



Notice of Meeting and Meeting Agenda Finance Committee

Wednesday, January 3, 2024

9:00 AM

6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7

S. Brice (Chair), P. Jones (Vice Chair), P. Brent, C. Coleman, S. Goodmanson, D. Kobayashi, M. Little, K. Williams, R. Windsor, C. Plant (Board Chair, ex-officio)

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. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes

3.1. [24-020](#) Minutes of the November 1, 2023 Finance Committee Meeting

Recommendation: That the minutes of the Finance Committee meeting of November 1, 2023 be adopted as circulated.

Attachments: [Minutes - November 1, 2023](#)

4. Chair's Remarks

5. 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.

5.1. Presentations

5.1.1. [24-012](#) Presentation: 2023 Audit Planning, Lenora Lee, Lead Audit Engagement Partner, KPMG (Verbal)

6. Committee Business

- 6.1.** [23-975](#) Capital Regional District 2023 Audit Planning Discussion
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
That the Capital Regional District 2023 Audit Plan developed by KPMG be approved.
- Attachments:** [Staff Report: CRD 2023 Audit Planning Discussion](#)
 [Appendix A: KPMG CRD 2023 Audit Planning Report](#)
- 6.2.** [24-009](#) 2024 Finance Committee Terms of Reference
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: 2024 Finance Committee TOR](#)
 [Appendix A: 2024 Finance Committee TOR](#)
- 6.3.** [23-976](#) Capital Regional District External Grants Update
- Recommendation:** There is no recommendation. This report is for information only.
- Attachments:** [Staff Report: CRD External Grants Update](#)
 [Appendix A: 2023 External Grants Dashboard](#)
 [Appendix B: 2023 Grant Alerts](#)
- 6.4.** [23-977](#) Bylaw No. 4597: Security Issuing Bylaw, Spring 2024
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4597, "Security Issuing Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
2. That Bylaw No. 4597 be adopted.
- Attachments:** [Staff Report: Bylaw No. 4597 Security Issue 2024 Spring](#)
 [Appendix A: Bylaw No. 4597](#)
- 6.5.** [24-002](#) Bylaw No. 4596: Saanich Peninsula Wastewater Services Loan
Authorization Bylaw No. 1, 2024
- Recommendation:** The Finance Committee recommends to the Capital Regional District Board:
1. That Bylaw No. 4596, "Saanich Peninsula Wastewater Services Loan Authorization Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
2. That participating area approval for Bylaw No. 4596 be obtained by way of the municipal consent process for North Saanich, Central Saanich and Sidney, and if successful, be referred to the Inspector of Municipalities for approval.
- Attachments:** [Staff Report: Bylaw No. 4596 San Pen WW](#)
 [Appendix A: Bylaw No. 4596](#)

6.6. [23-1001](#) Previous Minutes of the Royal and McPherson Theatres Services
Advisory Committee for Information.

Recommendation: There is no recommendation. The following minutes are for information only.
a) Royal and McPherson Theatres Services Advisory Committee minutes of May 3,
2023.
b) Royal and McPherson Theatres Services Advisory Committee minutes of June 7,
2023.

Attachments: [a\) Minutes: RMTSAC - May 3, 2023](#)
 [b\) Minutes: RMTSAC - June 7, 2023](#)

7. Notice(s) of Motion

8. New Business

9. Adjournment

The next meeting is March 6, 2024.

To ensure quorum, please advise Jessica Dorman (jdorman@crd.bc.ca) if you or your alternate cannot attend.

Meeting Minutes
Finance Committee

Wednesday, November 1, 2023

9:30 AM

**6th Floor Boardroom
625 Fisgard St.
Victoria, BC V8W 1R7**

PRESENT

Directors: S. Brice (Chair), P. Jones (Vice Chair), C. Coleman, S. Goodmanson, D. Kobayashi, M. Little, K. Williams, R. Windsor, C. Plant (Board Chair, ex-officio)

Staff: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; R. Lachance, Senior Manager, Financial Services; C. Gilpin, Manager, Arts & Culture; M. Lagoa, Deputy Corporate Officer; J. Dorman, Committee Clerk (Recorder)

Regrets: Director P. Brent

The meeting was called to order at 9:30 am.

1. Territorial Acknowledgement

Vice Chair Jones provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Director Little, SECONDED by Director Goodmanson,
That the agenda for the November 1, 2023 Finance Committee meeting be
approved.
CARRIED**

3. Adoption of Minutes

3.1. [23-815](#) Minutes of the July 5, 2023 Finance Committee Meeting

**MOVED by Director Coleman, SECONDED by Director Little,
That the minutes of the Finance Committee meeting of July 5, 2023 be adopted
as circulated.
CARRIED**

4. Chair's Remarks

There were no Chair's remarks.

5. Presentations/Delegations

There were no presentations or delegations.

6. Committee Business

6.1. [23-649](#) Capital Regional District External Grants Update

N. Chan presented Item 6.1. for information.

Discussion ensued on the following:

- measurements of success
- ChildCareBC's New Spaces Fund
- external grant demand and market
- grant opportunity alerts and awareness

6.2. [23-750](#) Bylaw Nos. 4585, 4583 and 4584: Amendments to Operating Reserve Fund Bylaw Nos. 4102, 4144 and 4146.

N. Chan spoke to Item 6.2.

MOVED by Director Kobayashi, SECONDED by Director Plant,

The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4585 cited as the "Capital Regional District Regional Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 4, 2023" be introduced and read a first, second and third time.
2. That Bylaw No. 4585 be adopted.
3. That Bylaw No. 4583 cited as the "Capital Regional District Sewer and Water Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 3, 2023" be introduced and read a first, second and third time;
4. That Bylaw No. 4583 be adopted.
5. That Bylaw No. 4584 cited as the "Capital Regional District Electoral Area Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 4, 2023" be introduced and read a first, second and third time.
6. That Bylaw No. 4584 be adopted.

CARRIED

6.3. [23-744](#) Bylaw No. 4577: Revenue Anticipation (General Purpose) Bylaw No. 1, 2023

N. Chan spoke to Item 6.3.

Discussion ensued on the following:

- operational borrowing in Capital Regional District versus Hospital District
- interest rates and inter-service borrowing

MOVED by Director Williams, SECONDED by Director Little,

The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4577, "Revenue Anticipation Borrowing (General Purpose) Bylaw No. 1, 2023" be introduced and read a first, second, and third time.
2. That Bylaw No. 4577 be adopted.

CARRIED

6.4. [23-526](#) 2024 Budget for the Royal Theatre Service and the McPherson Playhouse Service

N. Chan spoke to Item 6.4.

Discussion ensued on the following:

- historical requisition model for services
- communication plan initiatives and community support
- re-establishment of select committee for a regional arts facilities services

MOVED by Director Coleman, SECONDED by Director Plant, The Royal and McPherson Theatres Services Advisory Committee recommends to the Finance Committee to recommend to the Capital Regional District Board:

- 1. That the maximum allowable contribution amount of \$580,000 be approved for the Royal Theatre service; and**
- 2. That the maximum allowable contribution amount of \$750,000 be approved for the McPherson Playhouse service.**

CARRIED

7. Notice(s) of Motion

There were no notice(s) of motion.

8. New Business

There was no new business.

9. Adjournment

MOVED by Director Coleman, SECONDED by Director Windsor, That the November 1, 2023 Finance Committee meeting be adjourned at 10:07 am.

CARRIED

CHAIR

RECORDER



Making a difference...together

**REPORT TO FINANCE COMMITTEE
MEETING OF WEDNESDAY, JANUARY 03, 2024**

SUBJECT **Capital Regional District 2023 Audit Planning Discussion**

ISSUE SUMMARY

This report provides information to the Finance Committee (the Committee) on the 2023 Audit Plan and related work to be completed by KPMG for the 2023 year-end audit of the Capital Regional District (CRD).

BACKGROUND

Under Section 377 of the *Local Government Act*, the CRD is required to appoint an auditor licensed under the *Business Corporations Act*. Through a public procurement process, KPMG was selected to perform the upcoming audit.

Consistent with the approach from previous years, the auditors circulate the audit plan to the Committee for information prior to the start of the audit. KPMG will make a presentation to the Committee to review the 2023 annual Audit Planning Report (Appendix A), as a fundamental component of the CRD's annual financial statement audit. This standard audit procedure is similarly undertaken by other local governments in the region.

The presentation will provide the Committee with an overview of the audit strategy and approach that KPMG will use in addressing any significant risks. The audit plan is designed to identify and address key financial reporting risks, including fraud, by evaluating the existence, quality and effectiveness of management's internal controls over financial reporting.

KPMG notes in Appendix A that they have not identified any areas of significant financial reporting risks. However, there is a presumed fraud risk around management override of controls. KPMG addresses this risk by performing testing of journal entries and other adjustments, performing a retrospective review of estimates and evaluating the business rationale of significant unusual transactions. Additionally, at the Committee meeting, KPMG will obtain the Committee's views on the risk of fraud for the CRD.

KPMG will present to the Committee an overview of the audit cycle, timetable and specific areas that the audit will focus on. This includes the adoption of the new PS 3280 *Asset Retirement Obligations* accounting standard, government transfers and deferred revenue and material capital projects underway. KPMG will provide the basis of audit materiality they deem necessary to evaluate any misstatements they identify during the audit.

ALTERNATIVES

Alternative 1

The Finance Committee recommends to the Capital Regional District Board:
That the Capital Regional District 2023 Audit Plan developed by KPMG be approved.

Alternative 2

That this report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

KPMG will begin the year-end audit field work on March 4, 2024, which will take approximately four weeks. The auditors will perform sample testing on many areas including invoices, journal entries, accounts receivables and accounts payables. In compliance with Canadian Public Sector Accounting Standards (PSAS), this testing will ensure that all aspects of financial transactions are being recorded and reported in the financial statements. The audit team will also conduct interviews with staff to review internal controls and processes. Upon completion of the audit field work, financial statements will be finalized by the CRD staff. The finalized financial statements will be presented to the Committee along with the Audit Findings Report and Statements of Financial Information (SOFI).

CONCLUSION

KPMG’s primary objective of the Financial Statement audit is to present an opinion on the extent to which the CRD’s consolidated financial statements are fairly presented, in accordance with the PSAS. As part of the annual audit, KPMG provides an audit plan to the Committee. The auditors will conduct their audit of the 2023 financial statements pursuant to this plan.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:
That the Capital Regional District 2023 Audit Plan developed by KPMG be approved.

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

ATTACHMENT

Appendix A: KPMG CRD 2023 Audit Planning Report



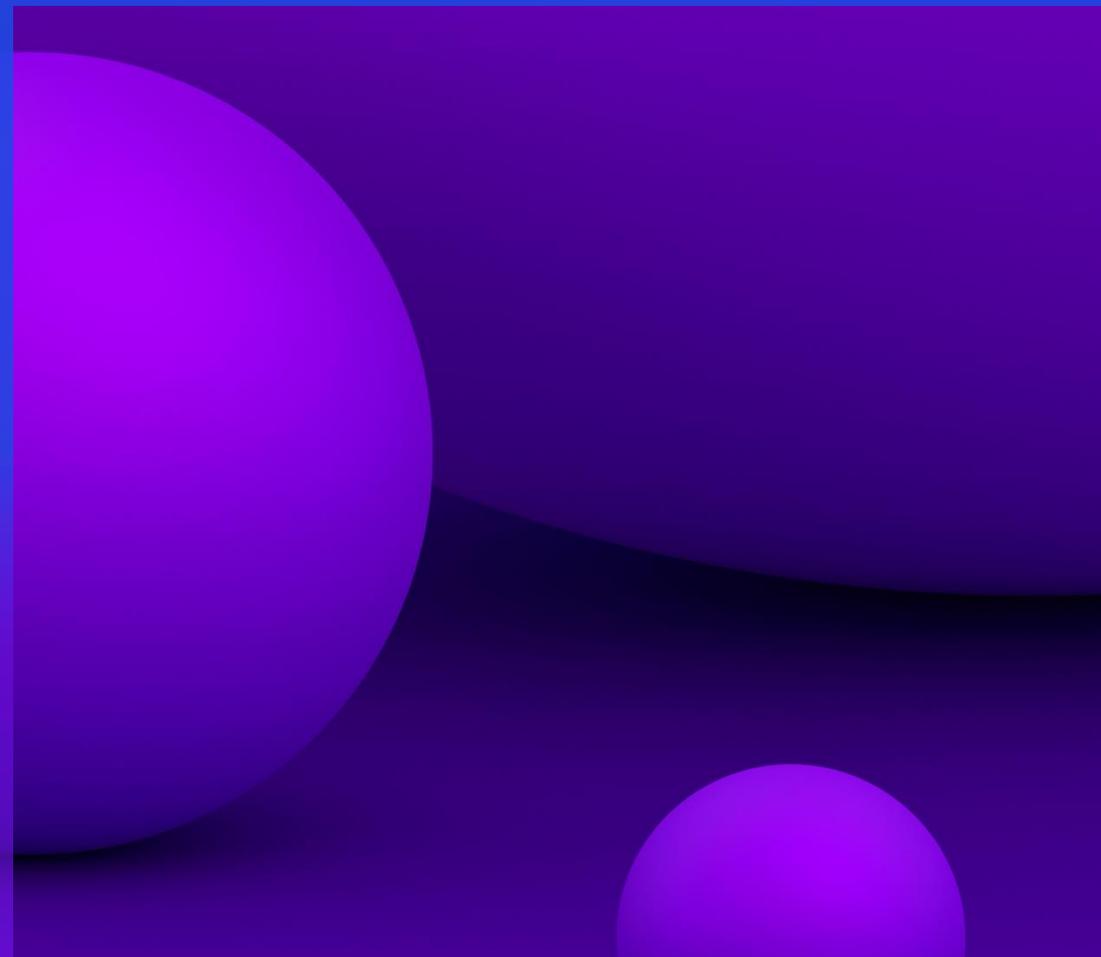
Capital Regional District

**Audit Planning Report
for the year ended
December 31, 2023**

A stylized signature of 'KPMG LLP' in a cursive font, with a horizontal line underneath.

Prepared for the Finance Committee meeting on January 3, 2024

kpmg.ca/audit



KPMG contacts

Key contacts in connection with this engagement

Lenora Lee

Lead Audit Engagement Partner

250-480-3588

lenoramlee@kpmg.ca

Sarah Burden

Senior Manager

250-480-3562

sburden1@kpmg.ca

Cameron Rice-Gural

Senior Manager

250-480-3677

cricegural@kpmg.ca

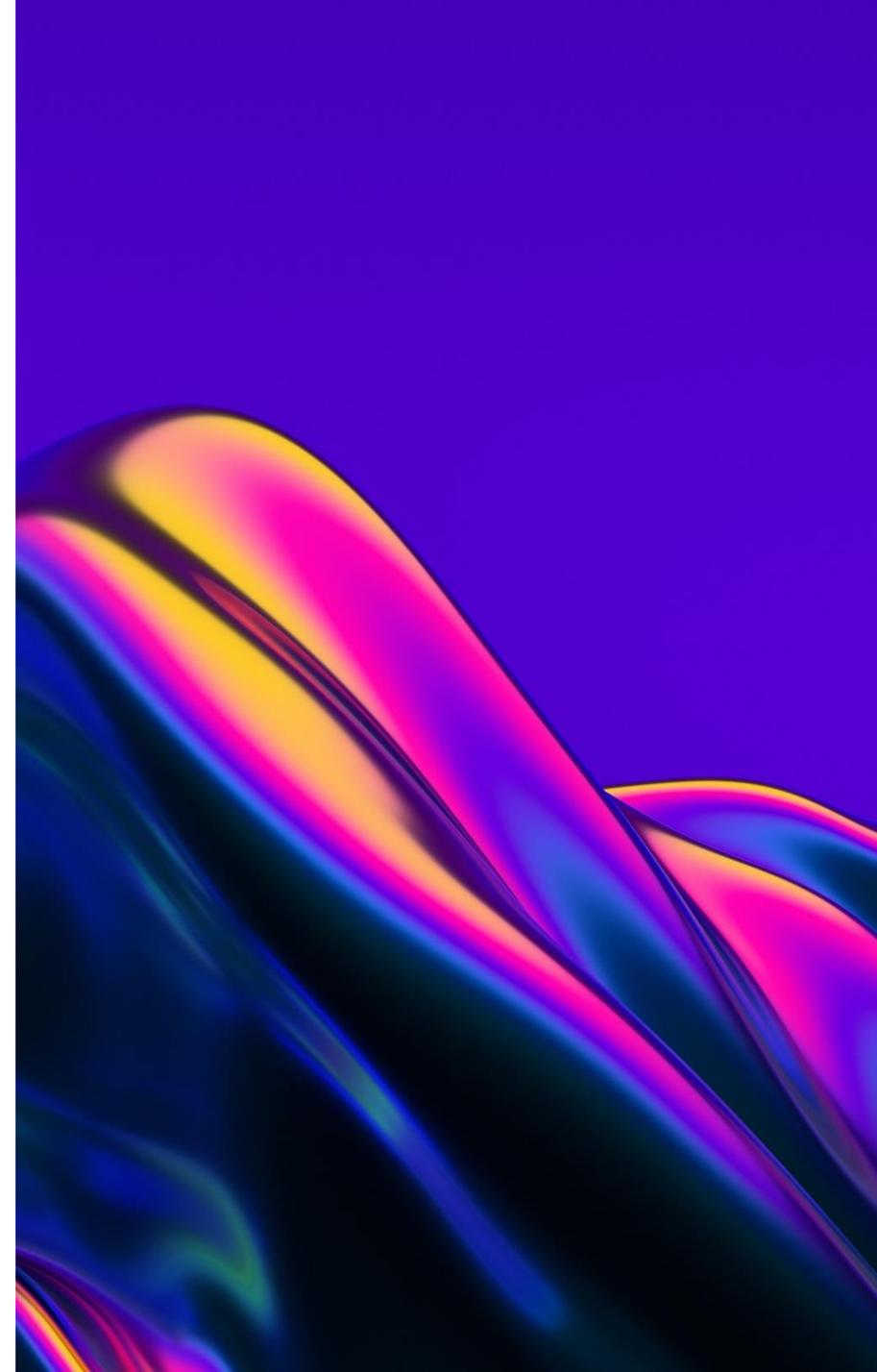


Table of contents

Digital use information

4

Highlights

5

Audit strategy

9

Audit strategy -
Group audit

10

Risk assessment

18

Key milestones and
deliverables

19

Appendices

This Audit Planning Report is also available as a “hyper-linked” PDF document.

If you are reading in electronic form (e.g. In “Adobe Reader” or “Board Books”), clicking on the home symbol on the top right corner will bring you back to this slide.



Click on any item in the table of contents to navigate to that section.

The purpose of this report is to assist you, as a member of the Finance Committee, in your review of the plan for our audit of the consolidated financial statements. This report is intended solely for the information and use of Management, the Finance Committee, and the Board of Directors and should not be used for any other purpose or any other party. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this report to the Finance Committee has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.



