

**STEVESTON HARBOUR AUTHORITY  
OPERATIONS DIRECTIVE # 1  
PUBLIC SALES FLOAT**

**I. PURPOSE**

To provide a safe and efficient facility to permit licensed commercial fishing vessels to sell their own catch directly to the public.

**II. APPLICATION**

This shall apply to all users of the Steveston Harbour Authority fish sales float (see appendix A for location). All vessel owners and persons using said facility for whatever purpose do so at their own risk and are subject to all charges and directives set out by the Steveston Harbour Authority.

**III. REGULATING AUTHORITIES**

**A. PRIMARY REGULATING AUTHORITY**

1. Steveston Harbour Authority.

**B. OTHER REGULATING AUTHORITIES**

1. Federal
  - a. Industry Canada.
2. Provincial
  - a. Ministry of Agriculture and Fisheries.
3. Municipal
  - a. Richmond Health Department.

**IV. QUALIFICATIONS FOR USE OF FACILITY**

- A.** All vessels selling product must have current valid DFO licenses for all species being sold.
- B.** All vessels selling product must display a valid Provincial Vending License so it can be easily seen by the public and Steveston Harbour Authority staff. Vending License Application Forms (appendix B) can be obtained from the Steveston Harbour Authority main office.

- C.** All sales float users must fill out and sign an Acknowledgement and Consent Form for the sales float as amended from time to time (appendix C) and return the signed copy to Steveston Harbour Authority.
- D.** In the interest of public health, animals are not permitted on the sales float or aboard vessels utilizing the facility (unless confined to the vessel's cabin).
- E.** All product being sold must be either A) freshly caught, B) commercially frozen or C) flash frozen at sea aboard a vessel with flash freezing equipment that meets the requirements set forth in the Department of Fisheries and Oceans Inspection Regulations, Schedule III.

## **V. CONDITIONS GOVERNING FISH SALES**

- A.** All vessels selling on the sales float must display the following information on whiteboards provided by the Steveston Harbour Authority: 1) harvesting vessel; 2) whether the product is fresh or frozen; 3) where the product was caught; 4) when the product was caught; 5) how the product was caught (seine, troll, gill net, etc.). Any vessel that fails to clearly display ALL of the above information in English on the provided white board will be ordered to correct the problem right away or cease sales and leave the float immediately. Displaying the required information in other languages is of course acceptable, but it must be supplementary to clearly legible English. Any vessel proved to be displaying demonstrably fraudulent information will also be ordered to cease sales and leave the float immediately. Steveston Harbour Authority whiteboards must be kept in good condition while in a vessel owner's care and must be returned to SHA staff when a vessel leaves the harbour for an extended period. Frequent sales float users may retain their whiteboards on their vessels for convenience if they leave the float to fish for short periods of time. If any vessel owner loses or damages their whiteboard (beyond typical wear and tear), a replacement charge of \$50 will be levied to the vessel.
- B.** Gutting, cutting, or processing product in any way is prohibited within the harbour. Any dressing of product must be carried out prior to arrival on the sales float. Processed seafood (i.e. smoked, dried, canned, steaked, etc.) must not be offered for sale.
- C.** Vessel owners must ensure that product offered for sale is not tainted, decomposed or unwholesome. Steveston Harbour Authority

reserves the right, in its sole discretion, to remove a vendor and vessel should a Steveston Harbour Authority employee or Steveston Harbour Authority management deem the vendor's product to be substandard or in violation of this directive. However, as the Steveston Harbour Authority is not a health authority, Steveston Harbour Authority takes no responsibility of any kind for regulating product quality.

- D.** Vessel waste of any kind must be disposed of in the appropriate bins in the 3<sup>rd</sup> Ave waste shed and not in the garbage cans on the sales float itself, as these are provided solely for public use. All violators may be subject to cleanup charges in accordance with current Steveston Harbour Authority rates.
- E.** Only clean, new, non-toxic, food grade packaging material shall be used for wrapping product. (i.e. garbage bags are not permitted unless product is already in food grade bags and the garbage bag is used for extra strength for heavy product only).
- F.** Only clean, potable water shall be used for washing down product being offered for sale (i.e. not river water).
- G.** No person shall sell or offer for sale flash frozen fish that has been thawed unless the products are clearly marked as being "previously frozen."
- H.** Containers, signs or any other auxiliary equipment must be kept on board vessels and not on the float, pilings or any other harbour property.
- I.** Freshly caught fish must be protected from contamination and maintained at a suitably low temperature for the sanitary preservation of freshly caught fish (4 degrees Celsius).
- J.** Display areas for fish sales must be protected from the elements with a tarp. Containers and auxiliary equipment must be maintained in a clean and sanitary condition.
- K.** Selling of bivalve shellfish (oysters, clams, mussels, scallops and other bivalve mollusks) is not permitted.
- L.** All vendors selling products by weight must have a scale approved by Industry Canada for use in trade and must be prepared to provide proof of such if required.
- M.** All crabs offered for sale must be alive and held in clean water.

