



Making a difference...together

SOUTHERN GULF ISLANDS HARBOURS COMMISSION
Notice of Meeting on **Friday, February 24, 2023 at 9:30 a.m.**
Saanich Peninsula Wastewater Treatment Plant Meeting Room,
9055 Mainwaring Road, North Saanich, BC

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

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

AGENDA

1. TERRITORIAL ACKNOWLEDGEMENT

2. ELECTION OF CHAIR

(Pursuant to Section 7 Bylaw No.2972)

Election conducted by Senior Manager, Real Estate Services and the Southern Gulf Islands Electoral Area with assistance from the Senior Administrative Secretary

3. ELECTION OF VICE CHAIR

(Pursuant to Section 7 Bylaw No.2972)

Election conducted by Senior Manager, Real Estate Services and the Southern Gulf Islands Electoral Area with assistance from the Senior Administrative Secretary

4. APPROVAL OF AGENDA

5. ADOPTION OF MINUTES3

Recommendation: That the minutes of the November 25, 2022 meeting be adopted.

6. CHAIR’S REMARKS

7. PRESENTATIONS/DELEGATIONS

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

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

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

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

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

8. COMMISSION BUSINESS

**8.1. Southern Gulf Islands Harbours Projects and Operations Update – February 2023
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Recommendation: That the Southern Gulf Islands Harbours Commission receive the report for information.

8.2. Anson Road Dock – Seasonal Moorage PlanningVERBAL UPDATE

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

8.3. Miners Bay Deck – ICE-T Grant ApplicationVERBAL UPDATE

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

9. NEW BUSINESS

10. MOTION TO CLOSE THE MEETING

That the meeting be closed for contract negotiations in accordance with Section (90)(1)(k) of the Community Charter and that such disclosures could reasonably be expected to harm the interests of the Regional District.

11. RISE AND REPORT

12. ADJOURNMENT

Next Meeting: Friday, April 21, 2023



Making a difference...together

MINUTES OF A MEETING OF THE Southern Gulf Islands Harbours Commission, held Friday, November 25, 2022 at 9:30 a.m., Saanich Peninsula Wastewater Treatment Plant Meeting Room, 9055 Mainwaring Road, North Saanich, BC

PRESENT: **Commissioners:** B. Dearden (Chair), Mayne Island; B. Maberley (Vice Chair), Galiano Island; J. Deschenes (EP), North Pender Island; R. Fenton, South Pender Island

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

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

REGRETS: J. Hall, Piers Island/Swartz Bay, P. Brent, Saturna Island and Electoral Area Director

EP = Electronic Participation

The meeting was called to order at 9:28 am.

1. APPROVAL OF AGENDA

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

CARRIED

2. ADOPTION OF MINUTES

MOVED by Commissioner Maberley, **SECONDED** by Commissioner Fenton, That the minutes of the October 7, 2022 meeting be adopted.

CARRIED

3. CHAIR'S REMARKS

The Chair made the following remarks:

- Anson Road remediation of deficiencies has not been addressed. Management is evolving and will sort itself out. It was good timing that the dockage was ready during the slow season. Anson Road will bring significant revenues.

4. PRESENTATIONS/DELEGATIONS

There were no presentations or delegations.

5. COMMISSION BUSINESS

5.1. Southern Gulf Islands Harbour Service 2023 Operating and Capital Budget

Staff provided an overview of the Operating and Capital Budget.

Staff responded to questions from the Commission regarding:

- Options of having the operating surplus transferred to the Capital Reserve Funds or utilizing funds towards additional Repairs and Maintenance items. Budgeted funds are available for additional repairs and maintenance items before the end of the year.
- Anson Road Dock revenue opened later than expected and is expected to hit pro-rated target by the end of the year and for the subsequent year.
- Discrepancy between deficiencies identified in inspection reports and actual conditions observed by wharfingers and contractors skew budgeting. Discussion on including level of urgency in Quarterly wharfinger inspection reports, an in-between step of peer/contractor analysis of inspection report and/or design review meeting for more accurate budgeting.

MOVED by Commissioner Fenton, **SECONDED** by Commissioner Maberley,

1. Approve the 2023 Operating and Capital Budget as presented and that the 2022 actual operating surplus be balanced on the 2022 Capital Reserve Fund transfer, and

CARRIED

MOVED by Commissioner Maberley, **SECONDED** by Commissioner Fenton,

2. Recommends that the Electoral Areas Committee recommends that the CRD Board approve the 2023 Operating and Capital Budget and five- year Financial Plan for the Southern Gulf Islands Harbours Service

CARRIED

MOVED by Commissioner Fenton, **SECONDED** by Commissioner Maberley.

