

Capital Regional District

625 Fisgard St., Victoria, BC V8W 1R7

Notice of Meeting and Meeting Agenda Capital Regional District Board

Wednesday, November 13, 2024

1:00 PM

6th Floor Boardroom 625 Fisgard Street Victoria, BC

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

- 1. CALL TO ORDER
- 2. TERRITORIAL ACKNOWLEDGEMENT
- 3. ELECTION OF CRD BOARD CHAIR
- 4. ELECTION OF CRD BOARD VICE CHAIR
- 5. RECESS FOR MEETING OF THE CAPITAL REGION HOUSING CORPORATION BOARD AND THE CAPITAL REGIONAL HOSPITAL DISTRICT BOARD
- 6. INAUGURAL ADDRESS OF THE CHAIR
- 7. APPROVAL OF THE AGENDA
- 8. ADOPTION OF MINUTES
- **8.1.** <u>24-1155</u> Minutes of the October 9, 2024 Capital Regional District Board Meeting

Recommendation: That the minutes of the Capital Regional District Board meeting of October 9, 2024 be

adopted as circulated.

Attachments: Minutes - October 9, 2024

- 9. PRESENTATIONS/DELEGATIONS
- 9.1. Presentations
- 9.2. Delegations
- **9.2.1.** <u>24-1186</u> Delegation Marcie McLean; Councillor, District of Highlands: Re:

Agenda Item 10.3. Request to Amend Remuneration for Elected

Officials of the Salt Spring Electoral Area

9.2.2. <u>24-1187</u> Delegation - Michael Kilpatrick; Representing Mayne Island Invasive

Fallow Deer Committee: Re: Agenda Item 10.4. Motion with Notice:

Advocacy on Fallow Deer Issue (Director Brent)

10. CONSENT AGENDA

10.1. 24-1087 Fire Safety Act - Designation of Fire Safety Inspectors and Fire

Investigators

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:

That the positions identified in Appendix A be designated as fire safety inspectors and

fire investigators for the electoral areas within the CRD.

(NWA)

Attachments: Staff Report: Fire Safety Act-Designation Fire Safety Inspectors & Investigators

Appendix A: Table of Designations

Appendix B: Fire Safety Act Q&A September 17, 2024

10.2. 24-1088 Community Emergency Preparedness Fund Grant: Volunteer &

Composite Fire Department Equipment & Training 2024 Application

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:

That staff be instructed to apply for, negotiate, and if successful, enter into an

agreement, and do all such things necessary for accepting grant funds and overseeing

grant management for the proposed project.

(NWA)

Attachments: Staff Report: CEPF Grant: Vol & Comp Fire Dpt Equip't & Training 2024 App

Appendix A: UBCM Vol & Composite Fire Dpt Equip't & Training 2024 App

Electoral Area

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:

That the remuneration for the Salt Spring Island Electoral Area Director and

Commissioners of the Salt Spring Island Local Community Commission be retained at the current remuneration level, and that this be evaluated in 2026 as scheduled and as

part of the regular remuneration review for the 2027-2030 Board term.

(NWA)

<u>Attachments:</u> Staff Report: Req. to Amend Remun. for EO of the SSI EAs

Appendix A: Board Remun. & Expense Policy

10.4. 24-1032 Motion with Notice: Advocacy on Fallow Deer Issue (Director Brent)

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:

That the CRD Board write to the Province urging they provide sustained funding for control of the invasive fallow deer decimating island environments and economies.

(NWA)

10.5. <u>24-1031</u> Motion with Notice: Boarding House Building Inspection Policy in the

Electoral Areas (Director Holman)

Recommendation: The Electoral Areas Committee recommends to the Capital Regional District Board:

That staff report to the Electoral Areas Committee regarding a building inspection policy

with respect to boarding houses in electoral areas.

(NWA)

10.6. 24-943 Regulating Curbside Organics Collection

Recommendation: The Environmental Services Committee recommends to the Capital Regional District

Board:

That staff continue implementing the organics diversion strategy as currently outlined in

the 2021 Solid Waste Management Plan.

(NWA)

<u>Attachments:</u> Staff Report: Regulating Curbside Organics Collection

Appendix A: Previous Staff Report (October 18, 2023)

Appendix B: Options for Organics Diversion and Collection

10.7. 24-960 Regional Canada Goose Management Service - Activities Update

Recommendation: The Environmental Services Committee recommends to the Capital Regional District

Board:

That staff be directed to develop increased service levels for consideration in the 2026

service planning process.

(NWA)

<u>Attachments:</u> Staff Report: Regional Canada Goose Management Service - Activities Update

Appendix A: 2024 CRD Egg Addling Report (September 2024)

Appendix B: 2024 CRD Moult Survey Report (September 2024)

10.8. 24-1021 Motion with Notice: Recycle BC Soft Plastics Multi-family Residences

Pilot Program (Director Caradonna)

<u>Recommendation:</u> The Environmental Services Committee recommends to the Capital Regional District Board:

1. Given that RecycleBC has opted to expand a pilot program to undertake home-based collection of soft plastics at select multi-family residences across the region:

That CRD staff report back on the potential to partner with RecycleBC on this program, and to report more generally on the costs, implications, and potential benefits of the CRD incorporating home-based collection of soft plastics into the CRD's recycling program over time.

(NWA)

[At the October 16, 2024 Environmental Services Committee meeting, a motion arising was carried as follows:]

The Environmental Services Committee recommends to the Capital Regional District Board:

2. That staff provide a report on which private haulers do collect soft plastics from multi-family buildings.

(NWA)

Notice of Meeting and Meeting Agenda

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

<u>Attachments:</u> <u>Staff Report: CRD External Grants Update</u>

Appendix A: External Grants Dashboard

Appendix B: Grant Alerts

10.10. 24-923 2025 Budget for the Royal Theatre Service and the McPherson

Playhouse Service

Recommendation: The Royal and McPherson Theatres Services Advisory Committee recommends the

Finance Committee recommend to the Capital Regional District Board:

1. That the maximum allowable contribution amount of \$596,000 be approved for the

Royal Theatre Service; and (WP- Oak Bay, Saanich, Victoria)

2. That the maximum allowable contribution amount of \$750,000 be approved for the

McPherson Playhouse Service.

(WP- Victoria)

Attachments: Staff Report: RMTSAC Budget 2025

Appendix A: 2023 Audited Financial Statements for the RMTS

Appendix B: 2023 Annual Report for the RMTS

Appendix C: 2025 Budget for the Royal Theatre Service

Appendix D: 2025 Budget for the McPherson Playhouse Service

10.11. 24-1078 Provincial Rental Protection Fund Overview and Analysis

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

Attachments: Staff Report: Provincial Rental Protection Fund Overview & Analysis

10.12. 24-926 Development Permit with Frontage Exemption for Lot 1, District Lot 17,

Renfrew District, Plan VIP57304 - 17176 Osprey Place

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

That Development Permit with Frontage Exemption DV000075, for Lot 1, District Lot 17, Renfrew District, Plan VIP57304, to authorize a three-lot subdivision and to reduce the statutory frontage requirement for proposed Lot 3 from 59.97 m (10% of the lot

perimeter) to 16.3 m (2.7% of the lot perimeter), be approved.

(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin,

Sooke)

Attachments: Staff Report: Development Permit with Frontage Exemption DV000075

Appendix A: Subject Property Map

Appendix B: Plan of Proposed Subdivision

Appendix C: Permit DV000076

Appendix D: Riparian Development Permit Guidelines

10.13. 24-1091 Options for Full Regional and Sub-Regional Performing Arts Facilities

Services

Recommendation: [At the November 6, 2024 Performing Arts Facilities Select Committee meeting, the

recommendation was amended to include a mix of regional and sub-regional models

with each option and the potential to report back sooner.]

The Performing Arts Facilities Select Committee recommends to the CRD Board:

1. That staff initiate an RFP to engage a consultant for the purposes of undertaking a cost-benefit analysis of the five proposed service options, with the freedom to recommend a mix of regional and sub-regional models within each option, in terms of

their sustainability and direct value proposition to each participating jurisdiction and to the region as a whole.

2. That the resulting report from this analysis be presented to the CRD Performing Arts Facilities Select Committee in the first half of 2025 or sooner with recommendations on next steps.

(NWA)

<u>Attachments:</u> <u>Staff Report: Regional and Sub-Regional Service Options</u>

Appendix A: Concept Paper on New Service Options

Appendix B: Financial Estimates on Service Options

Appendix C: Presentation on Service Options

10.14. 24-1015 Shirley-Jordan River Official Community Plan Amendment and

Rezoning Application RZ000284

Recommendation: The Planning and Protective Services Committee recommends to the Capital Regional

District Board:

That proposed Bylaw No. 4598, "Shirley-Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024" and Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment No. 162, 2024" be considered in relation to the 2018 Regional Growth Strategy (Bylaw No. 4017) and be accepted in accordance with the

requirements of section 445 of the Local Government Act.

(NWP, All except SGI & SSI)

<u>Attachments:</u> Staff Report: Shirley-Jordan River OCP Amend't & Rezoning App RZ000284

Appendix A: Staff Report to the JdF LUC (October 15, 2024)

10.15. 24-1024 Motion with Notice: Peninsula and Area Agricultural Commission

(Director Windsor)

[At the October 16, 2024 Planning and Protective Services Committee meeting, the Recommendation:

motion was amended to add the following words ", and that staff report back to the Planning and Protective Services Committee." The motion, as amended, now reads as: The Planning and Protective Services Committee recommends to the Capital Regional

District Board:

THEREFORE BE IT RESOLVED that the Capital Regional District explores assuming

responsibility of the Peninsula and Area Agricultural Commission as a regional committee, and that staff report back to the Planning and Protective Services

Committee.

A motion to postpone consideration of the motion was then carried as follows:]

That the item be postponed until after the Alternative Approval Process for the

Foodlands Access Service is completed.

(NWA)

Attachments: Memo: Notice of Motion

10.16. 24-988 Mountain Forest Regional Park - Interim Management Guidelines

The Regional Parks Committee recommends to the Capital Regional District Board: Recommendation:

That the Mountain Forest Regional Park Interim Management Guidelines be adopted.

(WP - All)

Attachments: Staff Report: Mountain Forest Regional Park - Interim Management Guidelines

Appendix A: Mountain Forest Regional Park – Interim Management Guidelines

10.17. 24-989 Water Safety Pilot Program at Thetis Lake and Elk/Beaver Lake

Regional Parks - Summer 2024 Update

The Regional Parks Committee recommends to the Capital Regional District Board: Recommendation:

That the Water Safety Program be continued at Elk/Beaver Lake Regional Park and

Thetis Lake Regional Park for the foreseeable future.

(NWA)

Staff Report: Water Safety Pilot Program Update Attachments:

Appendix A: Personal Flotation Device and Life Ring Loaner Stations

10.18. 24-944 2024 Saanich Peninsula Liquid Waste Management Plan - Technical

Advisory Committee - Terms of Reference Update

That the Saanich Peninsula Wastewater Commission recommends to the Capital Recommendation:

Regional District Board:

That the updated Terms of Reference for the Saanich Peninsula Liquid Waste Management Plan Technical Advisory Committee be approved as presented.

(NWA)

Staff Report: 2024 Saanich Peninsula Liquid Waste Management Plan - Technic Attachments:

> Appendix A: 2019 TOR for the Saanich Peninsula Liquid Waste Management Pl Appendix B: Updated TOR for the Saanich Peninsula Liquid Waste Managemer

11. ADMINISTRATION REPORTS

Notice of Meeting and Meeting Agenda

11.1. 24-1178

AAP Requirements for Bylaw No. 4575 - Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023

Recommendation:

1. That in accordance with section 86(3) of the Community Charter, the date of January 15, 2025 be confirmed as the deadline by which elector responses, under the regional alternative approval process for CRD Bylaw No. 4575, must be submitted to the Capital Regional District by qualified electors within the Capital Regional District;

2. That the attached Synopsis of Bylaw No. 4575 (Appendix B), Notice of Alternative Approval Process (Appendix C), Elector Response Form (Appendix D), and AAP communication channels (Appendix F) be approved; and

3. That the total number of registered electors within the service area is 331,937 and that 10% of that number is 33,194 electors. (NWA)

Attachments:

Staff Report: AAP Requirements for Bylaw No. 4575 Biodiversity and Environme

Appendix A: Bylaw No. 4575 at Third Reading

Appendix B: Synopsis of Bylaw No. 4575

Appendix C: Notice of AAP for Bylaw No. 4575

Appendix D: Elector Response Form for Bylaw No. 4575

Appendix E: Previous Staff Report dated November 15, 2023

Appendix F: AAP Communication Channels for Bylaw No. 4575

11.2. 24-1179

AAP Requirements for Bylaw No. 4602 - Foodlands Access Service Establishment Bylaw No. 1, 2024

Recommendation:

- 1. That in accordance with section 86(3) of the Community Charter, the date of January 15, 2025 be confirmed as the deadline by which elector responses, under the regional alternative approval process for CRD Bylaw No. 4602, must be submitted to the Capital Regional District by qualified electors within the Capital Regional District:
- 2. That the attached Synopsis of Bylaw No. 4602 (Appendix B), Notice of Alternative Approval Process (Appendix C), Elector Response Form (Appendix D), and AAP communication channels (Appendix F) be approved; and
- 3. That the total number of registered electors within the service area is 331,937 and that 10% of that number is 33,194 electors.
 (NWA)

Attachments:

Staff Report: AAP Requirements for Bylaw No. 4602 Foodlands Access Service

Appendix A: Bylaw No. 4602 at Third Reading

Appendix B: Synopsis of Bylaw No. 4602

Appendix C: Notice of AAP for Bylaw No. 4602

Appendix D: Elector Response Form for Bylaw No. 4602

Appendix E: Previous Staff Report dated September 11, 2024

Appendix F: AAP Communication Channels for Bylaw No. 4602

11.3. 24-1146 Short-term Biosolids Management Plan - November Update

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

<u>Attachments:</u> <u>Staff Report: Short-term Biosolids Management Plan - November Update</u>

11.4. <u>24-1074</u> Bylaw Nos. 4627, 4628 and 4629: Updates to Water Supply, Bulk Water

Fees and Charges and Water Distribution Bylaws

Recommendation: 1. That Bylaw No. 4627, "Bulk Water Rates Bylaw, 1977, Amendment Bylaw No. 44,

2024", be introduced and read a first, second and third time; and

(WP - All except SGI & SSI)

2. That Bylaw No. 4627 be adopted.

(WP - All except SGI & SSI, 2/3rds on adoption)

3. That Bylaw No. 4628, "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 14, 2024", be introduced and read

a first, second and third time; and

(WP - Central Saanich, North Saanich & Sidney)

4. That Bylaw No. 4628 be adopted.

(WP - Central Saanich, North Saanich & Sidney, 2/3rds on adoption)

5. That Bylaw No. 4629, "Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 26, 2024", be introduced and read a first, second and

third time; and

(WP - Colwood, Highlands, Langford, Metchosin, Sooke, View Royal, JDF)

6. That Bylaw No. 4629 be adopted.

(WP - Colwood, Highlands, Langford, Metchosin, Sooke, View Royal, JDF, 2/3rds on

adoption)

<u>Attachments:</u> Staff Report: Bylaws 4627, 4628 & 4629 Water Fee Distribution

Appendix A: Bylaw No. 4627

Appendix B: Bylaw No. 4628

Appendix C: Bylaw No. 4629

Appendix D: Bylaw No. 4628 Red Line Version

12. REPORTS OF COMMITTEES

Finance Committee

12.1. Bylaw No. 4645: 2024 to 2028 Financial Plan Bylaw, 2024, Amendment

No. 5, 2024

Recommendation: The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4645, "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw

No. 5, 2024", be introduced and read a first, second and third time; and

(WA)

2. That Bylaw No. 4645 be adopted.

(WA, 2/3rds on adoption)

<u>Attachments:</u> Staff Report: Bylaw No. 4645: 2024-28 Fin Plan Amend No. 5

Appendix A: Bylaw No. 4645, with Schedules

Notice of Meeting and Meeting Agenda

12.2. Bylaw No. 4643: Revenue Anticipation (General Purpose) Bylaw No. 1,

2024

Recommendation: The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4643, "Revenue Anticipation Borrowing (General Purpose) Bylaw No.

1, 2024", be introduced and read a first, second and third time; and

(WA)

2. That Bylaw No. 4643 be adopted.

(WA, 2/3rds on adoption)

<u>Attachments:</u> Staff Report: Bylaw No. 4643 Revenue Anticipation

Appendix A: Bylaw No. 4643

12.3. 24-910 Bylaw Nos. 4637 and 4638: Amendments to Operating Reserve Fund

Bylaws Nos. 4146 and 4102

Recommendation: The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4637, "Capital Regional District Electoral Area Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 5, 2024", be introduced and

read a first, second and third time; and

(WA)

2. That Bylaw No. 4637 be adopted.

(WA, 2/3rds on adoption)

3. That Bylaw No. 4638, "Capital Regional District Regional Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 5, 2024", be introduced and

read a first, second and third time; and

(WA)

4. That Bylaw No. 4638 be adopted.

(WA, 2/3rds on adoption)

Attachments: Staff Report: BLs 4637 & 4638 Amend ORF BLs 4146 & 4102

Appendix A: Bylaw No. 4637 Appendix B: Bylaw No. 4638

12.4. 24-915 Bylaw No. 4635: Amendment to Capital Reserve Bylaw No. 3995

Recommendation: The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4635, "Fire Protection Services Reserve Fund Bylaw No. 1, 2015, Amendment Bylaw No. 1, 2024", be introduced and read a first, second and third time;

and (WA)

2. That Bylaw No. 4635 be adopted.

(WA, 2/3rds on adoption)

Attachments: Staff Report: BL 4635: Amd. to Capital Reserve BL 3995

Appendix A: Bylaw No. 4635

12.5. <u>24-940</u> Bylaw Nos. 4632 and 4633: Capital Reserve Fund Bylaws

Recommendation: The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4632, "Emergency Response Telephone Extended Service Capital Reserve Fund Bylaw No. 1, 2024", be introduced and read a first, second and third

time; and (WA)

2. That Bylaw No. 4632 be adopted.

(WA, 2/3rds on adoption)

3. That Bylaw No. 4633, "Juan de Fuca Community Parks Service Capital Reserve Fund Bylaw No. 1, 2024", be introduced and read a first, second and third time; and

(WA)

4. That Bylaw No. 4633 be adopted.

(WA, 2/3rds on adoption)

<u>Attachments:</u> Staff Report: BLs 4632 & 4633: Cap. Reserve Fund Bylaws

Appendix A: Bylaw No. 4632 Appendix B: Bylaw No. 4633

12.6. <u>24-916</u> Bylaw No. 4618: Temporary Borrowing (Regional Trails) Bylaw No. 1,

2024

Recommendation: The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4618, "Temporary Borrowing (Regional Trails) Bylaw No. 1, 2024",

be introduced and read a first, second and third time; and

(WA)

2. That Bylaw No. 4618 be adopted.

(WA, 2/3rds on adoption)

<u>Attachments:</u> Staff Report: Bylaw 4618 Temp Borrowing Regional Trails

Appendix A: Bylaw No. 4618

12.7. Bylaw No. 4634: Recreation Services in the District of Sooke and the

Juan de Fuca Electoral Area Loan Authorization Bylaw No. 1, 2024

Recommendation: The Finance Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service 2025 Capital Project Loan Authorization Bylaw No. 1, 2024", be introduced and read a

first, second and third time;

(WA)

2. That participating area approval be obtained for the entire proposed service area by

alternative approval process; and

(NWA, 2/3rds on AAP)

3. That Bylaw No. 4634 be forwarded to the Inspector of Municipalities for approval.

(NWA)

<u>Attachments:</u> Staff Report: Bylaw 4634 Rec Services Sooke JdF Loan Authorization

Appendix A: Bylaw No. 4634

12.8. <u>24-1145</u> Motion Arising Clarification from the 2025 Provisional Financial Plan

Recommendation:

[At the October 30, 2024 Capital Regional District Board Provisional Budget meeting, the below motion arising was referred to the Finance Committee to bring back options to clarify the wording of the below motion and report back to the Capital Regional District Board for consideration:

"To direct staff to report back on options to reduce the budget lift for 2026 by 1% at the next strategic priorities session."

At the November 6, 2024 Finance Committee meeting, the attached staff report presented 4 options for rewording the motion which the Committee deliberated but did not recommend any motion directing a 1% reduction for the Board's consideration; however, the following motion arising was carried:]

The Finance Committee recommends to the Capital Regional District Board: That a report providing options and detailing implications for undertaking CRD service reviews be provided to the May Strategic Priorities meeting or earlier. (NWA)

Attachments: Staff Report: Motion Arising Clarification-2025 Provisional Fin Plan

Appendix A: 2025 Operating Expenditures and Req

Juan de Fuca Land Use Committee

12.9. 24-959

Zoning Bylaw & Official Community Plan Amendment Application for Lot A Section 4 Renfrew District Plan EPP131465; PID: 032-229-046

Recommendation:

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

1. That the referral of proposed Bylaw No. 4598, "Shirley - Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024"; and proposed Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 162, 2024"; to the Shirley-Jordan River Advisory Planning Commission; Pacheedaht First Nation; T'Sou-ke First Nation; CRD departments; BC Hydro; BC Parks; District of Sooke; Island Health; Ministry of Forests - Archaeology Branch; Ministry of Water, Land and Resource Stewardship - Water Protection Section; Ministry of Transportation & Infrastructure; RCMP; and Sooke School District # 62 be approved and comments be received;

(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)

2. That proposed Bylaw No. 4598 be read a first and second time; (NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)

- 3. That proposed Bylaw No. 4599 be read a first and second time; (NWP Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)
- 4. That in accordance with the provisions of Section 469 of the Local Government Act, the Director of the Juan de Fuca Electoral Area, or Alternate Director, be delegated authority to hold a Public Hearing with respect to Bylaw No. 4598 and Bylaw No. 4599; 5. That prior to the adoption of proposed Bylaw No. 4599, the landowner provides an amenity contribution by registering a statutory right-of-way adjacent to West Coast Road in favour of the Capital Regional District for the purpose of establishing a public trail; and that staff be directed to ensure that all conditions are satisfied towards completion and registration.

(NWP - Voting Block A: JDF EA, Colwood, Langford (Goodmanson), Metchosin, Sooke)

Attachments:

Staff Report: Zoning Bylaw & Official Community Plan Amendment Application F

Appendix A: Location, Zoning, and DPA Map

Appendix B: Proposed Amendments to the C-1A Zone

Appendix C: Updated Concept Plan

Appendix D: Plan of Subdivision SU000770

Appendix E: Environmental Assessment

Appendix F: Groundwater Reports

Appendix G: Bylaw No. 4598 - Proposed Amendments to the OCP

Appendix H: Bylaw No. 4599 - Proposed Amendments to the C-1A

Appendix I: Referral Comments

Appendix J: Project Details

Regional Parks Committee

Notice of Meeting and Meeting Agenda

12.10. <u>24-987</u> Bylaw No. 4640: Amendment to the Capital Regional District Parks

Services and Facilities Fees and Charges Bylaw No. 3675

Recommendation: [At the October 23, 2024 Regional Parks Committee meeting, the committee first raised

a motion arising to revise the gradual pay parking increases at Thetis Lake and Sooke Potholes in proposed Bylaw No. 4640 in 2025 to \$5 daily and \$40 per season, and in 2026 to \$6 daily and \$50 per season. The Committee then passed the recommendation for readings and adoption of the attached Appendix A (Revised): Bylaw No. 4640:] The Regional Parks Committee recommends to the Capital Regional District Board:

1. That Bylaw No. 4640, "Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 11, 2024", be

introduced and read a first, second and third time; and

(WP - All)

2. That Bylaw No. 4640 be adopted. (WP - All, 2/3rds on adoption)

Attachments: Staff Report: Bylaw No. 4640 - Amendment to Bylaw No. 3675

Appendix A (Revised): Bylaw No. 4640

Appendix A: Bylaw No. 4640

13. BYLAWS

13.1. 24-1107 Adoption of Bylaw No. 4596 - Saanich Peninsula Wastewater Services

Loan Authorization Bylaw No. 1, 2024

Recommendation: That Bylaw No. 4596 - "Saanich Peninsula Wastewater Services Loan Authorization

Bylaw No. 1, 2024" be adopted.

(WA)

Attachments: Bylaw No. 4596

14. NOTICE(S) OF MOTION

15. NEW BUSINESS

16. MOTION TO CLOSE THE MEETING

16.1. 24-1160 Motion to Close the Meeting

Recommendation:

1. That the meeting be closed for Legal Update in accordance with Section 90(1)(i) of

the Community Charter. [1 item]

2. That the meeting be closed for Proposed Service in accordance with Section 90(1)(k)

of the Community Charter. [1 Item]

3. That such disclosures could reasonably be expected to harm the interests of the

Regional District. [1 Item]

4. That the meeting be closed for Intergovernmental Negotiations in accordance with Section 90(2)(b) of the Community Charter. [3 items]

17. RISE AND REPORT

18. ADJOURNMENT

Votinq Key:

NWA - Non-weighted vote of all Directors

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

WA - Weighted vote of all Directors

WP - Weighted vote of participants (as listed)



Capital Regional District

625 Fisgard St., Victoria, BC V8W 1R7

Meeting Minutes

Capital Regional District Board

Wednesday, October 9, 2024

1:05 PM

6th Floor Boardroom 625 Fisgard Street Victoria, BC

PRESENT

DIRECTORS: C. Plant (Chair), M. Little (Vice Chair), P. Brent, S. Brice, J. Brownoff (1:08 pm)(EP), J. Caradonna, C. Coleman, Z. de Vries, B. Desjardins (EP), S. Goodmanson, G. Holman, P. Jones, S. Kim (for M. Alto)(EP), D. Kobayashi, C. McNeil-Smith, K. Murdoch, D. Murdock (1:12 pm), J. Rogers (for S. Tobias), L. Szpak, M. Tait (EP), D. Thompson, A. Wickheim, K. Williams, R. Windsor

STAFF: T. Robbins, Chief Administrative Officer; N. Chan, Chief Financial Officer; A. Fraser, General Manager, Integrated Water Services; K. Lorette, General Manager, Planning and Protective Services; K. Morley, General Manager, Corporate Services; R. Smith, Acting General Manager, Parks, Recreation & Environmental Services; D. Elliott, Senior Manager, Regional Housing; M. Lagoa, Deputy Corporate Officer; S. Orr, Senior Committee Clerk (Recorder)

EP - Electronic Participation

Regrets: Directors M. Alto, S. Tobias

The meeting was called to order at 1:02 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

A Territorial Acknowledgement was provided in a preceding meeting.

2. APPROVAL OF THE AGENDA

MOVED by Director Thompson, SECONDED by Director Kobayashi, That agenda item 6.5. be moved to be considered as agenda item 8.1.b., item 6.6. be moved to be considered as agenda item 8.1.c. and that the agenda be approved as amended.

CARRIED

3. ADOPTION OF MINUTES

3.1. <u>24-952</u> Minutes of the September 11, 2024 Capital Regional District Board Meeting

MOVED by Director Coleman, SECONDED by Director Brent, That the minutes of the Capital Regional District Board meeting of September 11, 2024 be adopted as circulated. CARRIED

4. REPORT OF THE CHAIR

Chair Plant stated that the City of Langford's appointment to the CRD Board made their appointment to the CRD Boards for two years for Director Szpak and two years for incoming Director Harder. Director Szpak's last day will be October 31, 2024 and he thanked her for her service. Chair Plant stated he is not seeking re-election as Board Chair in November and that he has served as Board Chair for six years and it has been a rewarding experience. He thanked directors and staff for their professionalism, dedication, and friendship. He looks forward to joining the directors around the table under the leadership of a new chair.

Director Brownoff joined the meeting electronically at 1:08 pm.

Director Murdock joined the meeting in person at 1:12 pm.

MOVED by Director Little, SECONDED by Director Murdoch, That the meeting be recessed.

CARRIED

The meeting went into recess at 1:24 pm.

The meeting reconvened at 1:27 pm.

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

There were no presentations.

5.2. Delegations

5.2.1. 24-1004 Delegation - Jonathan O'Riordan; Representing Mt. Work Coalition: Re: Agenda Item: 7.3. Short-term Biosolids Management Plan - October Update

J. O'Riordan spoke to Item 7.3.

6. CONSENT AGENDA

MOVED by Director McNeil-Smith, SECONDED by Director Coleman, That consent agenda items 6.1. through 6.4. and 6.7. through 6.19. be approved. CARRIED

6.1. 24-936 Liquid Waste Management Plan Engagement Plan

This report was received for information.

6.2. Core Area Wastewater Service Esquimalt Nation Capacity Allocation Request

This report was received for information.

- 6.3. 24-882 BC Active Transportation Grant Infrastructure Grant Application SSI Rainbow Road Pedestrian and Bike Path
 1) That the Rainbow Road pedestrian and bike path be considered a priority project.
 2) That an application to the Province of British Columbia Active Transportation Infrastructure Grant Program for up to \$315,000 be progressed for the purpose of
 - construction of the Rainbow Road Path on Salt Spring Island.
 3) That the funding provided through the British Columbia Active Transportation Infrastructure Grant Program will be supported with up to \$135,000 budgeted
 - from the Salt Spring Island Local Community Commission's Financial Plan; and 4) That staff be instructed to apply for, negotiate, and if successful, enter into an agreement and do all such things necessary for accepting Active Transportation Infrastructure grant funds and overseeing grant management for the proposed project.

CARRIED

- **6.4.** BC Active Transportation Grant Infrastructure Grant Application Pender Island, Schooner Way School Trail
 - 1) That the shovel ready Schooner Way-School Trail on Pender Island be considered a priority project.
 - 2) That an application to the Province of British Columbia Active Transportation Infrastructure Grant Program for \$500,000 be progressed for the purpose of construction of Phase 2 of the Schooner Way-School Trail on North Pender Island within the required timeline.
 - 3) That the funding provided through the British Columbia Active Transportation Infrastructure Grant Program will be supported with contributions from the Pender Island Parks and Recreation Commission's Financial Plan; and
 - 4) That staff be instructed to apply for, negotiate, and if successful, enter into an agreement and do all such things necessary for accepting Active Transportation Infrastructure Grant funds and overseeing grant management for the proposed project.

CARRIED

This report was received for information.

6.8. 24-865 Update on Corporate Greenhouse Gas Emissions Targets

This report was received for information.

6.9. 24-870 Climate Budgeting Update

That staff be directed to:

- 1. Work internally on the elements of Climate Budgeting to understand what new governance mechanisms would look like in practice.
- 2. Develop public communications materials, based on the latest greenhouse gas inventory data, for use by the CRD and local governments that more clearly communicate the urgency of this policy issue; and
- 3. Utilize Climate Budgeting approaches in the CRD's next climate action strategy planning cycle.

CARRIED

6.10.	<u>24-873</u>	Solid Waste Disposal: Hartland Landfill Tonnage Report - July 2024
		This report was received for information.
6.11.	<u>24-836</u>	Legislative and General Government, Facilities Management Services - 2025 Operating and Capital Budgets
		To ask staff to report to Committee of the Whole on October 30th meeting regarding possible cost-savings in the entire Provisional 2025 budget. CARRIED
6.12.	<u>24-939</u>	Upcoming Alternative Approval Processes and Communication Options
		That staff be directed to include a communications plan in the AAP Requirements Report that is approved by the Board prior to the commencement of each AAP process. CARRIED
6.13.	<u>24-867</u>	Capital Regional District Accessibility Plan
		That the Capital Regional District Accessibility Plan be approved. CARRIED
6.14.	<u>24-942</u>	Regional Resident Survey Progress Report
		This report was received for information.
6.15.	<u>24-880</u>	Motion with Notice: Chair Elections (Director Alto)
		Whereas annual elections for local government leadership can be disruptive to operational and strategic decision-making, resolved that the CRD advocate to the Minister of Municipal Affairs to make changes to the Local Government Act to allow for 2-year terms for Regional District Board Chairs and Vice-chairs. CARRIED
6.16.	<u>24-860</u>	Designation of Watershed Security Officers
		Appoint Nathan Prenger as Watershed Security Officer for the purpose of Section 233 of the Local Government Act and Section 28(3) of the Offence Act, and in accordance with Capital Regional District Bylaw No. 2681. CARRIED
6.17.	24-868	Safety on Multi-Use Trails
		 That staff engage a consultant to develop a study to build on previous efforts and provide recommendations to further enhance safety on the CRD's multi-use trails in light of the evolving characteristics of trail users, including the increasing prevalence of motorized personal mobility devices, such as e-bikes. That staff report back to the Regional Parks Committee on the findings of the safety study through bi-annual Regional Trestle Renewal, Trail Widening and Lighting Project updates. CARRIED

6.18. 24-757 Motion with Notice: Island View Beach Regional Park Boat Launch (Director Windsor)

Be it resolved that staff reexamine and report to the Regional Parks Committee on the feasibility of reconstructing the marine access ramp at Island View Beach regional park as a regional asset including all necessary steps (permits, etc) and consulting Tsawout First Nation and other relevant stakeholders.

CARRIED

6.19. 2024 Committee and External Membership Appointments - Update #5

This report was received for information.

7. ADMINISTRATION REPORTS

7.1. 24-964 CAO Quarterly Progress Report No. 3, 2024

T. Robbins presented Item 7.1. for information.

7.2. 24-937 CRD Evolves 2024-2025

T. Robbins presented Item 7.2. for information.

7.3. 24-935 Short-term Biosolids Management Plan - October Update

R. Smith presented Item 7.3. for information.

Discussion ensued regarding:

- alternative plans if primary operator is not available
- short-term storage issues in rainy weather
- planned annual maintenance cycles related to market driven limitations
- storage capacity of contractors facility in Richmond
- procurement process for thermal processing and options for multiple waste streams and integrated resource management

7.4. 24-903 Bylaw No. 4644: 2024 to 2028 Financial Plan Bylaw, 2024, Amendment No. 4, 2024

N. Chan spoke to Item 7.4.

MOVED by Director Brice, SECONDED by Director Jones, 1. That Bylaw No. 4644, "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 4, 2024", be introduced and read a first, second, and third time.

CARRIED

MOVED by Director Brice, SECONDED by Director Jones, 2. That Bylaw No. 4644 be adopted.

CARRIED

8. REPORTS OF COMMITTEES

Electoral Areas Committee

8.1. 24-827 Bylaw No. 4631: Tax Exemption (Permissive) Bylaw, 2024

MOVED by Director Brent, SECONDED by Director Holman, 1. That Bylaw No. 4631, "Tax Exemption (Permissive) Bylaw, 2024", be introduced and read a first, second and third time. CARRIED

MOVED by Director Brent, SECONDED by Director Holman, 2. That Bylaw No. 4631 be adopted.

CARRIED

8.1.b. 24-892 Motion with Notice: SSI Electoral Area Director and Local Community Commissioners Remuneration (Director Holman)

Discussion ensued regarding:

- future implications of changes to remuneration
- change in Electoral Area Director workload since commission establishment
- clarification of the proposed income amounts

MOVED by Director Brent, SECONDED by Director Holman, WHEREAS the newly-established Salt Spring Island Local Community Commission (LCC) has now assumed responsibility for the administration of most local Salt Spring services that were formerly the sole responsibility of the local CRD Director;

THEREFORE be it resolved that staff report back to the Electoral Areas Committee on the policy implications on the remuneration for the Salt Spring Island CRD Director and LCC Commissioners being revised to better reflect the shift in responsibilities, by reducing the Director's annual remuneration by \$10,000 per year and increasing LCC Commissioner annual remuneration by \$2,500 per year, starting in 2025.

MOVED by Director de Vries, SECONDED by Director Caradonna,

That the main motion be amended by:

- add the words "options and" after the word "policy"
- adding the word "including" before the words "by reducing" CARRIED

Opposed: Brownoff, Coleman, Desjardins, Jones, Kobayashi, Murdoch, Rogers, Williams, Windsor

The question was called on the main motion as amended:

WHEREAS the newly-established Salt Spring Island Local Community
Commission (LCC) has now assumed responsibility for the administration of most
local Salt Spring services that were formerly the sole responsibility of the local
CRD Director;

THEREFORE be it resolved that staff report back to the Electoral Areas Committee on the policy options and implications on the remuneration for the Salt Spring Island CRD Director and LCC Commissioners being revised to better reflect the shift in responsibilities, including by reducing the Director's annual remuneration by \$10,000 per year and increasing LCC Commissioner annual remuneration by \$2,500 per year, starting in 2025.

CARRIED

8.1.c. 24-893

Motion with Notice: Advocacy to Province for Rural Housing Stream (Director Brent)

MOVED by Director Brent, SECONDED by Director Holman,

WHEREAS housing needs are critical in rural communities and coastal islands, and rural housing projects which have applied for BC Housing support have not received it;

THEREFORE the CRD Board resolves to send a letter to the Premier and Minister of Housing, after the election, calling on the Province to consider creating a rural housing stream and supports to facilitate construction of projects suited with the unique constraints of rural housing.

CARRIED

Juan de Fuca Land Use Committee

8.2. 24-842

Zoning Bylaw Amendment Application for That Part of Section 90, Renfrew District, Shown Outlined in Red on Plan 913R Lying to the South of the Southerly Boundary of Plan 503RW and to the West of a Boundary Parallel to and Perpendicularly Distant 575 Feet from the Easterly Boundary of that Part of Said Section Shown Outlined in Red on Said Plan 913R, Except Part in Plan VIP80043 (PID: 009-592-130) - 9285 Invermuir Road

MOVED by Director Wickheim, SECONDED by Director Kobayashi,

1. That the referral of proposed Bylaw No. 4616, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 166, 2024", to the Shirley-Jordan River Advisory Planning Commission; CRD departments; Pacheedaht First Nation; T'Sou-ke First Nation; BC Hydro; District of Sooke; Island Health; Ministry of Forests - Archaeology Branch; Ministry of Forests - Water Protection Section; Ministry of Water, Land and Resource Stewardship; Ministry of Transportation & Infrastructure; RCMP; and Sooke School District #62 be approved and the comments received.

CARRIED

MOVED by Director Wickheim, SECONDED by Director Kobayashi,

2. That proposed Bylaw No. 4616 be introduced and read a first, second and third time.

CARRIED

MOVED by Director Wickheim, SECONDED by Director Kobayashi,

3. That adoption of proposed Bylaw No. 4616 be withheld pending receipt by the CRD of a Preliminary Layout Review from the Ministry of Transportation and Infrastructure for subdivision application SU000766.

CARRIED

8.3. <u>24-841</u>

Zoning Bylaw Amendment Application That Part of Lot 2, Section 60, Renfrew District, Plan 6764 Lying to the South of the 66 Foot Road Dedicated by Said Plan (PID: 003-175-201) - 9333 Invermuir Road

MOVED by Director Wickheim, SECONDED by Director Kobayashi,

1. That the referral of proposed Bylaw No. 4615, "Juan de Fuca Land Use Bylaw,
1992, Amendment Bylaw No. 165, 2024", to the Shirley-Jordan River Advisory
Planning Commission; CRD departments; Pacheedaht First Nation; T'Sou-ke First
Nation; BC Hydro; District of Sooke; Island Health; Ministry of Forests Archaeology Branch; Ministry of Forests - Water Protection Section; Ministry of
Water, Land and Resource Stewardship; Ministry of Transportation &
Infrastructure; RCMP; and Sooke School District #62 be approved and the
comments received.
CARRIED

MOVED by Director Wickheim, SECONDED by Director Kobayashi,
2. That proposed Bylaw No. 4615 be introduced and read a first, second and third time.

CARRIED

MOVED by Director Wickheim, SECONDED by Director Kobayashi,
3. That adoption of proposed Bylaw No. 4615 be withheld pending receipt by the
CRD of a Preliminary Layout Review from the Ministry of Transportation and
Infrastructure for subdivision application SU000763.
CARRIED

9. BYLAWS

There were no bylaws for consideration.

10. NOTICE(S) OF MOTION

10.1. 24-1020

Notice of Motion: Recycle BC Soft Plastics Multi-family Residences Pilot Program (Director Caradonna)

Director Caradonna proposed the following Notice of Motion for consideration at the next meeting of the Environmental Services Committee:

"Given that RecycleBC has opted to expand a pilot program to undertake home-based collection of soft plastics at select multi-family residences across the region;

That CRD staff report back on the potential to partner with RecycleBC on this program, and to report more generally on the costs, implications, and potential benefits of the CRD incorporating home-based collection of soft plastics into the CRD's recycling program over time."

10.2. 24-1022 Notice of Motion: Peninsula and Area Agricultural Commission (Director Windsor)

Director Windsor proposed the following Notice of Motion for consideration at the next meeting of the Planning and Protective Services Committee:

"THEREFORE BE IT RESOLVED that the Capital Regional District explores assuming responsibility of the Peninsula and Area Agricultural Commission as a regional committee."

11. NEW BUSINESS

There was no new business.

12. MOTION TO CLOSE THE MEETING

12.1. 24-953 Motion to Close the Meeting

Meeting went into Recess

MOVED by Director Little, SECONDED by Director Murdoch,

1. That the meeting be closed for Appointments in accordance with Section 90(1) (a) of the Community Charter.

CARRIED

MOVED by Director Little, SECONDED by Director Murdoch,

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

CARRIED

MOVED by Director Little, SECONDED by Director Murdoch,

3. That the meeting be closed for Land Acquisition in accordance with Section 90(1)(e) of the Community Charter.

CARRIED

MOVED by Director Little, SECONDED by Director Murdoch,

4. That such disclosures could reasonably be expected to harm the interests of the Regional District.

CARRIED

MOVED by Director Little, SECONDED by Director Murdoch,

5. That the meeting be closed for the Legal Update in accordance with Section 90(1)(i) of the Community Charter.

CARRIED

MOVED by Director Little, SECONDED by Director Murdoch,

6. That the meeting be closed for Intergovernmental Negotiations in accordance with Section 90(2)(b) of the Community Charter.

CARRIED

The Capital Regional District Board moved to the Closed Session at 2:31 pm.

13. RISE AND REPORT

The Capital Regional District Board rose from the closed session at 4:44 pm without report.

14. ADJOURNMENT

MOVED by Director Little, SECONDED by Director McNeil-Smith,
That the October 9, 2024 Capital Regional District Board meeting be adjourned at
4:44 pm.
CARRIED

CHAIR	
CERTIFIED CORRECT:	
CORPORATE OFFICER	



REPORT TO ELECTORAL AREAS COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 13, 2024

SUBJECT: Fire Safety Act – Designation of Fire Safety Inspectors and Fire Investigators

ISSUE SUMMARY

To designate positions to serve as fire safety inspectors and fire investigators for the Capital Regional District (CRD) in accordance with the *Fire Safety Act (FSA)*.

BACKGROUND

The FSA, which received Royal Assent in 2016, was finally brought into force as of August 1, 2024, superseding and replacing the Fire Services Act. Under the FSA, the CRD must designate fire safety inspectors and investigators. As of August 1, 2024 there is a one-year transition period for the CRD to train designated inspectors and investigators before they will be required to meet the standards established by the Office of the Fire Commissioner (OFC).

The FSA obliges the CRD to provide border-to-border fire inspection capabilities and fire investigation services which is a new requirement for all regional districts.

The FSA:

- does not provide a mechanism for regional districts that would entitle them to bypass the
 ordinary obligation under the Local Government Act to establish a service area to
 authorize, requisition for and provide a new service.
- does not currently recognize improvement districts for the purposes of the FSA. Improvement Districts have requested the ability to appoint investigators and inspectors. An update from the OFC is expected toward the end of this year.

Designation of Fire Inspectors

The CRD Board, as a local authority, must "designate in writing persons or a class of persons as fire inspectors to conduct fire safety inspections". Any person or class of persons so designated must meet the "applicable standards established by the fire commissioner". For a regional district, the designations that it makes must, in aggregate, cover the entirety (geographically) of the unincorporated areas for which it is responsible.

Under section 9 of the FSA, any person designated as a Fire Inspector may undertake a fire safety inspection "for the purpose of determining compliance with the FSA or regulations in the following circumstances":

- on receiving a complaint;
- if believed advisable by the Fire Inspector, without receiving a complaint;
- on the request of an owner or occupier of premises; and
- as part of any compliance monitoring program that may be established by a regional district.

Designation of Fire Investigators

The CRD Board, as a local authority, must "designate in writing persons or a class of persons as fire investigators to conduct fire investigations". Any person or class of persons designated must meet the "applicable standards established by the fire commissioner". For a regional district, the designations that it makes must, in aggregate, cover the entirety (geographically) of the unincorporated areas for which it is responsible.

Under section 26 of the *FSA*, fire investigators are granted broader powers than fire inspectors. They may enter property or premises at any time in connection with an investigation, including land or premises where the fire has occurred, or which are proximate to the incident, to conduct the investigation. Fire investigators have a wide range of authority in connection with their investigations, as detailed in the *FSA*.

Challenges for the CRD

- 1. The FSA fails to recognize that regional districts:
 - generally, do not have border-to-border fire service areas;
 - must create a service area to authorize, requisition for and fund a service; and
 - are not permitted to have service area residents subsidize the provision of services to nonservice area residents.
- 2. The FSA does not currently define an improvement district as a "local authority" as such, the fire service areas covered by improvement districts may technically be treated as falling within the responsibility of the relevant regional district. This information will be updated by the OFC toward the end of this year.

Appointment Process

The designation of fire inspectors and fire investigators in existing local fire service areas can be done by Board policy as the service authorizations include "fire prevention" services.

As such, the CRD may:

- designate a fire services manager (or fire services coordinator or regional fire chief), as both a Fire Inspector and Fire Investigator to provide such services within each fire service area in the regional district; and/or
- designate one or more positions within each regional district fire department as a Fire Inspector and Fire Investigator within the relevant service area protected by that fire department.

Service Levels

For most regional districts, "Fire Inspection Services" will comprise of (and be limited to) inspections on complaint. This approach is also known as providing "reactive" inspection services.

Municipal local authorities are required to deliver "proactive" inspection services. Under the FSA, a local authority that provides proactive inspection programs are now required to implement "compliance monitoring" programs.

The CRD Board can elect to increase service levels and provide "proactive" inspection or "compliance monitoring" services. For reasons of firefighter safety some CRD fire chiefs have expressed support to commence the delivery of "proactive" inspection services within their respective local fire service areas.

Staff will report back in Q2 2025 regarding recommended inspection service levels for each of the 11 CRD Local Fire Service Areas.

Funding Options

While it is possible for a regional district to designate a regional fire services manager (or similar position) as being a Fire Inspector and Fire Investigator on a border-to-border basis, it is not clear at this time how that role will be funded outside of the established CRD local fire service areas.

Staff are investigating and will report back on the following two possibilities for addressing this situation:

- 1. Establish an overarching service area (similar to that typically created for regional district emergency program services) to fund the provision of these services. This new service area:
 - a) could cover all the unincorporated areas of the regional district; or
 - b) only cover those portions that lie outside of existing fire service areas as existing budgets can be used with local fire service areas
- 2. Effect a region-wide designation for the fire services manager (or similar position) and, by bylaw, levy a cost-recovery fee for each fire safety inspection and fire investigation against relevant property owners living outside of an existing fire service area.

ALTERNATIVES

Alternative 1

The Electoral Areas Committee recommends to the Capital Regional District Board:

That the positions identified in Appendix A be designated as fire safety inspectors and fire investigators for the electoral areas within the CRD.

Alternative 2

That this report be referred back to staff for additional information based on Electoral Areas Committee direction.

IMPLICATIONS

Financial Implications

If the CRD designated personnel are unavailable or require support, the CRD may initiate a request for support from OFC at no cost to the CRD. The OFC has stated that this arrangement will be evaluated on an ongoing basis.

At this time, it is not clear how inspection and investigation services will be funded outside of established local fire services areas. Staff will report back in Q2 2025 with funding options.

Service Delivery Implications

The biggest challenge for the CRD arises from those areas that lie outside of an existing local fire service area. The stated current policy of the OFC is that it will perform inspections or undertake fire investigations in unincorporated areas of regional districts, however that does not relieve the CRD of the obligation to make the appropriate designations under the *FSA*.

It also puts the CRD at risk should the policy initiative be altered or reversed by the OFC at some point in the future. Staff will report back in Q2 2025 regarding the provision of inspection and investigation services outside of the 11 CRD Local Fire Service Areas.

CONCLUSION

The CRD Board, as a local authority, must "designate in writing persons or a class of persons as fire inspectors to conduct fire safety inspections". This report is intended to comply with the FSA deadline to designate inspectors and investigators within the CRD. The obligation to provide border-to-border fire inspection capabilities and fire investigation services presents some challenges as at this time it is not clear how these new services will be funded outside of established local fire services areas.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board: That the positions identified in Appendix A be designated as fire safety inspectors and fire investigators for the electoral areas within the CRD.

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

ATTACHMENTS

Appendix A – Table of Designations

Appendix B – Fire Safety Act Q&A September 17, 2024

Designation of Fire Inspectors and Fire Investigators for the Capital Regional District effective November 13, 2024

Position	Scope	Inspector and Investigator Role
Manager, Fire Services	All Electoral Areas	Primary
Fire Services Coordinator (Contractor)	All Electoral Areas	Secondary
Fire Smart Coordinator (Contractor)	All Electoral Areas	Secondary
Otter Point Fire Chief	Juan de Fuca	Secondary
East Sooke Fire Chief	Juan de Fuca	Secondary
Pender Island Fire Department *	Southern Gulf Island	Secondary
Galiano Island Fire Chief	Southern Gulf Island	Secondary

^{*} Subject to an agreement between CRD and the Pender Island Fire Protection Society

Fire Safety Act Questions and Answers Date Revised: September 17, 2024

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Change Summary

Note: Changes as of September 17, 2024, are reflected in highlight. Only significant changes have been highlighted.

Date Version	Question Number	Change
August 19, 2024	#14	Update: Second bullet
		added to provide
		additional information
		about the designation
		template and clarified
		that the template does
		not need to be returned
		to the Office of the Fire
		Commissioner (OFC).
August 19, 2024	#15	New: Addresses if a local
		authority can designate a
		contractor to be a fire
		inspector or fire
		investigator. Also advises
		that the Fire Safety Act
		Inspector Standard and
		the Fire Safety Act
		Investigator Standard
		and associated PLARS are
		on the OFC's website.
August 19, 2024	#16	New: Outlines if an
		improvement district can
		designate fire inspectors
		or fire investigators.
August 19, 2024	#18	New: Provides a brief
		response to address if a
		local authority needs to
		adjust their bylaws to
		designated fire
		inspectors and/or fire
		investigators.
August 19, 2024	#24	New: Addresses if there
		is a requirement for a

		regional district to
August 10, 2024	#27	identify a public building.
August 19, 2024	#27	Update: Added/adjusted
August 19, 2024	#28	copy for clarity. Update: Clarified that
August 19, 2024	#20	this question was related
		to an independent fire
		department, not a
		volunteer fire
		department.
August 19, 2024	#30	Update: Advises that the
August 15, 2024	#50	Fire Safety Act Inspector
		Standard and the Fire
		Safety Act Investigator
		Standard and associated
		PLARS are on the OFC's
		website.
August 19, 2024	#32	Update: Advises that the
J ,		Fire Safety Act Inspector
		Standard and the Fire
		Safety Act Investigator
		Standard and associated
		PLARS are on the OFC's
		website.
August 19, 2024	#43	Update: Added last
		bullet for clarity.
August 19, 2024	#45	Updated: Clarified that
		local assistant to the fire
		commissioner (LAFC)
		training and transfers
		and renewals will no
		longer be done as of
		August 1, 2024, and
		added clarity regarding
		the return of the LAFC
		badges.
August 19, 2024	#47	Update: Added last
		bullet for clarity.

August 19, 2024	#48	New: Outlines if Local Assistants to Fire Commissioner can still complete fire inspections and fire investigations. Also advises that the Fire Safety Act Inspector Standard and the Fire Safety Act Investigator Standard and associated PLARS are on the OFC's website.
August 19, 2024	#49	New: Addresses insurance company reporting.
September 17, 2024	#22	Added clarity on what Federal buildings could/could not be inspected.
September 17, 2024	#45	Added request to include a letter that reflects the LAFC name and badge number and the sending department's name when return a badge.

Background

This Question and Answer (Q&A) document is a living document and will be updated regularly. The Office of the Fire Commissioner (OFC) will endeavour to notify partners when the Q&A is updated. However, we suggest that you check back regularly for updates.

The OFC has attempted to place the subject matter in the appropriate category. However, given that there is crossover, please review the entire document.

If you have a question that is not included in this Q&A, please email it to: <u>OFC@gov.bc.ca</u>

The Fire Safety Act (FSA) legislation can be located <u>here</u>.

The Office of the Fire Commissioner

1. What is the role of the Office of the Fire Commissioner?

- The Office of the Fire Commissioner's (OFC) mandate is to minimize the loss of life, injury, and damage to property from fire by administering and enforcing British Columbia's fire safety legislation and regulations.
- The OFC leads provincial fire prevention and fire reporting programs, promotes fire safety awareness and establishes minimum training standards for fire inspectors, fire investigators and fire services personnel. The OFC also provides structure fire expertise and coordinates fire services during emergencies.
- The Fire Safety Act (FSA) establishes the powers and duties of the fire commissioner who is responsible for administering the FSA and its regulations.
- The fire commissioner must also establish standards for fire inspectors and fire investigators, who are required to be designated by the local authority under the FSA.
- 2. What is the role of the Office of the Fire Commissioner, fire service advisors?

- The Office of the Fire Commissioner (OFC) has regionally located fire service advisors throughout the province.
- Fire service advisors are knowledgeable fire safety experts who can assist with any aspect of the Fire Safety Act (FSA).
- They are also delegated by the fire commissioner as fire inspectors and fire investigators under the FSA and are appropriately trained to the published standard for each function – meaning they may conduct inspections and investigations in any area of the province when requested.
- All OFC fire service advisors have worked in the fire services field for several years and have established collaborative working relationships with fire services personnel throughout the province.
- The OFC is committed to maintaining a collaborative approach to the development of a single standard of fire safety, as intended under the FSA.
- The local authority can reach out to their regional fire service advisor for support with any matter under the FSA.
- To locate the fire service advisor for your area, visit: <u>Request technical</u> <u>assistance or fire investigation support - Province of British Columbia</u> (qov.bc.ca)

3. What is the Office of the Fire Commissioner's contact information?

• The contact information for the Office of the Fire Commissioner is:

Main phone number: 1-888-988-9488After hours emergency: 1-800-663-3456

Email: OFC@gov.bc.ca

Definitions under the Fire Safety Act

4. How are municipalities and regional districts identified under the Fire Safety Act?

• The following definitions are used under the Fire Safety Act to define municipalities and regional districts:

• Local authority means:

- o (a) the council of a municipality;
- o (b) the board of a regional district;
- o (c) any authority prescribed by regulation;
- **Monitoring entity** means the council of a municipality.

5. How is a premises defined under the Fire Safety Act?

- **Premises** means any of the following:
 - o (a) a private dwelling;
 - (b) a public building;
 - (c) the parcel of land on which a private dwelling or public building is located;
 - (d) a motor vehicle within the meaning of the Motor Vehicle Act,
 railway vehicle, aircraft, vessel or other means of transportation.

6. How is a private dwelling defined under the Fire Safety Act?

- A **private dwelling** means the following:
 - o (a) a structure that is occupied as a private residence;
 - (b) if only part of a structure is occupied as a private residence, that part of the structure;
 - (c) any other structure located on the parcel of land on which a private residence is located, except for a structure
 - (i) to which the public is ordinarily invited or permitted access, or
 - (ii) that is used for commercial, industrial or institutional purposes.

7. How is a public building defined under the Fire Safety Act?

- A **public building** means the following:
 - o (a) a building other than a building that is a private dwelling;
 - o (b) a structure
 - (i) to which the public is ordinarily invited or permitted access, or
 - (ii) that is used for commercial, industrial or institutional purposes;
 - o (c) a facility, including a storage yard or tank farm.

8. What is risk-based compliance monitoring?

- Risk-based compliance monitoring applies to all monitoring entities, which under the Fire Safety Act is defined as municipalities.
- Risk-based compliance monitoring means that proactive inspections will be conducted, and higher risk public buildings will be inspected more frequently in municipalities.
- High-risk buildings include public buildings such as bars, apartments, hotels, college residences, large office buildings and sawmills, among other public buildings.

9. What does reactive inspections mean?

- As regional districts (RD) are not monitoring entities, they will operate within a reactive (complaint based or owner requested) inspection framework.
- Upon request from a RD, the Office of the Fire Commissioner, fire service advisors, will conduct fire inspections and fire investigations, at no cost to the RD.

10.In Part 6 of the Fire Safety Act, Compliance Monitoring, is the monitoring entity the same thing as a designated fire inspector from the local authority?

• The monitoring entity is defined as the council of a municipality, not the designated fire inspector. The fire inspector will work for the monitoring entity.

11.The Fire Safety Act does not include a definition for a fire service advisor. Does this mean that fire service advisors cannot complete fire investigations or fire inspections?

- Section 3 of the Fire Safety Act (FSA) enables the fire commissioner to hire employees to perform the work of the fire commissioner, without assigning any specific role or function title.
- This means that fire service advisors will continue to be recognized as representatives of the fire commissioner and will be able to perform the work of the fire commissioner.
- In addition, the fire commissioner will use the power to delegate under section 5 of the FSA to enable the Office of the Fire Commissioner fire service advisors to perform fire inspections and fire investigations, as needed.

Fire Safety Act Overview

12. What is the Fire Safety Act (FSA)?

- On August 1, 2024, the Fire Safety Act (FSA) came into force, replacing the Fire Services Act of 1979.
- The FSA meets the B.C. government's commitment to achieve a single standard of fire safety in the province and will:
 - enable local authorities to designate personnel to carry out fire inspections and fire investigations and enable local fire services to perform tactical evacuations.

- establish an administrative penalty enforcement model to address non-compliance issues in a more direct, timely and effective manner.
- implement a risk-based approach for fire safety compliance monitoring in municipalities.
- Under the FSA and the associated regulation, there is a prescribed maximum amount of costs recoverable from an owner by a local authority, or the fire commissioner, for securing evacuated premises up to \$100,000.
- The FSA will protect people and communities through regular fire safety inspections and effective enforcement that will help prevent fire-related tragedies, preserve human life, and protect property and economic loss due to fires.

13. When did the Fire Safety Act come into effect?

- The Fire Safety Act (FSA) came into effect on August 1, 2024.
- The FSA legislation can be located <u>here</u>.

Fire Inspectors and Fire Investigators and Local Authorities

14. What is a local authority required to do now that the Fire Safety Act has been brought into force?

- Now that the Fire Safety Act (FSA) has come into force, the local authority (municipalities and regional districts) must designate, in writing, a person or a class of persons as fire inspectors (section 8) and fire investigators (section 23).
- The local authority is to use their own template for the designations. Note: there is no requirement to return the designation to the Office of the Fire Commissioner (OFC) at this time. Once the OFC has their technology solution in place, the OFC will contact departments to confirm designates.
- As of August 1, 2024, there is a one-year transition period before designated fire inspectors and fire investigators must meet established training standards.

- The transition period does not make the requirement of designating fire inspectors or fire investigators optional for local authorities.
- All local authorities should designate their fire inspector(s) and fire investigator(s) as soon as the FSA comes into force on August 1, 2024, and before the Local Assistant to the Fire Commissioner program ends on October 28, 2024.
- The transition period will provide the time for local authorities to ensure that the designated fire inspector or fire investigator has obtained the required training.
- During fall 2024 and winter 2025, the OFC will work closely with all partners to ensure a measured implementation of the FSA requirements.

15.Can a local authority designate a contractor to be a fire inspector and/or a fire investigator?

- A local authority must designate, in writing, a person or a class of persons as fire inspectors (section 8) and fire investigators (section 23).
- A local authority can designate a contractor to be a fire inspector or fire investigator if they meet the Fire Safety Act Inspector Training Standard and Fire Safety Act Investigator Training Standard.
- Designated fire inspectors and fire investigators that already meet the Fire Safety Act Inspector Training Standard and Fire Safety Act Investigator Training Standard, should complete a "Prior Learning Assessment and Recognition" (PLAR) form to confirm for the local authority that they meet the standard.
- As of August 19, 2024, the Office of the Fire Commissioner Fire Safety Act Inspector Standard and the Fire Safety Act Investigator Standard can be found here: <u>Fire Safety Act reference documents - Province of British</u> <u>Columbia (gov.bc.ca)</u>
- The Fire Safety Act Inspector Standard and Investigator Standard PLARs can also be found here: <u>Fire Safety Act reference documents - Province of British</u> <u>Columbia (gov.bc.ca)</u>

16.Can improvement districts designate fire inspectors and/or fire investigators?

- Under the Fire Safety Act (FSA), a local authority is defined as a council of a
 municipality or a board of a regional district. Improvement districts are not
 identified as a local authority in the FSA and are not authorized under the
 FSA to appoint fire investigators or fire inspectors.
- Only local authorities are required and authorized to designate fire investigators or fire inspectors for their local government jurisdictions.
- The OFC, local authority partners and the Ministry of Municipal Affairs, will
 discuss improvement districts' requests to appoint fire investigators and fire
 inspectors. We expect to provide an update to the improvement districts
 toward the end of the year.
- In the meantime, the OFC, fire service advisors are placed throughout the province and work with improvement districts to support fire safety measures in their fire protection areas.
- The OFC remains committed to supporting improvement districts as requested.
- To locate the fire service advisor for your area, visit here: <u>Request technical</u> <u>assistance or fire investigation support - Province of British Columbia</u> (gov.bc.ca)

17. What section of the Fire Safety Act designates fire investigators and fire inspectors?

- Designation of fire inspectors section 8 of the Fire Safety Act (FSA) outlines:
 - Section 8 (1) A local authority must designate, in writing, persons or a class of persons as fire inspectors to conduct fire safety inspections.
 - (2) A local authority may designate an individual as a fire inspector under subsection (1) only if the individual meets the applicable standard established by the fire commissioner.

- Designation of fire investigators section 23 of the FSA outlines:
 - Section 23 (1) A local authority must designate, in writing, persons or a class of persons as fire investigators to conduct fire investigations.
 - (2) A local authority may designate an individual as a fire investigator under subsection (1) only if the individual meets the applicable standard established by the fire commissioner.

18.Does the local authority need to adjust their bylaws to designate fire inspectors and/or fire investigators?

- Fire inspector and fire investigator designation can be done by resolution or a change to a bylaw, depending on how the service is setup. However, it may be different for each local authority.
- Please reach out to your Chief Administrative Officer for advice.

19. What are the estimated timelines to designate a fire inspector and fire investigator?

- August 2, 2024 to October 28, 2024 (before the Local Assistant to the Fire Commissioner program ends) local authorities designate a person or class of persons as fire inspector or fire investigator, in writing, for any portion of their jurisdiction.
- August 19, 2024 the Office of the Fire Commissioner (OFC) posted the Fire Safety Act Inspector Training Standard and Fire Safety Act Investigator Training Standard. The Office of the Fire Commissioner also posted the two corresponding "Prior Learning Assessment and Recognition" (PLAR) forms. These documents can be located here: <u>Fire Safety Act reference documents</u> -Province of British Columbia (gov.bc.ca)
- August 20, 2024 July 31, 2025 fire services review the PLAR form against
 the Fire Safety Act Inspector Training Standard and Fire Safety Act
 Investigator Training Standard and confirm via the PLAR that the designated
 fire inspector and fire investigator meet the fire inspector and fire
 investigator training standards. It is the responsibility of the local
 government to ensure the PLAR is signed off accurately and that the PLAR
 stays in the personnel file of the designated fire inspector and fire
 investigator. The PLAR does not need to be returned to the OFC.

- **Late 2024** online training for fire inspectors and fire investigators will be available through the OFC.
- **July 31, 2025** transition period ends, and the local authority is required to ensure the persons designated as fire inspector(s) and fire investigator(s) meet the fire inspector and fire investigator standards, whether that be through the PLAR or the OFC online training.

20. Who is responsible for conducting fire inspections and investigations?

- Under the Fire Safety Act (FSA), it is a requirement for local authorities (municipalities and regional districts (RDs)) to designate local fire inspector(s) and fire investigator(s).
- Municipalities will operate within a risk-based compliance monitoring model, which means that their designated fire inspector(s) will be responsible for conducting all fire inspections.
- As in the Fire Services Act, the FSA also continues the requirement for all fires to be investigated and reported to the fire commissioner. Locally designated fire investigators will fulfil this requirement.
- As RDs are not monitoring entities, they will operate within a reactive (complaint based or owner requested) inspection framework.
- Upon request from a RD, the Office of the Fire Commissioner (OFC) fire service advisors, will conduct fire inspections and fire investigations.
- The RD has the discretion to use their own designated fire inspector(s) and fire investigator(s), or to request the OFC to support the inspection or investigation requirements.
- Ultimately, both reactive inspections and risk-based compliance monitoring are intended to keep occupants safe from potential fire hazards, with the goal to prevent fire-related tragedies, preserve human life, and protect property and economic loss due to fires.

21. Now that the Fire Safety Act has come into force, are designated inspectors and investigators required to meet the training standards right away?

- No, there will be a 1-year "transition period" (as defined in section 53 of the FSA) before designated inspectors and investigators have to meet the required training standards.
- The transition period will end July 31, 2025. At that time, the local authority is required to ensure the persons designated as fire inspector(s) and fire investigator(s) meet the fire inspector and fire investigator standards.

22. Does the Fire Safety Act apply to federal reserve lands?

- The Fire Safety Act (FSA) does not apply to federal reserve lands.
- Enforcing fire codes on First Nations lands is under federal jurisdiction, and the (FSA) does not apply to on-reserve public buildings.
- Federal lands such as the Port Authority lands, a Canada Coast Guard base, or airports, would not be inspectable under the FSA; however, a building within a municipality where a tenant is federal such as a post office, Fisheries and Oceans Canada (DFO) office, Canada Revenue Agency (CRA), is inspectable under the FSA.
- If a local authority receives an enquiry about inspections or investigations on federal reserve lands, the local authority can refer the enquirer to the Office of the Fire Commissioner (OFC), and the OFC will contact the First Nation to offer support to conduct the inspection.

23. Why are regional districts operating within a reactive model?

- Regional districts (RDs) are not defined as monitoring entities in the Fire Safety Act.
- The RDs have identified resource and administrative challenges which may prevent them from undertaking fire inspections and fire investigations in their areas.

- The Office of the Fire Commissioner (OFC) has committed to performing fire inspections and fire investigations on behalf of the RD, at no cost to the RD.
- Upon request from an RD, the OFC fire services advisors will conduct fire inspections and fire investigations.
- However, an RD with sufficient resources and local expertise may choose to undertake all inspections and investigations within their jurisdiction.

24. What is the requirement for the regional districts to identify a public building?

- Risk-based compliance monitoring applies to public buildings within municipalities (monitoring entity).
- Regional districts (RD) are not a monitoring entity and are not required to implement a risk-based compliance monitoring system. As such, there is no requirement for RDs to identify public buildings for fire inspections as RDs will be reactive (e.g., complaint-based).
- The Office of the Fire Commissioner expects that most of inspections in the RDs to be focused on public buildings, defined as:
 - o a building other than a building that is a private dwelling;
 - a structure
 - to which the public is ordinarily invited or permitted access, or
 - that is used for commercial, industrial or institutional purposes;
 - o a facility, including a storage yard or tank farm.
- If a complaint is submitted that does not focus on a public building, the RDs and the OFC (who may be doing these inspections on behalf of the regional district) will determine if an inspection is required or reasonable.

25. Does the local authority have ability to determine which jurisdictional area(s) the designated fire inspector or fire investigator covers?

 Yes, the local authority is fully empowered to designate the function of fire inspector and fire investigator, if the person meets the training standards issued by the fire commissioner.

26.If the local authority chooses not to investigate fires outside of their established fire protection areas who would be required to investigate and make the fire report to the fire commissioner?

- The legislative requirement in section 25 of the Fire Safety Act (FSA) is for local authorities to investigate all incidents of fire in their respective jurisdictions that they are made aware of per the duty to report fires in section 22 of the FSA.
- The defined fire department fire protection area is not a limiting factor on this requirement of the local authority.
- The Office of the Fire Commissioner (OFC) has committed to performing fire inspections and fire investigations on behalf of the regional district (RD), at no cost to the RD.
- RDs may request support from the OFC via the process outlined in the "Regional District Inspections and Investigations Procedures" document. The document can be located here: <u>Fire Safety Act reference documents</u> -<u>Province of British Columbia (gov.bc.ca)</u>

27.Are regional districts expected to conduct fire inspections and fire investigations where there is no service establishment bylaw in the area?

- As regional districts (RD) are not monitoring entities, they will operate within a reactive (complaint based or owner requested) inspection framework.
- When an RD receives an enquiry related to fire inspections or fire investigations, the RD can directly contact the Office of the Fire Commissioner (OFC) to request an OFC fire service advisor conduct fire inspections and fire investigations. This service is provided at no cost to the RD.

• The process for RDs is outlined in the "Regional District Inspections and Investigations Procedures" document that can be located here: <u>Fire Safety</u> Act reference documents - Province of British Columbia (gov.bc.ca)

28.For properties outside of a regional district fire protection service area, but where an independent fire department may exist, is there any requirement for these fire departments to conduct inspections and investigations?

- If an independent fire department receives a request for an inspection, or is involved in, or notified about a fire that has destroyed or damaged property, there are a few options to get support for a fire inspection or fire investigation.
 - 1. The independent fire department can reach out to the Office of the Fire Commissioner (OFC).
 - 2. The independent fire department can contact the regional district's designated fire inspector(s) or investigator(s) to advise the OFC that a fire has destroyed or damaged property.
 - 3. If the independent fire department has members designated by the local authority as fire inspectors and/or fire investigators, the independent fire department may conduct fire inspections and/or fire investigations.
- Contact information for the OFC is:

o Main phone number: 1-888-988-9488

o After hours emergency: 1-800-663-3456

Email: OFC@gov.bc.ca

29.Are regional districts expected to take on the full responsibility for inspections and investigations at some point in the future?

 The Office of the Fire Commissioner (OFC) has committed to performing inspections and investigations on behalf of the regional districts at no cost, as outlined in the "<u>Fire Safety Act: Regional District Inspection and Investigations Procedures</u>" document. • The OFC will be working with UBCM during implementation of the Fire Safety Act to ensure the appropriate processes and resources are in place.

Fire Investigator and Fire Inspector Training

30. What can you share about fire inspector and fire investigator training?

- There are different and specific training requirements for designated fire inspectors ("Fire Safety Act Inspector Standard") and fire investigators ("Fire Safety Act Investigator Standard").
- Designated fire inspectors and fire investigators that already meet the Fire Safety Act Inspector Training Standard and Fire Safety Act Investigator Training Standard, should complete a "Prior Learning Assessment and Recognition" (PLAR) form to confirm for the local authority that they meet the standard.
- It is the responsibility of the local government to ensure the PLAR is signed off accurately and that the PLAR stays in the personnel file of the designated fire inspector and fire investigator.
- Designated fire inspectors and fire investigators who do not meet the Office
 of the Fire Commissioner (OFC) Fire Safety Act Inspector Standard and the
 Fire Safety Act Investigator Standard, must take the OFC inspector and
 investigate training.
- Designated fire inspectors and fire investigators that meet the OFC Fire Safety Act Inspector Standard and the Fire Safety Act Investigator Standard and who have signed off on the PLAR, are also welcome to take the OFC training.
- The OFC will provide two online training courses: one for fire inspectors and one for fire investigators. Training materials for the courses and the online training will be provided at no cost.
- Each course will deliver attainable minimum standards and can be completed online in approximately 8 10 hours (per course). Online training for fire inspectors and fire investigators will be available late 2024.

- A fire inspector and fire investigator can perform both roles if they have taken both courses.
- As of August 19, 2024, the Office of the Fire Commissioner Fire Safety Act Inspector Standard and the Fire Safety Act Investigator Standard can be found here: <u>Fire Safety Act reference documents - Province of British</u> <u>Columbia (gov.bc.ca)</u>
- The Fire Safety Act Inspector Standard and Investigator Standard PLARs can also be found here: <u>Fire Safety Act reference documents - Province of British</u> <u>Columbia (gov.bc.ca)</u>

31.Is there a limit to the number of people who can be designated and complete the training?

- There is no limit on the number of people who can be designated to complete the training.
- The local authority can designate a person or a class of persons as fire inspectors or fire investigators. This includes designating all building inspectors as fire inspectors under the Fire Safety Act.

Tools, Processes and Procedures

32.What types of procedures and process documents will be put in place for the Fire Safety Act?

- The Office of the Fire Commissioner (OFC) continues to work on procedures and process documents including:
 - Fire Safety Act Inspector Training Standard (completed August 19, 2024)
 - Fire Safety Act Investigator Training Standard (completed August 19, 2024)
 - o Fire Safety Act Self-Assessment Manual

- Guidelines to Risk Analysis for Monitoring Entities in British Columbia
- Fire Safety Act Evacuation Procedures
- Fire Safety Act Reviews (Appeals) Policy and Procedure
- Fire Safety Act Regional District Fire Inspections and Investigations
 Procedures
- o Fire Safety Act Administrative Penalty Manual
- The OFC expects most of these documents to be shared with fire services and municipalities and regional districts as appropriate, and building owners as necessary, in early fall 2024.
- As of August 19, 2024, the Office of the Fire Commissioner Fire Safety Act Inspector Standard and the Fire Safety Act Investigator Standard can be found here: <u>Fire Safety Act reference documents - Province of British</u> <u>Columbia (gov.bc.ca)</u>
- The Fire Safety Act Inspector Standard and Investigator Standard PLARs can also be found here: <u>Fire Safety Act reference documents - Province of British</u> <u>Columbia (qov.bc.ca)</u>
- There will be a one-year transition period before designated fire inspectors and fire investigators must meet the published training standards.
- The transition period will end July 31, 2025. At that time, the local authority is required to ensure the persons designated as fire inspector(s) and fire investigator(s) meet the fire inspector and fire investigator standards.

Fire Safety Act and Owners

33. What does the Fire Safety Act mean for building owners?

- The Fire Safety Act (FSA) places a duty on owners of buildings to ensure that there is no fire hazard on, or in the owner's premises. The BC Fire Code reinforces this established responsibility, and the FSA provides the province with tools to ensure compliance.
- To meet the requirements of the FSA and the BC Fire Code, building owners and operators may be required to conduct fire safety self-assessments and

put the appropriate fire safety measures in place. The frequency and requirements for a Fire Safety Assessment are set by the monitoring entity (municipalities).

- Failure to conduct a fire safety self-assessment may result in more enforcement actions by the monitoring entity, which may include completing a fire inspection for a fee from the municipality.
- Any established fire inspection fee will be imposed by the local authority via bylaw.
- The Fire Safety Act (Risk Analysis for Compliance Monitoring) Regulation defines some of the requirements in establishing a risk-based compliance monitoring system and the overall risk for public buildings. Note: the regulation will be shared in early fall.
- During fall 2024 and winter 2025, the Office of the Fire Commissioner will work closely with all partners, including premise owners, to ensure a measured implementation of the FSA requirements.

34. Can you share more about the Safety Self-Assessments and the process?

- The Office of the Fire Commissioner (OFC) is currently developing a: Fire Safety Act Self-Assessment Manual".
- The OFC expects this document to be shared with fire services, local authorities, and building owners, in early fall 2024.
- This manual is primarily intended to be used by the building owner or building owner's authorized agent (representative) to complete a Fire Safety Self-Assessment and Declaration.
- The British Columbia Fire Code (BCFC) outlines building owner responsibilities. The BC Fire Code, Sentence 2.2.1.1.(1). of Division C, states, "unless otherwise specified, the owner or the owner's authorized agent shall be responsible for carrying out the provisions of this Code."
- For more information on the BCFC, visit: <u>BC Codes 2024 Province of British</u> Columbia (gov.bc.ca)

- The building owner or the owner's authorize agent must be compliant with the Fire Safety Act, the BC Fire Code, and any other applicable regulations.
- A Fire Safety Self-Assessment Form and Declaration confirms the status of the building fire and life safety systems and confirms that these systems are inspected, tested, and maintained as required by the Fire Safety Act and the BC Fire Code.
- During the fall 2024 and winter 2025, the OFC will work closely with all partners, including premise owners, to ensure a measured implementation of the FSA requirements.

35. How will the Fire Safety Act impact owners and any renovation permits, including life safety system requirements?

- The Fire Safety Act does not impact renovation permits including life safety requirements. Building life safety system requirements are in the British Columbia Building Code (BCBC) and the British Columbia Fire Code (BCFC). These codes administer the required life safety systems through inspection, testing and maintenance requirements of the code.
- Although the BCFC is a regulation of the Fire Safety Act (FSA), and the fire commissioner is responsible administering the FSA and its regulations, this will not interfere or impede the BCBC.
- There are explanatory statements in the BCBC and the BCFC that respect and limit the application of the current code requirements to existing buildings that were constructed under previous versions of the codes.
- Essentially, neither sets of codes are to be used to impose a requirement to install current code standards on an existing building, provided that the life safety system of the existing building is still sufficient to address the fire hazards present by the major occupancy use of the building.
- The local government building official is responsible for determining the appropriate application of the BCBC using "BCBC2024 Div. Part 1 Sentence 1.1.1.1(1) Application of this code" to the renovation permit application.

For more information on the BCBC and the BCFC, visit: <u>BC Codes 2024 - Province of British Columbia (gov.bc.ca)</u>

Administrative Monetary Penalties

36.What are the administrative monetary penalties under the Fire Safety Act?

- The Fire Safety Act establishes the authority for the fire commissioner to issue an administrative monetary penalty (AMP) in specific circumstances of non-compliance, such as non-compliance of a fire inspector order or a preventive evacuation order.
- An AMP is designed to deter non-compliance with requirements under the FSA and the regulations.
- AMP amounts are:
 - o up to \$25,000 in the case of an individual and \$50,000 in the case of a corporation.
 - if an offence continues for more than one day, separate daily administrative penalties, each not exceeding the maximums previously noted, may be imposed by the fire commissioner.
- An AMP will be considered by the Office of the Fire Commissioner after the local authority has exhausted all the tools (e.g., bylaws) that they have at their disposal.
- Administrative penalties are only considered for serious, repeated and deliberate cases of non-compliance with the FSA.
- Administrative penalty matters are between the provincial government and the person who is thought to have contravened the FSA act or failed to comply with an order issued under the FSA.

37. Will designated fire inspectors and fire investigators be imposing administrative penalties under 33 (1) of the Fire Safety Act?

 No. The authority in Section 33(1) is only for the fire commissioner, or delegate, who may impose an administrative penalty.

- The local authority designated fire inspectors and fire investigators will make a request for the issuance of an administrative penalty from the fire commissioner or delegate.
- As such, only the Province, through the Office of the Fire Commissioner, will issue an administrative penalty.
- However, because the primary principle of the administrative penalty is
 obtaining compliance and not punitive measures, the issuance of the
 administrative penalty will only be done when all other attempts and actions
 by the local authority have not been successful in obtaining compliance
 from a premise owner.

Administrative Requirements/Approach

38.Are local authorities required to implement new record-keeping policies to meet statutory requirements under the new Act?

- Local authorities can continue to manage inspection and investigation enquiries from the public in the same manner that they currently do.
- The Office of the Fire Commissioner (OFC) will record all requests for support and service, including those made by regional districts (RD). An interim solution will be put in place while the OFC works to put a new technological solution in place.
- The OFC is working to develop and implement a centralized database to retain these records. Once in place, the OFC will be able to share relevant inspection and investigation information with UBCM, local authorities and premises owners.
- During the implementation phase of the Fire Safety Act, the OFC is committed to continue working collaboratively with UBCM to monitor implementation and develop/update applicable policy and procedures as needed.

39. Will the local authorities be compensated for inspections or is the "fee" referenced in section 20 imposed only by a local authority bylaw?

- Failure of an owner to conduct a fire safety self-assessment may result in more enforcement actions by the monitoring entity, which may include performing an actual fire inspection for a fee.
- Under Section 20 of the Fire Safety Act, monitoring entities (municipalities)
 can establish fees for fire inspections and impose the fees via municipal
 bylaw.

40. Will fire reporting be a requirement for the designated investigator, or can an alternate be assigned?

- The Fire Safety Act does not restrict the reporting of the investigation information to the Office of the Fire Commissioner (OFC) from being assigned to another person or alternate within the local authority; however, the alternate must have access to the OFC's FIRES reporting system.
- Section 25 of the FSA outlines the requirement that a local authority must begin a fire investigation within 5 days after the date on which the local authority learned of a fire that destroyed or damaged property or resulted in injury or death.
- In municipalities, this will be done by the local authority's designated fire investigator.
- The process for municipalities is different than the process for regional districts (RDs).
- The OFC and UBCM have worked to develop a "Regional District Inspections and Investigations Procedures" document that provides for the OFC to function as the designated investigator and inspector and to complete fire investigations and fire inspections, at no cost, on behalf of the RD, as requested. The document can be located here: <u>Fire Safety Act reference</u> <u>documents - Province of British Columbia (gov.bc.ca)</u>

41. Who owns the fire investigation report?

- The fire investigation report and all corresponding information will belong to the local authority to enable them to meet the legislated obligation of reporting the fire incident information to the fire commissioner.
- Once the fire incident report is submitted to the Province, then the information becomes the Province's to use and protect as reflected in the Information Management Act.

42.If a local authority pays for an alternate fire investigator to complete the fire investigation report, does the local government own the report?

- The ownership of the report to the local authority should be confirmed by the local authority and the alternate fire investigator through their specified contract.
- The requirement to submit a fire incident report from the fire investigation to the fire commissioner remains and needs to be met by the local authority.

43.If a local authority designates a member from their own staff as a fire inspector and/or fire investigator, is the employee protected from personal liability when carrying out the function of inspector/investigator?

- Section 6 of the Fire Safety Act states that any person performing the work
 of the fire commissioner when delegated by the fire commissioner has
 immunity from legal proceedings short of gross negligence or actions made
 in bad faith.
- The local authority staff is provided immunity by the Local Government Act (section 738) for actions related to their obligations under the Fire Safety Act, short of gross negligence or actions made in bad faith.

Local Assistants to the Fire Commissioner

44.Can you provide an overview of the local assistant to the fire commissioner program?

- Under the former Fire Services Act and the Fire Code Administration Regulation, the fire commissioner was responsible for the administration and enforcement of the Fire Services Act and the current British Columbia Fire Code.
- Also under the former Fire Services Act, local assistants to the fire commissioner (LAFCs) were appointed to assist the fire commissioner with fire investigation and the enforcement of fire legislation and the regulations.
- In many cases, the LAFC was the fire chief or other fire service member of a community fire department.
- A LAFC could also be a fire service volunteer, particularly in regional districts, and local police could also fill this function if no LAFC had been appointed by the fire commissioner in any area outside of a municipality.
- The LAFC exercised the powers of the fire commissioner when they carried
 out those duties mandated under the Fire Services Act and regulations. The
 LAFC function and efforts were accountable to fire commissioner and not
 the local authority and LAFC training was provided for individuals who were
 appointed as a LAFC.

45. What is the status of the local assistants to the fire commissioner program?

- The Fire Safety Act (FSA) came into effect on August 1, 2024. As a result, the local assistants to the fire commissioner (LAFC) functions that were part of the Fire Services Act will be discontinued within 90 days and the LAFC program will end October 28, 2024.
- LAFC training or any other LAFC modifications (e.g., transfers or renewals) will not continue after August 1, 2024.

- As outlined in section 41 (3) of the Fire Services Act, all fire departments must return their LAFC badges to the Office of the Fire Commissioner.
- The badges are to be returned at the fire department's cost. When returning a badge, please also include a letter that reflects the LAFC name and badge number and the sending department's name.
- Contact and address information for returns are as follows:
 - Mailing details:
 - Office of the Fire Commissioner
 - Attn: Tammy-Lou Nieman
 - PO Box 9214 Stn. Prov. Govt.,
 - Victoria, B.C. V8W 9J1
 - Courier details:
 - Office of the Fire Commissioner
 - Attn: Tammy-Lou Nieman / Contact number (236-478-2385)
 - 4th Floor 910 Government Street
 - Victoria B.C., V8W 9J4
- Under the FSA, local authorities will have to designate, in writing, a person or a class of persons as fire inspector(s) and fire investigator(s). This should be done once the FSA is brought into force on August 1, 2024, and ideally before the LAFC program ends on October 28, 2024.

46.What will be used to identify inspectors and investigators under the Fire Safety Act)?

Identification for fire inspectors and fire investigators under the Fire Safety
Act will be determined by the local authority who designates the fire
inspector and fire investigator.

- 47.Under the Fire Services Act, a Local Assistant to the Fire Commissioner was protected from prosecution. Are these same protections available to the fire inspectors and fire investigators under the Fire Safety Act?
- Section 6 of the Fire Safety Act reflects that any person performing the work
 of the fire commissioner, when delegated by the fire commissioner has
 immunity from legal proceedings short of gross negligence or actions made
 in bad faith.
- The local authority designated fire inspectors and fire investigators are provided immunity by the Local Government Act (sec. 738) for actions related to their activities under the Fire Safety Act, short of gross negligence or actions made in bad faith.

48.Can existing Local Assistants to the Fire Commissioner still complete investigations/inspections?

- Local Assistants to the Fire Commissioner (LAFC) that were appointed under the Fire Services Act, can continue to fulfill the role of fire inspector and fire investigator until October 28, 2024, when the LAFC positions will end.
- After October 28, 2024, previous LAFC positions will no longer be active, and they will be unable to fulfill any of the duties that existed under the Fire Services Act.
- The Fire Safety Act (FSA) requires that the local authority (municipalities and regional districts) must designate, in writing, a person or a class of persons as fire inspectors (section 8) and fire investigators (section 23).
- There will be different and specific training requirements for designated fire inspectors ("Fire Safety Act Inspector Standard") and fire investigators ("Fire Safety Act Investigator Standard"). Refer to the "Fire Inspector and Fire Training" section of this Q&A for more information on the online training for fire inspectors and fire investigators that is to follow.

- Designated fire inspectors and fire investigators that already meet the Fire Safety Act Inspector Training Standard and Fire Safety Act Investigator Training Standard, should complete a "Prior Learning Assessment and Recognition" (PLAR) form to confirm that they meet the standards.
- As of August 19, 2024, the Office of the Fire Commissioner Fire Safety Act Inspector Standard and the Fire Safety Act Investigator Standard can be found here: <u>Fire Safety Act reference documents - Province of British</u> <u>Columbia (qov.bc.ca)</u>
- The Fire Safety Act Inspector Standard and Investigator Standard PLARs can also be found here: <u>Fire Safety Act reference documents - Province of British</u> <u>Columbia (gov.bc.ca)</u>
- We encourage all local authorities to designate their fire inspectors and fire investigators as soon as possible.

Insurance Companies

49.Do insurance companies still need to report on fire losses under the new Fire Safety Act

- On August 1, 2024, the new Fire Safety Act came into effect replacing the Fire Services Act.
- With the new act in place, insurance companies are no longer legislated to report on fire losses as they were under the Fire Services Act section 19.
- However, insurance companies continue to be valued partners in ensuring accurate data from fire incident claims to help evaluate fire loss, economic impacts and fire trends in our province. Insurance reports also help ensure accuracy in fire incident reporting from local governments.
- In late fall 2024, the Office of the Fire Commissioner will contact the
 insurance sector about the continuation of the insurance reporting process.
 Until then, please continue to report on fire losses through the insurance
 fire report that can be found, here: Reporting a fire: guidelines, manuals and
 forms Province of British Columbia (gov.bc.ca)



REPORT TO ELECTORAL AREAS COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 13, 2024

SUBJECT Community Emergency Preparedness Fund Grant: Volunteer & Composite Fire Department Equipment & Training 2024 Application

ISSUE SUMMARY

The Capital Regional District (CRD) is applying to the Union of British Columbia Municipalities (UBCM) for grant funding for fire department training and equipment under the Community Emergency Preparedness Fund program. The CRD operates seven eligible Electoral Area (EA) fire departments. UBCM requires that all grant applications be accompanied by a motion of support from the local government.

BACKGROUND

UBCM provides funding for a range of community-based projects, including volunteer-based fire departments. A 2024 grant opportunity is available to support training and equipment for volunteer and composite (mixed paid and volunteer) fire departments. The CRD administers seven eligible fire departments through delegated-authority commissions. Improvement district and society-operated departments are eligible to apply directly to UBCM. As part of the application process, UBCM requires a motion of support to receive and manage grant funding.

Protective Services staff coordinated this grant application with seven fire departments: Port Renfrew, Shirley, Otter Point, East Sooke, Willis Point, North Galiano and South Galiano. Grant funds would permit departments to upgrade equipment such as personal protective gear and facilitate training courses to meet the new Provincial Minimum Training Standards.

The grant request breakdown by fire service area is below. Grant funding may be pooled between fire departments to increase efficiency and reduce overhead costs.

Fire Service Area	Funding Proposal
Port Renfrew	\$39,240.00
Otter Point	\$39,724.85
North Galiano	\$39,965.00
East Sooke	\$39,865.00
Shirley	\$39,940.00
Willis Point	\$39,986.02
South Galiano	\$39,582.50
Total	\$278,303.37

ALTERNATIVES

Alternative 1

The Electoral Areas Committee recommends to the Capital Regional District Board:

That staff be instructed to apply for, negotiate, and if successful, enter into an agreement, and do all such things necessary for accepting grant funds and overseeing grant management for the proposed project.

Electoral Areas Committee - November 13, 2024

Community Emergency Preparedness Fund Grant: Volunteer & Composite Fire **Department Equipment & Training 2024 Application** 2

Alternative 2

That staff be directed to rescind the grant application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for the Fire Department Training and Equipment program.

IMPLICATIONS

Financial Implications

The Volunteer and Composite Fire Departments Equipment and Training funding stream can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$40,000.00 per department. The applications presented propose 100% funding and do not include local cost sharing. Additionally, the grant will not be used to fund operational budgets but rather will be used to fund one-time projects that increase fire department capacity and resident safety.

Grants will be awarded in two payments: 50% when the signed Approval Agreement has been returned to UBCM, and the remainder when the project is complete and the final reporting requirements have been met.

CONCLUSION

The CRD supports fire prevention and response in its electoral areas. The UBCM Fire Department Training & Equipment funding stream is an important resource to build fire department capacity in the capital region. If supported by the Board, UBCM will consider the CRD's grant application.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board: That staff be instructed to apply for, negotiate, and if successful, enter into an agreement, and do

all such things necessary for accepting grant funds and overseeing grant management for the proposed project.

Submitted by:	Shawn Carby, Senior Manager, Protective Services	
Concurrence:	currence: Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services	
Concurrence Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer		
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer	

ATTACHMENT

Appendix A: UBCM Volunteer & Composite Fire Department Equipment & Training 2024 **Application**



Volunteer and Composite Fire Departments Equipment and Training 2024 Application Worksheet

Please complete and return the worksheet with all required attachments by <u>October 18, 2024</u>. Applicants will be advised of the status of their application within 90 days of the application deadline.

All questions must be answered by typing directly in this form. As all questions are reviewed and scored as part of the adjudication process, please do not leave any questions blank.

If you have any questions, contact cepf@ubcm.ca or (604) 270-8226 ext. 220.

SECTION 1: Primary Applicant Information		
First Nation, Local Government or Fire Department	File Number*:	
Name: Capital Regional District	LGPS-11271	

SE	SECTION 2: Eligibility Requirements			
1.	Location of Proposed Activities. For the purpose of CEPF funding, fire halls must be a First Nation owned building or publicly owned building or owned by the primary applicant or a sub-applicant:			
	☐ Fire hall is a First Nations owned building (buildings owned by a Treaty First Nation or a First Nation band).			
		Fire hall is a publicly owned building (buildings owned by a local government or public nstitution, such as health authority or school district).		
	□ F	Fire hall is owned by the primary applicant or sub-applicant.		
2.	P. Requirement to be Volunteer or Composite Fire Department. For each eligible fire department that is included in this application:			
	a)	Name of each fire department:		
	b)	Membership (volunteer or composite) of each department: See below		
	c)	Declared level of service of each department: See below		
	d)	East Sooke Volunteer Fire Department - Volunteer - Interior		
	e) North Galiano Volunteer Fire Department - Volunteer - Exterior			
	f)	South Galiano Volunteer Fire Department - Volunteer - Interior		

^{*}Refer to the LGPS Online Application Form submission confirmation email

- g) Otter Point Volunteer Fire Department Volunteer Interior
- h) Shirley Volunteer Fire Department Volunteer Exterior
- i) Willis Point Volunteer Fire Department Volunteer Exterior
- j) Port Renfrew Volunteer Fire Department Volunteer Exterior
- ⊠ Copies or extracts of the available evidence of declared level of service are required to be submitted with the application.

The BC Structure Firefighter Minimum Training Standards include the requirement for fire departments to declare their level of service. This applies to all local government, Treaty First Nation, and society-run fire departments. The training standards are not automatically applicable on federal reserve lands and, for the purpose of CEPF funding, non-Treaty First Nations are not required to declare their level of service if they are not prepared to do so. This will not impact the review or scoring of applications.

3. FIRES Incident Reporting. Compliance with fire incident reporting is a requirement for eligible applicants. Please confirm below that each fire department included in this application has met this requirement. *Note:* this is not applicable to First Nations on federal reserves.

Confirming that each of the seven volunteer fire departments is registered with and submits reports through FIRES Incident Reporting.

SECTION 3: Detailed Project Information

4. Operating Budget(s).

a) Please indicate the annual operating budgets of each fire department included in this application.

East Sooke - \$685,906

North Galiano \$328,770

South Galiano \$636,003

Otter Point \$728,032

Shirley \$219,094

Willis Point \$160,629

Port Renfrew \$228,171

b) Describe the extent to which that budget enables each fire department to purchase essential equipment and/or obtain training.

The CRD operates seven fire departments in the Juan de Fuca and Southern Gulf Islands Electoral Areas. The project would enable the departments to work towards compliance with the minimum structure firefighter training and equipment for all their volunteer members. Due to the rural nature and small size of the service areas, there is limited opportunity to purchase essential equipment and comply with minimum levels of training. As seen above, most departmental budgets do not permit significant paid positions or volunteer compensation. The overwhelming majority of budgets go

towards training, equipment, overhead, and capital (apparatus and hall) costs.

- **5. Proposed Activities.** What specific activities will be undertaken as part of the proposed project? Refer to Sections 4, 5 and 6 of the *Program and Application Guide* for eligibility.
 - a) Purchase of equipment, including installation of and training for eligible equipment. Equipment for the seven departments are based on individual need, and includes basic personal protective equipment (PPE) and fire equipment (see attached budget worksheet for details per fire hall).
 - b) Training. Please list specific courses.

 Note: training is for fire department members only and not community members. All proposed training activities must include the name of the course.

 Training is for members of the seven included departments only. All training is aimed at adopting and implementing the new BC Structure Firefighter Minimum Training Standards, particularly competencies for Apparatus Operator, Team Leader, and Incident Commander. CRD is working with the OFC and a contractor to confirm equivalencies. CRD Procurement policy requires the use of a competitive process to award the training contracts which will follow notification of success from UBCM. We will identify the contractor at that time.
- **6. Resiliency.** Describe how the proposed project will build the resiliency of volunteer and composite fire departments in preparing for and responding to emergencies.

East Sooke and Port Renfrew - This will assist in bringing these departments within compliance to the March 2024 BC Structure Firefighter Minimum Training Standards.

North and South Galiano - This project builds resiliency by providing training to members in Live Fire, Fire Officer 1 & 2, ESM, Team Leader, Interior and Exterior Fire, ensuring that incidents are responded to in the most effective manner using modern firefighting principles. The purchase of specialty PPE washer extractor improve toxin removal and the purchase of PPE will replace expired, ill-fitting and worn gear currently worn by members.

Otter Point and Shirley Fire- The additional equipment will enable the department to not only have more resources to deal with larger incidents more efficiently, but also to restock apparatus in a timelier manner thus being ready for the next call sooner. Without the approved Turnout gear they are unable to respond appropriately to emergencies. These departments will also train members in Fire Service, Officer and Incident Safety.

Willis Point - The purchase of specialty washer/dryer/extractor equipment will ensure better safety and toxin removal from PPE.

7. Physical and Mental Well-Being. Describe the extent to which proposed training will specifically address the mental wellbeing of eligible fire department staff and volunteers.

As a volunteer department it is important for members to know they are valued enough to have the proper safety equipment to do their job. As they enter many highly stressful situations with members that may have minimal training, it is very important for their mental health and well being to know that they have equipment that is up to the standard

to properly protect them. Having old, hand me down gear, expired, or toxin laden gear doesn't give the crew the confidence they need to psychologically do their job.

Improved response, PPE and training will improve the confidence and mental wellbeing of fire department staff and volunteers.

8. Partnerships and Transferability. Describe the extent to which the proposed project will provide partnerships, transferability, or mutual aid to neighbouring jurisdictions.

Significant coordination will occur between the 11 Fire Services where CRD is Authority Having Jurisdiction. This project also benefits the Pacheedaht First Nation in that they provide 40% of funding for the Port Renfrew Fire Protection service area.

9. Additional Information. Please share any other information you think may help support your submission.

SECTION 4: Required Attachments			
The	The following separate attachments are required to be submitted as part of the application.		
All a	applicants are required to submit:		
	⊠ Evidence of declared service level (e.g. bylaw, resolution).		
	Detailed budget that indicates the proposed expenditures from CEPF and aligns with the proposed activities outlined in this application worksheet. Although additional funding or support is not required, any other grant funding or in-kind contributions must be identified. Applicants are encouraged to use the <u>LGPS Budget and Financial Summary Tool.</u>		
Fire	st Nation, local government, or improvement district applicants must submit:		
	Band Council, Treaty First Nation, or local government resolution OR a letter of support from the Band Manager, CAO or CFO for applications that request less than \$50,000 in funding. Resolutions and letters need to indicate support for the current proposed activities and willingness to provide overall grant management. All regional applications, or applications requesting more than \$50,000 in funding, will require resolutions to be submitted.		
Leg	ally incorporated society-run fire department applicants must submit:		
	Board of Directors motion indicating support for the current proposed activities and willingness to provide overall grant management.		
	Current Certificate of Good Standing.		
Regional project applicants are required to submit:			
	Band Council, Treaty First Nation, or local government resolution from the primary applicant, indicating support for the current proposed activities and willingness to provide overall grant management; and,		

that clearly states their approval for the primary applicant to apply for, receive, and manage the grant funding on their behalf. Resolutions from sub-applicants must include this language.			
SECTION 5: Signature This worksheet is required representative of the applicant (i.e., staff member application materials will be shared with the Province of the state of the	r or elected official). Please note all		
I certify that: (1) to the best of my knowledge, all information is accurate, (2) the area covered by the proposed project is within the applicant's jurisdiction (or appropriate approvals are in place) and (3) we understand that this project may be subject to a compliance audit under the program.			
Name: Christopher J Vrabel	Title: Manager, Fire Services		
Signature*:	Date: October 17, 2024		

Documents should be submitted as Word, Excel, or PDF files. Total file size for email attachments cannot exceed 20 MB.

*A certified digital or original signature is required.

All documents should be submitted to Local Government Program Services, Union of BC Municipalities by email: cepf@ubcm.ca.

Please note "2024 Volunteer Fire Departments" in the subject line.

Capital Regional District CEPF Fire Department Grant Proposal UBCM 2024

Item	Quantity	Cost	Total
East Sooke	Δ,		
7/8" nozzle tips	16	\$200.00	\$3,200.00
1 1/8" nozzle tip	6	\$200.00	\$1,200.00
1.5" break apart bales	11	\$520.00	\$5,720.00
160GPM at 50psi Fog tips	4	\$265.00	\$1,060.00
2.5" break apart bales	5	\$550.00	\$2,750.00
lengths Kraken Exo 1.75" structural hose (15 lengths	•	γοσο.σσ	4-7. 33.33
orange/ 15 lengths green)	30	\$385.00	\$11,550.00
lengths Aqua flow plus 2.5" structural hose (yellow)	12	\$455.00	\$5,460.00
Telligation ique tien place and accertain took (years try		Ψ .00.00	40, 100.00
1.5" Forestry hose 100 foot lengths	10	\$100.00	\$1,000.00
Big inch forestry hose 100' lengths	19	\$75.00	\$1,425.00
3/4" Econo forestry hose 100' lengths	10	\$150.00	\$1,500.00
Electoral Area Training Program to meet Firefighter minimum training standards guidelines includes operator, officer, team leader, incident commander, fire 1, pumps & pumping, air brakes. TOTAL		_	\$5,000.00 \$39,865.00
North Galiano			
FFII Interior Operations VIERA	2 \$	840.00	\$1,680.00 Online/exams
Fire Officer II	2 \$	5 575.00	\$1,150.00 Online
ESM II	2 \$	950.00	\$1,900.00 In person
ESM II Accommodations & meals	2 \$	2,067.50	\$4,135.00 In person
Exterior Live Fire – 1 day	1 \$	2,000.00	\$2,000.00 Pender
Interior Live Fire – 2 day	1 \$	4,000.00	\$4,000.00 Pender
Live Fire travel & stipends	1 \$	2,100.00	\$2,100.00
Hose Roller	1 \$	3,500.00	\$3,500.00
Hose Dryer Rack		3,500.00	\$3,500.00
Hose Storage Rack	•	1,000.00	\$1,000.00
Gear Lockers (3 per unit)	-	5 2,000.00	\$10,000.00
Electoral Area Training Program to meet Firefighter minimum training standards guidelines includes operator, officer, team leader, incident commander, fire 1, pumps & pumping, air brakes. TOTAL		_	\$5,000.00 \$39,965.00
South Galiano			
Fire Officer II	1 \$	575.00	\$575.00 online
Fire Officer 1	2 \$	5 575.00	\$1,150.00 online
ESM I	2 \$	950.00	\$1,900.00 in person

ESM 2	1 \$ 950.00 \$950.00 in person
ESM 2 Accommodations & meals	1 \$ 2,067.50 \$2,067.50
ESM I Accommodations & meals	2 \$ 2,067.50 \$4,135.00
ESM I Mileage	2 \$ 235.00 \$470.00 Nanaimo
ESM 2 Mileage	1 \$ 235.00 \$235.00 Nanaimo
ESM I Training Stipend	2 \$ 500.00 \$1,000.00
Live Fire travel & stipends	1 \$ 2,100.00 \$2,100.00
'	Pender; flat rate
Team Leader	6 \$ 4,000.00 \$4,000.00 \$2K per day
Team Leader Travel	1 \$ 2,000.00 \$2,000.00
Staber Extractor Washer	2 \$ 6,000.00 \$12,000.00
Staber Cabinet Gear Dryer	1 \$ 7,000.00 \$7,000.00
Staber Cabillet Gear Dryer	1 \$ 7,000.00 \$7,000.00
TOTAL	\$39,582.50
TOTAL	\$55,562.5U
Otter Point	
GRO-EW22G turnout gear washer (NFPA) Associated Fire	\$8,842.40
Wildland firefighting PPE, Associated Fire	\$2,929.92
Training prop for vertical ventilation; MMAH Contracting	\$3,150.00
PPE lockers Associated Fire	\$8,302.53
Forestry econo hose; 50' and 25'	\$2,000.00
Training FR kits; various suppliers	\$3,000.00
Officer training JIBC; upon availability	\$3,000.00
Driver training JIBC; upon availability	\$3,000.00
Electoral Area Training Program to meet Firefighter	
minimum training standards guidelines includes	
operator, officer, team leader, incident commander, fire	
1, pumps & pumping, air brakes.	\$5,500.00
TOTAL	\$39,724.85
Shirley	
3" trash pump	\$1,000.00
Leather structural boots	15 \$550.00 \$8,250.00
2.5" structural fire hose	15 \$430.00 \$6,450.00
1.75" structural fire hose	15 \$186.00 \$2,790.00
Air brakes course	6 \$250.00 \$1,500.00
Fire Service Instructor 1 course	4 \$495.00 \$1,980.00
Fire Service Instructor 1 textbooks	4 \$145.00 \$580.00
Forestry backpack pumps	3 \$500.00 \$1,500.00
Incident safety officer course	2 \$495.00 \$990.00
Incident safety officer textbooks	2 \$145.00 \$290.00
Travel and meal expenses (12 courses)	12 \$150.00 \$1,800.00
30" Halligan bar	\$360.00 \$360.00
36" Halligan bar	\$380.00 \$380.00
60 minute Scott 4500 psi SCBA bottle	\$870.00 \$870.00
45 mins Scott 4500 psi SCBA bottle	4 \$1,100.00 \$4,400.00

Electoral Area Training Program to meet Firefighter minimum training standards guidelines -- includes operator, officer, team leader, incident commander, fire 1, pumps & pumping, air brakes.

Total Grant Request

1, pumps & pumping, air brakes.	·	\$6,800.00
TOTAL		\$39,940.00

IOTAL	\$55,540.00
Willis Point	
Circul-air express drying cabinet 6 gear cap; 6 gear hangers, 6 glove/boot hangers, 3 hose racks crating for above dryer Circul-air accessory hangers Circul-air extractor pump drain Circul-air pre-programming fire industry Circul-air chemical dosing pump Citro squeeze 1 gallon container crating fees for above	\$ 12,252.24 \$ 312.80 2 \$ 21.21 \$ 42.42 2 \$ 9,700.88 \$ 19,401.76 2 \$ - \$ - 2 \$ - \$ - 2 \$ - \$ - 2 \$ 88.40 \$ 176.80
Electoral Area Training Program to meet Firefighter minimum training standards guidelines includes operator, officer, team leader, incident commander, fire 1, pumps & pumping, air brakes. TOTAL	\$ 7,800.00 \$39,986.02
Port Renfrew Incident safety officer course Fire Officer 1 Fire Officer II ESM I ESM II Exterior Live Fire – 1 day Live Fire travel	2 \$495.00 \$990.00 2 \$ 575.00 \$1,150.00 2 \$ 575.00 \$1,150.00 1 \$ 950.00 \$950.00 2 \$ 950.00 \$1,900.00 1 \$ 2,000.00 \$2,000.00 1 \$ 2,100.00 \$2,100.00
Electoral Area Training Program to meet Firefighter minimum training standards guidelines includes operator, officer, team leader, incident commander, fire 1, pumps & pumping, air brakes. TOTAL	\$29,000.00 \$39,240.00

\$278,303.37



REPORT TO ELECTORAL AREAS COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 13, 2024

SUBJECT Request to Amend Remuneration for Elected Officials of the Salt Spring Electoral Area

ISSUE SUMMARY

To provide information and recommendations regarding remuneration of elected officials of the Salt Spring Island Electoral Area, and specifically to allocate a portion of the Salt Spring Island (SSI) Electoral Area Director's remuneration to Commissioners of the Salt Spring Island Local Community Commission (LCC).

BACKGROUND

The CRD Board has approved a Remuneration Policy ("Policy") for CRD Board Directors and Alternates. The Policy is derived from a remuneration philosophy that recognizes the significant commitment and expectations of a CRD Director, and gross remuneration which is comparable with other organizations. Remuneration is adjusted annually to the cost of living based on the Victoria Consumer Price Index year over year, with a more comprehensive review undertaken every three (3) to five (5) years to ensure alignment with the Board philosophy. The next comprehensive review is scheduled for 2026 and for implementation commensurate with the 2027-2030 Board term.

From time-to-time amendments are made to the Policy for Board consideration. Two recent examples are: the inclusion of remuneration for the SSI LCC in December 2022, which was approved; and, a notice of motion in 2022 to retain Electoral Area Director remuneration at the previous year's level, which was defeated.

The current CRD Board Remuneration Policy, inclusive of the remuneration schedules and philosophy, is in Appendix A.

On October 9, 2024, Director Holman provided a notice of motion, amended by the Board, as follows:

WHEREAS the newly established Salt Spring Island Local Community Commission (LCC) has now assumed responsibility for the administration of most local Salt Spring services that were formerly the sole responsibility of the local CRD Director;

THEREFORE be it resolved that staff report back to the Electoral Areas Committee on the policy options and implications on the remuneration for the Salt Spring Island CRD Director and LCC Commissioners be revised to better reflect the shift in responsibilities, including by reducing the Director's annual remuneration by \$10,000 per year and increasing LCC Commissioner annual remuneration by \$2,500 per year, starting in 2025.

For Electoral Area Directors, remuneration includes two components:

- 1) a base Director annual stipend which recognizes attendance at all Board meetings and Committee of the Whole meetings plus two Standing Committee commitments (the "Director portion"), with additional remuneration for any additional Board Committee, Chair or Vice-Chair appointments; and
- 2) an additional annual stipend which recognizes all additional responsibilities of the Electoral Area Directors, including appointments to the local area commissions and boards within their Electoral Area (the "Electoral Area portion").

For the SSI Electoral Area Director in 2024, in addition to fifteen (15) internal Boards/Committee and external Board/Committee appointments, these additional responsibilities include ex-officio responsibilities on the seven (7) local commissions within the SSI Electoral Area and the responsibilities as a member of the SSI Local Community Commission.

The CRD Board has approved remuneration for Directors and the SSI LCC. For 2024 the current base remuneration exclusive of any additional Board Committee, Chair or Vice-Chair appointments is as follows:

- a) for Electoral Area Directors including the SSI Electoral Area Director, excluding any additional Board Committee or Chair/Vice-Chair appointments: \$68,463, which is comprised of \$23,385 for the Director portion and an additional \$45,078 for the Electoral Area portion; and
- b) for SSI LCC Commissioners: \$10,370.

Remuneration for 2025 will be adjusted by provincially announced cost of living increases, in accordance with Board Policy.

ALTERNATIVES

Alternative 1

The Electoral Areas Committee recommends to the Capital Regional District Board:

That the remuneration for the Salt Spring Island Electoral Area Director and Commissioners of the Salt Spring Island Local Community Commission be retained at the current remuneration level, and that this be evaluated in 2026 as scheduled and as part of the regular remuneration review for the 2027-2030 Board term.

Alternative 2

The Electoral Areas Committee recommends to the Capital Regional District Board:

That staff be directed to have the remuneration provided to Electoral Area Directors and to Commissioners of the Salt Spring Island Local Community Commission reviewed in 2025 and in advance of the next scheduled remuneration review.

Alternative 3

The Electoral Areas Committee recommends to the Capital Regional District Board:

That that the remuneration provided to Commissioners of the Salt Spring Island Local Community Commission be amended, and that staff be directed to report back to the CRD Board on a recommendation for approval.

Alternative 4

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

IMPLICATIONS

Board Implications

Alternative 1

This alternative maintains alignment with the approved CRD Board Remuneration Policy, including the established process to review remuneration. The next remuneration review is scheduled for 2026 and for implementation for the 2027-2030 Board term. This review will be conducted by a third-party consultant, and will be based on the Board approved remuneration philosophy in accordance with the Board Remuneration Policy.

Alternative 2

This alternative would have Electoral Area Director and SSI LCC Commissioner remuneration reviewed in 2025 prior to the comprehensive review in 2026. As Director remuneration would be considered, this review would be conducted by a third-party consultant, and will be based on the Board approved remuneration philosophy in accordance with the Board Remuneration Policy. Any recommendations regarding adjustments to remuneration would be presented to the CRD Board for approval.

Alternative 3

This alternative would have remuneration for Commissioners of the SSI LCC reviewed in 2025 prior to the comprehensive review in 2026.

Remuneration for Commissioners of the SSI Local Community Commission was approved by the CRD Board. Remuneration levels were based on the anticipated time required of the SSI LCC. The SSI LCC has been in place for over a year now, and the level of effort to level of remuneration may require a more detailed review. This review may be conducted by staff. Any recommendations regarding adjustments to remuneration for Commissioners of the SSI LCC would be presented to the CRD Board for approval. This alternative would not impact remuneration to Electoral Area Directors.

Financial Implications

Alternative 1

There are no financial implications. Remuneration for SSI Electoral Area Director and Commissioners of the SSI LCC, and for any comprehensive remuneration review in 2026, are within the requisition.

Alternative 2

The CRD would be required to engage a third-party consultant, and the costs would be borne by the Electoral Area. If remuneration adjustments were recommended and approved, there would be financial implications to individual members, and specifically the Electoral Area Director(s) and Commissioners of the SSI LCC. Adjustments to budgets may be required.

Alternative 3

The SSI Electoral Area requisition would be amended commensurate with any approved

adjustment to Commissioners of the Local Community Commission. Staff would report back to the Board prior to the final budget review in 2025.

CONCLUSION

On October 9, 2024 staff were requested to review the implications of amending the remuneration for elected officials in the Salt Spring Island Electoral Area. The CRD Board has established and approved a Remuneration Policy for CRD Board Directors and Alternates, and which is based on a longstanding philosophy that recognizes the significant commitment and expectations of a CRD Director, and remuneration which is comparable with other organizations. Any amendment to remuneration levels should be done in accordance with the Remuneration Policy and the Board's approved philosophy, and be aligned with the review schedule.

RECOMMENDATION

The Electoral Areas Committee recommends to the Capital Regional District Board: That the remuneration for the Salt Spring Island Electoral Area Director and Commissioners of the Salt Spring Island Local Community Commission be retained at the current remuneration level, and that this be evaluated in 2026 as scheduled and as part of the regular remuneration review for the 2027-2030 Board term.

Submitted by:	Chris Neilson, MBA, CPHR, Senior Manager Human Resources & Corporate Safety
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

Appendix A: Board Remuneration and Travel Expense Reimbursement Policy (BRD03), with Appendices



CAPITAL REGIONAL DISTRICT BOARD POLICY

Policy Type	Board		
Section	Policies, Procedures, Manua	als	
Title	BOARD REMUNERATION A	AND TRAVEL EXPENSE	REIMBURSEMENT
Adoption Date	September 9, 2015	Policy Number	BRD03
Last Amended	January 19, 2024	Amended By	HR
Policy Owner	Human Resources		

1. POLICY:

To provide for remuneration and travel expense reimbursement for CRD Board Members according to the CRD Board Remuneration Framework.

2. PURPOSE:

To outline the Board remuneration and travel expense reimbursement guidelines.

The CRD Board approved a new Board remuneration framework on September 9, 2015. A primary driver for establishing a CRD Board remuneration philosophy was to recognize the significant amount of commitment required of Directors and to design an approach that would assist with engagement as well as attendance.

3. SCOPE:

The policy applies to all CRD Board Directors, Commission members, First Nations Members and certain Board appointees to external Boards.

4. **DEFINITIONS**:

"Board Remuneration" refers to any compensation paid to Board Directors, certain Commission members, First Nations Members and Board appointees to external Boards as approved by the CRD Board in exchange for undertaking CRD business activities.

5. PROCEDURE:

Human Resources, in consultation with Finance and Technology and Corporate Services, is responsible for the control, coordination, and implementation of the policy. Modifications to the overall policy are to be approved by the Capital Regional District (CRD) Board.

- 1. All Board Directors, certain Commission members, Municipal Councillors, First Nations Members and certain Board appointees to external Boards shall receive an annual stipend and/or a payment per meeting and travel expenses as per CRD Board Remuneration and Travel Expense Policy Schedule 1.
- 2. Eligibility for payments is defined in CRD Directors Appointments by Committees, Commissions to External Board Schedule 2.

- 3. The remuneration amounts will be adjusted annually, by Financial Services, based on the Consumer Price Index for the Victoria area for the twelve months ending December 31 of the preceding year Schedule 3.
- 4. The remuneration structure will be reviewed periodically as directed by the Board.

6. SCHEDULE(S):

- A. Schedule 1 CRD Board Remuneration and Travel Expense Policy
- B. Schedule 2 Remuneration Eligibility Table
- C. Schedule 3 CRD Board Remuneration Philosophy

7. AMENDMENT(S)

Adoption Date	Description
September 9, 2015 (Revised April 18, 2016)	Approved by the Board
April 12, 2017 (eff. January 1, 2017)	Amendment 1, approved by the Board
May 9, 2018 (eff. January 1, 2019)	Amendment 2, approved by the Board
February 10, 2020 (Schedule 1 and 2 updates)	Amendment 3, approved by Human Resources (eff Jan.2020 Schedule 1; Dec.2019 Schedule 2)
January 13, 2021 (Schedule 2 update)	Amendment 4, approved by the Board
February 2, 2021 (Schedule 1 update)	Amendment 5, approved by Human Resources (eff. Jan.2021)
January 24, 2022 (Schedule 1 update)	Amendment 6, approved by Human Resources (eff. Jan.2022)
January 20, 2023 (Schedule 1 update)	Amendment 7, approved by Human Resources (eff. Jan.2023)
June 2023	Amendment 8, approved by the Board (eff. June 2023)
January 19, 2024 (Schedule 1 update)	Amendment 9, approved by Human Resources (eff. Jan.2023)

8. REVIEW(S)

Review Date	Description:
Annually	Review annually for schedule(s) update

9. RELATED POLICY, PROCEDURE OR GUIDELINE(S):

• Bylaw No. 3828, "Board Procedures Bylaw, 2012"

CRD Board Remuneration and Travel Expense Policy – Schedule 1 Effective January 1, 2024

		REMUNERATION	EXPENSE ALLOWANCE	TOTAL
	ANNUAL STIPENI			
	Paid periodically throughout the year	(currently, biweekly)		
1	CRD / CRHD Board Directors Includes all CRD/CRHD Board meetings, Committee of the Whole Meetings, and two Standing Committee* commitments **who as defined as a standing committee in hydrogen to the property of the commitments	15,590	7,795	23,385
	*where defined as a standing committee in bylaws or terms of reference			
2	AND members are appointed by the Board Chair	20.052	45.026	45.030
2	Electoral Area Directors (additional)	30,052	15,026	45,078
3	CRD Board Chair (additional)	22,928	11,464	34,392
4	CRD Board Vice-Chair (additional)	4,585	2,292	6,877
5	CRHD Board Chair (additional) (Not paid if the CRHD Board Chair is also the CRD Board Vice-Chair)	4,585	2,292	6,877
6	Board Standing Committee Chair, CRD Arts Commission Chair & Solid Waste Advisory Commission Chair (additional) (when appointed by CRD Board Chair)	2,293	1,147	3,440
7	Additional Board Standing Committee(s) (additional) (Payable if Standing Committee Membership exceeds the two remunerated in Section 1)	4,585	2,292	6,877
8	Salt Spring Island Local Community Commissioner (Payable to all elected LCC commissioners, except the Electoral Area Director)	6,913	3,457	10,370
	PER MEETING PAYM	IFNTS		
	Paid for scheduled attendance at a meeting, except where s		cancelled in advan	ICO.
	(see Footnote 2 – Eligibility)	_	cancened in auvai	ice
9	Alternate CRD/CRHD Board Director and Acting Standing Committee Chair	73	37	110
10	CRD Board Directors - Local & Sub-Regional Commission/Committee Meetings	73	37	110
	Does not apply when:			
	i. Commission /Committee within the responsibilities of the Electoral Area Director			
	ii. Remuneration is already paid by the Commission			
	iii. The Committee/Commission is not eligible for payment by Act, Regulation, Bylaw or other			
11	First Nation Member appointees to eligible CRD Committee	73	37	110

12	CRD Board Directors – appointed by CRD to External Board Does not apply when: i. External Board falls within the responsibilities of the Electoral Area Director ii. Remuneration is already paid by the External Board iii. The External Board is not eligible for payment by Act, Regulation, Bylaw or other	73	37	110
13	CRD Municipal Directors who vote on Part 26 Decisions of Juan de Fuca Electoral Area Applies only when: a. Attendance at a JDFEA land use committee meeting of which the director is a member	73	37	110
	 Attendance at any land use public hearing of the JDFEA regarding an area where the director is eligible to vote on decisions at the CRD Board 			
	Does not apply to the Electoral Area Director			
14	Alternate CRD Electoral Area Director attending formal Local and Sub- Regional Commission meetings in place of the Electoral Area Director	73	37	110
15	All Commissioners - Regional Water Supply Commission	73	37	110
16	Forum of Councils – First Nations, Municipal Councilors and Directors	73	37	110
	TRAVEL EXPEN	SES		
	(see Footnote 3 regarding claim process)			
17	All Director, LCC Commissioner, or First Nation Member Travel - to and from meetings where the Director, LCC Commissioner or First Nation Member is a member	\$0.64	meetings of Boa	larly constituted rd, Commissions, elect Committees
	DIRECTOR TRAN Within Capital Region/Vancouver Islan		I	
18	Travel by Personal Automobile	\$0.64	Per kilometre	
19	Travel by Bus, Train, Ferry, Air (economy class)	Actual expense	Payable upon re	ceipt
	DIRECTOR TRAV	/EL		
	Outside Capital Region/Vancouver Islan	nd and Lower Mainland	i	
20	Travel by Personal Automobile	\$0.64	Per kilometre	
21	Travel by Bus, Train, Ferry, Air (economy class), Car Rental (mid-size)	Actual expense	Payable upon re	ceipt
22	Electoral Area Director Travel - within Electoral Area	\$0.64	EA Director's res	er than 10km from sidence within the e, provided the place to conduct

23	CRD Board Chair, CRHD Board Chair, Stand including Acting Chairs	ling Committee Chair -	\$0.64	For any business travel of the Board or Standing Committee, provided the expenses are incurred outside the municipality or EA which the Chair represents
		MEALS		
24	For Travel Requiring Greater-Than 24 Hou	rs from Place of Residence	\$70	Per diem allowance for meals, gratuities, parking, local calls
	For Travel Requiring Less-than 24 Hours fr	om Place of Residence		
25	- Breakfast		\$15.00	See Footnote 1
26	- Lunch		\$20.00	See Footnote 1
27	- Dinner		\$35.00	See Footnote 1
		OTHER		
28	Seminars, Courses, Conferences, Meetings		Actual Cost	Registration Fees paid for single participation (Receipt required)
29	Accommodation		Actual Cost	Based on single occupancy
30	Taxi Expenses		Actual Cost	Receipts are required
31	Long Distance Telephone Calls		Actual Cost	Receipts are required
	<u>FOOTNOTES</u>			
	(1) Meal payments will be paid as follows:			
		If Departure Prior to:	7:00am	Breakfast, Lunch, Dinner
			12:00noon	Lunch, Dinner
			6:00pm	Dinner
		If Return After:	12:30pm	Breakfast, Lunch
			6:00pm	Breakfast, Lunch, Dinner
	(2) Fligibility Verification:			

(2) Eligibility Verification:

For attendance at meetings, seminars, courses, conferences and/or meetings outside of CRD facilities, claimants will confirm their attendance on the CRD Travel Expense Report Claim form and eligibility of expense claims will be approved by Legislative Services.

