

Committee Members

Councillor G. Beach, Chair
Councillor H. Noble
Councillor L. Severson
Mayor D.L. Henderson,
Ex-Officio

Areas of Responsibility

Operations
Community Services
Fire
Museum
Library Board
Cemetery Board
St. Lawrence Lodge
Mgmt.Board
L,L&G Health Unit

CRCA
Airport Board
Arena Advisory Board
Visual/Performing Arts
Committee
PLMG
BMAAC
Brockville Municipal
Non-Profit Housing
Committee

AGENDA

Page

CORRESPONDENCE

- | | |
|-----|---|
| 3-6 | 1. Petition to Remove Tree - Baxter Drive |
| 7-9 | 2. Memo from Mr. B. Casselman, City Manager
Re: River Rink |

STAFF REPORTS

- | | |
|-------|---|
| 10-12 | 1. 2010-088-06
Tender for Contract 2010-05 Cold Milling of Asphalt Pavement at Various Locations |
| 13-15 | 2. 2010-089-06
Request for No Parking Nov 1 - Mar 31 Emma Street |
| 16-19 | 3. 2010-091-06
Request for Loading Zone on Wall Street |
| 20-24 | 4. 2010-093-06
Request for Disabled Person Parking on Buell Street at the Library |
| 25-27 | 5. 2010-098-06
Naming of Royal Canadian Regiment Park |
| 28-33 | 6. 2010-099-06
Sewage Holding Tank Replacements on City Islands Quotation 5-2010 |
| | 7. Water Pollution Control Plant - Verbal Update
Mr. C. Cosgrove, Director of Operations |

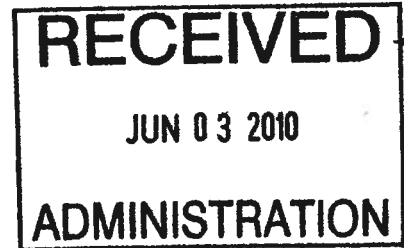
CONSENT AGENDA

MOTION TO MOVE INTO CLOSED SESSION

THAT pursuant to *Municipal Act*, 2001, Section 239 Sub (2)(c), the Committee resolve itself into the Committee of the Whole, In-Camera, closed to the public for the purpose of:

1. a proposed or pending acquisition or disposition of land by the municipality or local board.

PETITION
TO
THE BROCKVILLE
CITY COUNCIL.



We, the undersigned, petition city council to receive permission to remove a tree that is located on city property at 2 b Baxter Drive.

A city employee has told us, that the tree is healthy and, although unsightly, and he agreed that it is a weed, it cannot be removed

The tree in question is a Manitoba Maple, which sheds one thing or another all year long, which falls into swimming pools and gardens, where the seedlings are in the thousands and are a real nuisance. As mentioned above it is not even a nice looking tree.

The property owner of 2 b Baxter Drive, Ruth Petit, would bear the cost of removal by Tim Allen.

We realize that Brockville wants to be a city of trees, and we agree that this is commendable.

We submit this petition in the hope that you will look at it favourably.

Thank you,

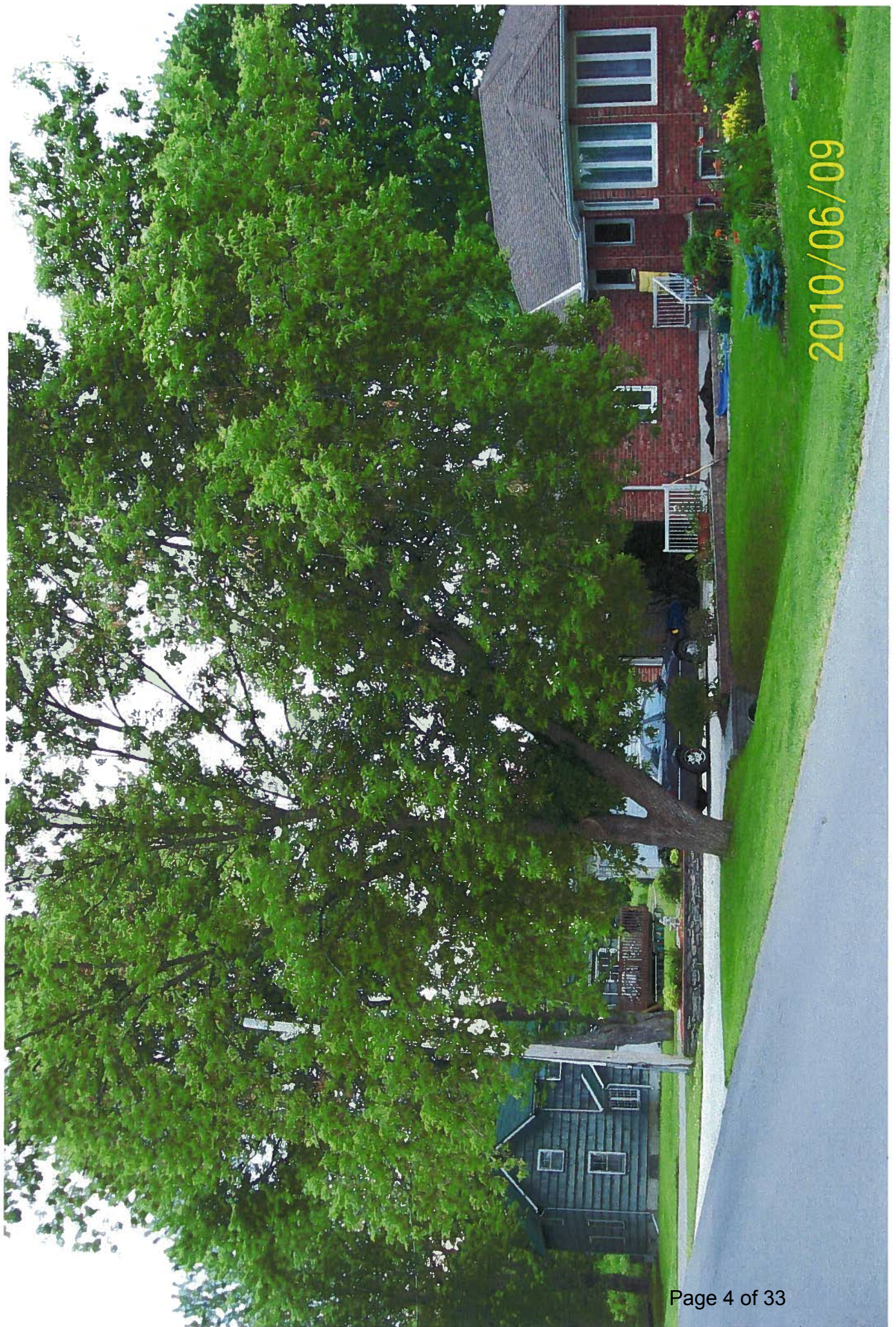
A handwritten signature in cursive script, appearing to read "Ruth Petit".

