



Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, November 16, 2022

1:00 PM

6th Floor Boardroom
625 Fisgard Street
Victoria, BC

Special Meeting - Inaugural

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

1. CALL TO ORDER

2. TERRITORIAL ACKNOWLEDGEMENT

3. ELECTION OF CRD BOARD CHAIR

4. ELECTION OF CRD BOARD VICE CHAIR

5. HOUSING CORPORATION APPOINTMENTS

5.1. [22-625](#) Appointment of Capital Region Housing Corporation Board

Recommendation:

That the Capital Regional District Board:

1. Resolve to appoint its directors as the directors of the Capital Region Housing Corporation;
2. Resolve to exercise its single Capital Region Housing Corporation share in the form attached as Appendix A; and
3. Instruct staff as the shareholder's representative to execute the special resolution in the form attached as Appendix A with immediate effect.
(WP - All)

Attachments:

[Staff Report: Appointment of CRHC Board](#)

[Appendix A: Shareholder's Resl. in Writing Appointing Dirs.](#)

6. RECESS FOR MEETING OF THE CAPITAL REGIONAL HOSPITAL DISTRICT BOARD AND THE CAPITAL REGION HOUSING CORPORATION BOARD

7. INAUGURAL ADDRESS OF THE CHAIR

8. APPROVAL OF THE AGENDA

9. PRESENTATIONS/DELEGATIONS

The public are welcome to attend CRD Board meetings in-person.

Delegations will have the option to participate electronically. Please complete the online application at www.crd.bc.ca/address no later than 4:30 pm two days before the meeting and staff will respond with details.

Alternatively, you may email your comments on an agenda item to the CRD Board at crdboard@crd.bc.ca.

10. SPECIAL MEETING MATTERS**10.1. [22-627](#) 2022 General Local Election and Assent Voting Results**

Recommendation: There is no recommendation. This report is for information only.

Attachments: [Staff Report: 2022 General Local Election and Assent Voting Results](#)
 [Appendix A: Declaration of Official Results](#)
 [Appendix B: Election Summary Report](#)
 [Appendix C: Voter Turnout by Opportunity](#)
 [Appendix D: Voter Turnout Percentage by EA](#)
 [Appendix E: Ballot Account Summary](#)
 [Appendix F: Declaration of Election by Acclamation](#)

10.2. [22-626](#) Greater Victoria Harbour Authority Board - Request for Nominees

Recommendation: That Directors interested in serving as Member Director on the Greater Victoria Harbour Authority Board submit their cover letter and resume to the CRD Board Chair by November 25, 2022; and that the CRD Board Chair forward the name of three nominees to the Greater Victoria Harbour Authority by November 30, 2022. (NWA)

Attachments: [Staff Report: GVHA Request for Nominees](#)
 [Appendix A: Letter from GVHA & Board Recruitment Policy](#)
 [Appendix B: GVHA Society Bylaws](#)
 [Appendix C: GVHA Director Mandate](#)

10.3. [22-622](#) BC Active Transportation Infrastructure Grants Program - Resolution for Mayne Island Regional Trail - Phase 1 Development

Recommendation: That the Capital Regional District Board confirm submission authorization of the BC Active Transportation Infrastructure Grants application for the Mayne Island Regional Trail - Phase 1 Development Project; provide confirmation that the funding share for the shovel-ready priority project is available and supported with a construction completion date of before March 2025; and direct staff to provide overall grant management. (NWA)

Attachments: [Staff Report: BC Active Transportation Infrastructure Grant - Mayne Island Trail](#)
 [Appendix A: Mayne Island Regional Trail - Ph. 1 Development Project Map](#)

10.4. [22-623](#) Bylaw No. 4529: Financial Plan Amendment No. 4, 2022

Recommendation: 1. That Bylaw No. 4529, "2022 to 2026 Financial Plan Bylaw, 2022, Amendment Bylaw No. 4, 2022", be introduced and read a first, second, and third time; and (WA)
2. That Bylaw No. 4529 be adopted. (WA with 2/3 on adoption)

Attachments: [Staff Report: CRD Financial Plan Amend No 4, 2022](#)
 [Appendix A: Bylaw 4529 Financial Plan Amend No 4 with Sch. A&B](#)

10.5. [22-630](#) Referral of Motion Arising - Request for Regional Transportation Priorities Update.

Recommendation: [At the September 21, 2022 provisional budget meeting, the following motion was referred to the November 2022 CRD Board meeting for consideration:]
To refer an update on the status of advancing the regional transportation priorities to the Board in Q4 of 2022, as well as options for next steps to explore changes in governance for transportation in the region. (NWA)

10.6. [22-585](#) Development Permit with Variance for Lot 1, Section 9, Otter District, Plan 12535 - 8492 West Coast Road

Recommendation: The Land Use Committee recommends to the Capital Regional District Board: That Development Permit with Variance DV000086 for Lot 1, Section 9, Otter District, Plan 12535, to authorize the subdivision and proposed development of land designated as Steep Slopes and Sensitive Ecosystems Development Permit Areas; and to vary Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 2, Section 3.10(4) by reducing the minimum frontage requirement for proposed Lot A from 10% of the lot perimeter (116.9 m) to 2.8% of the lot perimeter (33 m), as shown on the plans prepared by McIlvaney Riley Land Surveying Inc., dated January 14, 2022, be approved.
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)

Attachments: [Staff Report: Development Permit with Variance DV000086](#)
 [Appendix A: Subject Property Map](#)
 [Appendix B: Proposed Subdivision Plan](#)
 [Appendix C: Development Permit Guidelines](#)
 [Appendix D: Permit DV000086](#)

10.7. [22-586](#) Development Permit with Variance for Section 41, Otter District as
Shown on Plan Deposited Under DD 55112I - Clark Road

Recommendation: The Land Use Committee recommends to the Capital Regional District Board:
That Development Permit with Variance DV000089 for Section 41, Otter District as
Shown on Plan Deposited Under DD 55112I to authorize the subdivision of land
designated as Steep Slopes, Watercourses and Wetland Areas, and Sensitive
Ecosystems Development Permit Areas; and to vary Juan de Fuca Land Use Bylaw,
1992, Bylaw No. 2040, Part 2, Section 3.10(4) by reducing the minimum frontage
requirement for:
a) proposed Lot 3 from 10% of the lot perimeter (88 m) to 7.5% of the lot perimeter (66
m);
b) proposed Lot 7 from 10% of the lot perimeter (119 m) to 0.5% of the lot perimeter (6
m); and
c) proposed Lot 18 from 10% of the lot perimeter (141 m) to 0.46% of the lot perimeter
(6.5 m)
as shown on the plan prepared by J.E. Anderson, revised September 21, 2022, be
approved.
(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin,
Sooke)

Attachments: [Staff Report: Development Permit with Variance DV000089](#)
[Appendix A: Subject Property Map](#)
[Appendix B: Plan of Subdivision with Requested Frontage Variances](#)
[Appendix C: Development Permit Guidelines](#)
[Appendix D: Permit DV000089](#)

11. MOTION TO CLOSE THE MEETING

11.1. [22-624](#) Motion to Close the Meeting

Recommendation: That the meeting be closed for Labour Relations in accordance with Section 90(1)(c) of
the Community Charter. [2 items]

12. RISE AND REPORT

13. ADJOURNMENT

Voting Key:

NWA - Non-weighted vote of all Directors

NWP - Non-weighted vote of participants (as listed)

WA - Weighted vote of all Directors

WP - Weighted vote of participants (as listed)

**REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, NOVEMBER 16, 2022**

SUBJECT **Appointment of Capital Region Housing Corporation Board**

ISSUE SUMMARY

The Capital Regional District Board, as sole shareholder of the Capital Region Housing Corporation, must appoint the directors of the corporation prior to the inaugural meeting of directors.

BACKGROUND

The Capital Regional District operates a regional public housing service through the Capital Region Housing Corporation ("CRHC") authorized by its Letters Patent. The directors of the CRHC are the same as the directors of the Capital Regional District.

Prior to the inaugural meeting of directors, the CRD Board must pass a shareholder's resolution to appoint its directors as the directors of the CRHC; otherwise, the CRD Board directors are unable to act on behalf of the CRHC. A shareholders resolution can be used instead of a formal shareholders meeting, which is unnecessary in a sole-shareholder corporation like CRHC.

CRHC municipal directors must also be appointed by their respective municipalities for the appointment to be effective. Municipalities have been advised and have made such appointments.

CONCLUSION

That the CRD Board resolve to appoint its directors as those of the CRHC and instruct staff to execute the CRHC shareholder's special resolution, attached as Appendix A, to make the appointments.

RECOMMENDATION

That the Capital Regional District Board:

1. Resolve to appoint its directors as the directors of the Capital Region Housing Corporation;
2. Resolve to exercise its single Capital Region Housing Corporation share in the form attached as Appendix A; and
3. Instruct staff as the shareholder's representative to execute the special resolution in the form attached as Appendix A with immediate effect.

Submitted by:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

Appendix A: Shareholder's Resolution in Writing Appointing Directors

SHAREHOLDER'S RESOLUTION IN WRITING APPOINTING DIRECTORS

WHEREAS the Capital Regional District is the sole shareholder of the Capital Region Housing Corporation;

WHEREAS the Capital Regional District desires to appoint the directors of the Capital Regional District as the directors of the Capital Region Housing Corporation;

WHEREAS the appointment as a director for municipal directors is effective where those individuals are also appointed by their municipality, and this has been completed;

WHEREAS the Articles of Incorporation require this to be done at a meeting of the shareholder, and the Capital Regional District Board may dispense with a shareholder meeting by way of a resolution in writing, signed by the shareholder;

RESOLVED BY SPECIAL RESOLUTION that:

- (1) the number of directors of the Capital Region Housing Corporation ("CRHC") be equal to the number of directors of the Capital Regional District;
- (2) the shareholder appoints the directors of the Capital Regional District as directors of the CRHC in accordance with the provisions of the CRHC's articles and the *Business Corporations Act* (British Columbia);
- (3) the above-appointed individuals are confirmed as the CRHC's directors; and
- (4) this resolution is as valid as if made at a special meeting of the shareholders and takes the place of a special meeting.

SIGNED BY THE SHAREHOLDER:

Per: _____

Printed Name: _____

Corporate Officer: _____

Printed Name: _____

**REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, NOVEMBER 16, 2022**

SUBJECT 2022 General Local Election and Assent Voting Results

ISSUE SUMMARY

To report the results of the 2022 General Local Elections for CRD Electoral Area Director, assent voting (referendum) opportunities, Islands Trust Local Area Trustees, and the nominees to the Juan de Fuca Land Use Committee.

BACKGROUND

Pursuant to section 158 of the *Local Government Act*, the Chief Election Officer (CEO) must submit a report of the election results to the local government within 30 days after the declaration of the official results under Section 146, including a compilation of the information on the ballot accounts for the election.

In accordance with the *Local Government Act*, on Saturday, October 15, 2022 the CRD conducted elections and assent voting for the following races:

- Electoral Area Directors for Juan de Fuca, Salt Spring Island and Southern Gulf Islands;
- Assent voting (referendum) for the Salt Spring Island Local Community Commission and Southern Gulf Islands Transportation Service; and
- Islands Trust Local Area Trustees for Salt Spring Island, South Pender Island, North Pender Island, Galiano Island, and Mayne Island.

The CRD also included the races for School Board Trustees for School Districts 61, 62, 63 and 64 on the appropriate ballots. The results were provided to the Chief Election Officers for the school districts and reported to their Boards, as they are combined with results from other local governments. For the election of Local Area Trustees for Islands Trust, the CRD's Chief Election Officer also acted as Chief Election Officer for Islands Trust in the Capital Region, and carried out all statutory duties including declaring and certifying official results of Trustee races (see Appendix A). CRD worked closely with Islands Trust staff throughout the election to share information and ensure all statutory obligations were met. In exchange for this service, the Islands Trust and the School Districts contribute to the CRD's cost of the election through cost-sharing agreements.

Advance Voting opportunities were available in nine locations on Wednesday, October 5 and 12, 2022. General Voting Day was Saturday, October 15, 2022 with 16 voting locations. In addition to the voting opportunities, the CRD also offered mail ballot voting to any elector that applied requesting a mail ballot package. The CRD received a total of 307 requests for mail ballots and had a response rate of 56%.

Attached as Appendix A is the Declaration of Official Results dated October 19, 2022, for the CRD Electoral Area Directors, Islands Trust Local Area Trustees and assent voting for the Salt Spring Island Local Community Commission and Southern Gulf Islands Transportation Service. Appendix B is the Election Summary Report showing the number of ballots cast per candidate

and the number of undervotes and overvotes by race. Appendix C is a table showing voter turnout at advance voting opportunities and on general voting day by location. Appendix D is a table calculating voter turnout by electoral area and ballot type, if applicable. Appendix E is a ballot account summary for all ballot types. Appendix F is the Declaration of Election by Acclamation dated September 20, 2022.

Every four years during the General Local Election, the CRD conducts elections for five nominees to the Juan de Fuca Land Use Committee. The election of nominees to the Land Use Committee is not a requirement under the *Local Government Act* but is a required process set out in CRD Bylaw No. 3166. Two nominees were acclaimed to the Land Use Committee for the sub-regions of East Sooke and Willis Point. The remaining 4 sub-region members, which includes Malahat, Otter Point, Port Renfrew, Shirley/Jordan River, will be made by recommendation of the Juan de Fuca Electoral Area Director to the CRD Board for appointment.

In addition, two Local Trustees for Saturna Island Local Trust Area were acclaimed. Appendix E is the Declaration of Election by Acclamation dated September 20, 2022.

CONCLUSION

In accordance with the *Local Government Act*, the CRD conducted and reports results for the 2022 General Local Elections for the offices of: Juan de Fuca, Southern Gulf Islands and Salt Spring Island Electoral Area Director; Galiano, Mayne, North Pender, Salt Spring, Saturna and South Pender Islands Trustees. Assent voting was conducted for the Salt Spring Island Local Community Commission, which was affirmed by voters, and the Southern Gulf Islands Transportation Service, which failed to meet the required threshold for consent. The following candidates were acclaimed: Saturna Island Local Area Trustees, and nominees to the Land Use Committee for the sub-regions of East Sooke and Willis Point.

RECOMMENDATION

There is no recommendation. This report is for information only.

Submitted by:	Marlene Lagoa, Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

Appendix A: Declaration of Official Results
Appendix B: Election Summary Report
Appendix C: Voter Turnout Percentage by Opportunity – Advance, General, Mail
Appendix D: Voter Turnout Percentage by Electoral Area
Appendix E: Ballot Account Summary
Appendix F: Declaration of Election by Acclamation

**CAPITAL REGIONAL DISTRICT
ISLANDS TRUST
DECLARATION OF OFFICIAL RESULTS
2022 GENERAL LOCAL ELECTION**

I, Kristen Morley, Chief Election Officer for the Capital Regional District and Islands Trust, hereby declare, pursuant to section 146 of the *Local Government Act*, the following candidate(s) received the highest number of valid votes and are hereby declared elected:

Electoral Area Director – Salt Spring Island: (one person to be elected)

Surname	Given Name
HOLMAN	GARY

Electoral Area Director – Southern Gulf Islands: (one person to be elected)

Surname	Given Name
BRENT	PAUL

Electoral Area Director – Juan de Fuca: (one person to be elected)

Surname	Given Name
WICKHEIM	AL

The following candidates have been elected for the office(s) of Islands Trust Local Area Trustee:

Office of **Salt Spring Island** Local Area Trustee: (two persons to be elected)

Surname	Given Name
PATRICK	LAURA
HARRIS	JAMIE

Office of **South Pender Island** Local Area Trustee: (two persons to be elected)

Surname	Given Name
FALCK	DAG
PRESZEL	KRISTINA

Office of **North Pender Island** Local Area Trustee: (two persons to be elected)

Surname	Given Name
CAMPBELL	AARON
MORRISON	DEB


Office of **Galiano Island** Local Area Trustee: (two persons to be elected)

Surname	Given Name
GAUVREAU	LISA
MABBERLEY	BEN

Office of **Mayne Island** Local Area Trustee: (two persons to be elected)

Surname	Given Name
DODDS	JEANINE
MAUDE	DAVID

Given under my hand at Victoria, British Columbia, this 19th day of October, 2022.



Kristen Morley

Chief Election Officer

CAPITAL REGIONAL DISTRICT

DECLARATION OF OFFICIAL ASSENT VOTING RESULTS

**Establishment of a Local Community Commission for Salt Spring Island
Referendum**

I, Kristen Morley, Chief Election Officer, do hereby declare the results of the assent vote to
establish a Salt Spring Island Local Community Commission to be as follows:

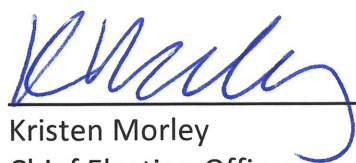
Yes **2,297** votes

No **1,448** votes

On the basis of the foregoing results, the referendum question has hereby **passed** the
requirement to obtain the assent of the electors.

Dated at Victoria, BC

this 19th day of October, 2022.



Kristen Morley
Chief Election Officer

CAPITAL REGIONAL DISTRICT

DECLARATION OF OFFICIAL ASSENT VOTING RESULTS

Southern Gulf Islands Transportation Service Referendum

I, Kristen Morley, Chief Election Officer, do hereby declare the results of the assent vote to establish a Southern Gulf Islands Transportation Service to be as follows:

Yes **1,495** votes

No **1,498** votes

On the basis of the foregoing results the referendum question has hereby **failed** to obtain the assent of the electors.

Dated at Victoria, BC

this 19th day of October, 2022.



Kristen Morley
Chief Election Officer

Election Summary Report

General Election
Capital Regional District
October 15, 2022

Salt Spring Island Electoral Area Director (Vote for 1)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	3,947/0	N/A
Undervotes	115	
Overvotes	3	

Candidate	Party	Total	
BROWN Jesse		971	
COATES Kylie		941	
HOLMAN Gary		1,917	
Total Votes		3,829	

Southern Gulf Islands Electoral Area Director (Vote for 1)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	3,104 / 0	N/A
Undervotes	170	
Overvotes	2	

Candidate	Party	Total	
BRENT Paul		1,643	
MCCONCHIE Ben		1,289	
Total Votes		2,932	

Juan de Fuca Electoral Area Director (Vote for 1)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	1,144 / 0	N/A
Undervotes	22	
Overvotes	1	

Candidate	Party	Total	
BISHOP Derek		137	
SALSMAN Shaunna		80	
SINCLAIR Sandy		201	
WICKHEIM Al		703	
Total Votes		1,121	

Islands Trust Trustee for Salt Spring Island (Vote for 2)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	3,989 / 0	N/A
Undervotes	362	
Overvotes	4	

Candidate	Party	Total	
CORNO Ben		1,059	
GAGNE Gary		1,139	
HARRIS Jamie		1,327	
MARCOTTE Don		1,286	
MCCLEAN Jenny		235	
PATRICK Laura		1,441	
POOLE Elissa		1,125	
Total Votes		7,612	

Islands Trust Trustee for Galiano Island (Vote for 2)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	913 / 0	N/A
Undervotes	208	
Overvotes	0	

Candidate	Party	Total	
GAUVREAU Lisa		515	
MABBERLEY Ben		447	
RONSEY John		253	
WOLVERTON Jane		403	
Total Votes		1,618	

Islands Trust Trustee for North Pender Island (Vote for 2)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	1,126 / 0	N/A
Undervotes	354	
Overvotes	2	

Candidate	Party	Total	
CAMPBELL Aaron		705	
MORRISON Deb		606	
RONDEAU Mary Beth		585	
Total Votes		1,896	

Islands Trust Trustee for South Pender Island (Vote for 2)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	215 / 0	N/A
Undervotes	72	
Overvotes	0	

Candidate	Party	Total	
FALCK Dag		135	
PESZEL Kristina		121	
THORN Cameron		102	
Total Votes		358	

Islands Trust Trustee for Mayne Island (Vote for 2)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	596 / 0	N/A
Undervotes	53	
Overvotes	2	

Candidate	Party	Total	
DODDS Jeanine		534	
FOOTE Deb		222	
MAUDE David		381	
Total Votes		1,137	

School District #61 Trustee - Greater Victoria (Vote for 9)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	25 / 0	N/A
Undervotes	77	
Overvotes	0	

Candidate	Party	Total	
AGBA Salvetina	VIVA Victoria	3	
BAILLAUT Natalie		11	
CALLO Esther		0	
CARMICHAEL Angela		11	
CHRISTENSEN Sacha		3	
COOK Matthew		3	
DAVID Mavis		14	
DUNCAN Nicole		14	
FOSTER Jennifer		1	
GAGNON Derek		9	
GELBART Daphna		1	
GOODALL Leslie-Anne	VIVA Victoria	2	
KWAN Karin		11	
LAMB J Charles		3	
MACDONALD Piers		0	
MAHBOBI Emily		12	
MCNALLY Diane		11	
MCSTRAVICK Kyle		2	
NOVOTILL Janice	VIVA Victoria	1	
PAYNTER Rob		10	
RALPH Cindy Bedi		4	
SOLVEY Roberta	VIVA Victoria	3	
STRANDLUND Tyson		1	
WATTERS Jordan		4	
WHITEAKER Ann		4	
WIBOLTT Michelle		1	
WU Oliver	VIVA Victoria	2	
ZAHRA Ali		1	
ZHANG Sasha	VIVA Victoria	3	
ZULU Judy		3	
Total Votes		148	

School District #62 Trustee - Belmont (Vote for 4)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	20 / 0	N/A
Undervotes	32	
Overvotes	4	

Candidate	Party	Total	
BEATON Cendra		5	
BROOKE Mary P.		4	
CHIPPS Russ		7	
JACOBS Dominique		5	
LERVOLD Christine		8	
PARMAR Ravi		8	
SPILLER Trudy		7	
Total Votes		44	

School District #62 Trustee - Milnes Landing (Vote for 3)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	959 / 0	N/A
Undervotes	802	
Overvotes	3	

Candidate	Party	Total	
DOWHY Amanda		500	
LAGACE Murielle		102	
LOGINS Ebony		490	
LINDE Candace		158	
NEY Philip		151	
PEMBERTON Veronica		156	
WATSON Allison		515	
Total Votes		2,072	

School District #63 Trustee - Saanich Area 1 North (Vote for 2)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	42 / 0	N/A
Undervotes	21	
Overvotes	0	

Candidate	Party	Total	
ELDER Keven		25	
MCMURPHY Elsie		23	
WENEZENKI-YOLLAND Cheryl		15	
Total Votes		63	

School District #64 Trustee - Area 1 Salt Spring Island (Vote for 3)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	3,947 / 0	N/A
Undervotes	4,068	
Overvotes	3	

Candidate	Party	Total	
BOULTER Tisha		1,486	
MACDONALD Nancy		1,981	
MCCLEAN Jenny		1,101	
PINGLE Rob		2,005	
SIPOS George		561	
SZUL Anna		636	
Total Votes		7,770	

Salt Spring Island Local Community Commission Referendum Question (Vote for 1)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	3,947 / 0	N/A
Undervotes	202	
Overvotes	0	

Candidate	Party	Total	
YES		2,297	
NO		1,448	
Total Votes		3,745	

Southern Gulf Islands Transportation Service Referendum Question (Vote for 1)

Tabulators Reported: 18 of 19 (94.74%)

	Total	
Times Cast	3,104 / 0	N/A
Undervotes	110	
Overvotes	1	

Candidate	Party	Total	
YES		1,495	
NO		1,498	
Total Votes		2,993	

Voter Turnout by Opportunity - Advance, General, and Mail Voting

Location/Tabulator	Advance Oct 5	Advance Oct 12	General Oct 15	TOTAL BALLOTS CAST
CRD Headquarters Mail Ballots			134	134
JDF - East Sooke Community Hall			279	279
JDF - Juan De Fuca Administration Building	71	114	322	507
JDF - Malahat Fire Hall			11	11
JDF - Port Renfrew Community Centre			32	32
JDF - School District No. 62 Office	5	20		25
JDF - Shirley Community Hall			124	124
JDF - View Royal Elementary School			24	24
JDF - Willis Point Community Hall			140	140
SGI - Galiano Island Lion's Hall	243	202	397	842
SGI - Mayne Island Community Hall	174	153	254	581
SGI - Pender Islands School	344	329	607	1,280
SGI - Piers Island Fire Hall			40	40
SGI - Saanich Peninsula Presbyterian Church	16	18	23	57
SGI - Saturna Island Recreation Centre	55	44	104	203
SSI - Salt Spring Island Community Gospel Chapel	124	406	1,208	1,738
SSI - Salt Spring Island Fulford Hall Senior's Centre			524	524
SSI - Salt Spring Island Public Library	189	512	953	1,654
Total	1,221	1,798	5,176	8,195
Voter Turnout % (CRD Electors = 22,144)	6%	8%	23%	37%

Additional Notes:

1. Advance Voting Turnout for both days was 14%
2. Mail Ballot Voting Turnout was 0.6%

Voter Turnout Percentage by Electoral Area

General Election
Capital Regional District
October 15, 2022

Electoral Area	Registered	Voters Cast	% Turnout
SSI - Salt Spring Island TOTAL	10,041	3,947	39.31%
SGI - Southern Gulf Islands			
Galiano Island	1,284	913	71.11%
Saturna Island	417	212	50.84%
North Pender Island	2,223	1,126	50.65%
South Pender Island	302	215	71.19%
Mayne Island	1,212	596	49.17%
Piers Island	413	42	10.17%
Cole Bay & Union Bay	280	0	0.00%
SGI TOTAL	6,131	3,104	50.63%
JDF - Juan de Fuca			
East Sooke	4,414	281	25.35%
Malahat		20	
Otter Point		506	
Port Renfrew		34	
Willis Point		140	
Shirley Jordan River		138	
Songhees & Esquimalt	1,558	25	1.60%
JDF TOTAL	5,972	1,144	19.16%
Total - SSI, SGI, JDF			
Capital Regional District - Total	22,144	8,195	37.01%

CAPITAL REGIONAL DISTRICT 2022 GENERAL LOCAL ELECTION BALLOT ACCOUNT SUMMARY		TOTAL
A	Number of Ballots Issued by CEO to Polls	19,000
B	Number of Ballots Issued to Voters	8,467
C	Number of Valid Ballots Cast (processed through ImageCast vote tabulator)	8,195
D	Number of Ballots Spoiled and Replaced	99
E	Number of Unused Ballots Returned to CEO	10,357
F	Number of Ballots Not Accounted For/Mail Ballots not returned by close on October 14 at 4 PM	176
G	TOTAL (equals B + E + F)	19,000

CAPITAL REGIONAL DISTRICT
DECLARATION OF ELECTION BY ACCLAMATION

I, Kristen Morley, Chief Election Officer for the Capital Regional District, do hereby declare, pursuant to section 98 of the *Local Government Act*, the following candidate(s) elected by acclamation:

Juan de Fuca Land Use Committee – Member for East Sooke: (one person to be acclaimed)

Surname	Given Name	Address
DAY	Natalia	Sooke, BC

Juan de Fuca Land Use Committee – Member for Willis Point: (one person to be acclaimed)

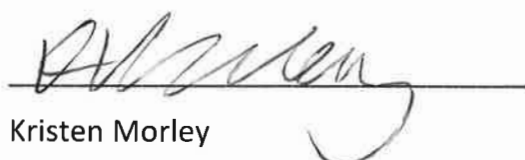
Surname	Given Name	Address
MCCONNELL	Vern	Victoria, BC

The CRD also conducts elections on behalf of the Islands Trust. The following candidates have been elected as acclaimed for the office(s) of Islands Trust Local Area Trustee by the CRD's Chief Election Officer:

Office of Islands Trust **Saturna Island** Local Area Trustee: (two persons to be acclaimed)

Surname	Given Name	Address
BOLAND	Mairead	Saturna Island, BC
MIDDLETON	Lee	Saturna Island, BC

Given under my hand at VICTORIA, British Columbia, this 20 day of SEPTEMBER, 2022.


Kristen Morley
Chief Election Officer

**REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, NOVEMBER 16, 2022**

SUBJECT **Greater Victoria Harbour Authority Board – Request for Nominees**

ISSUE SUMMARY

The Greater Victoria Harbour Authority's Nomination Task Force is seeking three nominees for Capital Regional District Member Director to the Greater Victoria Harbour Authority Board.

BACKGROUND

Created in 2002, the Greater Victoria Harbour Authority (GVHA) is a not-for-profit organization that is committed to the stewardship and sustainable growth of Victoria's working harbour. The GVHA Board is directly accountable to their eight member agencies: Esquimalt Nation, Songhees Nation, Capital Regional District, City of Victoria, Greater Victoria Chamber of Commerce, Destination Greater Victoria, Township of Esquimalt, and the Victoria/Esquimalt Harbour Society.

The GVHA Board is seeking qualified nominees with general business management experience with skills and experience in the following areas: legal, accounting and finance, commercial marine sector, environment, human resources and compensation, infrastructure planning and development, and the cruise industry. To assist the GVHA Nominations Task Force with the selection process, nominees are asked to put forward a cover letter and resume. For more information on the skills and experience selection criteria, see the letter dated September 26, 2022 from the GVHA Board Chair Christine Willow (attached as Appendix A).

The three local government members have traditionally put forward the name of elected officials to serve as Member Director. Currently, Susan Brice is the Member Director for CRD with a term set to expire December 31, 2022. Director Brice has served in this role for the last six years and is eligible to serve another six years under the GVHA Bylaw (attached as Appendix B).

The CRD has been asked to put forward three nominees to be interviewed by the GVHA's Nominations Task Force by November 4, 2022. CRD staff have followed up with the GVHA Board Chair and confirmed an extension until November 30. CRD Directors interested in serving in this role are asked to forward a cover letter and resume to the CRD Board Chair no later than November 25th for consideration. The mandate of a GVHA Director is attached as Appendix C.

CONCLUSION

The CRD Board Chair will select three Directors to put forward as nominees to the Greater Victoria Harbour Authority for appointment as a Member Director for a four-year term.

RECOMMENDATION

That Directors interested in serving as Member Director on the Greater Victoria Harbour Authority Board submit their cover letter and resume to the CRD Board Chair by November 25, 2022; and that the CRD Board Chair forward the name of three nominees to the Greater Victoria Harbour Authority by November 30, 2022.

Submitted by:	Marlene Lagoa, Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

Appendix A: Letter from GVHA Board Chair & Board Recruitment Policy

Appendix B: GVHA Society Bylaw

Appendix C: GVHA Director Mandate



100-1019 Wharf Street, Victoria, BC V8W 2Y9

p: 250.383.8300 | tf: 1-800-883-7079

e: gvha@gvha.ca | w: gvha.ca

September 26, 2022

Capital Regional District (CRD)

Sent via email

Attention: Colin Plant, Chair crdchair@crd.bc.ca
Robert Lapham, CAO rlapham@crd.bc.ca

RE: Request for Nominees to the GVHA Board of Directors

Greater Victoria Harbour Authority (GVHA) is seeking qualified nominees for Member Director from the CRD for a four-year appointment term effective January 1, 2023. The position is currently filled by Susan Brice, whose current appointment term is expiring December 31, 2022. At the end of her term, Susan will have served six years, and is eligible to serve an additional six years under GVHA bylaws. As such she may be **one** of your nominees for the coming term.

The screening of Director nominees will be administered by a Nominations Task Force (NTF), a special committee guided by a Board approved Committee Charter. The NTF Chair is Christine Willow, who is also our Board Chair. The screening and recommendation of a qualified nominee for Director to the GVHA Board will be guided by Board Recruitment Policy BOD-06 and based on skills identified through a detailed gap analysis of skills and experience requirements needed on the full board composition.

The Board is looking for Directors with general business management experience as well as skills and experience in the following areas:

Legal Experience	Lawyer, or experience working in a law firm at a senior level in matters relating to business, marine and real estate, corporate governance or human resources.
Accounting and Finance	Professional accountant, CPA or equivalent qualifications preferred, with senior experience and subject expertise in finance, accounting, audit and risk management for organizations of similar or greater size and complexity to GVHA.
Commercial Marine Sector	Knowledge of the needs of the deep-sea shipping industry including port management and operations, stevedoring, ship operations and support activity.
Environment	Expertise in understanding how a company can minimize environmental impact and use its resources to educate and inform employees, customers, suppliers and other stakeholders on environmental responsibility.
Human Resources and Compensation	Experience as a senior HR professional in a management position within an organization or Chartered Professional in Human Resources (CPHR) designation.
Infrastructure Planning and Development	Direct experience and/or subject expertise in asset management, strategic capital planning and infrastructure development, including associated business case analysis and risk management.

Cruise Industry	Direct experience with or within the cruise industry, preferably at a senior management or executive level that includes a demonstrated understanding of the logistics and needs of cruise lines and their co-dependency and relationships with destination tourism.
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A full list of skills and experience is provided in a Board Skills and Experience Requirements summary attached for reference along with a copy of GVHA's Board Recruitment Policy. As a GVHA Voting Member, we request that you nominate individuals who possess one or more of the above identified areas of expertise. To support GVHA skills and experience requirements, we encourage your Member Agency to put forward up to **three nominees to be interviewed by the Nominations Task Force**. As provided for in GVHA's Bylaws, nominees may be elected officials or members of the community at large and will be required to provide a fiduciary responsibility to GVHA. From this candidate pool, in accordance with GVHA Bylaws, one nominee will be recommended for Director, subject to Board approval. The Board appointment is a four-year term.

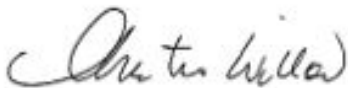
It is kindly requested that the CRD provide its list of nominees **by Friday, November 4, 2022** followed by a cover letter and resume from each candidate to allow the Nominations Task Force reasonable time to complete the screening and interview process and provide a recommendation to the GVHA Board of Directors at its scheduled meeting on December 13, 2022. Nominations can be addressed to:

Christine Willow
 Chair, Nominations Task Force,
 Greater Victoria Harbour Authority
 Send via email to Chair@gvha.ca with copy to DirectorRecruitment@gvha.ca

As an organization committed to employment equity and accessibility for persons with disabilities, we encourage applications from members of equity-seeking communities including women, racialized and Indigenous persons, persons with disabilities, and persons of all sexual orientations and gender identities/expressions.

Thank you in advance for your assistance and timely support for resourcing the GVHA Board of Directors with the required skills and experience to guide GVHA going forward.


Sincerely,



Christine Willow
 Board Chair

Attachment:
 Board Recruitment Policy BOD-06 (with Board Skills and Experience Requirements Summary)

cc: Kristin Morley, General Manager and Corporate Officer

 <p>GREATER VICTORIA HARBOUR AUTHORITY</p>	<h1>BOARD POLICY MANUAL</h1>
<h2>BOARD RECRUITMENT</h2>	<h2>BOD-06</h2>
Revision 5, Feb 2022	

PURPOSE: *To ensure that Board recruitment is based on an objective, fair and consistent process focused on the required skills, experience and attributes of the GVHA Board of Directors in compliance with the Societies Act of British Columbia and GVHA Bylaws.*

1. OBJECTIVE

To provide clear guidelines to GVHA Board of Directors outlining the process for the recruitment of Directors and External Advisors through to nomination and appointment.

For greater clarity, this policy does not address the election of Board Officers.

2. POLICY DETAILS

GVHA is committed to achieving an effective, high performing Board that works in the best interests of the organization, a Board where all Directors support GVHA's Vision, Mission and Guiding Principles. Directors are encouraged to share the views held by their Member agencies, stakeholders and the region but must act in the best interests of GVHA. In order to effectively carry out the GVHA Constitution and its Mandate, the Board has developed a [Board Skills and Experience Requirements Summary](#) to recruit the requisite range of skills, experience, attributes and diversity/inclusiveness parameters.

The process for nomination and appointment of candidates for Director are subject to Board approval in strict compliance with the legal requirements of the Societies Act of British Columbia (Societies Act) and GVHA Bylaws; and, additional guidance provided under this Policy.

Overview of the Director Recruitment Process

1. Annually, the Governance and Nominating Committee (GNC) prepares a Board succession plan that profiles the Board's current skills and experience and projected recruitment requirements.
2. Based on current Board composition and expiring Director appointment terms, a gap analysis shall determine both essential and preferred skills and experience to be addressed through the Director recruitment and nomination process.
3. Annually, GNC will review and recommend a special committee Charter for Board approval to recruit a Nominations Task Force (NTF), accountable directly to the Board of Directors to administer the Director recruitment, nomination and appointment process.
4. Guided by the NTF Charter, the scope and scheduling of NTF responsibilities are to be detailed in a Work Plan, which shall include but not be limited to the following:

BOARD RECRUITMENT	BOD-06
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- a. Recruitment of a Life Member External Advisor (EA) as a non-voting NTF member, whose responsibilities shall be guided by an EA Terms of Reference in providing independent oversight and transparency over the Director recruitment process.
 - b. Screening of candidates nominated by GVHA Voting Members for Member Director.
 - c. Recruitment and screening of candidates for nomination as Independent Director.
 - d. Recommendation of nominees for appointment to Director, subject to Board approval.
 - e. Oversight of the Director onboarding and offboarding process.
5. The recruitment and screening of candidates for Director shall include the following core requirements:
 - a. Publicly issued *Notice of Board Vacancies* for Independent Directors, specifying required and preferred skills and experience, application deadline and other submission requirements.
 - b. Receipt of a written application or resume in accordance with any specified GVHA requirements, which may be subject to NTF pre-screening and a short-list of most qualified candidates for interview.
 - c. For Member Director vacancies, request for and receipt of written notification from the Voting Member confirming their recommended nominee(s) and proposed appointment term in accordance with GVHA Bylaws (section 30).
 - d. A candidate interview based on a *Candidate Interview and Evaluation Guide* (CIEG) established by the NTF.
 - e. Written consent to serve as a Director, as required by the Societies Act.
 - f. Candidate consent to a confidential Background Check by a qualified third-party service provider (e.g. Sterling Talent Solutions or equivalent), to be completed for nominees recommended for Board appointment. The scope shall be defined by NTF and include but not be limited to: Criminal Record Check, Credit Bureau Inquiry with Identity Cross Check, Public Safety Verification, and Social Media Search (Reputation). Results are to be made available by the service provider in strict confidence ("Clear" or "Not Clear") to the NTF Chair, who will report the result in strict confidence to NTF members in confirming the nominee's recommendation for appointment.
6. All appointment and re-appointment terms shall comply with GVHA Bylaws (section 30). Under this policy, the Board may interpret GVHA Bylaws (section 34) to accept and approve a Voting Member's reduced appointment term limit for a Member Director, subject to a term end date of December 31 consistent with GVHA Bylaws.

BOARD RECRUITMENT	BOD-06
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7. If a Member Director voluntarily resigns, or whose appointment is rescinded by the Voting Member, the nomination and appointment term for a replacement director shall comply with GVHA Bylaws (sections 31 and 34). GNC, at its discretion, may form an Interview Panel of GNC members to oversee the recruitment process directly as circumstances warrant.
8. GVHA Board authority for approving the appointment of Directors is guided by GVHA Bylaws (section 30), as follows:
 - a. Member Directors (Songhees Nation and Esquimalt Nation): may directly appoint their Chief for an indefinite term (sections 30(2) and 30(3))
 - b. Members Directors (other): Voting Member nominees must be appointed by GVHA Board of Directors (sections 30(1) and 30(2))
 - c. Independent Directors:
 - i. New appointments (up to four total) are approved by **Member Directors** (section 30(4))
 - ii. Re-appointments are approved by the full GVHA Board of Directors (section 30(7))

Board Skills and Experience Requirements Summary

The Board Skills and Experience Requirements Summary (BSER) is an integral **Attachment** to this Policy and includes the following core content:

1. Skills and Experience Profile
2. Attributes and Diversity/Inclusiveness Parameters
3. Education and Training Profile
4. External Board and Council Appointments

Based on the Board succession plan and gap analysis, Sections 1 and 2 of the BSER shall be applied to guide and support the annual Director recruitment process and recommendation of nominees for appointment to the GVHA Board.

As an annual disclosure statement, sections 1, 3 and 4 of the BSER shall be completed by all Directors to support future Board succession planning, annual Board education and development, and currency of reporting for external Board and Council appointments.

Candidate Interview and Evaluation Guide (CIEG)

The CIEG is integral to the screening of candidate nominees in determining recommendations for appointment. The CIEG is reviewed and updated annually by the NTF or GNC Interview Panel to align with the required and preferred skills and experience posted through the *Notice of Board Vacancies* and/or requested from Voting Members. The CIEG shall incorporate core content from the Board Skills and Experience Requirements Summary, and as a policy guideline include the following information:

- Specific Skills and Experience (i.e. Interview Guide Part A)
- Assessment of Attributes (i.e. Interview Guide Part B)
- Rating Summary (Total rating Part A and B)

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- Other background reference information (for interview panel internal reference)

External Advisor (EA)

As part of Board recruitment, the Board and/or its committees may recruit EA(s) to provide subject expertise to supplement and enhance the Board's current skills and experience profile.

Under GVHA Bylaws (section 38), the Board has authority for appointing an EA to the Board or a committee. The Board may delegate its authority and terms of engagement to committee's via Committee Charters. An EA appointment shall be guided by a Terms of Reference and include scope of responsibilities, appointment term and compensation. These are non-voting positions, unless voting rights at Committee level are approved by the Board on an exception basis.

3. POLICY ADMINISTRATION

- This Policy applies to all Directors of GVHA's Board and nominee candidates for Director.
- The Policy and supporting *Board Skills and Experience Requirements Summary (BSER)* will be reviewed by GNC at least once per year and will recommend revisions if any, to the Board for approval. For administrative purposes, the Board may approve updates to the BSER as a stand-alone document if no Policy change occurs; or, the Board may by resolution delegate authority for BSER updates to GNC or NTF at its discretion.
- The Nominations Task Force Charter shall be reviewed annually by GNC and recommended for Board approval.
- The Candidate Interview and Evaluation Guide shall be updated annually at the discretion of the NTF or GNC Interview Panel to support the Director recruitment process.

4. REFERENCES

Board Skills and Experience Requirements Summary (**ATTACHED**)
 Societies Act of British Columbia
 GVHA Bylaws
 GVHA Board of Directors Manual
 Nominations Task Force Charter (annual)
 Terms of Reference – NTF Life Member External Advisor
 Notice of Board Vacancies
 Candidate Interview and Evaluation Guide
 Consent to Serve as a Director

The Board Recruitment Policy:

- | | |
|-------------------|---|
| Revision 1 | revised and approved by a Resolution of the Board of Directors on November 23, 2012 - |
| Revision 2 | revised and approved by the Governance and Nominating Committee on Dec. 12, 2014 |
| Revision 3 | revised and approved by a Resolution of the Board of Directors on March 3, 2016 |
| Revision 4 | revised and approved by a Resolution of the Board of Directors on June 8, 2018 |
| Revision 5 | revised and approved by a Resolution of the Board of Directors on September 20, 2019 |
| | reviewed and approved by Board of Directors on June 8, 2021 |
| | reviewed and approved by GNC on February 15, 2022 |

* On March 8, 2022 the Board delegated authority to GNC to approve Board Policies

SOCIETIES ACT

BYLAWS

Of

GREATER VICTORIA HARBOUR AUTHORITY

PART 1 – INTERPRETATION

1. (1) In these Bylaws, unless the context otherwise requires,

“**Board of Directors**” means the Board of Directors of the Society, comprising the individuals described in Part 5.

“**Chair**” means the Chair of the Board of Directors described in Bylaw 36.

“**Chief Executive Officer**” means the Chief Executive Officer of the Society described in Bylaw 45.

“**Person**” includes an individual, partnership, unincorporated association, body corporate, public body, municipality, regional district, trade union, trustee, executor, administrator or legal representative.

“**Registered Address**” of a Member means his or her address as recorded in the register of Members.

“**Society**” means Greater Victoria Harbour Authority.

“**Societies Act**” means the **Societies Act** of the Province of British Columbia from time to time in force and all amendments to it.

“**User of the Harbour**” means a person with a direct commercial use of the harbour.
- (2) The definitions of the **Societies Act** on the date these Bylaws become effective apply to these Bylaws.
- (3) If there is a conflict between these Bylaws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.
2. Words importing the singular include the plural and vice versa.

PART 2 – MEMBERSHIP

3. The Society includes both Voting Members and Non-Voting Members, collectively the “**Members**”.
- (1) The Voting Members of the Society shall be composed of:
 - (a) The Corporation of the City of Victoria;
 - (b) The Corporation of the Township of Esquimalt;
 - (c) The Esquimalt Nation;
 - (d) The Songhees Nation;

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- (e) The Victoria/Esquimalt Harbour Society;
 - (f) Greater Victoria Visitors and Convention Bureau doing business as Destination Greater Victoria;
 - (g) Greater Victoria Chamber of Commerce;
 - (h) The Capital Regional District; and
 - (i) Such additional Members as may apply for membership and be accepted by the Directors in accordance with Bylaw 7.
- (2) In order to preserve the collective memory and knowledge of the Board, Directors who retire after serving two or more terms may be appointed as non-voting life members ("**Non-Voting Members**") by the Board. Non-Voting Members would be entitled to attend, but not vote, at meetings of the Members and may be invited to other events and discussions so that they may form, in a sense, a "council of elders".
4. For the purposes of a meeting of the Members, each Voting Member shall be represented by one (1) individual who shall be that Voting Member's chairperson or another individual belonging to that Voting Member who is chosen by that Voting Member (the "**Voting Member Representative**") and the individual Voting Member Representative may not be that Voting Member's Director.
5. A Voting Member Representative is entitled to speak and vote, and in all other respects exercise the rights of a Member, and that Representative shall be reckoned as a Member for all purposes with respect to a meeting of the Society.
6. Each Member shall uphold the Constitution and comply with the Bylaws of the Society.
7. The Board of Directors may by a resolution supported by 3/4 of the Directors present, determine to accept an applicant for membership to the Society as a Voting Member of the Society.
8. (1) A person shall cease to be a Member of the Society:
- (a) by delivering his or her resignation in writing to the Secretary of the Society or by mailing or delivering it to the address of the Society;
 - (b) on his or her death or in the case of a corporation, on dissolution;
 - (c) on having been a Member not in good standing for 12 consecutive months;
 - (d) in the event that the Member no longer fulfills all of the criteria set out in these Bylaws; or
 - (e) upon being expelled by a resolution of the Board of Directors supported by all Directors other than the Director appointed by the Member in question.
- (2) A resolution to expel a Member under Bylaw 8(1)(e) is subject to the following:
- (a) notice of the proposed resolution must be sent to the affected Member not less than seven (7) days before the meeting at which the resolution is to be discussed; and
 - (b) before the resolution is voted on, the affected Member must be provided with a reasonable opportunity to make representations to the Society respecting the proposed expulsion.
9. All Members are in good standing except a Member who has failed to pay a debt due and owing by it to the Society and the Member is not in good standing so long as the debt remains unpaid.

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10. Private sector Voting Members must be incorporated bodies who meet the following criteria:
- (a) directors of the incorporated body must be elected by their membership;
 - (b) membership must be open and available to all interested parties;
 - (c) the object of the incorporated body must be sufficiently broad to include a variety of interests but also can be clearly related to the Society and/or Society activities;
 - (d) the incorporation documents, membership lists, annual general reports, and financial statements of the incorporated body must be public information; and
 - (e) the incorporated body must be able to provide evidence that there is a reasonable expectation its membership and financial viability are sustainable in the long term.

PART 3 – MEETING OF MEMBERS

11. General meetings of the Society, including the Annual General Meeting shall be held at times and places, in accordance with the **Societies Act**, that the Board of Directors decide.
12. The first Annual General Meeting of the Society shall be held not more than 6 months after the date of incorporation and after that an Annual General Meeting shall be held at least once in every calendar year.
13. Every meeting of the Members, other than an Annual General Meeting, is a general meeting.
14. An Annual General Meeting is deemed to have been held if:
- (a) the matters that must, under the **Societies Act** or the Bylaws, be dealt with at that meeting, including the presentation of the financial statements and auditor's report, if any, to the Voting Members are dealt with in a resolution; and
 - (b) all of the Voting Members consent in writing to the resolution on or before the date by which the Annual General Meeting must be held.
15. The Board of Directors may, at any time, call a general meeting.
16. Notice of a general meeting shall specify the place, day and hour of meeting and in case of business other than ordinary business, the general nature of that business.
17. At a general meeting, the following business is ordinary business:
- (a) calling the meeting to order;
 - (b) adoption of rules of order;
 - (c) approving the minutes of the last general meeting;
 - (d) consideration of any financial statements of the Society presented to the meeting;
 - (e) consideration of the reports, if any, of the Directors or auditor;
 - (f) election or appointment of Directors;
 - (g) appointment of an auditor, if any;

- (h) adjourning the meeting; and
 - (i) business arising out of a report of the Directors not requiring the passing of a special resolution.
18. The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the Members entitled to receive notice does not invalidate proceedings at that meeting.
19. General meetings will be open to the public, except for those parts of the meeting where the issue to be dealt with pertains to property matters, legal advice, contract negotiations, or personnel matters.

PART 4 – PROCEEDINGS AT GENERAL MEETINGS

20. (1) No business, other than the election of a Chair and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present.
- (2) If at any time during a general meeting there ceases to be a quorum present, business then in progress shall be suspended until there is a quorum present or until the meeting is adjourned or terminated.
- (3) The necessary quorum will from time to time be determined by the Voting Members, and if not so determined will be a majority of the Voting Member Representatives then appointed, but a quorum must not consist of fewer than three Voting Member Representatives.
21. If within 30 minutes from the time appointed for a general meeting a quorum is not present, the meeting, if convened on the requisition of Voting Members, shall be terminated; but in any other case, it shall stand adjourned to the same day in the next week, at the same time and place, and if, at the adjourned meeting, a quorum is not present within 30 minutes from the time appointed for the meeting, the Voting Member Representatives present constitute a quorum.
22. A Member Representative may participate in a meeting of the Board of Member Representatives by means of conference telephone or other communications facility by means of which all the Member Representatives participating in the meeting can hear each other and provided that all such Member Representatives agree to such participation. A Member Representative participating in a meeting in accordance with this Bylaw shall be deemed to be present at the meeting and to have so agreed and shall be counted in the quorum therefore and be entitled to speak and vote at the meeting.
23. Subject to Bylaw 24, the Chair of the Board of Directors, the Vice Chair or, in his or her absence, one of the Directors present shall preside as chair of a general meeting.
24. If at a general meeting:
- (a) there is no Chair of the Board of Directors or a Director or Officer present within 30 minutes after the time appointed for holding the meeting; or
 - (b) the Chair of the Board of Directors and the other Directors and Officers present are unwilling to act as Chair,
- the Voting Member Representatives present shall choose one of their number to be Chair.
25. (1) A general meeting may be adjourned from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- (2) When a meeting is adjourned for 30 days or more, notice of the adjournment meeting shall be given as in the case of the original meeting.

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- (3) Except as provided in this Bylaw, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned general meeting.
26. (1) No resolution proposed at a meeting need be seconded and the Chair of a meeting may move or propose a resolution.
- (2) At a general meeting where a Member Representative is presiding as Chair, in case of an equality of votes, the Chair shall not have a casting or second vote in addition to the vote to which he or she may be entitled as a Voting Member Representative and the proposed resolution shall not pass.
27. (1) Each Voting Member in good standing who is present at a meeting of Members is entitled to one vote notwithstanding the number of Directors that Voting Member is entitled to appoint under Part 5.
- (2) At a general meeting, voting must be by a show of hands, an oral vote or another method that adequately discloses the intention of the Voting Members including electronic means, except that, if before or after such a vote, one (1) or more Voting Members request a secret ballot and one or more Voting Members agree, voting must be by a secret ballot.
- (3) The Chair of a general meeting must announce the outcome of each vote and that outcome must be recorded in the minutes of the meeting.
- (4) Voting by proxy is not permitted.
- (5) Unless the **Societies Act** or these Bylaws otherwise provide, an action to be taken by resolution of the Voting Members may be taken by ordinary resolution.
- (6) At all meetings of the Members of the Society every question shall be determined by majority of votes by the Voting Members unless otherwise specifically provided by statute or by these Bylaws.