(3) Travel Expense Claims Process:

Claims for travel expenses are submitted to Legislative Services for approval on the CRD Travel Expense Report Claim form within thirty (30) calendar days of the period in which the expenses were incurred.

CRD Board Remuneration and Travel Expense Policy – Schedule 2

Remuneration Eligibility Table

Regional Board and Standing Committees	See Footnote
Capital Regional District Board	1
Capital Regional Hospital District Board	1
Capital Region Housing Corporation Board	1, 6
Climate Action Inter-Municipal Task Force	7
Committee of the Whole	1
Core Area Liquid Waste Management Committee	1, 2, 8
Electoral Areas Committee	1, 2, 8
Environmental Services Committee	1, 2, 8
First Nations Relations Committee	1, 2, 8
Finance Committee	1, 2, 8
Governance Committee	1, 2, 8
Hospitals and Housing Committee	1, 2, 8
Planning and Protective Services Committee	1, 2, 8
Regional Parks Committee	1, 2, 8
Solid Waste Advisory Committee	7
Transportation Committee	1, 2, 8

- 1. Within Director's core responsibilities
- 2. Eligible for additional Standing Committee payment, if Director already sits on two (2) Standing Committees
- 3. Eligible for per meeting payment
- 4. Not eligible for payment: Commission/Board falls within the responsibilities of an Electoral Area Director
- 5. Not eligible for payment: Commission/Board already makes a payment for attendance
- 6. Not eligible for payment: Commission/Board ineligible by Act, Regulation, Bylaw or other
- 7. Not eligible for payment: Sub-Committee to a Standing Committee or other
- 8. Payments to be made to respective First Nations Governments on behalf of First Nation Member appointees following attendance at the meeting. Payments for attendance and expenses shall not exceed \$8,250 per year per First Nation. Note that First Nation participation is only permitted where the specific Committee Terms of Reference allow.

Director Appointments to Local & Subregional Commissions	See Footnote
Arts Commission	3
East Sooke Fire Protection and Emergency Response Service Commission	4
East Sooke Advisory Planning Commission	4
Galiano Island Parks and Recreation Commission	4
Juan de Fuca Board of Variance	4
Juan de Fuca Electoral Area Parks and Recreation Advisory Commission	4
Juan de Fuca Land Use Committee	4
Juan de Fuca Water Distribution Commission	3, 4
Lyall Harbour/Boot Cove Water Local Services Committee	4
Magic Lake Estates Water and Sewer Committee	4
Mayne Island Parks and Recreation Commission	4
North Galiano Fire Protection and Emergency Response Service Commission	4
Otter Point Advisory Planning Commission	4
Otter Point Fire Protection and Emergency Response Service Commission	4
Pender Islands Parks and Recreation Commission	4
Peninsula Recreation Commission	3
Port Renfrew Fire Protection and Emergency Response Service Commission	4
Port Renfrew Utility Services Committee	4
Regional Housing Trust Fund Commission	3
Regional Water Supply Commission	5
Saanich Peninsula Wastewater Commission	3
Saanich Peninsula Water Commission	3
Salt Spring Island Local Community Commission	1,4
Salt Spring Island Electoral Area Emergency Program Advisory Commission	4

- 1. Within Director's core responsibilities
- 2. Eligible for additional Standing Committee payment, if Director already sits on two (2) Standing Committees
- 3. Eligible for per meeting payment
- 4. Not eligible for payment: Commission/Board falls within the responsibilities of an Electoral Area Director
- 5. Not eligible for payment: Commission/Board already makes a payment for attendance
- 6. Not eligible for payment: Commission/Board ineligible by Act, Regulation, Bylaw or other
- 7. Not eligible for payment: Sub-Committee to a Standing Committee or other

Director Appointments to Local & Subregional Commissions (con't)	See Footnote	
Saturna Island Parks and Recreation Commission	4	
Shirley Fire Protection and Emergency Response Service Commission	4	
Shirley/Jordan River Advisory Planning Commission	4	
Skana Water Service Committee	4	
Sooke and Electoral Area Parks and Recreation Commission	3, 4	
Southern Gulf Islands Community Economic Sustainability Commission	4	
Southern Gulf Islands Electoral Area Emergency Advisory Commission	4	
Southern Gulf Islands Harbours Commission	4	
Southern Gulf Islands Public Library Commission	4	
SSI - Beddis Water Service Commission	4	
SSI - Cedar Lane Water Service Commission	4	
SSI - Cedars of Tuam Water Service Commission	4	
SSI - Fernwood Water Local Service Commission	4	
SSI - Fulford Water Service Commission	4	
SSI - Ganges Sewer Local Services Commission	4	
SSI - Highland Water and Sewer Services Commission	4	
Sticks Allison Water Local Service Committee	4	
Surfside Park Estates Water Service Committee	4	
Traffic Safety Commission	3	
Victoria Family Court and Youth Justice Committee	3	
Water Advisory Committee	6	
Wilderness Mountain Water Service Commission	4	
Willis Point Fire Protection and Recreation Facilities Commission	4	

- 1. Within Director's core responsibilities
- 2. Eligible for additional Standing Committee payment, if Director already sits on two (2) Standing Committees
- 3. Eligible for per meeting payment
- 4. Not eligible for payment: Commission/Board falls within the responsibilities of an Electoral Area Director
- 5. Not eligible for payment: Commission/Board already makes a payment for attendance
- 6. Not eligible for payment: Commission/Board ineligible by Act, Regulation, Bylaw or other
- 7. Not eligible for payment: Sub-Committee to a Standing Committee or other

Regional Board Appointments to External Boards	See Footnote
Capital Regional Emergency Services Telecommunications	5
Greater Victoria Coalition to End Homelessness Society	6
Greater Victoria Harbour Authority Board	5
Greater Victoria Labour Relations Board	3
Gulf Islands National Park Reserve Advisory Board	4
Island Corridor Foundation Board	5
Municipal Finance Authority	5
Pender Islands' Fire Protection Society	4
Regional Representative to the Treaty Table	3
Royal and McPhersion Theatres Society Advisory Committee	7
Royal and McPherson Theatres Society Board	3
Salt Spring Island Ferry Advisory Committee	4
Sooke Historical Society	4
Southern Gulf Islands Ferry Advisory Committees	4
Vancouver Island Regional Library	4

- 1. Within Director's core responsibilities
- 2. Eligible for additional Standing Committee payment, if Director already sits on two (2) Standing Committees
- 3. Eligible for per meeting payment
- 4. Not eligible for payment: Commission/Board falls within the responsibilities of an Electoral Area Director
- 5. Not eligible for payment: Commission/Board already makes a payment for attendance
- 6. Not eligible for payment: Commission/Board ineligible by Act, Regulation, Bylaw or other
- 7. Not eligible for payment: Sub-Committee to a Standing Committee or other

CRD Board Remuneration and Travel Expense Policy – Schedule 3

CRD Board Remuneration Philosophy

(Effective January 1, 2016)

- a base Director annual stipend as the average paid to CRD member councillors, which
 recognizes attendance at all Board meetings and Committee of the Whole meetings plus
 two Standing Committee commitments; and
- an additional annual stipend to Electoral Area Directors which recognizes all additional Electoral Area work including Electoral Area Commission commitments; and
- an additional annual stipend to the CRD Board Chair consistent with payments made by other Regional Districts, which recognizes all Board Chair responsibilities including all exofficio responsibilities on Standing Committees; and
- additional annual stipends to recognize the additional commitments of the: CRD Board Vice-Chair; Capital Region Hospital District Chair; Standing Committee Chairs; CRD Directors appointed as a Commission Chair, when such Commission Chair appointment is made directly by the CRD Board Chair [amended effective January 1, 2017]; and CRD Directors who are involved on more than two Standing Committees; and
- per meeting payments to CRD Directors appointed to local and sub-regional Commissions and external boards (except where remuneration is already paid and/or not eligible); and
- per meeting payments to Alternate Directors consistent with payments made by other Regional Districts; and
- that the annual cost of living adjustment based on the Victoria Consumer Price Index continue to be applied, and that a regular review be undertaken every three (3) to five (5) years to ensure remuneration remains comparable.



REPORT TO ENVIRONMENTAL SERVICES COMMITTEE MEETING OF WEDNESDAY, OCTOBER 16, 2024

SUBJECT Regulating Curbside Organics Collection

ISSUE SUMMARY

To present on the continued implementation of the organics diversion strategy and to evaluate and report on pathways for mandatory separation of curbside collection and diversion of organics.

BACKGROUND

The Solid Waste Management Plan (SWMP) was principally developed to reduce the amount of waste material sent to the Hartland Landfill, and guide how the region's solid waste is managed in a safe, secure and sustainable way now, and in the future. According to the 2022 Solid Waste Stream Composition Study, 16.7% of waste currently sent to Hartland Landfill is organic material (approximately 28,500 tonnes per year). A landfill ban on organics and soiled paper products was implemented at Hartland Landfill in January 2015. In addition to the ban on organics, the CRD has several programs in place to support the reduction and diversion of organic materials from the landfill, including operating a food scraps transfer station, receiving yard and garden material at rates lower than general refuse, funding the Victoria Compost Education Centre and partnering with Love Food Hate Waste Canada. It is anticipated that with continued programming, the downward trend in organic waste disposal (67kg/capita in 2021) will continue towards reaching the 2031 waste disposal target of 42kg/capita.

The CRD also established the Solid Waste Stream Collector Incentive Program, which began earlier this year. This program is designed to incent multi-stream waste collection, including organics. With the implementation of this new initiative, along with the other programs, it is anticipated that the downward trend in organic waste disposal will continue and accelerate. The next solid waste stream composition study, which will provide further insight into organics disposal trends, is scheduled for 2026.

At the November 8, 2023 Capital Regional District (CRD) Board meeting, staff were directed to continue implementing the organics diversion strategy as currently outlined in the new Solid Waste Management Plan, and evaluate and report to committee on pathways to mandatory separation of curbside collection and diversion of organics (staff report attached as Appendix A). In response to the Board's direction, staff sought a legal opinion, and the options are provided as Appendix B.

Overall, this review found that the CRD, as a regional district, has the authority under the *Environmental Management Act* to manage municipal solid waste or recyclable material for the purpose of implementing the SWMP. This is further supported by the *Local Government Act*, which allows regional districts like the CRD to provide a collection service, *by bylaw to regulate, store and manage municipal solid waste and recyclable material.* However, given that regulating mandatory organics collection is a departure from the strategies currently set out in the SWMP, implementing the above-mentioned measures would require amendments to the SWMP, further consultation with affected stakeholders and provincial approval.

ALTERNATIVES

Alternative 1

The Environmental Services Committee recommends to the Capital Regional District Board: That staff continue implementing the organics diversion strategy as currently outlined in the 2021 Solid Waste Management Plan.

Alternative 2

The Environmental Services Committee recommends to the Capital Regional District Board: That staff accelerate the current organics diversion strategy by beginning the process to amend the Solid Waste Management Plan by conducting community-wide consultations with the intent of adopting a bylaw regulating curbside organics collection across the region.

Alternative 3

The Environmental Services Committee recommends to the Capital Regional District Board: That this report be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

Financial implications associated with regulating a mandatory curbside organics collection service include costs associated with enforcing the bylaw and the costs associated with delivering a curbside collection service. A market sounding and/or tender would be required to confirm current market pricing; however, it is expected that costs to operate a regional wide organics collection service are comparable to the cost to operate the blue box collection program (\$60-\$80 per household per year). Processing and marketing of collected materials would represent an additional expense and would vary depending on the quantity of material received but would be in the range of \$140 to \$170 per tonne. There would likely also be capital costs associated with providing collection containers to those being offered the service.

Service Delivery Implications

If the Board wishes to further explore regulating mandatory curbside collection, the CRD would need to adopt a bylaw; however, to do so, the SWMP would need to be amended. Proposed amendments would require extensive community-wide consultation, beginning with municipalities to determine support for regulating mandatory curbside organics collection and preferences for a service delivery approach (e.g., service provided by municipalities, the CRD, or residents contracting for service directly with the private sector). The Regional District of Nanaimo (RDN), for example, has adopted a bylaw which requires owners or occupiers of a property, as of January 2025, to have separate containers for different types of solid waste and recyclable materials. A bylaw similar to the RDN's would make it mandatory for multi-family and industrial, commercial, and institutional property owners, as well as single-family homes who do not receive municipal collection services, to separate out organics and recyclable items from the waste (See Appendix B).

In 2021, it was determined that the CRD and the municipalities didn't control sufficient tonnages of organic waste feedstock to validate the business case to build a dedicated in-region organics processing facility. As a result, the decision to develop an in-region processing facility was tabled

until feedstock conditions or on-island private processing capacity changed. Regulation of a region-wide mandatory organic curbside collection service may change the business case for developing an in-region organics processing facility by providing further additional feedstock tonnages if this service were to be provided by the CRD and/or municipalities.

CONCLUSION

In response to the Board's direction, Capital Regional District staff sought legal review on pathways for mandatory separation of curbside collection and diversion of organics. This review found that regulating and managing a region-wide curbside organics collection service can be done through the adoption of a bylaw; however, to do so, the Solid Waste Management Plan would need to be amended. Proposed amendments would require consultation with affected stakeholders and provincial approval. It is anticipated that with continued programming, the downward trend in organic waste disposal will continue towards the 2031 disposal target of 42kg/capita and no change in organics collection policy is deemed necessary at this time.

RECOMMENDATION

The Environmental Services Committee recommends to the Capital Regional District Board: That staff continue implementing the organics diversion strategy as currently outlined in the 2021 Solid Waste Management Plan.

Submitted by:	Tom Watkins, Acting Senior Manager, Environmental Resource Management
Concurrence:	Russ Smith, Acting General Manager, Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Staff Report to Environmental Services Committee: Implications of Regulating Curbside Organics Collection (October 18, 2023)

Appendix B: Options for Mandatory Requirements for Organics Diversion and Collection



REPORT TO ENVIRONMENTAL SERVICES COMMITTEE MEETING OF WEDNESDAY, OCTOBER 18, 2023

SUBJECT Implications of Regulating Curbside Organics Collection

ISSUE SUMMARY

To present implications of regulating curbside organics collection from municipalities and electoral areas in the region.

BACKGROUND

The Capital Regional District's (CRD) new Solid Waste Management Plan (SWMP) was developed to reduce the amount of waste material sent to the Hartland Landfill, and guide how the region's solid waste is managed in a safe, secure and sustainable way now and in the future. The plan targets greater than one-third reduction of waste from current levels of 409 kg/capita annually to 250 kg/capita in 10 years.

In 2022, the CRD completed a Waste Stream Composition Study which estimated that approximately 16.7% of waste currently sent to Hartland Landfill is organic material (approximately 28,500 tonnes per year). Organic material is not garbage and should be diverted for processing in support of a circular economy. When reviewing the Waste Stream Composition Study results, the Solid Waste Advisory Committee passed a motion recommending the CRD regulate mandatory collection of organic waste and, subsequently at the April 12, 2023 meeting, the CRD Board directed staff to explore regulating mandatory curbside organics collection from the municipalities and electoral areas in the region.

Disposal of organic waste has been trending downward, with waste stream composition studies showing that the organic waste received for disposal at Hartland Landfill decreasing from:

- 120 kg/capita in 2010
- 75 kg/capita in 2016 (37% decrease from 2010)
- 67 kg/capita in 2021 (11% decrease from 2016)
- 42 kg/capita is the 2031 SWMP organic waste target

To meet the Solid Waste Management Plan target of reducing waste disposal down from 400kg/capita (2021) to 250kg/capita (2031) requires a 37% decrease by 2031 – equating to a 25kg/capita reduction in kitchen scraps being disposed of at Hartland landfill.

A landfill ban on food scraps and soiled paper products was put in place at Hartland Landfill in January 2015 contributing to this downward trend, and the ban is enforced by CRD bylaw officers. The CRD has programs in place to support the reduction and diversion of organic materials from the landfill. In addition to the 2015 landfill ban of organics, these programs include operating a food scraps transfer station, receiving yard and garden material at rates lower than general refuse, funding the Victoria Compost Education Centre and partnering with Love Food Hate Waste Canada.

Within the new SWMP, strategy 3 commits the CRD to support reduction of avoidable food waste, and strategies 7-9 commit the CRD to increasing waste diversion (including organics diversion) within the single family, multi-family and institutional, industrial and commercial (ICI) sectors. A new hauler incentive policy set to begin in 2024, is designed to incent multi-stream waste collection including organics. With the implementation of this new policy along with the other

programs in place to support reduction and diversion of organic materials it's anticipated that the downward trend in organic waste disposal will accelerate. The next waste composition study, which will provide further insight into organics disposal trends, is scheduled for 2026.

Currently in the capital region, curbside organics collection falls under municipal purview and is offered by 6 out of the 13 municipalities to single family residents. Within the remaining 7 municipalities, electoral areas and amongst all multi-family and ICI sectors in the region, residents and businesses can obtain organics collection through private service providers on a voluntary basis. A summary of current curbside collection service can be found in Appendix A. In response to Board Direction, staff have obtained a legal opinion to understand the feasibility of regulating mandatory curbside organics collection, region-wide. This review found that the CRD Board has authority under the Local Government Act to establish a bylaw to regulate a mandatory curbside collection for organics in the capital region. Such a bylaw could be written to involve a combination of:

- Municipal Collection Service: Collection service provided directly or through service contracts managed by municipalities;
- Private Collection Service: Collection service procured by residents or businesses contracting directly with the private sector; or
- CRD Collection Service: Collection service provided or contracted by the CRD, similar to the curbside blue box recycling program.

Given that regulating mandatory organics collection is a departure from the strategies for managing organics that are currently set out in the SWMP, it is likely that regulating mandatory curbside organics collection would require a SWMP Amendment and associated consultation and Provincial approval would be required.

ALTERNATIVES

Alternative 1

That the Environmental Services Committee recommends to the Capital Regional District Board: That staff continue implementing the organics diversion strategy as currently outlined in the new Solid Waste Management Plan.

Alternative 2

That the Environmental Services Committee recommends to the Capital Regional District Board: That staff accelerates the current organics diversion strategy by beginning the process to amend the current Solid Waste Management Plan by consulting on the CRD regulating mandatory curbside organics collection.

IMPLICATIONS

Financial Implications

Financial implications associated with regulating mandatory curbside organics collection include costs associated with enforcing the bylaw, and depending on selected service delivery approach (e.g., service provided by municipalities, the CRD, or residents contracting for service directly with the private sector), the cost associated with delivering curbside collection service. A market sounding and/or tender would be required to confirm current market pricing; however, it is expected that costs to operate a regionally provided curbside organics collection service are comparable to the cost to operate the blue box collection, program (\$62.87/household/year (2024 rates)).

Service Delivery Implications

If the Board wishes to further explore regulating mandatory curbside collection, staff will need to begin by consulting with municipalities to determine support for regulating mandatory curbside organics collection and preferences for service delivery approach (e.g., service provided by municipalities, the CRD, or residents contracting for service directly with the private sector). Once consultation has been completed, staff would return to the Board to seek direction on subsequent next steps.

Should a CRD or expanded municipal collection service be established, this would generate additional organics feedstock tonnages owned by the relevant collection provider that would require processing. Between 2019 and 2021, the CRD investigated establishing an in-region organics processing facility. In 2021, it was determined that the CRD and the municipalities didn't control sufficient tonnages of organic waste feedstock to validate the business case to build a dedicated in-region organics processing facility, and the decision to develop an in-region processing facility was tabled until feedstock conditions or on-island processing capacity changed. Regulation of region-wide mandatory organic curbside collection may change the business case for developing an in-region organics processing facility by providing further guaranteed feedstock tonnages if this service were to be provided by the CRD and/or municipalities.

CONCLUSION

The Capital Regional District's (CRD) recently approved Solid Waste Management Plan outlines proposed organic diversion strategies. The CRD has authority under the Local Government Act to regulate curbside collection service for organics in the capital region. Regulating mandatory curbside collection can be done through the adoption of a bylaw which could require curbside collection of organics for some or all residents and/or businesses through services provided directly or contracted by the CRD, municipalities, or the private sector. It's anticipated that the downward trend in organic waste disposal (67kg/capita in 2021) will continue to trend towards the 2031 disposal target of 42kg/capita and no change in organics collection policy is deemed necessary at this time.

RECOMMENDATION

That the Environmental Services Committee recommends to the Capital Regional District Board: That staff continue implementing the organics diversion strategy as currently outlined in the new Solid Waste Management Plan.

Submitted by:	Russ Smith, Senior Manager, Environmental Services Committee
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Solid Waste Collection Provided by Municipality by Material Type and Sector

SOLID WASTE COLLECTION PROVIDED BY MUNICIPALITY BY MATERIAL TYPE AND SECTOR

	Garbage		Yard & Garden Materials		Kitchen Scraps		Sectors
	Collection	Drop-off	Collection	Drop-off	Collection	Drop-off	Serviced
Municipality							
Central Saanich							
Colwood				М			SF
Esquimalt	М			М	М		SF
Highlands							
Langford							
Metchosin							
North Saanich				М			SF
Oak Bay	М	М	M	М	M		SF
Saanich	М		М	М	М		SF
Sidney	M*		M*		M*		SF
Sooke							
Victoria	М		М	М	М		SF
View Royal	M*		M*	М	M*		SF
Electoral Area							
Juan de Fuca		М					SF
Southern Gulf Islands							
Salt Spring Island							

 $[\]mbox{M}$ - Waste collection service provided by municipality \mbox{M}^{\star} - Municipally managed program with direct service provided by contractor SF - Single-family

OPTIONS FOR MANDATORY REQUIREMENTS FOR ORGANICS DIVERSION AND COLLECTION October 2024

1. CRD to seek additional regulatory power that requires property to have separate containers for solid waste including recycling and organics.

As an example, the Regional District of Nanaimo (RDN) has been granted additional power, by bylaw, which requires owners or occupiers of a property to have separate containers for different types of solid waste and recyclable materials. The CRD could seek to obtain similar regulatory power that the Province has already granted the RDN, which would require owners or occupiers of property to do the same. A bylaw similar to the RDN's would make it mandatory for multi-family and industrial, commercial, and institutional (ICI) owners (who do not receive municipal collection services) to provide separate containers for garbage, recyclables and organics.

2. CRD to seek additional regulatory power that requires owners or occupiers of property to use an organics collection service.

An organic collection service could be provided by the CRD, another local government or by a private service provider. However, some consideration needs to be given to properties where collection services are not available, and for owners who dispose of organics by other acceptable means, such as on-site composting or delivery to a licensed composting facility.

Currently, curbside organics collection falls under municipal purview, and is only being offered by 6 of the 13 municipalities to single family residents. For this reason, the CRD could consider providing curbside collection services in areas where such services are not available (i.e., the remaining 7 municipalities, electoral areas and amongst all multi-family and ICI sectors in the region). The CRD could also consider providing these services to a larger portion of the region including within municipal areas.

3. Hauler Incentive Program and Changes to Tipping Fees

The RDN, for instance, has a licensing program for commercial haulers with the objective of incentivizing increased diversion by offering lower tipping fees to enable haulers to provide lower rates to residents, and by imposing a disposal levy. The disposal levy serves as a disincentive to commercial haulers who are required to pay for material that is disposed of at the landfill. Similarly, the CRD as of January 2024, increased general refuse tipping fees from \$110/tonne to \$150/tonne. This change in tipping fees will support diversion efforts in the waste management industry and will better align with general refuse tipping fees in other on-island regional districts. During this time, the CRD implemented the Waste Stream Collector Incentive Program. This program allows Hartland account customers to receive a rebate on general refuse if they voluntarily self-report waste collection data and promote multi-stream collection. This program, however, is voluntary in nature and does not mandate haulers to participate.



REPORT TO ENVIRONMENTAL SERVICES COMMITTEE MEETING OF WEDNESDAY, OCTOBER 16, 2024

SUBJECT Regional Canada Goose Management Service - Activities Update

ISSUE SUMMARY

To provide an update on the Regional Canada Goose Management Service activities in 2023-2024.

BACKGROUND

In February 2023, the Capital Regional District (CRD) Board established a Regional Canada Goose Management Service to work with key partners to reduce the impact of the rapidly growing Canada goose (CAGO) population in the region and to coordinate implementation of the Regional Canada Goose Management Strategy (RCGMS). The RCGMS provides guidance for controlling adverse impacts of the population of non-migratory, resident CAGO and recommends the use of management tools such as preventing feeding, habitat modifications, water management, hazing, egg addling, hunting, harvests and public outreach. This report outlines the service activities undertaken in 2023-2024 to implement the RCGMS and provides recommendations for future service levels.

The following activities were taken to coordinate implementation of the RCGMS:

Administration and Coordination

The CRD hired a half-time coordinator in September 2023 to coordinate goose management efforts in the region, establish partnerships with key agencies responsible for wildlife management, engage with landowners affected by geese and undertake coordinated mitigation efforts. The service was supplemented this past spring with an auxiliary Goose Management technician to support the egg addling program, conduct recruitment/young of the year surveys, and to assist with the region-wide summer moult survey. Staff developed a detailed communications strategy to increase awareness of the regional impacts of the growing population and to engage with landowners experiencing issues. In January 2024, the CRD established the Regional Canada Goose Working Group made up of representatives from local governments and First Nations, provincial and federal partners, Peninsula and Area Agricultural Commission, and other key stakeholders. The working group meets quarterly to share information and coordinate efforts across the region.

Coordinated Nest Survey and Egg Addling Program

The CRD obtained a region-wide egg addling permit from Canadian Wildlife Service. Several local governments and 55 participating landowners added their properties to the CRD's permit and granted CRD technicians access to their land to survey nests and addle eggs. CRD staff discovered 142 active nests on 18 properties and addled 672 eggs. 31 missed nests (eggs already hatched) and 5 inaccessible nests were found, resulting in total of 178 nests located. Some landowner agencies addled eggs or contracted egg addling on their lands, resulting in an additional 280 active nests located and 1,369 eggs addled. In 2024, a total of 422 active nests

ENVS-1845500539-8427 EPRO2024-025

were located and 2,041 eggs were addled preventing their recruitment to the local Canada goose population. The 2024 egg addling report is attached in Appendix A.

Region-wide CAGO Summer Moult Survey

Previous moult surveys estimated the regional summer breeding population of geese at 2,500, though these were only partial surveys focused on known hotspots like Sooke Basin, Esquimalt Lagoon, Oak Bay shoreline, and northeast Saanich Peninsula. In June 2024, the CRD collaborated with working group partners, local governments, First Nations and conservation groups to conduct the first region-wide CAGO moult survey. A total of 6,669 geese were counted and new hotspots were identified along the shorelines of Victoria, Metchosin, East Sooke, Juan de Fuca Electoral Area, Southern Gulf Islands, and on private farmlands, golf courses, small lakes and ponds. The 2024 moult survey report is attached in Appendix B.

Canada Goose Harvest

The CRD contracted an experienced non-profit agency to coordinate with First Nations to implement an ethical and humane harvest of Canada geese under permits obtained from Canadian Wildlife Service and the Province of British Columbia. In late June, the harvest reduced the population by 465 birds and the meat was shared among the participating First Nations communities.

Despite significant success in coordinating efforts to manage the regional Canada goose population since service establishment, the actual population is significantly higher than previous estimates indicated and the negative impacts from goose populations are more widely spread and significant.

ALTERNATIVES

Alternative 1

The Environmental Services Committee recommends to the Capital Regional District Board: That staff be directed to develop increased service levels for consideration in the 2026 service planning process.

Alternative 2

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

IMPLICATIONS

Environmental and Social Implications

The increasing Canada goose population continues to affect regional farmlands and degrade coastal ecosystems and salmon habitats through over-grazing, trampling of vegetation, soil erosion, and the spread of invasive species. Additionally, public health concerns are rising due to high densities of fecal matter, degradation and contamination of water sources, territorial goose conflicts, the spread of disease, and increased risk of exposure to Highly Pathogenic Avian Influenza. These impacts are seen at public and private sites, including sports fields, swimming beaches, golf courses, and farmlands. Significant economic impacts also persist for local farmers, who are experiencing increased maintenance costs and financial losses due to Canada goose damage.

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The service has provided more accurate data on the regional goose population. According to the 2023 Christmas Bird Count data, an estimated 9,000-11,000 geese overwinter in the capital region, primarily on farmland and recreational playing fields. Staff continue to receive reports from the farming community about large flocks wiping out entire crops in a matter of hours, despite efforts at hazing, habitat modification and regional egg addling. Similar to the moult population estimates, staff anticipate that overwintering populations are also substantially higher than previously thought. Staff plan to conduct a region-wide survey in January 2025 to obtain a more accurate and up-to-date estimate of the overwintering population, which will better inform future management efforts.

Recruitment surveys showed the largest numbers of goslings were in Colwood, Saanich and the Gulf Islands. More robust addling programs are needed in areas with high numbers of juveniles. Areas where the ratio of adults to juveniles are high will require additional harvests to effectively reduce the CAGO population.

Current mitigation efforts, including a coordinated egg addling program and an annual harvest, may help stabilize the CAGO population but are unlikely to result in a significant enough reduction to meaningfully ease the environmental, recreational, and economic impacts across the region. Additional resources will enable increased mitigation efforts.

Intergovernmental and First Nations Implications

Several municipal partners have expressed capacity issues to fully participate in egg addling programs and would benefit from additional CRD staff capacity to conduct addling on their lands.

Two local First Nations communities participated in the harvest and have expressed interest in future harvests. Efforts to engage with First Nation Guardians programs to participate in a coordinated egg addling program are ongoing.

Financial Implications

The current service budget is \$237,000. In 2024, this supported a part-time coordinator (\$85K), egg addling program including a six-week assistant Goose Management technician (\$25K), a region-wide summer moult survey (\$35K), one annual harvest (\$82K) and administrative support/equipment (\$10K). Without a budget increase, staff cannot achieve the mitigation efforts required to achieve a meaningful reduction of the CAGO population and their impacts. These resources appear sufficient to stabilize the regional population but are insufficient to dramatically reduce the population to a sustainable level in the near future.

Service Delivery Implications

A significant reduction in the CAGO population in the short-term is required to lessen the significant negative ecological, economic, recreational impacts and public health concerns caused. An increase to the Regional Canada Goose Management Service levels would enable additional mitigation efforts, including increased capacity for the coordinated egg addling program and support for additional First Nation-led harvests.

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CONCLUSION

The new Regional Canada Goose Management Service has demonstrated success in controlling the regional population and gathering important information to support ongoing species management. The regional population is higher than previously predicted, however, and impacts to farmlands, public infrastructure, and public and wild lands continue to be well-documented. Current resources and efforts appear sufficient to maintain the population at its current levels, but additional resources would be required to reduce the regional population to a level that meets economic, social and environmental objectives.

RECOMMENDATION

The Environmental Services Committee recommends to the Capital Regional District Board: That staff be directed to develop increased service levels for consideration in the 2026 service planning process.

Submitted by:	Glenn Harris, Ph.D., R.P.Bio., Senior Manager, Environmental Protection
Concurrence:	Russ Smith, Acting General Manager, Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: 2024 CRD Egg Addling Report (September 2024) Appendix B: 2024 CRD Moult Survey Report (September 2024)

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2024 Egg Addling Report

Regional Canada Goose Management Strategy





Prepared by:

Regional Canada Goose Management Program

Capital Regional District

625 Fisgard Street, PO Box 1000 Victoria, BC V8W 2S6

September 2024



1.0 Acknowledgements

The Capital Regional District (CRD) conducts its business within the traditional territories of over 20 First Nations, including Songhees, xwsepsəm (Esquimalt), WJOŁEŁP (Tsartlip), BOKEĆEN (Pauquachin), STÁUTW_(Tsawout), WSIKEM (Tseycum), MÁLEXEŁ (Malahat), Sc'ianew (Beecher Bay), T'Sou-ke, Pacheedaht and Pune'laxutth' (Penelekut). All of whom have a long-standing relationship with the land and waters from time immemorial that continues to this day.

The CRD would like to recognize the continued hard work and dedication of the numerous groups who have contributed to Canada goose (CAGO) management in the capital region including Peninsula Area Agricultural Commission, Guardians of our Salish Estuaries, First Nations, South Island Farmer's Institute, Parks Canada, Department of National Defence, BC Parks, Victoria International Airport, Swan Lake Christmas Hill Nature Sanctuary, Galiano Island Conservancy and municipal staff from the region. The CRD would also like to acknowledge the contributions made from individuals such as Tom Michell, Bob Maxwell, Katie Underwood, Jody Wells and John Costello.



Figure 1. Photo of a Canada goose nest (photo by Samantha Hammond)



Figure 2. Photo of CRD technician marking Canada goose eggs (photo by Katie Lauer)



2.0 Introduction

Historically, Canada geese found on Vancouver Island were occasional migratory visitors over the autumn and winter months and were very rarely seen nesting. In the 1960's and 70's a CAGO introduction program was implemented by the Canadian Wildlife Service, BC Fish and Wildlife Branch and various other organizations to increase wildlife viewing and hunting opportunities in the capital region. The introduced geese were young birds from various subspecies of Canada geese who were unable to learn migrating behaviour patterns from their parents. Eventually these geese interbred, creating a hybrid population of non-migratory resident geese which are not native to the region. [1][2]

According to Christmas Bird Count data, the current Vancouver Island CAGO population ranges from 16,000-21,000 with an estimated 9,000-11,000 birds overwintering in the capital region [3]. The exponential growth of the regional CAGO population is degrading coastal ecosystems and waterways by over-grazing, trampling vegetation, soil erosion and the spread of invasive species. These areas include endangered Garry Oak ecosystems, near-shore islands in ecological reserves and estuaries that are critical habitats for young salmon [4] [5] [6]. Increased public health concerns have risen from public and private recreational sites including parks, sports fields, swimming beaches, golf courses and farmlands. These concerns are due to high densities of fecal matter, degradation and contamination of water sources, territorial goose conflicts and spread of disease [7]. Significant economic impacts have occurred with local farmers experiencing financial losses from CAGO damaging crops through grazing and soil erosion, increasing maintenance costs, and contaminating crops and water with their droppings. Poultry farms are also at risk of exposure of Highly Pathogenic Avian Influenza from CAGO [8]. These impacts have resulted in an increased pressure on local governments to take coordinated action.

In 2012, the CRD partnered with municipalities and other stakeholders to develop a Regional Canada Goose Management Strategy (RCGMS) to provide guidance for controlling the adverse impacts that the population of non-migratory, resident CAGO have in the capital region [2]. These management tools include population monitoring, preventing feeding, habitat modification, hazing, egg addling, hunting, harvesting and public outreach. Since its development, numerous actions have been undertaken with hazing strategies becoming the most popular. Unfortunately, without a coordinated approach, geese and their associated impacts have moved into new areas, expanding the nesting and overwintering populations.

In February 2023, the CRD Board approved the Canada Goose Management Service Establishment Bylaw No. 1, 2022 (Bylaw No. 4522) that aims to reduce the impact of the rapidly growing CAGO population in the capital region. This bylaw was adopted after receiving elector assent through a regional alternative approval process. The RCGMS includes:

- monitoring, mapping and reporting on CAGO populations and their impacts.
- coordinating and establishing collaborative partnerships with municipalities, First Nations, large landowners, Peninsula and Area Agricultural Commission, other government agencies and stewardship groups to implement the CRD's RCGMS.
- development and implementation of a communications strategy and public education program to support the management of CAGO populations.



• collaborating with other Vancouver Island regional districts, local governments, and First Nations to reduce CAGO populations through the Vancouver Island Canada Goose Management Working Group.

The RCGMS identifies egg addling as an effective approach to population reduction. This type of program is crucial for reducing the number of geese recruited into the population each year. Since 2018, the CRD has supported CAGO management actions in the capital region and has contracted an egg addling program with the Guardians of Our Salish Estuaries (GOOSE) since 2020. Additionally, other organizations in the region have supported CAGO management efforts with their own egg addling programs. For example, BC Parks entered a 10-year agreement in 2022 with GOOSE to addle eggs on the ecologically sensitive offshore islets of Oak Bay. The Department of National Defence (DND) has been implementing egg addling and other mitigation measures for over four years and Parks Canada has been involved in egg addling efforts since 2015. While these efforts have slowed the growth of the resident CAGO population, more work needs to be done to significantly reduce the recruitment of new geese.

The CRD initiated an in-house egg addling program in spring 2024 to build capacity and expand egg addling efforts into new areas. This initiative aims to build a comprehensive knowledge base of CAGO nesting behaviour, assist in addling efforts and promote coordination at a regional scale. Insights gained in the first year will inform subsequent efforts, fostering partnerships with landowners, managers, stewardship groups and First Nations. This report outlines the methods and results of the 2024 CRD egg addling field season and discusses limitations and recommendations for enhancing its effectiveness in subsequent years.

3.0 Methods

The egg addling program was initiated to reduce the number of geese recruited into the local population by decreasing egg viability and hatching success. The program ran from March to May 2024.

3.1 Partnership Building and Land Access

- **Working group**: A Regional Canada Goose Working Group (RCGWG) was established to coordinate efforts and share information between different stakeholders across the capital region.
- **Permit acquisition**: A regional permit from Environment & Climate Change Canada Canadian Wildlife Service (ECCC-CWS) was applied for in February and received on April 4, 2024. Additional park use permits were acquired for work in Sooke parks and View Royal parks on April 25 and April 30 respectively. Private property owners could join the permit by signing a land authorization form.
- **Program information dissemination**: Details about the CRD's new egg addling program were shared with the Peninsula and Area Agriculture Commission (PAAC), Esquimalt Lagoon Stewardship Initiative, Gorge Waterway Initiative, Capital Region Invasive Species Partnership and RCGWG during meetings and distributed through newsletters and mailing lists by CRD staff, PAAC, Ministry of Agriculture and the South Island Farming Institute. CRD staff engaged with municipal partners, First Nations, land managers and parks staff to determine potential CAGO nesting sites.
- Landowner outreach: A letter and pamphlet were created to inform property owners about the program and encourage participation. These materials were mailed to properties in known nesting hot spots.



- **Landowner authorization**: Participating landowners signed an authorization letter, adding their property to the CRD's permit and granting CRD technicians access to their land.
- **Ongoing engagement**: Continuous door-to-door canvassing and information sharing were conducted throughout the program in areas with confirmed CAGO nesting.
- **Partner relations**: Continue working with partners currently providing nest surveys and egg addling mitigation work in the capital region.
 - GOOSE continues to work with PAAC, the District of Central Saanich, BC Parks and various other stakeholders to provide egg addling services on farmlands, quarries and ecological reserve islets.
 - Parks Canada continues to conduct egg addling activities on park lands with a significant CAGO presence including Fort Rodd Hill and various sections of the Gulf Island National Park Reserve.
 - DND continues to provide mitigation measures on their lands and islets around the Esquimalt Harbour.
 - Swan Lake Christmas Hill Nature Sanctuary conducts its own egg addling program at the nature sanctuary in Saanich.
 - CRD staff offered nest identification and survey training to municipal parks staff through the RCGWG. Additional egg addling training was provided in the field to Saanich parks staff.

3.2 Nest Surveys and Egg Addling

- **Nest surveys:** Conducted on foot by CRD staff from April 4 to May 25 on properties the CRD had permission to access. Geese were gently removed from nests to allow technicians to addle eggs.
- **Sterilization**: When a nest with eggs was discovered, the egg addling protocol found below was followed:
 - a) Eggs underwent a float test (see Figure 3) and were not addled if beyond the development guidelines defined by the American Veterinary Medical Association [9].
 - b) If the eggs were at stage 1, they were below the incubation threshold for addling and were coated with vegetable oil to prevent gas exchange. If eggs were between development stages 2 and 5, they were addled by vigorously shaking the egg. If eggs were at stage 6, no sterilization techniques were administered (see Figure 3).
 - c) All eggs were then marked with a nest number and placed back into the nest to allow the goose to continue incubation, reducing the likelihood of re-nesting.
 - d) All nesting sites were re-visited in two-week intervals to sterilize any newly laid eggs and search for nests laid later in the breeding window.
- **Geographic Information System (GIS) tracking**: Addling information was entered into a GIS app called FULCRUM. Nest details, location information, visit date(s), and other notes or photos were recorded. Supplemental GIS data was compiled, and included areas where no nests were found, locations of missed or inaccessible nests, locations of recently hatched goslings and other relevant information.



• **Partner Egg Addling:** CAGO management partners (GOOSE, DND, Parks Canada and others) conducted nest surveys and egg addling using the same or similar methods and techniques as described above.

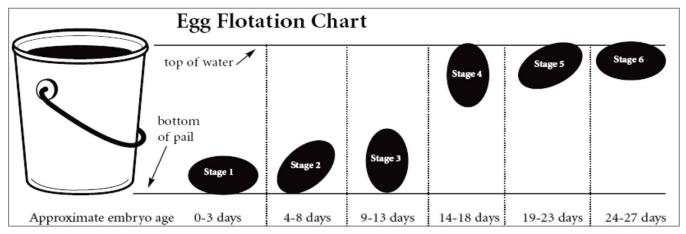


Figure 3. Float test infographic used to determine the age of a Canada goose egg. Image adapted from Iowa Department of Natural Resources [11]

3.3 Recruitment Surveys

- **Recruitment surveys**: Additional nest and recruitment surveys continued in late May and early June after the CAGO breeding window closed. Missed nests that were identified had GPS data recorded and areas with goslings highlighted potential nesting locations to access in the 2025 egg addling season. A brood is defined as a group of goslings with only its parents in attendance and can help us identify a missed nest. A gang brood is defined as multiple broods amalgamated into one, with more than two parents in attendance and can indicate multiple missed nests [10].
- **Online submissions**: Additional nest and gosling locations were extracted from a naturalist website called eBird where bird observations are mapped and submitted by the public. Submissions will continue to assist in the location of new nests in the following years.



Figure 4. Photo of Canada geese with their goslings spotted in downtown Victoria (photo by Lori Nickerson)



4.0 Results

4.1 Land Access Results

In March and April, CRD staff contacted 117 property owners with efforts largely focused on private farmlands and monitored the nesting status of multiple sites across the capital region (Table 1). Sites are defined as any area owned, leased, or managed by a particular group or person on either public or private lands. A total of 142 nests were discovered, with most nests (67%) located on private land and the remaining 33% located on public land (Figure 5). The number of nests found on each site varied with some sites having over 50 nests and others with just one. A total of 18 sites were discovered with active nesting and were addled by CRD staff. An additional 37 sites with historical breeding CAGO activity were surveyed with no nests being discovered.

CRD staff surveyed an additional 37 properties with historical CAGO activity where no nesting activity was found. Access was denied to three sites and authorization was delayed for another 17 properties. With contact now established, these properties can be more easily accessed for the 2025 CAGO nesting season. Attempts to contact the remaining 30 properties were made through mailouts, door-to-door visits, or by leaving informative letters; however, no replies were received.

Table 1. 2024 CRD program land access results in

the capital region

Land Access Status	Site Count		
Properties contacted	117		
Surveyed by the CRD	55		
Properties with active nesting	18		
Properties with no nesting	37		
Denied access	3		
Potential sites added for 2025	29		



Figure 5. Pie chart comparing the difference between private and public lands where the CRD conducted egg addling activities.

4.2 Egg Addling Results

The 2024 CRD egg addling season began when the permit from ECCC-CWS was obtained. Surveys covered 55 sites and a total of 142 nests were discovered with 672 eggs that were addled or oiled by the CRD (Table 2). These nesting locations occurred at 18 different sites across seven municipalities and electoral districts. Additional data including missed nests, potential nests and inaccessible nests were included in the FULCRUM app (Table 3). Missed nests are defined as nests with eggs that failed the float test, were already hatching or had already hatched. Potential nests occurred when nesting activity was present, but the evidence was inconclusive and requires further verification next year. Combining missed and potential nests, the locations of an additional 31 nests could be more easily accessed next year. Inaccessible nests could not be safely accessed by CRD technicians and were largely located on steep cliffsides.



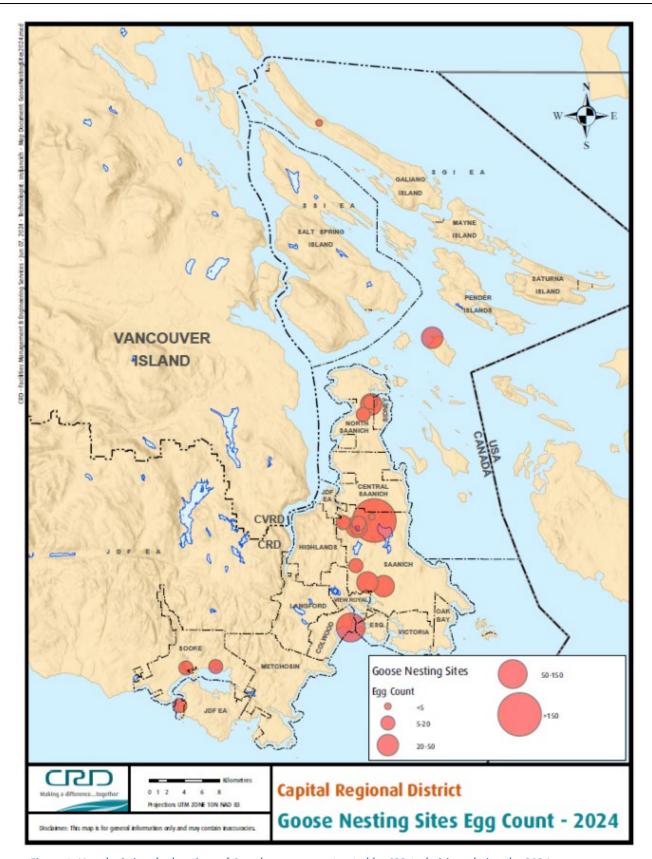


Figure 6. Map depicting the locations of Canada goose eggs treated by CRD technicians during the 2024 season



Table 2. Total number of CAGO nests, eggs and sites treated in each municipality by CRD technicians

Municipality	Sites	Total Nests	# of Treated	
			Eggs	
Gulf Islands	2	14	53	
North Saanich	3	11	58	
Saanich	9	79	396	
Colwood	1	33	143	
East Sooke	1	2	6	
Sooke	2	3	16	
Total	18	142	672	

Table 3. Total number of known CAGO nests in the capital region

Nest Type	Count		
Treated Nests	142		
Missed Nests	19		
Potential Nests	12		
Inaccessible Nests	5		
Total Known Nests	178		

4.3 Coordinated Egg Addling Results

Addling efforts have been underway in the capital region for several years from partner organizations such as GOOSE, DND, Parks Canada and other groups. The coordinated efforts led to 422 nests and 2,041 eggs being addled in the capital region during the 2024 CAGO breeding season (Table 4). Addling efforts in the capital region have prevented a total of **5,232** Canada geese from entering the regional population since 2022. The CRD's egg addling program has increased the number of treated eggs in the region by 20% in its first year.

Table 4. Total known CAGO nests and eggs treated in the capital region from 2022-2024

	2022		2023		2024	
Partner	Nests	Eggs	Nests	Eggs	Nests	Eggs
CRD	n/a	n/a	n/a	n/a	142	672
Guardians of our Salish Estuaries	236	1,162	207	1,019	201	1,037
Department of National Defense	53	175	54	206	38	148
Parks Canada	38	156	63	261	28	97
Other	21	108	19	104	13	87
Totals	348	1,601	343	1,590	422	2,041



4.4 Recruitment Surveys

In May, the CAGO nesting season naturally slowed down and as geese began to abandon their nests, goslings from untreated nests began to hatch. Identifying areas with goslings can help staff target new areas and uncover additional breeding hot spots for future egg addling programs.

CRD staff conducted 33 recruitment surveys which uncovered 273 young from approximately 42 broods. Two locations had large gang broods and the number of nests these goslings hatched from could not be determined. A total of 380 CAGO nest and gosling data submissions from eBird were compiled and investigated, which led to the addition of 90 locations to survey in 2025. Current gosling sightings were checked and confirmed with pictures or ground surveys and an additional 241 goslings were documented. Unfortunately, the number of broods and sizes were not included in the eBird submissions and therefore, an estimated number of missed nests could not be determined. A total of 514 goslings were spotted throughout the capital region. Confirmed sightings were compiled into a GIS layer in the FULCRUM app (Figure 7) that will prove invaluable to CRD staff in identifying new nesting sites in 2025. Salt Spring Island, Burnside Road West, Granville Avenue, Oldfield Road and Royal Roads University have all been identified as CAGO breeding hot spots requiring additional addling efforts in the 2025 season.



Figure 7. Map of CAGO recruitment surveys conducted in the capital region in May and June 2024. Yellow dots indicate confirmed young of the year locations.



5.0 Discussion

In its first year, the coordinated, region-wide CAGO egg addling program focused heavily on building relationships with landowners, identifying new nesting sites, and securing permission and access to both private and public lands. Over the past four years, the Guardians of Our Salish Estuaries were contracted by the CRD to champion the region's egg addling program in priority areas while also working with BC Parks, farmers, First Nations and others. Their areas of focus included farmlands, quarries and the ecologically sensitive islets off Oak Bay. After the regional CAGO service was initiated, the CRD gained additional capacity to create an in-house addling program, enabling the CRD to take on a coordination role and expand the program into new areas. The program change delayed the start of the program and surveys to discover new nesting sites began in early March. In April, a goose management technician was hired to assist with implementation. A regional permit was applied for by CRD staff to streamline the permitting process and alleviate the administrative burden from individual landowners. The permit received on April 4 from ECCC-CWS was delayed. This occurred for both the CRD and other egg addling partners, shortening the nest survey and egg addling window by up to two weeks.

Initially, CRD staff sought information from farmers, landowners and municipal parks staff through word of mouth, email newsletters and meetings. However, it was quickly discovered that many private landowners that had nesting geese on their property were not reachable through these methods. Additionally, tips from concerned citizens who spotted nesting geese on private properties often lacked sufficient contact information, making it challenging to follow-up. To address this issue and reach a broader audience, CRD staff developed a package containing a landowner letter and pamphlet detailing the egg addling program which could be mailed directly to known addresses. This package was also left at properties where CRD staff attempted contact while in the field. Of the 113 properties contacted within the boundaries of the CRD, three properties denied access and no response was received from 17 properties. These 20 properties contain known CAGO nests and new strategies for communication should be explored further next season. The combination of mailed packages and direct owner contact proved to be an effective communication strategy overall and should begin earlier and be expanded next year to cover new areas - specifically the Gulf Islands, North Saanich, Metchosin and Sooke.

The capital region encompasses a large land area and requires coordinated efforts from various partners to implement the egg addling program. The CAGO nesting window is only six to eight weeks, and eggs must be discovered within the first three weeks to be ethically sterilized using standard egg addling techniques. Organizations such as DND, Parks Canada, BC Parks and various others are actively engaging in egg addling activities on their own lands. This allows the CRD to focus on privately owned farmlands and other areas where the need for assistance is greatest. Key partners, such as farmers and municipal parks staff, are uniquely positioned to identify and report CAGO nesting locations while performing their regular duties. CRD staff found it most helpful when landowners or managers could guide them around their properties and highlight key areas where nesting geese have been observed. When municipal parks staff conducted nest surveys with CRD staff, it saved significant time because of their familiarity with the area. Building and expanding these relationships will be crucial for the growth of the egg addling program. CRD staff can facilitate this by engaging directly with the



farming community and other landowners and by increasing the number of participants in the regional CAGO working group. This group will continue to play a vital role in the information-sharing and relationship building platform necessary for this program.

A CAGO nesting hot spot is defined as an area with significant activity and represents approximately 75% of all nests located in 2024, with one site containing over 50 nests. These areas remain a top priority, and despite being concentrated, require a significant amount of time and attention to survey. Most nest surveys require a minimum of two visits, with hot spots often requiring three. In some cases, the terrain may be difficult and slow to navigate safely. However, even seemingly flat terrain (e.g., farmers fields) has enough vegetation mounds or dips to serve as hiding spots for nesting geese to tuck in down low, so that nests are not apparent until the technician is within metres of them. CAGO have a high site fidelity and will return to a successful nesting site in subsequent years. This allows us to obtain cumulative nesting records that can be accessed and expanded each year, reducing the time and effort required to discover nesting sites. More nesting locations can be further identified through participation from the public, scouting pre-nesting season mated CAGO pairs and following leads developed from supporting GIS data and recruitment surveys. A regional CAGO Communications Plan, which includes education on CAGO impacts and a media release asking for assistance from the public in reporting nests, was anticipated to roll out for the 2024 season; however, due to time and resource constraints, implementation of the Communications Plan was deferred to 2025. This plan will be an integral part of the regional egg addling program going forward in future seasons.

Overall, the first year of the coordinated regional egg addling program was successful. An additional 672 eggs from 142 nests were sterilized by CRD staff, bringing the regional total to 2,041 eggs. This represents an increase of 20% in just the first year. Data collected from the CRD's partners indicates that at least 5,232 CAGO were prevented from entering the resident population over the last three years. However, the total number of eggs addled in the capital region since management efforts began is unknown and likely much higher. As regional knowledge of nests is collected, the CRD can assist in developing a more strategic addling program that can be coordinated with interested stakeholders and partners.



6.0 Recommendations

The coordinated regional CAGO egg addling program had a successful first season. The program could be further improved to increase success in the following ways:

6.1 Increase Public Awareness and Participation in Reporting Nests

- Execute a public awareness campaign that includes media releases, social media content and mailouts. This
 strategy should aim to increase public awareness of CAGO impacts and the reason mitigation techniques are
 needed.
- A media release and social media campaign should be implemented ahead of nesting season (March) asking for the public's assistance in locating nests.

6.2 Promote Collaboration

- Effective addling in the capital region requires the promotion, development and assistance of addling efforts with interested First Nations, municipal staff, land managers and stewardship groups.
- Offer training by CRD staff to interested parties to get more participants involved. Focus on engaging with First Nations guardian programs.
- Continue to develop working relationships with other groups to understand how to best assist with current addling activities in the capital region.
- Work directly with the farming community and farming groups to obtain access to more properties with active CAGO nesting.
- Continue building relationships with landowners, First Nations and municipal staff.

6.3 Increase Egg Addling Budget

- Make the Goose Management Technician position an annual three-month term to include pre-season planning, scheduling and scouting for mated pairs to uncover new nesting areas.
- Increase the goose management budget to include extra hours for the Goose Management Coordinator to participate in the egg addling field season.

6.4 Diversify Addling Methods

- Cooling and freezing eggs is another method of addling that is accepted by the American Veterinary Medical
 Association and used in more densely populated areas like Vancouver, BC. Treated eggs are thawed and
 swapped with fertile eggs to prevent re-nesting. This method allows the technician to quickly treat eggs
 with minimal interaction (less than a minute) and can be a suitable option for nests in high-profile areas.
 This can help alleviate concerns some municipalities have with the sensitivities and concerns of a potentially
 viewing public.
- Obtain a kayak or row boat and chest waders to access more nests.



6.5 Streamline Processes

- Apply for a regional egg addling permit from ECCC-CWS in February that private landowners can join with a land authorization form.
- Reduce the bureaucracy and paperwork burden for municipalities, farmers and other land owners to make
 participation in the egg addling program easier by removing park use permit requirements for nest surveys
 and obtaining the regional egg addling permit.

7.0 Conclusion

The first year of the coordinated egg addling program has shown promising progress and early signs of success. Addling is an essential tool required to limit recruitment and reduce population growth effectively. While current efforts are slowing the growth of CAGO populations and leading to stabilization, they are unlikely to achieve significant reductions on their own. To achieve meaningful results, it is crucial to allocate more resources, build stronger partnerships, implement additional mitigation measures and expand the program further.



Figure 8. Photo of a hard-to-reach goose nest at Hartland Landfill (photo by Samantha Hammond)



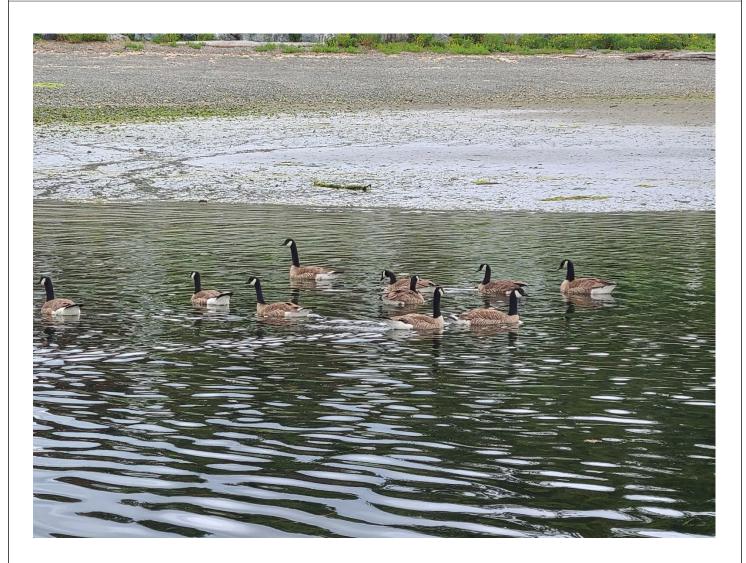
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2024 Moult Survey Report

Regional Canada Goose Management Strategy





Prepared by:

Regional Canada Goose Management Program

Capital Regional District

625 Fisgard Street, PO Box 1000 Victoria, BC V8W 2S6

September 2024



1.0 Acknowledgements

The Capital Regional District (CRD) conducts its business within the traditional territories of over 20 First Nations, including Songhees, xwsepsəm (Esquimalt), WJOŁEŁP (Tsartlip), BOKEĆEN (Pauquachin), STÁUTW_(Tsawout), WSIKEM (Tseycum), MÁLEXEŁ (Malahat), Sc'ianew (Beecher Bay), T'Sou-ke, Pacheedaht and Pune'laxutth' (Penelekut). All of whom have a long-standing relationship with the land and waters from time immemorial that continues to this day.

The CRD would like to recognize the hard work and dedication of the numerous groups who made this year's Canada goose population survey in the capital region possible. These groups are as follows:

- CRD staff and outreach team
- Malahat Nation
- Agile Drone Services
- Rocky Point Bird Observatory
- Galiano Island Conservancy
- Mayne Island Conservancy
- Saturna Island Marine Research and Education Society
- Pender Island Conservancy
- District of Saanich parks staff

- City of Victoria parks staff
- Town of Sidney staff
- Horticulture Centre of the Pacific
- Swan Lake Christmas Hill Sanctuary
- Numerous golf courses
- Individuals such as Jody Wells for counting geese and Bette Longland, Emily Harris, Jim Reisin and Larry Sluggett for allowing us onto their properties to use drone technology.

The CRD would also like to recognize the hard work and dedication of groups who contributed to Canada goose (CAGO) population surveys in the past including the Peninsula Area and Agricultural Commission, Guardians of our Salish Estuaries, Ministry of Agriculture and Rocky Point Bird Observatory.



Figure 1. Katie Lauer counting geese from a CRD boat (photo by Gabriel Junker)

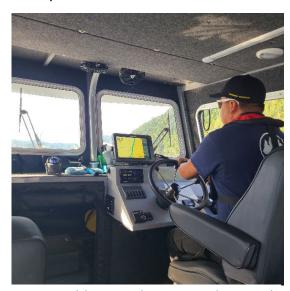


Figure 2. Malahat Nation boat operator during moult survey (photo by Samantha Hammond)



2.0 Introduction

Historically, Canada geese found on Vancouver Island were occasional migratory visitors over the autumn and winter months and were very rarely seen nesting. In the 1960's and 70's a CAGO introduction program was implemented by the Canadian Wildlife Service, BC Fish and Wildlife Branch and various other organizations to increase wildlife viewing and hunting opportunities in the capital region. The introduced geese were young birds from various subspecies of Canada geese who were unable to learn migrating behaviour patterns from their parents. Eventually these geese interbred, creating a hybrid population of non-migratory resident geese which are not native to the region [1][2].

According to Christmas Bird Count data, the current Vancouver Island CAGO population ranges from 16,000-21,000 with an estimated 9,000-11,000 birds overwintering in the capital region [3]. The exponential growth of the regional CAGO population is degrading coastal ecosystems and waterways by over-grazing, trampling vegetation, soil erosion and the spread of invasive species. These areas include endangered Garry Oak ecosystems, near-shore islands in ecological reserves, and estuaries that are critical habitats for young salmon [4] [5] [6]. Increased public health concerns have risen from public and private recreational sites including parks, sports fields, swimming beaches, golf courses and farmlands. These concerns are due to high densities of fecal matter, degradation and contamination of water sources, territorial goose conflicts and spread of disease [7]. Significant economic impacts have occurred with local farmers experiencing financial losses from CAGO damaging crops through grazing and soil erosion, increasing maintenance costs, and contaminating crops and water with their droppings. Poultry farms are also at risk of exposure of Highly Pathogenic Avian Influenza from CAGO [8]. These impacts have resulted in an increased pressure on local governments to take coordinated action.

In 2012, the CRD partnered with municipalities and other stakeholders to develop a Regional Canada Goose Management Strategy (RCGMS) to provide guidance for controlling the adverse impacts that the population of non-migratory, resident CAGO have in the capital region [2]. These management tools include population monitoring, preventing feeding, habitat modification, hazing, egg addling, hunting, harvesting and public outreach. Since its development, numerous actions have been undertaken with hazing strategies becoming the most popular. Unfortunately, without a coordinated approach, geese and their associated impacts have moved into new areas, expanding the nesting and overwintering populations.

In February 2023, the CRD Board approved the Canada Goose Management Service Establishment Bylaw No. 1, 2022 (Bylaw No. 4522) that aims to reduce the impact of the rapidly growing CAGO population in the region. This bylaw was adopted after receiving elector assent through a regional alternative approval process. The RCGMS includes:

- monitoring, mapping and reporting on CAGO populations and their impacts.
- coordinating and establishing collaborative partnerships with municipalities, First Nations, large landowners, Peninsula and Area Agricultural Commission, other government agencies and stewardship groups to implement the CRD's RCGMS.



- development and implementation of a communications strategy and public education program to support the management of CAGO populations.
- collaborating with other Vancouver Island regional districts, local governments and First Nations to reduce Canada goose populations through the Vancouver Island Canada Goose Management Working Group.

Population surveys are an important component of the RCGMS and are utilized to inform regional decisions and show the effectiveness of applied management techniques. Hot spot surveys in the region have been completed since 2021; however, a complete regional population survey that includes all municipalities and electoral districts has not been previously completed. In late June and July, CAGO moult their flight feathers and congregate with their young of the year near bodies of water. At this time, they are unable to fly and will stay in their chosen area for long periods, presenting a unique opportunity to conduct an accurate population count that includes young of the year amounts with little chance of overlapping results. A collaborative approach that includes partnership with CRD staff, local First Nations and local stewardship groups allowed us to conduct a coordinated moult survey of CAGO across the capital region. This report outlines the history, methods and results of the 2024 Regional Canada Goose Moult Survey.

2.1 Canada Goose Moult Survey History in the CRD (2017-2023)

In July 2017, Guardians of Our Salish Estuaries (GOOSE) conducted an aerial moult survey from Sooke to Sidney using a Jet Ranger helicopter. This survey observed 4,002 CAGO, and an additional 500 geese were estimated to be found in areas not covered by the survey, bringing the estimated total to 4,502. The highest concentrations were found in Sooke Basin, Esquimalt Lagoon and Saanich Peninsula and these areas were deemed local hot spots [9]. In June 2019, GOOSE conducted a drone survey from Sooke to Sidney and Salt Spring Island. This survey identified approximately 4,298 CAGO and it was noted that 35-40% of all geese counted were young of the year [9]. In late June 2020, GOOSE conducted a moult survey via kayak and counted 2,774 CAGO between Sooke and Sidney [9] (Figure 3).

In 2021, 2022 and 2023 GOOSE conducted moult surveys using various methods including kayaks, boats, land surveys and utilizing data from a naturalist website called eBird to determine local "hot spots" [10] [11]. The surveys covered locations from Sooke to North Saanich and in all three years, the largest concentrations of geese were found in Sooke, Esquimalt Lagoon, Oak Bay shoreline and the northeast coast of the Saanich Peninsula (Appendix A). The number of moulting Canada geese in the region was recorded as 1,902 in 2021, 3,616 in 2022, and 2,625 in 2023 (Figure 3). The figures from these reports are the only known documentation of summer CAGO population numbers from 2017 to 2023. However, large areas such as the Gulf Islands, Juan de Fuca Electoral Area and farmlands have not been included in these population estimates. Canada geese migrate seasonally and will move between municipalities and islands for breeding and feeding purposes. Therefore, CAGO from all regions need to be considered to have a comprehensive population estimate that can inform management efforts and ensure the RCGMS is successful.



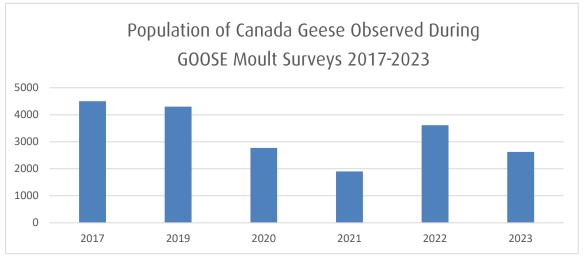


Figure 3. Total CAGO observed during GOOSE moult surveys completed in the capital region from 2017-2023. Data compiled from [9] [10] [11]

3.0 Methods

The Regional Canada Goose Moult Survey was initiated to create a baseline summer population estimate that can be utilized to inform regional decisions and show the effectiveness of applied management techniques. A collaborative approach was used, and the capital region was separated into marine and land-based surveys to ensure the maximum amount of area was covered by surveyors. The survey occurred between June 23-29, 2024.

3.1 Collaboration and Training

The capital region is a large land mass consisting of 13 municipalities and electoral districts which include the Southern Gulf Islands. To reach as many locations as possible, numerous groups across the capital region were asked to participate in the survey:

- **First Nations:** A request was sent out to all local First Nation groups within the capital region requesting a partnership that included use of their boat, boat operator and staff member. Malahat Nation agreed to participate, and a contract was developed.
- Stewardship groups: Groups from all over the capital region were contracted to participate in the survey. These groups included Rocky Point Bird Observatory, Galiano Island Conservancy, Mayne Island Conservancy, Pender Island Conservancy and Saturna Island Marine Research and Education Society. A local birder named Jody Wells also contributed to the survey.
- Large landowners and managers: Staff from areas with large numbers of moulting CAGO were contacted and asked to count geese in their areas. Participants included CRD Parks, Saanich Parks, City of Victoria, Township of Sidney, Horticulture Centre of the Pacific, Swan Lake Christmas Hill Sanctuary, Royal Colwood Golf Club, Highland Pacific Golf and Victoria Golf Centre.
- **Training**: Training sessions were held on June 17 and June 20, 2024 using Microsoft Teams to ensure all participants in the survey followed the same data collection protocols, learned how to use the Geographic Information System (GIS) app called FULCRUM, and knew how to identify adult and juvenile CAGO.



• **Testing:** Participants were encouraged to test out the FULCRUM app in the field using yellow test points prior to the survey dates.

3.2 Data Collection

To ensure reliability of the CAGO survey results, the following measures were implemented to achieve high accuracy in the population counts:

- **Training and calibration**: All participants underwent training to ensure consistency in collecting data and identifying and counting CAGO.
- **Equipment:** Binoculars, cell phone or tablet, FULCRUM app, camera and printed data sheets (See Appendix B).
- **Data collection:** The FULCRUM app was used to track GPS locations, population counts, photos and additional data while in the field. The data was entered into FULCRUM on a phone or iPad and was also written on a hard paper copy (Appendix B).
- **Population counts:** Adult and juvenile CAGO population numbers were counted by two surveyors and compared for accuracy. One person entered the data into FULCRUM, the other wrote a hard copy. Pictures were taken at each moulting site that could be used to confirm numbers after.
- **Photographic evidence**: Photographs were taken during both marine and land surveys. These images were reviewed later to verify and cross-check the initial counts.
- **Standardized protocols**: Following standardized survey protocols ensured that all participants used the same methods and criteria for counting.
- **Cross-referencing with eBird data**: Comparing survey results with eBird data helped identify any additional geese that may have been missed during the survey.

3.3 Survey Zones

The shorelines of the capital region were separated into zones and assigned to each boat prior to the survey. The shorelines, lakes and other areas not covered by boat or drone were separated into zones and assigned to land groups prior to the survey.

- Canada geese congregate in large open areas that have access to sufficient food and water; protected shorelines are favoured where geese can move in and out of the water with ease. The topography of the region was reviewed and areas with a high probability of moulting CAGO were chosen for the survey.
- The suitable areas were sectioned by dates to reduce the chances of CAGO moving between areas and resulting in overlapping results (Table 1).
- Urban centres, forests and steep rocky shorelines were omitted from the survey.



Table 1. Locations and groups by survey date (large landowners counted CAGO during survey dates but are not included below)

Date	Survey Zones	Method	Groups Participating
June 23	Metchosin, Colwood, Esquimalt and	Land and boat	CRD staff, Parks Canada
	Esquimalt harbour	surveys	
June 24	Farmlands, Oak Bay islets, Gorge waterway,	Drone, land and	CRD staff, Rocky Point Bird
	Victoria, Oak Bay, east coast from Cordova	boat surveys	Observatory, Town of Sidney,
	Bay to Sidney		City of Victoria
June 25	West coast from Saanich Inlet to Swartz Bay,	Land and boat	CRD staff, Malahat Nation,
	Piers, Moresby and Portland Islands, east	surveys	Galiano Island Conservancy,
	coast of Salt Spring Island, Galiano Island		Rocky Point Bird Observatory
June 26	Municipal parks, west coast of Salt Spring	Land and boat	CRD staff, Malahat Nation,
	Island, Pender Island, Mayne Island, Shirley	surveys	Rocky Point Bird Observatory,
	to Jordan River		Pender Island Conservancy,
			Mayne Island Conservancy,
			Saanich Parks
June 27	Becher Bay to Sooke, China Beach, Gordon	Land surveys	CRD staff, Rocky Point Bird
	Beach		Observatory
June 28	Sombrio Beach, Port Renfrew	Land surveys	CRD staff
June 29	Saturna Island	Land surveys	Saturna Island Marine and
			Education Society

3.4 Marine and Land Surveys

Moulting CAGO congregate on or near water while they moult. Marine surveys were conducted using boats that moved slowly along the shorelines of the capital region to discover groups of moulting geese. Land surveys were conducted in all areas that the drone and boats were unable to access due to time and resource constraints.

- Marine surveyors: Malahat Nation and the CRD provided boats for the shoreline surveys of the region. A
 designated "Canada goose spotter", boat operator and one additional staff member were aboard each boat
 to conduct the moult survey.
- **Drone technology:** A drone operator from Agile Drone Services was contracted to assist with aerial surveys over farmland in the region. The drone used in the survey was a DJI M300 RTK with a H20 T sensor. A CRD staff member assisted the drone operator with exploratory CAGO counts. Infrared cameras were used to help identify groups of CAGO in areas with tall grass (Appendix C).
- **Local stewardship groups:** Completed direct counts using scopes and binoculars at regional lakes, shorelines, farms and other areas.
- Large landowners and managers: Municipal parks staff, CRD parks staff, golf course attendants and various other large landowners counted geese in their areas during the moult survey.



• Additional data: eBird data was examined to discover if any additional CAGO were counted during the time of the survey.

4.0 Results

The 2024 Regional Canada Goose Moult Survey was completed by all involved parties during the week of June 21-28 and covered all 13 municipalities and electoral districts in the CRD. A total of 492 locations were surveyed including over 650 km of shoreline. Of these locations, 258 were found to have no geese and 234 were found to have geese (Figure 4). The moult survey training sessions were provided by Katie Lauer, Goose Management Technician and were well attended with 14 people in the first session and 22 attending the second. A total of 6,669 geese were counted in the CRD (Figure 5).

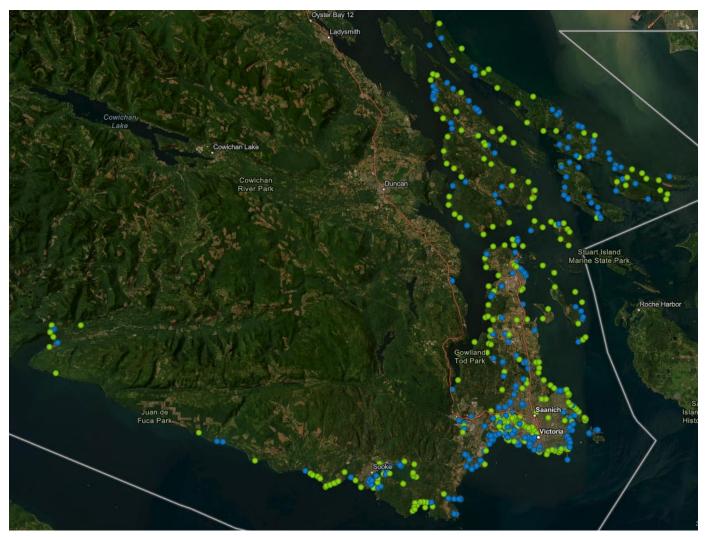


Figure 4. Data points collected in the FULCRUM app during the Regional Canada Goose Moult Survey. Green dots represent sites with no geese and blue dots represent sites with geese.



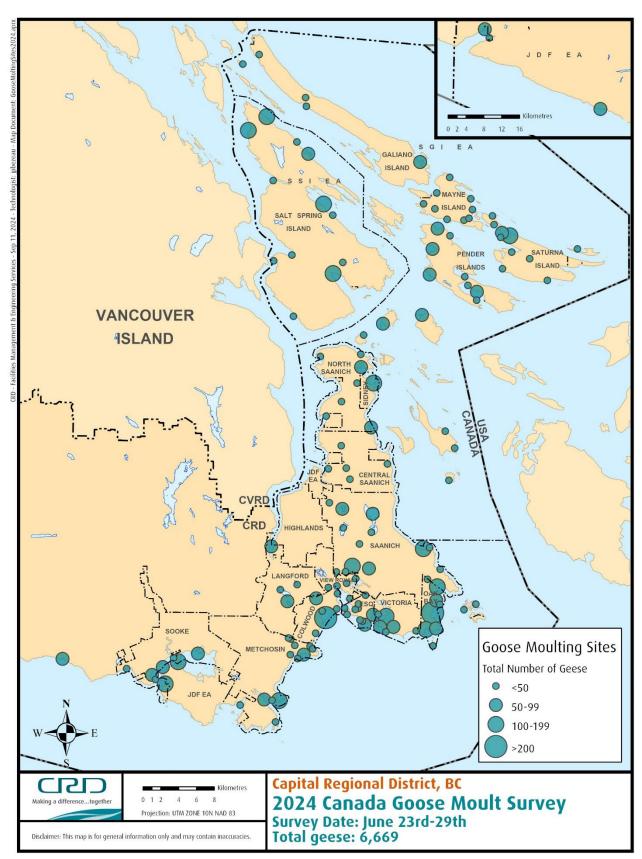


Figure 5. Results of the 2024 Regional Canada Goose Moult Survey. Western portion of Juan de Fuca Electoral Area shown in upper corner of map.



A total of 5,645 adult and 1,025 juvenile CAGO were counted in the capital region bringing the total to 6,669. The largest concentrations of moulting CAGO were discovered in Sooke, Colwood, Oak Bay, Saanich and the Gulf Islands (Table 2). The Gulf Islands with the largest populations of CAGO were Salt Spring Island, Pender Island and Mayne Island (Table 3). Despite the scale of the survey conducted this year, it is unlikely that all geese in the capital region were counted, and the actual CAGO totals may be 500-1,000 higher.

Table 2. Population totals of CAGO for the municipalities and electoral districts included in the 2024 Regional Canada Goose Moult Survey

Municipality Adults Juveniles Total Juan de Fuca 256 41 297 Sooke 562 25 587 Metchosin 339 17 356 Colwood 456 142 598 Langford 150 40 190 View Royal 46 48 94 Esquimalt 258 59 317 Victoria 278 30 308 Oak Bay 696 57 753 Saanich 485 155 640 Central Saanich 55 42 96 Sidney 85 75 160 North Saanich 206 36 242 **Gulf Islands** 1,773 258 2,031 Totals: 5,645 1,025 6,669

Table 3. Population totals of CAGO for each of the Gulf Islands included in the 2024 Regional Canada Goose Moult Survey

Gulf Island	Adults	Juveniles	Total
Piers Island	13	3	16
Moresby Island	20	41	61
Sidney Island	52	16	68
D'Arcy Island	14	0	14
Pender Island	347	71	418
Saturna Island	128	25	153
Samuel Island	100	0	100
Mayne Island	207	40	247
Galiano Island	112	15	127
Salt Spring Island	658	43	701
Chatham Islands	49	4	53
Cabbage Island	18	0	18
Portland Island	55	0	55
Totals:	1,773	258	2,031

The survey showed a total of 1,025 juvenile CAGO with the largest numbers being seen in Colwood, Saanich and the Gulf Islands (Table 2, Figure 6). Numerous survey accounts indicated difficulty discerning between juveniles and adults during boat surveys where it was difficult to get close to moulting geese. This indicates that the overall number of juveniles is likely much higher in those survey areas.



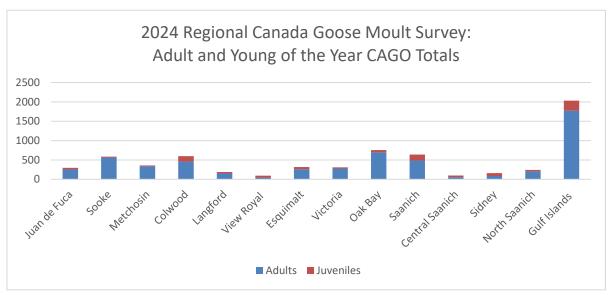


Figure 6. Bar graph showing the ratio of juvenile to adult CAGO counted during the 2024 Regional Canada Goose Moult Survey

5.0 Discussion

5.1 Hot Spots

Hot spots are defined as areas with a significant concentration of moulting CAGO. This year's moult survey confirmed previously identified hot spots from past surveys and identified several new ones. The shorelines of Sooke Harbour, Colwood, Esquimalt, Victoria, and Oak Bay continue to have the highest concentrations of moulting CAGO, accounting for 48% of the entire population. The 2024 Regional Canada Goose Moult Survey expanded survey efforts to include large areas where CAGO had not been previously counted. These areas included the shorelines of Victoria, Metchosin, East Sooke, the Gulf Islands, private farmlands, golf courses, Juan de Fuca Electoral Area and lakes and ponds. Including these areas more than doubled the total population that was estimated in 2023.

Canada geese breeding further inland tend to walk to smaller bodies of water near their nesting sites instead of migrating to ocean shorelines. The population numbers in Saanich, including privately owned farmland, were much higher than previous surveys had suggested. One private property in Saanich had 110 CAGO in and around a small pond. These geese likely came from their nesting locations on surrounding properties to moult. Similar pockets were discovered throughout farmlands in Saanich, Central Saanich and North Saanich. These areas should be considered small hot spots, as the likelihood of agricultural impacts is drastically increased. The shorelines of Metchosin, particularly along William Head and Albert Head, should be considered new hot spots. The Gulf Islands also included a significant number of CAGO, comprising 30% of the total population in the capital region. The north end of Salt Spring Island, Pender Island and Mayne Island all had significant populations of moulting geese. Future management efforts should be expanded to include these locations, particularly the Gulf Islands, where no known egg addling or First Nation harvests are known to occur.



5.2 Juvenile Recruitment

This year's moult survey included recruitment surveys which count the number of juvenile geese that have been recruited into the local population of CAGO. Recruitment surveys were also completed during the 2024 regional egg addling season. These surveys occurred in May while juvenile geese were still young and close to where they had hatched indicating areas with missed nests. The number of juvenile geese in a group of moulting geese was tallied whenever survey conditions allowed. Unfortunately, numerous surveyors recorded having difficulty distinguishing between juvenile and adult geese while in the field. Due to the timing of the survey, juvenile geese could have been between the ages of 2-12 weeks old. CAGO grow quickly and begin to look like adult CAGO at around 6-8 weeks of age; at this point it can be difficult for even the most seasoned birder to correctly identify juveniles from a distance. It was found that surveys completed on land or with drone technology had the least trouble correctly identifying juveniles.

Colwood, Saanich and the Gulf Islands had the most juveniles with 142, 155 and 258 respectively. The moult recruitment surveys have highlighted numerous locations that need egg addling programs to effectively reduce the number of geese recruited into the population in 2025. Whereas areas with high adults to juvenile percentages will likely require additional removal methods to effectively see a reduced population.

5.3 Drone Test

In the capital region, CAGO frequently use privately owned farmlands as breeding grounds and will stay to moult if a water feature is within walking distance. While geese are moulting, they are more vulnerable to predation and will hide in tall grass and crops when approached or threatened - this makes surveying these areas challenging. To overcome this, drone technology was tested on farmlands and shorelines to determine its efficacy as a tool for future CAGO population surveys. The drone was flown at an average height of 400 feet and was able to cover up to 350 acres of farmland from one deployment zone. Permission was obtained from landowners at each deployment zone prior to the survey and airspace permission was approved from NavCanada. The drone was able to take clear pictures and video from an elevation of 400 feet while recording the GPS location and elevation. Most of the photos taken in the survey utilized a 5-10x zoom; however, up to 200x was available. This enabled surveyors to count juvenile and adult geese without disturbing them or scaring them into covered areas. Additional CAGO were discovered in areas missed by the surveyor's initial scan by using an infrared camera (Appendix C). The drone proved to be an asset that should be utilized in future surveys to cover areas of farmland and sections of shoreline not easily accessed by land.

5.4 Regional Population

Moult surveys completed in the capital region from 2021-2023 showed a population of approximately 1,902-2,625 resident CAGO [11]. The 2024 Regional Canada Goose Moult Survey indicates a population of approximately 6,669 resident CAGO, which is two to four times higher than estimated by previous surveys. CAGO are known winter migrants, and the population is expected to increase another 30-50% over the winter months, particularly in open fields and farmlands. The population of CAGO remains high despite the numerous mitigation strategies that have been applied to the region attempting to reduce the CAGO population. Over the last four years, egg



addling efforts have prevented 5,232 Canada geese from entering the resident population. Harvests led by First Nations across Vancouver Island have removed approximately 6,000 CAGO and an additional 28,119 CAGO have been hunted since 2012 [12].

Canada geese are incredibly resilient birds with high breeding success rates. Increased efforts to reduce the overall population of CAGO need to occur in all areas of the capital region, including new hot spots where mitigation efforts have yet to be applied. Collared CAGO were documented in two locations: Fort Rodd Hill and the Goldstream estuary. These geese were collared and banded in Nanaimo, BC during the spring of 2017 indicating that CAGO will migrate across Vancouver Island. Geese from Nanaimo have been observed beyond Vancouver Island in areas such as Vancouver, Washington and Oregon [13]. However, the movements of resident CAGO in the capital region has been poorly documented due to the lack of a banding program and it is unknown if any moult migrations occur within our resident population. Future strategies should include collaboration between all districts across Vancouver Island and other neighbouring cities to collar birds to monitor their movement and to ensure reduction methods are occurring everywhere.

6.0 Recommendations

6.1 Population Survey

- Completed full regional population surveys of CAGO are critical to understanding the effectiveness of applied reduction techniques.
- An annual Regional Canada Goose Moult Survey should occur in the capital region when resources are available. At a minimum, a survey that occurs bi-annually is essential.
- Winter surveys need to be conducted to determine the population estimate of overwintering CAGO in the capital region.
- A banding program should be considered to study the movements of CAGO throughout the capital region and other jurisdictions.

6.2 Promote Collaboration

- Continue to develop working relationships with other groups to collaborate on future population surveys.
- Work directly with the farming community to gather information on CAGO population numbers, impacts, crop types and movements.
- Develop working relationships with landowners, First Nations, municipal staff, provincial staff, organizations and local governments.

6.3 Increase Mitigation Efforts

- Increase the goose management budget to include extra funds for increased reduction techniques to be applied in the capital region. This is necessary to reduce the population of CAGO in a meaningful way.
- Explore additional avenues of funding for CAGO mitigation efforts to increase the overall goose management budget.
- Explore additional opportunities for collaboration between municipalities, electoral districts and outside jurisdictions.



7.0 Conclusion

The 2024 Regional Canada Goose Moult Survey was successfully conducted with participation from over 16 groups including First Nations, stewardship groups, municipalities and large landowners. Despite numerous efforts to reduce the overall population, the survey reveals an estimated 6,669 resident CAGO, which is much higher than anticipated. The data collected has established a baseline CAGO population that can inform regional management decisions, focus mitigation efforts, and ensure the effectiveness of management techniques. A comprehensive Regional Canada Goose Moult Survey and a regional overwintering Canada goose population survey should occur every one to two years to ensure effective management is occurring across all areas. To achieve meaningful results, it will be crucial to allocate additional resources, increase collaboration and implement further reduction measures to enhance the success of the Regional Canada Goose Moult Survey.



Figure 7. Juvenile and adult CAGO at Esquimalt Gorge Park on June 24, 2024 (photo by Anne Nightengale)



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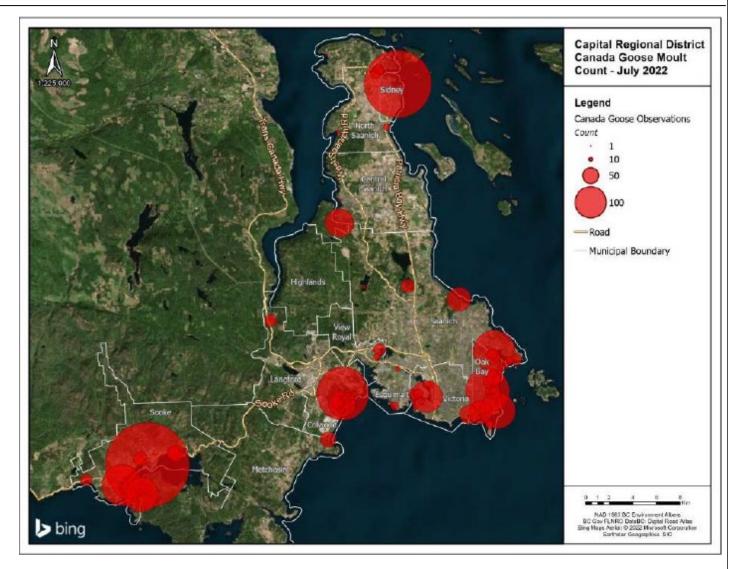


Appendix A - Maps of past Canada Goose Moult Surveys in the Capital Region



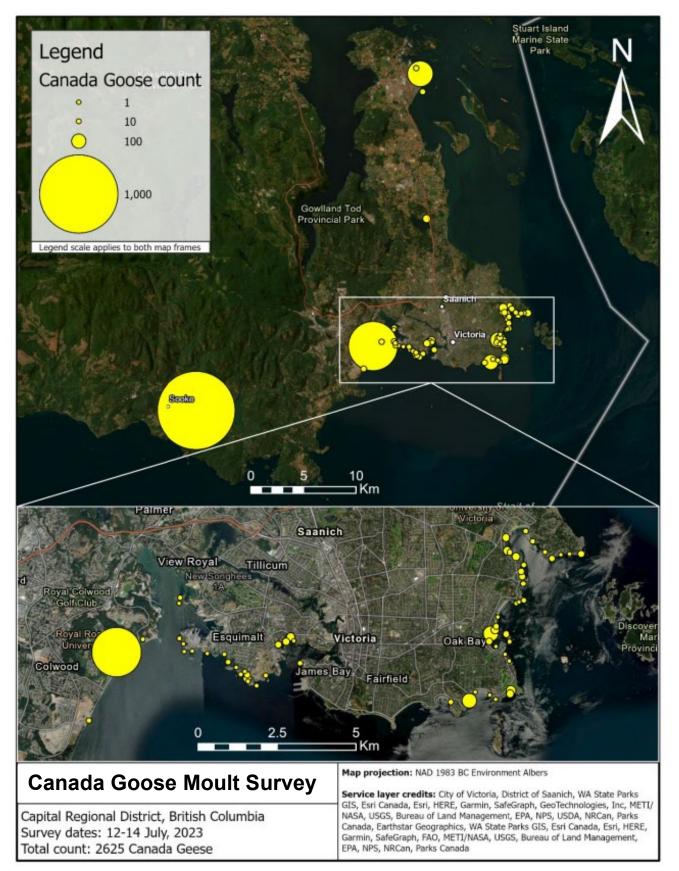
Map 1. 2021 CRD CAGO Moult Survey completed by GOOSE. CAGO population totals and survey locations are white numbers outlined in red.





Map 2. 2022 CRD CAGO Moult Survey completed by GOOSE





Map 3. Map showing the results of the 2023 CRD CAGO moult survey completed by GOOSE.



Appendix B - Hard Copy Data Sheet

Canada Goose Moult Survey Datasheet CRD 2024

(mandatory information in bold)

Date	Author(s)
Weather/Tide Info	

Time	Location* (Lat/Long or Description)	Total Geese	Adults	Juveniles	Notes



Appendix C - Sample Photos Taken From Drone Survey (June 24, 2024)

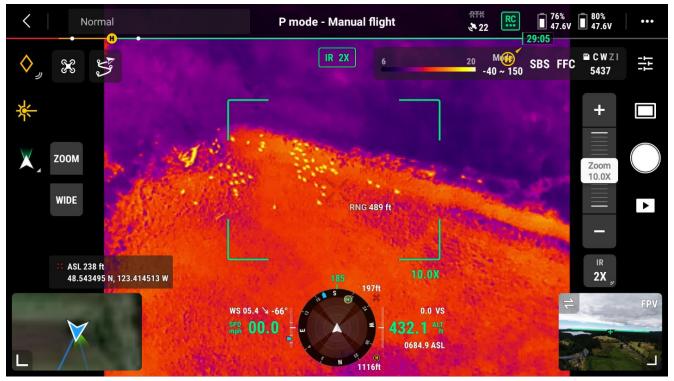


Photo 1. Photo taken on June 24, 2024 with DJI M300 RTK drone from Agile Drone Services. Photo shows Canada geese in field from an elevation of 489 feet with an infrared optical camera at 10.0x zoom.

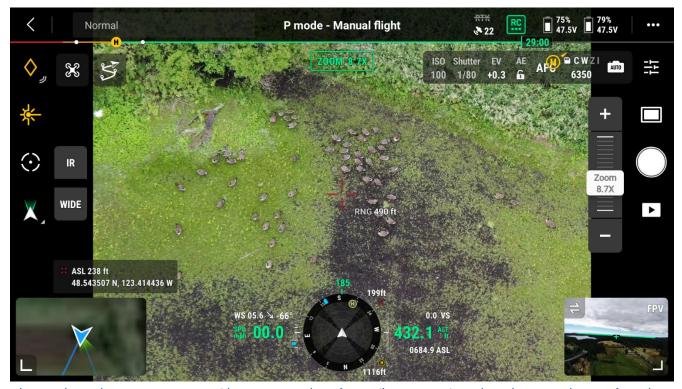


Photo 2. Photo taken on June 24, 2024 with DJI M300 RTK drone from Agile Drone Services. Photo shows Canada geese from Photo 1 with a regular camera at a distance of 490 feet with 8.7x zoom.



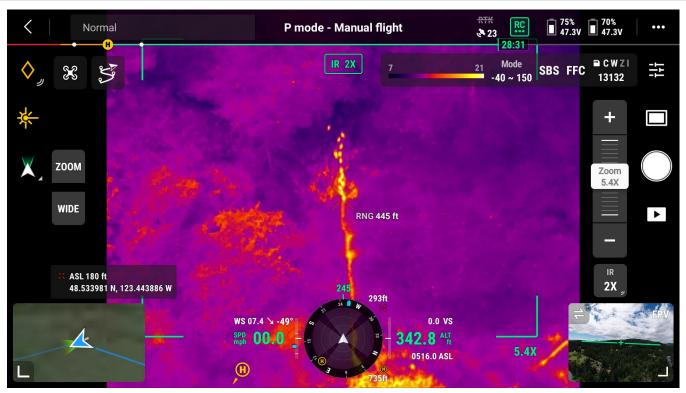


Photo 3. Photo taken on June 24, 2024 with DJI M300 RTK drone from Agile Drone Services. Photo shows Canada geese in tall vegetation with an infrared camera at distance of 445 feet with 5.4x zoom.



Photo 4. Photo taken on June 24, 2024 with DJI M300 RTK drone from Agile Drone Services. Photo shows Canada geese from Photo 3 with a regular camera at a distance of 449 feet with 7.0x zoom.





Photo 5. Photo taken on June 24, 2024, with DJI M300 RTK drone from Agile Drone Services. Photo shows Canada geese from Photo 4 further zoomed in at 13.1x zoom.



REPORT TO FINANCE COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 06, 2024

SUBJECT Capital Regional District External Grants Update

ISSUE SUMMARY

To provide the Capital Regional District (CRD) Board a bimonthly update on external grants activity for the period between August 19, 2024 and October 21, 2024.

BACKGROUND

This report summarizes activities and outcomes since the CRD External Grants Update was last presented in September 2024. The External Grants Dashboard (Appendix A) details applications submitted, updated, awarded and declined as of 2024. Appendix B provides a summary of grant alerts for 2024 referencing CRD grant applications approved, pending and declined.

IMPLICATIONS

Financial Implications

Grants/Contributions Awarded

- 1. \$200,000 through the Union of BC Municipalities' Community Emergency Preparedness Fund to support a consolidated climate action risk assessment for the CRD Electoral Areas as well as CRD land with critical infrastructure. Additionally, the fund will support community drought level awareness signage within the Electoral Areas.
- 2. \$179,440 through the Union of BC Municipalities' Community Emergency Preparedness Fund to support structure fire training for six fire departments within Juan de Fuca and the Southern Gulf Islands. Funding will also be used for critical firefighting and protective equipment purchases.

There are two grants under news embargo.

Applications Submitted

Three CRD applications were submitted:

- \$400,000 through the BC Ministry of Emergency Management and Climate Readiness'
 Disaster Resilience and Innovation Funding Program for a community adaptivity assessment
 for the CRD's electoral areas and critical infrastructure, which will help assess the CRD's
 capacity to adapt and lead following a disaster. The assessment will identify risks and potential
 gaps that be improved.
- 2. \$400,000 through the BC Ministry of Emergency Management and Climate Readiness' Disaster Resilience and Innovation Funding Program for a multi-hazard resilience plan for the CRD's electoral areas and critical infrastructure, which is intended to reduce the risks posed by hazards, protect lives, property and the economy, and enhance community resilience. It provides a planning framework for foreseeable natural hazards by prioritizing critical

- infrastructure and mitigation projects while identifying resources, information and strategies for management of recovery sectors.
- 3. \$400,000 through the BC Ministry of Emergency Management and Climate Readiness' Disaster Resilience and Innovation Funding Program for a risk assessment of the CRD's electoral areas and critical infrastructure, which will identify, map and categorize potential threats and risks. This will help guide future mitigation projects.

Service Delivery Implications

New Grant Opportunities

Eleven grant calls (including programs with multiple streams) were issued during the reporting period and are summarized in Table 1. Appendix B details relevant active grants (as of October 21, 2024) and lists recently closed grants for 2024. Appendix B also references CRD grant applications approved, pending and declined/withdrawn.

Table 1: Grant Calls Issued

Grant	Deadline	Information
Operation ReLeaf Program – Tree Canada	15-Oct-24	Funding to help recover areas that have undergone substantial tree loss due to a natural event
Growing Canada's Community Canopies – Green Municipal Fund	15-Oct-24	Funding for tree planting initiatives
Growing Canada's Community Canopies – Green Municipal Fund	16-Oct-24	Funding to improve the availability and condition of community buildings in communities experiencing higher needs and who are currently underserved
Active Transportation Infrastructure Grant – Province of BC	31-Oct-24	Funding to support BC communities to make it easier and safer for people to walk, ride, or roll using active transportation modes through two streams: 1. Active transportation network planning: develop active transportation network plans to encourage active transportation 2. Active transportation infrastructure: funding for active transportation components of planning, community engagement, project management and research and development
Celebrate Canada Funding Program – Government of Canada Department of Canadian Heritage	21-Nov-24	Funding for activities organized on National Indigenous Peoples Day, Saint Jean-Baptiste Day, Canadian Multiculturalism Day or Canada Day
Go Electric Medium and Heavy-Duty Public Charger Program – CleanBC	29-Nov-24	To increase public chargers for medium and heavy-duty vehicles

Grant	Deadline	Information
Infrastructure Planning Grant Program – Ministry of Municipal Affairs	11-Dec-24	Funding for infrastructure and asset planning
Documentary Heritage Communities Program – Library and Archives Canada	09-Jan-25	Funding to support records and publications that reflect Canada's history
TD Friends of the Environment Foundation Grant – TD Bank Group	15-Jan-25	Funds to support schoolyard greening, park revitalization, community gardens, park programming and citizen science initiatives
FireSmart Community Resilience Investment Program – UBCM	30-Sep-25	Funding to reduce the risk of wildfires and mitigate their impacts on BC communities

CONCLUSION

The CRD recognizes grants as 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 grant opportunities relative to service needs. Local partners are informed of these opportunities through the Grants Dashboard and Grants Alerts. The CRD will continue to provide a bimonthly summary of activities and outcomes in the External Grants Update.

RECOMMENDATION

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

Submitted by:	Lia Xu, MSc., CPA, CGA, Finance Manager, Local Services and Corporate Grants
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: 2024 External Grants Dashboard

Appendix B: 2024 Grant Alerts



2024 EXTERNAL GRANTS DASHBOARD

(updated 21-0ct-24)

Approved	Pending	Declined
25	9	19
\$15,750,756	\$2,267,846	\$70,705,764



2024 Approved Grants

Department	Grant Program	Project	Amount (\$)	Year Submitted
	Active Transportation Infrastructure Stream – BC Active Transportation Infrastructure Grants Program	Schooner Way-School Trail - Pender Island	500,000	2023
Corporate Services	Economic Diversification Stream – Rural Economic Diversification and Infrastructure Program	Last-mile Connectivity and Economic Diversification for the Southern Gulf Islands	495,000	2023
	Community REGreening Program – BC Hydro	Dinner Bay Park Fitness Circuit Beautification - Mayne Island	4,600	2024



Department	Grant Program	Project	Amount (\$)	Year Submitted
	New Horizons for Seniors Program – Employment and Social Development Canada	Dinner Bay Seniors Fitness Circuit - Mayne Island	25,000	2024
Corporate Services (Con't)	Community Emergency Preparedness Fund – UBCM *New	Climate Risk Assessment and Water Conservation Signage	200,000	2024
	Active Transportation Infrastructure Stream – BC Active Transportation Infrastructure Grants Program	Merchant Mews Pathway Project – Salt Spring Island	112,000	2023
	Community Grants Fund – Salt Spring Island Foundation	Portlock Park Bleachers	4,000	2023
Executive Services	Bloom Fund – Salt Spring Island Foundation	Mount Maxwell Community Park Preservation and Improvement	100,000	2023
	Community Grants Fund – Salt Spring Island Foundation	Dance Studio Mirrors and Barres	5,000	2024
	Community Grants Fund – Salt Spring Island Foundation	Portlock Park Well Revitalization Project	10,000	2024



Department	Grant Program	Project	Amount (\$)	Year Submitted
	CleanBC – BC Hydro Custom Incentive Program	Panorama Recreation Arena Dehumidifier Electrification	7,514	2023
	Energy Audit Program – BC Hydro	Saanich Peninsula Wastewater Treatment System Energy Study	25,000	2023
	Family Day Grant Program – BC Recreation and Parks Association	SEAPARC Family Day Activities	1,000	2024
	Active Transportation Infrastructure Stream – BC Active Transportation Infrastructure Grants Program	Regional Trestles Renewal, Trails Widening and Lighting Project	500,000	2023
Parks & Environmental Services	Sustainable Communities Program – BC Hydro	Capital Region Covered Buildings List	16,000	N/A
	CleanBC Communities Fund – Climate Change Mitigation – Green Infrastructure Stream – Investing in Canada Infrastructure Program	Capital Regional District Public Electric Vehicle Charging Network Project (Total Grant Award of \$6.4M including City of Victoria portion as partnership)	1,710,037	2022
	Local Government Climate Action Program – Province of BC	2024-26 Local Government Climate Action program	369,429	N/A
	Corporate Energy Manager – BC Hydro	CRD Corporate Energy Manager	207,500	N/A



Department	Grant Program	Project	Amount (\$)	Year Submitted
	Rapid Housing Initiative – Canada Mortgage and Housing Corporation	1502 Admirals Road Housing Project	9,922,687	2022
	Community Resiliency Initiative Grant – 2023 FireSmart Community Funding and Supports – Union of BC Municipalities (UBCM)	Capital Regional District FireSmart Project – 2023	344,057	2022
	Local Government Housing Initiative – Province of BC	For projects such as: Official Development Plan updates, Housing Needs Reports and other activities	252,492	N/A
Planning & Protective Services	Active Transportation Network Planning Stream – BC Active Transportation Infrastructure Grants Program	Juan de Fuca Electoral Area - Active Transportation Network Plan	30,000	2023
	Community Emergency Preparedness Fund – UBCM	Emergency Support Services Equipment and Training	30,000	2024
	Community Resiliency Investment Program – UBCM	2024-25 FireSmart Community Funding and Supports	700,000	2024
	URCM *Now	Capital Regional District Fire Department Training and Equipment Project 2024	179,440	2023
		Total	15,750,756	





2024 Pending Grants

Department	Grant Program	Project	Amount (\$)	Year Submitted
Corporate Services	Capital and Innovation Program – Island Coastal Economic Trust	Schooner Way-School Trail - Pender Island	100,000	2024
Parks & Environmental Services	Local Leadership for Climate Adaptation – Green Municipal Fund	Capital Region Climate Adaptation Capacity Building Initiative	236,151	2024
Planning & Protective Services	Sustainable Affordable Housing Study Grant – Green Municipal Fund – Federation of Canadian Municipalities	Campus View Redevelopment Project	175,000	2023
	Sustainable Affordable Housing Study Grant – Green Municipal Fund	Village on the Green Affordable Housing Redevelopment Study	175,000	2023
	Enabling Accessibility Fund – Employment and Social Development Canada	Hearing Loop Installation - SEAPARC	12,195	2024
	Build and Mobilize Foundational Wildland Fire Knowledge Program – Natural Resources Canada	Wildfire Table and Braided Knowledge Mobilization Initiative	369,500	2024
	Disaster Resilience & Innovation Funding Program – BC Ministry of Emergency Management and Climate Readiness *New	Community Adaptivity Assessment	400,000	2024



Department	Grant Program	Project	Amount (\$)	Year Submitted
Planning & Protective Services (Con't)	Disaster Resilience & Innovation Funding Program – BC Ministry of Emergency Management and Climate Readiness *New	Multi Hazard Resilience Plan	400,000	2024
	Disaster Resilience & Innovation Funding Program – BC Ministry of Emergency Management and Climate Readiness *New	Risk Assessment	400,000	2024
Total			2,267,846	



2024 Declined Grants

Department	Grant Program	Project	Amount (\$)	Year Submitted
Corporate Services	Outdoor Recreation Fund of BC – Outdoor Recreation Council of BC	Henderson Park Information Kiosk	3,942	2024
Executive Services	Economic Diversification Stream – Rural Economic Diversification and Infrastructure Program	Ganges Harbourwalk Revitalization Project - Detailed Designs	100,000	2023
	Community Grants Fund – Salt Spring Island Foundation	Inclusive Recreation Gym and Swim	10,000	2023
	Community Grants Fund – Salt Spring Island Foundation	Rollerskating for Youth Drop-in	4,900	2023
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
	Heritage Legacy Fund – HeritageBC	Graffiti Removal - Goldstream Powerhouse	28,000	2024
Parks & Environmental Services	CleanBC – BC Hydro Commercial Custom Program	Panorama Energy Recovery Project	200,000	2020
	Grant Program for Specialized Equipment and Training for Police and Related Agencies – Civil Forfeiture Office	Park Ranger Equipment	4,462	2023



APPENDIX A

Parks & Environmental Services	Community Development Grants – Canadian Tire Jumpstart	Serve's Up! Tennis for Saanich Peninsula Schools – Panorama Programming	5,485	2024
(Con't)	Active Community Grant Program – BC Alliance For Healthy Living	Serve's Up! Tennis for Saanich Peninsula Schools – Panorama Programming	32,200	2024
	Seed Funding – CMHC	1800 McKenzie Phase 1	149,995	2024
	Seed Funding – CMHC	Cloverhurst-Amberlea	149,995	2024
	Seed Funding – CMHC	Grey Oak Square	149,995	2024
Planning & Protective Services	Seed Funding – CMHC	Swanlea	149,995	2024
	Seed Funding – CMHC	Verdier	149,995	2024
	Active Community Grant Program – BC Alliance For Healthy Living	Moving on With Your Life (after brain injury) and Beyond Breast Cancer – SEAPARC Programming	50,000	2024
	Natural Climate Solutions Grant – Paul G. Allen Foundation	Building Climate Resilience and Community Connections through Tree Planting in the Capital Region	500,000	2024



APPENDIX A

Planning & Protective Services	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
(Con't)	Community Grant Program – Tire Stewardship BC	Greenglade Community Centre Playground	18,472	2023
	70,705,764			



2024 GRANT ALERTS

Open Grants as of 21-Oct-24 (Including CRD Applications Approved, Pending and Declined)

Approved 🗸			Pending •••	Declined X
DEADLINE	PROGRAM			DESCRIPTION
31-0ct-24	Active Transportation Infrastructure Grant – BC Active Transportation [LINK]		 Funding to support B.C. communities to make it easier and safer for people to walk, ride, or roll using active transportation modes through two streams: 1. Active transportation network planning: development of active transportation network plans to encourage active transportation 2. Active transportation infrastructure: active transportation project costs that are part of an active transportation network or equivalent 	
31-0ct-24	Rural Economic Diversification and Infrastructure Program – Province of BC [LINK]		Economic Capacity: Aims to be Community Assessments, Enstaffing.	opment projects via two relevant streams: puild economic capacity through projects such as gagement, Professional development programs, r development and planning projects and funds for jin new programs or assets.
01-Nov-24	Indigenous Cultural Safety and Cultural Humility Training (2024) – UBCM [LINK]		To enhance cultural safety and h management programs and serv	umility in the delivery of local emergency rices
21-Nov-24	Celebrate Canada Funding Program – Government of Canada Department of Canadian Heritage [LINK]		Funding for activities organized of Baptiste Day, Canadian Multicult	on National Indigenous Peoples day, Saint Jean- uralism Day or Canada Day
29-Nov-24	Go Electric Medium and Heavy D Charger Program – CleanBC [LINK		To increase public chargers for m	nedium and heavy duty vehicles



	Approved 🗸		Pending —	Declined X
DEADLINE	PROGRAM			DESCRIPTION
02-Dec-24	Plastics Action Fund – Alacrity Ca	nada [<u>LINK]</u>	To support new projects and proj Category in communities with a	ect financing in the Regional Plastics Innovation population of less than 25,000
06-Sep-24 06-Dec-24	Community to Community Progra of BC Municipalities (UBCM) [LIN		To support C2C forums and expar reconciliation and relationship bu strategies for reviewing by-laws	nding to include First Nation-local government uilding through agreements, joint plans and/or and/or policies
11-Dec-24	Infrastructure Planning Grant Pro of Municipal Affairs [LINK]	ogram – Ministry	Funding for infrastructure and as	set planning
30-Sep-24 31-Dec-24	FireSmart Community Funding and Supports – UBCM [LINK]		planning and activities that redu	resiliency by undertaking community-based ce the community's risk from wildfire 2024 FireSmart Community Funding and Supports
09-Jan-25	Documentary Heritage Communities Program – Library and Archives Canada [LINK]			oublications that reflect Canada's history.
15-Jan-25	TD Friends of the Environment Foundation Grant – TD Bank Group [LINK]		Funds to support schoolyard gree programming and citizen science	ening, park revitalization, community gardens, park e initiatives
31-Jan-25	Emergency Support Services Equipment and Training – UBCM [LINK]		Funding to support eligible applic support services through volunte	cants to build local capacity to provide emergency er recruitment, retention and training
28-Feb-25	Emergency Operations Centres E Training (2025) – UBCM [LINK]	quipment and		of equipment and supplies required to maintain or Centres (EOC) and to enhance EOC capacity through



	Approved 🗸		Pending •••	Declined X
DEADLINE	PROGRAM			DESCRIPTION
04-0ct-24 28-Маг-25	(2024/2E) TIDCW [TINK]		 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 	
30-Sep-25	FireSmart Community Resilience Program – UBCM [LINK]	Investment	Funding to reduce the risk of wild communities.	dfires and mitigate their impacts on BC
31-Mar-27	Codes Acceleration Fund – Natural Resources Canada [LINK]		zero emissions codes, promote co 1. Regional and municipal gove by-laws and codes	highest feasible energy performance such as netompliance and build capacity in two streams: rnments that have the authority to adopt energy rnments that do not have authority to adopt codes
Continuous (limited funds)	The Living Cities Canada Fund (20 Communities Canada [LINK])24) – Green	For small-scale green infrastructu	ıre projects
Continuous (limited funds)	Go Electric – CleanBC [LINK]		Funding to support fleet transitio	n to electric vehicles
Continuous (limited fund)	Rural Transit Solutions Fund Planning and Design Stream – Infrastructure Canada [LINK]		Planning and design project fund locally driven transit solutions	ing to support the development and expansion of
Continuous through 2025	Next Generation 911 – UBCM [<u>LIN</u>	NK]	Funding to eligible recipients to sexisting 911 services to NG911	support the transition and operational readiness of



	Approved 🗸		Pending —	Declined X
DEADLINE	PROGRAM			DESCRIPTION
Continuous	Local Community Accessibility Grant Program – Social Planning and Research Council of BC (SPARC BC) [LINK]		Funding to identify and remove l	barriers to improve accessibility and inclusion
Continuous	CleanBC Custom Program – BC Hydro [LINK]		 Energy study funding and capital incentives for fuel switching and electrificat measures Parks and Environmental Services, Panorama Recreation Arena Dehumidifier Electrification 	
Continuous	Integrated Energy Audit – BC Hydro [LINK]		3,	nprove efficiency and managing energy costs <i>I Services,</i> Saanich Peninsula Wastewater y Study
Continuous	Legacy Fund – Building Communities through Arts and Heritage – Canadian Heritage [LINK]		Funds to celebrate community, in heritage performers or specialist to be involved in their communit	ncrease opportunities for local artists, artisans, s and First Nations, Inuit and Metis cultural carriers ty with citizen involvement and local partners
Continuous (limited funds)	Community Buildings Retrofit Ini Municipal Fund [LINK]	tiative – Green	Retrofit existing community build and extend their life cycle	dings to lower green house gas (GHG) emissions



	Approved 🗸		Pending •••	Declined X
DEADLINE	DEADLINE PROGRAM		DESCRIPTION	
Continuous Clean Energy for Rural and Remote Communities Program – Natural Resources Canada [LINK]		remote communities. Accepting a	ting, combined heat and power systems	
Continuous	Multiculturalism and Anti-Racism Events Component – Canadian Ho		Funding for community-based evunderstanding or celebrate a con	vents that promote intercultural or interfaith mmunity's history and culture
Continuous	Connecting British Columbia Program – Phase Two: Connectivity Infrastructure Strategy [LINK]		To support the development of reensure that infrastructure strateg	egional connectivity infrastructure strategies that gies achieve objectives for the region
Continuous	Compensation for Employers of Reservists Program – Employment and Social Development Canada [LINK]		Employers are compensated for of from work to serve on military of	operational losses when reservists take time away perations
Continuous	Community Economic Development and Diversification in British Columbia – Pacific Economic Development Canada [LINK]		Funds to respond to economic de and challenging economic circum	evelopment opportunities or adjust to changing nstances
Continuous	Rental Protection Fund – Ministry of Housing [LINK]		Provides funding for affordable h	nousing projects
Continuous	National Institute of Disability Ma Research (NIDMAR) Disability Ma Program Assessment – NIDMAR - Development Agreement [LINK]	anagement	workplace structures	levels of opportunity: Disability Management and Return to Work Disability Management and Return to Work Disability Management and Return to Work



	Approved 🗸		Pending •••	Declined X
DEADLINE	PROGRAM			DESCRIPTION
Continuous	Supporting Rural Destinations – D Tourism [<u>LINK</u>]	Discover West	Funding for tourism events in rur	al communities
Continuous	Capital project: Retrofit of existin buildings – Federation of Canadia [LINK]	g municipal an Municipalities	Retrofit a municipal building or p performance and significant GHG	ortfolio of municipal buildings for higher energy emissions reduction
Continuous	Homelessness Community Action – SPARC [LINK]	n Grants Program	One-time funding for local plannineeds of those who are homeles	ing and collaborative initiatives to respond to the s or at risk of becoming homeless
Continuous	Canada Cultural Spaces Fund – Canadian Heritage [LINK]		Funding for improvement of physinnovation including renovation a	sical conditions for heritage, culture and creative and construction projects
Continuous	Retrofit or New Construction of Sustainable Affordable Housing – Green Municipal Fund [LINK]		Funding to evaluate solutions for onsite renewable energy general new build projects	integrating deep energy efficiency measures and tion in existing affordable housing retrofit and
Continuous	GHG Impact Retrofit – Federation of Canadian Municipalities [LINK]		Funding to retrofit a local recreat	ional or cultural facility to reduce GHG emissions
Continuous	Commemorate Canada – Canadian Heritage [LINK]		Funding for initiatives that commevents and accomplishments of r	nemorate and celebrate historical figures, places, national significance
Continuous	GHG Reduction Pathway Feasibili Municipal Fund – Federation of Co Municipalities [LINK]	ity – Green anadian	Funding to assess feasibility for precreational and cultural facilities	projects that reduce energy and GHGs for



	Approved 🗸	Pending Control Declined X
DEADLINE	PROGRAM	DESCRIPTION
Continuous	McConnell Foundation Fund [LINK]	Funding to support projects through three streams: 1. Climate 2. Reconciliation 3. Communities
Continuous	Medium and Heavy Duty Zero Emission Vehic Program – Transport Canada [LINK]	Funding to encourage adoption of medium and heavy-duty zero emissions vehicles
Continuous	Planning Stream: Early Support Grant for Sustainable Affordable Housing Projects— Green Municipal Fund – Federation of Canadian Municipalities [LINK]	Funds for deliverables required in applications for additional funding of energy efficient affordable housing • Planning and Protective Services, Campus View Redevelopment Project • Planning and Protective Services, Village on the Green Affordable Housing Redevelopment Study
Continuous	Capital project: Municipal Fleet Electrification Green Municipal Fund – Federation of Canadia Municipalities [<u>LINK</u>]	Funding for feasibility studies for projects that reduce or avoid fossil fuel use in any vehicle that delivers municipal services
Continuous	Regional Innovation Ecosystems in BC– Pacific Economic Development Canada [LINK]	Funding to create, grow and nurture inclusive ecosystems that support business needs



	Approved 🗸	Pending \cdots	Declined X
DEADLINE	PROGRAM		DESCRIPTION
Continuous	Smart Renewables and Electrification Pathways Program – Natural Resources Canada [LINK]	Four funding streams: 1. Established Renewables 2. Emerging Technologies 3. Grid Modernization (the only eligible Applicants are Utilities and System Operators) 4. Strategic Dialogue Linked Projects	
Continuous	Zero Emission Transit Fund – Infrastructure Canada [LINK]	Funding through two component operators to electrify their fleets 1. Planning projects 2. Capital projects	ts to support public transit and school bus :
Continuous	ECO Employment Programs – Environmental Careers Organization of Canada [LINK]	Funding for training and employs advance their careers in the clea	ment to support job seekers looking to enter or in economy.



