



## SUNSHINE COAST REGIONAL DISTRICT

### Ports Monitors (POMO) Committee

Friday July 19, 2019

10:00 a.m. – 12:00 p.m.

SCRD Boardroom – 1975 Field Road, Sechelt BC

## AGENDA

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### Call to order 10:00 a.m.

1. Welcome and Introductions
  - Elected Officials
  - Summerhill Fine Homes (Maintenance Contractor)
  - Shannon Summersides – Herold Engineering
  - Bylaw Enforcement Officers
2. Review of Agenda
3. Ports Monitors Committee meeting notes of July 11, 2018
4. Ports Monitors Committee Appointments
5. Ports Capital Projects: 2019 Projects
  - Vaucroft
  - Halkett Bay
  - West Bay
  - Major Inspections 2020
  - Capital Plan Updates
6. Ports Safety / Asset Management Project
7. Ports Maintenance Contract
8. Ports Maintenance List
  - Keats Landing
  - Halkett Bay Float
  - Gambier Harbour Float
  - Volunteer Work
9. Ports Regulations
  - Signage Update
  - Short term moorage enforcement
  - Dinghies

10. Roundtable

11. Resources

12. Adjournment

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Annex A  
pp 1 - 4

## SUNSHINE COAST REGIONAL DISTRICT

**Ports Monitors (POMO) Committee**  
**Wednesday July 11, 2018**  
**Eric Cardinal Hall, 930 Chamberlin Road**

## MEETING NOTES

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<b>PRESENT</b>	SCR D GM Planning & Community Development SCR D Parks Planning Coordinator SCR D Administrative Assistant POMO Committee Member (Vaucroft) POMO Committee Member (Eastbourne) POMO Committee Member (Gambier Harbour/West Bay) POMO Committee Member (Gambier Harbour) POMO Committee Member (Halkett Bay) Ports Community Contact (Hopkins Landing) Electoral Area F (West Howe Sound) Director	Ian Hall Sam Adams (Chair) Autumn Ruinat Russ Spencer Al Borthwick Joseph Wright Bruce Pollock Grant Henderson Heather Blackwood Ian Winn
<b>REGRETS</b>	POMO Committee Member (Keats Landing) POMO Community Contact (Halfmoon Bay)	John Richardson Ralph Rutherford

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**CALL TO ORDER** 9:00 a.m.

**ACKNOWLEDGMENT AND WELCOME**

It was acknowledged that the Ports Monitors (POMO) Committee meeting was held within the territory of the shíshálh Nation.

**INTRODUCTIONS**

Roundtable introductions of Ports Monitors (POMO) Committee, Ports Community Contact and SCR D Staff members in attendance.

Sam Adams was designated the Chair for the meeting until a Chair and Vice-Chair is selected.

**AGENDA** The agenda was accepted as amended:

ADD NEW BUSINESS: Nominations for Chair and Vice-Chair.

**MEETING NOTES**

The Ports Monitors (POMO) Committee Meeting Notes of September 19, 2017 were received and accepted as presented.

## **PORTS CAPITAL PROJECTS**

### 2018 Capital Projects Update

The SCRD recognizes the Ports Monitors Committee members' history and knowledge regarding ports and docks. A brief history of the Ports Service function was provided and included the following points:

2018 Capital Projects were approved in March 2018. The projects include the West Bay float, the Halkett Bay approach and Vaucroft approach, pilings and float.

Communications on project scope and dates will begin in the Fall. Pre-engineering and design work will be happening in the summer. Work will take place during the low season. Coordination will take place with the communities at each dock and with Camp Fircom at Halkett Bay

### 2019 Budget Planning

2019 Budget Planning begins in September. Major inspections will be conducted at Hopkins Landing and Halfmoon Bay docks.

## **PORTS MAINTENANCE**

The SCRD has a service contract for ports inspections and maintenance and occasionally using internal building/facility maintenance staff. The service contract will be re-tendered in 2018.

The approach to ports maintenance takes into consideration the cost of mobilization; work is batched together and scheduled around seasonal maintenance and inspections.

A handout was provided with the list of maintenance items from the winter inspections and provided to the POMO members for information. Comments from POMO included the following items:

- Would like more information regarding the UHMC Wheels
- Hopkins Landing – flange replacement
- Camp Fircom has noted crane deficiencies.
- SCRD staff noted that Crane work is not included on the maintenance list.
- Gambier Harbour – power wash float is needed.
- How long does the lifeline rope need to be?
- Halkett Bay – loading zone paint. Could a dinghies storage area be made with yellow paint?
- Gambier North Float – at low tide, dolphin at low tide North east corner of south pile. Missing lie bolt at one of cross braces.
- Could POMO or community members do the general painting jobs?