The Southern Gulf Islands Harbours Commission directs staff to amend the 5-Year Capital Plan for Project 23.01 Miners Bay Wharfhead Deck Resurfacing funding source to be through Reserve Funds if grant applications are not successful.

CARRIED

5.2. Southern Gulf Islands Harbours Projects and Operations Update – November 2022

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

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

- **19-01 | Anson Road:** Materials delivered to site. Pacific Industrial & Marine Ltd. (PIM) has work schedule in place to complete the remaining scope of the project including, final panel work, navigation lights, additional floatation and transition plates.
- **19-02 | Retreat Cove:** Works is Deferred until 2024, after the 2023 inspection

results to enable proper prioritization of works.

- **22-02 | Spanish Hills:** Estimated completion of all works within the next two weeks.
- **22-04 | Miners Bay:** On-site observation made by staff in October. Rotten decking has been covered by plywood to ensure safety. Project to be rescoped by focusing on only replacing the deteriorated boards. Procurement to be in two steps, CRD to purchase and store the materials required and look for local labour. Strong community will to contribute financially and make the facility a destination.
- **21-01 | Port Washington:** Dock improvement works on track to start during the winter fishery window.
- **21-05 | Piers Island:** Revision of plan for additional float from three piles to single pile. Discussion with First Nations continue.
- **22-01 | Hope Bay:** Anticipated construction in January/February of 2023 after completion of works at Swartz Bay.

Actions:

- Staff to change language of Port Washington project from “replacing piling” to “adding piling to the structure”.
- Staff to obtain quote on adding aluminum gangway as a tag-on to the Hope Bay project and compare with the cost of refurbishment.
- Staff to remove ultra high molecular weight polyethylene (UHMW) sheets in the pile wells from Hope Bay project scope.

6. NEW BUSINESS

- Discussion of Miners Bay approach to improve traction as per feedback from the local paramedics

7. MOTION TO CLOSE THE MEETING

MOVED by Commissioner Fenton, **SECONDED** by Commission Mabberley,
That the meeting be closed in accordance with the Community Charter, Part 4, Division 3,
Prohibited from disclosure under FOIPPA under Section 90 (1)(j).

CARRIED

The Commission moved into closed session at 10:38 am.

8. RISE AND REPORT

The Commission rose from its closed session at 11:30 am. without report.

9. ADJOURNMENT

MOVED by Commissioner Fenton, **SECONDED** by Commissioner Maberley,
That the November 25, 2022 meeting be adjourned at 11:33 am.

CARRIED

CHAIR

SECRETARY

DRAFT



**REPORT TO SOUTHERN GULF ISLANDS HARBOURS COMMISSION
MEETING OF FRIDAY, FEBRUARY 24, 2023**

SUBJECT **Southern Gulf Islands Harbours Projects and Operations Update – February 2023**

ISSUE SUMMARY

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

BACKGROUND

The Southern Gulf Islands Harbours (SGIH) service area is comprised of 13 dock facilities among five islands within the Southern Gulf Islands including the addition of the Anson Road Dock. Through the service's five-year capital plan, the Capital Regional District (CRD) executes capital projects to maintain the level of service, improve service, and conduct major repairs.

CAPITAL PROJECT UPDATE

19-01 | Anson Road

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

Project Rationale: This project is for construction of the Anson Road facility, including gravel parking lot, retaining wall, dock approach, main floats and approximately 720 ft. of moorage.

Project Update and Milestones:

- Pacific Industrial & Marine Ltd. (PIM) has completed construction except for minor scope items to be completed. The dock opened November 1.
- Final inspection to take place on February 16, 2023

Milestone	Completion Date
Archeological Overview Assessment	July 2019
Aquatic Effects Assessment	July 2019
Shoreline Stability Assessment	November 2019
Archeological Impact Assessment	January 2020
Onshore Development Permit	October 9, 2020
Onshore Substantial Completion	June 9, 2021
Start of Dock Construction – Offsite	July 2021
Islands Trust Development Variance Permit	November 29, 2021
Department of Fisheries and Oceans Approval	August 17, 2022
Construction mobilization commenced	September 13, 2022
Dock opening with minor elements outstanding	November 1, 2022
Final Inspection for construction	February 16, 2023

19-02 | Retreat Cove

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

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

Project Update and Milestones:

- Further investigation in the existing condition has staff determining that this project can be deferred until after the 2023 inspections. This has been confirmed with the Wharfinger Coordinator and Galiano Island’s Commission member.
- Funds were used in April 2022 for flotation repair, in the amount of \$4,869.50 with remainder to be returned to the Capital Reserve Fund (CRF) until 2024.

Milestone	Completion Date
Flotation Repair	April 2022
Project Deferred until 2024	

19-03 | Horton Bay

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

Project Rationale: This project is for decommissioning of the Horton Bay facility after construction of the Anson Road dock. The archaeological investigation has been completed and the funds are required to retain a contractor to remove the infrastructure. Some minor maintenance will be completed to the Wharfhead and gangway to keep the dock in operational condition.