PART 5 – DIRECTORS

28. (1) The Board of Directors may exercise all the powers and do all the acts and things that the Society may exercise and do, and which are not by these Bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in a general meeting, but subject, nevertheless to,
- (a) all laws affecting the Society;
- (b) these Bylaws; and
- (c) rules, consistent with these Bylaws, which are made from time to time by the Society in a general meeting.
- (2) No rule, made by the Society in a general meeting, invalidates a prior act of the Board of Directors that would have been valid if that rule had not been made.
- (3) The Directors may from time to time on behalf of the Society borrow money in such manner and amount, on such security, from such sources and upon such terms and conditions as they determine appropriate to further the purposes of the Society, subject to the **Societies Act**.
29. The Board of Directors shall be composed of not fewer than nine (9) and not more than thirteen (13) persons.
30. (1) Each of the Voting Members described in Bylaw 3(1)(a) and (b) and (e) through (i) shall nominate one (1) Director to the Board of Directors except the Victoria/Esquimalt Harbour Society shall nominate two (2) Directors to the Board of Directors, and the Board of Directors, in its sole discretion, may, subject to the

requirements in Bylaw 31, accept the nominee(s) and upon being accepted by the Board of Directors, that nominee shall become a Director, effective on the date named by the Board of Directors at the time of the appointment.

- (2) Each of the Voting Members described in Bylaw 3(1)(c) and (d) shall either appoint their Chief as a Director or nominate one (1) Director to the Board of Directors and the Board of Directors, in its sole discretion, subject to the requirements in Bylaw 31, may accept the nominee and upon being accepted by the Board of Directors, that nominee shall become a Director.
- (3) Notwithstanding subsections (2) and (6), where either the Esquimalt Nation or Songhees Nation Members have appointed their Chief as a Director to the Board of Directors, such Director becomes a Director upon appointment and is permitted to serve an indefinite term as Director for so long as the Director is a Chief, subject to the requirements in Bylaw 31.
- (4) The Directors accepted under Bylaw 30(1) and (2) are the **"Members Directors"**. The Members Directors shall appoint up to four (4) additional Directors having such skills or representing such constituency as the Directors consider to be in the best interests of the Society (the **"Independent Directors"**).
- (5) Subject to Bylaw 30(3), the terms for Directors whose appointments were effective after January 1, 2016 and before January 1, 2018 are three (3)-years and the terms for Directors whose appointments are effective on or after January 1, 2018 are four (4)- years.
- (6) Subject to Bylaws 30(3) and 30(8), Members Directors may serve up to two (2) additional consecutive four (4)- year terms as determined by the nominating Voting Member unless otherwise precluded by a Voting Member's governing regulations or legislation.
- (7) Subject to Bylaw 30(8), an Independent Director may serve up to two (2) additional consecutive four (4)-year terms as decided by the Board of Directors.
- (8) Subject to Bylaw 30(3), no Person:
 - (a) appointed to serve as a Director three (3) times each for four (4)- year terms may serve as a Director for longer than twelve (12) consecutive years; or
 - (b) appointed to serve as a Director three (3) times each for three (3)- year terms or a combination of three (3) and four (4) year terms may serve as a Director for longer than nine (9), ten (10) or eleven (11) consecutive years as the case may be;

unless the Board of Directors, by a 2/3 majority vote of those Directors present, excluding the Director who is subject to the vote, permits a Person to serve as a Director for up to an additional four (4) years.

- (9) A Director's Term or a Director's years of service are consecutive unless the Director has ceased to act as a Director for at least twelve (12) months.
 - (10) Except for Directors appointed under Bylaw 30(3), the expiry of a Director's term is on December 31st in the final year of the Director's term.
- 31.
- (1) If a Director resigns as a Director or otherwise ceases to be a Director, the Voting Member who nominated that Director or the Board of Directors who appointed that Director will nominate or appoint, as applicable, a new person to complete the remainder of the term of the former Director and that person becomes a Director upon being appointed or, if nominated by the Voting Member, upon being accepted by the Board of Directors, subject to the requirements in Bylaw 32.
 - (2) An act or proceeding of the Board of Directors is not invalid merely because there are fewer than the prescribed number of Directors in office.

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32. A nominee or appointee cannot be a Director unless:
- (a) the person is qualified to be a Director under the ***Societies Act***; and
 - (b) the individual consents in writing to be a Director; or
 - (c) the individual is present at the meeting where the nomination is accepted or the appointment is made and the individual does not refuse, at the meeting, to be a Director.
33. A Director who ceases to be qualified to act as a Director must promptly resign.
34. (1) A Voting Member may remove a Director who that Voting Member has nominated, before the expiration of that Director's term as Director, and may nominate a new Director to the Board of Directors. The Board of Directors, in its sole discretion, may accept, subject to the requirements in Bylaw 32, the nominee as a Director to complete the Director's term and that nominated Director becomes a Director upon being accepted by the Board of Directors.
- (2) A Director may be removed as a Director by special resolution of the Voting Members.
35. (1) A Director may be remunerated for being a Director at a level to be approved by special resolution of the Voting Members.
- (2) A Director must be reimbursed for all expenses necessarily and reasonably incurred by the Director in performing his or her duties as a Director of the Society in accordance with the terms for expense reimbursement approved by the Board of Directors.
36. The Board of Directors shall elect one Director to be the Chair and one Director to be the Vice Chair of the Board of Directors on terms to be established by the Board of Directors at the time of the election.

PART 6 – PROCEEDINGS OF DIRECTORS

37. (1) The Board of Directors shall meet together at the times and places they think fit to dispatch business, adjourn and otherwise regulate their meeting and proceedings, as they see fit.
- (2) The Board of Directors may from time to time fix the quorum necessary to transact business, and unless so fixed, the quorum shall be a majority of the Directors then in office.
- (3) The Chair of the Board of Directors shall chair all meetings of the Board of Directors, but if at a meeting the Chair or the Vice Chair of the Board of Directors is not present within 30 minutes after the time appointed for holding the meeting, the Directors present may choose one of their number to chair that meeting.
- (4) A Director may, with either the Chief Executive Officer or the Board Chair, convene a meeting of the Board of Directors.
- (5) A Director may participate in a meeting of the Board of Directors or of any committee of the Board of Directors by means of conference telephone or other communications facility by means of which all the Directors participating in the meeting can hear each other and provided that all such Directors agree to such participation. A Director participating in a meeting in accordance with this Bylaw shall be deemed to be present at the meeting and to have so agreed and shall be counted in the quorum therefore and be entitled to speak and vote at the meeting.
38. (1) The Board of Directors may delegate any, but not all, of their powers to committees consisting of Directors and non-Directors as they think fit.
- (2) A committee so formed shall in the exercise of the powers delegated by the Board of Directors conform to any rules imposed on it by the Board of Directors, and shall report every act or thing done in exercise of those powers to the earliest meeting of the Board of Directors to be held next after it has been done.

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- (3) The Board Chair shall appoint Directors, including the Board Chair, to standing committees.
 - (4) The Board of Directors may appoint a non-Director to a standing committee or establish by a charter the non-Director membership of a standing committee.
 - (5) The Board Chair shall appoint a standing committee chair.
 - (6) A special committee may be established by resolution of the Board of Directors to provide advice and make recommendations to the Board of Directors in accordance with the charter as set out by the Board of Directors.
 - (7) A special committee may include non-Directors, provided however the majority of its members are Directors.
 - (8) The Board of Directors shall appoint the chair of the special committee. Only a Director may serve as the chair of a special committee.
 - (9) The members of a committee may meet and adjourn as they think fit.
39. For a first meeting of the Board of Directors held immediately following the appointment of a Director or Directors at an Annual or other general meeting of Members, or for a meeting of the Board of Directors at which a Director is appointed to fill a vacancy in the Board of Directors, it is not necessary to give notice of the meeting to the newly elected or appointed Director or Directors for the meeting to be constituted, if a quorum of the Directors is present.
40. (1) Questions arising at a meeting of the Board of Directors and committee of the Board of Directors shall be decided by a majority of votes.
- (2) In the case of an equality of votes the chair does not have a second or casting vote.
41. No resolution proposed at a meeting of the Board of Directors or committee of the Board of Directors need be seconded and the chair of a meeting may move or propose a resolution.
42. A resolution in writing, signed by all of the Board of Directors and placed with the minutes of the Board of Directors is as valid and effective as if regularly passed at a meeting of Directors.
43. In addition to its regular meetings, the Board of Directors may hold public consultation sessions to allow the community at large to participate in discussions and provide input to the Board of Directors ("**Public Consultation Sessions**").
44. Notice of the Public Consultation Sessions will be posted on GVHA's website not less than 30 calendar days in advance of the Public Consultation Session.

PART 7 – DUTIES OF OFFICERS

45. The Board of Directors shall appoint a Chief Executive Officer to administer the activities of the Society in accordance with the **Societies Act** and policies established by the Board of Directors.
46. The Chief Executive Officer is responsible for:
- (a) preparing an annual budget for the Board of Directors;
 - (b) developing a strategic and business plan;
 - (c) developing a capital plan;
 - (d) implementing such plans as approved by the Board of Directors;
 - (e) supporting policy development by the Board of Directors;

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- (f) administering and managing the Society's lands and facilities;
 - (g) administering and supporting activities of the Secretary and Treasurer; and
 - (h) other activities as directed by the Board of Directors.
47. The Board of Directors may appoint such agents and engage such employees as it shall deem necessary from time to time and such persons shall have such authority and shall perform such duties as shall be prescribed by the Directors at the time of such appointment.
48. The Board of Directors shall appoint a Secretary responsible for:
- (a) conducting the correspondence of the Society;
 - (b) issuing notices of meetings of the Society and the Board of Directors;
 - (c) keeping minutes of all meetings of the Society and the Board of Directors;
 - (d) having custody of all records and documents of the Society except those required to be kept by the Treasurer;
 - (e) having custody of the common seal of the Society; and
 - (f) maintaining the register of Members.
49. The Board of Directors shall appoint a Treasurer responsible for:
- (a) keeping the financial records, including books of account, necessary to comply with the **Societies Act**; and
 - (b) rendering financial statements to the Board of Directors, Members and others when required.
50. The offices of Secretary and Treasurer may be held by one person who shall be known as the Secretary-Treasurer.

PART 8 – CONFLICTS OF INTEREST

51. For the purposes of Part 8 of these Bylaws, "director" means a Director of the Board of Directors or the Chief Executive Officer, or other senior manager of the Society.
52. In addition to the provisions in sections 56 to 58 of the **Societies Act**, Directors' Conflicts of Interest, the following provisions apply:
- (a) Related Party with respect to a Director means:
 - (i) a spouse, child, sibling or parent;
 - (ii) a relative of a Director, or a Director's spouse, residing with the Director;
 - (iii) a corporation, partnership, trust or other entity controlled by the Director, the Director's spouse, sibling, child, parent or any combination thereof; or
 - (iv) a partner acting on behalf of a partnership in which the Director is a partner.
 - (b) A Director will not allow the interests of a Related Party to conflict with or give rise to the appearance of a conflict with the duties and responsibilities of the Director to the Society or the interests of the Society;
 - (c) Without restricting the foregoing, the following will give rise to a conflict or the appearance of a conflict:

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- (i) a Director or a Related Party engages in any activity, or has a material interest in any person which engages in an activity, which is in competition or could reasonably be expected to be in competition with the Society's present or proposed activities;
 - (ii) a Director or a Related Party has a material interest in a User of the Harbour;
 - (iii) a Director or a Related Party owes material obligations to the Society or to a User of the Harbour, other than in connection with the duties of the Director arising from his or her position with the Society;
 - (iv) a Director or a Related Party conducts business with the Society or with a User of the Harbour; or
 - (v) a Director or a Related Party holds a material interest in a person which conducts business with, or acts as a consultant or advisor to, the Society or a User of the Harbour with respect to a particular contract, lease, obligation, business, interest or other matter under consideration by the Board of Directors.
53. A Director will not allow his or her personal interest or the personal interests of a Related Party to conflict with or to give rise to the appearance of a conflict with the duties and responsibilities of the Director to the Society or the interests of the Society.
54. (1) Written disclosure of a conflict or an appearance of conflict shall be made to the Board of Directors by a Director forthwith after the Director becomes aware of the conflict or the appearance of conflict.
- (2) Any Director or Related Party who conducts business with the Society or with a User of the Harbour or holds a material interest in a person who conducts business with, or acts as consultant or advisor to the Society must conduct all negotiations through the Director's independent agent.
55. Upon receiving written disclosure pursuant to the Act, the Board of Directors shall determine if the requirements of the Act have been met and whether to request the Director to resign.
56. The Board of Directors shall provide a Director with an opportunity to be heard in connection with a determination made pursuant to Bylaw 55.
57. No Director shall offer gifts to or accept gifts from users or potential Users of the Harbour without the prior written consent of the Board of Directors, unless the gift has a value of less than \$500.00 and has been accepted or offered as an incident of the protocol or social obligations that normally accompany the responsibilities of a Director.
58. No Director will use any information obtained in connection with his or her position with the Society for personal benefit or for the benefit of any other person unless such information has been disclosed to the public or has been made available to the public. Without limiting the generality of the foregoing, a Director who has knowledge of a proposed action or decision by the Society shall not purchase or sell assets or shares or advise any other party to purchase or sell assets or shares the value of which could be expected to be materially affected by the proposed action or decision until such time as the proposed action or decision has been announced or has been made available to the public.

PART 9 - SEAL

59. The Directors may provide a common seal for the Society and may destroy a seal and substitute a new seal in its place.
60. The common seal must be affixed only when authorized by a resolution of the Directors and then only in the presence of the persons specified in the resolution, or if no persons are specified, in the presence of the Chair and Secretary or Chair and Secretary-Treasurer.

PART 10 – NOTICES TO MEMBERS

61. A notice may be given to a Member, either personally, by mail, or by electronic mail to the Member at the Member's Registered Address.
62. A notice sent by mail is deemed to have been given on the second day following the day on which the notice is posted, and in proving that notice has been given, it is sufficient to prove the notice was properly addressed and put in a Canadian post office receptacle.
63. A notice sent by electronic mail is deemed to have been given on the day the notice is sent, and in proving that notice has been given it is sufficient to prove the notice was properly addressed and sent by the sender.
64.
 - (1) Notice of a general meeting must be given to every Member shown on the Register of Members on the day notice is given.
 - (2) No other person is entitled to receive a notice of a general meeting.

1.1 DIRECTOR MANDATE

Directors are required to act honestly, in good faith, and in the best interests of GVHA. They must exercise the care, diligence, and skill of a reasonably prudent person under comparable circumstances. In doing so, Directors must consider the interests of the Member Agencies, stakeholders, and those to whom the Directors owe a fiduciary duty. Directors must maintain an open mind, make informed decisions, exercise independent judgment, and ensure the best interests of GVHA remain paramount at all times. The Board acts collectively and exercises its powers and responsibilities as a group. A Director has no individual authority to provide direction or act on behalf of GVHA on their own unless specifically authorized by the Bylaws, Board Policy, or Board Resolution.

This mandate sets out the standards of performance that the Board expects of each of its Directors and provides the basis for individual Director evaluation.

General Responsibilities

As a member of the Board, each Director shall:

1. Read, understand, and abide by the Code of Conduct and Conflict of Interest Policies and all other policies adopted by the Board, including Corporate Policies that apply to the Director
2. Protect and maintain the confidentiality of the Board's in-camera deliberations and any sensitive information related to GVHA provided to or acquired by the Director
3. Prepare for meetings, attend all meetings unless excused in advance, and actively participate with relevant, useful input
4. Actively listen and communicate with other Directors and management in a thoughtful, respectful, and constructive way, considering the views of others
5. Maintain an open mind, exercise independent judgment, and express dissent constructively where necessary
6. Understand and be sensitive to the difference between governing and managing, and not encroach on management's area of responsibility
7. Interact appropriately with management and the Board, and serve as a helpful resource
8. Act and speak honestly, ethically, and with integrity
9. Contribute meaningfully, knowledgeably, and with appropriate candor to Board and Committee deliberations and discussions, applying the Director's knowledge, experience, and expertise
10. Utilize external relationships and resources in contributing and adding value to GVHA
11. Demonstrate a commitment to and enthusiasm for GVHA, and serve as an ambassador
12. Be reasonably available, as needed, outside of meeting times
13. Participate in the annual Board and Director evaluation process, in which the Director's performance will be compared against this Mandate

Knowledge

14. Possess, demonstrate, and continually seek to develop and improve a level of knowledge commensurate with the governance needs of the Board, including having an active and engaged understanding of:
 - a. GVHA's strategy, strategic priorities, and annual operating plans
 - b. GVHA's business, markets, operations, and principal risks
 - c. Industry trends
 - d. Financial implications of decisions

- e. The reporting expectations and requirements that guide Member Agency Representatives in their reporting to their respective Member Agencies and stakeholders and the role a Director may have in overseeing this function for their Nominating Member Agency. Directors are encouraged to work with their respective Member Representatives to ensure they have the necessary approved information with which to report quarterly to their governing body or stakeholder group.
 - f. The regulatory environment applicable to GVHA, federally, provincially, and locally
 - g. The social and political environment in which GVHA operates
- 15. Keep up to date regarding GVHA's policies, business affairs, and the industry in general
 - 16. Maintain a familiarity and knowledge of key internal personnel
 - 17. Develop knowledge about GVHA's facilities and visit them when appropriate

Furthermore, as a prime fiduciary responsibility, Directors must ensure the governing body and management of their nominating Member Agency knows that all GVHA Member Agencies have obligations prescribed by the *BC Society Act* and are equally and jointly responsible for:

- 18. Being aware of and maintaining GVHA's Constitution and Bylaws
- 19. Appointing Member Representatives to act on their behalf and vote at General Meetings of GVHA
- 20. Considering the [Directors Skills and Experience Requirements Matrix](#) communicated by the Board and providing a qualified selection of Director nominees for interview; successful candidates being appointed to GVHA's Board of Directors

**REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, NOVEMBER 16, 2022**

SUBJECT **BC Active Transportation Infrastructure Grants Program – Resolution for Mayne Island Regional Trail – Phase 1 Development**

ISSUE SUMMARY

A Capital Regional District (CRD) Board resolution is required to confirm the submission authorization and secured cost share for the Mayne Island Regional Trail – Phase 1 Development application to the BC Active Transportation Infrastructure Grants Program.

BACKGROUND

The BC Active Transportation Infrastructure Grants Program is an application-based program available for Indigenous, municipal, regional governments and Islands Trust to provide financial assistance for community projects where the focus is on infrastructure that supports safe, human-powered modes of active transportation for daily commuting to school, recreation, work, socializing, culturally relevant activities, and errands.

Through the BC Active Transportation Grants Program, the Province provides cost-share funding of up to \$500,000 per infrastructure project based on the community profile. For Mayne Island, the community profile is defined as a population of less than 15,000, resulting in an eligible funding amount of 70%.

Following the CRD grant process, information on the BC Active Transportation Infrastructure Grants opportunity was distributed organization-wide to scan for grant-ready and grant-eligible projects. Staff recommended submitting one application for the Mayne Island Regional Trail – Phase 1 Development project. The application package was submitted in advance of the October 21, 2022 deadline.

The Mayne Island Regional Trail is identified in the Gulf Island Regional Trails Management Plan (2018) as the priority regional trail segment to be developed in the Gulf Islands. Phase 1 is a 2.3 km cycling and pedestrian trail extending between Village Bay and Miners Bay village on Mayne Island (Appendix A). The project meets the infrastructure grant eligibility guidelines for projects with total eligible costs over \$1,000,000: specifically, a shovel-ready project with “Class A” cost estimates and a construction completion date before March 31, 2025 that will provide a safe cycling and pedestrian trail for public use. A CRD Board resolution is required to be submitted by December 1, 2022 confirming the project is shovel-ready according to the infrastructure grant eligibility criteria, that the local share of the funding is available and supported, and that the project is a regional priority and is intended to be completed by March 31, 2025.

ALTERNATIVES

Alternative 1

That the Capital Regional District Board confirm submission authorization of the BC Active Transportation Infrastructure Grants application for the Mayne Island Regional Trail – Phase 1 Development Project; provide confirmation that the funding share for the shovel-ready priority project is available and supported with a construction completion date of before March 2025; and direct staff to provide overall grant management.

Alternative 2

That a resolution to the BC Active Transportation Infrastructure Grants Program not be supported and that the Mayne Island Regional Trail – Phase 1 Development be funded through the Capital Plan and existing grant funding.

IMPLICATIONS

Financial Implications

The original project budget for the Mayne Island Regional Trail Project was developed in 2018 at \$3,960,000. In 2020, the CRD was successful in its application for an Investing in Canada Infrastructure Program (ICIP) grant to assist in the development of the project. The ICIP grant is a federal/provincial grant in the amount of \$2,778,393 and is based on the CRD contributing the remaining budget of \$1,181,607 from the CRD Regional Parks Capital Reserve Fund.

The Mayne Island Regional Trail Project is identified in the preliminary 2023-2027 Capital Plan, to be funded through the CRD Regional Parks capital reserve fund and grant funding sources. In September 2022, the project budget was updated using tendered pricing and, due to price increases in material and labour costs, an additional allocation of reasonable contingencies is needed. The updated construction budget for eligible expenses, based on “Class A” cost estimates, is \$3,788,890. After confirming ICIP grant program staking guidelines, staff are preparing an application for the BC Active Transportation Infrastructure Grant to cover up to \$500,000 of the eligible project expenses.

Service Delivery Implications

The 2018 Gulf Islands Regional Trails Plan prioritizes regional trail development in a phased approach with an initial segment of trail developed on each island. The 2.3 km segment of Mayne Island Regional Trail is identified as a pilot project to inform future regional trail development on the Gulf Islands. Additionally, the 2022-2032 interim Regional Parks and Trails Strategic Plan includes developing the Gulf Islands regional trail network as a priority action (4-1b).

CONCLUSION

CRD staff submitted an application to the BC Active Transportation Infrastructure Grants Program for the Mayne Island Regional Trail – Phase 1 Development Project on October 21, 2022. A CRD Board resolution is required to be submitted by December 1, 2022 confirming the project is shovel

ready according to the criteria in Section 3 of the Infrastructure Application, that the local share of the funding is available and supported, and that the project is a regional priority and is intended to be complete by March 31, 2025.

RECOMMENDATION


That the Capital Regional District Board confirm submission authorization of the BC Active Transportation Infrastructure Grants application for the Mayne Island Regional Trail – Phase 1 Development Project; provide confirmation that the funding share for the shovel-ready priority project is available and supported with a construction completion date of before March 2025; and direct staff to provide overall grant management.

Submitted by:	Jeff Leahy, RPF, Senior Manager, Regional Parks
Concurrence:	Larisa Hutcheson, P.Eng., General Manager, Parks & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

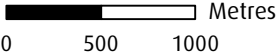
ATTACHMENT

Appendix A: Mayne Island Regional Trail – Phase 1 Development Project Map





Making a difference...together



0 500 1000 Metres

Projection: UTM ZONE 10N NAD 83

Important This map is for general information purposes only. The Capital Regional District (CRD) makes no representations or warranties regarding the accuracy or completeness of this map or the suitability of the map for any purpose. **This map is not for navigation.** The CRD **will not be liable** for any damage, loss or injury resulting from the use of the map or information on the map and the map may be changed by the CRD at any time.

- Mayne Island Regional Trail - Phase 1 Development (Proposed)
- First Nation Reserve
- Regional Park
- Other Park
- ★ Regional Destination

Appendix A
 Capital Regional District Board
 Staff Report - Closed
 Mayne Island Regional Trail - Phase 1 Development
 November 16, 2022

**REPORT TO THE CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, NOVEMBER 16, 2022**

SUBJECT **Bylaw No. 4529: Financial Plan Amendment No. 4, 2022**

ISSUE SUMMARY

The 2022 to 2026 Financial Plan was adopted on March 16, 2022, and amended on May 11, July 7, and October 12, 2022. Amendments to the Plan are required to authorize revised operating and capital expenditures.

BACKGROUND

The Capital Regional District (CRD) Board approved the 2022 to 2026 Financial Plan (Bylaw No. 4481) on March 16, 2022, amendment Bylaw No. 4490 on May 11, 2022, amendment Bylaw No. 4498 on July 13, 2022, and amendment Bylaw No. 4516 on October 12, 2022. Amendments are required in accordance with Section 374(2) of the *Local Government Act* (LGA), which states that the financial plan may be amended at any time by bylaw to incorporate changes in budget, for certainty. As new information becomes available and pursuant with Section 374 of the LGA, the CRD Board may further revise the financial plan. Additionally, if required, pursuant to Bylaw No. 3343, any increase in the staff establishment chart requires Board approval and may be presented along with the financial plan or in this case the financial plan amendment.

The following table highlights the 2022 impact of the proposed amendments to the five-year 2022-2026 Financial Plan. Additional explanations are included under the implications section of this report.

SERVICE	DESCRIPTION	BUDGET	FUNDING	NET IMPACT	COMMITTEE / COMMISSION APPROVAL
Climate Action and Adaptation	Funding Vancouver Island and Coastal Communities Climate Leadership Plan	Operating	Reserve Fund	\$73,150	CRD Board 12-Oct-2022
CRD Headquarters Building	Headquarters Densification	Capital	Reserve Fund	\$500,000	Staff Recommended
Ganges Sewer Local Service SSI	Design for upgrade to the Ganges Wastewater Treatment Plant aeration system	Capital	Reserve Fund	\$24,500	Ganges Sewer Local Service Commission 13-Oct-2022

SSI=Salt Spring Island

The proposed Financial Plan amendment Bylaw No. 4529 incorporates these changes, and is attached as Appendix A, inclusive of updated Schedule A and Schedule B.

ALTERNATIVES

Alternative 1

1. That Bylaw No. 4529, “2022 to 2026 Financial Plan Bylaw, 2022, Amendment Bylaw No. 4, 2022”, be introduced and read a first, second, and third time; and
2. That Bylaw No. 4529 be adopted.

Alternative 2

That Bylaw No. 4529 be deferred pending further analysis by CRD staff.

IMPLICATIONS

Financial Implications

Climate Action and Adaptation

On October 12, 2022, the CRD Board approved \$73,150 of reserve funding to support the completion of a Vancouver Island and Coastal Communities Climate Leadership Plan in 2022 within the Climate Action and Adaption Service.

CRD Headquarters Building

The CRD Headquarters Building is currently undergoing a multi-year densification of the office space. This amendment will advance \$500,000 into 2022 from 2023 as originally planned to cover an accelerated timeline on the densification project.

Ganges Sewer Local Service SSI

On October 13, 2022, the Ganges Sewer Local Service Commission recommended an amendment to the Ganges Wastewater Treatment Plant Aeration System Upgrade Design project to increase the total budget by \$24,500, to be funded by Capital Reserve Fund. The increase is required to revise pricing after RFP proposal evaluation was recently completed.

CONCLUSION

In compliance with the *Local Government Act*, the proposed amending Bylaw No. 4529 authorizes the changes required to the 2022 to 2026 Financial Plan Bylaw No. 4481, which the CRD Board approved on March 16, 2022, and amended on May 11 (Bylaw No. 4490), July 13, 2022 (Bylaw No. 4498) and October 12, 2022 (Bylaw No. 4516).

RECOMMENDATION

1. That Bylaw No. 4529, “2022 to 2026 Financial Plan Bylaw, 2022, Amendment Bylaw No. 4, 2022”, be introduced and read a first, second, and third time; and
2. That Bylaw No. 4529 be adopted.

Submitted by:	Rianna Lachance, BCom, CPA, CA, Senior Manager, Financial Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

Appendix A: Bylaw 4529, with Schedules A & B

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4529

**A BYLAW TO AMEND THE FIVE YEAR FINANCIAL PLAN
FOR THE YEARS 2022 – 2026**

The Board of the Capital Regional District in open meeting assembled enacts as follows:

1. Bylaw No. 4481, "2022 to 2026 Financial Plan Bylaw, 2022", is hereby amended by replacing Schedules A and B with the attached schedules hereto.
2. This Bylaw may be cited as "2022 to 2026 Financial Plan Bylaw, 2022, Amendment Bylaw No. 4, 2022".

READ A FIRST TIME THIS	day of	20__
READ A SECOND TIME THIS	day of	20__
READ A THIRD TIME THIS	day of	20__
ADOPTED THIS	day of	20__

CHAIR

CORPORATE OFFICER

Attachments: Schedule A
Schedule B

CAPITAL REGIONAL DISTRICT 2022 FINANCIAL PLAN															Schedule A				
		Expenditures						Revenue											
		Total 2022	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2022	Surplus 2021	Recovery from other services	Transfers from Reserves	Other revenue	Fee & Charges	Parcel Tax	Property Value Tax	Requisition 2022			
1.101	Legislative & General Government	29,930,014	29,271,034			363,840	295,140	29,930,014	1,210,559	14,331,680	2,552,912	1,367,976	84,880		10,382,007	10,382,007			
1.10X	Facilities and Risk	4,049,422	3,782,364			55,000	212,058	4,049,422		3,800,549		88,966			159,907	159,907			
1.101	G.I.S.	617,943	544,453			23,490	50,000	617,943		494,422		3,368			120,153	120,153			
1.103	Elections	262,932	237,432				25,500	262,932			122,457	74,984			65,491	65,491			
1.104	U.B.C.M.	12,945	12,945					12,945	1,147			76			11,722	11,722			
1.109	Electoral Area Admin Exp - JDF	63,837	63,837					63,837	3,570			138			60,129	60,129			
1.110	Electoral Area Admin Exp - SGI	466,325	465,305				1,020	466,325			60,250	17,696			388,379	388,379			
1.111	Electoral Area Admin Exp - SSI	988,945	988,445				500	988,945	20,050	450,716		689			517,490	517,490			
1.112	Regional Grant in Aid	1,477,358	1,477,358					1,477,358	1,457,358			20,000			-	-			
1.114	Grant-in-Aid - Juan de Fuca	54,425	54,425					54,425	54,135			290							
1.116	Grant-in-Aid - Salt Spring Island	106,961	106,961					106,961	56,669			236			50,056	50,056			
1.117	Grant-in-Aid - Southern Gulf Islands	108,488	108,488					108,488	2,714			1,189			104,585	104,585			
1.119	Vancouver Island Regional Library	322,818	322,818					322,818	141			575			322,102	322,102			
1.121	Sooke Regional Museum	215,882	215,882					215,882	200			341			215,341	215,341			
1.123	Prov. Court of B.C. (Family Court)	149,360	2,750				146,610	149,360				149,360			-	-			
1.124	SSI Economic Development Commission	100,822	100,822					100,822			2,000	585			98,237	98,237			
1.125	SGI Economic Development Commission	123,156	123,156					123,156	2,772			1,337			119,047	119,047			
1.126	Victoria Family Court Committee	16,035	16,035					16,035	157			878			15,000	15,000			
1.128	Greater Victoria Police Victim Services	300,551	299,949		602			300,551				15,358			285,193	285,193			
1.129	Vancouver Island Regional Library - Debt	180,600	60,000	120,600				180,600				180,600			-	-			
1.133	Langford E.A. - Greater Victoria Public Library	32,102	32,102					32,102	524			87			31,491	31,491			
1.137	Galiano Island Community Use Building	63,202	32,785	27,417			3,000	63,202				273			62,929	62,929			
1.138	Southern Gulf Islands Regional Library	232,808	232,808					232,808	1,335			2,400			229,073	229,073			
1.141	Salt Spring Island Public Library	665,268	492,881	145,607			26,780	665,268				1,648			663,620	663,620			
1.15X	Municipalities' Own Debt - M.F.A.	17,163,077	61,100	17,101,977				17,163,077				61,100			17,101,977	17,101,977			
1.170	Gossip Island Electric Power Supply	56,998	555	56,443				56,998	143			270		56,585	56,585	56,585			
1.224	Community Health - Homeless Sec.	816,201	816,201					816,201	15,620			192,087			608,494	608,494			
1.226	Community Health (CHR) Facilities	1,658,419	1,104,749				553,670	1,658,419				1,658,419			-	-			
1.227	Saturna Island Medical Clinic	33,541	33,541					33,541				2,152			31,389	31,389			
1.228	Galiano Health Service	135,812	135,812					135,812	126			90			135,596	135,596			
1.229	Pender Islands Health Care Centre	225,987	225,987					225,987							225,987	225,987			
1.230	Traffic Safety Commission	118,428	118,428					118,428	42,358			3,558			72,512	72,512			
1.232	Port Renfrew Street Lighting	8,984	8,984					8,984	1,520			325	3,654	3,485	3,485	3,485			
1.234	S.S.I. Street Lighting	26,704	26,200		504			26,704				36			26,668	26,668			
1.235	S. G. I. Small Craft Harbour Facilities	449,320	260,120	15,600			173,600	449,320				6,792	141,240	301,288	301,288	301,288			
1.236	Salt Spring Island Fernwood Dock	25,847	15,847				10,000	25,847				168		25,679	25,679	25,679			
1.238A	Community Transit (S.S.I.)	507,996	492,996				15,000	507,996			130,000	183,285			194,711	194,711			
1.238B	Community Transportation (S.S.I.)	172,206	82,206				90,000	172,206				1,161			171,045	171,045			
1.280	Regional Parks	16,779,411	11,942,126	516,778		222,190	4,098,317	16,779,411		32,053		864,888	429,663		15,452,807	15,452,807			
1.280A	Regional Parks - Land Acquisition	80,000	50,000	30,000				80,000							80,000	80,000			
1.290	Royal Theatre	580,000	100,000			102,000	378,000	580,000							580,000	580,000			
1.295	McPherson Theatre	786,233	350,000			88,000	348,233	786,233				36,233			750,000	750,000			
1.297	Arts Grants	3,006,402	3,006,402					3,006,402		13,614	25,000	185,956			2,781,832	2,781,832			
1.299	Salt Spring Island Arts	121,762	120,210	1,552				121,762				85			121,677	121,677			
1.309	Climate Action and Adaptation	1,553,605	1,552,919				686	1,553,605			73,150	76,028			1,404,427	1,404,427			
1.310	Land Banking & Housing	3,026,344	1,960,987	1,051,357		10,000	4,000	3,026,344	111,491	765,859	74,992	594,411	35,130		1,444,461	1,444,461			
1.311	Regional Housing Trust Fund	5,302,666	5,302,666					5,302,666	4,253,753			94,407			954,506	954,506			
1.313	Animal Care Services	1,479,358	1,429,358			20,000	30,000	1,479,358			22,493	991,353	18,500		447,012	447,012			
1.314	SGI House Numbering	9,485	9,485					9,485	43			107			9,335	9,335			
1.316	SSI Building Numbering	9,606	9,587	19				9,606				20			9,586	9,586			
1.317	JDF Building Numbering	13,099	13,099					13,099	157			40			12,902	12,902			
1.318	Building Inspection	1,792,001	1,742,381			6,320	43,300	1,792,001		30,076	66,235	4,412	1,237,510		453,768	453,768			
1.319	Soil Deposit Removal	5,722	5,722					5,722				40			5,682	5,682			
1.320	Noise Control	40,021	40,021					40,021				310			39,711	39,711			
1.322	Nuisances & Unsightly Premises	53,375	53,375					53,375				313			53,062	53,062			
1.323	By-Law Enforcement	539,235	502,275				36,960	539,235		510,425		28,810			-	-			
1.324	Regional Planning Services	2,193,512	2,191,012				2,500	2,193,512		77,852	857,304	64,714			1,193,642	1,193,642			
1.325	Electoral Area Services - Planning	807,042	731,272				75,770	807,042		26,420	35,269	2,647	45,000		697,706	697,706			
1.330	Regional Growth Strategy	328,309	318,309				10,000	328,309			15,354	17,344			295,611	295,611			
1.335	Geo-Spatial Referencing System	174,545	114,495				60,050	174,545				8,708	8,130		157,707	157,707			
1.340	JDF Livestock Injury Compensation	3,150	3,150					3,150							3,150	3,150			
1.341	SGI Livestock Injury Compensation	3,150	3,150					3,150							3,150	3,150			
1.342	SSI Livestock Injury Compensation	3,150	3,150					3,150							3,150	3,150			
1.350	Willis Point Fire Protect & Recreation	177,868	117,013			6,300	54,555	177,868	9,919			33,850			134,099	134,099			
1.352	South Galiano Fire Protection	472,448	338,970	44,068		5,810	83,600	472,448				700		66,688	405,060	471,748			
1.353	Otter Point Fire Protection	516,158	354,858			5,500	155,800	516,158				320			515,838	515,838			
1.354	Malahat Fire Protection	65,601	65,601					65,601	4						65,597	65,597			
1.355	Durrance Road Fire Protection	3,020	2,719				301	3,020						3,020	3,020	3,020			
1.356	Pender Fire Protection	1,165,220	897,118	111,596			156,506	1,165,220			111,596	11,018			1,042,606	1,042,606			
1.357	East Sooke Fire Protection	553,329	303,220	155,109			95,000	553,329	27,238			26,160	45,000		454,931	454,931			
1.358	Port Renfrew Fire Protection	154,657	126,759	2,898			25,000	154,657				1,176	61,610		91,871	91,871			
1.359	N. Galiano Fire Protection	220,715	160,443	48,872		6,400	5,000	220,715	22,486			907		24,440	172,882	197,322			
1.360	Shirley Fire Protection	158,639	87,639			10,000	61,000	158,639				200			158,439	158,439			
1.363	Saturna Island Fire	188,365	188,105		260			188,365				10,569			177,796	177,796			
1.369	Electoral Area Fire Services - JDF	141,568	139,810			1,758		141,568				100			68,874	68,874			
1.369	Electoral Area Fire Services - SGI	161,115	159,113			2,002		161,115				82,676			78,439	78,439			
1.370	Juan de Fuca Emergency Program	88,813	72,933				15,880	88,813				235			88,578	88,578			
1.371	S.S.I. Emergency Program	130,103	130,103					130,103			2,000	190			127,913	127,913			

CAPITAL REGIONAL DISTRICT 2022 FINANCIAL PLAN																Schedule A			
		Expenditures						Revenue											
		Total 2022	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2022	Surplus 2021	Recovery from other services	Transfers from Reserves	Other revenue	Fee & Charges	Parcel Tax	Property Value Tax	Requisition 2022			
1.372	Electoral Area Emergency Program	630,264	622,764				7,500	630,264		468,860	12,674	917			147,813	147,813			
1.373	S.G.I. Emergency Program	250,048	236,248				13,800	250,048				2,670			247,378	247,378			
1.374	Regional Emergency Program Support	195,609	195,609					195,609			56,199	7,524			131,886	131,886			
1.375	Hazardous Material Incident Response	352,038	342,478				9,560	352,038			10,633	18,312			323,093	323,093			
1.377	J.D.F. Search and Rescue	91,042	87,074				3,968	91,042				21,090			69,952	69,952			
1.378	S.S.I. Search and Rescue	32,780	32,780					32,780	7,728			97			24,955	24,955			
1.40X	SEAPARC	4,328,565	3,804,599	103,966			420,000	4,328,565				393,284	809,965		3,125,316	3,125,316			
1.405	JDF EA - Community Parks	196,546	176,546				20,000	196,546	2,455			817			193,274	193,274			
1.408	JDF EA - Community Recreation	90,128	90,128					90,128				20,620			69,508	69,508			
1.44X	Panorama Rec. Center.	9,869,066	8,385,369	771,334			712,363	9,869,066				1,579,513	3,099,067		5,190,486	5,190,486			
1.455	Salt Spring Island - Community Parks	1,009,096	994,096				15,000	1,009,096		397,958		153,066			458,072	458,072			
1.458	Salt Spring Is.- Community Rec	264,803	264,803					264,803				38	210,183		54,582	54,582			
1.459	Salt Spring Is- Pool, Parks, Land, Art & Rec. Prog	1,988,640	1,751,881				236,759	1,988,640		100,780	28,083	50,642	261,040		1,548,095	1,548,095			
1.465	Saturna Island Comm. Parks	24,899	18,899				6,000	24,899				1,576			23,323	23,323			
1.468	Saturna Island - Community Rec.	21,167	21,167					21,167	10,390			886			9,891	9,891			
1.475	Mayne Is. Com. Parks & Rec	93,173	75,043				18,130	93,173				2,770			90,403	90,403			
1.476	Mayne Is. Comm. Parks (reserve)	22,701	22,701					22,701	16,041			6,270	390		-	-			
1.478	Mayne Is. Community Rec.	48,684	48,684					48,684	13,734			60			34,890	34,890			
1.485	North & South Pender Com. Parks	165,474	122,474				43,000	165,474				1,820			163,654	163,654			
1.488	North & South Pender Com. Rec	69,107	69,107					69,107	2,972			852			65,283	65,283			
1.495	Galiano Parks	94,823	84,823				10,000	94,823				99			94,724	94,724			
1.498	Galiano Community Recreation	38,133	38,133					38,133	678			28			37,427	37,427			
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	25,126,320	23,089,609				2,036,711	25,126,320			89,065	6,632,823	18,404,432		-	-			
1.523	Port Renfrew Refuse Disposal	89,497	83,497				6,000	89,497		17,000		38,645			33,852	33,852			
1.525	Solid Waste Disposal - Debt	151,279	840	150,439				151,279				840	150,439		-	-			
1.531	Stormwater Quality Management - Sooke	38,281	23,145				15,136	38,281				81			38,200	38,200			
1.533	Stormwater Quality Management - S.G.I.	39,100	39,100					39,100				401			38,699	38,699			
1.535	Stormwater Quality Management - S.S.I.	47,970	47,970					47,970			20,000	30			27,940	27,940			
1.536	LWMP-Stormwater Quality Management-Core	732,400	732,400					732,400			5,959	89,288			637,153	637,153			
1.537	Stormwater Quality Management - Peninsula	118,107	118,107					118,107				4,051			114,056	114,056			
1.538	Source - Stormwater Quality - Peninsula	55,856	55,856					55,856				1,646			54,210	54,210			
1.57X	Environmental Services	23,644,160	23,221,528			55,000	367,632	23,644,160	170,000	23,361,347	20,413	92,400			-	-			
1.911	911 Systems	2,532,090	1,470,141	1,011,949			50,000	2,532,090			71,541	2,156,988	127,338		176,223	176,223			
1.912B	911 Call Answer - Municipalities	63,910.00			63,910			63,910.00		703,444		-49,731			-589,803	-589,803			
1.913	913 Fire Dispatch	298,412	263,412				35,000	298,412				14,311			284,101	284,101			
1.921	Regional CREST Contribution	1,764,110	1,764,110					1,764,110	1,559			102,733			1,659,818	1,659,818			
1.923	Emergency Comm - CREST - S.G.I.	180,704	180,704					180,704	1,107			1,985			177,612	177,612			
1.924	Emergency Comm - CREST - J.D.F.	125,402	123,548		1,854			125,402				259			125,143	125,143			
1.925	Emergency Comm - CREST - S.S.I.	143,386	143,386					143,386	408			151			142,827	142,827			
2.610	Saanich Peninsula Water Supply	7,517,025	6,667,025				850,000	7,517,025				500	7,516,525		-	-			
2.620	SSI Highland Water System	30,971	213	30,758				30,971	29			110		30,832	30,832	30,832			
2.621	Highland / Fernwood Water - SSI	542,341	338,984	34,191	44,133		125,033	542,341			27,000	750	439,591	75,000	75,000	75,000			
2.622	Cedars of Tuam	50,063	41,963				8,100	50,063			12,500	50	37,513		-	-			
2.624	Beddis Water	270,499	180,037	42,962			47,500	270,499			8,000	280	187,259	74,960	74,960	74,960			
2.626	Fulford Water	228,329	168,584	14,145			45,600	228,329			20,000	830	159,999	47,500	47,500	47,500			
2.628	Cedar Lane Water (S.S.I.)	81,457	58,173	7,824	10,090		5,370	81,457			5,000	180	61,277	15,000	15,000	15,000			
2.630	Magic Lakes Estate Water System	962,930	667,354	193,186			102,390	962,930			10,494	373,288	579,148		579,148	579,148			
2.640	Saturna Island Water System (Lyall Harbour)	254,331	173,517	30,077	4,737		46,000	254,331			10,000	967	112,304	131,060	131,060	131,060			
2.642	Skana Water (Mayne)	75,615	50,994	2,621			22,000	75,615				110	51,505	24,000	24,000	24,000			
2.650	Port Renfrew Water	143,106	123,106				20,000	143,106			13,000	1,090	64,508	64,508	64,508	64,508			
2.660	Fernwood Water	14,477	132	14,345				14,477	14			50		14,413	14,413	14,413			
2.665	Sticks Allison Water (Galiano)	73,504	52,520		9,984		11,000	73,504			5,000	100	63,404	5,000	5,000	5,000			
2.667	Surfside Park Estates (Mayne)	118,007	101,007				17,000	118,007				100	94,807	23,100	23,100	23,100			
2.670	Regional Water Supply	36,539,270	17,779,777	8,292,927		10,152,385	314,181	36,539,270				612,470	35,926,800		-	-			
2.680	Juan de Fuca Water Distribution	22,566,391	14,034,472	1,893,503		6,374,922	263,494	22,566,391		6,000	30,596	187,475	22,342,320		-	-			
2.681	Florence Lake Water System Debt	8,738	3,000	5,738				8,738						8,738	8,738	8,738			
2.691	Wilderness Mountain Water Service	163,247	133,660	23,587			6,000	163,247			10,000	120	91,227	61,900	61,900	61,900			
3.700	Septage Disposal - Municipal	221,804	129,650			92,154		221,804				169,609	2,540		49,655	49,655			
3.700	Septage Disposal - JDF Service Area	464	464					464							464	464			
3.701	Millstream Remediation Service	236,372	852	135,520		100,000		236,372			112,332	11,707			112,333	112,333			
3.705	S.S.I. Liquid Waste Disposal	991,525	792,452	160,573			38,500	991,525				1,507	614,250	375,768	375,768	375,768			
3.707	On Site System Management Program - LWMP	189,038	189,038					189,038				10,556			178,482	178,482			
3.71X	Tri Swrs & Swge Disp - oper	35,134,718	32,693,122			30,000	2,411,596	35,134,718	261,787	1,581,292	551,241	26,955,377			5,785,021	5,785,021			
3.7XX	Tri Swrs - debt	23,353,991	211,948	9,667,625	2,117	5,529,745	7,942,556	23,353,991	71,800			17,290,800			5,991,391	5,991,391			
3.720	LWMP (Peninsula) - Implementation	119,907	99,766				20,141	119,907				980			118,927	118,927			
3.750	LWMP	366,136	317,016				49,120	366,136				152,776			213,360	213,360			
3.752	Harbours Program	348,604	348,604					348,604				23,461			325,143	325,143			
3.755	Regional Source Control	1,647,875	1,647,875					1,647,875		54,610	92,993	95,791	54,980		1,349,501	1,349,501			
3.756	Harbours Environmental Action	68,622	68,622					68,622				2,026			66,596	66,596			
3.810	Ganges Sewer	1,085,199	719,386	245,813			120,000	1,085,199			10,000	2,043	1,015,009	58,147	58,147	58,147			
3.820	Maliview Estates Sewer System	219,580	155,385	1,680			62,515	219,580			7,000	25,150	182,670	4,760	4,760	4,760			
3.830	Magic Lake Estates Sewer System	884,810	622,																

