



Making a difference...together

SOUTHERN GULF ISLANDS HARBOURS COMMISSION

Notice of a meeting on **Friday, September 28, 2018** at 9 a.m.

Saanich Peninsula Health Unit, 2170 Mt. Newton X Road, Saanichton, BC

D. Hargreaves, Pender Island
D. Maude, Mayne Island
J. Hall, Piers Island

L. Peck, Saturna Island
D. Howe, SGI EA Director
B. Mabberley, Galiano Island

REVISED AGENDA

- 1. Approval of the Agenda
- 2. Adoption of the Minutes of the Meeting held June 1, 2018 1
- 3. Chair’s Remarks
- 4. Presentations/Delegations
 - Allen Slade, AMIB
 - Paul Brent
- 5. Budget Report (May – August) (attached) 4
- 6. Capital Project Update
 - Miners Bay
 - Piers Island
 - Montague Harbour
- 7. Dock Operations Reports (attached) 7
- 8. New Business
- 9. Motion to close the Meeting

Recommendation:

That the meeting be closed in accordance with the Community Charter, Part 4, Division 3, 90(1),(e), the acquisition, disposition or expropriation of land or improvements, if the board considers that disclosure could reasonably be expected to harm the interests of the regional district.

- 10. Adjournment

To ensure a quorum, please advise Tanya at 250.474.9606 if you or your alternate cannot attend.



Making a difference...together

Minutes of a Meeting of the Southern Gulf Islands Harbour Commission
Held June 1, 2018 at the Saanich Peninsula Wastewater Treatment Plant
9055 Mainwaring Road, North Saanich, BC

PRESENT: Commission: Ben Mabberley, Galiano Island; David Maude, Mayne Island;
John Hall, Piers Is.; L. Peck, Saturna Island; D. Howe, Regional Director (9:04 am)

Staff: Ted Robbins, General Manager, Integrated Water Services; Dan Robson,
Manager, Saanich Peninsula and Gulf Islands Operations; Dale Puskas, Manager,
Capital Works; Peggy Dayton, Sr. Financial Analyst; Peter Binner, Dock
Operations Coordinator; S. Orr (recorder)

ABSENT: Dave Hargreaves, N. Pender Island;

PUBLIC: 2

The meeting was called to order at 9:01 am.

1 Approval of Agenda

There was an addition to the Agenda:

- Item 5 – Correspondence

MOVED by Director Howe, **SECONDED** by Commissioner Maude,
that the Southern Gulf Islands Harbour Commission approve the agenda as amended.

CARRIED

2 Adoption of Minutes

MOVED by Commissioner Hall, **SECONDED** by Commissioner Maude,
That the minutes of the January 26, 2018 meeting be adopted.

CARRIED

3 Chair's Remarks

The Chair had no remarks.

4 Presentations/Delegations

There were no presentations or delegations.

5 Correspondence

1) First Seas Seafood Ltd. re: Preliminary business proposal for Lyall Harbour

2) Western Canada Marine Response Corporation, dated May 7, 2018, re: Spill Response
Equipment for the Gulf Islands.

MOVED by Director Howe **SECONDED** by Commissioner Maude,
That the Southern Gulf Islands Harbour Commission receive the correspondence for
information.

CARRIED

MOVED by Director Howe **SECONDED** by Commissioner Maude,
That the Southern Gulf Islands Harbour Commission set up a meeting with Western Canada
Marine Response Corporation.

CARRIED

6 Budget Report (January to April)

P. Dayton introduced the report and provided a brief summary of the 2017 budget and operating expenses, and provided a summary for the 2018 budget stating that the commission has spent about 12% of the budget. She answered questions from the commission.

7 Lyall Harbour Dock, Saturna Island – Divestiture Status

T. Robbins spoke to the report and provided the status on the divestiture of the Lyall Harbour dock. He stated that the transfer of the dock from Canada to the CRD is complete and CRD will continue to work with federal and provincial governments to complete the tenure process. He stated that the owner has agreed to remove the fuel lines by July 31, 2018. A discussion took place about availability of fuel at that location.