Audit highlights



No matters to report



Matters to report – see link for details

Scope

Our audit of the consolidated financial statements (“financial statements”) of the Capital Regional District (the “Entity” or “CRD”) as of and for the year ended December 31, 2023, will be performed in accordance with Canadian generally accepted auditing standards.

Audit strategy

Materiality \$5.5 million



Updates to our prior year audit plan



- Implementation of new accounting standards
- Implementation of new auditing standards



Involvement of others



Required communications



Risk assessment



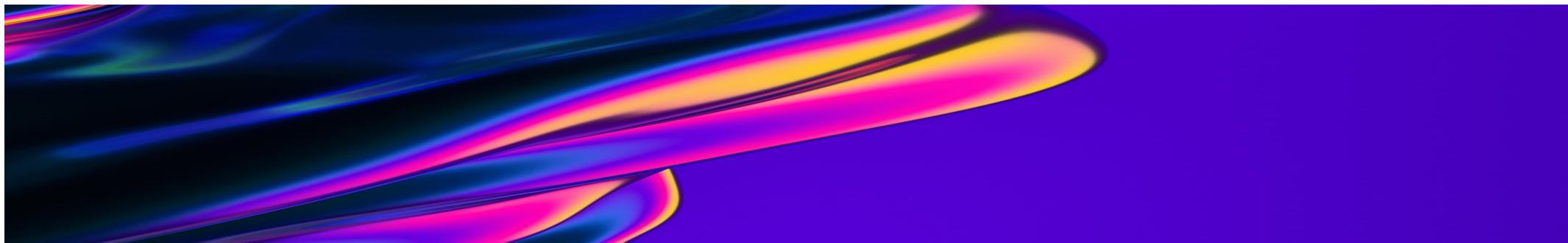
Risk of management override of controls



Other significant risks

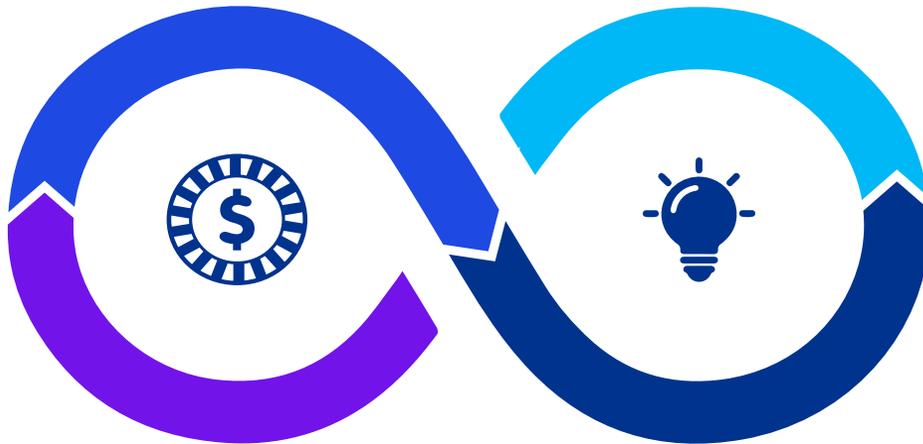


Other risks of material misstatement





Materiality



We **initially determine materiality** at a level at which we consider that misstatements could reasonably be expected to influence the economic decisions of users. Determining materiality is a matter of **professional judgement**, considering both quantitative and qualitative factors, and is affected by our perception of the common financial information needs of users of the financial statements as a group. We do not consider the possible effect of misstatements on specific individual users, whose needs may vary widely.

We **reassess materiality** throughout the audit and revise materiality if we become aware of information that would have caused us to determine a different materiality level initially.

Plan and perform the audit

We **initially determine materiality** to provide a basis for:

- Determining the nature, timing and extent of risk assessment procedures;
- Identifying and assessing the risks of material misstatement; and
- Determining the nature, timing, and extent of further audit procedures.

We design our procedures to detect misstatements at a level less than materiality in individual accounts and disclosures, to reduce to an appropriately low level the probability that the aggregate of uncorrected and undetected misstatements exceeds materiality for the financial statements as a whole.

Evaluate the effect of misstatements

We also **use materiality** to evaluate the effect of:

- Identified misstatements on our audit; and
- Uncorrected misstatements, if any, on the financial statements and in forming our opinion.



Materiality



Prior year total expenses

\$259.3 million

(2022: \$234.6 million)

% Benchmark

2.1%

(2022: 2.1%)

Audit Misstatement Posting Threshold

\$275,000

(2022: \$240,000)



Involvement of others

The following parties are involved in the audit of the financial statements:

Involved party	Nature and extent of planned involvement
Management's specialists – Solid waste management	Information provided by Management's specialist is used in management's calculation of the landfill asset retirement obligation.



Updates to our prior year audit plan

New significant risks



No significant risks noted



We have not identified significant risks of material misstatement, except for the presumed risk of management override of controls, which is required by professional standards. This assessment is consistent with previous years. Any changes to the audit plan will be communicated to Management and the Finance Committee.

Other significant changes



No significant changes noted



There are no significant changes noted



Newly effective accounting standards



New accounting standards effective for the year ended December 31, 2023 include:

- *PS 3280, Asset retirement obligations*

New accounting standards effective for the year ending December 31, 2024 include:

- *PS 3400, Revenue*

See Appendix 3 for further details.

Newly effective
accounting standards 



Newly effective auditing standards



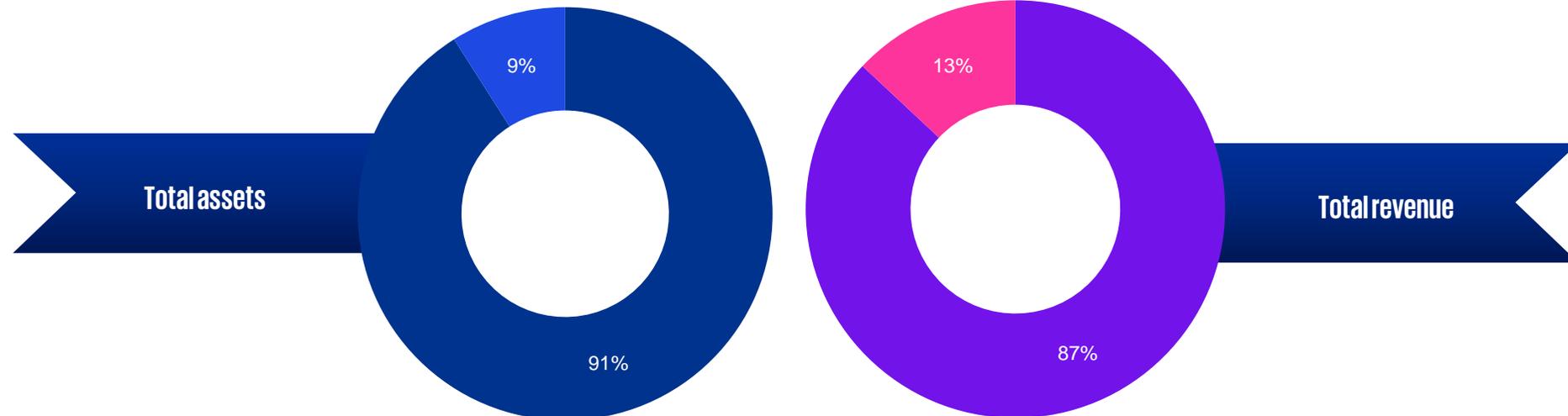
There are three new auditing standards effective for year ended December 31, 2023 related to quality management. See Appendix 4 for further details.

Newly effective
auditing standards 



Group audit - Scoping

Component name	Classification	Type of work performed	Total assets	Total revenue
Capital Regional District	Individually financially significant	Full-scope audit	 \$2,351.9M	 \$283.3M
Capital Region Housing Corporation	Non-significant component	Full-scope audit	 \$245.9M	 \$43.9M
Total (excluding year end consolidation entries)			\$ 2,597.8M	\$ 327.2M





Risk assessment summary

Our planning begins with an assessment of risks of material misstatement in your financial statements.

We draw upon our understanding of the CRD and its environment (e.g. the industry, the wider economic environment in which the business operates, etc.), our understanding of the CRD's components of its system of internal control, including our business process understanding.

		Risk of fraud	Risk of error	Risk rating
●	Management override of controls	✓		Significant
●	Asset retirement obligations (including landfill)		✓	Elevated
●	Government transfers and deferred revenue (specific to grants)		✓	Elevated
●	Tangible capital assets (non-recurring transactions)		✓	Elevated

● ELEVATED RISK ● PRESUMED RISK OF MATERIAL MISSTATEMENT



Risk assessment summary

We highlight below examples of audit procedures we will perform to refresh our understanding of the organization and its internal controls to inform our risk assessment and design procedures to address where material errors could occur.

Risk Assessment Procedures

- Update our understanding of the Entity and its environment (industry, economic environment, regulatory and legislative requirements).
- Identify key business processes (Treasury and Debt, Revenue, Purchases and Payments, Payroll) and where material errors in the financial statements could arise, including from error and fraud.
- Validate our understanding of key business processes by performing a walkthrough of each significant process to determine if the process operates as described.
- Update our understanding of the Entity's internal controls and risk assessment processes and evaluate their suitability based on the nature and complexity of the organization.
- Evaluate if a culture of honesty and ethical behaviour has been created and maintained.
- Evaluate if appropriate policies and procedures for communications and information systems are in place to support accurate and timely preparation of the financial statements.
- Documents inspected will include Code of Conduct, Reporting of Serious Misconduct Policy and Procedure, Quarterly financial reporting and management updates.



Significant risks



Management Override of Controls (non-rebuttable significant risk of material misstatement)

RISK OF



FRAUD

Why is it significant?

Presumption of the risk of fraud resulting from management override of controls

Management is in a unique position to perpetrate fraud because of its ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Although the level of risk of management override of controls will vary from entity to entity, the risk nevertheless is present in all entities.

Our planned response

As this presumed risk of material misstatement due to fraud is not rebuttable, our audit methodology incorporates the required procedures in professional standards to address this risk. These procedures include:

- testing of journal entries and other adjustments,
- performing a retrospective review of estimates
- evaluating the business rationale of significant unusual transactions.

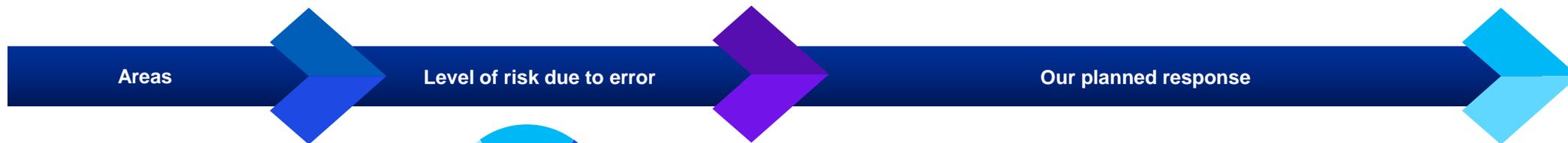
Inquires required by professional standards

Fraud inquires of those charged with governance

- How do you oversee fraud risk assessments and the establishment of controls to address fraud risks?
- What are your views about fraud risks, including management override of controls, at the entity and whether you have taken any actions to respond to these risks?
- Are you aware of, or have you identified, any instances of actual, suspected, or alleged fraud, including misconduct or unethical behavior related to financial reporting or misappropriation of assets? If so, have the instances been appropriately addressed and how have they been addressed?
- Are you aware of or have you received tips or complaints regarding the entity's financial reporting (including those received through the internal whistleblower program, if such program exists) and, if so, what was your response to such tips and complaints?
- What is the finance committee's understanding of the entity's relationships and transactions with related parties that are significant to the entity?
- Does any member of the finance committee have concerns regarding relationships or transactions with related parties and, if so, what are the substance of those concerns?
- Has the entity entered into any significant unusual transactions?



Areas of focus



Asset retirement obligations



Hartland Landfill

- ✓ We will obtain an updated understanding of management's process for implementing PS 3280 as it relates to the Hartland Landfill.
- ✓ We will assess the inputs used by management to determine the closure and post-closure liabilities and verify the accuracy of liabilities recognized.

Other Hazardous Materials

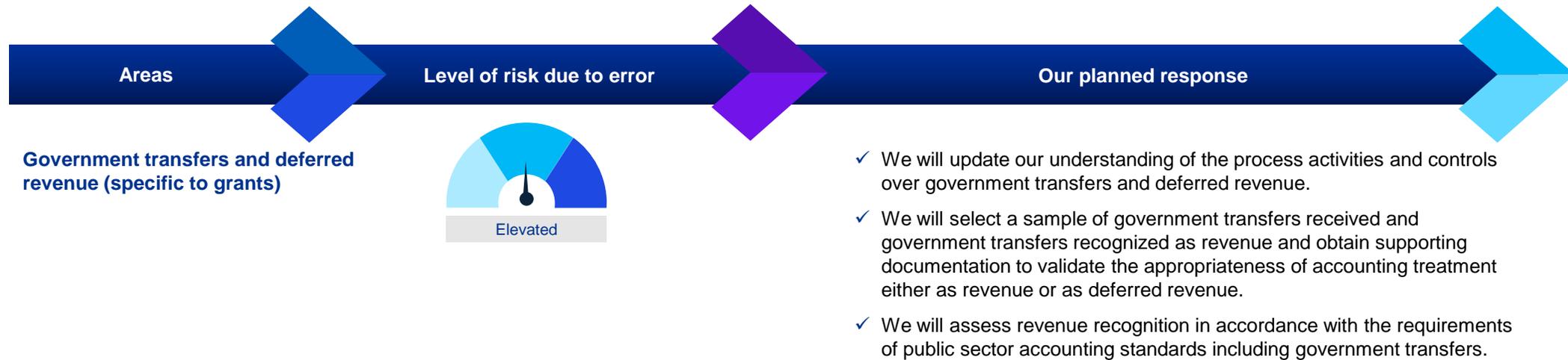
- ✓ We will obtain an understanding of management's process for implementing PS 3280, including how in-scope tangible capital assets were identified, sources of information used, and significant measurement data, assumptions and decisions.
- ✓ We will assess the asset retirement obligations accounting policy established by management, against the requirements of PS 3280.
- ✓ We will assess the completeness of management's identification of capital assets with potential in-scope retirement obligations.
- ✓ We will obtain management's calculation of the liability and agree inputs into the calculation to supporting documentation, assess whether assumptions made by management are reasonable, and verify mathematical accuracy of the liability.

General

- ✓ We will review the financial statement presentation and note disclosures for consistency with requirements in PS 3280

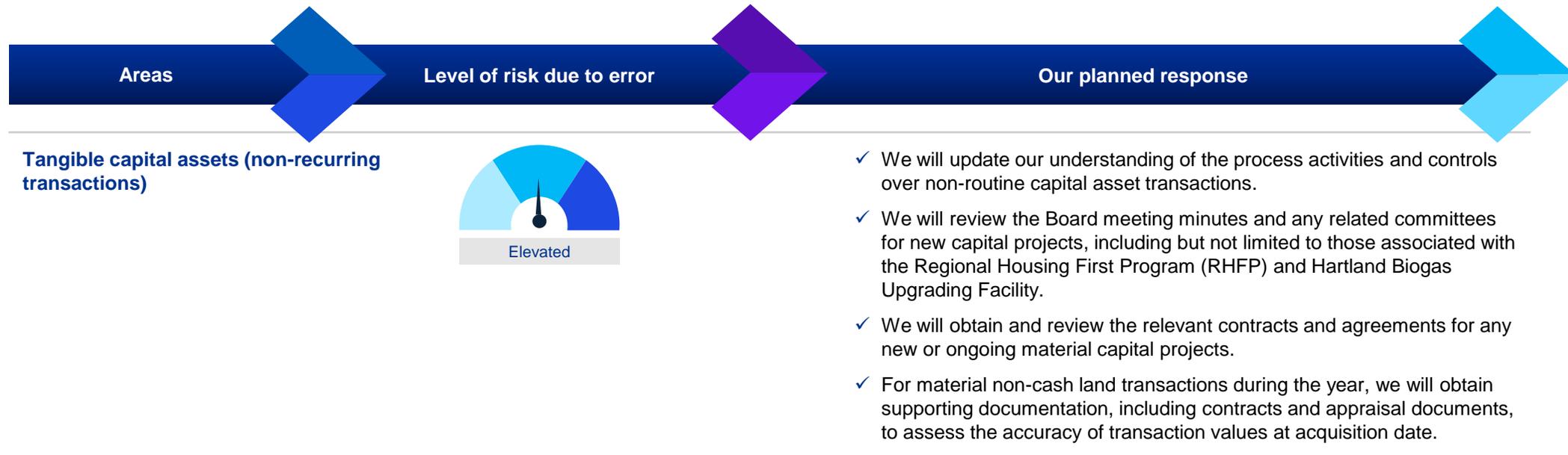


Areas of focus





Areas of focus





Other substantive audit procedures

In addition to the areas of focus previously described, we highlight below examples of audit procedures we will perform to obtain evidence over the existence, accuracy and completeness of the financial statements, including presentation and disclosure.

Substantive Audit Procedures

- Cash, investments and debt balances will be confirmed with the respective financial institutions.
- A sample of capital asset additions, disposals, and WIP transfers will be compared to underlying source documents. An estimate of amortization expense was compared to actual.
- A sample of payments made after year end will be tested to determine if they were recorded in the appropriate fiscal year.
- Revenues and expenses will be tested by way of analytical procedures, developing an expectation based on prior year and budget, and comparing to actual.
- Salaries and wage expense will include testing internal controls over management review of payroll expense as well as comparing actual to prior year.



Concluding and Reporting

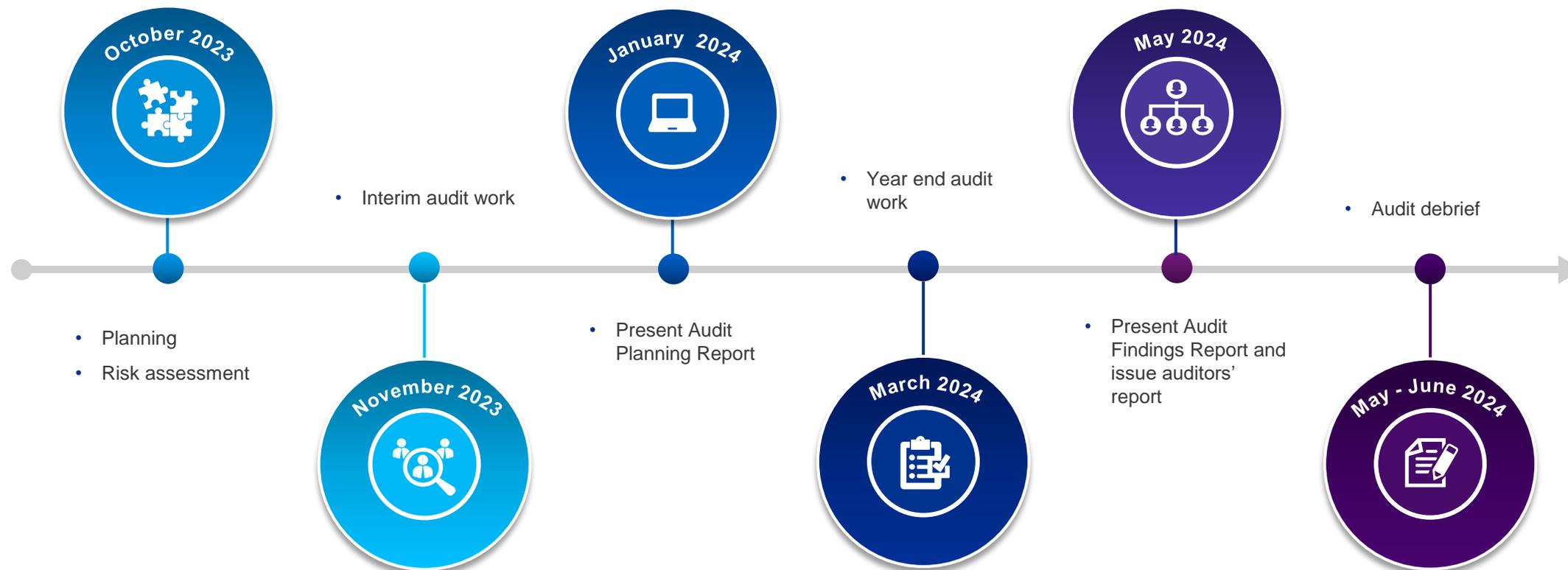
We highlight below examples of audit procedures we will perform to conclude on the reasonability of financial statements as a whole.