Project Update and Milestones:

- The decommissioning project is on hold and the dock is being considered for use to store Transport Canada certified oil-spill response packages, and remaining open to the public users.
- Dock to be included in the scheduled inspections.
- Environmental and archeological assessments have been previously carried out.

Milestone	Completion Date
Archeological Overview Assessment	July 2019
Aquatic Effects Assessment	July 2019
Decommission Site	On hold

20-02 | Spanish Hills

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

Project Rationale: This project includes works to maintain the current level of service as recommended in Department of Fisheries and Oceans (DFO) commissioned assessment. Recommended works include preventative maintenance works on piles to extend service life, replace broken pile footing and replacement of the gangway and float.

Project Update and Milestones:

- A RFQ was issued the week of March 14, 2022 to three qualified contractors as per CRD’s procurement policy.
- Contract was awarded to PIM.
- Inspection with contractor May 25, 2022 to review the scope of work. Work alterations to tender include approach works eliminated and wharfhead works to include pedestrian railings around two sides. Float to be narrower as per DFO small docks specifications.
- Final inspection for construction is February 16, 2023

Milestone	Completion Date
RFQ Issued	March 18, 2022
RFQ Closed	April 19, 2022
Agreement Signed with Pacific Industrial Marine	May 25, 2022
Revised Scope of Work with Contractor	May 27, 2022
Construction complete	February 2023
Final Inspection for construction	February 16, 2023

20-04 | Miners Bay Upgrades

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

Project Rationale: Additional works were highlighted during the completion of the 2018 upgrade works including the requirement to replace the wharfhead decking, need to replace the electrical system and lighting, repairs and replacements for rails on the approach and additional piles requiring replacement.

Project Update and Milestones:

- Contractors contacted to provide quotes for three scenarios to upgrade the wharfhead and the prices received were over-budget and a re-scoping of the works has been initiated.
- A new grant application is submitted for funding to the Island Coastal Economic Trust and is limited to a maximum of one-third (1/3) of the project costs. If successful additional funding sources of \$30,000 will need to be sourced either from donations, alternate grants sources, or the services budget.
- Scope of works in the current grant application would address replacements of the decking, as well as adding hand-railings, benches and a small shelter to benefit the users of the water-taxi, float planes, and school-taxi.
- The removal of the decommissioned gas line is deferred due to budget constraints.
- The works are scheduled for completion in 2023.

Milestone	Completion Date
Float Realignment Interim Report	June 2, 2022
ITT issued for gas line removal	Not issued
Request for Quotes for 3 Scenarios	September 2022
Request for Quotes Closes	September 2022
Rescoping the project, Pursue Grant Funding and Procure works	2023

21-01 | Port Washington

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

Project Rationale: This project includes works to maintain the current level of service as recommended in Stantec's 2018 inspection. Recommended works include approach decking, bull rail, and handrail repair and replacements, float and gangway repairs.

Project Update and Milestones:

- A scope of work was developed with the Wharfinger Coordinator.
- The works include: replacing eight piles, replace a stringer, replace some approach and float decking, replace approach and float bull rails, paint the approach guardrail and gangway, and replace roller bearings and hinges.
- Five tenders received over budget, discussions with the lowest bidder with a re-prioritized list of works has resulted in a revised submission that is within budget.
- Inspection with contractor June 14, 2022 to review the scope of work. Work alterations to tender include approach pile work, wharfhead works, float works, gangway works and provisional items eliminated.
- DFO has concluded their review and sent a Letter of Advice.
- The contractor has received approval from DFO to work outside of the fisheries window and will proceed with construction the week of March 23, 2023.

Milestone	Completion Date
Invitation to Tender (ITT) Issued	March 18, 2022
ITT Closed	April 19, 2022
Agreement Signed	July 15, 2022
Change Order for Scope Review Issued	July 28, 2022
Construction	March 2023

21-03 | Annual Provisional: Dock Improvements

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

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

Project Update and Milestones:

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

Milestone	Completion Date
\$15,000.00 to be used for new Hope Bay Float A	March 2023

21-05 | Piers Island Additional Float

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

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

Project Update and Milestones:

- Design and DFO approval complete.
- Ministry of Forests, Lands, Natural Resource Operations (FLNRO) and Rural Development, and Transport Canada First Nation condition is required for the water lease amendment and for Transport Canada approval.
- Cowichan Tribes previously rejected support for the project, in 2019, based on proximity to traditional harvesting area.
- Letter requesting support sent to Cowichan Tribes March 18, 2022.
- Feedback in support received April 7, 2022.
- ITT for Supply and Installation of new float issued on June 6, 2022.
- ITT for Supply and Installation of new float closed on July 14, 2022.
- Recommendation to Award to PIM signed August 10, 2022.
- Cowichan Tribes have raised concerns about heritage fishing grounds with FLNRO via an email dated August 23, 2022. Waiting to send contract to PIM until this issue is resolved.
- New correspondence was sent to the Chief in Council in January 2023 in regards to revisions to the dock design to mitigate concerns, and updated information from the biologist. Awaiting a response from First Nations.
- In discussion with PIM, currently they are willing to honor the tender bid pricing.