MOVED by Commissioner Peck, **SECONDED** by Director Howe,
That on behalf of Saturna Island, the Southern Gulf Islands Harbour Commission would consider a proposal from any proponent for a fuel facility at Lyall Harbour.

CARRIED

MOVED by Director Howe, **SECONDED** by Commissioner Maude,
That Southern Gulf Islands Harbour Commission receive the report for information and direct staff to request the fuel dock at Lyall Harbour be removed by July 31, 2018.

CARRIED

8 Capital Projects Update

D. Puskas spoke to the report and provided a summary of the status of 2018 and 2017 capital projects and stated that due to the reduction of scope on other projects, a surplus of \$423,792 remains from the 2017 capital fund which can be used to complete the float realignment at Miners Bay. T. Robbins stated that BC Ferries will not be providing financial support for the work on Miners Bay and Piers Island. He stated that a budget amendment would be required to transfer the unspent amount from the 2017 capital plan.

A discussion took place regarding concrete floats.

MOVED by Director Howe, **SECONDED** by Commissioner Maude,
That Southern Gulf Islands Harbour Commission recommend to the Finance Committee that the 2018 operating and capital budget be amended by transferring \$423,792 from the 2017 operating and capital operating budget to the 2018 operating and capital budget.

CARRIED

MOVED by Commissioner Hall, **SECONDED** by Commissioner Maude,
That Southern Gulf Islands Harbour Commission receive the report for information

CARRIED

MOVED by Commissioner Hall, **SECONDED** by Commissioner Maude,
That Southern Gulf Islands Harbour Commission direct staff to issue tenders for:

1. Float realignment at Miners Bay as proposed, and to include concrete floats as a provisional item.
2. An additional float at Piers Island as proposed.

CARRIED

MOVED by Commissioner Hall, **SECONDED** by Commissioner Maude,
That Southern Gulf Islands Harbour Commission direct staff to recommend to the CRD Board amend the 2018 Capital Budget to include \$190,000 in capital expenditures for Miners Bay

and \$240,000 in expenditures for Piers Island which would be funded through the 2017 capital surplus.

CARRIED

9 Future Dock Divestiture Opportunities

The Chair handed out and spoke to two letters received from the Department of Fisheries and Oceans dated May 29, 2018, re: Intent to Divest Small Craft Harbour District Lots 431 and 310 Cowichan District – Horton Bay and North Galiano Small Craft Harbours.

MOVED by Commissioner Maude, **SECONDED** by Commissioner Hall,
That Southern Gulf Islands Harbour Commission direct staff with instructing the Department of Fisheries and Oceans that the CRD is willing to accept both facilities.

CARRIED

10 Dock Operations Reports

D. Robson spoke to the reports for the May 2018. He stated a public health and safety incident occurred at Port Washington where a young child fell in between the gap between the wharf and the gangway and that transition plates will be installed to address future safety concerns. He stated that Miners Bay had a small fuel spill event in February 2018.. The business that owns the license to use the pipes have agreed to decommission those pipes in June 2018. He stated staff is requesting a work plan from the company to address any health and safety risks.

11 New Business

Director Howe stated that the Southern Gulf Islands Harbour Commission would be a key stakeholder if a Southern Gulf Islands Transportation Committee was formed.

MOVED by Director Howe, **SECONDED** by Commissioner Maude,
That Southern Gulf Islands Harbour Commission direct staff to participate in a transportation study for the Southern Gulf Islands, recognizing that docks and dock services would be a key stakeholder.

CARRIED

12 Adjournment

MOVED by Director Howe, **SECONDED** by Commissioner Maude,
that the regular meeting of the Southern Gulf Islands Harbour Commission adjourn at 11:06 am.

