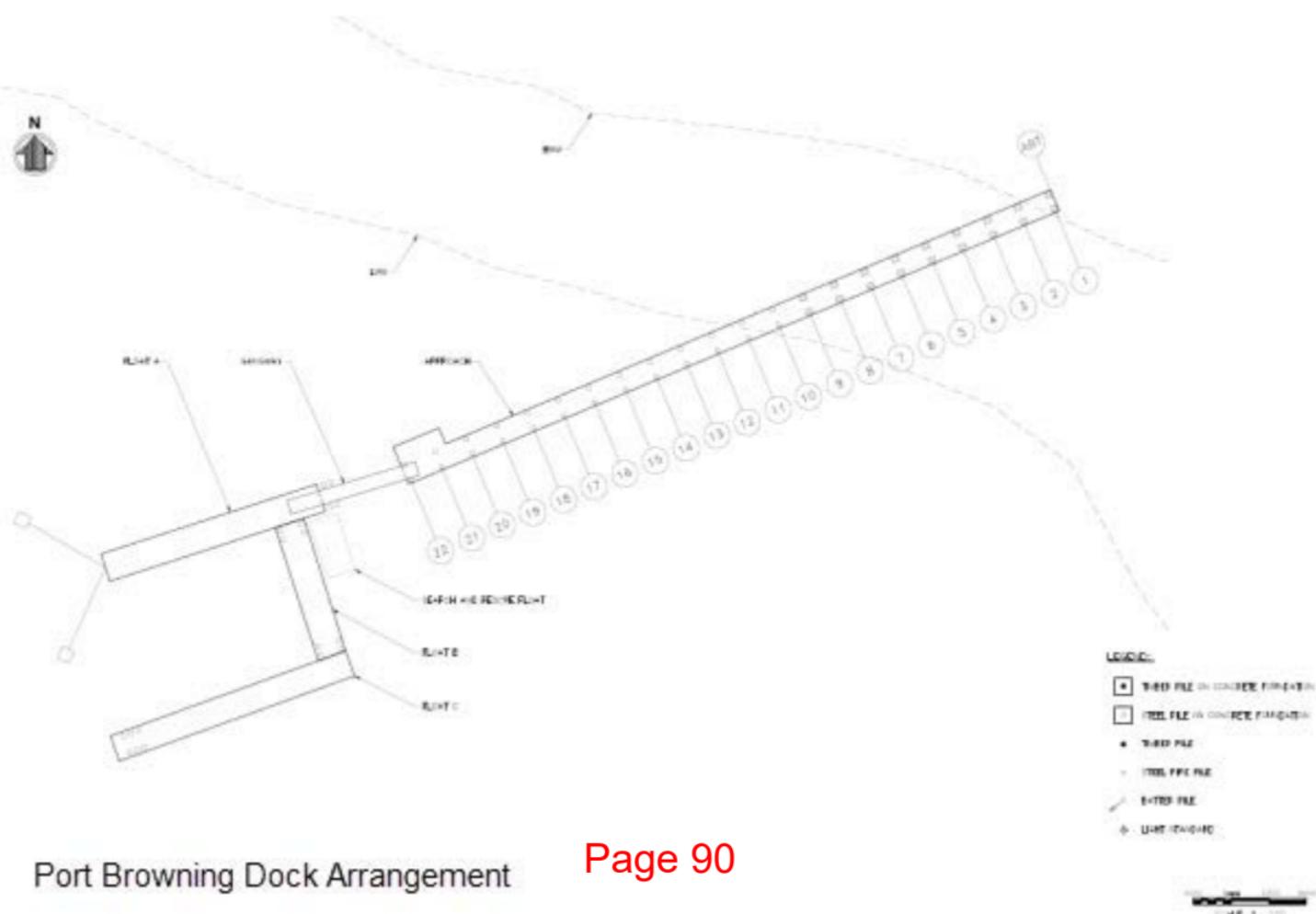
WHARFINGER: Claude Kennedy

|                 |  |   |  |  |
|-----------------|--|---|--|--|
| <b>APPROACH</b> | <input checked="" type="checkbox"/> Signage  | <input checked="" type="checkbox"/> Envelope Supply | <input checked="" type="checkbox"/> Notices Posted | <input checked="" type="checkbox"/> Rates Posted |
|                 | The long narrow approach has many wood deck boards with developing rot and a number of them are now marked for replacement. The faded and flaking painted railings require painting and the bull rails with minor rot that require monitoring for replacement but are otherwise in fair condition. There is a large mini mesh mud grate at the entrance that is working very well. There is a new aluminum notice board, life ring and a spill kit located here. Salt, sand and a shovel are provided. |   |  |  |