Closed Grants

Approved 🗸			Pending •••	Declined X
DEADLINE	PROGRAM			DESCRIPTION
08-Jan-24	National Anti-Racism Fund (NARF)'s Projects Grants – Canadian Race Relations Foundation		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	Canada Summer Jobs Wage Subsidy (2024)– Employment and Social Development Canada		Funding for quality summer work respond to national and local pride barriers including youth in rural a	k experiences for young people (15-30 yrs.) and orities as provide opportunity for those who face areas and remote communities
10-Jan-24	Infrastructure Planning Grant Program – Ministry of Municipal Affairs		Funds to support projects related to the development of sustainable community infrastructure	
12-Jan-24	Complete Communities Program – UBCM		considering housing need, supply	nts to inform land use decision-making; y and location; providing transportation options; investment and service decisions
12-Jan-24	Low Carbon Economy Challenge (The Challenge Fund) –Environment and Climate Change Canada		Funding to support the implement carbon technologies resulting in	ntation of projects that deploy proven, low- material GHG emissions reductions
12-Jan-24	Sustainable Development Goals Program – Employment and Social Development Canada		Funds to increase public awareness and enhance the United Nations' Agenda for Sustainable Development and it's 17 Sustainable Develop which includes sustainable cities and communities	
15-Jan-24	BC Vision Zero in Road Safety – Go British Columbia	vernment of	Funds for projects aimed at improommunities	oving vulnerable road user safety in local



	Approved 🗸	Pending •••	Declined X
DEADLINE	PROGRAM		DESCRIPTION
15-Jan-24	TD Friends of the Environment Foundation Gra TD Bank	nt – Funds to support environmental is as park revitalization, community	initiatives including green space programs such gardens and park programming
15-Feb-24	Community Salmon Program – Pacific Salmon Foundation	To provide resources to enable the Canada's Salmon Enhancement P	ne public to participate in Fisheries and Oceans Program
24-Jan-24	Search and Rescue (SAR) New Initiatives Fund Public Safety Canada		improve search and rescue in Canada, enhance ing and prevention best practices
26-Jan-24	Community Emergency Preparedness Fund – UBCM	 Planning and Protective S and Training 	cants to build local capacity to provide emergency er recruitment, retention, and training Services, Emergency Support Services Equipment Ite Risk Assessment and Water Conservation
26-Jan-24	Energy Innovation Program – National Energy Systems Modelling Call – Public Health Agency Canada		el innovative emissions reduction technologies for achieving a net-zero emissions economy
31-Jan-24	Community ReGreening Program – BC Hydro	ecological networks and ensure t	lanting projects and vegetation that enhance the right trees are planted around power lines Services, Dinner Bay Park Fitness Circuit



Approved 🗸		Pending •••	Declined X	
DEADLINE	PROGRAM		DESCRIPTION	
31-Jan-24	WildFire Community Preparedness Day Award – FireSmart Canada		Funding to support community e increase community resilience	vents that raise awareness of wildfire risk and
01-Feb-24	Fighting and Managing Wildfires in a Changing Climate Program: Training Fund – Natural Resources Canada		Funds to support wildfire training build community capacity to resp	g projects that increase firefighting capacity and bond to wildfires
01-Feb-24	2024 Family Day Event Grant – BC Recreation and Parks Association		Funds to support community recreational and cultural activities that will be free of charge over the Family Day weekend • Parks and Environmental Services, Family Day Event at SEAPARK Recreation	
05-Feb-24	Active Communities Grant Program – BC Alliance for Healthy Living		 Parks and Environmental Peninsula Schools – Pano Parks and Environmental 	Sical activity opportunities by reducing financial Services, Serve's Up! Tennis for Saanich rama Programming Services, Moving on With Your Life (after brain st Cancer – SEAPARC Recreation
05-Feb-24	Active Communities Grant Progra for Healthy Living	m – BC Alliance	Funding for community level cha planning, infrastructure and parti	inges to increase and support physical activity icipation
07-Feb-24	Our Priorities Fund – Real Estate F	oundation of BC	Funds to support law and policy environments, food sovereignty,	reform around land use, fresh water, built and the real estate profession



Approved 🗸		Pending •••	Declined X	
DEADLINE	PROGRAM			DESCRIPTION
07-Feb-24	Real Estate Foundation BC (REFB) – REFBC	Real Estate Foundation BC (REFBC) General Grants – REFBC		dvance justice, equity, diversity, and inclusion for historically and systemically excluded from land
08-Feb-24	Low Carbon Economy Challenge – Environment and Climate Change Canada		Funds to reduce Canada's GHG er the Challenge Fund which support technologies	nissions and build resilient communities through ts the deployment of proven, low-carbon
09-Feb-24	Research and Knowledge Initiative – Infrastructure Canada		Funds projects focused on key Gorelated to housing, infrastructure	overnment of Canada research and data priorities and communities
09-Feb-24	Active Transportation Planning Program – UBCM		Funding to support active transpo documents including research, co	ortation components of formal planning onsultation, and policy development
13-Feb-24	ParticipACTION Community Challenge – ParticipACTION Canada		To help promote and deliver sport and physical activity opportunities to equity-denied populations	
15-Feb-24	Community Salmon Program – Pa Foundation	acific Salmon	To provide resources to enable the Canada's Salmon Enhancement F	ne public to participate in Fisheries and Oceans rogram



	Approved 🗸		Pending •••	Declined X
DEADLINE	PROGRAM			DESCRIPTION
16-Feb-24	Green Jobs Initiative – Canadian Parks and Recreation Association –		Provide learning experiences for potentially pursue careers in the	youth to become successful in the workplace and green jobs sector
16-Feb-24	Capital and Innovation Program – Island Coastal Economic Trust		Funding to support regional and community-based infrastructure including strategic tourism infrastructure and destination trails • Corporate Services, Schooner Way – School Trail, Pender Island	
20-Feb-24	Canadian Tourism and Growth Program – Pacific Economic Development Canada		Funding for local communities to experiences	grow and develop tourism products and
22-Feb-24	Multiculturalism and Anti-Racism Program – Organizational Capacity Building Component – Canadian Heritage		Provide funding to build an organ of the Multiculturalism and Anti-	nization's internal capacity to meet the objectives Racism Program
22-Feb-24	Canada's Charged for Change Pro	gram – Aviva	Funding for electric vehicle chang public places, workplaces and mi communities of less than 100,00	ging stations and electric vehicle infrastructure in ulti-unit residential buildings in underserved 0



	Approved 🗸		Pending •••	Declined X
DEADLINE	PROGRAM			DESCRIPTION
23-Feb-24	Energy Innovation Program – Utilization Focus Area – Natural Resources Canada		Supports research, development costs, energy and permanent car	and CO ² utilization technologies that reduce bon sequestration
23-Feb 24	Emergency Operations Centres Equipment and Training (2024) – UBCM		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	
25-Feb-24	Fairs, Festivals and Event Funds – Ministry of Tourism, Arts, Culture and Sport		Funds to help community event sponsorship, and severe weather	organizers recover from cost increases, reduced r events
28-Feb-24	Rural Transit Solutions Fund: Capital Projects Stream — Infrastructure Canada		Funding for rural and remote community capital projects to support both traditional and non-traditional transport modes and transportation systems	
01-Mar-24	Canada Post Community Foundat Canada Post	tion Grants –	Funding for projects that create of equipment or launching new pro	or expand services such as purchasing new ograms



Approved 🗸		Pending •••	Declined X	
DEADLINE	PROGRAM			DESCRIPTION
08-Mar-24	Local Government Development Program – UBCM	Local Government Development Approvals Program – UBCM		al processes while meeting local government
14-Mar-24	Connecting Communities – Government of BC		Funds for Broadband Infrastructure for underserved households in areas that lack internet service	
31-Mar-24	Community Grants Fund – Salt Spring Island Foundation		• Executive Services, Dance	e of community projects on Salt Spring Island e Studio Mirrors and Barres ock Park Well Revitalization Project
31-Mar-24	Community Safety Support Fund – Fierte Canada Pride (FCP)		Provides funding to both FCP me Events between June 1, 2023 and	mbers and non-members for Pride Festivals and d March 31, 2024
31-Mar-24	Jobs and Growth Fund In British Columbia – Pacific Economic Development Canada		medium-sized enterprises the	sive recovery da's competitiveness and grow small and



	Approved 🗸	Pending •••	Declined X	
DEADLINE	PROGRAM	DESCRIPTION		
31-Mar-24	B.C. Employer Training Grant – WorkBC	To support skills training for new hires to increas better jobs for employees	se job security or a move into	
31-Mar-24	Rapid Housing Initiative – Canada Mortgage Housing Corporation (CMHC)	targeted populations with 25% towards women	Funds for 4,500 new units of permanent affordable housing for vulnerable and targeted populations with 25% towards women-focused projects • Planning and Protective Services, 1502 Admirals Road Housing Project	
02-Apr-24	Arts Impact Grant – British Columbia Arts Cou	ricil Funding for arts and cultural organization's found and cultural impact	dational, community, or artistic	
12-Apr-24	Community Wellness Grant Program – Island Health	For community led wellness projects that reduce	e barriers and increase supports	
12-Арг-24	Natural Climate Solutions Grant – Paul G. Alle Foundation	Funding to support rigorous, place-based and inclusive natural climate solutions. • Parks and Environment Services, Building Climate Resilience and Community Connections through tree planting in the Capital Region		
17-Apr-24	Energy Innovation Program – Natural Resour Canada	Funding for methane measurement, reporting, v mitigation	verification, and emissions	



Approved 🗸		Pending •••	Declined X
DEADLINE	PROGRAM		DESCRIPTION
22-Apr-24	Foam Recycling Coalition Grant Program – Foodservice Packaging Institute	Improve the collection and recyc	ling of polystyrene foam
26-Apr-24	Heritage Legacy Fund – HeritageBC	Supports community initiatives the heritage resources	hat conserve and increase appreciation of
		Integrated Water Service	s, Graffiti Removal - Goldstream Powerhouse
26-Apr-24	Public Notification and Evacuation Route Planning – UBCM	Funding programs to enhance the resiliency of local governments, First Nations, and communities in responding to emergencies	
30-Apr-24	Biodiversity Conservation Grant – Fraser Basin Council	Opportunities for conservation tools and incentives on private lands	
30-Apr-24	Community Anniversaries- Building Communities through Arts and Heritage –Canadian Heritage		oital projects that celebrate the 100th (or ersary of a significant historical event/personality
30-Apr-24	Outdoor Recreation Fund – Outdoor Recreation Council of BC	Funding for trail enhancement, s participation measures	tewardship and education and inclusive
'	Codificil of DC	Corporate Services, Hend	erson Park Information Kiosk
30-Apr-24	Indigenous Housing Fund – Request for Proposals – BC Housing		viders who wish to partner with indigenous sing on and off reserve for Indigenous people in



	Approved 🗸		Pending •••	Declined X
DEADLINE	PROGRAM			DESCRIPTION
14-May-24	Build and Mobilize Foundational Wildland Fire Knowledge Program – Natural Resources Canada		practices	sent, risk mitigation, and adaptation forestry Services, Wildfire Table and Braided Knowledge
15-May-24	AgriSpirit Fund – Farm Credit Canada		Funding for food waste reduction environmental footprint and according to the contract of the	n, supporting agriculture and food, reducing the essibility projects
17-May-24	Go Electric Public Charger Program – CleanBC		To increase the numbers of publi	ic DC fast charger stations
24-May-24	Capital and Innovation Program – Island Coastal Economic Trust		Funding to support regional and strategic tourism infrastructure a	community-based infrastructure including and destination trails
30-May-24	Environmental Damages Fund – Environment and Climate Change Canada		Opportunities for restoration, envelopment of the control of the c	vironmental quality improvement, research and
31-May-24	Hosting BC – ViaSport BC		Support for hosting sporting ever development.	nts that encourage economic and community
31-May-24	Community Park Enhancement F	und – BC Parks	Funding for conservation or recre	eation projects in community parks



Approved 🗸		Pending •••	Declined X	
DEADLINE	PROGRAM			DESCRIPTION
12-Jun-24	Infrastructure Planning Grant Program – Ministry of Municipal Affairs		Funding for infrastructure and as	set planning
26-Jun-24	Watershed Grants – Watershed Security Fund		Supports projects and initiatives watersheds	that advance resiliency in British Columbia (BC)
04-Jul-24	PlanH Healthy Communities Grant – BC Healthy Communities		Funding to support local government strategies aimed at improving he	nents to advance policies, programs and ealth equity and well-being
12-Jul-24	Growing Canada's Community Canopies– Green Municipal Fund		Funding for tree planning initiati	ves
12-Jul-24	Community Development Grants – Canadian Tire Jumpstart		based activities 2. Operational Support – to build experiences	elop or sustain the delivery of sport or physicaldinclusive, equitable, safe sport participation Serve's Up! Tennis for Saanich Peninsula schools –
15-Jul-24	TD Friends of the Environment Foundation Grant – TD Bank Group		Funds to support environmental as park revitalization, community	initiatives including green space programs such y gardens and park programming



Approved 🗸		Pending •••	Declined X	
DEADLINE	PROGRAM			DESCRIPTION
23-Jul-24	Enabling Accessibility Fund – Employment and Social Development Canada		with disabilities	hat improve accessibility and safety for persons Services, Hearing loop Installation - SEAPARC
02-Aug-24	ChildCareBC New Spaces Fund – Province of BC		Funding to create new childcare	spaces
07-Aug-24	Capacity Development Partner Grants – Green Municipal Fund		Funding for basic and in-depth te knowledge and skills	echnical training to advance climate adaptation
14-Aug-24	Local Leadership for Climate Adaptation – Green Municipal Fund		carbon and nature-positive comn	<i>ervices,</i> Capital Region Climate Adaptation
12-Sep-24	New Horizons for Seniors Progra and Social Development Canada		Supports projects that improve the communities.	ne health and well-being of seniors in their



Approved 🗸			Pending ••••	Declined X
DEADLINE	PROGRAM		DESCRIPTION	
15-Sep-24	Disaster Resilience and Innovatio Program – Province of BC	n Funding	 Funding for resilience preparation such as data collection and planning, as well a risk reducing capital projects. Planning and Protective Services, Disaster Resilience Innovation Fund - Community Adaptivity Assessment *New Planning and Protective Services, Disaster Resilience Innovation Fund - Multi Hazard Resilience Plan *New Planning and Protective Services, Disaster Resilience Innovation Fund - Risk Assessment *New 	
16-Sep-24	Canada Public Transit Fund – Hou Infrastructure and Communities (sing, Canada	Funding for capital and non-capit transportation infrastructure	tal investments for public transit or active
19-Sep-24	2 Billion Trees Program – Natural Canada	Resources	Support new tree planting projec	rts
19-Sep-24	ZEVIP for Owners/Operators of ZE – Natural Resources Canada	V Infrastructure	Funding for projects focusing on street, in multi-unit residential bu	EV charger deployment in public places, on- uildings, at workplaces, and for vehicle fleets.
19-Sep-24	Zero Emission Vehicle Infrastructu Owners – Natural Resources Cana		Provides funding for projects focu workplaces and for vehicle fleets	using on public EV charger deployment, at



	Approved 🗸	Pending •••	Declined X
DEADLINE	PROGRAM		DESCRIPTION
27-Sep-24	Asset Management Planning – UBCM	To support planning grants, traini management resources	ing subsidies, and the development of asset
30-Sep-24	Commercial Vehicle Pilots Program – CleanBC	To support planning grants, traini management resources	ing subsidies, and the development of asset
15-0ct-24	Canada Arts Presentation Fund – Canadian Heritage	Funds for organizations that offer support to arts presenters	
15-0ct-24	Community Salmon Program – Pacific Salmon Foundation	To provide resources to enable th Canada's Salmon Enhancement P	ne public to participate in Fisheries and Oceans Program
15-0ct-24	Operation ReLeaf Program – Tree Canada	Funding to help recover areas that natural event	at have undergone substantial tree loss due to a
15-0ct-24	Growing Canada's Community Canopies – Green Municipal Fund	Funding for tree planting initiatives	
16-0ct-24	Green and Inclusive Community Buildings – Housing, Infrastructure and Communities Canada	Funding to improve the availabili Canadian communities experienc underserved	ty and condition of community buildings in ing higher needs and who are currently



Approved 🗸			Pending -	Declined X			
DEADLINE	PROGRAM		DESCRIPTION				
18-0ct-24	Volunteer and Composite Fire De Equipment and Training (2024) –	partments UBCM	Funding to fire departments for preparation and response to emergencies				
18-0ct-24	Capital and Innovation Program - Economic Trust	- Island Coastal	Funding to support regional and community-based infrastructure including strategic tourism infrastructure and destination trails				



REPORT TO ROYAL AND MCPHERSON THEATRES SERVICES ADVISORY COMMITTEE MEETING OF WEDNESDAY, OCTOBER 9, 2024

SUBJECT 2025 Budget for the Royal Theatre Service and the McPherson Playhouse Service

ISSUE SUMMARY

The Royal and McPherson Theatres Services Advisory Committee (RMTSAC) oversees the operating and capital contributions provided to the Royal and McPherson Theatres Society for the Royal Theatre Service and the McPherson Playhouse Service.

BACKGROUND

On September 11, 2024, the CRD Board adopted amending Bylaw No. 4560 to modernize the Royal Theatre Service bylaw. This removed restrictions between operating and capital contributions and introduced a formula to calculate the maximum allowable contribution as the greater of the previous fixed maximum of \$580,000 or \$0.00590 per \$1000 of net taxable value of land and improvements. The recommended lift to the Royal Theatre Service to \$596,000 in budget 2025 would be the first increase in funding to this service in the past 25 years.

The bylaw governing the McPherson Playhouse specifies a fixed maximum contribution of \$750,000. These budget recommendations are based on the adopted bylaws for these subregional services (see Legal Implications below for details).

The Capital Regional District (CRD) provides these contributions, along with service agreements, to the Royal and McPherson Theatres Society (RMTS), a non-profit organization of theatre management professionals established for the purpose of operating the Royal Theatre and McPherson Playhouse and collaborating on the asset management of these facilities with CRD Engineering. Each year RMTS is required to provide audited financial statements to the CRD as part of their reporting requirements (Appendix A) and also produces an annual report with more information on programming and service delivery statistics (Appendix B).

The RMTSAC reports to the Finance Committee, which does not meet before the consideration of the provisional budget on October 30th, 2024. Input from RMTSAC on budget levels will flow through the Finance Committee to be considered as part of the final budget package.

ALTERNATIVES

Alternative 1

The Royal and McPherson Theatres Services Advisory Committee recommends the Finance Committee recommend to the Capital Regional District Board:

- 1. That the maximum allowable contribution amount of \$596,000 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.

Alternative 2

The Royal and McPherson Theatres Services Advisory Committee recommends the Finance Committee recommend to the Capital Regional District Board:

- 1. That the Royal Theatre Service Budget be approved as amended; and
- 2. That the McPherson Playhouse Service Budget be approved as amended.

IMPLICATIONS

Alignment with Board & Corporate Priorities

In the current CRD Corporate Plan (2023-2026), initiative 10b-2 states the CRD will "Scale up regional support for performing arts facilities within the region." Increasing funding to the Royal Theatre service is aligned to this goal.

Financial Implications

In addition to operational expenses, RMTS has also planned approximately \$2.1 million in building improvement capital expenses in 2025 for necessary repairs and upgrades. These improvements include building envelope repairs at the Royal Theatre and McPherson Playhouse, new balcony seating at the Royal Theatre and repairing the entrance canopies at the McPherson Playhouse (see Appendix C and D for complete lists of capital projects). RMTS collects a building improvement fee as part of its ticket sales and those proceeds also assist in funding capital projects.

Legal Implications

On August 22, 2023, amending Bylaw No. 4561 to modernize the parameters of the McPherson Playhouse Service was sent to the City of Victoria for council consent. If it receives council consent, then it would be sent to the Inspector of Municipalities at the Province of BC, and then to the CRD Board for adoption. The outcome of this amending bylaw is dependent on when the City of Victoria will consider the matter and the results of that deliberation. The timeline for receiving the results of this process is unknown at this time.

CONCLUSION

Annual funding of the Royal Theatre through Bylaw No. 2587 and for the McPherson Playhouse through Bylaw No. 2685 are part of the budget approval process. The Royal and McPherson Theatres Society has provided audited financial statements, and five-year capital plans for the Royal Theatre and McPherson Playhouse to provide more context and rationale for the CRD contribution levels.

RECOMMENDATION

The Royal and McPherson Theatres Services Advisory Committee recommends the Finance Committee recommend to the Capital Regional District Board:

- 1. That the maximum allowable contribution amount of \$596,000 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.

Submitted by:	Chris Gilpin, MPA, Manager, Arts & Culture
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: 2023 Audited Financial Statements for the Royal & McPherson Theatres Society

Appendix B: 2023 Annual Report for the Royal & McPherson Theatres Society

Appendix C: 2025 Budget for the Royal Theatre Service

Appendix D: 2025 Budget for the McPherson Playhouse Service

Financial Statements of

THE ROYAL AND MCPHERSON THEATRES SOCIETY

And Independent Auditor's Report thereon

Year ended December 31, 2023



KPMG LLP

St. Andrew's Square II 800-730 View Street Victoria BC V8W 3Y7 Canada Telephone 250 480 3500 Fax 250 480 3539

INDEPENDENT AUDITOR'S REPORT

To the Members of The Royal and McPherson Theatres Society

Report on the Audit of Financial Statements

Opinion

We have audited the financial statements of The Royal and McPherson Theatres Society (the Society), which comprise:

- the statement of financial position as at December 31, 2023
- the statement of operations and changes in fund balances for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies (hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements, present fairly, in all material respects, the financial position of the Society as at December 31, 2023, and its results of operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditor's Responsibilities for the Audit of the Financial Statements" section of our Auditor's report.

We are independent of the Society in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



Royal and McPherson Theatre Society Page 2

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Society's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Society or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Society's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due
 to fraud or error, design and perform audit procedures responsive to those risks, and obtain
 audit evidence that is sufficient and appropriate to provide a basis for our opinion.
 - The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit
 procedures that are appropriate in the circumstances, but not for the purpose of expressing an
 opinion on the effectiveness of the Society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



Royal and McPherson Theatre Society Page 3

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our Auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our Auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the
 planned scope and timing of the audit and significant audit findings, including any significant
 deficiencies in internal control that we identify during our audit

Report on Other Legal and Regulatory Requirements

As required by the Societies Act (British Columbia), we report that, in our opinion, the accounting policies applied in preparing and presenting the financial statements in accordance with Canadian public sector accounting standards have been applied on a basis consistent with that of the preceding year.

Chartered Professional Accountants

Victoria, Canada April 5, 2024

LPMG LLP

Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022
Assets		
Current assets:		
Cash and cash equivalents	\$ 4,113,116	\$ 2,905,884
Accounts receivable	3,533	3,859
Due from Capital Regional District	88,935	134,301
Inventory	17,449	17,987
Prepaid expenses	61,646	100,959
	4,284,679	3,162,990
Investments (note 2)	4,466,829	5,617,691
Capital assets (note 3)	449,161	544,434
	\$ 9,200,669	\$ 9,325,115
O		
Current liabilities: Accounts payable and accrued liabilities Deferred revenue Deferred ticket sales	\$ 704,316 6,700 3,710,114	\$ 317,000 6,700 4,398,889
Accounts payable and accrued liabilities Deferred revenue		6,700
Accounts payable and accrued liabilities Deferred revenue	6,700 3,710,114	6,700 4,398,889
Accounts payable and accrued liabilities Deferred revenue Deferred ticket sales Deferred contributions (note 4) Fund balances:	6,700 3,710,114 4,421,130	6,700 4,398,889 4,722,589
Accounts payable and accrued liabilities Deferred revenue Deferred ticket sales Deferred contributions (note 4) Fund balances: Unrestricted:	6,700 3,710,114 4,421,130	6,700 4,398,889 4,722,589
Accounts payable and accrued liabilities Deferred revenue Deferred ticket sales Deferred contributions (note 4) Fund balances: Unrestricted: McPherson Playhouse Operating Fund	6,700 3,710,114 4,421,130	6,700 4,398,889 4,722,589
Accounts payable and accrued liabilities Deferred revenue Deferred ticket sales Deferred contributions (note 4) Fund balances: Unrestricted: McPherson Playhouse Operating Fund Royal Theatre Operating Fund	6,700 3,710,114 4,421,130 260,798	6,700 4,398,889 4,722,589 401,450
Accounts payable and accrued liabilities Deferred revenue Deferred ticket sales Deferred contributions (note 4) Fund balances: Unrestricted: McPherson Playhouse Operating Fund Royal Theatre Operating Fund Invested in capital assets - capital asset fund	6,700 3,710,114 4,421,130	6,700 4,398,889 4,722,589
Accounts payable and accrued liabilities Deferred revenue Deferred ticket sales Deferred contributions (note 4) Fund balances: Unrestricted: McPherson Playhouse Operating Fund Royal Theatre Operating Fund Invested in capital assets - capital asset fund Internally restricted (note 5):	6,700 3,710,114 4,421,130 260,798	6,700 4,398,889 4,722,589 401,450 - 544,434
Accounts payable and accrued liabilities Deferred revenue Deferred ticket sales Deferred contributions (note 4) Fund balances: Unrestricted: McPherson Playhouse Operating Fund Royal Theatre Operating Fund Invested in capital assets - capital asset fund Internally restricted (note 5): McPherson Playhouse Operating Reserve Fund	6,700 3,710,114 4,421,130 260,798 - 449,161 112,648	6,700 4,398,889 4,722,589 401,450 - 544,434 113,140
Accounts payable and accrued liabilities Deferred revenue Deferred ticket sales Deferred contributions (note 4) Fund balances: Unrestricted: McPherson Playhouse Operating Fund Royal Theatre Operating Fund Invested in capital assets - capital asset fund Internally restricted (note 5): McPherson Playhouse Operating Reserve Fund Royal Theatre Operating Reserve Fund	6,700 3,710,114 4,421,130 260,798 - 449,161 112,648 1,272,323	6,700 4,398,889 4,722,589 401,450 - 544,434 113,140 875,567
Accounts payable and accrued liabilities Deferred revenue Deferred ticket sales Deferred contributions (note 4) Fund balances: Unrestricted: McPherson Playhouse Operating Fund Royal Theatre Operating Fund Invested in capital assets - capital asset fund Internally restricted (note 5): McPherson Playhouse Operating Reserve Fund	6,700 3,710,114 4,421,130 260,798 - 449,161 112,648	6,700 4,398,889 4,722,589 401,450 - 544,434 113,140
Accounts payable and accrued liabilities Deferred revenue Deferred ticket sales Deferred contributions (note 4) Fund balances: Unrestricted: McPherson Playhouse Operating Fund Royal Theatre Operating Fund Invested in capital assets - capital asset fund Internally restricted (note 5): McPherson Playhouse Operating Reserve Fund Royal Theatre Operating Reserve Fund Royal Theatre Operating Reserve Fund McPherson Playhouse Capital Fund	6,700 3,710,114 4,421,130 260,798 - 449,161 112,648 1,272,323 198,244	6,700 4,398,889 4,722,589 401,450 - 544,434 113,140 875,567 117,965

See accompanying notes to financial statements.

On behalf of the Board:

Director

Director

Statement of Operations and Changes in Fund Balances

Year ended December 31, 2023, with comparative information for 2022

	McPherson Playhouse			Royal Theatre			Cor	Combined	
	Operating	Reserve	Capital	Operating	Reserve	Capital	Capital Asset	Total	Total
	Fund	Fund	Fund	Fund	Fund	Fund	Fund	2023	2022
Revenue (Schedule)	\$ 2,034,930 \$	- \$	- \$	3,391,666 \$	- \$	-	\$ -	\$ 5,426,596	\$ 4,133,999
Deferred contributions (note 4)	-	-	110,658	-	-	218,994	-	329,652	174,851
Deferred revenue	-	-	-	-	-	-	-	-	16,035
Interest income	<u>-</u>	5,417	5,000	<u>-</u>	41,894	105,275		157,586	55,722
	2,034,930	5,417	115,658	3,391,666	41,894	324,269	-	5,913,834	4,380,607
Expenses (Schedule)	(1,958,023)	-	-	(2,775,779)	-	-	-	(4,733,802)	(3,686,474)
Amortization of capital assets	-	-	-	-	-	-	(106,277)	(106,277)	(112,580)
Building and equipment: Owner (note 4) and externally funded Society funded	-	- -	(110,658) (2,035)	- -	- -	(218,994) (424,403)	- -	(329,652) (426,438)	(190,886) (2,866)
	(1,958,023)	-	(112,693)	(2,775,779)	-	(643,397)	(106,277)	(5,596,169)	(3,992,806)
Excess (deficiency) of revenue over expenses	76,907	5,417	2,965	615,887	41,894	(319,128)	(106,277)	317,665	387,801
Fund balances, beginning of year	-	113,140	117,965	-	875,567	2,549,970	544,434	4,201,076	3,813,275
Funding capital improvements	-	-	(5,502)	-	-	(5,502)	11,004	-	-
Transfer of user fees to capital funds (note 5)	(82,816)	-	82,816	(261,025)	-	261,025	-	-	-
Transfer to (from) reserve funds (from) to operate funds (note 5)	ing 5,909	(5,909)	-	(354,862)	354,862	-	-	-	-
Fund balances, end of year	\$ - \$	112,648 \$	198,244 \$	- \$	1,272,323 \$	2,486,365	\$ 449,161	\$ 4,518,741	\$ 4,201,076

See accompanying notes to financial statements.

Statement of Cash Flows

Year ended December 31, 2023, with comparative information for 2022

	2023	2022
Cash provided by (used in):		
Operations:		
Excess of revenue over expenses	\$ 317,665	\$ 387,801
Amortization of capital assets	106,277	112,580
Amortization of deferred contributions	(329,652)	(174,851)
Contributions received	189,000	190,000
Net change in non-cash working capital (note 6)	(215,916)	2,268,654
	67,374	2,784,184
Investing:		
Net change in investments	1,150,862	(1,082,812)
Purchase of capital assets	(11,004)	(25,239)
	1,139,858	(1,108,051)
Increase in cash and cash equivalents	1,207,232	1,676,133
Cash and cash equivalents, beginning of year	2,905,884	1,229,751
Cash and cash equivalents, end of year	\$ 4,113,116	\$ 2,905,884

See accompanying notes to financial statements.

Notes to Financial Statements

Year ended December 31, 2023

The Royal and McPherson Theatres Society (the "Society") operates and manages the McPherson Playhouse on behalf of the City of Victoria (the "owner") and Royal Theatre on behalf of the Capital Regional District (the "owner"). The Society was incorporated under the Society Act of British Columbia on March 3, 1977 and transitioned into the new Societies Act (British Columbia) on June 28, 2017. The Society is a registered charity under the Income Tax Act and accordingly is exempt from income taxes, provided certain requirements of the Income Tax Act are met.

1. Significant accounting policies:

(a) Basis of presentation:

The financial statements have been prepared by management in accordance with Canadian Public Sector Accounting Standards including the standards for government not-for-profit organizations. The following is a summary of the significant accounting policies used in the preparation of the financial statements.

(b) Fund accounting:

Revenue and expenses related to operating the McPherson Playhouse are reported in the McPherson Playhouse Operating Fund. Revenue and expenses related to operating the Royal Theatre are reported in the Royal Theatre Operating Fund. The Capital Asset Fund reports the revenue and expenses on capital assets owned by the Society.

The McPherson Playhouse Capital Fund and the Royal Theatre Capital Fund report revenue and expenses related to capital expenses at the McPherson Playhouse and the Royal Theatre respectively. Building and other capital costs are not recorded as assets because the Society is the manager and not the owner of these venues. Fundraising amounts and capital expenses, relating to these facilities, are recorded as revenue and expenses in these funds.

The McPherson Playhouse Operating Reserve Fund and the Royal Theatre Operating Reserve Fund report assets held for the purpose of supporting day-to-day operations and managing risk associated with unforeseen shortfalls or disruption.

Donations are reported in the appropriate fund designated by the donor.

(c) Cash and cash equivalents:

Cash and cash equivalents include highly liquid investments with terms to maturity of three months or less at the date of purchase.

(d) Capital assets:

Purchased capital assets owned by the Society are recorded in the capital fund at cost. Contributed assets are recorded in the capital fund at estimated fair value at the date of the contribution. Amortization is provided on a straight-line basis over the assets' estimated useful lives. Pianos are amortized over 25 years, box office ticketing enterprise system and website over 10 years, furniture and equipment over 5 years and office leasehold improvements over 10 years. Building and leasehold improvements, including stage and front of house equipment, are shown as expenses within the appropriate capital fund and not capitalized, as the benefit of the asset accrues to the owner.

Notes to Financial Statements

Year ended December 31, 2023

1. Significant accounting policies (continued):

(e) Revenue recognition:

The Society follows the deferral method of accounting for contributions. Restricted contributions are deferred and recognized as revenue of the appropriate fund in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue of the appropriate fund when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Revenue from production recoveries, box office, and theatre rentals are recognized once the event has occurred.

Restricted investment income is recognized as revenue of the appropriate fund in the year in which the related expenses are incurred. Unrestricted investment income is recognized in the appropriate operating fund when earned.

(f) Allocations:

Certain operations of the operating funds are conducted jointly. Revenue and expenses, which are not directly attributable to either operating fund, are allocated equally between the funds.

(g) Contributed services:

The Society receives certain benefits from volunteers. Due to the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

(h) Financial instruments:

Financial instruments are recorded at fair value on initial recognition and are subsequently recorded at cost or amortized cost unless management has elected to carry the instruments at fair value. Management has not elected to record any financial instruments at fair value.

(i) Use of estimates:

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Items requiring the use of estimates include amortization of capital assets, valuation of gift certificate liabilities and the collectability of accounts receivable. Actual results could differ from these estimates.

(j) Asset retirement obligations

On January 1, 2022, the Society adopted Canadian public sector accounting standard PS 3280 Asset Retirement Obligations. The new accounting standard addresses the reporting of legal obligations associated with the retirement of certain tangible capital assets, such as asbestos removal in retired buildings. The standard was adopted on the modified retroactive basis at the date of adoption. The adoption of this standard did not have an impact on the amounts presented in the financial statements.

Notes to Financial Statements

Year ended December 31, 2023

2. Investments:

Investments consist of bankers' acceptances and term deposits bearing interest at rates varying between 4.30% and 5.40% and maturity dates varying between 120 days and up to 18 months. It is the Society's intention to hold these assets on a long-term basis.

3. Capital assets:

						2023
	Cost		Accumulated Cost amortization			
Furniture and equipment Box office ticketing enterprise system	\$	668,499	\$	635,248	\$	33,251
and website Pianos		967,059 188,568		726,181 134,236		240,878 54,332
Office leasehold improvements		241,418		120,718		120,700
	\$	2,065,544	\$	1,616,383	\$	449,161

			2022
	Cost	 cumulated mortization	Net book value
Furniture and equipment Box office ticketing enterprise system	\$ 657,495	\$ 604,859	\$ 52,636
and website	967,059	681,973	285,086
Pianos	188,568	126,700	61,868
Office leasehold improvements	241,418	96,574	144,844
-	\$ 2,054,540	\$ 1,510,106	\$ 544,434

The above tables only reflect those capital assets owned by the Society. Any building and other capital costs incurred by the Society are recorded as expenses in either the McPherson Playhouse Capital Fund or Royal Theatre Capital Fund in the year incurred.

Notes to Financial Statements

Year ended December 31, 2023

4. Deferred contributions and revenue:

Deferred contributions, received from the owners and reported in the McPherson Playhouse Capital Fund and the Royal Theatre Capital Fund, pertain to restricted contributions for each building.

The changes for the year in the deferred contributions balances reported in the McPherson Playhouse Capital Fund and the Royal Theatre Capital Fund are as follows:

	McPherson Playhouse Capital Fund	Royal Theatre Capital Fund	Total
Balance, December 31, 2021	\$ 264,852	\$ 121,449	\$ 386,301
Contributions	88,000	102,000	190,000
Amounts recognized to revenue	(128,591)	(46,260)	(174,851)
Balance, December 31, 2022	224,261	177,189	401,450
Contributions	88,000	101,000	189,000
Amounts recognized to revenue	(110,658)	(218,994)	(329,652)
Balance, December 31, 2023	\$ 201,603	\$ 59,195	\$ 260,798

5. Internally restricted fund balances:

The Society levies a user fee for all patrons attending performances at each theatre. The Board has internally restricted these resources to be expended subject to certain restrictions. These funds are transferred from the operating funds to the corresponding capital fund. In 2023, the Society transferred user fees totaling \$82,816 (2022 - \$54,854) to the McPherson Playhouse Capital Fund and \$261,025 (2022 - \$176,416) to the Royal Theatre Capital Fund respectively.

In 2019, the Society formally established the McPherson Playhouse Operating Reserve Fund and the Royal Theatre Operating Reserve Fund. The purpose of these Funds is to hold sufficient reserves to help ensure the operational stability and resilience of the Society. The Board has internally restricted these funds to be expended subject to certain restrictions. In 2019, the Society transferred \$505,202 from the McPherson Playhouse Operating Fund and \$1,131,211 from the Royal Theatre Operating Fund to establish the Reserve Fund balances. In 2023, the Society transferred \$5,909 (2022 - \$85,464) from the McPherson Playhouse Reserve Fund to the McPherson Playhouse Operating Fund and \$354,862 (2022 - \$301,719) from the Royal Theatre Operating Fund to the Royal Theatre Reserve Fund.

Notes to Financial Statements

Year ended December 31, 2023

6. Net change in non-cash working capital:

	2023	2022
Accounts receivable	\$ 326	\$ 116,712
Due from Capital Regional District	45,366	(2,215)
Inventory	538	(3,413)
Prepaid expenses	39,313	(23,011)
Accounts payable and accrued liabilities	387,316	(42,398)
Deferred revenue	-	(16,035)
Deferred ticket sales	(688,775)	2,239,014
	\$ (215,916)	\$ 2,268,654

7. Financial risks and concentration of credit risk:

It is management's opinion that the Society is not exposed to significant interest, currency or credit risks.

Liquidity risk is the risk that the Society will not be able to meet its financial obligations as they become due. The Society uses budgets to monitor actual and forecasted cash flows to ensure operations are within resources available and sufficient cash is generated to sustain operations. Liquidity risk is mitigated in part by maintaining adequate working capital and sufficient fund balances. It is management's opinion that the exposure to liquidity risk has not changed from 2022.

8. Pension plan:

The Society and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trusteed pension plan. The board of trustees, representing plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2022, the Plan has about 240,000 active members and approximately 124,000 retired members. Active members include approximately 35 contributors from the Society.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

Notes to Financial Statements

Year ended December 31, 2023

8. Pension plan (continued):

The most recent actuarial valuation as at December 31, 2021 indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2024 with the results available in 2025.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate resulting in no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The Society paid \$149,099 (2022 - \$141,216) for employer contributions to the Plan in fiscal 2023.

9. Remuneration paid to directors, employees and contractors:

Under the British Columbia Societies Act, the Society is required to disclose in the annual financial statements all remuneration paid to directors and the annual remuneration paid to employees and contractors receiving greater than \$75,000.

For the fiscal year ending December 31, 2023, the Society paid total remuneration of nil (2022 - nil) to directors. The Society paid \$965,867 to 10 employees (2022 - \$931,659 to 10 employees) for services, each of whom received total annual remuneration of \$75,000 or greater. No contractors were paid a total annual remuneration of \$75,000 or greater in either 2023 or 2022.

10. Commitments:

The Society is committed to an operating lease agreement for office premises from April 2019 to March 2024. The Society renewed the lease in January 2024 for a term of two years from April 2024 to March 2026, with an option to renew for a further term of five years. Future minimum lease payments of the current and renewed lease agreement are as follows:

10,002	2024 2025 2026	\$ 51,274 52,206 13,052

Notes to Financial Statements

Year ended December 31, 2023

11. Government COVID-19 subsidies

The Society received the following subsidies which have been included in revenue of the McPherson Playhouse and Royal Theatre Operating funds:

	2023	2022
Tourism and Hospitality Recovery Program (THRP) Wage Subsidy Tourism and Hospitality Recovery Program (THRP) Rent Subsidy	\$ -	\$ 234,612 13,682
	\$ -	\$ 248,294

12. Statement of Operations and Fund Balances comparative information:

The comparative information for the McPherson Playhouse and Royal Theatre operating funds is presented in the Schedule of Operating Fund Revenue and Expenses. The comparative information for the other funds is as follows:

					2022
		erson Playhouse		oyal Theatre	Capital
	Reserve Fund	Capital Fund	Reserve Fund	Capital Fund	Asset Fund
Revenue:					
Deferred contributions					
(note 4) \$	-	\$ 128,591	\$ -	\$ 46,260	\$ -
Deferred revenue	-	-	-	16,035	-
Interest income	3,485	1,148	10,066	41,023	-
	3,485	129,739	10,066	103,318	-
Expenses:					
Amortization of capital assets Building and equipment:	-	-	-	-	(112,580)
Owner (note 4) and		(400 504)		(00.005)	
externally funded	-	(128,591)	-	(62,295)	-
Society funded		(386)		(2,480)	(440.500)
	-	(128,977)	-	(64,775)	(112,580)
Excess (deficiency) of revenue					
over expenses	3,485	762	10,066	38,543	(112,580)
Fund balances, beginning of year	195,119	74,524	563,782	2,348,075	631,775
Funding capital improvements	-	(12,175)	-	(13,064)	25,239
Transfer of user fees to capital funds (note 5)	-	54,854	-	176,416	-
Transfer of operating funds to reserve fund (note 5)	(85,464)	-	301,719	-	-
Fund balances, end of year \$	113,140	\$ 117,965	\$ 875,567	\$ 2,549,970	\$ 544,434

Schedule of Operating Fund Revenue and Expenses

Year ended December 31, 2023, with comparative information for 2022

	McPherson	Royal		McPherson	Royal	
	Playhouse	Theatre	Tatal	Playhouse	Theatre	Tatal
	Operating Fund	Operating Fund	Total 2023	Operating Fund	Operating Fund	Total 2022
	Fullu	Fullu	2023	Fullu	runa	2022
Revenue:						
Production recoveries	\$ 450,954	\$ 1,175,550	\$ 1,626,504	\$ 274,820	\$ 832,795	\$ 1,107,615
Grants from owners	350,000	100,000	450,000	350,000	100,000	450,000
Box office charges	679,049	679,049	1,358,098	410,190	410,190	820,380
Rental income	173,845	587,229	761,074	109,160	501,945	611,105
User fee charges (note 5)	82,816	261,025	343,841	54,854	176,416	231,270
Concession sales	157,324	447,871	605,195	91,426	353,085	444,511
OnStage revenue	20,096	20,096	40,192	14,360	14,360	28,720
Interest income	63,398	63,398	126,796	23,025	23,025	46,050
Government COVID-19 subsidies (note 11)	-	-	-	124,147	124,147	248,294
Other	57,448	57,448	114,896	73,027	73,027	146,054
	2,034,930	3,391,666	5,426,596	1,525,009	2,608,990	4,133,999
Expenses:						
Administration:						
Salaries, contracts and benefits	616,033	616,033	1,232,066	464,603	464,603	929,206
Office	156,359	156,359	312,718	137,452	137,452	274,904
Professional fees	15,527	15,527	31,054	16,844	16,844	33,688
Conventions, conferences and travel	5,828	5,828	11,656	3,077	3,077	6,154
Administration and management fees	12,948	12,948	25,896	12,810	12,810	25,620
Bad debt expense (recovery)	-	-	-	-	(330)	(330)
Production expenses	417,393	920,371	1,337,764	295,495	678,120 [°]	973,615
Box office operations	308,936	308,936	617,872	279,238	279,238	558,476
Building operations	122,704	207,274	329,978	118,751	172,504	291,255
Building maintenance	165,718	251,859	417,577	140,951	166,469	307,420
Concession operations	104,515	244,432	348,947	60,172	169,738	229,910
OnStage expenses	30,792	30,792	61,584	24,860	24,860	49,720
Community services	1,270	5,420	6,690	1,366	5,470	6,836
	1,958,023	2,775,779	4,733,802	1,555,619	2,130,855	3,686,474
Excess of revenue over expenses	76,907	615,887	692,794	(30,610)	478,135	447,525
Transfer of user fees to capital funds (note 5)	(82,816)	(261,025)	(343,841)	(54,854)	(176,416)	(231,270)
Change in operating funds before transfer from	. ,	·	<u> </u>	·	·	
operating reserve funds (note 5)	\$ (5,909)	\$ 354,862	\$ 348,953	\$ (85,464)	\$ 301,719	\$ 216,255

FY 2023: ANNUAL REPORT

The Royal and McPherson Theatres Society manages the Royal Theatre and McPherson Playhouse on behalf of the civic owners and residents of the region, with the goal of nurturing a lively cultural centre for our community and delivering top-notch theatrical experiences with professional excellence.

VISION STATEMENT

Our community is enriched by sustainable theatres that bring people together to share in the wonder of performance experiences.



MISSION STATEMENT

We connect artist and audience, and provide professional stewardship of valued heritage theatres.



BOARD PRESIDENT REPORT

As I complete my term as a director and president of the Royal and McPherson Theatres Society, I'm delighted to report that 2023 was a very successful year. 2023 was the first full year of uninterrupted operations in our industry since 2019, and one of our most active years in recent memory. The RMTS employed twenty full-time and 208 casual staff members.

May of 2023 was the busiest month on record. 41,417 tickets were issued to forty-three performances, and 169 employees worked 10,245 hours. We hosted the largest show run in RMTS history with twenty performances of the hit Broadway musical *Come From Away*. We also sponsored and hosted a special gala for Pacific Opera Victoria's retiring Artistic Director Timothy Vernon.

2023 was also a year of significant planning initiatives. Last spring, board and full-time staff engaged in strategic planning, completing a Strategic Framework and Tactical Plan. This past fall full-time staff engaged in a Healthy Organization Pulse Check. This work will guide our society for the next several years. Last spring three staff members achieved a Professional Certificate in Asset Management Planning from the Institute of Public Works Engineering Australasia. This training lays the groundwork for transitioning to more proactive and long-term asset management planning, and better alignment with practices of the CRD and the theatres' municipal owners.

I would like to thank our funders: the Government of Canada through the Canada Arts and Culture Recovery Program for Professional Arts Presentation Organizations, the City of Victoria, District of Oak Bay, and the District of Saanich. Individuals also supported our community's performing arts and live entertainment through donations to our society.

We are also grateful for the sophisticated and professional work of the Capital Regional District staff, whose expertise and diligence support our efforts in countless ways. Thank you to all the artists, presenters, and audiences who gathered at the theatres to share their enthusiasm and passion for live arts and entertainment.

On behalf of the Society, I thank Tom Burley who has completed his term on the board, providing sound and sage advice, in his thoughtful, well considered manner over the last six years. I would also like to thank Ian Alexander for his service. I welcome Valla Tinney and Catherine Arber who joined the board this past year. I am grateful to my fellow board members whose many volunteer hours provide for the responsible governance and long-term sustainability of the Society and the theatres.

Finally, I would like to express my gratitude to RMTS staff whose effective operations, strong financial stewardship, and loving maintenance of two cherished historic theatres continue to bring people together to share in the wonder of unforgettable live performances.

The last six years have been a genuine highlight for me professionally and culturally, and I am so grateful for having had the opportunity to learn from, and work with, so many talented and dedicated professionals.



Christopher Devlin *Board President*



EXECUTIVE DIRECTOR REPORT

2023 was a very active year for our efforts offstage.

In April we began modernizing the CRD bylaws for the two theatres. Civic-owner funding has been frozen for twenty-five years, eroding support for community access. Following the efforts of senior CRD staff and the support of the RMTS Advisory Committee, two amending bylaws have been approved by the CRD board. Saanich Council has approved the amending bylaw for the Royal Theatre Service, and we anticipate engaging soon with the councils of Oak Bay and Victoria to approve these game-changing bylaws.

Last summer at both theatres we installed new HVAC capacity for key electronic equipment, replaced ice machines, and installed touchless faucets. We upgraded production equipment including stage monitor loudspeakers, stage LED lights, and new microphones. At the Royal Theatre we installed a sophisticated video projector and completed a large multi-year project to upgrade the audience chamber's HVAC system for reliable patron comfort. We also commissioned a firm to inspect, engineer, and oversee the restoration of safe access to the theatres' roofs. Employees and contractors can once again access each theatre roof safely.

Last summer I led negotiations with the Victoria Symphony and the University of Victoria's Farquhar Auditorium. The Victoria Symphony united ticketing for two venues onto one platform, the Farquhar retained a key client, and the RMTS retained key revenue-generating scheduling flexibility. This agreement is a testament to what organizations in the performing arts can achieve through mutual-interest collaboration.

This past fall the RMTS engaged in collective bargaining with IATSE local 168. It was challenging to reach an agreement with high inflation pressuring employees and clients. All persisted, reaching a two-year agreement.

Three years ago I began pursuing the first-ever service agreement between the RMTS and the CRD for the operation of the McPherson Playhouse. This past December, Christopher Devlin and I signed this new service agreement, and a renewed service agreement for the Royal Theatre. Both agreements will provide clarity and stability for the next four years.

This year we said goodbye to Front of House Manager Jackie Adamthwaite, External Relations Specialist Ainslee Jessiman, and long-serving Technical Director Blair Morris. We also welcomed new Front of House Manager Christine Richardson. At the CRD, our long-serving partner in capital projects Andy Liu has retired, succeeded by Chaz Whipp.

I'd like to thank my many colleagues who regularly go the extra mile. This is the true magic of the RMTS – the many hours of extra behind the scenes work that provide excellent service in connecting artists and audiences, and providing professional stewardship of

that provide excellent service in connecting artists and audiences, and providing professional stewardship of valued heritage theatres. Finally, I am grateful for the steadfast contributions of two departing board members. Vice President Tom Burley's ethically-grounded reasoning and carefully-considered insights have served as the board's keel – moderating outcomes during stormy weather. President Chrisopher Devlin has tirelessly applied his strategic, tactical and relationship skills to lead the board through countless decisions, and to prepare a renewed board to provide sound governance for the Society in the years to come.

Franz Lehrbass
Executive Director



WELCOME TO THE THEATRES

The Royal and McPherson Theatres Society respectfully acknowledges that the McPherson Playhouse and the Royal Theatre are located on the traditional territories of the Lekwungen peoples, now known as the Songhees and Esquimalt Nations.







ROYAL THEATRE ADMINISTRATION OFFICE

MCPHERSON PLAYHOUSE

THE PEOPLE, THE PLACE, THE EXPERIENCE

For more than four decades, the Royal and McPherson Theatres Society (RMTS) has overseen the theatres on behalf of the civic owners, benefiting the region's citizens, visitors, and community. The RMTS manages all theatre operations for the Royal Theatre and McPherson Playhouse, including administration, production, box office, front of house, and historic building maintenance, to support 75 diverse companies that use the theatres each year, from large touring commercial shows to local arts, cultural, and entertainment groups. In 2023, the RMTS staff served over 187,000 patrons, setting the stage for an exceptional customer service experience, from ticket purchase through to the final curtain.

The RMTS offers the care and expertise needed to manage and preserve the renowned Royal Theatre and McPherson Playhouse. Both over a century old, the theatres stand as the primary performing arts venues and significantly enhance the cultural vibrancy of the community. We take pride in hosting a wide variety of esteemed and cherished performances on the stages of the Royal Theatre and McPherson Playhouse.

OUR TEAM

ROYAL AND MCPHERSON THEATRES SOCIETY STAFF

The RMTS is comprised of a team of experienced, knowledgeable, and dedicated arts professionals who manage all aspects of the Royal Theatre and McPherson Playhouse. Our staff take pride in cultivating a vibrant cultural hub for our community.

The RMTS works closely with the International Alliance of Theatrical Stage Employees & Moving Picture Technicians, Artists and Allied Crafts (IATSE) Local 168, who represent all RMTS employees outside of the Administration Office.

In 2023, the RMTS employed 208 casual and 20 full-time professional staff members.

FULL-TIME STAFF MEMBERS

Jackie Adamthwaite Front of House Manager

Karen Ainey Manager of Information and Digital Technologies

Warren Busby Assistant Technical Director

Derek Cooper Box Office Administrator

Jamila Douhaibi Communication and Administration Specialist

Nancy Downer Finance Manager

Sheelagh Drever Payroll, Human Resources

Tom Heemskerk Assistant Technical Director

Kristen Iversen Assistant Front of House Manager

Ainslee Jessiman External Relations Specialist

Brian Johnson Custodian

Franz Lehrbass Executive Director

Anthony Le May Accountant

Darcy Lipsey Digital Content and Client Settlements

Blair Morris Technical Director

Mandy Niddrie Manager of Client Services

Melissa O'Shea Box Office Manager

Daniel Pedlow Assistant Technical Director

Christine Richardson Front of House Manager

Cameron Stewart Assistant Technical Director

Kathleen Stewart Custodial Supervisor

Vincent Swales Custodian

TOTAL EMPLOYMENT INCOME:

2020	2021	2022	2023
\$1,537,000	\$1,206,000	\$2,293,000	\$2,634,000

BOARD OF DIRECTORS

The RMTS is governed by a volunteer Board of Directors consisting of three Municipal Councillors, three to seven Elected Directors and three to five CRD Appointed Directors. The Board works to maintain, preserve, and further develop the Royal Theatre and McPherson Playhouse by providing governance and management of the organization's resources.

2023 BOARD OF DIRECTORS

Christopher Devlin, President **Tom Burley**, Vice President

Marcus Handman Treasurer

Ian Alexander, Secretary

Heather Burns, Member at Large

Catherine Arber

David Bouchard

Councillor Hazel Braithwaite

Councillor Matt Dell

Marley Gibbons

lain Hooey

Nathan Lampard

Jenny McLeod

Marilyn Palmer

Councillor Teale Phelps-Bondaroff

Sarah Reid

Judy Scott

Valla Tinney

DID YOU KNOW?

- The Royal & McPherson Theatres Society, previously known as the McPherson Foundation, has been the steward of the Royal Theatre and McPherson Playhouse on behalf of their civic owners and the citizens of the region for over 46 years.
- During regular operations, the Society facilitates the use of approximately 75 groups per year and over 187,000 patrons annually.
- We are in the business of bringing people together at the historic Royal Theatre and McPherson Playhouse. These venues have served the community for over 100 years, providing a home for the Capital Region to gather and experience unforgettable local and touring arts and entertainment.



OPERATIONAL HIGHLIGHTS

In 2023, several noteworthy events made it a standout year as we hosted over 187,000 patrons across 218 performances.

Additionally, the RMTS staff successfully managed the largest show run in the theatre's history.

THE MONTH OF MAY BREAKS RECORDS!

In May 2023, the staff of the RMTS accomplished the management of the most extensive show run in the theatres history, which included two tech days and 20 performances of the Broadway show *Come From Away* at the Royal Theatre.

This record-breaking Broadway run, in addition to numerous other shows at the Royal Theatre and McPherson Playhouse, made May 2023 the busiest month on record. A total of 41,417 tickets were issued for 43 performances. To support this achievement, 169 employees collectively worked 10,245 hours, averaging 330 hours per day during the month of May.



CFA TECH DAY



CFA STAGE SET-UP



CFA STAGE CREW



CFA AUDIENCES



CFA SIGNAGE BACKSTAGE



CFA FINAL PERFORMACE

HIGHLIGHTS OFF THE STAGES

- The COVID-19 pandemic did not impact performances and operations during the year, making it the first full year of uninterrupted operations in our industry since 2019.
- Union negotiations during the year for the RMTS/IATSE collective agreement (completed in January 2024).
- Completed a Strategic Framework and Tactical Plan with board members and full-time staff.
- Completed a Healthy Organization Pulse Check with full-time staff.
- The RMTS continues to grow its capacity to maintain and renew the civic assets of the Royal Theatre and the McPherson Playhouse. Through the Institute of Public Works Engineering Australasia, three RMTS staff members earned the Professional Certificate in Asset Management Planning.





Since 1913, the Royal Theatre, with its elegant 1416-seat capacity, has been a prominent feature of the Capital Region's skyline, serving as the largest and most prestigious venue for performing arts on Vancouver Island. Retaining its original Rococo/Renaissance Revival style decor, the theatre seamlessly blends 19th-century architecture with 21st-century technology. This unique fusion allows for a wide range of artistic and entertainment events, from Broadway tours to drag shows, dance performances to comedy acts, opera to jazz concerts, and symphony orchestras to rock shows.

The Royal Theatre attained national historic significance in 1987 and was formally recognized as a National Historic Site of Canada on May 12, 1988. In 1990, the Historic Sites and Monuments Board of Canada presented the Royal Theatre with a commemorative plaque.

ROYAL THEATRE	2020 2021		2022	2023
Total Box Office Ticket Sales	\$1,614,912	\$826,586	\$4,824,722	\$8,575,495
Total Tickets Issued	30,160	22,029	96,293	142,106
Total Ticketed Performances	27	19	112	131

OPERATING HIGHLIGHTS

ROYAL THEATRE: 131 PERFORMANCES

299 Queen St West Film, Amadeus, Amanda Marshall, An Evening with Chris Botti, Andy Shauf, BADBADNOTGOOD, Ballet Edmonton, Being Robert Schumann Spring, BodyTraffic, Boney M, Bonnie Raitt, Bruce Cockburn, Burton Cummings, Canada's Best Karate, Chris de Burgh, Come From Away, Cosi fan tutte, Current Swell, Dance Theatre of Harlem, Daniel Lapp's 20th Anniversary, Danny Bhoy, Dansko Studios, Dara O Briain, Die Walküre, Dirty Dancing in Concert, Filipe DeAndrade, Gerry Dee, Gibney Company, Half Moon Run, Harry Potter & Literary Thrill, It's Just Drag, Jason Isbell, Jens Lindemann-Christmas Pops, Jinkx Monsoon, Joe Gatto, Jon and Roy Holiday Special, July Talk, Jurassic Park in Concert, Just for Laughs Comedy Tour, Ken Lavigne, Kluxen & Kahane, Kluxen-Pictures at Exhibition, Lewis Black, Malpaso Dance Company, Maureen Beck, Menopause the Musical 2, Movies and the Masters, Nat King Cole Songbook, New Year's Day Celebration, Nurse Blake, O Christmas Tea, Ocie Elliott, Peter Pan, PIGS: Canada's Pink Floyd, Protégé Dance Project, Queen-It's A Kinda of Magic, Raffi, Ryan Adams, Salvation Army Toy Drive, Shostakovich Symphony No 9, Sin City Illusions, Snarky Puppy, Snowed In Comedy Tour, Star Trek, Star Wars & Beyond, The Beaches, The Birds, The Doo Wop Project, The Gift of the Nutcracker, The Sheepdogs, The Tenors, Tina Simply the Best, Ukrainian Shumka Nutcracker.



AMANDA MARSHALL
PHOTO: VICTORIA MUSIC SCENE



KEN LAVIGNE CHRISTMAS PHOTO: VICTORIA SYMPHONY



OCIE ELLIOTT
PHOTO: MACKENZIE DUNCAN



BRUCE COCKBURN
PHOTO: ROB PORTER, RMS MEDIA



THE SHEEPDOGS PHOTO: RMS MEDIA



PHOTO: BALLET VICTORIA



THE BEACHES
PHOTO: VICTORIA MUSIC SCENE

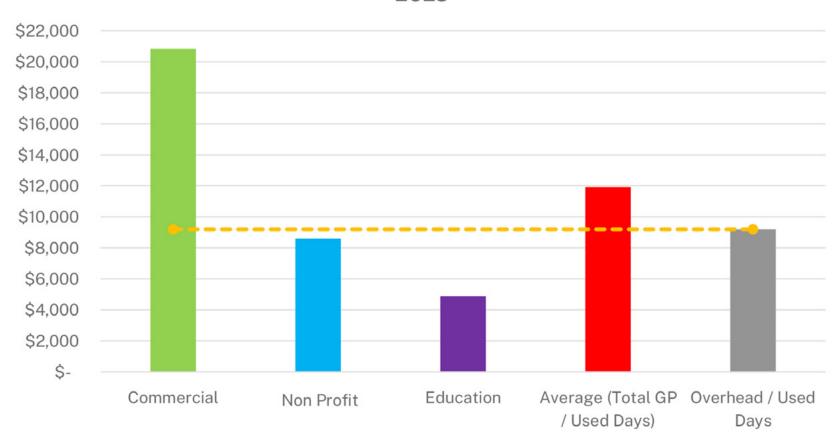


SALVATION ARMY TOY DRIVE PHOTO: NADEN BAND

GROSS PROFIT PER DAY USED

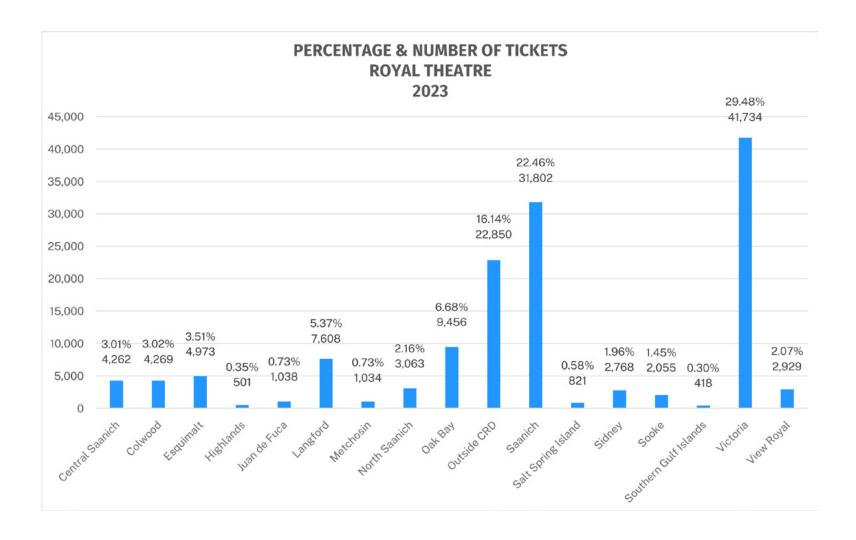
ROYAL THEATRE:

GROSS PROFIT PER DAY USED ROYAL THEATRE 2023



ATTENDANCE BY MUNICIPALITY

ROYAL THEATRE:



ROYAL ONSTAGE PRESENTS

NATIONAL GEOGRAPHIC LIVE AT THE ROYAL THEATRE

Our Royal OnStage National Geographic Live speaker series showcased top explorers renowned for their captivating storytelling, visually striking imagery, and engaging videos that have captivated audiences of all generations since 2017. This exclusive series provided a close and personal encounter, sharing tales of conservation, exploration, and adventure with explorers, photographers, filmmakers, and scientists. In 2023, this inspirational series included two fascinating presentations.

MAUREEN BECK

Improbable Ascent

Maureen Beck loves to prove people wrong. Born with one hand, she tried rock climbing for the first time after a camp counselor told her she could skip it. Her love of the sport was instantaneous, but there was no guide for climbing with one hand. Unfazed, she decided to figure it out for herself through trial and error — one of her early adaptive climbing innovations even involved taping a



metal ladle to her arm. Before long she was leading a crew of passionate adaptive climbers around the world, forging a path for a new generation.

FILIPE DEANDRADE Untamed

Raised in poverty and surrounded by addiction and abuse, Filmmaker Filipe DeAndrade felt voiceless. He related to animals, because they too were voiceless, and he fell in love with photography as a way to tell their stories. Now the star of Nat Geo's digital series Untamed works to save the animals that saved him. DeAndrade spoke about finding your passion in life and living it with intent.



Along the way, he brought us face to face with lions, sharks, snakes, jaguars, jumping spiders, whales, and one of the rarest animals in the world—a hawk moth caterpillar that resembles a venomous snake.

THANK YOU TO OUR NATIONAL GEOGRAPHIC LIVE 2023 SEASON SPONSORS

















MCPHERSON PLAYHOUSE



Situated in the heart of Old Town Victoria, the McPherson Playhouse has served as the hub for intimate theatre in Victoria since it opened in 1914 as part of the Pantages theatre chain spread across North America. Transitioning from its vaudevillian origins, the McPherson Playhouse accommodates a range of professional, community, and amateur events throughout the year.

With 772 seats, the theatre remains one of the best-preserved and most exquisite examples of its era still existing in Canada today.

On October 25, 1995, the McPherson Playhouse was granted a heritage designation.

MCPHERSON PLAYHOUSE	2020	2021	2022	2023
Total Box Office Ticket Sales	\$167,016	\$186,984	\$1,092,288	\$1,822,299
Total Tickets Issued	5,414	4,882	30,959	45,844
Total Ticketed Performances	11	9	63	87

OPERATING HIGHLIGHTS

MCPHERSON PLAYHOUSE: 87 PERFORMANCES

Abba Revisited, ABRA Cadabra, Alan Carr, April Wine Live!, Australian Bee Gees Show, Brett Kissel, Carmanah, Completely Creedence, Dance Unlimited Recital, Darcy & Jer, Dean Brody, Disney Descendants, Elevate Dance Centre, Frozen in Time, Glass Tiger, Herb Alpert, Holly Jolly Christmas, Hotel California, Investors Group, Jeremy Dutcher, Joanne McNally, Joseph and the Amazing Technicolor Dreamcoat, Laila Biali, Led Zepagain, Legends in Victoria, Matt Andersen, Michael Kaeshammer, Molly Johnson, Noah Reid, Out Innerspace, Passion and Performance, Postmodern Jukebox, Prince Again, School of Rock, SMUS Fiddler on the Roof, Sona Jobarteh, Stevie and Friends, Take it to the Limit, The Addams Family, The Comic Strippers, The Country Divas, The Irish Rovers, The Manhattan Transfer, The Rocket Man, The Spongebob Musical, The Wizard of Oz, Timothy Vernon Concert, Tom Cochrane, Victoria Academy of Ballet, Walk Right Back, Walter Trout, Yellowpoint Christmas Spectacular.



CARMANAH
PHOTO: DARREN HO MEDIA



PHOTO: YELLOWPOINT CHRISTMAS SPECTACULAR



WIZARD OF OZ PHOTO: VOS MUSICAL THEATRE



JOSEPH & THE AMAZING TECHNICOLOR DREAMCOAT PHOTO: CANADIAN COLLEGE OF PERFORMING ARTS



PHOTO: NOAH REID

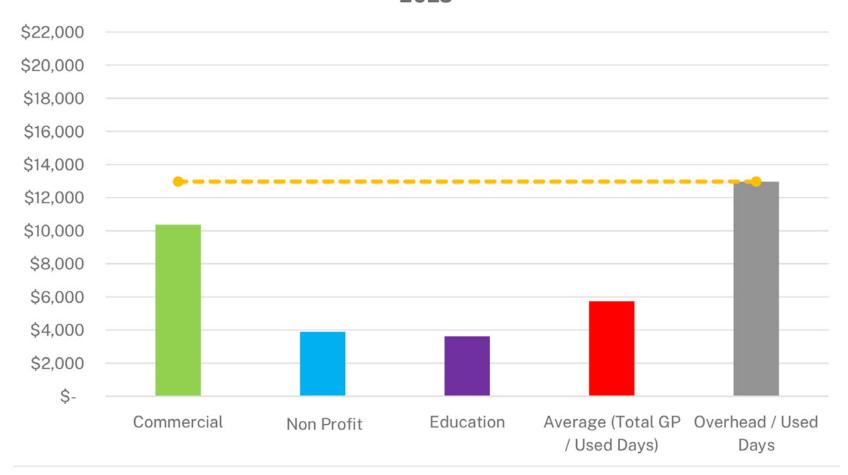


YEAR END RECITAL
PHOTO: VICTORIA ACADEMY OF BALLET

GROSS PROFIT PER DAY USED

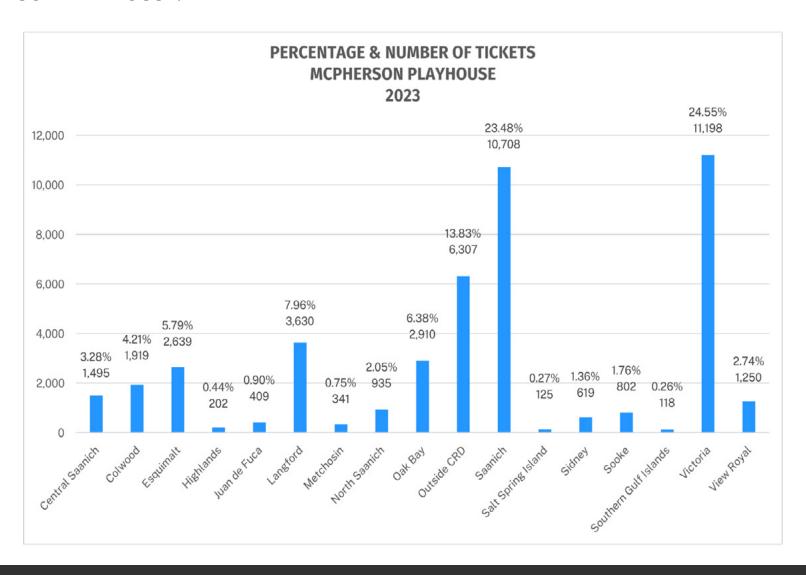
MCPHERSON PLAYHOUSE: GROSS P

GROSS PROFIT PER DAY USED MCPHERSON PLAYHOUSE 2023



ATTENDANCE BY MUNICIPALITY

MCPHERSON PLAYHOUSE:



STRATEGIC PLANNING

Throughout 2023, the full-time staff and the Board of Directors actively engaged in the process of formulating a Strategic Framework and Tactical Plan.

STRATEGIC FRAMEWORK

VISION MISSION VALUES

Our community is enriched by sustainable theatres that bring people together to share in the wonder of performance experience.

We connect artists and audiences, and provide professional stewardship of values heritage theatres.

The People.
The Place.
The Experience.

GOAL 1COHESIVE TEAM

STRATEGIC PRIORITY 1:

We must prioritize people with a safe and supportive environment.

STRATEGIC PRIORITY 2:

We must build trust to instill clarity, connection and confidence.

GOAL 2 STRONG COMMUNITY

STRATEGIC PRIORITY 3:

We must proactively strengthen relationships to achieve mutual goals in the cultural life of our community.

STRATEGIC PRIORITY 4:

We must engage with partners to further reconciliation, inclusion and accessibility.

GOAL 3 EFFECTIVE FUNDING

STRATEGIC PRIORITY 5:

We must develop a more sustainable, adaptable, diversified funding model.

STRATEGIC PRIORITY 6:

We must work with partners to build a more compelling case for support.

GOAL 4FLOURISHING VENUES

STRATEGIC PRIORITY 7:

We must strive to maintain and improve our heritage buildings to meet evolving needs, being conscious of environmental sustainability.

STRATEGIC PRIORITY 8:

We must take the lead in planning and implementing major capital projects, and seeking all resources to fund them.



TECHNOLOGY HIGHLIGHTS

A YEAR OF PLANNING FUTURE TECHNOLOGY UPGRADES

The Box Office and Technology departments are gearing up for a major upgrade to Tessitura, which is the software used to manage ticketing, fundraising, customer relationship management and marketing. This will be the largest update the software has seen in a decade and offers a wealth of new features, enhancements, and improvements to the user experience, including:

*Digital First Development Focus

*Infrastructure Improvements

*Modernized User Interface

*Accessibility

SUCCESSFULLY MANAGING CUSTOMER EXPECTATIONS THROUGH COMMUNICATION TECHNOLOGY



Through our RMTS OnStage E-News, subscribers get a monthly event listing for shows at the Royal Theatre, McPherson Playhouse, and other venues in town. Our 18,000+ subscribers also enjoy exclusive presale access and special promotions, keeping them engaged with Victoria's arts and entertainment scene!



Through our social media platforms, we keep our followers informed about show announcements, ticket availability, and seat releases. Our social media team crafts engaging posts such as Fun Facts, Tech Tuesdays, Throwback Thursdays, ticket giveaways, blog features, and a variety of other content to ensure continuous interaction with our audience.



Social media campaigns kick off as shows go on sale through our Box Office, drawing in enthusiastic audiences who quickly buy tickets. We leverage our high-volume sales technology to promptly respond and facilitate fair ticket purchasing opportunities for all buyers. Moreover, our virtual waiting room helps us keep waiting customers informed with live updates, managing their expectations effectively. This service is highly valued by customers, as waiting for hours only to reach a sold-out event can be frustrating for our eager audiences.

CAPITAL PROJECTS

CAPITAL FUNDS:

Capital project funds allocated for the upkeep and enhancement of the Royal Theatre and McPherson Playhouse are restricted from being used for operational expenses. These funds are managed by the Capital Regional District. Additionally, the RMTS supports capital projects for the theatres by supplementing them with revenue earned.

ROYAL THEATRE:

- Completed HVAC replacement for the audience chamber.
- Replaced stage monitoring speaker system.
- New 4K projector with assorted lenses for scenic projection and presentations.
- Purchased an assortment of new versatile microphones.
- Replaced stage lighting fixtures with LED and added additional moving light fixtures.

MCPHERSON PLAYHOUSE:

- Replaced stage monitoring speaker system.
- Heat pump installed for temperature control of equipment racks.
- Replaced stage lighting fixtures with LED and added additional stage moving light fixtures.
- Added touchless faucets.

REPLACED STAGE MONITOR SPEAKER SYSTEMS







In 2023, a complete replacement of the stage monitor speaker systems at the Royal Theatre and McPherson Playhouse were completed. The existing equipment had been in service for over 20 years, far surpassing it's expected lifespan.

Extensive demos were conducted by multiple manufacturers with the contract ultimately being awarded to d&b audiotechik of Germany. Over several months the system was installed and commissioned by our Assistant Technical Director, Head of Audio. The theatres now benefit from state-of-the-art equipment that will last for decades to come.





COMMUNITY ENGAGEMENT

Throughout the year, the Royal and McPherson Theatres Society strives to find opportunities to collaborate with local organizations and give back to the community that so graciously supports us.

GALLERY AT THE MAC

The Gallery at the Mac once again filled the mezzanine lobby with creativity, showcasing the talents of local visual artists, while delighting audiences who attended performances at the McPherson Playhouse. Exhibits in 2023 included Shawnigan Lake School, St. Michaels University School, and in partnership with the Victoria Arts Council, Salish Weave Collection. Salish Weave is a large private collection of contemporary Coast Salish art that weaves together the distinctive art form, designs, and style of established and emerging artists.









RMTS COMMUNITY OPPORTUNITIES PROGRAM

The Community Opportunities Program gives local non-profit and charitable organizations the opportunity to use the theatres for fundraising efforts. The RMTS supports their efforts by providing use of the theatres, rent free. In 2023, the theatres welcomed Pacific Opera Victoria's Timothy Vernon Celebration and the Salvation Army with the Naden Band of the Royal Canadian Navy for their annual holiday toy drive.

FUNDRAISER TICKET DONATIONS

In 2023, the RMTS facilitated ticket donations to the following 24 community event fundraising efforts:

- Kiwanis Club
- Deep Cove School
- Mt Doug Rams
- Oak Bay Beach Hotel
- The Chamber
- Children's Health Foundation
- Strawberry Vale Co-Op Preschool
- Greater Victoria Down Syndrome Society

- Pender Lions
- Victoria High School Musical Theatre
- Victoria Hospitals Foundation
- Ecostar Awards
- Cops for Cancer
- Island Kids Cancer Association
- Canadian College of Performing Arts
- St. Andrews Presbyterian Church

- Island Prostate Centre
- Victoria Brain Injury Society
- Northridge Elementary PAC
- Selkirk Montessori School
- Cordova Bay Elementary PAC
- Crohns and Colitis Canada
- Reynolds Secondary Musical Theatre
- University of Victoria United Way Campaign

LOCAL PRESENTERS

Proudly supporting local organizations, the Royal and McPherson Theatres Society facilitates and prioritizes the use of the Royal Theatre and McPherson Playhouse for the following non-profit groups. Please use the logo links below to learn more about each of these organizations and how they enrich the cultural life of the community.













































Our business is to bring people together, connecting artists and audiences to share the wonder of live performance!

THANK YOU FOR THE SUPPORT

The symbiotic relationship among theatres, clients, performers, and audiences underscores the significance of supporting local theatres, thereby nurturing the interconnected network of arts, culture, and entertainment within the community. The RMTS expresses gratitude for the unwavering support extended by the community in 2023, enabling us to take care of these cherished heritage theatres for future generations.

WE GRATEFULLY ACKNOWLEDGE THE CONTINUED SUPPORT FROM OUR MUNICIPAL FUNDING PARTNERS

The Royal Theatre receives a \$100,000 operating grant contributed by Oak Bay, Saanich and Victoria.

The McPherson Playhouse receives a \$350,000 operating grant from the City of Victoria.

RECOVERY FUNDING



Thank you to the Government of Canada, Department of Canadian Heritage, for an operation grant in the amount of \$50,000 and administered through the Arts and Cultural Recovery Program for Professional Arts Presentation Organizations.

INDIVIDUAL DONORS

Thank you to the individual donors for all your support as we recovered and rebuilt from the devastating impacts of the pandemic. Every dollar donated ensured the day-to-day operations and maintenance of these loved local theatres continued, enabling a vibrant future of enriching experiences and lasting memories at the theatres for generations to come.

TICKET SPONSOR







Thank you to our Exclusive Television and Radio Media Sponsors, Bell Media through CTV Vancouver Island, CFAX 1070 and 107.3 Virgin Radio for all their support of live events in our community.

THANK YOU:

The Royal and McPherson Theatres Society extends a thank you to the City of Victoria for providing a permissive tax exemption for the McPherson Playhouse.

ROYAL & MCPHERSON THEATRES SOCIETY 2023 ANNUAL REPORT

McPHERSON PLAYHOUSE

3 Centennial Square Victoria, BC V8W 1P5

ADMINISTRATION OFFICE

#302-1005 Broad Street Victoria, BC V8W 2A1

250.361.0800 Box Office: 250.386.6121

ROYAL THEATRE

805 Broughton Street Victoria, BC V8W 1E5

www.rmts.bc.ca

LET'S GET SOCIAL!





CAPITAL REGIONAL DISTRICT 2025 BUDGET

Royal Theatre

ROYAL AND MCPHERSON THEATRE SERVICE COMMISSION REVIEW

Service: 1.290 Royal Theatre Committee: Finance

DEFINITION:

The function of purchasing, maintaining, equipping, operating and selling the Royal Theatre in Victoria to the Capital Regional District. The function is for the purpose of pleasure, recreation and community use and includes all facilities and concessions associated with the Royal Theatre and a parking lot. Local Services Establishment Bylaw No. 2587, March 25, 1998.

SERVICE DESCRIPTION:

This is a service to provide funding for the support of the Royal Theatre in the City of Victoria as a community centre of art and education. Ownership was transferred to the CRD in 1998. The service operates under an agreement with the Royal and McPherson Theatres Society Board who manage the theatre in return for financial support.

PARTICIPATION:

City of Victoria, District of Saanich, and District of Oak Bay, apportioned 50% on converted value of land and improvements and 50% on the basis of population (see bylaw for details).

MAXIMUM LEVY:

Greater of \$580,000 or \$0.00590 per \$1000 of net taxable value of land and improvements.

Note: Grants in Lieu of Taxes paid to the Regional District will be held to the credit of the participant.

MAXIMUM CAPITAL DEBT:

NIL

COMMISSION:

Royal and McPherson Theatre Society reporting to a sub-committee of the Finance Committee.

FUNDING:

			BUDGET REQUEST				
ROYAL THEATRE	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	
OPERATING COSTS:							
Third Party Payment	37,535	37,535	37,096	-	-	37,096	
Insurance Costs	44,300	44,300	50,490	-	-	50,490	
Standard Overhead Allocation	17,565	17,565	17,814	-	-	17,814	
Arts Manager Allocation	-	-	-	-	-	0	
Operating Cost - Other (Interest)	600	600	600	-	-	600	
TOTAL OPERATING COSTS	100,000	100,000	106,000	-	-	106,000	
*Percentage Increase	,	0.00%	6.00%			6.00%	
G							
CAPITAL / RESERVE							
Capital Equipment Purchase	105,000	105,000	105,000	-	-	105,000	
Transfer to Capital Reserve Fund	375,000	375,000	385,000	-	-	385,000	
TOTAL CAPITAL COSTS	480,000	480,000	490,000	<u>-</u>	<u>-</u>	490,000	
TOTAL COSTS	580,000	580,000	596,000	-	-	596,000	
		0.00%	2.76%			2.76%	
FUNDING SOURCES (REVENUE)							
Estimated balance C/F from current to Next year							
Balance C/F from Prior to Current year Revenue - Other	-	-					
TOTAL REVENUE	-	-	-	-	-		
REQUISITION	(580,000)	(580,000)	(596,000)	-	-	(596,000)	

FUTURE PROJECTIONS									
2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL						
37,521 55,539 18,340	37,529 61,092 18,779	37,070 67,201 19,229	35,989 73,922 19,689						
600	600	600	600						
112,000	118,000	124,100	130,200						
5.66%	5.36%	5.17%	4.92%						
105,000	109,000	109,000	113,000						
385,000	381,000	381,000	377,000						
490,000	490,000	490,000	490,000						
602,000	608,000	614,100	620,200						
1.01%	1.00%	1.00%	0.99%						
-	-	-	-						
(602,000)	(608,000)	(614,100)	(620,200)						

CAPITAL REGIONAL DISTRICT

FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.290	Carry							
	Royal Theatre	Forward	2025	2026	2027	2028	2029	TOTAL	
		from 2024							
	EXPENDITURE								
	Buildings	\$112,000	\$1,058,000	\$1,043,000	\$0	\$0	\$0	\$2,101,000	
	Equipment	\$0	\$345,000	\$55,000	\$0	\$16,500	\$0	\$416,500	
	Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
		\$112,000	\$1,403,000	\$1,098,000	\$0	\$16,500	\$0	\$2,517,500	
	SOURCE OF FUNDS								
	Capital Funds on Hand	\$112,000	\$112,000	\$0	\$0	\$0	\$0	\$112,000	
	Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Grants (Federal, Provincial)	\$0	\$0	\$380,000	\$0	\$0	\$0	\$380,000	
	Donations / Third Party Funding	\$0	\$375,000	\$380,000	\$0	\$0	\$0	\$755,000	
	Reserve Fund	\$0	\$916,000	\$338,000	\$0	\$16,500	\$0	\$1,270,500	
		\$112,000	\$1,403,000	\$1,098,000	\$0	\$16,500	\$0	\$2,517,500	

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:	1.290
Service Name:	Royal Theatre

PROJECT DESCRIPTION		PROJECT BUDGET & SCHEDULE												
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2024	2025	2026	2027	2028	2029	5 - Year	Total
20-03	New	Add Balcony & Pit Railings	Add railings to ensure patron safety and comfort	\$ 75,000	В	Res		75,000					\$ 7	75,000
21-12	Renewal	Repair Building Envelope	Repairing building envelope of the 1914 structure.	\$ 2,293,000	В	Res		375,000	93,000				\$ 46	68,000
	Renewal	Repair Building Envelope	Repairing building envelope of the 1914 structure.		В	Other		375,000					\$ 37	75,000
21-13	Renewal	Plan, Rebuild and Expand Orchestra Pit	Plan, Rebuild and expand orchestra Pit to allow increased physical distancing of musicians and performers	\$ 115,000	В	Сар	112,000	112,000					\$ 11	12,000
24-01	Replacement	Repour and refinish concrete main floor and replacement of seats and aisle lights	Repour and refinish concrete main floor and replacement of seats and aisle lights	\$ 700,000	В	Other	→		280,000				\$ 28	80,000
24-01	Replacement	Repour and refinish concrete main floor and replacement of seats and aisle lights	Repour and refinish concrete main floor and replacement of seats and aisle lights.		В	Grant	→		280,000				\$ 28	80,000
24-01	Replacement	Repour and refinish concrete main floor and replacement of seats and aisle lights	Repour and refinish concrete main floor and replacement of seats and aisle lights.		В	Res			140,000				\$ 14	40,000
24-04	Renewal	Wardrobe Department Upgrade	Upgrade wardrobe department	\$ 83,000	В	Res							\$	-
24-05	Renewal	Restore Stage Surface	Deep restoration and refinish of stage surface	\$ 59,000	В	Res	→	59,000					\$ 5	59,000
25-01	Replacement	Replace Seats and Aisle Lights in balcony	Replace 20 year old seats in balcony	\$ 250,000	В	Other			100,000				\$ 10	00,000
25-01	Replacement	Replace Seats and Aisle Lights in Balcony	Replace 20 year old seats in balcony.		В	Grant	→		100,000				\$ 10	00,000
25-01	Replacement	Replace Seats and Aisle Lights in Balcony	Replace 20 year old seats in balcony.		В	Res	→		50,000				\$ 5	50,000
25-02	Replacement	Replace APs and UPS	Replace wireless access points and back up batteries	\$ 15,000	E	Res		15,000					\$ 1	15,000
25-03	Replacement	Replace Automated Lighting Fixtures	Replace lighting fixtures with new supported system with energy efficient LED technology	\$ 135,000	E	Res		135,000					\$ 13	35,000
25-04	Replacement	Replace Security Camera System	Replace aging security camera system	\$ 32,000	E	Res		32,000					\$ 3	32,000
25-05	Replacement	Replace Main Electrical Panel	Replace 22 year old water damaged main electrical panel	\$ 130,000	E	Res		130,000					\$ 13	30,000
25-06	Renewal	Add new storage in bar and concession	Add new storage in bar and concession for efficiency and security of inventory	\$ 12,000	В	Res		12,000					\$ 1	12,000
25-07	Replacement	Replace Green Room and Dressing Room Furniture	Replace chairs purchased in 2002 and reupholster modular couches	\$ 33,000	E	Res		33,000					\$ 3	33,000
25-08	Defer	Emergency Repairs	Unforeseen emergency repairs.	\$ 50,000	В	Res		50,000					\$ 5	50,000
26-01	Replacement	Replace Switches	Replace network switches	\$ 55,000	E	Res			55,000				\$ 5	55,000
28-01	Replacement	Replace SRST	Replace Cisco phone communications system	\$ 16,500	E	Res					16,500		\$ 1	16,500
													\$	-
													\$	
			Grand Total	\$ 4,053,500				\$ 1,403,000	\$ 1,098,000	\$ -	\$ 16,500	\$	- \$ 2,5	517,50

Service: 1.290 Royal Theatre

Project Number 20-03 Capital Project Title Add Balcony & Pit Railings Capital Project Description Add railings to ensure patron safety and comfort

Project Rationale The addition of railings will ensure patron safety and comfort while moving to and from seats in the balcony area of the theatre.

Project Number 21-12 Capital Project Title Repair Building Envelope Capital Project Description Repairing building envelope of the 1914 structure.

Project Rationale Flagged as immediate priority in Royal Theatre – Building Envelope Assessment Report prepared for the CRD Dec. 8, 2020 by Stantec Architecture Ltd. Repairing building envelope will ensure the 1914 structure will remain stable and will reduce energy consumption

Plan, Rebuild and expand orchestra Pit to
Project Number 21-13

Capital Project Title Plan, Rebuild and Expand Orchestra Pit

Capital Project Description allow increased physical distancing of musicians and performers

Project Rationale Plan, rebuild and expand orchestra pit to align with professional standards of performing arts organizations.

Project Number 24-01 Capital Project Title
Repour and refinish concrete main floor and replacement of seats and aisle lights
Capital Project Description
Repour and refinish concrete main floor and replacement of seats and aisle lights

Project Rationale Repouring and refinishing concrete main floor for improved safety, hygiene and cleaning protocols. Replacing the seats and lights for patrons comfort and safety. New seating will improve cleaning protocols. Current seats reaching end of useful life.

Project Number 24-04 Capital Project Title Wardrobe Department Upgrade Capital Project Description Upgrade wardrobe department

Project Rationale Upgrade wardrobe department with electrical upgrade, extensive plumbing upgrades, dropped ceiling and drywall to accommodate two more stacked washers and dryers in order to meet clients'

Project Number 24-05 Capital Project Title Restore Stage Surface Capital Project Description Deep restoration and refinish of stage surface

Project Rationale Deep restoration and refinish of stage surface to return to fixed level.

Project Number 25-01 Capital Project Title Replace Seats and Aisle Lights in balcony Capital Project Description Replace 20 year old seats in balcony

Project Rationale Replacing the seats and lights for patrons comfort and safety. New seating will improve cleaning protocols. Current seats are reaching end of useful life.

Service: 1.290 **Royal Theatre** Capital Project Description batteries Replace wireless access points and back up Capital Project Title Replace APs and UPS Project Number 25-02 Project Rationale Replace APs and UPS to update the network infrastructure as required by CRD Information Technology replacement plan. Capital Project Description Replace lighting fixtures with new supported system with energy efficient LED technology Project Number 25-03 Capital Project Title Replace Automated Lighting Fixtures Project Rationale Original fixtures have not been supported by the manufacturer for over 7 years and parts are no longer available. New fixtures will have energy efficient LED technology and purchased as a system will ensure consistent build quality, internal parts and firmware. Project Number 25-04 Capital Project Title Replace Security Camera System Capital Project Description Replace aging security camera system Project Rationale Current security camera system legacy equipment is not supported by current security monitoring company. Purchase of new CRD supplied cameras and supporting hardware provides longevity and support for safety and security at the theatre. Capital Project Description Replace 22 year old water damaged main electrical panel Project Number 25-05 Capital Project Title Replace Main Electrical Panel Project Rationale Main electrical panel has been damaged by water and is no longer reliable. Capital Project Description Add new storage in bar and concession for Project Number 25-06 Capital Project Title Add new storage in bar and concession efficiency and security of inventory Project Rationale Adding new lockable storage cabinet in the bar and concession will improve efficiency and security of inventory. Capital Project Description Replace chairs purchased in 2002 and reupholster modular couches Capital Project Title Replace Green Room and Dressing Room Furniture Project Number 25-07 Project Rationale Replacing chairs purchased in 2002 and reupholstering modular couches in dressing rooms and green for improved artist comfort and service. Project Number 25-08 Capital Project Title Emergency Repairs Capital Project Description Unforeseen emergency repairs. Project Rationale Capital funds to accommodate any emergency repairs to the building.

Service:	1.290	Royal Theatre	
Project Number		Capital Project Title Replace Switches frastructure as required by CRD Information Technology replacement plan.	Capital Project Description Replace network switches
Project Number	28-01	Capital Project Title Replace SRST	Capital Project Description Replace Cisco phone communications system
Project Rationale	Replace Cisco phone communication	ons as required by CRD Information Technology replacement plan.	

1.290 Royal Theatre Asset and Reserve Summary 2025 - 2029 Financial Plan

Asset Profile

Royal Theatre

Assets held by the Royal Theatre service consist of land, Royal Theatre built in 1913 as well as various equipment. Royal Theatre was renovated in 2003 and 2005.

Capital Reserve Fund Schedule

Reserve Fund: 1.290 Royal Theatre Capital Reserve Fund (Bylaw No. 2855)

Cost Centre: 101607 (PLO)

Capital Reserve Fund	Est Actual			Budget		
Projected year end balance	2024	2025	2026	2027	2028	2029
Beginning Balance	1,235,072	1,153,072	682,072	729,072	1,110,072	1,474,572
Planned Capital Expenditure (Based on Capital Plan)	(517,000)	(916,000)	(338,000)	-	(16,500)	-
Transfer from Operating Budget Interest Income**	375,000 60,000	385,000 60,000	385,000	381,000	381,000	377,000
Total projected year end balance	1,153,072	682,072	729,072	1,110,072	1,474,572	1,851,572

^{**} Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

CAPITAL REGIONAL DISTRICT 2025 BUDGET

McPherson Theatre

ROYAL AND MCPHERSON THEATRE SERVICES ADVISORY COMMITTEE REVIEW

Service: 1.295 McPherson Theatre Committee: Finance

DEFINITION:

A local service established for the purpose of purchasing, maintaining, equipping and operating the McPherson Playhouse in Victoria, British Columbia. Local Services Establishment Bylaw No. 2685, March 10, 1999.

SERVICE DESCRIPTION:

This is a service to provide funding for the support of the McPherson Theatre in the City of Victoria. The service operates under an agreement with the Royal and McPherson Theatres Society Board who manage the theatre in return for financial support. This building operation was transferred to the CRD for ease of administration with the Royal & McPherson Theatres Society and to recognize the benefits of one organization operating the two theatres (one ticket system, ability to move acts between if financially beneficial, etc.)

PARTICIPATION:

The City of Victoria is the only participant.

MAXIMUM LEVY:

The maximum amount that may be requisitioned under section 816(1) of the Municipal Act (Section 803 of the Local Government Act) for the annual cost of the local service will be:

- (a) for capital expenditures including but not limited to, the renovation, reconstruction or rebuilding of a performing arts theatre, machinery and equipment, reserve fund transfer and annual debt servicing payments. The maximum amount will be \$400,000.
- (b) for annual operating expenditures which may also include expenditures of a nature referred to in (a) above, the maximum amount will be \$350,000.

MAXIMUM CAPITAL DEBT:

None

COMMISSION:

Royal and McPherson Theatre Society reporting to a sub-committee of the Finance Committee.

FUNDING:

			BUDGET REQUEST		F	UTURE PROJE	ECTIONS			
McPHERSON THEATRE	2024 BOARD BUDGET	2024 ESTIMATED ACTUAL	2025 CORE BUDGET	2025 ONGOING	2025 ONE-TIME	2025 TOTAL	2026 TOTAL	2027 TOTAL	2028 TOTAL	2029 TOTAL
OPERATING COSTS: Third Party Payments Standard Overhead Allocation Arts Manager Allocation Interest Charge	306,282 34,959 7,565 300	306,282 34,959 7,565 300	306,081 34,911 7,814 300	- - - -	- - - -	306,081 34,911 7,814 300	304,808 35,958 8,040 300	303,856 36,677 8,273 300	302,882 37,411 8,513 300	301,888 38,159 8,759 300
TOTAL OPERATING COSTS	349,106	349,106 0.00%	349,106 0.00%	<u>-</u>		349,106 0.00%	349,106 0.00%	349,106 0.00%	349,106 0.00%	349,106 0.00%
*Percentage Increase CAPITAL / RESERVE Capital Equipment Purchases Transfer to Reserve Fund TOTAL CAPITAL / RESERVES	90,000 346,233 436,233	90,000 346,233 436,233	90,000 346,233 436,233	- - -	- - -	90,000 346,233 436,233	90,000 346,233 436,233	94,000 342,233 436,233	94,000 342,233 436,233	98,000 338,233 436,233
TOTAL COSTS	785,339	785,339	785,339	-	-	785,339	785,339	785,339	785,339	785,339
FUNDING SOURCES (REVENUE) Estimated balance C/F from current to Next year Balance C/F from Prior to Current year Grants In Lieu of Taxes	- (35,339)	- - (35,339)	(35,339)	-	-	(35,339)	(35,339)	(35,339)	(35,339)	(35,339)
TOTAL REVENUE	(35,339)	(35,339)	(35,339)	-	-	(35,339)	(35,339)	(35,339)	(35,339)	(35,339)
REQUISITION	(750,000)	(750,000)	(750,000)	-	-	(750,000)	(750,000)	(750,000)	(750,000)	(750,000)
*Percentage increase over prior year requisition		0.0%	0.00%			0.00%	0.00%	0.00%	0.00%	0.00%

CAPITAL REGIONAL DISTRICT FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2025 to 2029

Service No.	1.295 McPherson Theatre	Carry Forward from 2024	2025	2026	2027	2028	2029	TOTAL
	EXPENDITURE							
	Buildings	\$0	\$554,000	\$238,000	\$190,000	\$0	\$0	\$982,000
	Equipment	\$0	\$122,000	\$44,000	\$0	\$16,500	\$0	\$182,500
	Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Engineered Structures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Vehicles	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$676,000	\$282,000	\$190,000	\$16,500	\$0	\$1,164,500
	SOURCE OF FUNDS							
	Capital Funds on Hand	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Debenture Debt (New Debt Only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Equipment Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Grants (Federal, Provincial)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Donations / Third Party Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Reserve Fund	\$0	\$676,000	\$282,000	\$190,000	\$16,500	\$0	\$1,164,500
		\$0	\$676,000	\$282,000	\$190,000	\$16,500	\$0	\$1,164,500

CAPITAL REGIONAL DISTRICT

5 YEAR CAPITAL PLAN

2025 - 2029

Service #:	1.295
Service Name:	McPherson Theatre

	PROJECT DESCRIPTION									PROJE	CT BUDGE	T & SCHEDULE				
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Proje	ect Budget	Asset Class	Funding Source	Carryforward from 2024	2025		2026	2027	2028	2029	5 - Y	ear Total
21-13	Renewal	Repair Building Envelope and Restore Façade	Repair building envelope and restore façade	\$	1,163,000	В	Res		\$ 300,0	00 \$	238,000	\$ 190,000			\$	728,000
22-06	Renewal	Recoating of Fibreglass Façade	Recoating of fibreglass façade	\$	26,000	В	Res								\$	-
22-07	Renewal	Repair Stand-alone canopies	Repair stand-alone canopies	\$	5,000	В	Res								\$	-
24-02	Replacement	Replace Architectural Detail Lighting	Replace tungsten and quartz architectural lights with LED technology	\$	20,000	В	Res								\$	-
24-05	Replacement	Remove Concrete Canopies	Remove concrete canopies	\$	40,000	В	Res								\$	-
25-01	Replacement	Replace APs and UPS	Replace wireless access points and back up batteries	\$	15,000	Е	Res		\$ 15,0	00					\$	15,000
25-02			Replace outdoor digital sign with new hardware and new LED panels	\$	81,000	E	Res		\$ 81,0	00					\$	81,000
25-03	Replacement	Balcony Lighting Pipes and LED Fixtures Upgrade	Upgrade the balcony lighting positions including fall protection to meet safety and seismic regulations and automated lighting fixtures	\$	204,000	В	Res		\$ 204,0	00					\$	204,000
25-04	Replacement	Replace Security Camera System	Replace aging security camera system	\$	26,000	E	Res		\$ 26,0	00					\$	26,000
25-05	Defer	Emergency Repairs	For Unforeseen Emergency Repairs	\$	50,000	В	Res		\$ 50,0	00					\$	50,000
26-01	Replacement	Replace Switches	Replace network switches	\$	44,000	E	Res			\$	44,000				\$	44,000
28-01	Replacement	Replace SRST	Replace Cisco phone communications system	\$	16,500	E	Res						\$ 16,50	0	\$	16,500
															\$	-
			Grand Total	\$	1,690,500				\$ 676,	000 \$	282,000	\$ 190,000	\$ 16,5	00 \$	\$	1,164,500

Service: 1.295 McPherson Theatre

Project Number 21-13 Capital Project Title Repair Building Envelope and Restore Façade

Capital Project Description Repair building envelope and restore façade

Project Rationale Flagged as immediate priority in McPherson Playhouse – Building Envelope Assessment Report prepared for the CRD Dec. 8, 2020 by Stantec Architecture Ltd. Repairing building envelope will ensure the 1913 structure will remain stable and will reduce energy consumption. Restoring the 1913 façade will include point work on the bricks, gutter replacement and refinishing the fiberglass stonework around the historic wooden doors.

Project Number 22-06 Capital Project Title Recoating of Fibreglass Façade Capital Project Description Recoating of fibreglass façade

Project Rationale Flagged as immediate priority in McPherson Playhouse – Building Envelope Assessment Report prepared for the CRD Dec. 8, 2020 by Stantec Architecture Ltd. Recoating the fibreglass façade will reduce shredding and breaking down.

Project Number 22-07 Capital Project Title Repair Stand-alone canopies Capital Project Description Repair stand-alone canopies

Project Rationale As indicated in the 2022 McPherson Playhouse Detailed Seismic Assessment by Stantec Consulting Ltd., develop plan to remove concrete roof slabs and replace with a lightweight steel structure which will reduce seismic weight of the canopies by 80%.

Project Number 24-02 Capital Project Title Replace Architectural Detail Lighting Capital Project Description Replace tungsten and quartz architectural lights with LED technology

Project Rationale Replace tungsten and quartz architectural lights with LED fixtures for reduced heat load, reduced electrical consumption and brighter, higher quality of light for patron comfort and safety in the audience chamber

Project Number 24-05 Capital Project Title Remove Concrete Canopies Capital Project Description Remove concrete canopies

Project Rationale As indicated in the 2022 McPherson Playhouse Detailed Seismic Assessment by Stantec Consulting Ltd., the current concrete canopies are deficient under current seismic loads and will become a safety risk. In preparation of replacing with a lightweight steel structure, the concrete roof slabs must be removed.

Project Number 25-01 Capital Project Title Replace APs and UPS Capital Project Description Replace wireless access points and back up batteries

Project Rationale Replace APs and UPS to update the network infrastructure as required by CRD Information Technology replacement plan.

Project Number 25-02 Capital Project Title Replace Outdoor Digital Sign Capital Project Description Replace outdoor digital sign with new hardware and new LED panels

Project Rationale The current sign is degrading and the LED modules and connectivity through the network controller are failing. The new LED panels have a much longer lifespan. A new sign will provide information on upcoming events.

Service:	1.295	McPherson Theatre
Project Number	25-03	Capital Project Title Upgrade Upgrade Upgrade Upgrade Upgrade Upgrade the balcony lighting positions including fall protection to meet safety and seismic regulations and automated lighting fixtures
Project Rationale	Upgrade the balcony hanging lighting be accessed remotely.	positions including engineered fall protection to meet safety and seismic regulations and replace lighting fixtures with energy efficient automated fixtures so the fixtures can
Project Number	25-04	Capital Project Title Replace Security Camera System Capital Project Description Replace aging security camera system
Project Rationale	Current security camera system legac safety and security at the theatre.	ey equipment is not supported by current security monitoring company. Purchase of new CRD supplied cameras and supporting hardware provides longevity and support for
Project Number Project Rationale		Capital Project Title Emergency Repairs Capital Project Description For Unforeseen Emergency Repairs y emergency repairs to the building.
Project Number	26-01	Capital Project Title Replace Switches Capital Project Description Replace network switches
Project Rationale	Replace switches in the network infra	structure as required by CRD Information Technology replacement plan.
Project Number	28-01	Capital Project Title Replace SRST Capital Project Description Replace Cisco phone communications system
Project Rationale	Replace Cisco phone communication	s as required by CRD Information Technology replacement plan.

1.295 McPherson Theatre Asset and Reserve Summary 2025 - 2029 Financial Plan

Asset Profile

McPherson Theatre

Assets held by the McPherson Theatre service consist of new upgrades to McPherson Theatre built in 1914 as well as various equipment.

Capital Reserve Fund Schedule

Reserve Fund: 1.295 McPherson Playhouse Capital Reserve Fund (Bylaw No. 3270)

Cost Centre: 101899 (PLO)

Capital Reserve Fund	Est Actual			Budget		
Projected year end balance	2024	2025	2026	2027	2028	2029
Beginning Balance	2,583,224	2,712,633	2,482,866	2,547,099	2,699,332	3,025,065
Planned Capital Expenditure (Based on Capital Plan)	(332,000)	(676,000)	(282,000)	(190,000)	(16,500)	-
Transfer from Operating Budget	346,233	346,233	346,233	342,233	342,233	338,233
Interest Income*	115,176	100,000				
Total projected year end balance	2,712,633	2,482,866	2,547,099	2,699,332	3,025,065	3,363,298

^{*} Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.



REPORT TO HOSPITALS AND HOUSING COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 6, 2024

SUBJECT Provincial Rental Protection Fund Overview and Analysis

ISSUE SUMMARY

This report provides an overview of the Rental Protection Fund.

BACKGROUND

On September 11, 2024, the Board approved the following Motion with Notice:

"That staff report back to the Hospitals and Housing Committee about options and opportunities with respect to the province's Rental Protection Fund."

In January 2023, the Province of British Columbia announced the creation of a \$500 million (M) Rental Protection Fund (RPF) aimed at protecting tenants and preserving existing rental housing. The RPF provides one-time capital grants to non-profit housing organizations to purchase existing residential rental buildings and ownership co-operatives listed for sale. The RPF aims to protect individuals and families living in unsubsidized housing with below-market rents. These units are often in older buildings or apartments that have lower rents due to location, age, or length of tenure. The program is designed to ensure the long-term availability of these affordable units.

The RPF's objective is to help keep people in their homes by stemming the net loss of affordable rental housing. The RPF aims to safeguard affordable rental homes for the long term, eliminating the need for ongoing operating subsidies while ensuring long-term stability for tenants. By securing existing below-market rental housing, the RPF helps address the needs of low- to moderate-income households, reduces pressure on the limited rental market, and protects existing affordable housing.

The following types of organizations can access the RPF:

- Non-profit societies incorporated under the BC Societies Act
- Housing cooperatives incorporated under the BC Cooperative Associations Act
- Indigenous housing providers operating as non-profits
- Charitable organizations incorporated under the Canadian Not-for-Profit Corporations Act

The RFP application process consists of three stages:

- Stage 1 Applicant Pre-Qualification: This stage ensures that applicants meet specific financial and operational criteria, including capacity, experience, and mission alignment. The evaluation assesses the organization's readiness to acquire, own, and operate additional affordable housing. Pre-qualification is required before advancing.
- Stage 2 Property Pre-Qualification: Applicants must submit an inquiry to the RPF providing high-level property details to confirm alignment with the Fund's Eligible Properties Criteria. This step must be completed before proceeding to the detailed due diligence and underwriting required for the Stage 3 Acquisition Proposal.

 Stage 3 – Acquisition Proposal: To submit a complete proposal, applicants must have conducted thorough due diligence. Contributions from the Fund must be combined with long-term mortgage financing secured by the applicant. Therefore, applicants must advance their underwriting significantly and obtain a commitment from their preferred lender before submitting at this stage.

As of October 2024, the RPF has announced the acquisition of three buildings, totaling 81 units, in the capital region:

- 860 Carrie Street in Esquimalt: A 16-unit apartment building acquired by Lu'ma Native Housing Society.
- 430 Michigan Street and 1500 Chambers Street in Victoria: Two apartment buildings, with a combined total of 68 units, acquired by the Greater Victoria Housing Society.

As the Capital Region Housing Corporation (CRHC) is a non-profit housing provider incorporated under the *Business Corporations Act*, which is not included in the list of eligible applicants, staff have engaged the RPF and are awaiting confirmation that the CRHC is eligible. In the meantime, housing staff have submitted a combined CRD and CRHC Stage 1 application for pre-qualified status under the RPF. Achieving pre-qualified status will enable the CRD and CRHC to seek and acquire properties that meet the RPF's eligibility criteria in a more effective and timely manner.

IMPLICATIONS

Financial Implications

CRD staff estimate the approximate cost of the necessary due diligence for acquiring an individual property could exceed \$150 thousand (k), with additional consultant support for coordinating activities potentially adding another \$25k to \$50k.

It's important to note that prior to receiving acquisition approval through the RPF, the CRD or CRHC would need to secure funds to place a deposit on the property. This deposit may be unrecoverable if the RPF does not approve the final application. For example, when the CRHC purchased the Hockley House property in 2021 for approximately \$31M, the deposit was \$500K. Similarly, deposits for properties under the RPF could reach into the hundreds of thousands of dollars, exceeding the costs typically associated with due diligence.

The RPF requires applicants to maintain the asset for a minimum of 20 years and keep rents at affordable levels. This requirement can pose potentially significant risks for applicants, particularly depending on the level of deferred maintenance and types of buildings involved. For example, in a townhome context, a high number of building envelopes relative to a small number of homes may strain the ability of the asset to cash flow debt obligations, cover administrative costs, and fulfill maintenance requirements over the 20-year timeframe as required by the RPF. Additionally, while purchasers may redevelop a property with approval from the RPF, such redevelopment must result in an increase in affordable rental units.

The CRHC Five Year Major Capital Expenditure Plan which was approved by the CRHC Board in December 2023, does not include any resource allocation to support costs associated with undertaking due diligence work that is outside of those projects contained within the Plan. For reference, the 2024-2028 Plan contained a total of 804 homes in construction or pre-construction and an additional 717 homes that were to be included in new grant funding applications. The

CRHC also successfully secured funding commitments for 593 of the 717 home applications submitted. The CRHC does not have sufficient operational reserves currently to place additional funds at-risk by undertaking unplanned due diligence work or to place deposits on prospective properties.

Service Delivery Implications

The RPF is eligible for the acquisition of buildings, not individual units, and is specifically designed for self-contained units, rather than single-room occupancy (SRO) units. The fund supports the acquisition of existing, occupied properties, rather than new developments, and targets those at risk of redevelopment or significant rent increases. Properties must contain a minimum of five units (four in rural and remote municipalities) and primarily consist of residential space, with commercial use not permitted to exceed 25% of the total floor space.

Eligible properties should be freehold and of a scale and geography that is operationally efficient and aligned with the applicant organization's capacity. Properties must not currently be owned by a government entity (federal, provincial, or municipal) and should not be bound by Operating Agreements or reliant on Operating Subsidies/Agreements once acquired.

Additionally, to be eligible under the RPF, eligible properties should have a significant number of units attainable to middle-income British Columbians. Properties that have experienced high turnover in recent years may indicate that significant rent increases have already occurred, which could impact the eligibility of an acquisition.

Applicants to the RPF are expected to secure long-term, first-mortgage financing for acquisition and/or renovation costs. Acquisitions should align with the applicant's current portfolio and experience - demonstrating project management and operational capabilities with similar properties. Additionally, operational, and administrative expenses should reflect reasonable operating expense ratios, considering the size, age, condition, and operational history of the buildings.

In terms of the minimum necessary due diligence work for Stage 3, the following would likely be required:

- Independent Appraisal
- Building Condition Assessment
- Letter of intent from lender
- Affordability Strategy

- A Tenant & Turnover Strategy
- Asset management plan
 Proforms • Proforma and cashflow analysis

In addition to these documents, the CRD or CRHC would likely also require:

- Remote Access to Archaeological Data (RAAD) Report
- Geotech Report
- Environmental Assessment Phases 1 and 2
- Site Survey
- Water Assessment
- Title Search
- First Nation Engagement

Applications to the RPF entail a range of service delivery implications and operational requirements that must be addressed as part of the due diligence process. This work involves considerable costs and will require substantial staff resources.

CONCLUSION

The launch of the \$500M RPF presents an opportunity for eligible housing entities to enhance their ability to protect existing homes with below-market rent levels. As of November 2024, a total of 84 homes in the capital region have been protected through three separate acquisitions undertaken by two societies. From the CRD and CRHC's perspective, advancing efforts to undertake the necessary due diligence on prospective acquisitions would require substantial resources and would impact available staff resources that are currently supporting the delivery of the CRHC's Major Capital Plan.

RECOMMENDATION

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

Submitted by:	Don Elliott, BA, MUP, Senior Manager, Regional Housing
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer



REPORT TO THE JUAN DE FUCA LAND USE COMMITTEE MEETING OF TUESDAY, OCTOBER 15, 2024

<u>SUBJECT</u> Development Permit with Frontage Exemption for Lot 1, District Lot 17, Renfrew District, Plan VIP57304 – 17176 Osprey Place

ISSUE SUMMARY

An application has been made for a Riparian Development Permit with a request for an exemption from the statutory requirement that the minimum frontage on the highway must be 10% of the perimeter of the lot, pursuant to Section 512 of the *Local Government Act (LGA)*, for the purpose of creating a three-lot subdivision.

BACKGROUND

The 2.46 hectare (ha) subject property is located at 17176 Osprey Place in Port Renfrew (Appendix A). The parcel is zoned Tourism Commercial-One (TC-1) under the Comprehensive Community Plan for Port Renfrew, Bylaw No. 3109. The lot is within the Port Renfrew Fire Protection Local Service Area and is serviced by the CRD's Port Renfrew Water Service Area and onsite septic. The applicant has submitted an application for a three-lot fee simple subdivision (SU000724) (Appendix B). The TC-1 zone regulations specify a minimum parcel size of 0.4 ha if each parcel can be connected to either a community water or sewer system. The parcels as proposed, meet the minimum lot requirement.

There is currently a single-family dwelling and several accessory buildings located on the property. The survey shows a driveway access that roughly bisects the parcel from Osprey Place to the accessory buildings located near the easternmost boundary of the lot (Appendix B); the driveway access has since been extended through the panhandle to the Parkinson Road frontage.

The property is partly designated as a Riparian and a Sensitive Ecosystem Development Permit Area (DPA) by the Comprehensive Community Plan for Port Renfrew, Bylaw No. 3109. A development permit is required as part of the subdivision process. Proposed Lot 3 is a panhandle configuration and does not meet the statutory requirement specified by Section 512 of the *LGA* that one-tenth of the perimeter of a lot fronts on a public highway. The owner has requested an exemption to reduce the frontage requirement for Lot 3 from 59.97 m (10% of the lot perimeter) to 16.3 m (2.7% of the lot perimeter). Development Permit with Frontage Exemption DV000075 is included as Appendix C for consideration.

ALTERNATIVES

Alternative 1

The Land Use Committee recommends to the CRD Board:

That Development Permit with Frontage Exemption DV000075, for Lot 1, District Lot 17, Renfrew District, Plan VIP57304, to authorize a three-lot subdivision and to reduce the statutory frontage requirement for proposed Lot 3 from 59.97 m (10% of the lot perimeter) to 16.3 m (2.7% of the lot perimeter), be approved.

Alternative 2

That Development Permit with Variance DV000075 be denied.

IMPLICATIONS

Legislative Implications

The Comprehensive Community Plan for Port Renfrew, Bylaw No. 3109, designates development permit areas (DPAs) and outlines development permit guidelines. The property is located within the Riparian and Sensitive Ecosystem DPA and a development permit is required prior to subdivision or alteration of land. CRD Delegation of Development Permit Approval Authority Bylaw No. 3462, gives the General Manager, Planning and Protective Services, the authority to issue a development permit; however, the delegated authority does not include development permits that require a variance, as stated in Section 5(a) of the bylaw.

Section 512 of the *LGA* outlines requirements for minimum parcel frontage on a highway. If a parcel being created by a subdivision fronts on a highway, the minimum frontage on the highway must be the greater of 10% of the perimeter of the lot or the minimum frontage that the local government bylaws provide. The Port Renfrew Comprehensive Community Development Plan, Bylaw No. 3109, does not specify a minimum frontage requirement. Therefore, the requirement specified by Section 512 applies. A local government may exempt a parcel from the statutory or bylaw minimum frontage provided for in Section 512(1). Proposed Lot 3 does not meet the requirement; therefore, a frontage exemption is required.

Public Consultation Implications

There is no statutory public notification requirement for requests for local governments to grant frontage exemptions pursuant to Section 512 of the *LGA*. Capital Regional District Bylaw No. 3885, Juan de Fuca Development Fees and Procedures Bylaw, does not include public notification requirements for adjacent property owners for frontage exemptions; however, Bylaw No. 3885 specifies that the CRD Board may request referral to any persons, organizations and authorities that may be affected by an application. The frontage exemption request will be included on the Land Use Committee agenda, which will be posted on the CRD website. Any comments received from the public will be presented at the October 15, 2024, Land Use Committee meeting. There are no requirements for public consultation if a local government is considering a development permit.

Land Use Implications Development Permit:

A Riparian Assessment Report was submitted by Jessica Harvey, R.P.Bio., and Julie Budgen R.P.Bio, of Corvidae Environmental Consulting, dated December 8, 2020. The Report addressed the *Riparian Areas Protection Regulations* (*RAPR*) and Riparian DP guidelines (Appendix D) for the proposed subdivision. The Report identified two unnamed streams and a roadside ditch, which is considered a stream under the *RAPR*. The watercourses drain roughly from south to north towards the western boundary of the parcel, into a culvert under Powder Main Road and eventually into Snuggery Cove. The Riparian Assessment Area (RAA) is comprised of mature, second growth forest and the watercourse is considered fish bearing. The Report established a Streamside Protection and Enhancement Area (SPEA) of 10 m for each watercourse. The Sensitive Ecosystem designation for this parcel is directly overlapped by the Riparian designation.

The Report confirmed that the driveway and all structures are outside of the SPEA, that no further development is proposed within the RAA, and advised that any future works within the RAA would require additional assessment. The proposal is not anticipated to affect stormwater flow or drainage, and the report stated that there are no floodplain concerns at this site. The Report was approved by the Province on January 29, 2021. A copy of the Report is appended to the draft permit. The recent extension of the access driveway from the eastern portion of the parcel through the panhandle to Parkinson Road is located outside of the designated Riparian Development Permit Area. As such, it is not required to be assessed.

Frontage:

Section 512 (1)(a) of the *LGA* specifies that the minimum frontage on the highway must be greater than 10% of the perimeter of a lot that fronts on a highway. Proposed Lots 1 and 2 meet this requirement; however, Lot 3, which requires 59.97 m of frontage, is proposed to have only 16.3 m (2.7% of the lot perimeter) in a panhandle configuration fronting onto Parkinson Road. The applicant has requested a frontage exemption to allow the proposed lot layout.

The Port Renfrew Comprehensive Community Development Plan does not outline any criteria for considering frontage requirements or panhandle lots; however, the future subdivision potential should be considered since there is no minimum lot size specified for the TC-1 zone when the parcel is connected to both community water and community sewer systems. The panhandle will not impact the future subdivision of proposed Lots 1 and 2, since both have adequate frontage on Osprey Place. Should proposed Lot 3 be subdivided in the future to create more than one additional parcel, the panhandle would likely need to serve as a common access as part of a bareland strata. Staff do not anticipate that the proposed frontage reduction will adversely impact adjacent properties since the panhandle configuration and driveway access currently exist as part of the parent parcel, and the proposed lot boundaries along the panhandle allow for the separation of private yards from the driveway. Therefore, staff recommend approval of development permit with frontage exemption DV000075.

CONCLUSION

The applicant has requested a Riparian Development Permit and an exemption from the statutory requirement that 10% of the perimeter of a lot front onto a public highway for a 3-lot subdivision on Parkinson Road in Port Renfrew. If the Land Use Committee and Regional Board concur, the frontage requirement of proposed Lot 3 would be reduced from 59.97 m (10% of the lot perimeter) to 16.3 m (2.7% of the lot perimeter). If the Permit is approved by the Board, the Corporate Officer will issue the Permit and register a Notice of Permit on Title.

RECOMMENDATION

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

That Development Permit with Frontage Exemption DV000075, for Lot 1, District Lot 17, Renfrew District, Plan VIP57304, to authorize a three-lot subdivision and to reduce the statutory frontage requirement for proposed Lot 3 from 59.97 m (10% of the lot perimeter) to 16.3 m (2.7% of the lot perimeter), be approved.

Submitted by:	lain Lawrence, MCIP, RPP, Senior Manager, JdF Local Area Services
Concurrence:	Kevin Lorette, P.Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

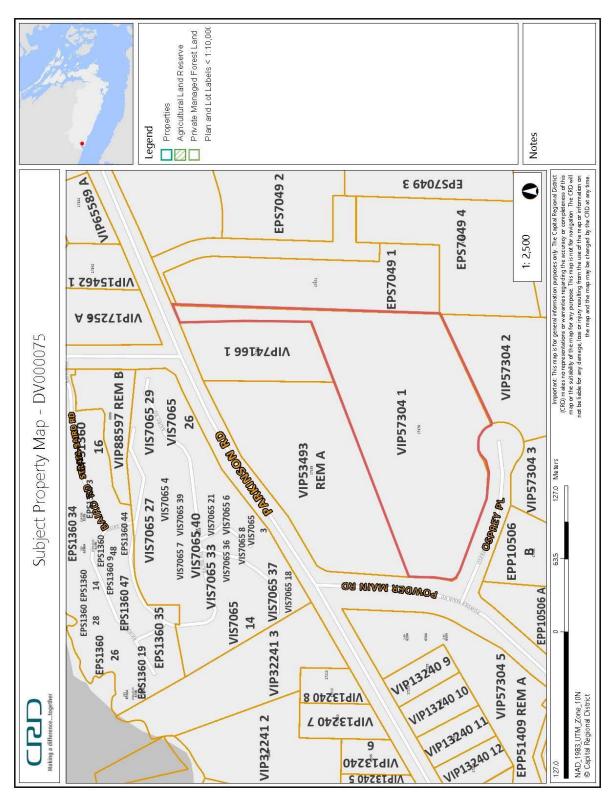
Appendix A: Subject Property Map

Appendix B: Plan of Proposed Subdivision

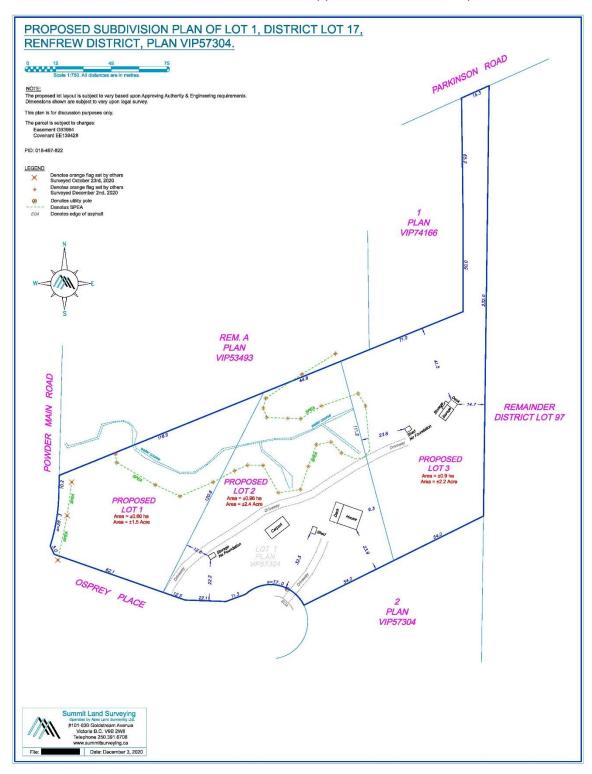
Appendix C: Permit DV000075

Appendix D: Development Permit Guidelines

Appendix A: Subject Property Map



Appendix B: Plan of Proposed Subdivision



Appendix C: Permit DV000076



CAPITAL REGIONAL DISTRICT

DEVELOPMENT PERMIT WITH FRONTAGE EXEMPTION NO. DV000075

- This Development Permit with Frontage Exemption is issued under the authority of Sections 490 and 512 of the Local Government Act and subject to compliance with all of the bylaws of the Regional District applicable thereto, except as specifically varied or supplemented by this Permit.
- This Development Permit with Frontage Exemption applies to and only to those lands within the Regional District described below (legal description), and any and all buildings, structures, and other development thereon:

PID: 018-467-822; Legal Description: Lot 1, District Lot 17, Renfrew District, Plan VIP57304 (the "Land")

- 3. This development permit with frontage exemption to reduce the statutory frontage requirement for proposed Lot 3 from 59.97 m (10% of the lot perimeter) to 16.3 m (2.7% of the lot perimeter), authorizes a three-lot subdivision (the "development") on the Land, located within the development permit areas established under the Comprehensive Community Plan for Port Renfrew, Bylaw No. 3109, Section 6.5 (Riparian), and 6.6 (Sensitive Ecosystems), in accordance with the plans submitted to the CRD and subject to the conditions set out in this Permit.
- 4. The conditions under which the development referred to in section 3 may be carried out are as follows:
 - a) That the components of the development occur as identified on the Subdivision Plan, prepared by Summit Land Surveying, dated December 3, 2020; and
 - b) That the development comply with the report prepared by Jessica Harvey, R.P.Bio., and Julie Budgen R.P.Bio, of Corvidae Environmental Consulting, dated December 8, 2020 (the "Riparian Assessment Report").
- 5. Notice of this Permit shall be filed in the Land Title Office at Victoria as required by Section 503 of the Local Government Act, and the terms of this Permit (DV000075) or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by this Permit.
- If the holder of a permit does not substantially start any construction permitted by this Permit within 2 years of the date it is issued, the permit lapses.
- The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit, and any plans and specifications attached to this Permit which shall form a part hereof.
- $8. \ \ \, \text{The following plans and specifications are attached to and form part of this Permit:}$

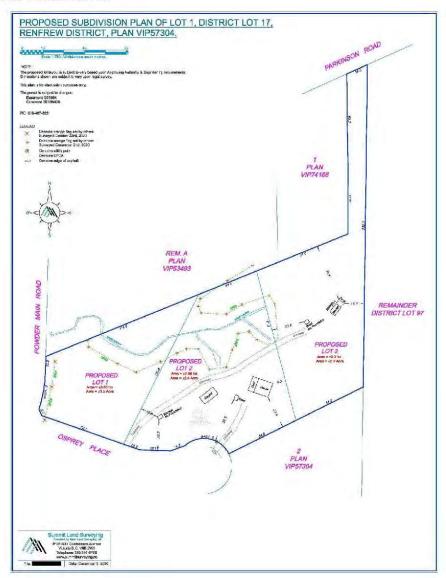
Appendix 1: Subdivision Plan Appendix 2: Riparian Assessment Report

9. This Permit is NOT a Building Permit.

RESOLUTION PASSED E	3Y THE BOARD, T	THE day of	, 2024.
ISSUED this day	<i>i</i> of	, 2024	
Corporate Officer Kristen Morley	3		



Appendix 1: Subdivision Plan





Appendix 2: Riparian Assessment Report



RIPARIAN AREAS PROTECTION REGULATION: ASSESSMENT REPORT

Date: December 8, 2020

I. Primary QEP Information

First Name: Jessica Address: 6526 Water Street Last Name: City: Sooke Designation: R.P. Biol. Postal/Zip: V9Z 0X1 Corvidae Environmental Consulting (403) 200-8236 Company: Phone #: #2556 Prov/state: Registration: BC jessicah@corvid.pro Country: Canada Email:

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

First Name: Address: 6526 Water Street Julia Last Name: Budgen City: Sooke Postal/Zip: V9Z 0X1 Designation: R.P. Biol. Company: Corvidae Environmental Consulting Phone #. (250) 415-8553 Registration: #2277 Prov/state: BC julieb@corvid.pro Email: Country: Canada

III. Developer Information

Address: 17176 Osprey Place First Name: Last Name: City: Port Renfrew Company: Postal/Zip: V0S 1K0 Email: Phone #: Prov/state: Country. Canada

IV. Development Information
Development Type: Si
Area of Development (ha): 2. Subdivision: <6 single family residential

2.49 ha Riparian Length (m): 350 m Lot Area (ha): 2.49 ha Redevelopment January 1, 2021 Nature of Development: Proposed Start Date: Proposed End Date: December 31, 2021

V. Location of Proposed Development Street Address: 17176 Osprey PI Stream Name: unnamed streams Stream/River Type: Local Government: CRD stream City: Port Renfrew DFO Area: Legal Description (PID): 018-467-822 Watershed Code: 930-054875 Region: 1-Vancouver Island Latitude: 48-33-7.3 Longitude: 124-24-59.0





RIPARIAN AREAS PROTECTION REGULATION: ASSESSMENT REPORT

Date: December 8, 2020

I. Primary QEP Information

6526 Water Street First Name: Jessica Address: City: Postal/Zip: Sooke V9Z 0X1 Last Name: Harvey R.P. Biol. Designation: Corvidae Environmental Consulting (403) 200-8236 Phone # Company: Registration: #2556 BC Prov/state: Email: jessicah@corvid.pro Canada Country:

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

First Name: Julie Address: 6526 Water Street City: Postal/Zip: Last Name: Budgen Sooke V9Z 0X1 R.P. Biol. Designation: Company: Registration: Corvidae Environmental Consulting Phone #: (250) 415-8553 Prov/state: #2277 BC Email: julieb@corvid.pro Country: Canada

III. Developer Information

First Name:
Last Name:
Company:
Email:

Address:
City:
Port Renfrew
Postal/Zip:
Phone #
Prov/state:
BC
Country:
Canada

IV. Development Information

Development Type: Subdivision: <6 single family residential

Area of Development (ha): 2.49 ha
Riparian Length (m): 350 m

Lot Area (ha): 2.49 ha
Nature of Development: Proposed Start Date: Proposed End Date: December 31, 2021

V. Location of Proposed Development

Street Address : 17176 Osprey PI Stream Name: unnamed streams Local Government: CRD Stream/River Type: stream Port Renfrew DFO Area: 29 Legal Description (PID): Watershed Code: 930-054875 018-467-822 Region: 1-Vancouver Island Latitude: 48-33-7.3 124-24-59.0 Longitude:



TAB	ILE OF CONTENTS FOR ASSESSMENT REPORT	RAPR Form 1 Equivalent
1.	Description of Fisheries Resources Values	3
2.	Results of Riparian Assessment (SPEA width)	7
3.	Site Plan	11
4.	Measures to Protect and Maintain the SPEA (detailed methodology only). 1. Danger Trees 2. Windthrow 3. Slope Stability 4. Protection of Trees 5. Encroachment 6. Sediment and Erosion Control 7. Floodplain 8. Stormwater Management	14 14 14 15 15 15
5.	Environmental Monitoring	16
6.	Photos	17
7.	Assessment Report Professional Opinion	21





SECTION 1. DESCRIPTION OF FISHERIES RESOURCES VALUES AND A DESCRIPTION OF THE DEVELOPMENT PROPOSAL

Description of Fisheries Resources Values

There are 3 watercourses on or directly adjacent to the property that are eligible for the RAPR: 1) a Roadside ditch on Powder Main Rd, 2) an unnamed stream on the neighbour's property to the north, and 3) An unnamed stream that crosses 17176 Osprey Place. The property is generally very wet due to overland drainage. In several locations, overland drainage concentrates into other small channels or ponds, but these are not connected to fish habitat by surface flow (as per the RAPR), and therefore, are not included in the RAPR assessment. The watercourses on the property are show in Floure 1.