CARRIED

CHAIR

SECRETARY

SOUTHERN GULF ISLANDS HARBOURS	2017	2018		
		BUDGET	JAN - APR	% Remaining
<u>OPERATING COSTS:</u>				
<u>Administrative Expenditures</u>				
Contracted Services	11,450	13,680	3,819	72.1%
Supplies, Advertising	2,391	2,050	864	57.8%
Travel and Training	1,898	7,000	486	93.1%
Internal Allocations	20,101	20,180	10,434	48.3%
Other Operating Expenses	8,469	6,270	6,780	-8.1%
Total Administrative Expenditures	44,309	49,180	22,384	54.5%
<u>Dock Operating Expenditures</u>				
Repairs and Maintenance	4,136	48,740	3,861	92.1%
Wharfinger Compensation and Travel	49,974	45,550	27,776	39.0%
Allocations/Labour - Operations	2,286	-	2,663	0.0%
Insurance	22,917	27,370	-	100.0%
Electricity	2,471	2,960	1,635	44.8%
Supplies	1,833	3,960	1,313	66.9%
Operating - Other	672	3,600	120	96.7%
Total Dock Expenditures	84,288	132,180	37,368	71.7%
<u>CAPITAL / RESERVES</u>				
Transfer to Capital Reserve Fund	216,854	156,020	-	100.0%
TOTAL CAPITAL / RESERVES	216,854	156,020	-	100.0%
TOTAL COSTS	345,451	337,380	59,752	82.3%
<u>FUNDING SOURCES (REVENUE)</u>				
Revenue- Fees	(96,692)	(87,500)	(60,427)	30.9%
Other Income	(6,908)	(5,600)	(6,376)	-13.8%
Requisition - Parcel Tax	(241,850)	(244,280)	(244,280)	0.0%
TOTAL REVENUE	(345,451)	(337,380)	(311,082)	7.8%
SURPLUS/(DEFICIT)	-	-	251,331	

SGI Harbours Capital Funds

Capital Reserve Fund 1054	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Beginning Balance	1,455,919	1,535,905	1,169,985	524,263
Transfers from Operating Budget	192,810	200,808	216,854	-
Transfers from Capital Project Fund	-	-	9,107	-
Transfers to Capital Project Fund	(135,000)	(588,600)	(895,700)	(159,000)
Interest Income	22,176	21,871	24,017	18,950
Ending Balance \$	1,535,905	1,169,985	524,263	384,213

Capital Project Fund GSV185016 191007	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
Beginning Balance	-	25,914	550,502	950,100	-
Engineering Assessments Project (Budget \$135,000)					
Transfer from Capital Reserve Fund	135,000	-	(9,107)	-	125,893
Expenditures (CX.103.4501)	(109,886)	(16,007)	-	-	(125,893)
Infrastructure Engineering Review (Budget \$531,800)					
Transfer from Capital Reserve Fund	-	531,800	-	-	531,800
Expenditures (CX.106)	-	(65,299)	(350,951)	(4,829)	(421,078)
Horton Bay Dinghy Float (Budget \$6,800)					
Transfer from Capital Reserve Fund	-	6,800	-	-	6,800
Piers Island Float (Budget \$5,000)					
Transfer from Capital Reserve Fund	-	5,000	5,800	-	10,800
Expenditures (CX.111)	-	-	(5,820)	(1,686)	(7,506)
Float Ladder Installation (Budget \$45,000)					
Transfer from Capital Reserve Fund	-	45,000	-	-	45,000
Expenditures (CX.119)	-	(3,822)	(21,750)	-	(25,572)
Anson Road Dock Phase 1					
Expenditures (CX.120)	-	(735)	-	-	(735)
Miners Bay Float Assessment (Budget \$15,000)					
Community Works Fund Grant	-	15,000	-	(965)	14,035
Expenditures (CX.123)	-	-	(14,035)	-	(14,035)
Dock Infrastructure Review (Budget \$889,900)					
Transfer from Capital Reserve Fund	-	-	889,900	77,000	966,900
DFO Grant	-	-	-	350,000	350,000
Expenditures (CX.124)	-	-	(107,967)	(101,905)	(209,872)
Dock Inspections (Budget \$82,000)					
Transfer from Capital Reserve Fund	-	-	-	82,000	82,000
Expenditures (CX.133)	-	-	-	(47,737)	(47,737)
Interest Income	800	6,851	13,528	17,959	39,138
Ending Balance \$	25,914	550,502	950,100	1,319,938	1,319,938