|                  |                                  |  |   |                                       |
|------------------|----------------------------------|--|---|---------------------------------------|
| <b>WHARFHEAD</b> | <input type="checkbox"/> Signage | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
|                  | N/A                              |  |   |                                       |

|                       |   |  |                                     |   |
|-----------------------|---|--|-------------------------------------|---|
| <b>GANGWAY FLOATS</b> | <p>The older painted steel gangway has wood decking, half covered with expanded metal grating for non-skid and half wood ladder rungs that are in good to fair condition. Replacing the old decking with mini mesh decking is highly recommended. There is a steel top transition plate with non-slip and a bottom aluminum apron with expanded metal grating that is running on the wood decking of the float and UHMW runners are recommended. The older steel roller and guide rails are rusty but in good condition as are the pillow blocks.</p> <p>Float A is an older wood float with decking, rub boards, bull rails with tight bolts, is in good condition and has fairly good flotation for its age. There are 2 open pile wells (next to the gangway) with 2 wood piles/well in good condition and UHMW rub boards that are in fair condition. The float is anchored at the end opposite the gangway.</p> <p>Float B is connected to Float A, has good connecting hardware and is another older wood float with decking, rub boards and bull rails with mostly tight bolts, is in good condition and this is used as a "Dinghy Only" float. There are 4 closed pile wells with 2 wood piles/well at the Float A end and 3 wood piles/well at the connection to Float C end. All piles are in good condition except for 1 pile with a large boar hole visible at a low tide, in the well next to Float A. All UHMW rub boards are in good condition. The flotation is good.</p> <p>Float C is connected to Float B with good hardware, is an older wood float with decking, rub boards and bull rails with tight bolts that is in good to fair condition and also has good flotation. There are 2 closed pile wells at the end of the float with 3 wood piles/well in good condition along with UHMW rub boards in good condition, all with minimal wear showing. The safety ladders are cleaned and in good condition.</p> |  |                                     |   |
|                       | <input type="checkbox"/>  | Lighting                                 | <input checked="" type="checkbox"/> | Life Rings / Heaving Lines<br>On notice board, good |
|                       | <input checked="" type="checkbox"/>   | Extinguishers (expiry dates)<br>Jan 2026 | <input type="checkbox"/>            | Unpaid Moorage                                      |

|                              |   |  |  |  |
|------------------------------|---|--|--|--|
| <b>COMMENTS/INSTRUCTIONS</b> | <ul style="list-style-type: none"> <li>&gt; Monitor the rot in the decking on the approach for replacement. Boards are marked for replacement.</li> <li>&gt; UHMW runners are recommended for the gangway bottom apron.</li> <li>&gt; Monitor the rot in the wood pile on Float B.</li> <li>&gt; Replacing the old wood decking on the gangway with mini mesh decking, is recommended.</li> </ul> |  |  |  |
|                              | <p>If more comments are required, additional page will be attached.</p>   |  |  |  |



### Port Browning Dock Arrangement

Page 90

DATE: 11/10/25

DOCK FACILITY: Port Washington Pender

INSPECTOR: Peter Binner

WHARFINGER: Peter Binner

|                 |  |   |  |  |
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| <b>APPROACH</b> | <input checked="" type="checkbox"/> Signage  | <input checked="" type="checkbox"/> Envelope Supply | <input checked="" type="checkbox"/> Notices Posted | <input checked="" type="checkbox"/> Rates Posted |
|                 | The unpainted wood railings and bull rails are in good condition as are the deck boards. The new aluminum notice board is in fine condition. |   |  |  |