CAPITAL REGIONAL DISTRICT 2023 FINANCIAL PLAN														Schedule A			
		Expenditures						Revenue									
		Total 2023	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2023	Surplus 2022	Recovery from other services	Transfers from Reserves	Other revenue	Fee & Charges	Parcel Tax	Property Value Tax	Requisition 2023	
1.010	Legislative & General Government	32,518,264	30,616,664			1,598,120	303,480	32,518,264	450,000	14,616,871	1,694,026	1,492,877	85,780		14,178,710	14,178,710	
1.10X	Facilities and Risk	4,042,296	3,824,483			5,000	212,813	4,042,296		3,789,163		89,779			163,354	163,354	
1.101	G.I.S.	629,892	555,932			23,960	50,000	629,892		504,310		3,440			122,142	122,142	
1.103	Elections	45,032	32				45,000	45,032				70			44,962	44,962	
1.104	U.B.C.M.	13,198	13,198					13,198				100			13,098	13,098	
1.109	Electoral Area Admin Exp - JDF	66,939	66,939					66,939				130			66,809	66,809	
1.110	Electoral Area Admin Exp - SGI	434,981	433,941				1,040	434,981			20,000	17,493			397,488	397,488	
1.111	Electoral Area Admin Exp - SSI	1,011,490	1,005,990				5,500	1,011,490		470,187		700			540,603	540,603	
1.112	Regional Grant in Aid	-						-							-	-	
1.114	Grant-in-Aid - Juan de Fuca	23,318	23,318					23,318				290			23,028	23,028.00	
1.116	Grant-in-Aid - Salt Spring Island	51,290	51,290					51,290				240			51,050	51,050	
1.117	Grant-in-Aid - Southern Gulf Islands	106,077	106,077					106,077				751			105,326	105,326	
1.119	Vancouver Island Regional Library	329,252	329,252					329,252				550			328,702	328,702	
1.121	Sooke Regional Museum	220,200	220,200					220,200				350			219,850	219,850	
1.123	Prov. Court of B.C. (Family Court)	149,360	2,806				146,554	149,360				149,360			-	-	
1.124	SSI Economic Development Commission	160,362	160,362					160,362				600			159,762	159,762	
1.125	SGI Economic Development Commission	125,236	125,236					125,236				1,080			124,156	124,156	
1.126	Victoria Family Court Committee	15,873	15,873					15,873				873			15,000	15,000	
1.128	Greater Victoria Police Victim Services	305,067	305,067					305,067				14,622			290,445	290,445	
1.129	Vancouver Island Regional Library - Debt	302,996		302,996				302,996				302,996			-	-	
1.133	Langford E.A. - Greater Victoria Public Library	32,224	32,224					32,224				90			32,134	32,134	
1.137	Galiano Island Community Use Building	64,460	33,498	27,417			3,545	64,460				250			64,210	64,210	
1.138	Southern Gulf Islands Regional Library	237,469	237,469					237,469				2,150			235,319	235,319	
1.141	Salt Spring Island Public Library	678,553	502,839	145,607			30,107	678,553				1,703			676,850	676,850	
1.15X	Municipalities' Own Debt - M.F.A.	16,299,241	61,100	16,238,141				16,299,241				61,100			16,238,141	16,238,141	
1.170	Gossip Island Electric Power Supply	57,002	559	56,443				57,002				270		56,732	56,732	56,732	
1.224	Community Health - Homeless Sec.	813,097	813,097					813,097				192,087			621,010	621,010	
1.226	Community Health (CHR) Facilities	1,681,572	1,127,902				553,670	1,681,572				1,681,572			-	-	
1.227	Saturna Island Medical Clinic	34,214	34,214					34,214				373			33,841	33,841	
1.228	Galiano Health Service	142,520	142,520					142,520				46			142,474	142,474	
1.229	Pender Islands Health Care Centre	233,053	233,053					233,053							233,053	233,053	
1.230	Traffic Safety Commission	77,590	77,590					77,590				3,610			73,980	73,980	
1.232	Port Renfrew Street Lighting	9,133	9,133					9,133				336			4,397	4,397	
1.234	S.S.I. Street Lighting	26,726	26,726					26,726				40	4,400	4,397	26,686	26,686	
1.235	S. G. I. Small Craft Harbour Facilities	457,832	232,144	75,688			150,000	457,832				6,480	136,780	314,572	314,572	314,572	
1.236	Salt Spring Island Fernwood Dock	26,360	16,410				9,950	26,360				170		26,190	26,190	26,190	
1.238A	Community Transit (S.S.I.)	551,231	521,231				30,000	551,231			111,203	192,015			248,013	248,013	
1.238B	Community Transportation (S.S.I.)	180,335	85,335				95,000	180,335				1,190			179,145	179,145	
1.280	Regional Parks	16,859,058	13,269,743	569,778		119,770	2,899,767	16,859,058		32,641	20,000	848,406	435,223		15,522,788	15,522,788	
1.280A	Regional Parks - Land Acquisition	452,500	50,000	402,500				452,500							452,500	452,500	
1.290	Royal Theatre	580,000	100,000			101,000	379,000	580,000							580,000	580,000	
1.295	McPherson Theatre	784,851	350,000			88,000	346,851	784,851				34,851			750,000	750,000	
1.297	Arts Grants	3,058,913	3,058,913					3,058,913		13,908		180,710			2,864,295	2,864,295	
1.299	Salt Spring Island Arts	143,783	143,783					143,783				90			143,693	143,693	
1.309	Climate Action and Adaptation	2,797,415	2,796,704				711	2,797,415				1,081,028			1,716,387	1,716,387	
1.310	Land Banking & Housing	4,488,157	2,017,289	2,466,868			4,000	4,488,157		638,673		661,562	10,500		3,177,422	3,177,422	
1.311	Regional Housing Trust Fund	-						-							-	-	
1.313	Animal Care Services	1,650,754	1,600,754			20,000	30,000	1,650,754			16,381	1,154,430	18,870		461,073	461,073	
1.314	SGI House Numbering	9,673	9,673					9,673				110			9,563	9,563	
1.316	SSI Building Numbering	9,778	9,778					9,778				20			9,758	9,758	
1.317	JDF Building Numbering	13,362	13,362					13,362				40			13,322	13,322	
1.318	Building Inspection	1,827,338	1,777,598			6,440	43,300	1,827,338		30,678	58,903	4,380	1,262,250		471,127	471,127	
1.319	Soil Deposit Removal	5,830	5,830					5,830				40			5,790	5,790	
1.320	Noise Control	40,804	40,804					40,804				305			40,499	40,499	
1.322	Nuisances & Unsightly Premises	54,406	54,406					54,406				310			54,096	54,096	
1.323	By-Law Enforcement	549,763	512,803				36,960	549,763		520,383		29,380			-	-	
1.324	Regional Planning Services	1,542,102	1,539,602				2,500	1,542,102		79,531	143,295	68,100			1,251,176	1,251,176	
1.325	Electoral Area Services - Planning	835,573	759,803				75,770	835,573		31,850	42,532	2,555	45,000		713,636	713,636	
1.330	Regional Growth Strategy	619,676	609,676				10,000	619,676			306,721	16,830			296,125	296,125	
1.335	Geo-Spatial Referencing System	178,057	116,807				61,250	178,057				8,880	8,290		160,887	160,887	
1.340	JDF Livestock Injury Compensation	3,153	3,153					3,153							3,153	3,153	
1.341	SGI Livestock Injury Compensation	3,153	3,153					3,153							3,153	3,153	
1.342	SSI Livestock Injury Compensation	3,153	3,153					3,153							3,153	3,153	
1.350	Willis Point Fire Protect & Recreation	173,333	113,984	1,994		6,430	50,925	173,333				33,870			139,463	139,463	
1.352	South Galiano Fire Protection	536,305	322,693	122,682		5,930	85,000	536,305				710		122,682	412,913	535,595	
1.353	Otter Point Fire Protection	526,660	362,130			5,610	158,920	526,660				330			526,330	526,330	
1.354	Malahat Fire Protection	66,915	66,915					66,915							66,915	66,915	
1.355	Durrance Road Fire Protection	3,020	2,721				299	3,020						3,020	3,020	3,020	
1.356	Pender Fire Protection	1,233,046	954,770	111,596			166,680	1,233,046			111,596	10,309			1,111,141	1,111,141	
1.357	East Sooke Fire Protection	533,818	281,809	155,109			96,900	533,818				26,870	45,900		461,048	461,048	
1.358	Port Renfrew Fire Protection	157,278	129,380	2,898			25,000	157,278				1,144	62,454		93,680	93,680	
1.359	N. Galiano Fire Protection	217,485	157,083	48,872		6,530	5,000	217,485				724		24,440	192,321	216,761	
1.360	Shirley Fire Protection	160,412	89,412			10,000	61,000	160,412				200			160,212	160,212	
1.363	Saturna Island Fire	203,433	203,433					203,433				10,830			192,603	192,603	
1.369	Electoral Area Fire Services - JDF	96,710	94,915			1,795		96,710			25,255	100			71,355	71,355	
1.369	Electoral Area Fire Services - SGI	110,028	107,983			2,045		110,028			28,763				81,265	81,265	
1.370	Juan de Fuca Emergency Program	90,293	74,413				15,880	90,293				220			90,073	90,073	
1.371	S.S.I. Emergency Program	132,744	132,744					132,744			1,500	190			131,054	131,054	

CAPITAL REGIONAL DISTRICT 2023 FINANCIAL PLAN								Schedule A								
		Expenditures						Revenue								
		Total 2023	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2023	Surplus 2022	Recovery from other services	Transfers from Reserves	Other revenue	Fee & Charges	Parcel Tax	Property Value Tax	Requisition 2023
1.372	Electoral Area Emergency Program	643,539	636,039				7,500	643,539		478,240	10,639	930			153,730	153,730
1.373	S.G.I. Emergency Program	255,089	241,089				14,000	255,089				2,720			252,369	252,369
1.374	Regional Emergency Program Support	173,705	173,705					173,705			30,710	7,210			135,785	135,785
1.375	Hazardous Material Incident Response	358,891	349,331				9,560	358,891				18,610			340,281	340,281
1.377	J.D.F. Search and Rescue	92,839	88,839				4,000	92,839				21,510			71,329	71,329
1.378	S.S.I. Search and Rescue	25,052	25,052					25,052				97			24,955	24,955
1.40X	SEAPARC	4,435,791	3,876,825	103,966			455,000	4,435,791				401,240	839,184		3,195,367	3,195,367
1.405	JDF EA - Community Parks	197,684	177,684				20,000	197,684				810			196,874	196,874
1.408	JDF EA - Community Recreation	92,019	92,019					92,019				21,030			70,989	70,989
1.44X	Panorama Rec. Center.	10,214,073	8,544,211	854,537			815,324	10,214,073				1,584,180	3,168,824		5,461,069	5,461,069
1.455	Salt Spring Island - Community Parks	1,044,035	1,007,285	21,750			15,000	1,044,035		387,274		145,560			511,201	511,201
1.458	Salt Spring Is.- Community Rec	270,626	270,626					270,626				40	210,156		60,430	60,430
1.459	Salt Spring Is- Pool, Parks, Land, Art & Rec. Prog	2,337,111	1,963,611	66,000			307,500	2,337,111		102,790		103,853	269,360		1,861,108	1,861,108
1.465	Saturna Island Comm. Parks	25,278	19,278				6,000	25,278				1,194			24,084	24,084
1.468	Saturna Island - Community Rec.	14,526	14,526					14,526				777			13,749	13,749
1.475	Mayne Is. Com. Parks & Rec	95,100	76,610				18,490	95,100				2,820			92,280	92,280
1.476	Mayne Is. Comm. Parks (reserve)	6,790	6,790					6,790				6,390	400		-	-
1.478	Mayne Is. Community Rec.	35,650	35,650					35,650				60			35,590	35,590
1.485	North & South Pender Com. Parks	167,848	124,848				43,000	167,848				1,733			166,115	166,115
1.488	North & South Pender Com. Rec	67,450	67,450					67,450				810			66,640	66,640
1.495	Galiano Parks	96,551	86,551				10,000	96,551				70			96,481	96,481
1.498	Galiano Community Recreation	38,205	38,205					38,205				15			38,190	38,190
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	24,446,910	23,285,122				1,161,788	24,446,910				6,357,823	18,089,087		-	-
1.523	Port Renfrew Refuse Disposal	91,158	85,158				6,000	91,158		17,340		39,141			34,677	34,677
1.525	Solid Waste Disposal - Debt	151,279	840	150,439				151,279				840	150,439		-	-
1.531	Stormwater Quality Management - Sooke	39,042	23,611				15,431	39,042				82			38,960	38,960
1.533	Stormwater Quality Management - S.G.I.	39,880	39,880					39,880				480			39,400	39,400
1.535	Stormwater Quality Management - S.S.I.	28,520	28,520					28,520				30			28,490	28,490
1.536	LWMP-Stormwater Quality Management-Core	746,527	746,527					746,527			5,959	90,668			649,900	649,900
1.537	Stormwater Quality Management - Peninsula	120,389	120,389					120,389				4,051			116,338	116,338
1.538	Source - Stormwater Quality - Peninsula	56,936	56,936					56,936				1,646			55,290	55,290
1.57X	Environmental Services	23,944,802	23,511,453				433,349	23,944,802		23,852,402		92,400			-	-
1.911	911 Systems	2,555,311	1,483,362	1,011,949			60,000	2,555,311				2,156,881	127,338		211,700	211,700
1.912B	911 Call Answer - Municipalities	-	-	-				-		703,444		-60,243			-643,201	-643,201
1.913	913 Fire Dispatch	305,570	270,570				35,000	305,570				16,271			289,299	289,299
1.921	Regional CREST Contribution	1,799,270	1,799,270					1,799,270				100,934			1,698,336	1,698,336
1.923	Emergency Comm - CREST - S.G.I.	184,303	184,303					184,303				1,754			182,549	182,549
1.924	Emergency Comm - CREST - J.D.F.	126,004	126,004					126,004				220			125,784	125,784
1.925	Emergency Comm - CREST - S.S.I.	146,249	146,249					146,249				120			146,129	146,129
2.610	Saanich Peninsula Water Supply	7,818,204	6,868,904	49,300			900,000	7,818,204				500	7,817,704		-	-
2.620	SSI Highland Water System	30,973	215	30,758				30,973				110		30,863	30,863	
2.621	Highland / Fernwood Water - SSI	462,286	346,422	45,864			70,000	462,286			20,000	760	365,026	76,500	76,500	
2.622	Cedars of Tuam	44,268	33,332	1,436			9,500	44,268			1,500	50	42,718		-	-
2.624	Beddis Water	307,864	189,627	38,237			80,000	307,864			14,000	280	217,084	76,500	76,500	
2.626	Fulford Water	232,267	157,122	22,395			52,750	232,267				840	181,427	50,000	50,000	
2.628	Cedar Lane Water (S.S.I.)	90,339	55,210	9,129			26,000	90,339				180	65,159	25,000	25,000	
2.630	Magic Lakes Estate Water System	976,411	680,835	193,186			102,390	976,411				9,560	382,170	584,681	584,681	
2.640	Saturna Island Water System (Lyall Harbour)	263,618	182,357	30,461			50,800	263,618			15,000	1,020	114,698	132,900	132,900	
2.642	Skana Water (Mayne)	93,048	59,079	11,969			22,000	93,048				110	53,118	39,820	39,820	
2.650	Port Renfrew Water	142,171	112,809	362			29,000	142,171				1,100	70,536	70,535	70,535	
2.660	Fernwood Water	14,478	133	14,345				14,478				50		14,428	14,428	
2.665	Sticks Allison Water (Galiano)	67,445	53,445				14,000	67,445				100	56,345	6,000	6,000	
2.667	Surfside Park Estates (Mayne)	126,554	104,554				22,000	126,554			1,500	100	99,954	25,000	25,000	
2.670	Regional Water Supply	37,627,964	18,064,789	7,592,710		11,650,000	320,465	37,627,964				612,470	37,015,494		-	-
2.680	Juan de Fuca Water Distribution	24,095,129	14,437,761	2,408,604		6,980,000	268,764	24,095,129		6,000		179,270	23,909,859		-	-
2.681	Florence Lake Water System Debt	25,137		25,137				25,137						25,137	25,137.00	
2.691	Wilderness Mountain Water Service	189,871	131,659	27,212			31,000	189,871			500	120	118,251	71,000	71,000	
3.700	Septage Disposal - Municipal	167,239	132,536			34,703		167,239				164,649	2,590		-	-
3.700	Septage Disposal - JDF Service Area	-	-	-				-							-	-
3.701	Millstream Remediation Service	122,992	860	122,132				122,992			55,642	11,707			55,643	55,643
3.705	S.S.I. Liquid Waste Disposal	1,061,518	817,445	160,573			83,500	1,061,518			9,000	1,550	626,540	424,428	424,428	
3.707	On Site System Management Program - LWMP	192,808	192,808					192,808				10,556			182,252	182,252
3.71X	Tri Swrs & Swge Disp - oper	35,069,460	32,598,474				2,470,986	35,069,460		1,546,599	105,000	27,306,145			6,111,716	6,111,716
3.7XX	Tri Swrs - debt	23,426,589	104,648	10,177,840		5,529,745	7,614,356	23,426,589				17,138,201			6,288,388	6,288,388
3.720	LWMP (Peninsula) - Implementation	55,986	35,460					55,986				980			55,006	55,006
3.750	LWMP	371,935	323,230				48,705	371,935				155,002			216,933	216,933
3.752	Harbours Program	355,107	355,107					355,107				23,461			331,646	331,646
3.755	Regional Source Control	1,680,810	1,680,810					1,680,810		55,700	96,708	95,831	56,080		1,376,491	1,376,491
3.756	Harbours Environmental Action	69,954	69,954					69,954				2,026			67,928	67,928
3.810	Ganges Sewer	1,204,556	817,035	256,121			131,400	1,204,556			80,000	2,070	1,061,230	61,256	61,256	
3.820	Maliview Estates Sewer System	254,432	167,450	48,982			38,000	254,432				25,150	223,282	6,000	6,000.00	
3.830	Magic Lake Estates Sewer System	876,639	609,276	174,103			93,260	876,639				1,190	269,977	594,382	594,382	
3.830D	Magic Lake Estates Sewer Debt	225,107	500	224,607				225,107		11,090		500			224,607	224,607
3.850	Port Renfrew Sewer	136,090	107,852	1,238			27,000	136,090				1,260	67,415	67,415	67,415	
21.ALL	Feasibility Study Reserve Fund - All	-	-	-				-							-	-
21.E.A.	Feasibility Study Reserve Fund - E.A.	-	-	-				-							-	-

CAPITAL REGIONAL DISTRICT 2024 FINANCIAL PLAN															Schedule A				
		Expenditures						Revenue											
		Total 2024	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2024	Surplus 2023	Recovery from other services	Transfers from Reserves	Other revenue	Fee & Charges	Parcel Tax	Property Value Tax	Requisition 2024			
1.101	Legislative & General Government	33,226,086	30,661,646			2,257,580	306,860	33,226,086	450,000	14,793,389	1,253,902	1,503,070	86,700		15,139,025	15,139,025			
1.10X	Facilities and Risk	4,120,060	3,901,477			5,000	213,583	4,120,060		3,862,164		91,021			166,875	166,875			
1.101	G.I.S.	642,099	567,659			24,440	50,000	642,099		514,396		3,510			124,193	124,193			
1.103	Elections	45,032	32				45,000	45,032				70			44,962	44,962			
1.104	U.B.C.M.	13,461	13,461					13,461				100			13,361	13,361			
1.109	Electoral Area Admin Exp - JDF	68,261	68,261					68,261				130			68,131	68,131			
1.110	Electoral Area Admin Exp - SGI	443,909	442,849				1,060	443,909			10,000	17,784			416,125	416,125			
1.111	Electoral Area Admin Exp - SSI	1,020,425	1,014,925				5,500	1,020,425		471,874		720			547,831	547,831			
1.112	Regional Grant in Aid	-	-					-							-	-			
1.114	Grant-in-Aid - Juan de Fuca	23,384	23,384					23,384				290			23,094	23,094			
1.116	Grant-in-Aid - Salt Spring Island	52,310	52,310					52,310				240			52,070	52,070			
1.117	Grant-in-Aid - Southern Gulf Islands	106,183	106,183					106,183				751			105,432	105,432			
1.119	Vancouver Island Regional Library	335,809	335,809					335,809				550			335,259	335,259			
1.121	Sooke Regional Museum	224,601	224,601					224,601				360			224,241	224,241			
1.123	Prov. Court of B.C. (Family Court)	149,360	2,862				146,498	149,360				149,360			-	-			
1.124	SSI Economic Development Commission	154,636	153,636				1,000	154,636				610			154,026	154,026			
1.125	SGI Economic Development Commission	127,318	127,318					127,318				1,100			126,218	126,218			
1.126	Victoria Family Court Committee	15,873	15,873					15,873				873			15,000	15,000			
1.128	Greater Victoria Police Victim Services	311,153	311,153					311,153				14,622			296,531	296,531			
1.129	Vancouver Island Regional Library - Debt	302,996		302,996				302,996				302,996			-	-			
1.133	Langford E.A. - Greater Victoria Public Library	32,867	32,867					32,867				90			32,777	32,777			
1.137	Galiano Island Community Use Building	65,740	34,217	27,417			4,106	65,740				250			65,490	65,490			
1.138	Southern Gulf Islands Regional Library	242,192	242,192					242,192				2,150			240,042	240,042			
1.141	Salt Spring Island Public Library	692,103	513,014	145,607			33,482	692,103				1,713			690,390	690,390			
1.15X	Municipalities' Own Debt - M.F.A.	15,588,619	61,100	15,527,519				15,588,619				61,100			15,527,519	15,527,519			
1.170	Gossip Island Electric Power Supply	57,005	562	56,443				57,005				270			56,735	56,735			
1.224	Community Health - Homeless Sec.	588,859	588,859					588,859				192,087	56,735		396,772	396,772			
1.226	Community Health (CHR) Facilities	1,705,230	1,151,560				553,670	1,705,230				1,705,230			-	-			
1.227	Saturna Island Medical Clinic	34,897	34,897					34,897				373			34,524	34,524			
1.228	Galiano Health Service	149,560	149,560					149,560				46			149,514	149,514			
1.229	Pender Islands Health Care Centre	230,658	230,658					230,658							230,658	230,658			
1.230	Traffic Safety Commission	79,140	79,140					79,140				3,680			75,460	75,460			
1.232	Port Renfrew Street Lighting	9,292	9,292					9,292				336	4,480	4,476	4,476	4,476			
1.234	S.S.I. Street Lighting	27,262	27,262					27,262				40			27,222	27,222			
1.235	S. G. I. Small Craft Harbour Facilities	466,771	238,083	75,688			153,000	466,771				6,610	139,370	320,791	320,791	320,791			
1.236	Salt Spring Island Fernwood Dock	26,880	16,980				9,900	26,880				170		26,710	26,710	26,710			
1.238A	Community Transit (S.S.I.)	573,119	538,119				35,000	573,119			44,816	226,138			302,165	302,165			
1.238B	Community Transportation (S.S.I.)	180,682	85,682				95,000	180,682				1,210			179,472	179,472			
1.280	Regional Parks	16,978,648	13,451,108	569,778		122,400	2,835,362	16,978,648		33,235		872,423	440,994		15,631,996	15,631,996			
1.280A	Regional Parks - Land Acquisition	832,500	50,000	782,500				832,500							832,500	832,500			
1.290	Royal Theatre	580,000	100,000			105,000	375,000	580,000							580,000	580,000			
1.295	McPherson Theatre	784,851	350,000			90,000	344,851	784,851				34,851			750,000	750,000			
1.297	Arts Grants	3,120,559	3,120,559					3,120,559		14,208		180,710			2,925,641	2,925,641			
1.299	Salt Spring Island Arts	143,831	143,831					143,831				90			143,741	143,741			
1.309	Climate Action and Adaptation	2,637,393	2,636,682				711	2,637,393				1,046,028			1,591,365	1,591,365			
1.310	Land Banking & Housing	4,954,165	1,754,095	3,196,070			4,000	4,954,165		446,981		316,602	10,500		4,180,082	4,180,082			
1.311	Regional Housing Trust Fund	-	-					-							-	-			
1.313	Animal Care Services	1,688,975	1,638,975			20,000	30,000	1,688,975			10,235	1,182,289	19,240		477,211	477,211			
1.314	SGI House Numbering	9,866	9,866					9,866				110			9,756	9,756			
1.316	SSI Building Numbering	9,974	9,974					9,974				20			9,954	9,954			
1.317	JDF Building Numbering	13,630	13,630					13,630				40			13,590	13,590			
1.318	Building Inspection	1,864,654	1,814,794			6,560	43,300	1,864,654		31,290		4,460	1,287,500		489,030	489,030			
1.319	Soil Deposit Removal	5,942	5,942					5,942				40			5,902	5,902			
1.320	Noise Control	41,599	41,599					41,599				305			41,294	41,294			
1.322	Nuisances & Unsightly Premises	55,457	55,457					55,457				310			55,147	55,147			
1.323	By-Law Enforcement	560,487	523,527				36,960	560,487		530,517		29,970			-	-			
1.324	Regional Planning Services	1,574,349	1,571,849				2,500	1,574,349		81,246	116,164	69,460			1,307,479	1,307,479			
1.325	Electoral Area Services - Planning	837,418	761,648				75,770	837,418		32,490		25,760	45,000		731,603	731,603			
1.330	Regional Growth Strategy	326,176	316,176				10,000	326,176				13,221			296,125	296,125			
1.335	Geo-Spatial Referencing System	181,630	119,150				62,480	181,630				9,060	8,460		164,110	164,110			
1.340	JDF Livestock Injury Compensation	3,156	3,156					3,156							3,156	3,156			
1.341	SGI Livestock Injury Compensation	3,156	3,156					3,156							3,156	3,156			
1.342	SSI Livestock Injury Compensation	3,156	3,156					3,156							3,156	3,156			
1.350	Willis Point Fire Protect & Recreation	178,932	111,654	23,877		6,560	36,841	178,932				33,890			145,042	145,042			
1.352	South Galiano Fire Protection	542,884	329,152	122,682		6,050	85,000	542,884				720		122,682	419,482	542,164			
1.353	Otter Point Fire Protection	537,404	369,529			5,725	162,150	537,404				340			537,064	537,064			
1.354	Malahat Fire Protection	68,250	68,250					68,250							68,250	68,250			
1.355	Durrance Road Fire Protection	3,024	2,724				300	3,024						3,024	3,024	3,024			
1.356	Pender Fire Protection	1,281,450	995,944	111,596			173,910	1,281,450			111,596	10,339			1,159,515	1,159,515			
1.357	East Sooke Fire Protection	541,503	287,556	155,109			98,838	541,503				27,390	46,820		467,293	467,293			
1.358	Port Renfrew Fire Protection	159,921	132,023	2,898			25,000	159,921				1,144	63,511		95,266	95,266			
1.359	N. Galiano Fire Protection	220,828	160,296	48,872		6,660	5,000	220,828				734		24,440	195,654	220,094			
1.360	Shirley Fire Protection	162,217	91,217			10,000	61,000	162,217				200			162,017	162,017			
1.363	Saturna Island Fire	213,501	213,501					213,501				10,830			202,671	202,671			
1.369	Electoral Area Fire Services - JDF	61,523	59,690			1,833		61,523				100			61,423	61,423			
1.369	Electoral Area Fire Services - SGI	69,954	67,867			2,087		69,954							69,954	69,954			
1.370	Juan de Fuca Emergency Program	91,801	75,921				15,880	91,801				220			91,581	91,581			
1.371	S.S.I. Emergency Program	135,426	135,426					135,426			1,000	190			134,236	134,236			

CAPITAL REGIONAL DISTRICT 2024 FINANCIAL PLAN																Schedule A			
		Expenditures						Revenue											
		Total 2024	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2024	Surplus 2023	Recovery from other services	Transfers from Reserves	Other revenue	Fee & Charges	Parcel Tax	Property Value Tax	Requisition 2024			
1.372	Electoral Area Emergency Program	657,091	649,591				7,500	657,091		487,801	8,460	950			159,880	159,880			
1.373	S.G.I. Emergency Program	259,942	245,942				14,000	259,942				2,770			257,172	257,172			
1.374	Regional Emergency Program Support	151,862	151,862					151,862			2,115	7,350			142,397	142,397			
1.375	Hazardous Material Incident Response	365,898	356,338				9,560	365,898				18,980			346,918	346,918			
1.377	J.D.F. Search and Rescue	94,635	90,635				4,000	94,635				21,940			72,695	72,695			
1.378	S.S.I. Search and Rescue	25,052	25,052					25,052				97			24,955	24,955			
1.40X	SEAPARC	4,515,653	3,941,687	103,966			470,000	4,515,653				409,154	856,368		3,250,130	3,250,130			
1.405	JDF EA - Community Parks	201,343	181,343				20,000	201,343				810			200,533	200,533			
1.408	JDF EA - Community Recreation	93,947	93,947					93,947				21,450			72,497	72,497			
1.44X	Panorama Rec. Center.	10,392,284	8,722,260	374,910			1,295,114	10,392,284				1,605,069	3,235,991		5,551,224	5,551,224			
1.455	Salt Spring Island - Community Parks	1,124,394	1,018,105	85,789			20,500	1,124,394		395,166		148,070			581,158	581,158			
1.458	Salt Spring Is.- Community Rec	276,163	276,163					276,163				40	214,493		61,630	61,630			
1.459	Salt Spring Is- Pool, Parks, Land, Art & Rec. Prog	2,769,030	1,936,142	505,888			327,000	2,769,030		104,860		122,757	278,986		2,262,427	2,262,427			
1.465	Saturna Island Comm. Parks	25,657	19,657				6,000	25,657				1,194			24,463	24,463			
1.468	Saturna Island - Community Rec.	14,816	14,816					14,816				777			14,039	14,039			
1.475	Mayne Is. Com. Parks & Rec	97,048	78,188				18,860	97,048				2,870			94,178	94,178			
1.476	Mayne Is. Comm. Parks (reserve)	6,920	6,920					6,920				6,510	410		-	-			
1.478	Mayne Is. Community Rec.	36,360	36,360					36,360				60			36,300	36,300			
1.485	North & South Pender Com. Parks	170,265	127,265				43,000	170,265				1,733			168,532	168,532			
1.488	North & South Pender Com. Rec	68,805	68,805					68,805				830			67,975	67,975			
1.495	Galiano Parks	98,320	88,320				10,000	98,320				70			98,250	98,250			
1.498	Galiano Community Recreation	38,965	38,965					38,965				15			38,950	38,950			
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	27,158,504	23,280,037				3,878,467	27,158,504				9,582,823	17,575,681		-	-			
1.523	Port Renfrew Refuse Disposal	92,860	86,860				6,000	92,860		17,687		39,860			35,313	35,313			
1.525	Solid Waste Disposal - Debt	151,279	840	150,439				151,279				840	150,439		-	-			
1.531	Stormwater Quality Management - Sooke	70,391	70,391					70,391			30,567	84			39,740	39,740			
1.533	Stormwater Quality Management - S.G.I.	40,680	40,680					40,680				490			40,190	40,190			
1.535	Stormwater Quality Management - S.S.I.	29,094	29,094					29,094				30			29,064	29,064			
1.536	LWMP-Stormwater Quality Management-Core	760,235	760,235					760,235			5,959	91,376			662,900	662,900			
1.537	Stormwater Quality Management - Peninsula	122,715	122,715					122,715				4,051			118,664	118,664			
1.538	Source - Stormwater Quality - Peninsula	58,046	58,046					58,046				1,646			56,400	56,400			
1.57X	Environmental Services	24,341,244	23,810,244				531,000	24,341,244		24,248,844		92,400			-	-			
1.911	911 Systems	2,588,842	1,496,893	1,011,949			80,000	2,588,842				2,177,077	127,338		254,200	254,200			
1.912B	911 Call Answer - Municipalities	-	-	-				-		703,444	30,227	-60,243			-643,201	-643,201			
1.913	913 Fire Dispatch	312,940	277,940				35,000	312,940				16,301			296,639	296,639			
1.921	Regional CREST Contribution	1,835,140	1,835,140					1,835,140				100,934			1,734,206	1,734,206			
1.923	Emergency Comm - CREST - S.G.I.	187,977	187,977					187,977				1,754			186,223	186,223			
1.924	Emergency Comm - CREST - J.D.F.	128,503	128,503					128,503				220			128,283	128,283			
1.925	Emergency Comm - CREST - S.S.I.	149,167	149,167					149,167				120			149,047	149,047			
2.610	Saanich Peninsula Water Supply	8,215,699	7,139,638	326,061			750,000	8,215,699				500	8,215,199		-	-			
2.620	SSI Highland Water System	30,975	217	30,758				30,975				110		30,865	30,865	30,865			
2.621	Highland / Fernwood Water - SSI	518,527	357,151	121,376			40,000	518,527			20,000	770	419,727	78,030	78,030	78,030			
2.622	Cedars of Tuam	58,233	35,676	14,057			8,500	58,233				50	58,183		-	-			
2.624	Beddis Water	308,194	181,989	4,205			122,000	308,194				280	229,884	78,030	78,030	78,030			
2.626	Fulford Water	237,354	162,141	57,313			17,900	237,354				850	183,504	53,000	53,000	53,000			
2.628	Cedar Lane Water (S.S.I.)	97,888	55,343	15,545			27,000	97,888				180	67,708	30,000	30,000	30,000			
2.630	Magic Lakes Estate Water System	990,233	694,657	193,186			102,390	990,233				9,570	391,274	589,389	589,389	589,389			
2.640	Saturna Island Water System (Lyall Harbour)	273,838	192,583	36,255			45,000	273,838			20,000	1,040	117,238	135,560	135,560	135,560			
2.642	Skana Water (Mayne)	147,807	52,255	73,552			22,000	147,807				110	54,135	93,562	93,562	93,562			
2.650	Port Renfrew Water	155,608	119,056	7,552			29,000	155,608				1,110	77,249	77,249	77,249	77,249			
2.660	Fernwood Water	14,480	135	14,345				14,480				50		14,430	14,430	14,430			
2.665	Sticks Allison Water (Galiano)	69,383	54,383				15,000	69,383			5,000	100	57,283	7,000	7,000	7,000			
2.667	Surfside Park Estates (Mayne)	131,267	110,142	4,125			17,000	131,267				100	101,167	30,000	30,000	30,000			
2.670	Regional Water Supply	39,099,448	18,414,564	3,408,010		16,950,000	326,874	39,099,448				612,470	38,486,978		-	-			
2.680	Juan de Fuca Water Distribution	25,643,576	14,881,912	2,747,525		7,740,000	274,139	25,643,576		6,000		179,270	25,458,306		-	-			
2.681	Florence Lake Water System Debt	25,137		25,137				25,137						25,137	25,137.00	25,137.00			
2.691	Wilderness Mountain Water Service	230,195	132,713	66,482			31,000	230,195			4,000	120	134,523	91,552	91,552	91,552			
3.700	Septage Disposal - Municipal	170,539	135,332			35,207		170,539				167,899	2,640		-	-			
3.700	Septage Disposal - JDF Service Area	-	-					-							-	-			
3.701	Millstream Remediation Service	123,000	868	122,132				123,000			55,646	11,707			55,647	55,647			
3.705	S.S.I. Liquid Waste Disposal	1,111,086	844,530	171,923			94,633	1,111,086				1,570	639,070	470,446	470,446	470,446			
3.707	On Site System Management Program - LWMP	196,465	196,465					196,465				10,556			185,909	185,909			
3.71X	Trk Swrs & Swge Disp - oper	35,990,593	33,441,388	14,609			2,534,596	35,990,593		1,577,524	434,241	27,727,976			6,250,852	6,250,852			
3.7XX	Trk Swrs - debt	23,093,779	141,678	13,696,307		5,529,745	3,726,049	23,093,779				16,821,916			6,271,863	6,271,863			
3.720	LWMP (Peninsula) - Implementation	57,086	36,168				20,918	57,086				980			56,106	56,106			
3.750	LWMP	377,985	329,708				48,277	377,985				157,324			220,661	220,661			
3.752	Harbours Program	361,740	361,740					361,740				23,461			338,279	338,279			
3.755	Regional Source Control	1,712,615	1,712,615					1,712,615		56,810	98,713	95,871	57,200		1,404,021	1,404,021			
3.756	Harbours Environmental Action	71,313	71,313					71,313				2,027			69,286	69,286			
3.810	Ganges Sewer	1,241,399	768,137	340,432			132,830	1,241,399			30,000	2,090	1,140,994	68,315	68,315	68,315			
3.820	Maliview Estates Sewer System	364,523	191,264	155,259			18,000	364,523			40,000	25,150	289,373	10,000	10,000.00	10,000.00			
3.830	Magic Lake Estates Sewer System	888,827	621,464	174,103			93,260	888,827		11,310		1,210	275,938	600,369	600,369	600,369			
3.830D	Magic Lake Estates Sewer Debt	225,107	500	224,607				225,107				500			224,607	224,607			
3.850	Port Renfrew Sewer	164,710	121,942	20,768			22,000	164,710				1,td							

CAPITAL REGIONAL DISTRICT 2025 FINANCIAL PLAN								Schedule A								
		Expenditures						Revenue								
		Total 2025	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2025	Surplus 2024	Recovery from other services	Transfers from Reserves	Other revenue	Fee & Charges	Parcel Tax	Property Value Tax	Requisition 2025
1.010	Legislative & General Government	32,180,108	30,277,548			1,592,240	310,320	32,180,108	450,000	15,090,381	2,000	1,356,003	87,630		15,194,094	15,194,094
1.10X	Facilities and Risk	4,199,481	3,680,853			5,000	513,628	4,199,481		3,936,720		92,288			170,473	170,473
1.101	G.I.S.	654,559	579,629			24,930	50,000	654,559		524,684		3,580			126,295	126,295
1.103	Elections	45,032	32				45,000	45,032				70			44,962	44,962
1.104	U.B.C.M.	13,724	13,724					13,724				100			13,624	13,624
1.109	Electoral Area Admin Exp - JDF	69,614	69,614					69,614				130			69,484	69,484
1.110	Electoral Area Admin Exp - SGI	453,000	451,920				1,080	453,000			7,000	18,080			427,920	427,920
1.111	Electoral Area Admin Exp - SSI	1,056,802	1,051,302				5,500	1,056,802		491,847		740			564,215	564,215
1.112	Regional Grant in Aid	-	-					-							-	-
1.114	Grant-in-Aid - Juan de Fuca	23,452	23,452					23,452				290			23,162	23,162.00
1.116	Grant-in-Aid - Salt Spring Island	53,350	53,350					53,350				240			53,110	53,110
1.117	Grant-in-Aid - Southern Gulf Islands	106,291	106,291					106,291				751			105,540	105,540
1.119	Vancouver Island Regional Library	342,499	342,499					342,499				550			341,949	341,949
1.121	Sooke Regional Museum	229,093	229,093					229,093				370			228,723	228,723
1.123	Prov. Court of B.C. (Family Court)	149,360	2,918				146,442	149,360				149,360			-	-
1.124	SSI Economic Development Commission	156,883	155,883				1,000	156,883				620			156,263	156,263
1.125	SGI Economic Development Commission	129,443	129,443					129,443				1,120			128,323	128,323
1.126	Victoria Family Court Committee	15,873	15,873					15,873				873			15,000	15,000
1.128	Greater Victoria Police Victim Services	317,361	317,361					317,361				14,622			302,739	302,739
1.129	Vancouver Island Regional Library - Debt	302,996		302,996				302,996				302,996			-	-
1.133	Langford E.A. - Greater Victoria Public Library	33,520	33,520					33,520				90			33,430	33,430
1.137	Galiano Island Community Use Building	67,050	34,944	27,417			4,689	67,050				250			66,800	66,800
1.138	Southern Gulf Islands Regional Library	245,031	245,031					245,031				2,150			242,881	242,881
1.141	Salt Spring Island Public Library	705,923	523,391	145,607			36,925	705,923				1,723			704,200	704,200
1.15X	Municipalities' Own Debt - M.F.A.	14,381,865	61,100	14,320,765				14,381,865				61,100			14,320,765	14,320,765
1.170	Gossip Island Electric Power Supply	57,008	565	56,443				57,008				270		56,738	56,738	
1.224	Community Health - Homeless Sec.	561,943	561,943					561,943				132,087			429,856	429,856
1.226	Community Health (CHR) Facilities	1,729,429	1,175,759				553,670	1,729,429				1,729,429			-	-
1.227	Saturna Island Medical Clinic	35,591	35,591					35,591				373			35,218	35,218
1.228	Galiano Health Service	156,754	156,754					156,754				46			156,708	156,708
1.229	Pender Islands Health Care Centre	229,051	229,051					229,051							229,051	229,051
1.230	Traffic Safety Commission	80,720	80,720					80,720				3,750			76,970	76,970
1.232	Port Renfrew Street Lighting	9,451	9,451					9,451				336	4,560	4,555	4,555	
1.234	S.S.I. Street Lighting	27,809	27,809					27,809				40			27,769	27,769
1.235	S. G. I. Small Craft Harbour Facilities	475,814	244,126	75,688			156,000	475,814				6,740	142,000	327,074	327,074	
1.236	Salt Spring Island Fernwood Dock	27,410	17,560				9,850	27,410				170		27,240	27,240	
1.238A	Community Transit (S.S.I.)	583,910	548,910				35,000	583,910			13,237	230,657			340,016	340,016
1.238B	Community Transportation (S.S.I.)	184,189	89,189				95,000	184,189				1,230			182,959	182,959
1.280	Regional Parks	17,166,571	13,732,303	569,778		125,100	2,739,389	17,166,571		33,834	8,000	897,151	446,880		15,780,706	15,780,706
1.280A	Regional Parks - Land Acquisition	1,212,500	50,000	1,162,500				1,212,500							1,212,500	1,212,500
1.290	Royal Theatre	580,000	100,000			105,000	375,000	580,000							580,000	580,000
1.295	McPherson Theatre	784,851	350,000			90,000	344,851	784,851				34,851			750,000	750,000
1.297	Arts Grants	3,183,448	3,183,448					3,183,448		14,514		180,710			2,988,224	2,988,224
1.299	Salt Spring Island Arts	143,881	143,881					143,881				90			143,791	143,791
1.309	Climate Action and Adaptation	2,562,640	2,561,929				711	2,562,640				1,046,028			1,516,612	1,516,612
1.310	Land Banking & Housing	4,846,734	1,646,664	3,196,070			4,000	4,846,734		456,252		298,479	10,500		4,081,503	4,081,503
1.311	Regional Housing Trust Fund	-	-					-							-	-
1.313	Animal Care Services	1,728,107	1,678,107			20,000	30,000	1,728,107			3,726	1,210,848	19,620		493,913	493,913
1.314	SGI House Numbering	10,062	10,062					10,062				110			9,952	9,952
1.316	SSI Building Numbering	10,172	10,172					10,172				20			10,152	10,152
1.317	JDF Building Numbering	13,903	13,903					13,903				40			13,863	13,863
1.318	Building Inspection	1,902,763	1,852,783			6,680	43,300	1,902,763		31,916	45,434	4,550	1,313,250		507,613	507,613
1.319	Soil Deposit Removal	6,054	6,054					6,054				40			6,014	6,014
1.320	Noise Control	42,407	42,407					42,407				305			42,102	42,102
1.322	Nuisances & Unsightly Premises	56,527	56,527					56,527				310			56,217	56,217
1.323	By-Law Enforcement	571,428	534,468				36,960	571,428		540,858		30,570			-	-
1.324	Regional Planning Services	1,607,270	1,604,770				2,500	1,607,270		82,997	93,645	70,850			1,359,778	1,359,778
1.325	Electoral Area Services - Planning	866,860	791,090				75,770	866,860		33,140	36,127	2,575	45,000		750,018	750,018
1.330	Regional Growth Strategy	332,793	322,793				10,000	332,793			19,838	16,830			296,125	296,125
1.335	Geo-Spatial Referencing System	185,272	121,542				63,730	185,272				9,240	8,630		167,402	167,402
1.340	JDF Livestock Injury Compensation	3,159	3,159					3,159							3,159	3,159
1.341	SGI Livestock Injury Compensation	3,159	3,159					3,159							3,159	3,159
1.342	SSI Livestock Injury Compensation	3,159	3,159					3,159							3,159	3,159
1.350	Willis Point Fire Protect & Recreation	184,754	113,982	23,877		6,690	40,205	184,754				33,910			150,844	150,844
1.352	South Galiano Fire Protection	549,579	335,727	122,682		6,170	85,000	549,579				730		122,682	426,167	548,849
1.353	Otter Point Fire Protection	548,345	377,095			5,850	165,400	548,345				350			547,995	547,995
1.354	Malahat Fire Protection	69,616	69,616					69,616							69,616	69,616
1.355	Durrance Road Fire Protection	3,028	2,727				301	3,028						3,028		3,028
1.356	Pender Fire Protection	1,304,847	1,015,863	111,596			177,388	1,304,847			111,596	10,379			1,182,872	1,182,872
1.357	East Sooke Fire Protection	549,357	293,433	155,109			100,815	549,357				27,920	47,760		473,677	473,677
1.358	Port Renfrew Fire Protection	162,758	134,758				28,000	162,758				1,144	64,646		96,968	96,968
1.359	N. Galiano Fire Protection	224,245	163,583	48,872		6,790	5,000	224,245				744		24,440	199,061	223,501
1.360	Shirley Fire Protection	164,064	93,064			10,000	61,000	164,064				200			163,864	163,864
1.363	Saturna Island Fire	218,571	218,571					218,571				10,830			207,741	207,741
1.369	Electoral Area Fire Services - JDF	62,756	60,885			1,870		62,756				100			62,656	62,656
1.369	Electoral Area Fire Services - SGI	71,357	69,228			2,130		71,357							71,357	71,357
1.370	Juan de Fuca Emergency Program	93,353	77,473				15,880	93,353				220			93,133	93,133
1.371	S.S.I. Emergency Program	138,171	138,171					138,171			500	190			137,481	137,481

CAPITAL REGIONAL DISTRICT 2025 FINANCIAL PLAN																	Schedule A
		Expenditures						Revenue									
		Total 2025	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2025	Surplus 2024	Recovery from other services	Transfers from Reserves	Other revenue	Fee & Charges	Parcel Tax	Property Value Tax	Requisition 2025	
1.372	Electoral Area Emergency Program	670,910	663,410				7,500	670,910		497,561	6,099	970			166,280	166,280	
1.373	S.G.I. Emergency Program	264,953	250,953				14,000	264,953				2,820			262,133	262,133	
1.374	Regional Emergency Program Support	155,093	155,093					155,093				7,490			147,603	147,603	
1.375	Hazardous Material Incident Response	373,039	363,479				9,560	373,039				19,370			353,669	353,669	
1.377	J.D.F. Search and Rescue	96,464	92,464				4,000	96,464				22,370			74,094	74,094	
1.378	S.S.I. Search and Rescue	25,052	25,052					25,052				97			24,955	24,955	
1.40X	SEAPARC	4,582,024	4,013,058	53,966			515,000	4,582,024				417,235	873,895		3,290,894	3,290,894	
1.405	JDF EA - Community Parks	205,070	185,070				20,000	205,070				830			204,240	204,240	
1.408	JDF EA - Community Recreation	95,933	95,933					95,933				21,870			74,063	74,063	
1.44X	Panorama Rec. Center.	10,560,998	8,890,808	240,411			1,429,778	10,560,998				1,640,614	3,298,032		5,622,352	5,622,352	
1.455	Salt Spring Island - Community Parks	1,145,638	1,039,349	85,789			20,500	1,145,638		403,222		150,630			591,786	591,786	
1.458	Salt Spring Is.- Community Rec	282,526	282,526					282,526				40	219,626		62,860	62,860	
1.459	Salt Spring Is- Pool, Parks, Land, Art & Rec. Prog	2,842,157	1,998,769	505,888			337,500	2,842,157		106,960		129,477	284,566		2,321,154	2,321,154	
1.465	Saturna Island Comm. Parks	26,036	20,036				6,000	26,036				1,194			24,842	24,842	
1.468	Saturna Island - Community Rec.	15,117	15,117					15,117				777			14,340	14,340	
1.475	Mayne Is. Com. Parks & Rec	99,057	79,817				19,240	99,057				2,920			96,137	96,137	
1.476	Mayne Is. Comm. Parks (reserve)	7,050	7,050					7,050				6,630	420		-	-	
1.478	Mayne Is. Community Rec.	37,090	37,090					37,090				60			37,030	37,030	
1.485	North & South Pender Com. Parks	172,723	129,723				43,000	172,723				1,733			170,990	170,990	
1.488	North & South Pender Com. Rec	70,182	70,182					70,182				850			69,332	69,332	
1.495	Galiano Parks	100,121	90,121				10,000	100,121				70			100,051	100,051	
1.498	Galiano Community Recreation	39,745	39,745					39,745				15			39,730	39,730	
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	26,717,590	23,278,540				3,439,050	26,717,590				9,947,967	16,769,623		-	-	
1.523	Port Renfrew Refuse Disposal	94,584	88,584				6,000	94,584		18,041		40,586			35,957	35,957	
1.525	Solid Waste Disposal - Debt	151,279	840	150,439				151,279				840	150,439		-	-	
1.531	Stormwater Quality Management - Sooke	40,616	24,567				16,049	40,616				86			40,530	40,530	
1.533	Stormwater Quality Management - S.G.I.	41,490	41,490					41,490				500			40,990	40,990	
1.535	Stormwater Quality Management - S.S.I.	29,672	29,672					29,672				30			29,642	29,642	
1.536	LWMP-Stormwater Quality Management-Core	774,215	774,215					774,215			5,959	92,096			676,160	676,160	
1.537	Stormwater Quality Management - Peninsula	125,089	125,089					125,089				4,051			121,038	121,038	
1.538	Source - Stormwater Quality - Peninsula	59,176	59,176					59,176				1,646			57,530	57,530	
1.57X	Environmental Services	24,842,857	24,311,298				531,559	24,842,857		24,750,457		92,400			-	-	
1.911	911 Systems	2,620,168	1,510,719	1,011,949			97,500	2,620,168			10,553	2,177,077	127,338		305,200	305,200	
1.912B	911 Call Answer - Municipalities	-	-	-				-		703,444		-60,243			-643,201	-643,201	
1.913	913 Fire Dispatch	320,520	285,520				35,000	320,520				16,331			304,189	304,189	
1.921	Regional CREST Contribution	1,871,720	1,871,720					1,871,720				100,934			1,770,786	1,770,786	
1.923	Emergency Comm - CREST - S.G.I.	191,722	191,722					191,722				1,754			189,968	189,968	
1.924	Emergency Comm - CREST - J.D.F.	131,063	131,063					131,063				220			130,843	130,843	
1.925	Emergency Comm - CREST - S.S.I.	152,146	152,146					152,146				120			152,026	152,026	
2.610	Saanich Peninsula Water Supply	8,677,715	7,445,828	781,887			450,000	8,677,715				500	8,677,215		-	-	
2.620	SSI Highland Water System	12,867	219	12,648				12,867				110		12,757		12,757	
2.621	Highland / Fernwood Water - SSI	548,496	331,200	177,296			40,000	548,496				780	468,125	79,591	79,591		
2.622	Cedars of Tuam	76,420	31,251	38,669			6,500	76,420				50	76,370		-	-	
2.624	Beddis Water	327,708	192,829	24,879			110,000	327,708			10,000	280	237,828	79,600	79,600		
2.626	Fulford Water	284,985	165,407	101,578			18,000	284,985				860	214,125	70,000	70,000		
2.628	Cedar Lane Water (S.S.I.)	121,267	76,546	7,721			37,000	121,267			20,000	180	70,087	31,000	31,000		
2.630	Magic Lakes Estate Water System	999,691	708,742	188,559			102,390	999,691				9,580	400,606	589,505	589,505		
2.640	Saturna Island Water System (Lyall Harbour)	259,114	173,650	34,664			50,800	259,114				1,060	119,784	138,270	138,270		
2.642	Skana Water (Mayne)	153,847	58,295	73,552			22,000	153,847			5,000	110	55,175	93,562	93,562		
2.650	Port Renfrew Water	170,739	116,845	42,894			11,000	170,739				1,120	84,810	84,809	84,809		
2.660	Fernwood Water	6,918	137	6,781				6,918				50		6,868	6,868		
2.665	Sticks Allison Water (Galiano)	66,352	50,352				16,000	66,352				100	58,252	8,000	8,000		
2.667	Surfside Park Estates (Mayne)	183,266	122,273	43,993			17,000	183,266				100	148,166	35,000	35,000		
2.670	Regional Water Supply	41,101,745	18,789,081	3,379,253		18,600,000	333,411	41,101,745				612,470	40,489,275		-	-	
2.680	Juan de Fuca Water Distribution	26,827,568	15,490,421	2,747,525		8,310,000	279,622	26,827,568		6,000		179,270	26,642,298		-	-	
2.681	Florence Lake Water System Debt	25,137		25,137				25,137						25,137		25,137.00	
2.691	Wilderness Mountain Water Service	228,802	131,320	66,482			31,000	228,802				120	137,130	91,552	91,552		
3.700	Septage Disposal - Municipal	173,899	138,042			35,857		173,899				171,209	2,690		-	-	
3.700	Septage Disposal - JDF Service Area	-	-	-				-							-	-	
3.701	Millstream Remediation Service	123,008	876	122,132				123,008			55,650	11,707			55,651	55,651	
3.705	S.S.I. Liquid Waste Disposal	1,123,886	841,155	278,731			4,000	1,123,886				1,590	651,850	470,446	470,446		
3.707	On Site System Management Program - LWMP	200,191	200,191					200,191				10,556			189,635	189,635	
3.71X	Tri Swrs & Swge Disp - oper	37,804,101	35,025,883	175,402			2,602,816	37,804,101		1,609,073	1,445,000	28,380,376			6,369,652	6,369,652	
3.7XX	Tri Swrs - debt	23,965,083	203,728	10,092,331		5,529,745	8,139,279	23,965,083				17,691,969			6,273,114	6,273,114	
3.720	LWMP (Peninsula) - Implementation	58,208	36,890				21,318	58,208				980			57,228	57,228	
3.750	LWMP	384,168	336,321				47,847	384,168				159,697			224,471	224,471	
3.752	Harbours Program	368,506	368,506					368,506				23,461			345,045	345,045	
3.755	Regional Source Control	1,745,036	1,745,036					1,745,036		57,950	100,734	95,911	58,340		1,432,101	1,432,101	
3.756	Harbours Environmental Action	72,698	72,698					72,698				2,026			70,672	70,672	
3.810	Ganges Sewer	1,227,926	753,204	340,432			134,290	1,227,926				2,110	1,156,291	69,525	69,525		
3.820	Maliview Estates Sewer System	331,079	154,420	155,259			21,400	331,079				25,150	294,929	11,000	11,000.00		
3.830	Magic Lake Estates Sewer System	901,316	633,953	174,103			93,260	901,316				1,230	282,176	606,370	606,370		
3.830D	Magic Lake Estates Sewer Debt	225,107	500	224,607				225,107				500		224,607	224,607		
3.850	Port Renfrew Sewer	233,210	114,580	99,630			19,000	233,210				1,300	115,955	115,955	115,955		
21.ALL	Feasibility Study Reserve Fund - All	-	-	-				-							-	-	
21.E.A.	Feasibility Study Reserve Fund - E.A.	-	-	-				-							-	-	