The property generally stopes from south to north, resulting in intermittent overland drainage to the north. Stream #3 (unnamed stream on the property) has formed along an old road bed – the stream channel and structure have established over a number of years to mimic natural conditions. The trees on the old roadbed appear to be approximately 20-30 years old. This stream begins on the north side of the driveway and flows north across the property and into the stream on the neighbour's property. The flow then joins the roadside ditch (a stream under the RAPR) and the combined flow enters a cultiert and flows west under the road.

A search of the BC HabitatWizard database (Province of BC 2020) revealed occurrence records of cutthroat trout in nearby streams and tributaries (Figure 2). No barriers to fish passage are present on the property or where the streams flow under the road.

Description of Riparian Habitat

The entire property is mature, second growth forest. There are several veteran snags that the owners have kept. The topography has been aftered significantly by previous land use and roadbuilding. There is abundant coarse woody debris. There is a single driveway that crosses the property and loops back to Osprey Place road.

The riparian habitat on the property is forest, dominated by species and species. The understory consists of sword fern, species and species. The property provides habitat for wildlife, including nesting habitat for birds, roosting habitat in cedar snags, and cover for small mammals, amphibians and reptiles in the coarse woody debris.

Description of Development Proposal

The owner of the property is proposing to subdivide the property into three lots (Figure 3). The first (westernmost lot) is intended to be sold for single-family residential construction. The current use of the second and third lots is expected to remain the same. Future developments on any lots may be subject to the RAPR if they are planned within 30m of any watercourse.







5











SECTION	2. RESULTS OF		10		
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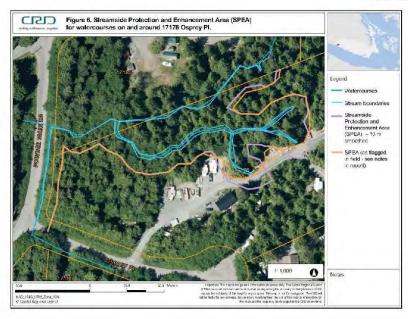
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The SPEAs on the watercourses assessed will all be 10m either side of the watercourse, measured from the stream boundary (1:5 year high water mark). The stream boundaries vary from stream width to 10m wide, resulting in an on-the-ground SPEA as wide as 13m from the watercourse channel. The SPEAs have been marked in the field by the QEP for planning purposes. Where there was existing disturbance at the head of each stream (existing/current driveway) the flags were places along the edge of the vegetation as flag could not be placed on the driveway which is used daily.

The RAA, ZOS and SPEA are shown in Figure 4, 5 and 6, respectively, in Section 3.







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SECTION 4. MEASURES TO PROTECT AND MAINTAIN THE SPEA

1. Danger Trees

There were no danger trees identified on site at the time of the assessment, however, the site is densely forested and the QEP is not an arbourist or forester. If there are any trees of concern in the SPEA in the future, a certified arbourist or professional forester needs to be obtained to confirm the tree(s) as a danger prior to any removal by a certified arborist.

Jessica Harvey, hereby certify that,

- a) I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the Riparian
 Areas Protection Act;
 b) I am qualified to carry out this part of the assessment of the development proposal made by the developer.
- There carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal. I have followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation.

2. Windthrow

The property is currently primarily second growth forest. Where forest edges exist (e.g., in the southern part of the property where the existing lawn and residence occur, the trees are likely windfirm due to ongoing exposure. The proposed subdivision does not include removal of trees.

- I. Jessica Harvey, hereby certify that:
 a) I am a qualified environmental professional, as defined in the Riparian Areas Profection Regulation made under the Riparian Areas Profection Act.
- l am qualified to carry out this part of the assessment of the development proposal made by the developer 6)
- Thave carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal. I have followed the assessment methods set out in the Minister's fechnical manual to the Riparian Areas Protection Regulation.

4. Slope Stability

There are no steep slopes on the property. Rather, the property slopes gently to the north. Some banks have been created by the existing developments. Exposed soils should be stabilized by the planting of native vegetation species - particularly shrubs and ferns. No disturbance is planned as the current plans include only subdivision of the property

Jessica Harvey, hereby certify that:

- I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the Riparian Areas Protection Act: I am qualified to carry out this part of the assessment of the development proposal made by the developer
- These certical and no assessment of the development proposal, it have followed the assessment in this Assessment of the development proposal. I have followed the assessment methods set out in the Minister's

5. Protection of Trees

No disturbance is planned as part of the subdivision of the property, therefore, no tree protection measures are required at this time.

- I, Ileasica Harvey, hereby cedify that:
 a) I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the Riparian Areas Protection Act:
- ii) Lam qualified to carry out this part of the assessment of the development proposal trade by the developer

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c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal. I have followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation.

6. Encroachment

No disturbance is planned as part of the subdivision of the property, therefore, no fencing or marking required at this time.

- l, Jessica Harvey, hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the Riparian Areas Protection Act:
- I am qualified to carry out this part of the assessment of the development proposal made by the developer
- There carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal. I have followed the assessment methods set out in the Minister's Proposals of the Proposals of the Minister's Proposals of the Proposals of the Minister's Prop technical manual to the Riparian Areas Protection Regulation.

7. Sediment and Erosion Control

No disturbance is planned as part of the subdivision of the property, therefore, no sediment or erosion control measures are required at this time.

- I. Jessica Harvey, hereby certify that: I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the Riparian Areas Protection Act:
 I am qualified to carry out this pan of the assessment of the development proposal made by the developer
- These carried out an essessment of the development proposal and my essessment is set out in this Assessment Report; and c) in carrying out my assessment of the development proposal. Thave followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation.

8. Stormwater Management

As no disturbance will occur during the subdivision of the property, there will be no changes to the stormwater management on the property at this time.

I, Jessica Harvey, hereby certify that:

- a) I am a qualified environmental professional, as defined in the Ripanan Areas Protection Regulation made under the Ruparian Areas Protection Act;
- l am qualified to carry out this part of the assessment of the development proposal made by the developer
- There carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal. I have followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation. 0)

9. Floodplain Concerns (highly mobile channel)

Due the general slope of the property to the north, and the confinement of stream 3 to the old roadbed, it is unlikely that there will be channel migration outside of the existing stream boundaries and SPEA.

I, Jassica Harvey, hereby certify that:

- Lam a qualified environmental professional, as defined in the Riparian Areas Profession Regulation made under the Riparian Areas Protection Act, Lam qualified to carry out this part of the assessment of the development proposal made by the developer
- These carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal. There followed the assessment methods set out in the Minister's technical manual to the Riparian Areas Protection Regulation.





SECTION 5. ENVIRONMENTAL MONITORING

The developer has been informed of their obligation to protect the streamside protection and enhancement area (SPEA) and has agreed to implement the protection measures detailed above. The proposed subdivision does not include any disturbance within the RAA, and therefore, SPEA fencing is unnecessary at it would cause unnecessary disturbance to install. The approximate edge of the SPEA has been marked in the field by the QEP for planning purposes).





SECTION 6. PHOTOS

Form 6 Equivalent

Photo 1. Ditch (considered a stream under the RAPR) along Powder Main Rd, adjacent to property boundary. October 11, 2020.



Photo 2. Ditch along Powder Main Rd, adjacent to property boundary. October 11, 2020.







Photo 3. Culvert under Powder Main Rd where ditch and neighbour's stream join and flow west. October 2020.



Photo 4. Stream on neighbour's property. October 2020.



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Photo 5. Stream on neighbour's property where it is joined by stream flowing north from 17176 Osprey Place. October 2020.



Photo 6. Stream on neighbour's property. October 2020



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Photo 7. Stream on 17176 Osprey Place that follows old road. October 2020.



Photo 8. Stream on 17176 Osprey Place that follows old road. October 2020.







SECTION 7. PROFESSIONAL OPINION

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

Date: December 8, 2020

- 1. I/We, Jessica Harvey, hereby certify that:
 - a) I am/We are qualified environmental professional(s), as defined in the Riparian Areas Protection
 - Regulation made under the Riparian Areas Protection Act, I am/We are qualified to carry out the assessment of the proposal made by the developer, which proposal is described in section 3 of this Assessment Report (the "development
 - c) I have/We have carried out an assessment of the development proposal and my/our assessment is set out in this Assessment Report; and
 - d) In carrying out my/our assessment of the development proposal, I have/We have followed the specifications of the Riparian Areas Protection Regulation and assessment methodology set out in the minister's manual: AND
- 2. As qualified environmental professional(s), I/we hereby provide my/our professional opinion that:

 a) □ the site of the proposed development is subject to undue hardship, (if applicable, indicate N/A
 - b) If the proposed development will meet the riparian protection standard if the development proceeds as proposed in the report and complies with the measures, if any, recommended in the report.

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

Appendix D: Riparian Development Permit Guidelines

- A. Development or alteration of land will be planned to avoid intrusion into and minimize the impact on the Riparian DPA.
- B. Modification of channels, banks or shores must not result in harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes within
- C. the Riparian DPA. Any proposed modification of channels, banks or shores first requires the submission of a Notification or Approval under the BC *Water Sustainability Act*.
- D. The removal of gravel and soil from streams is prohibited unless an approval under the BC Water Sustainability Act is obtained.
- E. Proposed plans of subdivision will avoid stream crossings where possible and demonstrate the presence of building areas outside of the SPEA.
- F. Stream crossings will be avoided, but where this is not possible, bridges are preferred rather than culverts, and any works will be sited to minimize disturbance to banks, channels, shores and vegetative cover, and submission of a Notification under the BC *Water Sustainability Act* is required.
- G. Culverts may be designed to encourage in-stream storage of water to allow the unrestricted passage of fish in both directions at all life stages.
- H. Construction at a certain time of year and using methods that minimize the impacts on rare and sensitive species may be required.
- I. To minimize encroachments into the Riparian DPA, variances for the height and location of buildings and structures may be considered.
- J. As a condition of the issuance of a development permit, compliance with any or all conditions recommended in a report by a QEP, prepared in accordance with the RAR, will be considered by the CRD and may be included in a development permit, including submission of a post-development report prepared by a QEP, as required by the RAR.
- K. Development permits may include requirements for environmental monitoring and when required, these monitoring reports must be prepared by a QEP.
- L. All of the measures specified by a QEP necessary to maintain the integrity of a SPEA will be considered by the CRD for inclusion as a condition in a development permit.
- M. Development permits will not be issued until the CRD has been notified by the Riparian Areas Regulation Notification System (RARNS) that the Province has received a riparian areas assessment report.
- N. Where a QEP has required the planting of native vegetation to reduce the risk of erosion, restore the natural state of the site, improve water quality, or stabilize slopes and banks, a landscaping plan of the re-vegetation may be required.
- O. In situations where a SPEA would reduce the density of development permitted by the zoning bylaw, a QEP is required to provide recommendations on how the permitted density of development could be accommodated with the least possible impact on fish habit.
- P. An applicant may be required to provide an explanatory plan of a SPEA.
- Q. For all or part of land within a SPEA that has been identified by a QEP, property owners may wish to consider dedicating the land back to the Crown, gifting the land to a nature conservation organization or registering a conservation covenant.
- R. All new developments or modifications to existing developments including site works, gardening, landscaping and other related residential activities should be designed and implemented to maintain the quantity and quality of water and to avoid the entry of pollutants or nutrient rich water flowing into streams and wetlands.
- S. Development will be designed to avoid any increase in the volume and peak flow of runoff and a drainage plan and temporary silt mitigation measures may be required in support of this guideline.
- T. Plantings of native vegetation may be required to reduce the risk of erosion, restore the natural state of the site, improve water quality, or stabilize slopes and banks.
- U. Where necessary or desirable, a buffer zone to remain free of development may be specified and protection measures for retention and management of vegetation in these areas may be established.
- V. The boundary of the SPEA shall be permanently marked or fenced to avoid encroachment prior to, during and after construction.



REPORT TO PERFORMING ARTS FACILITIES SELECT COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 6, 2024

<u>SUBJECT</u> Options for Full Regional and Sub-Regional Performing Arts Facilities Services

ISSUE SUMMARY

The Performing Arts Facilities Select Committee has directed staff to generate options for new services, in both full regional and sub-regional models, that could increase support for existing and potential new performing arts facilities with regional impact.

BACKGROUND

On September 4th, 2024, PAFSC passed a motion:

That staff develop options for regional and sub-regional services that would scale up support for existing and potential additional performing arts facilities with regional impact, including options to ensure value for all participating jurisdictions.

Staff are outlining five options for new CRD services that would scale up support for performing arts facilities with regional impact (details on service design in Appendix A).

One option is the Full Regional Performing Arts Facilities Service as developed in 2021, which is feasible and fully designed. The other four options include a new service delivery feature, the Theatre Rental Grants program, that would allow schools and arts groups in participating jurisdictions to have greater access to CRD regional theatres through rental subsidies.

The next step would be to engage an external consultant to compare these five options and evaluate each one in terms of its costs, benefits, sustainability, alignment to community needs, and value proposition for each participating jurisdiction and for the region as a whole.

Conversely, PAFSC could direct staff to develop one of the five options with a detailed costing by jurisdiction and a full service plan. Staff would bring back a comprehensive report on that chosen option, which could then be recommended by PAFSC to the CRD Board.

ALTERNATIVES

Alternative 1

The Performing Arts Facilities Select Committee recommends to the CRD Board:

- 1. That staff initiate an RFP to engage a consultant for the purposes of undertaking a costbenefit analysis of the five proposed service options, in terms of their sustainability and direct value proposition to each participating jurisdiction and to the region as a whole.
- 2. That the resulting report from this analysis be presented to the CRD Performing Arts Facilities Select Committee in the first half of 2025 with recommendations on next steps.

Alternative 2

That staff develop Option X (one of the five options) with a draft bylaw, service plan and cost for each participating jurisdiction, reporting back to the Performing Arts Facilities Select Committee with a recommendation to advance that option for consideration by the CRD Board.

Alternative 3

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

IMPLICATIONS

Alignment with Board and Corporate Priorities

In the current CRD Corporate Plan (2023-2026), initiative 10b-2 states the CRD will "Scale up regional support for performing arts facilities within the region." This could be achieved by new sub-regional or full regional service options or by increased investment in existing services that support performing arts facilities with regional impact.

Financial Implications

Estimates for the proposed new service options are included in Appendix B. These estimates are based on current funding models for existing facilities in Budget 2025, financial statements from the Saanich Peninsula Memorial Park Society (aka Mary Winspear Centre, which includes the Charlie White Theatre) from 2023, and the financial model for the Major Capital Fund and Planning Grants from the 2021 proposed Full Regional Performing Arts Facilities Service.

The estimates for the Theatre Rental Grant program are based on subsidizing 50-75% of the full cost of renting the three regional theatres for local educational and non-profit arts groups with the aim of significantly increasing the usage rate at both facilities.

All new service options include 1.0 FTE in additional staffing. This new position would be dedicated to two areas: external grant-writing and support to the Theatre Rental Grant program. Staff would pursue funding opportunities through provincial and federal grant programs for major infrastructure support in collaboration with local governments and/or non-profit clients. The CRD could access substantially more external funding for regional theatres, especially capital projects, by having additional staffing resources focused on identifying and pursuing these opportunities. In addition, this staff member would support applicants, the adjudication process, and evaluation of outcomes for the Theatre Rental Grant program.

On October 30th, 2024, Initiative Business Case 10b-2.1 was approved as part of the provisional budget. This allocated \$132,000 to a Feasibility Fund to support the work of the PAFSC as part of Budget 2025. Up to \$50,000 of this fund were estimated as necessary to support the work of a consultant for research, analysis, and/or consultation and production of a report.

Service Delivery Implications

Parallel to the work of the PAFSC, the CRD has continued to advance amending bylaws that would scale up support on an incremental basis for existing services that support the service delivery of performing arts facilities with regional impact.

On September 11, 2024, the CRD Board adopted amending Bylaw No. 4560 to modernize the Royal Theatre Service. This amending bylaw came from a 2023 recommendation from the Royal and McPherson Theatres Services Advisory Committee. The adoption of Bylaw No. 4560 will allow for the first funding increase to this facility in 25 years to occur in CRD's Budget 2025. The City of Victoria continues to review amending Bylaw No. 4561 to modernize the McPherson Playhouse Service bylaw (see Table 1 for current status).

Table 1. Council Consent Status for Amending Bylaws							
Bylaw	Saanich	Oak Bay	Victoria	Result			
4560 (Royal Theatre)	Approved	Approved	Not yet considered	Adopted			
4561 (McPherson Playhouse)	Not applicable	Not applicable	Not yet considered	Under review by City of Victoria			

Table 1. Council Consent Status for Amending Bylaws

These amending bylaws remove the fixed maximum amount for each service, allowing greater budgeting flexibility that will enable the CRD to ensure the long-term sustainability of these facilities. This is another incremental way to scale up support for performing arts facilities. On October 16th, 2024, the Royal and McPherson Theatres Services Advisory Committee endorsed the staff recommendation to increase the budget of the Royal Theatre Service from \$580,000 (for the past 25 years) to \$596,000 in Budget 2025.

CONCLUSION

The Performing Arts Facilities Select Committee directed CRD staff to generate options for new sub-regional and full regional services that could scale up support for performing arts facilities with regional impact in a way that provides value to all participating jurisdictions. CRD staff have proposed five options, three sub-regional and two full regional, for new services as well as recommending that the next step would be to hire an external consultant to undertake a full analysis of these options in terms of their costs, benefits, and sustainability.

RECOMMENDATION

The Performing Arts Facilities Select Committee recommends to the CRD Board:

- 1. That staff initiate an RFP to engage a consultant for the purposes of undertaking a costbenefit analysis of the five proposed service options, in terms of their sustainability and direct value proposition to each participating jurisdiction and to the region as a whole.
- 2. That the resulting report from this analysis be presented to the CRD Performing Arts Facilities Select Committee in the first half of 2025 with recommendations on next steps.

Submitted by:	Chris Gilpin, MPA, Manager Arts & Culture
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

<u>ATTACHMENTS</u>

- Appendix A: Concept Paper on New Service Options to Support Performing Arts Facilities with Regional Impact
- Appendix B: Financial Estimates on New Service Options to Support Performing Arts Facilities with Regional Impact
- Appendix C: Presentation on New Service Options

Concept Paper



Topic: Options for a new Performing Arts Facilities Service

Service Area: Arts & Culture

Executive Summary

Staff are proposing five options for a new CRD service that would scale up support for performing arts facilities with regional impact. One option is to revisit an updated version of the 2021 full regional policy. The other four options include a new service delivery feature, the Theatre Rental Grants program, that would allow schools and arts groups in participating jurisdictions to have greater access to CRD regional theatres through rental subsidies.

Recent Decisions

On September 4, 2024, PAFSC approved a motion:

That staff develop options for regional and sub-regional services that would scale up support for existing and potential additional performing arts facilities with regional impact, including options to ensure value for all participating jurisdictions.

The emphasis in this direction was to find new features for services that could provide tangible benefits to participating jurisdictions beyond the existing benefit of providing cultural offerings for all to enjoy.

Options for a New CRD Performing Arts Facilities Service

Staff are proposing five options for a new service, including two full regional and three sub-regional (Table 1). The financial implications of each approach are estimated in Appendix B.

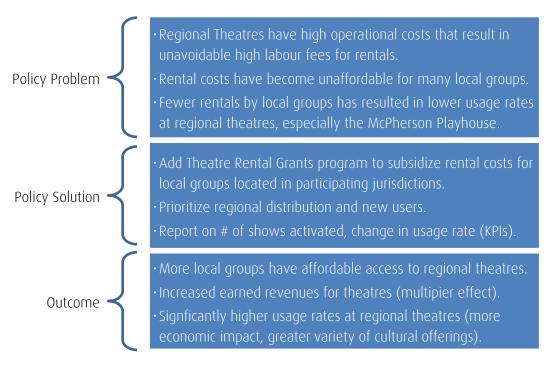
Table 1: Overview of New Service Options

	Option A Full Regional – Updated 2021 Model	Option B Full Regional – with Theatre Rental Grants	Option C Sub-Regional – 13 Munis / 3 Theatres	Option D Sub-Regional – 6 Munis / 3 Theatres	Option E Sub-Regional – 4 Munis / 2 Theatres
Plan	Planning Grants	Planning Grants	Planning Grants	N/A	N/A
Develop	Maintenance (Royal / Mac / C. White) + Major Capital Reserve	Maintenance (Royal / Mac / C. White) + Major Capital Reserve	Maintenance (Royal / Mac / C. White)	Maintenance (Royal / Mac / C. White)	Maintenance (Royal / Mac)
Fund	Royal / Mac / C. White	Royal / Mac / C. White + Theatre Rental Grants	Royal / Mac / C. White + Theatre Rental Grants	Royal / Mac / C. White + Theatre Rental Grants	Royal / Mac + Theatre Rental Grants
Participants	All	All	13 municipalities	6 municipalities	4 municipalities
Approval	Full Regional AAP	Full Regional AAP	Sub-Regional AAP	Council Consent	Council Consent

Royal = Royal Theatre, Mac = McPherson Playhouse, C. White = Charlie White Theatre in Sidney

Theatre Rental Grants Program

PAFSC emphasized that staff bring back new ideas that provide tangible benefits to participating jurisdictions. A Theatre Rental Grants program could fulfill this directive, support local arts groups, and generate substantial revenue for operating (through concessions) and capital (through building improvement fees on tickets).



The Theatre Rental Grants program was originally proposed by external consultants in 2014¹ (Barlow, 2014, p. 24) and is based on a similar program delivered by the City of Vancouver that has proven to be successful in creating higher usage rates at their civic theatres and more affordable access by local educational and arts non-profit organizations. Also, the Theatre Rental Grant program was requested through a joint letter dated August 30, 2024 by the local arts community, including groups based in Esquimalt, Victoria, and Oak Bay.

Many local arts groups and schools have indicated they would use the Royal Theatre and McPherson Playhouse if a Theatre Rental Grants program could make these facilities more affordable. In evaluating grant applications, the priorities of a Theatre Rental Grants Program would be:

- a) Regional (or sub-regional) distribution of grants (only groups in participating jurisdictions are eligible)
- b) Projects that increase the usage rate at regional theatres (new applicants and new projects)

The Theatre Rental Grants program is proposed at the level of \$350,000 for Options B, C, and D (where it would be subsidizing rentals to three theatres) and at \$250,000 for Option E (where it would be subsidizing two theatres).

¹ Barlow, J. and Ginder, J., "A Strategic Business Planning Study for the Royal & McPherson Theatres Society". Barlow & Associates. (December 2014).

Initial estimates are that a \$350,000 program could subsidize 60-80 shows at 50-75% of the full cost of the theatres, which has the potential to increase the number of shows by local arts and educational groups by over 200% at the three regional theatres. Similarly, a \$250,000 program could subsidize 40-55 shows at 50-75% of the full cost, which would still double the number of shows by local groups at the Royal Theatre and McPherson Playhouse. In both scenarios (\$350k or \$250k), the number of local groups using the McPherson Playhouse would increase over 300%, raising its usage rate from 25-35% to 50-70%.

The Theatre Rental Grants program would be delivered by CRD staff in collaboration with theatre operators² and – importantly – <u>only arts and educational organizations in participating jurisdictions could apply to this program</u>. For example, if Oak Bay is in the new service, then the Canadian College of Performing Arts (in Oak Bay) could apply for productions at the McPherson to be subsidized. Conversely, schools and local arts groups who are located in non-participating jurisdictions (in the case of a sub-regional service) would not be eligible to apply to the Theatre Rental Grants program for subsidized access to the regional theatres included in the service.

In short: if a jurisdiction contributes to a new service with a Theatre Rental Grants program, then groups in that jurisdiction have subsidized access to CRD regional theatres; if a jurisdiction does not contribute, then groups in that jurisdiction must pay a much higher rate to access CRD regional theatres. This provides a direct tangible benefit to participating jurisdictions.

Service Design Details & Rationale

OPTION A: Full Regional Performing Arts Facilities Service – Update of the 2021 Version

In 2021, the proposed Performing Arts Facilities Service responded to the <u>Stage One Report and Recommendations</u> (PDF), recommending a more coordinated approach to supporting performing arts facilities with regional impact with functions to Plan, Develop, and Support.

This version includes updated funding amounts for the Royal Theatre and Charlie White Theatre based on information from the local governments that fund those facilities. Also, the FTE requirement has been reduced by 0.2 FTE from the original proposal due to a review of the staffing capacity of the Arts & Culture division.

- *Plan*: a planning grants function to support feasibility studies, consultations, or other planning activities.
- *Develop*: there are three main aspects to the Develop function:
 - o Major Capital Reserve: \$1M/year would be allocated to a reserve fund for major capital projects, such as new construction or large-scale redevelopment.
 - o Minor Capital Funding: funding for building maintenance, accessibility, and asset management would be provided at the levels in current local government arrangements.

² This model of delivery – local government staff collaborating with 3rd party theatre operators – has proven to be feasible and successful by the City of Vancouver's well-established Theatre Rental Grants program.

- o 1.0 FTE would be added to the Arts & Culture Division to support the new service in coordinating grant delivery and securing grants from senior levels of government for capital projects.
- *Support*: Three existing facilities would be included in the proposed policy for operating support: the Royal Theatre (CRD-supported), the McPherson Playhouse (CRD-supported), and the Charlie White Theatre (supported by inter-municipal agreement between North Saanich and Sidney).

The new service would be governed by the CRD Board for the first year, while a new commission or committee model was reviewed by Governance Committee. If a commission or committee model was recommended and endorsed, that would be implemented in year two of the new service.

OPTION B: Full Regional Performing Arts Facilities Service – with Theatre Rental Grants

This full regional option is the same as Option A but also includes the Theatre Rental Grants program.

OPTION C: Sub-Regional Performing Arts Facilities Service – 13 Municipalities / 3 Theatres

This sub-regional option is more focused on supporting existing regional theatres. It includes the Theatre Rental Grants program and support for all three regional theatres. However, it does not include \$1M/yr Major Capital Reserve to support new builds. Planning grants would still be available for groups or municipalities looking to do feasibility studies, consultations, or even architectural design. There is at least one group actively involved in the planning process for a regional theatre based on the Westshore.

This option excludes the Electoral Areas from the participating area of the new service. The rationale for this is that Electoral Areas receive significantly less benefit from existing regional theatres than municipalities do, due to their geographic position and lack of proximity to these venues. This could change over time, depending on where new facilities were developed.

OPTION D: Sub-Regional Performing Arts Facilities Service – 6 Municipalities / 3 Theatres

This sub-regional option is similar to Option C; however, it does not include Planning Grants and has a smaller group of supporting municipalities, namely: Esquimalt, North Saanich, Oak Bay, Saanich, Sidney, and Victoria.

This option is mainly focused on municipalities where there is a high degree of established benefit due to proximity supporting existing regional theatres. The Royal Theatre and McPherson Playhouse benefit the four core municipalities, while Sidney and North Saanich receive the majority of the benefit from the Charlie White Theatre.

OPTION E: Sub-Regional Performing Arts Facilities Service – 4 Municipalities / 2 Theatres

This sub-regional option is exclusively focused on supporting the two existing regional theatres that are already part of CRD services: the Royal Theatre and McPherson Playhouse. This option would unify these existing services, which have different participating areas, into a single service and add the Theatre Rental Grants program. It would not include planning grants, a Major Capital Reserve, nor support for Charlie White Theatre.

The majority of local audience members of the Royal Theatre and of the McPherson Playhouse come from one of the four core municipalities: Esquimalt, Oak Bay, Saanich, and Victoria. While these regional theatres provide cultural offerings that are accessed by residents across the region, the benefit is concentrated in the jurisdictions in closest proximity to these facilities, similar to the situation with CRD recreational facilities.

This option simplifies the governance structure and service delivery for the two biggest regional theatres, while also significantly increasing their usage rate through the Theatre Rental Grants program. Key feature: only local arts and educational groups in Esquimalt, Oak Bay, Saanich, and Victoria would have subsidized access to the Royal Theatre and McPherson Playhouse through the Theatre Rental Grants program.

Financial Estimates on New Service Options to Support Performing Arts Facilities with Regional Impact

	PLAN			DEVELOP			FUND			COST	BYLAW DESIGN		SN .	
Service Option	Planning Grants	Major Capital Reserve	Minor Capital (Royal)	Minor Capital (McPherson)	Minor Capital (C. White)	Staffing (1.0 FTE)	Operating (Royal)	Operating (McPherson)	Operating (C. White)	Theatre Rental Grants	Total Cost Estimate	Full Regional or Sub-Regional	Participants	Approval Process
Current Services / Status Quo	\$0	\$0	\$490,000	\$400,000	\$0	\$0	\$106,000	\$350,000	\$0	\$0	\$1,346,000	Sub-Regional	Mixed	N/A
OPTION A: Full Regional - 2021 Model Updated	\$120,000	\$1,000,000	\$490,000	\$400,000	\$50,000	\$100,000	\$106,000	\$350,000	\$410,000	\$0	\$3,026,000	Full Regional	All	Full Regional AAP
OPTION B: Full Regional + Theatre Rental Grants	\$120,000	\$1,000,000	\$490,000	\$400,000	\$50,000	\$100,000	\$106,000	\$350,000	\$410,000	\$350,000	\$3,376,000	Full Regional	All	Full Regional AAP
OPTION C: Sub-Regional - 13 Munis / 3 Theatres	\$120,000	\$0	\$490,000	\$400,000	\$50,000	\$100,000	\$106,000	\$350,000	\$410,000	\$350,000	\$2,376,000	Sub-Regional	13 Munis	Sub-Regional AAP
OPTION D: Sub-Regional - 6 Munis / 3 Theatres	\$0	\$0	\$490,000	\$400,000	\$50,000	\$100,000	\$106,000	\$350,000	\$410,000	\$350,000	\$2,256,000	Sub-Regional	Esquimalt, N. Saanich, Oak Bay, Saanich, Sidney, Victoria	Council Consent
OPTION E: Sub-Regional - 4 Munis / 2 Theatres	\$0	\$0	\$490,000	\$400,000	\$0	\$100,000	\$106,000	\$350,000	\$0	\$250,000	\$1,696,000	Sub-Regional	Esquimalt, Oak Bay, Saanich, Victoria	Council Consent





Recent CRD Board Decision

On September 11, 2024, the CRD Board adopted amending Bylaw No. 4560

COUNCIL CONSENT STATUS FOR AMENDING BYLAWS						
BYLAW	SAANICH	OAK BAY	VICTORIA	RESULT		
4560 (Royal Theatre)	Approved	Approved	Not yet considered	Adopted		
4561 (McPherson Playhouse)	Not applicable	Not applicable	Not yet considered	Under review by City of Victoria		



Direction from Select Committee

On September 4th, 2024, PAFSC passed a motion:

That staff develop options for regional and sub-regional services that would scale up support for existing and potential additional performing arts facilities with regional impact, including options to ensure value for all participating jurisdictions.



Theatre Rental Grant Program

POLICY PROBLEM

- Regional Theatres have high operating costs = unavoidable high labour fees for rentals
- Rental costs now unaffordable for many local groups
- Fewer local rentals = lower usage rates at regional theatres (esp. McPherson)

POLICY SOLUTION

THEATRE RENTAL GRANTS

- Subsidize rental costs for local groups in participating areas
- Prioritize regional distribution and new users
- Report on KPIs: # of shows activated & usage rate change

POLICY OUTCOME

- Affordable access to regional theatres for local groups
- Increased earned revenues for theatres (multiplier effect)
- Significantly higher usage rates at regional theatres = greater economic impact & variety of cultural offerings



Theatre Rental Grant Program

A \$350,000 program has the potential to:









Subsidize 60-80 showsat 50-75% of the full cost with labour

Prioritize new rental groups and regional distribution in the grant process

Increase number of local groups using all three theatres and doubling the usage rate at McPherson

Win for audiences
thru more shows
Win for local arts
thru more access
Win for theatres
thru more revenue



Regional and Sub-Regional Service Options

	OPTION A	OPTION B	OPTION C	OPTION D	OPTION E
	Full Regional – Updated 2021 Model	Full Regional – with Theatre Rental Grants	Sub-Regional – 13 Munis / 3 Theatres	Sub-Regional – 6 Munis /3 Theatres	Sub-Regional – 4 Munis /2 Theatres
PLAN	Planning Grants	Planning Grants	Planning Grants	N/A	N/A
DEVELOP	Maintenance (Royal, Mac, C. White)	Maintenance (Royal, Mac, C. White)	Maintenance (Royal, Mac, C. White)	Maintenance (Royal, Mac, C. White)	Maintenance (Royal, Mac)
	Major Capital Reserve	Major Capital Reserve			
FUND	Royal, Mac, C. White	Royal, Mac, C. White + Theatre Rental Grants	Royal, Mac, C. White + Theatre Rental Grants	Royal, Mac, C. White + Theatre Rental Grants	Royal, Mac + Theatre Rental Grants
PARTICIPANTS	All	All	13 municipalities	6 municipalities	4 core municipalities
APPROVAL	Full Regional AAP	Full Regional AAP	Sub-Regional AAP	Council Consent	Council Consent



Staff Recommendation

- 1. That staff initiate an RFP to engage a consultant for the purposes of undertaking a cost-benefit analysis of the five proposed service options, in terms of their sustainability and direct value proposition to each participating jurisdiction and to the region as a whole.
- 2. That the resulting report from this analysis be presented to the CRD Performing Arts Facilities Select Committee in the first half of 2025 with recommendations on next steps.





REPORT TO PLANNING AND PROTECTIVE SERVICES COMMITTEE MEETING OF WEDNESDAY, OCTOBER 16, 2024

SUBJECT Shirley-Jordan River Official Community Plan Amendment and Rezoning Application RZ000284

ISSUE SUMMARY

To consider whether the proposed Bylaw No. 4598, "Shirley-Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024", and Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment No. 162, 2024" are consistent with the 2018 Regional Growth Strategy (RGS).

BACKGROUND

Section 445 of the *Local Government Act* (*LGA*) requires that all bylaws adopted by a regional district board after the board has adopted a RGS be consistent with the RGS. Since the proposal includes an amendment to the Shirley-Jordan River Official Community Plan (OCP) and the Juan de Fuca Land Use Bylaw, a determination of consistency with the RGS must be made prior to first reading.

The 3.3 ha subject property (the "Land") is located in the community of Jordan River on the northern side of West Coast Road (12036 West Coast Road). The property is currently designated Pacific Acreage (PA) in the Shirley-Jordan River Official Community Plan, Bylaw No. 4001 (the "OCP") and the application is to change the subdivided property to a CO (Commercial) designation with an amendment to support smaller minimum lot sizes. The Land is zoned C-1A Neighbourhood Commercial under the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040 (the "Zoning Bylaw"). The Land is outside of the flood inundation area in Jordan River identified by BC Hydro.

The applicant's primary objective for this application is to improve the viability and access to rural commercial land within Jordan River. The proposal includes a country market, a micro-brewery with ancillary onsite store, and a picnic area, lounge and special events area that serves the community, supports local tourism, and provides opportunities for local ownership of commercial lands. The community values expressed by the OCP identify goals and objectives for servicing rural areas, supporting local employment opportunities, and promoting opportunities for pedestrian connectivity to reduce motor vehicle trips to address potential impacts to the environmental and enhance local character.

For additional information, please refer to the staff report to the Juan de Fuca Land Use Committee (JdF LUC) of Tuesday October 15, 2024 attached as Appendix A.

ALTERNATIVES

Alternative 1

The Planning and Protective Services Committee recommends to the Capital Regional District Board:

That proposed Bylaw No. 4598, "Shirley-Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024" and Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment No. 162, 2024" be considered in relation to the 2018 Regional Growth Strategy (Bylaw No. 4017) and be accepted in accordance with the requirements of section 445 of the

Local Government Act.

Alternative 2

The Planning and Protective Services Committee recommends to the Capital Regional District Board:

That proposed Bylaw No. 4598, "Shirley-Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024" and Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment No. 162, 2024" be considered in relation to the 2018 Regional Growth Strategy (Bylaw No. 4017) and not be accepted in accordance with the requirements of section 445 of the Local Government Act.

Alternative 3

That this report be referred back to staff for additional information based on Planning and Protective Services Committee direction.

IMPLICATIONS

Alignment with Board & Corporate Priorities

Capital Regional District (CRD) Corporate priority 8a is focused on managed growth, keeping approved plans current and monitoring for effectiveness. In the Juan de Fuca Electoral Area, this includes reviewing referrals of proposed OCP amendments and assessing for RGS consistency. This is an important part of ensuring ongoing effectiveness of growth management in the region.

Climate Implications

The proposed commercial development will improve access to rural commercial land within Jordan River. The proposal also includes a village gathering place that serves the community, supports local tourism, and provides opportunities for local ownership of commercial lands. The proposed development has the potential for a reduction in car trips for local residents who would otherwise need to drive to more distant locations for shopping and recreation.

Environmental Implications

On March 19, 2024 the JdF LUC received a staff report that included an environmental assessment and preliminary groundwater assessment. These studies can be found in Appendix A of this report.

A Qualified Environmental Professional (QEP) confirmed that there are no wetlands or watercourses on the land or within 50m of its boundaries. It was also determined that the property does not occur within or in proximity to a Riparian Assessment Area or a Riparian Development Permit Area.

The initial proposal included a groundwater study; however, comments received from Pacheedaht First Nation (PFN) expressed concern regarding potential impacts to local water availability with particular interest in Bliss Spring. In response, the applicant submitted an additional groundwater study. The supplementary assessment focused on quantity and quality testing from the well to be used by the brewery, which is located at an elevation above Bliss Spring. Anticipating that the brewery will likely have the highest water demand, findings from this assessment confirmed that the immediate aquifer is capable of meeting a maximum potential demand of 350,000 litres per year. Additional information can be found in Appendix B of this report.

First Nations Implications

The subject property is located within the asserted traditional territory of the Pacheedaht and T'Sou-ke First Nations and each Nation was invited to participate in the land use review process to better inform consideration of the proposal.

PFN stated concerns on potential impacts to the delivery of emergency services and the aquifer that the local area relies on. The PFN encouraged the applicant to respond by providing information on the Bliss Spring water resource and address pedestrian accessibility to the site.

T'Sou-ke First Nation is to be informed and involved in any archaeological findings identified during the construction on the property and that an archaeological chance and find procedure should be implemented during the construction.

Regional Growth Strategy Implications

CRD Regional Planning staff have reviewed the proposed OCP amendment and Land Use Bylaw amendment and believe that they are consistent with the 2018 Regional Growth Strategy.

RGS Objective 1.1 – Managing and Balancing Growth, provides a description of regional land use designations including that of the Rural/Rural Residential Policy Area that applies for the property in question. This definition states that: "Commercial uses are local serving and such uses and other employment opportunities result in minimal impact on the surrounding community and to the environment. Low-impact tourism uses complement rural character."

The application aligns with this definition of rural commercial uses as it will be primarily serving the local community while providing employment opportunities. While not intended to become future urban areas requiring extensive services, commercial uses serving the local community by providing employment opportunities in a rural context can be supported if impacts to the local community and environment are minimal.

RGS Objective 1.2 – Protect the Integrity of Rural Communities, seeks to avoid the creation of future urban areas through development that complement rural form, density, and character. The application proposes onsite well and septic systems, which support a rural scale of development rather than an urban scale seen in neighbouring incorporated communities where community level services are available. The proposed rural servicing will require permitting and licensing at the time of development.

RGS Objective 5.1 – Realize the Region's Economic Potential, includes the economic development consideration to: "[Find] ways to expand and diversify the economy of formerly resource-dependent communities in Sooke and the Juan de Fuca Electoral Area, such as through low-impact recreation and tourism." The proposed land use aligns with this objective.

CRD staff are of the opinion that the proposed OCP amendment is consistent with the direction provided by the RGS, and that this application does not alter the Shirley-Jordan River OCP's work towards the overall goals and objectives expressed by the community's long-term collective vision. The amendment does not impact the OCP's alignment with the RGS.

Service Implications

Implications for CRD services are not expected as the land is not located within community water, sewer or fire protection local service areas. Covenant CA5916759 is registered on the title of the property and requires that all buildings and structures be equipped with an automatic sprinkler system that fully meets the requirements of the National Fire Protection Association (NFPA).

Social Implications

Should the proposal proceed, a public hearing pursuant to Part 14, Division 3 of the *LGA* will be required subsequent to the amendment passing second reading by the CRD Board. Property owners within 500m of the subject property will be sent notice of the proposed bylaw amendment and a public hearing will be advertised in the local paper and on the CRD website.

CONCLUSION

The purpose of Bylaw Nos. 4598 and 4599 is to amend the Shirley-Jordan River Official Community Plan, Bylaw No. 4001, by redesignating a 3.3 ha portion of the subject property from Pacific Acreage (PA) to Commercial (CO) with amendments, and amend the Wildwood Terrace Neighbourhood Commercial (C-1A) zone of the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, by permitting additional commercial uses and a smaller average and minimum parcel size to facilitate subdivision. The proposed bylaws are consistent with the RGS.

RECOMMENDATION

The Planning and Protective Services Committee recommends to the Capital Regional District Board:

That proposed Bylaw No. 4598, "Shirley-Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024" and Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment No. 162, 2024" be considered in relation to the 2018 Regional Growth Strategy (Bylaw No. 4017) and be accepted in accordance with the requirements of section 445 of the *Local Government Act*.

Submitted by:	Patrick Klassen, RPP, MCIP, Senior Manager, Regional Planning
Concurrence:	Kevin Lorette, P. Eng., MBA, General Manager, Planning & Protective Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Staff Report to the Juan de Fuca Land Use Committee of Tuesday October 15, 2024: Zoning Bylaw & Official Community Plan Amendment Application for Lot A Section 4 Renfrew District Plan EPP131465; PID: 032-229-046



REPORT TO THE JUAN DE FUCA LAND USE COMMITTEE MEETING OF TUESDAY, OCTOBER 15, 2024

SUBJECT Zoning Bylaw & Official Community Plan Amendment Application for Lot A Section 4 Renfrew District Plan EPP131465; PID: 032-229-046

ISSUE SUMMARY

The landowner has submitted an application to redesignate a 3.3 ha portion of the subject property from the *Pacific Acreage* to the *Commercial* land use designation and amend the *Commercial* designation policies; and to amend the Wildwood Terrace Neighbourhood Commercial (C-1A) zone to permit additional commercial uses and facilitate subdivision.

BACKGROUND

The 3.3 ha subject property (the "Land") is located in the community of Jordan River on the northern side of West Coast Road. The Land is zoned C-1A under the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040 (the "Zoning Bylaw") (Appendix A). The property is currently designated *Pacific Acreage* in the Shirley-Jordan River Official Community Plan, Bylaw No. 4001 (the "OCP") and is subject to the Commercial and Industrial development permit (DP) area. The Land is not located within community water, sewer or fire protection local service areas. Covenant CA5916759 is registered on the title of the property and requires that all buildings and structures be equipped with an automatic sprinkler system that fully meets the requirements of the National Fire Protection Association (NFPA).

The Land was the subject of a zoning bylaw amendment in 2021 to adjust the WT-4/C-1A zone boundary and permit a country market and micro-brewery with ancillary onsite store, picnic area, lounge and special event area. Development permit DP000378 was approved and in October 2022, and is awaiting issuance to address the form and character of a proposed microbrewery.

The landowner (the "applicant") has submitted an application to amend the C-1A zone for the purpose of permitting a subdivision to create a commercial bare land strata and to include additional neighbourhood commercial uses with changes to the siting and development requirements. The application includes an OCP amendment to remove the 3.3 ha lands from the PA designation, which primarily supports rural residential, agricultural and small-scale neighbourhood commercial uses, and add it to the *Commercial* designation with an amendment to support smaller minimum lot sizes. At its meeting of March 19, 2024, the Juan de Fuca Land Use Committee (the "LUC") recommended referral of proposed Bylaw No. 4598 & 4599 to the Shirley-Jordan River Advisory Planning Commission (the "APC"); CRD departments; Pacheedaht First Nation; T'Sou-ke First Nation; BC Hydro; BC Parks; District of Sooke; Island Health; the Ministry of Forests – Archaeology Branch; Ministry of Water, Land and Resource Stewardship – Water Protection Section; Ministry of Transportation & Infrastructure; RCMP; and the Sooke School District # 62.

In response to the comments received during the referral process the applicant has modified the setbacks in the amendments proposed for the C1-A zone (Appendix B) to provide space for a public trail offered as a community amenity contribution. The applicant has also updated the concept plan (Appendix C) and provided a subdivision plan from SU000770 (Appendix D), an environmental assessment (Appendix E), and a groundwater assessment to supplement the initial report (Appendix F). The proposal includes a village gathering place that serves the community, supports local tourism, and provides opportunities for local ownership of commercial lands. Staff have prepared Bylaw No. 4598 for the proposed amendments to the C1-A zone (Appendix H) in accordance with the applicant's proposal.

ALTERNATIVES

Alternative 1

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

- 1. That the referral of proposed Bylaw No. 4598, "Shirley Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024"; and proposed Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 162, 2024"; to the Shirley-Jordan River Advisory Planning Commission; Pacheedaht First Nation; T'Sou-ke First Nation; CRD departments; BC Hydro; BC Parks; District of Sooke; Island Health; Ministry of Forests Archaeology Branch; Ministry of Water, Land and Resource Stewardship Water Protection Section; Ministry of Transportation & Infrastructure; RCMP; and Sooke School District # 62 be approved and comments be received;
- 2. That proposed Bylaw No. 4598 be read a first and second time:
- 3. That proposed Bylaw No. 4599 be read a first and second time;
- 4. That in accordance with the provisions of Section 469 of the *Local Government Act*, the Director of the Juan de Fuca Electoral Area, or Alternate Director, be delegated authority to hold a Public Hearing with respect to Bylaw No. 4598 and Bylaw No. 4599;
- 5. That prior to the adoption of proposed Bylaw No. 4599, the landowner provides an amenity contribution by registering a statutory right-of-way adjacent to West Coast Road in favour of the Capital Regional District for the purpose of establishing a public trail; and that staff be directed to ensure that all conditions are satisfied towards completion and registration.

Alternative 2

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

That proposed Bylaw No. 4598, "Shirley - Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024"; and proposed Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 162, 2024" not proceed.

IMPLICATIONS

Legislative Implications

The APCs were established to make recommendations to the Land Use Committee on land use planning matters referred to them related to Part 14 of the *Local Government Act (LGA)*. The Shirley-Jordan River APC considered the application at its meeting on April 23, 2024.

Should the proposal proceed, a public hearing pursuant to Part 14, Division 3 of the *LGA* will be required subsequent to the amendment passing second reading by the CRD Board. Property owners within 500 m of the subject property will be sent notice of the proposed bylaw amendment and a public hearing will be advertised in the local paper and on the CRD website.

Regional Growth Strategy Implications

The RGS designates the subject property as Rural/Rural Residential, which includes lands used for rural and rural residential purpose. While not intended to become future urban areas requiring extensive services, commercial uses serving the local community by providing employment opportunities in a rural context can be supported if impacts to the local community and environment are minimal.

Section 445 of the *LGA* requires that all bylaws adopted by a regional district board after the board has adopted a regional growth strategy (RGS) be consistent with the RGS. Since the proposal includes an amendment to the OCP, the bylaw will be considered by the Planning and Protective Services Committee and the CRD Board for determination of consistency with the RGS prior to first reading.

First Nations Implications

The subject property is located within the asserted traditional territory of the Pacheedaht and T'Sou-ke First Nations. Each nation was invited to participate in an application review process with staff and the applicant to better inform consideration of the proposal.

Referral Comments

Referrals were sent to 12 agencies, CRD departments, Juan de Fuca Electoral Area Parks and Recreation Advisory Commission and to the Shirley – Jordan River APC. Comments received are summarized below and included in Appendix I.

<u>Pacheedaht First Nation</u> stated concerns on potential impacts to the delivery of emergency services and the aquifer that the local area relies on. The PFN encouraged the applicant to respond by providing information on the Bliss Spring water resource and address pedestrian accessibility to the site.

<u>T'Sou-ke First Nation</u> requested to be informed and involved in any archaeological findings identified during the construction on the property and that an archaeological chance-find procedure should be implemented during the construction.

<u>The RCMP</u> expressed that they had no comments or concerns on the proposal.

<u>Ministry of Forests - Archaeology Branch</u> stated that there are no known archaeological sites recorded on the subject property, and there is no available modelling for archaeological potential in the immediate area. Should archaeological or cultural features be identified during construction, a permit under the *Heritage Conservation Act* will be required.

<u>Ministry of Transportation & Infrastructure</u> stated that they have no objections or concerns. However, the proposed bylaws will require Ministry approval in accordance with Section 52 the *Transportation Act*.

<u>CRD First Nations Relations</u> stated that while there are registered archaeological sites within ~570 m of the property, a Provincial *Heritage Conservation Act* permit is not required prior to development. However, First Nations Relations explained that there could be significant delays in acquiring a permit if archaeological deposits, features, or materials are identified during development, and recommended prior consultation with a qualified professional Archaeologist.

<u>CRD Protective Services</u> confirmed that the subject property is not located within a fire service area and acknowledged the sprinkler fire suppression covenant registered on title.

The Juan de Fuca Community Parks and Recreation Advisory Commission reviewed the application at its meeting on April 23, 2024, and provided the following recommendation by resolution:

MOVED by Commissioner McAndrews, **SECONDED** by Commissioner Sloan that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission state to the Juan de Fuca Land Use Committee that the Commission's interests are affected by the proposal (RZ000284) and that the Commission supports the continued safe trail connectivity and recreation in the community including connecting backcountry trails and active transportation routes.

<u>The Shirley-Jordan River Advisory Planning Commission</u> met on April 23, 2024, to consider the application with 14 members of the public in attendance and made the following motion:

MOVED by Fiona McDannold, **SECONDED** by Vivi Curutchet that the Shirley-Jordan River Advisory Planning Commission recommends to the Juan de Fuca Land Use Committee support for Zoning and Official community Plan Amendment application RZ000284.

Official Community Plan Context and Policy Implications

The applicant's primary objective for this application is to improve the viability of and access to rural commercial land within Jordan River. The Shirley-Jordan River OCP designates the subject property as *Pacific Acreage*, which supports 2.0 ha residential parcels, agriculture uses, and small-scale neighborhood commercial activities. In order to support an average lot size of 0.4 ha and a minimum of 0.2 ha, this application proposes an OCP amendment to redesignate the subject property from *Pacific Acreage* to *Commercial*, and to update the corresponding policies. The proponent's land use analysis provided during the initial application (Appendix J) suggested that the proposed C-1A zone amendments are better suited to *Commercial* designation, which supports small-scale commercial; civic, institutional, tourism, recreation, silviculture; community parks; and light industrial uses. However, the *Commercial* designation currently applies only to parcels in the flood inundation area around Jordan River that are also designated as *Restricted Development*. The present *Commercial* designation policies support a minimum lot size of 120 ha, which prevents subdivision and limits the availability of land for commercial development in Jordan River. This proposal includes a text amendment to policy 484 N of the OCP that reduces the minimum

parcel size from 120 ha to an average parcel size of 0.4 ha and a minimum of 0.2 ha, and to policy 484 R that adds a 120 ha minimum parcel size restriction to the *Restricted Development* designation to address the flood hazard concerns related to failure of the dam above Jordan River.

<u>Section 208 – Regional Growth Strategy</u>

In keeping with the RGS, OCP policies support compact rural settlements that are not intended to become future urban areas requiring extensive servicing. The application proposes onsite well and septic systems, which support a rural scale of development rather than an urban scale seen in neighbouring incorporated communities where community level services are available. The proposed rural servicing will require permitting and licensing at the time of development. The proposed OCP amendment will be reviewed by the Planning and Protective Services Committee for determination of consistency with the RGS prior to first reading of the bylaw to amend the OCP (Bylaw No. 4598).

Section 310 – Water

The proposed OCP and zone amendments are in keeping with the existing permitted commercial uses. Uses not supported by the OCP due to their association with potential hazardous spills and contamination, such as a gas stations and bulk fuel sales, are not included in the proposal. The initial proposal included a groundwater study; however, comments received from Pacheedaht First Nation expressed concern regarding potential impacts to local water availability with particular interest in Bliss Spring. In response, the applicant submitted an additional groundwater study. The supplementary assessment focused on quantity and quality testing from the well to be used by the brewery, which is located at an elevation above Bliss Spring. Anticipating that the brewery will likely have the highest water demand, findings from this assessment confirmed that the immediate aquifer is capable of meeting a maximum potential demand of 350,000 litres per year (extrapolated to 3,000,000 litres per year in 10 years for the entire development) without impacting availability. However, the study advised that it is possible that continuous pumping at the maximum potential demand could affect the flows of Bliss Spring. The groundwater reports advised that potential contamination of the aquifer is not anticipated and recommended that wells should be constructed in accordance with Provincial licensing and permitting requirements, that water meters be used, that regular water quality testing be undertaken, and that there be further investigation of potential impacts to Bliss Spring during the licensing process.

Section 333 – Connectivity and Section 335 – Park Land Acquisition

The OCP states that residents have expressed interest in a network of local trails developed in both the communities of Shirley and Jordan River. This network should connect residential areas with commercial nodes, local and regional parks and trails, and other community-based amenities. There is also a community concern for providing safe routes for school-aged children when travelling independently in their community and to school bus stops. To address the goals of the OCP and in response to the comments from the JdF Parks and Recreation Advisory Commission the applicant has offered a public trail in the form of a statutory right-of-way in favour of the CRD as a community amenity contribution. The proposed trail location is identified on the updated concept plan.

Section 392 – Reducing the Number of Vehicle Trips

One of the ways that residents of Shirley and Jordan River can contribute to reducing greenhouse gas emissions is through reducing the number of vehicle trips. Delivery of medical and community outreach programs at a venue in Shirley or Jordan River could see the service providers making one or two round trips within the Plan area instead of multiple trips outside the community by residents travelling elsewhere to access services. Increased recreational and social opportunities for youth within the Plan area would reduce the need for parents to take their children to and from activities in Sooke. Support for locally owned and/or operated neighbourhood commercial uses and farm gate sales can also reduce the travel necessary for employment or to purchase food and other goods. Installation of Electric Vehicle infrastructure is also supported.

Land Use Analysis

The subject property is zoned C-1A by the Juan de Fuca Land Use Bylaw. Permitted uses of the C-1A zone include convenience stores; civic uses; food and beverage processing; country market; and retail stores. The zone specifically excludes gas bars, gas stations, bulk fuel sales, auto repair, carwashes, or any use for which a permit is required under the *Environmental Management Act* or *Regulation*. Accessory uses

include residential; screened outdoor storage; onsite store; picnic area; lounge; special event area in conjunction with *Liquor Control and Licensing Act*; as well as buildings or structures that support a permitted principal use.

The C-1A zone, which only applies to the subject property, specifies a minimum parcel size of 3.3 ha, maximum height of 9 m; parcel coverage of 25%; maximum floor area of 2,000 m²; and setbacks of 7.5 m (front); 6.0 m (side); and 10.0 m (rear). The zone was amended by Bylaw No. 4381 in December 2021, to add food and beverage processing, a country market, and accessory uses related to a manufacturer liquor license as permitted uses.

The proposed amendments to the C-1A zone include reducing the minimum parcel size to an average of 0.4 ha and a minimum of 0.2 ha; increasing the maximum height of buildings and structures to 12 m; replacing the maximum total floor area with a floor space ratio (FSR) of 0.4; reducing the side yard setback to 3.0 m and the rear yard setback to 5.0 m, except that a 9.0 m minimum setback is required from residential and rural zones; and specifying minimum front and flanking yard setbacks of 7.5 m from a public road.

In order to make land available for a public trail, pedestrian access, natural vegetation, landscaping, and to be consistent with the commercial industrial development permit area guidelines of the OCP, parking spaces are proposed to be setback a minimum of 7.5 m from lot lines abutting West Coast Road and 3.0 m from other lot lines. Parking would also be permitted on strata common property, rather than only on the property for which it is required. Finally, the applicant proposes adding restaurant, personal service, office, and health services uses as permitted uses to the zone.

The proposed commercial bare land strata arrangement with smaller lots is intended to allow for financing and development at an individual business level, as well as to promote an opportunity for clustering and building character diversity, rather than the single-owner model with larger, more uniform building design and leased commercial spaces (Appendices B, C, D, & J).

The proposal is supported by an environmental assessment (Appendix E) and groundwater studies (Appendix F) that assessed the feasibility of implementing ten individual commercial wells. The March 27, 2024, groundwater study reported that the well to be used by the brewery (Well ID: 69081) was tested at a rate of ~45 L/min and that, while the area influenced by pumping the well was relatively large during the test, the amount of well interference on neighbouring domestic wells was relatively small. Based on the brewery's projected water use, the study extrapolated a water usage rate of 5.7 L/minute in 10 years once the development has been fully built out. The professional commented that the interference would be proportionately much less than the test demonstrated; however, there is potential for future impact on Bliss Spring. This will need to be further studied as the brewery's water usage becomes better understood through the Provincial licensing process.

Staff are of the opinion that the proposed zoning amendments are in keeping with the direction provided by the OCP, and that the proposed OCP amendments are consistent with the other policies of the Plan. Staff recommend that the referral comments be received, that proposed Bylaw Nos. 4598 and 4599 be read a first and second time, that a public hearing be held with respect to the bylaws, and that prior to adoption, the landowner register a statutory right-of-way in favour of the CRD for a public trail along the property boundary shared by West Coast Road.

CONCLUSION

The purpose of Bylaw Nos. 4598 and 4599 is to amend the Shirley-Jordan River Official Community Plan, Bylaw No. 4001, by redesignating a 3.3 ha portion of the subject property from *Pacific Acreage* to *Commercial* with amendments, and to amend the Wildwood Terrace Neighbourhood Commercial (C-1A) zone of the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, by permitting additional commercial uses and a smaller average and minimum parcel size to facilitate subdivision. Staff have prepared the proposed Bylaws and recommend receipt of the referral comments, first and second reading, and advancement to public hearing. Staff also recommend that prior to adoption, the landowner work with staff to register a statutory right-of-way in favour of the CRD along West Coast Road.

RECOMMENDATION

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

- 1. That the referral of proposed Bylaw No. 4598, "Shirley Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024"; and proposed Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 162, 2024"; to the Shirley-Jordan River Advisory Planning Commission; Pacheedaht First Nation; T'Sou-ke First Nation; CRD departments; BC Hydro; BC Parks; District of Sooke; Island Health; Ministry of Forests Archaeology Branch; Ministry of Water, Land and Resource Stewardship Water Protection Section; Ministry of Transportation & Infrastructure; RCMP; and Sooke School District # 62 be approved and comments be received;
- 2. That proposed Bylaw No. 4598 be read a first and second time;
- 3. That proposed Bylaw No. 4599 be read a first and second time;
- 4. That in accordance with the provisions of Section 469 of the *Local Government Act*, the Director of the Juan de Fuca Electoral Area, or Alternate Director, be delegated authority to hold a Public Hearing with respect to Bylaw No. 4598 and Bylaw No. 4599;
- 5. That prior to the adoption of proposed Bylaw No. 4599, the landowner provides an amenity contribution by registering a statutory right-of-way adjacent to West Coast Road in favour of the Capital Regional District for the purpose of establishing a public trail; and that staff be directed to ensure that all conditions are satisfied towards completion and registration.

Submitted by:	Iain Lawrence, RPP, MCIP, Senior Manager, Juan de Fuca Administration
Concurrence:	Kevin Lorette, P.Eng, MBA, General Manager, Planning & Protective Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Location, Zoning, and DPA Map

Appendix B: Proposed Amendments to the C-1A zone

Appendix C: Updated Concept Plan

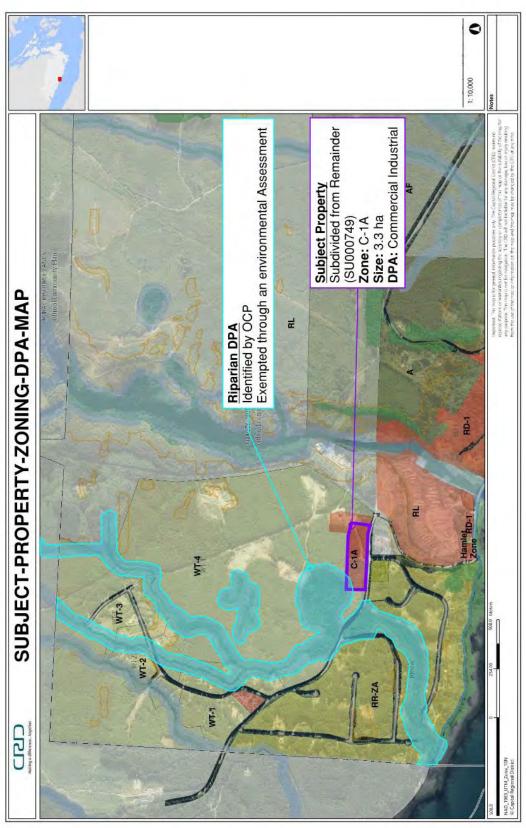
Appendix D: Plan of Subdivision SU000770
Appendix E: Environmental Assessment

Appendix F: Groundwater Reports

Appendix G: Bylaw No. 4598 – Proposed Amendments to the OCP Appendix H: Bylaw No. 4599 – Proposed Amendments to the C-1A

Appendix I: Referral Comments
Appendix J: Project Details

Appendix A: Location, Zoning, and DPA Map



Appendix B: Proposed Amendments to the C-1A Zone

Legend

- BLUE text shows those regulations to be added to the C-1A zone
- RED text shows those regulations to be removed from the C-1A zone.

6G.0 WILDWOOD TERRACE NEIGHBOURHOOD COMMERCIAL ZONE - C-1A Bylaw 3759

6G.01 Permitted Uses

In addition to the uses permitted in Section 4.15 of Part 1 of this Bylaw, the following uses and no others shall be permitted in the Wildwood Terrace Neighbourhood Commercial C-1A Zone:

- (a) Convenience Store:
- (b) Retail Store, excluding gas bars, gas stations or bulk fuel sales, auto repair or car wash, or any use for which a permit is required under the *Environmental Management Act or Regulation*;
- (c) Civic Uses;

(d) Food and Beverage Processing;	Bylaw 4381
(e) Country Market;	
(f) Restaurant;	Bylaw 4599
(g) Personal Services;	Bylaw 4599
(h) Offices;	Bylaw 4599
(i) Health Services:	Bylaw 4599

6G.02 Permitted Accessory Uses

In addition to the uses permitted by Section 23.01 of Part 2 of this Bylaw, the following Accessory Uses in conjunction with a permitted Principal Use and no others shall be permitted in the C-1A Zone:

Bylaw4599

- (a) Residential;
- (b) Screened storage yard;
- (c) Buildings or structures accessory to the above uses; pursuant to Part 1, Subsection 4.01.
- (d) Onsite store, picnic area, lounge and special event area accessory to a manufacturer liquor licence subject to the *Liquor Control and Licensing Act.*Bylaw 4381

6G.023 Minimum Parcel Size for Subdivision Purposes

- (a) The minimum parcel size for subdivision purposes is 0.4 ha;
- (b) Notwithstanding Section 6G.03(a) of Part 2 of this Bylaw, lot averaging is permitted with an average lot size of 0.4 ha and a minimum lot size of 0.2 ha.

Bylaw 4599

For Section 4, Renfrew District, except those parts in Plans 427R, 23879, VIP68644, VIP79213 and VIP82411, as shown on Map Nos. 1 and 2, one 3.3 ha parcel is permitted.

6G.034 Density Provisions

One dwelling unit in conjunction with a principal use.

6G.045 Height

No building or structure, shall exceed 9 m 12.0 m in height;

Bylaw 4599

6G.056 Parcel Coverage

Maximum parcel coverage shall be 25%.

6G.067 Minimum Frontage for Subdivision Purposes

Minimum frontage on a highway shall be 16 m.

6G.078 Maximum Size of Principal all Buildings and Structures

The Total Floor Area and sum of all buildings and structures on a parcel shall not exceed a Floor Area Ratio of 0.4.

Bylaw 4599

The maximum size of all buildings and structures shall not exceed a Total Floor Area of 2,000 m².

Bylaw 4381

6G.089 Yard Setback Requirements

All principal and accessory buildings and structures must meet the following yard requirements:

- (a) Principal buildings and structures are required to be:
 - (i) A minimum of 7.5m from the lot line of a street and or public highway; and
 - (ii) A minimum of 3.0m from the lot line of a parcel; and
 - (iii) Notwithstanding Pat 2 Section 6G.09 (a) (ii) above; a minimum of 9.0m is required from the lot lines of parcels in Residential, Rural Residential, or Multiple Family Residential zones.
- (b) Accessory buildings and structures are required to be:
 - (i) A minimum of 7.5m from the lot line of a street and or public highway; and
 - (ii) A minimum of 3.0m from a lot line of a parcel.

Bylaw 4599

- (c) Front Yards shall be a minimum of 7.5 m;
- (d) Side yards shall be 6 m;
- (e) Rear yards shall be 10 m;
- (f) Where a permitted use in this zone is proposed adjacent to a Rural Residential Zone, no building or structure or use except a fence and/or a retaining wall shall be located in the required yard which separates the two.

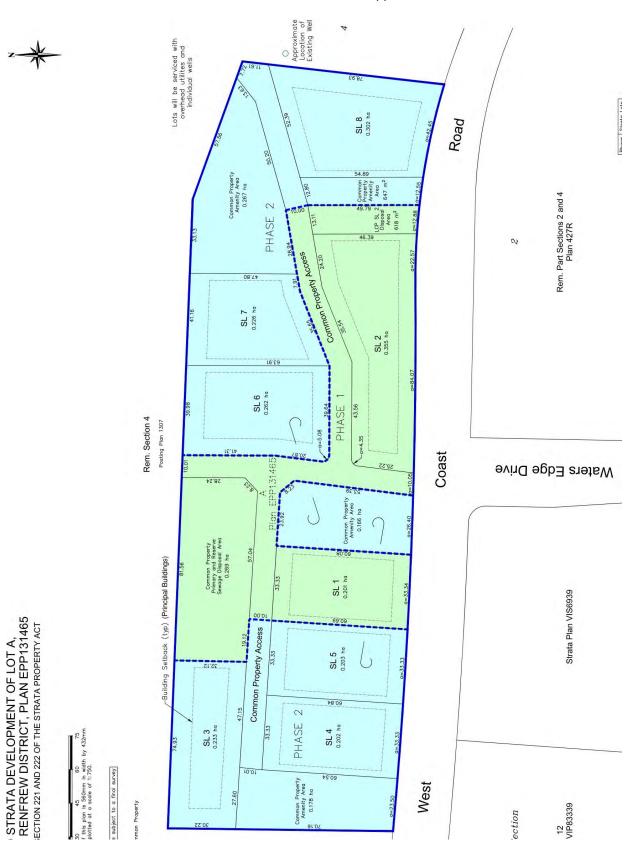
6G.10 Parking Setback

- (a) Bare land strata lots may provide parking spaces in accordance with this bylaw sited on common property registered on title to those strata lots;
- (b) For lot lines that abut a public highway, parking spaces provided in accordance with this bylaw shall be a minimum of 7.5m; and
- (c) For lot lines that do not abut a public highway, parking spaces provided in accordance with this bylaw shall be a minimum of 3.0m from a lot line.

Appendix C: Updated Concept Plan



Appendix D: Plan of Subdivision SU000770



Appendix E: Environmental Assessment



March 17, 2023

To: Darren Lucas Capital Regional District 625 Fisgard Street Victoria, BC V8W 1R7 From: Julie Budgen, R.P.Bio. Corvidae Environmental Consulting Inc. 6526 Water Street Sooke, BC V9Z 0X1

12036 West Coast Road Assessment Letter for Lot Subdivision (CRD file number SU000749)

To Darren Lucas,

On February 8th, a Qualified Environmental Professional (QEP) with Corvidae performed a site visit at 12036 West Coast Road (PID 009-573-356), to determine if the proposed 2-lot subdivision (CRD file number SU000749) at this location occurs within a Riparian Assessment Area (RAA) or within a Riparian Development Permit Area (DPA) as shown in Schedule D of the Shirley – Jordan River Official Community Plan (OCP)¹.

The QEP confirmed during the assessment there are no wetlands or watercourses on the proposed lot subdivision or within 50 m of the its boundaries (Figure 1). The area mapped on Schedule D of the OCP that appears in the shape of a wetland was observed in the field to be comprised of a predominantly western redcedar (*Thuja plicata*) canopy and a salal (*Gaultheria shallon*) understory. Soils in this area possess a high clay content and thus have limited drainage capacity, however, no surface water or hydrophytic, wetland-associated vegetation was detected during the site assessment.

Given that the proposed subdivision does not occur within or in proximity to a RAA or Riparian DPA, the proposed development is exempt from requiring a development permit as per Section 534 A of the Shirley – Jordan River OCP. Photos of the property and adjacent forested habitat (including mapped DPAs) have been included in Appendix A.

If you have any questions or concerns, please contact me for further details,

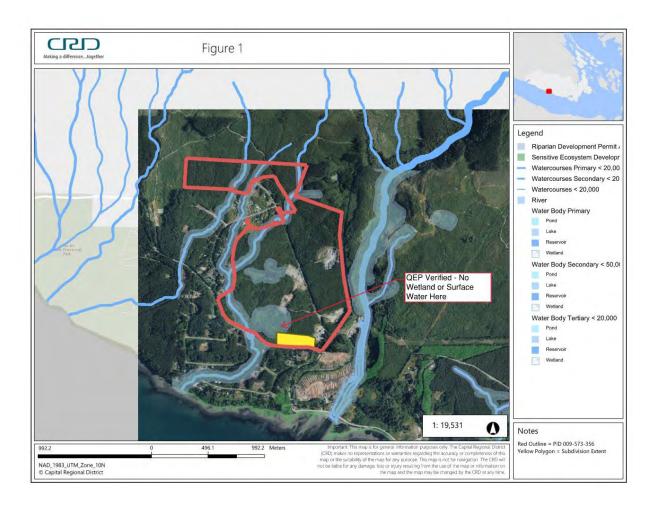
Prepared by,



Julie Budgen, R.P.Biol., B.Sc., Senior Environmental Planner 250-415-8553

¹ Shirley -Jordan River OCP. 2018 https://www.crd.bc.ca/docs/default-source/crd-document-library/bylaws/juandefucaelectoralarea/3717---official-community-plan-for-shirley-jordan-river-bylaw-no-1-2010b.pdf?sfvrsn=573a9ac_6







APPENDIX A - SITE PHOTOS

Photo 1. Northwest view of mapped Riparian DPA. February 8, 2023.



Photo 2. Typical view of forested habitat on the property in the west extent. February 8, 2022.



3

3

Appendix F: Groundwater Reports



File: 2205191

March 27, 2024

Totangi Properties Ltd Jordan River BC

Attention:

Re: Assessment of February 2024 Pumping Test on Well, WID 69081 (WTN 128906)

As requested, Hy-Geo Consulting has completed an assessment of the quantity and quality of well WID 69081 (WTN 128906) on your property, based on a 24.25 hour pumping test conducted by Independent Pump & Mechanical Ltd., from February 14 to February 15, 2024. The well was investigated as a potential water supply source to support a proposed brewery on the property at 12036 West Coast Road, Jordan River.

It is estimated that the proposed brewery for the subject property would initially need 350,000 L/year (959 L/day) of potable water potentially growing to 3,000,000 L/year (8219 L/day) over 10 years (Totangi Properties, 2024). This would be equivalent to an initial well production rate of 0.18 USgpm growing to 1.51 USgpm, from the well.

This report summarizes the results of pump testing the well and monitoring of potential effects on neighbouring wells. A groundwater assessment report on the southern portion of the property was previously completed by Hy-Geo Consulting (Kohut, 2023).

WELL LOCATION

Well WID 69081 is situated at an elevation just under 55 m, along the southern boundary of PID 9573356 on the north side of West Coast Road at Jordan River (Figure 1). There are numerous existing wells in the general region directly south and west of the property (Figure 1). First Creek lies approximately 360 m west of the well site at an elevation between 45 and 50 m. Another well, WID 18153 (WTN 95648) situated approximately 165 m northeast of WID 69081 was utilized as an observation well during the test pumping of WID 69081.

PUMPED WELL WID 69081 (WTN 128906)

Well WID 69081 is a 6 inch (15.24 cm) diameter well drilled in 2023 by Drillwell Enterprises Ltd., to a depth of 111 feet (33.83 m) and completed with 10 feet (3.05 m) of a screen assembly consisting of 5 feet (1.52 m) of 5 inch (12.7 cm) diameter 50 slot stainless steel well screen set at a depth from 106.5 to 111 feet (32.46 to 33.83 m) in

1

grey sandy gravel and a 2 foot (0.61 m) length of riser pipe with K packer from 104.5 to 106.5 feet (31.85 to 32.46 m). A copy of the well driller's log is provided in Appendix A.

The driller rated the well at 30 USgpm based on a brief 3 hour bailing test. Non-pumping water level recorded in October 2023 was 71 feet (21.64 m) below top of casing with a stickup of 22 inches (55.9 cm) above ground level. The well lies on a glacial-fluvial terrace that slopes gently southwesterly towards the ocean and is completed in a confined glacio-fluvial sand and gravel aquifer system designated as Aquifer 944 under the BC Aquifer Classification System (Bernardinucci and Ronneseth, 2002). The aquifer is classified as a IIB aquifer with a moderate level of demand and moderate vulnerability to contamination from surface sources.



Figure 1. Location of pump tested well WID 69081, Observation Well WID 18153 and neighbouring reported wells. Base map from Province of British Columbia (2024a).

OBSERVATION WELL WID 18153 (WTN 95648)

Well WID 18153 is a 6 inch (15.24 cm) diameter well drilled in 2006 by Drillwell Enterprises Ltd., to a depth of 114 feet (34.75 m) and completed open bottom without a screen. The well encountered coarse gravel to 56 feet (17.07 m), and grey sand from 56 to 59 feet (17.07 to 17.98 m) underlain by gravel with sand and cobbles to 114 feet (34.75 m). A copy of the well driller's log is provided in Appendix A. The absence of any reported fine-grained deposits suggests that the aquifer may be unconfined at this location.

The driller rated the well at 10 USgpm based on a brief 1.5 hour air lifting test. Non-pumping water level recorded in July 2006 was 71 feet (21.64 m) below top of casing with a stickup of 18 inches (45.7 cm) above ground level.

CLIMATE

The region is situated in the Coastal Western Hemlock Biogeoclimatic Zone with long, mild, and wet winters, and relatively sunny and dry summers. While a long-term climate station for Jordan River is not available, monthly normal precipitation for the Sooke Lake North climate weather station for the 1981-2010 period has been reported by the Government of Canada (2024) for climate station 1017563 as shown in Figure 2. The region receives about 1497 mm of precipitation on an annual basis (Government of Canada, 2024). Precipitation normally follows a seasonal cycle, with highest rainfall during the fall, winter and early spring months while the summer months are subject to drought conditions.

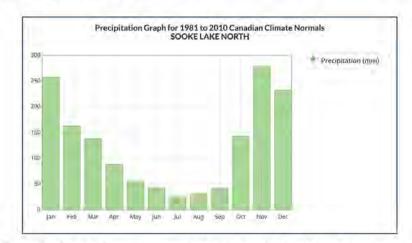


Figure 2. Graph of monthly normal precipitation for Sooke Lake North station (Climate ID. 1017563). Graph from Government of Canada (2024).

REGIONAL WATER LEVEL FLUCTUATIONS

From historic observation well data in unconsolidated deposits on southern Vancouver Island, groundwater levels in surficial wells generally rise and fall with the seasons in response to available precipitation, becoming highest during the late fall, winter and spring months and declining during the May to September period (Kohut *et al.*, 1984). Historic data from the closest provincial Observation Well 469 at Sooke, shows long-term water levels fluctuating over a narrow range of about 2.5 m with highest water levels during the winter months. Similar natural fluctuations might be expected for Aquifer 944 in the Jordan River area with water levels seasonally high in January and February.

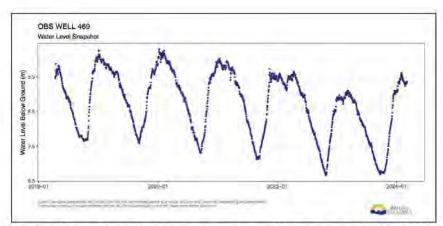


Figure 3. Groundwater level trend in Observation Well 469 at Sooke from 2018 to 2024. Adapted from Province of British Columbia (2024b).

PUMPING TEST OF WELL WID 69081 (WTN 128906)

A minimum 24 hour pumping test is the recommended standard for assessing wells completed in unconsolidated aquifers (Ministry of Environment, 2010). The project well WID 69081 was subsequently pump tested by Independent Pump & Mechanical Ltd., at a near constant rate, averaging 45.07 L/min (11.91 USgpm) for 24.25 hours from 8:00 am February 14 to 8:15 am, February 15, 2024. The pumping rate was determined from a totalizing flow metre and periodic measurements by filling of a 45 gallon drum.

Pumped water was discharged into a drainage ditch 200 feet (61 m) down slope away from the wellhead towards the west. Manual water level readings were taken in the project well during the test at prescribed intervals (Ministry of Environment, 2010) and a Solinst Levelogger® 5 datalogger set in the well also recorded water levels at ten minute intervals. A Solinst Barologger® 5 barometric data logger was also employed on site during the test.

Water levels in the neighbouring Observation well WID 18153 (WTN 95648) were also monitored during the pumping test with a *Solinst Levelogger®* 5 datalogger at ten minute intervals. Upon pump shutdown, recovery water levels in the pumped well WID 69081 were manually taken at prescribed intervals for 7.75 hours. Limited recovery water levels were also taken in Observation well WID 18153 for 5 hours. Recovery water levels were also recorded by the *Solinst Levelogger®* 5 dataloggers in both wells.

Water samples were taken from the pumped well near the end of the test and delivered within 20 hours of sampling with ice packs to the Bureau Veritas laboratory in Esquimalt for analysis of chemical and bacteriological parameters. One of the samples was also field filtered by A. Kohut for determination of dissolved metals. All samples were unadulterated and taken from the pumped well and delivered to the laboratory by A. Kohut.

PUMP TESTING RESULTS

Pumped Well WID 69081

Well test drawdown and recovery data for the pumped well are provided in Appendix B. Appendix C contains a copy of the water quality analytical laboratory report from Bureau Veritas.

The pumping test was started at 8:00 am on February 14 and ended at 8:15 am on February 15, 2024. Figure 4 shows the drawdown in the pumped well during pumping.

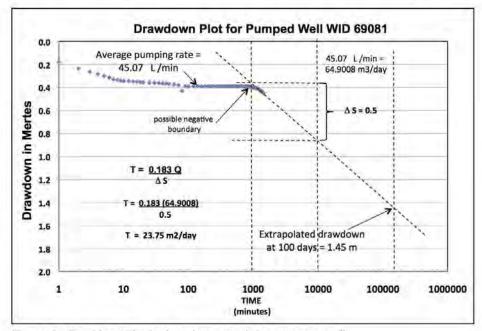


Figure 4. Semi-logarithmic drawdown graph for pumping well.

Drawdown at the end of the test reached 0.45 m below the initial non-pumping water level of 19.12 m below the top of casing at 0.56 m above ground utilizing only 3.5% of the available drawdown of (12.73 m) to the top of the well screen assembly at a depth of 31.85 m (106.5 feet). The water level reached relatively stabilized conditions within 100 minutes of the start of pumping but continued to drawdown slightly as the test progressed. A possible negative boundary condition appears to have been encountered at about 840 minutes into the test (Figure 4). Transmissivity of the aquifer was calculated at 23.75 m²/day based on the latter portion of the test.

Figure 5 shows the water level in the well, prior to during and after the pump test as recorded by the datalogger. Prior to the test the water level in the well was rising gradually (Figure 5). Initially on pumping the well drew down very quickly, becoming relatively stable and then drawing down slightly. Minor fluctuations in water level during the test may be related to pumping effects from nearby wells and possibly tidal effects. Upon shutdown the well recovered almost instantaneously but 0.1 m short of a full recovery. Water levels then continued to fall slowly. Figure 6 shows a semi-logarithmic plot of the recovery plot for the well. Recovery was not 100% complete as water levels were gradually falling slightly during and after the test.

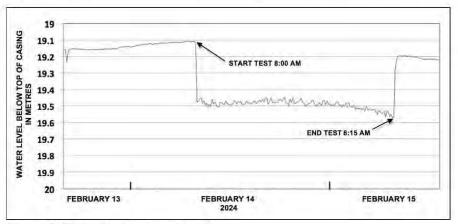


Figure 5. Water level in pumped well.

Given that the well was tested during the wettest time of the year, water levels during the late summer could be much lower reducing the available drawdown in the well by 3.0 metres. Extrapolation of the drawdown in the well to 100 days of continuous pumping as shown in Figure 4, indicates the drawdown would reach 1.45 m. Specific capacity of the well after 100 days would be 46.52 L/min per metre of drawdown. Utilizing this specific capacity and 70 percent of the available summer drawdown of 9.73 m in the well would suggest a long term yield of about 317 L/min or 84 USgpm. It is obvious that the well is capable of supplying much more than the rate at which it was pumped. The ultimate capacity of the well however, would be much less than 317 L/min (84 USgpm) and limited by the well diameter and screen design. Additional pump testing at higher rates would also be required to assess the maximum well capacity. Based on the current test, a well capacity twice that at which it was pumped or 90 L/min (24 USgpm) would be most possible without considering potential well interference effects. The well is therefore, entirely capable of meeting the maximum anticipated projected demand of the brewery for 3,000,00 L/year (8219 L/day). after 10 years. This would be equivalent to a well production rate of 1.51 USgpm (5.72 L/min), from the well.

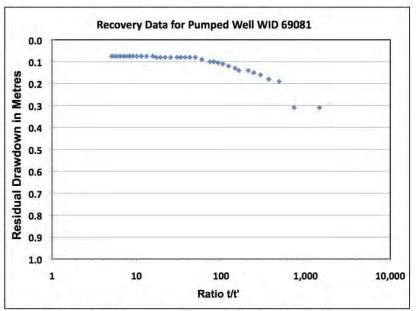


Figure 6. Semi-logarithmic recovery graph for pumped well.

Observation Well WID 18153

Figure 7 shows the water level in the observation well, prior to, during and after the pumping test. The water level in the observation well mirrors the water level response of the pumped well except when the pump is shut down. There is only a very minor water level recovery response in the observation well. This suggests that some dewatering of the aquifer has occurred during the pumping test.

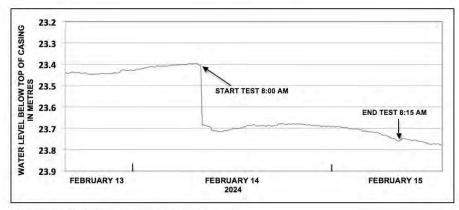


Figure 7. Water level in observation well.

Figure 8 shows the drawdown date for the observation well extracted from the datalogger as the manually taken readings were compromised during the test. Extrapolation of the drawdown data to 100 days indicates that the drawdown would be similar to the extrapolated drawdown in the pumped well.

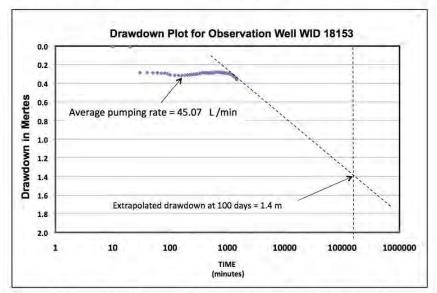


Figure 8. Semi-logarithmic plot of drawdown data in observation well.

Figure 9, indicates the lateral extent of the drawdown cone during the pumping test and after 100 days pumping at a rate of 45.07 L/min (11.91 USgpm). Assuming the aquifer is isotropic, Figure 9 indicates that the pumping test would have affected an area within a radius of 350 m from the pumping well. After 100 days pumping the radius of influence would theoretically extend to 4000 m.

While the radius of the cone of influence of pumping well WID 69801 at a rate of 45.07 L/min (11.91 USgpm) was relatively large (350 m) during the test, the amount of well interference was relatively small at <0.5 m. Similarly, while the radius of the cone of influence pumping well WID 69801 for 100 days would be quite large, again the degree of interference anticipated would also be relatively small at < 1.5m. This degree of well interference would not likely have any significant effect on the safe available drawdown in neighbouring domestic wells.

At a maximum continuous pumping rate of 5.72 L/min or (1.51 USgpm) the projected interference drawdowns would be proportionally much less and only 0.18 m in the observation well after 100 days of pumping. The cone of influence after 100 days, would also not extend to more than 300 m from the pumping well.

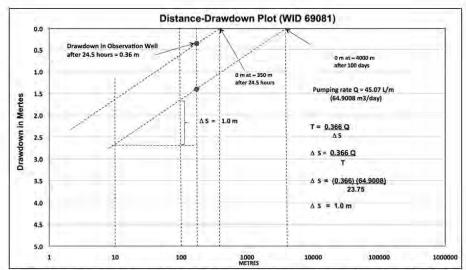


Figure 9. Semi-logarithmic plot of distance versus drawdown with well WID 69081 pumping up to 100 days.

Figure 10 shows the minimum size of the up gradient area that could be contributing recharge to the upper reaches of Aquifer 944 and well WID 69081. Recharge sources would include infiltration of a portion of precipitation falling on the northern portion of Aquifer 944, infiltration from runoff upslope of the aquifer, infiltration from First Creek and from other small creeks up slope. Based on a conservative estimate, for example, of only 2 percent of the annual normal rainfall (1497 mm) over the minimum recharge area, direct infiltration of precipitation, estimated to be 69.54 L/min in itself, would be more than enough to sustain a pumping rate for well WID 69081 at 5.72 L/min or (1.51 USgpm).

Based on the potential extent of the cone of influence of the well up to 300 m after 100 days pumping at 5.72 L/min or (1.51 USgpm) an examination of the location of licensed springs in the vicinity of well WID 69081 was undertaken. Figure 11 indicates that there is one licensed spring, namely Bliss Spring situated within 300 meters of the well.

Bliss Spring is licensed for a total quantity of 29.55 m³/day or equivalent to 20.52 L/min (Table 2). While currently unknown, there is a possibility that continuous pumping of well WID 69801 at a rate of 5.72 L/min or (1.51 USgpm) could have a minor effect on the flow of Bliss Spring.

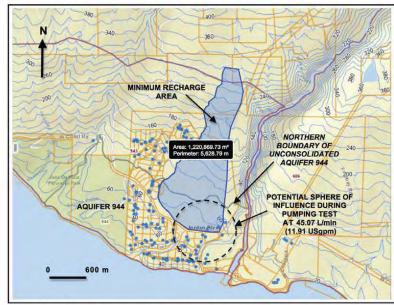


Figure 10. Minimum recharge area and potential cone of influence during pumping test of well WID 69081. Base map from Province of British Columbia (2024a).

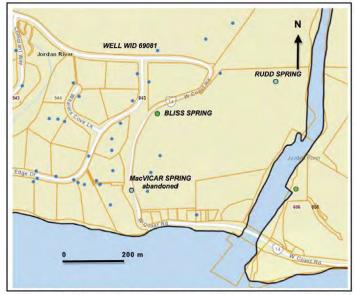


Figure 11. Location of licensed springs in the vicinity of well WID 69801.

Base map from Province of British Columbia (2024a).

Table 2. Licensed springs in vicinity of well WID 69081.

Licence Number			Purpose	Quantity (MD)
F014458	19430909	Bliss Spring	DOMESTIC	2.273
C123888	20080430	Bliss Spring	DOMESTIC	2.273
F011450	19380816	Bliss Spring	DOMESTIC	4.546
F127744	19410616	Bliss Spring	DOMESTIC	2.273
C061320	19840224	Bliss Spring	DOMESTIC	2.273
C110196	19950825	Bliss Spring	COMM. ENTERPRISE: ENTERPR	2.273
F012739	19380816	Bliss Spring	DOMESTIC	4.546
F014742	19491013	Bliss Spring	DOMESTIC	4.546
F110384	19380816	Bliss Spring	DOMESTIC	2.273
F014458	19430909	Bliss Spring	COMM. ENTERPRISE: ENTERPR	2.273
C110715	19960219	Rudd Spring	COMM. ENTERPRISE: ENTERPR	22.73
C110876	19960401	Rudd Spring	CAMPS & PUB FACIL: PUBLIC	2.273
			Total:	54.552

Data from Province of British Columbia (2024a).

WATER QUALITY RESULTS

Laboratory results of the February 15, 2024 sampling (Table 1), indicate that the water quality of the project well met or exceeded the *Guidelines for Canadian Drinking Water* (Health Canada, 2022) for all parameters tested except for pH at 6.47, True Colour at 128 TCU, Turbidity at 9.9 TU, Total and Dissolved Iron at 9220 and 9560 μ g/L respectively and Total and Dissolved Manganese at 202 and 198 μ g/L respectively. **No detectable total coliforms or E.coli., bacteria were reported.**

Manganese levels above 20 μ g/L and total iron above 300 μ g/L are of aesthetic concern and may result in staining of laundry and/or toilet fixtures. Manganese above 120 μ g/L is also a health risk for infants consuming the water if it is used to prepare baby formula as it can have can effects on neurological development and behaviour; deficits in memory, attention, and motor skills.

The overall mineralization of the water is very low with a total dissolved solids (TDS) content of 90 mg/L. The Langelier Index @ 4.4°C is very low at -2.60 indicating the water is aggressive and corrosive for metal piping.

While bacteriologically potable, the presence of elevated levels of iron, manganese, colour, turbidity and low pH would require treatment for commercial purposes. Elevated levels of these parameters could also lead to potential corrosion issues, staining and deposits in the water system.

Parameters/Site and Sampling	WELL	WELL		Canadian	Units
Date	WID 69081 Jordan River Well	WID 69081 Jordan River Well		DWGuideline 2022	
San	Feb 15/24	Feb 15/24			
PHYSICAL TESTS					
True Colour	128 18			< or =15	TCU
Transmittance at 254nm	110				%T/cm
Conductivity	30.9				μS/cm mg/L
Total Hardness (CaCO ₃) pH	6.47			7.0-10.5	pH units
Total Dissolved solids (TDS)	90			< or = 500	mg/L
Turbidity	9.9			<1.0	NTU
ANIONS					
Alkalinity (Total as CaCO ₃)	41				mg/L
Alkalinity (PP as CaCO ₃)	<1.0				mg/L
Bicarbonate	50				mg/L
Carbonate	<1.0				mg/L
Hydroxide	<1.0				mg/L
Chloride	4.4			< or = 250	mg/L
Fluoride	<0.050			1.5	mg/L
Nitrate (N)	<0.020 <0.0050			10	mg/L
Nitrite (N) Total Organic Nitrogen (N)	0.589				mg/L mg/L
Total Ammonia (N)	0.303		-		mg/L
Nitrate plus Nitrite (N)	<0.020				mg/L
Total Nitrogen (N)	0.877				mg/L
Total Organic Carbon (C)	1.5				mg/L
Total Phosphorus (P)	1			625	mg/L
Total Sulphide	0.0058			0.05	mg/L
Sulphide (as H2S)	0.0062 <1.0			0.05 < or =500	mg/L
Sulphate	×1.0			< 01 -300	mg/L
TOTAL METALS	13.3	DISSOLVED	METALS	100 and 2000	uall
Aluminum Antimony	<0.50	5.1 <0.50		100 and 2900 6	μg/L μg/L
Arsenic	8.03	7,78		10	µg/L
Barium	7.0	6.7		2000	µg/L
Beryllium	<0.10	< 0.10			µg/L
Bismuth	<1.0	<1.0		to the second	
Boron	<50	<50		5000	µg/L
Cadmium	0.031	<0.010		7	µg/L
Chromium	<1.0 <0.20	<1.0 <0.20		50	µg/L
Cobalt Copper	2.30	0.81	_	1000 and 2000	μg/L μg/L
Iron	9220	9560		< or = 300	µg/L
Lead	0.20	<0.20		5	µg/L
Manganese	202	198		20 and 120	µg/L
Mercury	<0.0019			1	μg/L
Molybdenum	<1.0	<1.0			µg/L
Nickel	<1.0 <0.10	<1.0 <0.10			µg/L
Selenium	17200	16000		50	µg/L
Silicon	<0.020	<0.020			µg/L µg/L
Strontium	25.5	26.6		7000	µg/L
Thallium	<0.010	<0.010		, 500	py
Tin	<5.0	<5.0			µg/L
Titanium	<5.0	<5.0		-	µg/L
Uranium	<0.10	<0.10		20	µg/L
Vanadium	<5.0	<5.0		C Many Page	µg/L
Zinc	41.9 <0.10	26.9 <0.10		< or = 5000	µg/L
Zirconium Calcium	7.86	<0.10 8.07			μg/L mg/L
Magnesium	2.74	2.84			mg/L
Potassium	0.786	0.786			mg/L
Sodium	6.47	6.32		< or = 200	mg/L
Sulphur	<3.0	<3.0			mg/L
MICROBIOLOGICAL					
Total coliforms	0			ND	CFU/100m
Escherichia coli (E. coli)	0			ND	CFU/100m

Turbidity guideline applies to a surface water source or a groundwater source under the direct influence of surface water.

ND means none detectable. Exceedances shown in red font. The following conclusions on the available water quantity and water quality of well WID 69081 can be made:

- 1 Well WID 69081 was pump tested for 24.25 hours between February 14 and February 15, 2024 by Independent Pump & Mechanical Ltd., at a near constant rate, averaging 45.07 L/min (11.91 USgpm). The maximum well capacity could be as much as 90 L/min (24 USgpm) without considering potential well interference effects. The well is therefore, entirely capable of meeting the initial demand of 350,000 L/year (959 L/day) and potentially growing to 3,000,000 L/year (8219 L/day) over 10 years. This would be equivalent to an initial well production rate of 0.18 USgpm growing to 1.51 USgpm (5.72 L/min).
- Analysis of observation well date indicates that during the pumping test, the drawdown cone likely extended over an affected area with a radius of 350 m surrounding the pumping well.
- While the radius of the cone of influence of the pumping well during the test was relatively large (350 m), the amount of well interference was relatively small at <0.5 m.
- 4. One licensed spring, namely Bliss Spring is situated within 300 meters of well WID 69081. There is a possibility that eventual pumping of well WID 69081 at 5.72 L/min or (1.51 USgpm) could have some minor effect on this water source after 100 days of continuous pumping. Further investigations of this water source may be warranted as part of a water licence application for the well.
- 5. Water samples collected at the end of the pumping test and submitted for laboratory testing indicate the water is of potable quality, with no detectable coliform or E.coli bacteria. The presence of Total Iron, Dissolved Iron, Total Manganese and Dissolved Manganese exceeding the aesthetic levels under Guidelines for Canadian Drinking Water Quality (Health Canada, 2022) will require treatment for commercial purposes. Elevated levels of these elements could also lead to potential corrosion issues, staining and deposits in the water system. Elevated manganese at or above 120 µg/L is also a health risk for infants consuming the water if it is used to prepare baby formula as it can have can effects on neurological development and behaviour; deficits in memory, attention, and motor skills.

RECOMMENDATIONS

 Consideration should be given to equipping the discharge line from the well with a totalizing water flow meter to monitor and record the well use with time and installing a water level sounding tube in the well for taking periodic water level measurements.

- Further water quality sampling should be undertaken to assist with the design of an appropriate water treatment system that will be effective and economical for the intended use of the water for commercial purposes.
- Under the Water Sustainability Act a water licence would be required to operate
 the well for commercial purposes. An application for use would need to be
 submitted to FrontCounter BC in Nanaimo through the website
 https://portal.nrs.gov.bc.ca/web/client/home
- Investigate and assess the conditions surrounding Bliss Spring and any potential for well interference by pumping of well WID 69081.

CLOSURE

This report was prepared in accordance with generally accepted engineering, hydrogeological and consulting practices. It is intended for the prime use of Totangi Properties Ltd., in connection with its purpose as outlined under the scope of work for this project. This report is based on data and information available to the author from various sources at the time of its preparation and the findings of this report may therefore be subject to revision. Data and information supplied by others has not been independently confirmed or verified to be correct or accurate in all cases. Any errors, omissions or issues requiring clarification should be brought to the attention of the author. The author retains full copyright of the material contained in the report. The author and Hy-Geo Consulting accepts no responsibility for damages suffered by any third party as a result of any unauthorized use of this report.

Respectfully submitted,

Alan P. Kohut PEng. Principal and Senior Hydrogeologist

HY-GEO CONSULTING

Permit to Practice Number: 1001034

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APPENDIX A

Well Records

WID 69081 (WTN 128906)

WID 18153 (WTN 95648)

BRITIS COLUMI The Best Place of	BIA IN	Iinistry nvironr	of Well	Closure	ction Rep Report n Report	ort .	WELL ENTE 4994 Polke Duncan, B.C. Phone: 250-	y Road V9L 6W 746-5268	3 ps:/	Ministry Gor	well ID Plate Number: (Well Tag Number: firmation/alternative specs pinal well construction report	s. attached
Owner na Mailing a Well Loc or Lega	ame: iddress: ation: Ad I descript	Tot Victe dress: s ion: Lot	oria mo	Propin P	ertie O Box Street nam	904 ne Wes L.	Town St Coasi Block	Vict t Ro	toria	Tow	otes & definitions of at Prov. BC Postal C Tordan A Rg. Land District	ode V8W2R
Orientati Class of	2) of drilling on of wel well (see	i: vert	otary cable too	orthing:	d elevation	3 72 uger □ dr : 185 ub-class	iving igetting ft (asl)	m or g □ exca Metho	d (see note Don	e: other (e 4): n e S	specify): Dual Roten GPS	j .
	-		On (see notes 7-1 ve Colour ess	4) or clo Material D List in	sure des escription (Un order of de	scription se recommoreasing and	1 (see notes 1: nended terms or nount, if applica	5 and 16) n reverse. able)	Water-be Estimated (USgp	aring I Flow	Observations (e.g., fracture well sorted, silty wash), o	
71'	111'	harse	o t	Gren	il, 9	andy!	reml , grey co	for	اسا	3		
Casing	details						Screen	details				
From ft (bgl)	To ft (bgl)	Dia in to "	Sheel / Res		Wall Thickness in —	Drive Shoe	From ft (bgl) 1046 106'64	To ft (bgl)	Dia in 5"	KR SS	Type (see note 18) Celtar + Risar S, Screen	Slot Size
	ype:	Other (sp		Thickness	Depth:	7 'ft in ft in ft (bgl)	Screen type Screen mat Screen ope	e: A Teles terial: A s ening: A (tom: Ba From:	Stainless st Continuous ail APlug ft To:	Pipe siz	Uncased hole te Plastic Other (specif Slotted Perforated late Other (specify): Thickness:	
Air lifting Other Notes: Well yi	(specify):	rging mated	Jetting □ Pumpi by: □ Bailing □ Othe USgpm Durat	Total er (specify):	ing duration:	3 hrs	Final we Total depth Final stick of SWL: Artesian flo Type of we Where well	drilled: up: 22 71 w:	pletion i.i.l. ft (bt	ft in oc) USgpr	Finished well depth: \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	A ft (bgl)
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Registra Consulta DECLARA has been o Water Pro	tion no. (s ant (if appli	cable; nar constructi ordance wi ulation.	20): WD ov me and company): on, well alteration o th the requirements	12140 ALAN KI	7 OHVT C		Date of Started: A	023/0	үү/мм/di 9/29	D):	Completed: 2623/	10/02

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			Well Closure	1000	Staile Could	1994 Polley Road noan, B.C. V9L 6W3		tion/alternative specs. att	
COLUI Ministry of E			Well Alteration	on Report		none: 250-746-5268	☐ Original v	well construction report at	tached
Red lette	ering in	dicates	minimum man	datory information	i.	5	See reverse for r	notes & definitions of ab	breviations.
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Litholog		scripti	on (see notes 7	-14) or closure of	description	(see notes 15 and 16)	Water-bearing		
From ft (bgl)	To ft (bgl)	Relat Hardn				nded terms on reverse. ount, if applicable)	Estimated Flow (USgpm)	Observations (e.g., fracture well sorted, silty wash), c	
0	56		Bern	SI DA S	l con	2010-0			
56	59"		Grazi	Dand	1 2000		wB.		
39	174"		Rich	Gravel	Soul	college	WB		
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				gre	el				
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Casing			Casing Materia	Wal / Open Hole : Thickn		Screen details		Type (see note 18)	Slot Size
From	details To ft (bgl)	S Dia in	Casing Materia	/ Open Hole Thickn		Screen details From To ft (bgl) ft (bgl)	Dia in Dia viene	Type (see note 18)	Slot Size
From	To	Dia in	Casing Materia	/ Open Hole Thickn	ess Drive Shoe	From To ft (bgl)	Dia	Type (see note 18)	Slot Size
From	To ft (bgl)	Dia in	Isteel R	/ Open Hole Thickn in	ess Drive Shoe	From To ft (bgl)	Dia		Slot Size
From	To ft (bgl)	Dia in	Isteel R	/ Open Hole Thickn in	ess Drive Shoe	From To ft (bgl)	Dia		Slot Size
From ft (bgl)	To ft (bgl)	Dia in 10° 6	lited R Steel	Open Hole Thickn in	Pess Drive Shoe	From To ft (bgl) ft (bgl)	Dia in Servera Mattena Pa	Uncased hole	Slot Size
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From ft (bgl) Surface sea Method of it Backfill: Type	To ft (bgl)	Dia in 10 6	At all a	Open Hole Thickn in	Pess Drive Shoe	From To ft (bgl) ft (bgl)	Dia in Note that the property of the property	Uncased hole	n: Ahtead
From ft (bgl) Surface sea	To ft (bgl)	Dia in 10° 6	Attack to Attack	Depth:	Prive Shoe	Intake: Screen Screen type: Tele Screen material: Screen pening: Screen bottom: B	Dia in Dia in Open bottom scope Pipe si Stainless steel Continuous slot lail Plug	Uncased hole ize Plastic Other (specify Plate Other (specify):	i):Mittent
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PPSS-3

APPENDIX B

PUMPING TEST DATA

B1: Pumped Well WID 69081(WTN 128906)

B2: Observation Well WID 18153 (WTN 95648)

APPENDIX B1

Pumping Test Data for Subject Well

Project: Well WID 69081 (WTN 128906) Client;

Reference: all readings from top of sounding tube at top of using
Stick up: 0.56 m (22")
Observation Wells: WID 18153 (WTN 95648)

Location: 12036 West Coast Rd., Jordan River

Date of Test:

Wednesday February 14, 2024 Independent Pump & Mechanical Ltd.

Test Conducted by: Pumped Well:

Pump Start Time: Pump End Time: Analysis by:

8:00 AM 8:15 AM Feb. 14, 2024 Feb. 15, 2024

Pumping Rate:

33.83 m deep (111 feet) 45.07 L/min (11.91 USgpm)

Static Water Level:

19.12 m

A. Kohut, P.Eng.

Drawdown Data:

Recovery Data:

Time (minutes)	Water Level (m)	Drawdown (m)	Time f (minutes)	Time t' (minutes)	Water Level (m)	t/t	Residual Drawdown (m)
1	19.300	0.180	1456	1	19.430	1456.0	0.310
2	19.360	0.240	1457	2	19.430	728.5	0.310
3	19.385	0.265	1458	3	19.310	486.0	0.190
4	19.405	0.285	1459	4	19.300	364.8	0.180
5	19.420	0,300	1460	5	19.280	292.0	0.160
6	19 435	0.315	1461	6	19.270	243.5	0.150
7	19.450	0.330	1462	7	19.260	208.9	0.140
8	19.455	0.335	1464	9	19.260	162.7	0.140
9	19.460	0.340	1465	10	19.250	146.5	0.130
10	19.465	0.345	1467	12	19.240	122.3	0.120
12	19.465	0.345	1469	14	19.230	104.9	0.110
14	19.470	0.350	1471	16	19.225	91.9	0.105
16	19.470	0.350	1473	18	19.220	81.8	0.100
18	19.475	0.355	1475	20	19.220	73.8	0.100
20	19,475	0,355	1480	25	19.210	59.2	0.090
25	19.480	0.360	1485	30	19.200	49.5	0.080
30	19.480	0.360	1490	35	19.200	42.6	0.080
35	19.482	0.362	1495	40	19.200	37.4	0.080
40	19.485	0.365	1500	45	19.200	33.3	0.080
45	19.485	0.365	1505	50	19.200	30.1	0.080
50	19.490	0.370	1515	60	19.200	25.3	0.080
60	19.495	0.375	1525	70	19.200	21.8	0.080
70	19.500	0.380	1535	80	19.200	19.2	0.080
80	19.550	0.430	1545	90	19.200	17.2	0.080
90	19.510	0,390	1555	100	19.195	15.6	0.075
100	19.510	0.390	1575	120	19.195	13.1	0.075
120	19.510	0.390	1595	140	19.195	11.4	0.075
140	19.510	0.390	1615	160	19.195	10.1	0.075
160	19.510	0,390	1635	180	19.195	9,1	0.075
180	19.510	0.390	1655	200	19.195	8.3	0.075
200	19.510	0.390	1675	220	19.195	7.6	0.075
220	19.510	0.390	1695	240	19.195	7.1	0.075
240	19.510	0.390	1725	270	19.195	6.4	0.075
270	19.510	0.390	1755	300	19.195	5.9	0.075
300	19.510	0.390	1785	330	19.195	5.4	0.075
330	19.510	0.390	1815	360	19.195	5.0	0.075
360	19.510	0.390	.1013	300	10.100	0,0	0.073
390	19,510	0.390	1				
420	19.510	0.390	1				
450	19.510	0.390					
480	19.510	0.390					
510	19.510	0.390					
540	19,510	0.390	-				
570	19.510	0,390					-
600	19.510	0.390	+		-		
630	19.510	0.390	+				
660	19.510	0.390		-	+	-	-

Drawdown Data:

Recovery Data:

Time (minutes)	Water Level (m)	Drawdown (m)	Time t (minutes)	Time t' (minutes)	Water Level (m)	t/t'	Residual Drawdown (m)
690	19.510	0.390					
720	19.510	0.390					
750	19.510	0.390					
780	19.510	0.390	_		/		
810	19.510	0.390					
840	19.510	0.390					
870	19.515	0.395					
900	19.515	0.395					
930	19.520	0.400			-		-
960	19.520	0.400					
990	19.520	0.400					
1020	19.525	0.405					
1050	19.525	0.405					C.
1080	19.525	0.405					0
1110	19.525	0.405					
1140	19.530	0.410					
1170	19.530	0.410					
1200	19.530	0.410			-		
1230	19.540	0.420			1		
1260	19.540	0.420					
1290	19.550	0.430					
1320	19.550	0.430			+		
1350	19.550	0.430			7		
1380	19.560	0.440		-	1		
1410	19.565	0.445		7			
1440	19.570	0.450					6
1455	19.570	0.450					

APPENDIX B2

Pumping Test Data for Observation Well WID 18153

Project: Well WID 69081 (WTN 128906) Client:

Location: 12036 West Coast Rd., Jordan River Date of Test:

Wednesday February 14, 2024 Independent Pump & Mechanical Ltd. Test Conducted by:

Observation Well: Pumping Rate: 34.75 m deep (114 feet) 45.07 L/min (11 91 USgpm) 23.400

Static Water Level:

Reference: all readings from top of sounding tube

at lop of csing

Obs Well Stick up: 0.30 m (12")

Pumped Well: WID 69081 (WTN 128906)

Pump Start Time: Pump End Time: 8:00 AM 8:15 AM Feb. 14, 2024 Feb. 15, 2024

A. Kohut, P.Eng. Analysis by:

Drawdown		6	Recovery		I sate to a 1 moved I	4.141	T. No. Harris
Time (minutes)	Water Level (m)	Drawdown (m)	Time ((minutes)	Time t' (minules)	(m)	t/t'	Residual Drawdow (m)
10	23.406	0.006					
20	23.411	0.011		1			
- 30	23.686	0.286					
40	23.683	0.283					
50	23.687	0.287					
60	23.687	0.287					
70	23.692	0.292		1. 14			
80	23.690	0.290					3.7
90	23.696	0.296					
100	23.710	0.310					
120	23:714	0.314					
140	23.716	0.316					
160	23.717	0.317					
180	23.714	0.314					
200	23.710	0.310					
220	23.709	0.309		1			
240	23.705	0.305					
260	23.703	0.303					
280	23.701	0.301	1	71			
300	23.702	0.302		1			1
330	23.694	0.294					
360	23.686	0.286					
390	23.687	0.287					
420	23.690	0.290					
450	23.688	0.288		1			
480	23.689	0.289					
510	23.685	0.285		11			
540	23.689	0.289					
570	23.688	0.288		1			10
600	23.678	0.278					
630	23.684	0.284					10
680	23.680	0.280					
730	23.682	0.282					
780	23.684	0.284					
830	23.687	0.287					
880	23.689	0.289					
930	23.693	0.293		1			
980	23,692	0.292		7		_	
1030	23.694	0.294					4
1080	23.697	0.297					1
1130	23.703	0.303					1
1180	23.705	0.305					
1230	23.715	0.315					
1280	23.719	0.319					
1330	23.731	0.331					
1380	23.738	0.338	Note: All re-	adings durin	g pumping extra	cted fro	m datalogger.
1440	23.757	0.357					
1450	23,760	0.360					

APPENDIX C

LABORATORY WATER QUALITY ANALYSES

FOR WID 69081 (WTN 128906)

February 15, 2024



Your Project #: TOTANGI Your C.O.C. #: WI034487

Attention: AL KOHUT

HY-GEO CONSULTING 4470 Arsens Place VICTORIA, BC Canada V8Z 2M9

> Report Date: 2024/02/26 Report #: R3467520 Version: 1 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C410716 Received: 2024/02/15, 11:29

Sample Matrix: Water # Samples Received: 1

		Date	Date		
Analyses	Quantity	Extracted	Analyzed	Laboratory Method	Analytical Method
Alkalinity @25C (pp, total), CO3,HCO3,OH	1	N/A	2024/02/16	BBY6SOP-00026	SM 24 2320 B m
Chloride/Sulphate by Auto Colourimetry	-1)	N/A	2024/02/21	BBY6SOP-00011 / BBY6SOP-00017	SM24-4500-CI/SO4-E m
Color (True) by Automated Analyzer	1	N/A	2024/02/16	BBY6SOP-00057	SM 24 2120 C m
Conductivity @25C	1	N/A	2024/02/16	BBY6SOP-00026	SM 24 2510 B m
Fluoride	1	N/A	2024/02/21	BBY6SOP-00037	SM 24 4500-F C m
Sulphide (as H2S) (1)	1	N/A	2024/02/21		Auto Calc
Hardness Total (calculated as CaCO3) (3)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Hardness (calculated as CaCO3)	ì	N/A	2024/02/22	BBY WI-00033	Auto Calc
Mercury (Total) by CV	1	2024/02/1	6 2024/02/16	AB SOP-00084	BCMOE BCLM Oct 2013 m
Heterotropic Plate Count (MF) in Water	1	N/A	2024/02/16	BBY4SOP-00003	SM 24 9215D
Iron Related Bacteria (4)	1	N/A	2024/02/16	BBY4SOP-00004	BI BART User Manual
Na, K, Ca, Mg, S by CRC ICPMS (diss.)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Elements by CRC ICPMS (dissolved) (5)	-1	N/A	2024/02/21	BBY7SOP-00002	EPA 6020b R2 m
Na, K, Ca, Mg, S by CRC ICPMS (total)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Elements by CRC ICPMS (total)	1	N/A	2024/02/21	BBY7SOP-00003 / BBY7SOP-00002	EPA 6020b R2 m
Nitrogen (Total)	1	N/A	2024/02/22	BBY6SOP-00016	SM 24 4500-N C m
Ammonia-N (Total)	1	N/A	2024/02/21	AB SOP-00007	SM 24 4500 NH3 A G m
Nitrate + Nitrite (N)	1	N/A	2024/02/16	BBY6SOP-00010	SM 24 4500-NO3- H m
Nitrite (N) Regular Level Water	1	N/A	2024/02/16	BBY6SOP-00010	SM 24 4500-NO2- m
Nitrogen - Nitrate (as N)	ì	N/A	2024/02/17	BBY WI-00033	Auto Calc
Nitrogen (Tot. Organic) Calculation	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
рH @25°C (6)	1	N/A	2024/02/16	BBY6SOP-00026	SM 24 4500-H+ B m
Sat. pH and Langelier Index (@ 4.4C)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Sat. pH and Langelier Index (@ 60C)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
⊤otal Sulphide (1)	1	N/A	2024/02/21	AB SOP-00080	SM 24 4500 S2-A D Fm
Sulphate Reducing Bacteria (4)	1	N/A	2024/02/16	BBY4SOP-00004	BI BART User Manual
Total Dissolved Solids (Filt. Residue)	ì	2024/02/2	1 2024/02/22	BBY6SOP-00033	SM 24 2540 C m
Total Coliform & E.Coli by MF-Chromocult	1	N/A	2024/02/16	BBY4SOP-00143	Merck KGaA Version 1
Carbon (Total Organic) (7)	1	N/A	2024/02/16	BBY6SOP-00053	SM 24 5310 B m
Turbidity	1	N/A	2024/02/16	BBY6SOP-00027	SM 24 2130 B m

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Bureau Veritas Burnaby: 4606 Canada Way V5G 1K5 Telephone (604) 734-7276 Fax (604) 731-2386



Your Project #: TOTANGI Your C.O.C. #: WI034487

Attention: AL KOHUT HY-GEO CONSULTING 4470 Arsens Place VICTORIA, BC Canada V8Z 2M9

> Report Date: 2024/02/26 Report #: R3467520 Version: 1 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C410716 Received: 2024/02/15, 11:29

Sample Matrix: Water # Samples Received: 1

	Date	Date		
Analyses	Quantity Extracted	Analyzed	Laboratory Method	Analytical Method
UV Transmittance (2)	1 2024/02/23	3 2024/02/2	3 CAM SOP-00459	SM 24 5910 m

Remarks:

Bureau Veritas is accredited to ISO/IEC 17025 for specific parameters on scopes of accreditation. Unless otherwise noted, procedures used by Bureau Veritas are based upon recognized Provincial, Federal or US method compendia such as CCME, EPA, APHA or the Quebec Ministry of Environment.

All work recorded herein has been done in accordance with procedures and practices ordinarily exercised by professionals in Bureau Veritas' profession using accepted testing methodologies, quality assurance and quality control procedures (except where otherwise agreed by the client and Bureau Veritas in writing). All data is in statistical control and has met quality control and method performance criteria unless otherwise noted. All method blanks are reported; unless indicated otherwise, associated sample data are not blank corrected. Where applicable, unless otherwise noted, Measurement Uncertainty has not been accounted for when stating conformity to the referenced standard.

Bureau Veritas liability is limited to the actual cost of the requested analyses, unless otherwise agreed in writing. There is no other warranty expressed or implied. Bureau Veritas has been retained to provide analysis of samples provided by the Client using the testing methodology referenced in this report, interpretation and use of test results are the sole responsibility of the Client and are not within the scope of services provided by Bureau Veritas, unless otherwise agreed in writing. Bureau Veritas is not responsible for the accuracy or any data impacts, that result from the information provided by the customer or their agent.

Solid sample results, except biota, are based on dry weight unless otherwise indicated. Organic analyses are not recovery corrected except for isotope dilution methods.

Results relate to samples tested. When sampling is not conducted by Bureau Veritas, results relate to the supplied samples tested.

This Certificate shall not be reproduced except in full, without the written approval of the laboratory.

Reference Method suffix "m" indicates test methods incorporate validated modifications from specific reference methods to improve performance.

- * RPDs calculated using raw data. The rounding of final results may result in the apparent difference.
- (1) This test was performed by Bureau Veritas Calgary, 4000 19 St. , Calgary, AB, T2E 6P8
- (2) This test was performed by Bureau Veritas Campobello, 6740 Campobello Road , Mississauga, ON, L5N 2L8
- (3) "Total Hardness" was calculated from Total Ca and Mg concentrations and may be biased high (Hardness, or Dissolved Hardness, calculated from Dissolved Ca and Mg, should be used for compliance if available).
- (4) Presence/Absence Method. Number is an estimate.
- (5) Dissolved > Total Imbalance: When applicable, Dissolved and Total results were reviewed and data quality meets acceptable levels unless otherwise noted.
- (6) The CCME method requires pH to be analysed within 15 minutes of sampling and therefore field analysis is required for compliance. All Laboratory pH analyses in this report are reported past the CCME holding time. Bureau Veritas endeavours to analyze samples as soon as possible after receipt.
- (7) TOC present in the sample should be considered as non-purgeable TOC.

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Your Project #: TOTANGI Your C.O.C. #: WI034487

Attention: AL KOHUT HY-GEO CONSULTING 4470 Arsens Place VICTORIA, BC Canada V8Z 2M9

> Report Date: 2024/02/26 Report #: R3467520 Version: 1 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C410716 Received: 2024/02/15, 11:29

Encryption Key

Please direct all questions regarding this Certificate of Analysis to: Michelle Rivest (Hospedales), B.Sc., Customer Solutions Representative Email: michelle.rivest@bureauveritas.com Phone# (604) 734 7276

This report has been generated and distributed using a secure automated process.

Bureau Veritas has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per ISO/IEC 17025, signing the reports. For Service Group specific validation, please refer to the Validation Signatures page if included, otherwise available by request. For Department specific Analyst/Supervisor validation names, please refer to the Test Summary section if included, otherwise available by request. This report is authorized by Raphael Kwan, Senior Manager, BC and Yukon Regions responsible for British Columbia Environmental laboratory operations.