Southern Gulf Island Harbours
Revenues & Expenditures by Dock

	2018								
	Revenue			Expenditures			Surplus/(Deficit)		
	Budget	Actual	% Rem	Budget	Actual	% Rem	Budget	Actual	% Rem
Piers Island	3,500	2,620	25.2%	10,030	1,551	84.5%	(6,530)	1,069	116.4%
Swartz Bay	5,500	4,712	14.3%	9,940	3,221	67.6%	(4,440)	1,491	133.6%
Montague Harbour	12,000	11,263	6.1%	15,070	5,541	63.2%	(3,070)	5,722	286.4%
Sturdies Bay	2,500	164	93.4%	9,050	172	98.1%	(6,550)	(8)	99.9%
Pt Washington	3,500	4,049	-15.7%	10,730	4,559	57.5%	(7,230)	(510)	92.9%
Miners Bay	5,500	4,324	21.4%	11,760	6,163	47.6%	(6,260)	(1,839)	70.6%
Port Browning	19,000	10,822	43.0%	17,950	5,530	69.2%	1,050	5,292	-404.0%
Hope Bay	6,500	5,661	12.9%	11,500	2,454	78.7%	(5,000)	3,207	164.1%
Retreat Cove	5,500	4,490	18.4%	10,160	1,978	80.5%	(4,660)	2,513	153.9%
Lyll Harbour	8,500	5,889	30.7%	13,010	2,968	77.2%	(4,510)	2,920	164.8%
Horton Bay	8,500	6,432	24.3%	12,980	3,231	75.1%	(4,480)	3,201	171.5%
Total	80,500	60,427	24.9%	132,180	37,368	71.7%	(51,680)	23,059	144.6%



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 16-Sep-2018

DOCK FACILITY: Hope Bay, Pender Island

INSPECTOR: Peter Binner

WHARFINGER: Peter Binner

APPROACH	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	Requires pressure washing of the decking, bull rails and railings. The bull rails and railings require painting. Many of the planks have large areas of rot and i recommend replacement.
	Repair/work completion date:

WHARF HEAD	Facility Kiosk Inspection: <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	This area along with the notice board requires pressure washing. The railings/bull rails and notice board require painting.
	Repair/work completion date:

GANGWAY FLOATS	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The gangway is in good condition and requires pressure washing. All the floats require pressure washing. There are 2 sections of rub board on "A" & "C" float that are missing and require replacement. Loading zone area is freshly painted. Pile wells are good along with the pilings.
	Repair/work completion date:

OTHER INSPECTIONS			
<input checked="" type="checkbox"/>	Lighting	good	<input checked="" type="checkbox"/> Life Rings / Heaving Lines
<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	Sept 2018	<input type="checkbox"/> Unpaid Moorage

COMMENTS / INSTRUCTIONS:
Pressure washing and painting is the needed item here, the approach, wharfhead , ramp and the floats. The notice board, railings and bull rails all require paint.
I just learned that the Mail boats will be based out of Hope Bay starting in October so there would be an urgency to attend to this ASAP!



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: **29-Aug-2018**

DOCK FACILITY: **Horton Bay, Mayne Island**

INSPECTOR: **Peter Binner**

WHARFINGER: **Richard Jarco**

APPROACH	Facility Kiosk Inspection: <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	This area requires pressure washing and painting. There is a 10' to 12' section of bull rail at the beginning of the approach that is rotten and requires replacement. There are numerous deck boards that are showing signs of rot and will require replacement. This area receives almost no sunlight so it stays wet for a longer period of time. The electrical box requires inspection, it is old and there are signs of corrosion inside. There was a repair done in 1994 and one in 2009, marked inside. The lamp standard next to the notice board is not securely attached, bolts are loose and a bracket holds this to the railing which is also not secured well. Notice board requires painting.
	Repair/work completion date:

WHARF HEAD	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	No Wharfhead
	Repair/work completion date:

GANGWAY FLOATS	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The Gangway requires pressure washing and painting or replacement. The floats all require pressure washing except for the new dinghy float. The 2 outer floats are much lower in the water than the first, they are almost half way on the width of the rub board. There is new yellow paint for the loading zone.
	Repair/work completion date:

OTHER INSPECTIONS			
<input checked="" type="checkbox"/>	Lighting	recommend inspection	<input checked="" type="checkbox"/> Life Rings / Heaving Lines good
<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	current (Aug 2018)	<input type="checkbox"/> Unpaid Moorage

COMMENTS / INSTRUCTIONS:
An inspection of the electrical service is recommended. The light standard with the 2 loose bolts requires repair and the whole dock requires pressure washing and paint. The flotation in the 2 outer floats requires inspection. Rotten bull rails and planking require replacement.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: **05-Sep-2018**

DOCK FACILITY: **Lyll Harbour, Saturna Island**

INSPECTOR: **Peter Binner**

WHARFINGER: **Ryan Dentry**

APPROACH	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	N/A
	Repair/work completion date:

WHARF HEAD	Facility Kiosk Inspection: <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The Wharfhead is in good condition. Supplied a new envelope box and rate sheets.
	Repair/work completion date:

GANGWAY FLOATS	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The Gangway is in good condition. The floats are low in the water and require inspection of the flotation. The end float is not as bad. There has been no replacement of the burned out bulb on the seaplane float or has the bull rail been painted with yellow paint, both of which have been supplied to the Wharfinger. The loading zone has been painted. There is a bin of garbage left by the gangway which has been there since the last inspection and there are crab traps stored on the float next to the boat "Counterpoint". The gas float has been removed.
	Repair/work completion date:

OTHER INSPECTIONS			
<input checked="" type="checkbox"/>	Lighting	1 burned out bulb	<input checked="" type="checkbox"/> Life Rings / Heaving Lines grab rope is wearing out
<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	current July 2028	<input type="checkbox"/> Unpaid Moorage

COMMENTS / INSTRUCTIONS: The floats require underwater inspection, the flotation is compromised with the first 2 floats. The light bulb requires replacement and the seaplane landing railings require painting. The garbage requires removal.
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Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: **06-Sep-2018**

DOCK FACILITY: **Miners Bay, Mayne Island**

INSPECTOR: **Peter Binner**

WHARFINGER: **Neil Jensen**

APPROACH	Facility Kiosk Inspection: <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 in good condition, there is paint on the railings and the decking has had recent pressure washing when the painting was done. There are a few deck boards that are developing rot but these are closer to the Wharfhead. There was some repair work done on the approach when the Capital Works project took place in August. The lighting is still not working properly, the whole electrical and lighting system requires inspection and upgrade by a qualified electrician.
	Repair/work completion date: 08-Aug-2018

WHARF HEAD	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	There are many areas of rotten planking on this Wharfhead. Some of the holes are large enough to easily put your foot through and this is becoming a safety hazard. The haphazard past repairs to this decking has left this area in a mess of irregular sized planking, many planks are of different heights and the structural effect of single long lengths of board has virtually disappeared and has been replaced with shorter pieces, many of which are poor quality wood and these are the ones that are quickly rotting. Pilings were replaced. Bird spikes are required on the top of the lamp posts.
	Repair/work completion date: 08-Aug-2018

GANGWAY FLOATS	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	Gangway to float (A) is in good condition. The float was pressure washed but the pressure that was used has really eaten into the grain of the wood and caused the surface to expose splinters, the bull rails are particularly rough. With pressure washing, there is a happy median where the wood gets cleaned without tearing the surface up. No rub boards were replaced but these boards are still usable, replacement is not urgent. Gangway to float (B,C&D) had the hinge repaired and the floats had the anchors moved to realign the floats and there is a good improvement with this work. The gangway rides a little different on the bed and might require some extra length. These floats were also pressure washed and yellow paint has been applied in the loading zone area and sea plane float along with the tire fenders for the planes. (B) float has serious rot in the stringers.
	Repair/work completion date: 15-Aug-2018