CAPITAL REGIONAL DISTRICT 2026 FINANCIAL PLAN							Schedule A									
		Expenditures					Revenue									
		Total 2026	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2026	Surplus 2025	Recovery from other services	Transfers from Reserves	Other revenue	Fee & Charges	Parcel Tax	Property Value Tax	Requisition 2026
1.101	Legislative & General Government	31,585,396	30,668,896			602,660	313,840	31,585,396	450,000	15,393,360	1,000	1,363,203	88,580		14,289,253	14,289,253
1.10X	Facilities and Risk	4,281,271	3,755,856			5,000	520,415	4,281,271		4,013,558		93,566			174,147	174,147
1.101	G.I.S.	667,274	591,844			25,430	50,000	667,274		535,178		3,650			128,446	128,446
1.103	Elections	302,001	257,001				45,000	302,001			175,895	81,144			44,962	44,962
1.104	U.B.C.M.	13,998	13,998					13,998				100			13,898	13,898
1.109	Electoral Area Admin Exp - JDF	70,999	70,999					70,999				130			70,869	70,869
1.110	Electoral Area Admin Exp - SGI	462,287	461,187				1,100	462,287			5,000	18,390			438,897	438,897
1.111	Electoral Area Admin Exp - SSI	1,063,659	1,058,159				5,500	1,063,659		491,961		760			570,938	570,938
1.112	Regional Grant in Aid	-	-					-							-	-
1.114	Grant-in-Aid - Juan de Fuca	23,521	23,521					23,521				290			23,231	23,231.00
1.116	Grant-in-Aid - Salt Spring Island	54,410	54,410					54,410				240			54,170	54,170
1.117	Grant-in-Aid - Southern Gulf Islands	106,400	106,400					106,400				751			105,649	105,649
1.119	Vancouver Island Regional Library	349,320	349,320					349,320				550			348,770	348,770
1.121	Sooke Regional Museum	233,676	233,676					233,676				380			233,296	233,296
1.123	Prov. Court of B.C. (Family Court)	149,360	2,978				146,382	149,360				149,360			-	-
1.124	SSI Economic Development Commission	158,577	157,577				1,000	158,577				630			157,947	157,947
1.125	SGI Economic Development Commission	131,570	131,570					131,570				1,140			130,430	130,430
1.126	Victoria Family Court Committee	15,873	15,873					15,873				873			15,000	15,000
1.128	Greater Victoria Police Victim Services	323,693	323,693					323,693				14,622			309,071	309,071
1.129	Vancouver Island Regional Library - Debt	302,996		302,996				302,996				302,996			-	-
1.133	Langford E.A. - Greater Victoria Public Library	34,193	34,193					34,193				90			34,103	34,103
1.137	Galiano Island Community Use Building	68,390	35,687	27,417			5,286	68,390				250			68,140	68,140
1.138	Southern Gulf Islands Regional Library	245,031	245,031					245,031				2,150			242,881	242,881
1.141	Salt Spring Island Public Library	720,013	533,980	145,607			40,426	720,013				1,733			718,280	718,280
1.15X	Municipalities' Own Debt - M.F.A.	13,525,048	61,100	13,463,948				13,525,048				61,100			13,463,948	13,463,948
1.170	Gossip Island Electric Power Supply	57,011	568	56,443				57,011				270		56,741	56,741	56,741
1.224	Community Health - Homeless Sec.	563,130	563,130					563,130				132,087			431,043	431,043
1.226	Community Health (CHR) Facilities	1,754,159	1,200,489				553,670	1,754,159				1,754,159			-	-
1.227	Saturna Island Medical Clinic	36,305	36,305					36,305				373			35,932	35,932
1.228	Galiano Health Service	156,754	156,754					156,754				46			156,708	156,708
1.229	Pender Islands Health Care Centre	230,373	230,373					230,373							230,373	230,373
1.230	Traffic Safety Commission	82,330	82,330					82,330				3,820			78,510	78,510
1.232	Port Renfrew Street Lighting	9,610	9,610					9,610				336	4,640	4,634	4,634	4,634
1.234	S.S.I. Street Lighting	28,367	28,367					28,367				40			28,327	28,327
1.235	S. G. I. Small Craft Harbour Facilities	485,072	250,384	75,688			159,000	485,072				6,870	144,700	333,502	333,502	333,502
1.236	Salt Spring Island Fernwood Dock	27,950	18,160				9,790	27,950				170		27,780	27,780	27,780
1.238A	Community Transit (S.S.I.)	594,916	559,916				35,000	594,916				235,266			359,650	359,650
1.238B	Community Transportation (S.S.I.)	184,266	89,266				95,000	184,266				1,250			183,016	183,016
1.280	Regional Parks	17,382,152	14,019,412	569,778		127,602	2,665,360	17,382,152		34,450		922,613	452,885		15,972,204	15,972,204
1.280A	Regional Parks - Land Acquisition	1,592,500	50,000	1,542,500				1,592,500							1,592,500	1,592,500
1.290	Royal Theatre	580,000	100,000			105,000	375,000	580,000							580,000	580,000
1.295	McPherson Theatre	784,851	350,000			90,000	344,851	784,851				34,851			750,000	750,000
1.297	Arts Grants	3,247,603	3,247,603					3,247,603		14,828		180,710			3,052,065	3,052,065
1.299	Salt Spring Island Arts	143,931	143,931					143,931				90			143,841	143,841
1.309	Climate Action and Adaptation	1,343,170	1,342,459				711	1,343,170				26,028			1,317,142	1,317,142
1.310	Land Banking & Housing	4,531,266	1,434,739	3,092,527			4,000	4,531,266		309,711		198,479	10,500		4,012,576	4,012,576
1.311	Regional Housing Trust Fund	-	-					-							-	-
1.313	Animal Care Services	1,768,577	1,718,577			20,000	30,000	1,768,577				1,240,152	20,010		508,415	508,415
1.314	SGI House Numbering	10,261	10,261					10,261				110			10,151	10,151
1.316	SSI Building Numbering	10,375	10,375					10,375				20			10,355	10,355
1.317	JDF Building Numbering	14,183	14,183					14,183				40			14,143	14,143
1.318	Building Inspection	1,941,658	1,891,558			6,800	43,300	1,941,658		32,555	38,041	4,650	1,339,510		526,902	526,902
1.319	Soil Deposit Removal	6,169	6,169					6,169				40			6,129	6,129
1.320	Noise Control	43,239	43,239					43,239				305			42,934	42,934
1.322	Nuisances & Unsightly Premises	57,629	57,629					57,629				310			57,319	57,319
1.323	By-Law Enforcement	582,600	545,640				36,960	582,600		551,420		31,180			-	-
1.324	Regional Planning Services	1,615,908	1,613,408				2,500	1,615,908		84,786	58,281	72,270			1,400,571	1,400,571
1.325	Electoral Area Services - Planning	869,101	793,331			6,820	43,748	869,101		33,810	19,456	2,585	45,000		768,250	768,250
1.330	Regional Growth Strategy	339,550	329,550				10,000	339,550			26,595	16,830			296,125	296,125
1.335	Geo-Spatial Referencing System	188,995	123,995				65,000	188,995				9,420	8,800		170,775	170,775
1.340	JDF Livestock Injury Compensation	3,162	3,162					3,162							3,162	3,162
1.341	SGI Livestock Injury Compensation	3,162	3,162					3,162							3,162	3,162
1.342	SSI Livestock Injury Compensation	3,162	3,162					3,162							3,162	3,162
1.350	Willis Point Fire Protect & Recreation	190,808	116,363	23,877		6,820	43,748	190,808				33,930			156,878	156,878
1.352	South Galiano Fire Protection	556,420	342,448	122,682		6,290	85,000	556,420				740		122,682	432,998	555,680
1.353	Otter Point Fire Protection	559,328	384,838			5,770	168,720	559,328				360			558,968	558,968
1.354	Malahat Fire Protection	71,004	71,004					71,004							71,004	71,004
1.355	Durrance Road Fire Protection	3,030	2,730				300	3,030						3,030	3,030	3,030
1.356	Pender Fire Protection	1,272,936	1,036,180	55,820			180,936	1,272,936			55,820	10,419			1,206,697	1,206,697
1.357	East Sooke Fire Protection	557,357	299,414	155,109			102,834	557,357				28,460	48,720		480,177	480,177
1.358	Port Renfrew Fire Protection	165,526	137,526				28,000	165,526				1,144	65,753		98,629	98,629
1.359	N. Galiano Fire Protection	227,744	166,942	48,872		6,930	5,000	227,744				754		24,440	202,550	226,990
1.360	Shirley Fire Protection	165,962	94,962			10,000	61,000	165,962				200			165,762	165,762
1.363	Saturna Island Fire	223,643	223,643					223,643				10,830			212,813	212,813
1.369	Electoral Area Fire Services - JDF	64,004	62,096			1,908		64,004				100			63,904	63,904
1.369	Electoral Area Fire Services - SGI	72,779	70,607			2,172		72,779							72,779	72,779
1.370	Juan de Fuca Emergency Program	94,932	79,052				15,880	94,932				220			94,712	94,712
1.371	S.S.I. Emergency Program	140,978	140,978					140,978				190			140,788	140,788

CAPITAL REGIONAL DISTRICT 2026 FINANCIAL PLAN								Schedule A								
		Expenditures					Revenue									
		Total 2026	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2026	Surplus 2025	Recovery from other services	Transfers from Reserves	Other revenue	Fee & Charges	Parcel Tax	Property Value Tax	Requisition 2026
1.372	Electoral Area Emergency Program	685,031	677,531				7,500	685,031		507,510	3,601	990			172,930	172,930
1.373	S.G.I. Emergency Program	270,044	256,044				14,000	270,044				2,870			267,174	267,174
1.374	Regional Emergency Program Support	158,388	158,388					158,388				7,630			150,758	150,758
1.375	Hazardous Material Incident Response	380,312	370,752				9,560	380,312				19,760			360,552	360,552
1.377	J.D.F. Search and Rescue	98,344	94,344				4,000	98,344				22,810			75,534	75,534
1.378	S.S.I. Search and Rescue	25,052	25,052					25,052				97			24,955	24,955
1.40X	SEAPARC	4,676,862	4,067,896	53,966			555,000	4,676,861				425,472	893,508		3,357,882	3,357,882
1.405	JDF EA - Community Parks	208,877	188,877				20,000	208,877				850			208,027	208,027
1.408	JDF EA - Community Recreation	97,957	97,957					97,957				22,300			75,657	75,657
1.44X	Panorama Rec. Center.	10,746,542	9,076,184	240,411			1,429,947	10,746,542			51,000	1,662,348	3,374,504		5,658,690	5,658,690
1.455	Salt Spring Island - Community Parks	1,167,335	1,061,046	85,789			20,500	1,167,335		411,445		153,250			602,640	602,640
1.458	Salt Spring Is.- Community Rec	288,303	288,303					288,303				40	224,143		64,120	64,120
1.459	Salt Spring Is.- Pool, Parks, Land, Art & Rec. Prog	2,885,362	2,034,974	505,888			344,500	2,885,362		109,100		132,009	290,259		2,353,994	2,353,994
1.465	Saturna Island Comm. Parks	26,426	20,426				6,000	26,426				1,194			25,232	25,232
1.468	Saturna Island - Community Rec.	15,418	15,418					15,418				777			14,641	14,641
1.475	Mayne Is. Com. Parks & Rec	101,108	81,488				19,620	101,108				2,970			98,138	98,138
1.476	Mayne Is. Comm. Parks (reserve)	7,190	7,190					7,190				6,760	430		-	-
1.478	Mayne Is. Community Rec.	37,830	37,830					37,830				60			37,770	37,770
1.485	North & South Pender Com. Parks	175,254	132,254				43,000	175,254				1,733			173,521	173,521
1.488	North & South Pender Com. Rec	71,590	71,590					71,590				870			70,720	70,720
1.495	Galiano Parks	101,963	91,963				10,000	101,963				70			101,893	101,893
1.498	Galiano Community Recreation	40,535	40,535					40,535				15			40,520	40,520
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	26,841,757	23,455,691				3,386,066	26,841,757				10,036,646	16,805,111		-	-
1.523	Port Renfrew Refuse Disposal	96,360	90,360				6,000	96,360		18,402		41,336			36,622	36,622
1.525	Solid Waste Disposal - Debt	135,109	840	134,269				135,109				840	134,269		-	-
1.531	Stormwater Quality Management - Sooke	41,427	25,060				16,367	41,427				87			41,340	41,340
1.533	Stormwater Quality Management - S.G.I.	42,320	42,320					42,320				510			41,810	41,810
1.535	Stormwater Quality Management - S.S.I.	30,254	30,254					30,254				30			30,224	30,224
1.536	LWMP-Stormwater Quality Management-Core	788,475	788,475					788,475			5,959	92,836			689,680	689,680
1.537	Stormwater Quality Management - Peninsula	127,509	127,509					127,509				4,051			123,458	123,458
1.538	Source - Stormwater Quality - Peninsula	60,326	60,326					60,326				1,646			58,680	58,680
1.57X	Environmental Services	25,354,887	24,822,864				532,023	25,354,887		25,262,487		92,400			-	-
1.911	911 Systems	2,670,715	1,524,848	1,011,949			133,918	2,670,715				2,177,077	127,338		366,300	366,300
1.912B	911 Call Answer - Municipalities	-	-	-				-		703,444		-60,243			-643,201	-643,201
1.913	913 Fire Dispatch	328,308	293,308				35,000	328,308				16,361			311,947	311,947
1.921	Regional CREST Contribution	1,909,030	1,909,030					1,909,030				100,934			1,808,096	1,808,096
1.923	Emergency Comm - CREST - S.G.I.	195,538	195,538					195,538				1,754			193,784	193,784
1.924	Emergency Comm - CREST - J.D.F.	133,673	133,673					133,673				220			133,453	133,453
1.925	Emergency Comm - CREST - S.S.I.	155,176	155,176					155,176				120			155,056	155,056
2.610	Saanich Peninsula Water Supply	9,188,322	7,651,587	1,086,735			450,000	9,188,322				500	9,187,822		-	-
2.620	SSI Highland Water System	12,869	221	12,648				12,869				110		12,759	-	12,759
2.621	Highland / Fernwood Water - SSI	555,012	337,716	177,296			40,000	555,012				790	473,040	81,182	81,182	-
2.622	Cedars of Tuam	86,921	41,752	38,669			6,500	86,921			10,000	50	76,871		-	-
2.624	Beddis Water	326,329	186,450	24,879			115,000	326,329				280	244,849	81,200	81,200	-
2.626	Fulford Water	332,486	168,543	145,843			18,100	332,486				870	251,616	80,000	80,000	-
2.628	Cedar Lane Water (S.S.I.)	102,327	57,606	7,721			37,000	102,327				180	70,777	31,370	31,370	-
2.630	Magic Lakes Estate Water System	1,050,299	764,574	144,335			141,390	1,050,299			40,000	9,600	411,164	589,535	589,535	-
2.640	Saturna Island Water System (Lyall Harbour)	264,531	177,182	23,849			63,500	264,531				1,080	122,411	141,040	141,040	-
2.642	Skana Water (Mayne)	154,907	59,355	73,552			22,000	154,907			5,000	110	56,235	93,562	93,562	-
2.650	Port Renfrew Water	188,011	121,667	44,344			22,000	188,011				500	1,130	93,190	93,190	-
2.660	Fernwood Water	3,915	138	3,777				3,915				50		3,865	-	3,865
2.665	Sticks Allison Water (Galiano)	68,332	51,332				17,000	68,332				100	59,232	9,000	9,000	-
2.667	Surfside Park Estates (Mayne)	252,928	109,456	126,472			17,000	252,928				100	212,828	40,000	40,000	-
2.670	Regional Water Supply	42,612,199	19,114,695	3,357,424		19,800,000	340,080	42,612,199				612,470	41,999,729		-	-
2.680	Juan de Fuca Water Distribution	27,954,700	16,011,960	2,747,525		8,910,000	285,215	27,954,700		6,000		179,270	27,769,430		-	-
2.681	Florence Lake Water System Debt	25,137		25,137				25,137						25,137	-	25,137.00
2.691	Wilderness Mountain Water Service	231,482	134,000	66,482			31,000	231,482				120	139,810	91,552	91,552	-
3.700	Septage Disposal - Municipal	177,329	140,831			36,498		177,329				174,589	2,740		-	-
3.700	Septage Disposal - JDF Service Area	-						-							-	-
3.701	Millstream Remediation Service	103,854	884	102,970				103,854			46,073	11,707			46,074	46,074
3.705	S.S.I. Liquid Waste Disposal	1,137,354	857,876	239,678			39,800	1,137,354				1,610	664,890	470,854	470,854	-
3.707	On Site System Management Program - LWMP	203,999	203,999					203,999				10,556			193,443	193,443
3.71X	Tri Swrs & Swge Disp - oper	37,463,950	34,583,191	204,703			2,676,056	37,463,950		1,641,256	401,241	28,803,609			6,617,844	6,617,844
3.7XX	Tri Swrs - debt	24,332,941	34,930	10,557,187		5,529,745	8,211,079	24,332,941				17,629,809			6,703,132	6,703,132
3.720	LWMP (Peninsula) - Implementation	59,353	37,624				21,729	59,353				980			58,373	58,373
3.750	LWMP	390,454	343,047				47,407	390,454				162,109			228,345	228,345
3.752	Harbours Program	375,406	375,406					375,406				23,460			351,946	351,946
3.755	Regional Source Control	1,778,135	1,778,135					1,778,135		59,110	102,821	95,951	59,510		1,460,743	1,460,743
3.756	Harbours Environmental Action	74,111	74,111					74,111				2,026			72,085	72,085
3.810	Ganges Sewer	1,244,402	768,190	340,432			135,780	1,244,402				2,130	1,171,513	70,759	70,759	-
3.820	Maliview Estates Sewer System	337,698	157,439	155,259			25,000	337,698				25,150	300,548	12,000	12,000.00	-
3.830	Magic Lake Estates Sewer System	914,077	646,714	174,103			93,260	914,077		11,770		1,250	288,625	612,432	612,432	-
3.830D	Magic Lake Estates Sewer Debt	225,107	500	224,607				225,107				500		224,607	224,607	-
3.850	Port Renfrew Sewer	253,730	112,712	122,018			19,000	253,730				1,320	126,205	126,205	126,205	-
21.ALL	Feasibility Study Reserve Fund - All	-						-							-	-
21.E.A.	Feasibility Study Reserve Fund - E.A.	-						-							-	-

SCHEDULE B

**CAPITAL REGIONAL DISTRICT
CAPITAL EXPENDITURE PLAN SUMMARY - 2022 to 2026**

EXPENDITURE / FUNDING SUMMARY (ALL SERVICES)		2022	2023	2024	2025	2026	TOTAL
EXPENDITURE							
B	Buildings	22,712,264	166,578,666	49,424,500	5,898,000	2,141,500	246,754,930
E	Equipment	20,567,842	11,052,593	7,247,999	6,045,860	5,453,775	50,368,069
L	Land	9,175,002	5,945,000	6,090,000	5,530,000	5,235,000	31,975,002
S	Engineered Structures	133,515,093	76,579,018	66,094,026	61,024,900	16,254,000	353,467,037
V	Vehicles	5,206,485	2,445,000	2,196,000	1,340,000	692,000	11,879,485
		191,176,686	262,600,277	131,052,525	79,838,760	29,776,275	694,444,523
SOURCE OF FUNDS							
C	Capital Funds on Hand	49,537,773	21,457,100	23,597,063	24,514,000	12,129,000	131,234,936
D	Debenture Debt (New Debt Only)	35,549,100	63,285,920	47,277,180	36,140,000	8,095,000	190,347,200
E	ERF	10,894,058	6,128,473	3,981,999	3,583,860	2,827,775	27,416,165
G	Grants (Federal, Provincial)	23,653,151	15,070,984	7,533,770	2,935,000	140,000	49,332,905
R	Reserve Fund	60,273,973	25,625,000	13,862,513	10,305,900	6,384,500	116,451,886
O	Other	11,268,631	131,032,800	34,800,000	2,360,000	200,000	179,661,431
		191,176,686	262,600,277	131,052,525	79,838,760	29,776,275	694,444,523

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN													
2022													
Schedule B													
Service #	Service Name	CAPITAL EXPENDITURE					SOURCE OF FUNDING						
		Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debt	Equipment Repl Fund	Grants	Capital Reserves	Other
													TOTAL
1.011	Board Expenditures	170,000					170,000			170,000			170,000
1.014	CAO / Corporate Services	4,132					4,132			4,132			4,132
1.015	Real Estate	-					-			-			-
1.016	Human Resources	3,130					3,130			3,130			3,130
1.017	Finance	315,557					315,557	300,000		15,557			315,557
1.018	Health & Capital Planning Strategies	-					-			-			-
1.022	Information Technology	599,446	80,000				679,446	574,000		105,446			679,446
1.024	GM - Planning & Protective Services	1,565					1,565			1,565			1,565
1.025	Corporate Emergency	6,000					6,000			6,000			6,000
1.027	First Nations Relations	1,033					1,033			1,033			1,033
1.105	Facilities Management	10,000	185,000				195,000	50,000		145,000			195,000
1.106	Facilities and Risk		70,000	3,500,000			3,570,000	1,140,000		70,000	-	2,360,000	3,570,000
1.107	Corporate Satellite Facilities			50,000			50,000	5,000				45,000	50,000
1.109	JDF Admin. Expenditures	2,000					2,000			2,000			2,000
1.110	SGI Admin. Expenditures	1,500					1,500			1,500			1,500
1.111	SSI Admin. Expenditures	11,080					11,080			11,080			11,080
1.118	Corporate Communications	6,229					6,229			6,229		-	6,229
1.123	Family Court Building			160,000			160,000	15,000			-	145,000	160,000
1.137	Galiano Island Community Use Building			20,000			20,000					20,000	20,000
1.141	SSI Public Library			127,500			127,500				110,000	17,500	127,500
1.226	Health Facilities - VIHA	40,000		1,896,500	-		1,936,500	511,500				1,425,000	1,936,500
1.235	SGI Small Craft Harbour Facilities				1,625,000		1,625,000	30,000	1,180,000			195,800	1,625,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				47,500		47,500				-	47,500	47,500
1.238A	Community Transit (SSI)				40,000		40,000				5,000	35,000	40,000
1.238B	Community Transportation (SSI)				482,475		482,475				312,250	170,225	482,475
1.280	Regional Parks	1,477,000	345,000	1,090,000	5,986,925	5,120,000	14,018,925	3,878,925	5,500,000	345,000	343,000	3,952,000	14,018,925
1.290	Royal Theatre	26,000		1,755,000			1,781,000	125,000			-	796,000	1,781,000
1.295	McPherson Theatre	26,000		2,267,000			2,293,000	10,000				2,283,000	2,293,000
1.297	Arts Grants and Development	1,550					1,550			1,550			1,550
1.310	Land Banking and Housing	2,000		-			2,000		-	2,000	-		2,000
1.313	Animal Care Services	64,040	157,235	318,000			539,275			22,040			539,275
1.318	Building Inspection	88,900	45,000				133,900			133,900			133,900
1.323	ByLaw Services	990	15,000				15,990			15,990			15,990
1.324	Regional Planning Services	100,400					100,400			100,400			100,400
1.325	Community Planning	45,000			100,000		145,000			45,000	100,000		145,000
1.335	Geo-Spatial Referencing	70,000					70,000			70,000			70,000
1.350	Willis Point Fire	27,030	-	-			27,030		-	12,000		15,030	27,030
1.352	South Galiano Fire	13,500	65,000	162,000			240,500		162,000	78,500			240,500
1.353	Otter Point Fire	141,000		60,000			201,000			141,000		60,000	201,000
1.356	Pender Island Fire	10,000	400,000	115,000			525,000			410,000		115,000	525,000
1.357	East Sooke Fire	37,544	150,000	55,000			242,544	11,000		166,044		65,500	242,544
1.358	Port Renfrew Fire	33,000					33,000			33,000			33,000
1.360	Shirley Fire Department	10,000					10,000			10,000			10,000
1.369	Electoral Area Fire Services	156,300					156,300					156,300	156,300
1.370	JDF Emergency Program	11,710					11,710			11,710			11,710
1.372	Emergency Planning Coordination	-					-			-			-
1.373	SGI Emergency Program	47,000					47,000					47,000	47,000
1.375	Hazardous Material Incident Response	90,000					90,000			90,000			90,000
1.405	JDF EA Community Parks & Recreation				215,000	720,000	935,000				265,000	563,000	935,000
1.40x	SEAPARC	395,700	20,000	585,000	-	-	1,000,700		-	85,700	95,000	820,000	1,000,700
1.44X	Panorama Recreation	1,873,704	484,000	3,678,129	238,600	10,000	6,284,433	999,056	1,753,000	1,093,000	1,389,777	1,049,600	6,284,433
1.455	SSI Community Parks	85,000	130,000		735,000		950,000		-	55,000	750,000	75,000	950,000
1.458	SSI Community Recreation	5,000			30,000		35,000			5,000	-	30,000	35,000
1.459	SSI Park Land & Rec Programs	30,000		1,416,135	450,000	1,080,002	2,976,137	3,400	-	30,000	1,597,862	744,875	2,976,137
1.465	Saturna Island Community Parks				40,000		40,000					40,000	40,000
1.475	Mayne Island Community Parks	7,000		14,000	3,000		24,000					24,000	24,000

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN													
2022													
CAPITAL EXPENDITURE							SOURCE OF FUNDING						
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Capital Reserves	Other
													TOTAL
1.485	Pender Island Community Parks				225,990		225,990					225,990	225,990
1.495	Galiano Community Parks			28,000	41,000		69,000	8,000			6,500	54,500	69,000
1.521	Environmental Resource Management	1,348,000		-	23,875,000		25,223,000	875,000		683,000		23,665,000	25,223,000
1.523	Port Renfrew Refuse Disposal				25,000		25,000					25,000	25,000
1.575	Environmental Administration Services	10,430					10,430			10,430			10,430
1.576	Environmental Engineering Services	40,000	155,000				195,000	55,000		140,000			195,000
1.577	IW - Environmental Operations	1,845,000					1,845,000			1,845,000			1,845,000
1.578	Environmental Protection	715,372	285,000				1,000,372			1,000,372			1,000,372
1.911	911 Call Answer	-					-			-			-
1.913	913 Fire Dispatch	145,000					145,000			145,000			145,000
2.610	Saanich Peninsula Water Supply	304,000			4,068,028		4,372,028		-	60,000		4,312,028	4,372,028
2.620	Highland Water (SSI)				98,792		98,792	98,792					98,792
2.621	Highland & Fernwood Water (SSI)	40,000			192,000		232,000		-		140,000	92,000	232,000
2.622	Cedars of Tuam Water (SSI)	5,000			5,000		10,000		-		-	10,000	10,000
2.624	Beddis Water (SSI)	30,000			32,725		62,725		-		-	62,725	62,725
2.626	Fulford Water (SSI)	13,000			160,000		173,000		-		70,000	103,000	173,000
2.628	Cedar Lane Water (SSI)				77,400		77,400	33,500	-		-	43,900	77,400
2.630	Magic Lake Estates Water (Pender)	205,000			290,000		495,000		-		2,500	292,500	495,000
2.640	Lyall Harbour Boot Cove Water (Saturna)	8,000			390,000	1,495,000	398,000		-		390,000	8,000	398,000
2.642	Skana Water (Mayne)	75,000			45,000		120,000		75,000			45,000	120,000
2.650	Port Renfrew Water	30,000			-		30,000	20,000	-		-	10,000	30,000
2.665	Sticks Allison Water (Galiano)	-			5,000		5,000					5,000	5,000
2.667	Surfside Park Estates (Mayne)	25,000			-		25,000		-			25,000	25,000
2.670	Regional Water Supply	8,195,000	1,427,250	5,150,000	11,550,000		27,817,250	24,072,000	-	1,205,250	40,000		27,817,250
2.680	JDF Water Distribution	1,080,000	1,060,000	265,000	36,197,000		38,602,000	14,605,000	6,100,000	1,060,000		10,675,000	38,602,000
2.681	Florence Lake Water				300,000		300,000		300,000				300,000
2.691	Wilderness Mountain Water Service				65,000		65,000		-		45,000	20,000	65,000
3.701	Millstream Site Remediation					750,000	750,000	457,500			292,500		750,000
3.705	SSI Septage / Composting				414,158		414,158		-		303,462	77,500	414,158
3.718	Saanich Peninsula Wastewater	67,500			3,570,000		3,637,500	50,000	-	417,500		3,170,000	3,637,500
3.798C	Debt - Core Area Wastewater Treatment Program	120,000	133,000		36,932,000		37,185,000	1,610,100	18,279,000	828,000	14,992,900	1,475,000	37,185,000
3.810	Ganges Sewer Utility (SSI)	214,500			487,500		702,000		-		140,000	562,000	702,000
3.820	Malview Sewer Utility (SSI)				300,000		300,000		300,000		-	-	300,000
3.830	Magic Lake Sewer Utility (Pender)	5,000			4,100,000		4,105,000		1,900,100		2,202,400	2,500	4,105,000
3.850	Port Renfrew Sewer				75,000		75,000		-		60,000	15,000	75,000
TOTAL		20,567,842	5,206,485	22,712,264	133,515,093	9,175,002	191,176,686	49,537,773	35,549,100	10,894,058	23,653,151	60,273,973	11,268,631

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN													
2023													
Schedule B													
Service #	Service Name	CAPITAL EXPENDITURE					SOURCE OF FUNDING						
		Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debt	Equipment Repl Fund	Grants	Capital Reserves	Other
													TOTAL
1.011	Board Expenditures	21,500					21,500			21,500			21,500
1.014	CAO / Corporate Services	9,328					9,328			9,328			9,328
1.015	Real Estate	-					-			-			-
1.016	Human Resources	4,695					4,695			4,695			4,695
1.017	Finance	237,421					237,421	200,000		37,421			237,421
1.018	Health & Capital Planning Strategies	2,066					2,066			2,066			2,066
1.022	Information Technology	1,295,136	-				1,295,136	1,281,000		14,136			1,295,136
1.024	GM - Planning & Protective Services	2,066					2,066			2,066			2,066
1.025	Corporate Emergency	6,000					6,000			6,000			6,000
1.027	First Nations Relations	3,631					3,631			3,631			3,631
1.105	Facilities Management	25,000	115,000				140,000	-		140,000			140,000
1.106	Facilities and Risk		-	1,015,000			1,015,000	-		-	-	1,015,000	1,015,000
1.107	Corporate Satellite Facilities			5,000			5,000	5,000				-	5,000
1.109	JDF Admin. Expenditures	-					-			-			-
1.110	SGI Admin. Expenditures	1,530					1,530			1,530			1,530
1.111	SSI Admin. Expenditures	1,650					1,650			1,650			1,650
1.118	Corporate Communications	227,066					227,066			2,066		225,000	227,066
1.123	Family Court Building			1,120,000			1,120,000	-			500,000	620,000	1,120,000
1.137	Galiano Island Community Use Building			-			-					-	-
1.141	SSI Public Library			-			-					-	-
1.226	Health Facilities - VIHA	400,000		1,115,000	-		1,515,000	-				1,315,000	1,515,000
1.235	SGI Small Craft Harbour Facilities				125,000		125,000	-	-			125,000	125,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				150,000		150,000				50,000	100,000	150,000
1.238A	Community Transit (SSI)				40,000		40,000				5,000	35,000	40,000
1.238B	Community Transportation (SSI)				431,500		431,500				365,000	66,500	431,500
1.280	Regional Parks	107,000	507,000	-	5,322,000	5,000,000	10,936,000	-	5,000,000	507,000	1,868,000	3,561,000	10,936,000
1.290	Royal Theatre	-		730,000			730,000	-			-	380,000	730,000
1.295	McPherson Theatre	-		325,000			325,000	-				325,000	325,000
1.297	Arts Grants and Development	-					-			-			-
1.310	Land Banking and Housing	4,000		150,425,666			150,429,666		17,000,000	4,000	5,742,866		150,429,666
1.313	Animal Care Services	4,120	18,000	-			22,120			22,120		-	22,120
1.318	Building Inspection	6,000	50,000				56,000			56,000			56,000
1.323	ByLaw Services	1,010	15,000				16,010			16,010			16,010
1.324	Regional Planning Services	43,000					43,000			43,000			43,000
1.325	Community Planning	2,410			-		2,410			2,410	-		2,410
1.335	Geo-Spatial Referencing	45,000					45,000			45,000			45,000
1.350	Willis Point Fire	66,000	650,000	18,000			734,000		275,000	441,000		18,000	734,000
1.352	South Galiano Fire	5,800	-	-			5,800		-	5,800			5,800
1.353	Otter Point Fire	28,300		40,000			68,300			28,300		40,000	68,300
1.356	Pender Island Fire	10,000	-	-			10,000			10,000		-	10,000
1.357	East Sooke Fire	16,295	-	-			16,295	-		16,295		-	16,295
1.358	Port Renfrew Fire	-					-			-			-
1.360	Shirley Fire Department	-					-			-			-
1.369	Electoral Area Fire Services	-					-					-	-
1.370	JDF Emergency Program	7,470					7,470			7,470			7,470
1.372	Emergency Planning Coordination	-					-			-			-
1.373	SGI Emergency Program	-					-					-	-
1.375	Hazardous Material Incident Response	10,000					10,000			10,000			10,000
1.405	JDF EA Community Parks & Recreation				-	50,000	50,000				50,000	-	50,000
1.40x	SEAPARC	262,000	-	50,000	1,025,000	-	1,337,000		-	102,000	750,000	485,000	1,337,000
1.44X	Panorama Recreation	253,832	26,000	180,000	-	-	459,832	-	-	279,832	55,000	125,000	459,832
1.455	SSI Community Parks	15,000	40,000		1,095,000		1,150,000		1,000,000	15,000	55,000	80,000	1,150,000
1.458	SSI Community Recreation	5,000			300,000		305,000			5,000	200,000	100,000	305,000
1.459	SSI Park Land & Rec Programs	62,500		8,225,000	90,000	-	8,377,500	-	8,000,000	62,500	75,000	240,000	8,377,500
1.465	Saturna Island Community Parks				13,000		13,000					13,000	13,000
1.475	Mayne Island Community Parks	-		5,000	10,000		15,000					15,000	15,000

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN														
2023														
		CAPITAL EXPENDITURE						SOURCE OF FUNDING						Schedule B
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debt	Equipment Repl Fund	Grants	Capital Reserves	Other	TOTAL
1.485	Pender Island Community Parks				91,000		91,000					91,000		91,000
1.495	Galiano Community Parks				10,000		10,000					10,000		10,000
1.521	Environmental Resource Management	283,000		-	16,568,000		16,851,000	-		1,233,000		15,618,000		16,851,000
1.523	Port Renfrew Refuse Disposal				-		-					-		-
1.575	Environmental Administration Services	15,660					15,660			15,660				15,660
1.576	Environmental Engineering Services	40,000	40,000				80,000	-		80,000				80,000
1.577	IW - Environmental Operations	663,500					663,500			663,500				663,500
1.578	Environmental Protection	118,487	45,000				163,487			163,487				163,487
1.911	911 Call Answer	1,000,000					1,000,000			1,000,000				1,000,000
1.913	913 Fire Dispatch	-					-			-				-
2.610	Saanich Peninsula Water Supply	-			2,820,000		2,820,000		2,550,000	60,000		210,000		2,820,000
2.620	Highland Water (SSI)				-		-	-						-
2.621	Highland & Fernwood Water (SSI)	240,000			765,000		1,005,000		805,000		200,000	-		1,005,000
2.622	Cedars of Tuam Water (SSI)	15,000			270,000		285,000		97,000		188,000	-		285,000
2.624	Beddis Water (SSI)	-			63,000		63,000		-		-	63,000		63,000
2.626	Fulford Water (SSI)	831,000			-		831,000		500,000		300,000	31,000		831,000
2.628	Cedar Lane Water (SSI)				236,500		236,500	-	90,000		140,000	6,500		236,500
2.630	Magic Lake Estates Water (Pender)	-			325,000		325,000		-		-	25,000	300,000	325,000
2.640	Lyall Harbour Boot Cove Water (Saturna)	58,000			30,000		88,000		53,000		20,000	15,000		88,000
2.642	Skana Water (Mayne)	674,120			35,000		709,120		709,120			-		709,120
2.650	Port Renfrew Water	10,000			1,638,918		1,648,918	-	50,000		1,573,918	25,000		1,648,918
2.665	Sticks Allison Water (Galiano)	5,000			-		5,000					5,000		5,000
2.667	Surfside Park Estates (Mayne)	-			15,000		15,000		-			15,000		15,000
2.670	Regional Water Supply	3,135,000	406,000	3,060,000	17,735,000	895,000	25,231,000	12,625,000	9,700,000	406,000	-		2,500,000	25,231,000
2.680	JDF Water Distribution	165,000	270,000	265,000	10,655,000		11,355,000	5,965,000	5,100,000	270,000		20,000	-	11,355,000
2.681	Florence Lake Water				-		-		-					-
2.691	Wilderness Mountain Water Service				500,000		500,000		500,000		-	-		500,000
3.701	Millstream Site Remediation				-		-	-			-			-
3.705	SSI Septage / Composting				180,000		180,000		-		-	180,000	-	180,000
3.718	Saanich Peninsula Wastewater	-			550,000		550,000	50,000	-	150,000		350,000		550,000
3.798C	Debt - Core Area Wastewater Treatment Program	-	263,000		8,030,100		8,293,100	1,331,100	6,800,000	162,000	-	-		8,293,100
3.810	Ganges Sewer Utility (SSI)	607,000			800,000		1,407,000		1,330,000		-	77,000		1,407,000
3.820	Malview Sewer Utility (SSI)				1,910,000		1,910,000		1,910,000		-	-		1,910,000
3.830	Magic Lake Sewer Utility (Pender)	-			4,600,000		4,600,000		1,666,800		2,933,200	-		4,600,000
3.850	Port Renfrew Sewer				150,000		150,000		150,000		-	-		150,000
TOTAL		11,052,593	2,445,000	166,578,666	76,579,018	5,945,000	262,600,277	21,457,100	63,285,920	6,128,473	15,070,984	25,625,000	131,032,800	262,600,277

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN														
2024														
		CAPITAL EXPENDITURE					SOURCE OF FUNDING							Schedule B
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Capital Reserves	Other	TOTAL
1.011	Board Expenditures	37,000					37,000			37,000				37,000
1.014	CAO / Corporate Services	5,728					5,728			5,728				5,728
1.015	Real Estate	2,066					2,066			2,066				2,066
1.016	Human Resources	6,260					6,260			6,260				6,260
1.017	Finance	155,949					155,949	100,000		55,949				155,949
1.018	Health & Capital Planning Strategies	1,565					1,565			1,565				1,565
1.022	Information Technology	1,708,084	-				1,708,084	1,661,000		47,084				1,708,084
1.024	GM - Planning & Protective Services	-					-			-				-
1.025	Corporate Emergency	8,000					8,000			8,000				8,000
1.027	First Nations Relations	1,565					1,565			1,565				1,565
1.105	Facilities Management	10,000	50,000				60,000	-		60,000				60,000
1.106	Facilities and Risk		-	1,100,000			1,100,000	-		-	500,000	600,000		1,100,000
1.107	Corporate Satellite Facilities			5,000			5,000	5,000		-		-		5,000
1.109	JDF Admin. Expenditures	-					-			-				-
1.110	SGI Admin. Expenditures	-					-			-				-
1.111	SSI Admin. Expenditures	5,400					5,400			5,400				5,400
1.118	Corporate Communications	178,130					178,130			3,130		175,000		178,130
1.123	Family Court Building			135,000			135,000	-		-	-	85,000	50,000	135,000
1.137	Galiano Island Community Use Building			-			-			-		-		-
1.141	SSI Public Library			-			-			-		-		-
1.226	Health Facilities - VIHA	-		925,000	-		925,000	-		-		550,000	375,000	925,000
1.235	SGI Small Craft Harbour Facilities				175,000		175,000	-	-			175,000	-	175,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				-		-			-		-		-
1.238A	Community Transit (SSI)				40,000		40,000				5,000	35,000		40,000
1.238B	Community Transportation (SSI)				96,000		96,000				60,000	36,000		96,000
1.280	Regional Parks	61,000	555,000	-	2,774,126	5,000,000	8,390,126	56,063	5,000,000	555,000	2,000,000	779,063		8,390,126
1.290	Royal Theatre	-		750,000			750,000	-		-	-	375,000	375,000	750,000
1.295	McPherson Theatre	-		300,000			300,000	-		-		300,000		300,000
1.297	Arts Grants and Development	-					-			-				-
1.310	Land Banking and Housing	10,000		42,500,000			42,510,000		8,500,000	10,000	-		34,000,000	42,510,000
1.313	Animal Care Services	4,205	18,000	-			22,205			22,205			-	22,205
1.318	Building Inspection	5,500	-				5,500			5,500				5,500
1.323	ByLaw Services	1,030	15,000				16,030			16,030				16,030
1.324	Regional Planning Services	7,000					7,000			7,000				7,000
1.325	Community Planning	3,910			-		3,910			3,910	-			3,910
1.335	Geo-Spatial Referencing	40,000					40,000			40,000				40,000
1.350	Willis Point Fire	6,000	-	3,500			9,500		-	6,000		3,500		9,500
1.352	South Galiano Fire	5,000	585,000	-			590,000		-	590,000				590,000
1.353	Otter Point Fire	15,000		40,000			55,000			15,000		40,000		55,000
1.356	Pender Island Fire	28,000	-	-			28,000			28,000		-		28,000
1.357	East Sooke Fire	16,551	160,000	-			176,551	-		176,551		-		176,551
1.358	Port Renfrew Fire	-					-			-				-
1.360	Shirley Fire Department	-					-			-				-
1.369	Electoral Area Fire Services	-					-			-		-		-
1.370	JDF Emergency Program	-					-			-				-
1.372	Emergency Planning Coordination	2,500					2,500			2,500				2,500
1.373	SGI Emergency Program	-					-			-		-		-
1.375	Hazardous Material Incident Response	10,000					10,000			10,000				10,000
1.405	JDF EA Community Parks & Recreation				-	-	-			-		-	-	-
1.40x	SEAPARC	67,000	-	250,000	10,000	500,000	827,000		500,000	62,000	-	265,000		827,000
1.44X	Panorama Recreation	346,172	-	136,000	-	-	482,172	-	-	346,172	-	136,000		482,172
1.455	SSI Community Parks	5,000	-		100,000		105,000		-	5,000	55,000	45,000	-	105,000
1.458	SSI Community Recreation	5,000			5,000		10,000			5,000	-	5,000		10,000
1.459	SSI Park Land & Rec Programs	35,000		2,605,000	50,000	-	2,690,000	-	-	35,000	2,525,000	130,000	-	2,690,000
1.465	Saturna Island Community Parks				6,000		6,000					6,000		6,000
1.475	Mayne Island Community Parks	-		-	10,000		10,000					10,000		10,000

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN														
2024														
		CAPITAL EXPENDITURE						SOURCE OF FUNDING						Schedule B
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Capital Reserves	Other	TOTAL
1.485	Pender Island Community Parks				31,450		31,450					31,450		31,450
1.495	Galiano Community Parks			-	15,500		15,500	-			-	15,500		15,500
1.521	Environmental Resource Management	283,000		350,000	8,950,000		9,583,000	250,000		283,000		9,050,000		9,583,000
1.523	Port Renfrew Refuse Disposal				-		-					-		-
1.575	Environmental Administration Services	6,000					6,000			6,000				6,000
1.576	Environmental Engineering Services	40,000	80,000				120,000	-		120,000				120,000
1.577	IW - Environmental Operations	184,000					184,000			184,000				184,000
1.578	Environmental Protection	141,384	43,000				184,384			184,384				184,384
1.911	911 Call Answer	-					-			-				-
1.913	913 Fire Dispatch	-					-			-				-
2.610	Saanich Peninsula Water Supply	150,000			5,770,000		5,920,000		5,550,000	60,000		310,000		5,920,000
2.620	Highland Water (SSI)				-		-	-						-
2.621	Highland & Fernwood Water (SSI)	45,000			1,500,000		1,545,000		1,250,000		250,000	45,000		1,545,000
2.622	Cedars of Tuam Water (SSI)	-			1,474,000		1,474,000		508,000		966,000	-		1,474,000
2.624	Beddis Water (SSI)	160,000			446,000		606,000		290,000		200,000	116,000		606,000
2.626	Fulford Water (SSI)	710,000			-		710,000		700,000		-	10,000		710,000
2.628	Cedar Lane Water (SSI)				30,000		30,000	-	-		-	30,000		30,000
2.630	Magic Lake Estates Water (Pender)	-			140,000		140,000		-		-	140,000	-	140,000
2.640	Lyall Harbour Boot Cove Water (Saturna)	-			645,600		645,600		225,000		420,600	-		645,600
2.642	Skana Water (Mayne)	-			-		-		-		-	-		-
2.650	Port Renfrew Water	260,000			200,000		460,000	-	450,000		-	10,000		460,000
2.665	Sticks Allison Water (Galiano)	-			-		-					-		-
2.667	Surfside Park Estates (Mayne)	-			500,000		500,000		500,000		-	-		500,000
2.670	Regional Water Supply	1,105,000	290,000	60,000	19,925,000	590,000	21,970,000	14,580,000	7,100,000	290,000	-	-	-	21,970,000
2.680	JDF Water Distribution	165,000	400,000	265,000	6,535,000		7,365,000	6,945,000	-	400,000		20,000	-	7,365,000
2.681	Florence Lake Water				-		-		-			-		-
2.691	Wilderness Mountain Water Service				-		-		-			-		-
3.701	Millstream Site Remediation				-	-	-	-			-	-		-
3.705	SSI Septage / Composting				2,000,000		2,000,000		2,000,000		-	-	-	2,000,000
3.718	Saanich Peninsula Wastewater	1,180,000			1,285,000		2,465,000	-	2,015,000	150,000		300,000		2,465,000
3.798C	Debt - Core Area Wastewater Treatment Program	-	-		11,280,000		11,280,000	-	11,150,000	130,000	-	-		11,280,000
3.810	Ganges Sewer Utility (SSI)	25,000			-		25,000		-		-	25,000		25,000
3.820	Maliview Sewer Utility (SSI)				41,000		41,000		-		32,000	9,000		41,000
3.830	Magic Lake Sewer Utility (Pender)	-			709,350		709,350		189,180		520,170	-		709,350
3.850	Port Renfrew Sewer				1,350,000		1,350,000		1,350,000		-	-		1,350,000
TOTAL		7,247,999	2,196,000	49,424,500	66,094,026	6,090,000	131,052,525	23,597,063	47,277,180	3,981,999	7,533,770	13,862,513	34,800,000	131,052,525

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN													
2025													
Schedule B													
Service #	Service Name	CAPITAL EXPENDITURE					SOURCE OF FUNDING						
		Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Capital Reserves	Other
													TOTAL
1.011	Board Expenditures	96,500					96,500			96,500			96,500
1.014	CAO / Corporate Services	4,132					4,132			4,132			4,132
1.015	Real Estate	1,033					1,033			1,033			1,033
1.016	Human Resources	-					-			-			-
1.017	Finance	22,386					22,386	-		22,386			22,386
1.018	Health & Capital Planning Strategies	3,130					3,130			3,130			3,130
1.022	Information Technology	2,019,272	-				2,019,272	1,989,000		30,272			2,019,272
1.024	GM - Planning & Protective Services	-					-			-			-
1.025	Corporate Emergency	-					-			-			-
1.027	First Nations Relations	-					-			-			-
1.105	Facilities Management	10,000	50,000				60,000	-		60,000			60,000
1.106	Facilities and Risk		-	1,700,000			1,700,000	-		-	750,000	950,000	1,700,000
1.107	Corporate Satellite Facilities			5,000			5,000	5,000				-	5,000
1.109	JDF Admin. Expenditures	-					-			-			-
1.110	SGI Admin. Expenditures	-					-			-			-
1.111	SSI Admin. Expenditures	2,750					2,750			2,750			2,750
1.118	Corporate Communications	1,033					1,033			1,033		-	1,033
1.123	Family Court Building			10,000			10,000	-			-	10,000	10,000
1.137	Galiano Island Community Use Building			-			-					-	-
1.141	SSI Public Library			-			-				-	-	-
1.226	Health Facilities - VIHA	-		955,000	75,000		1,030,000	-				370,000	1,030,000
1.235	SGI Small Craft Harbour Facilities				50,000		50,000	-	-			50,000	50,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				-		-				-	-	-
1.238A	Community Transit (SSI)				40,000		40,000				5,000	35,000	40,000
1.238B	Community Transportation (SSI)				106,000		106,000				60,000	46,000	106,000
1.280	Regional Parks	63,000	370,000	385,000	5,417,000	5,000,000	11,235,000	-	5,000,000	370,000	2,000,000	3,865,000	11,235,000
1.290	Royal Theatre	-		1,793,000			1,793,000	-			-	93,000	1,793,000
1.295	McPherson Theatre	-		300,000			300,000	-				300,000	300,000
1.297	Arts Grants and Development	-					-			-			-
1.310	Land Banking and Housing	2,000		-			2,000		-	2,000	-	-	2,000
1.313	Animal Care Services	-	-	-			-					-	-
1.318	Building Inspection	4,500	-				4,500			4,500			4,500
1.323	ByLaw Services	-	-				-			-			-
1.324	Regional Planning Services	5,000					5,000			5,000			5,000
1.325	Community Planning	-			-		-			-	-		-
1.335	Geo-Spatial Referencing	-					-			-			-
1.350	Willis Point Fire	56,000	-	-			56,000		-	56,000		-	56,000
1.352	South Galiano Fire	5,000	-	-			5,000		-	5,000			5,000
1.353	Otter Point Fire	15,000		40,000			55,000			15,000		40,000	55,000
1.356	Pender Island Fire	105,000	-	-			105,000			105,000		-	105,000
1.357	East Sooke Fire	19,512	-	-			19,512	-		19,512		-	19,512
1.358	Port Renfrew Fire	-					-			-			-
1.360	Shirley Fire Department	-					-			-			-
1.369	Electoral Area Fire Services	-					-					-	-
1.370	JDF Emergency Program	-					-			-			-
1.372	Emergency Planning Coordination	-					-			-			-
1.373	SGI Emergency Program	-					-					-	-
1.375	Hazardous Material Incident Response	10,000					10,000			10,000			10,000
1.405	JDF EA Community Parks & Recreation				-	-	-					-	-
1.40x	SEAPARC	87,000	40,000	100,000	200,000	-	427,000		-	122,000	-	305,000	427,000
1.44X	Panorama Recreation	533,262	-	250,000	-	-	783,262	-	-	398,262	-	385,000	783,262
1.455	SSI Community Parks	5,000	55,000		85,000		145,000		-	60,000	55,000	30,000	145,000
1.458	SSI Community Recreation	5,000			-		5,000			5,000	-	-	5,000
1.459	SSI Park Land & Rec Programs	40,000		55,000		100,000	195,000	-	-	30,000	25,000	140,000	195,000
1.465	Saturna Island Community Parks				6,000		6,000					6,000	6,000
1.475	Mayne Island Community Parks	-		-	15,000		15,000					15,000	15,000