## **VI. PROCEDURES GOVERNING BERTHAGE AT FISH SALES FLOAT**

- A.** Vessel berthage charges shall be in accordance with Steveston Harbour Authority Administrative Directive # 6 as follows:
1. Berthage charges will be levied to all vessels when on the sales float in addition to the surcharge for use of the float.
  2. Power charges will be levied to all vessels plugged in to power on the sales float.
  3. The sales float surcharge is levied per calendar day or portion thereof regardless of whether the vessel is actively selling and is the same for all vessels, as larger vessels pay more for berthage.
- B.** Use of the sales float is on a first come, first served basis. No reservations will be made for the sales float unless for consideration of a special event or other circumstance as determined and authorized by the Steveston Harbour Authority.
- C.** Vessel owners having completed their sales must immediately remove their vessel from the sales float if space is needed for other vessels wishing to sell their catch. Users will be charged the sales float fee in addition to moorage regardless of whether or not they are selling product. Wash down etc. must be not be done on the sales float.
- D.** Vessels with flash frozen product shall be permitted to sell their catch for an indefinite period, provided they have a commercial freezer on board the vessel (i.e. they must be a “freezer boat”). Vessels selling flash frozen product are also permitted to transfer their own products from bona fide cold storage facilities and sell at a later time on their vessel, provided they can prove it is their catch, the catch was flash frozen at sea aboard their vessel, and they have a commercial freezer on board their vessel to keep the product properly frozen. Household freezers are not permitted on board vessels unless for convenience only while the main body of product is kept in the vessel’s commercial freezer or hold.
- E.** In the interest of fairness, any vessel tied up in an identified “prime spot” for longer than three days may be required to relocate to the main finger of the sales if another vessel wishes to sell in the “prime area.”

- F. In times of heavy volume, all vessels in the prime spots must be tied stern in to allow for maximum use of the facility. Steveston Harbour Authority reserves the right to relocate any vessel at any time in order to make best use of the sales float.
- G. Complaints involving product quality may be forwarded to the Richmond Health Department.
- H. The purchase of product from the sales float is a private dealing between the buyer and the vendor. Steveston Harbour Authority assumes no responsibility or liability of any kind resulting from the sale of any product by any vendor on the sales float.
- I. All prices charged for product on the sales float are at the sole discretion of the vendor.

## **VII. VIOLATIONS**

Any sales float user caught breaching any of the clauses in this directive may be subject to immediate removal from the sales float and may face a ban from using the sales float for one year from the date of the offense. Any further infraction will result in the user and vessel(s) being banned from using the sales float permanently. Steveston Harbour Authority will only consider verifiable offenses to be violations - reports of violations without accompanying evidence will not be considered.

**THIS DIRECTIVE DOES NOT IN ANY WAY SUPERSEDE ANY FEDERAL, PROVINCIAL OR MUNICIPAL LEGISLATION.**

**Approved by the Board of Directors on December 10, 2014.**

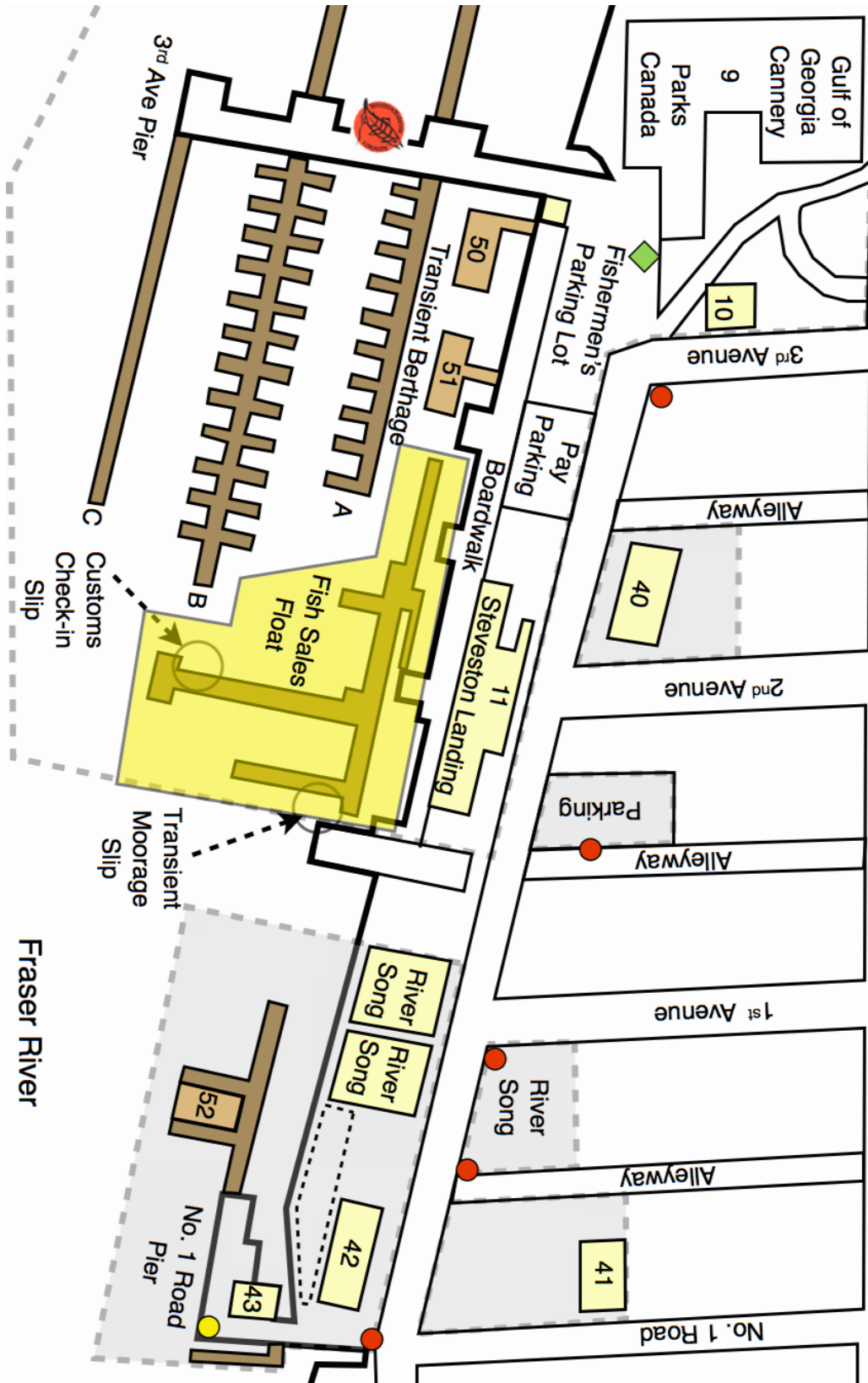
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Board Chairman  
Steveston Harbour Authority

