

Operational Policies

Harbour Authority of Port Hood

Updated March 4/24

1. All users must comply with applicable federal and provincial laws, regulations and rules and all municipal, town bylaws, as amended from time to time.
2. All posted signs and harbour rules must be strictly adhered to. It is prohibited to remove damage or destroy notices/signs posted on Harbour Authority property.
3. All users must follow all practices and procedures defined in the Environmental Management Plan (EMP) established for this Harbour Authority. (See Harbour Manager for details).
4. All users must follow all practices and procedures defined in the Safety Plan established for this Harbour Authority. (See Harbour Manager for details).
5. All users shall operate at the wharf at their own risk. The Harbour Authority is not responsible for any theft and/or damages made to vessels and/or equipment.
6. All users shall maintain proper conduct, and shall not attempt to damage, destroy property maintained by the Harbour Authority.
7. All users of the harbour and its facilities shall register with the Harbour Manager, sign a user agreement with the Harbour Authority, follow harbour policies and pay fees as posted.
8. All operational activities at the harbour facilities will require the issuance of a license agreement and those terms and conditions of the license must be followed. (i.e. fuel delivery trucks, fuel system, operation of buying stations, derricks, tour boat operations, commercial diving, gear sheds, etc.).
9. All vessel owners must have a comprehensive general liability insurance policy (minimum \$2,000,000.00 coverage) on their vessels. The vessel owner upon request of the Harbour Authority must show a certified copy of the insurance policy with proof of premium payments. The Licensee shall promptly notify the Harbour Authority of any cancellation or intended cancellation of the policy.
10. It is required by the Harbour Authority that prior to any operational licenses being issued, the Licensee shall provide to the Harbour Authority, a certified copy of the insurance policy with proof of premium payments. The Licensee shall promptly notify the Harbour Authority of any cancellation or intended cancellation of the policy.
11. Berthage and offloading in designated zones only and as per license/user agreement. No users can claim title to berthage space at the wharf or on the floating docks.
12. No swimming/diving from Harbour Authority structures (waves/breakwaters).
13. No construction without Harbour Authority approval.
14. Vessels, floating devices, equipment and gear left abandoned on harbour property will be disposed of by the Harbour Authority at the expense of the owner; the Harbour Authority is not responsible for any losses and/or damages as a result of such action.
15. Vessels stored on dry land: Vessel may remain on Harbour Authority land for a maximum period of one year. After one year, vessels must either put into water or removed from Harbour Authority property.
16. No vehicle shall be left unattended on the wharf or blocking area, except when loading or unloading fishing gear, fish, or other heavy gear from vessel. No double parking is allowed on any access road to Harbour Authority facilities. Any vehicle in violation may be ticketed or towed away at owners risk and expense.
17. The Harbour Authority reserves the right to move, relocate or remove vessels or licensee equipment to meet harbour operational requirements or to address emergency situations.
18. Vessels berthed along side each other are asked to keep clear and unobstructed way to shore. It is the responsibility of every Captain to ensure vessels are properly fendered and when leaving port make sure vessels outside are secure with two lines.
19. Vessels must not be left unattended in loading zones; i.e.: under winches while buying operations are in progress.
20. Harbour access may be limited during peak seasons.

21. **GARBAGE** Vessel Captains are responsible for proper handling and disposal of waste/garbage. ALL garbage is to be placed in the dumpster or garbage bins and not left on the wharf. The dumpster is for WHARF AND VESSEL GARBAGE ONLY (no household garbage). Frozen bait boxes are to be tightly bundled to reduce size and placed in the dumpster. Arrangements for the clean up of improperly disposed of garbage will be done by the Harbour Manager and all associated costs will be billed to the responsible party.
22. Dumping of fish offal, old bait, garbage or debris in the harbour is not allowed at any time. Littering is a violation of Canadian Law.
23. Dangerous fuelling practices and hazardous waste oil disposal is not permitted at the Harbour.
24. Fuel trucks must be licensed by the Harbour Authority before they can operate on Harbour Authority property. **Once the fuel system is in place at the harbour there will be absolutely NO FUEL TRUCKS permitted to operate on the wharf.**
25. Storage of gear (lobster, crab, herring, scallops, etc) on wharf is permitted for the three weeks prior and the two weeks following each season. This includes any buildings/sheds or structures used by licensed buying stations. Storage of gear must not block access to the wharf.
26. The Harbour Authority will not be responsible for any theft or damage to vessel, gear, and equipment, while stored at harbour facilities.
27. Fuel barrels or containers or debris to be removed immediately. Bait barrels, boxes or any other equipment must be removed within 48 hours.
28. All users are responsible to deposit used waste oil within the waste oil tank. Used oil filters and rags are to be deposited within the appropriate containers provided. **Put tops back on the containers.** Please do not leave oil filters in the draining area of the waste oil tank.
29. Accidents, safety issues and other concerns must be reported to the Harbour Authority immediately and also to (if applicable):
 - Environmental Emergencies: 1-800-565-1633
 - Maritime Office of Boating Safety (CCG): 1-888-670-0771
 - Search and Response (CCG): 1-800-565-1582
 - Fire Department, RCMP, Ambulance: 911
30. All annual fees due are payable within 30 days of notification. Failure to pay within 30 days will result in 2% per month interest on unpaid portion. Failure to pay within 60 days may result in further action of turning account over to a collection agency or proceeding with action in Small Claims Court, or action taken under the Nova Scotia Protection of Property Act or users being denied harbour.
31. **No fishing boats shall be allowed at the new floating dock section after July 1st. Following September 1st if space is available and with prior approval, the Harbour Manager may permit fishing boats to dock in this area.**
32. The Harbour Manager should be contacted for any problems or suggestions.
33. All tuna charter operators are responsible for the removal and disposal of garbage associated with their operation.
34. All private diving activities will be the responsibility of the boat owner. Note that commercial diving activity is regulated by the NS Department of Environment and Labour.
35. All users should not take any action or perform an operation that poses a threat to human life, endangers the structural integrity of the wharf, or impairs that marine ecosystem, harbour environment, or fish habitat.
36. Captains of vessels are responsible for their employees to follow policies and procedures of the Harbour Authority.

FAILURE TO COMPLY WITH THE POLICIES COULD RESULT IN LOSS OF MEMBERSHIP, BERTHING PRIVILEGES, SERVICES (without reimbursement of fees already paid) AND/OR LEGAL ACTION OR OTHER ACTION NECESSARY, INCLUDING EXPENSE TO THE USER/OWNER.