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN														
2025														
		CAPITAL EXPENDITURE						SOURCE OF FUNDING						Schedule B
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Capital Reserves	Other	TOTAL
1.485	Pender Island Community Parks				-		-					-		-
1.495	Galiano Community Parks				4,900		4,900		-			4,900		4,900
1.521	Environmental Resource Management	285,000		-	2,700,000		2,985,000	-		285,000		2,700,000		2,985,000
1.523	Port Renfrew Refuse Disposal				-		-					-		-
1.575	Environmental Administration Services	6,000					6,000			6,000				6,000
1.576	Environmental Engineering Services	40,000	45,000				85,000	-		85,000				85,000
1.577	IW - Environmental Operations	705,000					705,000			705,000				705,000
1.578	Environmental Protection	54,350	90,000				144,350			144,350				144,350
1.911	911 Call Answer	-					-			-				-
1.913	913 Fire Dispatch	-					-			-				-
2.610	Saanich Peninsula Water Supply	-			5,324,000		5,324,000		4,500,000	60,000		764,000		5,324,000
2.620	Highland Water (SSI)				-		-	-						-
2.621	Highland & Fernwood Water (SSI)	40,000			-		40,000		-		-	40,000		40,000
2.622	Cedars of Tuam Water (SSI)	-			-		-		-		-	-		-
2.624	Beddis Water (SSI)	-			-		-		-		-	-		-
2.626	Fulford Water (SSI)	700,000			-		700,000		700,000		-	-		700,000
2.628	Cedar Lane Water (SSI)				10,000		10,000	-	-			10,000		10,000
2.630	Magic Lake Estates Water (Pender)	-			47,000		47,000		-		-	47,000	-	47,000
2.640	Lyall Harbour Boot Cove Water (Saturna)	-			-		-		-		-	-		-
2.642	Skana Water (Mayne)				-		-		-			-		-
2.650	Port Renfrew Water	10,000			-		10,000	-	-		-	10,000		10,000
2.665	Sticks Allison Water (Galiano)	-			-		-					-		-
2.667	Surfside Park Estates (Mayne)				1,500,000		1,500,000		1,500,000			-		1,500,000
2.670	Regional Water Supply	925,000	450,000	40,000	20,725,000	430,000	22,570,000	15,780,000	6,340,000	450,000	-		-	22,570,000
2.680	JDF Water Distribution	165,000	240,000	265,000	6,330,000		7,000,000	6,740,000	-	240,000		20,000	-	7,000,000
2.681	Florence Lake Water				-		-		-					-
2.691	Wilderness Mountain Water Service				-		-		-		-	-		-
3.701	Millstream Site Remediation				-	-	-	-			-	-		-
3.705	SSI Septage / Composting				50,000		50,000		-		40,000	10,000	-	50,000
3.718	Saanich Peninsula Wastewater	-			560,000		560,000	-	350,000	150,000		60,000		560,000
3.798C	Debt - Core Area Wastewater Treatment Program	-	-		17,380,000		17,380,000	-	17,350,000	30,000	-	-		17,380,000
3.810	Ganges Sewer Utility (SSI)	-			-		-		-		-	-		-
3.820	Malview Sewer Utility (SSI)				-		-		-		-	-		-
3.830	Magic Lake Sewer Utility (Pender)	-			-		-		-		-	-		-
3.850	Port Renfrew Sewer				400,000		400,000		400,000		-	-		400,000
TOTAL		6,045,860	1,340,000	5,898,000	61,024,900	5,530,000	79,838,760	24,514,000	36,140,000	3,583,860	2,935,000	10,305,900	2,360,000	79,838,760

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN														
2026														
Schedule B														
		CAPITAL EXPENDITURE					SOURCE OF FUNDING							
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Capital Reserves	Other	TOTAL
1.011	Board Expenditures	50,000					50,000			50,000				50,000
1.014	CAO / Corporate Services	4,132					4,132			4,132				4,132
1.015	Real Estate	-					-			-				-
1.016	Human Resources	1,033					1,033			1,033				1,033
1.017	Finance	15,557					15,557	-		15,557				15,557
1.018	Health & Capital Planning Strategies	-					-			-				-
1.022	Information Technology	1,751,746	-				1,751,746	1,704,000		47,746				1,751,746
1.024	GM - Planning & Protective Services	1,565					1,565			1,565				1,565
1.025	Corporate Emergency	-					-			-				-
1.027	First Nations Relations	1,033					1,033			1,033				1,033
1.105	Facilities Management	10,000	-				10,000	-		10,000				10,000
1.106	Facilities and Risk		-	135,000			135,000	-		-	-	135,000		135,000
1.107	Corporate Satellite Facilities			5,000			5,000	5,000				-		5,000
1.109	JDF Admin. Expenditures	-					-			-				-
1.110	SGI Admin. Expenditures	-					-			-				-
1.111	SSI Admin. Expenditures	8,900					8,900			8,900				8,900
1.118	Corporate Communications	6,229					6,229			6,229		-		6,229
1.123	Family Court Building			-			-	-		-	-	-	-	-
1.137	Galiano Island Community Use Building			-			-			-		-		-
1.141	SSI Public Library			-			-			-		-		-
1.226	Health Facilities - VIHA	-		937,500	-		937,500	-				737,500	200,000	937,500
1.235	SGI Small Craft Harbour Facilities				50,000		50,000	-	-			50,000	-	50,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				-		-			-		-		-
1.238A	Community Transit (SSI)				40,000		40,000				5,000	35,000		40,000
1.238B	Community Transportation (SSI)				118,000		118,000				80,000	38,000		118,000
1.280	Regional Parks	69,000	230,000	-	2,477,000	5,000,000	7,776,000	60,000	5,000,000	230,000	-	2,486,000		7,776,000
1.290	Royal Theatre	-					-	-		-		-	-	-
1.295	McPherson Theatre	-		238,000			238,000	-				238,000		238,000
1.297	Arts Grants and Development	-					-			-				-
1.310	Land Banking and Housing	2,000		-			2,000		-	2,000	-		-	2,000
1.313	Animal Care Services	-	-	-			-			-			-	-
1.318	Building Inspection	6,000	50,000				56,000			56,000				56,000
1.323	ByLaw Services	-	-				-			-				-
1.324	Regional Planning Services	3,000					3,000			3,000				3,000
1.325	Community Planning	-			-		-			-	-			-
1.335	Geo-Spatial Referencing	-					-			-				-
1.350	Willis Point Fire	-	-	-			-		-	-		-		-
1.352	South Galiano Fire	10,000	-	-			10,000		-	10,000				10,000
1.353	Otter Point Fire	20,000		40,000			60,000			20,000		40,000		60,000
1.356	Pender Island Fire	23,000	-	-			23,000			23,000		-		23,000
1.357	East Sooke Fire	41,578	-	-			41,578	-		41,578		-		41,578
1.358	Port Renfrew Fire	-					-			-				-
1.360	Shirley Fire Department	-					-			-				-
1.369	Electoral Area Fire Services	-					-			-		-		-
1.370	JDF Emergency Program	-					-			-				-
1.372	Emergency Planning Coordination	-					-			-				-
1.373	SGI Emergency Program	-					-			-		-		-
1.375	Hazardous Material Incident Response	-					-			-				-
1.405	JDF EA Community Parks & Recreation				-	-	-			-	-	-	-	-
1.40x	SEAPARC	242,000	-	151,000	25,000	-	418,000		-	47,000	-	371,000		418,000
1.44X	Panorama Recreation	432,630	-	305,000	-	-	737,630	-	-	432,630	-	305,000		737,630
1.455	SSI Community Parks	5,000	-		90,000		95,000		-	5,000	30,000	60,000	-	95,000
1.458	SSI Community Recreation	5,000			5,000		10,000			5,000		5,000		10,000
1.459	SSI Park Land & Rec Programs	40,000		25,000	-	-	65,000	-	-	40,000	25,000	-	-	65,000
1.465	Saturna Island Community Parks				-		-					-		-
1.475	Mayne Island Community Parks	-		-	-		-			-		-		-

CAPITAL REGIONAL DISTRICT - CAPITAL EXPENDITURE PLAN														
2026														
Schedule B														
		CAPITAL EXPENDITURE						SOURCE OF FUNDING						
Service #	Service Name	Equipment	Vehicles	Buildings	Engineered Structures	Land	TOTAL	Capital Funds on Hand	Debenture Debt	Equipment Repl Fund	Grants	Capital Reserves	Other	TOTAL
1.485	Pender Island Community Parks				-		-					-		-
1.495	Galiano Community Parks			-	24,000		24,000	-			-	24,000		24,000
1.521	Environmental Resource Management	350,000		-	1,850,000		2,200,000	150,000		350,000		1,700,000		2,200,000
1.523	Port Renfrew Refuse Disposal				-		-					-		-
1.575	Environmental Administration Services	6,000					6,000			6,000				6,000
1.576	Environmental Engineering Services	40,000	45,000				85,000	-		85,000				85,000
1.577	IW - Environmental Operations	615,000					615,000			615,000				615,000
1.578	Environmental Protection	123,372	43,000				166,372			166,372				166,372
1.911	911 Call Answer	-					-			-				-
1.913	913 Fire Dispatch						-			-				-
2.610	Saanich Peninsula Water Supply	-			510,000		510,000		300,000	60,000		150,000		510,000
2.620	Highland Water (SSI)				-		-	-						-
2.621	Highland & Fernwood Water (SSI)	-			-		-		-		-	-		-
2.622	Cedars of Tuam Water (SSI)	-			-		-		-		-	-		-
2.624	Beddis Water (SSI)	-			-		-		-		-	-		-
2.626	Fulford Water (SSI)	700,000			-		700,000		700,000		-	-		700,000
2.628	Cedar Lane Water (SSI)				-		-	-	-		-	-		-
2.630	Magic Lake Estates Water (Pender)	-			145,000		145,000		145,000		-	-	-	145,000
2.640	Lyall Harbour Boot Cove Water (Saturna)	-			-		-		-		-	-		-
2.642	Skana Water (Mayne)				-		-		-		-	-		-
2.650	Port Renfrew Water	10,000			200,000		210,000	-	200,000		-	10,000		210,000
2.665	Sticks Allison Water (Galiano)	-			-		-					-		-
2.667	Surfside Park Estates (Mayne)				-		-		-			-		-
2.670	Regional Water Supply	735,000	200,000	40,000	3,000,000	235,000	4,210,000	4,010,000	-	200,000	-		-	4,210,000
2.680	JDF Water Distribution	125,000	124,000	265,000	5,810,000		6,324,000	6,200,000	-	124,000		-	-	6,324,000
2.681	Florence Lake Water				-		-		-					-
2.691	Wilderness Mountain Water Service				-		-		-			-		-
3.701	Millstream Site Remediation					-	-	-						-
3.705	SSI Septage / Composting				-		-		-			-	-	-
3.718	Saanich Peninsula Wastewater	-			400,000		400,000	-	250,000	150,000		-		400,000
3.798C	Debt - Core Area Wastewater Treatment Program	-	-		1,510,000		1,510,000	-	1,500,000	10,000	-			1,510,000
3.810	Ganges Sewer Utility (SSI)	-			-		-		-		-	-		-
3.820	Malview Sewer Utility (SSI)				-		-		-		-	-		-
3.830	Magic Lake Sewer Utility (Pender)	-			-		-		-		-	-		-
3.850	Port Renfrew Sewer				-		-		-		-	-		-
TOTAL		5,453,775	692,000	2,141,500	16,254,000	5,235,000	29,776,275	12,129,000	8,095,000	2,827,775	140,000	6,384,500	200,000	29,776,275



Making a difference...together

REPORT TO THE JUAN DE FUCA LAND USE COMMITTEE MEETING OF TUESDAY, OCTOBER 18, 2022

SUBJECT **Development Permit with Variance for Lot 1, Section 9, Otter District, Plan 12535 – 8492 West Coast Road**

ISSUE SUMMARY

A request has been made for a development permit with variance to authorize subdivision and proposed development on a parcel partially designated as Steep Slopes and Sensitive Ecosystems Development Permit (DP) areas, and to reduce the requirement that 10% of the lot perimeter of a parcel front onto a public highway.

BACKGROUND

The 2.87 hectare (ha) property is located at 8492 West Coast Road and is zoned Rural Residential 3 (RR-3) in the Juan de Fuca Land Use Bylaw No. 2040 (Appendix A). The subject property is bounded by Rural Residential 3 (RR-3) zoned parcels to the east and west, a Rural (A) zoned parcel to the north, and by West Coast Road to the south. There is a single-family dwelling, two accessory buildings (detached garage and studio), and several smaller sheds located on the subject property, which is accessed by an existing driveway in the southeast corner of the parcel. All existing structures are to be located on the proposed remainder lot.

The applicant has submitted an application for a two-lot fee-simple subdivision (SU000741), dwelling, workshop, driveway and septic field (Appendix B). The RR-3 zone establishes an average minimum lot size of two hectares (ha); however, the application was made under Section 514 of the *Local Government Act* (Subdivision to Provide Residence for a Relative). Inclusive of the panhandle, proposed Lot A is 2 ha and the remainder parcel is 0.87 ha.

Portions of the parcel are designated as Steep Slopes and Sensitive Ecosystems development permit areas by the Otter Point Official Community Plan, Bylaw No. 3819; therefore, a development permit is required to authorize subdivision and the alteration of land. Proposed Lot A does not meet the requirement that 10% of the perimeter of the lot front on a public highway. Therefore, a variance is requested in conjunction with the development permit.

ALTERNATIVES

Alternative 1

The Land Use Committee recommends to the CRD Board:

That Development Permit with Variance DV000086 for Lot 1, Section 9, Otter District, Plan 12535, to authorize the subdivision and proposed development of land designated as Steep Slopes and Sensitive Ecosystems Development Permit Areas; and to vary Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 2, Section 3.10(4) by reducing the minimum frontage requirement for proposed Lot A from 10% of the lot perimeter (116.9 m) to 2.8% of the lot perimeter (33 m), as shown on the plans prepared by McIlvaney Riley Land Surveying Inc., dated January 14, 2022, be approved.

Alternative 2

That Development Permit with Variance DV000086 be denied.

IMPLICATIONS

Legislative Implications

The Otter Point Official Community Plan, Bylaw No. 3819, designates development permit areas (DPAs) and outlines development permit guidelines (Appendix C). The property is located within the Steep Slopes and Sensitive Ecosystems DPAs; therefore, a development permit is required prior to subdivision or the alteration of land. CRD Delegation of Development Permit Approval Authority Bylaw, 2009, Bylaw No. 3462, grants the General Manager, Planning and Protective Services, the authority to issue a development permit; however, the delegated authority does not include development permits that require a variance, as stated in Section 5(a) of the bylaw.

The Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Schedule A, Part 1, Section 3.10(4), specifies that the minimum frontage on the highway shall be one-tenth of the perimeter of the lot that fronts on the highway. Proposed Lot A does not meet this requirement; therefore, a variance is requested.

Public Consultation Implications

Pursuant to Section 499 of the *Local Government Act*, if a local government is proposing to pass a resolution to issue a development variance permit it must give notice to each resident/tenant within a given distance as specified by bylaw. Juan de Fuca Development Fees and Procedures Bylaw No. 3885, states that the Board may, at any time, refer an application to an agency or organization for their comment. In addition, it states that a notice of intent must be mailed to adjacent property owners within a distance of not more than 500 m. Any responses received from the public will be presented at the October 18, 2022, Land Use Committee meeting. There is no requirement for public consultation if a local government is considering a development permit.

Land Use Implications

Development Permit:

A Geotechnical Report certified by Tony Grimson, P.Geo., and Shane Moore, P.Geo., (Ryzuk Geotechnical), dated July 13, 2022, was submitted by the applicant to address the Steep Slope development permit (DP) guidelines relative to the proposed subdivision and development of the new parcel. The report described the site conditions, identified a safe building site on the proposed parcel, and confirmed that the proposed subdivision was feasible from a geotechnical perspective and safe for the use intended in accordance with Section 56 of the Community Charter.

Report recommendations included driveway construction parameters for the proposed parcel, and that silt mitigation measures should be considered if construction will be carried out in the rainy season. The professional report is attached to the draft development permit with variance as an appendix.

An Environmental Assessment report certified by Erin Vekic, R.P.Bio., M.Sc., and Julie Budgen, R.P.Bio, B.Sc., (Corvidae Environmental Consulting Ltd), dated August 2022, was submitted to review the proposed development in relation to the Sensitive Ecosystem DP guidelines. The report described the site conditions, characteristics, and proposed development, noted that the remainder lot is fully developed with a dwelling and associated services, and confirmed that the areas within the designated Sensitive Ecosystem meet the definition of Mature Forest, being greater than 80 years old.

Recommendations to reduce potential impacts included: constructing the driveway on the existing logging road and removing vegetation only where necessary within the project footprint (including retaining trees > 50 cm diameter where feasible), replacing mature trees at a 2:1 ratio, replanting

disturbed areas with native species, removing invasive species, and making use of erosion and sediment control methods. The professional report is attached to the draft development permit with variance as an appendix.

Variance:

The Juan de Fuca Land Use Bylaw requires that where a lot being created by a subdivision fronts on a public highway, the minimum frontage on the highway shall be one-tenth of the perimeter of the lot. The applicant has proposed to reduce the minimum frontage requirement from 10% of the lot perimeter (116.9 m) to 2.8% (33 m) for proposed Lot A.

In evaluating whether a frontage exemption is justified, the following technical criteria are normally considered:

- How does it relate to the topography of the area?
- Does it create any environmental impacts?
- Will reducing the frontage produce an awkward lot configuration?
- Will reducing the frontage eliminate future subdivision potential of the lot and of lots beyond?
- Will the exemption reduce road network and access options?
- Does the proposed reduction disturb existing residences?

The proposed lot boundaries are located to accommodate an existing access, which is to be upgraded for use as a driveway access to proposed Lot A. The proposed parcel is limited to a maximum lot coverage of 15%. All existing structures located on the proposed Remainder Lot meet the required yard setbacks specified by Bylaw No. 2040. The creation of one additional parcel is not anticipated to substantially affect the public road network or neighboring properties. Permitted uses for each parcel support one single-family dwelling, along with related accessory uses, including one secondary or detached accessory suite subject to regulations. The applicant proposed to construct a new dwelling, workshop, septic field and driveway on the new lot.

Development Permit with Variance DV000086 has been prepared for consideration to authorize subdivision and proposed lot development within Steep Slopes and Sensitive Ecosystems Development Permit Areas, and to grant a variance to reduce the minimum frontage requirement for proposed Lot A (Appendix D). Any residents that may be affected by the proposal will have an opportunity to come forward with their comments through the public notification process.

Staff recommend Alternative 1, subject to public notification and consideration of comments from neighbouring residents.

CONCLUSION

The applicant has submitted a 2-lot subdivision application under Section 514 of the *LGA* and is required to obtain Steep Slopes and Sensitive Ecosystems development permit prior to subdivision, land alteration or construction. A variance has also been requested to reduce the minimum frontage requirement for proposed Lot A from 10% of the lot perimeter (116.9 m) to 2.8% (33 m). Professional reports were received to address the Steep Slopes and Sensitive Ecosystems DP guidelines. Staff recommend approval of development permit with variance DV000086, subject to public notification. If the Permit is approved by the Board, the Corporate Officer will proceed to issue the Permit and register a Notice of Permit on Title.

RECOMMENDATION

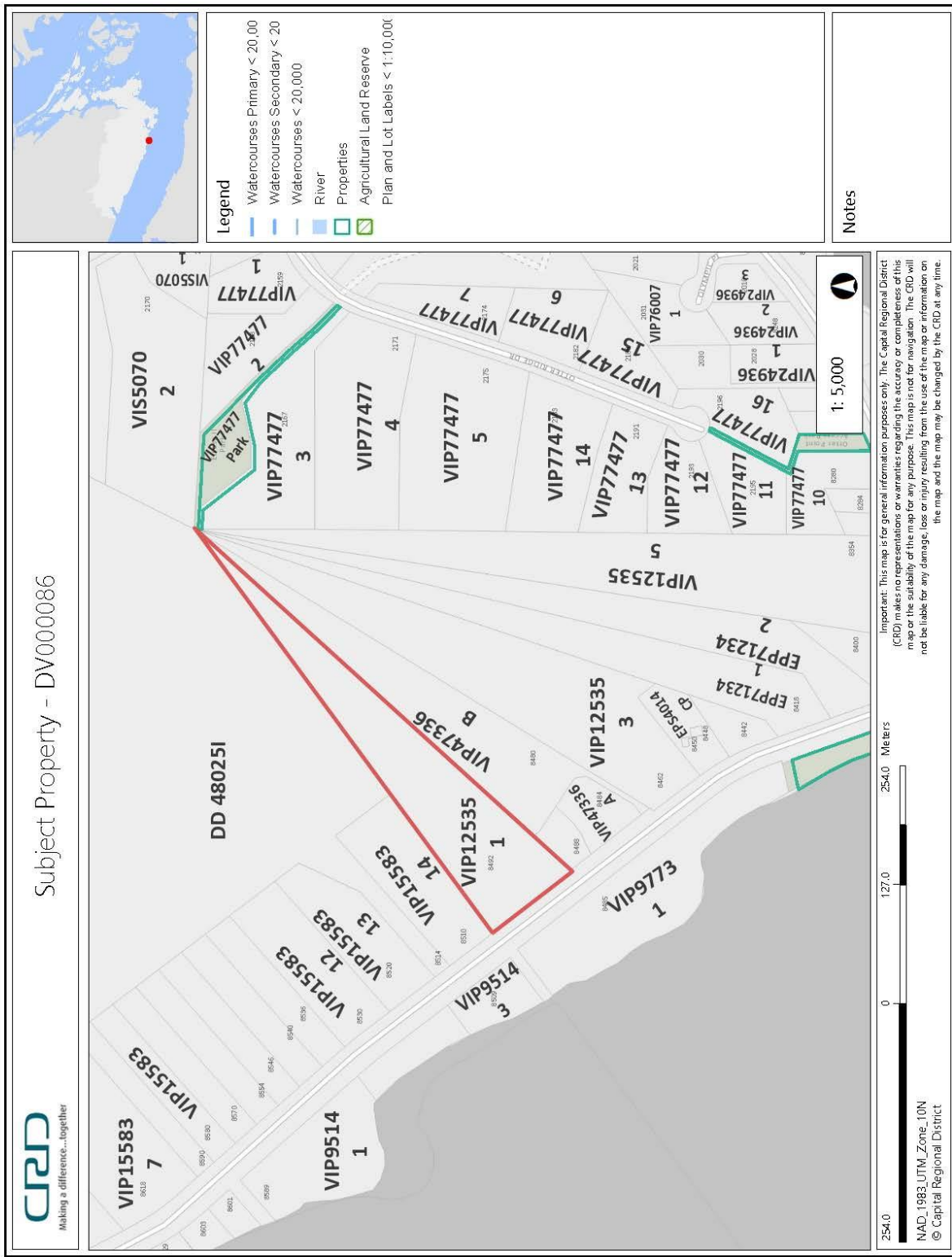
The Land Use Committee recommends to the Capital Regional District Board:
That Development Permit with Variance DV000086 for Lot 1, Section 9, Otter District, Plan 12535, to authorize the subdivision and proposed development of land designated as Steep Slopes and Sensitive Ecosystems Development Permit Areas; and to vary Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 2, Section 3.10(4) by reducing the minimum frontage requirement for proposed Lot A from 10% of the lot perimeter (116.9 m) to 2.8% of the lot perimeter (33 m), as shown on the plans prepared by McIlvaney Riley Land Surveying Inc., dated January 14, 2022, be approved.

Submitted by:	Iain Lawrence, MCIP, RPP, Senior Manager, JdF Local Area Services
Concurrence:	Kevin Lorette, P.Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

ATTACHMENTS

Appendix A: Subject Property Map
Appendix B: Proposed Subdivision Plan
Appendix C: Development Permit Guidelines
Appendix D: Permit DV000086

Appendix A: Subject Property Map



[illegible]

Appendix C: Development Permit Guidelines

Development Permits issued in “Steep Slope DPA” will be in accordance with the following:

1. No development, subdivision or sewage disposal system will be permitted in a “Steep Slopes DPA”, as specified in the Justification above, except as allowed by a Development Permit or subject to a general exemption as outlined in Section 6.2 of this Plan.
2. Avoid intrusion of development into Development Permit Areas and to minimize the impact of any activity in these areas. Development shall generally only be supported where the applicant provides compelling reasons supported by a Qualified Professional's recommendations for mitigation to support the request or if there are no alternate building locations. Variances from other applicable regulations, including height, setback and location regulations may be considered in order to minimize encroachment into the “Steep Slopes DPA”.
3. Development or subdivision of land should be designed to comply with the policies in Section 5.4 of the Plan.
4. An application for a Development Permit for land within a “Steep Slopes DPA” on Map 5a, shall provide an assessment of the slope conditions on the proposed development site by a geotechnical engineer, and recommendations on the suitability and stability of the soil for the proposed development. The assessment should include recommendations for vegetation protection, enhancement or retention, where applicable. A plan prepared by a British Columbia Land Surveyor may be required as a condition of the Development Permit.
5. As a condition of the issuance of a Development Permit, compliance with any or all conditions recommended in the report prepared by the Qualified Professional may be required.
6. A Development Permit shall not be issued without confirmation by the Qualified Professional regarding the safety of proposed development and assurances that the development will not have detrimental impact on the environment or adjoining properties. No development or alteration of land shall occur where the Qualified Professional's geotechnical engineering report indicates that a hazardous condition may result except in compliance with all conditions recommended by the Qualified Professional's report.
7. An applicant may be required to provide a sediment and erosion plan with recommendations for implementation. Erosion control measures, during and after construction, may be specified in the permit.
8. Any development must be designed to avoid storm water runoff that could destabilize the slope or cause damage to neighbouring properties. An applicant may be required to provide a drainage plan with recommendations for implementation.
9. Removal of vegetation should be minimized to allow only for building sites, sewage disposal systems, driveways, landscaping and other permitted land uses.
10. A disturbed site should be re-vegetated using plant material indigenous to the site or other suitable non-invasive plants. An applicant may be required to provide a re-vegetation plan with recommendations for implementation.
11. An applicant may be required to register a covenant under Section 219 of the Land Title Act attaching a copy of the report of the Qualified Professional.
12. Where the Qualified Professional recommends re-vegetation or remediation works, a landscaping plan and security deposit may be required.

Development Permits issued in “Sensitive Ecosystems DPA” will be in accordance with the following:

1. No development, subdivision or sewage disposal system will be permitted in the “Sensitive Ecosystems DPA”, except as allowed by a Development Permit or subject to the general exemptions as outlined in Section 6.2 of this Plan.
2. Avoid intrusion of development into Development Permit Areas and to minimize the impact of any activity in these areas. Development shall generally only be supported where the applicant provides compelling reasons supported by a Qualified Environmental Professional's recommendations for mitigation to support the request or if there are no alternate building locations. Variances from other applicable regulations, including height, setback and location regulations may be considered in order to minimize encroachment into the Development Permit Area.

3. Development or subdivision of land should be designed to comply with the policies in Section 5.3.2 of the Plan.
4. The applicant for a Development Permit for land within the “Sensitive Ecosystems DPA” must provide an assessment by a Qualified Environmental Professional on the environmental conditions on the proposed development site and recommendations on the suitability of the site for the proposed development. The assessment must include recommendations for vegetation protection, enhancement or retention, where applicable. A plan prepared by a British Columbia Land Surveyor may be required as a condition of the Development Permit.
5. As a condition of the issuance of a Development Permit, compliance with any or all conditions recommended in the report prepared by the Qualified Environmental Professional may be required.
6. Disturbance to existing vegetation that is not directly affected by the footprint of building, ancillary uses, and driveways must be minimized. Any disturbed areas shall be rehabilitated with appropriate landscaping and habitat compensation measures. Loss of natural habitat shall be minimized.
7. A buffer zone within which land alteration or structures will be limited to those compatible with the characteristics of the sensitive ecosystems, or those that can be mitigated in a manner recommended by a Qualified Environmental Professional may be required and the specific or general location of the buffer zone may be designated.
8. In order to ensure unnecessary encroachment does not occur into the Development Permit area at the time of construction, permanent or temporary fencing measures may be required.
9. Environmentally sensitive areas and the habitat requirements for wildlife species at risk as defined in the federal Species at Risk Act should remain in their natural state and should not be developed or disturbed.
10. Where possible, large tracts of wildlife habitat or continuous habitat corridors should be preserved, in order to facilitate movement of wildlife. In addition, where possible, landscape plans should enhance, expand or create wildlife habitat such as wetlands, native aquatic and terrestrial plants.
11. Planting of invasive species adjacent to or within designated “Sensitive Ecosystems DPA” will not be permitted.
12. Changes in the land surface which could affect the health of vegetation or the biodiversity of any plant communities and disturbance of mature vegetation and under-storey plants will be minimized.
13. Any development must be designed to avoid storm water runoff and the development or subdivision may be required to be carried out in accordance with recommendations contained in a drainage plan that the applicant may be required to provide.
14. Removal of gravel, sand, soil or peat in “Sensitive Ecosystems DPA” will be strictly limited and only permitted if impacts can be mitigated in a manner recommended by a Qualified Environmental Professional.
15. Development should generally conform to Develop with Care 2012: Environmental Guidelines for Urban and Rural Land Development in British Columbia.
16. Development may be required to incorporate environmentally sound building practices where appropriate, such as natural drainage, or use of permeable paving materials.
17. A subdivision application which proposes the creation of parcels less than the average parcel size supported by this Plan and located within a smaller footprint of the parent parcel may be supported where the conditions are secured for the permanent on-going protection or restoration of environmentally sensitive features without an amendment to this Plan. However, the overall number of parcels must be consistent with the Land Use Designation.
18. Where the Qualified Environmental Professional or Qualified Professional recommends re-vegetation or remediation works, a landscaping plan and security deposit may be required.

Appendix D: Permit DV000086



CAPITAL REGIONAL DISTRICT

DEVELOPMENT PERMIT WITH VARIANCE NO. DV000086

1. This Development Permit with Variance is issued under the authority of Sections 490 and 498 of the *Local Government Act* and subject to compliance with all of the bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Permit with Variance applies to and only to those lands within the Regional District described below (legal description), and any and all buildings, structures, and other development thereon:
PID: 004-050-827;
Legal Description: Lot 1, Section 9, Otter District, Plan 12535 (the "Land")
3. This development permit authorizes a 2-lot fee-simple subdivision, single-family dwelling, workshop, and related services (the "development") on the Land, located within the development permit areas established under the Otter Point Official Community Plan, Bylaw No. 3819, Section 6.3 (Steep Slopes) and Section 6.6 (Sensitive Ecosystems) in accordance with the plans submitted to the CRD and subject to the conditions set out in this Permit.
4. The conditions under which the development referred to in section 3 may be carried out are as follows:
 - a. That the components of the development occur in conformity of the Subdivision Plan prepared by McIlvaney Riley Land Surveying Inc, dated January 14, 2022;
 - b. That the proposed development comply with the recommendations outlined in the report prepared by Tony Grimson, P.Geo., and Shane Moore, P.Geo., dated July 13, 2022 (the "Geotechnical Report");
 - c. That the proposed development comply with the recommendations outlined in the report prepared by Erin Vekic, R.P.Bio., M.Sc., and Julie Budgen, R.P.Bio, B.Sc., dated August 2022 (the "Environmental Report"); and
 - d. That upon substantial completion of the development, a final report be submitted from a qualified professional confirming that the recommendations outlined in the Environmental Assessment Report have been completed in accordance with the report.
5. The Capital Regional District's Bylaw No. 2040, Part 2, Section 3.10(4), is varied under section 498 of the *Local Government Act* as follows:
 - a. That the the minimum frontage requirement of proposed Lot A be reduced from 10% of the perimeter of the lot to 2.8%;
6. Notice of this Permit shall be filed in the Land Title Office at Victoria as required by Section 503 of the *Local Government Act*, and the terms of this Permit (DV000086) or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
7. If the holder of a permit does not substantially start any construction permitted by this Permit within 2 years of the date it is issued, the permit lapses.
8. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit, and any plans and specifications attached to this Permit which shall form a part hereof.
9. The following plans and specifications are attached to and form part of this Permit:
Appendix A: Subdivision Plan
Appendix B: Geotechnical Report
Appendix C: Environmental Report
10. This Permit is NOT a Building Permit.



DV000086

11. In issuing this Development Permit, the CRD does not represent or warrant that the land can be safely developed and used for the use intended and is acting in reliance upon the conclusions of the Geotechnical Report regarding the conditions to be followed for the safe development of the land.

RESOLUTION PASSED BY THE BOARD, THE ____ day of _____, 2022.

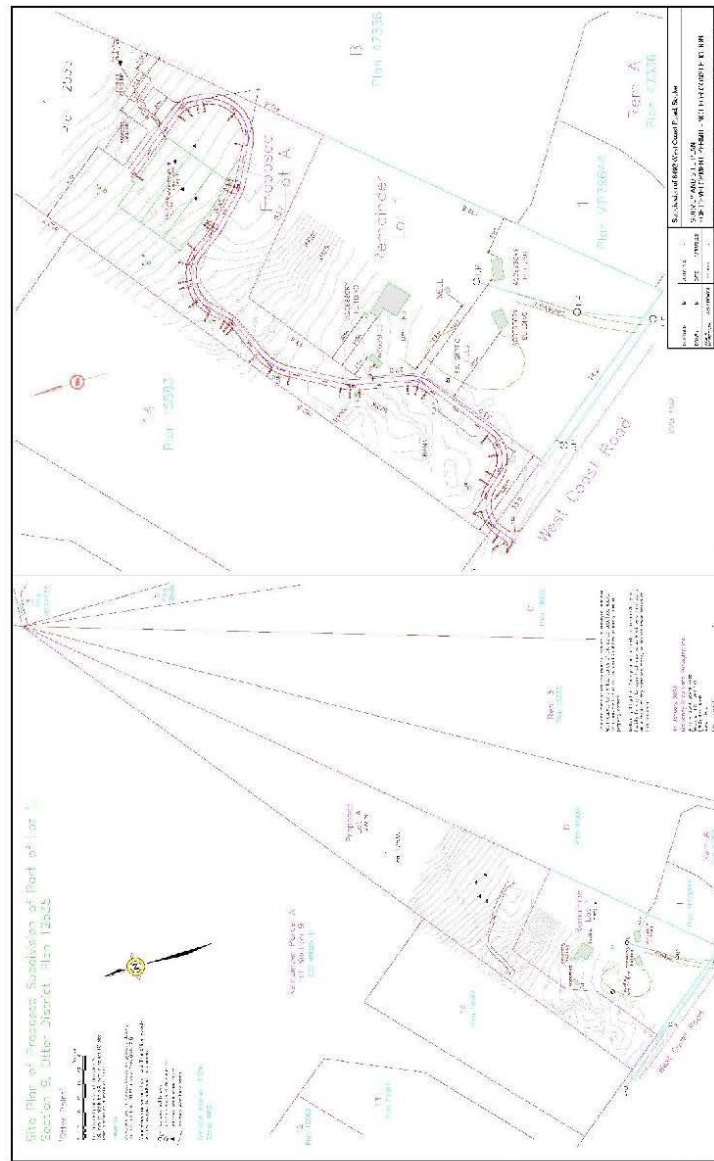
ISSUED this ____ day of _____, 2022.

Kristen Morley
Corporate Officer



DV000086

Appendix A: Subdivision Plan





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Appendix B: Geotechnical Report



RYZUK GEOTECHNICAL
Engineering & Materials Testing

6-40 Cadillac Ave, Victoria, BC, V8Z 1J2 Tel: 250-475-3131 E-mail: mail@ryzuk.com www.ryzuk.com

July 15, 2022
File No: 11210-1

8492 West Coast Road
Sooke BC
V9Z 1E1

Attn: (email)

Re: 2 Lot Subdivision
8492 West Coast Road, Sooke BC

As requested, we have completed an assessment of the geotechnical conditions at the referenced site, as such relate to the proposed subdivision. We understand the proposed development is to consist of subdivision of the existing property to create two lots including one for the existing residence. The site is located within the Otter Point Official Community Plan Development Permit Area No. 1 Steep Slopes (DPA) and as such requires a development permit for slopes exceeding 30% over a minimum 10 m run, unless otherwise exempted. The following letter summarizes the results of our investigation and associated recommendations as related to the proposed development and are provided in accordance with the previously accepted Terms of Engagement.

The parcel is a roughly 2.8 ha triangular shaped lot with approximately 100 m of frontage on West Coast Road, bounded by single family rural lots to the north, east and south and by West Coast Road to the west. Topography of the site is mostly benign descending down from a forested knoll in the north east to West Coast Road with a vertical relief of about 60 m across a horizontal distance of about 530 m. Currently there is a single-family residence and associated accessory buildings occupying the parcel, accessed by a gravel surfaced driveway off West Coast Road.

Our geotechnical investigation consisted of an office-based study of available geotechnical information, including the proposed subdivision plan dated April 9, 2022 (attached), satellite imagery, and surficial and bedrock geology mapping. Our review of available geology mapping for the site indicates that the parcel is underlain by shallow bedrock with potential for a veneer of undifferentiated soil cover. The bedrock mapped at the site is comprised of volcanic rocks of the Metchosin Igneous Complex.

Our field review included site reconnaissance and assessment across the parcel on June 10th, 2022, to visually assess the terrain, including steep slopes and potential building site.

The parcel rises gently off the West Coast Road across an open grassed meadow to the current residence roughly 8.5 m from the front property line. The topography of the parcel is generally bedrock controlled and with a sparse cover of mature red alder and coniferous species and a shrubby understory of salal and sword fern. We observed grass covered bedrock slopes up to 2 m high paralleling the northwestern

Ryzuk Geotechnical



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DV000086

Proposed Subdivision
8492 West Coast Road, Sooke, BC

July 13, 2022

property line roughly 25 m from the residence. An overgrown access trail leads from behind the northern corner of the residence, near the property line, and provides access to the proposed site of the dwelling and septic system on Lot 2 of the subdivision. There is a prominent bedrock slope trending northwest – southeast across the parcel, roughly 30 m behind the existing dwelling on Lot 1. Bedrock is exposed in a steeply sloped bench between 2 and 3 m in height with some small loose weathered boulder material at its base. Behind the bedrock bench is a gently sloped area that is the site of the septic system for proposed Lot 2. Soils exposed in shallow test pits dug for infiltration testing consist of a veneer of black silt topsoil and vegetation overlying native dense brown silty gravelly soils.

To the northeast of the area designated for the septic field, the site of the proposed dwelling on Lot 2 is located on a sloped area, measured on site at approximately 15 degrees from horizontal. Similar native soils were observed under a shallow layer of vegetation. Roughly 30 m behind the proposed dwelling site a small northwest-southeast alignment of partially exposed bedrock was observed, roughly 0.5 m high and sloped at 23 degrees from horizontal. Beyond this exposure gentle, forested slopes, on the order of 15 degrees from horizontal were observed to the approximate property corner.

Based on the characteristics of the site we consider the proposed subdivision is feasible from a geotechnical perspective. In general, based on our observations on site and on the topographic contour data provided on the attached site plans, we consider the parcel to generally contain no steep slopes as defined in DPA No.1 Steep Slopes section 6.3.1. During our reconnaissance we observed several areas with steeper bedrock slopes, but such were generally limited to horizontal distances less than 10 m.

We consider that based on the generally gentle slopes at the location of the proposed dwelling on Lot 2, and the observation of dense native soils likely developed atop shallow, massive competent bedrock that the proposed building site is safe for construction. Development at the proposed dwelling site will likely involve removal of some of the existing vegetative understory and trees to accommodate new development footprints. We do not expect the removal of vegetation, including trees and stumps would adversely affect the site conditions from a geotechnical perspective, and can be completed with typical erosion protection. We do not anticipate that silt mitigation measures will be required for the proposed construction, however, it may be necessary if carried out during the rainy season. Temporary construction silt mitigation should consist of the installation of silt fencing downslope of construction areas.

Based on the site plan drawings we understand a new driveway will be required for access to the proposed Lot 2. The driveway will mostly be gravel surfaced except a short section where grades exist at near 20% and will be asphalt paved in this section. We note that bedrock is exposed at the ground surface in this area. We recommend that native soil subgrade or bedrock be exposed prior to placement of subbase gravels for the driveway. Where the proposed driveway is to be gravel surfaced we consider that a subbase layer consisting of 150 mm of 75 mm minus crushed rock with 100 mm of 19 mm minus crushed rock atop will provide suitable long term support to the proposed driveway. Where the proposed driveway is to be asphalt paved, we recommend a similar subbase and base thickness of gravels and with a 50 mm layer of asphalt pavement atop.



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DV000086

Proposed Subdivision
8492 West Coast Road, Sooke, BC

July 13, 2022


Based on the above, and provided our recommendations are followed, we consider the undisturbed, native dense brown silty gravelly soils, exposed and cleared bedrock, or engineered fill placed atop such to be capable of providing stable, long-term support to foundations elements. Such should be inspected by qualified personnel at the time of construction.


We consider the proposed dwelling site as documented on the attached site plan is safe for use intended, that being single family residential construction, completed in accordance with the BC Building Code. This is pursuant to and in accordance with Section 56 of the Community Charter. We therefore support a steep slopes development permit exemption pursuant to Section 6.1.4 of the Otter Point Official Community Plan CRD Bylaw No. 3819.

We trust the preceding is suitable for your purposes at present. Please do not hesitate to contact our office if we can be of further assistance.

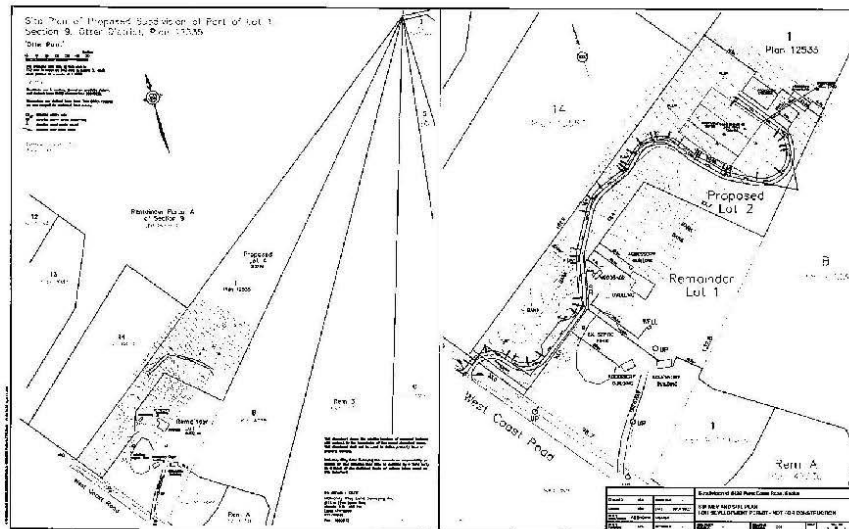
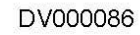
Regards,
Ryzuk Geotechnical
PPTN 1002996


Tony Grimison, P.Geo.
Geoscientist


Shane Moore, P.Geo.
Lead Geoscientist/Principal

A circular professional engineer stamp for S.W. Moore, P.Eng. The stamp includes the text 'S.W. MOORE', 'P.ENG.', 'BRITISH COLUMBIA', and 'PROFESSIONAL ENGINEER'. The number '530948' is also visible. The date '5/1/2022' is handwritten over the stamp.

Attachment – Proposed Subdivision Plan, April 9, 2022





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Appendix C: Environmental Report



ENVIRONMENTAL ASSESSMENT
FOR 8492 WEST COAST ROAD, OTTER POINT, BC

PREPARED FOR:
[REDACTED]
8492 WEST COAST ROAD
SOOKE, BC, V9Z 1E1

CORVIDAE PROJECT #2022-108
AUGUST 2022

CORVIDAE
ENVIRONMENTAL CONSULTING INC
6526 WATER STREET, SOOKE, BC

SOLUTION ORIENTED. PROTECTION OF THE ENVIRONMENT. ABSOLUTE INTEGRITY. OPEN COMMUNICATION. RESPECT.



DV000086

Environmental Assessment 8492 West Coast Road

August 2022

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August 2022

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CAVEAT

This Environmental Assessment (EA) has been prepared with the best information available at the time of writing, including the Otter Point Official Community Plan, communications with the client, a site visit, review of site plans and design drawings and other documentation relevant to the project. This EA has been developed to assist the project in remaining in compliance with relevant environmental regulations, acts and laws pertaining to the project and to identify and mitigate the expected impacts of the project.





DV000086

Environmental Assessment 8492 West Coast Road

August 2022

1 INTRODUCTION

Corvidae Environmental Consulting Inc. (Corvidae) is pleased to provide this Environmental Assessment (EA) for the proposed subdivision and development at 8492 West Coast Road within the Otter Point Community, BC (the Site) (PID: 004-050-827; LOT 1, PLAN VIP12535). The Site boundaries are shown in Figure 1, designated by the red polygon (property boundary). The Site is currently zoned as Rural Residential 3 (RR-3) and includes one residential home and associated accessory buildings/structures.

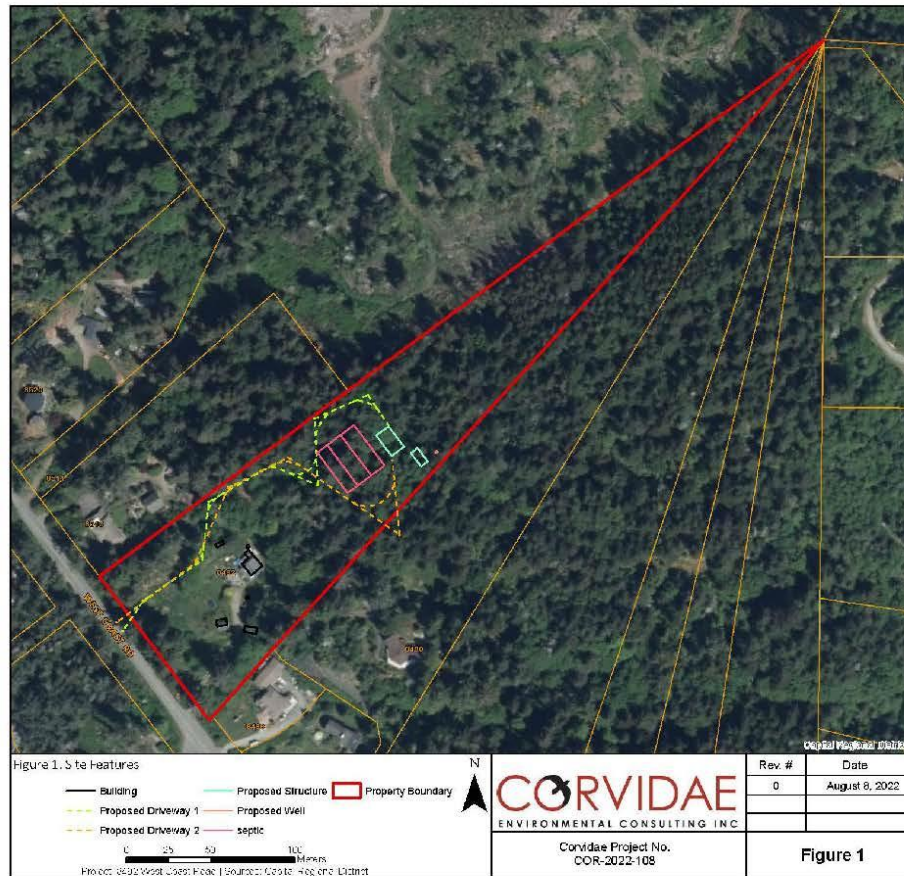
The landowner is seeking to construct a dwelling, workshop, driveway, and septic field on the property to the north/northwest of the existing dwelling (Figure 1). Two development permit areas (DPAs) overlap the property, including the Steep Slopes DPA and Sensitive Ecosystems Areas DPA (Figure 2). The Sensitive Ecosystems Areas DPA on the property is listed as Mature Forest. No surface water features were identified at the time of the assessment.

This document addresses the requirements in Sections 6.6 and 6.3 of the Otter Point Official Community Plan (OCP) Bylaw No. 3819, provides a detailed assessment on the environmental conditions on the Site, potential impacts of the proposed development, and recommendations for the protection of environmentally sensitive features and methods to minimize impacts of the proposed development.





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Environmental Assessment 8482 West Coast Road

August 2022

1.1 OBJECTIVES

The purpose of this EA is to assess the current terrestrial and riparian environments onsite, identifying terrestrial and aquatic habitat, sensitive ecosystems, vegetation communities, and wildlife habitat, including wildlife trees, nests, and any other wildlife features. This EA also identifies the presence of threatened or endangered species on or around the Site, which includes a 200 metre (m) buffer around the Site boundaries. As part of the EA, Corvidae completed a detailed field assessment to document biophysical features, habitat and verify available ecosystem inventory data and DPA layers.

From this information potential impacts have been determined and mitigations provided to protect the Mature Forest DPA area, the natural environment, its ecosystems and associated biological diversity. This report and planning meet the environmental requirements in the Otter Point Official Community Plan, zoning by-laws and addresses provincial and federal laws.

1.2 REGULATORY FRAMEWORK

This environmental assessment is designed to comply with the provisions set out in the Otter Point Official Community Plan (OCP) for development permit areas and for compliance with the provisions for environmental protection contained in the following relevant legislation:

Municipal

- Otter Point OCP, Bylaw No. 3819 (Capital Regional District 2014) – Development Permit Area No. 4 - Sensitive Ecosystems Areas:

"That part of the Otter Point area within the boundaries of areas marked "Cliffs", "Seasonally Flooded Agricultural Fields", "Herbaceous", "Mature Forest", "Sparsely Vegetated" and "Woodland" on Map 5d, which is attached to and forms a part of this bylaw, is designated as a Development Permit Area, the "Sensitive Ecosystems DPA", under Section 919.1(1)(a) of the LGA for the protection of the natural environment, its ecosystems and biological diversity."

6.6.3 Objectives for the Sensitive Ecosystems Area to regulate development in a manner that:

- i. Minimizes the impact of development on the natural environment.
- ii. Protect habitat for rare and endangered species of native vegetation or wildlife and to provide wildlife corridors as secondary habitat within Otter Point.

- Otter Point OCP, Bylaw No. 3819 (CRD 2014) – Development Permit Area No. 1 – Steep Slopes:

"That part of the Otter Point area shown as "Steep Slopes" on Map 5a, which is attached to and forms a part of this bylaw, is designated as a Development Permit Area, the "Steep Slopes DPA", under Section 919.1(1)(b) of the LGA, for protection of development from hazardous conditions. The "Steep Slopes DPA" boundaries include areas having slopes exceeding 30% or 16.7 degrees in slope over a minimum 10 metre run. Notwithstanding the areas identified on Map 5a, the actual Development Permit Area will in every case be verified"





DV000086

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6.3.1 Objectives for the Steep Slopes DPA:

- iii. To regulate development in the area with a view to protecting the integrity of the slopes and reducing the risk of injury to persons or damage to property resulting from erosion, landslide and slope slippage.

The guiding principle for the use of Development Permits is found within the *Local Government Act*. DPAs can be designated for purposes such as, but not limited to: protecting, enhancing and restoring the biodiversity and ecological values and functions of environmentally sensitive areas; fostering compatibility between development, existing land uses and environmentally sensitive areas; maintaining connectivity between sensitive ecosystems; and protecting water quality and quantity.





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Provincial

- Wildlife Act (1996)
- Invasive Species Council of BC
- *Weed Control Act* (1996, current as of October 2016)

Federal

- Migratory Birds Convention Act (1994)
- Species at Risk Act (SARA) (2002)

1.3 DEVELOPMENT PERMIT AREAS

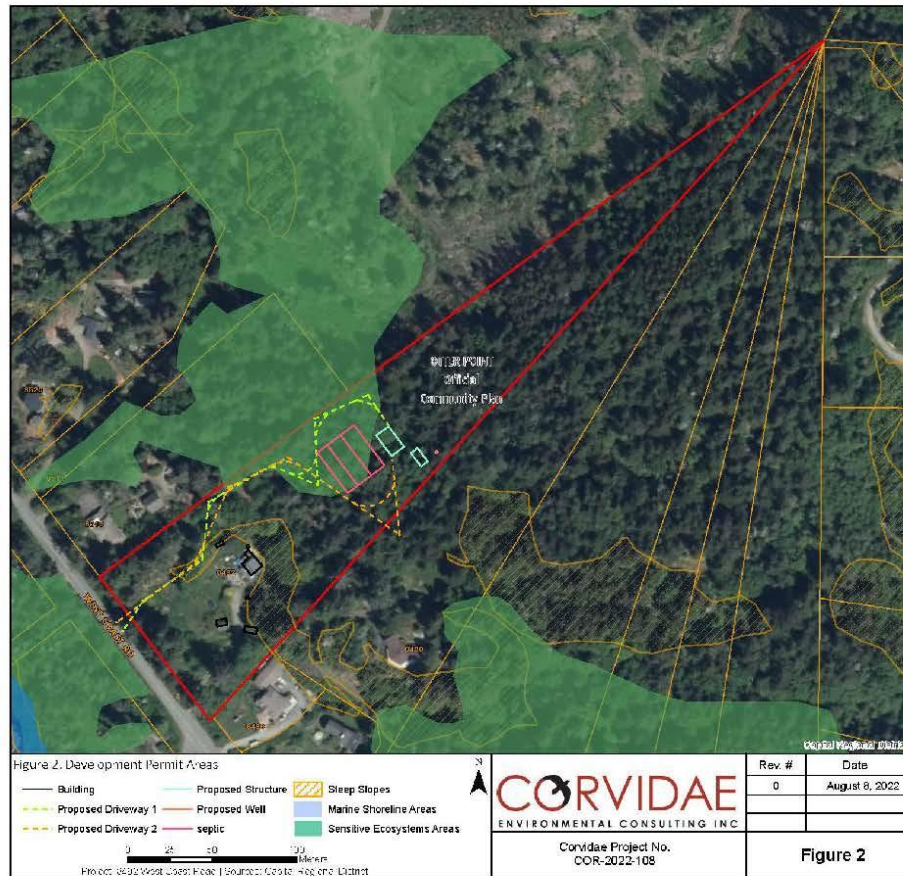
The Site contains sections of DPA No. 4 (Sensitive Ecosystems Areas) and DPA No. 1 (Steep Slopes). DPA No. 4 includes areas of Otter Point that are marked as "Cliffs", "Seasonally Flooded Agricultural Fields", "Herbaceous", "Mature Forest", "Sparsely Vegetated" and "Woodland" on Map 5d of the OCP. These areas were identified previously in the Sensitive Ecosystem Inventory report completed by Raincoast Applied Ecology/HB Lanarc in 2011. The sensitive ecosystem that is mapped on the property is listed as "Mature Forest". This DPA designation occurs to protect the natural environmental character of Otter Point and to minimize impacts of development on the natural environment.