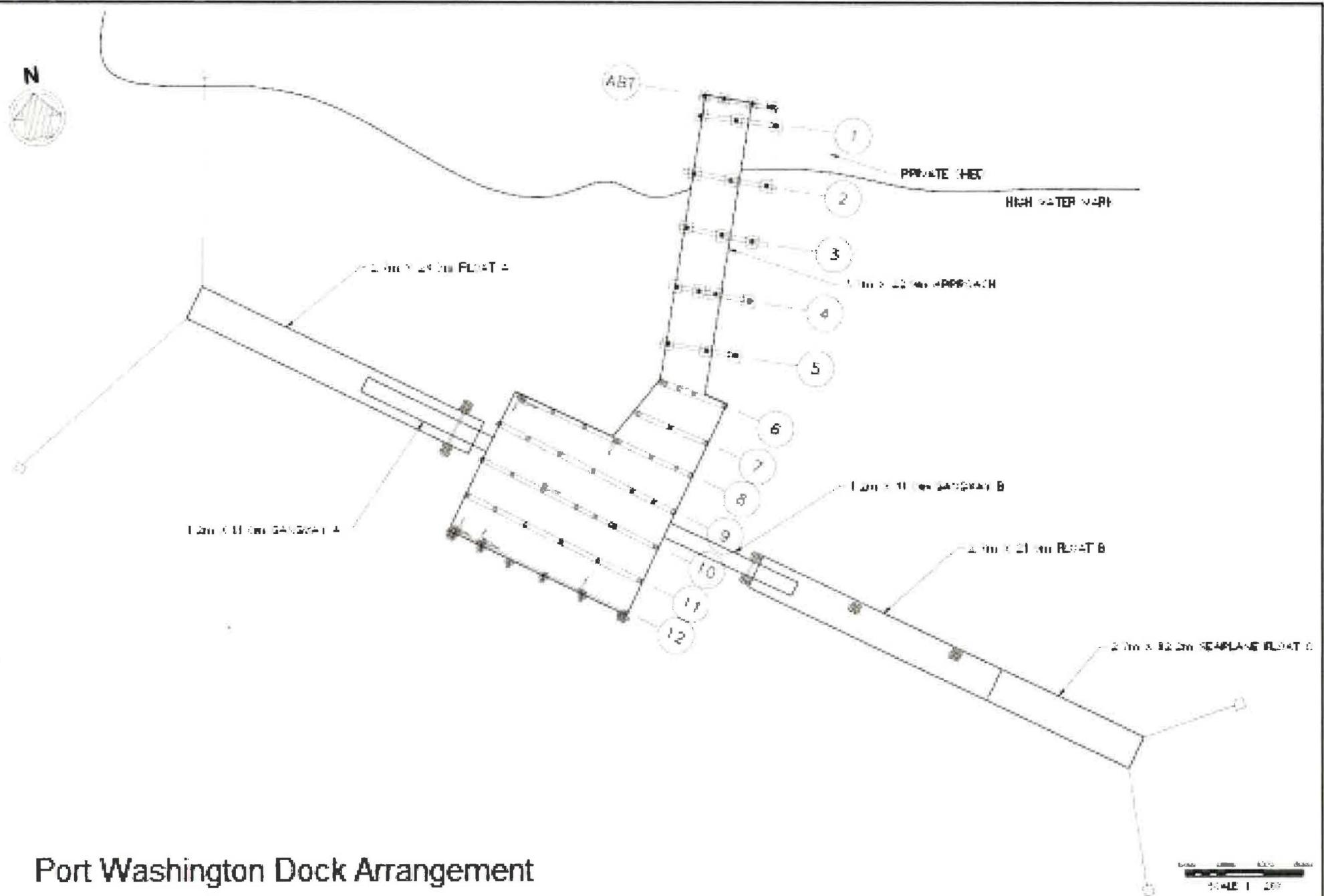
|                  |  |  |   |                                       |
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| <b>WHARFHEAD</b> | <input checked="" type="checkbox"/> Signage  | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
|                  | 80% of the wood decking has been replaced along with new unpainted railings around the whole wharfhead. The large bull rails are also in good condition. |  |   |                                       |

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| <b>GANGWAY FLOATS</b> | <p>Gangway A is an older painted steel structure in fair condition, has typical rust at the bottom and on the under side steel supports. There is wood decking with half expanded metal grating for non-slip and wooden ladder rungs on the other half, this is in fair condition and replacement with mini mesh decking is recommended. The top aluminum transition plate with non-slip and the bottom aluminum apron with expanded metal grating are in good condition. This apron is running on the wood decking and UHMW runners are recommended. There is an older steel roller in fair condition with newer pillow blocks and rusty guide rails that are also in fair condition.</p> <p>Float A is an older wood float with decking, rub boards and bull rails with mostly tight bolts. There are 2 open pile wells with 4 wood piles/well that are in good condition, showing minimal wear on the piles and the UHMW rub boards. The seaplane landing bull rails have new yellow paint. The 2 safety ladders are in good condition. The flotation is good.</p> <p>Gangway B is also an older painted steel structure in roughly the same condition and with the same wood decking and non-slip arrangement as Gangway A. The older steel roller and guide rails are rusty and in fair condition and the pillow blocks are also in fair condition. There is the same top transition plate with bottom apron as on Gangway A that are in good condition.</p> <p>Float B is an older wood float with decking, rub boards and new bull rails with tight bolts on the shore side and worn and broken sections with loose bolts on the south side. Replacement of the bull rails on the south side is recommended. The flotation is also good with this float. There are 2 open pile wells under the gangway with 2 wood piles/well and 2 closed wells with 4 older wood piles/well, all in fair condition with minimal wear showing. There is older UHMW (?) in the wells that show cracking but are in fair condition. The 3 safety ladders are in good condition and the flotation is good.</p> <p>There is an electrical cable running underneath the gangway, housed inside a plastic pipe and attached with pipe clamps. The high tides have broken the bottom 2 clamps as the float has made contact with the gangway. Relocating the wire is required</p> |  |  |  |
|                       |  |  |  |  |