Ruth Petit, 2 b Baxter Drive, Tel. 345 4277

Email: ruthpetit34@hotmail.com

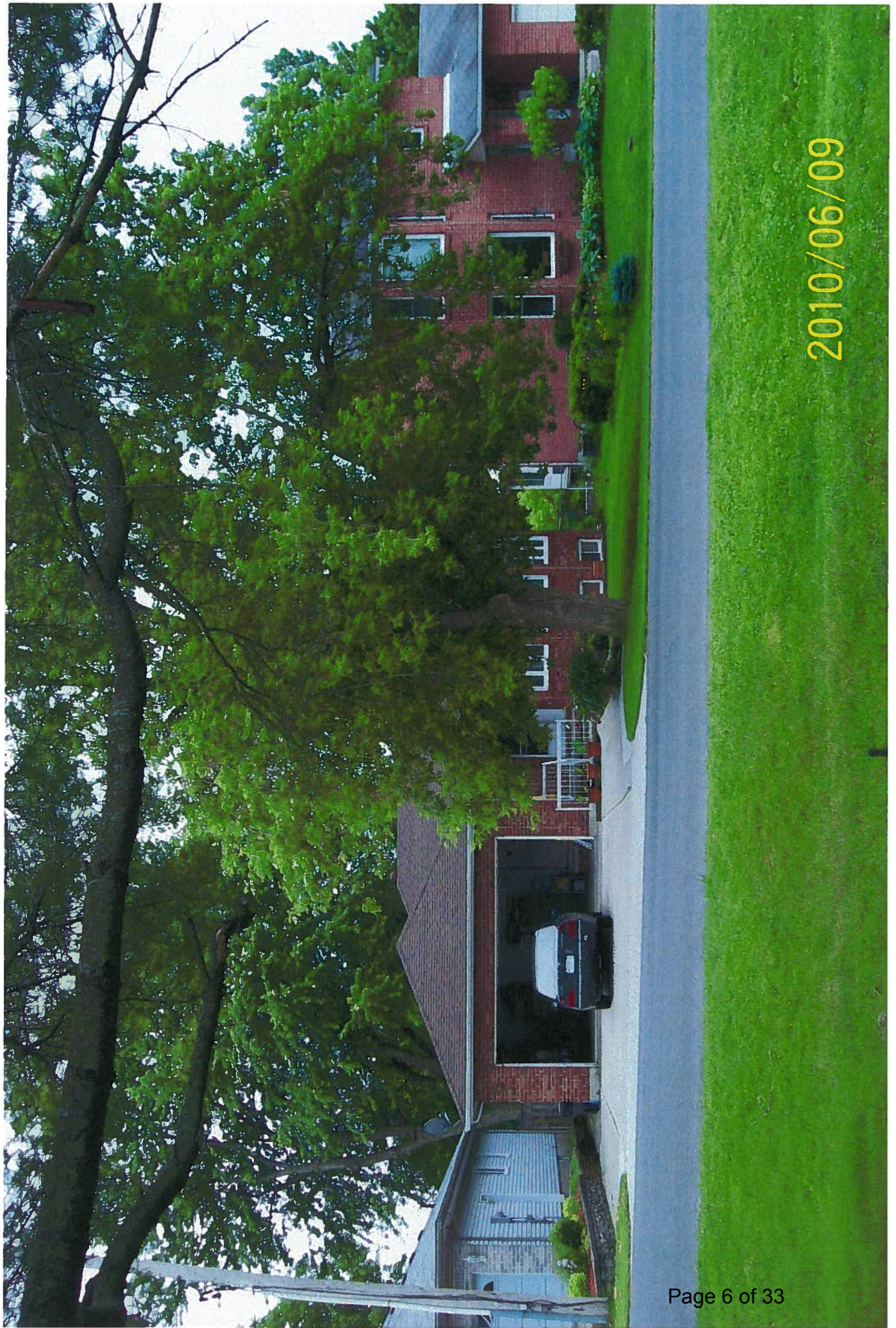
Frank & Norma Howard
2 C Baxter Drive, Tel. 342 0620

Lloyd & Martha Servage
1 Fairway Cr. Tel. 498 1714





2010/06/09



2010/06/09



INTEROFFICE MEMO ADMINISTRATION DEPARTMENT

TO: OPERATIONS COMMITTEE

FROM: Bob Casselman, City Manager

SUBJECT: RIVER RINK

DATE: June 11, 2010

On May 18, 2010 representatives of the DBIA presented to Council their views with respect to the operation of the River Rink. While supportive of the initiative, the DBIA were clear that:

1. Beyond the 2010/11 seasons, they would not be financially responsible for any operations/capital costs.

Attached for your review is an analysis of costs incurred to date and projected future budget.

Should the City wish to continue the River Rink Program beyond 2010/11, \$18,000 additional operational and \$10,800 capital funds would be required to finance the program.

2. The DBIA has committed to reimburse the City the \$30,000 loan over a five (5) year period to construct the huts.

The number of skateable days has varied over the past three seasons ranging from a low of 20 to a high of 44 with an average of 31.

A handwritten signature in black ink, appearing to be "A" with a long horizontal stroke.

BC:bar

Bob Casselman

From: Brenda Clarke [bclarke@downtownbrockville.com]
Sent: Thursday, June 10, 2010 1:14 PM
To: Bob Casselman
Subject: River Rink
Importance: High

Hi Bob,

Here is some info for you, as I mentioned I am having the lights removed from Hardy Park and any that are still working will be either used on King St. or used as a surplus for King St. The costs for the lighting program would be eliminated for the City unless they decided that they wanted to go that route again.

Initial cost of lights \$10,800, let's say 20% need to be replaced annually \$2160

Cost of maintenance per year to replace lights (est.) \$3500 this would also depend on how much damage would be done based on weather.

Initial cost of installation \$8500, they would need to be removed and rewrapped every 2 years let's say \$14,000 ball park.

Initial advertising costs was \$2500

Security for weekends only \$1500 (a student was hired to keep an eye on the sound system which has to be installed and removed each day since it is located in the change hut, and the hut remains open until 10:00 pm)

You would need someone to open the change hut each weekday; it could be someone from parks and rec. They locked up for me each evening when the rink was open, and Ron Smith would either call me or the sign would be posted that it was closed, so I wouldn't have to go down.

Entertainment for any events that were planned was \$1000

Rink loan \$6000 x 5 years= \$30,000

Estimated Cost per year

\$2160 new lights each year

\$3500+ for maintenance

\$14,000 Install and remove lights every 2 years.

\$2500 Advertising

\$1500 Security for sound system

\$1200 Entertainment

\$6000 Loan (next 5 years only)

Warm Regards,

Brenda

**River Rink
2007-2009**

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u> (ytd)	<u>Total</u>
DBIA					
<u>Revenues</u>					
Levy				6,000.00	6,000.00
Bequests, Pledges, Donations		10,488.06	2,684.00		13,172.06
Contribution from Reserves	2,241.27				2,241.27
	<u>2,241.27</u>	<u>10,488.06</u>	<u>2,684.00</u>	<u>6,000.00</u>	<u>21,413.33</u>

* The DBIA was granted a loan of \$27,759 in 2008 for the River Rink which is not included in the revenues above

Expenses

Loan				6,000.00	6,000.00
Materials & Supplies	523.42	17,309.48	266.46		18,099.36
Contracted Services	840.35	27,548.85	3,027.58		31,416.78
Advertising	877.50	2,377.72	2,400.00		5,655.22
	<u>2,241.27</u>	<u>47,236.05</u>	<u>5,694.04</u>	<u>6,000.00</u>	<u>61,171.36</u>

Net	<u>0.00</u>	<u>-36,747.99</u>	<u>-3,010.04</u>	<u>0.00</u>	<u>-39,758.03</u>
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Parks

Revenues

Tax Rate				21,300.00	21,300.00
Contribution from Reserves	2,001.72	18,848.00	21,236.00		42,085.72
	<u>2,001.72</u>	<u>18,848.00</u>	<u>21,236.00</u>	<u>21,300.00</u>	<u>63,385.72</u>

Expenses

Contracted Services		2,109.15	3,790.95	1,502.73	7,402.83
Fleet Equipment Usage Rate	311.27	94.20		65.54	471.01
Electricity			1,222.74	48.30	1,271.04
Wages & Benefits	1,690.45	12,810.45	15,591.55	8,313.55	38,406.00
	<u>2,001.72</u>	<u>15,013.80</u>	<u>20,605.24</u>	<u>9,930.12</u>	<u>47,550.88</u>