DPA No. 1 includes the parts of Otter Point that are shown as "Steep Slopes" on Map 5a. This DPA was created for the protection of the development from hazardous conditions and includes areas having slopes exceeding 30% or 16.7 degrees in slope over a minimum 10 metre (m) run. Steep Slope DPAs are susceptible to erosion hazard and careful control of development of these slopes is needed to reduce risk to life and property, to prevent erosion and potential risks to down-slope properties, and to prevent destabilization of slopes. A Steep Slope DPA is mapped on the property behind (to the east/northeast) the existing dwelling. The proposed development layout will avoid much of this DPA, only engaging a small portion of it with the proposed driveway/road alignment.





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2 SCOPE OF WORK

Corvidae completed an environmental assessment for the Site and documented the ecological features. Background information was reviewed, including applicable databases. The following features were documented and provided in this report:

- Areas of sensitivity, including aquatic ecosystems and riparian areas.
- Areas of habitat and biodiversity values.
- Plant communities and plant species on site.
- Potential wildlife presence and wildlife habitat.
- Soil types and terrain.
- Surface water flow patterns.

Following the field assessment, the biophysical features were mapped. Mitigations to minimize the impacts of the proposed development on the environment have been provided in Section 6.

3 METHODS

3.1 DESKTOP REVIEW

Baseline biophysical conditions were compiled by reviewing the best available data and information including existing reports for the area and conducting searches of online provincial and federal databases:

- BC Conservation Data Centre (BC CDC 2022a and 2022b).
- BC HabitatWizard (Province of BC 2022).
- Aerial photographs of the Site (Google Earth 2022).
- CRD mapping system and database (CRD 2022).
- Otter Point Official Community Plan Bylaw No. 3819 (Capital Regional District 2014).

3.2 FIELD ASSESSMENT

A field assessment of the Site was completed by a Qualified Environmental Professional (QEP) from Corvidae. The assessment included characterization of vegetation and habitat types, wildlife sign and species observations, wildlife habitat, and assessed the current conditions of the Site.





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4 ENVIRONMENTAL SITE ASSESSMENT

Corvidae completed a site visit on July 8, 2022. Site photographs are included as Appendix A.

4.1 LAND USE

A primary residence and various accessory structures are present within the property. Areas not occupied by structures are characterized by second growth forest, previously disturbed grassy areas, an isolated pond, and open areas (mowed lawn). Surrounding land use is primarily residential. The Site is bound by West Coast Road to the southwest, and by residential properties to the north, east and west.

4.2 CLIMATE AND BIOGEOCLIMATIC ZONE

The project is located within the Coastal Western Hemlock (CWH) biogeoclimatic zone, and specifically in the western variant of the Very Dry Maritime subzone (classified as CWHxm2; BC CDC 2022b). The CWHxm2 occurs from sea-level to 450m of elevation on southern Vancouver Island. The CWHxm2 has warm, dry summers and moist, mild winters with relatively little snowfall. Growing seasons are long and can experience water deficits.

4.3 TERRAIN AND SOILS

Soils in this biogeoclimatic zone are typically moderately deep Orthic Humo-Ferric Podzols with Hemimor humus forms (Pojar et al. 1991). Soils on the property are described as well-draining, Orthic Humo-Ferric Podzols that predominantly loamy in texture (Robertson Soil Association, 60%). These soils are underlain by well-draining Duric Humo-Ferric Podzols (30%) and undifferentiated bedrock (10%) (Province of BC 2021).

The terrain on the property is moderately sloping from northeast to the southwest toward West Coast Road. A Steep Slopes DPA is mapped immediately northwest of the existing residence.

4.4 VEGETATION

The CWHxm2 is typically dominated by components of western hemlock (*Tsuga heterophylla*), Douglas-fir (*Pseudotsuga menziesii*) and western red cedar (*Thuja plicata*) (Pojar et al. 1991). Salal (*Gaultheria shallon*), dull Oregon-grape (*Mahonia nervosa*), and red huckleberry (*Vaccinium parvifolium*) typify the poorly to moderately developed shrub layer. Oregon beaked moss (*Kindbergia oregana*), step moss (*Hylocomium splendens*), lanky moss (*Rhytidiadelphus loreus*), and flat moss (*Plagiothecium undulatum*) dominate the well-developed moss layer (Pojar et al. 1991).

The southern portions of the Site have been disturbed to accommodate the onsite residence and accessory structures. These areas are characterized by grasses, lawn, and predominantly native shrubs. Ornamentals are also present. Coniferous trees occur immediately north of West Coast Road and along the north/northwest property line. A primarily deciduous stand of trees occurs to the northeast of the existing residence on a steeply sloping portion of the property, which is dominated by red alder.

Toward the upper extent of the property, the canopy becomes predominantly coniferous (Douglas-fir dominant) and was observed to be mature, second growth forest (Figure 3). Raincoast Applied Ecology and HB Lanarc describe Mature Forests as conifer-dominated ecosystems that are typically older than 80 years of age. They have a more complex structure than young forests, possess more coarse woody





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debris on the forest floor, and display an increased differentiation between canopy layers (2011). Large Douglas-fir trees (> 50 cm dbh) occur intermittently amongst younger conifers (Douglas-fir, western hemlock, western redcedar). The understory is well-developed and comprised of predominantly salal, sword fern, with some red huckleberry.

The Mature Forest on the property has been historically logged, and it is second growth forest with trees older than 60 years. There has been more recent clear-cutting on neighbouring properties. Evidence of logging included cut stumps, coarse woody debris, and old logging trails. Re-growth adjacent to disturbed areas on the property was comprised of native shrubs (e.g., Oceanspray and salmonberry) and ground cover species (e.g., sword fern and salal). Prior fragmentation of the Mature Forest DPA has occurred to the north of the property where clear-cutting has occurred. Fragmentation and edge effects that result from the adjacent clearcutting can negatively impact forest health, cause biodiversity loss, and result in the spread of invasive species.

Two invasive plant species were observed on the Site: English holly and Himalayan blackberry. Measures to remove and prevent invasive species are discussed in Section 6 of this report. All vegetation species noted during the July 8, 2022, field visit are included below in Table 1.

Table 1. Plant species observed on site during the July 8, 2022, field visit

Common Name	Scientific Name	BC Provincial Status ¹	SARA Schedule 1 Status ²
Bamboo	<i>Poaceae</i> family	Exotic	--
Bigleaf maple	<i>Acer macrophyllum</i>	Yellow	--
Bracken fern	<i>Pteridium aquilinum</i>	Yellow	--
Cleavers	<i>Galium aparine</i>	Yellow	--
Common velvet grass	<i>Hoicus lanatus</i>	Exotic	--
Douglas-fir	<i>Pseudotsuga menziesii</i>	Yellow	--
English holly	<i>Ilex aquifolium</i>	Invasive; Exotic	-
Himalayan blackberry	<i>Rubus armeniacus</i>	Invasive; Exotic	--
Nootka Rose	<i>Rosa nutkana</i>	Yellow	--
Oceanspray	<i>Holodiscus discolor</i> var. <i>discolor</i>	Yellow	--
Oregon beaked moss	<i>Eurhynchium oregonum</i>	Yellow	--
Red alder	<i>Alnus rubra</i>	Yellow	--
Red elderberry	<i>Sambucus racemosa</i>	Yellow	--
Red huckleberry	<i>Vaccinium parviflorum</i>	Yellow	--
Salal	<i>Gaultheria shallon</i>	Yellow	--
Salmonberry	<i>Rubus spectabilis</i>	Yellow	--
Siberian spring beauty	<i>Claytonia sibirica</i>	Yellow	--
Sword fern	<i>Polystichum munitum</i>	Yellow	--
Trailing blackberry	<i>Rubus ursinus</i>	Yellow	--
Western hemlock	<i>Tsuga heterophylla</i>	Yellow	--
Western redcedar	<i>Thuja plicata</i>	Yellow	--

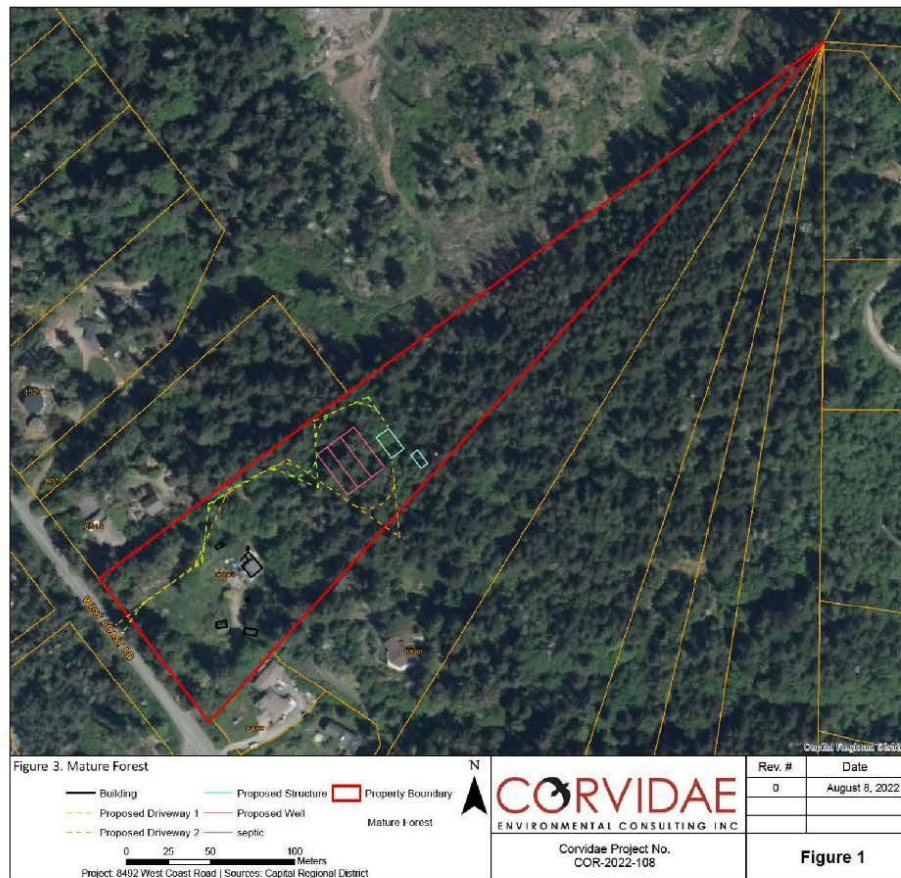
¹ BC CDC 2022a

² Government of Canada 2022





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4.5 WILDLIFE

The forested habitat found in the CWH biogeoclimatic zone is home to many wildlife species. Black-tailed deer, black bear, marten and gray wolf are the most common large mammals in this zone on Vancouver Island. For bird species in this zone, the following typically occur: great horned owl, barred owl, ruffed grouse, band-tailed pigeon, northern flicker, hairy woodpecker, common raven, Steller's jay, chestnut-backed chickadee, red-breasted nuthatch, varied thrush, red-tailed hawk, Townsend's warbler. The following amphibians may occur in this biogeoclimatic zone: western toad, Pacific treefrog, western redbacked salamander (Pojar et al. 1991).

Existing trees on the Site may provide nesting and roosting habitat for birds, including migratory songbirds, year-round resident species, raptors, and owls. No nests were observed during the site assessment. The landowner noted that deer and black bear frequent the property. Bear scat was noted near the eastern property boundary. Species listed in Table 2 below were observed during the site assessment.

Table 2. Wildlife Species observed on site during the July 8, 2022, field visit

Common Name	Scientific Name	BC Provincial Status ¹	SARA Schedule 1 Status ²
Black bear (scat)	<i>Ursus americanus</i>	Yellow	--
Pacific wren	<i>Troglodytes pacificus</i>	Yellow	--
Dark-eyed Junco	<i>Junco hyemalis</i>	Yellow	--
American robin	<i>Turdus migratorius</i>	Yellow	--

¹BC CDC 2022a

² Government of Canada 2022

4.6 SPECIES AT RISK

A query of the BC CDC iMap tool yielded one (1) occurrence of a species at risk within a two-kilometer radius of the Site: the seaside bone lichen (*Hypogymnia heterophylla*) (BC CDC 2022b). The seaside bone is a provincially red-listed species and is listed as threatened on Schedule 1 of the Species at Risk Act (SARA). This species grows in seaside habitats on the branches of conifers, particularly shore pine. All Seaside Bone sites in Canada are within 1 km of the ocean coast in sparse Shore Pine forests exposed to winds and storms (Government of Canada 2021).

The seaside bone lichen was not detected on the property. Although the property occurs within 1 km of the ocean, seaside bone is unlikely to occur given that sparse, shore pine forest habitat was not identified during the site assessment. The location of the element occurrence in relation to the Site is provided in Figure 4.

This species occupies a variety of moist, forested habitats and riparian sites from low to middle elevations with adequate shelter (i.e., decaying logs and other woody debris, leaf litter, and the bases of Sword Ferns) (Province of BC 2022). Warty jumping-slug is unlikely to occur on the Site given the lack of suitable cover on the Property and fragmentation of forested habitat in the area. slug was not detected on the Site.





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CRITICAL HABITAT

A 50 km² grid square of critical habitat for little brown myotis (*Myotis lucifugus*) and Northern myotis (*Myotis septentrionalis*) overlaps the property.

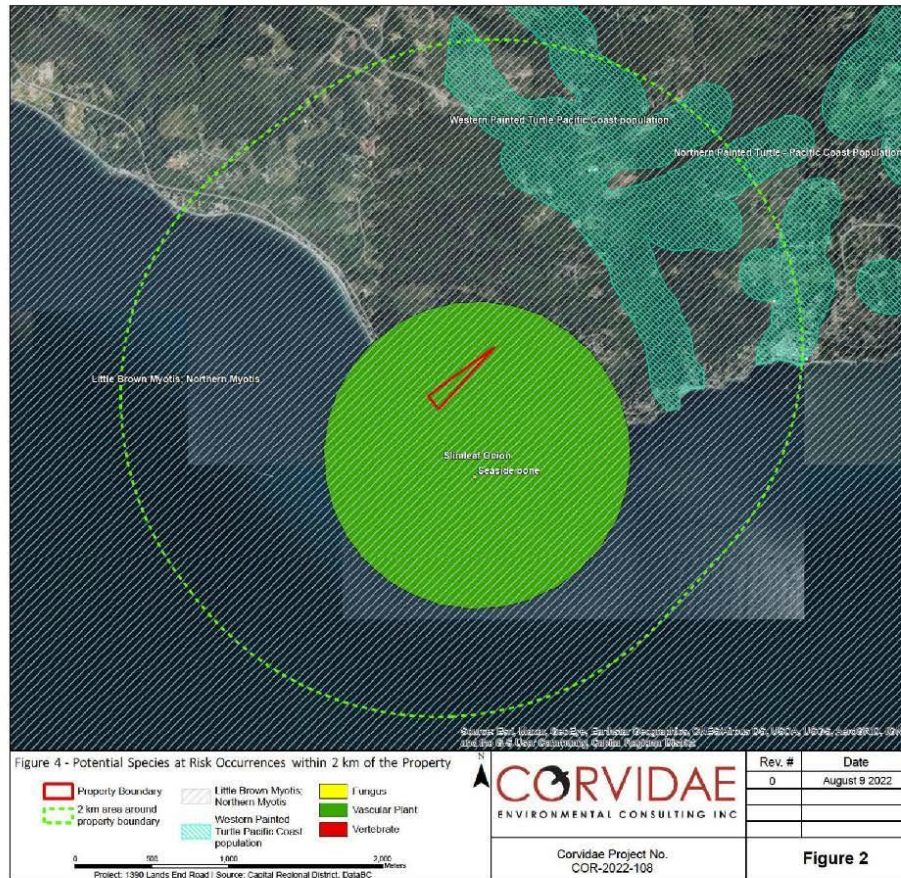
Note, critical habitat mapping is done at a high level to indicate areas in which the biophysical attributes of critical habitat are known to or may occur. For example, the 50 km² polygon for bats contains a known occurrence of the species and therefore, it is assumed that additional populations may occupy suitable habitat in the area. No suitable maternal roosting habitat was observed for bats (caves or rock crevasses). Use of the property by little brown myotis and Northern myotis is considered low based on-site characteristics.

Large polygons that reflect mapped, final critical habitat for Western Painted Turtle (Pacific Coast population) (*Chrysemys picta bellii*) occur within 2 km of the property, however, current site conditions do not support this species (i.e., steep slopes and lack of aquatic habitat onsite).





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5 POTENTIAL ENVIRONMENTAL EFFECTS

The potential impacts of the proposed development of the Site on the environment are:

- Impacts to mature forest.
- Loss of native vegetation and spread of invasive plant species.
- Change in wildlife habitat availability and wildlife mortality risk.
- Sediment movement in the project area.

The residual environmental impacts of the activities on the Site will be reduced by the implementation of the mitigation and restoration measures recommended in Section 6 of this report.

SENSITIVE ECOSYSTEMS AREAS

The proposed project area occurs within the Sensitive Ecosystems Areas DPA. The objective of this DPA is to minimize the impact of development on the natural environment. Clearing of trees and vegetation within this area will result in the permanent loss of second growth Mature Forest habitat.

VEGETATION

The effects of trees and vegetation removal may include loss of biodiversity of plant species and increased susceptibility to invasive plants not only in the cleared area but also in adjacent plant communities. Vegetation and plant communities immediately adjacent to cleared areas may experience changes due to windthrow and changes in microclimate (increased light and moisture penetration) due to tree removal within the project area.

INVASIVE SPECIES

Invasive plants are particularly adept at colonizing degraded plant communities and disturbed soils. Invasive plants establish readily in disturbed areas as they have a wide ecological tolerance and grow and propagate quickly. The effects of invasive plant establishment may be the reduction or displacement native species by capturing resources and occupying habitats.

WILDLIFE AND WILDLIFE HABITAT

Loss and alteration of terrestrial habitat can result in the loss of habitat for wildlife species. Tree and shrub clearing can directly alter or remove wildlife habitat. Noise from site preparation and construction may temporarily disturb and displace remaining wildlife.

EROSION AND SEDIMENT

Removal of vegetation during construction exposes soils to erosion and can result in the movement of sediment on the Site. Damage or degradation of soil surfaces during construction can include loss of soil structure, increased erosion, and soil compaction.





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6 RECOMMENDED ENVIRONMENTAL PROTECTION MEASURES

The mitigation measures provided in this report are designed to protect sensitive ecosystems and were developed in accordance with:

- The Otter Point OCP, Bylaw No. 3819 (Capital Regional District 2014)
- Procedures for Mitigating Impacts on Environmental Values (Environmental Mitigation Procedures) (BC Ministry of Environment [MOE] 2014a),
- Develop with Care 2014: Environmental Guidelines for Urban and Rural Land Development in British Columbia (Government of BC 2014), and
- Environmental Best Management Practices for Urban and Rural Land Development in British Columbia (BC Ministry of Water, Land and Air Protection 2004).

SENSITIVE ECOSYSTEM AREAS

Impacts to mature forest habitat on the Site can be reduced by retaining large trees (>50 cm dbh) where feasible within the project alignment, and only removing vegetation where necessary within the project footprint. The proposed driveway alignment has been selected to follow the path of a former logging road, thereby reducing impacts to forested habitat. Mature Forest located to the north of the proposed development within the property will remain intact and protected throughout construction.

VEGETATION

It is recommended that areas disturbed by project construction or activities that are not part of the permanent footprint are to be replanted with native vegetation. Tree removal is required to accommodate the proposed development. Trees will be replaced at a 2:1 ratio.

Overall plant density should be approximately one plant per 1 to 2 m² of disturbed space. The purpose of using native species is to reduce irrigation maintenance in the future. The optimal time for revegetation is in the fall, prior to the wet winter season. However, planting at any time of the year (with irrigation as needed) is acceptable to prevent invasive species. Natural recruitment is anticipated within the second-growth forest and will also contribute to the re-establishment of native vegetation.

Invasive plant species that are encountered during development activities are to be removed. Areas that become void of vegetation following invasive species removal will be replanted with native species. Table 4 details native plant species that are suitable for the area. Recommended plant density following invasive removal is 1 to 2 m² for shrubs and 3 m² for trees.

Table 3. Recommended native vegetation to plant in disturbed areas

Common Name	Species
Douglas-fir	<i>Pseudotsuga menziesii</i>
oceanspray	<i>Holodiscus discolor</i>
red huckleberry	<i>Vaccinium parvifolium</i>
salal	<i>Gaultheria shallon</i>
sword fern	<i>Polystichum munitum</i>





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Common Name	Species
western redcedar	<i>Thuja plicata</i>

INVASIVE SPECIES

Invasive weed control is difficult for established populations. Species should be removed using the most appropriate methods, at the correct time of year, and plant material must be disposed of correctly to avoid re-establishment or spread. Following removal, re-seed bare soil with desirable, competing vegetation. Details of removal methods for the invasive species detected on the property are included below in Table 4.

Table 4. Removal and disposal methods for invasive species

Species	Removal Method	Removal Timing	Plant Disposal
Himalayan blackberry	Can be removed by pulling or cutting the canes from the ground. If possible, dig out the roots, paying careful attention not to damage nearby vegetation.	Removal should occur in the spring and early summer before they produce berries as canes that are cut as the plant is producing flowers are least likely to re-sprout.	Burned or bagged and disposed of properly in a landfill. Do not compost.
English holly	English holly can be removed by hand pulling small seedlings or cutting mature trees at ground level removing all plant material.	Removal is best done before flowering to eliminate seed production.	Holly does not root again once removed, so it can also be piled to desiccate on site. Can be bagged and disposed of properly in a landfill. Do not compost.

Mitigation measures to control and minimize the spread of invasive weeds on the site include:

- Clean all machinery before arrival onto the site to ensure that more weed seeds and other propagules (e.g., pieces of root) are not brought into the project area.
- Use available fill and soil from on site where possible. If fill or topsoil is imported from external areas, ensure that it is from a weed-free source.

Disturbed areas should be seeded with fast growing vegetation such as a mix with a native clover or seed mix to compete with weed species, fix nitrogen and provide soil stabilization right after clearing.

WILDLIFE AND WILDLIFE HABITAT

Mitigation measures to minimize impacts on wildlife and wildlife habitat include:

- Vegetation clearing should be completed outside of the migratory bird window (prior to March 15th or after August 15th; Government of Canada 2018). If vegetation clearing is scheduled within the sensitive time period for breeding birds, a QEP should conduct nest search surveys a maximum of 2-3 days prior to the start of activities. If an active nest is discovered during nest searched or clearing activities, the nest will be subject to site-specific mitigation measures (e.g., protective buffer around the nest or unobtrusive monitoring) until the young have naturally fledged/left the area. Multiple nest sweeps may be required. Nest search areas include both vegetation and onsite, man-made structures that are scheduled for removal.





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- If clearing is scheduled between January 1 and August 15, a raptor nest survey should be completed by a QEP prior to clearing. Occupied or active nests would be subject to the actions described above. In addition, permits are required to remove eagle or osprey nests regardless of occupancy.
- Avoid additional removal of established trees or shrubs, where practical (outside of the project footprint), except for identified danger trees that cannot be avoided.

EROSION AND SEDIMENT CONTROL

The primary focus of erosion and sediment control planning is erosion control; if there is no erosion then there is no sediment. Erosion control is far more cost effective to implement and manage than sediment control.

Mitigation options to minimize the potential effects of the project on the natural environment include:

- Prior to clearing, delineate areas to be cleared and install construction fencing to protect the integrity of surrounding mature forest habitat outside of the project footprint.
- Seed and straw placement on any exposed soils.
- If soil is being stored in place for more than one growing season, tarp or seed with a quick growing species (fall rye, clover or other agronomic).
- Heed weather advisories and scheduling initial clearing work to avoid excessively rainy periods (>10 cm in 24 hours) that may result in high flow volumes and/or increase erosion and sedimentation.

7 CONCLUSION

The potential environmental impacts of the proposed project at 8492 West Coast Road include the loss of some Mature Forest (as shown in Figure 3). However, the proposed buildings are small and larger (>50 cm) trees can be avoided. The driveway is planned on an existing logging road and can avoid >50 cm trees. Implementation of the mitigation and restoration measures recommended in this report, including avoiding tree removal where feasible and replanting with native vegetation during construction, will minimize the impacts of the proposed development on the environment and the majority (approximately 80%) of the Mature Forest ecosystem will remain intact. All works are to be completed in compliance with the Migratory Bird window.



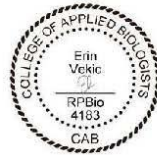


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APPENDIX A – SITE PHOTOGRAPHS

Photo 1. East view of existing residence. July 8, 2022.



Photo 2. Southwest view of southern extent of the property. July 8, 2022.





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Photo 3. Northwest view of road alignment near existing dwelling. July 8, 2022.



Photo 4. Southwest view of existing logging trail on property. July 8, 2022.





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Photo 5. Typical view of Mature Forest DPA habitat on the property. April 21, 2022.



Photo 6. East view of second growth forest near the eastern extent of the property. July 8, 2022.





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Photo 7. Southwest view of proposed septic field location. July 8, 2022.



Photo 8. North view of clear-cut on adjacent property and onsite forest edge. July 8, 2022.





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Photo 9. North view of mature forest north of proposed development. July 8, 2022.



Photo 10. Typical view of coarse woody debris and understory. July 8, 2022.



**REPORT TO THE JUAN DE FUCA LAND USE COMMITTEE
MEETING OF TUESDAY, OCTOBER 18, 2022**

SUBJECT **Development Permit with Variance for Section 41, Otter District as Shown on Plan Deposited Under DD 55112I – Clark Road**

ISSUE SUMMARY

A request has been made for a development permit with variance to authorize subdivision layout on a parcel designated as Steep Slopes, Riparian, and Sensitive Ecosystem Development Permit (DP) areas and to reduce the requirement that 10% of a parcel fronts onto a highway.

BACKGROUND

The subject property is a 76.5 ha parcel located at the end of Clark Road and is zoned Forestry (AF) in Juan de Fuca Land Use Bylaw No. 2040 (Appendix A). The subject property is bounded by Resource Land (RL) and Rural Residential 3 (RR-3) zoned parcels to the north, a Rural (A) zoned parcel to the east, and Forestry (AF) zoned parcels to the south and west. Several logging roads traverse the parcel providing access secured by easements to land in the Rural Resource Lands Official Community Plan (OCP) area to the north. There are no structures located on the lot.

The Forestry parcel is not classified as Private Managed Forestry Land (PMFL) under the *Private Managed Forest Land Act*; therefore, a development permit (DP-29-11) and a Riparian Areas Regulation notification were required to authorize timber harvesting on the parcel in 2011. Further logging affecting Riparian areas was undertaken after the Development Permit had been closed. As a result, a Conditions and Impact Assessment Report and the replanting of disturbed areas was required under Development Permit DP000376 prior to consideration of any further development proposals. A subsequent development permit (DP000384) authorizing the alteration of land within a Steep Slopes DP area for road construction works is currently active.

The owner has submitted a subdivision application for the creation of 18 fee simple parcels (Appendix B). Portions of the parcel are designated as Steep Slopes, Watercourses and Wetland Areas, and Sensitive Ecosystem development permit areas by the Otter Point OCP, Bylaw No. 3819. Therefore, a development permit is required to authorize subdivision. The proposed plan of subdivision includes three lots that do not meet the required frontage on a public highway. Therefore, a variance is requested in conjunction with the development permit.

ALTERNATIVES

Alternative 1

The Land Use Committee recommends to the Capital Regional District Board:

That Development Permit with Variance DV000089 for Section 41, Otter District as Shown on Plan Deposited Under DD 55112I to authorize the subdivision of land designated as Steep Slopes, Watercourses and Wetland Areas, and Sensitive Ecosystems Development Permit Areas; and to vary Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 2, Section 3.10(4) by reducing the minimum frontage requirement for:

- a) proposed Lot 3 from 10% of the lot perimeter (88 m) to 7.5% of the lot perimeter (66 m);
- b) proposed Lot 7 from 10% of the lot perimeter (119 m) to 0.5% of the lot perimeter (6 m); and
- c) proposed Lot 18 from 10% of the lot perimeter (141 m) to 0.46% of the lot perimeter (6.5 m)

as shown on the plan prepared by J.E. Anderson, revised September 21, 2022, be approved.

Alternative 2

That Development Permit with Variance DV000089 be denied.

IMPLICATIONS

Legislative Implications

The Otter Point Official Community Plan, Bylaw No. 3819, designates development permit areas (DPAs) and outlines development permit guidelines (Appendix C). The property is located within the Steep Slopes, Watercourses and Wetland Areas, and Sensitive Ecosystems DPA and a development permit is required prior to subdivision or alteration of land. CRD Delegation of Development Permit Approval Authority Bylaw No. 3462, gives the General Manager, Planning and Protective Services, the authority to issue a development permit; however, the delegated authority does not include development permits that require a variance, as stated in Section 5(a) of the bylaw.

Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Schedule A, Part 1, Section 3.10(4) specifies that the minimum frontage on the highway shall be one-tenth of the perimeter of the lot that fronts on the highway. Three of the proposed lots do not meet this requirement; therefore, a variance is requested.

Public Consultation Implications

Pursuant to Section 499 of the *Local Government Act*, if a local government is proposing to pass a resolution to issue a development variance permit it must give notice to each resident/tenant within a given distance as specified by bylaw. Juan de Fuca Development Fees and Procedures Bylaw No. 3885, states that the Board may, at any time, refer an application to an agency or organization for their comment. In addition, it states that a notice of intent must be mailed to adjacent property owners within a distance of not more than 500 m. Any responses received from the public will be presented at the October 18, 2022, Land Use Committee meeting. There is no requirement for public consultation if a local government is considering a development permit.

Land Use Implications

Development Permit:

A Geotechnical report certified by Tony Grimison, P.Geo, and Andrew Jackson, P.Geo., P.L.Eng. (Ryzuk Geotechnical), dated February 11, 2022, was submitted by the applicant to address the Steep Slopes development permit guidelines relative to the subdivision proposal. The report confirmed that a safe building site exists for each parcel and provided Landslide Assessment and Flood Assurance Statements for the subdivision design. Future development activity proposed within the designated development permit areas on the newly created parcels will require a subsequent development permit application and accompanying professional report.

A Riparian Assessment report was submitted by Thomas Roy, R.P.Bio., of Cascadia Biological Services, dated November 26, 2021, and updated August 26, 2022. The report addressed the *Riparian Areas Protection Regulations (RAPR)* and Watercourses and Wetland Areas DP guidelines for the proposed subdivision. The report described the watercourses and wetlands on site, provided a historical analysis of recent logging activities and delineated the Streamside Protection and Enhancement Areas (SPEA). The biologist noted that a Conditions and Impact Assessment report was completed separately to address the previously cleared Riparian areas.

The report confirmed that the watercourses are determined to be fish bearing by default and identified a 30 m SPEA for the wetland, a 20.8 m SPEA for King Creek, and a 15 m SPEA for all five tributaries to King Creek on the parcel. The Province approved the biologist's report for subdivision layout through the Riparian Areas Protection Regulation Notification System (RAPRNS) on September 6, 2022.

Works associated with the subdivision include the installation of two culverts for stream crossings. These works were authorized under Section 11 of the *Water Sustainability Act* (WSA) by the Ministry of Forests, Lands, Natural Resource Operations, and Rural Development.

The professional reports are attached to the proposed development permit with variance.

Sensitive Ecosystems DPAs were designated when the Otter Point Official Community Plan was adopted in 2014. Development Permit (DP-29-11) authorized tree harvesting in 2011 and the subject property has been replanted. Therefore, no further assessments to meet the Sensitive Ecosystems guidelines were requested in support of the application.

Variance:

The Juan de Fuca Land Use Bylaw requires that where a lot being created by a subdivision fronts on a public highway, the minimum frontage on the highway shall be one-tenth of the perimeter of the lot. The applicant has proposed to reduce the minimum frontage requirement from 10% of the lot perimeter to 7.5% for proposed Lot 3, 0.5% for proposed Lot 7, and 0.46% for proposed Lot 18; the remainder of the proposed lots in the plan meet the minimum frontage requirement.

In evaluating whether a frontage exemption is justified, the following technical criteria are normally considered:

- How does it relate to the topography of the area?
- Does it create any environmental impacts?
- Will reducing the frontage produce an awkward lot configuration?
- Will reducing the frontage eliminate future subdivision potential of the lot and of lots beyond?
- Will the exemption reduce road network and access options?
- Does the proposed reduction disturb existing residences?

The proposed lot boundaries are not conventional; however, they follow the natural topography and are designed to minimize stream crossings through the use of panhandle driveways. The proposed lots meet the required 4 ha minimum parcel area specified by the AF zone, and the proposed panhandles meet the minimum 6 m width requirement for parcels that cannot be further subdivided under the provisions of the Bylaw. The subdivision layout provides access to lands beyond in accordance with the Ministry of Transportation and Infrastructure's requirements.

Proposed panhandle Lot 7 is located adjacent to forestry land to the north and vacant rural residential land to the east. Proposed panhandle Lot 18 is located in the southeast corner of the subject property and the closest dwelling, situated on Eaglecrest Drive, is over 125 m from the lot boundary. Adjacent properties to the east and south are currently vacant. Parcels are limited to a maximum lot coverage of 10% and permitted uses support a single-family dwelling and related accessory uses, including a secondary or detached accessory suite. Therefore, the proposed reduction is not anticipated to disturb existing residences. Through the public notification process, any residences that may be affected by the proposed frontage reduction will have an opportunity to come forward with their concerns.

Staff recommend Alternative 1, subject to public notification and consideration of comments from neighbouring residents.

CONCLUSION

The applicant has submitted an 18-lot subdivision application and is required to obtain a Steep Slopes, Watercourses and Wetlands, and Sensitive Ecosystems development permit prior to subdivision. A variance has also been requested to reduce the minimum frontage requirement for proposed Lot 3 from 10% of the lot perimeter (88 m) to 7.5% of the lot perimeter (66 m), for proposed Lot 7 from 10% (119 m) to 0.5% (6 m); and for proposed Lot 18 from 10% (141 m) to 0.46% (6.5 m). Staff recommend approval of development permit with variance DV000089 (Appendix D), subject to public notification. If the Permit is approved by the Board, the Corporate Officer will proceed to issue the Permit and register a Notice of Permit on Title.

RECOMMENDATION

The Land Use Committee recommends to the Capital Regional District Board:

That Development Permit with Variance DV000089 for Section 41, Otter District as Shown on Plan Deposited Under DD 55112I to authorize the subdivision of land designated as Steep Slopes, Watercourses and Wetland Areas, and Sensitive Ecosystems Development Permit Areas; and to vary Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, Part 2, Section 3.10(4) by reducing the minimum frontage requirement for:

- a) proposed Lot 3 from 10% of the lot perimeter (88 m) to 7.5% of the lot perimeter (66 m);
- b) proposed Lot 7 from 10% of the lot perimeter (119 m) to 0.5% of the lot perimeter (6 m); and
- c) proposed Lot 18 from 10% of the lot perimeter (141 m) to 0.46% of the lot perimeter (6.5 m)

as shown on the plan prepared by J.E. Anderson, revised September 21, 2022, be approved.

Submitted by:	Iain Lawrence, MCIP, RPP, Senior Manager, JdF Local Area Services
Concurrence:	Kevin Lorette, P.Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

ATTACHMENTS

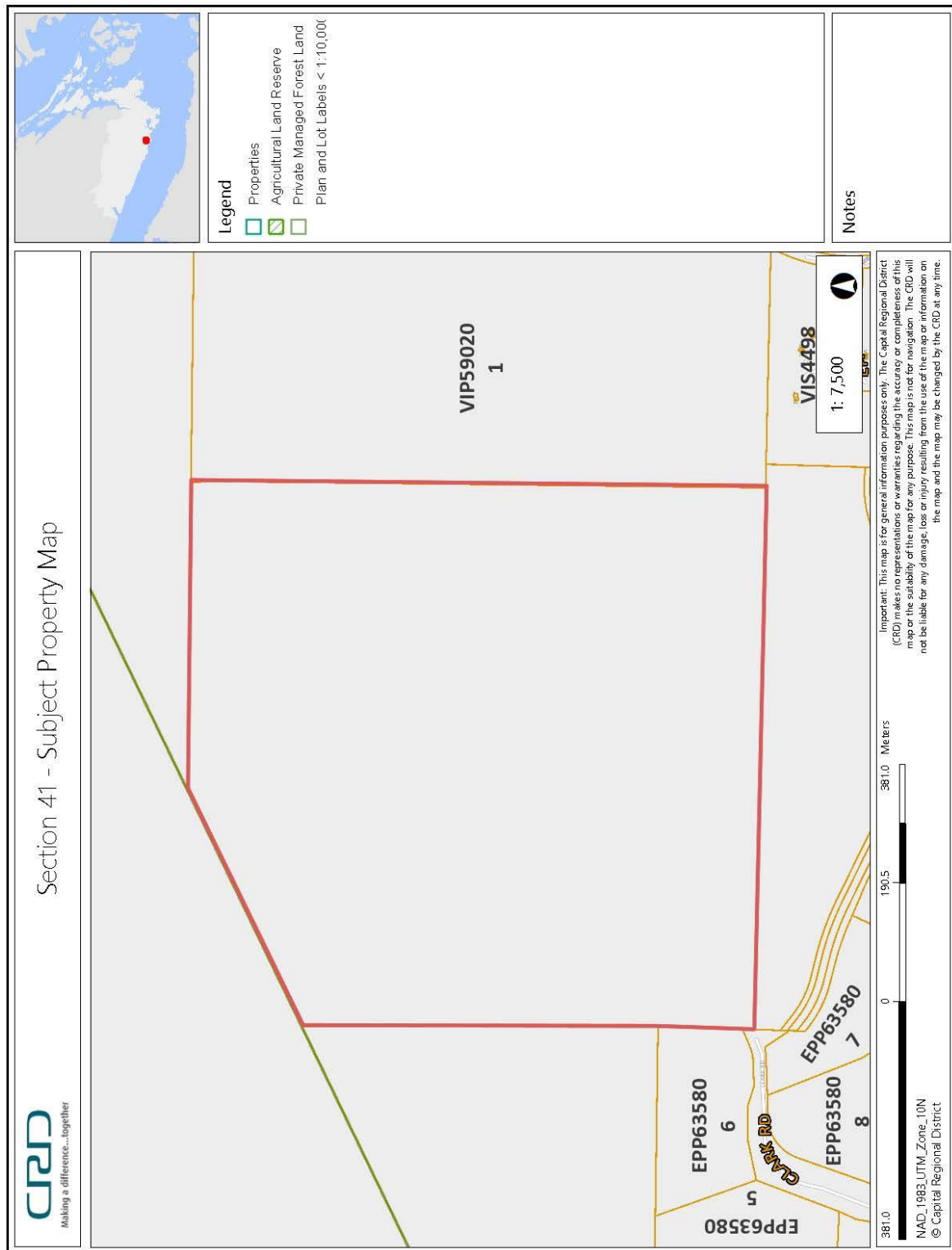
Appendix A: Subject Property Map

Appendix B: Plan of Subdivision with Requested Frontage Variances

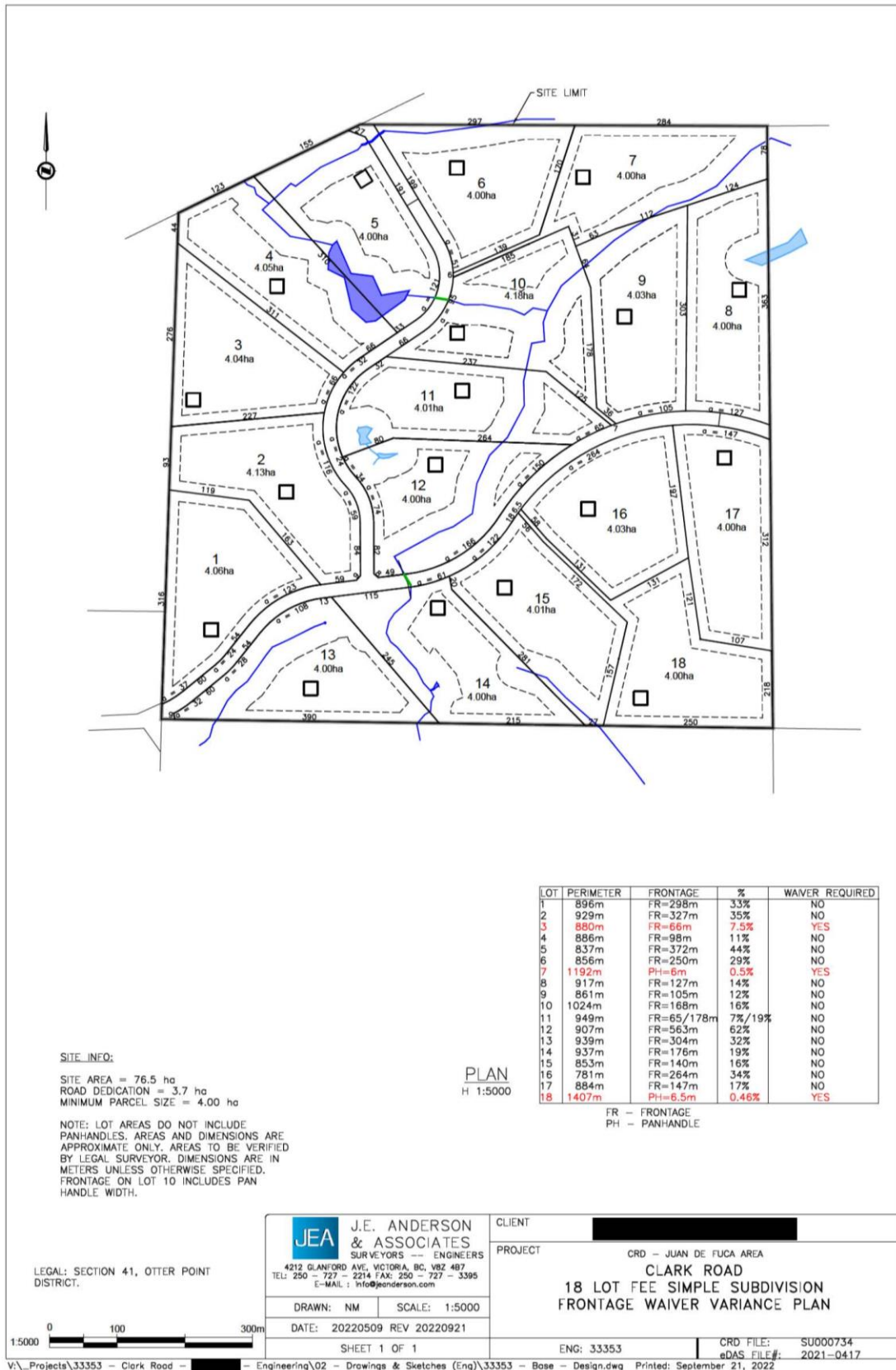
Appendix C: Development Permit Guidelines

Appendix D: Permit DV000089

Appendix A: Subject Property Map



Appendix B: Plan of Subdivision with Requested Frontage Variances



Appendix C: Development Permit Guidelines

Development Permits issued in “Steep Slope DPA” will be in accordance with the following:

1. No development, subdivision or sewage disposal system will be permitted in a “Steep Slopes DPA”, as specified in the Justification above, except as allowed by a Development Permit or subject to a general exemption as outlined in Section 6.2 of this Plan.
2. Avoid intrusion of development into Development Permit Areas and to minimize the impact of any activity in these areas. Development shall generally only be supported where the applicant provides compelling reasons supported by a Qualified Professional's recommendations for mitigation to support the request or if there are no alternate building locations. Variances from other applicable regulations, including height, setback and location regulations may be considered in order to minimize encroachment into the “Steep Slopes DPA”.
3. Development or subdivision of land should be designed to comply with the policies in Section 5.4 of the Plan.
4. An application for a Development Permit for land within a “Steep Slopes DPA” on Map 5a, shall provide an assessment of the slope conditions on the proposed development site by a geotechnical engineer, and recommendations on the suitability and stability of the soil for the proposed development. The assessment should include recommendations for vegetation protection, enhancement or retention, where applicable. A plan prepared by a British Columbia Land Surveyor may be required as a condition of the Development Permit.
5. As a condition of the issuance of a Development Permit, compliance with any or all conditions recommended in the report prepared by the Qualified Professional may be required.
6. A Development Permit shall not be issued without confirmation by the Qualified Professional regarding the safety of proposed development and assurances that the development will not have detrimental impact on the environment or adjoining properties. No development or alteration of land shall occur where the Qualified Professional's geotechnical engineering report indicates that a hazardous condition may result except in compliance with all conditions recommended by the Qualified Professional's report.
7. An applicant may be required to provide a sediment and erosion plan with recommendations for implementation. Erosion control measures, during and after construction, may be specified in the permit.
8. Any development must be designed to avoid storm water runoff that could destabilize the slope or cause damage to neighbouring properties. An applicant may be required to provide a drainage plan with recommendations for implementation.
9. Removal of vegetation should be minimized to allow only for building sites, sewage disposal systems, driveways, landscaping and other permitted land uses.
10. A disturbed site should be re-vegetated using plant material indigenous to the site or other suitable non-invasive plants. An applicant may be required to provide a re-vegetation plan with recommendations for implementation.
11. An applicant may be required to register a covenant under Section 219 of the *Land Title Act* attaching a copy of the report of the Qualified Professional.
12. Where the Qualified Professional recommends re-vegetation or remediation works, a landscaping plan and security deposit may be required.

Development Permits issued in the “Watercourse DPA” will be in accordance with the following:

1. No development, subdivision, or sewage disposal system will be permitted in a “Watercourses DPA”, except those allowed by a Development Permit or subject to the general exemptions as outlined in Section 6.2 of this Plan.
2. Avoid intrusion of development into Development Permit Areas and minimize the impact of any activity in these areas. Development shall generally only be supported where the applicant provides compelling reasons supported by a Qualified Environmental Professional's recommendations for mitigation to support the request or if there are no alternate building locations. Variances from other applicable regulations, including height, setback and location regulations may be considered in order to minimize encroachment into the Development Permit Area.
3. Development or subdivision of land should be designed to comply with the policies in Section 5.3.1 of the Plan.
4. The application for a Development Permit for land within the “Watercourses DPA” on Map 5c, must provide an assessment by a Qualified Environmental Professional on the environmental conditions on the proposed development site and recommendations on the suitability of the site for the proposed development. The assessment should include recommendations for vegetation protection, enhancement or retention, where applicable. A plan prepared by a British Columbia Land Surveyor may be required as a condition of the Development Permit.
5. As a condition of the issuance of a Development Permit, compliance with any or all conditions recommended in the report prepared by the Qualified Environmental Professional may be required.
6. Construction at a time of year and using construction methods that minimize the impacts on rare and sensitive species may be required.
7. Development must be designed so as to maintain the quality of any storm water flowing toward or into the identified water features and so as to prevent any increase in volume and peak flow of runoff. An applicant may be required to provide a drainage plan with recommendations for implementation.
8. Indigenous vegetation may be required to be planted on the site to reduce erosion risk, restore the natural character of the site, improve water quality, or stabilize slopes and banks. An applicant may be required to provide a re-vegetation plan from a person qualified and the development permit may include conditions intended to implement the recommendations.
9. Modification of channels, banks or shores which could result in significant environmental harm or significantly alter local hydrological conditions will not be permitted.
10. Landscaping and other related residential activities should be sited so as to prevent nutrient-rich water from entering natural water features.
11. A buffer zone within which land alteration or structures will be limited to those compatible with safeguarding the characteristics of the water feature in accordance with the professional report may be required and the specific or general location of the buffer zone may be designated.
12. Conditions relating to road and driveway construction in these areas will ensure that:
 - a. watercourse crossings are located so as to minimize disturbance of water feature banks, channels, shores, and vegetation cover;
 - b. wherever possible, bridges are used instead of culverts for crossings of fish-bearing watercourses; and
 - c. culverts are sited below the seasonal low water level to allow unrestricted movement of fish in both directions.
13. Where the Qualified Environmental Professional or Qualified Professional recommends re-vegetation or remediation works, a landscaping plan and security deposit may be required.
14. In order to ensure unnecessary encroachment does not occur into the Development Permit Area at the time of construction, permanent or temporary fencing measures may be required.

15. Development should be designed to minimize stream crossings. However, any required crossing should be in compliance with all conditions recommended by the Qualified Environmental Professional's report.
16. If any temporary stream alteration or diversion takes place, streams should be rerouted through their original channels with provincial or federal approval.
17. The removal of gravel and soil from streambeds of watercourses is prohibited unless provincial or federal approval is received.
18. In reviewing a Development Permit application the CRD shall consider the site-specific natural features, ecological processes that support riparian function, wildlife ecology, and unique ecosystems. These include, but are not limited to:
 - a. maintenance of an effective visual and sound (natural vegetated) buffer around nesting trees or other sensitive features;
 - b. vegetation, trees, snags, and root systems;
 - c. rare and uncommon species and plant communities;
 - d. soils and soil conditions (moisture, nutrients and permeability);
 - e. birds and other wildlife species and their habitats, such as shelter, nesting trees, perch trees, and breeding areas;
 - f. maintenance of linkages with adjacent riparian ecosystems to minimize fragmentation;
 - g. topography and relative orientation of features on neighbouring properties; and,
 - h. appropriate timing of construction.

Appendix D: Permit DV000089



CAPITAL REGIONAL DISTRICT

DEVELOPMENT PERMIT WITH VARIANCE NO. DV000089

1. This Development Permit with Variance is issued under the authority of Sections 490 and 498 of the *Local Government Act* and subject to compliance with all of the bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Development Permit with Variance applies to and only to those lands within the Regional District described below (legal description), and any and all buildings, structures, and other development thereon:

PID: 009-497-757;
Legal Description: Section 41, Otter District as shown on Plan deposited under DD 551121 (the "Land")
3. This development permit authorizes an eighteen lot subdivision (the "development") on the Land, located within the development permit areas established under the Otter Point Official Community Plan, Bylaw No. 3819, 2018, Section 6.3 (Steep Slopes), 6.5 (Watercourses and Wetlands Areas), and 6.6 (Sensitive Ecosystems), in accordance with the plans submitted to the CRD and subject to the conditions set out in this Permit.
4. The conditions under which the development referred to in section 3 may be carried out are as follows:
 - a) That the components of the development occur as identified on the Subdivision Plan, prepared by JE Anderson & Associates, dated September 21, 2022;
 - b) That the development comply with the report prepared by Tony Grimison, P.Geo, and Andrew Jackson, P.Geo., P.L.Eng. of Ryzuk Geotechnical, dated February 11, 2022 (the "Geotechnical Report"); and
 - c) That the development comply with the report prepared by Thomas Roy, R.P.Bio., of Cascadia Biological Services, dated November 26, 2021 (the "Riparian Assessment Report").
5. The Capital Regional District's Juan de Fuca Land Use **Bylaw No. 2040** Schedule A, Part 1, Section 3.10(4) is varied under section 498 of the *Local Government Act* as follows:
 - a) proposed Lot 3 from 10% of the lot perimeter (88 m) to 7.5% of the lot perimeter (66 m);
 - b) proposed Lot 7 from 10% of the lot perimeter (119 m) to 0.5% of the lot perimeter (6 m); and
 - c) proposed Lot 18 from 10% of the lot perimeter (141 m) to 0.46% of the lot perimeter (6.5 m)
6. Notice of this Permit shall be filed in the Land Title Office at Victoria as required by Section 503 of the *Local Government Act*, and the terms of this Permit (DV000089) or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
7. If the holder of a permit does not substantially start any construction permitted by this Permit within 2 years of the date it is issued, the permit lapses.
8. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit, and any plans and specifications attached to this Permit which shall form a part hereof.
9. The following plans and specifications are attached to and form part of this Permit:

Appendix 1: Subdivision Plan
Appendix 2: Geotechnical Report
Appendix 3: Riparian Assessment Report
10. This Permit is NOT a Building Permit.



