

**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 *aka. Fisherman's Wharf* (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.
2. Fishing and Recreational Harbours Act and Regulations

B. OTHER REGULATING AUTHORITIES

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

The Steveston Harbour Authority reserves the right to inspect any vessel to verify compliance with all orders and regulations

IV. QUALIFICATIONS FOR USE OF FACILITY

- A. All users selling product must have a current, valid DFO license for each species they are selling. As per DFO regulations, it is not required that the selling vessel is licensed specifically for the products

being offered for sale, this is only a requirement of the harvesting vessel.

- B. If the seller is leasing the vessel and/or license, proof of said lease must be presented upon request.
- C. 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.
- D. 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.
- E. All product being sold must be either A) freshly caught, B) commercially frozen, C) processed by a CFIA certified, licensed processor* or D) 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.

**The processing of prawns at sea is permitted, as per the BC Ministry of Agriculture*

V. CONDITIONS GOVERNING FISH SALES

- A. 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.
- B. 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).
- C. Repairs or power washing are not permitted on the float.
- D. To ensure active sales on the sales float and discourage the practice of reserving prime spots, it is now prohibited to park on the sales float or reserve a spot unless you sell a minimum of **2 calendar days a week**. we kindly request that you vacate the spot once your sales are completed to allow other active users to utilize it.
- E. 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.

- F. Vessel waste of any kind must be disposed of in the appropriate bins in the 3rd 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.
- G. 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).
- H. Only clean, potable water shall be used for washing down product being offered for sale (i.e. not river water).
- I. 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" and are maintained between a temperature of 0°C and 4°C.
- J. Containers, signs or any other auxiliary equipment must be kept on board vessels and not on the float, pilings or any other harbour property.
- K. 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).
- L. 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.
- M. Selling of bivalve shellfish (oysters, clams, mussels, scallops and other bivalve mollusks) is not permitted.
- N. 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.
- O. All crabs offered for sale must be alive and held in clean water.
- P. Complaints involving product quality may be forwarded to the Ministry of Agriculture

- Q. 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.
- R. All prices charged for product on the sales float are at the sole discretion of the vendor.
- S. A Steveston Harbour Authority representative may request documentation verifying the ownership and storage of the catch offered for sale. Any vendor who is unable or unwilling to produce documentation will be denied permission to sell on the Fisherman's Wharf.

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 freezer on board the vessel capable of maintaining a temperature of -18°C. 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 freezer on board their vessel to keep the product properly frozen.

- E. In times of heavy volume, all vessels 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.

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.

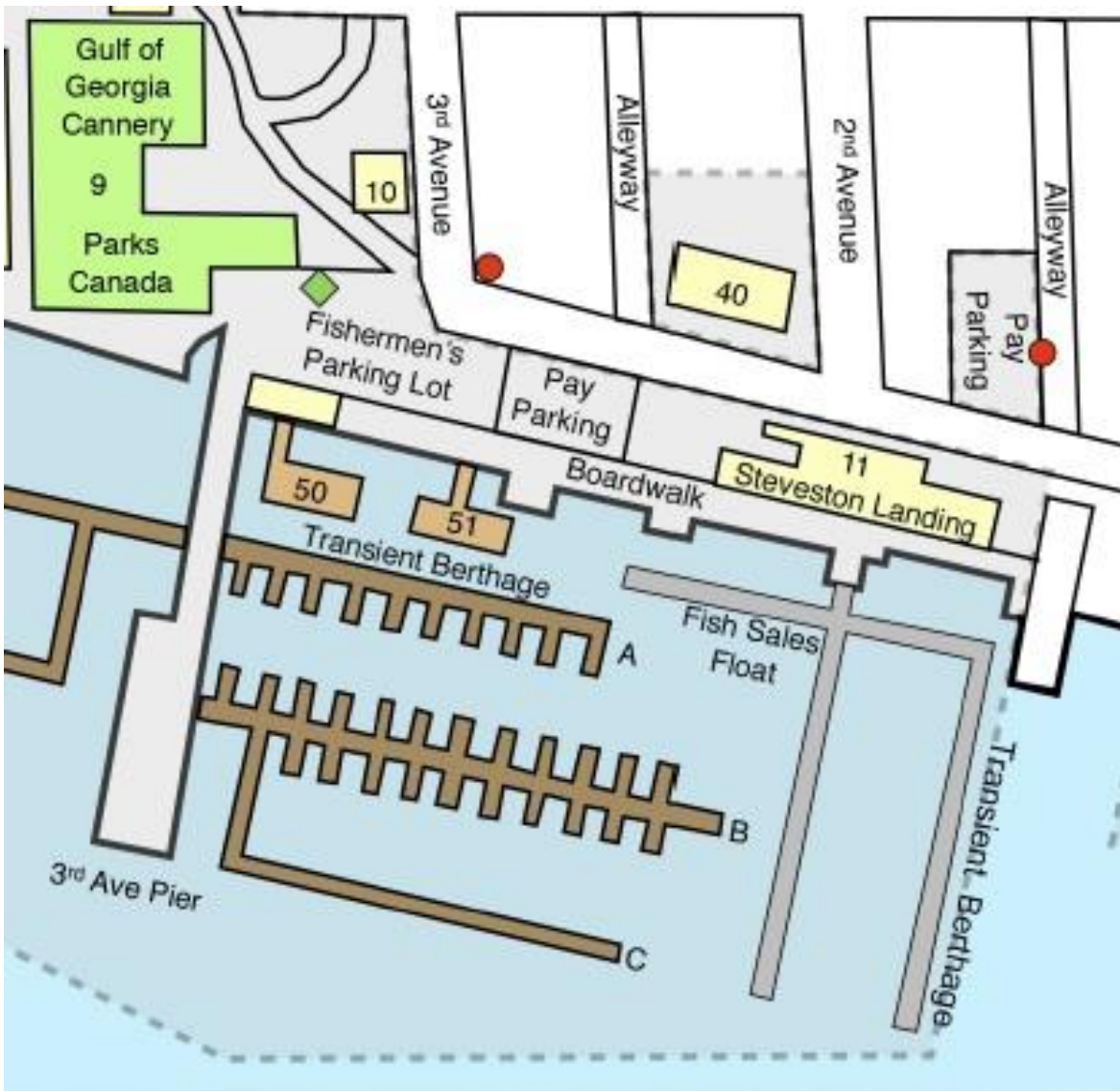
THIS DIRECTIVE DOES NOT IN ANY WAY SUPERSEDE ANY FEDERAL, PROVINCIAL OR MUNICIPAL LEGISLATION.