Net	<u>0.00</u>	<u>3,834.20</u>	<u>630.76</u>	<u>11,369.88</u>	<u>15,834.84</u>
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Combined

Revenues	4,242.99	29,336.06	23,920.00	27,300.00	84,799.05
Expenses	4,242.99	62,249.85	26,299.28	15,930.12	108,722.24
Net	<u>0.00</u>	<u>-32,913.79</u>	<u>-2,379.28</u>	<u>11,369.88</u>	<u>-23,923.19</u>

June 2, 2010

REPORT TO OPERATIONS COMMITTEE – June 16, 2010

**2010-088-06
TENDER FOR CONTRACT 2010-05
COLD MILLING OF ASPHALT PAVEMENT
AT VARIOUS LOCATIONS**

**C. J. COSGROVE, P. ENG.
DIRECTOR OF OPERATIONS
VALERIE HARVEY
SUPERVISOR OF
TRANSPORTATION SERVICES**

RECOMMENDED

THAT Council accepts the tender from Roto-Mill Services Ltd. in the amount of Forty-two Thousand, Seven Hundred and Thirty-Four Dollars and Fifty-seven Cents (\$42,734.57) excluding HST for Contract 2010-05 for the Cold Milling of Asphalt Pavements at various locations.

That this work be charged to account 9301110 9905013 3010.

PURPOSE

The purpose of this report is to retain the services of a contractor to complete Contract Number 2010-05, the Cold Milling of Asphalt Pavement at Various Locations in the City of Brockville.

BACKGROUND

The Operations Department calls tender for this work annually. This contract incorporates preparing roadways by removing a layer of asphalt in advance of the hot mix paving work into the ACPM program.

ANALYSIS/OPTIONS

The Transportation Division opened tenders on Monday, May 31, 2010 with the following results:

1. Roto-Mill Services.....\$42,734.57

Engineer's Estimate.....\$42,381.07

Construction is expected to start in July and be completed by July 16, 2010.

Streets to be Cold Milled include:

2010 LOCATIONS			
	STREET	LIMIT	LIMIT
A	Cunningham Crescent	Kensington Parkway	South Bend
B	Cunningham Crescent	South Bend	North Bend
C	Cunningham Crescent	North Bend	Kensington Parkway
D	Bowie Street	Pedan Boulevard	Alwington Street
E	Baker Place	Waverly Drive	End
F	North Augusta Road	Broadway Avenue	Abbott Labs
G	Church Street	Perth Street	John Street
H	Stewart Boulevard	Front Avenue	Schofield Avenue
I	Stewart Boulevard	Schofield Avenue	Central Avenue

POLICY IMPLICATIONS

In accordance with the City's Purchasing By-law 090-2005, the City normally accepts the low tender provided the Contractor is deemed capable and competent to undertake the work. Approval from Council is required as less than three bids were received.

FINANCIAL CONSIDERATIONS

The estimated final cost for this work is \$46,134.57, summarized as follows:


DESCRIPTION		2010 CAPITAL BUDGET	ESTIMATED FINAL COST	ESTIMATED DEFICIT
1.	Construction	\$42,381.07	\$42,734.57	(\$353.50)
2.	Advertising	\$400.00	\$400.00	\$0
3.	Engineering	\$1,500.00	\$1,500.00	\$0
4.	Contingency	\$1,500.00	\$1,500.00	\$0
TOTAL		\$45,781.07	\$44,988.07	\$(353.50)

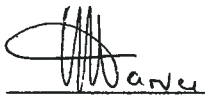
In the 2010 Capital Budget, Council authorized an expenditure of \$450,000.00 under Asphalt/ Concrete Program. The Operations Department has four projects in the ACPM account: Routing, Cleaning and Sealing, Concrete Curbing and Sidewalks, Asphalt Milling, and Hot Mix Asphalt Overlay. The total estimated cost of the projects is

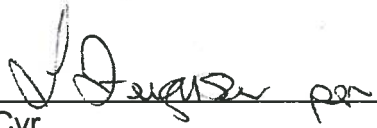
420,868.15, representing an overall surplus of \$29,131.85.

CONCLUSION

It is recommended that the Council accept the tender from Roto-Mill Services Ltd. for the Cold Milling of Asphalt Pavement at Various Locations.


C.J. Cosgrove, P.Eng
Director of Operations


V. Harvey
Supervisor of Transportation Services


D. Cyr
Director of Finance


B. Casselman
City Manager

June 2, 2010

REPORT TO OPERATIONS COMMITTEE – JUNE 16, 2010

**2010-089-06
REQUEST FOR
NO PARKING NOV 1- MAR 31
EMMA STREET**

**C. J. COSGROVE, P. ENG.
DIRECTOR OF OPERATIONS
VALERIE HARVEY
SUPERVISOR OF
TRANSPORTATION SERVICES**

RECOMMENDED

THAT parking be prohibited from November 1- March 31 on the south side of Emma Street from 9.0m east of Park Street, 58.7m easterly;

THAT Schedule "2" Subsection 74 of By-law 119-89 is amended accordingly.

PURPOSE/BACKGROUND

It was brought to the attention of staff by Emma Street residents that parking has become an issue on the street. Since the construction of the addition to The Brockville General Hospital, on street/free parking on Emma Street has become more heavily used. With snow banks in the winter months, on street parking makes the street very narrow and difficult to maneuver.

Staff sent a letter to residents requesting feedback on the idea of creating a No Parking zone from November 1 to March 31st on the south side of Emma Street. Twenty (20) letters were sent out to the residents and we received 2 responses both of which agreed to the proposed changes and welcomed it.

ANALYSIS/OPTIONS

After reviewing the site and reviewing feedback from residents, the Transportation Services Division has made the following observations. The area is very congested, being heavily used for parking related to the Brockville General Hospital and Brockville Collegiate Institute.

Emma Street is a narrow street (6.2 m) with one-way traffic in the east bound direction. Allowing a 2.5 metre wide parking lane, 3.7 metres remain for the driving lane. The standard width for a driving lane is 3.5 metres. During the winter months, snow removal becomes an issue. Because Emma Street is a low priority street for snow removal, it can be some time before this is cleared up. As the winter progresses and snow banks become larger, the width of the street gets increasingly narrow making it difficult to maintain a clear driving lane of sufficient width.

Note photo in Attachment A.

POLICY IMPLICATIONS


Amendments to the City's Parking By-Law 119-89 requires Council's authorization.

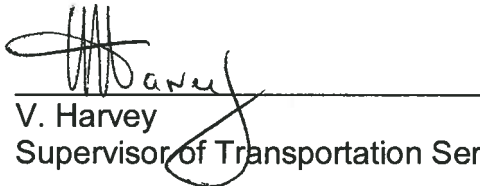
FINANCIAL CONSIDERATIONS

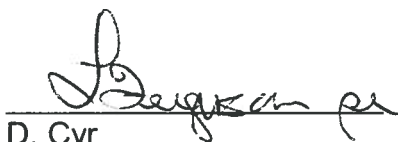
Annually Public Works budgets for the installation of a variety of signs throughout the City including; stop, yield, parking, directional, and more. There are sufficient funds in the Public Works 2010 Proposed Operating Budget in account 3390-3620 to accommodate the estimated cost of \$500 to supply and install the necessary sign.