Milestone	Completion Date
Aquatic Effects Assessment	April 2019
Cowichan Tribes Comment on Project	June 2019
CRD Discussion with Cowichan Tribes on Project	July 2019
CRD Re-establishes Project Discussion with Cowichan Tribes	March 2022
CRD Letter Requesting Support	March 18, 2022
Feedback from Cowichan Tribes	April 7, 2022
Tender for Supply and Install	June 06, 2022
Tender for Supply and Install Closed	July 14, 2022
Agreement Signed (anticipated), waiting for First Nations Approval	March 2023
Installation (anticipated), for summer fisheries window	July 2023

22-01 | Hope Bay

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

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

to retain a contractor to carry out the works.

Project Update and Milestones:

- Scope of work confirmed with the Wharfinger Coordinator, works include gangway repairs, bull rail and decking replacement, install ultra-high molecular weight polyethylene (UHMW) sheets in pile wells, replace rub boards, and install rub boards.
- A RFQ was issued the week of March 21, 2022 to three qualified contractors as per CRD’s procurement policy.
- Two submissions received from the RFQ, both were over budget. Staff re-prioritized the work and the lowest proponent, PIM, was able to price the works within the available budget.
- Inspection with contractor May 25, 2022 to review the scope of work. Work alterations to tender include approach and wharfhead works eliminated, installation of refurbished float from Swartz Bay, gangway works to remain and provisional items eliminated.
- Upon removing the old float from Swartz Bay to PIM dockyard it was determined that this float was not salvageable so a new float is being built to replace float A at Hope Bay. This will increase the cost by up to \$15,000 can be funded through the annual provisional dock improvements budget.
- Upon removing the old float from Swartz Bay to PIM dockyard it was determined that this float was not salvageable so a new float is being built to replace float A at Hope Bay.

Milestone	Completion Date
RFQ Issued	March 24, 2022
RFQ Closes	April 21, 2022
Agreement Signed	June 15, 2022
Change Order for Scope Review Issued	May 27, 2022
Construction	February 2023
Installation – tentative awaiting instruction	March 2023

22-02 | Swartz Bay Improvements & Dock Replacement

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

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

Project Update and Milestones:

- Scope of work confirmed with the Wharfinger Coordinator, works to include float replacement, gangway repairs including painting, add transition plate, replace roller bearings and hinges, and paint approach guardrail.
- A RFQ was issued for replacement of the float in March 2022.
- PIM was the successful bidder, within budget.
- Inspection with contractor May 25, 2022 to review the scope of work. Work alterations to tender include float larger than on the drawings (increase in cost) and provisional works eliminated.

- Work completed January 2023.
- Final inspection for construction is February 16, 2023

Milestone	Completion Date
RFQ Issued	March 29, 2022
RFQ Closes	April 25, 2022
Agreement Signed	June 15, 2022
Change Order for Scope Review Issued	May 27, 2022
Construction completed	January 2023
Final Inspection	February 16, 2023

21-02 | SGIH Inspections

Project Description: Dock inspection are a periodic review of the facilities for repair and maintenance.

Project Rationale: This project includes work of an “Underwater” inspection of the dock facilities to be used to re-evaluate proposed work plans and residual life estimates. A provisional option in the proposal to the consultants is for a “Topside” inspection if budget allows. These inspections will be used to re-evaluate the 5 Year Capital Program.

Project Update and Milestones:

- Scope of work has been completed for this project to include the “underwater” inspection with a provisional item to include a “topside” inspection.
- RFQ will be issued in February 2023
- Inspections and final reports to be completed tentatively June 15, 2023.

Milestone	Completion Date
RFQ Issued - tentatively	February 2023
RFQ Closes - tentatively	March 2023
Agreement Signed - tentatively	April 2023
Inspection and final report completed - tentatively	June2023

OPERATIONAL UPDATES

- Hope Bay:
 - Facility pressure washed
 - Damaged safety ladder replaced
 - Transition plate repaired
 - Recently staff were informed that Float B has some structural concerns and a subsequent inspection indicated the external beams need to be repaired. A request for quotes is in progress to initiate repairs that would be covered by the annual provisional budget.
- Lyall Harbour:
 - Facility pressure washed
 - Dock lighting replaced to efficient LED system
- Port Washington:
 - Repair loose pile connector bolt

- Miners Bay
 - Facility pressure washed
 - Improvements to gangway walking surface
 - Staff have had discussions with BC Ferries on procedures for maintaining the floating portion of the dock.