Total Cover Pages : 3 Page 3 of 13

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VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID		CJG147		
Sampling Date		2024/02/15 08:20		
COC Number		WI034487		-
	UNITS	JORDAN R. WELL	RDL	QC Batcl
ANIONS				
Nitrite (N)	mg/L	<0.0050	0.0050	B287596
Calculated Parameters				
Total Hardness (CaCO3)	mg/L	30.9	0.50	B285428
Nitrate (N)	mg/L	<0.020	0.020	B285468
Total Organic Nitrogen (N)	mg/L	0.589	0.020	B286395
Sulphide (as H2S)	mg/L	0.0062	0.0020	B285763
Misc. Inorganics				
Conductivity	uS/cm	110	2.0	B287440
рН	р∺	6.47	N/A	B287434
Total Organic Carbon (C)	mg/L	1,5	0.50	B287657
Total Dissolved Solids	mg/L	90	10	B290422
Anions				
Alkalinity (PP as CaCO3)	mg/L	<1.0	1.0	B28743
Alkalinity (Total as CaCO3)	mg/L	41	1.0	B28743
Bicarbonate (HCO3)	mg/L	50	1.0	B28743
Carbonate (CO3)	mg/L	<1.0	1.0	B28743
Dissolved Fluoride (F)	mg/L	< 0.050	0.050	B290280
Hydroxide (OH)	mg/L	<1.0	1.0	B28743
Total Sulphide	mg/L	0,0058	0.0018	B289796
Chloride (CI)	mg/L	4.4	1.0	B290536
Sulphate (SO4)	mg/L	<1.0	1.0	B290536
MISCELLANEOUS				
True Colour	Col. Unit	128	10	B287165
Transmittance at 254nm	%T/cm	18	N/A	B293309
Nutrients				
Total Ammonia (N)	mg/L	0.29	0.015	B290458
Nitrate plus Nitrite (N)	mg/L	<0.020	0.020	B287592
Total Nitrogen (N)	mg/L	0.877	0.020	B290418
Physical Properties				
Turbidity	NTU	9.9	0.10	B287002

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VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID		CJG147			
Sampling Date		2024/02/15 08:20			
COC Number	-	WI034487			
	UNITS	JORDAN R. WELL	RDL	QC Batch	
Elements					
Total Mercury (Hg)	ug/L	<0.0019	0.0019	B287581	
Total Metals by ICPMS					
Total Aluminum (Al)	ug/L	13.3	3.0	B290301	
Total Antimony (Sb)	ug/L	<0.50	0.50	B290301	
Total Arsenic (As)	ug/L	8.03	0.10	B290301	
Total Barium (Ba)	ug/L	7.0	1.0	B290301	
Total Beryllium (Be)	ug/L	<0.10	0.10	B290301	
Total Bismuth (Bi)	ug/L	<1.0	1.0	B290301	
Total Boron (B)	ug/L	<50	50	B290301	
Total Cadmium (Cd)	ug/L	0.031	0.010	B290301	
Total Chromium (Cr)	ug/L	<1.0	1.0	B290301	
Total Cobalt (Co)	ug/L	<0.20	0.20	B290303	
Total Copper (Cu)	ug/L	2.30	0.20	B29030	
Total Iron (Fe)	ug/L	9220	5.0	B290303	
Total Lead (Pb)	ug/L	0.20	0.20	B29030	
Total Manganese (Mn)	ug/L	202	1.0	B29030	
Total Molybdenum (Mo)	ug/L	<1.0	1.0	B29030	
Total Nickel (Ni)	ug/L	<1.0	1.0	B290303	
Total Selenium (Se)	ug/L	<0.10	0.10	B29030	
Total Silicon (Si)	ug/L	17200	100	B29030	
Total Silver (Ag)	ug/L	<0.020	0.020	B29030	
Total Strontium (Sr)	ug/L	25.5	1.0	B290303	
Total Thallium (TI)	ug/L	<0.010	0.010	B290303	
Total Tin (Sn)	ug/L	<5.0	5.0	B29030	
Total Titanium (Ti)	ug/L	<5.0	5.0	B290303	
Total Uranium (U)	ug/L	<0.10	0.10	B29030	
Total Vanadium (V)	ug/L	<5.0	5.0	B290303	
Total Zinc (Zn)	ug/L	41.9	5.0	B29030	
Total Zirconium (Zr)	ug/L	<0.10	0.10	B29030	
Total Calcium (Ca)	mg/L	7.86	0.050	B285820	
Total Magnesium (Mg)	mg/L	2,74	0.050	B285820	
Total Potassium (K)	mg/L	0.786	0.050	B285820	
Total Sodium (Na)	mg/L	6.47	0.050	B285820	

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VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID		CJG147		
Sampling Date		2024/02/15 08:20		
COC Number		WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batch
Total Sulphur (S)	mg/L	<3.0	3.0	B285820
Microbiological Param.				
Heterotrophic Plate Count	CFU/mL	<1	1	B287355
Iron Bacteria	CFU/mL	25	25	B287353
Sulphate reducing bacteria	CFU/mL	<75	75	B287354
Total Coliforms	CFU/100mL	0	N/A	B287351
E. coli	CFU/100mL	0	N/A	B287351
Calculated Parameters				
Langelier Index (@ 4.4C)	N/A	-2.60	N/A	B286396
Langelier Index (@ 60C)	N/A	-1.82	N/A	B286397
Saturation pH (@ 4.4C)	N/A	9.06	N/A	B286396
Saturation pH (@ 60C)	N/A	8.29	N/A	B286397



CSR D. METALS (NO CV-HG)-DISS

Bureau Veritas ID		CJG147							
Sampling Date COC Number	UNITS	2024/02/15 08:20 WI034487 JORDAN R. WELL	RDL	QC Batch					
					Calculated Parameters				
					Dissolved Hardness (CaCO3)	mg/L	31.8	0.50	B285810
Dissolved Metals by ICPMS									
Dissolved Aluminum (Al)	ug/L	5.1	3.0	B287484					
Dissolved Antimony (Sb)	ug/L	< 0.50	0.50	B287484					
Dissolved Arsenic (As)	ug/L	7.78	0.10	B287484					
Dissolved Barium (Ba)	ug/L	6.7	1.0	B287484					
Dissolved Beryllium (Be)	ug/L	<0.10	0.10	B287484					
Dissolved Bismuth (Bi)	ug/L	<1.0	1.0	B287484					
Dissolved Boron (B)	ug/L	<50	50	B287484					
Dissolved Cadmium (Cd)	ug/L	< 0.010	0.010	B287484					
Dissolved Chromium (Cr)	ug/L	<1.0	1.0	B287484					
Dissolved Cobalt (Co)	ug/L	<0.20	0.20	B287484					
Dissolved Copper (Cu)	ug/L	0.81	0.20	B287484					
Dissolved Iron (Fe)	ug/L	9560	5.0	B287484					
Dissolved Lead (Pb)	ug/L	<0.20	0.20	B287484					
Dissolved Lithium (Li)	ug/L	<2.0	2.0	B287484					
Dissolved Manganese (Mn)	ug/L	198	1.0	B287484					
Dissolved Molybdenum (Mo)	ug/L	<1.0	1.0	B287484					
Dissolved Nickel (Ni)	ug/L	<1.0	1.0	B287484					
Dissolved Selenium (Se)	ug/L	<0.10	0.10	B287484					
Dissolved Silicon (Si)	ug/L	16000	100	B287484					
Dissolved Silver (Ag)	ug/L	< 0.020	0.020	B287484					
Dissolved Strontium (Sr)	ug/L	26.6	1.0	B287484					
Dissolved Thallium (TI)	ug/L	< 0.010	0.010	B287484					
Dissolved Tin (Sn)	ug/L	<5.0	5.0	B287484					
Dissolved Titanium (Ti)	ug/L	<5.0	5.0	B287484					
Dissolved Uranium (U)	ug/L	<0.10	0.10	B287484					
Dissolved Vanadium (V)	ug/L	<5.0	5.0	B287484					
Dissolved Zinc (Zn)	ug/L	26.9	5.0	B287484					
Dissolved Zirconium (Zr)	ug/L	<0.10	0.10	B287484					
Dissolved Calcium (Ca)	mg/L	8.07	0.050	B285811					
Dissolved Magnesium (Mg)	mg/L	2.84	0.050	B285811					

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CSR D. METALS (NO CV-HG)-DISS

Bureau Veritas ID		CJG147		
Sampling Date		2024/02/15 08:20		
COC Number		WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batch
Dissolved Potassium (K)	mg/L	0.786	0.050	B285811
Dissolved Sodium (Na)	mg/L	6.32	0.050	B285811
Dissolved Sulphur (S)	mg/L	<3.0	3.0	B285811

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GENERAL COMMENTS

Sample CJG147 [JORDAN R. WELL]: Sample was analyzed past recommended hold time for Heterotropic Plate Count (MF) in Water. Sample was analyzed past recommended hold time for Sulphate Reducing Bacteria. Sample was analyzed past recommended hold time for Sulphate Reducing Bacteria. UVT Analysis: Sample received at the analyzing laboratory past the recommended holding time. Analysis performed with client's consent.

Results relate only to the items tested.



QUALITY ASSURANCE REPORT

HY-GEO CONSULTING Client Project #: TOTANGI

			Matrix	5pike	Spiked	Blank	Method	Blank	RPD	
QC Batch	Parameter	Date	% Recovery	QC Limits	% Recovery	QC Limits	Value	UNITS	Value (%)	QC Limits
B287002	Turbidity	2024/02/16			101	80 - 120	< 0.10	NTU	NC.	20
8287165	True Colour	2024/02/16			103	80 - 120	<2.0	Col. Unit	NC.	20
8287434	pH.	2024/02/16			100	97 - 103			0.33	N/A
6287437	Alkalinity (PP as CaCO3)	2024/02/16	-				<1.0	rng/L	NC	20
B287437	Alkalinity (Total as CaCO3)	2024/02/16			97	80 - 120	<1.0	mg/L	0.43	20
8287437	Bicarbonate (HCO3)	2024/02/16					<1,0	mg/L	0.43	20
B287437	Carbonate (CO3)	2024/02/16				- 45	<1,0	mg/L	NC	20
8287437	Hydroxide (OH)	2024/02/16					<1.0	mg/L	NC.	20
8287440	Conductivity	2024/02/16			100	90 - 110	<2.0	u5/cm	-	
B287484	Dissolved Aluminum (AI)	2024/02/21	104	80 - 120	106	80 120	<3.0	ug/L	15	20
B287484	Dissolved Antimony (Sb)	2024/02/21	103	80 - 120	104	SD 120	<0.50	UR/L	1.4	20
B287484	Dissolved Arsenic (As)	2024/02/21	108	80-120	1.08	80 - 120	<0.10	ug/L	0.96	20
B287484	Dissolved Barlum (Ba)	2024/02/21	100	80 120	103	80 - 120 -	<1.0	ug/L	0.39	20
B287484	Dissolved Beryllium (Be)	2024/02/21	105	80-120	105	80 - 120	<0.10	ug/L	NC	20
B287484	Dissolved Bismuth (Bi)	2024/02/21	99	80 120	101	80 - 120	<1.0	Ug/L	NC	20
B287484	Dissolved Boron (B)	2024/02/21	105	80-120	106	80 - 120	<50	ug/t	NC.	20
8287484	Dissolved Cadmium (Cd)	2024/02/21	104	80 - 120	104	80-120	<0.010	ug/L	NC	20
B287484	Dissolved Chromium (Cr)	2024/02/21	101	80-120	104	80 - 120	<1.0	ug/t	NC	20
6287484	Dissolved Cobalt (Co)	2024/02/21	99	80-120	102	80-120	<0.20	ug/L	NC	-20
B287484	Dissolved Copper (Cu)	2024/02/21	96	80 - 120	101	80 - 120	<0.20	ug/l	0.46	20
B287484	Dissolved Iron (Fe)	2024/02/21	105	80 - 120	105	80 120	<5,0	ug/L	1,5	20
B287484	Dissolved Lead (Ph)	2024/02/21	99	80-120	101	80 - 120	<0.20	ug/L	NC	20
B287484	Dissolved Lithium (Li)	2024/02/21	101	80 - 120	103	80 120	<2.0	ug/L	NC	20
B287484	Dissolved Manganese (Mn)	2024/02/21	99	80-120	102	80 - 120	K1.0	ug/I	0.60	20
B287484	Dissolved Molybdenum (Mo)	2024/02/21	NC	80 - 120	108	80 120	<1.0	ug/L	1.5	20
B287484	Dissolved Nickel (Ni)	2024/02/21	98	80 - 120	102	80 - 120	<1,0	ug/L	NC	20
B287484	Dissolved Selenium (Se)	2024/02/21	102	80 120	105	80 120	<0.10	ug/L	9.3	20
B287484	Dissolved Silicon (Si)	2024/02/21	NC	80 - 120	111	80 - 120	<100	ug/L	0.14	20
B287484	Dissolved Silver (Ag)	2024/02/21	103	80 - 120	103	80 - 120	< 0.020	ug/L	NC	20
B287484	Dissolved Strontium (Sr)	2024/02/71	NC.	80-120	103	80 - 120	<1.0	ug/t	2.6	20
6287484	Dissolved Thallium (11)	2024/02/21	100	80-120	102	80-120	<0.010	Ug/L	NC	20
B287484	Dissolved Tin (5n)	2024/02/21	102	80-120	104	80-120	<5.0	ug/L	NC	-20
6287484	Dissolved Titanium (Ti)	2024/02/21	98	80 - 120	103	80 - 120	<5.0	ug/L	NC	20

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QUALITY ASSURANCE REPORT(CONT'D)

HY-GEO CONSULTING Client Project #: TOTANGI

			Matrix	5pike	Spiked	Blank	Method	Blank	RPD	
QC Batch	Parameter	Date	% Recovery	QC Limits	% Recovery	QC Limits	Value	UNITS	Value (%)	QCLimit
B287484	Dissolved Uranium (U)	2024/02/21	103	80-120	102	80 - 120	<0.10	ug/L	0.83	20
B287484	Dissolved Vanadium (V)	2024/02/21	102	80-120	103	80 - 120	<5.0	ug/L	NC	20
B287484	Dissolved Zinc (Zn)	2024/02/21	99	80 120	103	80-120	<5.0	ug/t	NC.	20
B287484	Dissalved Arcentum (Zr)	2024/02/21	101	80-120	97	80 - 120	< 0.10	ug/L	NC	20
B287581	Total Mercury (Hg)	2024/02/16	87	80 - 120	91	80 - 120	<0,0019	ug/l	NC	20
8287592	Nitrate plus Nitrite (N)	2024/02/16	113	80-120	106	80 - 120	<0.020	mg/L	NC	25
B287596	Nitrite (N)	2024/02/16	106	80 120	105	80 120	<0.0050	mg/L	NC	20
B287657	Total Organic Carbon (C)	2024/02/16			105	80 - 120	<0.50	mg/L		-
B289796	Total Sulphide	2024/02/21	97	80 - 120	94	80 - 120	< 0.0018	mg/L	NC	20
B290280	Dissolved Fluoride (F)	2024/02/21	105	80 - 120	102	80 120	<0.050	mg/L	NC	20
8290301	Fotal Aluminum (Al)	2024/02/21	99	80 - 120	103	SD 120	<3.0	ug/L	4.2	20
B290301	Total Antimony (Sb)	2024/02/21	103	80-120	103	80 - 120	< 0.50	LING/L	NC	20
B290301	Total Assenic (As)	2024/02/21	106	80 120	109	80 120	<0.10	ug/L	0.24	20
B290301	Total Barium (Ba)	2024/02/21	100	80-120	102	80 - 120	<1.0	ug/L	NC	20
B290301	Total Beryllium (Be)	2024/02/21	97	80 120	100	80 - 120	< 0.10	Ug/L	NC	20
B290301	Total Bismuth (Bi)	2024/02/21	95	80-120	103	80 - 120	<1.0	ug/t	NC	20
8290301	Total Boron (B)	2024/02/21	110	80 - 120	112	80-120	<50	ug/L	3.5	20
B290301	Total Cadmium (Cd)	2024/02/21	100	80-120	103	80 - 120	<0.010	ug/L	7.6	20
6290301	Total Chromium (Cr)	2024/02/21	96	80-120	101	80-120	<1.0	ug/L	NC	-20
8290301	Fotal Cobalt (Co)	2024/02/21	97	80-120	100	80 - 120	<0.20	ug/l	NC.	20
B290301	Fotal Copper (Cu)	2024/02/21	.93	80 - 120	100	80 120	< 0.20	ug/L	1.6	20
B290301	Total Iron (Fe)	2024/02/21	100	80-120	104	80 - 120	<5.0	ug/L	0.66	20
8290301	Total Lead (Pb)	2024/02/21	97	80-120	102	80 120	< 0.20	ug/L	0.90	20
B290301	Total Manganese (Mn)	2024/02/71	94	80-120	98	80 - 120	<1.0	ug/L	0.28	20
B290301	Total Molybdenum (Mo)	2024/02/21	108	80 - 120	105	80 - 120	<1.0	ug/L	0.031	20
B290301	Total Nickel (Ni)	2024/02/21	95	80 - 120	101	80 - 120	<1,0	ug/L	NC	20
BZ90301	Total Selenium (Se)	2024/02/21	100	80 120	104	80 120	<0.10	ug/L	NC	20
B290301	Total Silicon (SI)	2024/02/21	NC	80 - 120	116	80 - 120	<100	ug/L	0.48	20
B290301	Total Silver (Ag)	2024/02/21	99	80-120	103	80 - 120	<0.020	ug/L	NC	20
B290301	Total Strontium (Sr)	2024/02/21	NG	80-120	98	80 - 120	<1.0	ug/L	1.3	20
8290301	Total Thallium (11)	2024/02/21	99	80-120	104	80-120	<0.010	Ug/L	NC	20
B290301	Tetal Tin (Sn)	2024/02/21	102	80-120	105	80-120	<5.0	ug/L	NC	20
6290301	Total Titanium (Ti)	2024/02/21	100	80 - 120	102	80 - 120	<5.0	ug/L	NC	20

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QUALITY ASSURANCE REPORT(CONT'D)

HY-GEO CONSULTING Client Project #: TOTANG

			Matrix	5pike	Spiked	Blank	Method	Blank	RP	0
QC Batch	Parameter	Date	% Recovery	QCLimits	% Recovery	QC Limits	Value	UNITS	Value (%)	QCLimits
B290301	Total Uranium (U)	2024/02/21	103	80-120	105	80 - 120	<0.10	ug/L	3.5	20
8290301	Total Vanadium (V)	2024/02/21	98	80-120	99	80 - 120	<5.0	ug/L	NC	20
B290301	Total Zinc (Zn)	2024/02/21	95	80-120	102	80 120	<5.0	ug/t	0.40	20
6290301	Total Zirconium (Zr)	2024/02/21	106	80-120	103	80 - 120	< 0.10	ug/L	NC	20
8290418	Total Nitrogen (N)	2024/02/22		1 7 1	103	80 - 120	<0.020	mg/L	NC	20
8290422	Total Dissolved Solids	2024/02/22	103	80-120	101	80 - 120	<10	mg/L	3.0	20
B290458	Total Ammonia (N).	2024/02/21	105	80 120	100	80 120	<0.015	mg/L	1.7	20
B290536	Chloride (CI)	2024/02/21	107	80 - 120	100	80 - 120	<1.0	mg/L	3.4	20
B290536	Sulphate (SO4)	2024/02/21	92	80 - 120	99	80 - 120	<1.0	mg/L	NC.	20
8293309	Fransmittance at 254nm	2024/02/23		-	99	97 103			15	25

N/A = Not Applicable

Duplicate: Paired analysis of a separate portion of the same sample. Used to evaluate the variance in the measurement,

Matrix Spike: A sample to which a known amount of the analyte of interest has been added. Used to evaluate sample matrix interference.

Spiked Blank. A blank matrix sample to which a known amount of the analyte, usually from a second source, has been added. Used to evaluate method accuracy.

Method Blank: A blank matrix containing all reagents used in the analytical procedure. Used to identify laboratory contamination.

NC (Matrix Spike). The recovery in the matrix spike was not calculated. The relative difference between the concentration in the parent sample and the spike amount was roo small to permit a reliable recovery calculation (matrix spike concentration was less than the native sample concentration)

NC (Duplicate RPD): The duplicate RPD was not calculated. The concentration in the sample and/or duplicate was too low to permit a reliable RPD calculation (absolute difference <= 2x RDL).

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HY-GEO CONSULTING Client Project #: TOTANGI

VALIDATION SIGNATURE PAGE

The analytical data and all QC contained in this report were reviewed and validated by:

David Huang, M.Sc., P.Chem., QP, Scientific Services Manager

Anastassia Hamanov, Scientific Specialist

Suwan (Sze Yeung) Fock, B.Sc., Scientific Specialist

Bureau Veritas has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per ISO/IEC 17025, signing the reports. For Service Group specific validation, please refer to the Validation Signatures page if included, otherwise available by request. For Department specific Analyst/Supervisor validation names, please refer to the Test Summary section if included, otherwise available by request. This report is authorized by Raphael Kwan, Senior Manager, BC and Yukon Regions responsible for British Columbia Environmental laboratory operations.

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Bureau Veritas Burnaby: 4606 Canada Way V5G 1K5 Telephone(604) 734-7276 Fax(604) 731-2386

BRITISE COLUMB The Best Place on	EA D	linistry nvironn	of Well	Closure	ction Rep Report n Report	ort	WELL ENTE 4994 Polke Duncan, B.C. Phone: 250-	y Road V9L 6W 746-5268	3	Ministr	y Well ID Plate Number: 4 y Well Tag Number: nfirmation/alternative specs ginal well construction report	attached
Owner na Mailing ac Well Loca or Legal	me: ddress: ation: Ad descript	Total Victor dress: s	Plan Plan	Propin P	ertie 00 Box Street nam	904 ne Wes	Town t Wasi	Vict	toria	Tov	otes & definitions of above Prov. BC Postal Common Royal Rg. Land District	ode V8W2R
NAD 83: see note 2 Method of Orientatio	Zone: 2) f drilling on of wel well (see	/O air ro i: 🔀 verti	tary and cable too	asting: Operating:	94216 53643 rotary □ au d elevation:	4/7 3 72 uger □ dr : 185 ub-class	m n iving letting ft (asl) of well:	or g □ exca Metho	Don	other (e 4):	(specify): Dual Return GRS Stic trial Other (specify):) -
From ft (bgl)	To ft (bgl)	Relativ	ss	Material D List in	escription (U n order of de	se recomm creasing ar	I (see notes 15 ended terms or nount, if applica	reverse.	Water-be Estimated (USgp	Flow	Observations (e.g., fracture well sorted, silty wash), c	
26'	26' 71' 111' 111'	Med Large Hered	avery	Till	d+Cobb + Very ul, D	sitty 9	and puy co	or .	wi	3		
Casing From ft (bgl)	details To ft (bgl)	Dia in	Casing Material /	Open Hole	Wall Thickness in	Drive Shoe	Screen From ft (bgl)	details To	Dia in		Type (see note 18)	Slot Size
00	17'	6"	Steel/Res	moved	.219	OR.	104.6.	1066	5"	Ki S	Schort Risa S. Schaun	.050"
Surface se Method of Backfill: Ty Liner: F Diameter: From:	installation pe:	Other (sp	ecify):	Thickness	Depth:	7 ' ft in ft in ft (bgl)	Screen type Screen mat Screen ope	erial: 🔀 erial: 🛣 erial: 🛣 erial: 🛣 erial: Eria	Stainless st Continuous ail SPlug ft To:	Pipe sizeel [Uncased hole ze Plastic Other (specify) Slotted Perforated p Plate Other (specify): Thickness:	
			Jetting 🗌 Pumpi		ing duration:	3 hrs	Final we Total depth Final stick u SWL;	drilled:	pletion	ft in	Finished well depth: 1\ Depth to bedrock: NA Estimated well yield: 30	ft (bgl)
Well yie Pumpir Rate: SWL before	30 e test:	n r qualit	by: Bailing Othe USgpm Durat (btoc) Pumping y characteris	on: water level: stics:		hrs ft (btoc)	Artesian flor Type of well Where well Well clos Reason for Method of c Sealant mat	I cap: United is sure in closure:	attached: formation	Lid ov on:	m, or Arlesian pressure: Well disinfected: Cody pped Backfill material:	ft ⊠Yes □ No
Registrati Consultar	iller (printerst, last) ion no. (sont (if applie	(see note 2 cable; name	e 19): Scall 20): WD over the and company): on, well alteration of the requirements	Buron 12140	T OHVT C	4Y-GE0	Date of y Started: Comments	work (y)	YYY/MM/DI	D):	Completed: 2023/	10/02

COLU Ministry of	TISH JMBIA Environment	□ Well	Closure Alteration	n Report phone/fax	4394 Policy Hold Juncan, B.C. VSL 6W3 Phone: 250-746-5268	☐ Confirma ☐ Original v	Il Tag Number: 95648 tion/alternative specs, attached vell construction report attached
	-	licates mini	mum manda	atory information.		See reverse for I	notes & definitions of abbrevia
Owner n	address:	UTONS	DOB	ax aby	Town \/(c	tora	Prov.BC Postal Code
		dress: Stree	it no.	Street name	TOWN THE	To	00-10
~	I descript		Plan 4231	8	L. Block Sec		Rg. Land District
or PID:				ption of well location (attach		+- Work pox	to in plans: 427R, 23
	Zone:	1	LUTES SE	well wer f), E.	Latitude (see n	into 31:
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				ol mud rotary auger d	1		(specify): Dead Roley
				Ground elevation: 199			
		-		Sub-class I private domestic Twater supply			etrial ather (specify):
200							Strain Council (specify).
From	То	Relative	See notes 7-1 Colour	 (4) or closure descriptio Material Description (Use recommendation) 	mended terms on reverse.	Estimated Flow	Observations (e.g., fractured, wea
ft (bgl)	ft (bgl)	Hardness	- and	List in order of decreasing a	mount, if applicable)	(USgpm)	well sorted, silty wash), closure of
0	56		Brown	growl, to	ande		
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59	119		Cicar	Grand Sou	d cobbles	W.E	
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				Did Not De	cler		
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-			-	-	- In the second		
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From	details To		sing Material /	Wall Open Hole Thickness Drive in Shoe	Screen details	Dia	Type (see note 18)
-	A CONTRACTOR OF THE PARTY OF TH	Dia Carin Carin		Open Hole Thickness Drive	From To ft (bgl)	Dia	Type (see note 18) Slo
From	To	Dia Carin Carin	ted Ru	Open Hole Thickness in Shoe	From To ft (bgl)	Dia in	
From ft (bgf)	To ft (bgl)	Dia Carin Carin	ted Ru	Open Hole Thickness in Drive Shoe	From To ft (bgl) # AV 2	Dia in Descrete Materia	l gravel
From ft (bgl)	To ft (bgl)	Dia in Carin 10 Dia Gentaria Carin C	ted Ri	Open Hole Thickness in Drive Shoe Bladaut 219 DR Depth: 15 ft	From To ft (bgl) ft (bgl)	Dia in Servera Material Open bottom ascope Pipes	Uncased hole
From ft (bgl)	To ft (bgl)	Dia in Carin 10 Dia Gentaria Carin C	ted Ri	Open Hole Thickness in Drive Shoe	From To ft (bgl) ft (bgl) Intake: Screen Screen type: Tele Screen material:	Dia in Servera Whateana Po Open bottom escope Pipe s Stainless steel	☐ Uncased hole ize ☐ Plastic ☐ Other (specify):
From ft (bgl) Surface so Method of Backfill: T	To ft (bgl)	Dia in Carin 10 Dia Gentaria Carin C	trel Pu	Open Hole Thickness in Drive Shoe Cleant 219 DR Depth: 15 ft Thickness: in Depth: ft	Intake: Screen Screen type: Tele Screen material: Screen opening:	Dia in Servera Whateana Po Open bottom escope Pipe s Stainless steel C Continuous slot	Uncased hole ize Plastic Other (specify): Slotted Perforated pipe
Surface so Method of Backfill: T Liner:	ft (bgl)	Dia in Carin	teel Rusteel	Open Hole Thickness in Shoe Shoe Shoe Depth: State Shoe Depth: State Shoe Depth: State Shoe Shoe Shoe Shoe Shoe Shoe Shoe Sho	Intake: Screen Screen type: Tele Screen material: Screen opening:	Dia in Servera Whatea a Paragraphic Stainless steel Continuous slot tail Plug	☐ Uncased hole ize ☐ Plastic ☐ Other (specify):
From ft (bgl) Surface so Method of Backfill: T	ft (bgl)	Dia in Carin	trel Pu	Open Hole Thickness in Shoe Shoe Shoe Depth: State Shoe Depth: State Shoe Depth: State Shoe Shoe Shoe Shoe Shoe Shoe Shoe Sho	Intake: Screen Screen type: Tele Screen material: Screen opening: Screen bottom:	Dia in Dia in	Uncased hole ize Plastic Other (specify): Slotted Perforated pipe Plate Other (specify):
Surface si Method of Backfill: T Liner: Diameter: From:	ft (bgl)	Carin	teel Rusteel	Open Hole Thickness in Shoe Shoe Shoe Depth: State Shoe Depth: State Shoe Depth: State Shoe Shoe Shoe Shoe Shoe Shoe Shoe Sho	Intake: Screen Screen type: Tele Screen material: Screen opening: Screen bottom: Filter pack: From:	Dia in Dia in Open bottom escope Pipe s Stainless steel Continuous slot tail Plug tro: the terial:	Uncased hole ize Plastic Other (specify): Stotted Perforated pipe Plate Other (specify): Thickness:
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Surface si Method of Backfill: T Liner: Diameter: From: Develo Air liftit Other Notes: Well yi Pumpi	eal: Type: eal: Type: installation ype: PVC ft (bgl) Toped by: gg Sur (specify):	Carin	Pumped Perforated: I	Depth: Shoe Depth: Shoe Depth: Shoe Depth: State Depth: State Depth: State Thickness: In Depth: State Thickness: In Thickness: In Thickness: In Thickness: In Thickness: In Total duration: State Thickness: In Thick	Intake: Screen of the file of	Dia in Dia in Open bottom sscope Pipe s Stainless steel Continuous slot dail Plug ft To: ft terial: Inpletion data in ft (btoc) USgi	Uncased hole ize Plastic Other (specify): Stotted Perforated pipe Plate Other (specify): Thickness: Finished well depth: Depth to bedrock: Estimated well yield: Jom, or Artesian pressure:
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APPENDIX B

PUMPING TEST DATA

B1: Pumped Well WID 69081(WTN 128906)

B2: Observation Well WID 18153 (WTN 95648)

APPENDIX B1

Pumping Test Data for Subject Well

Project: Well WID 69081 (WTN 128906) **Client:** Blair Robertson Reference: all readings from top of sounding tube

at top of csing

Location: 12036 West Coast Rd., Jordan River

Stick up: 0.56 m (22")
Observation Wells: WID 18153 (WTN 95648) Date of Test: Wednesday February 14, 2024

Test Conducted by: Independent Pump & Mechanical Ltd.

33.83 m deep (111 feet) 45.07 L/min (11.91 USgpm) Pumped Well: Pump Start Time: 8:00 AM Feb. 14, 2024 **Pumping Rate:** Pump End Time: 8:15 AM Feb. 15, 2024 Static Water Level: 19.12 m Analysis by: A. Kohut, P.Eng.

Drawdown Data: **Recovery Data:**

	Data:		Recovery				
Time (minutes)	Water Level (m)	Drawdown (m)	Time t (minutes)	Time t' (minutes)	Water Level (m)	t/t*	Residual Drawdowr (m)
1	19.300	0.180	1456	1	19.430	1456.0	0.310
2	19.360	0.160	1457	2	19.430	728.5	0.310
3	19.385	0.265	1457	3	19.430	486.0	0.310
4	19.405	0.285	1459	4	19.300	364.8	0.190
5	19.420	0.300	1460	5	19.280	292.0	0.160
6	19.435	0.315	1461	6	19.270	243.5	0.150
7	19.450	0.330	1462	7	19.260	208.9	0.130
8	19.455	0.335	1464	9	19.260	162.7	0.140
9	19.460	0.333	1465	10	19.250	146.5	0.140
10	19.465	0.345	1467	12	19.240	122.3	0.130
12	19.465	0.345	1467	14	19.230	104.9	0.120
14	19.470	0.350	1471	16	19.225	91.9	0.105
16	19.470	0.350	1471	18	19.225	81.8	0.100
18	19.475	0.355	1475	20	19.220	73.8	0.100
20	19.475	0.355	1480	25	19.210	59.2	0.090
25	19.480	0.360	1485	30	19.200	49.5	0.080
30					19.200		0.080
35	19.480 19.482	0.360 0.362	1490 1495	35 40	19.200	42.6 37.4	0.080
40	19.485	0.365	1500	45	19.200	33.3	0.080
45	19.485	0.365	1505	50	19.200	30.1	0.080
50	19.490	0.370 0.375	1515	60 70	19.200	25.3	0.080
60	19.495		1525		19.200	21.8	0.080
70	19.500	0.380	1535	80	19.200	19.2	0.080
80	19.550	0.430	1545	90	19.200	17.2	0.080
90	19.510	0.390	1555	100	19.195	15.6	0.075
100	19.510	0.390	1575	120	19.195	13.1	0.075
120	19.510	0.390	1595	140	19.195	11.4	0.075
140	19.510	0.390	1615	160	19.195	10.1	0.075
160	19.510	0.390	1635	180	19.195	9.1	0.075
180 200	19.510 19.510	0.390 0.390	1655 1675	200 220	19.195 19.195	8.3 7.6	0.075 0.075
					19.195		
220 240	19.510 19.510	0.390 0.390	1695 1725	240 270	19.195	7.1 6.4	0.075 0.075
270	19.510	0.390	1755	300	19.195	5.9	0.075
300	19.510	0.390	1785		19.195		
				330		5.4	0.075
330 360	19.510 19.510	0.390 0.390	1815	360	19.195	5.0	0.075
390	19.510	0.390					-
420	19.510	0.390	- 12 55				
450	19.510	0.390	*				
480	19.510	0.390	0.00				
510	19.510	0.390					\vdash
540	19.510	0.390	000				-
570	19.510	0.390	(n n)				
600	19.510	0.390	8 8				
630	19.510	0.390	00				
660	19.510	0.390	-	—			-

Drawdown Data:

Recovery Data:

Time (minutes)	Water Level (m)	Drawdown (m)	Time t (minutes)	Time t'	Water Level (m)	t/t*	Residual Drawdown (m)
690	19.510	0.390	- 1	8 8			053.05
720	19.510	0.390	0000	<u> </u>			8
750	19.510	0.390	0.00	-			_
780	19.510	0.390	+	 	h		1
810	19.510	0.390	- 23 10	 			1
840	19.510	0.390					-
870	19.515	0.395	(040)	 			
900	19.515	0.395	0.0				3
930	19.520	0.400	***	<u> </u>			
960	19.520	0.400	- 10				+
990	19.520	0.400					1
1020	19.525	0.405	2016				1
1050	19.525	0.405					
1080	19.525	0.405	66				
1110	19.525	0.405	(0)00	1			9
1140	19.530	0.410					1
1170	19.530	0.410	01 00				
1200	19.530	0.410					1
1230	19.540	0.420					
1260	19.540	0.420	65-0				
1290	19.550	0.430	6.0				
1320	19.550	0.430	(196)				4
1350	19.550	0.430					-
1380	19.560	0.440					
1410	19.565	0.445	200				
1440	19.570	0.450	and an				
1455	19.570	0.450	000				

APPENDIX B2

Pumping Test Data for Observation Well WID 18153

Project: Well WID 69081 (WTN 128906) Reference: all readings from top of sounding tube

Client: Blair Robertson Location: 12036 West Coast Rd., Jordan River at top of csing

Obs Well Stick up: 0.30 m (12")

Pumped Well: WID 69081 (WTN 128906)

Wednesday February 14, 2024 Date of Test: Test Conducted by: Independent Pump & Mechanical Ltd.

> Pump Start Time: Pump End Time: 8:00 AM Feb 8:15 AM Feb A. Kohut, P.Eng. Feb. 14, 2024 Feb. 15, 2024

34.75 m deep (114 feet) 45.07 L/min (11.91 USgpm) 23.400 Observation Well:

Analysis by:

Pumping Rate: Static Water Level:

Time	Water Level	Drawdown	Time t	Time t'	Water Level	t/t'	Residual
(minutes)	(m)	(m)	(minutes)	(minutes)	(m)		Drawdown (m)
10	23.406	0.006	0.400				
20	23.411	0.011					
30	23.686	0.286					
40	23.683	0.283				, ,	
50	23.687	0.287	(0.0)				
60	23.687	0.287	00		2		
70	23.692	0.292	(c)			*	
80	23.690	0.290					
90	23.696	0.296					
100	23.710	0.310					
120	23.714	0.314					
140	23.716	0.316	000				
160	23.717	0.317	- 6 6				
180	23.714	0.314	5000			9	
200	23.710	0.310					
220	23.709	0.309			,		
240	23.705	0.305					
260	23.703	0.303					
280	23.701	0.301					
300	23.702	0.302	65				
330	23.694	0.294	Smin0				
360	23.686	0.286					
390	23.687	0.287					
420	23.690	0.290					
450	23.688	0.288					
480	23.689	0.289					
510	23.685	0.285	(ren)				
540	23.689	0.289				1	
570	23.688	0.288	77 65				
600	23.678	0.278					
630	23.684	0.284					
680	23.680	0.280	6 0				
730	23.682	0.282					
780	23.684	0.284	0.00			*	
830	23.687	0.287					
880	23.689	0.289					
930	23.693	0.293	20 Ca				
980	23.692	0.292	(1.4)				
1030	23.694	0.294			:		
1080	23.697	0.297				1	
1130	23.703	0.303	\$n 33				
1180	23.705	0.305					
1230	23.715	0.315	70 P				
1280	23.719	0.319	67 - 18				
1330	23.731	0.331	0000		s		
1380	23.738	0.338	Note: All rea	adings durin	g pumping extr	acted from	datalogger.
1440	23.757	0.357	(n n)				
1450	23.760	0.360					

APPENDIX C

LABORATORY WATER QUALITY ANALYSES

FOR WID 69081 (WTN 128906)

February 15, 2024



Your Project #: TOTANGI Your C.O.C. #: WI034487

Attention: AL KOHUT

HY-GEO CONSULTING 4470 Arsens Place VICTORIA, BC Canada V8Z 2M9

> Report Date: 2024/02/26 Report #: R3467520 Version: 1 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C410716 Received: 2024/02/15, 11:29

Sample Matrix: Water # Samples Received: 1

Analyses	Quantity	Date Extracted	Date Analyzed	Laboratory Method	Analytical Method
Alkalinity @25C (pp, total), CO3,HCO3,OH	1	N/A	2024/02/16	BBY6SOP-00026	SM 24 2320 B m
Chloride/Sulphate by Auto Colourimetry	1	N/A	2024/02/21	BBY6SOP-00011 / BBY6SOP-00017	SM24-4500-CI/SO4-E m
Color (True) by Automated Analyzer	1	N/A	2024/02/16	BBY6SOP-00057	SM 24 2120 C m
Conductivity @25C	1	N/A	2024/02/16	BBY6SOP-00026	SM 24 2510 B m
Fluoride	1	N/A	2024/02/21	BBY6SOP-00037	SM 24 4500-F C m
Sulphide (as H2S) (1)	1	N/A	2024/02/21		Auto Calc
Hardness Total (calculated as CaCO3) (3)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Hardness (calculated as CaCO3)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Mercury (Total) by CV	1	2024/02/1	6 2024/02/16	AB SOP-00084	BCMOE BCLM Oct2013 m
Heterotropic Plate Count (MF) in Water	1	N/A	2024/02/16	BBY4SOP-00003	SM 24 9215D
Iron Related Bacteria (4)	1	N/A	2024/02/16	BBY4SOP-00004	BI BART User Manual
Na, K, Ca, Mg, S by CRC ICPMS (diss.)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Elements by CRC ICPMS (dissolved) (5)	1	N/A	2024/02/21	BBY7SOP-00002	EPA 6020b R2 m
Na, K, Ca, Mg, S by CRC ICPMS (total)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Elements by CRC ICPMS (total)	1	N/A	2024/02/21	BBY7SOP-00003 / BBY7SOP-00002	EPA 6020b R2 m
Nitrogen (Total)	1	N/A	2024/02/22	BBY6SOP-00016	SM 24 4500-N C m
Ammonia-N (Total)	1	N/A	2024/02/21	AB SOP-00007	SM 24 4500 NH3 A G m
Nitrate + Nitrite (N)	1	N/A	2024/02/16	BBY6SOP-00010	SM 24 4500-NO3- H m
Nitrite (N) Regular Level Water	1	N/A	2024/02/16	BBY6SOP-00010	SM 24 4500-NO2- m
Nitrogen - Nitrate (as N)	1	N/A	2024/02/17	BBY WI-00033	Auto Calc
Nitrogen (Tot. Organic) Calculation	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
pH @25°C (6)	1	N/A	2024/02/16	BBY6SOP-00026	SM 24 4500-H+ B m
Sat. pH and Langelier Index (@ 4.4C)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Sat. pH and Langelier Index (@ 60C)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Total Sulphide (1)	1	N/A	2024/02/21	AB SOP-00080	SM 24 4500 S2-A D Fm
Sulphate Reducing Bacteria (4)	1	N/A	2024/02/16	BBY4SOP-00004	BI BART User Manual
Total Dissolved Solids (Filt. Residue)	1	2024/02/2	1 2024/02/22	BBY6SOP-00033	SM 24 2540 C m
Total Coliform & E.Coli by MF-Chromocult	1	N/A	2024/02/16	BBY4SOP-00143	Merck KGaA Version 1
Carbon (Total Organic) (7)	1	N/A	2024/02/16	BBY6SOP-00053	SM 24 5310 B m
Turbidity	1	N/A	2024/02/16	BBY65OP-00027	SM 24 2130 B m

Page 1 of 13

Burgau Veritas Burnaby: 4606 Canana Way VSG 1K5 Telephone(604) 734-7276 Fax(604) 731-2386



Your Project #: TOTANGI Your C.O.C. #: WI034487

Attention: AL KOHUT

HY-GEO CONSULTING 4470 Arsens Place VICTORIA, BC Canada V8Z 2M9

> Report Date: 2024/02/26 Report #: R3467520 Version: 1 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C410716 Received: 2024/02/15, 11:29

Sample Matrix: Water # Samples Received: 1

	Date	Date		
Analyses	Quantity Extracted	Analyzed	Laboratory Method	Analytical Method
UV Transmittance (2)	1 2024/02/23	3 2024/02/2	3 CAM SOP-00459	SM 24 5910 m

Remarks:

Bureau Veritas is accredited to ISO/IEC 17025 for specific parameters on scopes of accreditation. Unless otherwise noted, procedures used by Bureau Veritas are based upon recognized Provincial, Federal or US method compendia such as CCME, EPA, APHA or the Quebec Ministry of Environment.

All work recorded herein has been done in accordance with procedures and practices ordinarily exercised by professionals in Bureau Veritas' profession using accepted testing methodologies, quality assurance and quality control procedures (except where otherwise agreed by the client and Bureau Veritas in writing). All data is in statistical control and has met quality control and method performance criteria unless otherwise noted. All method blanks are reported; unless indicated otherwise, associated sample data are not blank corrected. Where applicable, unless otherwise noted, Measurement Uncertainty has not been accounted for when stating conformity to the referenced standard.

Bureau Veritas liability is limited to the actual cost of the requested analyses, unless otherwise agreed in writing. There is no other warranty expressed or implied. Bureau Veritas has been retained to provide analysis of samples provided by the Client using the testing methodology referenced in this report. Interpretation and use of test results are the sole responsibility of the Client and are not within the scope of services provided by Bureau Veritas, unless otherwise agreed in writing. Bureau Veritas is not responsible for the accuracy or any data impacts, that result from the information provided by the customer or their agent.

Solid sample results, except biota, are based on dry weight unless otherwise indicated. Organic analyses are not recovery corrected except for isotope dilution methods.

Results relate to samples tested. When sampling is not conducted by Bureau Veritas, results relate to the supplied samples tested.

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 $Reference\ Method\ suffix\ "m"\ indicates\ test\ methods\ incorporate\ validated\ modifications\ from\ specific\ reference\ methods\ to\ improve\ performance.$

- * RPDs calculated using raw data. The rounding of final results may result in the apparent difference:
- (1) This test was performed by Bureau Veritas Calgary, 4000 19 St., Calgary, AB, TZE 6P8
- (2) This test was performed by Bureau Veritas Campobello, 6740 Campobello Road , Mississauga, ON, L5N 2L8
- (3) "Total Hardness" was calculated from Total Ca and Mg concentrations and may be biased high (Hardness, or Dissolved Hardness, calculated from Dissolved Ca and Mg, should be used for compliance if available).
- (4) Presence/Absence Method. Number is an estimate.
- (5) Dissolved > Total Imbalance: When applicable, Dissolved and Total results were reviewed and data quality meets acceptable levels unless otherwise noted.
- (6) The CCME method requires pH to be analysed within 15 minutes of sampling and therefore field analysis is required for compliance. All Laboratory pH analyses in this report are reported past the CCME holding time. Bureau Veritas endeavours to analyze samples as soon as possible after receipt.
- (7) TOC present in the sample should be considered as non-purgeable TOC.

Page 2 of 13

Bureau Veritas Burnaby: 4606 Canada Way VSG 1KS Telephone(604) 734-7276 Fax(604) 731-2386



Your Project #: TOTANGI Your C.O.C. #: WI034487

Attention: AL KOHUT

HY-GEO CONSULTING 4470 Arsens Place VICTORIA, BC Canada V8Z 2M9

> Report Date: 2024/02/26 Report #: R3467520 Version: 1 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C410716 Received: 2024/02/15, 11:29

Encryption Key

Please direct all questions regarding this Certificate of Analysis to:
Michelle Rivest (Hospedales), B.Sc., Customer Solutions Representative
Email: michelle.rivest@bureauveritas.com
Phone# (604) 734 7276

This report has been generated and distributed using a secure automated process.

Bureau Veritas has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per ISO/IEC 17025, signing the reports.

For Service Group specific validation, please refer to the Validation Signatures page if included, otherwise available by request. For Department specific Analyst/Supervisor validation names, please refer to the Test Summary section if included, otherwise available by request. This report is authorized by Raphael Kwan, Senior Manager, BC and Yukon Regions responsible for British Columbia Environmental laboratory operations.

Total Cover Pages : 3 Page 3 of 13

Burgau Veritas Burnaby: 4606 Canada Way VSG 1K5 Telephone(604) 734-7276 Fax(604) 731-2386



VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID		CJG147		
Sampling Date		2024/02/15 08:20		
COC Number	17	WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batcl
ANIONS				
Nitrite (N)	mg/L	<0,0050	0.0050	B287596
Calculated Parameters				
Total Hardness (CaCO3)	mg/L	30.9	0.50	B285428
Nitrate (N)	mg/L	< 0.020	0.020	B285468
Total Organic Nitrogen (N)	mg/L	0.589	0.020	B286395
Sulphide (as H2S)	mg/L	0.0062	0.0020	B285763
Misc. Inorganics				
Conductivity	uS/cm	110	2.0	B287440
рН	рН	6.47	N/A	B287434
Total Organic Carbon (C)	mg/L	1.5	0.50	B287657
Total Dissolved Solids	mg/L	90	10	B290422
Anions				
Alkalinity (PP as CaCO3)	mg/L	<1.0	1.0	B287437
Alkalinity (Total as CaCO3)	mg/L	41	1.0	B287437
Bicarbonate (HCO3)	mg/L	50	1.0	B287437
Carbonate (CO3)	mg/L	<1.0	1.0	B28743
Dissolved Fluoride (F)	mg/L	< 0.050	0.050	B290280
Hydroxide (OH)	mg/L	<1.0	1.0	B28743
Total Sulphide	mg/L	0.0058	0.0018	B289796
Chloride (CI)	mg/L	4.4	1.0	B290536
Sulphate (5O4)	mg/L	<1.0	1.0	B290536
MISCELLANEOUS				7
True Colour	Col. Unit	128	10	B287169
Transmittance at 254nm	%T/cm	18	N/A	B293309
Nutrients				
Total Ammonia (N)	mg/L	0.29	0.015	B290458
Nitrate plus Nitrite (N)	mg/L	< 0.020	0.020	B287592
Total Nitrogen (N)	mg/L	0.877	0.020	B290418
Physical Properties				
Turbidity	NTU	9,9	0.10	B287002

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VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID	11	CJG147		
Sampling Date		2024/02/15 08:20		
COC Number		WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batch
Elements				
Total Mercury (Hg)	ug/L	< 0.0019	0.0019	B287581
Total Metals by ICPMS				
Total Aluminum (AI)	ug/L	13.3	3.0	B290301
Total Antimony (Sb)	ug/L	<0.50	0.50	B290303
Total Arsenic (As)	ug/L	8.03	0.10	B290301
Total Barium (Ba)	ug/L	7.0	1.0	B290301
Total Beryllium (Be)	ug/L	<0.10	0.10	B290301
Total Bismuth (Bi)	ug/L	<1.0	1.0	B290301
Total Boron (B)	ug/L	<50	50	B290301
Total Cadmium (Cd)	ug/L	0.031	0.010	B290301
Total Chromium (Cr)	ug/L	<1.0	1.0	B290301
Total Cobalt (Co)	ug/L	<0,20	0.20	B290301
Total Copper (Cu)	ug/L	2,30	0.20	B290301
Total Iron (Fe)	ug/L	9220	5.0	B290301
Total Lead (Pb)	ug/L	0.20	0.20	B290301
Total Manganese (Mn)	ug/L	202	1.0	B290301
Total Molybdenum (Mo)	ug/L	<1.0	1.0	B290301
Total Nickel (Ni)	ug/L	<1.0	1.0	B290301
Total Selenium (Se)	ug/L	< 0.10	0.10	B290303
Total Silicon (Si)	ug/L	17200	100	B290301
Total Silver (Ag)	ug/L	< 0.020	0.020	B290301
Total Strontium (Sr)	ug/L	25.5	1.0	B290303
Total Thallium (Tl)	ug/L	< 0.010	0.010	B290301
Total Tin (Sn)	ug/L	<5.0	5.0	B290301
Total Titanium (Ti)	ug/L	<5.0	5.0	B290301
Total Uranium (U)	ug/L	<0.10	0.10	B290301
Total Vanadium (V)	ug/L	<5.0	5.0	B290301
Total Zinc (Zn)	ug/L	41.9	5.0	B290301
Total Zirconium (Zr)	ug/L	<0.10	0.10	B290301
Total Calcium (Ca)	mg/L	7,86	0.050	B285820
Total Magnesium (Mg)	mg/L	2.74	0.050	B285820
Total Potassium (K)	mg/L	0.786	0.050	B285820
Total Sodium (Na)	mg/L	6.47	0.050	B285820

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VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID		CJG147		
Sampling Date		2024/02/15 08:20		
COC Number		WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batch
Total Sulphur (S)	mg/L	<3.0	3.0	B285820
Microbiological Param.				
Heterotrophic Plate Count	CFU/mL	<1	1	B287355
Iron Bacteria	CFU/mL	25	25	B287353
Sulphate reducing bacteria	CFU/mL	<75	75	B287354
Total Coliforms	CFU/100mL	0	N/A	B287351
E. coli	CFU/100mL	0	N/A	B287351
Calculated Parameters				
Langelier Index (@ 4.4C)	N/A	-2.60	N/A	B286396
Langelier Index (@ 60C)	N/A	-1.82	N/A	B286397
Saturation pH (@ 4.4C)	N/A	9.06	N/A	B286396
Saturation pH (@ 60C)	N/A	8.29	N/A	B286397

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CSR D. METALS (NO CV-HG)-DISS

Bureau Veritas ID		CJG147		
Sampling Date		2024/02/15 08:20		
COC Number		WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batch
Calculated Parameters				
Dissolved Hardness (CaCO3)	mg/L	31.8	0.50	B285810
Dissolved Metals by ICPMS				
Dissolved Aluminum (Al)	ug/L	5.1	3.0	B287484
Dissolved Antimony (Sb)	ug/L	< 0.50	0.50	B287484
Dissolved Arsenic (As)	ug/L	7.78	0.10	B287484
Dissolved Barium (Ba)	ug/L	6.7	1.0	B287484
Dissolved Beryllium (Be)	ug/L	<0.10	0.10	B287484
Dissolved Bismuth (Bi)	ug/L	<1.0	1.0	B287484
Dissolved Boron (B)	ug/L	<50	50	B287484
Dissolved Cadmium (Cd)	ug/L	<0.010	0.010	B287484
Dissolved Chromium (Cr)	ug/L	<1.0	1.0	B28748
Dissolved Cobalt (Co)	ug/L	<0.20	0.20	B287484
Dissolved Copper (Cu)	ug/L	0.81	0.20	B28748
Dissolved Iron (Fe)	ug/L	9560	5.0	B287484
Dissolved Lead (Pb)	ug/L	< 0.20	0.20	B28748
Dissolved Lithium (Li)	ug/L	<2.0	2.0	B28748
Dissolved Manganese (Mn)	ug/L	198	1.0	B287484
Dissolved Molybdenum (Mo)	ug/L	<1,0	1.0	B28748
Dissolved Nickel (Ni)	ug/L	<1.0	1.0	B287484
Dissolved Selenium (Se)	ug/L	< 0.10	0.10	B287484
Dissolved Silicon (Si)	ug/L	16000	100	B287484
Dissolved Silver (Ag)	ug/L	< 0.020	0.020	B28748
Dissolved Strontium (Sr)	ug/L	26.6	1.0	B28748
Dissolved Thallium (TI)	ug/L	< 0.010	0.010	B28748
Dissolved Tin (Sn)	ug/L	<5.0	5.0	B28748
Dissolved Titanium (Ti)	ug/L	<5.0	5.0	B287484
Dissolved Uranium (U)	ug/L	< 0.10	0.10	B28748
Dissolved Vanadium (V)	ug/L	<5.0	5.0	B28748
Dissolved Zinc (Zn)	ug/L	26.9	5.0	B287484
Dissolved Zirconium (Zr)	ug/L	<0.10	0.10	B28748
Dissolved Calcium (Ca)	mg/L	8.07	0.050	B28581
Dissolved Magnesium (Mg)	mg/L	2,84	0.050	B28581

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CSR D. METALS (NO CV-HG)-DISS

	CJG147		
	2024/02/15 08:20		
	WI034487		
UNITS	JORDAN R. WELL	RDL	QC Batch
mg/L	0.786	0.050	B285811
mg/L	6.32	0.050	B285811
mg/L	<3,0	3.0	B285811
	mg/L mg/L	2024/02/15 08:20 WI034487 UNITS JORDAN R. WELL mg/L 0.786 mg/L 6.32	2024/02/15 08:20 W/034487 UNITS JORDAN R. WELL RDL RDL MELL M



GENERAL COMMENTS

Sample CJG147 [JORDAN R. WELL]: Sample was analyzed past recommended hold time for Heterotropic Plate Count (MF) in Water. Sample was analyzed past recommended hold time for Sulphate Reducing Bacteria. Sample was analyzed past recommended hold time for Sulphate Reducing Bacteria. UVT Analysis: Sample received at the analyzing laboratory past the recommended holding time. Analysis performed with client's consent.

Results relate only to the items tested.



QUALITY ASSURANCE REPORT

HY-GEO CONSULTING Client Project #: TOTANGI

			Matrix	Spike	Spiked	Blank	Method	Blank	RP	D
QC Batch	Parameter	Date	% Recovery	QC Limits	% Recovery	QC Limits	Value	UNITS	Value (%)	QC Limits
B287002	Turbidity	2024/02/16			101	80 - 120	<0.10	NTU	NC	20
B287165	True Colour	2024/02/16			103	80 - 120	<2.0	Col. Unit	NC	20
B287434	pH	2024/02/16			100	97 - 103			0,33	N/A
B287437	Alkalinity (PP as CaCO3)	2024/02/16					<1.0	mg/L	NC	20
B287437	Alkalinity (Total as CaCO3)	2024/02/16			97	80 - 120	<1.0	mg/L	0,43	20
B287437	Bicarbonate (HCO3)	2024/02/16					<1.0	mg/L	0.43	20
B287437	Carbonate (CO3)	2024/02/16					<1.0	mg/L	NC	20
B287437	Hydroxide (OH)	2024/02/16	[<1.0	mg/L	NC	20
B287440	Conductivity	2024/02/16			100	90 - 110	<2.0	uS/cm		
B287484	Dissolved Aluminum (AI)	2024/02/21	104	80 - 120	106	80 - 120	<3.0	ug/L	15	20
B287484	Dissolved Antimony (Sb)	2024/02/21	103	80 - 120	104	80 - 120	< 0.50	ug/L	1.4	20
B287484	Dissolved Arsenic (As)	2024/02/21	108	80 - 120	108	80 - 120	<0.10	ug/L	0.96	20
B287484	Dissolved Barium (Ba)	2024/02/21	100	80 - 120	103	80 - 120	<1.0	ug/L	0,39	20
B287484	Dissolved Beryllium (Be)	2024/02/21	105	80 - 120	105	80 - 120	< 0.10	ug/L	NC	20
B287484	Dissolved Bismuth (Bi)	2024/02/21	99	80 - 120	101	80 - 120	<1.0	ug/L	NC	20
B287484	Dissolved Boron (B)	2024/02/21	105	80 - 120	106	80 - 120	<50	ug/L	NC	20
B287484	Dissolved Cadmium (Cd)	2024/02/21	104	80 - 120	104	80 - 120	< 0.010	ug/L	NC	20
B287484	Dissolved Chromium (Cr)	2024/02/21	101	80 - 120	1.04	80 - 120	<1.0	ug/L	NC	20
B287484	Dissolved Cobalt (Co)	2024/02/21	99	80 - 120	102	80 - 120	<0.20	ug/L	NC	20
B287484	Dissolved Copper (Cu)	2024/02/21	96	80 - 120	101	80 - 120	< 0.20	ug/L	0.46	20
B287484	Dissolved Iron (Fe)	2024/02/21	105	80 - 120	105	80 - 120	<5.0	ug/L	15	20
B287484	Dissolved Lead (Pb)	2024/02/21	99	80 - 120	101	80 - 120	<0.20	ug/L	NC	20
B287484	Dissolved Lithium (Li)	2024/02/21	101	80 - 120	103	80 - 120	<2.0	ug/L	NC	20
B287484	Dissolved Manganese (Mn)	2024/02/21	99	80 - 120	102	80 - 120	<1.0	ug/L	0.60	20
B287484	Dissolved Molybdenum (Mo)	2024/02/21	NC	80 - 120	108	80 - 120	<1.0	ug/L	1.5	20
B287484	Dissolved Nickel (Ni)	2024/02/21	98	80 - 120	102	80 - 120	<1.0	ug/L	NC	20
B287484	Dissolved Selenium (Se)	2024/02/21	102	80 - 120	105	80 - 120	<0.10	ug/L	9.3	20
B287484	Dissolved Silicon (Si)	2024/02/21	NC	80 - 120	111	80 - 120	<100	ug/L	0.14	20
B287484	Dissolved Silver (Ag)	2024/02/21	103	80 - 120	103	80 - 120	<0.020	ug/L	NC	20
B287484	Dissolved Strontium (Sr)	2024/02/21	NC .	80 - 120	103	80 - 120	<1.0	ug/L	2.6	20
B287484	Dissolved Thallium (TI)	2024/02/21	100	80 - 120	102	80 - 120	< 0.010	ug/L	NC.	20
B287484	Dissolved Tin (Sn)	2024/02/21	102	80 - 120	104	80 - 120	<5.0	ug/L	NC	20
B287484	Dissolved Titanium (Ti)	2024/02/21	98	80 - 120	1.03	80 - 120	<5.0	ug/L	NC	20

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QUALITY ASSURANCE REPORT(CONT'D)

HY-GEO CONSULTING Client Project #: TOTANGI

			Matrix	Spike	Spiked	Blank	Method	Blank	RP	D
QC Batch	Parameter	Date	% Recovery	QC Limits	% Recovery	QC Limits	Value	UNITS	Value (%)	QC Limits
B287484	Dissolved Uranium (U)	2024/02/21	103	80 - 120	102	80 - 120	<0,10	ug/L	0,33	20
B287484	Dissolved Vanadium (V)	2024/02/21	102	80 - 120	1.03	80 - 120	<5.0	ug/L	NC	20
B287484	Dissolved Zinc (Zn)	2024/02/21	99	80 - 120	103	80 - 120	<5.0	ug/L	NC	20
B287484	Dissolved Zirconium (Zr)	2024/02/21	101	80 - 120	97	80 - 120	<0.10	ug/L	NC	20
B287581	Total Mercury (Hg)	2024/02/16	87	80 - 120	91	80 - 120	< 0.0019	ug/L	NC	20
B287592	Nitrate plus Nitrite (N)	2024/02/16	113	80 - 120	106	80 - 120	< 0.020	mg/L	NC	25
B287596	Nitrite (N)	2024/02/16	106	80 - 120	1,05	80 - 120	< 0.0050	mg/L	NC	20
B287657	Total Organic Carbon (C)	2024/02/16			105	80 - 120	<0.50	mg/L		
B289796	Total Sulphide	2024/02/21	97	80 - 120	94	80 - 120	<0.0018	mg/L	NC	20
B290280	Dissolved Fluoride (F)	2024/02/21	105	80 - 120	102	80 - 120	< 0.050	mg/L	NC	20
B290301	Total Aluminum (AI)	2024/02/21	99	80 - 120	103	80 - 120	<3.0	ug/L	4.2	20
B290301	Total Antimony (Sb)	2024/02/21	103	80 - 120	103	80 - 120	<0.50	ug/L	NC	20
B290301	Total Arsenic (As)	2024/02/21	106	80 - 120	109	80 - 120	<0.10	ug/L	0.24	20
B290301	Total Barium (Ba)	2024/02/21	100	80 - 120	102	80 - 120	<1.0	ug/L	NC	20
B290301	Total Beryllium (Be)	2024/02/21	97	80 - 120	100	80 - 120	<0.10	ug/L	NC	20
B290301	Total Bismuth (Bi)	2024/02/21	95	80 - 120	103	80 - 120	<1.0	ug/L	NC	20
B290301	Total Boron (B)	2024/02/21	110	80 - 120	112	80 - 120	<50	ug/L	3.5	20
B290301	Total Cadmium (Cd)	2024/02/21	100	80 - 120	1.03	80 - 120	< 0.010	ug/L	7.6	20
B290301	Total Chromium (Cr)	2024/02/21	96	80 - 120	101	80 - 120	<1.0	ug/L	NC	20
B290301	Total Cobalt (Co)	2024/02/21	97	80 - 120	100	80 - 120	< 0.20	ug/L	NC	20
B290301	Total Copper (Cu)	2024/02/21	93	80 - 120	100	80 - 120	< 0.20	ug/L	1.6	20
B290301	Total Iron (Fe)	2024/02/21	100	80 - 120	104	80 - 120	<5.0	ug/L	0.66	20
B290301	Total Lead (Pb)	2024/02/21	97	80 - 120	102	80 - 120	<0.20	ug/L	0.90	20
B290301	Total Manganese (Mn)	2024/02/21	94	80 - 120	98	80 - 120	<1.0	ug/L	0.28	20
B290301	Total Molybdenum (Mo)	2024/02/21	108	80 - 120	105	80 - 120	<1.0	ug/L	0.031	20
B290301	Total Nickel (Ni)	2024/02/21	95	80 - 120	101	80 - 120	<1.0	ug/L	NC	20
B290301	Total Selenium (Se)	2024/02/21	100	80 - 120	104	80 - 120	<0.10	ug/L	NC	20
B290301	Total Silicon (Si)	2024/02/21	NC.	80 - 120	116	80 - 120	<100	ug/L	0.48	20
B290301	Total Silver (Ag)	2024/02/21	99	80 - 120	103	80 - 120	<0.020	ug/L	NC	20
B290301	Total Strontium (Sr)	2024/02/21	NC	80 - 120	98	80 - 120	<1.0	ug/L	1.3	20
B290301	Total Thallium (TI)	2024/02/21	99	80 - 120	104	80 - 120	< 0.010	ug/L	NC	20
8290301	Total Tin (Sn)	2024/02/21	102	80 - 120	105	80 - 120	<5.0	ug/L	NC	20
B290301	Total Titanium (Ti)	2024/02/21	100	80 - 120	1.02	80 - 120	<5.0	ug/L	NC	20

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QUALITY ASSURANCE REPORT(CONT'D)

HY-GEO CONSULTING Client Project #: TOTANG

			Matrix	Spike	Spiked	Blank	Method	Blank	RP	D
QC Batch	Parameter	Date	% Recovery	QC Limits	% Recovery	QC Limits	Value	UNITS	Value (%)	QC Limits
B290301	Total Uranium (U)	2024/02/21	103	80 - 120	1,05	80 - 120	<0.10	ug/L	3,5	20
B290301	Total Vanadium (V)	2024/02/21	98	80 - 120	99	80 - 120	<5.0	ug/L	NC	20
B290301	Total Zinc (Zn)	2024/02/21	95	80 - 120	1,02	80 - 120	<5.0	ug/L	0.40	20
B290301	Total Zirconium (Zr)	2024/02/21	106	80 - 120	103	80 - 120	< 0.10	ug/L	NC	20
B290418	Total Nitrogen (N)	2024/02/22	1 1 1 1		103	80 - 120	<0.020	mg/L	NC	20
B290422	Total Dissolved Solids	2024/02/22	103	80 - 120	101	80 - 120	<10	mg/L	3.0	20
B290458	Total Ammonia (N)	2024/02/21	105	80 - 120	100	80 - 120	<0.015	mg/L	1.7	20
B290536	Chloride (CI)	2024/02/21	107	80 - 120	100	80 - 120	<1.0	mg/L	3.4	20
B290536	Sulphate (SO4)	2024/02/21	92	80 - 120	99	80 - 120	<1.0	mg/L	NC	20
B293309	Transmittance at 254nm	2024/02/23	14		99	97 - 103		I - I	1,5	25

N/A = Not Applicable

Duplicate: Paired analysis of a separate portion of the same sample. Used to evaluate the variance in the measurement.

Matrix Spike: A sample to which a known amount of the analyte of interest has been added. Used to evaluate sample matrix interference.

Spiked Blank: A blank matrix sample to which a known amount of the analyte, usually from a second source, has been added. Used to evaluate method accuracy,

Method Blank: A blank matrix containing all reagents used in the analytical procedure. Used to identify laboratory contamination.

NC (Matrix Spike): The recovery in the matrix spike was not calculated. The relative difference between the concentration in the parent sample and the spike amount was too small to permit a reliable recovery calculation (matrix spike concentration was less than the native sample concentration)

NC (Duplicate RPD): The duplicate RPD was not calculated. The concentration in the sample and/or duplicate was too low to permit a reliable RPD calculation (absolute difference <= 2x RDL).

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VALIDATION SIGNATURE PAGE

The analytical data and all QC contained in this report were reviewed and validated by:

David Huang, M.Sc., P.Chem., QP, Scientific Services Manager

Anastassia Hamanov, Scientific Specialist

Suwan (Sze Yeung) Fock, B.Sc., Scientific Specialist

Bureau Veritas has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per ISO/IEC 17025, signing the reports. For Service Group specific validation, please refer to the Validation Signatures page if included, otherwise available by request. For Department specific Analyst/Supervisor validation names, please refer to the Test Summary section if included, otherwise available by request. This report is authorized by Raphael Kwan, Senior Manager, BC and Yukon Regions responsible for British Columbia Environmental laboratory operations.

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File: 2205191 March 15, 2023

Totangi Properties Ltd Jordan River BC

Attention:

Re: Preliminary Groundwater Assessment for Wildwood Terrace Neighbourhood Commercial Zone, C-1A at Jordan River

As requested, Hy-Geo Consulting has completed a desktop assessment of the feasibility of obtaining a sufficient supply of potable groundwater involving up to 10 individual water supply wells for the proposed subject property development at Jordan River (Figure 1). Potential impacts of the proposed groundwater use on neighbouring properties and existing water sources including wells and nearby streams has also been assessed. My understanding is that drilling and testing of an initial production well for a proposed brewery on one of the proposed parcels is currently being planned.

Site Location

The subject property is situated along the north side of the West Coast Road at Jordan River (Figure 1) and currently zoned as Wildwood Terrace Neighbourhood Commercial Zone, C-1A under Bylaw No. 2040, "Juan de Fuca Land Use Bylaw, 1992" (CRD, 2023a). In 2021 an amendment to Bylaw No. 2040 under Bylaw No. 4381 included added potential water uses for food and beverage processing and country market (CRD, 2021). The current proposal for the property includes 10 commercial use parcels ranging in size from 0.20 to 0.46 hectares in size (Figure 2). There are numerous existing wells in the general region directly south and west of the property (Figure 3). First Creek lies approximately 175 m (574 feet) west of the western boundary of the property. The site is situated at an elevation of about 55 m (180.4 feet) on a glacial-fluvial terrace that slopes gently southwesterly towards the ocean. Towards the southeast, elevations drop abruptly from the site towards the mouth of the Jordan River.

Climate

The region is situated in the Coastal Western Hemlock Biogeoclimatic Zone with long, mild, and wet winters, and relatively sunny and dry summers. While a long-term climate station for Jordan River is not available, monthly normal precipitation for the Sooke Lake North climate weather station for the 1981-2010 period has been reported

by the Government of Canada (2023) for climate station 1017563 as shown in Figure 4. The region receives about 1497 mm of precipitation on an annual basis (Government of Canada, 2023). Precipitation normally follows a seasonal cycle, with highest rainfall during the fall, winter and early spring months while the summer months are subject to drought conditions.



Figure 1. Location of subject property at Jordan River. Basemap from Province of British Columbia (2022a).

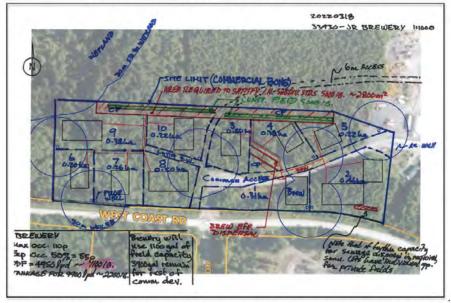


Figure 2. Draft proposed parcel plan for property. Figure from Totangi Properties Ltd., July 14, 2022.



Figure 3. Location of neighbouring water wells and streams. Basemap from CRD (2022b).

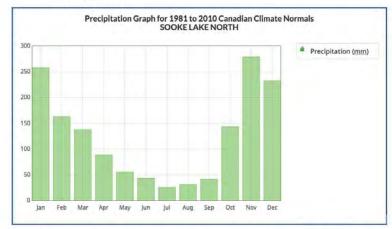


Figure 4. Graph of monthly normal precipitation for Sooke Lake North station (Climate ID. 1017563). Graph from Government of Canada (2023).

Geology and Hydrogeological Setting

The subject property is underlain by a confined glacio-fluvial sand and gravel aquifer system, designated Aquifer 944 under the *BC Aquifer Classification System* (Bernardinucci and Ronneseth, 2002). The aquifer is also classified as a moderately productive and moderately vulnerable IIB aquifer. More detailed descriptions of the aquifer can be found at the *British Columbia Water Resources Atlas* (Province of British Columbia, 2022a).

The British Columbia Water Resources Atlas also shows a fractured crystalline aquifer, (Aquifer 943) comprised of igneous intrusive or metamorphic, meta-sedimentary, and meta-volcanic rocks underlying the unconsolidated deposits of Aquifer 944.

Examination of drilling records in the region carried out under this assessment also indicated descriptions of sedimentary sandstone, conglomerate and siltstone underlying the unconsolidated deposits locally. These latter bedrock units may belong to the Sooke Formation that has been reported to be comprised of cross-bedded sandstone, interbedded with lesser amounts of siltstone, and conglomerate containing cemented pebble to boulder sized clasts (Massey, 1994; Yorath and Nasmith, 1995).

Groundwater occurs within the pore spaces of the unconsolidated deposits and in open fractures in the underlying bedrock as they are encountered during drilling of water wells. Groundwater is likely recharged by infiltration of precipitation and runoff from the upland area north of the aquifer with groundwater moving southerly towards lower elevations and ultimately discharging to the ocean.

Reported Wells

Figure 5 shows the location of reported wells in the vicinity of the subject property. The majority of these are situated south and west of the property. A summary of the wells shown in Figure 5 is provided in Table 1. Wells are identified with a unique, computer generated WTN (well tag number) in the provincial WELLS database (Province of British Columbia, 2022a and 2022b). The wells shown do not necessarily comprise all existing wells in the area and all well locations have not been necessarily verified in the field.

Well records for the region shown in Figure 5 indicate that the unconsolidated deposits comprise a heterogeneous array of materials ranging from glacial till, cobbles and boulders, fine sand and silt to coarse-grained gravels. The unconsolidated deposits range from 33 to 418 feet (10.06 to 127.41 m) in thickness. Most wells are completed in sand and gravel units with or without well screens. Reported well yields range from 2 to 80 USgpm (7.57 to 302.83 L/min) with a median of 10 USgpm (37.85 L/min). About 20 percent of the wells shown in Figure 5 are completed in bedrock at depths ranging from 280 to 598 feet (85.34 to 182.27 m) with well yields in the range 1 to 7 USgpm (3.78 to 26.50 l/min) with a median of 5 USgpm (18.93 L/min).

Groundwater Prospects on the Subject Property

Based on the records of wells situated closest to the subject property (Figure 6), the geologic conditions appear very favourable for constructing relatively shallow wells within the unconsolidated aquifer unit. Figure 7 shows that there may be up to 10 m (32.81 feet) of saturated sand and gravel underlying the site with individual wells potentially yielding 5 to 10 USgpm (18.93 to 37.85 L/min) each.

Potential Water Demands for Future Commercial Uses

CRD Bylaws No. 2040 and Bylaw No. 4381 permit the following principle land uses in the commercial zoned property namely:

- (a) Convenience Store;
- (b) Retall Store, excluding gas bars, gas stations or bulk fuel sales, auto repair or car wash, or any use for which a permit is required under the Environmental Management Act or Regulation:
- (c) Civic Uses;
- (d) Food and beverage processing,
- (e) Country Market.

It is estimated that the proposed brewery for the subject property would initially need 350,000 L/year (959 L/day) of potable water potentially growing to 2,000,00 L/year (5480 L/day) after 5 years (Totangi Properties, 2023). This would be equivalent to an initial well production rate of 0.18 USgpm growing to 1.01 USgpm, from a well on the property. Other parcels at the site would unlikely require as much water for their needs compared to the brewery requirements. While the specific individual business water needs are not currently known, the maximum total potential water use from 10 wells on the site would not likely be more than 3 to 5 USgpm (11.36 to 18.93 L/min). Geological and groundwater conditions based on neighbouring wells indicates this quantity of water could be readily obtained from properly designed and constructed wells on the subject property

Potential Impacts on Neighbouring Wells and Surface Water Sources

Based on a relatively low, continuous water demand of 3 to 5 USgpm (11.36 to 18.93 L/min) from the commercial site, it is unlikely that groundwater use at this rate would have any significant effect on neighbouring wells or the flows of First Creek. Potential wells used for commercial purposes would also need to be adequately tested to support an application for a water licence under the *Water Sustainability Act* and meet provincial guidelines for testing and monitoring (Todd *et al.*, 2016 and 2020) to assess any potential impacts on neighbouring wells or nearby surface water sources.

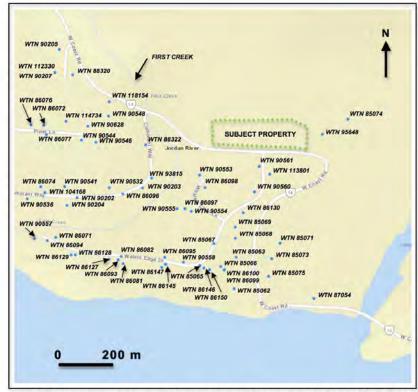


Figure 5. Reported wells in the vicinity of the subject property. Well locations and basemap from Province of British Columbia (2022a).

No. (WTN)	Well Identification Plate No. (WID)	Depth Drilled or Dug (feet)	Depth Well Drilled (m)	Diameter (inches)	Diameter (cm)	Driller's Estimated Yield Value(Usgpmi	Water Depth (feet)	Weter Depth (m)	Depth to Bedrock (feet)	Depth to Bedrock (m)	Construction Completion Date		Legal District Lot	Plan	Lot No.	Section	Owner When Constructed	Well Purpose
85062		39	11.89	6	15,24	3	14	4.27	39	11.89	03/29/2005	5.5 inch screen set 34.3 to 39 ft, 16 slot, sand and gravel			1	4		Private Domestic
85063		280	85,34	6	15,24	5	165	50,29	40	12.19	04/13/2005	sandstone 40-70 ft. conglomerate 70 to 280 ft. 1 gpm at 240, 3 gpm at 250 and 6 gpm at 280 ft.			2			Private Domestic
85065		280	85.34	6	15,24	6	174	53.04	40	12.19	04/04/2005	sandstone 40-73 ft, conglomerate 73 to 280 ft, 0.5 gpm at 220, 2 gpm at 240 and 4 gpm at 250 ft, 6 gpm at 280 ft			3	4	_	Private Domestic
85066		50.5	15.39	6	15.24	5	28	8.53			04/01/2005	fi.5 inch screen set 43 10° to 50.5 ft, 10 slot, sand and gravel			4	4		Private Donvestio
85067		280	85.34	6	15,24	5	150	45.72	35	10.67	03/30/2005	sandstone 35 -55 ft, conglomerate 55 to 250 ft, 0.5 gern at 220, 2 gern at 240 and 4 gern at 250 ft, 5 gern at 260 ft			5			Private Domestic
85068		280	85.34	6	15.24	5	187	57.00	33	10.08	04/12/2005	sandstone 33 -65 ft, nongiomerate tfl to 280 ft, 0.75 gpm at 230, 1.5 gpm at 240 and 4 gpm at 260 ft, 5 gpm at 280 ft			1	4		Private Domestic
65069		285	86.87	6	15.24	3	213	64.92	54	16.46	04/08/2005	sandstone 54 -72 ft, conglomerate 72 to 28ft ft.			7	4		Private Domestic
85071		280	85.34	6	15.24	7	200	60.96	42	12.80	04/07/2005	sandstone 54 -75 ft, nongiowerate 75 to 280 ft, 0.5 gpm at 240, 3 gpm at 260 and 7 gpm at 280 ft			9	4		Private Domesti
85073		300	91.44	6	15.24	6	160	48.77	33	10.06	03/23/2005	sandstone 33 -70 ft, shale 70 - 98, mudstone? 96 -130, conglomerate 130 to 240 ft, sandstone 240-275, conglomerate 275-300, 1.5 gpm et 240, 2 gpm at 260, 5 et 280, and 6 at 300 feet.			11	4	-	Private Domesti
85074		200	85.34	6	15.24	6	150	45.72	34	10.36	03/20/2005	sandstone 34 -00 ft, conglomerate 50 to 95 ft, sandstone 95-120, conglomerate 120-280, 1.5 gpm at 240, 4 gpm at 280, 5 at 280			12	•		Private Domesti
85075		44	13.41	6	15.24	10	19	5.79			03/22/2005	drilled to fi2 feet, sand and gravel with boulders, open bottom			14	4		Private Domesti
86071	18003	130	39.62	6	15,24	2	70	21.34			10/17/2006	drilled to 137 ft, sand with little gravel, screen set 123.5 to 130 ft, 18 slot		68644	21	4		Private Domesti
86072	16064	120	36.58	6	15,24	15	86	26.82	-		12/07/2006	gravel and sand, screen set 113.5 to 120 ft, 25 slot		60644	45	4		Private Domesti
86074	18009	120	36.58	6	15.24	10	88	26.82			12/20/2006	gravel with boulders, open hole		60644	36	4		Unknown Well Us
86076	18161	100	30.48	6	15.24	10	69	21.03			12/11/2006	gravel with boulders, open hole		68644	46	4		Private Domestic
86077	18070	134.5	41.00	6	15.24	15	-91	27.74		-	12/06/2006	gravel and sand, screen set 128 to 134.5 ft, 18 slot	-	68644	41	4		Unknown Well Us
86081	18002	154.9	47.21	.6	15.24	3	125	38.10			10/21/2006	sand and gravel, serven set 140 to 154.0 ft, 26 slot		60544	62	4		Private Domestic
86082	18007	151	46.02	6	15.24	2	115	35.05			10/19/2006	sand and gravel, screen set 144.25 to 161, 16 skot		68644	20	4		Private Domestic
86093	18157	518	157.89	- 6	15,24	2			418	127,41	08/23/2006	completed in sandstone, overlain by silty sand, till and clay		68644	6	4		Private Domesti
86094	18006	132	40.23	6	15.24	5	70	21.34	1 = 3		10/11/2006	gravel with sand, screen set 125.25 to 13 ft2, 12 slot		68644	10	4		Private Domestic
06095	18196	153	46.63	6	15.24	2	134	40.84			10/24/2006	sand with gravel, open hole		68644	18	4		Private Domestic
86096	18067	129	39.32	6	15.24	10	77	23.47			11/16/2006	sand with gravel, open hole		68644	33	4		Private Domesti
86097	18158	147	44.81	6	15.24	2	100	32.92		1 1	11/09/2006	gravel with sand, screen set 140.3 to 147 ft, 12		68644	26	4		Private Domesti
86098	18160	149	45.42	- 6	15.24	7	108	32.92				gravel with sand, open hole		68644	23	4		Private Domestic
86099	18159	298.5	90.98	- 6	15.24	2.5	160	48.77	314	95.71	11/07/2006	sand, screen set 291 to 298.5 ft, 16 slot		68644	16	4		Private Domesti

No. (WTN)	Well Identification Plate No. (WID)	Depth Drilled or Dug (feet)	Depth Well Drilled (m)	Diameter (inches)	(cm)	Driller's Estimated Yield Value(Usopm)	Water Depth (feet)	Water Depth (m)	Depth to Bedrock (feet)	Depth to Bedrock (m)	Construction Completion Date	General Remarks	Legal District Lot	Plan	No.	Section	Owner When Constructed	Well Purpose
86100	18001	305	92.96	6	15.24	6	160	48.77			11/01/2006	sand, screen set 298.5 to 305 ft, 18 slot		68644	1	4		Private Domestic
86127	18162	149	45.42	6.	15.24	0	111	33.63			10/06/2006	sand and gravel, screen set 142.25 to 149 ft. 20 slot		68644	7	4		Private Domestic
86128	10199	590	102.27	6	15.24		150	45.72	408	124.36	10/04/2006	sandstone bedrock, 0.75 gpm at \$20 ft, 1 gpm at \$98 ft		68644	0	4		Private Domestic
86129	18198	427	130.15	6	15.24	10	150	45.72			09/27/2006	sand and gravel, open hole		68644	9	4		Private Domestic
86130	10004	219	66.75	6	15.24	20	154	46.94			09/04/2006	gravel, and sand, open hole		68644	15	4		Private Domesti
86145	18195	150	45.72	6	15.24	10	121	39.88			09/14/2006	gravel, open hole		68644	4	4		Private Domesti
86146	18109	157	47.85	6	15.24	0	100	30.48			09/12/2006	gravel and sand, sitty, screen set 150.3 to 157 ft, 25 slot		00644	3	4		Private Domesti
86147	18197	187	57.00	- 6	15,24	10	144	43.89			09/18/2006	sandy gravel, open hole		68644	5.	-4		Private Domesti
86150	18200	310	94,49	6	15.24	25+	150	45.72			09/11/2006	sand and gravel, screen set 303,3 to 310 8, 20 slot	111	60644	2	4		Private Domesti
87054		60	18,29	- 6	15,24	80 to 100					02/08/2005	sand with gravel, screen set 56 to 60 ft, 12 size		4194	6	2		Unknown Well Ur
88320	18055	56	17,07	- 6	15,24	10	20	6,10			01/16/2007	boulders and gravel, open hole		60644	47	4		Private Domesti
80322	18049	121	36.88	- 6	15,24	12	\$\$	16,76			01/05/2007	gravel and sand, open hole		68644	38	- 4		Private Domesti
90202	18081	- 96	29.26	- 6	15.24	10	45	13.72			01/03/2007	sand and gravel, open hole		68644	29	4		Unknown Well Us
90203	18082	127	38.71	- 6	15.24	10	68	20.73			01/04/2007	gravei, open hole		68644	28	4		Unknown Well Us
90204	18084	118	35.97	. 6	15.24	8	77	23.47			01/11/2007	sand, little gravel, screen set 111.5 to 118, 12 slot		60644	30	4		Unknown Well Us
90205	16086	59	17.98	6	15.24	10	16	4.88			01/15/2007	gravel, open hole	11 11	68644	50	4		Unknown Well U
90207	18087	59	17.96	.6	15.24	10	16	5,49			01/16/2007	coarse gravel, open hole	1	60544	48	4		Unknown Well U
90532	18572	138	42.06	6.625	16.83	12	-				12/21/2006	coarse gravel, open hole		VID83339	34	2		Private Domesti
90536	18570	110	33.53	6.625	16.83	12	55	16.76			12/20/2006	coarse gravel, open hole		VIDI3339	32	2		Private Domesti
90541	18592	238	72.54	6.625	16.83	30	35	10.67			12/16/2006	gravel, open hole		VID83339	35	2		Private Domesti
90544	18561	146	44.50	6.625	16.83	6	112	34.14			12/09/2006	gravel and sand, open hole		VID83339	40	2		Private Domesti
90546	18580	155	47.24	6.625	16.83	20	.110	33.53			12/06/2006	coame gravel, open hole		VID83339	39	- 2		Private Domesti
90548	18562	154	46.94	6.625	16.83	19	109	33.22			12/08/2006	gravel and sand, open hole		VID83339	43	- 2		Private Domesti
90553	18581	150	45.72	6.625	16.83	6	87	26.52			11/14/2006	coarse sand and gravet, somen set 146 to 150, 10 slot		VID83339	22	2		Private Domestic
90554	18598	149	45.42	6.625	16.83	10	78	23.77			11/10/2006	coarse sand and gravel, open hole		VID83339	24	2		Private Domesti
90555	18588	134	40.84	6.625	16.83	8.	- 86	26.21			11/08/2006	coarse sand and gravel, open hole.		VID83339	25	2	_	Private Domesti
90557	18597	142	43.28	6.625	16.83	18	87	26.52			11/02/2006	gravel, coarse sand, open hole		VID83339	11	2		Private Domesti
90558	18596	157	47.85	6.625	16.83	6	317	35.66		_	10/31/2006	gravel and sand, open hole		VID83339	17	2		Private Domesti
90560	18599	119	36.27	6.625	16.83	4	92	28 D4			10/26/2006	gravel and sand, screen set 115 to 119, 20 slot		VID83330	14	2		Private Domesti
90561	18560	70	21.34	6.625	16.83	.20					10/25/2006	gravel and sand, screen set 65 to 70, 18 slot		VID83339	13	2		Private Domesti
90628	18579	154	46.94	6.625	16.83	- 5	112	34.14			12/09/2006	gravel and sand, open hole		VID83339	44	2		Private Domesti
93815	18595	113	34.44	6.625	16.83	6					11/15/2005	gravel and sand		VID83339	.27	2		Private Domesti
95646	18153	114	34.75	6	15.24	10	71	21.64			07/19/2006	gravel , open hole		427R, 23875		4		Private Domest
104168	19818	120	36.58	6.125	15.56	15	98	29.87			04/16/2010	gravel and sand, open hole		Asset 1 st	36			Private Domesti
112330	34474	300	91.44	6.125	15.56	3			170	51.82	10/29/2014	sittstone, open hole 178,5 to 300 ft	11	VIP68644	48			Private Domesti
113801	52111	96	29.26	6	15,24	- 4	71	23.47	-		10/20/2017	coarse sand with boulders, water-bearing 78 to 96 feet	100	427 R		-		Private Domesti
114734	52189	280	85.34	4	10.16	2.5	166	50.60	35	10.67	03/01/2018	gray rock, fracture at 262 feet, perforated liner from 180 to 280 feet		VIP79213	7	4	I	Private Dorrenti
118154	53598	114	34.75	6	15.24	10	85	25.91			08/22/2019	gravel, screen set 108 to 114 ft, 40 slot		VIP83894	43	4		Private Domesti

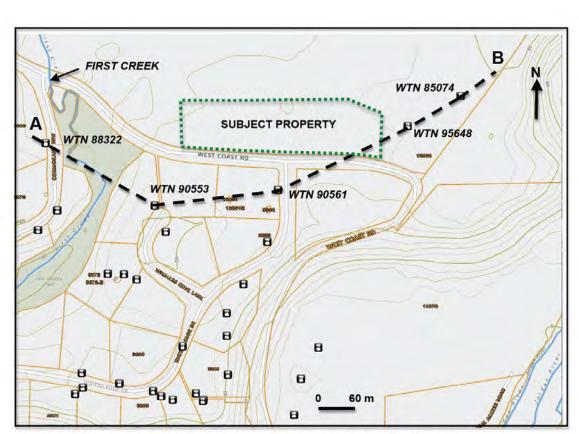


Figure 6. Location of geologic cross section A-B in relation to subject property. Basemap from CRD, 2022a.

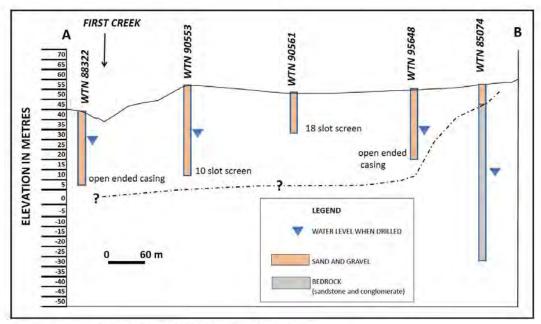


Figure 7. Geologic cross section A-B looking northerly towards subject property.

On-site waste water disposal may pose some minor risk to the aquifer and would require properly designed and constructed waste water treatment systems to minimize any potential impacts on the groundwater resource and neighbouring wells. Wells would need to be constructed in compliance with the *Groundwater Protection Regulation* under the *Water Sustainability Act*. The presence of glacial till near the surface in some wells and relatively deep water levels ranging from 55 to 87 feet (16.76 to 26.52 m) as shown in Figure 7 would minimize any potential risks of aquifer contamination.

Conclusions

Based on examination of available geological and groundwater information in the vicinity of the Wildwood Terrace Neighbourhood Commercial Zone, the prospects for constructing individual wells on each of the ten proposed land parcels are very encouraging. There may be up to 10 m (32.81 feet) of saturated sand and gravel underlying the site with individual wells potentially yielding 5 to 10 USgpm (18.93 to 37.85 L/min) each.

The maximum total water demand for ten parcels is estimated to not likely exceed 3 to 5 USgpm (11.36 to 18.94 L/min) on a continuous basis. The proposed brewery on the property would likely be the largest user of water initially at 350,000 L/year (959 L/day) increasing to 2,000,00 L/year (5480 L/day) after 5 years. It is unlikely that groundwater use at a continuous rate up to 3 to 5 USgpm (11.36 to 18.94 L/min) would have any significant effect on neighbouring wells or the flows of First Creek.

On-site waste water disposal may pose some minor risk to the aquifer and would require properly designed and constructed waste water treatment systems to minimize any potential impacts on the groundwater resource and neighbouring wells. The presence of glacial till near the surface and relatively deep water levels ranging from 55 to 87 feet (16.76 to 26.52 m) would also minimize potential risks of aquifer contamination.

Recommendations

The following recommendations are provided for consideration:

- Proceed with the design and construction of a water supply well for the proposed brewery and pump test the well to evaluate the aquifer parameters and to support a water licence application.
- Monitor water levels in a neighbouring well during the pump testing of the proposed brewery well and sample the brewery well for laboratory water quality analysis.
- Develop a Well Protection Plan for the brewery well to minimize any potential risks to water quantity depletion or water quality degradation.

Closure

This report was prepared in accordance with generally accepted engineering, hydrogeological and consulting practices. It is intended for the prime use by Totangi Properties in connection with its purpose as outlined under the scope of work for this project. This report is based on data and information available to the author from various sources at the time of its preparation and the findings of this report may therefore be subject to revision. Data and information supplied by others has not been independently confirmed or verified to be correct or accurate in all cases. The author retains full copyright of the material contained in this report. The author and Hy-Geo Consulting accepts no responsibility for damages suffered by any third party as a result of any unauthorized use of this report. Any errors, omissions or issues requiring clarification should be brought to the attention of the author.

Respectfully submitted,

Alan P. Kohut PEng

Principal and Senior Hydrogeologist

HY-GEO CONSULTING

Permit to Practice Number: 1001034

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Appendix G: Bylaw No. 4598 – Proposed Amendments to the OCP

CAPITAL REGIONAL DISTRICT BYLAW NO. 4598

A BYLAW TO AMEND BYLAW NO. 4001, THE "SHIRLEY-JORDAN RIVER OFFICIAL COMMUNITY PLAN, BYLAW NO. 5, 2018"

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

 Bylaw No. 4598 being the "Shirley- Jordan River Official Community Plan, Bylaw No. 5, 2018" is hereby amended:

A. SCHEDULE A - SECTION 208 REGIONAL GROWTH STRATEGY CONSISTENCY

- (a) By deleting the following text in Schedule A, Section 208 B:
 - "A Commercial Land Use Designation has been applied to lands in Jordan River that are deemed not safe for residential habitation."
- (b) By deleting the following text in Schedule A, Section 385:
 - "The hamlet of Jordan River currently has one small restaurant business serving local and tourist needs. The Commercial Land Use Designation applies to lands adjacent to the Jordan River."
- (c) By deleting the following text in Schedule A, Section 386:
 - "The Commercial Land Use Designation applies to lands in Jordan River where residential and overnight habitation uses are not permitted due to the risk of flooding. The prescribed minimum lot size (120 ha) would prevent further subdivision of these lands."

And replacing with the following:

"The Commercial Land Use Designation applies to lands that provide potential for local services in support of development of the local economy. Except where lands may be restricted with respect to residential and overnight habitation uses due to the risk of flooding, an average density of one *parcel* per 0.4 ha within a plan of subdivision is supported.

(d) By deleting the following text in Schedule A, Section 404:

"The intent of the Commercial Land Use Designation is to support small-scale neighbourhood commercial and light industrial uses in the Jordan River inundation area. Civic, institutional, tourism, recreation, silviculture and community park uses are also supported."

And replacing with the following:

"The intent of the Commercial Land Use Designation is to support small-scale neighbourhood commercial and light industrial uses. Civic, institutional, tourism, recreation, silviculture and community park uses are also supported

- (e) By deleting the text in Schedule A, Section 484 N, and replacing with the following:
 - "For lands designated as Commercial on Schedule B, an average density of one *parcel* per 0.4 hectares with one caretaker dwelling is supported"
- (f) By deleting the text in Schedule A, Section 484 R, and replacing with the following:

"For lands designated Renewable Resource and Restricted Development on Schedule B, a density of one parcel per 120 hectares is supported. One dwelling per parcel is supported for those lands designated Renewable Resource.

CRD Bylaw No. 4598

B. SCHEDULE B - LAND USE DESIGNATIONS

(a) By deleting that part of Section 4, Renfrew District Except Those Parts In Plans 427R, 23879, VIP68644, VIP79213, VIP80549, VIP82411 And EPP69011, from the Pacific Acreage land use designation and adding to the Commercial land use designation, as shown on Plan No. 1.

Plan No. 1 of Bylaw 4598, an amendment to Bylaw No. 4001



CRD Bylaw No. 4598		3
 This bylaw may be cited as "Shirle Amendment Bylaw No. 2, 2024". 	ey – Jordan River Official Commu	nity Plan, Bylaw No. 5 2018,
READ A FIRST TIME THIS	day of	, 2024.
READ A SECOND TIME THIS	day of	, 2024.
READ A THIRD TIME THIS	day of	, 2024.
ADOPTED THIS	day of	, 2024.
CHAIR		CORPORATE OFFICER

Appendix H: Bylaw No. 4599 – Proposed Amendments to the C-1A

CAPITAL REGIONAL DISTRICT BYLAW NO. 4599

A BYLAW TO AMEND BYLAW NO. 2040, THE "JUAN DE FUCA LAND USE BYLAW, 1992"

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

1. Bylaw No. 2040 being the "Juan de Fuca Land Use Bylaw, 1992" is hereby amended as follows:

A. SCHEDULE A, PART 2, SECTION 6G.0 WILDWOOD TERRACE NEIGHBOURHOOD COMMERCIAL ZONE - C-1A

- (a) By amending section 6G.01 Permitted Uses by adding new subsections under Principal Uses as follows:
 - (f) Restaurant;
 - (g) Personal Services;
 - (h) Offices;
 - (i) Health Services;
- (b) By amending section 6G.01 by deleting the following text from Section 6G.01:

Accessory Uses:

- (f) Residential;
- (g) Screened storage yard;
- (h) Buildings or structures accessory to the above uses pursuant to Part 1, Subsection 4.01.
- Onsite store, picnic area, lounge and special event area accessory to a manufacturer liquor licence subject to the Liquor Control and Licensing Act.
- (c) By adding a new section 6.02G with the following and renumerating the subsequent sections in the C-1A zone:

6G.02 Permitted Accessory Uses:

In addition to the uses permitted by Section 6G.01 of Part 2 of this Bylaw, the following Accessory Uses in conjunction with a permitted Principal Use and no others shall be permitted in the C-1A Zone:

- (a) Residential;
- (b) Screened storage yard;
- (c) Buildings or structures accessory to the above uses.
- (d) Onsite store, picnic area, lounge and special event area accessory to a manufacturer liquor licence subject to the Liquor Control and Licensing Act
- (d) By deleting section 6G.02 Minimum Parcel Size for Subdivision Purposes and replacing with the following:

6G.03 Minimum Parcel Size for Subdivision Purposes:

- (a) The minimum parcel size for subdivision purposes is 0.4 ha;
- (b) Notwithstanding Section 6G.03(a) of Part 2 of this Bylaw, lot averaging is permitted with an average lot size of 0.4 ha and a minimum lot size of 0.2 ha.
- (e) By amending section 6G.04 Height by deleting the text "9 m" and replacing with "12.0m".

CRD Bylaw No. 4599 2

(f) By deleting section 6G.07 Maximum Size of Principal Buildings and replacing with the following:

6G.08 Maximum Size of All Buildings and Structures:

The Total Floor Area and sum of all principal and accessory buildings and structures on a parcel shall not exceed a Floor Area Ratio of 0.4.

(g) By replacing section 6G.08 Yard Requirements with the following:

6G.09 Setback Requirements:

All principal and accessory buildings and structures must meet the following yard requirements:

- (a) Principal buildings and structures are required to be:
 - (i) A minimum of 7.5m from the lot line of a street and or public highway; and
 - (ii) A minimum of 3.0m from the lot line of a parcel; and
 - (iii) Notwithstanding Part 2 Section 6G.09 (a) (ii) above; a minimum of 9.0m is required from the lot lines of parcels in Residential, Rural Residential, or Multiple Family Residential zones.
- (b) Accessory buildings and structures are required to be:
 - (i) A minimum of 7.5m from the lot line of a street and or public highway; and
 - (ii) A minimum of 3.0m from a lot line of a parcel.
- (h) By adding a new section 6G.10 Parking Setbacks as follows:

6G.10 Parking Setbacks:

- (a) Bare land strata lots may provide parking spaces in accordance with this bylaw sited on common property registered on title to those strata lots;
- (b) For lot lines that abut a public highway, parking spaces provided in accordance with this bylaw shall be a minimum of 7.5m; and
- (c) For lot lines that do not abut a public highway, parking spaces provided in accordance with this bylaw shall be a minimum of 3.0m from a lot line.
- 2. This Bylaw may be cited as "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 162, 2024".

CHAIR CORPORATE OFFICER		R
ADOPTED THIS	day of	2024
READ A THIRD TIME THIS	day of	2024
READ A SECOND TIME THIS	day of	2024
READ A FIRST TIME THIS	day of	2024

Appendix I: Referral Comments

Darren Lucas

From: Kristine Pearson < referrals@pacheedaht.ca>

Sent: Friday, June 07, 2024 9:51 AM

To: Darren Lucas
Cc: lain Lawrence

Subject: Re: Rezoning Application RZ000284 - PFN Comments.

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Thanks Darren - perfect

Get Outlook for iOS

From: Darren Lucas <DLucas@crd.bc.ca>
Sent: Thursday, June 6, 2024 4:20:18 PM
To: Kristine Pearson <referrals@pacheedaht.ca>
Cc: lain Lawrence <ilawrence@crd.bc.ca>

Subject: RE: Rezoning Application RZ000284 - PFN Comments.

Hi Kristine,

As directed by PFN, #3 has been added to the comments provided by PFN regarding RZ000284

Please review the comments below and in a response to this email confirm and or edit these comments accordingly.

At our Friday, May 10, 2024, meeting on RZ000284, the CRD heard from Pacheedaht that:

- 1. There are concerns that the proposal will impact the delivery and capacity of emergency services:
 - a. Specifically for Fire Services, it is recommended that a fire service area should be established or extended to include Jordan River, and in particular, lands subject to the proposal.
- The applicant is directed to be mindful of the water in and on the land subject to this application (the "Land") and the impacts of the proposed development on adjacent lands:
 - Pacheedaht First Nation is currently conducting a water assessment to ensure appropriate quantity and quality are available under the water reservation through the treaty negotiations.
 - Water (including groundwater) is at a critical capacity, contaminated in some areas, and vulnerable to further contamination from certain types of development.
 - c. Existing wells on adjacent lands already have ongoing issues accessing groundwater.
 - There are concerns that the proposed use will impact future development potential in Jordan River as well.
- 3. While the applicant has provided a preliminary ground water study, the applicant is directed to conduct a water assessment to determine if there are any potential impacts to the bliss spring water resource; and any systems utilizing that resource; as a result of the potential development that the proposed bylaw would permit. If impacts are identified, the assessment is required to provide recommendations to mitigate those impacts.
- 4. The applicant is directed to respond to pedestrian accessibility of the site and to surrounding lands, such as but not limited future development of the larger remainder lot zoned WT-4.
- The applicant is directed to respond on how this proposal will impact current and future development activity, such as but not limited to interests related to local economic development.
- The applicant is directed to respond by working with Pacheedaht First Nation on how recognition would be incorporated into the development.

7. Prior to consideration of adoption, Pacheedaht First Nation directs the applicant to have a qualified professional conduct a cultural assessment of the Land, to determine if there are areas of cultural and or archaeological significance, and to provide and implement a plan to protect anything of cultural and or archaeological value.

Darren Lucas, BA, MCP

Planner | Juan de Fuca Local Atea Services Capital Regional District | 3-7450 Butler Road, Sooke, BC V9Z INI T: 250.642.8102 | F: 250.642.5274 | Web: www.crd.bc.ca/jdf



This e-mail and any attrachments are for the use of the intended recipient only and must not be distributed, disclosed, user for coping by of to anyone else unless authorities by the sender. Thank you.



PO Box 307, Sooke B.C., V9Z 1G1 Ph.: 250 642-3957 Fax: 250 642-7808

14 June 2024

RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone - Jordan River)

File: RZ000282

Dear lain Lawrence,

Thank you for providing the opportunity to review the application. T'Sou-ke Nation will need to be apprised of any archaeological finds when construction starts on this property. There should also be opportunity for the guardians to be onsite when excavation, grubbing and digging is undertaken.

What kind of commercial activity is contemplated? Why is a subdivision being contemplated on commercial property? Prior to any development archaeology studies need to be conducted, T'Sou-ke Nation guardians need to be on site for arch work, any recommendations for further studies need to followed.

There is a possibility that undetermined archaeological resources may be uncovered. When works begin, the prime contractor should provide T'Sou-ke Nation with a copy of its chance find procedure. Please notify T'Sou-ke Nation when construction begins.

Should you have any comments or questions following this review please correspond with the Lands Manager at landsmanager@tsoukenation.com or at 250-642-3957 ext. 227.

Sincerely,

Bonnie Hill

Lands Governance Director, T'Sou-ke First Nation 250-642-3957; landsmanager@tsoukenation.com

From: Towstego, Lucas FOR:EX

To: Wendy Miller

Subject: RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone - Jordan River)

Date: Friday, April 12, 2024 8:04:21 AM

Attachments: image001.png

image002.png image005.png

CRD IT SECURITY WARNING: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Dear Wendy,

Thank you for your archaeological information request regarding PID 009573356 (Legal: SECTION 4 RENFREW DISTRICT EXCEPT THOSE PARTS IN PLANS 427R, 23879, VIP68644, VIP79213, VIP80549. VIP82411, EPP69011 AND EPP117093). Please review the screenshot of the property below (outlined in yellow) and notify me immediately if it does not represent the property listed in your information request.

Results of Provincial Archaeological Inventory Search

According to Provincial records, there are no known archaeological sites recorded on the subject property.

Archaeological potential modelling is not currently available to the Province that describes the potential for previously unidentified archaeological sites to occur in the area.

Archaeology Branch Advice

The Archaeology Branch does not identify a need for archaeological study or Provincial heritage permit(s) at the time of this information request.

Please notify all individuals (e.g., owners, developers, equipment operators) involved in landaltering activities (e.g., home renovations, property redevelopment, landscaping, service installation) that if archaeological material is encountered during development, they **must stop all activities immediately** and contact the Archaeology Branch for direction at 250-953-

Rationale and Supplemental Information

- Archaeological study and Provincial heritage permit(s) are not required in the absence of an archaeological site.
- There is always a possibility for previously unidentified archaeological sites to exist on the property.

Archaeological sites are protected under the *Heritage Conservation Act* and must not be damaged or altered without a Provincial heritage permit issued by the Archaeology Branch. This protection applies even when archaeological sites are previously unidentified or disturbed.

Questions?

For questions about the archaeological permitting and assessment process, please contact the Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca.

For more general information, visit the Archaeology Branch website at www.gov.bc.ca/archaeology.



Please note that subject lot boundaries (yellow), archaeological site boundaries (red), and areas of archaeological potential indicated on the enclosed screenshot are based on information obtained by the Archaeology Branch on the date of this communication and may be subject to error or change. Archaeological site boundaries may not be identical to actual site extent.

From: Pinches, Ryan MOTI:EX Wendy Miller

RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone - Jordan River) Subject:

Date: Friday, April 05, 2024 8:51:18 AM

CRD IT SECURITY WARNING: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Good morning Wendy,

The proposal falls within Section 52 of the Transportation Act and will require formal Ministry approval and signature.

The Ministry has no objections to the proposed rezoning.

Thank you,

Ryan Pinches

Senior Development Services Officer Highways & Regional Services Division Ministry of Transportation & Infrastructure 240 - 4460 Chatterton Way Victoria, BC V8X 5J2 Ryan.Pinches@gov.bc,ca | 250-419-8992

From: Willcocks, Greg (RCMP/GRC)

Wendy Miller

RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone - Jordan River) Subject:

Friday, April 12, 2024 11:08:23 AM Date:

CRD IT SECURITY WARNING: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Hi Wendy,

Nothing to add on my end.

Tha KS

Greg

Sent from my Bell Samsung device over Canada's largest network.

----- Original message -----

From: Wendy Miller < wmiller@crd.bc.ca> Date: 2024-04-11 10:38 a.m. (GMT-08:00)

To: "Willcocks, Greg (RCMP/GRC)" <greg.willcocks@rcmp-grc.gc.ca>

Subject: RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral

(Redesignate LUD & Amend C-1A Zone - Jordan River)

Good morning,

I follow up to the below email.

Should you wish to make comment, comment is requested by April 19.

Thank you,

Wendy Miller

Administrative Clerk | JdF Local Area Services T: 250.642.8100 | F: 250.642.5274

Facebook | X | Instagram | LinkedIn | www.crd.bc.ca



Capital Regional District 3 - 7450 Butler Road 500ke BC V92 1N1

 From:
 Shauna Huculak

 To:
 Wendy Miller

Cc: Sandra Allen; Caitlyn Vernon

Subject: RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone

- Jordan River)

Date: Monday, April 15, 2024 3:29:09 PM

Attachments: image001.png

Hi Wendy,

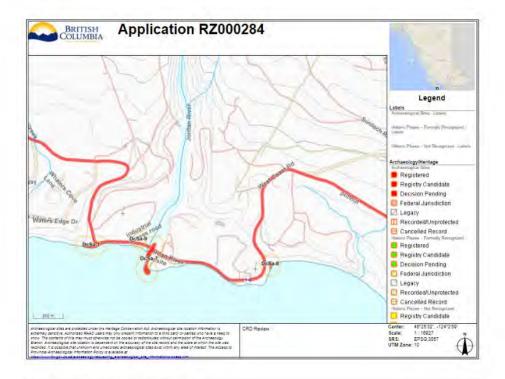
Pls see below for the archaeology recommendation.

A search of the Remote Access to Archaeological Data base(RAAD) manage by the BC Archaeology Branch (Ministry of Forests) was undertaken by the CRD on 15-April-2024 as related to Referral: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone - Jordan River). The search indicated that the closest registered archaeological site is located ~570m south of the application area (see below). Two additional archaeological sites are located within 700m of the application area, with a third located ~1.3km to the southeast (see below). Given that there is no registered archaeological site on the property, a Provincial Heritage Conservation Act permit is not required to undertake the work. However, a Provincial Heritage Conservation Act permit will be required if archaeological deposits, features or materials are exposed and/or encountered during land-altering activities. Unpermitted damage or alteration of a protected archaeological site is a contravention of the Heritage Conservation Act and requires that land-altering activities be halted until the contravention has been investigated and permit requirements have been established. This can result in significant project delays.

The search also indicated that there is no provincial archaeological overview assessment modelling for the area. This is this true for much of the JdF EA. However, the absence of modelling does not mean the area is void of archaeological potential. The application area is located on relatively level terrain, on a south facing aspect, within close proximity (~175m) to potable water (First Creek). These characteristics increase the likelihood that an archaeological site may be present in the application area. Further to this, it is understood that the area has been logged, thus limiting the potential for HCA-regulated culturally modified trees to be present. Pls note that archaeological sites can persist in disturbed settings, such as cultural shell deposits (shell midden) and stone or bone items, etc. Engaging a professional archaeologist to further determine the archaeological potential of the property where landaltering activities are planned is recommended. Engagement with involved First Nations would

form a component of the archaeological potential assessment.

All archaeological sites, whether on Provincial Crown or private land (including land under water) that are known or suspected to predate AD 1846, are automatically protected under the HCA (S.13) this includes culturally modified trees. Certain sites, including human burials and rock art sites with heritage value, are automatically protected regardless of their age. Shipwrecks and plane wrecks greater than two years of age are also protected under the HCA. The Heritage Conservation Act does not distinguish between those archaeological sites which are "intact," (i.e., those sites which are in a pristine, or undisturbed state) and those which are "disturbed" (i.e., those sites which have been subject to alteration, permitted or otherwise). All archaeological sites, regardless of condition, are protected by the HCA, as described above. Heritage Conservation Act -protected archaeological sites or objects cannot be disturbed or altered without a permit issued by the Archaeology Branch (Ministry of Forests).



From: Wendy Miller <wmiller@crd.bc.ca>
Sent: Wednesday, March 20, 2024 4:12 PM

From: Chris J Vrabel
To: Wendy Miller

Subject: RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone

- Jordan River)

Date: Friday, March 22, 2024 10:57:44 AM

Hi Wendy,

As this falls outside of an established fire service area I will not provide comment. I see there is a covenant requiring all buildings be sprinklered for purposes of fire protection.

Sincerely,

Chris

From: Wendy Miller <wmiller@crd.bc.ca>
Sent: Wednesday, March 20, 2024 4:09 PM
To: Chris J Vrabel <CVrabel@crd.bc.ca>

Subject: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD &

Amend C-1A Zone - Jordan River)

Good afternoon,

At its meeting of March 19, 2024, the Juan de Fuca Land Use Committee (LUC) directed referral of proposed Bylaw Nos. 4598 and 4599.

Proposed Bylaw No. 4598 would amend the Shirley-Jordan River Official Community Plan, Bylaw No. 4001, by redesignating a 3.3 ha portion of the subject property from Pacific Acreage (PA) to Commercial (CO) with amendments.

Proposed Bylaw No. 4599 would amend the Wildwood Terrace Neighbourhood Commercial (C-1A) zone of the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, by permitting additional commercial uses and a smaller average and minimum parcel size to facilitate subdivision.

I attach the staff report considered by the LUC on March 19, 2024.

Referral comments are summarized in the staff report to the LUC; the actual comments received are inserted verbatim into the staff report as an appendix.



Minutes of a Meeting of the Shirley-Jordan River Advisory Planning Commission Held April 23, 2024, at the Shirley Community Hall, 2795 Sheringham Point Road, Shirley, BC

PRESENT: Fiona McDannold (Chair), Emily Anderson, Vivi Curutchet

Staff: Iain Lawrence, Senior Manager, JdF Local Area Services;

Darren Lucas, Planner; Wendy Miller, Recorder

ABSENT: Melody Kimmel
PUBLIC: Approximately 14

The meeting was called to order at 7:00 pm.

lain Lawrence provided a Territorial Acknowledgement.

1. Elections

lain Lawrence called for nominations for the position of Chair of the Shirley-Jordan River Advisory Planning Commission (APC) for 2024 and Fiona McDannold's name was put forward. Iain Lawrence called two further times for nominations and, as there were none, Fiona McDannold was acclaimed Chair.

The Chair called for nominations for the position of Vice Chair of the Shirley-Jordan River APC for 2024 and Emily Anderson and Vivi Curutchet's names were put forward. Emily Anderson declined nomination; Vivi Curutchet accepted nomination. Vivi Curutchet was acclaimed Vice Chair.

2. Approval of the Agenda

MOVED by Emily Anderson, SECONDED by Vivi Curutchet that the agenda be approved.

CARRIED

3. Adoption of the Minutes of February 7, 2023

MOVED by Vivi Curutchet, **SECONDED** by Emily Anderson that the minutes from the meeting of February 7, 2023, be adopted.

CARRIED

4. Planner's Report

No report.

5. Zoning and Official Community Plan Amendment Application

 a) RZ000284 - Section 4, Renfrew District, Except Those Parts in Plans 427R, 23879, VIP68644, VIP79213, VIP80549, VIP82411, EPP69011 and EPP117093 (12036 West Coast Road)

Darren Lucas spoke to the staff report for the request to amend the Shirley-Jordan River Official Community Plan (OCP), Bylaw No. 4001, by redesignating a 3.3 ha portion of the subject property from Pacific Acreage (PA) to Commercial (CO) with amendments and to amend Bylaw No. 2040 to amend the Wildwood Terrace Neighbourhood Commercial (C-1A) zone to permit additional commercial uses and a smaller average and minimum parcel size to facilitate subdivision.

PPSS-35010459-3268

Shirley-Jordan River Advisory Planning Commission Meeting Minutes April 23, 2024

2

The Juan de Fuca Land Use Committee (LUC) considered the application at its meeting of March 19, 2024. At that meeting, the LUC recommended that the application be referred to the Shirely-Jordan River APC for comment.

Correspondence received in response to the notice of meeting was circulated to the APC in advance of the meeting.

The Chair confirmed that the applicant was present.

Applicant comments included:

- Jordan River Brewing Company would be located in the commercial bare land strata subdivision and would be the focus of initial development
- the commercial development would include improvements to support vehicle access and parking
- a groundwater report was commissioned and is included in the staff report
- the lots would be subject to the requirements of Commercial Development Permit Area (DPA) designation
- the residential component proposed by the rezoning was included to assist with housing, staff accommodation and security
- the strata council/strata bylaw would address site maintenance and servicing including contracted waste removal

Public comments included:

- residential growth has seen an increase in children in the community
- the commercial development is located along Highway 14
- support for improved pedestrian and biking access to the commercial development
- concern for water security and springs in the area
- support for the work/live model proposed by the rezoning

Staff responded to comments from the public and the APC advising that:

- OCP amendments have been made previously in response to development applications to designate land as a Commercial DPA
- the 120 ha lot size stipulated by the Restricted Development Permit Area designation would be retained
- funding has been received to develop an Active Transportation Network Plan for the Juan de Fuca Electoral Area that would focus on public safety and connectivity for lands within proximity to the Highway 14 corridor; this could include the Jordan River
- as directed by the LUC, the APCs will be invited to a public information meeting regarding a proposed amendment to the subdivision servicing requirements specified by Bylaw No. 2040 in relation to the provision of potable water
- in response to the small-scale, multi-unit housing regulations introduced by the Province, staff will be working with the applicant on the residential component of the rezoning to clarify that residential use is accessory to a principle use

APC discussion ensued regarding the comments received from the applicant and from the public.

PPSS-35010459-3268

Shirley-Jordan River Advisory Planning Commission Meeting Minutes April 23, 2024

3

MOVED by Fiona McDannold, **SECONDED** by Vivi Curutchet that the Shirley-Jordan River Advisory Planning Commission recommends to the Juan de Fuca Land Use Committee support for Zoning and Official Community Plan Amendment Application RZ000284.

CARRIED

6. Adjournment

	The mee	ting adjou	rned at 7	:47 pm.		
Ch	air				- Made (1900)	

PPSS-35010459-3268

Juan de Fuca Electoral Area Parks and Recreation Advisory Commission April 23, 2024

3

b) Zoning and Official Community Plan Amendment Application RZ000284 - Section 4, Renfrew District, Except Those Parts in Plans 427R, 23879, VIP68644, VIP79213, VIP80549, VIP82411, EPP69011 and EPP117093 (12036 West Coast Road)
Darren Lucas spoke to the staff report for the application to amend the Shirley-Jordan River Official Community Plan, Bylaw No. 4001, by redesignating a 3.3 ha portion of the subject property from Pacific Acreage (PA) to Commercial (CO) with amendments and to amend Bylaw No. 2040 to amend the Wildwood Terrace Neighbourhood Commercial (C-1A) zone to permit additional commercial uses and a smaller average and minimum

The Juan de Fuca Land Use Committee (LUC) considered the staff report at its meeting of March 19, 2024. At that meeting, the LUC recommended that the application be referred for comment.

The Commission is requested to comment on if its interests are affected by the application. Comments received will be returned to the LUC for consideration.

The subject property was highlighted.

parcel size to facilitate subdivision.

Policies from the Shirley – Jordan River Official Community Plan and the Community Parks and Recreation Strategic Plan which support the establishment of a network of trails for recreation and increased opportunity for safe walking routes and greater community connectivity were outlined.

The Commission acknowledged that the subject property:

- fronts West Coast Road
- is in the vicinity of Juan de Fuca Provincial Park, First Creek Community Park, Jordan River Regional Campground and Jordan River Regional Park

MOVED by Commissioner McAndrews, **SECONDED** by Commissioner Sloan that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission state to the Juan de Fuca Land Use Committee that the Commission's interests are affected by the proposal (RZ000284) and that the Commission supports continued safe trail connectivity and recreation in the community including connecting backcountry trails and active transportation routes.

CARRIED

Appendix J: Project Details



A portion of

12036 West Coast Road

REZONING AND OCP AMENDMENT APPLICATION

December 2023

PROJECT SUMMARY

This is a comprehensive application package for a Rezoning and Official Community Plan Amendment for a portion of 12036 West Coast Road. This portion of the property consists of approximately 8.15-acres or 3.3ha. The intention is to create smaller parcel sizes via a commercial bareland strata, add some additional neighbourhood commercial land uses, and incorporate some additional planning tools to enable appropriately scaled development within each new parcel. The proposed change in parcel size will necessitate an amendment to the OCP.

SITE SUMMARY

The portion of property at 12036 West Coast Road under application is approximately 8.15acres (3.3ha) in size. The subject property is designated 'Pacific Acreage' in the Shirley-Jordan River Official Community Plan (OCP), and is zoned Wildwood Terrace Neighbourhood Commercial (C1-A) under the Juan de Fuca Land Use Bylaw No. 2040. This property has been zoned for neighbourhood-scale commercial purposes for some time, with the landowner preparing to create some additional commercial activity on the property.

Recently, the owner amended the zoning on the property to add Country Market and Food and Beverage Processing to support the microbrewery use at the commercial site (Bylaw 4381), received a development permit to construct the new brewery, and the commercial area is actively being subdivided from the main parcel.

PROPOSAL

The vision for this site is to create a village gathering place for the rural community of Jordan River that will serve locals and support tourism in the region. The position of this property provides an opportunity to build a community gathering place in a location with greater resilience to several known hazards in the area. The intention is to create a number of commercial bareland strata parcels that would enable more diverse ownership and investment of a relatively large commercial site.

The application is to amend the Wildwood Terrace Neighbourhood Commercial Zone (Cı-A) to permit additional land uses, reduce the minimum parcel size, introduce the concept of Floor Space Ratio, to consider a reduction to the setback for parking areas, consider reduced setbacks, and increase in building height to support architectural options by way of a site-specific zoning amendment.

The reduced parcel size will necessitate an amendment to the Shirley-Jordan River OCP. Due to the proximity of the Wildwood Neighbourhood commercial area to the Jordan River Village, it is suggested that the property be redesignated 'Commercial' in the OCP. Some

adjustment to policies related to the Commercial designation may need to be contemplated as part of this consideration.

A conceptual subdivision layout and site plan has been attached to this report as a representation of how the site could be developed (Attachment 1). This is not a large departure from what can currently be built, but it does allow much more flexibility surrounding ownership and opportunity.

REZONING RATIONALE

Proposed Zoning Amendments

To help achieve the vision, the following modifications are requested to the C1-A Zone by way of this application.

a. Minimum parcel size; the current zone permits a minimum parcel size of 3.3ha making the parcel un-subdividable. This proposal includes incorporating a minimum parcel size of 0.2ha (2000m²) within the site to accommodate a commercial bareland strata.

Rationale: Commercial properties have unique financing and often need more flexibility to realize the potential of the property. Creating the ability for a property owner to divide the site into individual units provides more certainty for lenders and reduces risk for future commercial owners/operators. From a practical point of view, an 8.15 acre (3.3ha) parcel is a large land area and this amendment would enable potential for new business opportunities for the community.

In addition, other existing commercial properties within the plan area have a minimum parcel size of 900m² and have a zoning of Village Commercial Zone (C-2). In this context, a 2000m² minimum parcel size can be viewed as reasonable and less intensive than other existing commercial areas.

b. Incorporate FSR; In order to better scale commercial buildings, its proposed that the maximum size of principal building area be replaced with the use of a Floor Space Ratio (FSR) of o.4.

Rationale: Introducing FSR to the land use bylaw, used in combination with setbacks, height and lot coverage, ensures buildings are proportionate to the size of each parcel. FSR also encourages more open space on a development site, allowing the owner an opportunity to incorporate more landscaping and natural drainage solutions.

Currently, a total floor area of 2000m² is permitted for the entire parcel. Floor space ratio is proposed as a solution/tool for total floor area cap, so that future buildings would be constructed in relation to the size of the parcel created.

c. Add new permitted uses; including restaurant, personal services, offices, and health services.

Rationale: The proposed new uses are complimentary and in alignment with typical neighbourhood commercial activities. The proposed land uses continue to exclude automobile oriented uses such as gas station, bulk fuel sales, auto repair and carwash.

The proposed uses give those living in the area an opportunity to access some services to meet their daily needs, and include some tourist serving uses. This is in alignment with aspirations of the Shirley-Jordan River Official Community Plan, and is in alignment with uses in the Commercial designation within the Jordan River Village area.

d. <u>Setback exemption for parking stalls</u>; currently a 7.5m setback is required for parking stalls from the road, and a 3m setback is proposed.

Rationale: A 3m setback for proposed parking spaces continues to support a landscaped buffer between the road right of way and the commercial site but is a more typical setback for parking areas. This request is site-specific for this property but could be applied more generally if desired.

e. Building Setbacks; 7.5m front, 3m side yard setback, 5m rear yard setback

Rationale: The setbacks proposed are reasonable for the overall concept and allow for a minimum of 6m building separation within the site. These setbacks are similar to setbacks identified in other commercial zones within the plan area.

f. <u>Building Height increase of 3 metres</u>; currently building is limited to 9 meters. An increase of 3 meters to 12 metres is proposed.

Rationale: A increase in building height to 12 metres will allow for greater architectural flexibility for roof lines and is consistent with other maximum heights for commercial zoning in the plan area such as C-2 Village Commercial.

OCP AMENDMENT RATIONALE

Proposed OCP Amendment

The current land use designation on the property is 'Pacific Acreage'. This land use designation supports primarily rural residential uses, and enables small scale neighbourhood commercial, commercial tourism, parks and civic land uses. The proposal

does not entirely fit within the Pacific Acreage designation due to the residential nature of the designation and the typical residential lot size that is supported.

It is proposed that this property be redesignated 'Commercial' due to its proximity to Jordan River as it will help to achieve the overall OCP vision for the community. However, potential amendments to the Commercial designation may need to be considered, particularly as it relates to lot size.

The applicable OCP policies include:

404 Commercial Land Use Designation

The intent of the Commercial Land Use Designation is to support small-scale neighbourhood commercial and light industrial uses in the Jordan River inundation area. Civic, institutional, tourism, recreation, silviculture and community park uses are also supported.

Analysis: The proposed land use designation of Commercial is appropriate for the land uses proposed. A further text amendment to the policies of the OCP needs consideration regarding the prescribed minimum lot size of 120 ha, which prevents further subdivision of these lands, even for economic development purposes.

483 Objectives for Development and Local Economy

B. Support a range of economic activities at a scale appropriate to the size of the community and its rural nature.

E. Recognize that Shirley and Jordan River are predominantly rural areas where resource-based activities such as forest management and timber harvesting occur.

484 Policies for Development and Local Economy

N. For lands designated as Commercial on Schedule B, a density of <u>one parcel per 120 hectares</u> and no dwelling units is supported.

O. On lands designated as Commercial on Schedule B, commercial, retail, restaurant, civic and light industrial and silviculture uses are supported.

Analysis: An amendment to the above-noted parcel size will be required to the 'Commercial' designation in order to establish a smaller and more appropriate parcel size for this property. Smaller commercial property sizes could be beneficial more broadly to other commercially designated properties and could help to develop a local-serving and tourist-based economy as envisioned in the OCP.

There are several local-serving commercial sites within the JdF Planning Area that have set precedent for the reduced parcel sizes for commercial sites. Many of these neighbourhood

commercial properties serve as a hub for community and serve both local and tourist needs within the area. Existing neighbourhood commercial zones have minimum lot size of 900m2 (0.09ha) within the C-2 Zone of the JdF Land Use bylaw. Further emphasizing that smaller parcel sizes are appropriate in commercial sites elsewhere in the JdF Planning area and its reasonable to be considered in the 'Commercial' designation as well.