CONCLUSION

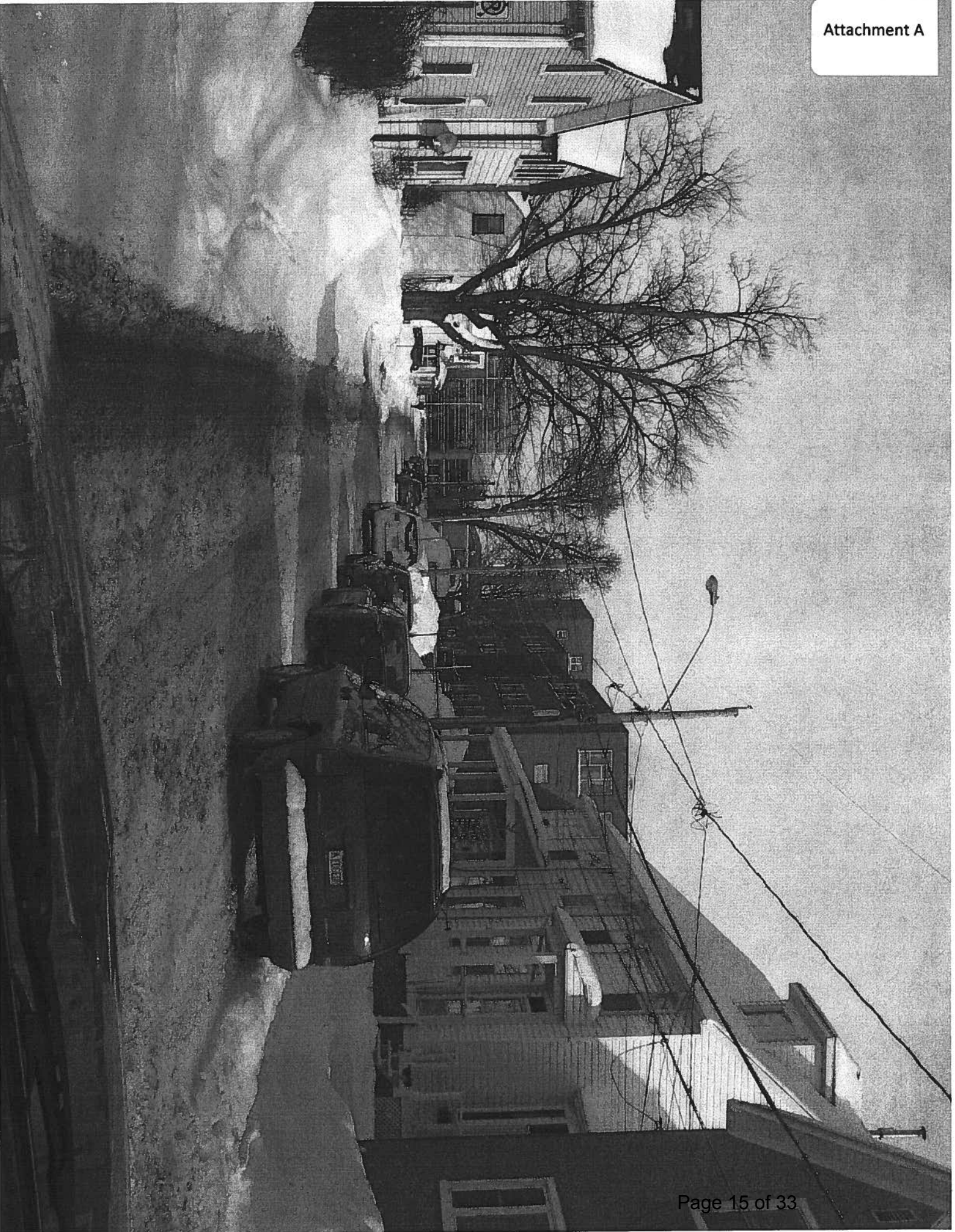
It is recommended that a Seasonal No Parking Zone be implemented at the above noted location.


C.J. Cosgrove, P.Eng.
Director of Operations


V. Harvey
Supervisor of Transportation Services


D. Cyr
Director of Finance


B. Casselman
City Manager



June 3, 2010

REPORT TO OPERATIONS COMMITTEE – JUNE 16, 2010

**2010-091 -06
REQUEST FOR
LOADING ZONE ON
WALL STREET**

**C. J. COSGROVE, P. ENG.
DIRECTOR OF OPERATIONS
VALERIE HARVEY
SUPERVISOR OF
TRANSPORTATION SERVICES**

RECOMMENDED

THAT a loading zone be created on the west side of Wall Street from 28 metres north of Wall Street, 24 metres north during business hours;

THAT Schedule "8" Subsection 80 of By-law 119-89 is amended accordingly.

PURPOSE/BACKGROUND

The Operations Department was contacted by Steven Webster of Marnac Development Corp., the developer that has built the Rexall at the corner of Pearl Street and William Street. The large tractor trailer units that deliver supplies to the Rexall are having difficulties accessing the building's loading docks. Mr. Webster is requesting that some of the parking on Wall Street be restricted thereby creating a loading zone for the drug store on Wall Street.

ANALYSIS/OPTIONS

After reviewing the site, the Operations Department is recommending that a loading zone be created for the Rexall that would restrict parking during business hours for the Rexall. This will allow trucks to safely make their deliveries as well as allow on street parking during the hours that the store is closed. Parking will continue to be permitted on the east side of Wall Street. Note photos and schematics in Attachments A and B.

POLICY IMPLICATIONS


Amendments to the City's Parking By-Law 119-89 requires Council's authorization.

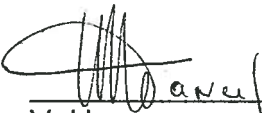
FINANCIAL CONSIDERATIONS

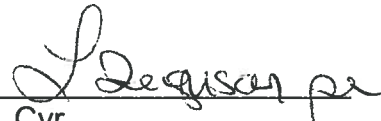
Annually Public Works budgets for the installation of a variety of signs throughout the City including; stop, yield, parking, directional, and more. There are sufficient funds in the Public Works 2010 Proposed Operating Budget in account 3390-3620 to accommodate the estimated cost of \$500 to supply and install the necessary sign.

CONCLUSION

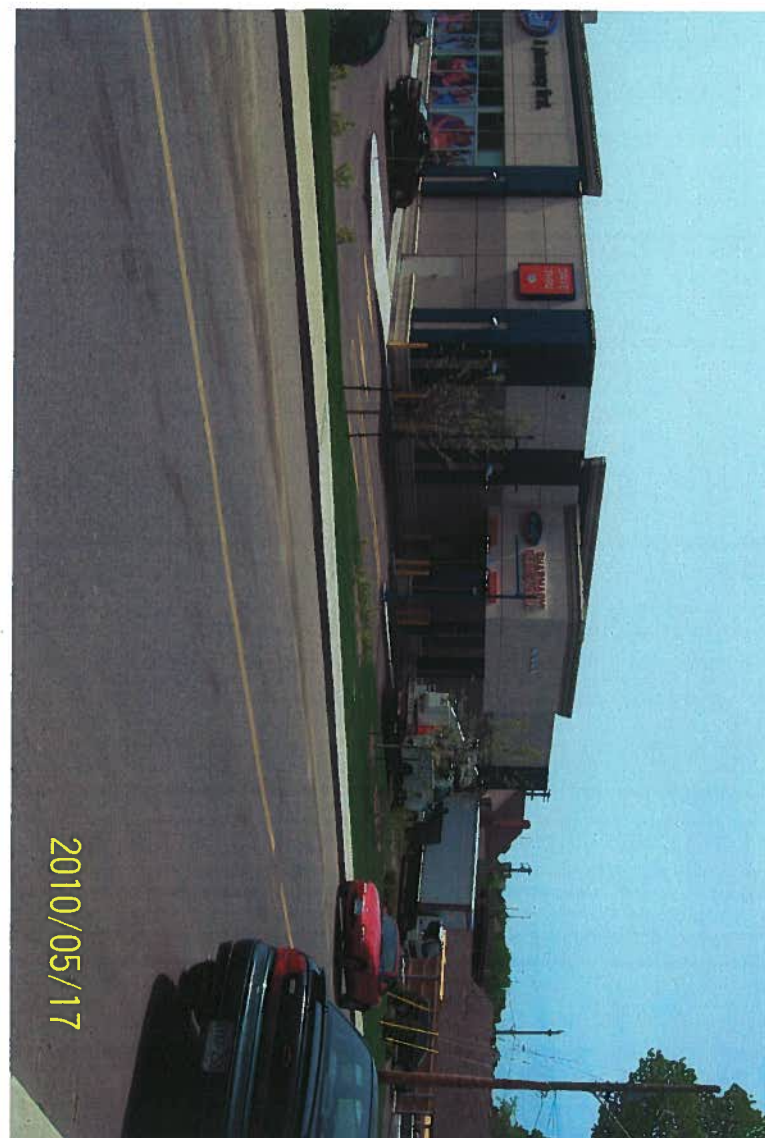
It is recommended that a Loading Zone be implemented at the above noted location.