Director Winn asked if a Ports Monitor Committee member or resident at the dock could do basic maintenance work. What is required by the SCRD for liability?

General Manager Hall stated that the SCRD is open to partnership and will look into what the requirements would be and how the SCRD could support volunteers to do the types of basic work volunteers are offering to do. Staff will look into this and report back at the next POMO meeting.

## **PORTS SAFETY / ASSET MANAGEMENT PROJECT**

The Ports Load Limit Safety Assessment project was approved as part of the 2018 Budget process. The project has three parts as follows:

- Update drawings for the facilities, standard set, dimensions
- Load limit safety standard requirement for vehicle weight.
- General review of ports inspections, maintenance, safety with current regulations.

The benefits of this project will allow for more accurate capital project planning, quicker and more timely service and safety improvements. The results and recommendations will be integrated into next maintenance contract. The SCRD will seek feedback from POMO with respect to each facility.

## **NEW PORTS MAINTENANCE CONTRACT**

The new Ports Maintenance contract will go to tender in the Fall. The committee discussed the work included in the current contract and suggested changes to the activities.

## **PORTS REGULATIONS**

The Ports Regulations were reviewed and two laminated sheets were provided for each dock area.

The two most common reports from the public on ports regulations are for short term moorage enforcement and dinghies stored on floats. POMO members provided feedback regarding education or compliance with regulations as follows:

- Eastbourne - create a permitted area for dinghies at under gangway? There can be up to 15 stored on the float or tied up over the time limit. There may be challenges to communicate this.
- Hopkins Landing - challenges with street parking and there are often boats mooring over the 24 hour time limit. Concern for boats coming from Gambier Island that are driving too fast. Safety issue for kids that are swimming or jumping from the dock.
- Gambier Harbour – most regular users know the regulations, tend to be more of a weekend/tourist issue. Dinghies are put in a designated area for storage and it works very well. There are 3 communal dinghies.
- Discussion and interest in a communal dinghy program. Gather lessons from Gambier Harbour and the SCRD could look at how to support communities with implementation and communication.
- The definition of a dingy should be included in the regulations.

SCRD Bylaw Enforcement Division can assist with attending to docks with boats over the moorage time. Please contact the SCRD Ports Division to report and issues will be triaged. The RCMP is open to collaborate and respond to water safety issues.

## ROUNDTABLE

Al Borthwick, Eastbourne – Interested in a solution to the dinghies issues. Happy with the beams put down on the float for the gangway.

Heather Blackwood, Hopkins Landing – Concerns with increased vehicle traffic, parking issues continue to be a challenge. There is a lot of garbage left at the dock. The dock is enjoyed by the community. More signage is needed or can be replaced in some spots.

Joseph Wright, Gambier Harbour and West Bay – Received comments regarding the stability of new float and complements of West Bay capital work.

Bruce Pollock, Gambier Harbour – Interested in the community dinghy program idea and happy to share lessons from Gambier Harbour. Noted that the definition of dinghy is 2.7m and shorter, self-propelled.

Electoral Area F (West Howe Sound) Director, Ian Winn – Thanked the POMO Committee for volunteering their time. The Committee is an important aspect of the Ports Service.

Grant Henderson, Halkett Bay – Expressed appreciation for the safety repairs. The Halkett Bay community is growing with more full time residents. Residents are looking to organize around dock amenities, dock upkeep (shed/garbage) and fire safety notice boards.

Russ Spencer, Vaucroft – Looking forward to the capital improvements coming to Vaucroft. In the past, community members have done the repairs when needed.

## NEW BUSINESS

### Nominations for Chair and Vice-Chair

Bruce Pollock offered to volunteer for the role of Chair and Joseph Wright volunteered as the Vice-Chair. Elections will occur at the next meeting.

### New Brighton Dock

The Committee discussed the expiration of the lease currently held by the Squamish Nation. The SCRCD is aware of the situation.

**RESOURCES**            Handouts were provided for the field tour at Hopkins Landing dock.

**ADJOURNMENT**        **3:30 p.m.**

## FIELD TOUR AT HOPKINS LANDING DOCK

Sam Adams let the discussion on how to identify parts of a port facility and the items included on the quarterly inspection checklist.