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|--------------------------|--|----------------------------------|--|------------------------|
| <b>OTHER INSPECTIONS</b> | <input checked="" type="checkbox"/> Lighting                     | Good, approach, wharfhead, float | <input checked="" type="checkbox"/> Life Rings / Heaving Lines | 2 x good, floats A & B |
|                          | <input checked="" type="checkbox"/> Extinguishers (expiry dates) | May 2026, notice board           | <input type="checkbox"/> Unpaid Moorage                        |                        |

|                              |   |  |  |  |
|------------------------------|---|--|--|--|
| <b>COMMENTS/INSTRUCTIONS</b> | <ul style="list-style-type: none"> <li>&gt; Relocating the electrical wire on Gangway B is required.</li> <li>&gt; Replacing the bull rails on Float B is recommended.</li> <li>&gt; Replacing the decking on the 2 gangways with mini mesh decking is recommended.</li> <li>&gt; UHMW runners are recommended for gangway A's bottom apron.</li> </ul> |  |  |  |
|                              |   |  |  |  |

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



Port Washington Dock Arrangement

**DATE:** 11/4/25

**DOCK FACILITY:** Piers Island

**INSPECTOR:** Peter Binner

**WHARFINGER:** Guy Plante

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|-----------------|--|--|---|---------------------------------------|
| <b>APPROACH</b> | <input type="checkbox"/> Signage   | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
|                 | The approach has a steel mud grate at the head and is too small for the flow of debris. A larger mud grate is required. The unpainted wood railings, bull rails and decking are in mostly good condition with a few areas of developing rot in the bull rails and the rotten deck boards have been replaced. |  |   |                                       |

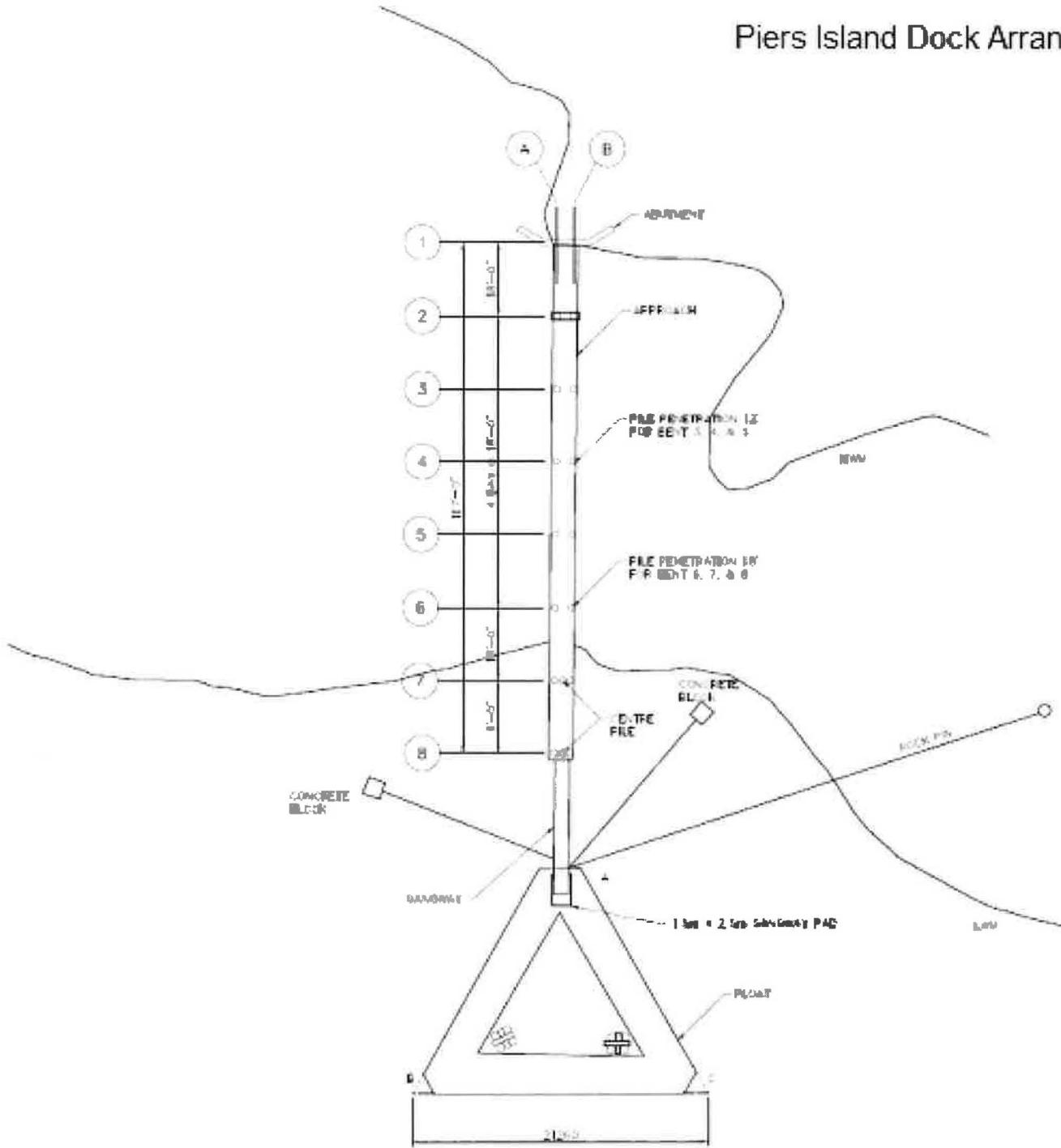
|                  |                                  |  |   |                                       |
|------------------|----------------------------------|--|---|---------------------------------------|
| <b>WHARFHEAD</b> | <input type="checkbox"/> Signage | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
|                  | N/A                              |  |   |                                       |