Concluding and Reporting Procedures

- Evaluate management bias in the preparation of financial statements, based on patterns in the selection and application of accounting policies and principles.
- Financial statement presentation and disclosure will be evaluated for compliance with accounting standards and comparability to industry leading practice, for example financial reporting award requirements of Government Finance Officers Association International.
- Legal exposure and estimates of contingency provisions will be evaluated against supporting documentation including direct confirmation with external legal counsel.
- Disclosures in the financial statement notes will be evaluated for completeness based on our knowledge of the Entity's ability to continue as a going concern, related party transactions, future contractual commitments and events occurring after year end.
- Deficiencies in internal control and other control observations will be discussed with management, and if significant, communicated to the Board through a separate communication entitled Management Letter.



Key milestones and deliverables



Appendices

1

Required communications

2

Audit quality

3

Changes in accounting standards

4

Newly effective and upcoming changes to auditing standards

5

Thought leadership and insights





Appendix 1: Required communications



Auditor's report

A copy of our draft auditor's report setting out the conclusion of our audit will be provided at the completion of the audit.

Engagement letter

The objectives of the audit, our responsibilities in carrying out our audit, as well as management's responsibilities, are set out in the engagement letter.



Audit findings report

At the completion of the audit, we will provide our findings report to the Finance Committee.

Management representation letter

We will obtain from management certain representations at the completion of the audit. In accordance with professional standards, a copy of the representation letter will be provided to the Finance Committee.



Independence

We are independent and have a robust and consistent system of quality control. We provide complete transparency on all services and follow the Finance Committee's approved protocols. At the completion of our audit, we will re-confirm our independence to the Finance Committee.

Internal control deficiencies

Control deficiencies identified during the audit will be communicated to management and the Finance Committee.



Appendix 2: Audit quality: How do we deliver audit quality?

Quality essentially means doing the right thing and remains our highest priority. Our **Global Quality Framework** outlines how we deliver quality and how every partner and staff member contributes to its delivery.

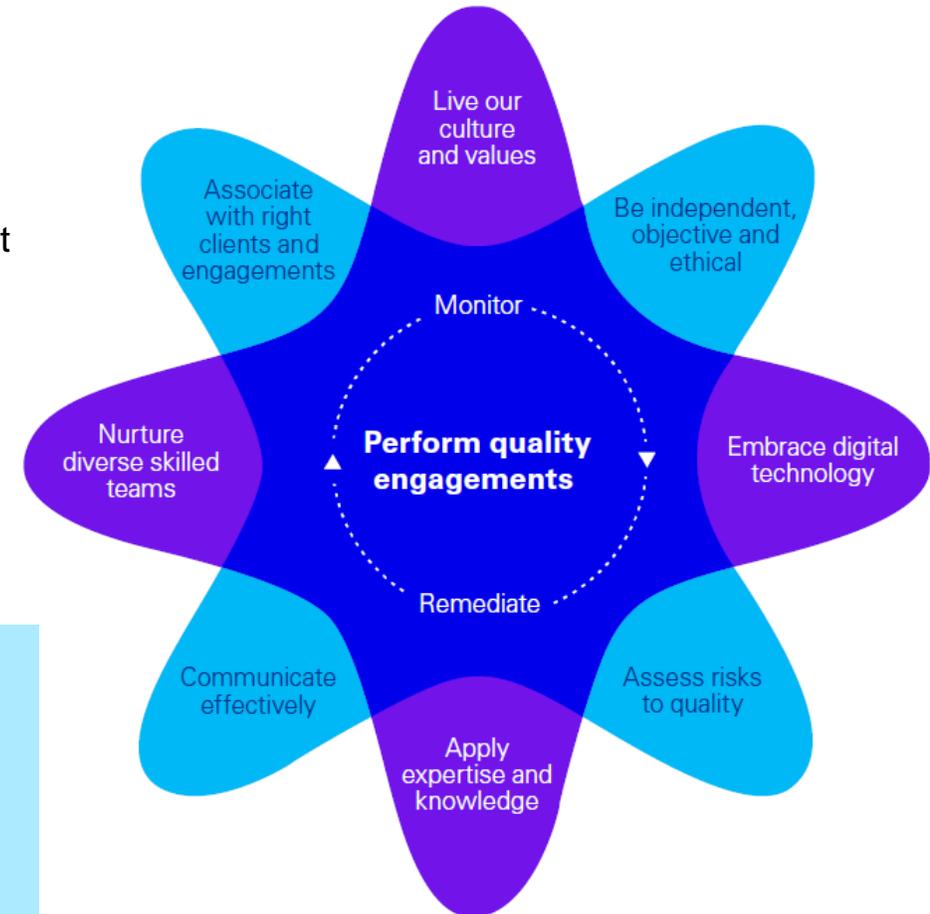
Perform quality engagement sits at the core along with our commitment to continually monitor and remediate to fulfil on our quality drivers.

Our **quality value drivers** are the cornerstones to our approach underpinned by the **supporting drivers** and give clear direction to encourage the right behaviours in delivering audit quality.

 [KPMG 2022 Audit Quality and Transparency Report](#)

We define 'audit quality' as being the outcome when:

- audits are **executed consistently**, in line with the requirements and intent of **applicable professional standards** within a strong **system of quality management**; and
- all of our related activities are undertaken in an environment of the utmost level of **objectivity, independence, ethics and integrity**.





Appendix 3: Changes in accounting standards

PS 3280 Asset Retirement Obligations (“PS 3280”) is a new accounting standard effective for the fiscal years beginning on or after April 1, 2022. This standard addresses the reporting of legal obligations associated with the retirement of certain tangible capital assets by public sector entities. This significant new accounting standard has implications that have the potential to go beyond financial reporting.

Financial reporting implications

A liability for asset retirement costs will be recorded with a corresponding increase in the cost of tangible capital assets in productive use, resulting in a decrease (increase) to the net financial assets (net debt) reported in the Statement of Financial Position.

Asset retirement obligations associated with tangible capital assets that are not recognized or no longer in productive use are expensed.

Additional non-cash expenses for the amortization of tangible capital assets and accretion will be recognized annually.

The total cost of legally required retirement activities will be recognized earlier in a tangible capital asset’s life. There is no change to the total cost recorded over an asset’s life.

A rigorous process needs to be established to support updates to the ARO measurement on an annual basis post-initial implementation.

Asset management implications

The asset retirement date used to determine the asset retirement liability needs to be consistent with the useful life of the related tangible capital asset. As a result, public sector entities need to assess whether the useful lives of tangible capital assets continue to be accurate and consistent with asset management plans.

Many public sector entities are using the implementation of PS 3280 as an opportunity to develop or refine their asset management plans.

Funding implications

PS 3280 does not provide guidance on how the asset retirement liability should be funded. Many public sector entities currently fund retirement costs as they are incurred at the end of the asset’s life. Public sector entities will need to assess whether this practice remains appropriate or if funding will be obtained over the life of the asset.

Budget implications

In addition to budgeting for costs associated with the initial implementation of PS 3280, public sector entities will need to consider if the non-cash accretion expense and additional amortization expense will be included in the annual budget.

Public sector entities operating under balanced budget legislation or similar guidelines will need to obtain guidance from the provincial government or governance bodies to determine the impact of PS 3280 on current requirements.

Capital planning implications

PS 3280 requires legal obligations associated with the retirement of tangible capital assets to be recorded when the assets are acquired, constructed, or developed. As a result, the cost of legally required retirement activities will need to be considered at the inception of a capital project to determine the financial viability and impact of the project.



Appendix 3: Changes in accounting standards (continued)

Standard	Summary and implications
<p>Revenue</p> <p>Effective FY2024</p>	<ul style="list-style-type: none"> The new standard PS 3400 <i>Revenue</i> is effective for fiscal years beginning on or after April 1, 2023. The new standard establishes a single framework to categorize revenue to enhance the consistency of revenue recognition and its measurement. The standard notes that in the case of revenue arising from an exchange transaction, a public sector entity must ensure the recognition of revenue aligns with the satisfaction of related performance obligations. The standard notes that unilateral revenue arises when no performance obligations are present, and recognition occurs when there is authority to record the revenue and an event has happened that gives the public sector entity the right to the revenue.
<p>Purchased Intangibles</p> <p>Effective FY2024</p>	<ul style="list-style-type: none"> The new Public Sector Guideline 8 <i>Purchased intangibles</i> is effective for fiscal years beginning on or after April 1, 2023 with earlier adoption permitted. The guideline allows public sector entities to recognize intangibles purchased through an exchange transaction. The definition of an asset, the general recognition criteria and GAAP hierarchy are used to account for purchased intangibles. Narrow scope amendments were made to PS 1000 <i>Financial statement concepts</i> to remove the prohibition to recognize purchased intangibles and to PS 1201 <i>Financial statement presentation</i> to remove the requirement to disclose purchased intangibles not recognized. The guideline can be applied retroactively or prospectively.



Appendix 3: Changes in accounting standards (continued)

Standard	Summary and implications
Employee benefits	<ul style="list-style-type: none"> • The Public Sector Accounting Board has initiated a review of sections PS 3250 <i>Retirement benefits</i> and PS 3255 <i>Post-employment benefits, compensated absences and termination benefits</i>. • The intention is to use principles from International Public Sector Accounting Standard 39 <i>Employee benefits</i> as a starting point to develop the Canadian standard. • Given the complexity of issues involved and potential implications of any changes that may arise from the review of the existing guidance, the new standards will be implemented in a multi-release strategy. The first standard will provide foundational guidance. Subsequent standards will provide additional guidance on current and emerging issues. • The proposed section PS 3251 <i>Employee benefits</i> will replace the current sections PS 3250 <i>Retirement benefits</i> and PS 3255 <i>Post-employment benefits, compensated absences and termination benefits</i>. It will apply to fiscal years beginning on or after April 1, 2026. Early adoption will be permitted and guidance applied retroactively. • This proposed section would result in public sector entities recognizing the impact of revaluations of the net defined benefit liability (asset) immediately on the statement of financial position. Organizations would also assess the funding status of their post-employment benefit plans to determine the appropriate rate for discounting post-employment benefit obligations. • The Public Sector Accounting Board is in the process of evaluating comments received from stakeholders on the exposure draft.



Appendix 3: Changes in accounting standards (continued)

Standard	Summary and implications
Concepts Underlying Financial Performance	<ul style="list-style-type: none"> The revised conceptual framework is effective for fiscal years beginning on or after April 1, 2026 with earlier adoption permitted. The framework provides the core concepts and objectives underlying Canadian public sector accounting standards. The ten chapter conceptual framework defines and elaborates on the characteristics of public sector entities and their financial reporting objectives. Additional information is provided about financial statement objectives, qualitative characteristics and elements. General recognition and measurement criteria, and presentation concepts are introduced.
Financial Statement Presentation	<ul style="list-style-type: none"> The proposed section PS 1202 <i>Financial statement presentation</i> will replace the current section PS 1201 <i>Financial statement presentation</i>. PS 1202 <i>Financial statement presentation</i> will apply to fiscal years beginning on or after April 1, 2026 to coincide with the adoption of the revised conceptual framework. Early adoption will be permitted. The proposed section includes the following: <ul style="list-style-type: none"> Relocation of the net debt indicator to its own statement called the statement of net financial assets/liabilities, with the calculation of net debt refined to ensure its original meaning is retained. Separating liabilities into financial liabilities and non-financial liabilities. Restructuring the statement of financial position to present total assets followed by total liabilities. Changes to common terminology used in the financial statements, including re-naming accumulated surplus (deficit) to net assets (liabilities). Removal of the statement of remeasurement gains (losses) with the information instead included on a new statement called the statement of changes in net assets (liabilities). This new statement would present the changes in each component of net assets (liabilities), including a new component called “accumulated other”. A new provision whereby an entity can use an amended budget in certain circumstances. Inclusion of disclosures related to risks and uncertainties that could affect the entity’s financial position. The Public Sector Accounting Board is currently deliberating on feedback received on exposure drafts related to the reporting model.



Appendix 4: Newly effective and upcoming changes to auditing standards

For more information on newly effective and upcoming changes to auditing standards - see Current Developments 

Effective for periods beginning on or after December 15, 2022

ISA/CAS 220

.....
(Revised) Quality management for an audit of financial statements

ISQM1/CSQM1

.....
Quality management for firms that perform audits or reviews of financial statements or other assurance or related services engagements

ISQM2/CSQM2

.....
Engagement quality reviews

Effective for periods beginning on or after December 15, 2023

ISA 600/CAS 600

.....
Revised special considerations – Audits of group financial statements



Appendix 5: Thought leadership and insights

Our latest thinking on the issues that matter most to Audit Committees, board of directors and management.

[KPMG Audit & Assurance Insights](#)

Curated research and insights for audit committees and boards.

[Board Leadership Centre](#)

Leading insights to help board members maximize boardroom opportunities

[Current Developments](#)

Series of quarterly publications for Canadian businesses including Spotlight on IFRS, Canadian Securities & Auditing Matters and US Outlook reports.

[Audit Committee Guide – Canadian Edition](#)

A practical guide providing insight into current challenges and leading practices shaping audit committee effectiveness in Canada.

[Accelerate 2023](#)

The key issues driving the audit committee agenda in 2023.

[Momentum](#)

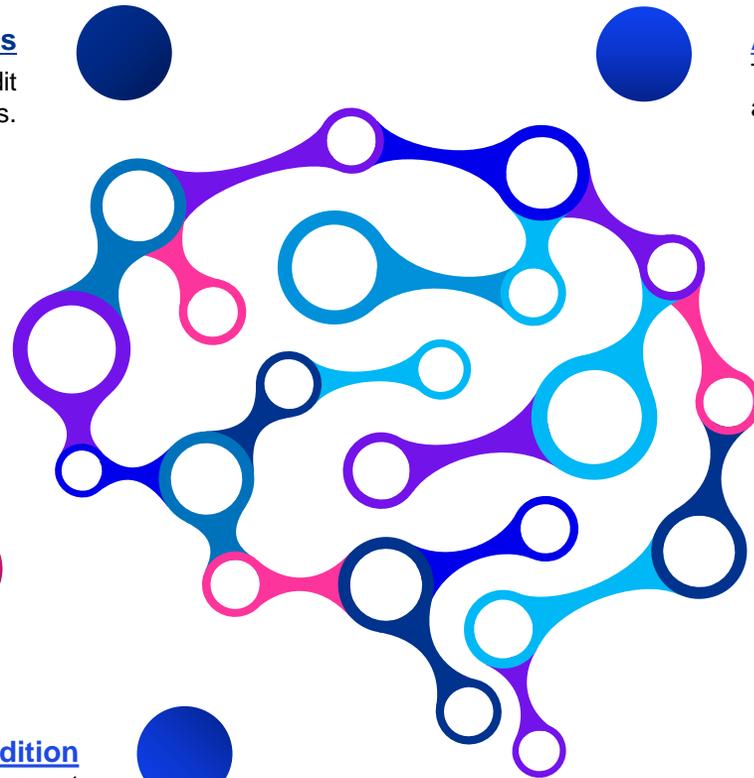
A quarterly newsletter with the latest thought-leadership from KPMG's subject matter leaders across Canada and valuable audit resources for clients.

[KPMG Climate Change Financial Reporting Resource Centre](#)

Our climate change resource center provides insights to help you identify the potential financial statement impacts to your business.

[IFRS Breaking News](#)

A monthly Canadian newsletter that provides the latest insights on international financial reporting standards and IASB activities.





Appendix 5: Thought leadership and insights (continued)

Thought leadership – Environmental, social and governance (“ESG”)

First IFRS Sustainability Disclosure Standards

The arrival of the first two IFRS Sustainability Disclosure Standards marks a key milestone in sustainability reporting and is a significant step towards creation of a global baseline for stakeholder-focused sustainability reporting that local jurisdictions can build on. **Although the standards are not required to be adopted by the Capital Regional District, the new IFRS sustainability standards provide key insights into what the future of sustainability reporting may look like for the entity.**

Summary of the recently released standards

The standards build on the four-pillar structure of the **Task Force on Climate-related Financial Disclosures**.

The **general requirements standard (IFRS S1)** defines the scope and objectives of reporting and provides core content, presentation and practical requirements.

It requires disclosure of material information on all sustainability-related risks and opportunities – not just on climate.

The **climate standard (IFRS S2)** replicates the core content requirements and supplements them with climate-specific reporting requirements.



Visit KPMG’s Sustainability Reporting website for more information, including a comprehensive summary of the new requirements and KPMG’s insights and illustrative examples for the new standards.

[Click here](#) to access KPMG’s portal



Appendix 5: Thought leadership and insights (continued)

Thought leadership – Environmental, social and governance (“ESG”) (continued)

All entities are facing climate-related risks and opportunities – and are making strategic decisions in response. The impacts of climate-related risks in the financial statements are broad, potentially complex and will depend on industry-specific risks.

How might
climate-
related risks
impact the
financial
statements?

01

Assets

Consider the useful lives and residual values of PP&E and intangible assets, cash flow projections used for impairment testing of non-financial assets, and the potential impacts on inventories.

02

Liabilities

Consider the recognition of environmental and decommissioning obligations, accounting for emissions or ‘green’ schemes, impact on employee-benefit arrangements, and restructuring provisions.

03

Borrowers

Consider the accounting for different forms of government assistance, potential for embedded derivatives in green bonds, lease of green technology, impacts of leasing polluting assets.

04

Lenders

Consider how climate-related risks impact operating and financing leases, the potential impact on expected credit losses, and whether green loans meet the solely payments of principal and interest (SPPI) criterion.

05

Disclosures

Consider the impact on the going concern assessment and related disclosures and whether the impacts of climate-related matters have been disclosed clearly.