Bimonthly dock inspections completed in February, refer to Appendix A for dock reports.

RECOMMENDATION

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

Submitted by:	Lani O'Dwyer, Engineering Technician
Submitted by:	Jared Kelly, PEng., Manager, Capital Projects
Submitted by:	Dan Robson, ASc.T, Manager, Saanich Peninsula and Gulf Islands Operations
Concurrence:	Stephen Henderson, BSc., PGDip. Eng., MBA, Senior Manager, Real Estate & SGI Administration

ATTACHMENT:

Appendix A: Dock Inspection Reports – February 2023



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 8-Feb-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Anson Road Mayne
WHARFINGER:

APPROACH	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The approach is waiting for the transition plate, which is on site, to be installed. Everything is in good order otherwise.

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

GANGWAY FLOATS	All of the fingers off of the main float are low in the water at the end where the steel piling is, additional flotation maybe required.
	All of the four fire extinguishers are out of date and will be serviced.

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

COMMENTS/INSTRUCTIONS	<ul style="list-style-type: none"> - The additional flotation with the floats recommended. - The 4 fire extinguishers require inspection. - The transition plate requires attachment.
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Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 6-Feb-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Hope Bay Pender
WHARFINGER: Peter Binner

APPROACH	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The railings require painting and there are a number of deck boards that have developing rot and monitoring for future replacement is recommended. Pressure washing of the bull rails is required when the painting occurs and the bull rails shall be left unpainted. The Pender Island Fire Department has requested that the damaged fire standpipe for the fire suppression connection for the under decking sprinkler system that covers the approach and wharfhead be repaired.

WHARF HEAD	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The railings in this area also require painting and the bull rails should be pressure washed but left unpainted. The recently replaced light fixture is not working and the electrician has been notified, no repair date has been given. The notice board requires painting, replacement is not required at this time. A small transition plate is recommended at the top of the gangway.

GANGWAY FLOATS	The gangway is in fair condition, but there are areas of rusts developing. The underside of the framework at the bottom end are the areas affected. The paint is approximately four yrs old. The guide rails are nearing their end of service and replacement in the next year or two is recommended along with the roller bearings. "A" float is slated for replacement. The connecting hardware between floats "A", "B" & "C" requires a full upgrade, chains, shackles and pad eyes as required. "B" float's pilings and pile wells are in good condition but the float is showing signs of structural issues in the middle area. The rub boards have fallen off on both sides and there is an area of a few loose bull rail bolts on the west side but the bolts on the east side are tighter but there is lateral movement at a section where two stringers meet and the wood is moving between the two bolts. The float now shows a considerable amount of flexing but because of the restriction of the pilings and wells, it can't move very far laterally. An internal inspection of Float B is recommended. "C" float is in fair condition, pilings and pile wells are in good order. Bolt tightening on the bull rails is recommended as required. One of the two steel transition plates has lost its UHMW skid shoe and no longer fits on the adjoining float. This requires repair or removal until the new float is installed. New tires are required.
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting	Not working	<input checked="" type="checkbox"/> Life Rings / Heaving Lines	good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates)	Aug 2023	<input type="checkbox"/> Unpaid Moorage	

COMMENTS/INSTRUCTIONS	<ul style="list-style-type: none"> - Investigation of the issue with float "B" is required. - Upgrade the linking hardware (as necessary) with A,B & C floats. New tires are required between A & C float. - Install a new transition plate at the top of the gangway (may not be required if a new gangway is installed). - Pressure wash the railings and bull rails on the approach and wharfhead and then the railings require painting. - Monitor the developing rot in the deck boards on the approach and wharfhead. - Repair the overhead wharfhead light. <p>----- DO NOT INSTALL TIRES BETWEEN "A" & "B" FLOATS -----</p>
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Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 8-Feb-2023
 INSPECTOR: Peter Binner

DOCK FACILITY: Horton Bay Mayne
 WHARFINGER: Richard Jarco

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	Horton Bay - Approach. The rotten decking has been replaced from the entrance down to the covered area. The bull rail and railing still require securing. The remaining decking has numerous boards with developing or severe rot but they do not present a safety risk at this time.

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

GANGWAY FLOATS	The gangway decking is in very poor condition, new decking is required. The structure, roller and guide rails are still in fair condition but showing it's age.
	The floats require pressure washing. They are low in the water.