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| <b>GANGWAY FLOATS</b> | <p>The old painted (faded) steel gangway has new mini mesh decking and is in fair condition. There is an aluminum top transition plate with a non skid surface in good condition and a bottom aluminum expanded metal grating apron also in good condition. The old roller bed boards are in poor condition and replacement is recommended. There are large steel wheels running on large steel guide rails that are in good condition but the pillow blocks and axle arrangement make replacing the pillow blocks challenging. Servicing the bearings is recommended. The bottom gangway transition plate bed boards require replacement.</p> <p>THE NOTICE BOARD IS LOCATED ON THE MAIN FLOAT, all notices etc. and life ring are on it.</p> <p>The main float is an old wood triangular structure with good flotation, wood decking, rub boards and bull rails with fairly tight bolts that are in fair condition for its age. There are areas of developing rot on the decking and the aluminum expanded metal grating (non skid) that runs along the 3 sides of the float is at the end of its serviceable life and removal is recommended. There are too many broken areas that are becoming tripping hazards and repair is becoming futile. There are 3 cleaned safety ladders that are in good condition. There is new yellow paint on the loading zone bull rails. There are 3 open pile wells with 3 wood piles in 2 of the wells and 2 wood piles in the one open well at the gangway end. These piles and the UHMW rub boards are in good condition with minimal wear showing.</p> <p>Float B is a new HPDE pontoon type float with mini mesh decking and wood bull rails that are in very good condition and has good flotation. There is a safety ladder at the end of the float that is in good condition. There is a large steel pile in a closed well at the end of the float, all is good with this float</p> |  |  |  |
|-----------------------|---|--|--|--|

|                          |                                     |                              |                                     |                            |                       |
|--------------------------|-------------------------------------|------------------------------|-------------------------------------|----------------------------|-----------------------|
| <b>OTHER INSPECTIONS</b> | <input type="checkbox"/>            | Lighting                     | <input checked="" type="checkbox"/> | Life Rings / Heaving Lines | On notice board, good |
|                          | <input checked="" type="checkbox"/> | Extinguishers (expiry dates) | <input type="checkbox"/>            | Unpaid Moorage             |                       |

|                              |   |  |  |  |  |
|------------------------------|---|--|--|--|--|
| <b>COMMENTS/INSTRUCTIONS</b> | <ul style="list-style-type: none"> <li>&gt; The mud grate on the approach requires upgrading, lengthen to 4 feet.</li> <li>&gt; Replace the bed boards that the gangway bottom transition plate runs on.</li> <li>&gt; Monitor for replacement, areas of developing rot on the main float.</li> <li>&gt; Removal of the expanded metal grating on the main float is recommended.</li> </ul> |  |  |  |  |
|------------------------------|---|--|--|--|--|