See here for more information





Appendix 5: Thought leadership and insights (continued)

Thought leadership – Environmental, social and governance (“ESG”) (continued)

Note: Click on images to visit document link.



Intentional adoption of smart, digital, experience-centric solutions have become indispensable in overcoming today's challenges and aligning city services to the future needs and well-being of the public. We invite you to explore this report on KPMG's global research and insights on The future of local government.



The Green City outlines the need of the cities and the buildings in them to reflect climate consciousness.

The link provides guidance on what that looks like and the first steps to meeting those objectives.

KPMG's Climate Change Financial Reporting Resource Centre

KPMG's climate change resource centre provides FAQs to help you identify the potential financial statement impacts for your business.

[Click here](#) to access KPMG's portal.

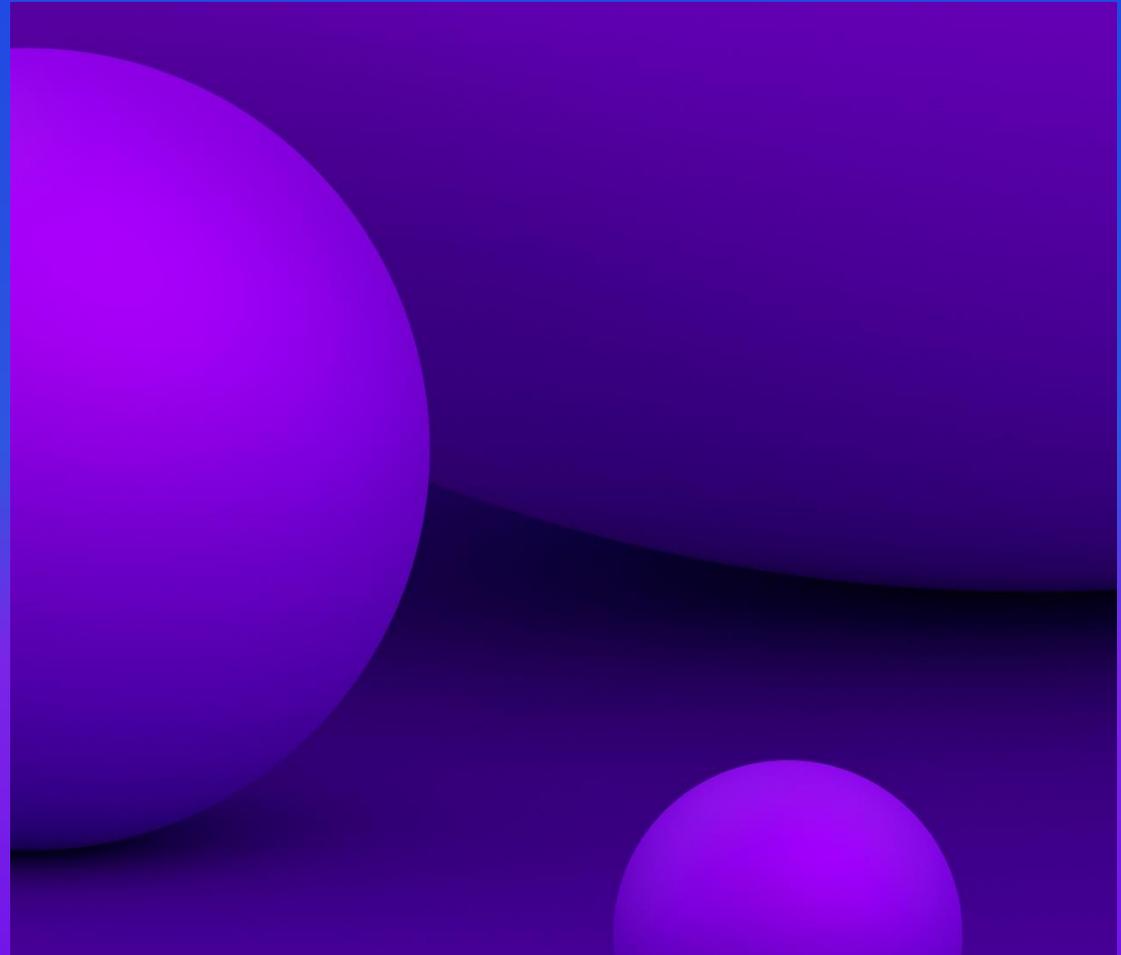
A closer look at the GHG Protocol

Chartered Professional Accountants of Canada (CPA Canada) and the Institute for Sustainable Finance (ISF) produced a 23-page report ([click here](#)) on the GHG Protocol. The report looks to inform potential preparers and users of emissions disclosure; policy makers; standard setters; regulators; and others, and to spur important additional research into key aspects of emissions disclosure and standards that require closer attention.



[kpmg.ca](https://www.kpmg.ca)

© 2023 KPMG LLP, an Ontario limited liability partnership and a member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee. All rights reserved. The KPMG name and logo are trademarks used under license by the independent member firms of the KPMG global organization.





Making a difference...together

**REPORT TO FINANCE COMMITTEE
MEETING OF WEDNESDAY, JANUARY 03, 2024**

SUBJECT **2024 Finance Committee Terms of Reference**

ISSUE SUMMARY

To provide the 2024 Finance Committee Terms of Reference for information.

BACKGROUND

Under the *Local Government Act* and the CRD Board Procedures Bylaw, the CRD Board Chair has the authority to establish standing committees and appoint members to provide advice and recommendations to the Board.

On December 13, 2023, the CRD Board approved the 2024 Terms of Reference for standing committees. Terms of Reference (TOR) serve to clarify the mandate, responsibilities and procedures of standing committees and provide a point of reference and guidance for the committees and members.

This year there were no changes to the defined purpose of the Committee’s TOR, attached as Appendix A.

The TOR are being provided for information to the Committee. Any proposed revisions to the TOR will require ratification by the Board.

CONCLUSION

Terms of Reference serve to clarify the mandate, responsibilities and procedures of committees and provide a point of reference and guidance for the committees and their members. Any future revisions to the TOR will require ratification by the Board.

RECOMMENDATION

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

Submitted by:	Marlene Lagoa, MPA, Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Larisa Hutcheson, P. Eng., Acting Chief Administrative Officer

ATTACHMENT(S)

Appendix A: 2024 Finance Committee Terms of Reference



FINANCE COMMITTEE

PREAMBLE

The Capital Regional District (CRD) Finance Committee is a standing committee established by the CRD Board to make recommendations to the Board regarding items related financial policy, administration, and reporting. The Committee will also provide advice to the Board on agenda items for Committee of the Whole meetings.

The Committee's official name is to be:

Finance Committee

1.0 PURPOSE

- a) To provide advice or make recommendations, or both, to the Board regarding the following functions:
 - i. Corporate budget process
 - ii. Financial monitoring, reporting and forecasting
 - iii. Corporate financial management (including policies) and audit compliance
 - iv. Grants reporting and policies
 - v. Financial impacts related to strategic Board priorities and initiatives

- b) The Committee will provide recommendations to the Board that aim to increase the transparency of the organization and the visibility of financial reporting efforts.

- c) The following committee will report through the Finance Committee
 - Royal & McPherson Theatres Services Advisory Committee

2.0 ESTABLISHMENT AND AUTHORITY

- a) The Committee will make recommendations to the Board for consideration; and
- b) The Board Chair will appoint the Committee Chair, Vice Chair and Committee members annually.

3.0 COMPOSITION

- a) Committee members will be appointed CRD Board Members;
- b) All Board members are permitted to participate in standing committee meetings, but not to vote, in accordance with the CRD Board Procedures Bylaw; and
- c) First Nation members are permitted to participate in standing committee meetings at their pleasure, in accordance with the CRD Procedures Bylaw, where the Nation has an interest in matters being considered by the committee.

4.0 PROCEDURES

- a) The Committee shall meet on a bi-monthly basis, on odd number months, and have special meetings as required;
- b) The agenda will be finalized in consultation between staff and the Committee Chair and any Committee member may request that a matter be placed on the agenda through the Notice of Motion process;
- c) With the approval of the Committee Chair and the Board Chair, Committee matters of an urgent or time sensitive nature may be forwarded directly to the Board for consideration; and
- d) A quorum is a majority of the Committee membership and is required to conduct Committee business.

5.0 RESOURCES AND SUPPORT

- a) The Chief Financial Officer will act as liaison to the committee; and
- b) Minutes and agendas are prepared and distributed by the Corporate Services Department.

Approved by CRD Board December 13, 2023



Making a difference...together

**REPORT TO FINANCE COMMITTEE
MEETING OF WEDNESDAY, JANUARY 03, 2024**

SUBJECT **Capital Regional District External Grants Update**

ISSUE SUMMARY

To provide the Finance Committee and the Capital Regional District (CRD) Board a bi-monthly update on external grants activity for the period between October 16, 2023 and December 18, 2023.

BACKGROUND

This report summarizes activities and outcomes since the CRD External Grants Update was last presented in November 2023. The External Grants Dashboard (Appendix A) details applications submitted, updated, awarded and declined as of 2023. Appendix B provides a summary of grant alerts for 2023 referencing CRD grant applications approved, pending, and declined/withdrawn.

IMPLICATIONS

Financial Implications

Grants/Contributions Awarded

1. \$126,082 through the Province of British Columbia's (BC) Local Government Climate Action Program to support climate action that reduces emissions and prepares communities for the impacts of a changing climate
2. \$100,000 through BC Hydro's Community Energy Manager Program, a two-year direct award to identify, report on and implement electrical energy efficiency and low carbon electrification policies
3. \$19,100 through ICBC's Road Improvement Program to help fund the installation of three speed reader boards for Salt Spring Island to improve road safety, this has an estimated total project cost of \$50,000
4. \$4,925 through CleanBC's Custom Incentive Program to help fund a Saanich Peninsula wastewater treatment system energy study

There are three grants under news embargo.

Applications Submitted

Ten CRD applications were submitted:

1. \$576,816 through the Province of BC's Rural Economic Diversification and Infrastructure Program to fund the capital costs of infrastructure development for Southern Gulf Islands internet connectivity project, the project will bring an internet transport landing site and last mile connectivity to residents of Galiano and Saturna Islands
2. \$500,000 through the Province of BC's Active Transportation Infrastructure Grants to fund the Schooner Way-School Trail on Pender Island, this has an estimated total project cost of \$1,430,000
3. \$500,000 through the Province of BC's Active Transportation Infrastructure Grants to fund the first phase of the Regional Trestles Renewal, Trails Widening and Lighting Project, this has an estimated total project cost of \$1,782,000
4. \$179,000 through Union of BC Municipalities' (UBCM) Community Emergency Preparedness Fund for fire department training and equipment
5. \$175,000 through Federation of Canadian Municipalities' (FCM) Green Municipal Fund to support an affordable housing redevelopment survey for the Village on the Green project, this has an estimated total project cost of \$425,000
6. \$112,000 through Province of BC's Active Transportation Infrastructure Grants to fund the Merchant Mews Pathway Project on Salt Spring Island, this has an estimated total project cost of \$160,000
7. \$100,000 through the Salt Spring Island Foundation's Bloom Fund to support the preservation and improvement of the Mount Maxwell Community Park, this has an estimated total project cost of \$115,000
8. \$100,000 through the Province of BC's Rural Economic Diversification and Infrastructure Program to fund detailed designs for the Ganges Harbour walk Revitalization Project, this has an estimated total project cost of \$127,500
9. \$30,000 through the Province of BC's Active Transportation Infrastructure Grants to support an active transportation network plan for the Juan de Fuca Electoral Area, this has an estimated total project cost of \$60,000
10. \$4,462 through the Civil Forfeiture Office's Grant Program for Specialized Equipment and Training for Police and Related Agencies to support the purchase of remote cameras for the use of CRD park rangers

Service Delivery Implications

New Grant Opportunities

Thirty grant calls (includes programs with multiple streams) were issued during the reporting period and are summarized in the table below. Appendix B details relevant active grants (as of December 18, 2023) and lists recently closed grants for 2023. Appendix B also references CRD grant applications approved, pending, and declined/withdrawn.

Grant	Deadline	Information
Community Participation Funding Program – Rail Safety Component – Transport Canada	First come/first served	Funding to support small, local communities' participation in the development and improvement of Canada's rail safety transportation system
Multicultural and Anti-Racism Grants – Ministry of Attorney General of British Columbia	20-Nov-23	An annual grant to support projects that build intercultural interaction, trust and understanding or projects that challenge racism, hate and systemic barriers
2023/24 Civil Forfeiture Police Equipment Training Grant – Civil Forfeiture Office, Ministry of Public Safety and Solicitor General	22-Nov-23	Funding to support the purchase of equipment or training that addresses and prevents crime violence or victimization
New Entrant Farm Business Accelerator Program – Ministry of Agriculture and Food and Agriculture and Agri-Food Canada	30-Nov-23	Funding to support new farm entrants and their growth, development and implementation of farm business plans and strategies
Community to Community Program – UBCM	01-Dec-23	Funding to support increased understanding and improve relations between First Nations and local government
Environmental Damages Fund – Environment and Climate Change Canada	06-Dec-23	To fund projects that restore damage to the natural environment and support wildlife conservation
Enabling Accessibility Fund – Mid-Sized Projects – Employment and Social Development Canada	13-Dec-23	Funding for more workplace accessibility for persons with disabilities in small municipalities with less that 50,000
Team Up Grant – viaSport British Columbia	15-Dec-23	A partnership grant between a non-profit sport organization and a social sector organization to increase low-barrier sport programs
Wawanesa's Community Wildfire Prevention Grants – Wawanesa Insurance, FireSmart Canada and the Institute for Catastrophic Loss Reduction	15-Dec-23	Funds to support community wildfire prevention through risk reduction and prevention activities
Housing Supply Challenge Round 5: Level-Up Challenge – Canada Mortgage and Housing Corporation	18-Dec-23	Funding to support skill enhancement, automation and streamlining supply chains to expedite community housing

Grant	Deadline	Information
Food Security Emergency Planning and Preparedness (FSPP) Fund – Investment Agriculture Foundation	19-Dec-23	Funds for local authorities to development emergency plans and preparedness strategies with a focus on food security
Social Housing Retrofit Support Program – Fortis BC	31-Dec-23	Funding and support for housing providers to save energy in multi-unit residential building
National Anti-Racism Fund (NARF)'s Project Grants – Canadian Race Relations Foundation	08-Jan-24	Funding supporting communities fighting against racism and discrimination with a theme of addressing systemic racism in the delivery of public services, employment, and public life
2024 Canada Summer Jobs – Employment and Social Development Canada	10-Jan-24	Funding to support projects related to the development of sustainable community infrastructure
Sustainable Development Goals Program – Employment and Social Development Canada	12-Jan-24	Funds to increase public awareness and enhance the UN's 2030 Agenda for Sustainable Development and it's 17 Sustainable Development Goals which includes sustainable cities and communities
Friends of the Environment Foundation Grant – TD Bank	15-Jan-24 15-Jul-24	Funds to support environmental initiatives including green space programs such as park revitalization, community gardens and park programming
BC Vision Zero in Road Safety – Government of British Columbia	15-Jan-24	Funds for projects aimed at improving vulnerable road user safety in local communities.
Search and Rescue (SAR) New Initiatives Fund – Public Safety Canada	24-Jan-24	Annual funding for projects that improve search and rescue in Canada, enhance SAR responses and promote sharing and prevention best practices
Community ReGreening Program – BC Hydro	31-Jan-24	Funding to support community planting projects and vegetation that enhance ecological networks and ensure the right trees are planted around power lines
Fighting and Managing Wildfires in a Changing Climate Program: Training Fund – FireSmart Canada	01-Feb-24	Funding to support wildfire training projects that increase firefighting capacity and build community capacity to respond to wildfires
REFBC General Grants – Real Estate Foundation of BC	07-Feb-23	Funds to advance justice, equity, diversity, and inclusion for racialized and communities historically and systemically excluded from land use decision-making
Active Transportation Planning Program – UBCM	09-Feb-24	Funding to support active transportation components on formal

Grant	Deadline	Information
		planning documents including research, consultation, and policy development
Capital and Innovation Program – Island Coastal Trust	16-Feb-24 24-May-24 18-Oct-24	Funding to support regional and community-based infrastructure including strategic tourism infrastructure and destination trails
2024-25 Disaster Risk Reduction-Climate Adaption – UBCM (New 2024/2025 dates)	28-Mar-24 04-Oct-24 28-Mar-25	Funding to reduce risks due to natural hazards and climate-related risks through three streams: 1) Foundational activities 2) Non-structural projects 3) Small Scale Structural Projects
FireSmart Community Funding and Supports – UBCM	30-Sept-24	Funding to increase community resiliency by undertaking community-based planning and activities that reduce the community’s risk from wildfire.
GO ELECTRIC – CleanBC	Continuous until fund is exhausted (limited funds)	Funding to support fleet transition to electric vehicles
New Construction Market Transformation – BC Hydro	Continuous	Financial support to create access to the skills, practices and resources required to build to higher energy efficiency and zero carbon standards

CONCLUSION

The CRD recognizes grants are a supplementary funding source to address the needs of services provided to the region. The External Grants Update outlines how the CRD continues to integrate and consider these grant opportunities relative to service needs as well as informing local partners of these opportunities through the Grants Dashboard and Grants Alerts. The CRD will continue to provide a summary of activities and outcomes in the External Grants Update on a bimonthly basis.