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

COMMENTS/INSTRUCTIONS	- The railing and bull rail require securing at the entrance of the approach at Horton Bay.
	- The gangway decking at Horton Bay requires replacement. - Pressure washing everywhere is recommended.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 11-Feb-2023
 INSPECTOR: Peter Binner

DOCK FACILITY: Lyall Harbour Saturna
 WHARFINGER: Jeremiah Sylvester

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

WHARF HEAD	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The wharfhead is in good condition and has been pressure washed. The notice board requires cleaning, painting and replacing some of the plywood backing boards is recommended. The steel transition plate to the gangway requires painting.

GANGWAY FLOATS	The gangway is in good condition. Float "A" is low in the water with 3" of rub board underwater at the gangway and 6" underwater in the middle and to the end where it connects to float "B". The float has been pressure washed. There are 2 piles on either side of the gangway, 3 have minimal wear and 1 pile on the Kayak float side has some aggressive wear from the previous Kayak float but has not been affected by the new float. The other group of 3 piles per side are all showing minimal wear. The 2 steel piles are in good condition as are the anodes. All bull rail bolts are tight. Float "B" is low in the water at the connection to "A" float and there is 6" of rub board underwater at this end, however the end that connects to float "C" has normal flotation. The new aluminum transition plate is working as it should. The 4 pile wells and pilings are showing minimal wear but the UHMW rub boards in the wells are old and cracking and replacement is recommended. All bull rail bolts are tight. The rubber mat transition to "C" float cannot effectively support the 16" gap between the 2 floats; a better solution is required. Float "C" is in good condition but is slightly lower in the water at the connection to float "B". The flotation could be improved or a better transition plate could be installed. Bull rail bolts are tight. The WCMRC float appears to be in good order.
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting working but requires improvement <input checked="" type="checkbox"/> Life Rings / Heaving Lines good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) April 2023 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	- The transition between floats B & C requires a metal transition plate or tightening up the gap. The gap is too large and the rubber mat is not well supported.
	- The notice board requires refurbishing as described. - The UHMW rub boards in the pile wells on "B" float are old and cracking, replacement is recommended.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 8-Feb-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Miners Bay Mayne
WHARFINGER: Nico Preston

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The railings and bull rails require pressure washing and painting. There are a few new deck boards installed in the area around the notice board and the gangway. The notice board requires replacement.

WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	A significant amount of decking has been replaced, the bull rails and remaining decking has been pressure washed and things are looking good!

GANGWAY FLOATS	Gangway "A" has been pressure washed, roller and guide rails are in fair condition. The pilings and pile wells are showing minimal wear except for the 10 to 20 % wear on the piles closest to the gangway. The pilings and pile wells at the end of the float are in similar condition based on the level of tide at inspection. The bull rail bolts require some tightening and the rails on the SW side are worn and future replacement is recommended.
	Gangway "B" appears to be in good condition. The float appears to be stable, the bull rail bolts are tight and while there are a number of tiles that have cracked, there are none that require replacement at this time.

OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting working <input checked="" type="checkbox"/> Life Rings / Heaving Lines good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) 2 x Nov 2024, April 2023 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	- Pressure washing the bull rails and railings on the approach along with painting is recommended. - Tighten bull rail bolts on "A" float as required.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 8-Feb-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Montague Harbour Galiano
WHARFINGER: Kiyoshi Okuda

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The railings require painting. The notice board is in good condition.

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

GANGWAY FLOATS	The gangway is in good condition and the top and bottom transitions plates require non skid paint. The guide rail is loose and requires re-fastening.
	Float "A" is in fair condition and the WCMRC float appears to be in good condition. There are 2 older high pressure sodium style lights and replacement with LED heads is recommended.
	Float "B" has a transition plate to "A" float and this also requires new non-skid paint. The float is in fair condition and the pilings (except 1 with minor wear) and pile wells are all showing minimal wear.
	Float "C" is in fair condition and is slightly low in the water at the connection to "D" float. The steel piling and anode are in good condition. Yellow paint is required for the loading zone bull rails.
	Float "D" is in fair condition but messy due to the seagulls and otters. The bull rails require yellow paint for the seaplane landing.

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

COMMENTS/INSTRUCTIONS	- Painting is required as described.
	- Replacing the old sodium style lights with LED heads is recommended.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 6-Feb-2023
 INSPECTOR: Peter Binner

DOCK FACILITY: Port Washington Pender
 WHARFINGER: Rod MacLean

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

WHARF HEAD	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	There are a number of deck boards with developing rot and monitoring is recommended for future replacement. Action with replacement is not urgent. The bull rails are in good condition; there are no safety railings.