## Piers Island Dock Arrangement



**Southern Gulf Islands Harbours DOCK INSPECTION REPORT**

DATE: 11/8/25

DOCK FACILITY: Lyall Harbour Saturna

INSPECTOR: Peter Binner

WHARFINGER: Vanessa Verbitsky

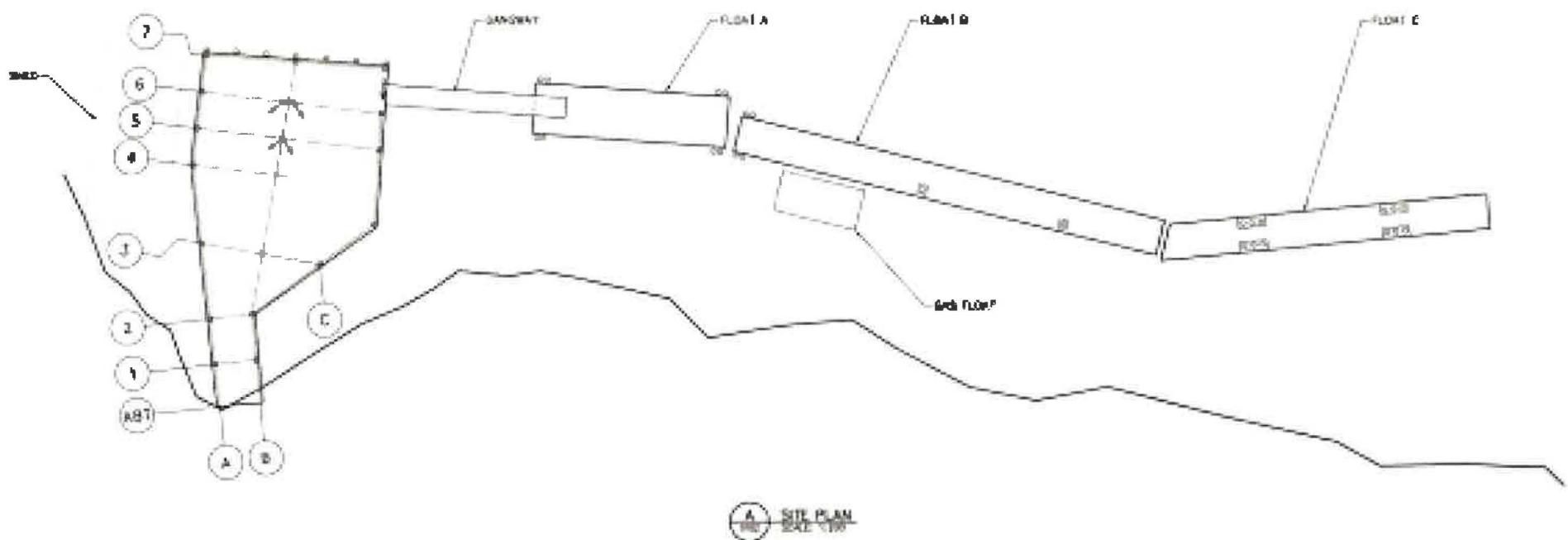
|                 |                                  |  |   |                                       |
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| <b>APPROACH</b> | <input type="checkbox"/> Signage | <input type="checkbox"/> Envelope Supply | <input type="checkbox"/> Notices Posted | <input type="checkbox"/> Rates Posted |
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| <b>WHARFHEAD</b> | <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 a concrete structure with large unpainted wood bull rails and galvanized steel railings that are all in good condition. The older painted wood notice board is in fair condition. A spill kit is located here. |   |  |  |