RECOMMENDATION

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

Submitted by:	Lia Xu, MSc., CPA, CGA, Finance Manager, Local Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Larisa Hutcheson, P. Eng., Acting Chief Administrative Officer

ATTACHMENTS

- Appendix A: 2023 External Grants Dashboard
- Appendix B: 2023 Grant Alerts

APPENDIX A 2023 EXTERNAL GRANTS DASHBOARD

(Updated as of 18-Dec-23)

 Approved	 Pending	 Declined / Withdrawn
35	20	20
\$23,404,562	\$78,445,879	\$16,395,918

2023 Approved Grants

Department	Grant Program	Project	Amount (\$)	Year Submitted
Corporate Services	Inclusive Governance Study Grant – Ministry of Municipal Affairs – Province of BC	Inclusive Regional Governance	60,000	N/A
	Restructure Planning Grant – Ministry of Municipal Affairs – Province of BC	Community Issues Assessment for Magic Lake Estates	15,000	N/A
	Capital and Innovation Program – Island Coastal Economic Trust	SGI: Miners Bay Dock Revitalization Project, Mayne Island	30,000	2023
	TD Friends of the Environment Foundation – TD Bank	SGI: Pender Island Parks and Recreation Commission Youth Native Tree Planting Program Project	6,000	2023

Department	Grant Program	Project	Amount (\$)	Year Submitted
Executive Services	CleanBC Organic Infrastructure and Collection Program – Organic Processing Infrastructure	Salt Spring Island Composting Project	168,462	2021
	Bloom Fund – Salt Spring Island Foundation	SSI: Mount Maxwell Park Land Acquisition	100,000	2022
	2023 Canada Summer Jobs – Employment and Social Development Canada	Salt Spring Island Parks	13,154	2023
	Community Grants Fund – Salt Spring Island Foundation	Salt Spring Island Multi-Space Dance Project	9,000	2022
	Infrastructure Planning Grant Program – Province of BC	SSI: Mount Erskine Water System Infrastructure Condition Assessment	7,500	2022
	Community Grants Fund – Salt Spring Island Foundation	Uniforms and Safety Gear for Martial Arts and Wrestling Programs	6,000	2023
	Community Grants Fund – Salt Spring Island Foundation	New Audio System for SIMS Gymnasium	7,500	2023
	Road Improvement Program – ICBC *New	SSI Speed Reader Boards	19,100	2023
Finance and Technology	Growing Communities Fund – Ministry of Municipal Affairs – Province of BC	Growing Communities Fund	11,559,000	N/A
	Regional District Basic Grant– Ministry of Municipal Affairs – Province of BC	Administrative Support to Electoral Areas	65,000	N/A

Department	Grant Program	Project	Amount (\$)	Year Submitted
Integrated Water Services	Strategic Priorities Fund – Canada Community-Building Fund	Regional Water Supply Main No. 4 Mt. Newton to Highway 17 Section Replacement	6,000,000	2022
	Restructure Implementation Grant – Ministry of Municipal Affairs – Province of BC	Conversion and Transfer of Seagirt Waterworks to the CRD	5,000	N/A
Parks & Environmental Services	2022/23 Active Transportation Infrastructure Stream – BC Active Transportation Infrastructure Grants Program	Mayne Island Regional Trail Phase 1 Development Project	500,000	2022
	Priority Places Program – Environment and Climate Change Canada	Species at Risk Assessment, Planning, and Habitat Restoration at Mill Hill Regional Park 2023-2026	180,000	2022
	Custom Efficiency Program Implementation Incentive – Fortis BC	Energy Conservation Measures at CRD HQ	11,700	2023
	Sustainable Communities and Industry Partnerships Project Implementation Offer – BC Hydro	Neighbourhood Energy Navigator Project	60,000	2023
	Pacific Institute for Climate Solutions Internship Program – University of Victoria	Regional Climate Projections: Understanding Current Use, Gaps, and Opportunities	12,000	2023
	Community Sport Program Development – ViaSport	SEAPARC’s Learn to Play Lacrosse Program	3,000	2023

Department	Grant Program	Project	Amount (\$)	Year Submitted
Parks & Environmental Services (Con't)	Commercial Energy Manager Program – BC Hydro	CRD Energy Manager	60,000	2023
	Custom Incentive Program – CleanBC *New	Saanich Peninsula Wastewater Treatment System Energy Study	4,925	2023
	Community Energy Manager Program - BC Hydro *New	CRD Community Energy Manager	100,000	2023
	Local Government Climate Action Program - Ministry of Environment and Climate Change Strategy *New	2023 Local Government Climate Action Program	126,082	2023
Planning & Protective Services	Reaching Home: Canada’s Homelessness Strategy – Infrastructure Canada	Designated Communities Stream (2023-24)	3,194,540	2023-24
	Island Rail Corridor Funding Grant – Ministry of Transportation and Infrastructure – Province of BC	Island Rail Corridor Consultation	600,000	2023
	2022 Volunteer & Composite Fire Departments Equipment and Training – Community Emergency Preparedness Fund – UBCM	Capital Regional District Fire Department Training & Equipment Project	178,599	2022

Department	Grant Program	Project	Amount (\$)	Year Submitted
Planning & Protective Services (Con't)	Regional Emergency Management Planning Grant – Ministry of Emergency Management and Climate Readiness – Province of BC	Regional Emergency Planning 2023	50,000	N/A
	2023 Emergency Operations & Training – Community Emergency Preparedness Fund – UBCM	CRD DOC/EOC Capacity Development Project	30,000	2023
	2023 Emergency Operations & Training – Community Emergency Preparedness Fund – UBCM	CRD Evacuee Registration and Assistance (ERA) Team Project	18,000	2023
	Healthy Public Policy Stream – Healthy Communities Grant – PlanH	Decolonizing Health Policy, Planning and Programming in the Capital Region	10,000	2023
	Base Funding – Next Generation 911 – UBCM	Support Local Preparedness for Implementation of NG911	45,000	N/A
	2023/24 Complete Communities Grant Program – UBCM	Capital Region Growth and Mobility Study	150,000	2023
Total			23,404,562	

 2023 Pending Grants

Department	Grant Program	Project	Amount (\$)	Year Submitted
Corporate Services	Active Transportation Infrastructure Stream – BC Active Transportation Infrastructure Grants Program *New	Schooner Way-School Trail-Pender Island	500,000	2023
	Economic Diversification Stream – Rural Economic Diversification and Infrastructure Program *New	Last-mile Connectivity and Economic Diversification for the Southern Gulf Islands	576,816	2023
Executive Services	Community Grants Fund – Salt Spring Island Foundation	Portlock Park Bleachers	9,000	2023
	Community Grants Fund – Salt Spring Island Foundation	Inclusive Recreation Gym & Swim	10,000	2023
	Community Grants Fund – Salt Spring Island Foundation	Rollerskating for Youth Drop-in	4,900	2023
	Bloom Fund – Salt Spring Island Foundation *New	Mount Maxwell Community Park Preservation and Improvement	100,000	2023
	Economic Diversification Stream – Rural Economic Diversification and Infrastructure Program *New	Ganges Harbourwalk Revitalization Project - Detailed Designs	100,000	2023
	Active Transportation Infrastructure Stream – BC Active Transportation Infrastructure Grants Program *New	Merchant Mews Pathway Project	112,000	2023

Department	Grant Program	Project	Amount (\$)	Year Submitted
Integrated Water Services	Disaster Mitigation and Adaptation Fund – Infrastructure Canada	Capital Regional District – Regional Water System Upgrades – Disaster Mitigation and Adaptation Improvement Project.	63,150,000	2023
Parks & Environmental Services	CleanBC Communities Fund – Climate Change Mitigation – Green Infrastructure Stream – Investing in Canada Infrastructure Program	Capital Regional District Public Electric Vehicle Charging Network Project	6,403,671	2022
	Active Transportation Fund – Infrastructure Canada	Galloping Goose Regional Trail and Selkirk Trestle Enhancement Project (Submitted by Ministry of Transportation and Infrastructure, in partnership with Regional Parks)	5,848,328	2022
	CleanBC – BC Hydro Commercial Custom Program	Panorama Energy Recovery Project	200,000	2020
	Community Grant Program – Tire Stewardship BC	Greenglade Community Centre Playground	18,472	2023
	Active Transportation Infrastructure Stream – BC Active Transportation Infrastructure Grants Program *New	Regional Trestles Renewal, Trails Widening and Lighting Project	500,000	2023
	Grant Program for Specialized Equipment and Training for Police and Related Agencies - Civil Forfeiture Office *New	Park Ranger Equipment	4,462	2023

Department	Grant Program	Project	Amount (\$)	Year Submitted
Planning & Protective Services	Community Resiliency Initiative Grant – 2023 FireSmart Community Funding & Supports – UBCM	Capital Regional District FireSmart Project – 2023	348,790	2022
	Sustainable Affordable Housing Study Grant – Green Municipal Fund – Federation of Canadian Municipalities	Campus View Redevelopment Project	175,000	2023
	Active Transportation Network Planning Stream – BC Active Transportation Infrastructure Grants Program *New	Juan de Fuca Electoral Area - Active Transportation Network Plan	30,000	2023
	Community Emergency Preparedness Fund – UBCM *New	Capital Regional District Fire Department Training & Equipment Project 2024	179,440	2023
	Sustainable Affordable Housing Study Grant – Green Municipal Fund – Federation of Canadian Municipalities *New	Village on the Green Affordable Housing Redevelopment Study	175,000	2023
Total			78,445,879	

X 2023 Declined / Withdrawn Grants

Department	Grant Program	Project	Amount (\$)	Year Submitted
Corporate Services	Economic Diversification Stream – Rural Economic Diversification and Infrastructure Program	Last-mile Connectivity and Economic Development Project for the Southern Gulf Islands (Declined)	576,725	2023
	Community Sport Program Development – ViaSport	SGI: Mayne Island Parks and Recreation Commission BCSP Community Sports Program (Declined)	3,000	2023
Executive Services	Environmental Quality – Green Infrastructure Stream – Investing in Canada Infrastructure Program	SSI: Cedars of Tuam – New Well and Water Treatment Plant (Declined)	1,143,948	2022
	Active Transportation Infrastructure Stream – BC Active Transportation Infrastructure Grants Program	SSI: Merchant Mews Pathway Project (Declined)	81,900	2022
	Reaching Each and Everyone: A Community Sport Intervention Program – Canadian Parks and Recreation Association	SSI: Inclusive Recreation Project (Declined)	50,000	2022
	Community Grants Program – ICBC	Salt Spring Island Speed Reader Boards (Withdrawn)	21,200	2022
	2023 Youth Employment Experience – Canadian Parks and Recreation Association	Youth Program Leader Position, Salt Spring Island (Declined)	14,768	2023

Department	Grant Program	Project	Amount (\$)	Year Submitted
Executive Services (Con't)	2023 Canada Summer Jobs – Employment and Social Development Canada *New	Panorama Summer Jobs (Declined)	51,365	2023
	2023 Canada Summer Jobs – Employment and Social Development Canada *New	SEAPARC Summer Jobs (Declined)	42,908	2023
Integrated Water Services	Environmental Quality – Green Infrastructure Stream – Investing in Canada Infrastructure Program	JDF: Anderson Cove Water Main Extension Project (Declined)	1,766,905	2022
	Environmental Quality – Green Infrastructure Stream – Investing in Canada Infrastructure Program	SGI: Skana Water System Storage Tank Replacement (Declined)	535,272	2022
Parks & Environmental Services	Strategic Priorities Fund – Canada Community Building Fund	Lochside Regional Trail and Swan Lake Trestle Enhancement Project, Capital Region, Victoria, BC (Declined)	5,999,999	2022
	Strategic Priorities Fund – Canada Community Building Fund	Lochside Regional Trail and Brett Avenue Trestle Enhancement Project, Capital Region, Victoria, BC (Declined)	4,376,354	2022
	New Horizons for Seniors Program – Employment and Social Development Canada	Community Garden Improvements at the Greenglade Community Centre (Declined)	25,000	2020
	New Horizons for Seniors Program – Employment and Social Development Canada	SGI: Dinner Bay Seniors Fitness Circuit Project (Declined)	25,000	2022

Department	Grant Program	Project	Amount (\$)	Year Submitted
Parks & Environmental Services (Con't)	2023 Youth Employment Experience – Canadian Parks and Recreation Association	Assistant Cultural Programmer for Regional Parks (Withdrawn)	8,000	2023
	Community Connectedness Stream – Healthy Communities Grant – PlanH	Building Community Connection – Regional Parks Inclusive and Adaptive Hiking with Power to Be (Declined)	4,200	2023
	New Spaces Fund – ChildCareBC	Owl’s Nest Program Expansion (Declined)	76,304	2023
	For Delivery Organizations – Zero Emission Vehicle Infrastructure Program – Natural Resources Canada *New	Capital Region EV Charger Assistance Program (Declined)	1,581,250	2023
Planning & Protective Services	Community Wellness Grant – Island Health	Village on the Green Redevelopment Project (Declined)	11,820	2023
Total			16,395,918	

APPENDIX B 2023 GRANT ALERTS

Open Grants as of 18-Dec-23 (Including Approved, Pending and Declined/Withdrawn)

DEADLINE	PROGRAM	DESCRIPTION
First come/first served basis	Community Participation Funding Program – Rail Safety Component – Transport Canada [LINK]	Funding to support small, local communities’ participation in the development and improvement of Canada’s rail safety transportation system.
18-Dec-23	Housing Supply Challenge Round 5: Level-Up Challenge – Canada Mortgage and Housing Corporation – [LINK]	To increase the adoption of transformative system-level solutions like skill enhancement, automation and streamlines supply chains to expedite community housing.
19-Dec-23	Food Security Emergency Planning and Preparedness (FSPP) Fund – Investment Agriculture Foundation [LINK]	Funding that allows agricultural producers, industry associations and local authorities to develop emergency plans and preparedness strategies with a focus on food security.
31-Dec-23	Social Housing Retrofit Support Program – Fortis BC – [LINK]	Funding and support for housing providers to save energy in multi-unit residential buildings.
31-Dec-23	2023 Fire Smart Community Funding and Supports Program – Community Resiliency Investment – UBCM [LINK]	Funding to increase community resiliency through Fire Smart planning/activities to reduce wildfire risk.

DEADLINE	PROGRAM	DESCRIPTION
Continuous through 2023	Community Placemaking Program – Island Coastal Economic Trust [LINK]	Funding for communities to reimagine and revitalize public spaces.
Continuous through 2023	Forest Enhancement Society of BC [LINK]	Funding support to reduce wildfire risk and increase community resilience.
Continuous through 2023	Play Your Court Program – National Bank of Canada [LINK]	Funding to give new life to community tennis courts.
08-Jan-24	National Anti-Racism Fund (NARF)’s Project Grants – Canadian Race Relations Foundation [LINK]	The fund supports communities fighting against racism and discrimination with a theme of addressing systemic racism in the delivery of public services, employment, and public life.
10-Jan-24	2024 Canada Summer Jobs – Employment and Social Development Canada [LINK]	Funding for quality summer work experiences for young people (15-30 yrs.) and respond to national and local priorities as provide opportunity for those who face barriers including youth in rural areas and remote communities.
10-Jan-24	Infrastructure Planning Grant Program – Ministry of Municipal Affairs [LINK]	Funds to support projects related to the development of sustainable community infrastructure.
12-Jan-24	Complete Communities Program – UBCM [LINK]	Funding to undertake assessments to inform land use decision-making; considering housing need, supply and location; providing transportation options; and connecting to infrastructure investment and service decisions.
12-Jan-24	Low Carbon Economy Challenge Fund- Environment and Climate Change Canada [LINK]	Funding to support the implementation of projects that deploy proven, low-carbon technologies resulting in material GHG emissions reductions.

DEADLINE	PROGRAM	DESCRIPTION
12-Jan-24	Sustainable Development Goals Program – Employment and Social Development Canada [LINK]	Funds to increase public awareness and enhance the UN’s 2030 Agenda for Sustainable Development and it’s 17 Sustainable Development Goals which includes sustainable cities and communities.
15-Jan-24	BC Vision Zero in Road Safety – Government of British Columbia [LINK]	Funds for projects aimed at improving vulnerable road user safety in local communities.
15-Jan-24 15-Jul-24	Friends of the Environment Foundation Grant – TD Bank [LINK]	Funds to support environmental initiatives including green space programs such as park revitalization, community gardens and park programming.
24-Jan-24	Search and Rescue (SAR) New Initiatives Fund – Public Safety Canada [LINK]	Annual funding for projects that improve search and rescue in Canada, enhance SAR responses and promote sharing and prevention best practices.
26-Jan-24 31-Jan-25	Emergency Support Services Equipment and Training – UBCM [LINK]	Funding to support eligible applicants to build local capacity to provide emergency support services through volunteer recruitment, retention and training.
31-Jan-24	Community ReGreening Program – BC Hydro [LINK]	Funding to support community planting projects and vegetation that enhance ecological networks and ensure the right trees are planted around power lines.
31-Jan-24	WildFire Community Preparedness Day Award – FireSmart Canada [LINK]	Funding to support community events that raise awareness of wildfire risk and increase community resilience.
01-Feb-24	Fighting and Managing Wildfires in a Changing Climate Program: Training Fund – FireSmart Canada [Link]	Funds to support wildfire training projects that increase firefighting capacity and build community capacity to respond to wildfires.
05-Feb-24	Active Communities Grant Program – BC Alliance for Healthy Living [LINK]	Funding for community level changes to increase and support physical activity planning, infrastructure and participation.

DEADLINE	PROGRAM	DESCRIPTION
07-Feb-23	REFBC General Grants – Real Estate Foundation of BC [LINK]	Prioritized funding projects that advance justice, equity, diversity, and inclusion for racialized and other communities historically and systemically excluded from land use decision-making.
08-Feb-24	Low Carbon Economy Challenge – Environment and Climate Change Canada [LINK]	Funds to reduce Canada’s GHG emissions and build resilient communities through the Challenge Fund which supports the deployment of proven, low-carbon technologies.
09-Feb-24	Active Transportation Planning Program – UBCM [LINK]	Funding to support active transportation components of formal planning documents including research, consultation, and policy development.
16-Feb-24 24-May-24 18-Oct-24	Capital and Innovation Program – Island Coastal Trust [LINK]	Funding to support regional and community-based infrastructure including strategic tourism infrastructure and destination trails.
23-Feb 24	2024 Emergency Operations Centres Equipment and Training – UBCM [LINK]	Funding to support the purchase of equipment and supplies required to maintain or improve Emergency Operations Centres (EOC) and to enhance EOC capacity through training and exercises.
28-Mar-24 04-Oc-24 28-Mar-25	2024/25 Disaster Risk Reduction-Climate Adaption – UBCM [LINK]	Funding to reduce risks from future disasters due to natural hazards and climate-related risks through three streams: 1. Foundational activities including risk mapping, risk assessments and planning. 2. Non-structural projects including land use planning and education and temporary mitigation equipment 3. Small Scale Structural Projects
31-Mar-24	Community Safety Support Fund – Fierte Canada Pride (FCP) [LINK]	Provides funding to both FCP members and non-members for Pride Festivals and Events between June 1, 2023, and March 31, 2024.

DEADLINE	PROGRAM	DESCRIPTION
31-Mar-24	Jobs and Growth Fund In British Columbia – Pacific Economic Development Canada [LINK]	Funding for four streams: 1. Activities that support the transition to a green economy. 2. Activities that foster an inclusive recovery. 3. Activities that advance Canada’s competitiveness and grow small and medium-sized enterprises through digital adoption. 4. Activities that strengthen capacity in sectors critical to Canada’s recovery.
01-Apr-24	Canada Arts Presentation Fund – Heritage Canada [LINK]	Funds for organizations that offer support to arts presenters.
26-Apr-24	Public Notification and Evacuation Route Planning – UBCM [LINK]	Funding programs to enhance the resiliency of local governments, First Nations, and communities in responding to emergencies.
30-Apr-24	Community Anniversaries- Building Communities through Arts and Heritage – Heritage Canada [LINK]	Funding for one-time events/capital projects that celebrate the 100th (or 125th/150th /175th, etc.) anniversary of a significant historical event/personality.
30-Apr-24	Community Anniversaries- Building Communities through Arts and Heritage – Heritage Canada [LINK]	Funding for one-time events/capital projects that celebrate the 100th (or 125th/150th /175th, etc.) anniversary of a significant historical event/personality.
30-Apr-24	Indigenous Housing Fund – request for Proposals – BC Housing [LINK]	Funds for non-profit housing providers who wish to partner with indigenous housing providers providing housing on and off reserve for Indigenous people in our province.
30-Sept-24	FireSmart Community Funding and Supports	Funding to increase community resiliency by undertaking community-based planning and activities that reduce the community’s risk from wildfire.