DV000089

11. In issuing this Development Permit, the CRD does not represent or warrant that the land can be safely developed and used for the use intended and is acting in reliance upon the conclusions of the Geotechnical Report regarding the conditions to be followed for the safe development of the land.

RESOLUTION PASSED BY THE BOARD, THE ____ day of _____, 2022.

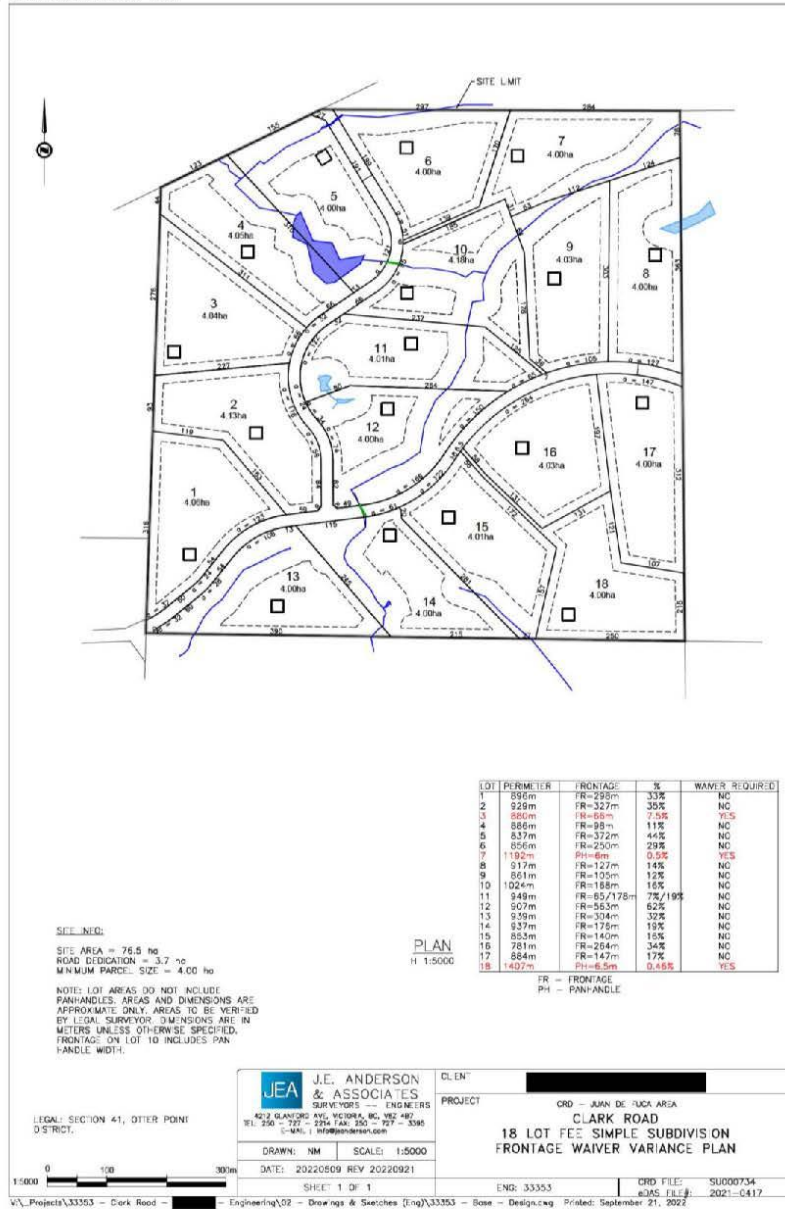
ISSUED this ____ day of _____, 2022

Corporate Officer
Kristen Morley



DV000089

Appendix 1: Subdivision Plan





DV000089

Appendix 2: Geotechnical Report



February 11, 2022
File No: 8447-10



Attn: [Redacted]

Re: Geotechnical Assessment for Proposed Subdivision
Section 41, Clark Road - Otter District, BC

INTRODUCTION

As requested, we attended the referenced site on January 21st, 2021, to complete a visual reconnaissance and assessment of the existing geotechnical conditions as such relate to the proposed subdivision. We understand that the current proposal consists of a conventional subdivision creating 18 fee simple lots along with access roads as shown on the attached plan by J.E. Anderson & Associates dated October 25, 2021.

At this time we have reviewed the Proposed Subdivision Review from the MOTI which indicates that the Approving Officer considers the land within the proposal may be subject to natural hazards such as flooding, erosion, landslip or avalanche. Our work has been carried out in accordance with Engineers & Geoscientists BC's ("EGBC's") Guidelines for Legislated Landslide Assessments for Proposed Residential Developments in BC and Guidelines for Legislated Flood Assessments in a Changing Climate in BC, and our findings and associated recommendations are provided herein, including Appendix D: Landslide Assessment Assurance Statement, and Appendix I: Flood Assurance Statement. Although we are familiar with these types of assessments and MOTI's expectations for reporting there is the potential that additional geotechnical requirements may be identified by MOTI in the course of the subdivision process. Our work has been carried out in accordance with, and is subject to, the previously provided Terms of Engagement.

Our assessment has consisted of a review of available background information, followed by our field reconnaissance to ground truth the site and assess for potential geohazards. Our desktop review included the proposed subdivision layout, review of surficial and bedrock geology mapping, BC Water Resources Atlas groundwater well mapping, CRD online atlas 5m interval contour data, BC Government LiDAR digital elevation model (DEM) images and available satellite imagery. Our assessment was carried out on January 21, 2022, and consisted of a general traverse of the accessible areas of the site to review the surficial geotechnical conditions including terrain, ground cover, and

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select shallow test pits previously completed by others. Certain areas which were not assessed due to access constraints are described below.

SITE DESCRIPTION

The site is situated approximately 9 km west of the Town of Sooke and 2 km northwest of the Otter Point Road and West Coast Highway 14 junction and is located within generally forest covered rolling foothills overlooking the Strait of Juan de Fuca. It is a rural parcel of approximately 80 hectares and is bounded by undeveloped land to the north and east and light residential acreage development to the south and west.

The parcel is currently undeveloped except for access roads for previous logging and contains no habitable structures. The northwest half of the site is covered in thick immature coniferous cover. The remainder of the site is generally clear of large trees with sparse smaller coniferous trees, low scrubby brush and felled timber indicative of past logging operations. Based on available imagery (Google Earth Pro), logging and/or clearing activity has generally occurred since 2004. It is apparent that the northeast east quadrant was logged prior to 2004, and subsequently replanted. Most of the tree removal on the remainder of the parcel has occurred between 2010 and 2012.

The site is characterized by several large bedrock knolls with low to moderately sloping flanks in the north, west and south with a flatter, open northeast trending valley in the central portion of the site. Average slopes across the site are in the order of 7 to 15 degrees from horizontal, with some steeper slopes on the flanks of bedrock hills. The terrain is cut by one central watercourse, King Creek, which generally traverses the property from northeast to southwest with several smaller unnamed creeks feeding it. Total relief across the parcel is in the order of 70 m from the highest peaks on the east and west at 170 m geodetic to the valley adjacent to the southern property boundary at 100 m geodetic.

Site access is present from a gravel road extension to Clark Road which enters the property from the lower west side property line. It joins the logging roads on the property at the junction of the two main proposed roads on the site. For the purposes of description, we have named the roads on the attached site plan. Road Dedication 'A' traverses the property from west to east separating Lots 14, 15, 16 and 17 from lots 8 to 12. Road Dedication 'B' traverses the property from south to north, commencing at the junction of roads 'A' and 'B'. There were several smaller logging roads which branch off Road 'B' currently providing access to other lots within the proposed subdivision.

We were not able to access certain areas of the site due to vegetation/terrain, including most of Lots 4, 5 and 6. On Lot 2 we were able to discern the style of terrain by viewing such from the proposed building site on Lot 3. Good access was available throughout the remainder of the proposed Lots and Proposed Building Sites, which we consider suitable to complete our assessment.

SITE CONDITIONS

We traversed the site commencing at the termination of proposed Road 'A' documenting geomorphic features of the property as a whole and at each proposed building site. Overall, the topography of the



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site is strongly bedrock controlled. Mostly all the proposed building sites are located atop exposed bedrock slopes. Surface conditions were mostly observed to be damp with ponded water and small rivulets of water conveying surface water from exposed bedrock slopes toward the central watercourse. King Creek generally has a low slope gradient at roughly 5 degrees from horizontal, is between 2 to 4 m wide, 0.3 m deep and in places has abundant vegetation and fallen tree debris. Stream flow at the time of our visit was low to moderate and turbulent with no observed incision of the stream channel.

Native soils exposed in several test pits generally consisted of light brown sandy gravelly silt with some cobbles. Soils are generally present as a veneer over bedrock but occasional occurrences of a 1 to 1.5 m thick soil horizon were exposed in logging road cuts in various parts of the property.

As noted above, terrain is relatively benign over much of the site. A summary of conditions and relevant features/potential hazards is provided by lot below. A photo log is provided in the attachments which contains a selection of photos highlighting notable features and typical surficial conditions of the proposed building sites. The attached site plan shows the general area of our traverse, along with road labels and our photo locations.

Lot 1

Lot 1 spans an entrance road to the site at the southwest corner of the proposed subdivision. We observed moss covered vertical bedrock slopes roughly 4 m high adjacent to the gravel entrance road which display some vertical jointing. No rockfall material was observed at slope base. To the south of the entrance road brown dense silty soils with cobbles were observed in a shallow test pit adjacent to the roadway. A rough gravel trail traverses shallow slopes to the top of an exposed bedrock hill where the proposed building site for Lot 1 is located. Well weathered and rounded bedrock exposures consisted of a fine grained crystalline extrusive igneous rock. To the southeast of the bedrock hill slopes in the order of 10 degrees from horizontal lead to a shallow valley which separates Lots 1 and 13. No loose rock or boulder debris was observed at the base of the bedrock hill.

Lots 2 and 3

Lot 2 was mostly inaccessible due to the thick overgrowth of vegetation. Stands of immature pine, alder and recently planted conifer cover most of the Lot. We observed the Lot from the building site on Lot 3 and note that Lot 2 is located on an extension of the same bedrock ridge. Bedrock exposures were of weathered, and rounded massive grey crystalline rock. No loose or weathered boulder material was observed on the slope. The building site for Lot 3 is located near the top of a local bedrock hill. Slopes in the order of 15 – 20 degrees sloping to the east were barren of trees but on the shallower sloping portion near the toe of the slope vegetation cover was thick.

Lots 4, 5 and 6

Lots 4, 5 and 6 were inaccessible due to vegetation cover and, as such we were not able to observe the building lots. We note that the building site on Lot 5 is located near a closed topographic contour at 150 m geodetic. The building site on Lot 6 is located on a ridge at approximately 155 m geodetic

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elevation.

We observed a narrow drainage course running west through a 600 mm diameter culvert under a logging road which parallels the proposed property line boundary between Lots 4 and 5. The creek was roughly 1 m wide, with low flow across exposed light brown silty and cobbly soils. The creek eventually flows southeast joining King Creek within the limits of Lot 10. Additionally, there is a watercourse shown on the attached site plan to the north of Lot 6 which we observed to contain some ponded water but with no flow observed. The depression was roughly 2 m wide and contained felled tree debris and organic matter.

Lot 7

Lot 7 is located atop an exposed bedrock knoll at elevation 165 m geodetic with some pine tree cover. The lot slopes down to the south at an inclination of approximately 20 degrees from horizontal and meets a gravel access road that separates the Lot from King Creek. We observed some steeply sloped bedrock outcrop approximately 2 - 3 m high upslope of the gravel road. Exposed bedrock was well weathered, rounded and moss covered with no indication of boulders or loose material at the slope toe. Cutslopes up to approximately 1.5 m along the gravel roadway have exposed dense brown silty soils overlying bedrock and are inclined at up to 70 degrees from horizontal.

Lot 8

Lot 8 has been logged and hosts some younger second growth conifers. Shallow slopes on the order of 7 to 10 degrees from horizontal slope down from east to west across the Lot. The building lot is located atop bedrock with a veneer of dense silty soil. Bedrock consisted of fine grained massive crystalline material. There is a topographic low which separates Lot 8 from Lot 17 to the south and we observed ponded water and surface stormwater run-off approximately 50 mm deep flowing toward Road 'A'. We expect these are preferential surficial storm water flow channels and expect surficial runoff can be managed as described in our recommendations below. Soils exposed in the stream bed consisted of light brown gravelly silt.

Lot 9

Lot 9 is largely barren of vegetative cover with a lot of fallen trees and mounds of organic remains from logging and clearing activities. Limited exposure of bedrock was observed on this Lot which is mostly level with a cover of native brown silty, gravelly soil. The proposed building site is located centrally within the Lot. Shallow slopes down to the south were covered in grass and shrubbery. There was a small drainage course running parallel to Road A at the southern portion of the site which was approximately 1 m wide and 0.2 m deep. The drainage course contained grass, organic matter and tree stumps. On the north side of Lot 9 moderate tree covered slopes were observed that traversed down to the King Creek edge.

Lot 10

Lot 10 is devoid of tree cover on the eastern half and is covered in thick second growth forest on the



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western half. There is a gravel road which skirts the tree line leading to a flat topographic high in the southwest corner of the Lot where the proposed build site is located. Down slope to the north we observed a small creek roughly 1.5 m wide complete with sand and gravel in the base. Banks either side of the creek were in the order of 2 – 3 m high, with flowing water depth approximately 0.3 m. The Lot slopes on the order of 5 degrees from horizontal down to the east into the King Creek valley.

Lots 11 and 12

Lots 11 and 12 have second growth forest covered western portions and logged eastern portions. King Creek traverses near the eastern property line of both Lots. Both Lots have exposed barren bedrock topographic highs that the proposed building sites are located atop. Bedrock displays no evidence of large-scale joints or fractures, but some small < 0.3 m diameter boulder material was observed atop the exposed rock.

Tree and grass covered slopes measured at 15 degrees from horizontal are present flanking King Creek which at this location is roughly 2 – 4 m wide and 0.5 m deep and contains abundant logs and vegetation.

Lot 13

Terrain on Lot 13 is like that observed on Lots 14 to 18 with mostly open bedrock slopes devoid of tree cover but with abundant remnant logging debris strewn across the Lot. The proposed building site is located atop the bedrock knoll at a closed topographic contour.

Lot 14

Lot 14 building site is located on an undulating bedrock knoll which has been logged. We observed a northeast-southwest trending joint set developed in exposed bedrock creating vertical bedrock slopes roughly 0.5 – 1 m in height. There was some weathered bedrock colluvium present at the base of these slopes up to 0.4 m in diameter. The lot slopes gently to the southeast toward a valley which drains off the property line. Soils exposed in an excavation on site consist of very dense to hard brown gravelly silt with some cobbles.

Lots 15, 16 and 17

Lots 15, 16 and 17 are in the southeast portion of the proposed subdivision block. All lots are characterized by mostly open barren bedrock slopes which form either topographic highs or are on bedrock ridges. There is some sparse second growth tree cover on Lot 16 and 17 and abundant vegetation and felled tree debris across all three lots. Exposed bedrock comprised dark grey to black fine grained igneous rock which in places formed sub vertical bedrock slopes between 2 – 4 m in height. We observed a preferential alignment of these bedrock ridges along a primary joint set which strikes northeast – southwest and a secondary joint set developed at 90 degrees to this primary joint direction. Where soil was developed on these Lots it was generally < 1 m thick, comprised of dark brown gravelly silt and with abundant bedrock colluvium in the form of boulders up to roughly 0.6 m in diameter.

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We observed a northwest – southeast trending valley approximately 15 m in depth separating Lots 15 and 16. There was no stormwater flow observed within this valley and note it is located at a drainage divide with water likely to flow to the southeast across the property line.

Lot 18

Lot 18 was accessed via a secondary gravel logging road which connects to Road 'A'. The proposed building location was observed toward the base of a slope measured at 27 degrees from horizontal. We observed a veneer of native gravelly silt soils atop bedrock on these slopes and with abundant bedrock colluvium. Cutslopes in soil for the gravel access road are 1.5 m high on the upslope side of the road. At the southern portion of Lot 18 we observed some surficial stormwater flow downslope into a natural valley that continues south across the southern property line.

King Creek

King Creek enters the property near the northeast property line and flows in a southwesterly direction with a generally low gradient stream profile. We observed King Creek at several locations within the property bounds, as shown on the site plan. At these locations King Creek was approximately 3 – 4 m wide with a moderate turbulent flow between 0.2 to 0.4 m water depth. The channel base contained sand, gravel and some bedrock colluvium roughly 150 mm in diameter. In location #19 the creek was heavily vegetated and contained fallen trees. At location #20 King Creek flows through a 2.1 m diameter culvert placed in preparation for a proposed road crossing. We observed bedrock rip rap up to 0.5m in diameter placed up and downstream of the culvert. Bank height is between 0.5 and 1.5 m in height and generally sloped at 2H:1V. Banks on both sides of King Creek were observed to be well vegetated with ferns, shrubs and second growth cedar. Water flow was low to moderate and there was no evidence of incision within the creek channel.

SURFACE AND SUBSURFACE CONDITIONS

Bedrock geology mapping of the area by the BC Ministry of the Environment indicates that bedrock consists of volcanic and intrusive igneous rocks of the Metchosin Igneous Complex, namely basalts and dioritic to gabbroic intrusives. Surficial Geology of the Sooke Area maps by the Geological Survey Branch of the BC Ministry of Energy, Mines and Petroleum Resources indicates the parcel is characterized by a blanket (>1 m) of till deposited directly by glaciers, generally well compacted material with variable structure and texture. Bedrock topographic highs to the east and west of the parcel are mapped as consisting of a veneer of bedrock colluvium overlying bedrock. We observe on the maps that morainal ridges of till left by retreating glacial ice are oriented northeast southwest.

This mapping is consistent with our observations on site. Exposed bedrock outcrop comprised dark grey to black fine grained crystalline igneous rock (basalt). At several localities we observed that exposed bedrock was 'polished' to a clean well-rounded morphology, indicative of ice movement across the bedrock surface. Soils exposed in test pits on the parcel and in cutslopes along gravel logging roads consisted of very dense brown gravelly silt with bedrock colluvium cobbles which we consider is glacial till and has been well compacted due to the weight of overlying ice during



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deposition.

We observe a large north-south contact between the Metchosin Igneous rocks and Carmanah Group Sedimentary rocks on geology maps and on satellite imagery approximately 1.5 km to the west of the parcel. Otherwise, there are no large-scale structural elements on the geology maps we reviewed that would significantly affect the parcel. This is consistent with our site observations of no obvious faulting or apparent abrupt changes in rock type indicative of large-scale structures. We consider that the massive, dense and unstructured nature of the bedrock observed on the parcel is indicative of very low potential for global bedrock failure.

Topographic data from the CRD online mapping tool shows closed topographic contours (170 m and 140 m geodetic) at bedrock highs on the west side of the parcel. The 165 m geodetic contour closes at a linear bedrock ridge at the northeast corner of the parcel. In the south central area the 135 m contour line closes at a localized bedrock high and off the eastern property line is a large topographic high with the 190 m contour closed at the top.

Available BC Government LiDAR digital elevation model imagery covers the southwest corner of the parcel. Review of such images shows features indicative of bedrock outcrop dissected by a network of surface drainage channels. We observed the main drainage system that traverses the property on LiDAR and note that this drainage is largely controlled by bedrock outcrop. We also note on LiDAR and available topographic maps that the drainage system continues south of the parcel across flatter topography before draining into the Juan De Fuca Strait roughly 2.7 km to the south.

Review of available groundwater well data from the BC Water Resources database indicates there are two wells drilled immediately offsetting the parcel. The well located approximately 0.5 km to the west intersected dark grey bedrock at 3.5 m beneath sandy and silty till soil. Static water level in the well was recorded at 2.6 m BGL. In the well drilled approximately 0.7 km to the east of the parcel, volcanic bedrock was encountered 2 m below unidentified soil. This is consistent with our observations on site of a thin till based soil developed above volcanic bedrock.

GEOTECHNICAL ASSESSMENT & RECOMMENDATIONS

Overall, we did not observe any imminent or potential geohazards that would preclude development of the site as proposed, provided such is undertaken in accordance with the recommendations presented below. The dense native soils or intact bedrock encountered within the site are considered stable and suitable for long term support of residential structures and associated infrastructure.

Geohazard Assessment

Based on our review of the Proposed Subdivision Status Letter, we understand that the Approving Authority (MOTI) considers that for the purposes of the landslide and the corresponding Appendix D statements, the Province of British Columbia does not have an adopted level of landslide safety. However, they have indicated that when considering risk from an event based on its probability of occurrence, the qualified professional must distinguish between damaging events and life-threatening events. For damaging events, a probability of occurrence of 1 in 475 years (10% probability in 50



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years) should be considered for landslide hazards. Such events may result in adverse consequences to the subject property that may be reduced through mitigative measures but are not considered to be capable of destroying residential buildings or infrastructure.

Based on our review of topographic maps we observe that the slopes beyond the property boundary to the north and east are relatively benign sloped at roughly 2H:1V or less. The bedrock is comprised of massive volcanic rock with no large-scale faulting or structuring or pervasive jointing that would indicate future potential for global instability. We would consider geohazard from landslide or avalanche beyond the property bounds to be very low.

We observed steep rock slopes locally on exposed bedrock knolls within the parcel but with minimal rockfall material at the base of such slopes. In general, the proposed building sites as per the attached subdivision plan are located atop topographic highs or ridges. We recommend that during subdivision preparation any loosened bedrock material which may be considered a rockfall hazard be cleared during earthworks and that during the construction phase steep rock slopes created during individual lot preparation should be inspected by a geotechnical professional at that time.

We consider that the veneer of very dense native soils observed on site have high friction angles and have undergone densification under the weight of receding glaciers. Shallower slopes on the parcel with soil development are not likely to be prone to failure because of the soil composition. There are some over steepened soil and rock cuts present along existing gravel access roads which are not considered globally unstable but may be prone to surficial raveling or ongoing erosion. These areas could be addressed in one of two ways: accepted as an ongoing maintenance item; or, addressed in the course of subdivision preparation (civil servicing and associated earthworks) either by flattening to a stable angle, or armouring with an appropriately designed riprap or retaining structure. Where slopes are left as is, and proposed civil infrastructure or buildings coincide with these slopes, recommendations of a geotechnical professional should be followed.

Flood Hazard Assessment

Based on our review of available topographic maps, limited LiDAR imagery and observations during our site reconnaissance we consider that the valley occupied by King Creek traverses the parcel and follows a mostly well defined path generally controlled by bedrock outcrop. The creek has a low gradient profile and flows across dense brown till based soils with no indications of incision or erosional undercutting into the creek substrate. We observed no steep scarps or erosional undercutting of the creek banks. The active creek channel is maximum 4 m wide based on our observations in the field and in places has room to migrate across the enclosing valley for perhaps 20 m across the valley floor. Beyond the valley floor bedrock topography would limit lateral migration of the active channel.

We note that in November 2021 the Sooke and Victoria areas recorded a 24-hour rainfall event whose rainfall amount was greater than the 100-yr return period amount for the region. Presumably the small catchment area that feeds King Creek (approximately 160 Hectares) also experienced this greater than 100-yr return period rainfall. We did not observe stormwater transported vegetation or colluvium up the creek banks beyond the 'normal' flow height. Nor did we observe erosional

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removal of the creek bank vegetation on creek sides. Based on these observations we consider that the active channel width and depth can accommodate the 100-yr return period stormwater flow and with some redundancy. Additionally, we observed that proposed building sites on lots 7, 8, 9, 10, 11, 12, 13, 14, 15 and 16 which are situated either side of the main tributary of King Creek are positioned upslope at a minimum 5 m vertical offset from the creek. In most cases the building sites are located greater than 10 m vertical offset from the creek elevation.

We consider that the shallow bedrock occurrence on the parcel would limit infiltration of stormwater. Consequently, the smaller tributaries and trickling overland flow we observed on the parcel may be seasonal or intermittent and during the wet season actively feed King Creek. The flow in these smaller tributaries and rivulets was very low, generally less than 100 mm deep and in some cases with no defined channel edges indicative of their non-permanent state. We consider that during subdivision preparation and construction a stormwater plan be developed to manage such and is discussed further under stormwater considerations.

Based on the above, we consider the noted drainage channel to be suitable for conveying flow generated during a 200-year storm event. As such, given the results of our analysis we do not consider the proposed development to be subject to flooding hazard with a probability of occurrence of 1 in 200 years, assuming no land usage changes in the catchment.

Safe Building Sites

Based on the above, we consider the building areas described herein and shown on the attached drawing to be safe from large scale geohazard and that residential construction can be carried out safely on each of the proposed Lots 1 through 18 provided our recommendations are followed. We were not able to access the proposed building sites on Lots 4, 5 and 6 however based on our general observations on the parcel and the proposed locations being at topographically high positions on their respective lots we consider there to be low risk of geohazard or flood at these locations.

Accordingly, we consider the land may be used safely for the use intended, that being subdivision and single-family residential construction undertaken in accordance with the current BC Building Code and pursuant to our recommendations contained herein. Our assessment is provided in consideration of Section 86(d) and 219 of the Land Title Act, pursuant to the Guidelines for Legislated Landslide Assessments for Proposed Residential Developments in BC.

Our assessment has considered a safe building site to be that which is free from hazard or has a low hazard of landslide and is considered safe from a damaging event with a 10% probability of exceedance in 50 years, as well as from seismically induced slope instability associated with a design event having a 2% probability of exceedance in 50 years.

MOTI indicates that where life threatening catastrophic events are known as potential natural hazard to a building lot the Qualified Professional is to consider events having a probability of occurrence of 1 in 10,000 years and should identify areas beyond the influence of these extreme events. In attempting to address the 1:10,000 year event, we note that there is no peak ground acceleration data for a design event with a 0.5% in 50 year return period. Additionally, in



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consideration of a flood event, the available short duration rainfall intensity curves from Environment Canada model return periods up to 100 years and when considering climate related sea-level rise the Provincial guidelines project out to the year 2100.

Designing for the 1:10,000 year hazard event is difficult given the timelines for model input data are typically limited to within an approximately 100 year period. In addition, we propose that the intermittent occupancy of a residential structure should be considered when addressing a potential natural hazard having a probability of occurrence of 1 in 10,000 years and that the design life of a residential structure is approximately 75 years.

Based on our observations in the field of mostly thin very dense till based soils with high friction angle atop unstructured massive hard bedrock and a low gradient creek channel which drains a relatively small catchment area and proposed building sites that are positioned in vertically high positions above the creek flow, we expect that the building sites indicated within the proposed subdivision would be beyond the influence of such an extreme event.

We consider the building sites as documented on the attached drawings are safe from geohazard and flood hazard and are safe for residential construction. We expect that other sites within each proposed Lot can be used safely for the use intended but such would require further geotechnical review at the time of development and that this requirement should be documented within a covenant for the proposed subdivision.

Building locations should be prepared by removal of all topsoil/organics and loose/disturbed soil or rock to expose undisturbed native soils or intact bedrock. Where foundations are proposed on bedrock that is sloping greater than approximately 10 degrees from horizontal and not naturally keyed, such should either be chipped level, or foundations dowelled into intact bedrock to resist sliding. The specification for this, if necessary, is typically provided at the time of construction based on review of the specific conditions exposed. Excavation cut slopes should be carried out in conformance with WorkSafeBC criteria, or as per professional review.

Stormwater Considerations

A stormwater management plan for the proposed development should be designed by others. We expect the silt and gravel-based soils observed within the site may be suitable for in-ground disposal of stormwater and we can provide further input if/as desired. We recommend appropriate perimeter drainage be provided such as but not limited to conventional perimeter foundation drainage, to prevent buildup of hydrostatic pressure upon foundation walls.

CLOSING

This report has been prepared for the exclusive use of our client and authorized representatives. The Ministry of Transportation and Infrastructure and the Capital Regional District may also rely on this report for the sole purpose of the current subdivision application. The report may be included as a notation on title if required. Any use of this report by a third party, or any reliance on or decisions to be made based on it are the responsibility of such third parties.



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February 11, 2022

We trust the proceeding is suitable for your purposes at present. If you have any questions, or require anything further, please do not hesitate to contact us.

Yours very truly,
Ryzuk Geotechnical

Tony Grimson, P.Geo.
Geoscientist



PN 1002926



Andrew Jackson, P.Geo., P.L. Eng.
Lead Geoscientist / Engineering Licensee

PN 1002926

Attachments –

- Site Plan - Regional Location of Proposed Subdivision Parcel
- Tentative Plan of Subdivision – J.E. Anderson & Associates
- Site Plan – Parcel Subdivision, Topography and Photo Locations
- Photo Log – Images Captured by Ryzuk Geotechnical January 21, 2022
- Appendix D: Landslide Assessment Assurance Statement
- Appendix I: Flood Assurance Statement



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February 11, 2022

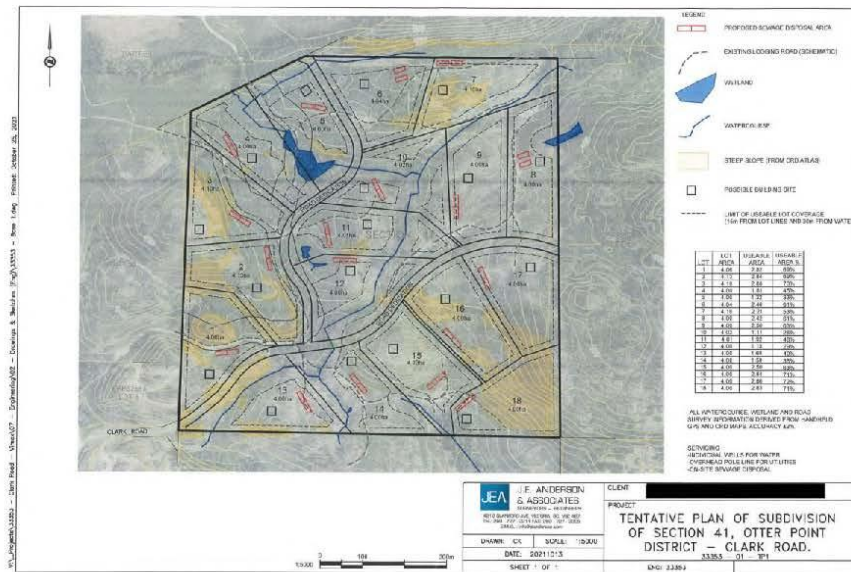
Section 41, Clark Road – Otter District, BC

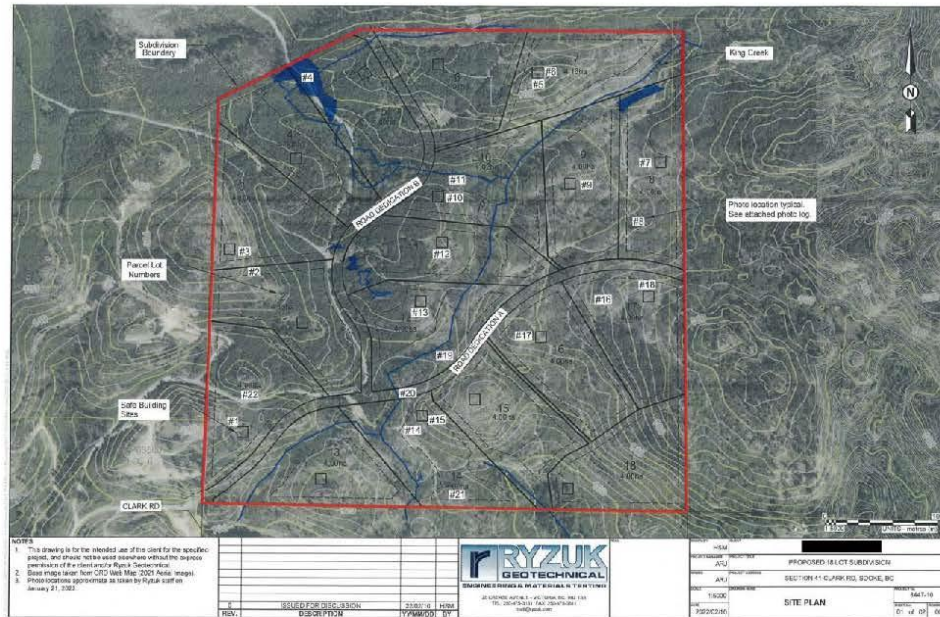
References

- Guthrie, Richard. (2005). Geomorphology of Vancouver Island: Extended Legends to Nine Thematic Maps. 10.13140/RG.2.1.3411.8640.
- H.E. Blyth, N.W. Rutter 1993. *Surficial Geology of the Spoke Area 1993-25*. British Columbia Geological Survey.
- BC Water Resources Atlas (2022) Groundwater Wells.
<https://maps.gov.bc.ca/ess/hm/wrbc/>
- Province of British Columbia, Ministry of Forests, Lands, Natural Resource Operations and Rural Development. Open LiDAR Data Portal
<https://governmentofbc.maps.arcgis.com/apps/MapSeries/index.html?appid=d06b37979b0c4709b7fc12a1ed458e03>



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Project: Proposed 18 Lot Subdivision
Client: [REDACTED]
Date of Site Visit: January 21, 2022
Location: Clarke Road, Otter Point, BC

Inspector: TGG/ARJ
Ryzuk Job Number: 8447-10

Photographic Log



Photo 1 – Looking from the proposed building site on Lot 1 atop an exposed rounded bedrock high to the west.

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Photo 2 – Looking southeast toward proposed building site on Lot 2, shallow soils supporting pine tree growth atop shallow bedrock

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Photo 3 – Exposed weathered bedrock knoll at the proposed Lot 3 Building Site – looking east

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Photo 4 – Shallow drainage course which flows under the gravel road between proposed Lots 4 and 5

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Photo 5 – Proposed building site at Lot 7 located atop a local topographic high. A veneer of till based soil was observed atop bedrock. A thin cover of grass and juvenile pine trees were observed at this location.

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Photo 6 – Looking south from topographic high on Lot 7 downslope across a gravel logging road and the King Creek Valley toward Lot 9.

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Photo 7 – Shallow slopes on proposed Building Site on Lot 8, shallow soils covering dense, fine grained crystalline bedrock.

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Photo 8 – Shallow surface water run-off flowing west on Lot 8 toward Road 'A'

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Photo 9 – Native dense brown silty gravelly soil exposed at the Proposed Building Site on Lot 9.

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Photo 10 – Shallow sloping grass covered Building Site on Lot 10

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Photo 11 – Small drainage course roughly 1.5 m wide with water flowing east toward King Creek approximately 0.3 m deep



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Photo 12 – Lot 11 Proposed Building Site atop an exposed bedrock knoll looking across the King Creek Valley to the east

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Photo 13 – Lot 12 Proposed Building Site on barren exposed bedrock high. Some small bedrock boulders observed at the base of the bedrock knoll.

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Photo 14 – Looking west from Proposed Building Site on Lot 14 toward Building Site on Lot 13

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Photo 15 – Lot 14 Proposed Building Site generally flat exposed bedrock high with small sub-vertical slopes at edges

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Photo 16 – Looking toward Lots 15 and 16 from property line on Lot 17—open logged bedrock slopes typical of the parcel.

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Photo 17 – Typical rounded weathering profile of bedrock exposed on Lots 15, 16 and 17

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Photo 18 – Lot 17 Proposed Building Site on barren exposed bedrock high looking north across the subdivision parcel.

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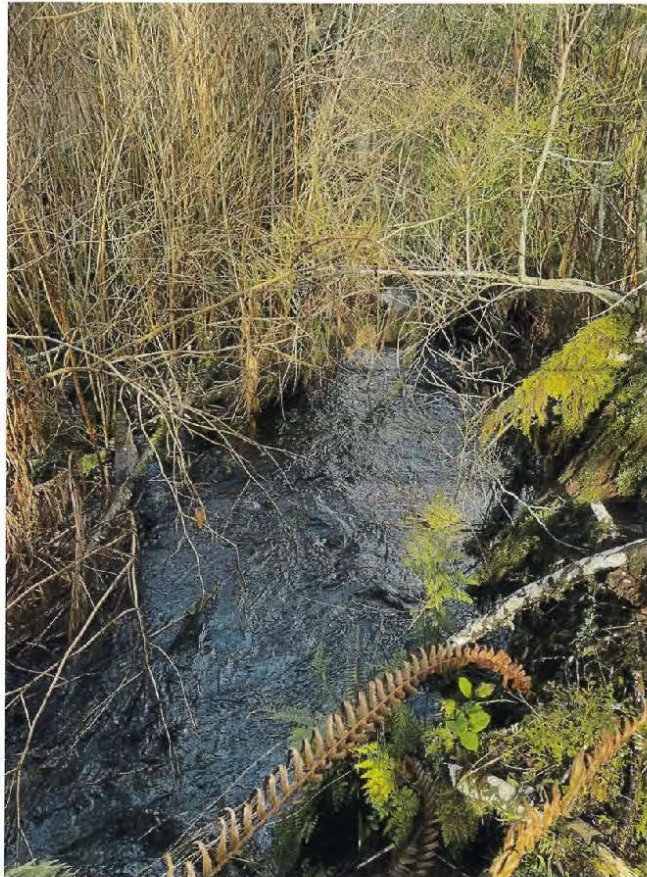


Photo 19 – View of King Creek on Lot 12 creek is approximately 3-4 m wide with water depth roughly 0.3 m

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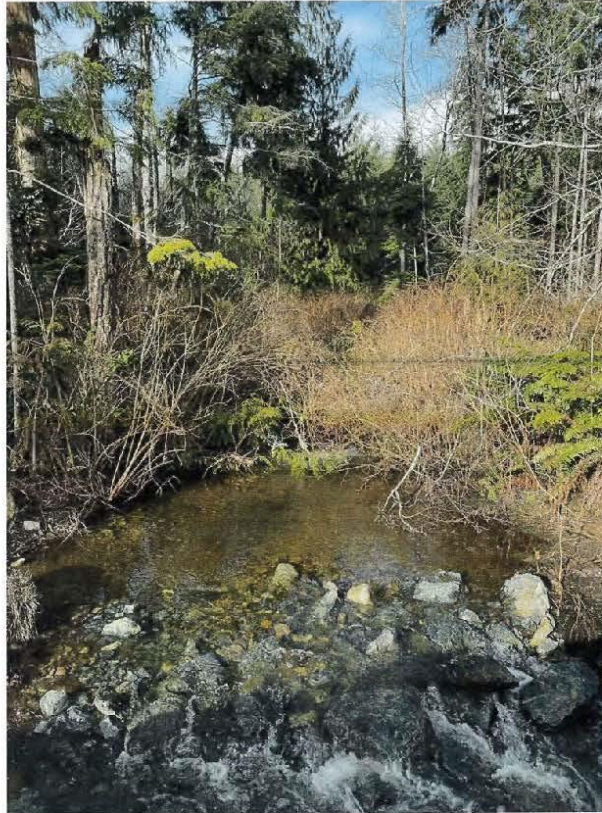


Photo 20 – View of King Creek adjacent to Lot 14. Flow depth is roughly 0.3 m with a creek base of sand and gravel and with some rip-rap placed upstream of a culvert placed beneath proposed roadway 'A'.

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Photo 21 – Typical soil exposure on site of brown very dense gravelly silt (till)



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Photo 22 – Vertical bedrock slopes observed within Lot 1 adjacent to a gravel entrance road

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APPENDIX D: LANDSLIDE ASSESSMENT ASSURANCE STATEMENT

Note: This Statement is to be read and completed in conjunction with the "APEGBC Guidelines for Legislated Landslide Assessments for Proposed Residential Development in British Columbia", March 2006/Revised September 2008 ("APEGBC Guidelines") and the "2000 BC Building Code (BCBC 2000)" and is to be provided for landslide assessments (not floods or flood controls) for the purposes of the Land Title Act, Community Charter or the Local Government Act. Italicized words are defined in the APEGBC Guidelines.

To: The Approving Authority
Ministry of Transportation and Infrastructure, Saanich Area Office
240-4460 Chatterton Way, Victoria, BC V6X 5J2
Jurisdiction and address

Date: February 11, 2022

With reference to (check one):

- ☒ Land Title Act (Section 88) – Subdivision Approval
- ☐ Local Government Act (Sections 919.1 and 920) – Development Permit
- ☐ Community Charter (Section 56) – Building Permit
- ☐ Local Government Act (Section 910) – Flood Plain Bylaw Variance
- ☐ Local Government Act (Section 910) – Flood Plain Bylaw Exemption
- ☐ British Columbia Building Code 2006 sentences 4.1.3.16 (b) and 9.4.4.4.(2) (Refer to BC Building and Safety Policy Branch Information Bulletin B10-01 issued January 18, 2010)

For the Property:

1161333, 377009 Section 41, Otter District

Legal description and civic address of the Property

The undersigned hereby gives assurance that he/she is a *Qualified Professional* and is a *Professional Engineer or Professional Geoscientist*.

I have signed, sealed and dated, and thereby certified, the attached *landslide assessment* report on the Property in accordance with the *APEGBC Guidelines*. That report must be read in conjunction with this Statement. In preparing that report I have:

Check to the left of applicable items

- ☒ 1. Collected and reviewed appropriate background information
- ☐ 2. Reviewed the proposed *residential development* on the Property
- ☒ 3. Conducted field work on and, if required, beyond the Property
- ☒ 4. Reported on the results of the field work on and, if required, beyond the Property
- ☒ 5. Considered any changed conditions on and, if required, beyond the Property
- 6. For a *landslide hazard analysis* or *landslide risk analysis* I have:
 - ☒ 6.1 reviewed and characterized, if appropriate, any *landslide* that may affect the Property
 - ☒ 6.2 estimated the *landslide hazard*
 - ☐ 6.3 identified existing and anticipated future *elements at risk* on and, if required, beyond the Property
 - ☐ 6.4 estimated the potential *consequences* to those *elements at risk*
- 7. Where the Approving Authority has adopted a *level of landslide safety* I have:
 - ☐ 7.1 compared the *level of landslide safety* adopted by the Approving Authority with the findings of my investigation
 - ☐ 7.2 made a finding on the *level of landslide safety* on the Property based on the comparison
 - ☐ 7.3 made recommendations to reduce *landslide hazards* and/or *landslide risks*
- 8. Where the Approving Authority has **not** adopted a *level of landslide safety* I have:



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- ☒ 3.1 described the method of *landslide hazard analysis* or *landslide risk analysis* used
- ☒ 3.2 referred to an appropriate and identified provincial, national or international guideline for *level of landslide safety*
- ☒ 3.3 compared this guideline with the findings of my investigation
- ☒ 3.4 made a finding on the *level of landslide safety* on the Property based on the comparison
- ☒ 3.5 made recommendations to reduce *landslide hazards* and/or *landslide risks*
- ☐ 9. Reported on the requirements for future inspections of the Property and recommended who should conduct those inspections.

Based on my comparison between

- Check one
- ☐ the findings from the investigation and the adopted *level of landslide safety* (item 7.2 above)
- ☒ the appropriate and identified provincial, national or international guideline for *level of landslide safety* (item 8.4 above)

I hereby give my assurance that, based on the conditions¹¹ contained in the attached *landslide assessment* report,

- Check one
- ☒ for subdivision approval, as required by the Land Title Act (Section 86), "that the land may be used safely for the use intended"

- Check one
- ☒ with one or more recommended registered covenants.
- ☐ without any registered covenant.

- ☐ for a *development permit*, as required by the Local Government Act (Sections 919.1 and 920), my report will "assist the local government in determining what conditions or requirements under [Section 920] subsection (7.1) it will impose in the permit".

- ☐ for a *building permit*, as required by the Community Charter (Section 56), "the land may be used safely for the use intended"

- Check one
- ☐ with one or more recommended registered covenants.
- ☐ without any registered covenant.

- ☐ for flood plain bylaw variance, as required by the "Flood Hazard Area Land Use Management Guidelines" associated with the Local Government Act (Section 910), "the development may occur safely".

- ☐ for flood plain bylaw exemption, as required by the Local Government Act (Section 910), "the land may be used safely for the use intended".

Anthony Grimison, P. Geo.

February 11, 2022

Name (print)

Date

Signature

¹¹ When seismic slope stability assessments are involved, *level of landslide safety* is considered to be a "life safety" criteria as described in the National Building Code of Canada (NBCC 2005) Commentary on Design for Seismic Effects in the User's Guide, Structural Commentaries Part 4 of Division 5. This states:

"The primary objective of seismic design is to provide an acceptable level of safety for building occupants and the general public as the building responds to strong ground motion; in other words, to minimize loss of life. This implies that, although there will likely be extensive structural and non-structural damage, during the DGM (design ground motion), there is a reasonable degree of confidence that the building will not collapse nor will its attachments break off and fall on people near the building. This performance level is termed 'extensive damage' because, although the structure may be heavily damaged and may have lost a substantial amount of its initial strength and stiffness, it retains some margin of resistance against collapse."



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40 Cadillac Avenue - Victoria, BC

Address

V8Z 1S3

250-475-3131

Telephone



If the *Qualified Professional* is a member of a firm, complete the following.

I am a member of the firm Ryzuk Geotechnical

and I sign this letter on behalf of the firm.

(Print name of firm)



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FLOOD ASSURANCE STATEMENT

Note: This statement is to be read and completed in conjunction with the current Engineers and Geoscientists BC Professional Practice Guidelines – Legislated Flood Assessments in a Changing Climate in BC (the guidelines) and is to be provided for flood assessments for the purposes of the Land Title Act, Community Charter, or the Local Government Act. Defined terms are capitalized; see the Defined Terms section of the guidelines for definitions.

To: The Approving Authority

Date: February 11, 2022

Ministry of Transportation and Infrastructure, Saanich Area Office

240-4460 Chatterton Way, Victoria, BC V8X 5J2

Jurisdiction and address

With reference to (CHECK ONE):

- ☒ Land Title Act (Section 86) – Subdivision Approval
- ☐ Local Government Act (Part 14, Division 7) – Development Permit
- ☐ Community Charter (Section 56) – Building Permit
- ☐ Local Government Act (Section 524) – Flood Plain Bylaw Variance
- ☐ Local Government Act (Section 524) – Flood Plain Bylaw Exemption

For the following property ("the Property"):

Map 1161333, 377009 Section 41, Otter District, BC (Section 41 Clarke Road Otter District, BC)

Legal description and civic address of the Property

The undersigned hereby gives assurance that he/she is a Qualified Professional and is a Professional Engineer or Professional Geoscientist who fulfils the education, training, and experience requirements as outlined in the guidelines.

I have signed, sealed, and dated, and thereby certified, the attached Flood Assessment Report on the Property in accordance with the guidelines. That report and this statement must be read in conjunction with each other. In preparing that Flood Assessment Report I have:

(CHECK TO THE LEFT OF APPLICABLE ITEMS)

- ☐ 1. Consulted with representatives of the following government organizations:

- ☒ 2. Collected and reviewed appropriate background information
- ☐ 3. Reviewed the Proposed Development on the Property
- ☐ 4. Investigated the presence of Covenants on the Property, and reported any relevant information
- ☒ 5. Conducted field work on and, if required, beyond the Property
- ☒ 6. Reported on the results of the field work on and, if required, beyond the Property
- ☒ 7. Considered any changed conditions on and, if required, beyond the Property
- 8. For a Flood Hazard analysis I have:
 - ☒ 8.1 Reviewed and characterized, if appropriate, Flood Hazard that may affect the Property
 - ☒ 8.2 Estimated the Flood Hazard on the Property
 - ☐ 8.3 Considered (if appropriate) the effects of climate change and land use change
 - ☐ 8.4 Relied on a previous Flood Hazard Assessment (FHA) by others
 - ☐ 8.5 Identified any potential hazards that are not addressed by the Flood Assessment Report
- 9. For a Flood Risk analysis I have:
 - ☐ 9.1 Estimated the Flood Risk on the Property
 - ☐ 9.2 Identified existing and anticipated future Elements at Risk on and, if required, beyond the Property
 - ☐ 9.3 Estimated the Consequences to those Elements at Risk

PROFESSIONAL PRACTICE GUIDELINES
LEGISLATED FLOOD ASSESSMENTS IN A CHANGING CLIMATE IN BC

VERSION 2.1

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FLOOD ASSURANCE STATEMENT

10. In order to mitigate the estimated Flood Hazard for the Property, the following approach is taken:
- ☐ 10.1 A standard-based approach
 - ☐ 10.2 A Risk-based approach
 - ☐ 10.3 The approach outlined in the guidelines, Appendix F: Flood Assessment Considerations for Development Approvals
 - ☒ 10.4 No mitigation is required because the completed flood assessment determined that the site is not subject to a Flood Hazard
11. Where the Approving Authority has adopted a specific level of Flood Hazard or Flood Risk tolerance, I have:
- ☐ 11.1 Made a finding on the level of Flood Hazard or Flood Risk on the Property
 - ☐ 11.2 Compared the level of Flood Hazard or Flood Risk tolerance adopted by the Approving Authority with my findings
 - ☐ 11.3 Made recommendations to reduce the Flood Hazard or Flood Risk on the Property
12. Where the Approving Authority has not adopted a level of Flood Hazard or Flood Risk tolerance, I have:
- ☒ 12.1 Described the method of Flood Hazard analysis or Flood Risk analysis used
 - ☒ 12.2 Referred to an appropriate and identified provincial or national guideline for level of Flood Hazard or Flood Risk
 - ☒ 12.3 Made a finding on the level of Flood Hazard or Flood Risk tolerance on the Property
 - ☒ 12.4 Compared the guidelines with the findings of my flood assessment
 - ☐ 12.5 Made recommendations to reduce the Flood Hazard or Flood Risk
- ☐ 13. Considered the potential for transfer of Flood Risk and the potential impacts to adjacent properties
- ☐ 14. Reported on the requirements for implementation of the mitigation recommendations, including the need for subsequent professional certifications and future inspections.

Based on my comparison between:

[CHECK ONE]

- ☐ The findings from the flood assessment and the adopted level of Flood Hazard or Flood Risk tolerance (item 11.2 above)
- ☒ The findings from the flood assessment and the appropriate and identified provincial or national guideline for level of Flood Hazard or Flood Risk tolerance (item 12.4 above)

I hereby give my assurance that, based on the conditions contained in the attached Flood Assessment Report:

[CHECK ONE]

- ☒ For subdivision approval, as required by the *Land Title Act* (Section 86), "that the land may be used safely for the use intended":

[CHECK ONE]

- ☐ With one or more recommended registered Covenants.
- ☒ Without any registered Covenant.
- ☐ For a development permit, as required by the *Local Government Act* (Part 14, Division 7), my Flood Assessment Report will "assist the local government in determining what conditions or requirements it will impose under subsection (2) of this section [Section 491 (4)]".
- ☐ For a building permit, as required by the *Community Charter* (Section 53), "the land may be used safely for the use intended":
[CHECK ONE]
 - ☐ With one or more recommended registered Covenants.
 - ☐ Without any registered Covenant.
- ☐ For flood plain bylaw variance, as required by the *Flood Hazard Area Land Use Management Guidelines* and the *Amendment Section 3.5 and 3.6* associated with the *Local Government Act* (Section 524), "the development may occur safely".
- ☐ For flood plain bylaw exemption, as required by the *Local Government Act* (Section 524), "the land may be used safely for the use intended".