GANGWAY FLOATS	The gangway to float "A" has been recently painted and is in fair condition except for the considerable rust at the bottom end. The float appears to be in fair condition except there is an issue in the middle area that exhibits a considerable amount of flexing caused by ferry wakes etc. The bull rail bolts are loose and the south side rub boards have fallen off in this area. There is a top brace support bolt that has backed out, in the group of pilings next to the gangway and the wharfhead.
	Float "B" gangway has also been recently painted and appears to be in fair condition. The bull rails require repair at the end next to and under the gangway. There are other sections of bull rail that are old and cracked and replacement is recommended. There are 2 sections of rub board that are missing on the south side and the bull rail bolts require tightening in this area. The pilings and pile wells are in fair condition but the wells have very old and cracked rub boards (UHMW?) and replacement is recommended. There is a flotation issue at the end of "B" float where it connects to float "C". Inspection and action is required to have both floats sitting at the same height. The connecting hardware and tires require upgrading as necessary.

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

COMMENTS/INSTRUCTIONS	- Replace the rotten notice board.
	- Inspect the middle area of "A" float for structural damage that is causing excessive flexing. Tighten loose bull rail bolts and replace 2 sections of missing rub boards.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 7-Feb-2023
 INSPECTOR: Peter Binner

DOCK FACILITY: Piers Island
 WHARFINGER: Mike Smart

APPROACH	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The railings are unpainted and pressure washing of the railings, bull rails and decking is recommended. There is a small section of developing rot in a section of bull rail hear the gangway, monitoring for future replacement is recommended.

WHARF HEAD	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	(Empty)

GANGWAY FLOATS	The gangway is a heavy old beast but in fair condition. The roller is not serviceable.
	The three sided float is old but the flotation is in good condition and otherwise in fair condition. There is expanded metal grating used for a non-slip surface on the decking. There are areas where the grating has broken and re-stapled but at some point, replacement will be required. Monitoring for future replacement is recommended. A section of UHMW in the SE pile well has come lose and is hanging by a bolt, repair is required. The pilings are all in good condition. The aluminum notice board is in good condition.

OTHER INSPECTIONS	<input type="checkbox"/> Lighting N/A <input checked="" type="checkbox"/> Life Rings / Heaving Lines good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) Aug 2023 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	- The railings, bull rails and the decking on the approach require pressure washing. There are a few areas on the float that could be touched up, just to clean things up.
	- The UHMW rub board in the SE corner pile well requires refastening.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 6-Feb-2023
 INSPECTOR: Peter Binner

DOCK FACILITY: Port Browning Pender
 WHARFINGER: Claude Kennedy

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	<p>The mud grate requires modification, removing the wood planking and installing expanded metal sections is recommended. This would allow for better drainage and the metal wont rot as a portion of the decking is sitting on the ground. Eight deck boards would be effective for good drainage results.</p> <p>There are a number of deck boards with developing rot along with some of the bull rail. Monitoring for future replacement is recommend, no action is required at this time.</p> <p>The back side of the notice board is rotten. The plywood could be replaced, the rest could be refurbished or a new one could be installed. Any choice here is required.</p>

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

GANGWAY FLOATS	<p>The gangway has been recently painted and the structure is in fair condition. There is a small area of rot developing on the 2"x2" stringer that is part of the decking rungs. No action at this time, continue to monitor.</p> <p>Float "A" requires pressure washing, all bull rails, decking and in and around the pile wells. The float is low in the water under the gangway and there is a slight hump in the middle area and twist towards the end of the float. No immediate action is required, monitoring the float is recommended.</p> <p>Float "B" requires pressure washing, bull rails, pile wells and decking. The pilings and pile wells are in good condition.</p> <p>Float "C" requires pressure washing, bull rails, pile wells and decking. The float is low in the water at the end that connects to "B" float. The pilings and pile wells are in good condition. The loading zone bull rails will require yellow paint when the weather improves.</p>
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OTHER INSPECTIONS	<input checked="" type="checkbox"/> Lighting	12 volt motion sensor	<input checked="" type="checkbox"/> Life Rings / Heaving Lines	good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates)	October 2023	<input type="checkbox"/> Unpaid Moorage	

COMMENTS/INSTRUCTIONS	<ul style="list-style-type: none"> - Action is required to deal with the mud grate problem. - Monitor the approach decking and bull rails for rot, no action required at this time. - Action is required to upgrade or replace the notice board. - Pressure washing is required on all 3 floats, bull rails, pile wells and decking. - Monitor the flotation on "A" float, action will be required if things become worse.
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Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 8-Feb-2023
 INSPECTOR: Peter Binner

DOCK FACILITY: Retreat Cove Galiano
 WHARFINGER: Kiyoshi Okuda

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The railings are painted and minor pressure washing is recommended for the entrance area of the approach. The decking and notice board are in good condition.