DEADLINE	PROGRAM	DESCRIPTION
18-Oct-24	2024 Volunteer and Composite Fire Departments Equipment and Training– UBCM [LINK]	Funding to fire departments for preparation and response to emergencies.
01-Nov-24	2024 Indigenous Cultural Safety and Cultural Humility Training – UBCM [LINK]	To enhance cultural safety and humility in the delivery of local emergency management programs and services.
31-Dec-24	2024 Fire Smart Community Funding and Supports Program– UBCM [LINK]	Funding to increase community resiliency to reduce wildfire risk.
28-Feb-25	2025 Emergency Operations Centres Equipment and Training – UBCM [LINK]	Funding to support the purchase of equipment and supplies required to maintain or improve Emergency Operations Centres (EOC) and to enhance EOC capacity through training and exercises
Continuous until fund is exhausted (limited funds)	GO ELECTRIC – cleanBC [LINK]	Funding to support fleet transition to electric vehicles.
Continuous until funds exhausted	Rural Transit Solutions Fund Planning and Design Stream – Infrastructure Canada [LINK]	Planning and design project funding to support the development and expansion of locally driven transit solutions.
Continuous through 2025	Next Generation 911 – UBCM [LINK]	Funding to eligible recipients to support the transition and operational readiness of existing 911 services to NG911.
Continuous through March 2026	Local Community Accessibility Grants Program – SPARC BC [LINK]	Funding to identify and remove barriers to improve accessibility and inclusion.

DEADLINE	PROGRAM	DESCRIPTION
Continuous	New Construction Market Transformation – BC Hydro [LINK]	Financial support to create access to the skills, practices and resources required to build to higher energy efficiency and zero carbon standards.
Continuous	Compensation for Employers of Reservists Program – Employment and Social Development Canada [LINK]	Employers are compensated for operational losses when reservists take time away from work to serve on military operations.
Continuous	Community Economic Development and Diversification in British Columbia – Pacific Economic Development Canada [LINK]	Funds to respond to economic development opportunities or adjust to changing and challenging economic circumstances.
Continuous	Rental Protection Fund – Ministry of Housing [LINK]	Provides funding for affordable housing projects.
Continuous	NIDMAR Disability Management Program Assessment – National Institute of Disability Management and Research – BC Workforce Development Agreement [LINK]	Provides BC workplaces with two levels of opportunity: 1. Free assessment of current Disability Management and Return to Work workplace structures. 2. Potential subsidy of up to \$7,500 to address issues identified in the assessment.
Continuous	Supporting Rural Destinations – Discover West Tourism [LINK]	Funding for tourism events in rural communities.
Continuous	Community Building Recommissioning Grant – Green Municipal Fund – Federation of Canadian Municipalities [LINK]	Funding to identify opportunities to reduce whole-building energy use by up to 5-15 percent (with higher savings possible), extend equipment life and reduce maintenance costs. Two types of projects are eligible for this grant: building recommissioning and building retro-commissioning.

DEADLINE	PROGRAM	DESCRIPTION
Continuous	Capital Projects Stream – Rural Transit Solutions Fund – Infrastructure Canada [LINK]	Funding for rural and remote community capital projects to support both traditional and non-traditional transport modes and transportation systems.
Continuous	Homelessness Community Action Grant – Social Planning and Research Council of BC [LINK]	One-time funding for local planning and collaborative initiatives to respond to the needs of those who are homeless or at risk of becoming homeless.
Continuous	Canada Cultural Spaces – Canadian Heritage [LINK]	Funding for improvement of physical conditions for heritage, culture and creative innovation including renovation and construction projects.
Continuous	Capital Project: Signature Initiative – Green Municipal Fund – Federation of Canadian Municipalities [LINK]	Funding (combined loans and grants) to help Canadian cities and communities of all sizes implement bold environmental projects that reduce Greenhouse Gas Emissions (GHG) emissions and protect the air, water, or land.
Continuous	New Construction and Retrofits for Affordable Housing – Federation of Canadian Municipalities [LINK]	Funding to evaluate solutions for integrating deep energy efficiency measures and onsite renewable energy generation in existing affordable housing retrofit and new build projects.
Continuous	Wastewater Systems – Federation of Canadian Municipalities [LINK]	Funding for wastewater treatment systems through two streams: 1. Capital 2. Study
Continuous	GHG Impact Retrofits – Federation of Canadian Municipalities [LINK]	Funding to retrofit a local recreational or cultural facility to reduce GHG emissions.
Continuous	Commemorate Canada – Canadian Heritage [LINK]	Funding for initiatives that commemorate and celebrate historical figures, places, events and accomplishments of national significance.

DEADLINE	PROGRAM	DESCRIPTION
Continuous	Community Building Monitoring and Analysis Grant – Green Municipal Fund – Federation of Canadian Municipalities [LINK]	Funding to track energy use of existing community facilities over time, compare the energy performance of their buildings to similar buildings in other municipalities and identify opportunities to save energy. Funding is intended for community building owners who do not have a building monitoring and analysis system in place.
Continuous	GHG Reduction Pathway Feasibility – Green Municipal Fund – Federation of Canadian Municipalities [LINK]	Funding to assess feasibility for projects that reduce energy and GHGs for recreational and cultural facilities.
Continuous	McConnell Foundation Fund [LINK]	Funding to support projects through three streams: <ol style="list-style-type: none"> 1. Climate 2. Reconciliation 3. Communities
Continuous	Medium and Heavy Duty Zero Emission Vehicles Program – Transport Canada [LINK]	Funding to encourage adoption of medium and heavy-duty zero emissions vehicles.

DEADLINE	PROGRAM	DESCRIPTION
Continuous	Planning Stream: Early Support for Sustainable Affordable Housing – Green Municipal Fund – Federation of Canadian Municipalities [LINK]	<p>Funds for deliverables required in applications for additional funding of energy efficient affordable housing.</p> <ul style="list-style-type: none"> • <i>Planning & Protective Services</i>, Campus View Redevelopment Project (Pending) • <i>Planning & Protective Services</i>, Village on the Green Affordable Housing Redevelopment Study (Pending)
Continuous	Reduce Fossil Fuel Use in Fleets – Federation of Canadian Municipalities [LINK]	Funding for feasibility studies for projects that reduce or avoid fossil fuel use in any vehicle that delivers municipal services.
Continuous	Regional Innovation Ecosystems – Pacific Economic Development Canada [LINK]	Funding to create, grow and nurture inclusive ecosystems that support business needs.
Continuous	Smart Renewables and Electrification Pathways Program – Natural Resources Canada [LINK]	<p>Four funding streams:</p> <ol style="list-style-type: none"> 1. Established Renewables 2. Emerging Technologies 3. Grid Modernization (the only eligible Applicants are Utilities and System Operators) 4. Strategic Dialogue Linked Projects
Continuous	Pilot Projects: Stormwater Quality, Community Project – Green Municipal Fund – Federation of Canadian Municipalities [LINK]	Funding for capital projects that allow a community to remove 60 percent of total suspended solids or a significant number of other contaminants (e.g., Escherichia coli (E. coli), salt, grease) from its stormwater runoff.

DEADLINE	PROGRAM	DESCRIPTION
Continuous	Zero Emission Transit Fund – Infrastructure Canada [LINK]	Funding through two components to support public transit and school bus operators to electrify their fleets: 1. Planning projects 2. Capital projects
Continuous	Environmental Jobs Growth Program – Environmental Careers Organization of Canada [LINK]	Funding for training and employment to support job seekers looking to enter or advance their careers in the clean economy.
Continuous	Community Support, Multiculturalism, and Anti-Racism Initiatives Program – Canadian Heritage [LINK]	Funding to community-based events that promote intercultural or interfaith understanding, promote discussions on multiculturalism, diversity, racism and religious discrimination, or celebrate a community's history and culture such as heritage months recognized by Parliament.

Closed Grants

DEADLINE	PROGRAM	DESCRIPTION
04-Jan-23	Rural Economic Diversification and Infrastructure Program – Ministry of Employment, Business and Economic Development [LINK]	<p>Funding for rural economic development projects that promote economic capacity building, economic diversification, resilience, clean economy and infrastructure development through three streams:</p> <ol style="list-style-type: none"> 1. Economic Capacity 2. Economic Diversification 3. Forest Impact Transition. (CRD is excluded but EAs may request an exemption) <ul style="list-style-type: none"> • <i>Corporate Services, Last-mile Connectivity and Economic Development Project for the Southern Gulf Islands (Declined)</i>
11-Jan-23	Pacific Institute for Climate Solutions Internship Program – University of Victoria [LINK]	<p>Helps organizations reach their climate goals while giving students in climate-related fields a chance to use their skills and acquire relevant work experience.</p> <ul style="list-style-type: none"> • <i>Parks and Environmental Services, Regional Climate Projections: Understanding Current Use, Gaps, and Opportunities (Approved)</i>
11-Jan-23	Green Jobs – Science and Technology Internship Program – Natural Resources Canada [LINK]	<p>Funding for youth training placements to build knowledge and skills for future employment in the natural resources sectors.</p>

DEADLINE	PROGRAM	DESCRIPTION
12-Jan-23	Canada Summer Jobs – Employment and Social Development Canada [LINK]	<p>Funding for wage subsidies for employers to create summer work experiences for youth 15-30 years of age.</p> <ul style="list-style-type: none"> • <i>Executive Services</i>, Salt Spring Island Parks (Approved) • <i>Executive Services</i>, Panorama (Declined) • <i>Executive Services</i>, SEAPARC (Declined)
12-Jan-23	Documentary Heritage Communities Program – Libraries and Archives Canada [LINK]	Funding to commemorate local history and heritage.
15-Jan-23	TD Friends of the Environment Foundation Grant – TD Bank [LINK]	<p>Funding for environmental initiatives with a primary focus on environmental education and green space programs.</p> <ul style="list-style-type: none"> • <i>Corporate Services</i>, SGI Pender Island Parks and Recreation Commission Youth Native Tree Planting Program Project (Approved)
16 Jan-23	BC Vision Zero Grant Program – BC Injury and Prevention Unit [LINK]	Funding for projects that protect vulnerable road users from serious injury, disability or death.
18-Jan-23 (Extended)	Healthy Canadians and Communities Fund – Public Health Agency of Canada [LINK]	<p>Funding for interventions that address health inequities through three streams:</p> <ol style="list-style-type: none"> 1. Creating supportive social environments for tobacco prevention and cessation. 2. Creating food environments that enable access to healthy foods to improve healthy eating. 3. Creating and/or promoting healthy built environments to increase physical activity.
18-Jan-23	Infrastructure Planning Grant Program – Province of BC [LINK]	Funding for projects supporting the development of sustainable community infrastructure.

DEADLINE	PROGRAM	DESCRIPTION
27-Jan-23	2023 Emergency Support Services – Community Emergency Preparedness Fund – UBCM [LINK]	Capacity support for emergency support services including volunteer recruitment, training and purchase of equipment.
31-Jan-23	Wildfire Community Preparedness Day – FireSmart Canada [LINK]	Funding to support Wildfire Community Preparedness Day May 6, 2023.
01-Feb-23	ParticipACTION Community Challenge – PARTICIPACTION [LINK]	Funding for community organizations to remove barriers and increase physical activity and sport participation for equity-deserving groups.
16-Feb-23	Capital and Innovation Program – Island Coastal Economic Trust [LINK]	<p>Funding for vital community-based infrastructure to support sustainable economic diversification.</p> <ul style="list-style-type: none"> • <i>Corporate Services</i>, SGI: Miners Bay Dock Revitalization Project, Mayne Island (Approved)
16-Feb-23	Connecting Communities BC – BC Connectivity Infrastructure (Canada/BC): Second intake [LINK]	Second intake of connectivity funding program to expand broadband internet services to underserved rural, remote and Indigenous communities.
17-Feb-23	Youth Employment Experience - Canadian Parks and Recreation Association [LINK]	<p>100% wage subsidies to give assist youth with gaining a broad range of skills, knowledge and experience in the parks and recreation sector.</p> <ul style="list-style-type: none"> • <i>Executive Services</i>, Youth Program Leader Position Salt Spring Island (Declined) • <i>Parks & Environmental Services</i>, Assistant Cultural Programmer for Regional Parks (Withdrawn)

DEADLINE	PROGRAM	DESCRIPTION
17-Feb-23	Insurance Corporation of British Columbia (ICBC) Community Grants Program – ICBC [LINK]	Funding for road safety and injury recovery initiatives.
24-Feb-23	Disaster Risk Reduction – Climate Adaptation – Community Emergency Preparedness Fund – UBCM [LINK]	Funding for disaster risk reduction and climate-related risks through three streams: 1. Foundational Activities 2. Non-Structural Projects 3. Small-scale Structural Projects
28-Feb-23	Green and Inclusive Community Buildings – Infrastructure Canada [LINK]	Funding through two streams to build and adapt community buildings to reduce GHG and improve climate change resilience: 1. Large retrofits and new buildings 2. Small and medium retrofit projects
28-Feb-23	Kal Tire’s RePlay Fund – Kal Tire [LINK]	Funding to help cover the cost of recycled rubber products through third-party suppliers for community infrastructure projects.
28-Feb-23	Scott’s Gro for Good – Scott’s Miracle Grow [LINK]	Funding to support community efforts to showcase the benefits of gardening, including encouraging healthy eating habits.
03-Mar-23	Fairs, Festivals and Events Fund – Ministry of Tourism, Arts, Culture and Sport [LINK]	One-time funding to event organizers to support the sustained recovery of community events.
09-Mar-23	Community Foundation Grants – Canada Post Community Foundation [LINK]	Funding to small municipalities to make a difference in the lives of children and youth.
13-Mar-23	Zero Emission Vehicle Awareness Initiative – Medium and Heavy Duty Stream – Natural Resources Canada [LINK]	Funding for new and innovative projects that aim to increase knowledge, awareness and confidence in medium and heavy-duty zero-emission or low-emission vehicles for fleet owners, drivers and public.

DEADLINE	PROGRAM	DESCRIPTION
15-Mar-23	Projects – Stream Rapid Housing Initiative Round 3 – Canada Mortgage and Housing Corporation [LINK]	Funding to build new housing and/or purchase existing buildings that will be rehabilitated or converted into permanent affordable housing.
17-Mar-23	Poverty Reduction Planning and Action Program – UBCM [LINK]	Funding to support local governments to reduce poverty and advance the province’s poverty reduction strategy through two streams: 1. Poverty Reduction Plans and Assessments 2. Poverty Reduction Action
17-Mar-23	Emotive Community Outreach Incentive Program – Go Electric Program – CleanBC [LINK]	Funding to small municipalities to assist in delivering Electric Vehicle (EV) awareness campaigns to accelerate adoption of EVs across BC.
22-Mar-23	Community Wellness Grant Program – Island Health [LINK]	Funding for upstream wellness interventions that reduce barriers and increase supports for health and wellness. • <i>Planning and Protective Services, Village on the Green Redevelopment Project (Declined)</i>
27-Mar-23	Living Cities Fund – Green Communities Canada [LINK]	Funding for community-based local organizations with training, funding, and logistical support to implement transformative green infrastructure projects.
31-Mar-23	Community Grants Fund – Salt Spring Island Foundation [LINK]	Funding for a wide range of projects available to Salt Spring Islanders. • <i>Executive Services, Uniforms and Safety Gear for Martial Arts and Wrestling Programs (Approved)</i> • <i>Executive Services, New Audio System for SIMS Gymnasium (Approved)</i>

DEADLINE	PROGRAM	DESCRIPTION
31-Mar-23	2023 Emergency Operations Centres and Training – Community Emergency Preparedness – UBCM [LINK]	Funding for purchase of equipment and supplies to maintain/improve EOCs and training. <ul style="list-style-type: none"> • <i>Planning and Protective Services</i>, CRD DOC/EOC Capacity Development Project (Approved) • <i>Planning and Protective Services</i>, CRD Evacuee Registration and Assistance (ERA) Team Project (Approved)
04-Apr-23	Community Grants Program – Victoria Foundation [LINK]	Funding to strengthen community resilience through flexible, general operating funding to eligible local organizations.
07-Apr-23	Enabling Small Modular Reactors Program – Natural Resources Canada [LINK]	Funding for research and development to develop and deploy small modular reactors for waste management.
13-Apr-23	Building for the Future – Housing Supply Challenge: Round 4 – Impact Canada (Canada Mortgage and Housing Corporation) [LINK]	Funding for activities for innovative construction processes, techniques, systems and materials to increase affordable, climate-resistant housing.
14-Apr-23	2023 Pilot Program – Urban Communities Partnering for Reconciliation – UBCM [LINK]	Funding for events and activities to enhance dialogue and support reconciliation efforts and resolve issues of common responsibility.
14-Apr-23	Emerging Approaches for Reducing Landfill Methane Emissions – Environment and Climate Change Canada [LINK]	Funding to encourage additional testing and further adoption of emerging technologies that permit continuous or drone-based monitoring of methane emissions in landfills.

DEADLINE	PROGRAM	DESCRIPTION
14-Apr-23 (Extended)	Codes Acceleration Fund – National Resources Canada [LINK]	Funding to support adoption and implementation of national model building energy codes through two streams: 1. Those who have the ability to adopt energy codes. 2. Those that do not have the ability to adopt energy codes
17-Apr-23	Habitat Acquisition Grants – Habitat Conservation Trust Foundation [LINK]	Funding for land trust organizations, including regional governments, to purchase properties to protect fish and wildlife habitat.
28-Apr-23	Deep Retrofit Accelerator Initiative – Natural Resources Canada [LINK]	Funding to support accelerated development of deep retrofit projects.
28-Apr-23	Heritage Legacy Fund – Heritage BC [LINK]	Funding for community initiatives to conserve and increase the understanding and appreciation of heritage resources as well as those working towards reconciliation with Indigenous peoples through collaboration.
28-Apr-23	2023 Public Notification & Evacuation Route Planning – Community Emergency Preparedness – UBCM [LINK]	Funding for evacuation route planning and public notification, emergency support services and Emergency Operations Centres (EOC) training.
30-Apr-23	Community Anniversaries – Building Communities Through Arts and Heritage – Canadian Heritage [LINK]	Provides funding for one-time events/capital projects that celebrate the 100th (or 125th/150th /175th, etc.) anniversary of a significant historical event/personality.
01-May-23	Capacity Grants – Habitat Conservation Trust Foundation [LINK]	Funding to build and strengthen the capacity of organizations to design and deliver conservation or restoration projects.
05-May-23	Community to Community Program – UBCM [LINK]	Funding to support increased understanding and improve relations between First Nations and local governments.
12-May-23	Asset Management Planning Program – UBCM [LINK]	Funding for local governments to deepen and strengthen asset management practices.