C.J. Cosgrove, P.Eng.
Director of Operations

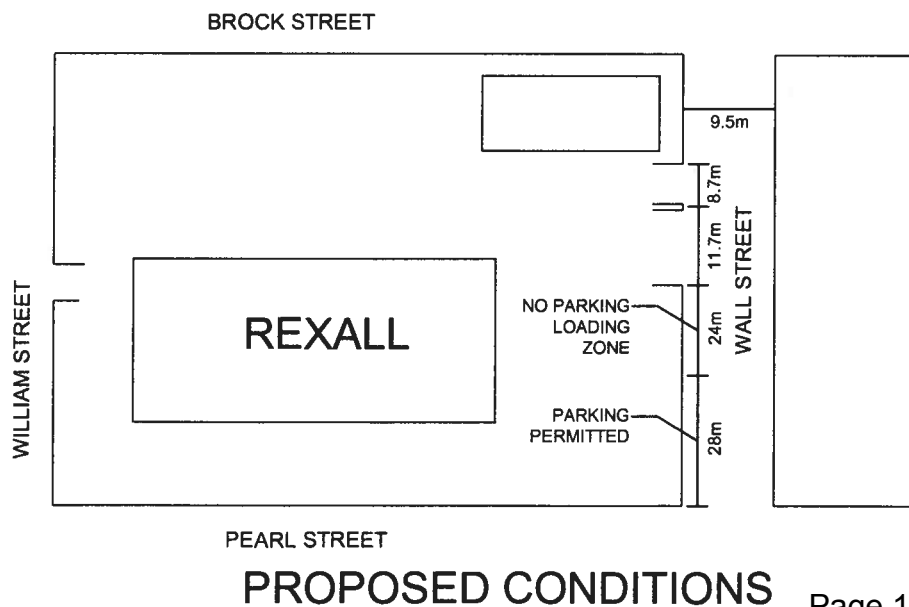
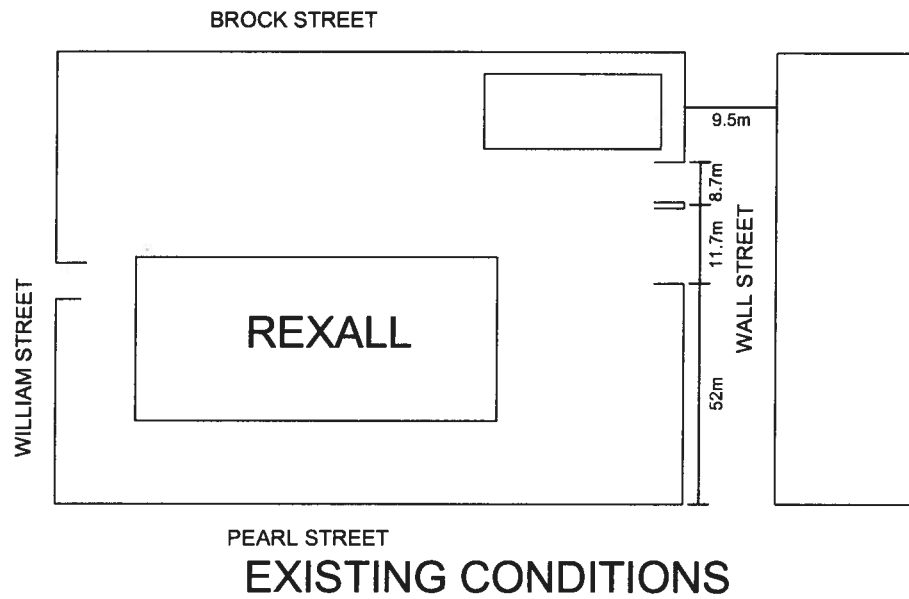

V. Harvey
Supervisor of Transportation Services


D. Cyr
Director of Finance


B. Casselman
City Manager



REQUEST FOR NO PARKING ON WALL STREET AT REXALL



June 3, 2010

REPORT TO OPERATIONS COMMITTEE – June 16, 2010

2010-093-06

**REQUEST FOR DISABLED PERSONS
PARKING ON BUELL STREET AT THE
LIBRARY**

**C. J. COSGROVE, P. ENG.
DIRECTOR OF OPERATIONS
VALERIE HARVEY
SUPERVISOR OF
TRANSPORTATION SERVICES**

RECOMMENDED

THAT the 2 Hour Complimentary Parking on the east side of Buell Street, from 17.8m south of George Street to 36.5m south of George Street be removed and;

THAT the Disabled Persons Parking Space 17.8m south of George Street, 8.0m southerly be removed and;

THAT a 2 Hour Complimentary Parking Zone be created from 12.5m south of George Street to 36.5m south of George Street and;

THAT a Disabled Persons Parking Space be created 28.4m south of George Street, 8.0m southerly and;

THAT Schedule "3" Subsection 74 of By-law 119-89 is amended accordingly and;

THAT Schedule "11" Subsection 69 of By-law 119-89 is amended accordingly.

PURPOSE/BACKGROUND

The Chief Librarian contacted the Operations Department requesting to change the current parking conditions on the east side of Buell Street in front of the Library. She has received requests from clients of the Library to move the Disabled Persons Space that is currently located adjacent to the front door of the Library and move it to the space in front of the ramp leading to the front door. It was also noted that when the bus stop was removed from the corner of Buell Street and George Street, it left a spot to allow for an extra 2 Hour Complimentary Parking Space.

ANALYSIS/OPTIONS

After reviewing the site, the Operations Department has made the following observations:

1. There is sufficient room from the corner and separation from an existing hydrant to create a new 2 Hour Complimentary Parking Space.
2. There is enough room to accommodate moving the Disabled Persons Space to the new location.

3. The existing Disabled Persons Space is located adjacent to the front doors of the Library, however, the door is lower than street level and is accessed by stairs at this location. There is a ramp 8.3m south of the existing Disabled Persons space that is used by people with disabilities to access the library.
4. By moving the Disabled Persons space in front of the ramp, it creates an easier access point to the library.
5. There will be a cost associated with grinding the existing paint off, repainting the lines, and moving/replacing the signage.

Note photo and schematics in Attachments A, B and C.

POLICY IMPLICATIONS


Amendment to the City's Parking By-Law 119-89 requires Council's authorization.


FINANCIAL CONSIDERATIONS


Annually the By-law Division of the Clerks Department budgets for the installation of signs in metered areas. There are sufficient funds in the 2010 Operating Budget in account 1270 6440 2001 to accommodate the estimated cost of \$750 to supply and install the necessary signs, and to remove and re-apply the necessary line paint.

CONCLUSION

It is recommended that a Disabled Persons Space be relocated further southerly and a new parking space be created at the above noted location.