OTHER INSPECTIONS			
<input checked="" type="checkbox"/>	Lighting	in poor condition	<input checked="" type="checkbox"/> Life Rings / Heaving Lines good
<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	May 2018, 2x Aug 2018 (3 total)	<input type="checkbox"/> Unpaid Moorage

COMMENTS / INSTRUCTIONS:
This facility had some major repair work in August. The 3 floats (B,C&D) were re-aligned and the gangway hinge was repaired, there is a noticeable improvement with this work. There were several pilings replaced along with some structural repairs. A deficiency in the electrical was also discovered, improvements are planned. The planking on the Wharfhead is becoming a concern and requires a solution for all the rotten boards. The repairs to the floats are an improvement but the wake from some of the ferries is still a major problem, it causes EXTREME movement and boats are being damaged at this location on a regular basis. The floats are impacted just as well. A simple reduction in speed is all that it would take to improve the impact of the wake that hits this facility.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 06-Sep-2018

DOCK FACILITY: Montague Harbour, Galiano

INSPECTOR: Peter Binner

WHARFINGER: Erik Meden

APPROACH	Facility Kiosk Inspection: <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The railings have been painted and the notice board has been secured to the to the bull rails. The notice board still requires painting and pressure washing. There are a few commercial signs attached to the railings that advertise their business but likely are not subscribed users of this facility. Can they be removed?
	Repair/work completion date:

WHARF HEAD	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	N/A
	Repair/work completion date:

GANGWAY FLOATS	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The new gangway is great but there is an aluminum "checker plate" transition plate and a skirt at the bottom. This is the wrong material for these two areas, it makes nice truck tool boxes and other decorative pieces but it is too slippery for public dock. This will be a safety hazard and requires a rebuild with expanded metal or a commercial grade anti-slip coating. There is also a considerable gap at the top of the gangway where the approach railing and the gangway railing meet. A small extension is required as this could present a safety hazard. The other new piece added to the floats is a rather large transition plate which was poorly designed and there have been several modifications made to this to make it function properly. Extremely small strips of UHMW were added to the pile wells, problematic!
	Repair/work completion date:

OTHER INSPECTIONS			
<input checked="" type="checkbox"/>	Lighting	good, requires cleaning of the lenses	<input checked="" type="checkbox"/> Life Rings / Heaving Lines good
<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	current May 2018	<input type="checkbox"/> Unpaid Moorage

COMMENTS / INSTRUCTIONS:

The recent Capital Works project provided some needed upgrades and repairs but the design of some of the smaller components is mystifying. Some of these items require modification to provide a safer facility. The whole facility requires pressure washing as the old roofing tiles have been removed.
With the winter rainy season fast approaching, having this dock pressure washed is critical.
The Wharfinger would like some "No Dinghy" signs to help manage the number of dinghy's that arrive at the dock for a short stay during the summer and take up space used for the long term moorage customers. This dock is far to small for the demand required during the summer months.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: **07-Sep-2018**

DOCK FACILITY: **Piers Island**

INSPECTOR: **Peter Binner**

WHARFINGER: **Mike Smart**

APPROACH	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	This area requires pressure washing and the railings require painting. The first pile bent requires the concrete footing to be rebuilt.
	Repair/work completion date:

WHARF HEAD	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	N/A
	Repair/work completion date:

GANGWAY FLOATS	Facility Kiosk Inspection: <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The gangway is in good order. There is wear on the pilings in both corners along with some UHMW required where needed. The flotation requires inspection and pressure washing is required. The notice board is in good condition.
	Repair/work completion date:

OTHER INSPECTIONS			
<input type="checkbox"/>	Lighting	N/A	<input checked="" type="checkbox"/> Life Rings / Heaving Lines requires new grab line
<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	FEB 2018	<input type="checkbox"/> Unpaid Moorage

COMMENTS / INSTRUCTIONS:
Pressure washing of the approach and the floats is required. Inspection of the flotation is required. The 1st pile footing requires rebuilding. The railings on the approach require painting and some UHMW is required in the pile well areas, otherwise things are generally in good condition.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: **07-Sep-2018**

DOCK FACILITY: **Port Browning, Pender Island**

INSPECTOR: **Peter Binner**

WHARFINGER: **Claude Kennedy**

APPROACH	Facility Kiosk Inspection: <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	This area requires pressure washing and the the railings require painting. The runoff grate requires a better method of allowing the sand and gravel to flow to the beach instead of being blocked from going anywhere. There are roughly 70 boards with minor to serious rot along with areas of bull rails that have rot and may require replacement. The notice board's back panel and possibly the railing is rotten and requires replacement. There are a few concrete pile footings that require rebuilding.
	Repair/work completion date:

WHARF HEAD	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	N/A
	Repair/work completion date:

GANGWAY FLOATS	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The gangway requires pressure washing and painting. It is also time again for the floats to be pressure washed, special attention directed to the area under the gangway. The flotation at the end of "A" float requires inspection and is low in the water. The dinghy landing railings have been repainted along with a new area for a 15 minute loading zone.
	Repair/work completion date:

OTHER INSPECTIONS			
<input checked="" type="checkbox"/>	Lighting	solar/LED	<input checked="" type="checkbox"/> Life Rings / Heaving Lines good
<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	Feb 2018	<input type="checkbox"/> Unpaid Moorage

COMMENTS / INSTRUCTIONS: Pressure washing and painting is required on the approach. Replacement of rotten planking and the bull rails and spacers is also required. The runoff grate requires modification so that it drains properly. The floats require pressure washing and the flotation at the end of "A" float requires inspection. A few of the concrete piling footings on the approach require rebuilding.
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Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE:

DOCK FACILITY: **Dock**

INSPECTOR: **Peter Binner**

WHARFINGER: **Wharfinger**

APPROACH	Facility Kiosk Inspection: <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	In this area, the railings require painting. The notice board appears to be completely rotten and is not worth rebuilding, this requires a new replacement.
	Repair/work completion date:

WHARF HEAD	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	There are a few sections where rot is developing in the planking and i would recommend monitoring this and would urge that not just the rotten section be cut out and replaced with a small piece but the whole plank be installed, when replacement becomes necessary.
	Repair/work completion date:

GANGWAY FLOATS	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	Gangway "A" requires pressure washing and paint. There is a bent strut at the top of the gangway that appears to have been like this for quite some time and does not seem to be a concern at this time. There is a concern with the broken and lose bull rail bolts on this float and this requires inspection. Gangway "B" also requires pressure washing and painting along with pressure washing both floats. Both of these floats on this side are old and require repair. New bull rails in some areas and rub boards are needed. The transition between float "B"&"C" is rough and this requires repair along with new chain and shackles. The anchors and chain for "C" float require inspection as there is a lot of movement with this float in rough weather, the alignment is poor.
	Repair/work completion date:

OTHER INSPECTIONS			
<input checked="" type="checkbox"/>	Lighting	good	
<input checked="" type="checkbox"/>	Life Rings / Heaving Lines	good	
<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	Nov 2017	
<input type="checkbox"/>	Unpaid Moorage		

COMMENTS / INSTRUCTIONS: The notice board requires replacement. The floats require pressure washing along with the gangways which also require painting. Float "A" requires inspection for possible structural issues. Floats "B"&"C" require repairs/replacement of the bull rails, rub boards and the transition between the 2 floats. The anchors and chain require inspection to determine if the float can be kept in a better alignment in rough weather. There is a considerable difference in the height of these 2 floats and a potential hazard with the transition between them.
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Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: **06-Sep-2018**