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

GANGWAY FLOATS	The gangway is in good condition and the issue with the worn UHMW skid shoe on the bottom transition plate has been repaired.
	The UHMW rub board for the 3 pilings next to the gangway has been reattached. There is roughly 30% wear in the first piling, roughly 15% wear in the 2nd and minimal wear in the 3rd. On the other side, all 3 pilings are showing minimal wear. There is no well for these pilings. The end piles and wells are all showing minimal wear. The decking, bull rails and bolts are all in good condition.

OTHER INSPECTIONS	<input type="checkbox"/> Lighting	N/A	<input checked="" type="checkbox"/> Life Rings / Heaving Lines	good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates)	June 2023	<input type="checkbox"/> Unpaid Moorage	

COMMENTS/INSTRUCTIONS	- Minor pressure washing is recommended as described.
	- There were 2 issues that required repair and these have been attended to.



Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 8-Feb-2023
 INSPECTOR: Peter Binner

DOCK FACILITY: Spanish Hills Galiano
 WHARFINGER: Dan White

APPROACH	<input type="checkbox"/> Signage <input type="checkbox"/> Envelope Supply <input type="checkbox"/> Notices Posted <input type="checkbox"/> Rates Posted
	The railings and bull rails are unpainted. The old Fisheries & Ocean sign requires removal.

WHARF HEAD	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	There is a new aluminum notice board with fire extinguisher and life ring. There are new unpainted railings around the wharfhead. This area looks in good order now.

GANGWAY FLOATS	There is a new aluminum gangway and transition plate. The gangway has a nice width to it and will be helpful with type of traffic this location receives. While this looks very good there may be some issue with the height of the guide rail when this float is impacted by severe weather. Additional roller plates to help spread the load of the gangway is recommended. It appears that the 3 existing guide rails are about 24" too short at the back end.
	The new float looks good and has a nice stable feel to it.

OTHER INSPECTIONS	<input type="checkbox"/> Lighting N/A <input checked="" type="checkbox"/> Life Rings / Heaving Lines good
	<input checked="" type="checkbox"/> Extinguishers (expiry dates) Sept 2023 <input type="checkbox"/> Unpaid Moorage

COMMENTS/INSTRUCTIONS	<ul style="list-style-type: none"> - Remove the old DFO sign at the top of the approach. - 24" of roller plate is required at the back end of the existing roller plates. I would like to see more surface for the roller to roll on that just what was installed. - Monitor the way the roller rides in the guide rails in heavy weather.
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Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 8-Feb-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Sturdies Bay Galiano
WHARFINGER: Kiyoshi Okuda

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The railings and bull rails are unpainted, pressure washing is recommended. The notice board is showing signs of age and cleaning and painting or an upgrade is recommended. The transition plate to the gangway requires yellow non-skid paint.

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

GANGWAY FLOATS	The steel gangway requires painting. The wooden ladder rungs are wearing out and are coming lose, replacement is recommended. This steel gangway is made in such a way as to make servicing the roller bearings very difficult. The guide rails are showing wear and there is no way to access the roller bearings without lifting this very heavy gangway.
	The float has been pressure washed and looks good. The bull rail bolts in the middle area are loose but this is an ongoing problem and inspection of the internal structure is recommended along with tightening the bolts. The pilings and pile wells are all showing minimal wear. Three of the pile wells are missing the 4th piece of UHMW rub board (NE, SE, & SW wells). Installing these pieces is recommended.

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

COMMENTS/INSTRUCTIONS	- Pressure washing and painting as described. - Tighten the bull rail bolts and inspect the internal structure for damage. - Replace gangway ladder rungs or remove and cover decking with expanded metal. - Install the 3 missing pieces of UHMW in the pile wells. - The gangway transition plate requires yellow non-skid paint.
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Southern Gulf Islands Harbours DOCK INSPECTION REPORT

DATE: 7-Feb-2023
INSPECTOR: Peter Binner

DOCK FACILITY: Swartz Bay
WHARFINGER: Mike Smart

APPROACH	<input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Envelope Supply <input checked="" type="checkbox"/> Notices Posted <input checked="" type="checkbox"/> Rates Posted
	The metal railings require new paint. The notice board is in good condition. The electrical conduit that comes from shore to the panel requires inspection.

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

GANGWAY FLOATS	The gangway decking is old and upgrading this is recommended.
	There is a new float "A". Everything looks good and it now matches the height of "B" float. The transition plate that hangs off of "B" float (2 pieces) has one section riding up in the middle area as it lies on "A" float. The 2 floats meet at an angle and this causes this piece to ride up and there could be a potential tripping hazard here. For safety, until the plate can be adjusted, a warning strip of yellow paint or tape is recommended. The deck plank that the plate is attached to may need a shim at the opposite edge to level it out with "A" float.
	Float "B" requires pressure washing

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

COMMENTS/INSTRUCTIONS	- Inspect the electrical conduit at the entrance of the approach.
	- The metal railings require blue paint.
	- Upgrade the gangway decking.