DEADLINE	PROGRAM	DESCRIPTION
15-May-23	AgriSpirit Fund – Farm Credit Canada [LINK]	Funding for capital projects that enrich the lives of residents in communities of less than 150,000.
15-May-23	Healthy Communities Grant – PlanH [LINK]	<p>Funding through two streams to support initiatives that advance programs and strategies that improve health equity and well-being:</p> <ol style="list-style-type: none"> 1. Community Connectedness 2. Healthy Public Policy <ul style="list-style-type: none"> • <i>Planning and Protective Services</i>, Decolonizing Health Policy, Planning and Programming in the Capital Region (Approved) • <i>Parks and Environmental Services</i>, Building Community Connection – Regional Parks Inclusive and Adaptive Hiking with Power to Be (Declined)
15-May-23	Emerging Priorities Stream – Community Workforce Response Grant – WorkBC [LINK]	Funding for immediate skills training needs for labour market challenges/opportunities.
31-May-23	Local Food Infrastructure Fund - Agriculture Canada [LINK]	Funding for infrastructure investments that increase food security.
01-Jun-23	Housing Accelerator Fund – Canada Mortgage and Housing Corporation (CMHC) [LINK]	Incentive funding to local governments to encourage initiatives aimed at increasing housing supply.
02-Jun-23	Extreme Temperature Risk Mapping, Assessment and Planning – Community Emergency Preparedness Fund – UBCM [LINK]	Funding to support effective response plans and strategies to prepare, mitigate and adapt to risks of extreme temperatures.

DEADLINE	PROGRAM	DESCRIPTION
02-Jun-23	Go Electric Public Charger Program – CleanBC Go Electric Program – Ministry of Environment and Climate Change [LINK]	Funding for Direct Current Fast Charger stations with priority on rural, northern and Indigenous communities.
02-Jun-23	Project Feasibility Studies – CleanBC Industry Fund – Ministry of Environment and Climate Change [LINK]	Funding to support preliminary studies for potential projects intending to apply for funding through the Emissions Performance or Innovation Accelerator Request for Proposal (RFP) streams.
15-Jun-23	BC Community Sport Development Fund – ViaSport [LINK]	<p>Funding to make community sport more accessible by reducing barriers to participation.</p> <ul style="list-style-type: none"> <i>Parks and Environmental Services, SEAPARC’s Learn to Play Lacrosse Program (Approved)</i> <i>Corporate Services, SGI: Mayne Island Parks and Recreation Commission BCSP Community Sports Program (Declined)</i>
16-Jun-23	Canada's National Mini Forest Pilot – Green Communities Canada [LINK]	Funding to help community-based organizations grow support for green infrastructure and engage citizens in local action.
16-Jun-23	Zero Emission Vehicle Infrastructure Program – Natural Resources Canada [LINK]	<p>Provides funding to delivery organizations to distribute to recipients to install EV charging infrastructure in public places.</p> <ul style="list-style-type: none"> <i>Parks & Environmental Services, Capital Region EV Charger Assistance Program (Declined)</i>

DEADLINE	PROGRAM	DESCRIPTION
16-Jun-23	Complete Communities Program – UBCM [LINK]	<p>Funding to support local government and modern treaty First Nations undertake assessments to inform land use decision-making; considering housing need, supply and location; providing transportation options; and connecting to infrastructure investment and servicing decisions.</p> <ul style="list-style-type: none"> • <i>Planning & Protective Services, Capital Region Growth and Mobility Study (Approved)</i>
30-Jun-23	Community Engagement Funding – Veterans Affairs Canada [LINK]	Funding for commemorative activities or materials.
06-Jul-23 (Extended)	Veteran Homelessness Program – Infrastructure Canada [LINK]	Funding to prevent and reduce veteran homelessness in Canada
07-Jul-23	Catherine Donnelly Foundation Grants [LINK]	<p>Funding to address community needs in three streams:</p> <ol style="list-style-type: none"> 1. Adult Education for Social Change Initiatives 2. Environment Initiatives 3. Housing Initiatives
12-Jul-23	Infrastructure Planning Grant – Ministry of Municipal Affairs [LINK]	Funding to help governments develop or improve long-term comprehensive plans including asset management plans, integrated stormwater management plans, etc.

DEADLINE	PROGRAM	DESCRIPTION
19-Jul-23	Disaster Mitigation and Adaptation Fund – Infrastructure Canada [LINK]	<p>Funding for infrastructure projects designed to mitigate current and future climate-related risks and disasters triggered by natural hazards.</p> <ul style="list-style-type: none"> • <i>Integrated Water Management</i>, Capital Regional District – Regional Water System Upgrades – Disaster Mitigation and Adaptation Improvement Project. (Pending)
20-Jul-23	New Spaces Fund – ChildCareBC [LINK]	<p>Funding is available to support the creation, expansion and relocation of childcare facilities proposing to create new, licensed childcare spaces.</p> <ul style="list-style-type: none"> • <i>Parks & Environmental Services</i>, Owl’s Nest Program Expansion (Declined)
26-Jul-23	Environmental Damages Fund – Environment and Climate Change Canada [LINK]	<p>Funding to projects that restore damage to natural environment and support wildlife conservation.</p>
28-Jul-23	Age-Friendly Communities Grants – BC Healthy Communities [LINK]	<p>Funding to help seniors lead active, independent lives through two streams:</p> <ol style="list-style-type: none"> 1. Planning 2. Projects
31-Jul-23	Retrofit Funding for Multi-unit Residential Buildings- Canada Greener Affordable Housing – Canada Mortgage and Housing Corporation [LINK]	<p>Access to low-interest repayable and forgivable loans for deep energy retrofits of multi-unit residential buildings.</p>
31-Jul-23	Community Grant Program – Tire Stewardship BC [LINK]	<p>Funding to support the use of recycled tire products, including playgrounds, water parks, tracks, playing fields, etc.</p> <ul style="list-style-type: none"> • <i>Parks & Environmental Services</i>, Greenglade Community Centre Playground (Pending)

DEADLINE	PROGRAM	DESCRIPTION
18-Aug-23 (Extended)	Housing Accelerator Fund – Canada Mortgage and Housing Corporation (CMHC) [LINK]	Incentive funding to local governments to encourage initiatives aimed at increasing housing supply.
Currently Closed (Continuous)	Jobs and Growth Fund in British Columbia – Pacific Economic Development Canada [LINK]	Funding through four streams: <ol style="list-style-type: none"> 1. Activities that support the transition to a green economy. 2. Activities that foster an inclusive recovery. 3. Activities that advance Canada's competitiveness and grow small and medium-sized enterprises through digital adoption. 4. Activities that strengthen capacity in sectors critical to Canada's recovery and growth.
24-Aug-23	Community Climate Transitions Innovation Fund – Tamarack Institute [LINK]	Provides funding for community-led climate change mitigation and adaptation projects.
31-Aug-23	Aquatic Invasive Species Prevention Fund – Fisheries and Oceans Canada [LINK]	Funding for efforts to prevent the introduction and spread of aquatic invasive species.
01-Sep-23	Community to Community Program – UBCM [LINK]	Funding to support increased understanding and improve relations between First Nations and local governments.
14-Sep-23	Greener Neighbourhoods Pilot Program – Demonstration Projects – Natural Resources Canada [LINK]	Funding for six Energiesprong-inspired aggregated deep energy retrofit projects in communities across Canada.
14-Sep-23	Community Based Projects – New Horizons for Seniors Program [LINK]	Funds projects that empower seniors in their communities and contribute to improving their health and well-being.
15-Sep-23	BC Asset Management Planning Program – UBCM [LINK]	Funding to assist local governments in delivering sustainable services by extending and deepening asset management practices.

DEADLINE	PROGRAM	DESCRIPTION
22-Sep-23	Climate Change Adaptation Program – Natural Resources Canada [LINK]	Funding to increase access to climate change adaptation tools and resources.
30-Sep-23	Community Grants Fund – Salt Spring Island Foundation [LINK]	<p>Funding for a wide range of projects available to Salt Spring Islanders.</p> <ul style="list-style-type: none"> • <i>Executive Services</i>, Portlock Park Bleachers (Pending) • <i>Executive Services</i>, Inclusive Recreation Gym & Swim (Pending) • <i>Executive Services</i>, Roller skating for Youth Drop-in (Pending)
06-Oct-23	Disaster Risk Reduction–Climate Adaptation – UBCM [LINK]	<p>Funding to reduce risks from future disasters due to natural hazards and climate-related risks through three streams:</p> <ol style="list-style-type: none"> 1. Foundational Activities including risk mapping, risk assessments and planning 2. Non-structural projects including land use planning and education and temporary mitigation equipment 3. Small-Scale Structural Projects
10-Oct-23	Youth Innovation Component – Enabling Accessibility Fund – Employment and Social Development Canada [LINK]	Funding for Youth Accessibility Leaders to find accessibility barriers in their communities.
18-Oct-23	Bloom Fund – Salt Spring Island Foundation [LINK]	<p>Provides funding for park land acquisition, preservation and/or improvement.</p> <ul style="list-style-type: none"> • <i>Executive Services</i>, Mount Maxwell Community Park Preservation and Improvement (Pending)

DEADLINE	PROGRAM	DESCRIPTION
20-Oct-23	Innovator Skills Initiative – Innovate BC [LINK]	Funding to support network planning grants and infrastructure grants to support the development of active transportation infrastructure for all ages and abilities.
20-Oct-23	Volunteer and Composite Fire Departments Equipment and Training – Community Emergency Preparedness Fund – UBCM [LINK]	Funding to fire departments for preparation and response to emergencies. <ul style="list-style-type: none"> • <i>Planning & Protective Services</i>, Capital Regional District Fire Department Training & Equipment Project 2024 (Pending)
27-Oct-23	BC Active Transportation Infrastructure Grants Program – Ministry of Transportation and Infrastructure [LINK]	Funding to support network planning grants and infrastructure grants to support the development of active transportation infrastructure for all ages and abilities. <ul style="list-style-type: none"> • <i>Executive Services</i>, Merchant Mews Pathway Project (Pending) • <i>Corporate Services</i>, Schooner Way – School Trail-Pender Island (Pending) • <i>Planning & Protective Services</i>, Juan de Fuca Electoral Area – Active Transportation Network Plan (Pending) • <i>Parks & Environmental Services</i>, Regional trestles Renewal, Trails Widening and Lighting Project (Pending)
30-Oct-23	Food Waste Prevention and Diversion: Research and Capacity Building Fund – Environment and Climate Change Canada [LINK]	Funding for research on waste prevention and diversion to support effective community level interventions that reduce organics in landfills.

DEADLINE	PROGRAM	DESCRIPTION
30-Oct-23	Rural Economic Diversification and Infrastructure Program – Ministry of Employment, Business and Economic Development [LINK]	<p>Funding for rural economic development projects that promote economic capacity building, economic diversification, resilience, clean economy, and infrastructure development through three streams:</p> <ol style="list-style-type: none"> 1. Economic Capacity 2. Economic Diversification 3. Forest Impact Transition. <ul style="list-style-type: none"> • <i>Executive Services</i>, Ganges Harbourwalk Revitalization Project – Detailed Designs (Pending) • <i>Corporate Services</i>, Last-mile Connectivity and Economic Diversification for the Southern Gulf Islands (Pending)
31-Oct-23	Habitat Stewardship Program for Species at Risk – Environment and Climate Change Canada [LINK]	Supports habitat projects that benefit species at risk.
31-Oct-23	Field of Dreams Program – Blue Jay’s Care Foundation [LINK]	Funding to design, refurbish and build safe spaces for children and youth to play baseball.
31-Oct-23	National Adaption Strategy and Hydrologic Predictions and Innovation – Environment and Climate Change Canada (ECCC) [LINK]	<p>Four streams to support the National Adaptation Strategy and Hydrologic Prediction and Innovation:</p> <ol style="list-style-type: none"> 1. Priority Climate Data, Services and Assessments 2. Flood Hazard Identification and Mapping Program (FHIMP) 3. Hydrologic Prediction 4. Innovation in Hydrometry
03-Nov-23	Indigenous Cultural Safety and Cultural Humility Training – UBCM [LINK]	Funding to enhance cultural safety and humility in the delivery of local emergency management programs and services.

DEADLINE	PROGRAM	DESCRIPTION
04-Nov-23	Enhancement & Restoration Grants – Habitat Conservation Trust Foundation [LINK]	Funding for projects that focus on native freshwater fish, wildlife and their habitats and have the potential to achieve a significant conservation outcome.
15-Nov-23	New Horizons for Seniors Program – Pan Canadian Stream – Employment and Social Development Canada [LINK]	Funds projects that empower seniors in their communities and contribute to improving their health and well-being.
16-Nov-23	Green Freight Program, Stream 2 – Natural Resources Canada [LINK]	Funding for energy-efficient improvements and fuel-switching for medium and heavy-duty vehicles.
17-Nov-23	Community Housing Fund – BC Housing [LINK]	Funding to develop and operate new low and moderate-income rental housing units.
20-Nov-23	Multiculturalism and Anti-Racism Grants – Ministry of Attorney General of British Columbia [LINK]	An annual grant to support projects that build intercultural interaction, trust and understanding or projects that challenge racism, hate and systemic barriers.
22-Nov-23	2023/24 Civil Forfeiture Police Equipment Training Grant Program - Civil Forfeiture Office, Ministry of Public Safety and Solicitor General [LINK]	<p>Provides one-time funding to support community-based safety projects using the proceeds from the civil-forfeiture process.</p> <ul style="list-style-type: none"> • <i>Parks & Environmental Services, Park Ranger Equipment (Pending)</i>
30-Nov-23	New Entrant Farm Business Accelerator Program – Ministry of Agriculture and Food and Agriculture and Agri-Food Canada [LINK]	Funding to support new farm entrants and their growth, development and implementation of farm business plans and strategies.

DEADLINE	PROGRAM	DESCRIPTION
01-Dec-23	Community to Community Program – UBCM [LINK]	Funding to support C2C forums and expanding to include support for advancement of First Nation-local government reconciliation and relationship building.
03-Dec-23	Community Tree Grants – Tree Canada [LINK]	Funds to support community greening, innovation and stewardship initiatives with two streams: 1. Edible fruit or nut bearing trees and shrubs on publicly accessible sites. 2. Treemendous Communities tree planting where people live, work or play with a wide range of acceptable proposals such as stormwater retention or park and street plantings.
06-Dec-23	Environmental Damages Fund – Environment and Climate Change Canada [LINK]	To fund projects that restore damage to the natural environment and support wildlife conservation.
09-Dec-23	Food Security Emergency Planning and Preparedness (FSPP) Fund – Investment Agriculture Foundation [LINK]	Funding that allows agricultural producers, industry associations and local authorities to develop emergency plans and preparedness strategies with a focus on food security.
13-Dec-23	Enabling Accessibility Fund – Mid-Sized Projects – Employment and Society Development Canada [LINK]	Funding for more workplace accessibility for persons with disabilities in small municipalities with a population of less than 50,000.
13-Dec-23	Climate-Resilient Coastal Communities Program – Natural Resources Canada [LINK]	Funding to enable communities and sectors to work together at a regional scale to co-develop coordinated actions that increase climate resilience in coastal regions.

DEADLINE	PROGRAM	DESCRIPTION
14-Dec-23	2 Billion Trees Program – Government of Canada [LINK]	Funding for tree planting through three streams: 1. Mass Planting 2. Small-Scale Planting 3. Urban/Suburban
15-Dec-23	Wawanesa’s Community Wildfire Prevention Grants – Wawanesa Insurance, FireSmart Canada and the Institute for Catastrophic Loss Reduction [LINK]	Funds to support community wildfire prevention through risk reduction and prevention activities.
15-Dec-23	Team Up Grant – viaSport British Columbia [LINK]	A partnership grant between a non-profit sport organization and a social sector organization to increase low-barrier sport programs.

**TO REPORT TO FINANCE COMMITTEE
MEETING OF WEDNESDAY, JANUARY 03, 2024**

SUBJECT **Bylaw No. 4597: Security Issuing Bylaw, Spring 2024**

ISSUE SUMMARY

Approval of the Security Issuing Bylaw No. 4597 for borrowing by the Capital Regional District (CRD).

BACKGROUND

Under Sections 410 and 411 of the *Local Government Act*, the CRD must adopt a security issuing bylaw to provide for the issue of debt for all or any part of the debt authorized under loan authorization bylaws for its own borrowings and on behalf of municipalities requesting debt.

Debt issuance is undertaken twice annually by the Municipal Finance Authority (MFA). The process requires the CRD Board to adopt separate security issuing bylaws for each borrower. The approved bylaws are then submitted to the Ministry of Municipal Affairs for approval.

The CRD is requesting the issue of securities as follows in Table 1 below:

TABLE 1: CRD Financial Plan Borrowing – (\$ Millions)

Security Issuing Bylaw No.	Service	LOAN AUTHORIZATION				Term of issue	Issue amount (\$M)	Notes
		Bylaw No.	Authorized (\$M)	Borrowed (\$M)	Remaining (\$M)			
4597	Environmental Resource Management	4515	\$36.00	\$7.45	\$28.55	15	\$4.30	2024 Capital Plan Projects
	TOTAL						\$4.30	

There were no municipal requests submitted to the CRD for the MFA 2024 Spring Issue.

ALTERNATIVES

Alternative 1

The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4597, "Security Issuing Bylaw No. 1, 2024", be introduced and read a first, second, and third time; and
2. That Bylaw No. 4597 be adopted.

Alternative 2

That adoption of Bylaw No. 4597 be deferred back to staff for amendments.

IMPLICATIONS

Financial Implications

The CRD funds capital projects through various sources including long-term borrowing. Debt is one financing tool utilized to spread the cost of capital over time. Financial implications for borrowings are included within the approved financial plan bylaw for the respective years.

The Environmental Resource Management service is borrowing for two capital plan items, the first being the landfill gas utilization project with a borrowing of \$4.0 million. The total planned borrowing for this project is \$7.2 million, with the remaining \$3.2 million issue anticipated in the Fall of 2024. The second borrowing of \$0.3 million is for construction related to the northeast and northwest aggregate stockpile cover project. The total planned borrowing for this project is \$0.75 million, with the remaining \$0.45 million issue anticipated in the Fall of 2024.

Borrowing Terms

Each borrowing request will be funded by the MFA as part of the Fall issue, with proceeds expected to be received in April. The amortization period is stipulated in the respective loan authorization bylaw and is for a period established during the public approval process. The rate and initial term of the loan will be determined by the MFA at the time of issuance. As of 2021, the period rates will be locked in will no longer follow the general 10-year initial term, with 5-year renewal terms thereafter. Depending on market conditions at the time of issuance, the MFA may use longer initial and renewal periods.