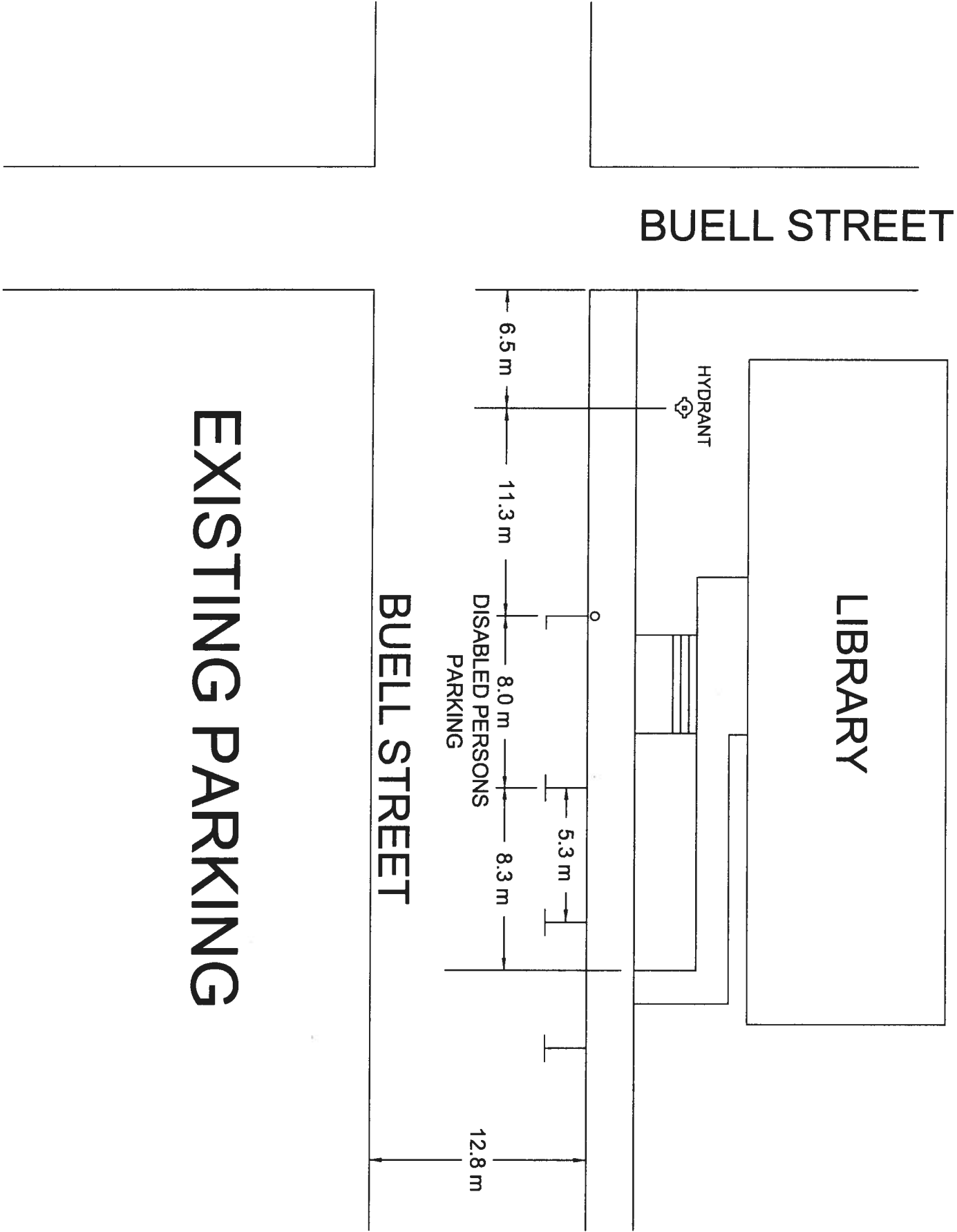

C.J. Cosgrove, P.Eng.
Director of Operations


V. Harvey
Supervisor of Transportation Services

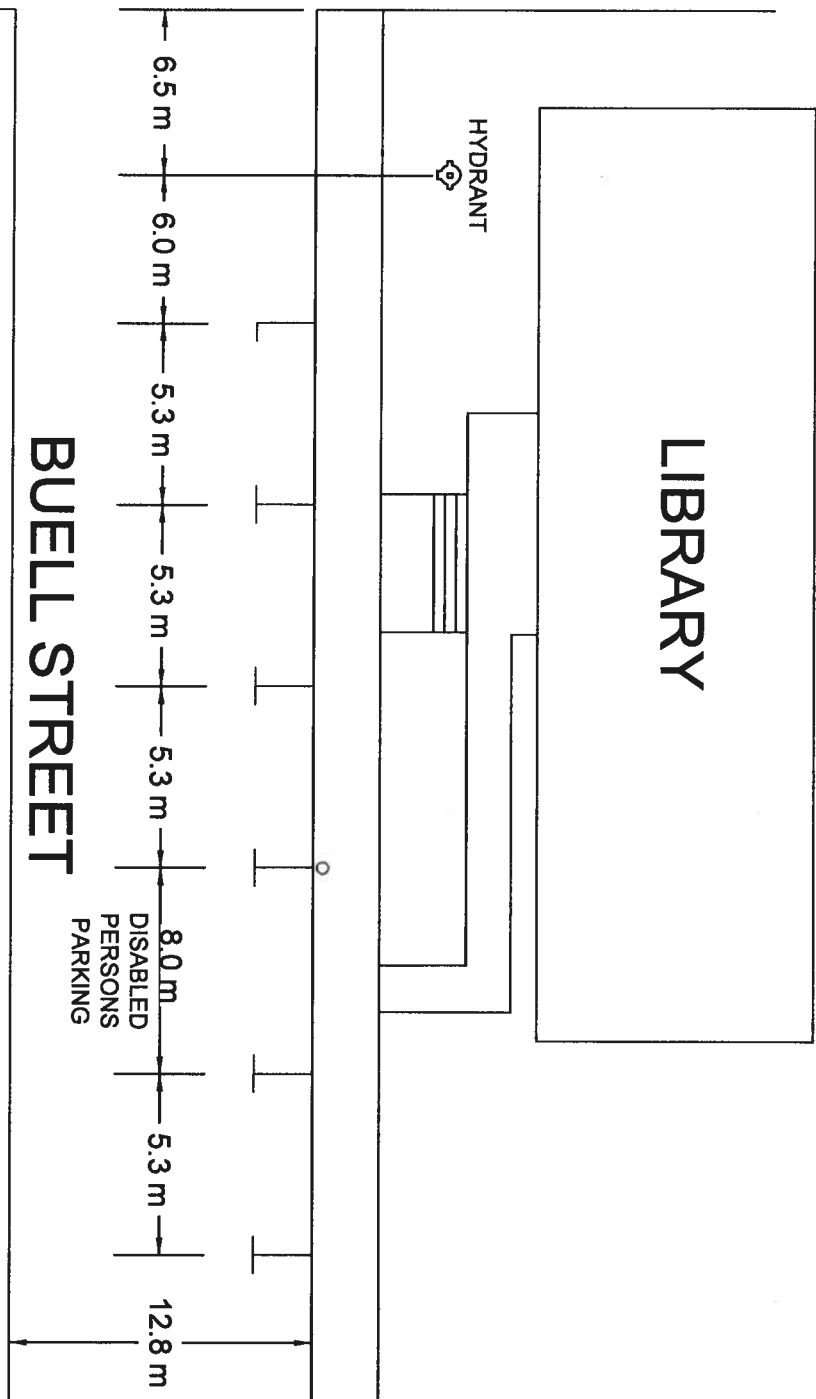

D. Cyr
Director of Finance


B. Casselman
City Manager





BUELL STREET



PROPOSED PARKING

June 9, 2010

REPORT TO OPERATIONS COMMITTEE – JUNE 15, 2010

**2010-098-06
NAMING OF ROYAL CANADIAN
REGIMENT PARK**

**C.J. COSGROVE, P.ENG.
DIRECTOR OF OPERATIONS
OPERATIONS DEPT.**

RECOMMENDATION

THAT the greenbelt on the east side of Ormond Street from Central Avenue to Bramshot Avenue be named "Royal Canadian Regiment Park."