Approved by the Board of Directors on June 8, 2023

Board Vice Chairman
Steveston Harbour Authority

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: 250-897-7542
Fax: 250-334-1410

G.A. Service Code: 0550

Ctrl #

FISHER VENDOR LICENCE APPLICATION

LEGAL NAME OF INDIVIDUAL APPLYING FOR LICENCE			FOR LICENCE YEAR
LAST NAME	FIRST NAME	MIDDLE NAME	
BUSINESS MAILING ADDRESS			
CITY		PROVINCE	POSTAL CODE
BUSINESS E-MAIL ADDRESS (providing e-mail address indicates your approval to communicate via e-mail)			
BUSINESS PHONE #	BUSINESS CELL #	BUSINESS FAX #	
FISH HARVESTER REGISTRATION CARD # (FRC)	<ul style="list-style-type: none"> COPY OF YOUR FRC (FOR THE LICENCE YEAR) MUST BE SUBMITTED WITH YOUR APPLICATION <li style="text-align: center;"><u>OR</u> COPY OF YOUR FISHER DESIGNATION CARD IF YOU ARE A FIRST NATION DESIGNATED FISHER. 		
FISHER IDENTIFICATION # (FIN)			
TOTAL FEE TO BE REMITTED: \$ 30.00		<ul style="list-style-type: none"> Cheque made payable to Minister of Finance \$30 service charge for dishonored cheques 	

FISHING VESSEL INFORMATION

NAME OF FISHING VESSEL	VRN NUMBER	PRIMARY DOCK-SIDE SALES LOCATION (e.g., Steveston Harbour, Comox Harbour etc.)

APPLICATION CONTINUED ON REVERSE

Page 1 of 2

Ministry use only: New file req'd

Licence #: _____

REGISTERED OWNER CONSENT:

The registered owner of the vessel(s) listed above must provide their written consent below.

I certify that I am the registered owner of the vessel(s) shown above. I acknowledge that if this application is approved, my vessel(s) information will be identified on the licence.

Registered Owner's Name Registered Owner's Signature Phone # Date Signed

APPLICANT DECLARATION:

I certify that I am authorized to sign and submit this form. I also declare that all information provided on this form is true and correct to the best of my knowledge.

Applicant Signature Print Name Date Signed

The personal information on this application is collected by the Ministry of Agriculture under the authority of the Fish and Seafood Act (S.B.C.) and section 26 of the Freedom of Information and Protection of Privacy Act. The information will be used for the purpose of administering and enforcing the Fish and Seafood Act (S.B.C.). For questions regarding the collection of personal information, please contact the Ministry of Agriculture, 2500 Cliffe Avenue, Courtenay BC V9N 5M6 250-897-7540 or 250-897-7542.

Appendix C



Public Fish Sales Float Acknowledgement and Consent Form

Seveston 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 November 16, 2021) 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

Seveston Harbour Authority

Date