It seems that the identified hazard lands in the OCP may be impacting the potential for creating some smaller commercial parcels. In this instance, the commercial designation would apply to a parcel with no identified hazard and located outside of the Restricted Development Land Use area.

Other Relevant OCP Policies

Climate Change Adaptation and GHG reduction

392 Reducing the Number of Vehicle Trips

One of the key ways the residents of Shirley and Jordan River can contribute towards reducing GHGs is through reducing the number of vehicle trips. Home based businesses reduce the need to commute. The use of transit, carpooling and alternative means of transportation, such as cycling and walking, all reduce dependency on cars. Delivery of medical and community outreach programs at a venue in Shirley or Jordan River would see the service providers making one or two round trips to the Plan area instead of multiple trips outside the community by residents travelling elsewhere to access the services. Increased recreational and social opportunities for youth within the Plan area would reduce the need for parents to take their children to and from activities in Sooke. Support for neighbourhood commercial uses and farm gate sales can reduce the amount of travel necessary to purchase food and other goods. Installation of Electric Vehicle infrastructure is supported.

Analysis: provision of some businesses and services in keeping with rural character and scale can lead to reduction in the number of vehicle trips of residents. Enabling some economic development will help support goals related to creating complete communities.

REGIONAL GROWTH STRATEGY AND THE RCS

Consistency with the Regional Context Statement

There are several applicable policies that identify consistency between this proposal and the Regional Context Statement. The following applicable policies have been identified and consistency with the RCS has been outlined.

208 Regional Growth Strategy Consistency (pg. 21-23 of the OCP)

D. To manage regional infrastructure services sustainably, the community water servicing policy provisions for Shirley – Jordan River are not to exceed the existing 126 parcels within the Sheringham Water District. No CRD water systems are proposed in the Plan area. No community sewer systems are proposed in the Plan area and the CRD supports the Ministry of Environment and Island Health in their regulation of sewage.

Analysis: Services to the property will be rural. Water will be provided with wells and there is no need for extending services to the area in order to facilitate the proposal. Sewer will be managed using septic systems. All health approvals will be obtained through the appropriate application processes.

E. To build Shirley and Jordan River as complete communities, a number of policies in this OCP support community safety, such as the Restricted Development Land Use Designation on lands within the flood inundation zone identified by BC Hydro and the designation of DPAs for hazardous conditions. Ways to build a healthy community include community volunteerism and local delivery of health care services, social programs and recreational programs. There is a desire for a community meeting place in Jordan River and improvements to the Shirley Community Hall.

Analysis: This property is located outside of the identified hazard area, and will contribute to making Jordan River a more complete community. This property has the potential to provide a location for residents to gather and/or access services or programs. Amending the designation of this property to Commercial will enable this property, and more broadly other properties, to create a community meeting place/hub within the Village.

H. To strengthen the regional economy, the reliance on other regional centres is recognized in this Plan. Agriculture, home based businesses, renewable resource activities and low-impact tourism uses are viewed as Shirley – Jordan River's contribution to the regional economy.

Analysis: The additional uses proposed, including an appropriate lot size for commercial purposes will strengthen the regional and local economy by complementing resource-based activities with low-impact tourism uses, and the opportunity to provide local services and programs to meet the needs of residents.

Consistency with the Regional Growth Strategy

Outside Urban Containment Policy (pg 13)

Rural/Rural Residential Policy Area – this application supports and is in alignment with the Regional Growth Strategy. The area is rural, with rural servicing requirements. The commercial uses proposed are local serving that complement the rural character, including office, health services, personal services and restaurants in addition to those that are already permitted. These are typical 'neighbourhood commercial' uses. Any building proposal on this parcel will require the rigor of a development permit evaluation for Commercial

development. The proposed parcel size is larger than other commercial zones within the Plan Area, typically zoned C-2, which permits more intensive commercial uses than those being requested.

Protect the Integrity of Rural Communities (Pg 22-24)

Rural and rural–residential communities offer a choice of rural lifestyles and outdoor recreation opportunities that complement the surrounding working landscapes and preserve ecological diversity. This proposal does not include further residential expansion but strengthens the rural qualities of the community by creating an opportunity for a neighbourhood commercial/gathering place for the residents of Jordan River.

The character of this property will reflect the local outdoor enthusiast and the current and historical resource-based economy of the region. A hydrogeologist report has determined that there is adequate well water available to service the site and overall site drainage will enhance natural systems as the site is developed. Detailed rainwater management will be submitted as part of any future subdivision/building application.

5.1 Realize the Region's Economic Potential

Finding ways to expand and diversify the economy of formerly resource-dependent communities in Sooke and the Juan de Fuca Electoral Area, such as through low impact recreation and tourism.

Analysis: The proposed amendment is relatively minor as commercial activities are already permitted on the parcel. What this amendment does is more appropriately designates the property as 'commercial' and enables more flexibility in commercial lot size. It gives the opportunity for diversity in ownership of a large commercial site, adding resiliency for business owners while also increasing the potential of realizing commercial services in the area.

NATURAL ENVIRONMENT

The site has been evaluated by a Qualified Environmental Professional (Attachment 2). No wetlands or watercourses are located on or within 50m of its boundaries.

INFRASTRUCTURE

It is proposed that septic will accommodate any future development. The details of this will be considered as part of the bareland strata subdivision application.

Water will be provided with onsite wells. There are no anticipated concerns with provision of water as part of this proposal. The hydrogeologist report ascertains that, based on the well records situated closest to the subject property, the conditions appear very favourable for constructing relatively shallow wells within the aquifer with individual wells potentially yielding 5 to 10 USgpm (18.93 to 37.85 L/min) each (Attachment 3).

FIRE AND EMERGENCY SERVICING

No impact on fire and emergency servicing is anticipated as a result of the proposed amendments. Commercial activities are already permitted on the property, with the commercial site resulting in additional owners. The property permits civic use and could be used by the community, if so desired, to meet community or emergency planning requirements.

TRAFFIC IMPACTS

No impact is anticipated as a result of the proposed amendments. Commercial activities are already permitted on the property, and access to the site is being sorted out through the subdivision of the land. All Ministry of Transportation and Infrastructure requirements will be addressed through future strata subdivision.

PARKLAND DEDICATION

The applicant has already completed parkland dedication as part of a previous subdivision approval process.

ATTACHMENTS:

- 1. Conceptual Site Plan/Vision
- 2. Environmental Assessment letter Corvidae Environmental Consulting
- 3. Hydrogeologist Report
- 4. Current Certificate of Title

From: <u>Pamela Martin</u>

To: <u>Kristen Morley</u>; <u>CRDBoard</u>

Cc: <u>Emilie Gorman</u>
Subject: Letter to CRD re PAAC

Date: Thursday, September 19, 2024 11:48:40 AM

Attachments: <u>image002.png</u>

image003.png image004.png image005.png image006.png

Ltr to CRD re PAAC - September 19, 2024.pdf

CRD IT SECURITY WARNING: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Good morning,

Please find attached a letter for the CRD Board.

Thank you,

Pamela Martin (she/her)

Deputy Corporate Officer

District of Central Saanich

250.544.4246 | CentralSaanich.ca



We gratefully acknowledge that the ancestral land on which we work are within the traditional territories of the WSÁNEĆ peoples: WJOŁEŁP (Tsartlip), BOKEĆEN (Pauquachin), SŢÁUTW (Tsawout), WSIKEM (Tseycum) and MÁLEXEŁ (Malahat) Nations.

"The information contained in this transmission may contain privileged and confidential information of the District of Central Saanich. It is intended for review only by the person(s) named above. Dissemination, distribution or duplication of this communication is strictly prohibited by all recipients unless expressly authorized otherwise. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message. Thank you."



September 19, 2024 0400-60/2024

Capital Regional District Board c/o Kristen Morley Corporate Officer/General Manager, Corporate Services 625 Fisgard Street Victoria, BC V8W 2S6

Via email: kmorley@crd.bc.ca, crdboard@crd.bc.ca

Re: Peninsula and Area Agricultural Commission

At the Council meeting of September 9, 2024, the District of Central Saanich requested a notice of motion regarding the Peninsula and Area Agricultural Commission be submitted by myself, Director Windsor, to the Board.

Please consider this letter as filing the following notice of motion for the next Capital Regional District Board agenda for consideration.

WHEREAS the Peninsula and Area Agricultural Commission is an advisory committee for the municipalities of Central Saanich, Metchosin, North Saanich, and Saanich, for matters involving agriculture;

WHEREAS the Capital Regional District (CRD) is working on addressing the decline of productive farmland in the CRD through the establishment of the regional Foodlands Access Service,

WHEREAS agriculture is a regional issue, and the Peninsula and Area Agricultural Commission could serve as an advisory Committee to the CRD Planning and Protective Services Committee, which will be the standing committee reporting to the CRD Board for the Foodlands Access Service;

THEREFORE BE IT RESOLVED that the Capital Regional District explores looking at assuming responsibility of the Peninsula and Area Agricultural Commission as a regional committee.

Should you have any questions and or concerns please do not hesitate to contact Emilie Gorman, Director of Corporate Services/Corporate Officer at emilie.gorman@csaanich.ca or 250.544.4202.

Sincerely,

Director Ryan Windsor



REPORT TO REGIONAL PARKS COMMITTEE MEETING OF WEDNESDAY, OCTOBER 23, 2024

SUBJECT Mountain Forest Regional Park – Interim Management Guidelines

ISSUE SUMMARY

Capital Regional District (CRD) staff are seeking approval to implement the Mountain Forest Regional Park Interim Management Guidelines (IMG). The purpose of the IMG is to guide the operation of the Mountain Forest Regional Park property (the property) prior to a park management plan being in place.

BACKGROUND

The CRD and the Habitat Acquisition Trust (HAT) partnered to purchase the 19.86-hectare (49-acre) property on November 29, 2021. This acquisition was primarily funded by the CRD, with additional support from HAT and a donation by the former long-term landowner through Canada's Ecological Gifts Program. A conservation covenant, registered in favour of HAT, requires that the CRD manage the property to protect its unique ecological features, as outlined in a Baseline Documentation Report. Additionally, under the Ecological Gifts Program, the CRD is responsible for preserving the property's biodiversity and environmental heritage in perpetuity.

In time, CRD staff will initiate the development of a park management plan for the property. This process will involve engagement with First Nations, stakeholders and the public to establish a 10-year vision for the park and outline the management actions needed to achieve it. Prior to a new management plan being in place, direction is needed to guide the interim management of the property. Staff developed the IMG (Appendix A), which prioritizes building relationships and gathering information needed to better understand the property's ecological, recreational and cultural values and inform the eventual development of a park management plan. The IMG further guides the securement of the property and establishes how it is to be utilized on an interim basis. Once a park management plan is developed and approved by the CRD Board, the IMG will no longer be used to manage the property.

ALTERNATIVES

Alternative 1

The Regional Parks Committee recommends to the Capital Regional District Board: That the Mountain Forest Regional Park Interim Management Guidelines be adopted.

Alternative 2

That the Mountain Forest Regional Park Interim Management Guidelines be referred back to staff with direction for revision.

IMPLICATIONS

Alignment with Existing Plans & Strategies

The IMG broadly supports the five priority areas within the Regional Parks and Trails Strategic Plan (Strategic Plan), approved by the CRD Board on July 12, 2023. It provides guidance to establish collaborative working relationships with First Nations to continue the CRD's

reconciliatory action. It further guides gathering information needed to inform conservation, visitor experience, climate action and resiliency, and access and equity-related park management actions that could be implemented through a future park management plan.

Environmental & Climate Action

As outlined within a Baseline Documentation Report that was prepared during its acquisition, the property contains arbutus, Douglas-fir and Garry oak woodlands that are among Canada's most sensitive and biologically diverse ecosystems. It further contains habitat for several species at risk, though further research is needed to verify which species are present. The IMG includes interim management actions that support ongoing and future research and conservation initiatives aimed at better understanding and protecting the property's unique natural values. It further includes actions that support planning for climate change mitigation and adaptation measures, which could be implemented through a future park management plan.

First Nations Implications

The new Strategic Plan provides direction for CRD staff to involve First Nations in land acquisition and park management planning (Reconciliation Action 1-1a). As the property was acquired prior to the Strategic Plan being in place, First Nations involvement in the acquisition was limited. Six First Nations governments have since been identified as having asserted territory over the property. CRD staff recently forwarded a draft copy of the IMG to these Nations for information and committed to working with them to identify and pursue opportunities that respect and support their rights and self-determination. CRD staff intend to collaborate with interested Nations to establish a name for the park, replacing the temporary designation of Mountain Forest Regional Park (also known as Mountain Road Forest) assigned during its acquisition.

Equity, Diversity & Inclusion

The IMG includes an interim management action that supports the identification of barriers to access and equity within the property that could be addressed through a future park management plan.

Financial Implications

Implementation of the IMG will be included in the CRD's regular annual budgeting process.

Service Delivery Implications

Prior to acquisition, the property served as a valuable greenspace and enhanced connectivity for the surrounding neighbourhood. Since the acquisition, CRD staff have begun repairing and improving sections of existing trails to ensure they are safe for public use and minimize impacts to the natural environment. Current public uses are primarily dog walking, hiking and running, as well as cycling and horseback riding on select trails. CRD staff recommend maintaining most of the existing trails as hiking trails and maintaining the northernmost trail connecting Mountain Road and Excelsior Road as a mixed-use hiking/cycling/equestrian trail to maintain connectivity for existing user groups while mitigating impacts to ecologically sensitive areas.

Social Implications

Implementing the IMG communicates to the public how the CRD intends to manage the property and what recreation opportunities are available while it's in place. The IMG includes flexibility to

adapt management activities based on public feedback and new information while the CRD continues to learn more about the property.

CONCLUSION

Capital Regional District (CRD) staff are seeking approval to implement the Mountain Road Forest Interim Management Guidelines (IMG) to guide the operation of the property prior to a park management plan being in place. The IMG supports Strategic Plan direction and prioritizes building relationships and gathering information needed to inform the development of a park management plan. It further guides the securement of the property and how it is to be utilized on an interim basis. Once a park management plan is developed and approved by the CRD Board, the IMG will no longer be used to manage the property.

RECOMMENDATION

The Regional Parks Committee recommends to the Capital Regional District Board: That the Mountain Road Forest Interim Management Guidelines be adopted.

Submitted by:	Mike MacIntyre, Senior Manager, Regional Parks
Concurrence:	Glenn Harris, Ph.D., R.P.Bio., Acting General Manager, Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

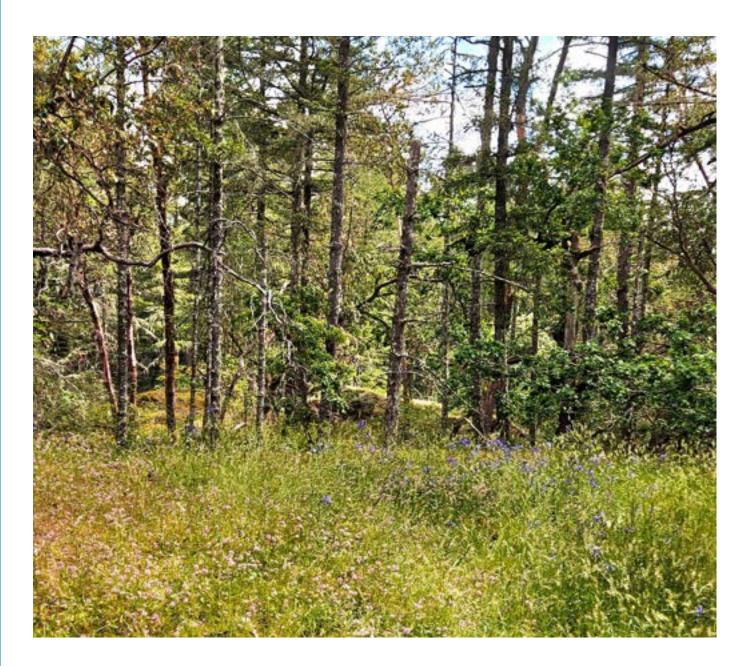
Appendix A: Mountain Forest Regional Park – Interim Management Guidelines

Mountain Forest Regional Park



Interim Management Guidelines

Capital Regional District | October 2024



Capital Regional District | Regional Parks 490 Atkins Avenue, Victoria, BC V9B 2Z8 T: 250.478.3344 | www.crd.bc.ca/parks

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1. Context

1.1 Background

The Capital Regional District (CRD) and the Habitat Acquisition Trust (HAT) partnered to purchase the 19.86-hectare (49-acre) Mountain Forest Regional Park property (the property) on November 29, 2021. This acquisition was primarily funded by the CRD, with support from HAT through a fundraising campaign that attracted over 1,440 donors. The former landowner additionally contributed through Canada's Ecological Gifts Program, which encourages private landowners to donate ecologically sensitive land for habitat conservation and offers tax incentives.

The property is located in the District of Saanich and the traditional territory of multiple First Nations, who have stewarded the land since time immemorial (Map 1). Prior to its acquisition, the property served as a valuable greenspace for the surrounding neighbourhood. Community members maintained a network of pathways that connect to surrounding areas and offer valuable nature-based recreation opportunities. Since the acquisition, CRD staff have begun repairing and improving sections of existing trails to ensure they are safe for public use and minimize impacts to the natural environment. Current public uses are primarily dog walking, hiking and running, as well as cycling and horseback riding on select trails.

Located within the Coastal Douglas-fir Moist Maritime Biogeoclimatic Zone, the property is primarily covered by mature, second-growth Coastal Douglas-fir forest. It additionally includes areas of Garry oak meadow, rock outcrop and arbutus, which comprise some of Canada's rarest and most imperiled ecosystems. Several species at risk have historically been observed within the property, including little brown myotis (*Myotis lucifugus*), northern red-legged frog (*Rana aurora*), common nighthawk, (*Chordeiles minor*), western screech owl (*Megascops kennicottii kennicottii*), band-tailed pigeon, (*Patagioenas fasciata*) and olive-sided flycatcher (*Contopus cooperi*). Further research is needed to verify the presence and location of these species within the property. Excelsior Creek flows through the property and is part of the Colquitz River watershed, an important river system in the region that supports native salmon and trout species. A Baseline Documentation Report was prepared for the HAT prior to the acquisition of the property which provided a detailed account of its ecology, as well as potential threats and mitigation measures.

Under Saanich's *Official Community Plan Bylaw 2023*, the property is located in rural Saanich and is designated as Parks. The Rural Saanich Local Area Plan provides additional context and land use planning direction for the property at the neighbourhood level. Under Saanich's *Zoning Bylaw 2003*, the property is zoned Recreation and Open Space (P-4). A conservation covenant, registered on title by HAT, ensures the property is managed to protect its unique natural features. Additionally, under the Ecological Gifts Program, the CRD is responsible for maintaining the property's biodiversity and environmental heritage values in perpetuity.

1.2 First Nations Reconciliation

Reconciliation Goal 1, within the *Regional Parks and Trails Strategic Plan 2022-2032* (Strategic Plan), is to pursue "Strong, collaborative and mutually beneficial relationships with First Nations through working in partnership." Priority action 1-1a within the Strategic Plan supports this goal and sets out that the CRD will "Work collaboratively with First Nations to develop and implement priority initiatives related to regional parks and regional trails, such as: Involving First Nations in land acquisition and park management planning and operations."

To date, six First Nations have been identified as having asserted Territory over the property. These include the xwsepsum (Esquimalt Nation), BOKEĆEN (Pauquachin First Nation), Songhees Nation, WJOŁEŁP (Tsartlip First Nation), STÁUTW (Tsawout First Nation) and the WSIKEM (Tseycum First Nation). CRD staff will collaborate with First Nations, during the lifespan of this Interim Management Guidelines (IMG) and beyond, to identify and pursue opportunities that respect and support First Nations' rights and self-determination. The CRD will collaborate with interested Nations to establish a name for the park and upon completion of the park management plan will replace the temporary designation of Mountain Forest Regional Park (also known as Mountain Road Forest) assigned when it was acquired.

1.3 Purpose and Connection to the Parkland Acquisition and Management Planning Processes

Securing and managing parks and protected areas is a resource-intensive process that benefits from collaboration with external partners. The CRD frequently engages with various organizations and agencies to identify and acquire new regional parkland. The acquisition of the property is an example of such a collaborative effort and involved partnering with HAT to identify the property as a valuable addition to the CRD's regional parks and trails system. The acquisition was then facilitated through the CRD's Land Acquisition Strategy 2020-2021 and supported by the CRD's Land Acquisition Fund. The process involved working closely with HAT and local community members, evaluating the property against a comprehensive set of acquisition criteria, negotiations with the property owner and securing approval from the CRD Board.

The purpose of this IMG document is to guide how CRD staff will manage the property prior to a park management plan being in place. This includes providing guidance on site securement and how the property is to be utilized on an interim basis. It further guides building relationships and gathering information needed to inform a future management planning process.

The development of a park management plan is a multi-year process which involves extensive First Nations, stakeholder and public engagement, and approval by the CRD Board. The management plan will specify actions aimed at achieving a long-term vision for the park. Once a park management plan has been prepared, the IMG will no longer be used to manage the property.



2. Park Classification

The Strategic Plan establishes a park classification system that is used to assign each regional park one of four classifications based on the intended management outcome. Due to its ecological significance and to support the conservation covenant registered on title and terms of Canada's Ecological Gifts Program, the property is classified as a **Conservation Area**. As outlined within the Strategic Plan, the purpose of this classification is "to protect species or ecological communities at risk and to offer visitor opportunities that are primarily focused on interpretation of natural and cultural features." Other similar parks with the Conservation Area classification include Mill Hill, Witty's Lagoon, Francis/King, and Island View Beach.

3. Interim Park Management Goals

The following interim park management goals are applicable to all park acquisitions and establish the outcomes of implementing the IMG to help to prioritize efforts and resources. They are intended to provide the necessary groundwork for securing the site and undertaking the future development of a park management plan.

Build Relationships

Identify First Nations, local governments, partners and stakeholders interested in the management of the property and develop working relationships to identify shared goals and future opportunities for collaboration.

Gather Information

Gather baseline archaeological, cultural heritage, ecological, outdoor recreation and infrastructure information to identify park values and priorities to be included within a future park management plan.

Protect Park Values

Conduct site securement, including addressing interim operational, cultural, conservation and outdoor recreation needs to protect known and potential park values.

2

3

4. Interim Management Actions

The following table outlines a series of interim management actions that will guide the operation of the property over the lifespan of the IMG.

Interim Management Actions	Timing
Reconciliation	
 Work with involved First Nations to identify the property's archaeological and cultural significance, including areas, features and species of importance, prior to conducting ground altering works 	Ongoing
• The management of archaeological and cultural heritage sites will be undertaken in accordance with provincial legislation and following discussions with involved First Nations	Ongoing
 Identify opportunities to partner with involved First Nations to undertake conservation and restoration projects aimed at protecting and strengthening cultural values that could be included as actions within a future park management plan 	Ongoing
• Collaborate with involved First Nations to establish a name for the park, in accordance with the CRD's <i>Regional Parks and Regional Trails Naming Convention Policy</i>	Short-term
Conservation	
 Inventory and monitor ecological values and recreational use impacts to identify potential threats and implement necessary mitigation measures, such as decommissioning or rerouting trails, modifying permitted activities or park use 	Ongoing
• Implement the CRD's <i>Impact Assessment Process</i> and best management practices to mitigate potential impacts on the natural environment	Ongoing
Identify and manage property encroachments	Ongoing
• Explore opportunities to acquire land around the property that contains sensitive habitat and/or improves connectivity to surrounding areas	Ongoing
• Identify opportunities to restore and enhance ecological values in the park, including critical and sensitive habitat	Medium-term
• Complete an assessment of priority invasive species within the property and identify appropriate management actions	Medium-term
Visitor Experience	
Identify visitor safety hazards	Ongoing
 Document visitor-use patterns to better understand recreational values 	Ongoing
• Enforce Capital Regional District Parks Regulation Bylaw No. 1, 2018	Ongoing
• Under the CRD's <i>Dog Management Policy Framework</i> , dogs may be off leash but must remain under effective control at all times	Ongoing

 Maintain the existing trail connecting Mountain Forest Road and Excelsior Road as a mixed-use hiking/cycling/equestrian trail and all other established trails as hiking trails to maintain connectivity for existing user groups while mitigating impacts to sensitive habitat 	Ongoing
 Assess visitor needs and identify potential locations for a future park entrance hub (typically includes an entrance sign, vehicle parking area, information kiosk, bicycle rack, toilet building and waste receptacles) and other visitor amenities 	Ongoing
 Prepare an interim sign plan to guide the installation of necessary park orientation and regulation signage at key trail accesses and intersections 	Short-term
 Provide information on the CRD's website informing the public of what outdoor recreational opportunities are available on the property and what visitor amenities can be expected in the interim 	Short-term
 Install minimum amount of park infrastructure needed to secure the site 	Short-term
• Assess a rerouting of the entrance trail at the north end of Mountain Forest Road to provide an increased buffer from adjacent private properties	Medium-term
 If visitation rates increase, consider repurposing the cleared area, where the former landowner's residence was located, as an interim parking area for four to six vehicles and remediating the existing informal parking area at the Quayle Road park entrance 	Long-term
Climate Action & Resiliency	
 Identify opportunities to mitigate climate change, including facilitating active transportation to and from the property and identifying how park trails can support regional active transportation that could be included as actions within a future park management plan 	Ongoing
• Identify opportunities to adapt to climate change, including identifying natural hazards to and from the property and necessary mitigation measures that could be included as actions within a future park management plan	Long-term
Access & Equity	
• Consider undertaking an assessment to identify accessibility and equity barriers and opportunities for improvement that could be included as actions within a future park management plan	Long-term

5. Implementation Strategy

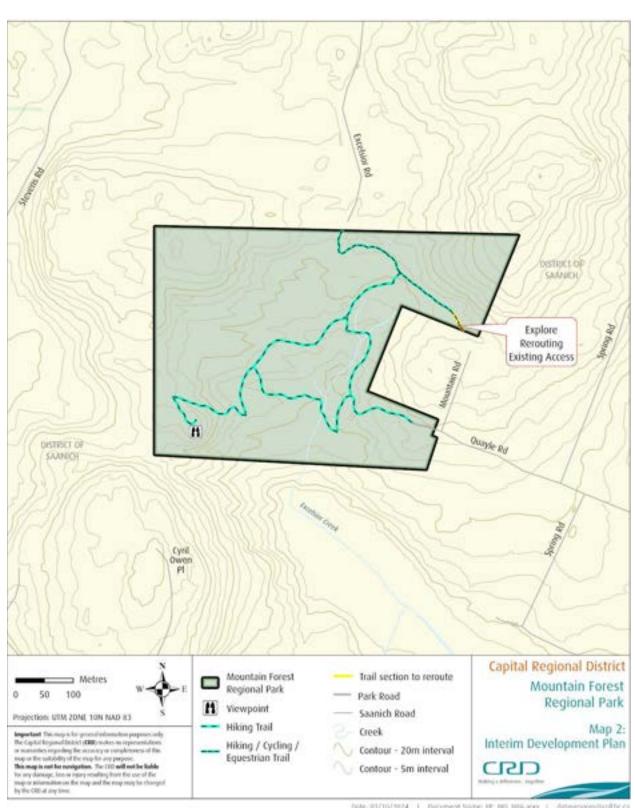
5.1 Interim Development Plan

The Interim Development Plan establishes the location of key infrastructure and visitor amenities that will be available while the IMG is in place (Map 2). It should be noted that this plan is temporary and subject to change once a park management plan has been prepared for the property. The management planning process will include opportunities for First Nations, stakeholders and the public to provide

feedback on the development plan, including what park infrastructure and visitor amenities are included. The types of infrastructure and resources dedicated to installation during the IMG stage are therefore limited and selected accordingly.

5.2 Monitoring and Review

At the beginning of each year, CRD staff will prepare an annual operating plan (AOP) for the property, which will outline the interim management actions that are to be completed within the property over the year, including estimated timelines and required resources. Monitoring of the implementation status of the IMG will occur during the preparation of the AOP and will provide an opportunity for staff to review implementation progress, identify outstanding management actions or new actions that are to be completed and evaluate the success of completed or ongoing management actions.





REPORT TO REGIONAL PARKS COMMITTEE MEETING OF WEDNESDAY, OCTOBER 23, 2024

<u>SUBJECT</u> Water Safety Pilot Program at Thetis Lake and Elk/Beaver Lake Regional Parks – Summer 2024 Update

ISSUE SUMMARY

In the summer of 2024, the Capital Regional District (CRD) Board directed staff to implement a pilot program to provide personal floatation devices and life rings at Thetis Lake (Main Beach) and Elk Lake (Hamsterly Beach) and report back after one season of implementation.

BACKGROUND

Within the CRD, there are 18 regional parks with known fresh and saltwater swimming locations. The most frequented freshwater swimming areas are Thetis Lake, Elk/Beaver Lake, Sooke Potholes, Durrance Lake and Matheson Lake. Island View Beach, Witty's Lagoon and Jordan River contain popular beaches for recreation and water access.

Following a staff report brought to the July 10, 2024, CRD Board meeting, the Board directed staff to implement a pilot program to provide personal floatation devices (PFD) and emergency life rings at Thetis Lake Regional Park (Main Beach) and Elk/Beaver Lake Regional Park (Hamsterly Beach). These two beaches were identified due to the high levels of visitation during the summer months.

The pilot program was operationalized on July 12, 2024, with the installation of PFD loaner stations and temporary emergency life rings at both beaches. Permanent emergency life rings, near the water's edge, were installed at both locations by August 8, 2024. Each PFD loaner station provides nine PFDs, in three sizes, suitable for children up to a weight of 41 kg.

The pilot program was completed on September 30, 2024, at which time all PFDs were removed for the winter; however, emergency life rings will remain at both locations throughout the year.

ALTERNATIVES

Alternative 1

The Regional Parks Committee recommends to the Capital Regional District Board: That the Water Safety Program be continued at Elk/Beaver Lake Regional Park and Thetis Lake Regional Park for the foreseeable future.

Alternative 2

That the Water Safety Program be referred back to staff for updates.

IMPLICATIONS

Alignment with Existing Plans & Strategies

This pilot project aligns with the CRD's Regional Parks and Trails Strategic Plan 2022 – 2032 Priority 5-1: Enhance health and well-being by providing equitable access to regional parks and

regional trails and Priority 3-1: Offer compatible outdoor recreation experiences that are enjoyable, healthy, safe and immersed in nature.

Intergovernmental Implications

In addition to the provision of emergency life rings and PFD loaner stations at two locations, during the summer of 2024, CRD Regional Parks' rangers conducted one joint patrol with the boating safety officer from Transport Canada at Thetis Lake Regional Park. These patrols focused on educating those recreating on the water about the requirements for PFDs.

Furthermore, CRD bylaw officers and CRD park rangers completed over 1,550 hours of patrols at Thetis Lake and Elk/Beaver Lake regional parks so far in 2024. In the summer, in particular, these patrols primarily focused on addressing regulatory issues and dangerous behaviors, such as alcohol/drug consumption and cliff jumping at Thetis Lake Regional Park.

Financial Implications

The pilot program was delivered for a total cost of \$6,673.70, including all equipment and supplies.

Item	Cost (including tax)		
Personal Flotation Devices	\$ 913.31		
Life Rings	\$3,122.01		
Signage	\$2,016.00 plus CRD sign shop costs		
Miscellaneous	\$ 147.74		
Total	\$6,673.70		

Throughout the pilot program, one PFD at Thetis Lake Regional Park required replacement.

It is anticipated for ongoing delivery of the program; PFDs would be required to be replaced every two years at the cost of \$1,000.

Service Delivery Implications

Ongoing staff requirements to deliver this program includes weekly condition checks of the PFDs to ensure no damage, daily inspection of the life rings to ensure they are in a suitable condition for deployment and end of season PFD maintenance and storage.

In future years, this program will provide PFDs for a 17-week period through the summer, from June 1 to September 30. It is estimated that delivery of the program requires 50 hours of staff time; this includes annual set up, weekly inspections and program shut down.

The operational costs of delivering this program are funded through core budget sources.

Social Implications

Swimming and other water-based outdoor recreation opportunities, including kayaking, canoeing and stand-up paddleboarding, are popular with regional park visitors. PFD usage monitoring was undertaken weekly throughout the duration of the pilot program, from July 25 to September 30. Throughout the duration of the PFD use monitoring, at least one PFD was in use on 76% of the monitoring visits. On average, throughout the monitoring period, three PFDs were in use at the time of monitoring, the total number in use ranged from zero to nine. At 13% of monitoring visits all the PFDs were in use. There have been no reports of, or recorded deployments of, the life rings at either Thetis Lake or Elk/Beaver Lake regional parks.

To support the PFD loaner stations and in-park signage, between May 10 and August 30, the CRD posted six social media posts across Facebook, Instagram and X (Twitter), focused on water safety in regional parks. The social media posts had a combined reach of 2,989.

In addition to CRD social media water safety messaging, the Lifesaving Society's WaterWise team, through funding from Island Health and with on-the-ground support of CRD staff, delivered 22 pop-up informational events at Elk/Beaver Lake, Thetis Lake, Matheson Lake, Mount Work and Sooke Potholes regional parks.

Equity, Diversity & Inclusion Implications

The cost of PFDs can be a barrier to accessing safe water-based outdoor recreation. The installation of PFD loaner stations provides all families with access to PFDs, therefore providing access to important water safety equipment to children from all socio-economic backgrounds.

Language barriers and unfamiliarity with common hazards in BC lakes remain a factor to consider. Each emergency life ring is accompanied by a sign which includes an image and colours that are internationally recognizable as safety equipment. Furthermore, CRD staff will continue to work with the Lifesaving Society to consider further work that could be undertaken to increase education and awareness for non-English-speaking visitors.

CONCLUSION

At the July 10, 2024, Capital Regional District Board meeting, staff were directed to implement a pilot program to provide personal floatation devices (PFD) and life rings at Thetis Lake Regional Park (Main Beach) and Elk/Beaver Lake Regional Park (Hamsterly Beach). PFDs and life rings were installed at the two popular beaches for a period of 11 weeks, from July 12 to September 30, 2024. Staff have completed the pilot program and assessed the implications and impacts and will continue this program at the two locations on a long-term basis. Emergency life rings will be available year-round and PFD loaner stations will be installed seasonally from June 1 to September 30 annually.

RECOMMENDATION

The Regional Parks Committee recommends to the Capital Regional District Board: That the Water Safety Program be continued at Elk/Beaver Lake Regional Park and Thetis Lake Regional Park for the foreseeable future.

Submitted by:	Mike MacIntyre, Senior Manager, Regional Parks		
Concurrence:	Glenn Harris, Ph.D., R.P.Bio., Acting General Manager, Parks, Recreation & Environmental Services		
	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer		

<u>ATTACHMENT</u>

Appendix A: Personal Flotation Device and Life Ring Loaner Stations - Elk/Beaver Lake (Hamsterly Beach) and Thetis Lake (Main Beach) Regional Parks

Personal Flotation Device and Life Ring Loaner Station Elk/Beaver Lake Regional Park (Hamsterly Beach) Summer 2024





Personal Flotation Device and Life Ring Loaner Station Thetis Lake Regional Park (Main Beach) Summer 2024





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REPORT TO SAANICH PENINSULA WASTEWATER COMMISSION MEETING OF THURSDAY, OCTOBER 17, 2024

<u>SUBJECT</u> 2024 Saanich Peninsula Liquid Waste Management Plan – Technical Advisory Committee – Terms of Reference Update

ISSUE SUMMARY

This report presents an updated 2024 Saanich Peninsula Liquid Waste Management Plan (SPLWMP) Technical Advisory Committee Terms of Reference.

BACKGROUND

The Capital Regional District (CRD) administers the Saanich Peninsula Liquid Waste Management Plan (SPLWMP) under the BC Environmental Management Act on behalf of the Saanich Peninsula local governments. The SPLWMP was approved in 1999 and, despite no major changes in operations or governance, the plan should be reviewed and updated, as necessary.

On October 17, 2019, the Saanich Peninsula Wastewater Commission directed staff to endorse creation of the Saanich Peninsula Liquid Waste Management Plan Technical Advisory Committee to review the commitments identified in the SPLWMP consolidated version dated December 2011. The review is now underway, following a temporary break during COVID and as staff aligned workplans with local governments.

The 2019 Terms of Reference for the Saanich Peninsula Liquid Waste Management Plan Technical Advisory Committee (Appendix A) requires minor updates to reflect the committee's current advisory needs and the new corporate template. An updated 2024 Terms of Reference for the Saanich Peninsula Liquid Waste Management Plan Technical Advisory Committee is attached as Appendix B.

ALTERNATIVES

Alternative 1

The Saanich Peninsula Wastewater Commission recommends to the Capital Regional District Board:

That the updated Terms of Reference for the Saanich Peninsula Liquid Waste Management Plan Technical Advisory Committee be approved.

Alternative 2

The Saanich Peninsula Wastewater Commission recommends to the Capital Regional District Board:

That the updated Terms of Reference for the Saanich Peninsula Liquid Waste Management Plan Technical Advisory Committee be referred back to staff for revisions.

ENVS-1845500539-8451 EPRO2024-027

CONCLUSION

Terms of Reference serve to clarify the mandate, responsibilities and procedures of committees and to provide a point of reference and guidance for the committees and their members. The Terms of Reference for the Saanich Peninsula Liquid Waste Management Plan Technical Advisory Committee requires minor updates to reflect the committee's current advisory needs and the new corporate template.

RECOMMENDATION

That the Saanich Peninsula Wastewater Commission recommends to the Capital Regional District Board:

That the updated Terms of Reference for the Saanich Peninsula Liquid Waste Management Plan Technical Advisory Committee be approved as presented.

Submitted by:	Glenn Harris, Ph.D., R.P.Bio., Senior Manager, Environmental Protection	
Concurrence:	Russ Smith, Acting General Manager, Parks, Recreation & Environmental Services	
Concurrence:	Alicia Fraser, P. Eng., General Manager, Integrated Water Services	
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer	

ATTACHMENTS

Appendix A: 2019 Terms of Reference for the Saanich Peninsula Liquid Waste Management Plan Technical Advisory Committee

Appendix B: Updated Terms of Reference for the Saanich Peninsula Liquid Waste Management Plan Technical Advisory Committee

ENVS-1845500539-8451 EPRO2024-027

TERMS OF REFERENCE

SAANICH PENINSULA LIQUID WASTE MANAGEMENT PLAN TECHNICAL ADVISORY COMMITTEE

October 2019

The BC Environmental Management Act (EMA) provides a regulatory framework and enables modern environmental management tools to ensure human health and environmental protection in British Columbia.

The EMA allows local/regional governments to develop a Liquid Waste Management Plan (LWMP) for approval by the Minister of Environment. An approved LWMP authorizes a local/regional government to proceed with measures to accommodate existing and future development under a strategy that ensures the management, resource recovery and disposal of treated waste is sufficiently protective of public health and the environment. A LWMP allows the local/regional governments to develop community-specific solutions for wastewater management that meet or exceed existing regulations found in the Municipal Wastewater Regulation.

The original Saanich Peninsula Liquid Waste Management Plan (SPLWMP) was first adopted in 1996 to address public health and environmental issues. The SPLWMP was later amended and consolidated in 2009 and 2011 and included a number of amendments to reflect the current commitments under this plan.

PURPOSE

To assist in the review of the SPLWMP, the Saanich Peninsula Wastewater Commission (SPWWC) requested that a Technical Advisory Committee (TAC) be established to review the commitments, as identified in the SPLWMP consolidated version dated December 2011. The TAC will evaluate the technical and regulatory components of the SPLWMP and provide advice and recommendations to the SPWWC and the respective participating jurisdictions regarding planning and priority setting for liquid waste management on the Saanich Peninsula in the coming years. TAC technical and regulatory review will include the following subjects:

- source control program
- reduction of inflow and infiltration to sanitary sewers
- · wastewater and marine assessment program
- wastewater treatment and disposal
- water conservation and wastewater recycling
- stormwater quality and surface water resources program
- North Saanich onsite sewage disposal solutions
- commitment performance audits

In addition, the TAC will:

- review the results of the performance audit of the SPLWMP
- identify the gaps or new trends/changes required for the SPLWMP
- develop an action plan to address the commitments of the SPLWMP
- coordinate activities of participants
- report findings and provide advice and recommendations to the SPWWC and participating jurisdictions regarding liquid waste management planning on the Saanich Peninsula

COMPOSITION

Individual members act as a liaison, resource and provide knowledge and expertise on an ongoing basis. The Committee members consist of:

- Manager, Regulatory Services, CRD (chair)
- Manager, Wastewater Engineering and Planning, CRD (vice chair)
- Director of Infrastructure Engineering, District of North Saanich
- Municipal Engineer, District of Central Saanich
- Director of Engineering and Public Works, Town of Sidney
- at the discretion of the Chair/Vice Chair, involve additional staff as required to support the Committee
- referrals to others as and when needed

Invitations to meetings will also be forwarded to representatives of other plan participants (Tseycum, Pauquachin, Tsawout, and Tsartlip First Nations, Victoria Airport Authority, and Institute of Ocean Sciences).

PROCEDURES

- 1. The Committee will meet upon request by the Chair/Vice Chair.
- 2. The agenda will be finalized in consultation between staff and the Committee Chair/Vice Chair, and any Committee member may make a request to the Chair to place a matter on the agenda.
- 3. Minutes and agendas are prepared and distributed by the Parks & Environmental Services Department, CRD.

DELIVERABLES

The deliverables of the TAC will be:

- produce recommendations to the SPWWC by the Chair and to participating municipalities through their Technical Representatives
- prepare plans/assessments as required to ensure adherence with the SPLWMP and compliance with provincial and federal environmental legislation

Approved by the Saanich Peninsula Wastewater Commission on October 17, 2019

SAANICH PENINSULA LIQUID WASTE MANAGEMENT PLAN TECHNICAL ADVISORY COMMITTEE

PREAMBLE

The BC Environmental Management Act (EMA) provides a regulatory framework and enables modern environmental management tools to ensure human health and environmental protection in British Columbia.

The EMA allows local/regional governments to develop a Liquid Waste Management Plan (LWMP) for approval by the Minister of Environment & Climate Change Strategy. An approved LWMP authorizes a local/regional government to proceed with measures to accommodate existing and future development under a strategy that ensures the management, resource recovery and disposal of treated waste is sufficiently protective of public health and the environment. A LWMP allows the local/regional governments to develop community-specific solutions for wastewater management that meet or exceed existing regulations found in the Municipal Wastewater Regulation.

The original Saanich Peninsula Liquid Waste Management Plan (SPLWMP) was approved in 1999 to address public health and environmental issues. The SPLWMP was later amended and consolidated in 2009 and 2011 and included a number of amendments to reflect the current commitments under this plan.

The CRD is responsible for reviewing and overseeing the SPLWMP on behalf of the CRD and the local governments. SPLWMP governance is overseen by the Saanich Peninsula Wastewater Commission (SPWWC) and both the Capital Regional District (CRD) and local governments have responsibility for service delivery under the plan. The SPWWC requested that a Technical Advisory Committee (TAC) be established to review the commitments, identified in the SPLWMP consolidated version dated December 2011.

The Committee's official name is to be:

Technical Advisory Committee

1.0 PURPOSE

- a) The mandate of the Committee is to assist in the review and make recommendations to the SPWWC regarding the SPLWMP.
- b) The Committee will evaluate the technical and regulatory components of the SPLWMP and provide advice and recommendations to the SPWWC and the respective participating jurisdictions regarding planning and priority setting for liquid waste management on the Saanich Peninsula in the coming years. Technical and regulatory review will include the following subjects:

- sanitary and stormwater source control program
- reduction of inflow and infiltration to sanitary sewers
- wastewater and marine human health and environment assessment program
- wastewater treatment and disposal
- water conservation and wastewater recycling
- stormwater quality and surface water resources program
- onsite sewage disposal
- performance audits commitments

In addition, the Committee will:

- review the results of the performance audit of the SPLWMP
- identify the gaps or new trends/changes required for the SPLWMP
- develop an action plan to address the current and proposed commitments of the SPLWMP
- coordinate activities of participants
- report findings and provide advice and recommendations to the SPWWC and participating jurisdictions regarding liquid waste management planning on the Saanich Peninsula

2.0 ESTABLISHMENT AND AUTHORITY

- a) The Committee will provide advice and make recommendations to the SPWWC for review, comment and decision.
- b) The term of the Committee will be for the period required to address the matters, as determined by the SPWWC.

3.0 COMPOSITION

- a) The Committee members shall consist of members representing:
 - Manager, Regulatory Services, CRD (chair)
 - Manager, Wastewater Engineering and Planning, CRD (vice chair)
 - Supervisor, Environmental Monitoring Programs, CRD
 - Director of Infrastructure Engineering, District of North Saanich
 - Municipal Engineer, District of Central Saanich
 - Director of Engineering and Public Works, Town of Sidney
 - At the discretion of the Chair/Vice Chair, involve additional staff as required to support the Committee
 - Other plan participants (Tseycum, Pauquachin, Tsawout, and Tsartlip First Nations, Victoria Airport Authority and Institute of Ocean Sciences).
- b) The CRD will provide staff responsible for the commitments and oversight of the SPLWMP.
- c) Each local government will nominate a representative to the Committee. Individual members act as a liaison from their respective local governments and provide knowledge and expertise on an ongoing basis.

- d) Invitations to sit as TAC members will also be forwarded to representatives of other plan participants (Tseycum, Pauquachin, Tsawout, and Tsartlip First Nations, Victoria Airport Authority and Institute of Ocean Sciences).
- e) All TAC member nominations will be forwarded to the Capital Regional District Board for appointment.

4.0 PROCEDURES

- a) The Committee will meet upon request by the Chair/Vice Chair.
- b) The agenda will be finalized by the Committee Chair and any Committee member may make a request to the Chair to place a matter on the agenda; and
- c) A quorum is a majority of the Committee membership and is required to conduct Committee business.

5.0 RESOURCES AND SUPPORT

- a) The Senior Manager, Environmental Protection (CRD) will act as a liaison to the committee;
- b) Action items and agendas are prepared and distributed by the CRD Environmental Protection division.

Approved by	on
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REPORT TO CAPITAL REGIONAL DISTRICT BOARD MEETING OF WEDNESDAY, NOVEMBER 13, 2024

SUBJECT AAP Requirements for Bylaw No. 4575 – Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023

ISSUE SUMMARY

The CRD Board must establish the process for conducting an alternative approval process (AAP) by establishing the total number of electors, approving the deadline to receive elector responses, approving a synopsis for the bylaw, the statutory notice, and the elector response form.

BACKGROUND

At its meeting held December 13, 2023, the Capital Regional District (CRD) Board gave third reading to Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023" (Appendix A).

The purpose of Bylaw No. 4575 is to establish a new regional service for the purpose of coordinating a regional approach to biodiversity, protection of ecological assets and environmental stewardship. The service will include conducting research, obtaining data, managing problem species, establishing partnerships with government and non-government organizations including First Nations, and facilitating an environmental stewardship strategy along with public outreach and education.

Prior to adopting a new service establishment bylaw, participating area approval is required and will be obtained by regional alternative approval process. The service area applies to all municipalities and electoral areas of the CRD, including Central Saanich, Colwood, Esquimalt, Highlands, Langford, Metchosin, North Saanich, Oak Bay, Saanich, Sidney, Sooke, Victoria, View Royal, and the Electoral Areas of Juan de Fuca, Salt Spring Island, and Southern Gulf Islands.

The following documents have been prepared in accordance with the applicable sections of the *Local Government Act* and the *Community Charter* and must be approved by the CRD Board:

- Synopsis of Bylaw No. 4575 (Appendix B)
- Notice of AAP for Bylaw No. 4575 (Appendix C)
- Elector Response Form for Bylaw No. 4575 (Appendix D)

With an AAP, the Board may proceed with adopting the bylaw if less than 10% of electors submit a signed Elector Response Form indicating that the Board must obtain the assent of the electors by way of assent voting (referendum). The total number of electors in the Biodiversity and Environmental Stewardship Coordination Service (i.e. Capital Regional District) is determined to be 331,937 of which 10% is 33,194 electors. The AAP Elector Response Form will be available when the statutory Notice of AAP is published on November 21, 2024 and due by 4:30 pm on January 15, 2025. Staff have extended the response period beyond the statutory minimum to account for the holiday season.

For additional information, please refer to the previous staff report dated November 15, 2023 (Appendix E).

ALTERNATIVES

Alternative 1

- 1. That in accordance with section 86(3) of the *Community Charter*, the date of January 15, 2025 be confirmed as the deadline by which elector responses, under the regional alternative approval process for CRD Bylaw No. 4575, must be submitted to the Capital Regional District by qualified electors within the Capital Regional District;
- 2. That the attached Synopsis of Bylaw No. 4575 (Appendix B), Notice of Alternative Approval Process (Appendix C), Elector Response Form (Appendix D), and AAP communication channels (Appendix F) be approved; and
- 3. That the total number of registered electors within the service area is 331,937 and that 10% of that number is 33,194 electors.

Alternative 2

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

IMPLICATIONS

Communication Channels

The AAP notification for Bylaw 4575 will launch on November 21, 2024. The purpose of the communication approach is to inform residents in the region about the Biodiversity and Environmental Stewardship Coordination bylaw and provide electors the opportunity and the deadline to submit response forms to the bylaw and address questions that may arise during the process. The AAP communication channels is attached for Board approval as Appendix F.

Financial & Service Delivery Implications

The Biodiversity and Environmental Stewardship Coordination service can be established and requisitioned in 2025 if less than 10% of electors submit a signed Elector Response Form by January 15, 2025. The maximum amount that can be requisitioned for the service is \$500,000 (or an amount equal to the amount that could be raised by a property value tax rate of \$0.0028 per \$1,000 to the net taxable value of the land and improvements within the service area).

CONCLUSION

The CRD Board had previously approved obtaining participating area approval for the entire service area by regional alternative approval process for Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023". Prior to conducting the alternative approval process, the Board must confirm the deadline to receive elector responses as January 15, 2025, establish the number of eligible electors, and approve the Synopsis of Bylaw No. 4575 (Appendix B), Notice of Alternative Approval Process (Appendix C), and the Elector Response Form (Appendix D) in accordance with the applicable provincial legislation.

RECOMMENDATION

- 1. That in accordance with section 86(3) of the *Community Charter*, the date of January 15, 2025 be confirmed as the deadline by which elector responses, under the regional alternative approval process for CRD Bylaw No. 4575, must be submitted to the Capital Regional District by qualified electors within the Capital Regional District;
- 2. That the attached Synopsis of Bylaw No. 4575 (Appendix B), Notice of Alternative Approval Process (Appendix C), Elector Response Form (Appendix D), and AAP communication channels (Appendix F) be approved; and
- 3. That the total number of registered electors within the service area is 331,937 and that 10% of that number is 33,194 electors.

Submitted by:	Marlene Lagoa, MPA, Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Glenn Harris, Ph.D., R.P.Bio., Acting General Manager, Parks, Recreation & Environmental Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

Appendix A: Bylaw No. 4575 at Third Reading

Appendix B: Synopsis of Bylaw No. 4575

Appendix C: Notice of AAP for Bylaw No. 4575

Appendix D: Elector Response Form for Bylaw No. 4575
Appendix E: Previous Staff Report dated November 15, 2023
Appendix F: AAB compunication phaginals for Bylaw No. 4576

Appendix F: AAP communication channels for Bylaw No. 4575

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4575

A BYLAW TO ESTABLISH A SERVICE FOR REGIONAL COORDINATION OF BIODIVERSITY AND ENVIRONMENTAL STEWARDSHIP

WHEREAS:

- A. The Board of the Capital Regional District wishes to establish a regional Biodiversity and Environmental Stewardship service (the "Service") to pursue a regional approach to biodiversity and the protection of ecological assets with public authorities and groups across the capital region under s.332 of the *Local Government Act*.
- B. Participating area approval is required and assent of the electors has been obtained by regional alternative approval process, pursuant to ss.342(4) and 345 of the *Local Government Act*; and,
- C. The approval of the Inspector of Municipalities has been obtained under s.342 of the *Local Government Act*.

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

1. Service

- 1.1 The Service being established and to be operated is a service for the purpose of coordinating a regional approach to biodiversity, protection of ecological assets and environmental stewardship ("the Service"), including:
 - a. Conducting research and obtaining biodiversity and ecological asset inventory and data, monitoring, mapping and managing their key stressors and problem species (i.e. invasive plants and animals):
 - b. Coordinating, communicating and establishing collaborative partnerships with municipalities, First Nations, large landowners, other government agencies, and stewardship groups to protect, restore and enhance key biodiverse habitats and ecological assets, and to minimize and manage the impacts of stressors and problem species (i.e., coordinating training on managing invasive species, provision of educational resources, and establishment of a shared treatment and monitoring contract); and
 - c. Facilitating the development and implementation of an environmental stewardship strategy and public outreach and education program to increase public awareness of, and engagement in, the protection of biodiversity and ecological assets and managing invasive species.
- 1.2 For clarity, this bylaw does not establish a service to regulate the natural environment under the *Community Charter*.

2. Service Area Boundaries

The boundaries of the service area are coterminous with the boundaries of the Capital Regional District (the "Service Area").

Bylaw No. 4575 Page 2

3. Participating Areas

All municipalities and electoral areas within the Capital Regional District are the participating areas for this service (the "Participating Area").

4. Cost Recovery

As provided in Section 378 of the *Local Government Act*, the annual cost of providing the Service shall be recovered by one or more of the following:

- a. property value taxes imposed in accordance with Division 3 of Part 11 of the Local Government Act;
- b. fees and charges imposed under Section 397 of the Local Government Act;
- c. revenues raised by other means authorized by the Local Government Act or another Act;
- d. revenues received by way of agreement, enterprises, gift, grant or otherwise.

5. Cost Apportionment

- a. The annual costs for the service, net of grants and other revenues, shall be apportioned among the participating areas, as follows:
 - i. Fifty (50) per cent of the costs shall be recovered on the basis of the population of the participating areas; and
 - ii. Fifty (50) per cent on the converted value of land and improvements in the participating areas.
- b. Population, for the purpose of this section, is the population estimate as determined annually by the Regional Planning department of the Capital Regional District.

6. Maximum Requisition

The maximum amount that may be requisitioned under Section 339(1)(e) for the Service will be the greater of:

- a. Five hundred thousand dollars (\$500,000); or
- b. An amount equal to the amount that could be raised by a property value tax rate of \$0.0028 per one thousand dollars (\$1,000.00), which when applied to the net taxable value of the land and improvements within the Service Area, will yield the maximum amount that may be requisitioned for the Service.

Bylaw No. 4575 Page 3

7. Citation

This Bylaw may be cited as Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023".

READ A FIRST TIME THIS	13 th	day of	December,	2023
READ A SECOND TIME THIS	13 th	day of	December,	2023
READ A THIRD TIME THIS	13 th	day of	December,	2023
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	2 nd	day of	February,	2023
APPROVED BY REGIONAL ALTERNATIVE APPROVAL PROCESS THIS	th	day of		20
ADOPTED THIS	th	day of		20
CHAIR	CO	RPORATE OFFI	CER	

Synopsis of Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023"

The purpose of Bylaw No. 4575 is to establish a new regional service for the purpose of coordinating a regional approach to biodiversity, protection of ecological assets and environmental stewardship. The service will include conducting research, obtaining data, managing problem species, establishing partnerships with government and non-government organizations including First Nations, and facilitating an environmental stewardship strategy along with public outreach and education.

The maximum amount that can be requisitioned for the service is five hundred thousand dollars (\$500,000) or an amount equal to the amount that could be raised by a property value tax rate of \$0.0028 per one thousand dollars (\$1,000.00) to the net taxable value of the land and improvements within the service area.

The proposed service area applies to all municipalities and electoral areas of the Capital Regional District, including Central Saanich, Colwood, Esquimalt, Highlands, Langford, Metchosin, North Saanich, Oak Bay, Saanich, Sidney, Sooke, Victoria, View Royal, and the Electoral Areas of Juan de Fuca, Salt Spring Island, and Southern Gulf Islands. Participating area consent will be obtained by conducting a region wide alternative approval process.

Please note that this synopsis of Bylaw No. 4575 is not intended to be or understood as an interpretation of the bylaw. A copy of the complete bylaw and this notice may be viewed at Capital Regional District office located at 625 Fisgard Street, Victoria, BC from 8:30 am to 4:30 pm, Monday to Friday (excluding statutory holidays). The bylaw may also be viewed at www.crd.bc.ca/biodiversity-aap

NOTICE TO ELECTORS WITHIN THE CAPITAL REGIONAL DISTRICT

Alternative approval process for Bylaw No. 4575 to authorize the establishment of a new regional service for the purpose of coordinating a regional approach to biodiversity, protection of ecological assets and environmental stewardship

Notice is hereby given that the Board of Directors of the Capital Regional District ("CRD") proposes to adopt Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023". The service area applies to all municipalities and electoral areas of the CRD.

The proposed Biodiversity and Environmental Stewardship Coordination service was identified in the CRD Board's 2023-2026 Strategic Priorities to "explore options for a regional approach to biodiversity and the protection of ecological assets". Protecting and enhancing regional biodiversity and ecological assets will help build climate resiliency, improve watershed and harbour health, support food security and enhance the livability, sustainability and resilience of the region through environmental stewardship.

The purpose of Bylaw No. 4575 is to establish a new regional service for the purpose of coordinating a regional approach to biodiversity, protection of ecological assets and environmental stewardship. The service will include conducting research, obtaining data, managing problem species, establishing partnerships with government and non-government organizations including First Nations, and facilitating an environmental stewardship strategy along with public outreach and education.

The maximum amount that can be requisitioned for the service is five hundred thousand dollars (\$500,000) or an amount equal to the amount that could be raised by a property value tax rate of \$0.0028 per one thousand dollars (\$1,000.00) to the net taxable value of the land and improvements within the service area.

The proposed service area applies to all municipalities and electoral areas of the Capital Regional District, including Central Saanich, Colwood, Esquimalt, Highlands, Langford, Metchosin, North Saanich, Oak Bay, Saanich, Sidney, Sooke, Victoria, View Royal, and the Electoral Areas of Juan de Fuca, Salt Spring Island, and Southern Gulf Islands. Participating area consent will be obtained by conducting a region wide alternative approval process.

Please note that this synopsis of Bylaw No. 4575 is not intended to be or understood as an interpretation of the bylaw. A copy of the complete bylaw and this notice may be viewed at Capital Regional District office located at 625 Fisgard Street, Victoria, BC from 8:30 am to 4:30 pm, Monday to Friday (excluding statutory holidays). The bylaw may also be viewed at www.crd.bc.ca/biodiversity-aap

Take further notice that the CRD may proceed with Bylaw No. 4575 unless at least 33,194 electors (constituting 10% of eligible electors) within the Capital Regional District indicate, by

signing the elector response form, that the Board must obtain the assent of the electors by way of an assent vote (referendum) before proceeding to adopt Bylaw No. 4575.

The elector response must be in the form as established by the CRD and is available from the CRD on request or from the CRD website at www.crd.bc.ca/biodiversity-aap. The only persons entitled to sign elector response forms are electors of the area to which the alternative approval process opportunity applies. The alternative approval process applies to all municipalities and electoral areas of the CRD, including Central Saanich, Colwood, Esquimalt, Highlands, Langford, Metchosin, North Saanich, Oak Bay, Saanich, Sidney, Sooke, Victoria, View Royal, and the Electoral Areas of Juan de Fuca, Salt Spring Island, and Southern Gulf Islands.

The deadline for submitting signed elector response forms, in relation to Bylaw No. 4575, to the CRD is **4:30 p.m. on Wednesday**, **January 15**, **2025**. Forms must be received by the deadline to be counted.

A copy of the elector response form may be downloaded from: www.crd.bc.ca/biodiversity-aap.

To obtain an elector response form, or for questions about the alternative approval process, contact Legislative Services, 625 Fisgard Street, Victoria, BC, V8W 1R7, email legserv@crd.bc.ca, telephone 250.360.3024 or toll free 1.800.663.4425 from 8:30 am to 4:30 pm, Monday to Friday (excluding statutory holidays).

Questions regarding Bylaw No. 4575 may be directed to Glenn Harris, Senior Manager, Environmental Protection, 625 Fisgard Street, Victoria, BC, 250.360.3090, gharris@crd.bc.ca, from 8:30 am to 4:30 pm, Monday to Friday (excluding statutory holidays) from the date of this notice until January 15, 2025.

Qualifications for Resident and Non-Resident Property Electors

Resident Elector: You are entitled to submit an elector response form as a Resident Elector if you are 18 years or older on the date of submission of the elector response form, are a Canadian citizen, have resided in British Columbia for at least 6 months and currently reside in the Capital Regional District prior to signing the elector response form.

Non-Resident Property Elector: You may submit an elector response form as a Non-Resident Property Elector if you are 18 years or older on the date of submission of the elector response form, are a Canadian citizen, have resided in British Columbia for 6 months, have owned and held registered title to property in the Capital Regional District for 30 days and do NOT qualify as a Resident Elector. If there is more than one registered owner of the property (either as joint tenants or tenants in common) only one individual may, with the written consent of the majority, submit an elector response form.

Elector response forms, a copy of Bylaw No. 4575, and a copy of this Notice may be inspected during regular office hours, 8:30 am to 4:30 pm, Monday to Friday (excluding statutory holidays) from the date of this notice until **4:30 p.m. on Wednesday, January 15, 2025** at the following CRD locations:

- CRD headquarters, 625 Fisgard Street, Victoria
 on the CRD website: www.crd.bc.ca/biodiversity-aap.

Given under my hand at Victoria, BC this 21st day of November 2024.

Kristen Morley Corporate Officer



Alternative Approval Process for Bylaw No. 4575

By completing this elector response form I oppose the Capital Regional District's intention to adopt Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023," to authorize the establishment of a new regional service for the purpose of coordinating a regional approach to biodiversity, protection of ecological assets and environmental stewardship, unless a vote is held.

unless a vote is held.				
Please print using B	LOC	K LETTERS		
Full name of elector: _		(one form per person	n)	
Signature:	on mus	st not sign more than o	one elector response form***	
Residential Address:_	#	Street Name	Municipality/Electoral Area	Postal Code
Choose one (see nex	xt paç	ge for eligibility r		
□ I am a resident elec	tor			
□ I am a non-resident British Columbia a		•	Capital Regional District who live below address*:	es in another community in

The deadline for submitting this elector response form to the Capital Regional District is: 4:30 p.m. on Wednesday, January 15, 2025.

Address: c/o Legislative Services, CRD, 625 Fisgard Street, Victoria, BC, V8W 1R7

Phone: 250.360.3024

E-mail: LegServ@crd.bc.ca (please scan a legible signed copy as PDF)

The Capital Regional District may obtain Electoral Area approval for Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023" unless at least 33,194 electors sign and submit a completed copy of this elector response form to the Capital Regional District by the deadline.

Additional information can be found on the next page of this form about the subject of this alternative approval process as well as the elector qualifications.

*Notes for non-resident property elector(s):

- Section 86(7) of the Community Charter requires the elector's full name and residential address or the address of the property in relation to which the person is entitled to register as a non-resident property elector in order for this response form to be counted.
- Only one non-resident property elector may sign an elector response form per property, regardless of how
 many people own the property; and, that owner must have the written consent of a majority of the other
 property owner(s) to sign the response form on their behalf. Property owned in whole or in part by a
 corporation does not qualify under the non-resident property elector provisions.

Bylaw No. 4575 – AAP Information Sheet

The proposed Biodiversity and Environmental Stewardship Coordination service was identified in the CRD Board's 2023-2026 Strategic Priorities to "explore options for a regional approach to biodiversity and the protection of ecological assets". Protecting and enhancing regional biodiversity and ecological assets will help build climate resiliency, improve watershed and harbour health, support food security and enhance the livability, sustainability and resilience of the region through environmental stewardship.

Therefore, the Capital Regional District (CRD) intends to adopt **Bylaw No. 4575**, "*Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023*". The purpose of Bylaw No. 4575 is to establish a new regional service for the purpose of coordinating a regional approach to biodiversity, protection of ecological assets and environmental stewardship. The service will include conducting research, obtaining data, managing problem species, establishing partnerships with government and non-government organizations including First Nations, and facilitating an environmental stewardship strategy along with public outreach and education.

The maximum amount that can be requisitioned for the service is five hundred thousand dollars (\$500,000) or an amount equal to the amount that could be raised by a property value tax rate of \$0.0028 per one thousand dollars (\$1,000.00) to the net taxable value of the land and improvements within the service area.

The proposed service area applies to all municipalities and electoral areas of the Capital Regional District, including Central Saanich, Colwood, Esquimalt, Highlands, Langford, Metchosin, North Saanich, Oak Bay, Saanich, Sidney, Sooke, Victoria, View Royal, and the Electoral Areas of Juan de Fuca, Salt Spring Island, and Southern Gulf Islands. Participating area consent will be obtained by conducting a region wide alternative approval process.

Please note that this synopsis of Bylaw No. 4575 is not intended to be or understood as an interpretation of the bylaw. A copy of the complete bylaw and this notice may be viewed at Capital Regional District office located at 625 Fisgard Street, Victoria, BC from 8:30 am to 4:30 pm, Monday to Friday (excluding statutory holidays). The bylaw may also be viewed at www.crd.bc.ca/biodiversity-aap

Additional Information About Elector Eligibility

In order to sign an elector response form, a person must either be a resident elector or a non-resident property elector.

A **resident elector** is an individual who is entitled to sign an elector response form during an AAP by virtue of living within that jurisdiction. When signing an elector response form, a resident elector must:

- be 18 years of age or older;
- be a Canadian citizen;
- have been a resident of British Columbia for at least six months;
- be a resident of the jurisdiction (e.g., municipality or electoral area);
- live in the area defined for the AAP (i.e. Capital Regional District); and,
- not be disqualified under the *Local Government Act*, or any other enactment from voting in a local election or be otherwise disqualified by law.

A **non-resident property elector*** is an individual that does not live in a jurisdiction and who is entitled to sign an elector response form during an AAP by virtue of owning property in that jurisdiction. *When signing an elector response form*, a non-resident property elector must:

- be at least 18 years of age;
- be a Canadian citizen;
- have been a resident in British Columbia for at least six months;
- be a registered owner of property in the area defined for the AAP (i.e. Capital Regional District); for at least 30 days; and,
- not be disqualified under the *Local Government Act*, or any other enactment from voting in a local election or be otherwise disqualified by law.



REPORT TO ENVIRONMENTAL SERVICES COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 15, 2023

SUBJECT Bylaw No. 4575 – Regional Coordination of Biodiversity and Environmental Stewardship

ISSUE SUMMARY

To initiate the conversion of the invasive species program under the Climate Action Service to a separate service focused on regional biodiversity and protection of ecological assets.

BACKGROUND

The Capital Regional District (CRD) Board identified a strategic initiative to "explore options for a regional approach to biodiversity and the protection of ecological assets" in its 2023-2026 Strategic Priorities. Protecting and enhancing regional biodiversity and ecological assets will help build climate resiliency, improve watershed and harbour health, support food security and enhance the livability, sustainability and resilience of the region through environmental stewardship.

Staff propose converting the existing invasive species program into a new Biodiversity and Environmental Stewardship Service that integrates coordination of biodiversity, protection and stewardship of ecological assets and invasive species management. This proposed service supports the following Board priorities: (1) regional action around protection of biodiversity and ecological assets (i.e., invasive species, urban forests, terrestrial ecosystems, waterways and wetlands, and intertidal/near shore marine habitats); (2) engagement with First Nations partners on collaborative stewardship of key ecological and cultural features in support of meaningful reconciliation and restoration; and (3) to enhance regional collaboration and action in building climate resiliency.

Staff have drafted a new establishment bylaw (Appendix A) and a proposed cost apportionment (Appendix B) for consideration.

Initially the service will regionalize the invasive species program, including support to the Electoral Areas, at the current level of support and formalize local government requisition for the part-time invasive species coordinator. Currently, the invasive species program is funded through an allocation model from Regional Parks, Watershed Protection and Environmental Protection divisions. Additional staff capacity and operational funds will be considered in future budget cycles.

ALTERNATIVES

Alternative 1

The Environmental Services Committee recommends to the CRD Board:

- 1. That Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023", be introduced and read a first, second and third time;
- 2. That participating area approval be obtained by regional alternative approval process; and
- 3. That Bylaw No. 4575 be forwarded to the Inspector of Municipalities for approval.

ENVS-1845500539-8209 EPRO2023-023

Alternative 2

That the report be referred back to staff for more information to be considered in the 2025 budget process.

IMPLICATIONS

Environmental and Climate Implications

Healthy environments form the foundation for healthy communities and biodiversity is a key metric of healthy and resilient environments. The Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services released the Global Assessment Report on Biodiversity and Ecosystem Services in 2019, which found that biodiversity is being altered at an unprecedented rate. Five direct drivers of biodiversity loss were identified:

- 1) Land/Sea-Use Change
- 2) Invasive Alien Species
- 3) Climate Change
- Overexploitation of Resources 4)
- 5) Pollution

The existing CRD program is a good basis for the new service; invasive species management is an integral component of environmental stewardship that restores, protects and enhances healthy ecosystems.

Social Implications

Enhanced knowledge and awareness relating to biodiversity will inform the ways citizens across the region relate to the environment. Our goal is to prompt more environmentally conscious actions, such as ecosystem restoration and protection, watershed protection, planting of trees and native species and removal of invasive species to enhance and protect biodiversity and ecological assets in the region.

Intergovernmental Implications

A regional approach to biodiversity and protection of ecological assets requires coordination across multiple levels of government, First Nations, environmental organizations, landowners. and residents of the region. Currently, staff collaborate and coordinate with many of these partners through CRD-facilitated, multi-stakeholder initiatives around watershed and harbour stewardship, invasive plants, and Canada geese. The CRD is well-positioned to take on a role in the regional enhancement and protection of biodiversity and ecological assets.

Financial Implications

Currently the invasive species program is funded through an allocation model across three divisions: Regional Parks, Watershed Protection and Environmental Protection. The proposed new service would shift funding to a regional requisition at the current budget (approximately \$100,000). This new regional service would be cost-shared based on population (50%) and converted assessment (50%). The proposed cost apportionment for the participating partners for 2024 is in Appendix B.

ENVS-1845500539-8209 EPRO2023-023

Legal Implications

A regional district may operate any service it deems desirable provided that, on establishment of the service by way of service establishing bylaw, it received participating area approval. There are three options to obtain participating area approval for Bylaw No. 4575: regional alternative approval process; municipal consent on behalf with alternative approval process (AAP) in the electoral areas; and referendum/elector assent.

A regional district's bylaw-making powers are subject to certain levels of provincial approval, such as for bylaws relating to public health or, in this case, bylaws that may relate to regulation of the natural environment. As this bylaw is for coordination, engagement and public education, and not for regulation, no additional Ministry of Environment & Climate Change Strategy approval is required. The draft bylaw contains a provision for clarity, stating it is not for regulation, to avoid confusion on the Inspector of Municipalities' review.

As a regional biodiversity and environmental stewardship service is most effective if all municipalities and electoral areas participate, a regional AAP is advised. This would put the responsibility of objecting to the service on the electors who, if 10% were not in favour, could determine not to proceed. An alternative is the municipal consent process, which would permit any municipality or electoral area to effectively veto the creation of the service if they were not in favour of its establishment. Given an AAP is already required in the Electoral Areas, it is recommended a regional AAP be pursued.

CONCLUSION

The Capital Regional District (CRD) Board identified the preservation of regional biodiversity and protection of natural assets as a strategic priority and directed staff to explore options for a regional approach to the issue. Converting the current invasive species program to a service under a new establishing bylaw will support the Board's direction, expand the service more broadly towards environmental stewardship and allow for service level amendments based on future Board direction. Staff have prepared a service establishment bylaw to pursue a regional approach to biodiversity and the protection of ecological assets and to coordinate partnerships between land use agencies under various jurisdictions, including First Nations, federal and provincial agencies, local and regional governments, environmental stewardship groups and residents. Increased environmental stewardship and action on biodiversity and protection of ecological assets can improve watershed health, build climate resiliency and create more sustainable and livable communities.

RECOMMENDATION

The Environmental Services Committee recommends to the CRD Board:

- That Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023", be introduced and read a first, second and third time;
- 2. That participating area approval be obtained by regional alternative approval process; and
- That Bylaw No. 4575 be forwarded to the Inspector of Municipalities for approval.

ENVS-1845500539-8209 EPRO2023-023

Submitted by:	Glenn Harris, Ph.D., R.P.Bio., Senior Manager, Environmental Protection
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

- Appendix A: Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023"
- Appendix B: Participants Cost Apportionment Regional Biodiversity and Environmental Stewardship Service

EPRO2023-023 ENVS-1845500539-8209

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4575

A BYLAW TO ESTABLISH A SERVICE FOR REGIONAL COORDINATION OF BIODIVERSITY AND ENVIRONMENTAL STEWARDSHIP

WHEREAS:

- A. The Board of the Capital Regional District wishes to establish a regional Biodiversity and Environmental Stewardship service (the "Service") to pursue a regional approach to biodiversity and the protection of ecological assets with public authorities and groups across the capital region under s.332 of the *Local Government Act*.
- B. Participating area approval is required and assent of the electors has been obtained by regional alternative approval process, pursuant to ss.342(4) and 345 of the *Local Government Act*; and,
- C. The approval of the Inspector of Municipalities has been obtained under s.342 of the *Local Government Act*.

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

1. Service

- 1.1 The Service being established and to be operated is a service for the purpose of coordinating a regional approach to biodiversity, protection of ecological assets and environmental stewardship ("the Service"), including:
 - Conducting research and obtaining biodiversity and ecological asset inventory and data, monitoring, mapping and managing their key stressors and problem species (i.e. invasive plants and animals);
 - b. Coordinating, communicating and establishing collaborative partnerships with municipalities, First Nations, large landowners, other government agencies, and stewardship groups to protect, restore and enhance key biodiverse habitats and ecological assets, and to minimize and manage the impacts of stressors and problem species (i.e., coordinating training on managing invasive species, provision of educational resources, and establishment of a shared treatment and monitoring contract); and
 - c. Facilitating the development and implementation of an environmental stewardship strategy and public outreach and education program to increase public awareness of, and engagement in, the protection of biodiversity and ecological assets and managing invasive species.
- 1.2 For clarity, this bylaw does not establish a service to regulate the natural environment under the *Community Charter*.

2. Service Area Boundaries

The boundaries of the service area are coterminous with the boundaries of the Capital Regional District (the "Service Area").

Bylaw No. 4575 Page 2

3. Participating Areas

All municipalities and electoral areas within the Capital Regional District are the participating areas for this service (the "Participating Area").

4. Cost Recovery

As provided in Section 378 of the *Local Government Act*, the annual cost of providing the Service shall be recovered by one or more of the following:

- a. property value taxes imposed in accordance with Division 3 of Part 11 of the Local Government Act;
- b. fees and charges imposed under Section 397 of the Local Government Act;
- c. revenues raised by other means authorized by the Local Government Act or another Act;
- d. revenues received by way of agreement, enterprises, gift, grant or otherwise.

5. Cost Apportionment

- a. The annual costs for the service, net of grants and other revenues, shall be apportioned among the participating areas, as follows:
 - i. Fifty (50) per cent of the costs shall be recovered on the basis of the population of the participating areas; and
 - ii. Fifty (50) per cent on the converted value of land and improvements in the participating areas.
- b. Population, for the purpose of this section, is the population estimate as determined annually by the Regional Planning department of the Capital Regional District.

6. Maximum Requisition

The maximum amount that may be requisitioned under Section 339(1)(e) for the Service will be the greater of:

- a. Five hundred thousand dollars (\$500,000); or
- b. An amount equal to the amount that could be raised by a property value tax rate of \$0.0028 per one thousand dollars (\$1,000.00), which when applied to the net taxable value of the land and improvements within the Service Area, will yield the maximum amount that may be requisitioned for the Service.

Bylaw No. 4575 Page 3

7. Citation

This Bylaw may be cited as Bylaw No. 4575, "Biodiversity and Environmental Stewardship Coordination Establishing Bylaw No. 1, 2023".

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
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	th	day of	20
APPROVED BY REGIONAL ALTERNATIVE APPROVAL PROCESS THIS	th	day of	20
ADOPTED THIS	th	day of	20
CHAIR		CORPORATE OFFICER	

PARTICIPANTS COST APPORTIONMENT REGIONAL BIODIVERSITY AND ENVIRONMENTAL STEWARDSHIP SERVICE

November 2023

50/50 Converted Assessment/Population

	Basis of Ap			
	50%	50%		
	Regional Planning Population (2022)	Converted Assessments (2023 Revised)	Percent of Total	2024 Requisition
Municipalities				
Central Saanich	18,689	923,380,888	4.35%	4,234
Colwood	20,766	809,693,136	4.32%	4,204
Esquimalt	19,155	671,867,225	3.81%	3,704
Highlands	2,599	136,960,528	0.63%	609
Langford	49,345	2,121,412,137	10.74%	10,446
Metchosin	5,142	226,870,368	1.13%	1,102
North Saanich	12,671	918,708,349	3.65%	3,549
Oak Bay	19,211	1,279,769,880	5.26%	5,119
Saanich	125,853	5,461,179,077	27.52%	26,760
Sidney	12,569	754,068,357	3.25%	3,156
Sooke	15,991	593,243,986	3.26%	3,167
Victoria	96,390	4,946,222,123	22.89%	22,264
View Royal	12,606	498,912,282	2.64%	2,569
	410,987	19,342,288,336	93.45%	90,882
Electoral Areas				
Juan de Fuca	5,651	367,942,462	1.53%	1,486
Salt Spring Island	11,828	723,420,921	3.09%	3,002
Southern Gulf Islands	5,388	550,734,297	1.93%	1,880
,	22,867	1,642,097,680	6.55%	6,368
Total	433,854	20,984,386,016	100.00%	97,250

ENVS-1845500539-8212 EPRO2023-024

TABLE: AAP Communication Channels for Bylaw No. 4575 (Biodiversity)

Publication	Channel Type	Cost
Times Colonist	Print	\$1000
BlackPress Additional Notice to visit crd.bc.ca to view Public Notice	Print in 6 publications	\$2000
Salt Spring Exchange	Online	\$40
CRD website – Public Notice Page	Online	N/A
AAP launch email to Get Involved subscribers	Online	N/A
Facebook	Online	N/A
X (Twitter)	Online	N/A
Info bulletin/ Media Release	online distribution	N/A
Notice Boards -	o East Sooke Community Hall	N/A
Juan de Fuca	o Port Renfrew Community Hall	
	Willis Point Community Hall	
Notice Boards -	o Rainbow Recreation Centre	N/A
Salt Spring Island	o SIMS Community Centre	
	o SSI Library	
Notice Boards - Southern Gulf Islands	o North Galiano Community Hall	N/A
	o Montague Marina	
	o Corner Store, 61 Georgeson Bay	
	 South Galiano Community Hall Foyer 	
TOTAL (estimate)		\$3040



REPORT TO CAPITAL REGIONAL DISTRICT BOARD MEETING OF WEDNESDAY, NOVEMBER 13, 2024

<u>SUBJECT</u> AAP Requirements for Bylaw No. 4602 – Foodlands Access Service Establishment Bylaw No. 1, 2024

ISSUE SUMMARY

The CRD Board must establish the process for conducting an alternative approval process (AAP) by establishing the total number of electors, approving the deadline to receive elector responses, approving a synopsis for the bylaw, the statutory notice, and the elector response form.

BACKGROUND

At its meeting held September 11, 2024, the Capital Regional District (CRD) Board gave third reading to Bylaw No. 4602, "Foodlands Access Service Establishment Bylaw No. 1, 2024" (Appendix A).

The purpose of Bylaw No. 4602 is to establish a new regional service for the purpose of coordinating preservation and access to farmland for agricultural use, and to promote regional food security. The service will purchase, lease, or otherwise acquire land to be used for agricultural and agricultural-related activities. In addition, the service will fund capital improvements to agricultural land, provide operational funding for service delivery, allow the CRD to enter agreements with third parties for service delivery and operation, provide grants or financial assistance to support agricultural initiatives, and undertake promotional activities.

Prior to adopting a new service establishment bylaw, participating area approval is required and will be obtained by regional alternative approval process. The service area applies to all municipalities and electoral areas of the CRD, including Central Saanich, Colwood, Esquimalt, Highlands, Langford, Metchosin, North Saanich, Oak Bay, Saanich, Sidney, Sooke, Victoria, View Royal, and the Electoral Areas of Juan de Fuca, Salt Spring Island, and Southern Gulf Islands.

The following documents have been prepared in accordance with the applicable sections of the *Local Government Act* and the *Community Charter* and must be approved by the CRD Board:

- Synopsis of Bylaw No. 4602 (Appendix B)
- Notice of AAP for Bylaw No. 4602 (Appendix C)
- Elector Response Form for Bylaw No. 4602 (Appendix D)

With an AAP, the Board may proceed with adopting the bylaw if less than 10% of electors submit a signed Elector Response Form indicating that the Board must obtain the assent of the electors by way of assent voting (referendum). The total number of electors in the Foodlands Access Service (i.e. Capital Regional District) is determined to be 331,937 of which 10% is 33,194 electors. The AAP Elector Response Form will be available when the statutory Notice of AAP is published on November 21, 2024 and due by 4:30 pm on January 15, 2025. Staff have expanded the response period beyond the statutory minimum to account for the holiday season.

For additional information, please refer to the previous staff report dated September 11, 2024 (Appendix E).

ALTERNATIVES

Alternative 1

- 1. That in accordance with section 86(3) of the *Community Charter*, the date of January 15, 2025 be confirmed as the deadline by which elector responses, under the regional alternative approval process for CRD Bylaw No. 4602, must be submitted to the Capital Regional District by qualified electors within the Capital Regional District;
- 2. That the attached Synopsis of Bylaw No. 4602 (Appendix B), Notice of Alternative Approval Process (Appendix C), Elector Response Form (Appendix D), and AAP communication channels (Appendix F) be approved; and
- 3. That the total number of registered electors within the service area is 331,937 and that 10% of that number is 33,194 electors.

Alternative 2

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

IMPLICATIONS

Alignment with Board & Corporate Priorities

CRD Corporate Plan initiative 8b-1 is to consider establishment of a new Foodlands Access Service.

Alignment with Existing Plans & Strategies

Development of a new Foodlands Access Service responds to direction from the CRD Food and Agriculture Strategy (2016) and the Regional Growth Strategy (RGS). Initial service design has been informed by the CRD Regional Foodlands Access Program Feasibility Study (2019) and the Kwantlen Polytechnic University's Foodlands Trust Business Case (2022).

Financial & Service Delivery Implications

The maximum amount that can be requisitioned for the service is \$1,000,000 per year (or an amount equal to the amount that could be raised by a property value tax rate of \$0.00543 per \$1,000 to the net taxable value of the land and improvements within the service area). The financial impact in the first year for implementation of the Foodlands Access Service is anticipated to be \$320,000.

Communication Channels

The AAP notification for Bylaw 4602 will launch on November 21, 2024. The purpose of the communication approach is to inform residents in the region about the Foodlands Access Service bylaw and provide electors the opportunity and the deadline to submit response forms to the bylaw and address questions that may arise during the process. The AAP communication channels is attached for Board approval as Appendix F.

CONCLUSION

The CRD Board had previously approved obtaining participating area approval for the entire service area by regional alternative approval process for Bylaw No. 4602, "Foodlands Access Service Establishment Bylaw No. 1, 2024". Prior to conducting the alternative approval process. the Board must confirm the deadline to receive elector responses as January 15, 2025, establish the number of eligible electors, and approve the Synopsis of Bylaw No. 4602 (Appendix B), Notice of Alternative Approval Process (Appendix C), and the Elector Response Form (Appendix D) in accordance with the applicable provincial legislation.

RECOMMENDATION

- 1. That in accordance with section 86(3) of the Community Charter, the date of January 15, 2025 be confirmed as the deadline by which elector responses, under the regional alternative approval process for CRD Bylaw No. 4602, must be submitted to the Capital Regional District by qualified electors within the Capital Regional District;
- 2. That the attached Synopsis of Bylaw No. 4602 (Appendix B), Notice of Alternative Approval Process (Appendix C), Elector Response Form (Appendix D), and AAP communication channels (Appendix F) be approved; and
- 3. That the total number of registered electors within the service area is 331,937 and that 10% of that number is 33,194 electors.

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

ATTACHMENT(S)

Appendix A: Bylaw No. 4602 at Third Reading Appendix B: Synopsis of Bylaw No. 4602

Appendix C: Notice of AAP for Bylaw No. 4602

Appendix D: Elector Response Form for Bylaw No. 4602 Appendix E: Previous Staff Report dated September 11, 2024 Appendix F: AAP Communication Channels for Bylaw No. 4602

CAPITAL REGIONAL DISTRICT BYLAW NO. 4602

A BYLAW TO ESTABLISH A SERVICE FOR THE PURPOSE OF FOODLANDS ACCESS

WHEREAS:

- A. The Board of the Capital Regional District wishes to establish a regional Foodlands Access Service (the "Service") to address the decline of productive farmland in the Capital Regional District; and
- B. Participating area approval is required and elector approval has been obtained for the entire service area by alternative approval process, pursuant to s. 342(4) of the *Local Government Act*; and,
- C. The approval of the Inspector of Municipalities has been obtained under s. 342(1)(a) of the *Local Government Act*.

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

Service

- 1. The service being established and to be operated is a service to preserve and coordinate preservation and access to farmland for agricultural use, and to promote regional food security, including, without limiting the foregoing:
 - a) purchasing, leasing or otherwise acquiring land to be used for agriculture and agricultural-related activities;
 - b) providing capital funding for improvements to agricultural land, and operational funding for delivery of service programs on agricultural land:
 - c) entering into agreements with third parties for service delivery and operation of programs in support of the service;
 - d) providing grants or financial assistance to support agricultural initiatives that promote beneficial and sustainable agricultural practices and regional food security; and
 - e) delivering the service and achieving the service goals through education, outreach, and other promotional activities.

Boundaries

2. The boundaries of the service area are coterminous with the boundaries of the Capital Regional District.

Participating Areas

3. All municipalities and electoral areas within the Capital Regional District are the participating areas for this service.

CRD Bylaw No. 4602 Page 2

Cost Recovery

4. As provided in Section 378 of the *Local Government Act*, the annual cost of providing the Service shall be recovered by one or more of the following:

- a) property value taxes imposed in accordance with Division 3 of Part 11 of the *Local Government Act*;
- b) fees and charges imposed under Section 397 of the Local Government Act,
- c) revenues raised by other means authorized by the *Local Government Act* or another Act;
- d) revenues received by way of agreement, enterprise, gift, grant or otherwise.

Cost Apportionment

- 5. a) The annual costs for the service, net of grants and other revenues, shall be apportioned among the participating areas, as follows:
 - i. Fifty (50) percent of the costs shall be recovered on the basis of the population of the participating areas; and
 - ii. Fifty (50) percent on the converted value of land and improvements in the participating areas.
 - b) Population, for the purpose of this section, is the population estimate as determined annually by the Regional Planning department of the Capital Regional District.

Maximum Requisition

- 6. In accordance with Section 339(1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the Service is the greater of:
 - a) One million (\$1,000,000); or
 - b) An amount equal to the amount that could be raised by a property value tax rate of \$0.00543 per one thousand dollars (\$1,000) that, when applied to the net taxable value of the land and improvements within the Service Area, will yield the maximum amount that may be requisitioned for the Service.

CRD Bylaw No. 4602 Page 3

Citation

7.	This Bylaw	may be	cited a	s the	"Foodlands	Access	Service	Establishment	Bylaw	No.	1,
	2024".										

READ A FIRST TIME THIS	11 th	day of	September,	2024				
READ A SECOND TIME THIS	11 th	day of	September,	2024				
READ A THIRD TIME THIS APPROVED BY THE INSPECTOR OF	11 th	day of	September,	2024				
MUNICIPALITIES THIS	6 th	day of	November,	2024				
RECEIVED PARTICIPATING AREA APPROVAL UNDER SECTION 342(4) OF THE								
LOCAL GOVERNMENT ACT THIS		day of	,	2024				
ADOPTED THIS		day of	,	2024				
CHAIR	CORPO	RATE OFFICER	3					
FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS day of								

Synopsis of Bylaw No. 4602, "Foodlands Access Service Establishment Bylaw No. 1, 2024"

The purpose of Bylaw No. 4602 is to establish a new regional service for the purpose of coordinating preservation and access to farmland for agricultural use, and to promote regional food security. The service will purchase, lease, or otherwise acquire land to be used for agricultural and agricultural-related activities. In addition, the service will fund capital improvements to agricultural land, provide operational funding for service delivery, allow the CRD to enter agreements with third parties for service delivery and operation, provide grants or financial assistance to support agricultural initiatives, and undertake promotional activities.

The maximum amount that can be requisitioned for the service is one million dollars (\$1,000,000) or an amount equal to the amount that could be raised by a property value tax rate of \$0.00543 per one thousand dollars (\$1,000.00) to the net taxable value of the land and improvements within the service area.

The proposed service area applies to all municipalities and electoral areas of the Capital Regional District, including Central Saanich, Colwood, Esquimalt, Highlands, Langford, Metchosin, North Saanich, Oak Bay, Saanich, Sidney, Sooke, Victoria, View Royal, and the Electoral Areas of Juan de Fuca, Salt Spring Island, and Southern Gulf Islands. Participating area consent will be obtained by conducting a region wide alternative approval process.

Please note that this synopsis of Bylaw No. 4602 is not intended to be or understood as an interpretation of the bylaw. A copy of the complete bylaw and this notice may be viewed at Capital Regional District office located at 625 Fisgard Street, Victoria, BC from 8:30 am to 4:30 pm, Monday to Friday (excluding statutory holidays). The bylaw may also be viewed at www.crd.bc.ca/foodlands-aap

NOTICE TO ELECTORS WITHIN THE CAPITAL REGIONAL DISTRICT

Alternative approval process for Bylaw No. 4602 to authorize the establishment of a new regional service for the purpose of coordinating preservation and access to farmland for agricultural use, and to promote regional food security.

Notice is hereby given that the Board of Directors of the Capital Regional District ("CRD") proposes to adopt Bylaw No. 4602, *"Foodlands Access Service Establishment Bylaw No. 1, 2024"*. The service area applies to all municipalities and electoral areas of the CRD.

The purpose of Bylaw No. 4602 is to establish a new regional service for the purpose of coordinating preservation and access to farmland for agricultural use, and to promote regional food security. The service will purchase, lease, or otherwise acquire land to be used for agricultural and agricultural-related activities. In addition, the service will fund capital improvements to agricultural land, provide operational funding for service delivery, allow the CRD to enter agreements with third parties for service delivery and operation, provide grants or financial assistance to support agricultural initiatives, and undertake promotional activities.

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Take further notice that the CRD may proceed with Bylaw No. 4602 unless at least 33,194 electors (constituting 10% of eligible electors) within the Capital Regional District indicate, by signing the elector response form, that the Board must obtain the assent of the electors by way of an assent vote (referendum) before proceeding to adopt Bylaw No. 4602.

The elector response must be in the form as established by the CRD and is available from the CRD on request or from the CRD website at www.crd.bc.ca/foodlands-aap. The only persons entitled to sign elector response forms are electors of the area to which the alternative approval process opportunity applies. The alternative approval process applies to all municipalities and electoral areas of the CRD, including Central Saanich, Colwood, Esquimalt, Highlands, Langford,

Metchosin, North Saanich, Oak Bay, Saanich, Sidney, Sooke, Victoria, View Royal, and the Electoral Areas of Juan de Fuca, Salt Spring Island, and Southern Gulf Islands.

The deadline for submitting signed elector response forms, in relation to Bylaw No. 4602, to the CRD is **4:30 pm on Wednesday**, **January 15**, **2025**. Forms must be received by the deadline to be counted.

A copy of the elector response form may be downloaded from: www.crd.bc.ca/foodlands-aap

To obtain an elector response form, or for questions about the alternative approval process, contact Legislative Services, 625 Fisgard Street, Victoria, BC, V8W 1R7, email legserv@crd.bc.ca, telephone 250.360.3024 or toll free 1.800.663.4425 from 8:30 am to 4:30 pm, Monday to Friday (excluding statutory holidays).

Questions regarding Bylaw No. 4602 may be directed to Patrick Klassen, Senior Manager Regional Planning, 625 Fisgard Street, Victoria, BC, 250.360.3244, pklassen@crd.bc.ca, from 8:30 am to 4:30 pm, Monday to Friday (excluding statutory holidays) from the date of this notice until January 15, 2025.

Qualifications for Resident and Non-Resident Property Electors

Resident Elector: You are entitled to submit an elector response form as a Resident Elector if you are 18 years or older on the date of submission of the elector response form, are a Canadian citizen, have resided in British Columbia for at least 6 months and currently reside in the Capital Regional District prior to signing the elector response form.

Non-Resident Property Elector: You may submit an elector response form as a Non-Resident Property Elector if you are 18 years or older on the date of submission of the elector response form, are a Canadian citizen, have resided in British Columbia for 6 months, have owned and held registered title to property in the Capital Regional District for 30 days and do NOT qualify as a Resident Elector. If there is more than one registered owner of the property (either as joint tenants or tenants in common) only one individual may, with the written consent of the majority, submit an elector response form.

Elector response forms, a copy of Bylaw No. 4602, and a copy of this Notice may be inspected during regular office hours, 8:30 am to 4:30 pm, Monday to Friday (excluding statutory holidays) from the date of this notice until **4:30 pm on Wednesday, January 15, 2025** at the following CRD locations:

- CRD headquarters, 625 Fisgard Street, Victoria
- on the CRD website: www.crd.bc.ca/foodlands-aap

Given under my hand at Victoria, BC this 21st day of November 2024.

Kristen Morley Corporate Officer



Alternative Approval Process for Bylaw No. 4602									
By completing this elector response form I oppose the Capital Regional District's intention to adopt Bylaw No. 4602 , "Foodlands Access Service Establishment Bylaw No. 1, 2024," to authorize the establishment of a new regional service for the purpose of coordinating preservation and access to farmland for agricultural use, and to promote regional food security, unless a vote is held.									
Please print using BLOCK LETTERS									
Full name of elector:		(one form per person))						
Signature:	on mus	t not sian more than o	ne elector response form***						
Residential Address:		· ····································							
residential Address	#	Street Name	Municipality/Electoral Area	Postal Code					
Choose one (see next page for eligibility requirements):									
□ I am a resident elec	tor								
□ I am a non-resident property elector in the Capital Regional District who lives in another community in British Columbia and owns property at the below address*:									

The deadline for submitting this elector response form to the Capital Regional District is: 4:30 p.m. on Wednesday, January 15, 2025.

Address: c/o Legislative Services, CRD, 625 Fisgard Street, Victoria, BC, V8W 1R7

Phone: 250.360.3024

E-mail: <u>LegServ@crd.bc.ca</u> (please scan a legible signed copy as PDF)

The Capital Regional District may obtain Electoral Area approval for Bylaw No. 4602, "Foodlands Access Service Establishment Bylaw No. 1, 2024" unless at least 33,194 electors sign and submit a completed copy of this elector response form to the Capital Regional District by the deadline.

Additional information can be found on the next page of this form about the subject of this alternative approval process as well as the elector qualifications.

*Notes for non-resident property elector(s):

- Section 86(7) of the Community Charter requires the elector's full name and residential address or the address of the property in relation to which the person is entitled to register as a non-resident property elector in order for this response form to be counted.
- Only one non-resident property elector may sign an elector response form per property, regardless of how
 many people own the property; and, that owner must have the written consent of a majority of the other
 property owner(s) to sign the response form on their behalf. Property owned in whole or in part by a
 corporation does not qualify under the non-resident property elector provisions.

Bylaw No. 4602 – AAP Information Sheet

The proposed Foodlands Access Service is the culmination of more than a decade of work by CRD staff and community agriculture advocates working towards the establishment of an agricultural land trust to support farmers and protect farmland in the CRD. The creation of the Foodlands Access Service will be the CRD's first service focused on agriculture and is a significant step toward that long-term goal.

Therefore, the Capital Regional District (CRD) intends to adopt **Bylaw No. 4602**, "Foodlands Access Service Establishment Bylaw No. 1, 2024". The purpose of Bylaw No. 4602 is to establish a new regional service for the purpose of coordinating preservation and access to farmland for agricultural use, and to promote regional food security. The service will purchase, lease, or otherwise acquire land to be used for agricultural and agricultural-related activities. In addition, the service will fund capital improvements to agricultural land, provide operational funding for service delivery, allow the CRD to enter agreements with third parties for service delivery and operation, provide grants or financial assistance to support agricultural initiatives, and undertake promotional activities.

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Please note that this synopsis of Bylaw No. 4602 is not intended to be or understood as an interpretation of the bylaw. A copy of the complete bylaw and this notice may be viewed at Capital Regional District office located at 625 Fisgard Street, Victoria, BC from 8:30 am to 4:30 pm, Monday to Friday (excluding statutory holidays). The bylaw may also be viewed at www.crd.bc.ca/foodlands-aap

Additional Information About Elector Eligibility

In order to sign an elector response form, a person must either be a resident elector or a non-resident property elector.

A **resident elector** is an individual who is entitled to sign an elector response form during an AAP by virtue of living within that jurisdiction. *When signing an elector response form*, a resident elector must:

- be 18 years of age or older;
- be a Canadian citizen;
- have been a resident of British Columbia for at least six months:
- be a resident of the jurisdiction (e.g., municipality or electoral area);
- live in the area defined for the AAP (i.e. Capital Regional District); and,
- not be disqualified under the Local Government Act, or any other enactment from voting in a local election or be otherwise disqualified by law.

A **non-resident property elector*** is an individual that does not live in a jurisdiction and who is entitled to sign an elector response form during an AAP by virtue of owning property in that jurisdiction. *When signing an elector response form*, a

• be at least 18 years of age;

non-resident property elector must:

- be a Canadian citizen;
- have been a resident in British Columbia for at least six months;
- be a registered owner of property in the area defined for the AAP (i.e. Capital Regional District); for at least 30 days; and,
- not be disqualified under the *Local Government Act*, or any other enactment from voting in a local election or be otherwise disqualified by law.



REPORT TO PLANNING AND PROTECTIVE SERVICES COMMITTEE MEETING OF WEDNESDAY, JULY 17, 2024

SUBJECT Bylaw No. 4602: Foodlands Access Service

ISSUE SUMMARY

To approve the establishment of the Foodlands Access Service for the purpose of facilitating access to productive farmland in the Capital Regional District (CRD).

BACKGROUND

On November 8, 2023, the CRD Board directed that staff bring forward a Foodlands Access Service Bylaw with options for bylaw approval.

The CRD needs new service authorities and funding to deliver this work. Specifically, the new service must be able to acquire, hold, and manage land through lease agreements, enter into contracts with service providers, administer grants and raise and spend funds to pay for operating and capital expenses. The decision-point for new service establishment is to identify these general authorities and set a requisition limit that caps how much money the service can raise. Staff would develop detailed program direction at the operational level and seek Board approval through the annual service and financial planning process.

Staff have drafted a new establishment bylaw (Appendix A) and a proposed program budget (Appendix B) for consideration.

History

The proposed Foodlands Access Service is the culmination of more than a decade of work by CRD staff and community agriculture advocates working towards the establishment of an agricultural land trust to support farmers and protect farmland in the CRD. The creation of the Foodlands Access Service will be the CRD's first service focused on agriculture and is a significant step toward that long-term goal.

From the development of the Regional Food and Agriculture Strategy (2016) to the integration of agriculture goals into the Regional Growth Strategy (RGS) (2018), the CRD's focus was to support local agriculture through new regional policy direction. With well-established policy, the next step explored new service delivery with completion of the Regional Foodlands Access Program Feasibility Study (2019) and the Foodlands Trust Business Case (2022).

Proposed Service and Program Delivery

In July 2023, the CRD Board received an update on the proposed service. CRD staff indicated that operational requirements would be delivered through two programs of work: surplus land conversion to agricultural use and land matching grants. At this meeting, the CRD Board also gave conditional approval for the use of the eastern portion of Bear Hill Regional Park as a trial site for the surplus land conversion program. The goal will be to test activating the currently underutilized site for agriculture and to explore how this and other surplus lands can be converted to productive use. See Appendix C for a location map. If a new service is approved, the proposed program on the Bear Hill site would be facilitated through a license agreement with CRD Regional Parks, similar in nature to the current agreement with the City of Victoria that lasts until 2035. The program would be evaluated at the end of the agreement term and consideration given to the ongoing use of the lands for this program.

The second proposed program to operate under the Foodlands Access Service is a grant program to encourage participation and provide support to farmers in the BC Land Matching Program. This provincial program brings together landowners and prospective farmers to enter into land leases for farming on privately held lands. The program has proven successful in parts of the province but has not seen a high degree of uptake within the CRD. By promoting the program and providing startup grant funding support, the goal is to encourage more land matching agreements that will bring additional farmland into production while supporting new and expanding farmers who participate.

In the future, the Foodlands Access Service will have the capacity to expand to additional agriculture related programing with approval by the CRD Board. A long-term goal of the service is the eventual establishment of a farmland trust that will hold, protect, and facilitate access to farmland in the region for generations to come. The proposed service and program offerings are a first step to prove viability of the concept that can take on an increasing role in farmland protection and farmer support in the region.

Based on these policy directions and program analyses, as well as ongoing engagement with the agricultural community in 2022-2024, CRD staff have identified operational requirements, service participants and a funding strategy needed to establish a service.

ALTERNATIVES

Alternative 1

The Planning and Protective Services Committee recommends to the Capital Regional District Board

- 1) That Bylaw No. 4602, "Foodlands Access Service Establishing Bylaw No. 1, 2024", be introduced and read a first, second and third time;
- 2) That participating area approval be obtained by regional alternative approval process; and
- 3) That Bylaw No. 4602, be forwarded to the Inspector of Municipalities for approval.

Alternative 2

That this report be referred back to staff for additional information based on Planning and Protective Services Committee direction.

IMPLICATIONS

Alignment with Board & Corporate Priorities

CRD Corporate Plan initiative 8b-1 is to consider establishment of a new Foodlands Access Service.

Alignment with Existing Plans & Strategies

Development of a new Foodlands Access Service responds to direction from the *CRD Food and Agriculture Strategy* (2016) and the RGS. Initial service design has been informed by the *CRD Regional Foodlands Access Program Feasibility Study* (2019) and the *Kwantlen Polytechnic University's Foodlands Trust Business Case* (2022).

Financial Implications

Staff have proposed potential costs for this regional service be cost-shared based on population (50%) and converted assessment (50%) for the participating partners. The proposed program budget for the participating partners for 2025 is presented in Appendix B.

The proposed requisition limit for the service is \$1,000,000, which will allow for program expansion to bring additional farm sites into the service over the next five to ten years.

Program costs will be identified and approved as part of the service and financial planning processes. Costs associated with scoping and planning for implementation are available in 2025. If approved, the first year of program spending will be 2026.

Intergovernmental Implications

Throughout scoping and development of the proposed service, ongoing updates and feedback have been provided to local governments through the Development Planning Advisory Committee (DPAC) and to agricultural groups through the Peninsula and Area Agricultural Commission (PAAC). The input provided by these groups has been invaluable in refining the service concept.

Regional Growth Strategy Implications

The proposed service supports implementation of RGS objective 6.1, which is focused on fostering a resilient food and agriculture system. It strives to protect the region's food and farmlands, enhances local food security, expands food system economic opportunities, and provides opportunities for expanding farmers to gain access to productive agricultural lands.

Service Delivery Implications

The new service seeks to activate surplus CRD owned lands as a pilot project to build organizational capacity. The focus is on developing experience in managing farmland leasing and agriculture support services. This pilot is intended to prove viability of the approach and, in future years, expand to additional regional and municipal properties that can be converted into productive farming spaces. If the program proves to be viable, the CRD would canvas municipalities to explore potential sites that could be used in this service. As well, a grant program is proposed that will support successful land matches made through the BC Land Matching Program.

The proposed Foodlands Access Service would introduce a new service level to the Regional Planning Division. A key service delivery assumption is that farm site management is provided by a qualified farm site operator. A qualified farm site operator can only be retained once a service is established. The farm site operator will be responsible for providing a detailed budget for site preparation, equipment and contract service costs.

Legal Implications

A regional district may operate any service it deems desirable, provided that on establishment of the service by way of service establishing bylaw, it received participating area approval. There are three options to obtain participating area approval for Bylaw No. 4602: regional alternative approval process; municipal consent on behalf with alternative approval process (AAP) in the electoral areas; and referendum/elector assent.

As a regional service focused on agriculture is most effective if all municipalities and electoral areas participate, a regional AAP is advised. This would put the responsibility of objecting to the service on the electors, who, if 10% were not in favour, could determine not to proceed. Should an AAP approach be selected, a detailed communications plan will be developed to inform the public about the proposed new service prior to the AAP process. Given an AAP is already required in the Electoral Areas, it is recommended a regional AAP be pursued.

An alternative is the municipal consent process, which would permit any municipality or electoral area to effectively veto the creation of the service if they were not in favour of its establishment. Finally, the referendum approach would give voters a direct say on the service, but it would be significantly more costly and have a longer timeline than the other options.

CONCLUSION

Local farming and overall food security has long been a concern in the capital region, as the cost of farmland and an aging farmer population have continued to rise. To address this, CRD staff from Regional Planning have prepared Bylaw No. 4602, "Foodlands Access Service", to establish a service focused on facilitating affordable access to productive farmland for new and expanding farmers. The service will start with a test site to establish viability on a portion of Bear Hill Regional Park, with the goal of expanding to additional sites in the future. This work will be done in partnership with an experienced qualified farm site operator who will manage daily operations at the site. The service authorities being proposed are required to undertake this pilot project but have also been drafted broadly to allow for other agriculture supporting programs to be proposed in the future.

RECOMMENDATION

The Planning and Protective Services Committee recommends to the Capital Regional District Board:

- 1) That Bylaw No. 4602, "Foodlands Access Service Establishing Bylaw No. 1, 2024", be introduced and read a first, second and third time;
- 2) That participating area approval be obtained by regional alternative approval process; and
- 3) That Bylaw No. 4602, be forwarded to the Inspector of Municipalities for approval.

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

ATTACHMENTS

Appendix A: Draft Bylaw No. 4602, "Foodlands Access Service Establishing Bylaw No. 1, 2024"

Appendix B: Proposed Program Budget Appendix C: Bear Hill Farm Site Map

CAPITAL REGIONAL DISTRICT BYLAW NO. 4602

A BYLAW TO ESTABLISH A SERVICE FOR THE PURPOSE OF FOODLANDS ACCESS

WHEREAS:

- A. The Board of the Capital Regional District wishes to establish a regional Foodlands Access Service (the "Service") to address the decline of productive farmland in the Capital Regional District; and
- B. Participating area approval is required and elector approval has been obtained for the entire service area by alternative approval process, pursuant to s. 342(4) of the *Local Government Act*; and,
- C. The approval of the Inspector of Municipalities has been obtained under s. 342(1)(a) of the *Local Government Act*.

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

Service

- 1. The service being established and to be operated is a service to preserve and coordinate preservation and access to farmland for agricultural use, and to promote regional food security, including, without limiting the foregoing:
 - a) purchasing, leasing or otherwise acquiring land to be used for agriculture and agricultural-related activities;
 - b) providing capital funding for improvements to agricultural land, and operational funding for delivery of service programs on agricultural land;
 - c) entering into agreements with third parties for service delivery and operation of programs in support of the service;
 - d) providing grants or financial assistance to support agricultural initiatives that promote beneficial and sustainable agricultural practices and regional food security; and
 - e) delivering the service and achieving the service goals through education, outreach, and other promotional activities.

Boundaries

2. The boundaries of the service area are coterminous with the boundaries of the Capital Regional District.

Participating Areas

3. All municipalities and electoral areas within the Capital Regional District are the participating areas for this service.

CRD Bylaw No. 4602 Page 2

Cost Recovery

4. As provided in Section 378 of the *Local Government Act*, the annual cost of providing the Service shall be recovered by one or more of the following:

- a) property value taxes imposed in accordance with Division 3 of Part 11 of the *Local Government Act*;
- b) fees and charges imposed under Section 397 of the *Local Government Act*;
- c) revenues raised by other means authorized by the *Local Government Act* or another Act:
- d) revenues received by way of agreement, enterprise, gift, grant or otherwise.

Cost Apportionment

- 5. a) The annual costs for the service, net of grants and other revenues, shall be apportioned among the participating areas, as follows:
 - i. Fifty (50) percent of the costs shall be recovered on the basis of the population of the participating areas; and
 - ii. Fifty (50) percent on the converted value of land and improvements in the participating areas.
 - b) Population, for the purpose of this section, is the population estimate as determined annually by the Regional Planning department of the Capital Regional District.

Maximum Requisition

- 6. In accordance with Section 339(1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the Service is the greater of:
 - a) One million (\$1,000,000); or
 - b) An amount equal to the amount that could be raised by a property value tax rate of \$0.00543 per one thousand dollars (\$1,000) that, when applied to the net taxable value of the land and improvements within the Service Area, will yield the maximum amount that may be requisitioned for the Service.

CRD Bylaw No. 4602 Page 3

Citation

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LOCAL GOVERNMENT ACT THIS	day of	,	2024					
ADOPTED THIS	day of	,	2024					
CHAIR	CORPORATE OFFICER							
FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS day of								

CAPITAL REGIONAL DISTRICT BYLAW NO. 4602

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2. The boundaries of the service area are coterminous with the boundaries of the Capital Regional District.

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- 6. In accordance with Section 339(1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the Service is the greater of:
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 - b) An amount equal to the amount that could be raised by a property value tax rate of \$0.00543 per one thousand dollars (\$1,000) that, when applied to the net taxable value of the land and improvements within the Service Area, will yield the maximum amount that may be requisitioned for the Service.

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READ A THIRD TIME THIS APPROVED BY THE INSPECTOR OF	day of	, 2024						
MUNICIPALITIES THIS	day of	, 2024						
RECEIVED PARTICIPATING AREA APPROVAL UNDER SECTION 342(4) OF THE								
LOCAL GOVERNMENT ACT THIS	day of	, 2024						
ADOPTED THIS	day of	, 2024						
CHAIR	CORPORATE OFFICER							
FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS day of								

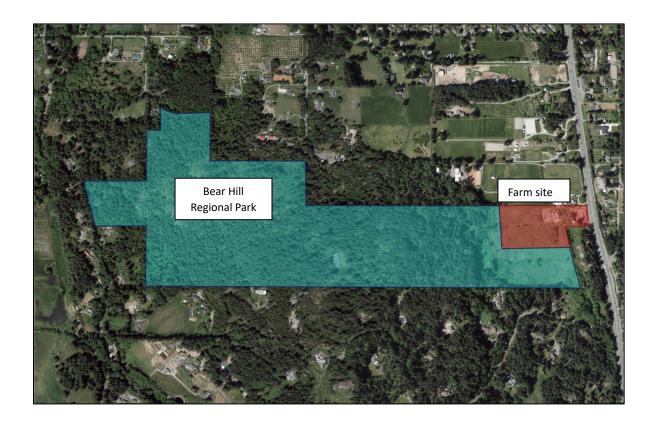
Proposed Program Budget

Table 1 provides a summary of anticipated costs over the first five years of the program. Costs reflect a Class C cost estimate (+/- 25-40%), based on information from the 2022 Foodlands Trust Business Case. Further cost refinements would be undertaken once a service is established, and a qualified farm site operator is selected.

Table 1: Projected Foodlands Access Service Five Year Financial Impacts (2024 estimate)

Description	2026	2027	2028	2029	2030
Staff	\$-	\$-	\$71,750	\$72,990	\$74,230
Contract services	\$125,000	\$127,500	\$130,000	\$132,500	\$135,000
Site preparation & equipment costs	\$175,000	\$-	\$-	\$300,000	\$-
Land matching grant program	\$20,000	\$100,000	\$100,000	\$100,000	\$100,000
Operating reserve contributions	\$-	\$20,000	\$20,000	\$20,000	\$20,000
TOTAL	\$320,000	\$247,500	\$321,750	\$625,490	\$329,230

Site Maps:



Bear Hill Farm Site – Existing Features



FOODLANDS SERVICE

PARTICIPANT APPORTIONMENT SIMULATION

	Basis of Apportionment				
Service Participants	50% Converted Assessments (2024)	50% Regional Planning Population (2023)	Percent of Total	Estimated 2026 Requisition (\$)	Cost Per Average Residential Assessment*
Municipalities					
Central Saanich	940,613,176	19,215	4.4%	13,978	\$1.68
Colwood	826,945,685	21,759	4.4%	14,025	\$1.70
Esquimalt	687,695,262	19,639	3.8%	12,214	\$1.88
Highlands	133,874,982	2,690	0.6%	1,973	\$1.91
Langford	2,186,331,024	52,661	11.0%	35,343	\$1.54
Metchosin	228,180,080	5,242	1.1%	3,598	\$2.09
North Saanich	928,795,732	13,118	3.7%	11,714	\$2.01
Oak Bay	1,262,567,858	19,602	5.2%	16,555	\$2.43
Saanich	5,433,968,140	129,098	27.2%	87,205	\$1.89
Sidney	769,254,206	12,878	3.3%	10,420	\$1.25
Sooke	582,186,138	16,776	3.2%	10,393	\$1.43
Victoria	5,022,381,103	99,276	23.0%	73,451	\$1.55
View Royal	506,524,168	13,147	2.7%	8,526	\$1.80
	19,509,317,554	425,101	93.6%	299,395	
Flactoral Areas					
Electoral Areas	260 767 004	F 704	1.50/	4.004	¢4.20
Juan de Fuca	369,767,091	5,784	1.5%	4,864	\$1.20
Saltspring Island	695,133,309	12,075	3.0%	9,572	\$1.44
Southern Gulf Islands	550,966,010	5,598	1.9%	6,170	\$0.90
	1,615,866,410	23,457	6.4%	20,605	
Total	21,125,183,964	448,558	100.00%	320,000	

Prepared September 2024.

Assessment and population data is based on information used for 2024 Final Budget, subject to annual update.

^{*} The cost per average residential assessment is a theoretical calculation that provides a directional indicator on impacts to residential rate payers only. It can be used as an approximation of cost for a residential household if a home's assessment value is at or near the 'Average Residential Assessed Value'

TABLE: AAP Communication Channels for Bylaw No. 4602 (Foodlands)

Publication	Channel Type	Cost
Times Colonist	Print	\$1000
BlackPress Additional Notice to visit crd.bc.ca to view Public Notice	Print in 6 publications	\$2000
Salt Spring Exchange	Online	\$40
CRD website – Public Notice Page	Online	N/A
AAP launch email to Get Involved subscribers	Online	N/A
Facebook	Online	N/A
X (Twitter)	Online	N/A
Info bulletin/ Media Release	online distribution	N/A
Notice Boards -	o East Sooke Community Hall	N/A
Juan de Fuca	o Port Renfrew Community Hall	
	Willis Point Community Hall	
Notice Boards -	o Rainbow Recreation Centre	N/A
Salt Spring Island	o SIMS Community Centre	
	o SSI Library	
Notice Boards - Southern Gulf Islands	o North Galiano Community N/A Hall	
	o Montague Marina	
	o Corner Store, 61 Georgeson Bay	
	 South Galiano Community Hall Foyer 	
TOTAL (estimate)		\$3040



REPORT TO CAPITAL REGIONAL DISTRICT BOARD MEETING OF WEDNESDAY, NOVEMBER 13, 2024

SUBJECT Short-term Biosolids Management Plan – November Update

To provide a monthly update to the Capital Regional District (CRD) Board on the status of short-term options for biosolids management and the implementation of the Long-term Biosolids Management Strategy.

BACKGROUND

The CRD has been responsible for the beneficial use of Class A biosolids produced at the Residuals Treatment Facility since the commissioning of the core area wastewater treatment project in 2020. Currently, the CRD is operating under the Short-term Biosolids Management Plan (2020-2025), with the primary beneficial use options being incineration as an alternative fuel in a cement manufacturing plant in Richmond, BC, and integration with landfill cover systems as contingencies. When neither of these options are available, landfilling biosolids at Hartland Landfill was the only alternative. In 2011, the CRD Board passed a resolution to ban the land application of biosolids from CRD facilities; however, in 2023, given the operational and logistical challenges with the short-term plan, the CRD Board amended its position to allow limited non-agricultural land application of biosolids as a contingency option. The CRD has secured the use of biosolids for industrial land reclamation at a quarry near Cassidy, BC.

Short-term Biosolids Management Plan Implementation

Cement Kiln in Richmond, BC: The kiln was shut down for maintenance for two weeks in early October. Regular shipments resumed in late October, with approximately 50% of the monthly biosolids sent to the cement kiln for use as an alternative fuel. Market driven and maintenance shutdowns are planned for two weeks in early November, and all of December.

Land Reclamation in Cassidy, BC: Biosolids not sent to the cement kiln were mixed with sand at Hartland Landfill and shipped to the Cassidy quarry. Staff anticipate sufficient contingency capacity at the quarry for the remainder of 2024. However, the Cassidy site is not able to receive biosolids during periods of significant wet weather. Staff are actively exploring possible solutions and potential contingency options.

Landfilling at Hartland Landfill: There was no landfilling of biosolids in October. Landfilling is not a beneficial use, as per provincial regulations and consumes valuable airspace at the landfill.

Long-term Biosolids Management Strategy Implementation

The draft long-term strategy was submitted to the Province on June 18, 2024 for regulatory review; the CRD has not yet received a response.

Tier 1: A Request for Proposals (RFP) for an advanced thermal demonstration plant closed on September 11, 2024. Out of the six proponents short-listed after the Request for Expressions of Interest, only three submitted detailed proposals. Staff are currently reviewing the submissions

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and will be presenting a recommendation for award to Closed Board. Additionally, staff have requested a pre-meeting with the Ministry of Environment & Climate Change Strategy to discuss the regulatory permitting process for the demonstration facility, which is expected to occur in late 2024.

Tier 2: Staff issued an RFP in August seeking biosolids management options consistent with Tier 2 of the long-term strategy that could be available to provide contingency options for biosolids beneficial use during the coming winter months. Of the two responses received, staff have determined that one is both technically feasible and conforms with the long-term strategy and have initiated contract discussions with the proponent. This option is anticipated to become available February 1, 2025 with an initial capacity of 25 tonnes/month but, if successful, could be scaled up to 100 tonnes/month later in 2025.

Staff also completed a broader Request for Expressions of Interest (RFEOI) for biosolids management under Tier 2 of the long-term strategy. The RFEOI closed on October 31, 2024 and no submissions were received. Staff are currently evaluating options for next steps in biosolids management.

CONCLUSION

The Capital Regional District continues to implement the Short-term Biosolids Management Plan while operationalizing a Long-term Biosolids Management Strategy. The short-term program has seen some improvement in reliability and consistency over the past four months; however, additional options are required to ensure the continued beneficial use of biosolids. Staff have identified an additional small-scale contingency option and continue to identify and procure Tier 2 contingency options in accordance with the long-term strategy with the goal of ensuring reliable regulatory compliance in the coming years.

RECOMMENDATION

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

Submitted by:	Peter Kickham, M.E.T., R.P.Bio., Acting Senior Manager, Environmental Innovation & Strategy
	Russ Smith, Acting General Manager, Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

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REPORT TO CAPITAL REGIONAL DISTRICT BOARD MEETING OF WEDNESDAY, NOVEMBER 13, 2024

SUBJECT Bylaw Nos. 4627, 4628 and 4629: Updates to Water Supply, Bulk Water Fees and Charges and Water Distribution Bylaws

ISSUE SUMMARY

To update the Capital Regional District (CRD) water supply, water distribution and bulk water fees and charges schedules for 2025.

BACKGROUND

On October 30, 2024 the Board approved the 2025 Provisional Financial Plan, inclusive of the commission approved budgets for:

- Saanich Peninsula Water Service
- Juan de Fuca Water Distribution Service
- Regional Water Supply Service

Each service recovers costs through fees and charges for the delivery of water supply. Annually and for the upcoming year, fee schedules are updated based on the approved financial plan. This report transmits the following amending bylaws as described:

- 1) Saanich Peninsula Water Service: Bylaw No. 4627 to amend Bylaw No. 376, "Bulk Water Rates By-law, 1977", by deleting Schedule "A" in its entirety and substituting the attached Schedule "A", effective January 1, 2025.
- 2) Juan de Fuca Water Distribution Service: Bylaw No. 4628 to amend Bylaw No. 3889, "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013", by deleting Schedule "C" in its entirety and substituting the attached Schedule "C", effective January 1, 2025. Section 2 of Schedule C has also been amended by removing reference to the Esquimalt First Nation and the Beecher Bay First Nation.
- 3) Regional Water Supply Service: Bylaw No. 4629 to amend Bylaw No. 2570, "Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997", by deleting Schedule "A" in its entirety and substituting the attached Schedule "A", effective January 1, 2025.

Once approved, the bylaws establish the 2025 Fees and Charges for each of the water services listed above.

<u>ALTERNATIVES</u>

Alternative 1

- 1. That Bylaw No. 4627, "Bulk Water Rates By-law, 1977, Amendment Bylaw No. 44, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4627 be adopted.
- 3. That Bylaw No. 4628, "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 14, 2024", be introduced and read a first, second and third time; and
- 4. That Bylaw No. 4628 be adopted.
- 5. That Bylaw No. 4629, "Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 26, 2024", be introduced and read a first, second and third time; and
- 6. That Bylaw No. 4629 be adopted.

Alternative 2

That the one or more proposed fees and charges amending bylaws be referred back to staff for additional information.

<u>IMPLICATIONS</u>

Financial Implications and Service Delivery Implications

The bylaws are required to provide the necessary authority for services to charge the updated fees and charges to customers receiving water supply, bulk water and water distribution. The proposed fees and charges are included in each bylaw for approval and are attached as Appendix A, B and C. The adjusted fees and charges have been recommended by the respective commissions.

CONCLUSION

On October 30, 2024, the Board approved the 2025 Provisional Financial Plan, inclusive of the commission approved budgets for the Saanich Peninsula Water Service, the Juan de Fuca Water Distribution Service and the Regional Water Supply Service. Amending Bylaws Nos. 4627, 4628 and 4629 increase rates charged for water supply, bulk water and water distribution. Approval of these bylaws updates the rate schedules consistent with the 2025 Board approved financial plan effective January 1, 2025.