PURPOSE

To recognize the historical significance of the Royal Canadian Regiment to the City of Brockville and their contributions to and on behalf of the community.

ORIGIN

This request originated from the 1000 Islands Branch of the Royal Canadian Regiment Association.

ANALYSIS

The Royal Canadian Regiment were stationed at the Brockville Military Academy on Ormond Street for a short period following the Second World War. This area is marked by a memorial stone cairn in the greenbelt on the east side of Ormond Street immediately north of Central Avenue.

In recognition of the historical significance of the Royal Canadian Regiment to the City of Brockville, and to recognize its valuable contribution to and on behalf of the local community, it is recommended that the currently unnamed greenbelt on the east side of Ormond Street from Central Avenue to Bramshot Avenue be named "Royal Canadian Regiment Park." The sign design (Attachment 1) has been agreed to by the members of the 1000 Islands Branch of the Royal Canadian Regiment Association.

POLICY IMPLICATIONS

Council approval is required for naming City parkland.

FINANCIAL CONSIDERATIONS

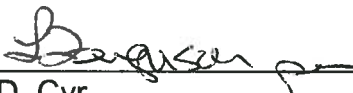
There are sufficient funds in the Operations Department budget, account 7170 7120 (Community Parks) to accommodate the estimated cost of \$1,595 for the sign. The 1000 Islands Branch of the Royal Canadian Regiment Association has offered to contribute \$500 towards the cost of the sign.

CONCLUSION

It is recommended that the unnamed greenbelt on the east side of Ormond Street from Central Avenue to Bramshot Avenue be named "Royal Canadian Regiment Park."



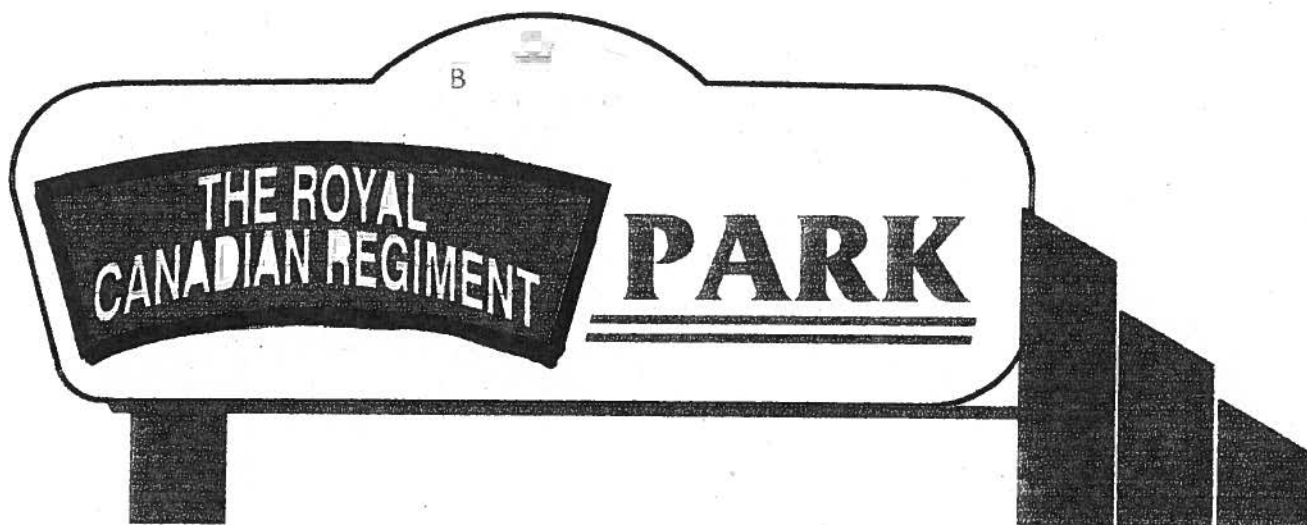
C.J. Cosgrove
Director of Operations



D. Cyr
Director of Finance



B. Casselman
City Manager



June 10, 2010

REPORT TO OPERATIONS COMMITTEE – JUNE 15, 2010

2010-099-06
SEWAGE HOLDING TANK REPLACEMENTS
ON CITY ISLANDS
QUOTATION 5-2010

C.J. COSGROVE, P.ENG.
DIRECTOR OF OPERATIONS
R. FRASER, SUPERVISOR
PUBLIC WORKS/PARKS DIVISION
OPERATIONS DEPT.

RECOMMENDATION

THAT Council accept the quotation from Kehoe Marine Construction (1576254 Ontario Inc.) in the amount of thirty-one thousand seven hundred fifty-two dollars (\$31,752) excluding GST, for the replacement of three sewage tanks on City of Brockville islands; and

THAT funds be reallocated to this project from the following 2010 Parkland Equipment Reserve projects:

- Replacement of five island outhouses (\$15,000)
- Replacement of the plastic outhouse; Black Charlie Island (\$260).

PURPOSE

To replace three existing privies on City islands which have deteriorated and may pose an environmental hazard to the islands.

ORIGIN

The Public Works and Parks Division maintains six privies on City-owned islands. The holding tanks for these units were installed in the early 1990's and now require replacement due to deterioration. Replacement of the units situated on Black Charlie Island (1), Sparrow Island (1) and Cockburn Island (1) were approved for replacement during the 2010 budget process. The remaining three units (located on Sparrow Island, McCoy Island and Refugee island) will tentatively be scheduled for replacement in 2011. Documents were sent to four bidders with only one returning their bid.

ANALYSIS

Quotations were opened at 12 noon on June 7, 2010 with the following results:

<u>Company</u>	<u>Price</u> <i>(excl. GST)</i>	<u>Total Price</u> <i>(incl. all taxes)</i>
Kehoe Marine Construction (1576254 Ontario Inc.) Lansdowne, Ontario	\$31,752	\$33,222
<i>Operations Department Estimate</i>	<i>\$16,500</i>	

The additional \$15,250 required to complete this project can be obtained from the following areas of the 2010 approved Parkland Equipment Reserve Fund:

- \$15,000 was designated for improvement to the 5 privy structures on various City islands. It is recommended that these funds be utilized to complement the existing funding for the sewage holding tank replacements under this quotation and the privy structure repairs be deferred to 2011.
- \$1,100 was designated for the replacement of the plastic outhouse on Black Charlie Island. After purchase, a surplus of \$260 was realized.

POLICY IMPLICATIONS

As per Purchasing By-law 090-2005, Council approval for this quotation is required as three bids were not received and the low bid was in excess of the approved budget amount.

Council authorization is also required to reallocate funds between capital projects.