The MFA provides current indicative market interest rates as an estimate of potential rates for the upcoming issue. The indicative rates as of December 12, 2023 are:

Loan Amortization	MFABC – Indicative Rates
5 years	3.99%
10 years	4.25%
15 years	4.50%
20 years	4.48%
25 years	4.48%
30 years	4.48%

CONCLUSION

The CRD, through security issuing bylaws, is enabled to borrow from the MFA for both regional district and municipal borrowings. The borrowing costs are funded by the requesting CRD service or the municipality. For the Spring MFA 2024 issue, the CRD has one request and there were no municipal requests. Approval of this bylaw is recommended to permit participation in the MFA Spring 2024 debt issuance.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4597, “Security Issuing Bylaw No. 1, 2024”, be introduced and read a first, second, and third time; and
2. That Bylaw No. 4597 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:	Larisa Hutcheson, P. Eng., Acting Chief Administrative Officer

ATTACHMENT

Appendix A: Bylaw No. 4597, Security Issuing Bylaw No. 1, 2024

**CAPITAL REGIONAL DISTRICT
BYLAW NO. 4597**

**A BYLAW TO AUTHORIZE ENTERING INTO AN AGREEMENT RESPECTING FINANCING
BETWEEN THE CAPITAL REGIONAL DISTRICT AND THE
MUNICIPAL FINANCE AUTHORITY OF BRITISH COLUMBIA**

WHEREAS:

- A. The Municipal Finance Authority of British Columbia (the “Authority”) may provide financing of capital requirements for Regional Districts or for their member municipalities by the issue of debentures or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the Regional District on whose request the financing is undertaken;
- B. Under the provisions of section 411 of the *Local Government Act*, the amount of borrowing authorized by each of the following loan authorization bylaws, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder, and the amount being issued under the authority thereof by this bylaw;
- C. The table contained in this bylaw is to provide clarity and information for the purposes of this bylaw;
- D. The Board of the Capital Regional District (the “Regional District”) hereby requests that such financing shall be undertaken through the Authority.

NOW THEREFORE the Board of the Regional District in open meeting assembled enacts as follows:

- 1. The Authority is hereby requested and authorized to finance from time to time the undertakings, as further described in the Loan Authorization Table below, at the sole cost and on behalf of the Regional District up to, but not exceeding Four Million and Three Hundred Thousand Dollars (\$4,300,000) in lawful money of Canada (provided that the Regional District may borrow all or part of such amount in such currency as the Trustees of the Authority shall determine but the aggregate amount in lawful money of Canada and in Canadian Dollar equivalents so borrowed shall not exceed \$4,300,000 in Canadian Dollars) at such interest and with such discounts or premiums and expenses as the Authority may deem appropriate in consideration of the market and economic conditions pertaining.

Security Issuing Bylaw No.	Service	LOAN AUTHORIZATION				Term of issue	Issue amount (\$M)	Notes
		Bylaw No.	Authorized (\$M)	Borrowed (\$M)	Remaining (\$M)			
4597	Environmental Resource Management	4515	\$36.00	\$7.45	\$28.55	15	\$4.30	2024 Capital Plan Projects
	TOTAL						\$4.30	

2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chair and officer assigned the responsibility of financial administration of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements, which said agreement or agreements shall be substantially in the form annexed hereto as Schedule "A" and made part of this bylaw (such Agreement or Agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule "A" shall be dated and payable in the principal amount or amounts of monies and in Canadian dollars or as the Authority shall determine and subject to the *Local Government Act*, in such currency or currencies as shall be borrowed by the Authority under Section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligation incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority, and shall bear interest at a rate to be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signature of the Chair and the officer assigned the responsibility of financial administration of the Regional District.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Saanich and at such time or times as shall be determined by the Treasurer of the Authority.
7. During the currency of the obligations incurred under the said Agreement to secure borrowings in respect of the Regional District Loan Authorization Bylaw No. 4515 if the anticipated revenues accruing to the Regional District from the operation of the "Solid Waste Disposal Local Service Establishment Bylaw No. 1, 1991" service is at any time insufficient

to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.

8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided, however, that if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, any deficiency in meeting such obligations shall be a liability of the Regional District to the Authority and the Board of the Regional District shall make due provision to discharge such liability.
9. The Regional District shall pay over to the Authority at such time or times as the Treasurer of the Authority so directs such sums as are required pursuant to section 15 of the *Municipal Finance Authority Act* to be paid into the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.
10. This bylaw may be cited as "Security Issuing Bylaw No. 1, 2024".

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

CHAIR

CORPORATE OFFICER

Schedule "A" to Bylaw # ____

CANADA

PROVINCE OF BRITISH COLUMBIA

AGREEMENT

Regional District of _____

The Regional District of _____ (the "Regional District") he promises to pay to the Municipal Finance Authority of British Columbia (the "Authority") at its Head Office in Saanich, British Columbia, the sum of _____ DOLLARS (\$_____) in lawful money of Canada, together with interest thereon from the ____ day of _____ 20__, at varying rates of interest, calculated semi-annually, in each and every year during the currency of this Agreement; and payments of principal and interest shall be as specified in the schedule attached commencing on the ____ day of _____ 20__, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority such further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

DATED at _____, British Columbia, this ____ day of _____, 20____.

IN TESTIMONY WHEREOF and under the authority of Bylaw # _____ cited as "_____",

this Agreement is sealed with the Corporate Seal of the Regional District of _____ and signed by the Chair and Treasurer thereof.

Chair

Treasurer

Pursuant to the *Local Government Act*, I certify that the within Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatsoever in any court of the Province of British Columbia.

Deputy Inspector of Municipalities of British Columbia

PRINCIPAL AND/OR SINKING FUND DEPOSIT AND INTEREST PAYMENTS

Date of Payment	Total Payment	Principal/Sinking Fund Deposit	Interest
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$



Making a difference...together

**REPORT TO FINANCE COMMITTEE
MEETING OF WEDNESDAY, JANUARY 03, 2024**

SUBJECT **Bylaw No. 4596: Saanich Peninsula Wastewater Services Loan Authorization
Bylaw No. 1, 2024**

ISSUE SUMMARY

Pursuant to the Capital Regional District (CRD) provisionally approved 2024 to 2028 Financial Plan, this report brings forward the loan authorization Bylaw No. 4596 for the purpose of financing approved capital plan projects.

BACKGROUND

On October 25, 2023, the Board gave provisional approval for the CRD 2024 Financial Plan, inclusive of the Saanich Peninsula Wastewater Service five-year (2024 to 2028) capital plan. As is the case each year following plan approval, staff prepare the necessary loan authorization bylaws and security issuing bylaws. The Saanich Peninsula Wastewater Service capital plan includes planned infrastructure and improvements totaling \$12.3 million, which requires the borrowing of \$7.72 million from the Municipal Finance Authority of British Columbia (MFABC) starting in 2025.

The Saanich Peninsula Wastewater capital plan (the 'Capital Plan') includes replacing and improving aging wastewater infrastructure, upgrading odour control, relining trunk sewers, repairing and replacing manholes, enhancing control and communications systems and other improvements.

Loan authorization bylaws expire after five years, so bylaws are drafted to cover the five-year financial plan for services requiring borrowing to fund capital. The loan authorization bylaw will specify the maximum amount, the restricted use and the debt repayment amortization period. Requests to draw funds against the loan authorization bylaw will only be authorized with Board approval of a subsequent security issuing bylaw. The security issuing bylaws, prepared biannually, include only those borrowings that are necessary based on the cash flow needs as determined by the approved financial plan.

The following bylaw is proposed:

Service Area	Action	Purpose	Bylaw
3.718	Loan Authorization Bylaw	To create a loan authorization bylaw to permit long-term borrowing related to the Capital Plan for this service.	4596

ALTERNATIVES

Alternative 1

The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4596, “Saanich Peninsula Wastewater Services Loan Authorization Bylaw No. 1, 2024”, be introduced and read a first, second and third time; and
2. That participating area approval for Bylaw No. 4596 be obtained by way of the municipal consent process for North Saanich, Central Saanich and Sidney, and if successful, be referred to the Inspector of Municipalities for approval.

Alternative 2

That Bylaw No. 4596 be referred to staff for additional information.

IMPLICATIONS

Legislative & Financial Implications

Section 24 of the *Municipal Finance Authority Act*, RSBC 1996 c 325 states that a regional district security issuing bylaw may only be enacted and financed if the long-term borrowing is arranged through the MFABC. The loan authorization required is up to \$7.72 million and will support the planned five-year capital plan expenditures commencing in January 2025. The estimated debt servicing costs for the borrowing are included in the 2024 CRD provisional financial plan.

With the MFABC's indicative interest rate at 4.58% as of December 11, 2023, borrowing the full authorized amount over a 15-year amortization period would result in an estimated annual debt service cost of approximately \$0.75 million. The total financing cost over this period is projected to be \$11.3 million. These debt servicing expenses are planned to be funded through requisition and the actual amount borrowed each year will be based on the specific cash flow requirements for the year.

Long-term borrowing (i.e., loans with a term of more than five years) cannot be undertaken without the loan authorization bylaw being approved and, subsequently and separately, a security issuing bylaw being approved, in accordance with the *Local Government Act*.

As part of the loan authorization bylaw approval process, the bylaw requires participant approval. Participant approval can be obtained through consent on behalf of municipal participants or by sub-regional alternative approval process (AAP). Consent on behalf of the municipal participants of North Saanich, Central Saanich and Sidney will be initiated once the loan authorization bylaw has received third reading by the Board and is the preferred method administratively in this instance.

To ensure optimization of interest and timing of long-term debt, issuance of a temporary borrowing will be proposed if Ministerial approval is obtained, and the municipal consent process proves successful. The timing of the debt issuance will be based on the timing of expenditures and will be dependent on prevailing interest rates at the time. Before long-term debt issuance can be exercised, a security issuing bylaw will be brought forward for approval. The term of debt issuance under the loan authorization will be 15 years.

CONCLUSION

The CRD 2024 provisional financial plan sets out the capital expenditure for each service, including planned borrowing. Borrowing for the Saanich Peninsula Wastewater Service was identified as \$7.72 million for planned infrastructure and improvements. Bylaw No. 4596, “Saanich Peninsula Wastewater Services Loan Authorization Bylaw No. 1, 2024”, is presented now in preparation for the future borrowing to enable the identified projects within the Service’s five-year (2024-2028) capital plan.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4596, “Saanich Peninsula Wastewater Services Loan Authorization Bylaw No. 1, 2024”, be introduced and read a first, second and third time; and
2. That participating area approval for Bylaw No. 4596 be obtained by way of the municipal consent process for North Saanich, Central Saanich and Sidney, and if successful, be referred to the Inspector of Municipalities for approval.

Submitted by:	Rianna Lachance, BCom, CPA, CA, Senior Manager, Financial Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Jan van Niekerk, P.Eng. Acting General Manager, Integrated Water Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Larisa Hutcheson, P. Eng., Acting Chief Administrative Officer

ATTACHMENT

Appendix A: Bylaw No. 4596, “Saanich Peninsula Wastewater Services Loan Authorization Bylaw No. 1, 2024”

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4596

A BYLAW TO AUTHORIZE THE BORROWING OF SEVEN MILLION SEVEN HUNDRED TWENTY THOUSAND DOLLARS (\$7,720,000) FOR THE PURPOSE OF PLANNING, DESIGNING, AND CONSTRUCTING TRUNK SEWERS AND SEWAGE DISPOSAL FACILITIES OF SAANICH PENINSULA WASTEWATER TREATMENT PLANT

WHEREAS:

- A. Under Bylaw No. 2388, "Liquid Waste Management Saanich Peninsula Local Service Establishment Bylaw No. 1, 1996", the Board of the Regional District established a local service for the operation of a service for the collection, conveyance, treatment and disposal of sewage;
- B. It is deemed desirable to provide sewerage system facilities described hereunder described in accordance with the local service of Saanich Peninsula Wastewater;
- C. The works shall include the capital renewal and upgrade of the Saanich Peninsula wastewater system which will involve the planning, study, project administration, project communications, and staff time required for design and construction of facilities, design and construction of facilities for the collection, conveyance, treatment and disposal of wastewater, as well as other related works, facilities and equipment purchases;
- D. The estimated cost of the works, including expenses incidental thereto to be funded from debt servicing, is the sum of Seven Million Seven Hundred and Twenty Thousand (\$7,720,000) dollars, which is the amount of debt intended to be authorized by this bylaw;
- E. Pursuant to sections 407(3)(c) of the *Local Government Act*, participating area approval is required for this borrowing and shall be obtained by municipal council consent under s. 346 of the *Local Government Act*; and
- F. Financing is proposed to be undertaken by the Municipal Finance Authority of British Columbia pursuant to agreements between it and the Capital Regional District;

NOW THEREFORE the Capital Regional District Board in open meeting assembled hereby enacts as follows:

- 1. The Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the planning, study, public consultation, site selection, design, land and material acquisition, construction, supply and installation of all material, equipment and components and all construction necessary for the collection, conveyance, treatment and disposal of wastewater, as well as other related works, facilities and equipment therein before described and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) to borrow upon the credit of the Capital Regional District a sum not exceeding seven million seven hundred twenty thousand dollars (\$7,720,000); and

- b) to acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the design and construction of a system for the collection, conveyance, treatment and disposal of sewage and all related ancillary works, studies and equipment deemed necessary by the Board.
- 2. The maximum term for which debentures may be issued to secure the debt intended to be created by this bylaw is fifteen (15) years.
- 3. This Bylaw may be cited as "Saanich Peninsula Wastewater Services Loan Authorization Bylaw No. 1, 2024".

READ A FIRST TIME THIS	day of	202_
READ A SECOND TIME THIS	day of	202_
READ A THIRD TIME THIS	day of	202_
APPROVED BY MUNICIPAL COUNCIL CONSENT PROCESS PER S.346 OF THE <i>LOCAL GOVERNMENT ACT</i> THIS	day of	202_
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	day of	202_
ADOPTED THIS	day of	202_

CHAIR

CORPORATE OFFICER

FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS day of



Making a difference...together

**Minutes of a Meeting of the Royal & McPherson Theatres Services Advisory Committee
Held Wednesday, May 03, 2023, in Room 488, 625 Fisgard St., Victoria, BC**

Present: Directors: K. Murdoch (Chair), S. Brice, J. Caradonna, K. Loughton C. Plant (EP),

Staff: N. Chan, CRD CFO; C. Gilpin, Manager, V. Jeevanandam, Community Outreach Coordinator, H. Heywood, Admin. (recorder) CRD Arts & Culture

Also Present: C. Devlin (President), F. Lehrbass (Executive Director), Royal & McPherson Theatres Society

The meeting was called to order at 4:00 pm.

1. Territorial Acknowledgement

Chair Murdoch provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Director Brice, SECONDED by Director Caradonna,
That the agenda be approved as circulated.**

CARRIED

3. Adoption of Minutes

**MOVED by Director Brice, SECONDED by Councilor Loughton,
That the minutes of the September 7, 2022, meeting be adopted as previously
circulated.**

CARRIED

4. Chair's Remarks

Chair Murdoch highlighted the important work of this Committee and, as the owners of the Royal Theatre and the McPherson Theatre, the need to ensure support for the Royal & McPherson Theatres Society (RMTS) and the facilities they serve. Referring to correspondence received from the RMTS, he thanked C. Devlin and F. Lehrbass for initiating the presentation and discussion for this meeting.

5. Presentations/Delegations

5.1 Presentation: Royal & McPherson Theatres Society

C. Devlin, RMTS Board President, and F. Lehrbass, RMTS Executive Director, made a presentation to the Committee, highlighting the scope of responsibility required in the stewardship of both the Royal Theatre and the McPherson Playhouse, noting the substantial, deferred maintenance required by both facilities.

Staff was thanked for providing an excellent history and context for the discussion today. On behalf of the RMTS, the RMTSAC was asked to consider the removal of the maximum funding levels in CRD bylaws 2685 and 2587, to provide budgeting flexibility that would better address the needs of the Royal Theatre and the McPherson Playhouse.

6. Committee Business

6.1 Request from Royal and McPherson Theatres Society to Review Maximum Funding Levels in Establishing Bylaws 2685 and 2587

The Advisory Committee discussed the current bylaws, budgeting processes, and timeline.

MOVED by C. Plant, SECONDED by S. Brice
That the Committee directs staff to work with the RMTS and recommend to this Committee, potential funding options and bylaw options to lift the maximum cap for the RMTS Services.

CARRIED

It was noted that, if possible, staff will present policy options for review at the next RMTSAC meeting in June, which could result in draft bylaws brought to the July meetings of the Finance Committee and CRD Board.

7. Correspondence

7.1 Pacific Opera Victoria - received for information

7.2 Victoria Symphony - received for information

8. New Business - none

9. Adjournment

The meeting adjourned at 5:05 pm.

CHAIR

RECORDER



Making a difference...together

**Minutes of a Meeting of the Royal & McPherson Theatres Services Advisory Committee
Held Wednesday, June 07, 2023, in Room 488, 625 Fisgard St., Victoria, BC**

Present: Directors: K. Murdoch (Chair), S. Brice, J. Caradonna, C. Plant (EP),
Councillor: K. Loughton

Staff: N. Chan, CRD CFO; C. Gilpin, Manager, H. Heywood, (recorder), CRD Arts & Culture

Also Present: F. Lehrbass (Executive Director), N. Downer, Finance Manager,
Royal & McPherson Theatres Society

The meeting was called to order at 4:00 pm.

1. Territorial Acknowledgement

Chair Murdoch provided a Territorial Acknowledgement.

2. Approval of Agenda

**MOVED by Councillor Loughton, SECONDED by Director Caradonna,
That the agenda be approved as circulated.**

CARRIED

3. Adoption of Minutes

**MOVED by Board Chair Plant, SECONDED by Director Caradonna,
That the minutes of the May 3, 2023, meeting be adopted as previously circulated.**

CARRIED

4. Chair's Remarks

Chair Murdoch thanked members and guests for attending and invited F. Lehrbass to address the Committee.

5. Presentations/Delegations

5.1 Presentation: Royal & McPherson Theatres Society

F. Lehrbass advised members he met with staff to discuss modernizing the RMTS Bylaws and that he supports the recommendations. Going forward the RMTS will provide information as required.

6. Committee Business

**6.1 Policy Options for Modernizing the Bylaws of the Royal Theatre Service and
McPherson Playhouse Service**

C. Gilpin provided an overview of the staff report, highlighting the amendments to the bylaws.

The Advisory Committee discussed the amendments, Service participation, and budgeting implications.

**MOVED by Board Chair Plant, SECONDED by Councillor Loughton, that
The Royal and McPherson Theatres Services Advisory Committee directs staff to:**

1. **Draft an amending bylaw to the Royal Theatre Service (Bylaw No. 2587) that will:**
 - **Change the maximum requisition to the greater of \$580,000 or \$0.0059 per \$1,000 assessment;**
 - **Update the apportionment method of 50% population and 50% converted Land values from the inter-municipal formula of property values to the property assessment information provided by BC Assessment; and,**
 - **Remove restrictions on grant allocation to operating and capital purposes.**

2. **Draft an amending bylaw to the McPherson Playhouse Service (Bylaw No. 2685) that will:**
 - **Change the maximum requisition to the greater of \$750,000 or \$0.020 per \$1,000 assessment;**
 - **Add an apportionment method of 50% population and 50% assessed property values, based on the information provided by BC Assessment; and,**
 - **Remove restrictions on grant allocation to operating and capital purposes.**

3. **Bring a staff report with these amending bylaws to the July 2023 meeting of the Finance Committee with a recommendation that these bylaws are advanced to the CRD Board.**

CARRIED

Staff will send a copy of the previous draft bylaw to new members for their information.

7. Correspondence

7.1 Royal and McPherson Theatres Society - received for information

8. New Business - none

9. Adjournment

The meeting adjourned at 4:37pm.

CHAIR

RECORDER