|                                     |   |           |                                     |                               |                    |                                     |          |      |                                     |                               |                    |                                     |                                 |           |                          |                |
|-------------------------------------|---|-----------|-------------------------------------|-------------------------------|--------------------|-------------------------------------|----------|------|-------------------------------------|-------------------------------|--------------------|-------------------------------------|---------------------------------|-----------|--------------------------|----------------|
| <b>GANGWAY FLOATS</b>               | <p>The aluminum gangway has mini mesh decking, hard rubber wheels running on aluminum guide rails that are all in good condition. There is an old steel top transition plate that requires painting and the bottom aluminum with expanded metal grating apron is in very good condition.</p> <p>Float A is an older wood framed float with fair flotation, wood decking, rub boards and bull rails with tight bolts that are in good to fair condition. The WCMRC float is located next to the gangway and is in good condition. There are 2 open pile wells either side of the gangway with 2 wood piles/well that are in good condition with minimal wear showing. The next 2 open pile wells have 3 wood piles/well and are also in good condition with minimal wear showing. The UHMW rub boards are in good condition in all of these pile wells. There are 2 closed pile wells further along the float that have a single steel pile/well that are in good condition along with the UHMW rub boards and anodes. The safety ladders are in good condition.</p> <p>Float B is an older wood framed float with wood decking, rub boards and bull rails with mostly tight bolts that are all in good to fair condition. New flotation has been added at this end connecting to float A. The aluminum transition plate is in good condition. There are 4 closed pile wells with 3 wood piles/well in good condition with minimal wear showing. The wells and the older UHMW (?) are in fair condition. No safety ladders on the float.</p> <p>Float C is a newer wood constructed float with decking, rub boards and bull rails with tight bolts that is in good condition. The flotation is in good condition with both ends slightly lower in the water. There are 3 safety ladders on the float that are all in good condition. Someone tried to reposition one ladder, it has been reinstalled and there is a gap in the bull rail as a result. There is a large aluminum transition plate between floats B &amp; C that is in good condition. The bull rails for the seaplane landing area require painted.</p> <p>Pressure washing will soon be required and this dock should be at the TOP of the list.</p> |           |                                     |                               |                    |                                     |          |      |                                     |                               |                    |                                     |                                 |           |                          |                |
|                                     | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"><input checked="" type="checkbox"/></td> <td>Lighting</td> <td>Good</td> <td style="width: 10%;"><input checked="" type="checkbox"/></td> <td>Life Rings /<br/>Heaving Lines</td> <td>Floats A &amp; B, good</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Extinguishers<br/>(expiry dates)</td> <td>July 2026</td> <td><input type="checkbox"/></td> <td>Unpaid Moorage</td> <td></td> </tr> </table>   |           |                                     |                               |                    | <input checked="" type="checkbox"/> | Lighting | Good | <input checked="" type="checkbox"/> | Life Rings /<br>Heaving Lines | Floats A & B, good | <input checked="" type="checkbox"/> | Extinguishers<br>(expiry dates) | July 2026 | <input type="checkbox"/> | Unpaid Moorage |
| <input checked="" type="checkbox"/> | Lighting  | Good      | <input checked="" type="checkbox"/> | Life Rings /<br>Heaving Lines | Floats A & B, good |                                     |          |      |                                     |                               |                    |                                     |                                 |           |                          |                |
| <input checked="" type="checkbox"/> | Extinguishers<br>(expiry dates)   | July 2026 | <input type="checkbox"/>            | Unpaid Moorage                |                    |                                     |          |      |                                     |                               |                    |                                     |                                 |           |                          |                |

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|------------------------------|--|--|--|--|--|
| <b>COMMENTS/INSTRUCTIONS</b> | <ul style="list-style-type: none"> <li>&gt; The bull rails in the float plane landing area require painting.</li> <li>&gt; Repair the bull rail on float C.</li> <li>&gt; Pressure washing is required.</li> </ul> |  |  |  |  |
|                              |  |  |  |  |  |

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



Lyall Harbour Dock Arrangement

LEGEND:

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

**Southern Gulf Islands Harbours DOCK INSPECTION REPORT**

DATE: 11/4/25

DOCK FACILITY: Swartz Bay

INSPECTOR: Peter Binner

WHARFINGER: Guy Plante

|                 |  |   |  |  |
|-----------------|--|---|--|--|
| <b>APPROACH</b> | <input checked="" type="checkbox"/> Signage  | <input checked="" type="checkbox"/> Envelope Supply | <input checked="" type="checkbox"/> Notices Posted | <input checked="" type="checkbox"/> Rates Posted |
|                 | The approach is a concrete structure with painted (faded red) steel railings that are in good condition for their age. There are 4 light standards that are also in good condition. The aluminum notice board is in good condition but the lock box has been vandalized and the door is slightly bent. This has been repaired before and a more secure lock box is recommended for replacement. The fire extinguisher case is broken and requires replacement. |   |  |  |