RECOMMENDATION

- 1. That Bylaw No. 4627, "Bulk Water Rates Bylaw, 1977, Amendment Bylaw No. 44, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4627 be adopted.
- 3. That Bylaw No. 4628, "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 14, 2024", be introduced and read a first, second and third time; and
- 4. That Bylaw No. 4628 be adopted.
- 5. That Bylaw No. 4629, "Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 26, 2024", be introduced and read a first, second and third time; and
- 6. That Bylaw No. 4629 be adopted.

Submitted by:	Varinia Somosan, CPA, CGA, Sr. Mgr., Financial Services / Deputy CFO
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Alicia Fraser, P. Eng., General Manager, Integrated Water Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

- Appendix A: Bylaw No. 4627, "Bulk Water Rates Bylaw, 1977, Amendment Bylaw No. 44, 2024"
- Appendix B: Bylaw No. 4628, "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 14, 2024"
- Appendix C: Bylaw No. 4629, "Water Supply Local Service Area Fee and Charge Bylaw No. 1, 1997, Amendment Bylaw No. 26, 2024"
- Appendix D: Bylaw No. 4628, "Water Distribution Local Service Conditions, Fees and Charges Bylaw No. 1, 2013, Amendment Bylaw No. 14, 2024" Red Line Version

CAPITAL REGIONAL DISTRICT BYLAW NO. 4627

*	***************************************	***************************************	**********		
) BYLAW NO. 376, BULK WATER RAT ' (SAANICH PENINSULA WATER)	ES		
*	***************************************	***************************************	*******		
Th	e Board of the Capital Regional District in	open meeting assembled enacts as follow	rs:		
1.	Bylaw No. 376, "Bulk Water Rates By-law, 1977", is further amended as follows:				
	a) By deleting Schedule "A" in its entirety and substituting the attached Schedule "A".				
2.	. This Bylaw shall take effect January 1, 2025.				
3.	. This Bylaw may be cited as "Bulk Water Rates By-law, 1977, Amendment Bylaw No. 44, 2024".				
RE	EAD A FIRST TIME THIS	day of	20		
READ A SECOND TIME THIS		day of	20		
READ A THIRD TIME THIS		day of	20		
AD	OOPTED THIS	day of	20		
CH	HAIR	CORPORATE OFFICER			
Att	achment: Schedule "A"				

Bylaw 4627 Page 2

SCHEDULE "A"

For each cubic metre of water supplied to the District of Central Saanich, the District of North Saanich and the Town of Sidney, the rate of \$1.2575 is effective January 1, 2025.

For each cubic metre of water supplied to the Department of Agriculture Research Station, located at 8801 East Saanich Road, Sidney, BC, the rate of \$1.2927 is effective January 1, 2025.

CAPITAL REGIONAL DISTRICT BYLAW NO. 4628

***	LOCAL SERVICE CONDITIONS (JUAN DE FU	/ 3889 TO UPDATE WATER DISTRIBU 5, FEES AND CHARGES BYLAW NO. 1 CA WATER DISTRIBUTION)	
***	******************	******************************	:*******
Th	e Board of the Capital Regional District in op	pen meeting assembled enacts as follow	rs:
1.	Bylaw No. 3889, "Water Distribution Local is amended as follows:	Service Conditions, Fees and Charges	Bylaw No. 1, 2013",
	a) By deleting Schedule "C" in its entiret	ty and substituting the attached Schedule	e "C".
2.	This Bylaw shall take effect January 1, 202	25.	
3.	This Bylaw may be cited for all purposes as Charges Bylaw No. 1, 2013, Amendment E		onditions, Fees and
RE	EAD A FIRST TIME THIS	day of	20
RE	AD A SECOND TIME THIS	day of	20
RE	AD A THIRD TIME THIS	day of	20
AD	OOPTED THIS	day of	20
C F	HAIR	CORPORATE OFFICER	
Att	achment: Schedule "C"		

Bylaw No. 4628 Page 2

SCHEDULE "C" - Water Rates

1. Effective: The rates set out in Section 3 of this Schedule are the Water Charges for invoices

received from the CRD for water consumption in the applicable areas described

in Section 2 of this Schedule, effective 1 January 2025.

2. Applicable: The rates are applicable to water supplied within the Town of View Royal, the City

of Langford, the City of Colwood, the District of Metchosin, the District of Highlands, the District of Sooke, the Juan de Fuca Electoral Area, the Songhees

First Nation, and the T'sou-ke First Nation.

3. Water Rates: The applicable Water Charges are set out below:

(a) Subject to sections 3(b) and (c) of this Schedule, the Water Charge for all water supplied by the CRD shall be \$2.8395 per cubic metre or part thereof.

- (b) The Water Charge for which water has been supplied by the CRD to a Community Allotment Garden shall be \$0.2105 per cubic metre or part thereof.
- (c) The Water Charge for which water has been supplied by the CRD to a Wild Animal Rehabilitation Facility shall be \$0.8631 per cubic metre or part thereof.

CAPITAL REGIONAL DISTRICT BYLAW NO. 4629

	BYLA	W NO. 4629	
***	***************	***********	*******
***	LOCAL SERVICE AREA FE	BYLAW 2570, WATER SUPPLY E AND CHARGE BYLAW No. 1, 19 L WATER SUPPLY)	
The	e Board of the Capital Regional District in open	meeting assembled enacts as follo	ws:
1.	Bylaw No. 2570, "Water Supply Local Service as follows:	e Area Fee and Charge Bylaw No. 1	1, 1997", is amended
	a) By deleting Schedule "A" in its entirety a	nd substituting the attached Schedu	ıle "A".
2.	This Bylaw shall take effect January 1, 2025.		
3.	This Bylaw may be cited for all purposes as Bylaw No. 1, 1997, Amendment Bylaw No. 26		rea Fee and Charge
RE	AD A FIRST TIME THIS	day of	20
RE	AD A SECOND TIME THIS	day of	20
RE	AD A THIRD TIME THIS	day of	20
AD	OPTED THIS	day of	20
СН	AIR	CORPORATE OFFICER	
Att	achment: Schedule "A"		

Bylaw No. 4629 Page 2

SCHEDULE "A"

For each cubic metre of water supplied to the District of Oak Bay, the District of Saanich, the City of Victoria/Town of Esquimalt, the Juan de Fuca Water Distribution service, and the Saanich Peninsula Water Service.

 1. Bulk Water
 \$ 0.8631

 2. Agriculture Water
 \$ 0.2105

APPENDIX D: Bylaw No. 4628 Red Line Version

CAPITAL REGIONAL DISTRICT BYLAW NO. 4628

		AVV NO. 4020	
	LOCAL SERVICE CONDITIONS, F (JUAN DE FUCA	889 TO UPDATE WATER DISTRIB EES AND CHARGES BYLAW NO. WATER DISTRIBUTION)	UTION 1, 2013
***	*****************	*****	*****
Th	he Board of the Capital Regional District in ope	n meeting assembled enacts as follo	ows:
1.	Bylaw No. 3889, "Water Distribution Local So is amended as follows:	ervice Conditions, Fees and Charge	s Bylaw No. 1, 2013"
	a) By deleting Schedule "C" in its entirety a	and substituting the attached Schedu	ule "C".
2.	. This Bylaw shall take effect January 1, 2025.		
3.	. This Bylaw may be cited for all purposes as the Charges Bylaw No. 1, 2013, Amendment Bylaw No. 1, 2013, Amendment Bylaw No. 1		Conditions, Fees and
RE	EAD A FIRST TIME THIS	day of	20
RE	EAD A SECOND TIME THIS	day of	20
RE	EAD A THIRD TIME THIS	day of	20
ΑC	DOPTED THIS	day of	20
CH	HAIR	CORPORATE OFFICER	
Att	ttachment: Schedule "C"		

Bylaw No. 4628 Page 2

SCHEDULE "C" - Water Rates

1. Effective: The rates set out in Section 3 of this Schedule are the Water Charges for invoices

received from the CRD for water consumption in the applicable areas described

in Section 2 of this Schedule, effective 1 January 2025.

2. Applicable: The rates are applicable to water supplied within the Town of View Royal, the City

of Langford, the City of Colwood, the District of Metchosin, the District of Highlands, the District of Sooke, the Juan de Fuca Electoral Area, the Esquimalt First Nation, the Songhees First Nation and the T'sou-ke First Nation and the

Beecher Bay First Nation.

3. Water Rates: The applicable Water Charges are set out below:

(a) Subject to sections 3(b) and (c) of this Schedule, the Water Charge for all water supplied by the CRD shall be \$2.8395 per cubic metre or part thereof.

- (b) The Water Charge for which water has been supplied by the CRD to a Community Allotment Garden shall be \$0.2105 per cubic metre or part thereof.
- (c) The Water Charge for which water has been supplied by the CRD to a Wild Animal Rehabilitation Facility shall be \$0.8631 per cubic metre or part thereof.



REPORT TO THE FINANCE COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 06, 2024

SUBJECT Bylaw No. 4645: 2024 to 2028 Financial Plan Bylaw, 2024, Amendment No. 5, 2024

ISSUE SUMMARY

The 2024 to 2028 Financial Plan was adopted on March 13, 2024, then amended on May 8, July 10, September 11 and October 9, 2024. Amendments are required to authorize revised operating and capital expenditures.

BACKGROUND

The Capital Regional District (CRD) Board approved the 2024 to 2028 Financial Plan (Bylaw No. 4603, "2024 to 2028 Financial Plan Bylaw, 2024") on March 13, 2024, and amendment Bylaw Nos. 4614, 4619, 4626, 4644 on May 8, July 10, September 11 and October 9, 2024, respectively.

Amendments are required in accordance with Section 374(2) of the *Local Government Act* (LGA), which states that the financial plan may be amended at any time by bylaw to incorporate changes in budget. As new information becomes available, and pursuant with Section 374 of the LGA, the CRD Board may further revise the financial plan.

The impact of the proposed amendments to the 2024 budget of the five-year 2024 to 2028 Financial Plan is highlighted in the following table.

Service	Description	Budget	Funding	Net Impact	Committee / Commission Approval
Environmental Resource Management	Hartland Landfill Heavy Equipment Operations	Operating	Reserve Fund	\$1,000,000	Staff Directed
Salt Spring Island Park Land and Recreation Programs	Land Acquisition	Capital	Reserve Fund	\$50,000	Salt Spring Island Local Community Commission 15-August-2024 (in Closed)
Royal Theatre	Emergency Capital Repairs	Capital	Reserve Fund	\$114,000	Staff Directed

The proposed Financial Plan amendment Bylaw No. 4645 incorporates these changes, and is attached as Appendix A, inclusive of an updated Schedule A and Schedule B.

ALTERNATIVES

Alternative 1

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4645, "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 5, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4645 be adopted.

Alternative 2

That Bylaw No. 4645 be deferred pending further analysis by Capital Regional District staff.

IMPLICATIONS

Financial Implications

Environmental Resource Management

Staff have identified that the Hartland Landfill equipment operating budget requires up to an additional \$1,000,000 in 2024 for extra equipment resources to maximize airspace in Cell 3, prepare Cell 4 for landfilling in Q4 and to account for negotiated higher equipment rates.

Landfilling construction has been machine intensive in 2024 to maximize the space left in Cell 3 and allow time to complete Cell 4 construction. Shredding of construction and demolition waste improved waste density in the cell by as much as 20% but was very machine intensive, resulting in additional excavator and rock truck hours. There has also been a recent increase in the amount of side-slope works, bench roads, temporary ramps and international waste trench requirements. This results in an additional \$1,000,000 for the landfill equipment operating budget, which will be funded from the operating reserve fund.

Salt Spring Island Park Land and Recreation Programs

On August 15, 2024, the Salt Spring Island Local Community Commission approved the addition of \$50,000 to the 2024 capital plan, for costs associated with land acquisition. This is to be funded by the Salt Spring Island Parks and Recreation Park Land Acquisition fund.

Royal Theatre

Emergency capital repairs were required at the Royal Theatre due to an electrical system failure in July 2024.

The circuit breaker was replaced, and BC Hydro required the Theatre be removed from the grid to bypass the faulty main breaker which required generators to power the building. The electrical panel board was upgraded to be complaint with current code standards. The repairs were completed in October with an overall project cost of \$164,000. \$50,000 was budgeted for building repairs leaving \$114,000 to be funded from the capital reserve fund.

CONCLUSION

In compliance with the *LGA*, the proposed amending Bylaw No. 4645 authorizes changes required to Bylaw No. 4603, "2024 to 2028 Financial Plan Bylaw, 2024", which the CRD Board approved on March 13, 2024 and subsequently amended on May 8, July 10, September 11 and October 9, 2024.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4645, "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 5, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4645 be adopted.

Submitted by:	Varinia Somosan, CPA, CGA, Sr. Mgr., Financial Services / Deputy CFO
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Russ Smith, Acting General Manager, Parks, Recreation & Environmental Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Bylaw No. 4645: "2024 to 2028 Financial Plan Bylaw, 2024, Amendment Bylaw No. 5, 2024", with Schedule A and Schedule B

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4645

***	FOR THE	**************************************	**************
The	e Board of the Capital Regional District in op	pen meeting assembled enacts as follows	s:
1.	Bylaw No. 4603, "2024 to 2028 Financial P A and Schedule B with the attached sched	•	eplacing Schedule
2.	This Bylaw may be cited as "2024 to 2028 F	Financial Plan Bylaw, 2024, Amendment E	Bylaw No. 5, 2024".
RE	AD A FIRST TIME THIS	day of	20
RE	AD A SECOND TIME THIS	day of	20
RE	AD A THIRD TIME THIS	day of	20
AD	OPTED THIS	day of	20
СН	IAIR	CORPORATE OFFICER	

Attachment: Schedule A and Schedule B

	CAPITAL REGIONAL DISTRICT 2024 FINAN			Expenditures				Sched Revenue									
		Total 2024	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2024		Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2024	
1.010	Legislative & General Government	39.599.526	37.174.170			524,890	1,900,466	39,599,526	675,320	21,550,550	3,433,881	1,592,779	95,480		12,251,516	12,251,516	
1.10X	Facilities Management	4,606,290	4,208,790	-	-	-	397,500	4,606,290	-	4,390,146	-	42,410	-		173,734	173,734	
1.101	G.I.S.	653,615	585,355	-	-	18,260	50,000	653,615	-	514,396	-	5,972	-		133,247	133,247	
1.103	Elections	40,580	90	-	-	-	40,490	40,580	-	-	-	271	-		40,309		
1.104	U.B.C.M.	13,036	13,036	-	-	-	-	13,036	468	-	-	90	-		12,478		
1.109	Electoral Area Admin Exp - JDF	72,645	72,645	-	-	-	-	72,645	-	-	-	246	-		72,399	72,39	
1.110	Electoral Area Admin Exp - SGI	572,636	571,536	-	-	-	1,100		-	86,867	52,688	18,921	-		414,160		
1.111	Electoral Area Admin Exp - SSI	1,397,753	1,342,753	-	-	20,000	35,000			683,846	-	5,730	-		659,598	659,598	
1.112	Regional Grant in Aid	1,609,336	1,609,336	-	-	-	-	1,609,336	1,569,336	-	-	40,000	-				
1.114	Grant-in-Aid - Juan de Fuca	29,515	29,515	-	-	-	-	29,515		-	-	290	-				
1.116 1.117	Grant-in-Aid - Salt Spring Island	58,785 111.608	58,785 111,192	-	416	-	-	58,785 111,608	14,773	-	-	260 1,254	-		43,752 110,354	43,752 110.354	
1.117	Grant-in-Aid - Southern Gulf Islands Vancouver Island Regional Library	404,447	402.678		1,769		-	404,447				629			403,818		
1.121	Sooke Regional Museum	230.107	230,107		1,709		-	230.107	1.995			653			227,459		
1.123	Prov. Court of B.C. (Family Court)	149.360	230,107				149,360		1,555			149.360			. 221,435	221,435	
1.124	SSI Economic Development Commission	129.349	129,349			-	143,500	129.349	15.000		60,000	650			53,699	53,699	
1.125	SGI Economic Development Commission	155.896	155.896					155 896	27.650		-	1,468			126,778		
1.126	Victoria Family Court Committee	58,597	58,597	_	_	-	-	58,597	42,773	_		824			15,000		
1.128	Greater Victoria Police Victim Services	323,215	323,215	_	_	-	-	323,215		_		15,190			308,022		
1.129	Vancouver Island Regional Library - Debt	339,366	1,100	338,266	-	-	-	339,366	-	-	-	339,366	-				
1.133	Langford E.A Greater Victoria Public Library	33,671	33,671		-	-	-	33,671	315	-	-	100	-		33,256		
1.137	Galiano Island Community Use Building	70,590	38,862	30,653	-	-	1,075		3,236	-	-	298	-		67,056		
1.138	Southern Gulf Islands Regional Library	247,999	247,999	-	-	-	-	247,999	2,735	-	-	2,540	-		242,724	242,724	
1.141	Salt Spring Island Public Library	718,950	559,044	146,651	-	-	13,255		-	-	-	1,656	-		717,294	717,294	
1.15X	Municipalities' Own Debt - M.F.A.	18,229,269	78,720	18,150,549	-	-	-	18,229,269	-	-	-	78,720	-		18,150,549		
1.170	Gossip Island Electric Power Supply	63,213	592	62,621	-	-	-	63,213	283	-	-	290	-	62,640		62,640	
1.224	Community Health	1,002,468	1,002,468	-	-	-	-	1,002,468	2,500	-	-	191,389	-		808,579	808,579	
1.226	Health Facilities - VIHA	1,776,222	741,525	-	-	-	1,034,697	1,776,222	-	-	-	1,776,222	-			-	
1.227	Saturna Island Medical Clinic	26,027	26,027	-	-	-	-	26,027	190	-	-	1,421	-		24,416	24,416	
1.228	Galiano Health Service	144,768	144,768	-		-	-	144,768	15	-	-	124	-		144,629		
1.229	Pender Islands Health Care Centre	266,575	266,238	-	337	-	-	266,575	- 00 400	-	-	1,974	-		264,601	264,601	
1.230 1.232	Traffic Safety Commission	105,254 9,199	105,254 9,199	-	-	-	-	105,254 9,199	29,182 1,233	-	-	3,560 352	3,892	0.700	72,512	72,512 3,722	
1.232 1.234	Port Renfrew Street Lighting	9,199	9,199 31.848	-	61	-	-	9,199	1,233	-	-	352 40	3,892	3,722			
1.234	SSI Street Lighting SGI Small Craft Harbour Facilities	483,760	254,855	87,493	61	-	- 141,412		-	-	-	7,449	151,150	325,161	31,869	325,161	
1.236	Salt Spring Island Fernwood Dock	16.547	16.547	01,455	-		141,412	16.547			-	167	131,130	16.380		16.380	
1.238A	Community Transit (SSI)	632.673	632.673					632.673			67,000	211.994		10,300	353,679		
1.238B	Community Transportation (SSI)	88,489	48.489			-	40,000				07,000	430			88.059	88,059	
1.280	Regional Parks	19.684.346	14.973.908	1,129,207	-	270,000	3.311.231	19.684.346		76,018	-	953,827	676,011		17.978.490	17.978.490	
1.290	Royal Theatre	580.000	100.000	-	_	105,000	375.000	580,000		-			-		580.000	580.000	
1.295	McPherson Theatre	785,339	349,106	-	-	90,000	346,233	785,339	-	-	-	35,339	-		750,000	750,000	
1.297	Arts Grants	3,208,277	3,207,277	-	-		1,000	3,208,277	-	15,130	49,500	186,993	-		2,956,654	2,956,654	
1.299	Salt Spring Island Arts	133,806	132,832	-	974	-		133,806	-	-	-	90	-		133,716		
1.309	Climate Action and Adaptation	2,864,096	2,058,635	-	-	792,961	12,500	2,864,096	-	99,297	190,000	983,434	-		1,591,365		
1.310	Land Banking & Housing	3,679,545	2,642,012	1,009,463	-	24,000	4,070	3,679,545	260,634	595,481	106,336	820,566	35,130		1,861,398	1,861,398	
1.311	Regional Housing Trust Fund	4,178,799	4,178,799	-	-	-	-	4,178,799	3,226,193	-	-	233,931	-		718,675		
1.312	Regional Goose Management	243,486	243,486	-	-	-	-	243,486	-	-	-	-	-		243,486		
1.313	Animal Care Services	1,737,305	1,697,212	-		-	40,093		-	-	-	1,232,435	28,330		476,540	476,540	
1.314	SGI House Numbering	10,111	10,098	-	13	-	-	10,111	-	-	-	124	-		9,987	9,987	
1.316	SSI Building Numbering	10,285	10,203	-	82	-	-	10,285	-	-	-	20 50	-		10,265		
1.317 1.318	JDF Building Numbering	13,884 2,241,973	13,884 2.184.393	-	-	13,460	44,120	13,884 2,241,973	84	32,060	200,183	50 4.584	1,439,990		- 13,750 - 565,156	13,750 565,156	
1.319	Building Inspection Soil Deposit Removal	6 180	2,104,393	-	-	13,460	44,120	6,180	-	32,060	200,183	4,364	1,439,990		6.060	6.060	
1.320	Noise Control	65,371	43,371	-	22.000	-	-	65.371	-	-	00	318	-		65,053		
1.320	Noise Control Nuisances & Unsightly Premises	57.419	43,371 57.419		22,000	-	-	57,419	-	-	5.519	318	-		51,570		
1.322	By-Law Enforcement	639.731	588.873	-	-	-	50.858	639.731	-	603.101	3,319	36.630	-			31,370	
1.324	Regional Planning Services	2,227,436	2,224,936		-	- :	2,500	2,227,436		93,180	799,617	63,518			1,271,121	1,271,121	
1.325	Electoral Area Services - Planning	879,137	803,367	-			75,770	879,137	_	33,180	55,016	2.151	45,000		743,790		
1.330	Regional Growth Strategy	331,880	321,880	-	-	-	10,000	331,880	-	-		16,675			315,205	315,205	
1.335	Geo-Spatial Referencing System	183,406	119,396	-	-	-	64,010	183,406	-	-	-	8,030	8,660		166,716		
1.340	JDF Livestock Injury Compensation	3,158	3,158	-	-	-	-	3,158	3,145	-	-	-	-		- 13	13	
1.341	SGI Livestock Injury Compensation	3,180	3,180	-	-	-	-	3,180	3,146	-	-	34	-				
1.342	SSI Livestock Injury Compensation	3,158	3,158	-	-	-	-	3,158	3,145	-	-	-	-		- 13		
1.350	Willis Point Fire Protect & Recreation	203,796	139,637	-	-	6,520	57,639		16,086	-	-	41,980	-		145,730		
1.352	South Galiano Fire Protection	606,587	355,080	141,027	-	10,190	100,290	606,587	-	-	-	1,120	-	141,027		605,467	
1.353	Otter Point Fire Protection	671,460	498,390	-	-	5,870	167,200	671,460	-	-	-	340	-		671,120	671,120	
1.354	Malahat Fire Protection	73,672	73,672	-	-	-	-	73,672	617	-	-	-	-		73,055		
1.355	Durrance Road Fire Protection	3,016	2,716		-	-	300	3,016	-	-	-		-	3,016		3,016	
1.356	Pender Fire Protection	1,399,332	1,096,314	111,596	-		191,422		-	-	111,596	11,583	-		1,276,153		
1.357	East Sooke Fire Protection	586,306	330,076	155,109	-	5,000	96,121	586,306	11,043	-	-	27,963	69,350			477,950	
1.358	Port Renfrew Fire Protection	202,438	174,186	2,898	-		25,354		-	-	-	1,340	80,698		120,400		
1.359 1.360	North Galiano Fire Protection	340,969	272,292	53,608	-	5,000	10,069		24,520	-	-	988 210	-	24,440		315,461 199.880	
1.360	Shirley Fire Protection Saturna Island Fire	200,090 316,453	125,634 316,453	-	-	10,000	64,456	200,090 316,453	1,596	-	-	12,396	-		- 199,880 - 302,461	199,880 302,461	
1.363	Saturna Island Fire Flectoral Area Fire Services	378,064	375,564	-	-	2,500	-	378,064	1,596	-	171.704	12,396	-		206,240		
1.369	Juan de Fuca Emergency Program	105.295	92.415	-	-	2,300	12,880		-	-	17 1,704	240	-		· 206,240 · 105.055	105.055	
1.370	SSI Emergency Program	144.181	134,181	-	-	10,000	12,000	144,181	-	-	13,811	200	-		130,170	130,170	
1.371	Electoral Area Emergency Program	923 997	918.997			10,000	5.000		-	509.530	72.410	175.967	-		150,170	166.090	
1.372	SGI Emergency Program	275.218	254.718	-	-	-	20.500	275.218	-	303,330	25,000	2.735	-		247.483	247.483	
1.374	Regional Emergency Program Support	148.016	148.016	- :			20,300	148.016			20,000	7.290			140.726	140,726	
1.375	Hazardous Material Incident Response	405,611	396,051	-		_	9,560	405.611	_	_	31,600	17,762	_		356,249		

	CAPITAL REGIONAL DISTRICT 2024 FINAN	CIAL PLAN		Expenditures				Scheduli Revenue										
				experiolitures														
		Total 2024	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2024	Prior Year	Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	2024		
1.377	JDF Search and Rescue	101,252	88,752	-	-	9,500	3,000				-	21,850	-		- 69,952			
1.378 1.40X	SSI Search and Rescue SEAPARC	25,804 5,243,766	25,804 4,669,800	103,966	-	-	470,000	25,804 5,243,766		-	-	100 534,684	1,411,200		 22,917 3,297,882 			
1.405	JDF EA - Community Parks	233,885	215.635	103,900		-	18,250	233,885				912	1,411,200		- 3,297,002			
1.408	JDF EA - Community Parks	98,812	98,812				10,230	98,812				21,980			- 70,632			
1.44X	Panorama Rec. Center.	10,810,738	9,320,141	337,707			1,152,890	10,810,738				2,081,592	3,229,973		- 5,499,173			
1.455	Salt Spring Island - Community Parks	1,025,297	962.085	337,707	35.212		28,000	1,025,297		404,570		32,200	0,223,373		- 588,527			
1.458	Salt Spring Island - Community Rec	399 235	384.702		9.533		5.000	399.235				10,040	270,220		- 118,975			
1.459	Salt Spring Is- Pool, Parks, Land, Art & Rec. Prog	2,439,891	2,289,712		60,179		90,000			88,420		172,599	282,800		- 1,888,013			
1.465	Saturna Island Comm. Parks	33,467	28,310		00,173		5,157	33,467				1,290	202,000		- 28,909			
1.468	Saturna Island - Community Rec.	20,177	20,177				-	20,177	4,347			681			- 15,149			
1.475	Mayne Is Com Parks & Rec	96,569	78.069	_	_	_	18,500	96,569				288	-		- 96,281			
1.476	Mayne Is. Comm. Parks (reserve)	29,771	29,771				-	29,771		-		9,550	1,030					
1.478	Mayne Is. Community Rec.	58.682	58.682					58,682				10,556	-		- 36,816	36,816		
1.485	North & South Pender Com. Parks	175,470	158.391				17,079					2,135			- 173,335			
1.488	North & South Pender Com. Rec	70,816	70,816	-	-	-	-	70,816		· -	-	818	-		- 69,632			
1.495	Galiano Parks	128,309	118,309	-	-	-	10,000	128,309			20,690	137	-		- 107,482			
1.498	Galiano Community Recreation	43,880	43,876	-	4	-	-	43,880			-	30	-		- 43,850	43,850		
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	39,751,084	37,632,697	-	-	-	2,118,387	39,751,084			3,740,000	7,510,100	28,500,984					
1.523	Port Renfrew Refuse Disposal	110,631	92,681	-	-	-	17,950	110,631	-	26,440	-	44,815	-		- 39,376	39,376		
1.525	Solid Waste Disposal - Debt	1,229,666	122,780	1,106,886	-	-	-	1,229,666	-		-	650	1,229,016					
1.531	Stormwater Quality Management - Sooke	90,599	90,599	-	-	-	-	90,599			50,000	156	-		- 40,443	40,443		
1.533	Stormwater Quality Management - SGI	41,480	41,480	-	-	-	-	41,480	-		-	480	-		- 41,000	41,000		
1.535	Stormwater Quality Management - SSI	66,034	66,034	-	-	-	-	66,034		-	11,394	30	-		- 24,610			
1.536	LWMP-Stormwater Quality Management-Core	857,441	839,287	-	-	-	18,154				90,000	90,277	-		- 677,164			
1.537	Stormwater Quality Management - Peninsula	125,095	125,095	-	-	-	-	125,095		-	-	4,173	-		- 120,922			
1.538	Source - Stormwater Quality - Peninsula	59,263	59,263	-	-	-	-	59,263			657	1,653	-		- 56,953	56,953		
1.57X	Environmental Services	27,102,054	25,813,219	-	-	475,000	813,835			26,405,223	696,831	-	-					
1.911	911 Systems	2,606,719	1,592,770	1,011,949	-	-	2,000			-	28,000	2,140,093	129,791		- 308,835			
1.912B	911 Call Answer - Municipalities	20,030	-	-	20,030	-	-	20,030	-	681,953	-	-43,435	-		- (618,488)			
1.913	913 Fire Dispatch	372,559	372,559	-		-	-	372,559			33,771	10,648	-		- 328,140			
1.921	Regional CREST Contribution	1,932,993	1,911,008	-	21,985	-	-	1,932,993		-	-	99,442	-		- 1,833,551			
1.923	Emergency Comm - CREST - SGI	187,299	187,299	-	-	-	-	187,299			-	1,992	-		- 185,093			
1.924	Emergency Comm - CREST - JDF	160,323	160,323	-	116	-	-	160,323	11,784	-	-	250 160	-		- 148,289			
1.925 2.610	Emergency Comm - CREST - SSI Saanich Peninsula Water Supply	150,978 7,892,266	150,862 7,000,266	42,000	116	-	850,000	150,978 7,892,266			-	60,500	7,831,766		- 150,818	150,818		
2.620	SSI Highland Water System	31,988	117	31,871	-	-	650,000	31.988	172	-	-	90	7,031,700	31,72		31,726		
2.621	Highland / Fernwood Water - SSI	572,602	387,292	44,234		-	141,076				20,000	940	474,032			77,630		
2.622	Cedars of Tuam	48.397	35.982	44,204			12.415	48.397			20,000	90	48.307	77,00	-			
2.624	Beddis Water	293,927	190,277	3,740			99,910	293,927				150	207,837	85,94	- n -	85,940		
2.626	Fulford Water	259,231	182,005	17,852			59,374	259,231			20,000	710	183,291	55,23		55,230		
2.628	Cedar Lane Water (SSI)	95,342	67,660	12,752	_	_	14,930	95.342			5,000	190	72.332	17,82		17,820		
2.630	Magic Lakes Estate Water System	1.009.370	741.546	215.764			52.060				0,000	11.080	418,230	580.06		580.060		
2.640	Saturna Island Water System (Lyall Harbour)	290.019	205,878	31,001	_	_	53,140				20,000	1,008	128,315	140,69		140,696		
2.642	Skana Water (Mayne)	96,840	62,515		_	_	34,325				6,000	100	64,160	26,58		26,580		
2.650	Port Renfrew Water	144,180	124,180				20,000				-	1,102	70,830			72.248		
2.660	Fernwood Water	14,731	53	14,678				14.731	70			40	-	14.62	- 1 -	14,62		
2.665	Sticks Allison Water (Galiano)	75,777	62,277	-			13,500	75,777			7,000	100	63,577	5,10	0 -	5,100		
2.667	Surfside Park Estates (Mayne)	129,572	112,572	-	-	-	17,000	129,572			-	100	104,852	24,62		24,620		
2.670	Regional Water Supply	42,114,204	21,288,207	2,896,242	-	17,450,000	479,755	42,114,204			-	836,052	41,278,152					
2.680	Juan de Fuca Water Distribution	26,026,524	15,621,033	2,411,815	-	7,346,169	647,507	26,026,524			-	223,780	25,802,744					
2.681	Florence Lake Water System Debt	19,038	-	19,038	-	-		19,038	7,288	-	-	37		11,71		11,713		
2.682	Seagirt Water System Debt	114,767	20,000	94,767	-	-	-	114,767			-	-	-	114,76	7 -	114,767		
2.691	Wilderness Mountain Water Service	171,071	136,407	25,664	3,000	-	6,000	171,071			4,000	110	99,466	67,49	5 -	67,495		
3.700	Septage Disposal	161,082	161,082	-	-	-	-	161,082	-		-	161,082	-					
3.701	Millstream Remediation Service	19,812	650	19,162	-	-	-	19,812		-	6,262		-		- 6,262			
3.705	SSI Liquid Waste Disposal	1,208,171	1,029,389	166,782	-	-	12,000			-	-	1,796	790,250			416,125		
3.707	LWMP - On Site System Management Program	183,866	183,866	-	-	-	-	183,866		-	42,260	6,900	-	134,70	6 -	134,706		
3.71X	Core Area Wastewater Operations	34,609,974	33,909,974	-	-	-	700,000			630,083	420,849	28,130,868	-		- 5,428,174			
3.718	Peninsula Wastewater TP	4,993,969	4,007,733	-	-	-	986,237	4,993,969		154,483	180,000		-		- 2,083,363			
3.720	LWMP - (Peninsula) - Implementation	57,422	34,200	-	-	-	23,222	57,422			-	2,208	-		- 55,214			
3.750	LWMP - Core and West Shore	584,072	328,399				255,673	584,072		-	-	156,746	200,000		- 227,326			
3.752	LWMP - Harbour Studies	362,174	362,174				-	362,174			-	22,459			- 339,715			
3.755	Regional Source Control	1,674,718	1,674,548	-	-	-	170	1,674,718	-	55,000	43,762	96,970	61,200		- 1,417,786			
3.756	Harbours Environmental Action	-					-	l ·		-	-	2,031	-		- (2,031)			
3.7XX	Core Area & Legacy Trunk Sewer - Debt	21,889,666	227,343	9,163,127	6,013	5,529,745				-	-	15,877,551	-		- 5,800,512			
3.810	Ganges Sewer	1,264,781	892,885	245,813	-	-	126,083	1,264,781	-		80,000	2,357	1,120,290			62,134		
3.820	Maliview Estates Sewer System	268,646	203,533	12,243	-	-	52,870	268,646	-	-	40,000	25,270	198,306	5,07		5,070		
3.830	Magic Lake Estates Sewer System	913,885	679,982	174,103	-	-	59,800	913,885		11,590	-	4,613	291,047	606,63		606,63		
3.830D	Magic Lake Estates Sewer Debt	231,715	1,030	230,685	-	-	-	231,715		-	-	2,256	-	229,45		229,45		
3.850	Port Renfrew Sewer	135,608	114,028	-	-	-	21,580			-	-	1,590	66,999	67,01		67,01		
21.ALL	Feasibility Study Reserve Fund - All	350,000	350,000	-	-	-	-	350,000			-	-	-		- 209,109			
21.E.A.	Feasibility Study Reserve Fund - E.A.					_	_		10,000	٠ -	_				- (10,000)	(10,000		

	CAPITAL REGIONAL DISTRICT 2025 FINAN	ICIAL PLAN		Expenditures				Sched Revenue									
				Expenditures				Revenue									
		Total 2025	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2025		Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2025	
1.010	Legislative & General Government	38,077,102	36,381,372	98,000	-	1,249,690	348,040	38,077,102	450,000	22,113,883	927,368	1,537,996	96,590		12,951,265	12,951,265	
1.10X 1.101	Facilities Management	4,774,914 668,193	4,306,664 599,563	-	-	18,630	468,250 50,000	4,774,914 668 193	-	4,554,526 524,684	-	42,487 6,150	-		177,901	177,901 137,359	
1.103	Elections	65,580	90			10,030	65,490	65,580	-	524,004	-	90	-		65,490	65,490	
1.104	U.B.C.M.	13,531	13,531	-	-	-	-	13,531	-	-	-	90	-		13,441	13,441	
1.109	Electoral Area Admin Exp - JDF	74,096	74,096	-	-	-	-	74,096	-	-	-	250	-		73,846	73,846	
1.110 1.111	Electoral Area Admin Exp - SGI Flectoral Area Admin Exp - SSI	467,005 1,423,396	465,905 1.359,396	-	-	-	1,100 64,000	467,005 1,423,396	-	698,078	15,955	19,390 5.750	-		431,660 719,568	431,660 719,568	
1.111	Regional Grant in Aid	1,423,396	1,359,396	- :			64,000	1,423,396	-	698,078		5,750			/19,568	/19,568	
1.114	Grant-in-Aid - Juan de Fuca	21,727	21,727	-	-	-	-	21,727	-	-	-	290	-		21,437	21,437	
1.116	Grant-in-Aid - Salt Spring Island	52,904	52,904	-	-	-	-	52,904	-	-	-	260	-		52,644	52,644	
1.117 1.119	Grant-in-Aid - Southern Gulf Islands	111,217 410,702	111,217 410,702	-	-	-	-	111,217 410,702	-	-	-	1,257 640	-		109,960 410.062	109,960 410,062	
1.119	Vancouver Island Regional Library Sooke Regional Museum	234.706	234,706]	234.706				400	- :		234,306	234,306	
1.123	Prov. Court of B.C. (Family Court)	149,360	-	-	-	-	149,360	149,360	-	-	-	149,360	-			-	
1.124	SSI Economic Development Commission	74,716	69,716	-	-	-	5,000	74,716	-	-	14,205	640	-		59,871	59,871	
1.125	SGI Economic Development Commission	131,794	131,794	-	-	-	-	131,794	-	-	-	1,550 797	-		130,244	130,244	
1.126 1.128	Victoria Family Court Committee Greater Victoria Police Victim Services	15,797 329,109	15,797 329,109	1]	15,797 329,109				14,634			15,000 314,475	15,000 314,475	
1.129	Vancouver Island Regional Library - Debt	339,366	1,100	338,266]	339,366	_		-	339,366	_		. 514,475	314,473	
1.133	Langford E.A Greater Victoria Public Library	34,344	34,344	-	-	-	-	34,344	-	-	-	100	-		34,244	34,244	
1.137	Galiano Island Community Use Building	71,318	39,665	30,653	-	-	1,000	71,318	-	-	-	293	-		71,025	71,025	
1.138 1.141	Southern Gulf Islands Regional Library Salt Spring Island Public Library	252,969 784.498	252,969 611,277	146,651	-	-	26,570	252,969 784,498	-	-	-	2,679 1.680	-		250,290 782.818	250,290 782.818	
1.15X	Municipalities' Own Debt - M F A	17.229.603	77,040	17.152.563			20,570	17.229.603	-		-	77.040	-		17,152,563	17.152.563	
1.170	Gossip Island Electric Power Supply	63,217	596	62,621	-	-	-	63,217	-	-	-	290	-	62,927		62,927	
1.224	Community Health	837,514	837,514	-	-	-	-	837,514	-	-	-	190,533	-		646,981	646,981	
1.226	Health Facilities - VIHA	1,811,746	757,423	-	-	-	1,054,323	1,811,746	-	-	-	1,811,746	-		25.097		
1.227 1.228	Saturna Island Medical Clinic Galiano Health Service	26,547 147,664	26,547 147,664]	26,547 147,664		1		1,450 194	- :		147,470	25,097 147,470	
1.229	Pender Islands Health Care Centre	279,355	279,355				-	279,355				2,170	-		277,185	277,185	
1.230	Traffic Safety Commission	78,533	78,533	-	-	-	-	78,533	-	-	-	3,630	-		74,903	74,903	
1.232	Port Renfrew Street Lighting	9,496	9,496	-	-	-	-	9,496	-	-	-	360	3,970	5,166		5,166	
1.234 1.235	SSI Street Lighting SGI Small Craft Harbour Facilities	32,515 484,630	32,515 252,134	87,493	-	-	145,003	32,515 484,630	-	-	-	40 7,740	145,380	331,510	32,475	32,475 331,510	
1.236	Salt Spring Island Fernwood Dock	27.074	17.074	07,493			10,000	27.074	-		-	170	143,300	26.904		26.904	
1.238A	Community Transit (SSI)	703,649	668,649	-	-	-	35,000	703,649	-	-	-	217,547	-	,	486,102	486,102	
1.238B	Community Transportation (SSI)	161,223	52,573	3,920	-	-	104,730	161,223	-	-	-	430	-		160,793	160,793	
1.280 1.290	Regional Parks Royal Theatre	20,888,055 580.000	15,339,791 100.000	1,419,207	-	751,900 105.000	3,377,157 375,000	20,888,055 580,000	-	77,539	-	934,946	637,016		19,238,554	19,238,554 580.000	
1.295	McPherson Theatre	785.822	349.589			90,000	346,233	785.822	-		-	35,822	-		750.000	750.000	
1.297	Arts Grants	3,275,458	3,274,438	-	-		1,020	3,275,458	-	15,490	40,552	178,754	-		3,040,662	3,040,662	
1.299	Salt Spring Island Arts	129,671	129,671	-	-	-	-	129,671	-	-	-	90	-		129,581	129,581	
1.309	Climate Action and Adaptation	2,387,474	1,534,467	-	-	792,961	60,046	2,387,474	-	-	213,510	657,352	-		1,516,612	1,516,612	
1.310 1.311	Land Banking & Housing Regional Housing Trust Fund	4,734,904	2,612,868	2,117,926			4,110	4,734,904		597,373	100,000	809,456	2,000		3,226,075	3,226,075	
1.312	Regional Goose Management	248,369	248,369		_]	248,369	_		_	-			248,369	248,369	
1.313	Animal Care Services	1,775,730	1,735,947	-	-	-	39,783	1,775,730	-	-	-	1,255,990	28,900		490,840	490,840	
1.314	SGI House Numbering	10,298	10,298	-	-	-	-	10,298	-	-	-	145	-		10,153	10,153	
1.316 1.317	SSI Building Numbering	10,428 14,157	10,428 14,157	-	-	-	-	10,428 14,157	-	-	-	20 50	-		10,408	10,408 14,107	
1.318	JDF Building Numbering Building Inspection	2,303,372	2.240.882			13,720	48,770	2,303,372	-	32,700	143,742	4.690	1,468,790		653,450	653,450	
1.319	Soil Deposit Removal	6,312	6,312			- 10,720	-	6,312		-	92	40	-,100,700		6,180	6,180	
1.320	Noise Control	44,313	44,313	-	-	-	-	44,313	-	-	-	350	-		43,963	43,963	
1.322	Nuisances & Unsightly Premises	58,644	58,644 551,617	-	-	-		58,644	-	-	-	450	-		58,194	58,194	
1.323 1.324	By-Law Enforcement Regional Planning Services	602,960 1,669,692	551,617 1,667,192	-	-		51,343 2,500	602,960 1,669,692	-	565,660 95,410	199,918	37,300 65,110	-		1,309,254	1,309,254	
1.324	Electoral Area Services - Planning	905,003	829,233				75,770	905,003	-	33,840	57,853	2,210	45,000		766,100	766,100	
1.330	Regional Growth Strategy	639,045	629,045	-	-	-	10,000	639,045	-	,	300,000	17,060	-		321,985	321,985	
1.335	Geo-Spatial Referencing System	187,090	121,800	-	-	-	65,290	187,090	-	-	-	8,000	8,830		170,260	170,260	
1.340	JDF Livestock Injury Compensation	3,161 3,181	3,161 3,181	-	-	- :	-	3,161 3,181	-	-	-	34	-		3,161	3,161 3,147	
1.341	SGI Livestock Injury Compensation SSI Livestock Injury Compensation	3,161	3,161]	3,161				34			3,147 3,161	3,147	
1.350	Willis Point Fire Protect & Recreation	190,790	120,963	-	-	6,650	63,177	190,790	-		-	42,150			148,640	148,640	
1.352	South Galiano Fire Protection	629,807	362,170	141,027	-	10,390	116,220	629,807	-	-	-	1,120	-	141,027		628,687	
1.353	Otter Point Fire Protection	687,280	508,490	-	-	5,990	172,800	687,280	-	-	-	340	-		686,940	686,940	
1.354 1.355	Malahat Fire Protection Durrance Road Fire Protection	70,044 3,019	70,044 2,719	-	-	-	300	70,044 3,019	-	-	-		-	3,019	70,044	70,044 3,019	
1.356	Pender Fire Protection	1,537,418	1,213,722	111,596			212,100	1,537,418	-		111,596	11,820		3,018	1,414,002	1,414,002	
1.357	East Sooke Fire Protection	586,874	325,663	155,109	-	5,000	101,102	586,874	-	-		28,624	70,740		487,510	487,510	
1.358	Port Renfrew Fire Protection	206,713	177,713	-	-	-	29,000	206,713	-	-	-	1,350	82,145		123,218	123,218	
1.359	North Galiano Fire Protection	331,451	264,988	56,363	-	5,000	5,100	331,451	-	-	-	1,000	-	24,440		330,451	
1.360	Shirley Fire Protection Saturna Island Fire	204,090 336,613	128,167 336,613	-	-	10,000	65,923	204,090 336,613	-	-	-	210 12,753	-		203,880	203,880 323,860	
1.369	Electoral Area Fire Services	332,276	329,776			2,500	-1	332,276	-	- 1	43,416	12,733			288,740	288,740	
1.370	Juan de Fuca Emergency Program	124,094	111,214	-	-	-	12,880	124,094	-	-		240			123,854	123,854	
1.371	SSI Emergency Program	136,629	136,629	-	-	-		136,629	-	-	3,666	190	-		132,773	132,773	
1.372 1.373	Electoral Area Emergency Program SGI Emergency Program	708,055 275,268	703,055 259,367	-	-	-	5,000 15,901	708,055 275,268	-	519,720	10,485 25,000	990 2.890	-		176,860 247,378	176,860 247,378	
1.373	Regional Emergency Program Support	151,688	151,688			- :	10,501	151,688			25,000	7,530			144,158	144,158	
	Hazardous Material Incident Response	388.068	378,508				9,560	388.068			1,250	18,950			367,868	367,868	

	CAPITAL REGIONAL DISTRICT 2025 FINAN	ICIAL PLAN		Expenditures				Sched Revenue										
				Expenaitures				Vestine										
		Total 2025	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2025		Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	2025		
1.377	JDF Search and Rescue	92,232	89,232	-	-		3,000	92,232	-	-	-	22,280	-		69,952	69,952		
1.378 1.40X	SSI Search and Rescue SEAPARC	25,804 5,389,423	25,804 4,806,057	53,966			529,400	25,804 5,389,423		-	-	100 541,857	1,440,106		- 25,704 - 3,407,460	25,704 3,407,460		
1.405	JDF EA - Community Parks	239,440	220,430	33,900			19,010	239,440				900	1,440,100		- 238,540	238,540		
1.408	JDF EA - Community Recreation	94,470	94,470	-	-			94,470		-	-	22,420	-		72,050	72,050		
1.44X	Panorama Rec. Center.	11,192,984	9,615,665	313,108	-		1,264,211	11,192,984	-	-	-	2,189,590	3,293,799		5,709,595	5,709,595		
1.455 1.458	Salt Spring Island - Community Parks	1,009,980	984,480 388.167	-	-		25,500 9.350	1,009,980 397,517	-	412,660	-	32,850	275.630		- 564,470 - 111,647	564,470 111.647		
1.458	Salt Spring Is Community Rec Salt Spring Is- Pool. Parks. Land. Art & Rec. Prog	397,517 2,797,606	2,391,731	18,375			387,500	2,797,606		90,190	15,000	10,240 169,790	288,450		2,234,176	2,234,176		
1.465	Saturna Island Comm. Parks	30,801	25,554	10,373	- 1		5,247	30,801		90,190	13,000	1,650	200,430		2,234,170	29,151		
1.468	Saturna Island - Community Rec.	15,120	15,120	-	-			15,120	-	-	-	690	-		14,430	14,430		
1.475	Mayne Is. Com. Parks & Rec	98,490	79,480	-	-		19,010	98,490	-	-	-	300	-		98,190	98,190		
1.476	Mayne Is. Comm. Parks (reserve)	10,790	10,790	-	-		-	10,790	-	-	-	9,740	1,050			07.550		
1.478 1.485	Mayne Is. Community Rec. North & South Pender Com. Parks	37,610 187,630	37,610 159.634	-	-		27,996	37,610 187.630	-	-	-	60 2.300	-		- 37,550 - 185,330	37,550 185,330		
1.488	North & South Pender Com. Rec	71,850	71,850		- 1		. 21,990	71,850				870			70,980	70,980		
1.495	Galiano Parks	131,736	120,736	-	-		11,000	131,736	-	-	21,100	120	-		110,516	110,516		
1.498	Galiano Community Recreation	44,760	44,760	-	-		-	44,760	-	-	-	30	-		44,730	44,730		
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	42,856,551	37,930,547	-	-		4,926,004	42,856,551	-	-	3,080	16,010,637	26,842,834					
1.523 1.525	Port Renfrew Refuse Disposal	124,649	94,540	2,060,666	-		30,109	124,649	-	26,969	-	51,565	2,137,166		46,115	46,115		
1.525	Solid Waste Disposal - Debt Stormwater Quality Management - Sooke	2,137,816 41.338	77,150 25.284	2,000,000			16,054	2,137,816 41.338				650 86	2,137,100		41.252	41.252		
1.533	Stormwater Quality Management - SGI	42,310	42,310	_				42,310				490			41,820	41,820		
1.535	Stormwater Quality Management - SSI	26,201	26,201	-	-			26,201	-	-	1,071	30	-		25,100	25,100		
1.536	LWMP-Stormwater Quality Management-Core	777,746	761,793	-	-		15,953	777,746	-	-	-	87,763	-		- 689,983	689,983		
1.537	Stormwater Quality Management - Peninsula	127,793	127,793	-	-			127,793	-	-	- 070	4,455	-		- 123,338	123,338		
1.538 1.57X	Source - Stormwater Quality - Peninsula Environmental Services	60,528 27,046,748	60,528 26,106,750	- 1	- 1	90,000	849,998	60,528 27,046,748		26,848,800	673 105,548	1,763 92 400	1		58,092	58,092		
1.911	911 Systems	2,626,347	1,606,948	1.011.949		30,000	7,450	2,626,347		20,040,000	100,040	2.119.045	127.195		- 380.107	380.107		
1.912B	911 Call Answer - Municipalities	-	-	-	-		,	-,,	-	668,314	-	-43,540	-		(624,774)	(624,774)		
1.913	913 Fire Dispatch	400,421	400,421	-	-		-	400,421	-	-	26,251	9,930	-		364,240	364,240		
1.921	Regional CREST Contribution	2,004,353	2,004,353	-	-		-	2,004,353	-	-	-	101,100	-		1,903,253	1,903,253		
1.923 1.924	Emergency Comm - CREST - SGI Emergency Comm - CREST - JDF	191,031 152,530	191,031 152,530	-	-			191,031 152,530	-	-	-	2,100 250	-		- 188,931 - 152,280	188,931 152,280		
1.925	Emergency Comm - CREST - 35F	153.871	153.871					153,871				160			153,711	153,711		
2.610	Saanich Peninsula Water Supply	8,591,464	7,446,514	644,950	-		500,000	8,591,464	-	-	-	30,500	8,560,964					
2.620	SSI Highland Water System	13,878	117	13,761	-		-	13,878	-	-	-	90	-	13,788		13,788		
2.621 2.622	Highland / Fernwood Water - SSI	596,859 68,215	384,330 45,362	117,864 9.353	-		94,665	596,859 68,215	-	-	-	950 90	511,289 68.125	84,620	-	84,620		
2.622	Cedars of Tuam Beddis Water	372,429	45,362 206,458	9,353 40,581	-		13,500	68,215 372,429	-	-	-	150	257,979	114,300	-	114,300		
2.626	Fulford Water	280,549	175,982	44,607				280,549				720	213,549	66,280		66,280		
2.628	Cedar Lane Water (SSI)	109,980	62,037	34,008	-			109,980	-	-	-	160	87,540	22,280		22,280		
2.630	Magic Lakes Estate Water System	1,016,859	750,132	211,137	-		55,590	1,016,859	-	-	-	10,700	426,159	580,000	-	580,000		
2.640	Saturna Island Water System (Lyall Harbour)	276,600	192,014	25,016	-		59,570	276,600	-	-	-	1,040	131,450	144,110		144,110		
2.642 2.650	Skana Water (Mayne) Port Renfrew Water	95,380 172,790	59,147 135,836	1,613 9.854	-		34,620 27,100	95,380 172,790	-	-	-	100 1,150	67,370 85,000	27,910 86,640		27,910 86,640		
2.660	Fernwood Water	7,167	135,636	7,114			27,100	7,167				1,150	65,000	7,127		7,127		
2.665	Sticks Allison Water (Galiano)	70,142	56,367	-,			13,775	70,142				100	64,840	5,202		5,202		
2.667	Surfside Park Estates (Mayne)	142,522	119,837	5,375	-		17,310	142,522	-	-	-	100	115,342	27,080	-	27,080		
2.670	Regional Water Supply	45,208,371	21,855,650	3,363,371	-	19,500,000		45,208,371	-	-	-	784,100	44,424,271					
2.680 2.681	Juan de Fuca Water Distribution	28,281,890 19.038	16,502,454	2,903,661 19.038	-	8,220,318	655,457	28,281,890 19.038	-	-	-	216,270 37	28,065,620	19.001	-	19,001		
2.682	Florence Lake Water System Debt Seagirt Water System Debt	146,552		146,552				146,552			- :	- 31	- :	146,552		146,552		
2.691	Wilderness Mountain Water Service	192,103	147,099	27,814			17,190	192,103			10,000	110	108,423	73,570		73,570		
3.700	Septage Disposal	164,192	164,192	-	-			164,192	-	-	-	164,192		.,				
3.701	Millstream Remediation Service	19,710	548	19,162	-		-	19,710	-	-	3,717	12,277	-	-	3,716	3,716		
3.705	SSI Liquid Waste Disposal	1,257,482	1,079,384	148,023	-		30,075	1,257,482	-	-	9,000	1,640	806,050	440,792		440,792		
3.707 3.71X	LWMP - On Site System Management Program Core Area Wastewater Operations	176,334 35,679,947	176,334 34.979.947	-	-		700,000	176,334 35,679,947	-	642.684	446.400	7,485 28,923,580	-	168,849	5,667,283	168,849 5,667,283		
3.718	Peninsula Wastewater TP	5.103.255	4.412.525	38,700	- 1		652.030	5.103.255		157,580	20,000	20,923,300			- 2,204,074	2.204.074		
3.720	LWMP - (Peninsula) - Implementation	58,681	34,880	-	-		23,801	58,681		-	20,000	2,320			56,361	56,361		
3.750	LWMP - Core and West Shore	757,064	501,851				255,213	757,064	-	-	-	220,895	200,000		336,169	336,169		
3.752	LWMP - Harbour Studies	368,640	368,640					368,640	-			21,658			346,982	346,982		
3.755 3.756	Regional Source Control Harbours Environmental Action	1,664,321	1,664,148	-	-		173	1,664,321	-	55,000	7,453	93,303	62,424		1,446,141	1,446,141		
3.756 3.7XX	Harbours Environmental Action Core Area & Legacy Trunk Sewer - Debt	24,652,059	202,233	10,380,802	-	5,529,745	8,539,279	24.652.059		-	-	17,904,221	-		6,747,838	6,747,838		
3.810	Ganges Sewer	1,297,400	879,956	274,024	- 1	0,020,740	143,420	1,297,400		- :	30,000	2,360	1,198,710	66,330		66,330		
3.820	Maliview Estates Sewer System	242,847	165,316	28,196	-		49,335	242,847	-	-		25,230	212,192	5,425		5,425		
3.830	Magic Lake Estates Sewer System	932,139	692,041	174,103	-		65,995	932,139		11,820	-	4,800	296,870	618,649	-	618,649		
3.830D	Magic Lake Estates Sewer Debt	231,715	1,030	230,685	-			231,715		-	-	2,200		229,515		229,515		
3.850	Port Renfrew Sewer	138,240	116,320	-	-		21,920	138,240	-	-		1,540	68,340	68,360) -	68,360		
21.ALL	Feasibility Study Reserve Fund - All																	

	CAPITAL REGIONAL DISTRICT 2026 FINAN	ICIAL PLAN		Expenditures				Sci Revenue									
				Interest &			Transfers to		Surplus from	Recovery from	Transfers from		Fees &		Property Value	Requisition	
		Total 2026	Operations	Principal	Deficit	Capital	Reserves	Total 2026	Prior Year	Other Services	Reserves	Other Revenue	Charges	Parcel Tax	Tax	2026	
1.010	Legislative & General Government	39,675,257	37,908,576	203,000	-	1,209,690	353,991	39,675,257	450,000		952,904	1,546,756	97,720		13,828,808	13,828,808	
1.10X 1.101	Facilities Management	4,951,028 682,401	4,407,013 613,401	-	-	19,000	544,015 50,000	4,951,028 682,401		4,726,085 535,178	-	42,778 6,270	-		182,165 140,953	182,165 140,953	
1.103	G.I.S. Elections	273.261	273.261			19,000	50,000	273.261		535,176	125,811	81.960			65,490	65.490	
1.104	U.B.C.M.	13,804	13,804	-	-	-	-	13,804		-	-	90	-		13,714	13,714	
1.109	Electoral Area Admin Exp - JDF	75,576	75,576	-	-	-		75,576		-		250	-		75,326	75,326	
1.110 1.111	Electoral Area Admin Exp - SGI Electoral Area Admin Exp - SSI	478,241 1,454,646	477,141 1,390,646	-	-	-	1,100 64,000	478,241 1,454,646		714,139	10,171	19,710 5,770	-		448,360 734,737	448,360 734,737	
1.112	Regional Grant in Aid	1,404,040	1,000,040			-	04,000	1,404,040		714,105		5,776	-		. 104,707	-	
1.114	Grant-in-Aid - Juan de Fuca	21,762	21,762	-	-	-	-	21,762		-	-	290	-		21,472	21,472	
1.116	Grant-in-Aid - Salt Spring Island	53,011 111,326	53,011 111,326	-	-	-	-	53,011 111,326		-	-	260 1.257	-		52,751	52,751 110,069	
1.117	Grant-in-Aid - Southern Gulf Islands Vancouver Island Regional Library	418.891	418.891			- 1		418.891				1,257	-		418.241	418.241	
1.121	Sooke Regional Museum	239,397	239,397	-	-	-	-	239,397		_	-	410			238,987	238,987	
1.123	Prov. Court of B.C. (Family Court)	149,360	-	-	-	-	149,360	149,360		-	-	149,360	-		-	-	
1.124 1.125	SSI Economic Development Commission SGI Economic Development Commission	75,134 133,952	70,134 133,952	-	-	-	5,000	75,134 133,952		-	13,415	650 1,580	-		61,069	61,069 132,372	
1.126	Victoria Family Court Committee	15 797	15.797		-]	15.797				797			152,372	15.000	
1.128	Greater Victoria Police Victim Services	335,692	335,692	-	-	-	-	335,692		_	-	14,634			321,058	321,058	
1.129	Vancouver Island Regional Library - Debt	339,366	1,100	338,266	-	-	-	339,366		-	-	339,366	-				
1.133 1.137	Langford E.A Greater Victoria Public Library Galiano Island Community Use Building	35,027 72,739	35,027 40,486	30,653	-	-	1 600	35,027 72,739		-	-	100 290	-		34,927 72,449	34,927 72,449	
1.138	Southern Gulf Islands Regional Library	262,963	262,963	30,003	-		1,600	262,963				2,747			260.216	260,216	
1.141	Salt Spring Island Public Library	800,147	623,576	146,651	-	-	29,920	800,147		-	-	1,700	-		798,447	798,447	
1.15X	Municipalities' Own Debt - M.F.A.	16,371,186	75,440	16,295,746	-	-	-	16,371,186	-	-	-	75,440	-		16,295,746	16,295,746	
1.170	Gossip Island Electric Power Supply Community Health	63,221 845,152	600 845,152	62,621	-	-	-	63,221 845,152		-	-	290 190.552	-	62,931	654,600	62,931 654,600	
1.224	Health Facilities - VIHA	1,847,981	773,693		-		1,074,288	1,847,981				1,847,981			. 034,000	034,000	
1.227	Saturna Island Medical Clinic	27,134	27,134	-	-	-	-	27,134		-	-	1,480	-		25,654	25,654	
1.228	Galiano Health Service	150,621	150,621	-	-	-	-	150,621		-	-	201	-		150,420	150,420	
1.229 1.230	Pender Islands Health Care Centre Traffic Safety Commission	289,022 80.073	289,022 80.073	-	-	-	-	289,022 80.073		-	-	2,210 3,700	-		286,812	286,812 76,373	
1.232	Port Renfrew Street Lighting	9.656	9.656	- 1]	9,656			- :	370	4,050	5,236		5.236	
1.234	SSI Street Lighting	33,092	33,092	-	-	-	-	33,092		-	-	40	-		33,052	33,052	
1.235	SGI Small Craft Harbour Facilities	494,180	258,575	87,493	-	-	148,112	494,180	-	-	-	7,890	148,150			338,140	
1.236 1.238A	Salt Spring Island Fernwood Dock Community Transit (SSI)	33,622 758,467	17,622 709.947		-	-	16,000 48,520	33,622 758,467		-	-	170 219,857	-	33,452	538,610	33,452 538,610	
1.238B	Community Transportation (SSI)	184,517	53,549	28,968		-	102,000	184,517			-	430			184,087	184,087	
1.280	Regional Parks	21,924,294	15,734,780	2,464,207	-	280,908	3,444,399	21,924,294		79,089	20,000	938,488	648,248		20,238,469	20,238,469	
1.290 1.295	Royal Theatre McPherson Theatre	580,000 785.822	100,000 349,589	-	-	105,000 90.000	375,000 346,233	580,000 785,822		-	-	35,822	-		580,000 750.000	580,000 750,000	
1.295	Arts Grants	3,343,934	3,342,894			90,000	1,040	3,343,934		15,860	41,589	178,754			3,107,731	3,107,731	
1.299	Salt Spring Island Arts	132,251	132,251	-	-	-	-	132,251		-	-	90	-		132,161	132,161	
1.309	Climate Action and Adaptation	2,326,611	1,473,400	-	-	792,961	60,250	2,326,611		-	352,117	657,352	-		1,317,142	1,317,142	
1.310 1.311	Land Banking & Housing Regional Housing Trust Fund	4,555,666	2,175,077	2,376,439	-	-	4,150	4,555,666		462,755	-	712,866	2,000		3,378,045	3,378,045	
1.312	Regional Goose Management	253,359	253.359				-	253.359				-			253,359	253.359	
1.313	Animal Care Services	1,816,170	1,775,119	-	-	-	41,051	1,816,170		-	-	1,281,120	29,480		505,570	505,570	
1.314	SGI House Numbering	10,498	10,498	-	-	-	-	10,498		-	-	145	-		10,353	10,353	
1.316 1.317	SSI Building Numbering JDF Building Numbering	10,633 14,451	10,633 14,451		-	-		10,633 14,451		-	-	20 50	-		10,613 14,401	10,613 14,401	
1.318	Building Inspection	2,287,639	2,224,399	-		13,990	49,250	2,287,639		33,350	39,165	4,730	1,498,180		712,214	712,214	
1.319	Soil Deposit Removal	6,434	6,434	-	-		-	6,434			94	40	-		6,300	6,300	
1.320	Noise Control	45,710	45,225	-	-	-	485	45,710	-	-	-	350 460	-		45,360	45,360	
1.322	Nuisances & Unsightly Premises By-Law Enforcement	59,820 615.813	59,820 564.398				51.415	59,820 615.813		577 773		38.040	-		59,360	59,360	
1.324	Regional Planning Services	1,720,511	1,718,011				2,500	1,720,511		97,700	207,859	66,420			1,348,532	1,348,532	
1.325	Electoral Area Services - Planning	906,373	830,603	-	-	-	75,770	906,373		34,520	35,543	2,230	45,000		789,080	789,080	
1.330 1.335	Regional Growth Strategy Geo-Spatial Referencing System	347,134 190,853	337,134 124,253	-	-		10,000 66,600	347,134 190,853		-	-	17,380 8,160	9,010		329,754 173,683	329,754 173,683	
1.335	JDF Livestock Injury Compensation	3.164	3.164				00,000	3.164				0,160	9,010		3.164	3,164	
1.341	SGI Livestock Injury Compensation	3,184	3,184	-	-	-	-	3,184		-	-	34	-		3,150	3,150	
1.342	SSI Livestock Injury Compensation	3,164	3,164	-	-	-	-	3,164		-	-	-	-		3,164	3,164	
1.350	Willis Point Fire Protect & Recreation South Galiano Fire Protection	193,940 654,187	123,425 369,396	141,027	-	6,780 10,600	63,735 133,164	193,940 654,187		-	-	42,330 1,120	-	141,027	151,610 512,040	151,610 653,067	
1.353	Otter Point Fire Protection	703,194	518.784	141,027		6,110	178,300	703,194				340		141,027	702,854	702,854	
1.354	Malahat Fire Protection	71,442	71,442	-	-	-	-	71,442		-	-	-	-		71,442	71,442	
1.355	Durrance Road Fire Protection	3,021	2,721		-	-	300	3,021		-		-	-	3,021		3,021	
1.356	Pender Fire Protection Fast Sooke Fire Protection	1,610,053 598,710	1,289,662 332,428	94,931 155,109	-	5,000	225,460 106,173	1,610,053 598,710			94,931	12,060 29.300	72.150		1,503,062 497,260	1,503,062 497,260	
1.358	Port Renfrew Fire Protection	211,361	181,361	.00,109			30,000	211,361				1,370	83,996		125,995	125,995	
1.359	North Galiano Fire Protection	337,429	270,351	56,363	-	5,000	5,715	337,429		-	-	1,010	-	24,440		336,419	
1.360	Shirley Fire Protection	208,170	130,740	-	-	10,000	67,430	208,170		-	-	210	-		207,960	207,960	
1.363 1.369	Saturna Island Fire Electoral Area Fire Services	341,782 346,611	341,782 337,141	-	-	2,500	6,970	341,782 346,611		-	-	13,010 120	-		328,772 346,491	328,772 346,491	
1.370	Juan de Fuca Emergency Program	126,325	113,445			2,300	12,880	126,325				240			126,085	126,085	
1.371	SSI Emergency Program	139,125	139,125	-	-		-	139,125		-	3,507	190	-		135,428	135,428	
1.372	Electoral Area Emergency Program	724,716 275,328	719,716	-	-	-	5,000	724,716		530,110	6,135	1,000 2,950	-		187,471 247,378	187,471 247.378	
	SGI Emergency Program Regional Emergency Program Support	275,328 155,244	264,089 155,244	-	-		11,239	275,328 155,244		-	25,000	2,950 7,670	- :		247,378	247,378 147.574	
1.374																	

	CAPITAL REGIONAL DISTRICT 2026 FINAN	CIAL PLAN		Expenditures				Sch Revenue										
				Expenditures				Revenue										
		Total 2026	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2026		Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2026		
1.377	JDF Search and Rescue	92,672	89,672	-	-		- 3,000	92,672			-	22,720	-		- 69,952	69,952		
1.378	SSI Search and Rescue	25,804	25,804	-	-			25,804		-	-	100	-		- 25,704	25,704		
1.40X 1.405	SEAPARC	5,506,523	4,912,567	53,966	-		- 539,990	5,506,523 244,229			-	552,587 920	1,468,920		- 3,485,016	3,485,016		
1.405	JDF EA - Community Parks JDF EA - Community Recreation	244,229 96,360	225,144 96,360	-	-		- 19,085	96,360			-	22,860	-		- 243,309 - 73,500	243,309 73,500		
1.44X	Panorama Rec. Center.	11,754,386	9,796,963	590,608			- 1,366,815	11,754,386			52,785	2,234,439	3,365,440		6,101,722	6,101,722		
1.455	Salt Spring Island - Community Parks	1,031,877	1,006,377	-			- 25,500	1,031,877		420,910	02,700	33,520	0,000,110		577,447	577,447		
1.458	Salt Spring Is Community Rec	405,433	396,533	-	-		- 8,900	405,433			-	10,440	281,130		113,863	113,863		
1.459	Salt Spring Is- Pool, Parks, Land, Art & Rec. Prog	2,909,474	2,424,808	107,666	-		- 377,000	2,909,474		91,990	-	173,190	294,220		2,350,074	2,350,074		
1.465	Saturna Island Comm. Parks	31,414	26,067	-	-		- 5,347	31,414			-	1,680	-		- 29,734	29,734		
1.468	Saturna Island - Community Rec.	15,420	15,420	-	-			15,420			-	700	-		- 14,720	14,720		
1.475	Mayne Is. Com. Parks & Rec	100,450	81,440	-	-		- 19,010	100,450		-	-	300			- 100,150	100,150		
1.476	Mayne Is. Comm. Parks (reserve)	11,000	11,000	-	-			11,000			-	9,930	1,070					
1.478 1.485	Mayne Is. Community Rec.	38,360 200,640	38,360	-	-		- 37,784	38,360 200,640			-	60	-		- 38,300	38,300 198,300		
1.485	North & South Pender Com. Parks North & South Pender Com. Rec	73,280	162,856 73,280	-	-		- 37,784	73,280			-	2,340 880	-		- 198,300 - 72,400	72,400		
1.400	Galiano Parks	135,225	123,225				- 12,000	135,225			21,530	120			- 113,575	113,575		
1.498	Galiano Community Recreation	45,650	45.650				- 12,000	45.650			21,000	30			45,620	45,620		
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	40,868,883	40,205,763	_			- 663,120	40,868,883			314,312	15,950,917	24,603,654			10,020		
1.523	Port Renfrew Refuse Disposal	127.048	96,442	_			- 30,606	127.048		27,508		52,500			47,040	47,040		
1.525	Solid Waste Disposal - Debt	2,726,996	20,650	2,706,346	-			2,726,996			-	650	2,726,346					
1.531	Stormwater Quality Management - Sooke	42,162	25,790	-	-		- 16,372	42,162			-	86	-		42,076	42,076		
1.533	Stormwater Quality Management - SGI	43,155	43,155	-	-			43,155			-	500	-		42,655	42,655		
1.535	Stormwater Quality Management - SSI	26,399	26,399	-	-			26,399			769	30	-		- 25,600	25,600		
1.536	LWMP-Stormwater Quality Management-Core	791,544	775,272	-	-		- 16,272	791,544			-	87,763	-		- 703,781	703,781		
1.537	Stormwater Quality Management - Peninsula	130,261	130,261	-	-			130,261		-		4,455	-		125,806	125,806		
1.538	Source - Stormwater Quality - Peninsula	61,699	61,699	-	-			61,699			682	1,763	-		- 59,254	59,254		
1.57X 1.911	Environmental Services	27,566,902	26,762,881	1.011.949	-		- 804,021	27,566,902		27,429,699	44,803	92,400 2.098.466	124.651		- 419.631	419.631		
1.911 1.912B	911 Systems 911 Call Answer - Municipalities	2,642,748	1,622,769	1,011,949	-		- 8,030	2,642,748		654,948	-	-44,410	124,051		- (610,538)	(610,538)		
1.9126	913 Fire Dispatch	413,050	413,050]	413,050		004,940	2,280	10.110			400,660	400,660		
1.921	Regional CREST Contribution	2,102,272	2,102,272					2,102,272			2,200	103,080			1.999.192	1.999.192		
1.923	Emergency Comm - CREST - SGI	194,835	194,835	_				194,835				2,140	_		192,695	192,695		
1.924	Emergency Comm - CREST - JDF	155,570	155,570	-	-			155,570			-	250	-		155,320	155,320		
1.925	Emergency Comm - CREST - SSI	156,940	156,940	-	-			156,940			-	160	-		156,780	156,780		
2.610	Saanich Peninsula Water Supply	9,432,066	7,958,640	923,426	-		- 550,000	9,432,066			-	30,500	9,401,566					
2.620	SSI Highland Water System	13,879	118	13,761	-			13,879			-	90	-	13,789		13,789		
2.621	Highland / Fernwood Water - SSI	757,650	410,255	267,300	-		- 80,095	757,650			-	960	646,680	110,010	-	110,010		
2.622	Cedars of Tuam	115,473	42,023	64,450	-		- 9,000	115,473			-	90	115,383					
2.624	Beddis Water	462,508	197,550	134,958	-		- 130,000	462,508			-	150	313,768	148,590		148,590		
2.626 2.628	Fulford Water Cedar Lane Water (SSI)	343,777 154.560	177,599 81,429	131,273 50.806	-		- 34,905 - 22,325	343,777 154,560			20.000	730 160	260,857 106,550	82,190 27.850		82,190 27,850		
2.620	Magic Lakes Estate Water System	1.064.968	805.362	165.861	-		- 22,325 - 93,745	1.064.968			40.000	10.730	434.238	580.000		580.000		
2.640	Saturna Island Water System (Lyall Harbour)	308,108	189,983	62.095			- 56,030	308,108			40,000	1,060	146,581	160.467		160,467		
2.642	Skana Water (Mayne)	100,150	60,074	11,618			- 28,458	100,150				100	70,740	29,310		29,310		
2.650	Port Renfrew Water	215,683	131,223	66.940			- 17,520	215,683				1,130	106,253	108.300		108,300		
2.660	Fernwood Water	4,164	54	4,110	-			4,164			-	40	-	4,124		4,124		
2.665	Sticks Allison Water (Galiano)	71,526	57,471		-		- 14,055	71,526			-	100	66,120	5,306	-	5,306		
2.667	Surfside Park Estates (Mayne)	192,372	132,155	50,292	-		- 9,925	192,372			-	100	155,714	36,558	-	36,558		
2.670	Regional Water Supply	48,709,758	22,420,426	4,790,195	-	21,000,000		48,709,758			-	901,100	47,808,658					
2.680	Juan de Fuca Water Distribution	30,670,985	17,359,324	3,176,048	-	9,522,047	7 613,566	30,670,985			-	190,270	30,480,715					
2.681	Florence Lake Water System Debt	19,038	-	19,038	-			19,038			-	37	-	19,001		19,001		
2.682 2.691	Seagirt Water System Debt Wilderness Mountain Water Service	146,552 195,211	141,830	146,552 39,331	-		- 14,050	146,552 195,211			4,000	110	113,851	146,552 77,250		146,552 77,250		
3.700	Septage Disposal	167,427	167,427	39,331	-		- 14,050	195,211			4,000	167,427	113,851	77,250	-	77,250		
3.700	Millstream Remediation Service	107,427	101,421					107,427				107,427						
3.705	SSI Liquid Waste Disposal	1,358,256	1,087,423	241,148			- 29,685	1,358,256			15,000	1,660	822,170	519,426		519,426		
3.707	LWMP - On Site System Management Program	178,753	178,753	211,110			- 20,000	178,753			.0,000	7,485	OLL, 170	171,268		171,268		
3.71X	Core Area Wastewater Operations	36,594,594	35.394.594	_			- 1,200,000	36.594.594		655,540	152.830	29,898,875	_	,	5.887.349	5,887,349		
3.718	Peninsula Wastewater TP	5,549,495	4,572,978	292,837	-		- 683,680	5,549,495		160,730	135,000	2,902,723	-		2,351,042	2,351,042		
3.720	LWMP - (Peninsula) - Implementation	59,851	35,574	-	-		- 24,277	59,851			-	2,320	-		- 57,531	57,531		
3.750	LWMP - Core and West Shore	1,437,035	1,177,119				259,916	1,437,035			-	474,384	204,000		- 758,651	758,651		
3.752	LWMP - Harbour Studies	376,071	376,071				-	376,071			-	21,658	-		354,413	354,413		
3.755	Regional Source Control	1,738,632	1,738,455	-	-		- 177	1,738,632		- 55,000	51,593	93,303	63,672		1,475,064	1,475,064		
3.756	Harbours Environmental Action		-	44.00= 00=	-	F =00 = ·					-	40.000.00	-			7		
3.7XX	Core Area & Legacy Trunk Sewer - Debt	26,028,065	281,915	11,605,326	-	5,529,74		26,028,065			-	18,836,582	1 206 500	70.000	7,191,483	7,191,483		
3.810 3.820	Ganges Sewer	1,381,262	841,594 168,599	426,418	-		- 113,250 - 45,575	1,381,262 258,087			-	2,370	1,306,592 227,052	72,300		72,300 5,805		
3.820	Maliview Estates Sewer System Magic Lake Estates Sewer System	258,087 990,770	745,912	43,913 174,103	-		- 45,575 - 70,755	258,087 990,770		12,060	40,000	25,230 4,880	302,810	5,805 631,020		5,805 631,020		
3.830 3.830D	Magic Lake Estates Sewer System Magic Lake Estates Sewer Debt	231.715	1,030	230,685	-		- 10,100	231.715		12,000	40,000	4,880 2,220	302,010	229 495		229,495		
3.850D 3.850	Port Renfrew Sewer	141,010	118,640	230,085	-		- 22,370	141,010			-	2,220 1,570	69,710	69,730		69,730		
21.ALL	Feasibility Study Reserve Fund - All	141,010	110,040	-				141,010		. :		1,370	35,110	05,130		09,730		

	CAPITAL REGIONAL DISTRICT 2027 FINAN	NCIAL PLAN		Expenditures									Revenue			Schedule A
				Interest &			Transfers to			Recovery from			Fees &		Property Value	Requisition
		Total 2027	Operations	Principal	Deficit	Capital	Reserves	Total 2027	Prior Year	Other Services	Reserves	Other Revenue	Charges	Parcel Tax	Tax	2027
1.010	Legislative & General Government	39,135,867	37,951,581	304,332	-	519,880	360,074	39,135,867	450,000		180,000	1,555,706	98,870		13,573,785	13,573,785
1.10X	Facilities Management	5,133,536	4,508,741	-	-	10.200	624,795	5,133,536		4,903,935	-	43,072	-		186,529	186,529
1.101 1.103	G.I.S. Elections	696,435 66,080	627,055 590			19,380	50,000 65,490	696,435 66,080		545,882	500	6,390 90			144,163 65,490	144,163 65,490
1.104	U.B.C.M.	14.078	14.078		-		00,400	14.078			-	90			13.988	13.988
1.109	Electoral Area Admin Exp - JDF	77,081	77,081	-	-	-	-	77,081			-	250	-		76,831	76,831
1.110	Electoral Area Admin Exp - SGI	489,241	488,141	-	-	-	1,100	489,241			5,136	20,035	-		464,070	464,070
1.111	Electoral Area Admin Exp - SSI	1,571,004	1,506,504	-	-	-	64,500	1,571,004		- 729,932	85,000	5,790	-		750,282	750,282
1.112 1.114	Regional Grant in Aid Grant-in-Aid - Juan de Fuca	21,797	21,797	-	-	-	- 1	21,797			-	290	-		21,507	21,507
1.116	Grant-in-Aid - Salt Spring Island	53,119	53.119	-		-]	53,119			-	260	-		52,859	52.859
1.117	Grant-in-Aid - Southern Gulf Islands	111,436	111,436			-	-	111,436				1,257	-		110,179	110,179
1.119	Vancouver Island Regional Library	427,243	427,243	-	-	-	-	427,243			-	660	-		426,583	426,583
1.121	Sooke Regional Museum	244,179	244,179	-	-	-	-	244,179		-	-	420	-		243,759	243,759
1.123	Prov. Court of B.C. (Family Court)	149,360 75,535	70,535	-	-	-	149,360	149,360 75,535			12.585	149,360 660	-		62,290	62,290
1.124	SSI Economic Development Commission	136,153	136,153	-	-	-	5,000	136,153			12,585	1,610	-		134,543	134,543
1.125	SGI Economic Development Commission Victoria Family Court Committee	15,797	15,797					15,797				797			15,000	15,000
1.128	Greater Victoria Police Victim Services	342,405	342,405	_	_		-	342,405				14.634	_		327,771	327,771
1.129	Vancouver Island Regional Library - Debt	339,366	1,100	338,266	-	-	-	339,366			-	339,366	-		-	-
1.133	Langford E.A Greater Victoria Public Library	35,731	35,731	-	-	-	-	35,731			-	100	-		35,631	35,631
1.137	Galiano Island Community Use Building	74,189	41,316	30,653	-	-	2,220	74,189			-	290	-		73,899	73,899
1.138 1.141	Southern Gulf Islands Regional Library Salt Spring Island Public Library	268,233 815,523	268,233 635,545	9,888	-	-	170,090	268,233 815,523			-	2,807 1.130	-		265,426 814.393	265,426 814,393
1.15X	Municipalities' Own Debt - M.F.A.	14,832,370	75,100	14,757,270	-	-	.70,030	14.832.370				75,100			14,757,270	14,757,270
1.170	Gossip Island Electric Power Supply	63,225	604	62,621	-	-	- 1	63,225			-	290		62,935	-	62,935
1.224	Community Health	596,138	596,138	-	-	-	-	596,138			-	145,571	-		450,567	450,567
1.226	Health Facilities - VIHA	1,884,942	790,342	-	-	-	1,094,600	1,884,942		-	-	1,884,942	-		-	-
1.227	Saturna Island Medical Clinic Galiano Health Service	27,739 153,629	27,739 153,629	-	-	-	-	27,739 153,629		-	-	1,510 199	-		26,229 153 430	26,229 153,430
1.229	Pender Islands Health Care Centre	299,026	299,026	-]	299,026			-	2,250	-		296,776	296,776
1.230	Traffic Safety Commission	81,646	81,646	- :				81,646				3,770			77,876	77,876
1.232	Port Renfrew Street Lighting	9,825	9,825	-	-	-	-	9,825			-	380	4,130	5,315		5,315
1.234	SSI Street Lighting	33,671	33,671	-	-	-	-	33,671			-	40	-		33,631	33,631
1.235	SGI Small Craft Harbour Facilities	503,900	265,109	87,493	-	-	151,298	503,900			-	8,040	150,960	344,900		344,900
1.236 1.238A	Salt Spring Island Fernwood Dock	36,162 773,624	18,162 724,164	-	-	-	18,000 49,460	36,162 773,624			-	170 224,241	-	35,992	549,383	35,992 549,383
1.238B	Community Transit (SSI) Community Transportation (SSI)	214.272	54,457	57,815			102,000	214.272				430			213,842	213,842
1.280	Regional Parks	23,960,381	16,026,661	4,134,207	-	286,526		23,960,381		80,671		942,101	659,477		22,278,132	22,278,132
1.290	Royal Theatre	580,000	100,000	-	-	109,000	371,000	580,000			-		-		580,000	580,000
1.295	McPherson Theatre	785,822	349,589	-	-	94,000	342,233	785,822		-	-	35,822	-		750,000	750,000
1.297	Arts Grants	3,412,964	3,411,903	-	-	-	1,061	3,412,964		- 16,240	42,168	178,754	-		3,175,802	3,175,802
1.299	Salt Spring Island Arts	134,882	134,882	-	-	404.000	60.458	134,882 1.544.331			- 04 007	90	-		134,792	134,792
1.309	Climate Action and Adaptation Land Banking & Housing	1,544,331 4,494,705	1,319,850 2,114,076	2,376,439		164,023	4,190	4,494,705		359,628	31,037	196,152 716.354	2,000		3,416,723	1,317,142 3,416,723
1.311	Regional Housing Trust Fund	4,454,705	2,114,010	2,010,400	-		4,130	4,454,765		- 555,020		7 10,004	2,000		0,410,725	0,410,720
1.312	Regional Goose Management	-	-	-	-	-	-	-			-	-	-		-	-
1.313	Animal Care Services	1,857,745		-	-	-	42,000	1,857,745		-	-	1,306,740	30,070		520,935	520,935
1.314	SGI House Numbering	10,708	10,708	-	-	-	-	10,708			-	145	-		10,563	10,563
1.316	SSI Building Numbering JDF Building Numbering	10,854 14,735	10,854 14,735	-	-	-	-	10,854 14,735			-	20 50	-		10,834 14.685	10,834 14.685
1.318	Building Inspection	2,343,536	2,279,516			14,280	49,740	2,343,536		34,020	4,452	4.770	1,528,150		772.144	772,144
1.319	Soil Deposit Removal	6,556	6,556	_	_	- 1,200	.0,7 .0	6,556			86	40	-,020,100		6,430	6,430
1.320	Noise Control	47,303	46,128	-	-	-	1,175	47,303			-	350	-		46,953	46,953
1.322	Nuisances & Unsightly Premises	60,978	60,978	-	-	-	-	60,978			-	470	-		60,508	60,508
1.323	By-Law Enforcement	628,523	577,897	-	-	-	50,626	628,523		- 589,733	700.000	38,790	-		4 000 000	1 000 000
1.324 1.325	Regional Planning Services Electoral Area Services - Planning	2,293,416 943,522	2,290,916 867,752	-	-	-	2,500 75,770	2,293,416 943,522		- 100,040 - 35,211	736,628 48.311	67,760 2,250	45,000		1,388,988 812,750	1,388,988 812,750
1.325	Regional Growth Strategy	354,681	344.681				10,000	354.681		- 33,211	40,311	17.710	+3,000		336.971	336,971
1.335	Geo-Spatial Referencing System	194,675	126,745	-	-	-	67,930	194,675			-	8,330	9,190		177,155	177,155
1.340	JDF Livestock Injury Compensation	3,168	3,168	-	-	-		3,168			-		-		3,168	3,168
1.341	SGI Livestock Injury Compensation	3,188	3,188	-	-	-	-	3,188			-	34	-		3,154	3,154
1.342	SSI Livestock Injury Compensation	3,168	3,168	-	-	- 0000		3,168			-	40.510	-		3,168	3,168
1.350 1.352	Willis Point Fire Protect & Recreation South Galiano Fire Protection	197,150 664,427	125,959 376,779	141.027	-	6,920 10.810	64,271 135.811	197,150 664,427			-	42,510 1,120	-	141,027	154,640 522,280	154,640 663,307
1.352	Otter Point Fire Protection	718,546	529,316	141,021		6,230		718,546		. :		340	- :	1-1,021	718,206	718,206
1.354	Malahat Fire Protection	72,872	72,872	-	-		-	72,872			-	-	-		72,872	72,872
1.355	Durrance Road Fire Protection	3,024	2,724	-	-	-	300	3,024			-	-	-	3,024	-	3,024
1.356	Pender Fire Protection	1,598,303	1,360,405		-		237,898	1,598,303			-	12,310	-		1,585,993	1,585,993
1.357 1.358	East Sooke Fire Protection Port Renfrew Fire Protection	610,788 215,561	339,315 185,061	155,109	-	5,000	111,364 30,500	610,788 215,561			-	29,988 1,390	73,590 85,668		507,210 128,503	507,210 128,503
1.358	North Galiano Fire Protection	343.591	275.818	56.363	-	5.000	6.410	343,591			-	1,390	00,008	24.440		342,571
1.360	Shirley Fire Protection	212,330	133,365	-		10,000	68,965	212,330				210	- :	27,440	212,120	212,120
1.363	Saturna Island Fire	346,954	346,954	-	-			346,954			-	13,270	-		333,684	333,684
1.369	Electoral Area Fire Services	353,543	344,679	-	-	2,289	6,575	353,543			-	120			353,423	353,423
1.370	Juan de Fuca Emergency Program	128,591	115,711	-	-	-	12,880	128,591				240	-		128,351	128,351
1.371	SSI Emergency Program	141,654	141,654	-	-	-		141,654			3,327	190	-		138,137	138,137
1.372	Electoral Area Emergency Program SGI Emergency Program	741,034 250,388	736,034 243,887	-	-	-	5,000 6,501	741,034 250,388		540,708	1,535	1,010 3,010	-		197,781 247,378	197,781 247,378
1.374	Regional Emergency Program Support	158,735	158,735				5,501	158,735				7,810	- :		150,925	150,925
1.375	Hazardous Material Incident Response	409.948	393,763				16,185	409,948			_	19,690	_	_	390,258	390,258

	CAPITAL REGIONAL DISTRICT 2027 FINAN	ICIAL PLAN											_			Schedule A
				Expenditures									Revenue			
		Total 2027	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2027		Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2027
1.377	JDF Search and Rescue	93,122	90,122	-	-	-	3,000	93,122	-	-	-	23,170	-	-	69,952	69,952
1.378	SSI Search and Rescue SEAPARC	25,804	25,804	-	-	-		25,804	-	-	-	100		-	25,704	25,704
1.40X 1.405	JDF EA - Community Parks	5,622,710 249,123	5,017,954 229,828	53,966	-	-	550,790 19,295	5,622,710 249,123	-	-	-	563,527 940	1,498,274	-	3,560,909 248,183	3,560,909 248,183
1.408	JDF EA - Community Parks JDF EA - Community Recreation	98,280	98,280				19,295	98,280				23,310			74,970	74,970
1.44X	Panorama Rec. Center.	12,000,462	10,015,701	590,608	-	-	1,394,153	12,000,462	-	-	-	2,280,382	3,438,694	-	6,281,386	6,281,386
1.455	Salt Spring Island - Community Parks	1,053,634	1,028,134	-	-		25,500	1,053,634		429,330	-	34,190	-	-	590,114	590,114
1.458	Salt Spring Is Community Rec	413,542	404,892	-	-	-	8,650	413,542	-	-	-	10,650	286,740	-	116,152	116,152
1.459 1.465	Salt Spring Is- Pool, Parks, Land, Art & Rec. Prog	2,956,369	2,476,703	107,666	-	-	372,000	2,956,369 32,039	-	93,830	-	176,650	300,100	-	2,385,789	2,385,789 30,329
1.468	Saturna Island Comm. Parks Saturna Island - Community Rec.	32,039 15,720	26,590 15,720				5,449	15,720				1,710 710			30,329 15,010	30,329 15,010
1.475	Mayne Is. Com. Parks & Rec	102,450	83,440	-			19,010	102,450				300		-	102,150	102,150
1.476	Mayne Is. Comm. Parks (reserve)	11,220	11,220	-	-	-		11,220	-	-	-	10,130	1,090	-	-	,
1.478	Mayne Is. Community Rec.	39,130	39,130	-	-	-	-	39,130		-	-	60	-	-	39,070	39,070
1.485	North & South Pender Com. Parks	214,560	166,142	-	-	-	48,418	214,560	-	-	-	2,380	-	-	212,180	212,180
1.488	North & South Pender Com. Rec	74,740	74,740	-	-	-		74,740	-	-	-	890	-	-	73,850	73,850
1.495 1.498	Galiano Parks	138,777 46,560	125,777 46,560	-	-	-	13,000	138,777 46,560	-	-	21,970	120 30	-	-	116,687	116,687 46,530
1.498	Galiano Community Recreation SWMP -Solid Waste Disposal (Refuse Disposal)	40,434,649	39,771,529				663,120	40,434,649			119,671	15,900,431	24,414,547		46,530	46,530
1.521	Port Renfrew Refuse Disposal	129,488	98,375		-		31,113	129,488		28,058	119,071	53,450		-	47,980	47,980
1.525	Solid Waste Disposal - Debt	2,765,453	3,500	2,761,953			51,113	2,765,453		20,030		-	2,765,453		-77,500	-1,500
1.531	Stormwater Quality Management - Sooke	43,003	26,301		-	-	16,702	43,003	-	-	-	86	, 11, 150	-	42,917	42,917
1.533	Stormwater Quality Management - SGI	44,016	44,016	-	-	-	-	44,016		-	-	510	-	-	43,506	43,506
1.535	Stormwater Quality Management - SSI	26,589	26,589	-	-	-	-	26,589	-	-	449	30	-	-	26,110	26,110
1.536	LWMP-Stormwater Quality Management-Core	805,613	789,016	-	-	-	16,597	805,613	-	-	-	87,763	-	-	717,850	717,850
1.537	Stormwater Quality Management - Peninsula	132,775	132,775	-	-	-	· -	132,775	-	-	740	4,455	-	-	128,320	128,320
1.538 1.57X	Source - Stormwater Quality - Peninsula Environmental Services	62,918 27,918,208	62,918 27,023,182	-	-	-	895,026	62,918 27,918,208		27,764,679	716 61,129	1,763 92,400	-	-	60,439	60,439
1.911	911 Systems	2,661,338	1,640,329	1,011,949			9,060	2,661,338		21,104,019	01,129	2,078,369	122,158		460.811	460.811
1.912B	911 Call Answer - Municipalities	-	- 1,010,020			-		2,001,000		641,849	_	-45,300	-		(596,549)	(596,549)
1.913	913 Fire Dispatch	451,030	442,935	-	-	-	8,095	451,030	-		-	10,300	-	-	440,730	440,730
1.921	Regional CREST Contribution	2,163,064	2,163,064	-	-		-	2,163,064		-	-	105,100	-	-	2,057,964	2,057,964
1.923	Emergency Comm - CREST - SGI	198,711	198,711	-	-	-	-	198,711	-	-	-	2,180	-	-	196,531	196,531
1.924	Emergency Comm - CREST - JDF	158,680	158,680	-	-	-	-	158,680	-	-	-	250	-	-	158,430	158,430
1.925 2.610	Emergency Comm - CREST - SSI Saanich Peninsula Water Supply	160,070 10,296,106	160,070 8,609,805	1.136.301	-	-	550.000	160,070 10,296,106	-	-	-	160 6,500	10.289.606	-	159,910	159,910
2.620	SSI Highland Water System	11,325	0,609,605	1,130,301			550,000	11.325			-	90	10,269,000	11.235		11.235
2.621	Highland / Fernwood Water - SSI	966.510	406,786	477,699			82,025	966,510				820	822,680	143,010		143,010
2.622	Cedars of Tuam	147,347	42,445	95,902	-	-	9,000	147,347	-	-	-	90	147,257	-	-	-
2.624	Beddis Water	552,290	229,629	186,061	-	-	136,600	552,290		-	-	150	369,370	182,770	-	182,770
2.626	Fulford Water	428,720	180,954	205,691	-	-	42,075	428,720	-	-	-	740	324,420	103,560		103,560
2.628	Cedar Lane Water (SSI)	165,280	68,427	63,533	-	-	33,320	165,280	-	-	-	160	130,310	34,810		34,810
2.630 2.640	Magic Lakes Estate Water System	1,033,238 314,125	780,895 193,685	150,603 62.095	-	-	101,740 58.345	1,033,238 314,125	-	-	-	10,760 940	442,478 149.505	580,000 163,680		580,000 163,680
2.640 2.642	Saturna Island Water System (Lyall Harbour) Skana Water (Mayne)	105,157	59,968	18,946	-	-	26,243	105,157	-	-	-	100	74,277	30,780	-	30,780
2.650	Port Renfrew Water	250,151	146,814	80,607			22,730	250,151			13,000	1,140	116,881	119,130		119,130
2.660	Fernwood Water	3,401	54	3,347	-			3,401			-	40	- 110,001	3,361		3,361
2.665	Sticks Allison Water (Galiano)	72,940	58,595	-	-	-	14,345	72,940	-	-	-	100	67,428	5,412	-	5,412
2.667	Surfside Park Estates (Mayne)	266,667	124,513	136,669	-	-	5,485	266,667	-	-	7,000	100	210,214	49,353	-	49,353
2.670	Regional Water Supply	53,187,300	22,738,009	6,940,171	-	23,000,000		53,187,300	-	-	-	784,600	52,402,700	-	-	-
2.680	Juan de Fuca Water Distribution	32,242,622	18,481,360	3,205,713	-	9,933,712	621,837	32,242,622	-	-	-	179,270	32,063,352	40.004	-	40.004
2.681 2.682	Florence Lake Water System Debt Seagirt Water System Debt	19,038 146,552	-	19,038 146,552	-	-	-	19,038 146,552	-	-	-	37	-	19,001 146,552	-	19,001 146,552
2.682 2.691	Wilderness Mountain Water Service	205,031	150,628	34,568	-	-	19,835	205.031	-		10,000	110	116,121	78,800		78,800
3.700	Septage Disposal	170,727	170,727	J 4 ,JU0			15,035	170.727			10,000	170,727	110,121	70,000		70,000
3.701	Millstream Remediation Service	-		-	-	-		-	-	-	-	,	-	-	-	-
3.705	SSI Liquid Waste Disposal	1,375,111	1,088,822	245,899	-	-	40,390	1,375,111	-	-	-	1,680	838,610	534,821	-	534,821
3.707	LWMP - On Site System Management Program	181,557	181,557	-	-	-	-	181,557	-	-	-	7,485	-	174,072		174,072
3.71X	Core Area Wastewater Operations	37,663,832	36,263,832		-	-	1,400,000	37,663,832	-	668,656	304,290	30,636,988	-	-	6,053,898	6,053,898
3.718	Peninsula Wastewater TP	5,620,238	4,532,432	372,456	-	-	715,350	5,620,238	-	163,950	30,000	2,997,965	-	-	2,428,323	2,428,323
3.720 3.750	LWMP - (Peninsula) - Implementation	61,044 1,448,684	36,281	-	-	-	24,763	61,044 1,448,684	-	-	-	2,320 477,223	200.000	-	58,724 763,381	58,724 763,381
3.750 3.752	LWMP - Core and West Shore LWMP - Harbour Studies	1,448,684 383,639	1,183,972 383,639				264,712	1,448,684	-	-	-	477,223 21,658	208,080	-	763,381 361,981	763,381 361,981
3.755	Regional Source Control	1,729,177	1,728,997	_	_		180	1,729,177		55,000	11,362	93,303	64,946		1,504,566	1,504,566
3.756	Harbours Environmental Action	0	0		-			.,20,			,002	-		_	.,001,000	.,55 ,,566
3.7XX	Core Area & Legacy Trunk Sewer - Debt	27,033,368	177,935	12,642,809	-	5,529,745	8,682,879	27,033,368	-	-	-	19,541,701	-	-	7,491,667	7,491,667
3.810	Ganges Sewer	1,475,221	882,435	433,246	-		159,540	1,475,221	-	-	25,000	2,380	1,371,921	75,920	-	75,920
3.820	Maliview Estates Sewer System	284,391	179,639	57,157	-	-	47,595	284,391	-	-	10,000	25,230	242,950	6,211	-	6,211
3.830	Magic Lake Estates Sewer System	984,770	735,089	93,471	-	-	156,210	984,770	-	12,300	15,000	4,960	308,870	643,640	-	643,640
3.830D 3.850	Magic Lake Estates Sewer Debt Port Renfrew Sewer	231,715	1,030	230,685	-	-	20.02=	231,715	-	-	-	2,240	74 400	229,475		229,475
		143,828	121,013	-	-	-	22,815	143,828	-	-	-	1,600	71,103	71,125	-	71,125
21.ALL	Feasibility Study Reserve Fund - All															

1.010 1.10X 1.101				Expenditures												
1.10X 1.101													Revenue			
1.10X 1.101		Total 2028	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2028		Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2028
1.101	Legislative & General Government	40,075,777	38,874,894	304,332	-	530,280	366,271	40,075,777	450,000		180,000	1,564,826	100,050		14,023,577	14,023,577
	Facilities Management G.I.S.	5,308,680 711,158	4,608,091 641,388	-	-	19,770	700,589 50,000	5,308,680 711,158		5,074,318 556,800	-	43,368 6,510	-	-	190,994 147,848	190,994 147,848
1.103	G.I.S. Elections	65,580	90			19,770	65,490	65,580		. 556,800		90			65,490	65,490
1.104	U.B.C.M.	14,361	14,361	-	-	-		14,361			-	90	-	-	14,271	14,271
1.109	Electoral Area Admin Exp - JDF	78,610	78,610	-	-	-	:	78,610		-		250	-	-	78,360	78,360
1.110	Electoral Area Admin Exp - SGI Electoral Area Admin Exp - SSI	500,808 1,518,388	499,332 1,453,888	-	-	-	1,476 64,500	500,808 1,518,388		746,499	1,834	20,364 5,810	-	-	478,610 766,079	478,610 766,079
1.112	Regional Grant in Aid	1,510,300	1,455,000	-			64,500	1,510,300		740,499		5,610			. 700,079	700,079
1.114	Grant-in-Aid - Juan de Fuca	21,833	21,833	-	-	-	-	21,833			-	290	-	-	21,543	21,543
1.116	Grant-in-Aid - Salt Spring Island	53,228	53,228	-	-	-	-	53,228			-	260	-	-	52,968	52,968
1.117 1.119	Grant-in-Aid - Southern Gulf Islands Vancouver Island Regional Library	111,549 435,758	111,549 435,758	-	-	-	-	111,549 435,758		-	-	1,257 670	-	-	110,292 435.088	110,292 435.088
1.121	Sooke Regional Museum	249.064	249,064	_				249,064			_	430	_		248,634	248,634
1.123	Prov. Court of B.C. (Family Court)	149,360	-	-	-	-	149,360	149,360			-	149,360	-			-
1.124	SSI Economic Development Commission	75,947	70,947	-	-	-	5,000	75,947		-	11,735	670	-	-	63,542	63,542
1.125 1.126	SGI Economic Development Commission Victoria Family Court Committee	138,277 15,797	138,277 15,797	-		-		138,277 15,797			-	1,640 797			136,637 15,000	136,637 15,000
1.128	Greater Victoria Police Victim Services	349,254	349.254]	349.254				14.634			334,620	334.620
1.129	Vancouver Island Regional Library - Debt	339,366	1,100	338,266	-		-	339,366			-	339,366	-			-
1.133	Langford E.A Greater Victoria Public Library	36,444	36,444		-	-		36,444		-	-	100	-		36,344	36,344
1.137 1.138	Galiano Island Community Use Building Southern Gulf Islands Regional Library	75,668 273,607	42,175 273.607	30,653	-		2,840	75,668 273.607			-	290 2.869	-		75,378 270,738	75,378 270,738
1.141	Salt Spring Island Public Library	831,807	648,374	9,888			173,545	831,807				1,150			830,657	830,657
1.15X	Municipalities' Own Debt - M.F.A.	14,538,946	71,820	14,467,126	-			14,538,946			-	71,820	-		14,467,126	14,467,126
1.170 1.224	Gossip Island Electric Power Supply	566,956	566,956	-	-	-	-	566,956		-	-	130,590	-	-	436,366	436,366
1.224	Community Health Health Facilities - VIHA	1,922,639	807,382				1,115,257	1,922,639				1,922,639	- 1		436,366	430,300
1.227	Saturna Island Medical Clinic	28,332	28,332	-	-	-	1,110,207	28,332				1,540	-		26,792	26,792
1.228	Galiano Health Service	156,698	156,698	-	-	-	-	156,698		-	-	200	-	-	156,498	156,498
1.229 1.230	Pender Islands Health Care Centre Traffic Safety Commission	309,379 83,251	309,379 83,251	-	-	-	-	309,379 83,251		-	-	2,300 3,840	-	-	307,079 79,411	307,079 79,411
1.230	Port Renfrew Street Lighting	9,995	9,995				1	9,995				3,840	4.210	5,395		79,411 5.395
1.234	SSI Street Lighting	34,249	34,249	-	-	-	-	34,249			-	40	.,2.0	-	34,209	34,209
1.235	SGI Small Craft Harbour Facilities	513,850	271,835	87,493	-	-	154,522	513,850		-	-	8,190	153,860	351,800		351,800
1.236 1.238A	Salt Spring Island Fernwood Dock Community Transit (SSI)	38,723 789,087	18,723 738.662	-	-	-	20,000 50,425	38,723 789,087			-	170 228,712	-	38,553	560,375	38,553 560,375
1.238B	Community Transportation (SSI)	243,204	56,405	84,799			102,000	243,204				430			242,774	242,774
1.280	Regional Parks	26,044,108	16,404,697	5,764,207	-	292,257	3,582,947	26,044,108		82,284	20,000	945,788	672,666	-	24,323,370	24,323,370
1.290	Royal Theatre	580,000	100,000	-	-	109,000	371,000	580,000			-	-	-	-	580,000	580,000
1.295 1.297	McPherson Theatre Arts Grants	785,822 3,483,081	349,589 3,481,999	-	-	94,000	342,233 1,082	785,822 3,483,081		16,630	42,178	35,822 178,754	-	-	750,000 3,245,519	750,000 3,245,519
1.299	Salt Spring Island Arts	137,574	137,574				1,002	137,574		10,000	42,170	90			137,484	137,484
1.309	Climate Action and Adaptation	1,398,064	1,337,394	-	-	-	60,670	1,398,064			5,048	75,874	-	-	1,317,142	1,317,142
1.310	Land Banking & Housing	4,544,422	2,163,753	2,376,439	-	-	4,230	4,544,422		368,314	-	719,925	2,000	-	3,454,183	3,454,183
1.311	Regional Housing Trust Fund Regional Goose Management			-		-		-								
1.313	Animal Care Services	1,900,090	1,855,964	-			44,126	1,900,090				1,332,870	30,660		536,560	536,560
1.314	SGI House Numbering	10,918	10,918	-	-	-		10,918		-	-	145	-	-	10,773	10,773
1.316	SSI Building Numbering	11,064	11,064	-	-	-	-	11,064 15.039		-	-	20 50	-	-	· 11,044 · 14.989	11,044 14,989
1.317	JDF Building Numbering Building Inspection	15,039 2,408,344	15,039 2,333,054			14,570	60,720	2,408,344		34,700		4,810	1,558,730		810,104	810,104
1.319	Soil Deposit Removal	6,689	6,689	-	-	-		6,689			89	40	-	-	6,560	6,560
1.320	Noise Control	48,946	47,081	-	-	-	1,865	48,946		-	-	350	-	-	48,596	48,596
1.322 1.323	Nuisances & Unsightly Premises By-Law Enforcement	62,206 641,861	62,206 590,698	-	-	-	51,163	62,206 641,861		602,301	-	480 39,560	-	-	61,726	61,726
1.323	Regional Planning Services	1,703,758	1,701,258	-			2,500	1,703,758		102,440	101,560	69,110			1,430,648	1,430,648
1.325	Electoral Area Services - Planning	943,545	867,775	-	-	-	75,770	943,545		35,910	23,235	2,270	45,000		837,130	837,130
1.330	Regional Growth Strategy	362,548	352,548	-	-	-	10,000	362,548			-	18,040	-		344,508	344,508
1.335	Geo-Spatial Referencing System JDF Livestock Injury Compensation	198,577 3.171	129,287 3,171	-	-		69,290	198,577 3.171		· -	-	8,500	9,370		180,707 3.171	180,707 3,171
1.340	SGI Livestock Injury Compensation	3,171	3,171]	3,171				34			3,171	3,171
1.342	SSI Livestock Injury Compensation	3,171	3,171	-	-		-	3,171			-	-	-		3,171	3,171
1.350	Willis Point Fire Protect & Recreation	200,420	128,545	-	-	7,060	64,815	200,420			-	42,690	-	444.00	157,730	157,730
1.352 1.353	South Galiano Fire Protection Otter Point Fire Protection	674,877 734.095	384,300 540.045	141,027	-	11,030 6,350	138,520 187,700	674,877 734.095			-	1,120 340	-	141,027	532,730 733,755	673,757 733,755
1.354	Malahat Fire Protection	74,333	74,333		-	- 0,000	-	74,333				540			74,333	74,333
1.355	Durrance Road Fire Protection	3,027	2,727	-	-		300	3,027			-	-	-	3,027	· -	3,027
1.356	Pender Fire Protection	1,632,746	1,389,718	455 400	-		243,028	1,632,746		-	-	12,560	75.000		1,620,186	1,620,186
1.357 1.358	East Sooke Fire Protection Port Renfrew Fire Protection	623,101 219,834	346,355 188,834	155,109	-	5,000	116,637 31,000	623,101 219,834			-	30,691 1,410	75,060 87,370		517,350 131,054	517,350 131,054
1.359	North Galiano Fire Protection	349,872	281,399	56,363	-	5,000	7,110	349,872			-	1,030	-	24,440		348,842
1.360	Shirley Fire Protection	216,570	136,063	-	-	10,000	70,507	216,570		-	-	210	-		216,360	216,360
1.363 1.369	Saturna Island Fire	347,127 360.613	347,127 352.375	-	-	4.040	- 222	347,127			-	13,540 120	-		333,587 360,493	333,587 360,493
1.369	Electoral Area Fire Services Juan de Fuca Emergency Program	130,613	352,375 118.066			1,918	6,320 12,880	360,613 130,946			- :	120 240			· 360,493 · 130,706	130,706
1.371	SSI Emergency Program	144,235	144,235	-	-		.2,000	144,235			3,145	190	-		140,900	140,900
1.372	Electoral Area Emergency Program	760,212	753,272	-	-	-	6,940	760,212		551,520		1,020	-		207,672	207,672
1.373 1.374	SGI Emergency Program Regional Emergency Program Support	254,219 162,409	248,809 162,409		-		5,410	254,219 162,409			3,771	3,070 7,950	-		247,378 154,459	247,378 154,459
1.375	Hazardous Material Incident Response	422,030	401,634		-		20,396	422,030				20,070			401,960	401,960

	CAPITAL REGIONAL DISTRICT 2028 FINAN	CIAL PLAN													Schedule A
				Expenditures								Revenue			
		Total 2028	Operations	Interest & Principal	Deficit	Capital	Transfers to Reserves	Total 2028	Recovery from Other Services	Transfers from Reserves	Other Revenue	Fees & Charges	Parcel Tax	Property Value Tax	Requisition 2028
1.377	JDF Search and Rescue	93,582	90,582	-	-		3,000	93,582		-	23,630	-		- 69,952	69,952
1.378	SSI Search and Rescue SEAPARC	25,804	25,804	-	-		561,800	25,804		-	100	4 507 500		- 25,704	25,704 3,657,455
1.40X 1.405	JDF EA - Community Parks	5,759,642 254.110	5,143,876 234,725	53,966	-		19,385	5,759,642 254.110			574,667 960	1,527,520		- 3,657,455 - 253,150	253,150
1.408	JDF EA - Community Parks	100,240	100,240	-	_		. 13,505	100,240			23,770	_		76,470	76,470
1.44X	Panorama Rec. Center.	12,272,029	10,259,384	590,608	-		1,422,037	12,272,029		-	2,327,451	3,513,594		- 6,430,984	6,430,984
1.455	Salt Spring Island - Community Parks	1,076,320	1,050,820	-	-		- 25,500	1,076,320	437,920	-	34,880	-		- 603,520	603,520
1.458	Salt Spring Is Community Rec	421,793	413,563	-	-		- 8,230	421,793		-	10,860	292,470		- 118,463	118,463
1.459 1.465	Salt Spring Is- Pool, Parks, Land, Art & Rec. Prog Saturna Island Comm. Parks	3,001,613 32,676	2,524,947 27,124	107,666	-		- 369,000 - 5,552	3,001,613 32,676	95,710	-	180,190 1,740	306,100		- 2,419,613 - 30,936	2,419,613 30,936
1.468	Saturna Island - Community Rec.	16.030	16.030				. 5,552	16.030			720			- 15.310	15,310
1.475	Mayne Is. Com. Parks & Rec	104,490	85,480	-	-		- 19,010	104,490		-	300	-		- 104,190	104,190
1.476	Mayne Is. Comm. Parks (reserve)	11,440	11,440	-	-			11,440		-	10,330	1,110			-
1.478	Mayne Is. Community Rec.	39,910	39,910	-	-			39,910		-	60	-		- 39,850	39,850
1.485 1.488	North & South Pender Com. Parks	229,450	169,491	-	-		- 59,959	229,450		-	2,420 900	-		227,030	227,030 75,330
1.488	North & South Pender Com. Rec Galiano Parks	76,230 142,361	76,230 128,361				14,000	76,230 142,361		22,410	120			- 75,330 - 119,831	119,831
1.498	Galiano Community Recreation	47.490	47.490		-		. 14,000	47,490		22,410	30	-		47,460	47,460
1.521	SWMP -Solid Waste Disposal (Refuse Disposal)	41,079,081	40,415,961	-	-		663,120	41,079,081		1,031,363	15,859,171	24,188,547		,	,700
1.523	Port Renfrew Refuse Disposal	131,980	100,350	-	-		31,630	131,980	- 28,620	-	54,420			48,940	48,940
1.525	Solid Waste Disposal - Debt	2,791,453		2,791,453	-		·	2,791,453	-	-	-	2,791,453			
1.531	Stormwater Quality Management - Sooke	43,844	26,808	-	-		17,036	43,844		-	86	-		43,758	43,758
1.533 1.535	Stormwater Quality Management - SGI Stormwater Quality Management - SSI	44,894 26,790	44,894 26,790	-	-			44,894 26,790		130	520 30	-		- 44,374 - 26,630	44,374 26,630
1.536	LWMP-Stormwater Quality Management-Core	821,761	804.832				16,929	821.761		130	87.763			- 733,998	733.998
1.537	Stormwater Quality Management - Peninsula	135,198	135,198	_	_		,,,,,,	135,198		_	4,455	_		- 130,743	130,743
1.538	Source - Stormwater Quality - Peninsula	64,141	64,141	-	-			64,141		730	1,763	-		- 61,648	61,648
1.57X	Environmental Services	28,595,888	27,657,704	-	-		938,184	28,595,888	- 28,442,102	61,386	92,400	-			-
1.911	911 Systems	2,682,196	1,659,692	1,011,949	-		10,555	2,682,196		-	2,058,734	119,715		503,747	503,747
1.912B	911 Call Answer - Municipalities	400 400	450,000	-	-			400 400	629,012	-	-46,200	-		582,812	-582,812
1.913 1.921	913 Fire Dispatch Regional CREST Contribution	486,480 2,206,210	456,968 2,206,210	-	-		29,512	486,480 2,206,210		-	10,490 107,150	-		- 475,990 - 2,099,060	475,990 2,099,060
1.923	Emergency Comm - CREST - SGI	202,668	202,668					202,668			2,220			200,448	200,448
1.924	Emergency Comm - CREST - JDF	161,850	161,850		-			161,850			250	-		161,600	161,600
1.925	Emergency Comm - CREST - SSI	163,262	163,262	-	-			163,262		-	160	-		163,102	163,102
2.610	Saanich Peninsula Water Supply	11,170,003	9,386,207	1,183,796	-		600,000	11,170,003		-	3,500	11,166,503			-
2.620	SSI Highland Water System		-	-	-					-	-	-		-	-
2.621 2.622	Highland / Fernwood Water - SSI Cedars of Tuam	1,102,371 168,780	414,481 38.828	659,810 120,952	-		- 28,080 - 9,000	1,102,371 168,780		-	830 90	937,081 168,690	164,460) -	164,460
2.624	Beddis Water	648,310	230,264	395,609	-		22,437	648,310			150	428,840	219,320		219,320
2.626	Fulford Water	490,412	184,344	269,593	-		36,475	490,412			700	370,622	119,090		119,090
2.628	Cedar Lane Water (SSI)	196,000	69,363	109,337	-		17,300	196,000		-	160	154,070	41,770		41,770
2.630	Magic Lakes Estate Water System	1,041,690	796,765	78,945	-		165,980	1,041,690		-	10,800	450,890	580,000		580,000
2.640	Saturna Island Water System (Lyall Harbour)	320,413	197,618	62,095	-		60,700	320,413		-	960	152,503	166,950		166,950
2.642 2.650	Skana Water (Mayne) Port Renfrew Water	107,263 256,043	61,169 134,454	18,946 89,974	-		27,148 31,615	107,263 256,043		-	100 1,150	75,763 126,233	31,400 128,660		31,400 128,660
2.660	Fernwood Water	250,045	134,434	09,974			31,015	250,045			1,150	120,233	120,000		120,000
2.665	Sticks Allison Water (Galiano)	74,381	59,746	_	_		14,635	74,381		_	100	68,761	5,520) -	5,520
2.667	Surfside Park Estates (Mayne)	270,058	119,889	136,669	-		13,500	270,058		-	100	218,624	51,334		51,334
2.670	Regional Water Supply	58,394,753	23,065,843	7,809,608	-	27,000,000		58,394,753	-	-	666,100	57,728,653		-	-
2.680	Juan de Fuca Water Distribution	33,289,391	19,776,516	2,948,889	-	9,933,712	630,274	33,289,391		-	179,270	33,110,121	40.00	-	40.004
2.681 2.682	Florence Lake Water System Debt Seagirt Water System Debt	19,038 146,552	-	19,038 146,552	-		-	19,038 146,552		-	37	-	19,001 146,552		19,001 146,552
2.691	Wilderness Mountain Water Service	202,870	147,418	13,667	-		41,785	202,870		4,000	50	118,440			80,380
3.700	Septage Disposal	174,093	174,093	.0,007	-		,,,,,,,	174,093		.,000	174,093	, 140	55,550		-
3.701	Millstream Remediation Service	-	-	-	-			-		-	-				-
3.705	SSI Liquid Waste Disposal	1,402,452	1,103,503	245,899	-		- 53,050	1,402,452	-	-	1,700	855,380	545,372		545,372
3.707	LWMP - On Site System Management Program	185,014	185,014	-	-		4 500 600	185,014		400 =00	7,485	-	177,529		177,529
3.71X 3.718	Core Area Wastewater Operations Peninsula Wastewater TP	38,298,901 5,902,008	36,798,901 4,727,652	427.306	-		- 1,500,000 - 747.050	38,298,901 5,902,008	- 682,031 - 167,220	100,780 130,000	31,310,274 3.096,506	-		- 6,205,816 - 2,508,282	6,205,816 2,508,282
3.720	LWMP - (Peninsula) - Implementation	62,260	37.013	721,300 -			25,247	62,260	. 101,220	130,000	2,320			- 2,506,262	59.940
3.750	LWMP - Core and West Shore	1,460,563	1,190,962				269,601	1,460,563		-	480,117	212,240		- 768,206	768,206
3.752	LWMP - Harbour Studies	390,879	390,879				-	390,879		-	21,658	-		369,221	369,221
3.755	Regional Source Control	1,762,620	1,762,436	-	-		184	1,762,620	- 55,000	13,415	93,303	66,245		1,534,657	1,534,657
3.756	Harbours Environmental Action		400.410	-	-	F F00 7 1				-		-			- 0.47.00
3.7XX 3.810	Core Area & Legacy Trunk Sewer - Debt Ganges Sewer	28,795,726 1,479,188	138,110 874,832	23,656,745 433,246	-	5,529,745	5 -528,874 - 171,110	28,795,726 1,479,188		-	20,777,819 2,390	1,399,358	77,440	8,017,907	8,017,907 77,440
3.810	Maliview Estates Sewer System	279.375	173,058	433,246 57,157	-		49,160	279,375		-	2,390	247.810	6,335		6,335
3.830	Magic Lake Estates Sewer System	989,150	734,515	63,788			190,847	989,150	12,550		5,040	315,050	656,510		656,510
3.830D	Magic Lake Estates Sewer Debt	231,715	1,030	230,685	-		. ''-	231,715		-	2,260	,	229,455		229,455
3.850	Port Renfrew Sewer	146,706	123,436	-	-		23,270	146,706		-	1,630	72,528	72,548	-	72,548
21.ALL	Feasibility Study Reserve Fund - All	-	-	-	-			-	-	-	-	-		-	-
21.E.A.	Feasibility Study Reserve Fund - E.A.	-	-	-	-			-	 	-		-			-



CAPITAL REGIONAL DISTRICT

CAPITAL EXPENDITURE PLAN SUMMARY - 2024 to 2028

EXPENDITURE / FUNDING	2024	2025	2026	2027	2029	TOTAL
SUMMARY (ALL SERVICES)	2024	2025	2026	2027	2028	TOTAL
EXPENDITURE						
Buildings	32,046,581	30,892,500	4,086,500	1,237,000	4,749,500	73,012,081
Equipment	35,809,847	10,947,405	11,057,859	4,352,920	3,795,636	65,963,667
Land	11,212,000	6,457,000	5,342,000	5,270,000	5,230,000	33,511,000
Engineered Structures	179,338,717	129,237,926	100,450,875	86,460,400	80,030,500	575,518,418
Vehicles	8,593,000	3,308,750	2,920,000	3,802,000	3,438,000	22,061,750
_	267,000,145	180,843,581	123,857,234	101,122,320	97,243,636	770,066,916
SOURCE OF FUNDS						
Capital Funds on Hand	89,086,512	30,409,541	29,952,483	28,368,745	29,961,120	207,778,401
Debenture Debt	84,414,500	110,095,478	66,763,356	51,910,000	41,215,000	354,398,334
ERF	13,412,247	7,313,893	5,698,778	6,479,897	6,243,136	39,147,951
Grants (Federal, Provincia	22,724,902	10,856,701	5,479,117	4,610,278	9,065,000	52,735,998
Reserve Fund	50,740,984	19,152,968	15,763,500	9,753,400	10,759,380	106,170,232
Other .	6,621,000	3,015,000	200,000	-	-	9,836,000
	267,000,145	180,843,581	123,857,234	101,122,320	97,243,636	770,066,916