FINANCIAL CONSIDERATIONS

Funding for this work is budgeted in the Parkland Equipment Reserve accounts as follows:

- 9701105-9970116-9431 Black Charlie Island
- 9701105-9970169-9431 Sparrow Island
- 9701105-9970125-9431 Cockburn Island
- 9701105-9970148-9431 McCoy Island
- 9701105-9970160-9431 Refugee Island



R. Fraser
Supervisor of Public Works/Parks



D. Cyr
Director of Finance



C.J. Cosgrove
Director of Operations



B. Casselman
City Manager

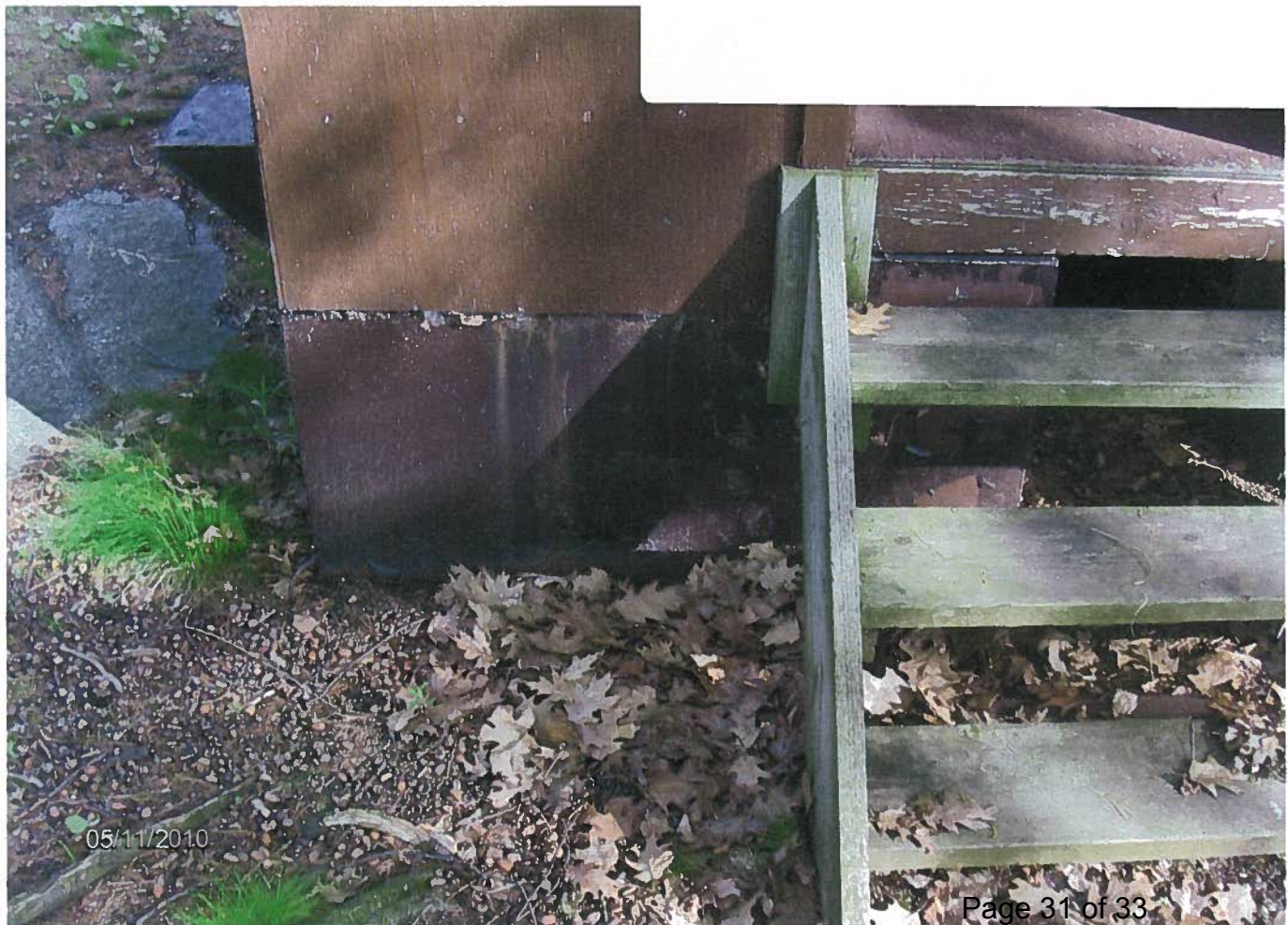


Black Charlie Island



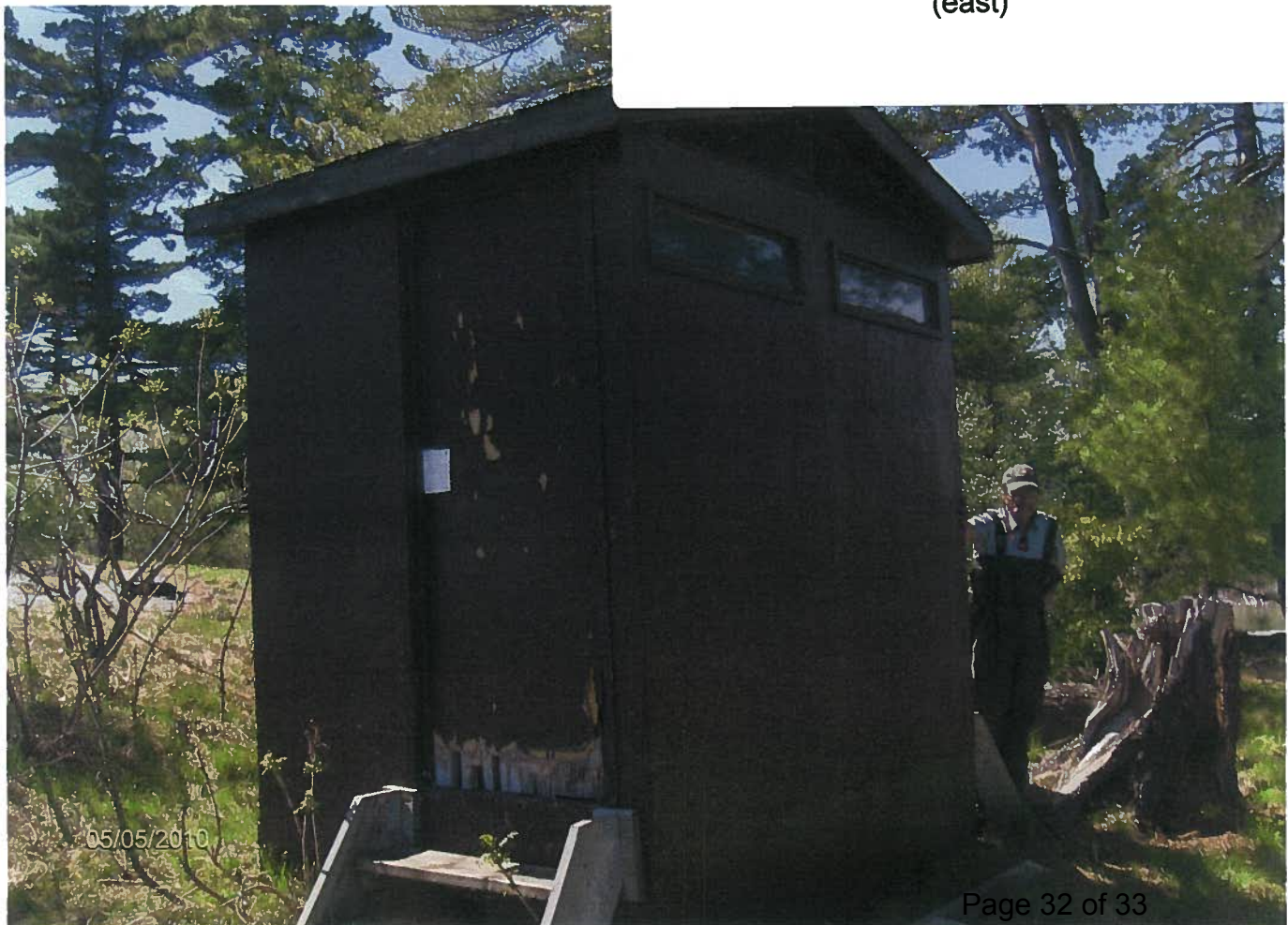


Black Charlie Island





**Sparrow Island
(east)**





Cockburn Island