DOCK FACILITY: **Retreat Cove, Galiano Island**

INSPECTOR: **Peter Binner**

WHARFINGER: **Kiyoshi Okuda**

APPROACH	Facility Kiosk Inspection: <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The bull rails and decking require some pressure washing and the railings require painting, otherwise this is in good condition.
	Repair/work completion date:

WHARF HEAD	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	This small Wharfhead requires pressure washing and the railings and notice require painting. The fire extinguishes was replaced and new rate sheets were installed.
	Repair/work completion date:

GANGWAY FLOATS	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The Gangway is in good condition and the float is in good condition. Some planks were turned over and re-nailed. This float requires some pressure washing and the cross supports at the top of the pilings requires pressure washing.
	Repair/work completion date:

OTHER INSPECTIONS			
<input type="checkbox"/>	Lighting	N/A	<input checked="" type="checkbox"/> Life Rings / Heaving Lines good
<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	current (Aug 2018)	<input type="checkbox"/> Unpaid Moorage

COMMENTS / INSTRUCTIONS:
This dock is in good condition and requires some pressure washing and painting.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: **06-Sep-2018**

DOCK FACILITY: **Sturdies Bay, Galiano Island**

INSPECTOR: **Peter Binner**

WHARFINGER: **Kiyoshi Okuda**

APPROACH	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	N/A
	Repair/work completion date:

WHARF HEAD	Facility Kiosk Inspection: <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	This area requires pressure washing and the railings require painting along with the the notice board. The lighting requires inspection as one light is constantly on.
	Repair/work completion date:

GANGWAY FLOATS	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The Gangway is in good condition but the float requires pressure washing. There is a broken bull rail bolt and both sides (middle area) of this float have lose bull rails and require inspection. There is a new section of rub board that has been broken and requires replacement along with sections of bull rail in the loading zone area. The loading zone bull rail has been painted with yellow paint. The pile wells are in good condition.
	Repair/work completion date:

OTHER INSPECTIONS				
<input checked="" type="checkbox"/>	Lighting	requires inspection	<input checked="" type="checkbox"/> Life Rings / Heaving Lines	good
<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	current Aug 2018	<input type="checkbox"/> Unpaid Moorage	

COMMENTS / INSTRUCTIONS:
The lighting requires inspection. The Wharfhead, notice board and the floats require pressure washing and the railings require painting. The Float requires inspection to determine why the bull rails have broken and lose bolts on both sides. The bull rails and some sections of rub boards require replacement along the loading zone side of the float. This area seems to be taking heavy impact by some vessels which are causing this damage.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 07-Sep-2018

DOCK FACILITY: Swartz Bay

INSPECTOR: Peter Binner

WHARFINGER: Mike Smart

APPROACH	Facility Kiosk Inspection: <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	This area requires minor pressure washing and the railings require painting. The notice board is in good condition.
	Repair/work completion date:

WHARF HEAD	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	N/A
	Repair/work completion date:

GANGWAY FLOATS	Facility Kiosk Inspection: <input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The gangway is in good order. The bull rails under and along the sides of the gangway require replacement. The transition plate requires modification to fit better but "B" float requires investigation to determine why there is a hump in the middle of the float, leaving the ends low in the water. This problem also effects the fitting of the transition plate. A few deck boards require replacement at the beginning of "B" float, under the transition plate. The floats require pressure washing.
	Repair/work completion date:

OTHER INSPECTIONS			
<input checked="" type="checkbox"/>	Lighting	good	<input checked="" type="checkbox"/> Life Rings / Heaving Lines
<input checked="" type="checkbox"/>	Extinguishers (expiry dates)	July 2018	<input type="checkbox"/> Unpaid Moorage
			good

COMMENTS / INSTRUCTIONS:
Minor pressure washing at the beginning of the approach is required and also on the floats. The metal railings require painting. The bull rails around the area of the gangway require replacement. The flotation on "B" float requires inspection and is effecting the transition plate between "A" float.