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General Manager  
Steveston Harbour Authority

# Appendix A



# Appendix B



**Ministry of Agriculture**  
Food Safety and Inspection Branch

2500 Cliffe Avenue  
Courtenay BC V9N 5M6  
Phone: 250-897-7540  
Fax: 250-334-1410

G.A. Service Code: 0550

Rev #

## APPLICATION FOR A FISHER'S VENDING LICENCE

NAME OF INDIVIDUAL APPLYING FOR LICENCE (please print)				FOR LICENCE YEAR	
				<b>2014</b>	
MAILING ADDRESS OF INDIVIDUAL APPLYING FOR LICENCE					
STREET ADDRESS (if mailing address is a PO Box number, please identify a physical address)					
CITY OR TOWN	PROVINCE	POSTAL CODE	PHONE	FAX	
EMAIL ADDRESS			CELL	MESSAGES	
FISH HARVESTER REGISTRATION CARD #		<b>Note:</b> A copy of your FHRC must be submitted with your application. Failure to provide this info may delay the issuance of your licence.			
<b>FEE TO BE REMITTED: \$ 30.00</b>		<ul style="list-style-type: none"> <li>• Cheque made payable to Minister of Finance</li> <li>• \$30 service charge for dishonored cheques</li> </ul>			

<u>NAME(S) OF FISHING VESSEL(S)</u>	<u>VRN NUMBER(S)</u>
_____	_____
_____	_____
_____	_____

I am the owner of the vessel(s) listed above: YES  NO

If "NO", the owner of the vessel(s) must sign below stating that he/she is aware you are requesting a Fisher's Vending Licence and that you are a commercial fisher on his/her vessel(s). Failure to provide this information may result in your application being denied.

I, \_\_\_\_\_ am the registered owner  
Print vessel owner or company designate name

of \_\_\_\_\_ By signing below, I acknowledge that if this  
Vessel name(s) and VRN number(s)

application is approved, my commercial fishing vessel(s) information will be identified on the Fisher's Vending Licence.

\_\_\_\_\_  
Vessel owner or company designates signature      Phone Number      Date

**CONTINUED ON REVERSE**

# Appendix C



## Public Fish Sales Float Acknowledgement and Consent Form

Steveston Harbour Authority Operational Directive # 1

I, \_\_\_\_\_, owner /

operator of the motor vessel(s), \_\_\_\_\_,

CFV #(s) \_\_\_\_\_, have read the directive for the Public Fish Sales Float (revised May 22, 2012) and agree to abide by the contents therein. I understand that the privilege to sell my catch is subject to compliance with this agreement. I further understand that my signature acknowledges compliance for any persons I so designate as the "vendor" selling off of my vessel(s) and recognize that any verifiable violation of the attached directive may result in my vessel(s) being banned from selling on the Sales Float for one year from the date of the infraction. Any further infractions may result in my vessel(s) being banned from use of the float permanently.

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Province

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Signature of Vessel Owner / Operator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Steveston Harbour Authority

\_\_\_\_\_  
Date