PROFESSIONAL PRACTICE GUIDELINES
LEGISLATED FLOOD ASSESSMENTS IN A CHANGING CLIMATE IN BC

VERSION 3.0

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FLOOD ASSURANCE STATEMENT

I certify that I am a Qualified Professional as defined below.

February 11, 2022

Date

Anthony Grimson, P.Geo.

Prepared by

Anthony Grimson

Name (print)

40 Cadillac Avenue, Victoria BC

Address

V8Z 1T2

2504753131

Telephone

tgrimson@ryzuk.com

Email

Andrew Jackson, P.Geo, P.L.Eng.

Reviewed by

Andrew Jackson

Name (print)

(Affix PROFESSIONAL SEAL here)

If the Qualified Professional is a member of a firm, complete the following:

I am a member of the firm Ryzuk Geotechnical

and I sign this letter on behalf of the firm.

(Name of firm)

PROFESSIONAL PRACTICE GUIDELINES
LEGISLATED FLOOD ASSESSMENTS IN A CHANGING CLIMATE IN BC

VERSION 2.1

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Appendix 3: Riparian Assessment Report

FORM 1
Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Riparian Areas Protection Regulation: Assessment Report
Please refer to submission instructions and assessment report guidelines when completing this report.
Date 2021-11-26

I. Primary QEP Information

First Name	Thomas	Middle Name	
Last Name	Roy		
Designation	R.P. Bio	Company	Cascadia Biological Services
Registration #	1089	Email	cascadiabiological@shaw.ca
Address	772 Goldstream Ave PO Box 27034		
City	Victoria	Postal/Zip	V9B 5S4
Prov/state	BC	Country	Canada
		Phone #	250 888-4864

II. Secondary QEP Information (use Form 2 for other QEPs)

First Name		Middle Name	
Last Name			
Designation		Company	
Registration #		Email	
Address			
City		Postal/Zip	
Prov/state		Country	
		Phone #	

III. Developer Information

First Name		Middle Name	
Last Name			
Company			
Phone #		Email	
Address			
	Victoria	Postal/Zip	
Prov/state	BC	Country	Canada

IV. Development Information

Development Type	Other: Subdivision: > 6 Single Family Lots		
Area of Development (ha)	0.32	Riparian Length (m)	2464
Lot Area (ha)	77	Nature of Development	New
Proposed Start Date	2021-12-01	Proposed End Date	2022-12-31

V. Location of Proposed Development

Street Address (or nearest town)	Otter Point		
Local Government	Juan de Fuca Electoral District	City	Sooke
Stream Name	King Creek		
Legal Description (PID)	009497757	Region	CRD
Stream/River Type	Stream	DFC Area	South Coast
Watershed Code	930-027900		
Latitude	48	23	24
Longitude	123	49	15

Insert that form immediately after this page.

Form 1

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FORM 1	
Riparian Areas Protection Regulation – Qualified Environmental Professional – Assessment Report	
Table of Contents for Assessment Report	
	Page Number
1. Description of Fisheries Resources Values	
2. Results of Riparian Assessment (SPEA width)	
3. Site Plan	
4. Measures to Protect and Maintain the SPEA (detailed methodology only):	
1. Danger Trees.....	
2. Windthrow.....	
3. Slope Stability.....	
4. Protection of Trees.....	
5. Encroachment	
6. Sediment and Erosion Control.....	
7. Floodplain.....	
8. Stormwater Management.....	
5. Environmental Monitoring	
6. Photos	
7. Assessment Report Professional Opinion	



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FORM 1
Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Section 1. Description of Fisheries Resources Values and a Description of the Development proposal

(Provide as a minimum: Species present, type of fish habitat present, description of current riparian vegetation condition, connectivity to downstream habitats, nature of development, specific activities proposed, timelines)

WSC - 930-027900

The purpose of this Riparian Areas Protection Regulation (RAPR) assessment is to determine RAPR assessment area boundaries as well as designated Streamside Protection and Enhancement Area (SPEA) zones for one parent property which measures approximately 76.51 hectares. The parent property is being subdivided into 18 4-hectare lots. The lots are located at an unnamed address in the municipality of Otter Point (CRD). From our assessment of the 18 lots, we have determined that there are numerous building sites and ample septic field areas for each of the lots. This includes ancillary development which can all be kept outside of the RAA within each individual lot. There will be no undue hardship applications made for any of the proposed lots as the total developable area far exceeds the maximum allowable footprint for each lot (refer to mapping and table). All proposed lots have building sites outside of the 30m RAA as well as driveway access not requiring stream crossings or intrusions into the RAA.

The subject property is relatively square, encompassing approximately 75 hectares and has a general southern aspect. The property is loosely bounded by Otter Point main to the North and West, Eaglecrest Drive to the East and a logged area undergoing development to the South. The property is largely dominated by third generation mixed coniferous and deciduous forests nearing the mid-successional stage. The property has a history of logging, quadding, motorcycling all using a wide network of logging roads. Our assessment of the subject property in early June to late August 2021, determined there were 5 watercourses that met the definition of a watercourse as identified by the Fish-Stream Identification Guidebook (1998). Stream #1 is the main stem which runs from the northeast corner to the center of the southern boundary of the property. The other streams enter stream #1 primarily from west to east with the southern tributaries entering outside of the property. Please refer to site plan for stream locations and names. All streams flow into King Creek.

Stream #1 Reach #1 (King Creek)

This 3rd order stream exits the property along the southwest corner of the study area and includes flows from six tributaries. It and all of the tributaries are considered fish bearing by default. With an average channel width of 6.76m and an average gradient of 6%, the stream morphology is considered cascade pool. The reach is approximately 400m in length and has a canopy closure is between 70-80% and is composed of older second-generation conifers as well as young mixed forest where previous logging has occurred. The understory vegetation varies with salmonberry, sword fern, skunk cabbage, bracken fern and sedges in the understory closest to the creek with evergreen huckleberry and oceanspray as you move further up the reach. The stream channel is fairly defined with a substrate dominated by gravel and cobble.

Stream #2 Reach 1

This 2nd order stream enters Stream #1 along the northern boundary of the property. Measuring approximately 300m, the stream drains the largest wetland within our study area. With an average channel width of 3.40m and an average gradient of 5%, the stream morphology is considered cascade pool. The reach has a canopy closure between 65% and 80% and is composed of a mixed young forest as well as smaller polygons of older second generation conifers. The understory vegetation consists of salmonberry, sword fern, skunk cabbage, bracken fern and oceanspray. The stream channel is fairly defined with a substrate dominated by gravel and smaller fines in lesser concentrations.



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Riparian Area Protection Regulation - Qualified Environmental Professional - Assessment Report

Stream #2 Reach 2

Reach 2 consists of a large headwater wetland consisting primarily of a mix of western red cedar, western hemlock, Douglas fir, alder, and bitter cherry. Currently most of the thermal regulation is provided by seasonal understory foliage. The wetland itself is dominated by sedges and hardhack with skunk cabbage and salmon berry being co-dominant. Open water was limited to approximately 10% of the entire wetland area. The water depth ranged from 0.25m to 0.78m in deeper areas. The wetland remains wetted for the entire year as water was observed in late July.

Stream #2 Reach 3

This headwater second order reach stream enters the property along the northwestern corner of the site. This stream flows down a southerly aspect with an average slope of 5%. The average bankfull width was 1.88m at the time of survey. As a result, it has been classified as a cascade-pool morphology. This area is thick with salal, sword fern and salmon berry. The canopy is a mix of alder and mixed conifers with an average closure of 60%. At the time of the survey the channel maintained 100% connectivity. The channel is generally well defined and the substrate is dominated by gravel, with cobble in the steeper areas.

Stream #3 Reach 1

This stream is all within a 15-20 year old clear-cut. It begins just below an old logging road in a small draw. This stream flows south-southwest, crosses a logging road and enters into Stream #2. The riparian area is highly composed of coniferous pole/saplings. The dominant understory plants are salmon berry and sword ferns. With a gradient of 5% and a bankfull (Wb) of 1.19m the stream's morphological type is cascade-pool. The channel bed load is dominated by gravel and sand in stream and organics in the low gradient areas.

Stream #4 Reach 1

Stream #4 is a short 1st order stream segment within the confines of the property and originates in the lower southeastern corner of the property and soon exits along the same area. Measuring approximately 289m in length, the stream segment has an average bankfull channel width of 1.88m as well as an average gradient of 5% resulting in a cascade-pool morphology. The channel bed load is dominated by gravel and sand in stream and organics in the low gradient areas. The canopy is a mix of alder and mixed conifers with an average closure of 50%. At the time of the survey the channel maintained 100% connectivity.

Stream #5 Reach 1

This stream begins in a small draw in the lower southwestern corner of the subject property. This stream goes through a low gradient area of skunk cabbage and sedges before forming a small well developed stream channel. The average gradient of this stream is 9% and has an average bankfull width of 1.20m. The stream morphological type is classified as step-pool. The substrate is dominated by gravel with cobble in the steeper sections and sand and organics in the lower gradient areas. The canopy is of a pole sapling forest development stage with recent logging documented within the RAA within the last 10-15 years. At the time of the survey the stream showed approximately 75% connectivity.

Previous Disturbances Within the RAA

Our assessment of the property has resulted in the identification of several areas where historical logging has intruded into the RAA. It appears that select logging practices were employed within the property by the previous owner (Timberwest) within the last 10 years. As a result, we assessed whether the previously disturbed areas were adequately replanted or had been revegetated naturally. We determined that the regrowth in its present form is adequate as the vegetation is sufficiently densified and that the majority of



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Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

trees growing are in the 5-12 foot range. We expect this density and growth to result in the Proper Functioning Condition (PFC) of the SPEA within the next 5-10 years. No other plantings are required.

Note Addendum July 25 2022:

Most northerly proposed crossing is not being built at the moment as it is only a proposed RoW to lands beyond. The road at this location will stop 30m from the 1st order stream. There are no works proposed within steep unstable slopes associated with the road networks. All new plantings resulting from the C&IA will be protected from future works and disturbances by way of both temporary and permanent fencing as determined by the R.P. Bio.

Note: The 15m SPMZ has been put into place in order to add more of a riparian buffer to the creeks in hopes of an increase in future LWD recruitment



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Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Section 2. Results of Riparian Assessment (SPEA width)

2. Results of Detailed Riparian Assessment

Refer to Chapter 3 of Assessment Methodology

Date: 2021-11-26

Description of Water bodies involved (number, type)

1 Stream (S1R1)

Stream	#1
Wetland	
Lake	
Ditch	
Number of reaches	1
Reach #	1

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

Channel Width(m)		Gradient (%)
starting point	5.63	
Upstream	6.75	
	7.21	8
	6.80	
	7.22	
Downstream	6.24	
	6.78	4
	7.01	
	7.22	
	8.73	High
	6.06	Low
Total: minus high / low	60.86	
Mean	6.76	6
	R/P	C/P
Channel Type		X

I, Thomas Roy, hereby certify that:

a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;

b) I am qualified to carry out this part of the assessment of the development proposal made by the developer;

c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and

d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Site Potential Vegetation Type (SPVT)

SPVT Polygons	Yes	No
		X

Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes

I, Thomas Roy, hereby certify that:

a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;

b) I am qualified to carry out this part of the assessment of the development proposal made by the developer;

c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and

d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Polygon No:	1
SPVT Type	LC SH TR
	X

Method employed if other than TR



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SPVT Type	LC	SH	TR	
Polygon No:		Method employed if other than TR		
SPVT Type				

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:	1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
LWD, Bank and Channel Stability ZOS (m)		13.52			
Litter fall and insect drop ZOS (m)		15			
Shade ZOS (m) max		20.28	South bank	Yes	X
Ditch	Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)				
Ditch Fish Bearing	Yes		No		If non-fish bearing insert no fish bearing status report
SPEA Maximum		20.28	(For ditch use table3-7)		

Segment No:	2	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
LWD, Bank and Channel Stability ZOS (m)		13.52			
Litter fall and insect drop ZOS (m)		15			
Shade ZOS (m) max		20.28	South bank	Yes	X
SPEA Maximum		20.28	(For ditch use table3-7)		

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
LWD, Bank and Channel Stability ZOS (m)					
Litter fall and insect drop ZOS (m)					
Shade ZOS (m) max			South bank	Yes	No
SPEA Maximum			(For ditch use table3-7)		

I, Thomas Row, hereby certify that:

a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Ecological Protection Act;

b) I am qualified to carry out this part of the assessment of the development proposal made by the developer [redacted];

c) I have carried out an assessment of the development proposal, and my assessment is set out in this Assessment Report; and

d) In carrying out my assessment of the development proposal, I have followed the assessment method set out in the Schedule to the Riparian Areas Regulation.

Comments

Segment 1 represents the left bank facing downstream. For the shade ZoS on Reach 1 of King Creek, we are using the 20.28m ZoS and projecting perpendicular to the creek on both sides as opposed to projecting the shade ZoS southerly (drag polygon) as it affords a larger



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protected area.

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Section 2. Results of Riparian Assessment (SPEA width)

2. Results of Detailed Riparian Assessment

Refer to Chapter 3 of Assessment Methodology

Date: 2021-11-26

Description of Water bodies involved (number, type)

1 Stream (S2R1)

Stream	#2
Wetland	
Lake	
Ditch	
Number of reaches	3
Reach #	1

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

Channel Width(m)		Gradient (%)
starting point	2.67	
Upstream	2.98	
	2.71	5
	2.79	
	2.95	
Downstream	4.09	
	4.34	High
	2.56	
	3.67	
	1.51	Low
	3.33	
Total: minus high flow	27.75	
Mean	3.08	4.5
	R/P	C/P
Channel Type		X

I, Thomas Roy, hereby certify that:
 e) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;
 f) I am qualified to carry out this part of the assessment of the development proposal made by the developer [redacted];
 g) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
 h) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Site Potential Vegetation Type (SPVT)

Yes	No
	X
SPVT Polygons	
Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes	
I, Thomas Roy, hereby certify that: e) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act; f) I am qualified to carry out this part of the assessment of the development proposal made by the developer [redacted]; g) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and h) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.	
Polygon No:	1
SPVT Type	LC SH TR X
Method employed if other than TR	
Polygon No:	
SPVT Type	LC SH TR
Method employed if other than TR	

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Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Polygon No:		Method employed if other than TR	
SPVT Type			

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:	1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
LWD, Bank and Channel Stability ZOS (m)	10				
Litter fall and insect drop ZOS (m)	10				
Shade ZOS (m) max	9.24	South bank	Yes	No	
Ditch	Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)				
Ditch Fish Bearing	Yes	No	If non-fish bearing insert no fish bearing status report		
SPEA Maximum	10	(For ditch use table 3-7)			

Segment No:	2	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
LWD, Bank and Channel Stability ZOS (m)	10				
Litter fall and insect drop ZOS (m)	10				
Shade ZOS (m) max	9.24	South bank	Yes	No	X
SPEA Maximum	10	(For ditch use table 3-7)			

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
LWD, Bank and Channel Stability ZOS (m)					
Litter fall and insect drop ZOS (m)					
Shade ZOS (m) max		South bank	Yes	No	X
SPEA Maximum		(For ditch use table 3-7)			

I, Thomas Joy, hereby certify that:
e) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;
f) I am qualified to carry out this part of the assessment of the development proposal made by the developer;
g) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
h) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

Segment 1 represents the left bank facing downstream. SPEA being defaulted to 15m in order to add Fisheries Sensitive Zone (FSZ)



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FORM 1
Riparian Areas Protection Regulation – Qualified Environmental Professional – Assessment Report

2. Results of Detailed Riparian Assessment
Refer to Chapter 3 of Assessment Methodology

Date: 2021-11-26

Description of Water bodies involved (number, type) **1 Stream (S2R2)**

Stream	#2
Wetland	
Lake	
Ditch	

Number of reaches **3**

Reach # **2**

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

	Channel Width(m)	Gradient (%)
starting point		
Upstream		
Downstream		
Total: minus high / low		
Mean		
Channel Type	R/P	C/P S/P

Site Potential Vegetation Type (SPVT)

SPVT Polygons Yes No ☒ X

Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes

Polygon No: 1

LC SH TR ☒ X

Method employed if other than TR

Polygon No:

LC SH TR

Method employed if other than TR



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FORM 1
Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Polygon No:	<input type="text"/>	Method employed if other than TR
SPVT Type	<input type="text"/>	

Zone of Sensitivity (ZOS) and resultant SPEA

Segment	1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
No:					
LWD, Bank and Channel Stability ZOS (m)	15				
Litter fall and insect drop ZOS (m)	15				
Shade ZOS (m) max	15	South bank	Yes	No	X
Ditch	Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)				
Ditch Fish Bearing	Yes	No	If non-fish bearing insert no fish bearing status report		
SPEA Maximum	15	(For ditch use table 3-7)			

Segment	2	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
No:					
LWD, Bank and Channel Stability ZOS (m)	15				
Litter fall and insect drop ZOS (m)	15				
Shade ZOS (m) max	30	South bank	Yes	X	No
SPEA Maximum	30	(For ditch use table 3-7)			

Segment		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
No:					
LWD, Bank and Channel Stability ZOS (m)					
Litter fall and insect drop ZOS (m)					
Shade ZOS (m) max		South bank	Yes	No	
SPEA Maximum		(For ditch use table 3-7)			

I, Thomas Row, hereby certify that:

i) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;

ii) I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED];

k) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and

l) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

Segment 1 represents the northern half of the wetland



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FORM 1
Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

2. Results of Detailed Riparian Assessment
Refer to Chapter 3 of Assessment Methodology

Date: 2021-11-26

Description of Water bodies involved (number, type) **1 Stream (S2R3)**

Stream	#2
Wetland	
Lake	
Ditch	

Number of reaches **3**

Reach # **3**

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

Channel Width(m)		Gradient (%)	
starting point	0.87	Low	
Upstream	2.96		
	1.46	High	
	1.82		6
	2.49		
Downstream	2.09		4
	1.84		
	1.19		
	1.14		
	2.12		
	2.84		
Total: minus high flow	16.99		
Mean	1.88		5
	R/P	C/P	S/P
Channel Type		X	

Site Potential Vegetation Type (SPVT)

SPVT Polygons Yes No **X**

Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes

I, Thomas Zoy, hereby certify that:
m) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;
n) I am qualified to carry out this part of the assessment of the development proposal made by the developer;
o) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
p) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Polygon No: **1**

SPVT Type LC SH TR **X**

Method employed if other than TR

Polygon No:

SPVT Type LC SH TR

Method employed if other than TR



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Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Polygon No:	<input type="text"/>	Method employed if other than TR
SPVT Type	<input type="text"/>	

Zone of Sensitivity (ZOS) and resultant SPEA

Segment	1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons
No:		
LWD, Bank and Channel Stability ZOS (m)	10	
Litter fall and insect drop ZOS (m)	10	
Shade ZOS (m) max	5.64	South bank Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Ditch	Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)	
Ditch Fish Bearing	Yes <input type="checkbox"/> No <input type="checkbox"/>	If non-fish bearing insert no fish bearing status report
SPEA Maximum	10	(For ditch use table 3-7)

Segment	2	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons
No:		
LWD, Bank and Channel Stability ZOS (m)	10	
Litter fall and insect drop ZOS (m)	10	
Shade ZOS (m) max	5.64	South bank Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
SPEA Maximum	10	(For ditch use table 3-7)

Segment		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons
No:		
LWD, Bank and Channel Stability ZOS (m)		
Litter fall and insect drop ZOS (m)		
Shade ZOS (m) max		South bank Yes <input type="checkbox"/> No <input type="checkbox"/>
SPEA Maximum		(For ditch use table 3-7)

I, Thomas Row, hereby certify that:

m) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;

n) I am qualified to carry out this part of the assessment of the development proposal made by the developer [redacted];

o) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and

p) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

Segment 1 represents the left bank facing downstream. Mapping will show shade ZoS as 10m to avoid confusion with landowner. SPEA being defaulted to 15m in order to add Fisheries Sensitive Zone (FSZ)



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2. Results of Detailed Riparian Assessment
Refer to Chapter 3 of Assessment Methodology

Date: 2021-11-26

Description of Water bodies involved (number, type) **1 Stream (S3R1)**

Stream	#3
Wetland	
Lake	
Ditch	

Number of reaches **1**

Reach # **1**

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

Channel Width(m)		Gradient (%)	
starting point	1.19		
Upstream	1.11		
	0.95		
	0.72	Low	5
	1.20		
Downstream	1.85	High	
	1.21		
	1.13		7
	1.05		
	1.65		
	1.21		
Total: minus high /low	10.70		
Mean	1.19		5
	R/P	C/P	S/P
Channel Type		X	

I, Thomas Zov, hereby certify that:
 q) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;
 r) I am qualified to carry out this part of the assessment of the development proposal made by the developer [redacted];
 s) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
 t) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Site Potential Vegetation Type (SPVT)

SPVT Polygons	Yes	No	
		X	

Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes

I, Thomas Zov, hereby certify that:
 q) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;
 r) I am qualified to carry out this part of the assessment of the development proposal made by the developer [redacted];
 s) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
 t) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Polygon No: **1**

SPVT Type

LC	SH	TR
		X

Method employed if other than TR

Polygon No:

SPVT Type

LC	SH	TR

Method employed if other than TR



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Polygon No:				Method employed if other than TR
SPVT Type				

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:	1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
LWD, Bank and Channel Stability ZOS (m)	10				
Litter fall and insect drop ZOS (m)	10				
Shade ZOS (m) max	3.57	South bank	Yes	No	X
Ditch	Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)				
Ditch Fish Bearing	Yes	No	If non-fish bearing insert no fish bearing status report		
SPEA Maximum	10	(For ditch use table 3-7)			

Segment No:	2	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
LWD, Bank and Channel Stability ZOS (m)	10				
Litter fall and insect drop ZOS (m)	10				
Shade ZOS (m) max	3.57	South bank	Yes	No	X
SPEA Maximum	10	(For ditch use table 3-7)			

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
LWD, Bank and Channel Stability ZOS (m)					
Litter fall and insect drop ZOS (m)					
Shade ZOS (m) max		South bank	Yes	No	
SPEA Maximum		(For ditch use table 3-7)			

I, Thomas Row, hereby certify that:

a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;

b) I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED];

c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and

d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

Segment 1 represents the left bank facing downstream. Mapping will show shade ZoS as 10m to avoid confusion with landowner. SPEA being defaulted to 15m in order to add Fisheries Sensitive Zone (FSZ)



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2. Results of Detailed Riparian Assessment

Refer to Chapter 3 of Assessment Methodology

Date: 2021-11-26

Description of Water bodies involved (number, type)

1 Stream (S4R1)

Stream	#4
Wetland	
Lake	
Ditch	
Number of reaches	1
Reach #	1

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

Channel Width(m)		Gradient (%)	
starting point	0.87	Low	I, Thomas Roy, hereby certify that: u) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act; v) I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED] w) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and x) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
Upstream	2.96	High	
	1.46		
	1.82		
	2.49	4	
Downstream	2.09		
	1.84		
	1.19		
	1.14	6	
	2.12		
	2.84		
Total: minus high /low	16.99		
Mean	1.88	5	
R/P		C/P	S/P
Channel Type		X	

Site Potential Vegetation Type (SPVT)

SPVT Polygons		Yes	No	Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes	
			X		I, Thomas Roy, hereby certify that: u) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act; v) I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED] w) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and x) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
Polygon No:	1	LC	SH	TR	Method employed if other than TR
SPVT Type				X	
Polygon No:		LC	SH	TR	Method employed if other than TR
SPVT Type					



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Polygon No:				Method employed if other than TR
SPVT Type				

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:	1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons
LWD, Bank and Channel Stability ZOS (m)	10	
Litter fall and insect drop ZOS (m)	10	
Shade ZOS (m) max	5.64	South bank Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> X
Ditch	Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)	
Ditch Fish Bearing	Yes <input type="checkbox"/> No <input type="checkbox"/>	If non-fish bearing insert no fish bearing status report
SPEA Maximum	10	(For ditch use table 3-7)

Segment No:	2	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons
LWD, Bank and Channel Stability ZOS (m)	10	
Litter fall and insect drop ZOS (m)	10	
Shade ZOS (m) max	5.64	South bank Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> X
SPEA Maximum	10	(For ditch use table 3-7)

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons
LWD, Bank and Channel Stability ZOS (m)		
Litter fall and insect drop ZOS (m)		
Shade ZOS (m) max		South bank Yes <input type="checkbox"/> No <input type="checkbox"/>
SPEA Maximum		(For ditch use table 3-7)

I, Thomas Roy, hereby certify that:

u) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;

v) I am qualified to carry out this part of the assessment of the development proposal made by the developer [REDACTED];

w) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and

x) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

Segment 1 represents the left bank facing downstream. Mapping will show shade ZoS as 10m to avoid confusion with landowner. SPEA being defaulted to 15m in order to add Fisheries Sensitive Zone (FSZ)



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2. Results of Detailed Riparian Assessment

Refer to Chapter 3 of Assessment Methodology

Date: 2021-11-26

Description of Water bodies involved (number, type)

1 Stream (S5R1)

Stream #5
Wetland
Lake
Ditch

Number of reaches 1

Reach # 1

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

Channel Width(m)		Gradient (%)
starting point	1.23	
Upstream	1.06	
	1.41	8
	0.88	
	1.13	
Downstream	1.23	10
	0.88	
	1.23	
	1.13	
	1.42	
Total: minus high /low	10.82	
Mean	1.20	9
	R/P	C/P
Channel Type		X

I, Thomas Zov, hereby certify that:
y) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;
z) I am qualified to carry out this part of the assessment of the development proposal made by the developer [redacted]
aa) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
bb) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Site Potential Vegetation Type (SPVT)

SPVT Polygons	Yes	No	
		X	
Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes			
I, Thomas Zov, hereby certify that: y) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act; z) I am qualified to carry out this part of the assessment of the development proposal made by the developer [redacted] aa) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and bb) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.			
Polygon No:	1		
SPVT Type	LC	SH	TR
			X
Method employed if other than TR			
Polygon No:			
SPVT Type	LC	SH	TR
Method employed if other than TR			



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Polygon No:	1	Method employed if other than TR		
SPVT Type				

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:	1	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
LWD, Bank and Channel Stability ZOS (m)	10				
Litter fall and insect drop ZOS (m)	10				
Shade ZOS (m) max	3.60	South bank	Yes	No	X
Ditch Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)					
Ditch Fish Bearing	Yes	No	If non-fish bearing insert no fish bearing status report		
SPEA Maximum		(For ditch use table 3-7)			

Segment No:	10	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
LWD, Bank and Channel Stability ZOS (m)	10				
Litter fall and insect drop ZOS (m)	10				
Shade ZOS (m) max	3.60	South bank	Yes	No	X
SPEA Maximum	10	(For ditch use table 3-7)			

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons			
LWD, Bank and Channel Stability ZOS (m)					
Litter fall and insect drop ZOS (m)					
Shade ZOS (m) max		South bank	Yes	No	
SPEA Maximum		(For ditch use table 3-7)			

I, Thomas Row, hereby certify that:

y) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act;

z) I am qualified to carry out this part of the assessment of the development proposal made by the developer [redacted];

aa) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and

bb) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

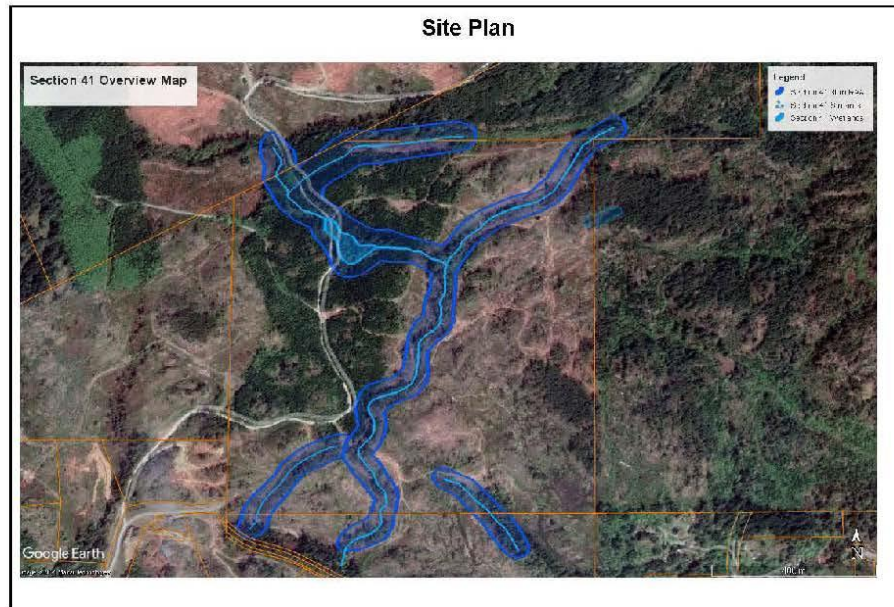
Segment 1 represents the left bank facing downstream. Mapping will show shade ZoS as 10m to avoid confusion with landowner. SPEA being defaulted to 15m in order to add Fisheries Sensitive Zone (FSZ)



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Section 3. Site Plan
Insert jpg file below



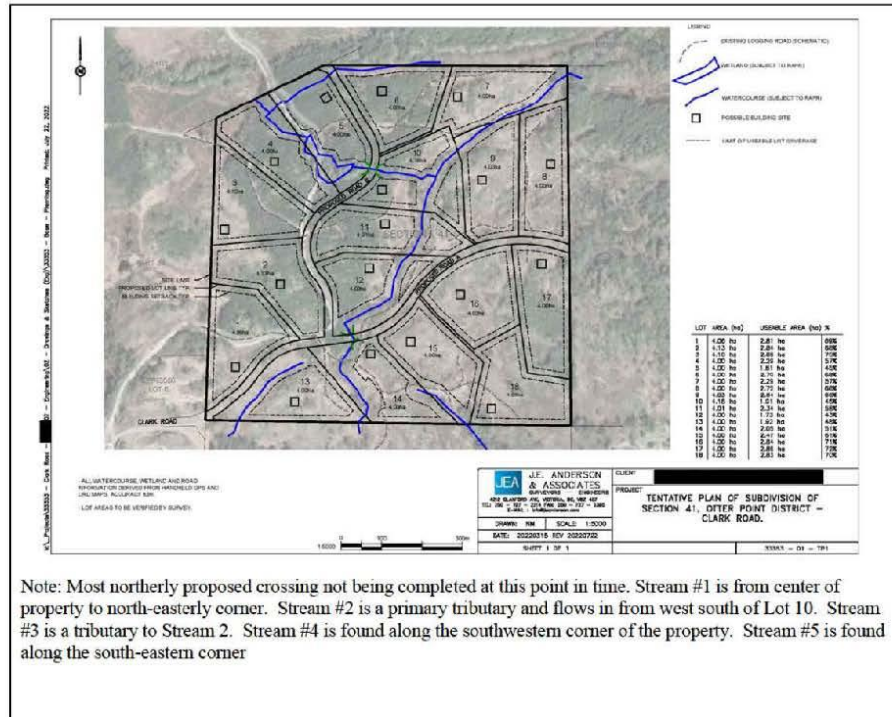
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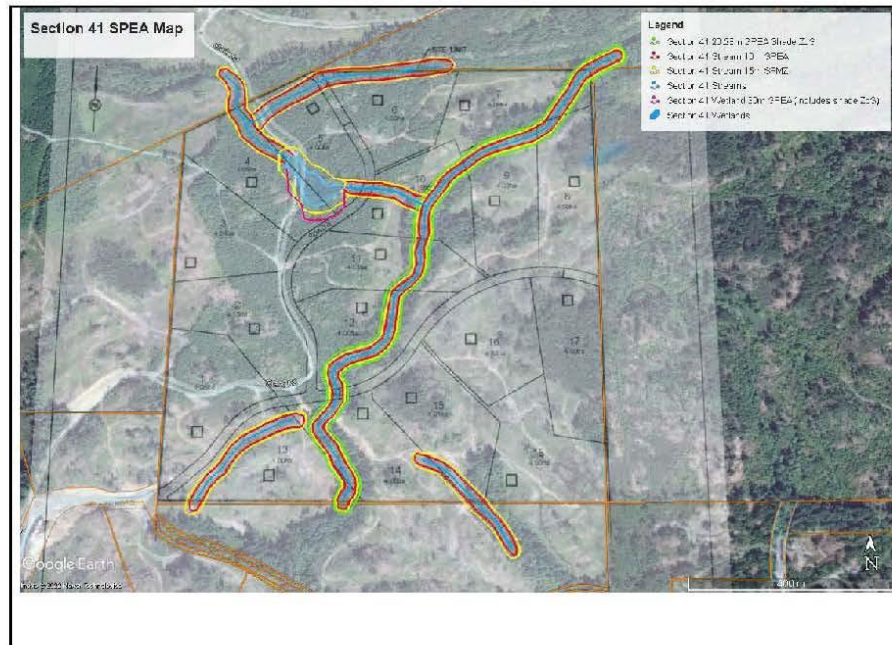
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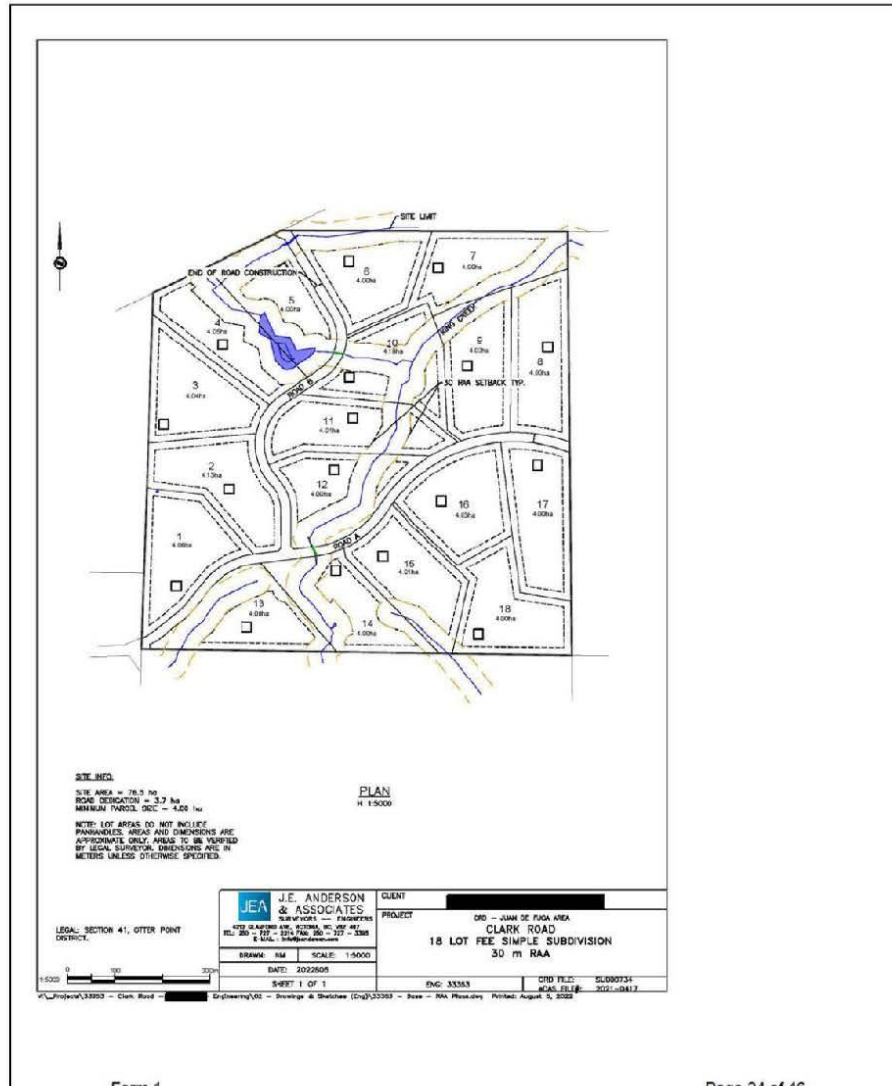
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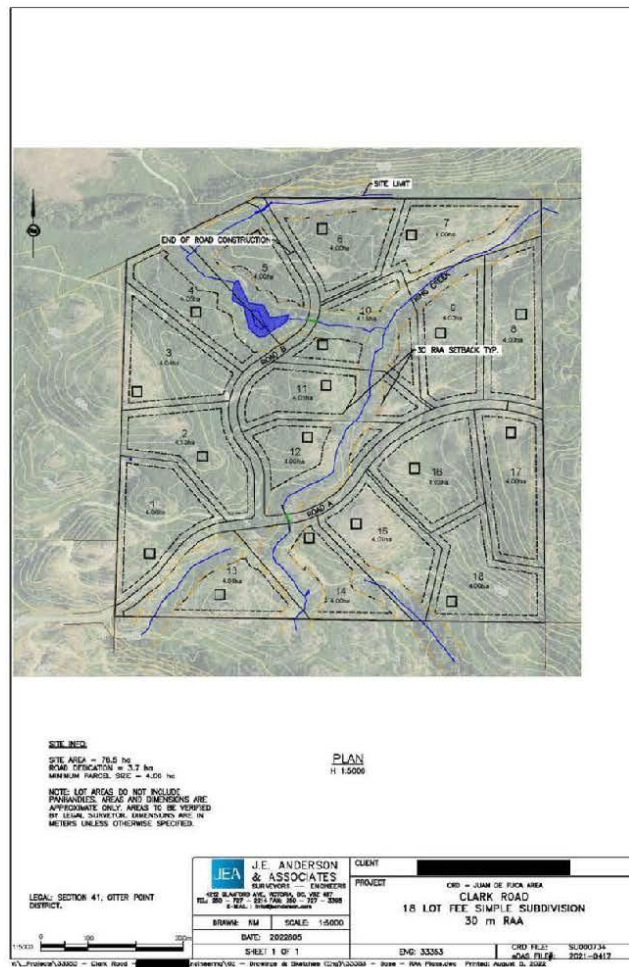
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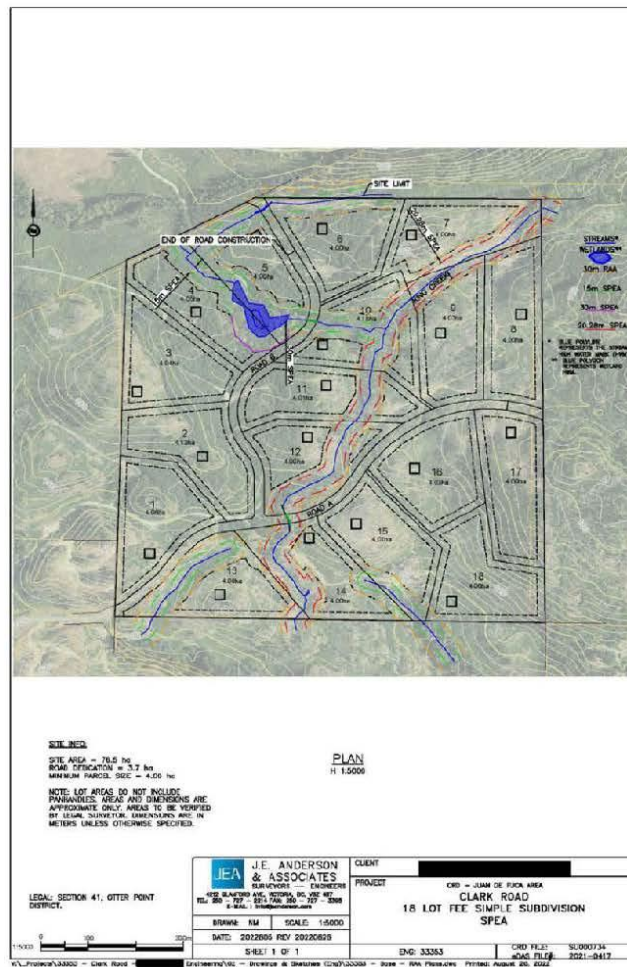
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Section 4. Measures to Protect and Maintain the SPEA

This section is required for detailed assessments. Attach text or document files, as need, for each element discussed in chapter 1.1.3 of Assessment Methodology. It is suggested that documents be converted to PDF before inserting into the assessment report. Use your "return" button on your keyboard after each line. You must address and sign off each measure. If a specific measure is not being recommended a justification must be provided.

1. Danger Trees	No works are proposed within the RAPR assessment area except for those areas requiring a Section 11 Notification associated with stream crossings (2 road crossings). Within these areas, works within the SPEA will be monitored through the Notification process and recommendations set within the permit. No works are proposed within the RAA for individual lots. No danger trees identified within the RAA
I, <u>Thomas Roy</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <u>Fish Protection Act</u> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>[REDACTED]</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report, and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
2. Windthrow	No works are proposed within the RAPR assessment area except for those areas requiring a Section 11 Notification associated with stream crossings (2 road crossings). Within these areas, works within the SPEA will be monitored through the Notification process and recommendations set within the permit. No works are proposed within the RAA for individual lots. No windthrow issues identified within the RAA as the site has been free to grow since 2010 and the grounds are stable
I, <u>Thomas Roy</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <u>Fish Protection Act</u> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>[REDACTED]</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report, and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
3. Slope Stability	No works are proposed within the RAPR assessment area except for those areas requiring a Section 11 Notification associated with stream crossings (2 road crossings). Within these areas, works within the SPEA will be monitored through the Notification process and recommendations set within the permit. No works are proposed within the RAA for individual lots. No slope stability issues identified within the RAA as the site has been free to grow since 2010 and the grounds are stable
I, <u>Thomas Roy</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <u>Fish Protection Act</u> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>[REDACTED]</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report, and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation	
4. Protection of Trees	No works are proposed within the RAPR assessment area except for those areas requiring a Section 11 Notification associated with stream crossings (2 road crossings). Within these areas, works within the SPEA will be monitored through the Notification process and recommendations set within the permit. No works are proposed within the RAA for individual lots. Measures for the



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	protection of trees will be developed for each individual lots when/if works are proposed either within or adjacent to the RAA. Overall, it is proposed to have split cedar rail to demarcate the SPEA once lots are developed/registered
<p>I, <u>Thomas Roy</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>[REDACTED]</u>;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report, and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
5. Encroachment	Same as above
<p>I, <u>Thomas Roy</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>[REDACTED]</u>;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report, and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
6. Sediment and Erosion Control	Sediment fencing and bails of straw will be placed by a designated QEP along the RAA if works are proposed within 1.5m of the riparian area. Measures for the protection of trees will be developed for each individual lots when/if works are proposed either within or adjacent to the RAA
<p>I, <u>Thomas Roy</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>[REDACTED]</u>;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report, and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
7. Stormwater Management	No works are proposed within the RAPR assessment area except for those areas requiring a Section 11 Notification associated with the 2 stream crossings. Within these areas, works within the SPEA will be monitored through the Notification process and recommendations set within the permit. Measures for stormwater management will be developed for each individual lots when/if works are proposed either within or adjacent to the RAA
<p>I, <u>Thomas Roy</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>[REDACTED]</u>;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report, and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	
8. Floodplain Concerns (highly mobile channel)	No works are proposed within the RAPR assessment area except for those areas requiring a Section 11 Notification associated with the 2 stream crossings. Within these areas, works within the SPEA will be monitored through the Notification process and recommendations set within the permit. No works are proposed within the RAA for individual lots. Measures for protection in terms of floodplain concerns will be developed for each individual lots when/if works are proposed either within or adjacent to the RAA
<p>I, <u>Thomas Roy</u>, hereby certify that:</p> <p>a. I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i>;</p> <p>b. I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>[REDACTED]</u>;</p> <p>c. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report, and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation</p>	



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Section 5. Environmental Monitoring

Allotted text or document files explaining the monitoring regimen. Use your "return" button on your keyboard after each line. It is suggested that all documents be converted to PDF before inserting into the PDF version of the assessment report. Include actions required, monitoring schedule, communications plan, and requirement for a post development report.

Specific Recommendations for Works Within the Proposed Subdivision

November 26th 2021

Works Within the 30m RAPR assessment area of designated waterbodies.

- Areas designated as the RAA will be flagged with high visibility flagging tape and temporary fencing prior to future works proposed in or near the RAA.
- Prior to construction or tree removal within the 30m RAR assessment area (if any), a detailed sediment and erosion control plan will be developed to prevent the discharge of sediment laden water into the RAA. This will include the installation of sediment fencing/hay bales as determined by on-site biologist prior to the initiation of construction activities.
- Prior to construction or tree removal within the 30m RAR assessment area (if any), a detailed plan as to which areas will have work done within the RAA should be made available to government bodies and approved by a QEP.
- No works shall be undertaken within areas designated as RAA (refer to maps) except for proposed stream crossings when and if required (Section 11 Instream Works Permit required).
- All works Scheduled Within 30m of a Watercourse will adhere to all recommendations as outlined in the BMP - Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia. As well:
 - Ensure construction will proceed smoothly without harmful alteration of habitat;
 - Provide long-term monitoring for disturbed sites until green-up is established and the soils at the site are stable.



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- Heavy equipment (excavators etc.) working outside the SPFA and within 30m of any of the identified watercourses will be monitored for leaks (oil, hydraulic fluid etc.).
- Disturbed areas (future proposed works) within 30m of a waterbody will be revegetated with native plants of a size that will quickly re-establish riparian cover when construction activities are deemed complete.
- Detailed direction to contractors will be given to ensure that no erosion or sediment movement will occur and that no silt will be released to the RAPR assessment area during the construction and post construction phase.
- The site will be monitored by the designated QEP (once every two weeks or as required due to high rainfall events - >30mm/24 hour period) during the construction period (if proposed). Any contraventions of the RAPR will be communicated to the developer as well as local municipal staff and RAPR staff.
- A post construction report generated by the designated QEP will be submitted to RAPR and local municipal staff when activities are deemed complete (if proposed).

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Section 6. Photos

Plate #1 Stream #1 – Reach 1 facing upstream



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Plate
#2

Stream #1 – Reach 1 facing downstream



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Plate
#3

Stream #2 Reach 1



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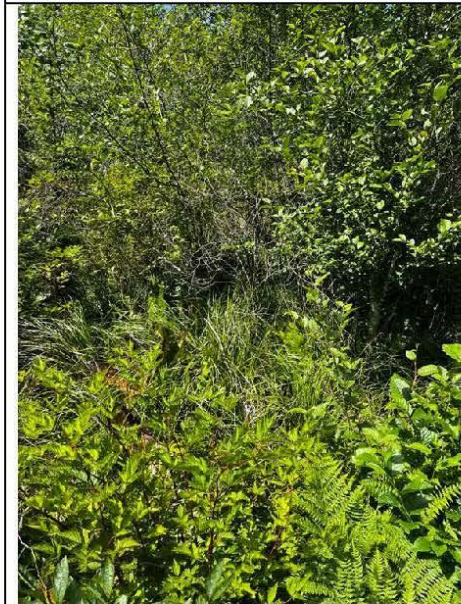


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Plate
#1

Stream #2 Reach 2 facing upstream



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Plate
#5

Stream #2 – Reach 3 facing upstream from mid reach



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Plate
#6

Stream #3 – Reach 1 facing downstream



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Plate
#7

Stream #3 – Reach 1 facing downstream



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Plate
#8

Stream #4 – Reach 1 facing downstream



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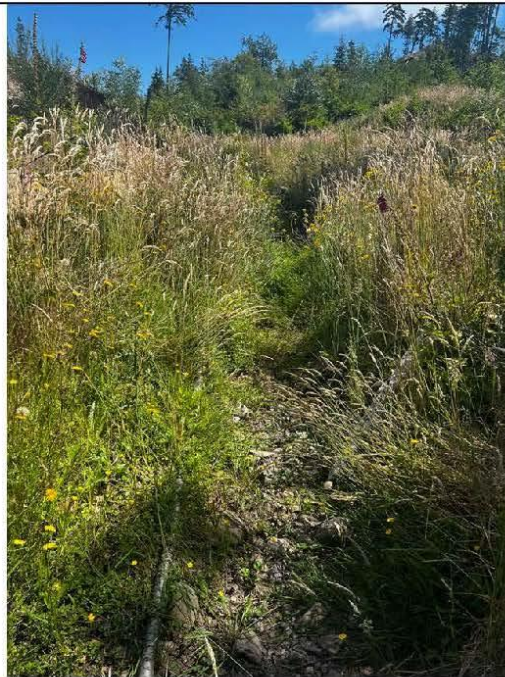


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Plate
#9

Stream #4 – Reach 1 facing downstream



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Plate
#10

Stream #5 facing downstream



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FORM 1
Riparian Areas Protection Regulation - Qualified Environmental Professional - Assessment Report

Plate
#11

Stream #5 facing downstream



Form 1

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FORM 1
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Plate
#12

View of previously cut areas within the RAA (5-10 years ago) and current regrowth



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Plate
#13

View of previously cut areas within the RAA (5-10 years ago) and current regrowth



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Section 7. Professional Opinion

Qualified Environmental Professional opinion on the development proposal's riparian assessment.

Date 2021-11-26

1. I/We Thomas

Rev

Please list name(s) of qualified environmental professional(s) and their professional designation that are involved in assessment.

hereby certify that:

- a) I am/We are qualified environmental professional(s), as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*;
 - b) I am/We are qualified to carry out the assessment of the proposal made by the developer which proposal is described in section 3 of this Assessment Report (the "development proposal");
 - c) I have/We have carried out an assessment of the development proposal and my/our assessment is set out in this Assessment Report; and
 - d) In carrying out my/our assessment of the development proposal, I have/We have followed the specifications of the Riparian Areas Protection Regulation and assessment methodology set out in the minister's manual; AND
2. As qualified environmental professional(s), I/we hereby provide my/our professional opinion that:
- a) N/A the site of the proposed development is subject to undue hardship, (if applicable, indicate N/A otherwise) and
 - b) ☒ the proposed development will meet the riparian protection standard if the development proceeds as proposed in the report and complies with the measures, if any, recommended in the report.

[NOTE: "Qualified Environmental Professional" means an individual as described in section 21 of the Riparian Areas Protection Regulation.]



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Submission Instructions
Riparian Areas Regulation – Qualified Environmental Professional – Assessment Report
RAR-QEP-AR

Forms you will need to complete are

- **Form 1** which has the database information, the description of the fisheries resources, development site plan, measures to protect and maintain the SPEA, and environmental monitoring.
- **Form 2** if more QEPs are part of the project team.
- Either **Form 3** the detailed assessment form(s) or **Form 4** simple assessment form(s) which is for the results of the riparian assessment (SPEA width). Use enough copies of the form to complete the assessment of the site.
- **Form 5** is the photo form(s). Duplicate for additional photos.

NB: See the Guidelines and the Assessment Methods for detailed instructions on the information required for completing the Assessment Report.

A complete Riparian Assessment Report based on the template forms must be converted to a *single* Portable Document Format (PDF) file prior to uploading onto the Notification System.

The Assessment Report must be complete, by submitting the information specified, and posted to provide notification to the local government, Ministry of Water, Land and Air Protection and the Department of Fisheries and Oceans Canada.

Tips for working with MS Word Template Forms

Using the forms

- Before beginning, print a hard copy of the form and the guidance files for reference
- Open the template
- Enter data into the shaded fields on the form
- Use TAB to move from one field to another; SHIFT-TAB to go in reverse
- Text and digital photos may be inserted from other applications
- The amount of text that can be entered in each box is limited and cannot be changed by the user; boxes with date information, for example, require input like: yyyy-mm-dd.

Saving the completed form

- Assign name to the completed form
- Save a word document (*.doc file)
- Do not overwrite the Template (*.dot file) with your completed form
- If you do overwrite the template, you can download a new copy from this web site