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

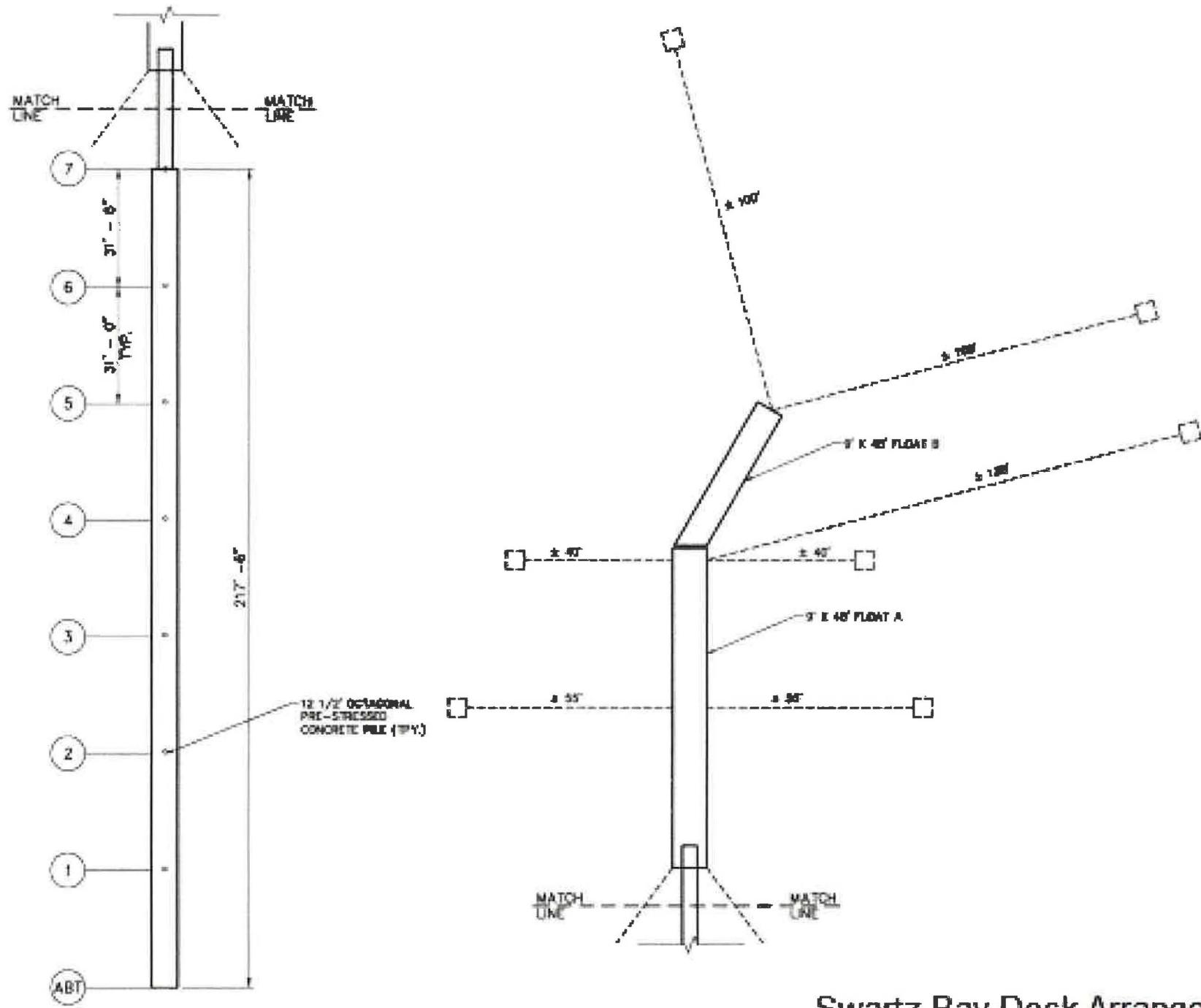
|                       |   |  |  |  |
|-----------------------|---|--|--|--|
| <b>GANGWAY FLOATS</b> | The old painted steel gangway is in good condition and has new mini mesh decking. The bottom expanded aluminum apron is in fair condition but there is a small area that has broken and also part of the aluminum frame has been damaged. While this is not a safety issue, repair or replacement is recommended. There is an old rusty steel roller with pillow blocks and steel guide rails that are in fair condition. The bearings require service. |  |  |  |
|                       | Float A is a newer wood float with decking, rub boards and bull rails with mostly tight bolts except for 1 bolt on the east side, just before the middle of the float, tightening is required. The flotation is good.   |  |  |  |

|                          |  |                   |  |                       |
|--------------------------|--|-------------------|--|-----------------------|
| <b>OTHER INSPECTIONS</b> | <input checked="" type="checkbox"/> Lighting                     | On approach, good | <input checked="" type="checkbox"/> Life Rings / Heaving Lines | On notice board, good |
|                          | <input checked="" type="checkbox"/> Extinguishers (expiry dates) | Jan, 2026         | <input type="checkbox"/> Unpaid Moorage                        |                       |

|                              |  |
|------------------------------|--|
| <b>COMMENTS/INSTRUCTIONS</b> | > Tighten the loose bull rail bolt on Float A. |
|                              | > Replace the broken fire extinguisher case.   |

- > Repair or replace the damaged lock box.
- > Repair or replace the damaged gangway apron.

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



Swartz Bay Dock Arrangement