	Making a differencetogether			CAPITAL EXPEN	IDITURE					SOL	JRCE OF FUNDING			
				OAI IIAL LAI LI	Engineered			Capital	Debenture	Equipment	DROL OF TORDING		Capital	
Service #	Service Name	Equipment	Vehicles	Buildings	Structures	Land	TOTAL	Funds on Hand	Debt	Repl Fund	Grants	Other	Reserves	TOTAL
1.011	Board Expenditures	764,500	Venicles	Dullulige		Land	764,500	i ulius oli ilaliu	Debt	764,500	Oranto	Other	110301 403	764,500
1.014	CAO / Corporate Services	14,796					14,796			14,796				14,796
1.014	Real Estate	1,500					1,500			1,500				1,500
1.016	Human Resources	6,576					6,576			6,576			-	6,576
1.017	Finance	506,549		850,000			1,356,549	525,000	•	81,549			750,000	1,356,549
1.018	Health & Capital Planning Strategies	1,500					1,500			1,500				1,500
1.022	Information Technology	5,702,552	170,000	50,000			5,922,552	5,875,952		46,600				5,922,552
1.024	GM - Planning & Protective Services	•					-			-				
1.025	Corporate Emergency	8,000					8,000			8,000				8,000
1.027	First Nations Relations	1,644					1,644			1,644				1,644
1.105	Facilities Management	10,000	15,000				25,000			25,000				25,000
1.106	Facilities and Risk			1,090,000	25,000		1,115,000	825,000					290,000	1,115,000
1.107	Corporate Satellite Facilities			25,000			25,000						25,000	25,000
1.109	JDF Admin. Expenditures	2,000					2,000			2,000				2,000
1.110	SGI Admin. Expenditures	6,600					6,600			6,600				6,600
1.111	SSI Admin. Expenditures	46,100	-				46,100			46,100				46,100
1.118	Corporate Communications	453,288					453,288			3,288			450,000	453,288
1.123	Family Court Building			1,352,500			1,352,500	47,500				700,000	605,000	1,352,500
1.137	Galiano Island Community Use Building			12,000			12,000	,				,	12,000	12,000
1.141	SSI Public Library			90,000			90,000				70,000		20,000	90,000
1.226	Health Facilities - VIHA	440,000		3,155,000			3,595,000	615,000			70,000	375,000	2,605,000	3,595,000
1.235	SGI Small Craft Harbour Facilities	440,000		3,133,000	482,000		482,000	247,000				20,000	215,000	482,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				70,000		70,000	247,000				20,000	70,000	70,000
											-		70,000	
1.238A	Community Transit (SSI)				110,000		110,000	50,000			60,000		-	110,000
1.238B	Community Transportation (SSI)	55,000			420,000		475,000	45,000	-		210,000		220,000	475,000
1.280	Regional Parks	445,200	1,772,000	145,000	6,197,657	5,000,000	13,559,857	843,172	6,300,000	1,516,200	1,954,485	76,000	2,870,000	13,559,857
1.290	Royal Theatre	-		981,000			981,000				-	350,000	631,000	981,000
1.295	McPherson Theatre	57,000		275,000			332,000						332,000	332,000
1.297	Arts Grants and Development	2,100					2,100			2,100				2,100
1.309	Climate Action and Adaptation	792,961					792,961	211,483			581,478			792,961
1.310	Land Banking and Housing	10,000		9,400,000		700,000	10,110,000		9,400,000	10,000	700,000			10,110,000
1.313	Animal Care Services	40,000	42,000	185,000	65,000		332,000	302,000		30,000				332,000
1.318	Building Inspection	60,500	125,000				185,500			185,500				185,500
1.323	ByLaw Services	2,500	100,000				102,500			102,500				102,500
1.324	Regional Planning Services	44,000					44,000			44,000				44,000
1.325	Community Planning	49,355			325,000		374,355			49,355	325,000			374,355
1.335	Geo-Spatial Referencing	190,000					190,000			190,000				190,000
1.350	Willis Point Fire	155,500		15,000			170,500	-		11,500	108,000		51,000	170,500
1.352	South Galiano Fire	29,000	420,000				449,000			429,000			20,000	449,000
1.353	Otter Point Fire	15,000	-	40,000			55,000			15,000			40,000	55,000
1.356	Pender Island Fire	60,000		18,000			78,000			60,000			18,000	78,000
1.357	East Sooke Fire	51,551	300,000	10,000			351,551			324,551			27,000	351,551
1.358	Port Renfrew Fire	51,000	300,000	30,000	5,000		86,000			51,000			35,000	86,000
1.359	North Galiano Fire	31,000		30,000	3,000		80,000			31,000			33,000	80,000
1.360		10,000					10,000			10 000				10.000
1.360	Shirley Fire Department	20,000					20,000			10,000			20,000	10,000 20,000
	SSI Emergency Program									2.57			20,000	
1.372	Emergency Planning Coordination	2,500	-				2,500			2,500			25.0	2,500
1.373	SGI Emergency Program	25,000					25,000						25,000	25,000
1.375	Hazardous Material Incident Response	75,000	-				75,000			75,000				75,000
1.377	JDF Search and Rescue	92,000					92,000			92,000				92,000
1.405	JDF EA Community Parks & Recreation		100,000		589,000	50,000	739,000	379,000		100,000	260,000			739,000
1.40X	SEAPARC	429,000		295,500	1,122,000	-	1,846,500	69,300	-	234,700	778,000		764,500	1,846,500
1.44x	Panorama Recreation	869,072	57,000	3,836,500	4,828,408		9,590,980	390,000	5,201,500	776,072	2,104,408		1,119,000	9,590,980
1.455	SSI Community Parks	15,000	90,000		420,000		525,000	40,000		45,000	440,000		-	525,000
1.458	SSI Community Recreation	40,000			202,500	50,000	292,500			5,000	100,000		187,500	292,500
1.459	SSI Park Land & Rec Programs	453,687	30,000	948,081	450,000	15,000	1,896,768	345,039	-	51,300	869,406	450,000	181,023	1,896,768
1.465	Saturna Island Community Parks		-		38,000		38,000	5,000			<u></u>		33,000	38,000
1.475	Mayne Island Community Parks	15,000		53,000	9,000		77,000	20,000			30,000		27,000	77,000
1.485	Pender Island Community Parks	45,000			1,157,752	30,000	1,232,752	33,808			700,000	200,000	298,944	1,232,752
1.495	Galiano Community Parks	2,616			43,922		46,538	25,808		2,616			18,114	46,538
1.521	Environmental Resource Management	603,000		350,000	53,656,000		54,609,000	15,600,000	14,213,000	1,103,000			23,693,000	54,609,000
1.523	Port Renfrew Refuse Disposal				304,500		304,500	.,,			292,500		12,000	304,500
1.575	Environmental Administration Services	6,000					6,000			6,000			,,,,,	6,000
1.010	Environmental Administration Services	0,000					0,000			0,000				0,00



	Making a differencetogether			CAPITAL EXPEN						SOL	JRCE OF FUNDING			
					Engineered			Capital	Debenture	Equipment			Capital	
Service #	Service Name	Equipment	Vehicles	Buildings	Structures	Land	TOTAL	Funds on Hand	Debt	Repl Fund	Grants	Other	Reserves	TOTAL
1.576	Environmental Engineering Services	190,000	105,000				295,000			295,000				295,000
1.577	IW - Environmental Operations	125,000	1,614,000				1,739,000			1,739,000	-			1,739,000
1.578	Environmental Protection	514,600	220,000				734,600	380,000		354,600				734,600
1.911	911 Call Answer	-					-			-				-
2.610	Saanich Peninsula Water Supply	850,000			11,013,028		11,863,028		6,000,000	200,000			5,663,028	11,863,028
2.620	Highland Water (SSI)				20,000		20,000	20,000						20,000
2.621	Highland & Fernwood Water (SSI)				1,251,000		1,251,000	155,500	913,000		40,000		142,500	1,251,000
2.622	Cedars of Tuam Water (SSI)				55,000		55,000	5,000	-		42,000		8,000	55,000
2.624	Beddis Water (SSI)				622,450		622,450	183,450	340,000		40,000		59,000	622,450
2.626	Fulford Water (SSI)	103,000			302,000		405,000	7,000	220,000		90,000		88,000	405,000
2.628	Cedar Lane Water (SSI)				468,000		468,000		448,000				20,000	468,000
2.630	Magic Lake Estates Water (Pender)	15,000			145,000		160,000	15,000					145,000	160,000
2.640	Lyall Harbour Boot Cove Water (Saturna)	66,000			335,000		401,000	268,000	88,000		30,000		15,000	401,000
2.642	Skana Water (Mayne)	10,000			50,000		60,000	30,000	-		-		30,000	60,000
2.650	Port Renfrew Water	20,000			275,000		295,000		-		275,000		20,000	295,000
2.665	Sticks Allison Water (Galiano)				5,000		5,000						5,000	5,000
2.667	Surfside Park Estates (Mayne)	-			15,000		15,000		-				15,000	15,000
2.670	Regional Water Supply	18,697,750	1,991,000	8,740,000	27,760,000	4,330,000	61,518,750	42,407,750	7,300,000	1,361,000	6,000,000	4,450,000		61,518,750
2.680	JDF Water Distribution	578,750	1,365,000	80,000	20,720,000		22,743,750	16,058,750	4,500,000	1,165,000			1,020,000	22,743,750
2.682	Seagirt Water System	-			2,250,000		2,250,000	250,000	2,000,000					2,250,000
2.691	Wilderness Mountain Water Service				50,000		50,000		-		45,000		5,000	50,000
3.701	Millstream Site Remediation					1,037,000	1,037,000	920,000			117,000			1,037,000
3.705	SSI Septage / Composting			30,000	250,000		280,000	20,000	120,000		-		140,000	280,000
3.718	Saanich Peninsula Wastewater	570,000			2,245,000		2,815,000		-	905,000			1,910,000	2,815,000
3.798C	Debt - Core Area Wastewater Treatment Program	550,000			32,694,000		33,244,000	375,000	27,271,000	855,000	450,000		4,293,000	33,244,000
3.810	Ganges Sewer Utility (SSI)	646,500	77,000		332,500		1,056,000	56,000	-		712,625		287,375	1,056,000
3.820	Maliview Sewer Utility (SSI)				1,050,000		1,050,000		100,000		850,000		100,000	1,050,000
3.830	Magic Lake Sewer Utility (Pender)	60,000			5,600,000		5,660,000	1,400,000	-		4,200,000		60,000	5,660,000
3.850	Port Renfrew Sewer				235,000		235,000	40,000			175,000		20,000	235,000
1.579	Environmental Water Quality	30,000					30,000						30,000	30,000
3.750	L.W.M.P Core and West Shore				1,000,000		1,000,000		-				1,000,000	1,000,000
1.370	JDF Emergency Program	4,100					4,100			4,100				4,100
Total		35,809,847	8,593,000	32,046,581	179,263,717	11,212,000	266,925,145	89,086,512	84,414,500	13,412,247	22,649,902	6,621,000	50,740,984	266,925,145

March Marc		Making a differencetogether			CAPITAL EXPEND	ITURE					SO.	URCE OF FUNDING			
State Stat									Capital	Debenture				Capital	
1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00				Vehicles	Buildings	Structures	Land		Funds on Hand	Debt		Grants	Other	Reserves	TOTAL
150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150 150															91,500
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Nove															6,765
195					4.050.000				200 000	2.000.000				4 050 000	4,478,994
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1.500 Wiles From Free		0 0				-						-			3,290
3.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.500 5.50	1.335	Geo-Spatial Referencing	60,000					60,000			60,000				60,000
3.00 Other Prior Fire 15.000	1.350	Willis Point Fire	44,750					44,750	12,280		7,500	-		24,970	44,750
3.36 Pender Island Fire	1.352	South Galiano Fire	45,200	85,000				130,200			95,200			35,000	130,200
1.357 Seal Social Fire				-	40,000									40,000	55,000
1.589 Port Renferwer File		Pender Island Fire		-	-				-					-	5,000
1.59				-											19,512
1.302 Salfey Five Department			-,		10,000	-		,			,			10,000	26,000
1.371 S3 Emergency Program															150,000
1.373 SGI Emergency Programs -											-				-
1.373 SGI Emergency Program 														-	-
1.375 Nazardous Material Incident Response				<u> </u>							<u>-</u>			-	-
1.377 JDF Search and Rescue				-							-				-
1.405 JDF EA Community Parks & Recreation		· ·												+	-
1.44x				-		-	100,000	100,000	-		-	100,000			100,000
1.455 SSI Community Parks 60,000 70,000 130,000 30,000 40,000 60,000 1.458 SSI Community Recreation 10,000 2,500 12,500 5,000 5,000 7,500 1.459 SSI Park Land & Re-Programs 40,000 1,500,000 45,000 5,000 1,500,000 30,000 105,000 1.465 Saturna Island Community Parks 35,225 727 34,498 1.475 Mayne Island Community Parks 25,000 25,000 - 25,000 1.485 Pender Island Community Parks 20,000 1,002,500 1,112,500 12,500 625,000 300,000 15,000 1.485 Pender Island Community Parks 1,000 11,000 12,500 625,000 300,000 11,000 1.495 Saliano Community Parks 1,000 11,000 12,000 1,000 11,000 11,000 11,000 11,000 11,000 11,000 11,000 11,000 11,000 11,000 11,000 11,000 11,000 11,000<						9	500,000		-	700,000					1,627,650
1.458 SSI Community Recreation 10,000 2,500 12,500 5,000 7,500 1.459 SSI Park Land & Rec Programs 40,000 1,500,000 45,000 50,000 1,500,000 30,000 105,000 1.465 Satura Island Community Parks 25,000 35,225 727 34,498 1.475 Mayne Island Community Parks - 25,000 - - 25,000 - 1.485 Pender Island Community Parks 20,000 1,092,500 1,112,500 12,500 625,000 300,000 175,000 1.485 Pender Island Community Parks 20,000 1,1002,500 1,112,500 12,500 625,000 300,000 175,000 1.485 Pender Island Community Parks 1,000 1,100 12,000 - 1,000 11,000 1.521 Environmental Resource Management 355,000 14,475,000 14,830,000 225,000 7,650,000 355,000 6,600,000 1.575 Environmental Engineering Services 6,000 6,000 6,000 <td></td> <td></td> <td></td> <td></td> <td>400,000</td> <td></td> <td></td> <td></td> <td>-</td> <td>-</td> <td></td> <td>-</td> <td></td> <td></td> <td>956,612</td>					400,000				-	-		-			956,612
1.459 SSI Park Land & Rec Programs 40,000 1,500,000 45,000 50,000 1,635,000 - 1,500,000 30,000 105,000 1.465 Saturna Island Community Parks - 25,000 - 25,000 - 25,000 - 25,000 1.475 Mayne Island Community Parks - 25,000 - 1,112,500 12,500 625,000 300,000 175,000 1.485 Pender Island Community Parks 20,000 1,092,500 1,112,500 12,500 625,000 300,000 175,000 1.485 Galiano Community Parks 1,000 11,000 12,000 - 1,000 11,000 1.521 Environmental Resource Management 355,000 14,475,000 14,430,000 225,000 7,650,000 355,000 6,000,000 1.575 Environmental Environmental Control Environmental Environmental Environmental Environmental Environmental Environmental Environmental Control Environmental Environmental Control Environmental Control Environmental Control Environmental Control Environmental Environmental Control Env		*		=					-						130,000
1.465 Saturna Island Community Parks 35,225 35,225 727 34,468 1.475 Mayne Island Community Parks 25,000 25,000 25,000 25,000 1.485 Pender Island Community Parks 20,000 1,002,500 1,112,500 12,500 625,000 300,000 175,000 1.495 Galiano Community Parks 1,000 11,000 12,000 1,000 1,000 11,000 1.521 Environmental Resource Management 355,000 355,000 365,000 365,000 365,000 365,000 1.523 Port Rentires Refuse Disposal 30,000 30,000 30,000 30,000 1.576 Environmental Engineering Services 40,000 55,000 683,500 95,000 1.577 W - Environmental Community Parks 40,000 40,000 40,000 1.578 Environmental Administration Services 40,000 55,000 40,000 1.579 W - Environmental Administration Services 40,000 55,000 40,000 1.579 Environmental Protection 125,000 683,500 40,000 40,000 1.579 Environmental Protection 145,600 180,000 145,600 325,600 325,600 1.571 Environmental Protection 145,600 180,000 10,000,000 1.571 Institute 10,000 10,000,000 10,000,000 1.572 Environmental Protection 145,600 180,000 10,000,000 1.571 Institute 10,000 10,000,000 10,000,000 1.572 Environmental Protection 145,600 180,000 10,000,000 1.572 Environmental Protection 145,600 180,000 10,000,000 1.573 Environmental Protection 145,600 180,000 10,000,000 1.574 Environmental Protection 145,600 180,000 10,000,000 1.574 Environmental Protection 145,600 180,000 180,000 10,000,000 1.575 Environmental Protection 145,600 180,000 180,000 180,000 1.575 Environmental Protection 145,600 180,000 180,000 180,000 1.575 Environmental Protection 145,600 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,000 180,00							-								12,500
1.475 Mayne Island Community Parks - 25,000 - 25,000 - 25,000 - 25,000 - 25,000 - 25,000 - 25,000 - - 25,000 300,000 175,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000 - 1,000			40,000	-	1,500,000		50,000	,,		1,500,000	30,000	-	-	,	1,635,000
1.485 Pender Island Community Parks 20,000 1,092,500 1,112,500 12,500 625,000 300,000 175,000 1.485 Galiano Community Parks 1,000 11,000 12,000 - 1,000 11,000 11,000 1.521 Environmental Resource Management 355,000 14,475,000 14,4830,000 225,000 355,000 56,000,000 1.523 Port Renfrew Refuse Disposal 30,000 30,000 - 6,000 - 30,000 1.575 Environmental Administration Services 6,000 6,000 6,000 - 6,000 - - 30,000 - - 1,000,000 - - 1,000,000 - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -		. ,						,						- 1,100	35,225
1.495 Gallanc Community Parks 1,000 11,000 12,000 - 1,000 1,000 11,000 1.521 Environmental Resource Management 355,000 14,475,000 14,830,000 225,000 7,650,000 355,000 6,600,000 1.523 Port Renfrew Refuse Disposal 0,000 30,000 30,000 30,000 - 1,576 - 1,576 Environmental Administration Services 6,000 6,000 - 6,000 - 6,000 - 1,576 - 1,576 Environmental Engineering Services 40,000 55,000 95,000 95,000 - 95,000 - 1,576 - 1,578 Environmental Protection 145,600 180,000 - 325,600 - 1,578 - 1,578 - 1,578 - 1,578 - 1,578 - 1,578 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 - 1,000,000 -		, , , ,			*			-,					200 000	-,	25,000
1.521 Environmental Resource Management 355,000 14,475,000 14,830,000 225,000 7,650,000 355,000 6,600,000 1.523 Port Rentirev Refuse Disposal 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000 30,000							-		12,500		1.000	625,000	300,000		1,112,500 12,000
1.523 Port Renfrew Refuse Disposal 30,000 30,000 30,000 1.575 Environmental Administration Services 6,000 6,000 6,000 1.576 Environmental Engineering Services 40,000 55,000 95,000 95,000 1.577 IW - Environmental Operations 125,000 683,500 808,500 808,500 1.578 Environmental Protection 145,600 180,000 325,600 325,500 1.911 911 Call Answer 1,000,000 1,000,000 1,000,000									225 000	7 650 000					14,830,000
1.575 Environmental Administration Services 6,000 6,000 6,000 1.576 Environmental Engineering Services 40,000 55,000 95,000 95,000 1.577 W - Environmental Operations 125,000 683,500 808,500 808,500 1.578 Environmental Protection 145,600 180,000 325,600 325,600 1.911 911 Call Answer 1,000,000 1,000,000 1,000,000		-	303,000		-				223,000	.,050,000	333,000	-			30,000
1.576 Environmental Engineering Services 40,000 55,000 95,000 95,000 1.577 IW - Environmental Operations 125,000 683,500 808,500 808,500 1.578 Environmental Protection 145,600 180,000 325,600 1.911 911 Call Answer 1,000,000 1,000,000 1,000,000			6.000			,					6.000			22,300	6,000
1.577 IV - Environmental Operations 125,000 683,500 808,500 808,500 1.578 Environmental Protection 145,600 180,000 325,600 325,600 1.911 911 Call Answer 1,000,000 1,000,000 1,000,000				55,000											95,000
1.578 Environmental Protection 145,600 180,000 325,600 - 325,600 1.911 911 Call Answer 1,000,000 1,000,000 1,000,000												-			808,500
1.911 911 Call Answer 1,000,000 1,000,000 1,000,000									-						325,600
2 610 Sagnich Peninsula Water Surply 300 000 4404 000 4704 000 3 000 000 200 000 1 504 000	1.911	911 Call Answer						1,000,000			1,000,000				1,000,000
2.010 Statistical Hallo Supply 500,000 1,004,000 1,004,000	2.610	Saanich Peninsula Water Supply	300,000			4,404,000		4,704,000		3,000,000	200,000			1,504,000	4,704,000



Schedule B

	Making a differencetogether			CAPITAL EXPEND						so	URCE OF FUNDING			
					Engineered			Capital	Debenture	Equipment			Capital	
Service #	Service Name	Equipment	Vehicles	Buildings	Structures	Land	TOTAL	Funds on Hand	Debt	Repl Fund	Grants	Other	Reserves	TOTAL
2.620	Highland Water (SSI)				=		-	-						-
2.621	Highland & Fernwood Water (SSI)				1,981,500		1,981,500	-	1,895,000		-		86,500	1,981,500
2.622	Cedars of Tuam Water (SSI)				885,000		885,000	-	870,000		-		15,000	885,000
2.624	Beddis Water (SSI)				1,727,000		1,727,000	-	1,582,000		-		145,000	1,727,000
2.626	Fulford Water (SSI)	-			1,320,000		1,320,000	-	1,295,000		-		25,000	1,320,000
2.628	Cedar Lane Water (SSI)				274,000		274,000		274,000				-	274,000
2.630	Magic Lake Estates Water (Pender)	-			22,000		22,000	-					22,000	22,000
2.640	Lyall Harbour Boot Cove Water (Saturna)	-			580,000		580,000	-	580,000		-		-	580,000
2.642	Skana Water (Mayne)	115,000			50,000		165,000	-	150,000		-		15,000	165,000
2.650	Port Renfrew Water	260,000			1,915,000		2,175,000		916,667		1,233,333		25,000	2,175,000
2.665	Sticks Allison Water (Galiano)				-								-	-
2.667	Surfside Park Estates (Mayne)	20,000			500,000		520,000		500,000				20,000	520,000
2.670	Regional Water Supply	2,312,500	685,250	3,390,000	32,050,000	807,000	39,244,750	19,359,500	16,700,000	685,250	1,500,000	1,000,000		39,244,750
2.680	JDF Water Distribution	232,500	905,000	40,000	12,520,000		13,697,500	8,172,500	3,700,000	905,000			920,000	13,697,500
2.682	Seagirt Water System	-			-		-	-	-					-
2.691	Wilderness Mountain Water Service				410,000		410,000		200,000		200,000		10,000	410,000
3.701	Millstream Site Remediation					=	-	-			=			-
3.705	SSI Septage / Composting			-	2,280,000		2,280,000	-	2,280,000		-		-	2,280,000
3.718	Saanich Peninsula Wastewater	1,050,000			2,850,000		3,900,000		3,600,000	200,000			100,000	3,900,000
3.798C	Debt - Core Area Wastewater Treatment Program	-			19,790,000		19,790,000	-	18,090,000	700,000	-		1,000,000	19,790,000
3.810	Ganges Sewer Utility (SSI)	-	-		6,217,186		6,217,186	-	2,624,296		3,322,890		270,000	6,217,186
3.820	Maliview Sewer Utility (SSI)				1,675,000		1,675,000		501,000		1,139,000		35,000	1,675,000
3.830	Magic Lake Sewer Utility (Pender)	-			300,000		300,000	100,000	-		200,000		-	300,000
3.850	Port Renfrew Sewer				15,000		15,000	-			-		15,000	15,000
1.579	Environmental Water Quality	-					-						-	-
3.750	L.W.M.P Core and West Shore				9,000,000		9,000,000		9,000,000				-	9,000,000
1.370	JDF Emergency Program	-					-			=				-
Total		10,947,405	3,308,750	30,892,500	129,237,926	6,457,000	180,843,581	30,409,541	110,095,478	7,313,893	10,856,701	3,015,000	19,152,968	180,843,581

	Making a difference decadars													
	Making a differencetogether			CAPITAL EXPENDIT	TURE					SOUR	RCE OF FUNDING			
					Engineered			Capital	Debenture	Equipment			Capital	
Service #	Service Name	Equipment	Vehicles	Buildings	Structures	Land	TOTAL	Funds on Hand	Debt	Repl Fund	Grants	Other	Reserves	TOTAL
1.011			Tellices	buildings	Judules	Land		rulius vii naliu	DEDL		Giants	Vuici	KESEIVES	
	Board Expenditures	55,000					55,000			55,000				55,000
1.014	CAO / Corporate Services	20,133					20,133			20,133				20,133
1.015	Real Estate	1,500					1,500			1,500				1,500
1.016	Human Resources	353,288					353,288			3,288			350,000	353,288
1.017	Finance	58,043					58,043			58,043				58,043
										3,000				3,000
1.018	Health & Capital Planning Strategies	3,000					3,000							
1.022	Information Technology	1,645,650	-				1,645,650	1,584,000		61,650				1,645,650
1.024	GM - Planning & Protective Services	2,049					2,049			2,049				2,049
1.025	Corporate Emergency	7,000					7,000			7,000				7,000
1.027	First Nations Relations	3,693					3,693			3,693				
														3,693
1.105	Facilities Management	10,000	75,000				85,000			85,000				85,000
1.106	Facilities and Risk			140,000	-		140,000	-					140,000	140,000
1.107	Corporate Satellite Facilities						-						-	
1.109		2,000					2,000			2,000				2,000
_	JDF Admin. Expenditures													
1.110	SGI Admin. Expenditures	2,800					2,800			2,800				2,800
1.111	SSI Admin. Expenditures	15,900	-				15,900			15,900				15,900
1.118	Corporate Communications	7,464					7,464			7,464			-	7,464
1.123	Family Court Building	, ,					-							-
1.137														
	Galiano Island Community Use Building			*			-							-
1.141	SSI Public Library			•			-				-		-	-
1.226	Health Facilities - VIHA	-		937,500	•		937,500	-				200,000	737,500	937,500
1.235	SGI Small Craft Harbour Facilities				50,000		50,000	-				-	50,000	50,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				60,000		60,000						60,000	60,000
1.238A	Community Transit (SSI)				60,000		60,000	•			50,000		10,000	60,000
1.238B	Community Transportation (SSI)	-			848,000		848,000	-	220,000		460,000		168,000	848,000
1.280	Regional Parks	107,700	325,000		13,420,000	5,000,000	18,852,700		15,000,000	432,700			3,420,000	18,852,700
1.290	Royal Theatre	44,000		93,000	-, ,,	.,,	137,000		.,,				137,000	137,000
1.295	McPherson Theatre	55,000		238,000			293,000						293,000	293,000
1.297	Arts Grants and Development	3,800					3,800			3,800				3,800
1.309	Climate Action and Adaptation	792,961					792,961	211,483			581,478			792,961
1.310	Land Banking and Housing	10,000					10,000			10,000	-			10,000
1.313	Animal Care Services	5,000	25.000	-	-		30,000	-		30,000				30,000
			.,		•			•						
1.318	Building Inspection	6,000	60,000				66,000			66,000				66,000
1.323	ByLaw Services	2,500	25,000				27,500			27,500				27,500
1.324	Regional Planning Services	8,000					8,000			8,000				8,000
1.325	Community Planning	_					-				-			
1.335	Geo-Spatial Referencing	10,000					10,000			10,000				10,000
		·												
1.350	Willis Point Fire	7,500		-			7,500	•		7,500	•		-	7,500
1.352	South Galiano Fire	10,800	85,000				95,800			10,800			85,000	95,800
1.353	Otter Point Fire	20,000	-	40,000			60,000			20,000			40,000	60,000
1.356	Pender Island Fire	60,000	28,000				88,000			88,000				88,000
1.357	East Sooke Fire	51,578	-				51,578			51,578			-	51,578
1.358	Port Renfrew Fire	16,000					16,000			16,000			-	16,000
1.359	North Galiano Fire	-								-				-
1.360	Shirley Fire Department	-												-
1.371							-							
	SSI Emergency Program													
1.372	Emergency Planning Coordination	2,500	-				2,500			2,500				2,500
1.373	SGI Emergency Program	-					-						-	-
1.375	Hazardous Material Incident Response	=	-				-			-				-
1.377	JDF Search and Rescue	-												-
			-			-							\longrightarrow	
1.405	JDF EA Community Parks & Recreation		-			-	-							
1.40X	SEAPARC	1,671,500		2,223,000	-	<u> </u>	3,894,500	-	1,850,000	166,500	1,400,000		478,000	3,894,500
1.44x	Panorama Recreation	383,380	15,000	310,000	-		708,380	-	-	398,380	-		310,000	708,380
1.455	SSI Community Parks	15,000	-		10,000		25,000			15,000	-		10,000	25,000
1.458	SSI Community Recreation	10,000			2,500	_	12,500			5,000	-		7,500	12,500
				35.053										
1.459	SSI Park Land & Rec Programs	40,000	-	25,000	*	50,000	115,000		-	40,000	-	-	75,000	115,000
1.465	Saturna Island Community Parks						-						-	-
1.475	Mayne Island Community Parks	4,000		-	-		4,000	-			-		4,000	4,000
1.485	Pender Island Community Parks	-			15,000	-	15,000	-				-	15,000	15,000
1.495	Galiano Community Parks	1,000			3,000		4,000			1,000			3,000	4,000
1.521	Environmental Resource Management	385,000		-	9,600,000		9,985,000	200,000	2,000,000	385,000			7,400,000	9,985,000
1.523	Port Renfrew Refuse Disposal				27,500		27,500				-		27,500	27,500
1.575	Environmental Administration Services	6,000					6,000			6,000				6,000
1.576	Environmental Engineering Services	40,000	55,000				95,000			95,000			+	95,000
													\longrightarrow	
1.577	IW - Environmental Operations	125,000	630,000				755,000			755,000	-			755,000
1.578	Environmental Protection	122,000	50,000				172,000			172,000				172,000
1.911	911 Call Answer	-					-							-
2.610	Saanich Peninsula Water Supply	300,000			3,400,000		3,700,000		3,000,000	200,000			500,000	3,700,000
2.010		300,000			2,400,000		3,, 00,000		2,000,000	200,000			300,000	-,. 50,000

	Making a differencetogether			CAPITAL EXPEND	ITURE					SOUR	CE OF FUNDING			
					Engineered			Capital	Debenture	Equipment			Capital	
Service #	Service Name	Equipment	Vehicles	Buildings	Structures	Land	TOTAL	Funds on Hand	Debt	Repl Fund	Grants	Other	Reserves	TOTAL
2.620	Highland Water (SSI)				-		-	-						-
2.621	Highland & Fernwood Water (SSI)				3,750,000		3,750,000	-	3,750,000		-		-	3,750,000
2.622	Cedars of Tuam Water (SSI)				465,000		465,000		465,000		-		-	465,000
2.624	Beddis Water (SSI)				443,000		443,000	-	305,000		-		138,000	443,000
2.626	Fulford Water (SSI)				1,125,000		1,125,000	-	1,125,000		-		-	1,125,000
2.628	Cedar Lane Water (SSI)				105,000		105,000		95,000				10,000	105,000
2.630	Magic Lake Estates Water (Pender)				145,000		145,000						145,000	145,000
2.640	Lyall Harbour Boot Cove Water (Saturna)				-		-		-		-		-	-
2.642	Skana Water (Mayne)	674,120			-		674,120	-	127,262		546,858		-	674,120
2.650	Port Renfrew Water	10,000			200,000		210,000		200,000		-		10,000	210,000
2.665	Sticks Allison Water (Galiano)				-								-	-
2.667	Surfside Park Estates (Mayne)				1,500,000		1,500,000		1,500,000				-	1,500,000
2.670	Regional Water Supply	2,425,000	773,000	40,000	47,385,000	292,000	50,915,000	19,742,000	28,400,000	773,000	2,000,000	-		50,915,000
2.680	JDF Water Distribution	175,000	774,000	40,000	9,120,000		10,109,000	8,215,000	1,100,000	774,000			20,000	10,109,000
2.682	Seagirt Water System				-		-	-	-					-
2.691	Wilderness Mountain Water Service				-				-		-		-	-
3.701	Millstream Site Remediation					-	-	-			-			-
3.705	SSI Septage / Composting			-	132,500		132,500	-	82,500		40,000		10,000	132,500
3.718	Saanich Peninsula Wastewater	1,270,000			350,000		1,620,000		1,120,000	400,000			100,000	1,620,000
3.798C	Debt - Core Area Wastewater Treatment Program				7,475,000		7,475,000	-	6,075,000	400,000	-		1,000,000	7,475,000
3.810	Ganges Sewer Utility (SSI)		-		474,375		474,375	-	118,594		355,781		-	474,375
3.820	Maliview Sewer Utility (SSI)				285,000		285,000		230,000		45,000		10,000	285,000
3.830	Magic Lake Sewer Utility (Pender)				-			-	-		-		-	-
3.850	Port Renfrew Sewer				-			-			-		-	-
1.579	Environmental Water Quality	-					-						-	-
3.750	L.W.M.P Core and West Shore				-		-		-				-	-
1.370	JDF Emergency Program	-								-				-
Total		11,057,859	2,920,000	4,086,500	100,450,875	5,342,000	123,857,234	29,952,483	66,763,356	5,698,778	5,479,117	200,000	15,763,500	123,857,234

Schedule B

2027 - CAPITAL EXPENDITURE PLAN

Schedule B

CAPITAL EXPENDITURE

CAPITAL EXPENDITURE

SOURCE OF FUNDING

	Making a differencetogether			CAPITAL EXPEND	ITURE					SOU	RCE OF FUNDING			
					Engineered			Capital	Debenture	Equipment			Capital	
Service #	Service Name	Equipment	Vehicles	Buildings	Structures	Land	TOTAL	Funds on Hand	Debt	Repl Fund	Grants	Other	Reserves	TOTAL
1.011	Board Expenditures						-			-				-
1.014	CAO / Corporate Services	20,133					20,133			20,133				20,133
1.015	Real Estate						-			-				-
1.016	Human Resources	354,932					354,932			4,932			350,000	354,932
1.017	Finance	12,994		-			12,994	-	-	12,994				12,994
1.018	Health & Capital Planning Strategies	1,500					1,500			1,500				1,500
1.022	Information Technology	180,000	-	=			180,000	130,000		50,000				180,000
1.024	GM - Planning & Protective Services	2,318					2,318			2,318				2,318
1.025	Corporate Emergency	-					-			-				-
1.027	First Nations Relations	4,932					4,932			4,932				4,932
1.105	Facilities Management	10,000	75,000				85,000			85,000				85,000
1.106	Facilities and Risk			140,000	-		140,000	-					140,000	140,000
1.107	Corporate Satellite Facilities			-			-							-
1.109	JDF Admin. Expenditures						-			-				-
1.110	SGI Admin. Expenditures						-			-				-
1.111	SSI Admin. Expenditures	10,900	-				10,900			10,900				10,900
1.118	Corporate Communications	3,288					3,288			3,288			-	3,288
1.123	Family Court Building			-			-	-				-	-	-
1.137	Galiano Island Community Use Building			3			-						-	-
1.141	SSI Public Library			-			-				-		-	-
1.226	Health Facilities - VIHA			-	-		-	-				-	-	-
1.235	SGI Small Craft Harbour Facilities				50,000		50,000	-				-	50,000	50,000
1.236	SSI Small Craft Harbour (Fernwood Dock)				10,000		10,000				•		10,000	10,000
1.238A	Community Transit (SSI)				60,000		60,000	-			50,000		10,000	60,000
1.238B	Community Transportation (SSI)				1,100,000		1,100,000	-	315,000		700,000		85,000	1,100,000
1.280	Regional Parks	62,800	485,000	545,000	14,385,000	5,000,000	20,477,800	-	15,000,000	547,800	-	-	4,930,000	20,477,800
1.290	Royal Theatre			-			-				-	-	-	-
1.295	McPherson Theatre			190,000			190,000						190,000	190,000
1.297	Arts Grants and Development			,			-			-				-
1.309	Climate Action and Adaptation	164,023					164,023	43,745			120,278			164,023
1.310	Land Banking and Housing	-		-		-	-	-, -	-	-	-			-
1.313	Animal Care Services	5,000	25,000	-	-		30,000			30,000				30,000
	Building Inspection	6,000	60,000				66,000			66,000				66,000
	ByLaw Services	2,500	25,000				27,500			27,500				27,500
1.324	Regional Planning Services	3,000	,				3,000			3.000				3,000
1.325	Community Planning	2,700					2,700			2,700				2,700
1.335	Geo-Spatial Referencing	10,000					10,000			10,000				10,000
1.350	Willis Point Fire	13,500		-			13,500	-		13,500	-		-	13,500
1.352	South Galiano Fire	9,700	-				9,700			9,700			-	9,700
1.353	Otter Point Fire	20,000	-	40,000			60,000			20,000			40,000	60,000
1.356	Pender Island Fire	98,000	-	10,000			108,000	5.000		98,000			5,000	108,000
1.357	East Sooke Fire	18,850	582,000	10,000			600,850	5,000		600,850			5,000	600,850
1.358	Port Renfrew Fire	16,000	362,000	-	-		16,000			16,000			-	16,000
1.359	North Galiano Fire	-		-	-		10,000			10,000			•	10,000
1.360							-							-
1.371	Shirley Fire Department						-			-			-	-
1.371	SSI Emergency Program	•	70,000				70,000			70,000			•	
1.372	Emergency Planning Coordination SGI Emergency Program	-	10,000				70,000			70,000			-	70,000
1.373	Hazardous Material Incident Response	-	300,000				300,000			300,000			-	300,000
1.375	IDE Search and Rescue	-	300,000				300,000			300,000				300,000
1.405	JDF Search and Rescue JDF EA Community Parks & Recreation	-				-	-	-						-
	SEAPARC	139.850	-	232.000	27,000	-	398,850	<u>-</u>		118,850			280,000	398,850
1.44x	Panorama Recreation	304,000	-	232,000	385,000	-	689,000		-	304,000			385,000	689,000
1.443	SSI Community Parks	15,000		-	10,000		25,000	<u>-</u>		15,000			10,000	25,000
1.455	SSI Community Parks SSI Community Recreation	15,000	-		2,500	_	12,500	-		15,000 5,000	-		7,500	12,500
		40,000			2,500	50.000	90,000			40,000			50.000	90,000
	SSI Park Land & Rec Programs	40,000	-	÷		50,000	90,000	-	-	40,000	-	<u> </u>	50,000	
1.465	Saturna Island Community Parks						-	-						-
1.475	Mayne Island Community Parks	-		-	-		-	-			-		-	- 0F C00
1.485	Pender Island Community Parks	-			25,000 5,900	-	25,000 5,900	-			-	-	25,000 5,900	25,000 5,900
1.495	Galiano Community Parks	-			· ·			=		-				
1.521	Environmental Resource Management	385,000		-	1,600,000		1,985,000	-	350,000	385,000			1,250,000	1,985,000
1.523	Port Renfrew Refuse Disposal				-		-				-		-	-
1.575	Environmental Administration Services	9,000					9,000			9,000				9,000
1.576	Environmental Engineering Services	40,000	-				40,000			40,000				40,000
1.577	IW - Environmental Operations	125,000	615,000				740,000			740,000	-			740,000
1.578	Environmental Protection	97,000	-				97,000	-		97,000				97,000
1.911	911 Call Answer	1					-			-				-
2.610	Saanich Peninsula Water Supply	100,000			1,000,000		1,100,000		600,000	200,000			300,000	1,100,000



Total

2027 - CAPITAL EXPENDITURE PLAN

4,352,920

3,802,000

1,237,000

86,460,400

CAPITAL EXPENDITURE SOURCE OF FUNDING Capital Debenture Capital Service Name Structures Service # Equipment Vehicles Buildings Land TOTAL Funds on Hand Debt Repl Fund Other Reserves TOTAL Grants 2.620 Highland Water (SSI) 2,750,000 2,665,000 2,750,000 2.621 Highland & Fernwood Water (SSI) 2,750,000 40 000 45,000 2.622 Cedars of Tuam Water (SSI) 460,000 460,000 435,000 20,000 5,000 460,000 2.624 Beddis Water (SSI) 3.170.000 3.170.000 3.120.000 40.000 10.000 3.170.000 2.626 Fulford Water (SSI) 1.175.000 1.175.000 1.125.000 40.000 10.000 1.175.000 2.628 Cedar Lane Water (SSI) 680,000 675,000 5,000 680,000 2.630 Magic Lake Estates Water (Pender) 75,000 75,000 75,000 75,000 2.640 Lyall Harbour Boot Cove Water (Saturna) 2.642 Skana Water (Mayne) 2.650 Port Renfrew Water 10,000 200,000 210,000 200,000 10,000 210,000 2.665 Sticks Allison Water (Galiano) 2.667 Surfside Park Estates (Mayne) 2.670 Regional Water Supply 1 612 500 855 000 40 000 39 690 000 220.000 42.417.500 21.212.500 16.750.000 855.000 3,600,000 42.417.500 2.680 JDF Water Distribution 182,500 710,000 40,000 6,775,000 7,707,500 6,977,500 710,000 20,000 7,707,500 2.682 Seagirt Water System 2.691 Wilderness Mountain Water Service 3.701 Millstream Site Remediation 3.705 SSI Septage / Composting 1 050 000 400 000 450 000 1 050 000 3.718 Saanich Peninsula Wastewater 250,000 800 000 200,000 3.798C Debt - Core Area Wastewater Treatment Program 12,025,000 12,025,000 10,275,000 750,000 1,000,000 12,025,000 3.810 Ganges Sewer Utility (SSI) 3.820 Maliview Sewer Utility (SSI) 3.830 Magic Lake Sewer Utility (Pender) 3.850 Port Renfrew Sewer 1.579 Environmental Water Quality 3.750 L.W.M.P. - Core and West Shore 1.370 JDF Emergency Program

5,270,000 101,122,320

28,368,745

51,910,000

6,479,897

4,610,278

Schedule B

9,753,400 101,122,320

	Making a differencetogether	CAPITAL EXPENDITURE				SOURCE OF FUNDING								
					Engineered			Capital	Debenture	Equipment			Capital	
Service #	Service Name	Equipment	Vehicles	Buildings	Structures	Land	TOTAL	Funds on Hand	Debt	Repl Fund	Grants	Other	Reserves	TOTAL
1.011	Board Expenditures						-			-				-
	CAO / Corporate Services	14,796					14,796			14,796				14,796
	Real Estate	1,500					1,500			1,500				1,500
1.016	Human Resources	6,576					6,576			6,576			-	6,576
	Finance	38,549		-			38,549	•	-	38,549				38,549
1.018	Health & Capital Planning Strategies	1,500					1,500	45.000		1,500				1,500
1.022	Information Technology GM - Planning & Protective Services	94,000 1,644	•	-			94,000 1,644	45,000		49,000 1,644				94,000 1,644
1.024	Corporate Emergency	5,000					5,000			5,000				5,000
1.027	First Nations Relations	1,644					1,644			1,644				1,644
1.105	Facilities Management	10,000	-				10,000			10,000				10,000
1.106	Facilities and Risk	.,		140,000	-		140,000	-		.,			140,000	140,000
1.107	Corporate Satellite Facilities			-			-						-	-
1.109	JDF Admin. Expenditures						-			-				-
1.110	SGI Admin. Expenditures	5,000					5,000			5,000				5,000
1.111	SSI Admin. Expenditures	6,100	-				6,100			6,100				6,100
1.118	Corporate Communications	3,288					3,288			3,288			-	3,288
1.123	Family Court Building			•			-					-	-	-
1.137	Galiano Island Community Use Building			*			-							-
1.141	SSI Public Library			15,000			15,000				-		15,000	15,000
1.226	Health Facilities - VIHA			-	-		-	•				-	-	-
1.235	SGI Small Craft Harbour Facilities SSI Small Craft Harbour (Fernwood Dock)				50,000 10,000		50,000 10,000	-				-	50,000 10,000	50,000 10,000
	Community Transit (SSI)				60,000		60,000	-			50,000		10,000	60,000
	Community Transportation (SSI)				1.570.000		1.570.000		410.000		1.015.000		145,000	1,570,000
	Regional Parks	74,400	938.000	750,000	14,185,000	5,000,000	20,947,400	-	15,000,000	787,400	2,000,000	-	3,160,000	20,947,400
	Royal Theatre	16,500	,	-	,,	-,,	16,500	-	,,	,	-,,	-	16,500	16,500
	McPherson Theatre	16,500		-			16,500						16,500	16,500
	Arts Grants and Development						-			-			·	-
1.309	Climate Action and Adaptation	-					-	-			-			-
1.310	Land Banking and Housing	*		÷		-	÷		÷	÷	÷			-
1.313	Animal Care Services	5,000	25,000	-	-		30,000	-		30,000				30,000
1.318	Building Inspection	-	= =====================================				=			=				-
1.323	ByLaw Services	2,500	25,000				27,500			27,500				27,500
1.324	Regional Planning Services	10,000					10,000			10,000				10,000
1.325	Community Planning	•			•		-			-	-			-
	Geo-Spatial Referencing	10,000					10,000			10,000 11,500				10,000
	Willis Point Fire South Galiano Fire	11,500 10,000		-			11,500 10,000	-		10,000	-		-	11,500 10,000
1.352	Otter Point Fire	20,000	800,000				820,000			820,000			-	820,000
1.356	Pender Island Fire	20,000	-	15,000			15,000	120		820,000			14,880	15,000
	East Sooke Fire	14,000	-	,			14,000			14,000			-	14,000
1.358	Port Renfrew Fire	16,000		-	-		16,000			16,000			-	16,000
1.359	North Galiano Fire						-			-				-
1.360	Shirley Fire Department						-			-				-
1.371	SSI Emergency Program						-						-	-
1.372	Emergency Planning Coordination	-	-				-			-				-
	SGI Emergency Program	-					÷						-	-
	Hazardous Material Incident Response		•				-			-				-
	JDF Search and Rescue	-					-			-				-
	JDF EA Community Parks & Recreation		•		-	-	-	-		-	-			-
1.40X	SEAPARC	176,300	-	189,500	=	-	365,800 4,080,239		-	109,800	-		256,000	365,800
1.44x 1.455	Panorama Recreation SSI Community Parks	520,239 15,000	-	3,560,000	10,000		4,080,239 25,000	-	-	520,239 15,000	-		3,560,000 10,000	4,080,239 25,000
	SSI Community Parks	10,000			2,500	-	12,500	-		5.000			7,500	12,500
1.459	SSI Park Land & Rec Programs	40,000		-		50,000	90,000	-	-	40,000			50,000	90,000
1.465	Saturna Island Community Parks	,			=	,-00		<u> </u>		,				
1.475	Mayne Island Community Parks	-		-	-		-	-			-		-	-
1.485	Pender Island Community Parks	-			25,000	-	25,000	=			-	-	25,000	25,000
1.495	Galiano Community Parks	-			33,000		33,000	•		-			33,000	33,000
1.521	Environmental Resource Management	385,000		-	1,250,000		1,635,000	-	-	385,000			1,250,000	1,635,000
1.523	Port Renfrew Refuse Disposal				-		-	·			-		-	-
1.575	Environmental Administration Services	6,000					6,000			6,000				6,000
1.576	Environmental Engineering Services	40,000	65,000				105,000			105,000				105,000
1.577	IW - Environmental Operations	500,000	340,000				840,000			840,000	-			840,000
1.578	Environmental Protection	111,100	*				111,100	-		111,100				111,100
1.911 2.610	911 Call Answer	-			850.000		850,000		300.000	200,000			350,000	850,000
2.610	Saanich Peninsula Water Supply	•			850,000		850,000		300,000	200,000			350,000	850,000

2028 - CAPITAL EXPENDITURE PLAN Schedule

	Making a differencetogether	CAPITAL EXPENDITURE						SOURCE OF FUNDING						
					Engineered			Capital	Debenture	Equipment			Capital	
Service #	Service Name	Equipment	Vehicles	Buildings	Structures	Land	TOTAL	Funds on Hand	Debt	Repl Fund	Grants	Other	Reserves	TOTAL
2.620	Highland Water (SSI)				-		-	-						-
2.621	Highland & Fernwood Water (SSI)				2,665,000		2,665,000	-	2,665,000		-		-	2,665,000
2.622	Cedars of Tuam Water (SSI)				-		-	-	-		-		-	-
2.624	Beddis Water (SSI)				2,780,000		2,780,000	-	2,780,000		-		-	2,780,000
2.626	Fulford Water (SSI)	-			1,125,000		1,125,000	-	1,125,000		-		-	1,125,000
2.628	Cedar Lane Water (SSI)				645,000		645,000		645,000				-	645,000
2.630	Magic Lake Estates Water (Pender)	-			60,000		60,000	-					60,000	60,000
2.640	Lyall Harbour Boot Cove Water (Saturna)	-			-		-	-	-		-		-	-
2.642	Skana Water (Mayne)	-			-		-	-	-		-		-	-
2.650	Port Renfrew Water	-			-		-		-		-		-	-
2.665	Sticks Allison Water (Galiano)				-		-						-	-
2.667	Surfside Park Estates (Mayne)	-			-		-		-				-	-
2.670	Regional Water Supply	1,033,000	495,000	40,000	32,635,000	180,000	34,383,000	22,988,000	4,900,000	495,000	6,000,000	-		34,383,000
2.680	JDF Water Distribution	133,000	750,000	40,000	6,920,000		7,843,000	6,928,000	-	750,000			165,000	7,843,000
2.682	Seagirt Water System	-			-		-	-	-					-
2.691	Wilderness Mountain Water Service				-		-		-		-		-	-
3.701	Millstream Site Remediation					-	-	-			-			-
3.705	SSI Septage / Composting			-	-		-	-	-		-		-	-
3.718	Saanich Peninsula Wastewater	430,000			2,800,000		3,230,000		2,600,000	380,000			250,000	3,230,000
3.798C	Debt - Core Area Wastewater Treatment Program	-			12,150,000		12,150,000	-	10,750,000	400,000	-		1,000,000	12,150,000
3.810	Ganges Sewer Utility (SSI)	-	-		-		-	-	-		-		-	-
3.820	Maliview Sewer Utility (SSI)				-		-		-		-		-	-
3.830	Magic Lake Sewer Utility (Pender)	-			205,000		205,000	-	40,000		-		165,000	205,000
3.850	Port Renfrew Sewer				-		-	-			-		-	-
1.579	Environmental Water Quality	-					-						-	-
3.750	L.W.M.P Core and West Shore				-		-		-				-	
1.370	JDF Emergency Program	-					-			÷				-
Total		3,795,636	3.438.000	4,749,500	80.030.500	5,230,000	97.243.636	29,961,120	41,215,000	6.243.136	9.065.000		10,759,380	97.243.636



REPORT TO FINANCE COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 06, 2024

SUBJECT Bylaw No. 4643: Revenue Anticipation (General Purpose) Bylaw No. 1, 2024

ISSUE SUMMARY

Approval of a revenue anticipation (General Purpose) bylaw authorizing borrowing of funds up to \$55 million if required prior to receipt of requisition and other revenue expected in 2025.

BACKGROUND

Under the *Local Government Act* (LGA) Section 404, regional districts are permitted to adopt a revenue anticipation borrowing bylaw to secure short-term funding to meet financial obligations in advance of expected revenues. The section requires borrowed funds be repaid upon receipt of expected revenue.

The Capital Regional District (CRD) annually raises funds for yearly operating and capital expenditures from multiple revenue sources including fees and charges, requisition and grants. Timing for receipt of these revenues vary during the year and in many cases are delayed from expenditures of service delivery. As a result, the CRD services may have short-term borrowing requirements throughout the year.

The proposed revenue anticipation bylaw will authorize up to an average of one (1) month of expenditure outflows, ensuring uninterrupted operations and the lowest cost of financing. For 2025, based on current market interest rates and cashflow forecasts, the limit on the general borrowing is recommended to be \$55 million. The calculation for 2025 is equal to approximately one-twelfth (1/12) of the approved 2025 provisional budget for operating and capital of \$690 million.

When utilized, the CRD will borrow funds by leveraging overdraft arrangements within current banking agreements or through the Municipal Financing Authority (MFA). The Royal Bank of Canada's current overdraft rate is 6.45% and MFA's short-term borrowing rate is 4.89% (both variable rates as of September 26, 2024).

ALTERNATIVES

Alternative 1

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4643, "Revenue Anticipation Borrowing (General Purpose) Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4643 be adopted.

Alternative 2

That Bylaw No. 4643 be referred back to staff for additional information.

IMPLICATIONS

Financial Implications

Historically, staff have presented the revenue anticipation bylaw as an annual fiscal risk management tool. Although the CRD has not utilized this facility in the past, with the current economic environment, learnings from the COVID-19 pandemic and the CRD's growth, there is an opportunity to optimize this financial strategy.

For this fiscal year, the CRD plans to utilize revenue anticipation borrowing to enhance cash and working capital management. Short-term borrowing ensures liquidity, particularly during periods of revenue fluctuations, it also stabilizes annual budget expenditures, enables quick access to capital project financing and readies the CRD for emergencies if required. Despite current high short-term interest rates, this method is more cost-effective due to the brief borrowing duration. Additionally, elevated short-term investment rates can make revenue anticipation borrowing advantageous by maintaining or potentially increasing interest revenue on reserves intended for future use.

Effective January 1, 2025, the proposed revenue anticipation bylaw limit of \$55 million will allow the CRD to leverage short-term borrowing, addressing working capital needs based on anticipated requisition and other revenue sources. These funds will only be accessed when necessary and will be repaid upon receipt of anticipated revenues in compliance with LGA Section 404. In the upcoming fiscal year, adopting this bylaw permits cost-effective borrowing to address revenue variations and optimally manage working capital.

CONCLUSION

This proposed bylaw is brought forward annually for consideration. Revenue Anticipation Borrowing (General Purpose) Bylaw No. 1, 2024 is necessary to authorize borrowing to cover short term expenditures in 2025 if required, pending receipt of anticipated revenues.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4643, "Revenue Anticipation Borrowing (General Purpose) Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4643 be adopted.

Submitted by:	Varinia Somosan, CPA, CGA, Sr. Mgr., Financial Services / Deputy CFO
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Bylaw No. 4643: "Revenue Anticipation Borrowing (General Purpose) Bylaw No. 1, 2024"

CAPITAL REGIONAL DISTRICT

	BYLAW NO. 4643							
***	****	******************	*******	***************************************				
	Δ	BYLAW TO PROVIDE FOR THE BORROWING OF CURRENT LAWFUL EXPENDITURES OF THE						
***	****	*************************************	********	*******				
Wŀ	IER	EAS:						
	A.	 The Capital Regional District Board does not have sufficient money on hand to meet the current lawful expenditures; and 						
	B.	The Board of the Capital Regional District is empower Act to pass and adopt a bylaw to provide for borrowir expenditures of the Capital Regional District, and the	ng of money required	to meet the current lawful				
	W ows	THEREFORE the Board of the Capital Regional Di	strict in open meeti	ng assembled enacts as				
1.	It shall be lawful for the Board of the Capital Regional District to borrow upon the credit of the Regional District the maximum sum of Fifty-Five Million Dollars (\$55,000,000.00) being the amount deemed by the Regional District to be required to meet January 1, 2025 to December 31, 2025 lawful current expenditures of the Capital Regional District.							
2.	All principal borrowed, along with the interest thereon, shall be repaid upon the receipt of anticipated revenues.							
3.	3. The Board of the Capital Regional District hereby pledges as security for the liability incurred under this bylaw, that part of current revenue necessary to fully satisfy any liability created, and the money borrowed shall be a first charge against current revenue received.							
4.	The sum of money so borrowed shall be expended to meet the current lawful expenditures of the Regional District during the year 2025 and for no other purpose or purposes.							
5.	5. The form of obligation to given as acknowledgment of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Chair and the Financial Administration Officer.							
6.	 This Bylaw shall come into force January 1, 2025 and may be cited as "Revenue Anticipation Borrowing (General Purpose) Bylaw No. 1, 2024". 							
RE	AD	A FIRST TIME THIS	day of	20				
READ A SECOND TIME THIS day of								
RE	AD	A THIRD TIME THIS	day of	20				
AD	OPT	TED THIS	day of	20				

CORPORATE OFFICER

CHAIR



REPORT TO FINANCE COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 06, 2024

SUBJECT Bylaw Nos. 4637 and 4638: Amendments to Operating Reserve Fund Bylaws Nos. 4146 and 4102

ISSUE SUMMARY

To amend Capital Regional District (CRD) Board approval of Bylaws Nos. 4637 and 4638 relating to the administration of Operating Reserve Funds.

BACKGROUND

In 2016, the CRD Board approved establishment of two Operating Reserve Fund bylaws. Bylaw No. 4102, "Capital Regional District Regional Services Operating Reserve Fund", was approved on June 8, 2016 and Bylaw No. 4146, "Capital Regional District Electoral Area Services Operating Reserve Fund Bylaw No. 1, 2026", was approved on December 14, 2016. The bylaws enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses and special one-time operating projects, as well as mitigate the fluctuations in revenue. Contained in each of these bylaws is the list of services for which operating reserve funds are authorized.

At the May 10, 2023 Board meeting, Operating Reserve Guidelines were introduced in addition to the Capital Reserve Guidelines adopted in July 2021. These guidelines provide measures to evaluate the health of operating reserves and set targets to support sustainable service delivery, aligning with the corporate plan priority. CRD service areas are advised to maintain reserves for unforeseen events, revenue fluctuations, cyclical maintenance and operating programs. Specific reserve target levels have been recommended for each type of reserve, such as revenue stabilization and emergency/contingency.

In summary, the target range for revenue stabilization reserves is a minimum of half (1/2) a month to a maximum of four (4) months' operating expenses, emergency or contingency reserves between half (1/2) a month to one (1) month's operating expenses and targets for cyclical maintenance are determined by the lifecycle plan and associated costs.

On March 13, 2024, the Board approved the 2024 to 2028 CRD Financial Plan inclusive of reserve transfers. Transfers amounts are established through evaluation of the operating reserve guidelines, with some new reserves required before December 31, 2024.

It is proposed that the following bylaws be amended, and reserves be created:

Bylaw No.	Bylaw Title	Amendment
4146	Capital Regional District	Bylaw No. 4637
	Electoral Area Services	Add:
	Operating Reserve Fund Bylaw	'SSI Arts'
	No. 1, 2016	'JDF Emergency Program'
		'SSI Small Craft Harbour Facilities
		(Fernwood Dock)'
		'SGI Small Craft Harbour Facilities'
4102	Capital Regional District	Bylaw No. 4638
	Regional Services Operating	Add:
	Reserve Fund Bylaw No. 1, 2016	'Bylaw Enforcement'

ALTERNATIVES

Alternative 1

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4637, "Capital Regional District Electoral Area Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 5, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4637 be adopted.
- 3. That Bylaw No. 4638, "Capital Regional District Regional Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 5, 2024", be introduced and read a first, second and third time; and
- 4. That Bylaw No. 4638 be adopted.

Alternative 2

That Bylaws Nos. 4637 and 4638 be deferred pending further information from staff.

IMPLICATIONS

Financial Implications

The proposed bylaw amendments will enable the transfer of funds to reserves for future operating expenditures and revenue stabilization as required. Funds transferred to and from these reserves will be approved by the Board as part of the annual financial planning process and will be held in separate funds for each service. Monies set aside in reserve can only be used for purposes as per the bylaw.

Bylaw No. 4637: The establishment of operating reserves for the Salt Spring Island (SSI) Arts Service, Juan de Fuca Emergency Program, SSI Small Craft Harbour Facilities – Fernwood Dock will be used to fund one-time program costs and to mitigate future fluctuations in requisition. The operating reserve for Southern Gulf Islands Small Craft Harbour Facilities service will be used to stabilize future requisition over time as revenue fluctuates based on moorage fees collected.

Bylaw No. 4638: The addition of an operating reserve for the Bylaw Enforcement Service will stabilize future requisition over time as service expenditures and revenues fluctuate based on volume of bylaw enforcement services provided.

CONCLUSION

Bylaws Nos. 4102 and 4146 enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as mitigate the fluctuations in revenue. Contained in these bylaws is the list of services for which operating reserve funds are authorized. The recommendation is to amend these bylaws to include the additional services with Bylaw Nos. 4637 and 4638. Funds transferred to and from these reserves will be approved by the Board as part of the annual financial planning process and will be held in separate funds for each service.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4637, "Capital Regional District Electoral Area Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 5, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4637 be adopted.
- 3. That Bylaw No. 4638, "Capital Regional District Regional Services Operating Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 5, 2024", be introduced and read a first, second and third time; and
- 4. That Bylaw No. 4638 be adopted.

Submitted by:	Varinia Somosan, CPA, CGA, Sr. Mgr., Financial Services / Deputy CFO
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Bylaw No. 4637: "Capital Regional District Electoral Area Services Operating

Reserve Fund Bylaw No. 1, 2016, Amendment Bylaw No. 5, 2024"

Appendix B: Bylaw No. 4638: "Capital Regional District Regional Services Operating Reserve

Fund Bylaw No. 1, 2016, Amendment Bylaw No. 5, 2024"

CAPITAL REGIONAL DISTRICT BYLAW NO. 4637

A BYLAW TO AMEND THE CAPITAL REGIONAL DISTRICT ELECTORAL AREA SERVICES OPERATING RESERVE FUNDS BYLAW (BYLAW NO. 4146)

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

1. Bylaw No. 4146, "Capital Regional District Electoral Area Services Operating Reserve Fund Bylaw No. 1, 2016" is hereby amended as follows:

By deleting Schedule A in its entirety and replacing it with the following:

SCHEDULE A

- 1) Durrance Road Fire
- 2) SGI Emergency Program
- 3) SSI Emergency Program
- 4) Nuisance and Unsightly Premises
- 5) Electoral Area Fire Services
- 6) Soil Deposit and Removal
- 7) Noise Control
- 8) Animal Care Services
- 9) Community Planning (Juan De Fuca)
- 10) SSI Community Transit and Transportation
- 11) SSI Economic Development
- 12) Building Inspection
- 13) Emergency Planning Coordination
- 14) SGI Electoral Area Administration
- 15) SGI Economic Development Commission
- 16) SSI Community Parks
- 17) SSI Community Recreation
- 18) SSI Pool and Park Land
- 19) JDF Electoral Area Administration
- 20) SSI Electoral Area Administration
- 21) SSI Street Lighting
- 22) Galiano Parks
- 23) SSI Arts
- 24) JDF Emergency Program
- 25) SSI Small Craft Harbour Facilities (Fernwood Dock)
- 26) SGI Small Craft Harbour Facilities

CHAIR	CORPORATE OFFICER	
ADOPTED THIS	day of	20
A DODTED THIS	day of	00
READ A THIRD TIME THIS	day of	20
READ A SECOND TIME THIS	day of	20
READ A FIRST TIME THIS	day of	20
Reserve Fund Bylaw No. 1, 2016, Amendr	ment Bylaw No. 5, 2024".	

2. This Bylaw may be cited as "Capital Regional District Electoral Area Services Operating

CADITAL DECIONAL DISTRICT

CAPITAL REGIONAL DISTRICT			
BYLAW NO. 4638			

A BYLAW TO AMEND THE CAPITAL REGIONAL DISTRICT REGIONAL SERVICES OPERATING RESERVE FUNDS BYLAW (BYLAW NO. 4102)			
***************************************	**********	*********	
The Board of the Capital Regional District in open r	meeting assembled ena	acts as follows:	
 Bylaw No. 4102, "Capital Regional District Reg No. 1, 2016", is hereby amended as follows: 	ional Services Operatir	ng Reserve Fund Bylaw	
By deleting Section 1 in its entirety and replacir	ng it with the following:		
 The Regional District hereby establishes the following Capital Regional District re 			
 a) Legislative and Government b) Regional Parks c) Regional Planning Services d) Regional Growth Strategy e) Climate Action and Adaptation f) Regional Source Control g) Land Assembly, Housing and Land h) Hazardous Materials Incident Responsion i) Emergency Response Telephone j) Regional Emergency Program k) Community Health l) Geo-Spacial Referencing System m) Regional Goose Management n) Fire Dispatch o) Bylaw Enforcement 			
2. This Bylaw may be cited as "Capital Regional Fund Bylaw No. 1, 2016, Amendment Bylaw No.		es Operating Reserve	
READ A FIRST TIME THIS	day of	, 20	
•		, 20	
READ A THIRD TIME THIS	day of	, 20	
ADOPTED THIS	day of	, 20	
CHAIR	CORPORATE OFFICI	 ER	



REPORT TO FINANCE COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 06, 2024

SUBJECT Bylaw No. 4635: Amendment to Capital Reserve Bylaw No. 3995

ISSUE SUMMARY

To amend the Capital Regional District (CRD) Board approval of Bylaw No. 3995 relating to the administration of Capital Reserve Funds.

BACKGROUND

CRD services use capital reserve funds established by bylaw to help accumulate resources for future capital expenditures. Services periodically transfer either budgeted or surplus funds to their respective capital reserve fund.

Capital Reserve Guidelines were adopted at the July 07, 2021 Board meeting. These guidelines provide measures to evaluate the health of capital reserves and set targets to support sustainable service delivery, aligning with the corporate plan priority. The practice of building capital reserves for funding ongoing infrastructure renewal, expanding service levels and funding unexpected capital investments is essential to ensuring long-term sustainability of infrastructure-dependent CRD services.

As part of the 2024 financial planning process, a transfer to capital reserve is required before December 31, 2024, when existing capital reserve bylaw amendments are identified. It is proposed that the bylaw be amended as follows:

Bylaw No.	Bylaw Title	Amendment
3995	Fire Protection Services Reserve Fund Bylaw, No. 1, 2015	Bylaw No. 4635 Add: 'South Galiano Island Fire Protection and Emergency Response Service'

ALTERNATIVES

Alternative 1

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4635, "Fire Protection Services Reserve Fund Bylaw No. 1, 2015, Amendment Bylaw No. 1, 2024", be introduced and read a first, second and third time.
- 2. That Bylaw No. 4635 be adopted.

Alternative 2

That Bylaws 4635 be deferred pending further information from staff.

IMPLICATIONS

Financial Implications

The proposed amendment to the bylaw will enable the transfer of budgeted or surplus funds to reserves for future capital expenditures. Funds transferred to and from these reserves will be approved by the Board as part of the annual financial planning process and will be held in separate funds for each service.

In 2015 the CRD Board approved Bylaw No. 3995 to consolidate existing fire protection capital reserve fund bylaws. The amending Bylaw No. 4635 establishes a capital reserve fund for the South Galiano Island Fire Protection and Emergency Response Service, enabling the funding of new capital projects required to maintain and expand service levels.

CONCLUSION

Bylaw No. 4635 enables CRD services to set aside contributions toward future system betterments or expansions. Contained in the bylaw are the services for which capital reserve funds are authorized. The recommendation is to amend the bylaw to include the additional services. Funds transferred to and from these reserves will be approved by the Board as part of the annual financial planning process and will be held in separate funds for each service.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4635, "Fire Protection Services Reserve Fund Bylaw No. 1, 2015, Amendment Bylaw No. 1, 2024", be introduced and read a first, second and third time.
- 2. That Bylaw No. 4635 be adopted.

Submitted by:	Varinia Somosan, CPA, CGA, Sr. Mgr., Financial Services / Deputy CFO
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

<u>ATTACHMENT</u>

Appendix A: Bylaw No. 4635, "Fire Protection Services Reserve Fund Bylaw No. 1, 2015, Amendment Bylaw No. 1, 2024"

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4635

A BYLAW TO AMEND THE FIRE PROTECTION SERVICES RESERVE FUND BYLAW (BYLAW NO. 3995)

WHEREAS:

- A. Under Bylaw No. 3995, "Fire Protection Services Reserve Fund Bylaw No. 1, 2015", the Capital Regional District Board established capital reserve funds for various local fire services;
- B. Under Bylaw No. 2148, "South Galiano Island Fire Protection and Emergency Response Service Establishment Bylaw No. 1, 1993", the Capital Regional District Board established the South Galiano Island Fire Protection and Emergency Response Service for the South Galiano Island Local Service Area; and
- C. The Board wishes to amend Bylaw No. 3995 to establish a capital reserve fund for the South Galiano Island Fire Protection and Emergency Response Service;

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

- 1. Bylaw No. 3995, "Fire Protection Services Reserve Fund Bylaw No. 1, 2015", is hereby amended as follows:
 - (a) By replacing subsections 1(e) and (f) with:
 - (e) North Galiano Island Fire Protection and Emergency Response Service,
 - (f) Pender Islands Fire Protection and Emergency Response Local Service, and
 - (b) By inserting the following as subsection 1(g):
 - (g) South Galiano Island Fire Protection and Emergency Response Service.
 - (c) By replacing section 6 in its entirety with:
 - 6. Citation

This Bylaw may be cited for all purposes as "Fire Protection Services Reserve Fund Bylaw No. 1, 2015".

2.	This Bylaw may be cited for all purposes as "F No. 1, 2015, Amendment Bylaw No. 1, 2024".	Fire Protection Services Res	erve	Fund Bylaw
RE	AD A FIRST TIME THIS	day of	,	20
RE	AD A SECOND TIME THIS	day of	,	20
RE	AD A THIRD TIME THIS	day of	,	20
ΑD	OOPTED THIS	day of	,	20
СН	AIR	CORPORATE OFFICER		



REPORT TO THE FINANCE COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 06, 2024

SUBJECT Bylaw Nos. 4632 and 4633: Capital Reserve Fund Bylaws

ISSUE SUMMARY

There is a need to establish a capital reserve fund for the Emergency Telephone Service Establishment Service and the Juan de Fuca Community Parks Service.

BACKGROUND

Capital Regional District (CRD) services use capital reserve funds established by bylaw to help accumulate resources for future capital expenditures. Periodically, services transfer either budgeted or surplus funds to their respective capital reserve fund.

Capital Reserve Guidelines were adopted at the July 07, 2021 Board meeting. These guidelines provide measures to evaluate the health of capital reserves and set targets to support sustainable service delivery, aligning with the corporate plan priority. The practice of building capital reserves for funding ongoing infrastructure renewal, expanding service levels and funding unexpected capital investments is essential to ensuring long-term sustainability of infrastructure-dependent CRD services.

As part of the 2024 financial planning process, transfers to capital reserve were identified that result in the need to amend existing capital reserve bylaws, with some new reserves required before December 31, 2024.

It is proposed that the following bylaws be approved, and reserves be created:

Bylaw No.	Bylaw Title
4632	Emergency Response Telephone Extended Service Capital Reserve Fund Bylaw No. 1, 2024
4633	Juan de Fuca Community Parks Service Capital Reserve Fund Bylaw No. 1, 2024

ALTERNATIVES

Alternative 1

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4632, "Emergency Response Telephone Extended Service Capital Reserve Fund Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4632 be adopted.
- 3. That Bylaw No. 4633, "Juan de Fuca Community Parks Service Capital Reserve Fund Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
- 4. That Bylaw No. 4633 be adopted.

Alternative 2

That Bylaws Nos. 4632 and 4633 be deferred pending further information from staff.

IMPLICATIONS

Financial Implications

Capital reserve funds provide a source of funding for future capital expenditures. Funds transferred to and from these reserves will be approved by the Board as part of the annual financial planning process and will be held in separate funds for each service.

Establishment of capital reserve funds for the Emergency Response Telephone Extended Service will allow the transfer of \$123,102 surplus from the service's general capital fund to a capital reserve fund. The surplus is related to completion of the Emergency Response Dispatch Centre project in 2021 and will allow for spending on future capital projects.

A capital reserve fund for the Juan de Fuca Community Parks Service will enable the accumulation of funds for future capital projects required to maintain and expand service levels.

CONCLUSION

The practice of building capital reserves for funding ongoing infrastructure renewal is essential to ensuring the long-term sustainability of infrastructure-dependent CRD services. As with all capital reserve funds, the resources to build the proposed capital reserve funds can either be part of the respective service budget or result from an operating surplus. Funds transferred to and from these reserves will be approved by the Board as part of the annual financial planning process and will be held in separate funds for each service.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4632, "Emergency Response Telephone Extended Service Capital Reserve Fund Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4632 be adopted.
- 3. That Bylaw No. 4633, "Juan de Fuca Community Parks Service Capital Reserve Fund Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
- 4. That Bylaw No. 4633 be adopted.

Submitted by:	Varinia Somosan, CPA, CGA, Sr. Mgr., Financial Services / Deputy CFO
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

- Appendix A: Bylaw No. 4632: "Emergency Response Telephone Extended Service Capital Reserve Fund Bylaw No. 1, 2024"
- Appendix B: Bylaw No. 4633: "Juan de Fuca Community Parks Service Capital Reserve Fund
 - Bylaw No. 1, 2024"

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4632

A BYLAW TO ESTABLISH A CAPITAL RESERVE FUND
FOR THE EMERGENCY RESPONSE TELEPHONE EXTENDED SERVICE

WHEREAS:

- A. Under Bylaw No. 2468, "Emergency Response Telephone Extended Service Establishment Bylaw No. 1, 1997", the Capital Regional District established a service with the function of financing, installation, construction, operation, and maintenance of a 9-1-1 emergency response telephone service;
- B. Pursuant to section 377 of the *Local Government Act* and section 188 of the *Community Charter*, the Capital Regional District Board may establish a reserve fund for a specified purpose and direct that money be placed to the credit of the reserve fund; and
- C. The Capital Regional District Board wishes to establish a reserve fund for the Emergency Response Telephone Extended Service for the purposes specified in this bylaw.

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

- 1. Pursuant to section 188 of the *Community Charter*, a capital reserve fund to be known as the "Emergency Response Telephone Extended Service Capital Reserve Fund" is hereby established.
- 2. Surplus money from the operation of the Emergency Response Telephone Extended Service may be paid from time to time into the Emergency Response Telephone Extended Service Capital Reserve Fund.
- 3. Money in the Emergency Response Telephone Extended Service Capital Reserve Fund, including interest earned on it, must be used only to provide for:
 - (a) the acquisition of new capital works;
 - (b) the acquisition of machinery and equipment necessary for capital works;
 - (c) the extension or renewal of existing capital works;
 - (d) planning, study, design, construction of facilities, and land acquisition; and
 - (e) debt servicing payments to finance expenditures under subsections (a) to (d).

 This Bylaw may be cited as the "Emergent Capital Reserve Fund Bylaw No. 1, 2024". 	cy Response Telephone Ex	tended Service
READ A FIRST TIME THIS	day of	, 20
READ A SECOND TIME THIS	day of	, 20
READ A THIRD TIME THIS	day of	, 20
ADOPTED THIS	day of	, 20
CHAIR	CORPORATE OFFICER	

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4633

A BYLAW TO ESTABLISH A CAPITAL RESERVE FUND FOR THE JUAN DE FUCA COMMUNITY PARKS SERVICE

WHEREAS:

- A. Under Bylaw No. 4150, "Juan de Fuca Community Parks Services Conversion Bylaw No. 1, 2017", the Capital Regional District established a service for the purpose of acquiring, developing, operating and maintaining community parks in the Juan de Fuca Electoral Area:
- B. Pursuant to Section 377 of the *Local Government Act* and Section 188 of the *Community Charter*, the Capital Regional District Board may establish a reserve fund for a specified purpose and direct that money be placed to the credit of the reserve fund; and
- C. The Capital Regional District Board wishes to establish a reserve fund for the Juan de Fuca Community Parks Service for the purposes specified in this bylaw.

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

- 1. Pursuant to section 188 of the *Community Charter*, a capital reserve fund to be known as the "Juan de Fuca Community Parks Service Capital Reserve Fund" is hereby established.
- 2. Surplus money from the operation of the Juan de Fuca Community Parks Service may be paid from time to time into the Juan de Fuca Community Parks Service Capital Reserve Fund.
- 3. Money in the Juan de Fuca Community Parks Service Capital Reserve Fund, including interest earned on it, must be used only to provide for:
 - (a) the acquisition of new capital works:
 - (b) the acquisition of machinery and equipment necessary for capital works:
 - (c) the extension or renewal of existing capital works;
 - (d) planning, study, design, construction of facilities, and land acquisition; and
 - (e) debt servicing payments to finance expenditures under subsections (a) to (d).

Capital Reserve Fund Bylaw No. 1, 2024".			
READ A FIRST TIME THIS	day of	,	20
READ A SECOND TIME THIS	day of	,	20
READ A THIRD TIME THIS	day of	,	20
ADOPTED THIS	day of	,	20
CHAIR	CORPORATE OFFICER		

4. This Bylaw may be cited for all purposes as the "Juan de Fuca Community Parks Service



REPORT TO FINANCE COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 6, 2024

SUBJECT Bylaw No. 4618: Temporary Borrowing (Regional Trails) Bylaw No. 1, 2024

ISSUE SUMMARY

Approval of a Temporary Borrowing Bylaw authorizing short-term funds for projects included in the approved five-year capital plan for the Regional Parks Service.

BACKGROUND

On September 11, 2024, the Capital Regional District (CRD) Board adopted Bylaw No. 4588, "Regional Parks Loan Authorization Bylaw No. 1, 2024", to fund the Regional Trestles Renewal, Trails Widening and Lighting Project. A temporary borrowing bylaw is required when short-term financing is required to fund capital expenditures in advance of long-term debt issuance.

Long-term debt will be issued annually when the annual borrowing amount is known. The conversion of temporary borrowings to long-term debt requires approval by the Board. When ready for a long-term issue, a Security Issuing Bylaw will be brought forward by staff and will require approval by the Board in advance of the regular Municipal Finance Authority (MFA) spring or fall long-term debt issues.

ALTERNATIVES

Alternative 1

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4618, "Temporary Borrowing (Regional Trails) Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4618 be adopted.

Alternative 2

That Bylaw No. 4618 be referred back to staff for additional information.

<u>IMPLICATIONS</u>

Financial Implications

The proposed temporary borrowing bylaw will give the CRD access to interim financing according to the terms specified in Loan Authorization Bylaw No. 4588. Temporary borrowing will not exceed the difference between the total \$50,000,000 authorized by the loan authorization bylaw and the amount previously borrowed under this authority. The use of the temporary borrowing will be based on the timing of approved capital expenditures. The associated financing costs will be monthly variable interest-only payments. Currently, MFA's short-term borrowing rate is 4.90% (variable rate as of September 18, 2024). The cash flows required to service short-term debt are in the approved 2024 – 2028 financial plan.

CONCLUSION

Temporary borrowing authority, through the approval of the Temporary Borrowing (Regional Trails) Bylaw No. 4618, is required to access interim financing to fund the Regional Trestles Renewal, Trails Widening and Lighting Project. Timely access to borrowed funds is critical to meeting the approved five-year capital program. All temporary borrowings will be either repaid within five years or converted to long-term debt up to the maximum stated in the approved loan authorization Bylaw No. 4588.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4618, "Temporary Borrowing (Regional Trails) Bylaw No. 1, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4618 be adopted.

Submitted by:	Varinia Somosan, CPA, CGA, Sr. Mgr., Financial Services / Deputy CFO
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Russ Smith, Acting General Manager, Parks, Recreation & Environmental Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Bylaw No. 4618, "Temporary Borrowing (Regional Trails) Bylaw No. 1, 2024"

CAPITAL REGIONAL DISTRICT BYLAW NO. 4618

***	*****************	*********	******
***	A BYLAW TO AUTHORIZE T FOR THE REGIONA	EMPORARY BORROWINGS	******
WH	HEREAS:		
A.	It is provided by Section 409 of the <i>Local G</i> adopted a loan authorization bylaw, without from any person under the conditions therein	further assents or approvals, b	•
B.	The Board has adopted Bylaw No. 4588, "F 2024", in the amount of Fifty Million Dollars (•	ation Bylaw No. 1,
C.	The issuance of the said Security Issuing by	law has been temporarily defe	rred;
	OW THEREFORE the Board of the Capital Reg follows:	gional District in open meeting a	assembled, enacts
1.	The Board is hereby authorized and en exceeding the sum of Fifty Million Dollars the prevailing interest rate.		
2.	The money so borrowed shall be used solely for the purpose set out in the said Bylaw No 4588.		
3.	The proceeds from the Security Issuing bylaw, or so much thereof as may be necessary shall be used to repay the money so borrowed.		
4.	This Bylaw may be cited as the "Temp 2024".	orary Borrowing (Regional Tr	ails) Bylaw No. 1,
R	EAD A FIRST TIME THIS	day of	, 202_
R	EAD A SECOND TIME THIS	day of	, 202_
R	EAD A THIRD TIME THIS	day of	, 202_
A	DOPTED THIS	day of	, 202_
CH	HAIR	CORPORATE OFF	FICER



REPORT TO FINANCE COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 06, 2024

<u>SUBJECT</u> Bylaw No. 4634: Recreation Services in the District of Sooke and the Juan de Fuca Electoral Area Loan Authorization Bylaw No. 1, 2024

ISSUE SUMMARY

At the direction of the Capital Regional District (CRD) Board, this report brings forward a loan authorization bylaw for the purpose of financing capital projects including a Heat Recovery System for the SEAPARC Recreation Centre and the Sooke Skate Park replacement.

BACKGROUND

On September 11, 2024, the Board directed that a loan authorization bylaw be prepared to provide the financing of SEAPARC capital projects including a heat recovery system for the SEAPARC Recreation Centre and the Sooke Skate Park. Capital project construction is part of the capital plan. Following Board capital plan financing approval, loan authorization and security issuing bylaws are prepared by staff.

Loan authorization bylaws specify the maximum amount, restricted use and debt repayment amortization period. Since these bylaws expire after five years, they are drafted to cover the five-year financial plan for services requiring borrowing to fund capital.

A heat recovery system for the SEAPARC Recreation Centre and the Sooke Skate Park requires borrowing up to \$3.15 million from the Municipal Finance Authority of British Columbia (MFABC). Requests for funds to be drawn against the loan authorization bylaw will only be authorized upon Board approval of a subsequent security issuing bylaw. Security issuing bylaws are prepared twice annually and include only those borrowings for which there is a cash flow need as determined by the approved financial plan.

The following bylaw is proposed:

Service Area	Action	Purpose	Bylaw
Sooke and	Loan Authorization	To create a loan authorization bylaw	4634
Electoral Area	Bylaw	to permit long-term borrowing related	
Recreation and		to the capital plan for this service	
Facilities			

ALTERNATIVES

Alternative 1

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service 2025 Capital Project Loan Authorization Bylaw No. 1, 2024", be introduced and read a first, second and third time:
- 2. That participating area approval be obtained for the entire proposed service area by alternative approval process; and
- 3. That Bylaw No. 4634 be forwarded to the Inspector of Municipalities for approval.

Alternative 2

That the proposed bylaw be referred back to staff for further information.

<u>IMPLICATIONS</u>

Legislative and 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. In accordance with the *Local Government Act*, long-term borrowing (i.e., loans with a term of more than five years) cannot be undertaken without approval of a security issuing bylaw once the loan authorization bylaw is approved.

Before adoption by the Board, the loan authorization bylaw requires three readings, elector approval and approval by the Inspector of Municipalities. Upon final approval, borrowings up to \$3.15 million will be authorized and will support the planned five-year capital plan expenditures commencing in January 2025. The estimated debt servicing costs for borrowing are included in the approved 2024 CRD final financial plan.

With MFABC's current indicative interest rate of 4.21% as of September 19, 2024, the estimated annual debt servicing payments are approximately \$296,000 with a 15-year amortization term. The total debt servicing payments are expected to be \$4.4 million. Debt servicing payments within the plan are funded by requisition. Actual borrowings in each of the next five years will be based on the cash flow requirements for the year.

As part of the loan authorization bylaw approval process the bylaw requires elector approval. Elector approval can be obtained through a referendum, by an alternative approval process (AAP) for the entire service area, or by consent on behalf of municipal participant and electoral area specific AAP in the electoral participating area. Given that an AAP must be undertaken in the portion of the Juan de Fuca that participates in this service, it is recommended that the most efficient approach is to obtain consent for the entire service area at once by way of AAP.

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 AAP 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 Board directed that a loan authorization bylaw be prepared to provide the financing of SEAPARC capital projects. Bylaw No. 4634: "Sooke and Electoral Area Recreation and Facilities Service 2025 Capital Project Loan Authorization Bylaw No. 1, 2024", is presented now in preparation for future borrowing to enable the construction of the Heat Recovery System for the SEAPARC Recreation Centre and the Sooke Skate Park in the Service's five-year (2025-2029) capital plan.

RECOMMENDATION

The Finance Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service 2025 Capital Project Loan Authorization Bylaw No. 1, 2024", be introduced and read a first, second and third time:
- 2. That participating area approval be obtained for the entire proposed service area by alternative approval process; and
- 3. That Bylaw No. 4634 be forwarded to the Inspector of Municipalities for approval.

Submitted by:	Varinia Somosan, CPA, CGA, Sr. Mgr., Financial Services / Deputy CFO
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Russ Smith, Acting General Manager, Parks, Recreation & Environmental Services
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Bylaw No. 4634, "Sooke and Electoral Area Recreation and Facilities Service 2025 Capital Project Loan Authorization Bylaw No. 1, 2024"

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4634

A BYLAW TO AUTHORIZE THE BORROWING OF THREE MILLION ONE HUNDERED FIFTY THOUSAND DOLLARS (\$3,150,000) FOR THE PURPOSE OF CONSTRUCTION OF CAPITAL PROJECTS FOR RECREATION SERVICES IN THE DISTRICT OF SOOKE AND THE JUAN DE FUCA ELECTORAL AREA

WHEREAS:

- A. Under Bylaw No. 4029, "Sooke and Electoral Area Recreation and Facilities Service Establishment Bylaw No. 1, 2016", the Capital Regional District established a service for recreational and related community programs, equipment, and facilities for the municipal participating area of the District of Sooke, and a portion of the Electoral Area of Juan de Fuca;
- B. The Board of the Capital Regional District wishes to construct capital projects for the service including a Heat Recovery System for the SEAPARC Recreation Centre and the Sooke Skate Park replacement as included in the service's capital plan;
- C. The estimated cost of the capital projects, including expenses incidental thereto to be funded by debt servicing, is the sum of Three Million One Hundred Fifty Thousand Dollars (\$3,150,000); which is the amount of debt intended to be authorized by this bylaw;
- D. Pursuant to Section 407(3)(b) of the Local Government Act, elector approval is required, and pursuant to Section 345, elector consent is to be obtained by alternative approval process;
- E. The approval of the Inspector of Municipalities is required under Section 406 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, design, supply and installation of all material, equipment and components and all construction necessary for the capital projects in connection with the service and to do all things necessary in connection with the capital projects and without limiting the generality of the foregoing:
 - a) to borrow upon the credit of the Capital Regional District a sum not exceeding Three Million One Hundred Fifty Thousand Dollars (\$3,150,000); and
 - to acquire all such real property, easements, rights-of-way, leases, licenses, rights or authorities as may be requisite or desirable for or in connection with the capital projects.

- 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 "Sooke and Electoral Area Recreation and Facilities Service 2024 Capital Project Loan Authorization Bylaw No. 1, 2024".

READ A FIRST TIME THIS	day of	20
READ A SECOND TIME THIS	day of	20
READ A THIRD TIME THIS	day of	20
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	day of	20
APPROVED BY ALTERNATIVE APPROVAL PROCESS PER S.345 OF THE <i>LOCAL</i> GOVERNMENT ACT THIS	day of	20
ADOPTED THIS	day of	20
CHAIR	CORPORATE OFFICE	R

day of 20___

FILED WITH THE INSPECTOR OF MUNICIPALITIES THIS



REPORT TO FINANCE COMMITTEE MEETING OF WEDNESDAY, NOVEMBER 6, 2024

SUBJECT Motion Arising Clarification from the 2025 Provisional Financial Plan

ISSUE SUMMARY

A referral from the CRD Board to Finance Committee to seek clarification on the intent of a motion arising for the 2026 budget to be reviewed at the next strategic priorities meeting.

BACKGROUND

At the October 30, 2024 Capital Regional District (CRD) Board meeting, there was a motion arising;

To direct staff to report back on options to reduce the budget lift for 2026 by 1% at the next strategic priorities session.

Through the debate there were references to permanent reductions versus deferrals, reductions in expenditures versus requisition and regional versus sub-regional services. As a result of the discussion, and rather than seeking clarity during the Board meeting and voting on the motion, the Board resolved to refer the pending motion to Finance Committee for clarification.

In consultation with the Chair of the Finance Committee, staff bring forward this information report with options and further clarity on how to advance work for the next strategic priorities session scheduled for May 2025.

IMPLICATIONS

Clarification on the motion is required prior to voting for staff to advance the intention of the Board. Appendix A summarizes the possible interpretations of the motion.

To support the strategic priorities session, inform the annual budget guidelines report, and influence the 2026 & five-year forecast, here are the options for rewording the motion:

Focus on 2026 Expenditures

- 1. To direct staff to report back on options to reduce consolidated <u>ongoing operating</u> <u>expenses</u> for 2026 by 1% at the next strategic priorities session.
- 2. To direct staff to report back on options to reduce consolidated <u>regional ongoing operating</u> expenses for 2026 by 1% at the next strategic priorities session.

Focus on 2026 Requisition

- 3. To direct staff to report back on options to reduce consolidated <u>ongoing requisition</u> for 2026 by 1% at the next strategic priorities session.
- 4. To direct staff to report back on options to reduce consolidated <u>regional ongoing</u> <u>requisition</u> for 2026 by 1% at the next strategic priorities session.

CONCLUSION

Clarification on the motion is required prior to voting for staff to advance the intention of the Board for the May 2025 strategic priorities session. The Finance Committee is required to select an option to reword and clarify the motion.

RECOMMENDATION

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

Submitted by:	Angela Linwood, CPA, CMA, Controller
Concurrence:	Nelson Chan, MBA, FCPA, FCMA, Chief Financial Officer, GM Finance & IT
Concurrence:	Kristen Morley, J.D., General Manager, Corporate Services & Corporate Officer
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

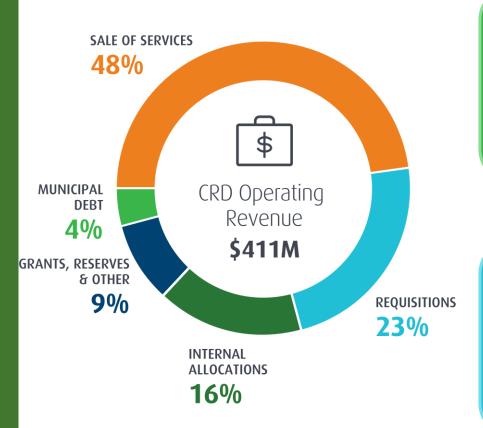
Appendix A: 2025 Operating Expenditures and Requisition

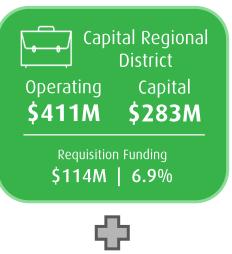
Motion Arising Clarification 2025 Provisional Financial Plan

Finance Committee
Wednesday November 6, 2024



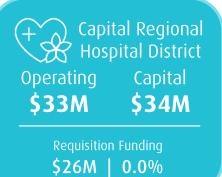
CRD Operating Plan Funding







Requisition Funding \$140M | 5.5%





Motion Arising Clarification

Focus on Expense

Service Participation	Number of Services	2025 Expense \$M	1% of 2025 Expense	
Regional	43	256	2.6	2
Sub-Regional	38	139	1.4	
Electoral Areas	99	32	0.3	
Municipal Debt	13	18	0.2	
Total		\$444M	\$4.4M	1

- **1.** To direct staff to report back on options to reduce consolidated **ongoing operating expenses** for 2026 by 1% at the next strategic priorities session.
- **2.** To direct staff to report back on options to reduce consolidated regional ongoing operating expenses for 2026 by 1% at the next strategic priorities session.



Motion Arising Clarification

Focus on Requisition

Service Participation	Number of Services	2025 Requisition \$M	1% of 2025 Requisition	
Regional	29	70	0.7	4
Sub-Regional	32	33	0.3	
Electoral Areas	94	20	0.2	
Municipal Debt	13	18	0.2	
Total		\$140M	\$1.4M	3

- **3.** To direct staff to report back on options to reduce consolidated **ongoing requisition** for 2026 by 1% at the next strategic priorities session.
- **4.** To direct staff to report back on options to reduce consolidated regional ongoing requisition for 2026 by 1% at the next strategic priorities session.





Thank you







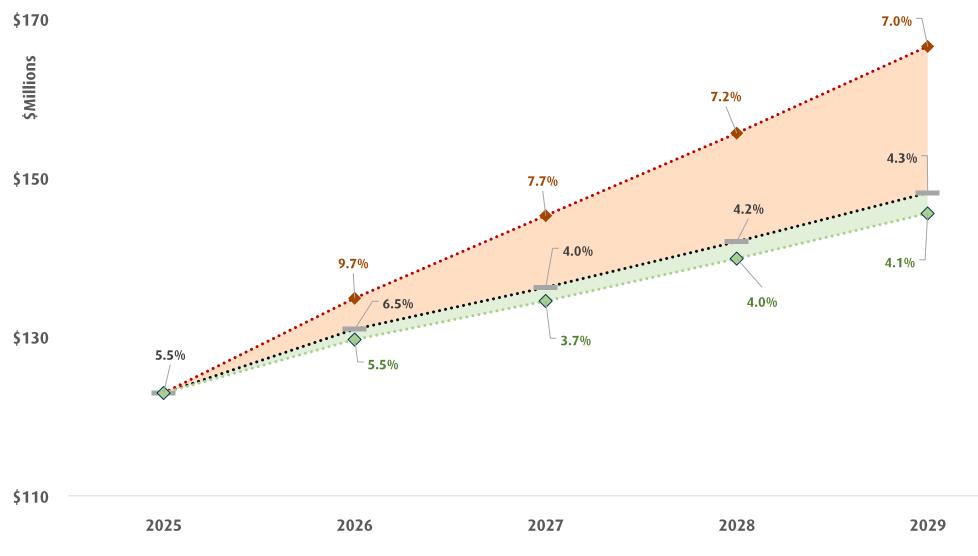




Backup



5-Year Consolidated Requisition Forecast



Future requisition forecasts consider various factors such as inflation, demographic shifts, population growth, and macro-economic conditions. These forecasts are based on current regional population trends and are updated to reflect emerging federal and provincial policies.

Inflation is expected to continue to moderate in 2025, influenced by adjustments in Bank of Canada monetary policy and associated factors. Persistent economic challenges, including unemployment rates, logistics & supply chain, cost of goods including shelter, utilities, and consumables have implications on service delivery.





REPORT TO THE JUAN DE FUCA LAND USE COMMITTEE MEETING OF TUESDAY, OCTOBER 15, 2024

SUBJECT Zoning Bylaw & Official Community Plan Amendment Application for Lot A Section 4 Renfrew District Plan EPP131465; PID: 032-229-046

ISSUE SUMMARY

The landowner has submitted an application to redesignate a 3.3 ha portion of the subject property from the *Pacific Acreage* to the *Commercial* land use designation and amend the *Commercial* designation policies; and to amend the Wildwood Terrace Neighbourhood Commercial (C-1A) zone to permit additional commercial uses and facilitate subdivision.

BACKGROUND

The 3.3 ha subject property (the "Land") is located in the community of Jordan River on the northern side of West Coast Road. The Land is zoned C-1A under the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040 (the "Zoning Bylaw") (Appendix A). The property is currently designated *Pacific Acreage* in the Shirley-Jordan River Official Community Plan, Bylaw No. 4001 (the "OCP") and is subject to the Commercial and Industrial development permit (DP) area. The Land is not located within community water, sewer or fire protection local service areas. Covenant CA5916759 is registered on the title of the property and requires that all buildings and structures be equipped with an automatic sprinkler system that fully meets the requirements of the National Fire Protection Association (NFPA).

The Land was the subject of a zoning bylaw amendment in 2021 to adjust the WT-4/C-1A zone boundary and permit a country market and micro-brewery with ancillary onsite store, picnic area, lounge and special event area. Development permit DP000378 was approved and in October 2022, and is awaiting issuance to address the form and character of a proposed microbrewery.

The landowner (the "applicant") has submitted an application to amend the C-1A zone for the purpose of permitting a subdivision to create a commercial bare land strata and to include additional neighbourhood commercial uses with changes to the siting and development requirements. The application includes an OCP amendment to remove the 3.3 ha lands from the PA designation, which primarily supports rural residential, agricultural and small-scale neighbourhood commercial uses, and add it to the *Commercial* designation with an amendment to support smaller minimum lot sizes. At its meeting of March 19, 2024, the Juan de Fuca Land Use Committee (the "LUC") recommended referral of proposed Bylaw No. 4598 & 4599 to the Shirley-Jordan River Advisory Planning Commission (the "APC"); CRD departments; Pacheedaht First Nation; T'Sou-ke First Nation; BC Hydro; BC Parks; District of Sooke; Island Health; the Ministry of Forests – Archaeology Branch; Ministry of Water, Land and Resource Stewardship – Water Protection Section; Ministry of Transportation & Infrastructure; RCMP; and the Sooke School District # 62.

In response to the comments received during the referral process the applicant has modified the setbacks in the amendments proposed for the C1-A zone (Appendix B) to provide space for a public trail offered as a community amenity contribution. The applicant has also updated the concept plan (Appendix C) and provided a subdivision plan from SU000770 (Appendix D), an environmental assessment (Appendix E), and a groundwater assessment to supplement the initial report (Appendix F). The proposal includes a village gathering place that serves the community, supports local tourism, and provides opportunities for local ownership of commercial lands. Staff have prepared Bylaw No. 4598 for the proposed amendments to the C1-A zone (Appendix H) in accordance with the applicant's proposal.

ALTERNATIVES

Alternative 1

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

- 1. That the referral of proposed Bylaw No. 4598, "Shirley Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024"; and proposed Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 162, 2024"; to the Shirley-Jordan River Advisory Planning Commission; Pacheedaht First Nation; T'Sou-ke First Nation; CRD departments; BC Hydro; BC Parks; District of Sooke; Island Health; Ministry of Forests Archaeology Branch; Ministry of Water, Land and Resource Stewardship Water Protection Section; Ministry of Transportation & Infrastructure; RCMP; and Sooke School District # 62 be approved and comments be received;
- 2. That proposed Bylaw No. 4598 be read a first and second time;
- 3. That proposed Bylaw No. 4599 be read a first and second time;
- 4. That in accordance with the provisions of Section 469 of the *Local Government Act*, the Director of the Juan de Fuca Electoral Area, or Alternate Director, be delegated authority to hold a Public Hearing with respect to Bylaw No. 4598 and Bylaw No. 4599;
- 5. That prior to the adoption of proposed Bylaw No. 4599, the landowner provides an amenity contribution by registering a statutory right-of-way adjacent to West Coast Road in favour of the Capital Regional District for the purpose of establishing a public trail; and that staff be directed to ensure that all conditions are satisfied towards completion and registration.

Alternative 2

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

That proposed Bylaw No. 4598, "Shirley - Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024"; and proposed Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 162, 2024" not proceed.

IMPLICATIONS

Legislative Implications

The APCs were established to make recommendations to the Land Use Committee on land use planning matters referred to them related to Part 14 of the *Local Government Act* (*LGA*). The Shirley-Jordan River APC considered the application at its meeting on April 23, 2024.

Should the proposal proceed, a public hearing pursuant to Part 14, Division 3 of the *LGA* will be required subsequent to the amendment passing second reading by the CRD Board. Property owners within 500 m of the subject property will be sent notice of the proposed bylaw amendment and a public hearing will be advertised in the local paper and on the CRD website.

Regional Growth Strategy Implications

The RGS designates the subject property as Rural/Rural Residential, which includes lands used for rural and rural residential purpose. While not intended to become future urban areas requiring extensive services, commercial uses serving the local community by providing employment opportunities in a rural context can be supported if impacts to the local community and environment are minimal.

Section 445 of the *LGA* requires that all bylaws adopted by a regional district board after the board has adopted a regional growth strategy (RGS) be consistent with the RGS. Since the proposal includes an amendment to the OCP, the bylaw will be considered by the Planning and Protective Services Committee and the CRD Board for determination of consistency with the RGS prior to first reading.

First Nations Implications

The subject property is located within the asserted traditional territory of the Pacheedaht and T'Sou-ke First Nations. Each nation was invited to participate in an application review process with staff and the applicant to better inform consideration of the proposal.

Referral Comments

Referrals were sent to 12 agencies, CRD departments, Juan de Fuca Electoral Area Parks and Recreation Advisory Commission and to the Shirley – Jordan River APC. Comments received are summarized below and included in Appendix I.

<u>Pacheedaht First Nation</u> stated concerns on potential impacts to the delivery of emergency services and the aquifer that the local area relies on. The PFN encouraged the applicant to respond by providing information on the Bliss Spring water resource and address pedestrian accessibility to the site.

<u>T'Sou-ke First Nation</u> requested to be informed and involved in any archaeological findings identified during the construction on the property and that an archaeological chance-find procedure should be implemented during the construction.

<u>The RCMP</u> expressed that they had no comments or concerns on the proposal.

Ministry of Forests - Archaeology Branch stated that there are no known archaeological sites recorded on the subject property, and there is no available modelling for archaeological potential in the immediate area. Should archaeological or cultural features be identified during construction, a permit under the *Heritage Conservation Act* will be required.

<u>Ministry of Transportation & Infrastructure</u> stated that they have no objections or concerns. However, the proposed bylaws will require Ministry approval in accordance with Section 52 the *Transportation Act*.

<u>CRD First Nations Relations</u> stated that while there are registered archaeological sites within ~570 m of the property, a Provincial *Heritage Conservation Act* permit is not required prior to development. However, First Nations Relations explained that there could be significant delays in acquiring a permit if archaeological deposits, features, or materials are identified during development, and recommended prior consultation with a qualified professional Archaeologist.

<u>CRD Protective Services</u> confirmed that the subject property is not located within a fire service area and acknowledged the sprinkler fire suppression covenant registered on title.

<u>The Juan de Fuca Community Parks and Recreation Advisory Commission</u> reviewed the application at its meeting on April 23, 2024, and provided the following recommendation by resolution:

MOVED by Commissioner McAndrews, **SECONDED** by Commissioner Sloan that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission state to the Juan de Fuca Land Use Committee that the Commission's interests are affected by the proposal (RZ000284) and that the Commission supports the continued safe trail connectivity and recreation in the community including connecting backcountry trails and active transportation routes.

<u>The Shirley-Jordan River Advisory Planning Commission</u> met on April 23, 2024, to consider the application with 14 members of the public in attendance and made the following motion:

MOVED by Fiona McDannold, **SECONDED** by Vivi Curutchet that the Shirley-Jordan River Advisory Planning Commission recommends to the Juan de Fuca Land Use Committee support for Zoning and Official community Plan Amendment application RZ000284.

Official Community Plan Context and Policy Implications

The applicant's primary objective for this application is to improve the viability of and access to rural commercial land within Jordan River. The Shirley-Jordan River OCP designates the subject property as *Pacific Acreage*, which supports 2.0 ha residential parcels, agriculture uses, and small-scale neighborhood commercial activities. In order to support an average lot size of 0.4 ha and a minimum of 0.2 ha, this application proposes an OCP amendment to redesignate the subject property from *Pacific Acreage* to *Commercial*, and to update the corresponding policies. The proponent's land use analysis provided during the initial application (Appendix J) suggested that the proposed C-1A zone amendments are better suited to *Commercial* designation, which supports small-scale commercial; civic, institutional, tourism, recreation, silviculture; community parks; and light industrial uses. However, the *Commercial* designation currently applies only to parcels in the flood inundation area around Jordan River that are also designated as *Restricted Development*. The present *Commercial* designation policies support a minimum lot size of 120 ha, which prevents subdivision and limits the availability of land for commercial development in Jordan River. This proposal includes a text amendment to policy 484 N of the OCP that reduces the minimum

parcel size from 120 ha to an average parcel size of 0.4 ha and a minimum of 0.2 ha, and to policy 484 R that adds a 120 ha minimum parcel size restriction to the *Restricted Development* designation to address the flood hazard concerns related to failure of the dam above Jordan River.

<u>Section 208 – Regional Growth Strategy</u>

In keeping with the RGS, OCP policies support compact rural settlements that are not intended to become future urban areas requiring extensive servicing. The application proposes onsite well and septic systems, which support a rural scale of development rather than an urban scale seen in neighbouring incorporated communities where community level services are available. The proposed rural servicing will require permitting and licensing at the time of development. The proposed OCP amendment will be reviewed by the Planning and Protective Services Committee for determination of consistency with the RGS prior to first reading of the bylaw to amend the OCP (Bylaw No. 4598).

Section 310 – Water

The proposed OCP and zone amendments are in keeping with the existing permitted commercial uses. Uses not supported by the OCP due to their association with potential hazardous spills and contamination, such as a gas stations and bulk fuel sales, are not included in the proposal. The initial proposal included a groundwater study; however, comments received from Pacheedaht First Nation expressed concern regarding potential impacts to local water availability with particular interest in Bliss Spring. In response, the applicant submitted an additional groundwater study. The supplementary assessment focused on quantity and quality testing from the well to be used by the brewery, which is located at an elevation above Bliss Spring. Anticipating that the brewery will likely have the highest water demand, findings from this assessment confirmed that the immediate aquifer is capable of meeting a maximum potential demand of 350,000 litres per year (extrapolated to 3,000,000 litres per year in 10 years for the entire development) without impacting availability. However, the study advised that it is possible that continuous pumping at the maximum potential demand could affect the flows of Bliss Spring. The groundwater reports advised that potential contamination of the aquifer is not anticipated and recommended that wells should be constructed in accordance with Provincial licensing and permitting requirements, that water meters be used, that regular water quality testing be undertaken, and that there be further investigation of potential impacts to Bliss Spring during the licensing process.

Section 333 – Connectivity and Section 335 – Park Land Acquisition

The OCP states that residents have expressed interest in a network of local trails developed in both the communities of Shirley and Jordan River. This network should connect residential areas with commercial nodes, local and regional parks and trails, and other community-based amenities. There is also a community concern for providing safe routes for school-aged children when travelling independently in their community and to school bus stops. To address the goals of the OCP and in response to the comments from the JdF Parks and Recreation Advisory Commission the applicant has offered a public trail in the form of a statutory right-of-way in favour of the CRD as a community amenity contribution. The proposed trail location is identified on the updated concept plan.

Section 392 – Reducing the Number of Vehicle Trips

One of the ways that residents of Shirley and Jordan River can contribute to reducing greenhouse gas emissions is through reducing the number of vehicle trips. Delivery of medical and community outreach programs at a venue in Shirley or Jordan River could see the service providers making one or two round trips within the Plan area instead of multiple trips outside the community by residents travelling elsewhere to access services. Increased recreational and social opportunities for youth within the Plan area would reduce the need for parents to take their children to and from activities in Sooke. Support for locally owned and/or operated neighbourhood commercial uses and farm gate sales can also reduce the travel necessary for employment or to purchase food and other goods. Installation of Electric Vehicle infrastructure is also supported.

Land Use Analysis

The subject property is zoned C-1A by the Juan de Fuca Land Use Bylaw. Permitted uses of the C-1A zone include convenience stores; civic uses; food and beverage processing; country market; and retail stores. The zone specifically excludes gas bars, gas stations, bulk fuel sales, auto repair, carwashes, or any use for which a permit is required under the *Environmental Management Act* or *Regulation*. Accessory uses

include residential; screened outdoor storage; onsite store; picnic area; lounge; special event area in conjunction with *Liquor Control and Licensing Act*; as well as buildings or structures that support a permitted principal use.

The C-1A zone, which only applies to the subject property, specifies a minimum parcel size of 3.3 ha, maximum height of 9 m; parcel coverage of 25%; maximum floor area of 2,000 m²; and setbacks of 7.5 m (front); 6.0 m (side); and 10.0 m (rear). The zone was amended by Bylaw No. 4381 in December 2021, to add food and beverage processing, a country market, and accessory uses related to a manufacturer liquor license as permitted uses.

The proposed amendments to the C-1A zone include reducing the minimum parcel size to an average of 0.4 ha and a minimum of 0.2 ha; increasing the maximum height of buildings and structures to 12 m; replacing the maximum total floor area with a floor space ratio (FSR) of 0.4; reducing the side yard setback to 3.0 m and the rear yard setback to 5.0 m, except that a 9.0 m minimum setback is required from residential and rural zones; and specifying minimum front and flanking yard setbacks of 7.5 m from a public road.

In order to make land available for a public trail, pedestrian access, natural vegetation, landscaping, and to be consistent with the commercial industrial development permit area guidelines of the OCP, parking spaces are proposed to be setback a minimum of 7.5 m from lot lines abutting West Coast Road and 3.0 m from other lot lines. Parking would also be permitted on strata common property, rather than only on the property for which it is required. Finally, the applicant proposes adding restaurant, personal service, office, and health services uses as permitted uses to the zone.

The proposed commercial bare land strata arrangement with smaller lots is intended to allow for financing and development at an individual business level, as well as to promote an opportunity for clustering and building character diversity, rather than the single-owner model with larger, more uniform building design and leased commercial spaces (Appendices B, C, D, & J).

The proposal is supported by an environmental assessment (Appendix E) and groundwater studies (Appendix F) that assessed the feasibility of implementing ten individual commercial wells. The March 27, 2024, groundwater study reported that the well to be used by the brewery (Well ID: 69081) was tested at a rate of ~45 L/min and that, while the area influenced by pumping the well was relatively large during the test, the amount of well interference on neighbouring domestic wells was relatively small. Based on the brewery's projected water use, the study extrapolated a water usage rate of 5.7 L/minute in 10 years once the development has been fully built out. The professional commented that the interference would be proportionately much less than the test demonstrated; however, there is potential for future impact on Bliss Spring. This will need to be further studied as the brewery's water usage becomes better understood through the Provincial licensing process.

Staff are of the opinion that the proposed zoning amendments are in keeping with the direction provided by the OCP, and that the proposed OCP amendments are consistent with the other policies of the Plan. Staff recommend that the referral comments be received, that proposed Bylaw Nos. 4598 and 4599 be read a first and second time, that a public hearing be held with respect to the bylaws, and that prior to adoption, the landowner register a statutory right-of-way in favour of the CRD for a public trail along the property boundary shared by West Coast Road.

CONCLUSION

The purpose of Bylaw Nos. 4598 and 4599 is to amend the Shirley-Jordan River Official Community Plan, Bylaw No. 4001, by redesignating a 3.3 ha portion of the subject property from *Pacific Acreage* to *Commercial* with amendments, and to amend the Wildwood Terrace Neighbourhood Commercial (C-1A) zone of the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, by permitting additional commercial uses and a smaller average and minimum parcel size to facilitate subdivision. Staff have prepared the proposed Bylaws and recommend receipt of the referral comments, first and second reading, and advancement to public hearing. Staff also recommend that prior to adoption, the landowner work with staff to register a statutory right-of-way in favour of the CRD along West Coast Road.

RECOMMENDATION

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

- 1. That the referral of proposed Bylaw No. 4598, "Shirley Jordan River Official Community Plan Bylaw No. 5, 2018, Amendment Bylaw No. 2, 2024"; and proposed Bylaw No. 4599, "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 162, 2024"; to the Shirley-Jordan River Advisory Planning Commission; Pacheedaht First Nation; T'Sou-ke First Nation; CRD departments; BC Hydro; BC Parks; District of Sooke; Island Health; Ministry of Forests Archaeology Branch; Ministry of Water, Land and Resource Stewardship Water Protection Section; Ministry of Transportation & Infrastructure; RCMP; and Sooke School District # 62 be approved and comments be received;
- 2. That proposed Bylaw No. 4598 be read a first and second time;
- 3. That proposed Bylaw No. 4599 be read a first and second time;
- 4. That in accordance with the provisions of Section 469 of the *Local Government Act*, the Director of the Juan de Fuca Electoral Area, or Alternate Director, be delegated authority to hold a Public Hearing with respect to Bylaw No. 4598 and Bylaw No. 4599;
- 5. That prior to the adoption of proposed Bylaw No. 4599, the landowner provides an amenity contribution by registering a statutory right-of-way adjacent to West Coast Road in favour of the Capital Regional District for the purpose of establishing a public trail; and that staff be directed to ensure that all conditions are satisfied towards completion and registration.

Submitted by:	Iain Lawrence, RPP, MCIP, Senior Manager, Juan de Fuca Administration
Concurrence:	Kevin Lorette, P.Eng, MBA, General Manager, Planning & Protective Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENTS

Appendix A: Location, Zoning, and DPA Map

Appendix B: Proposed Amendments to the C-1A zone

Appendix C: Updated Concept Plan

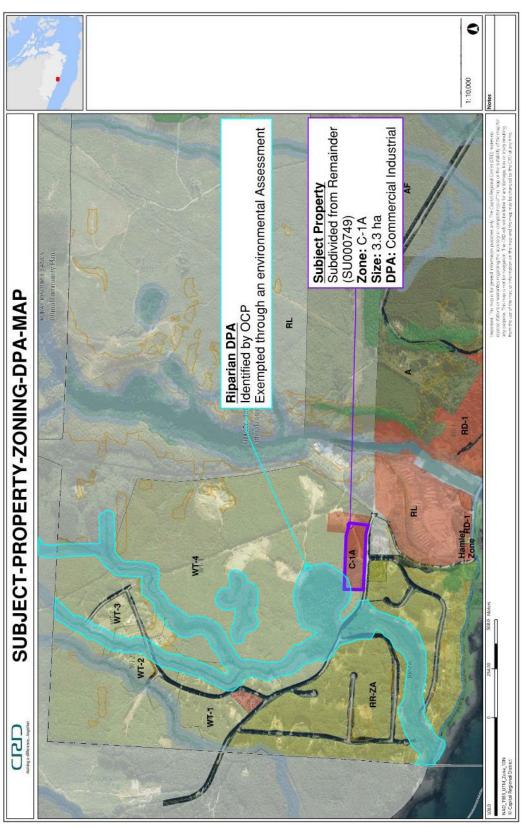
Appendix D: Plan of Subdivision SU000770
Appendix E: Environmental Assessment

Appendix F: Groundwater Reports

Appendix G: Bylaw No. 4598 – Proposed Amendments to the OCP Appendix H: Bylaw No. 4599 – Proposed Amendments to the C-1A

Appendix I: Referral Comments
Appendix J: Project Details

Appendix A: Location, Zoning, and DPA Map



Appendix B: Proposed Amendments to the C-1A Zone

Legend

- BLUE text shows those regulations to be added to the C-1A zone
- RED text shows those regulations to be removed from the C-1A zone.

6G.0 WILDWOOD TERRACE NEIGHBOURHOOD COMMERCIAL ZONE - C-1A Bylaw 3759

6G.01 Permitted Uses

In addition to the uses permitted in Section 4.15 of Part 1 of this Bylaw, the following uses and no others shall be permitted in the Wildwood Terrace Neighbourhood Commercial C-1A Zone:

- (a) Convenience Store;
- (b) Retail Store, excluding gas bars, gas stations or bulk fuel sales, auto repair or car wash, or any use for which a permit is required under the *Environmental Management Act or Regulation*;
- (c) Civic Uses;

(d) Food and Beverage Processing;	Bylaw 4381
(e) Country Market;	Bylaw 4381
(f) Restaurant;	<i>Bylaw 4599</i>
(g) Personal Services;	<i>Bylaw 4599</i>
(h) Offices;	Bylaw 4599
(i) Health Services:	Bylaw 4599

6G.02 Permitted Accessory Uses

In addition to the uses permitted by Section 23.01 of Part 2 of this Bylaw, the following Accessory Uses in conjunction with a permitted Principal Use and no others shall be permitted in the C-1A Zone:

Bylaw4599

- (a) Residential;
- (b) Screened storage yard;
- (c) Buildings or structures accessory to the above uses; pursuant to Part 1, Subsection 4.01.
- (d) Onsite store, picnic area, lounge and special event area accessory to a manufacturer liquor licence subject to the *Liquor Control and Licensing Act.*Bylaw 4381

6G.023 Minimum Parcel Size for Subdivision Purposes

- (a) The minimum parcel size for subdivision purposes is 0.4 ha;
- (b) Notwithstanding Section 6G.03(a) of Part 2 of this Bylaw, lot averaging is permitted with an average lot size of 0.4 ha and a minimum lot size of 0.2 ha.

Bylaw 4599

For Section 4, Renfrew District, except those parts in Plans 427R, 23879, VIP68644, VIP79213 and VIP82411, as shown on Map Nos. 1 and 2, one 3.3 ha parcel is permitted.

6G.034 Density Provisions

One dwelling unit in conjunction with a principal use.

6G.045 Height

No building or structure, shall exceed 9 m 12.0 m in height;

Bylaw 4599

6G.056 Parcel Coverage

Maximum parcel coverage shall be 25%.

6G.067 Minimum Frontage for Subdivision Purposes

Minimum frontage on a highway shall be 16 m.

6G.078 Maximum Size of Principal all Buildings and Structures

The Total Floor Area and sum of all buildings and structures on a parcel shall not exceed a Floor Area Ratio of 0.4.

Bylaw 4599

The maximum size of all buildings and structures shall not exceed a Total Floor Area of 2,000 m².

Bylaw 4381

6G.089 Yard Setback Requirements

All principal and accessory buildings and structures must meet the following yard requirements:

- (a) Principal buildings and structures are required to be:
 - (i) A minimum of 7.5m from the lot line of a street and or public highway; and
 - (ii) A minimum of 3.0m from the lot line of a parcel; and
 - (iii) Notwithstanding Pat 2 Section 6G.09 (a) (ii) above; a minimum of 9.0m is required from the lot lines of parcels in Residential, Rural Residential, or Multiple Family Residential zones.
- (b) Accessory buildings and structures are required to be:
 - (i) A minimum of 7.5m from the lot line of a street and or public highway; and
 - (ii) A minimum of 3.0m from a lot line of a parcel.

Bylaw 4599

- (c) Front Yards shall be a minimum of 7.5 m;
- (d) Side yards shall be 6 m;
- (e) Rear yards shall be 10 m;
- (f) Where a permitted use in this zone is proposed adjacent to a Rural Residential Zone, no building or structure or use except a fence and/or a retaining wall shall be located in the required yard which separates the two.

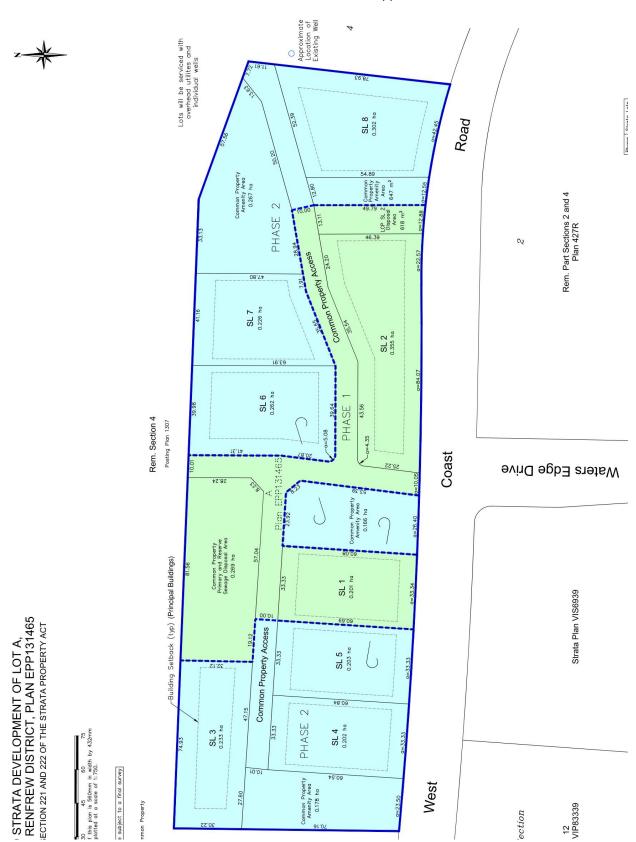
6G.10 Parking Setback

- (a) Bare land strata lots may provide parking spaces in accordance with this bylaw sited on common property registered on title to those strata lots;
- (b) For lot lines that abut a public highway, parking spaces provided in accordance with this bylaw shall be a minimum of 7.5m; and
- (c) For lot lines that do not abut a public highway, parking spaces provided in accordance with this bylaw shall be a minimum of 3.0m from a lot line.

Appendix C: Updated Concept Plan



Appendix D: Plan of Subdivision SU000770



Appendix E: Environmental Assessment



March 17, 2023

To: Darren Lucas Capital Regional District 625 Fisgard Street Victoria, BC V8W 1R7 From: Julie Budgen, R.P.Bio. Corvidae Environmental Consulting Inc. 6526 Water Street Sooke, BC V9Z 0X1

12036 West Coast Road Assessment Letter for Lot Subdivision (CRD file number SU000749)

To Darren Lucas,

On February 8th, a Qualified Environmental Professional (QEP) with Corvidae performed a site visit at 12036 West Coast Road (PID 009-573-356), to determine if the proposed 2-lot subdivision (CRD file number SU000749) at this location occurs within a Riparian Assessment Area (RAA) or within a Riparian Development Permit Area (DPA) as shown in Schedule D of the Shirley – Jordan River Official Community Plan (OCP)¹.

The QEP confirmed during the assessment there are no wetlands or watercourses on the proposed lot subdivision or within 50 m of the its boundaries (Figure 1). The area mapped on Schedule D of the OCP that appears in the shape of a wetland was observed in the field to be comprised of a predominantly western redcedar (*Thuja plicata*) canopy and a salal (*Gaultheria shallon*) understory. Soils in this area possess a high clay content and thus have limited drainage capacity, however, no surface water or hydrophytic, wetland-associated vegetation was detected during the site assessment.

Given that the proposed subdivision does not occur within or in proximity to a RAA or Riparian DPA, the proposed development is exempt from requiring a development permit as per Section 534 A of the Shirley – Jordan River OCP. Photos of the property and adjacent forested habitat (including mapped DPAs) have been included in Appendix A.

If you have any questions or concerns, please contact me for further details.

Prepared by,

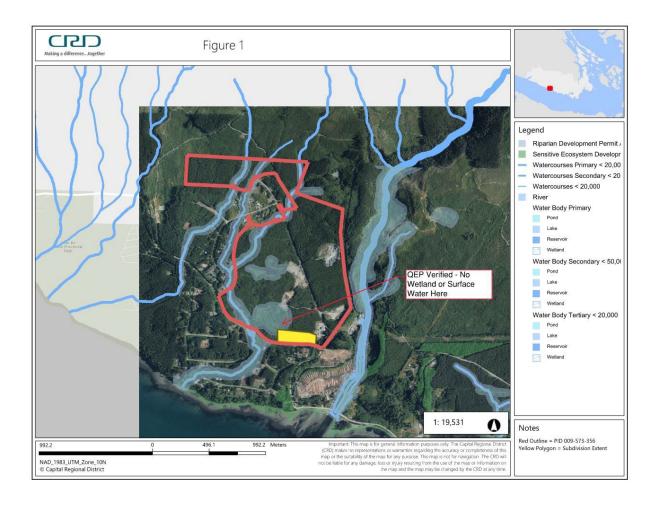


Julie Budgen, R.P.Biol., B.Sc., Senior Environmental Planner 250-415-8553

O

PPSS-35010459-3357

¹ Shirley -Jordan River OCP. 2018 https://www.crd.bc.ca/docs/default-source/crd-document-library/bylaws/juandefucaelectoralarea/3717---official-community-plan-for-shirley-jordan-river-bylaw-no-1-2010b.pdf?sfvrsn=573a9ac_6





APPENDIX A - SITE PHOTOS

Photo 1. Northwest view of mapped Riparian DPA. February 8, 2023.



Photo 2. Typical view of forested habitat on the property in the west extent. February 8, 2022.





3

Appendix F: Groundwater Reports



File: 2205191

March 27, 2024

Totangi Properties Ltd Jordan River BC

Attention:

Re: Assessment of February 2024 Pumping Test on Well, WID 69081 (WTN 128906)

As requested, Hy-Geo Consulting has completed an assessment of the quantity and quality of well WID 69081 (WTN 128906) on your property, based on a 24.25 hour pumping test conducted by Independent Pump & Mechanical Ltd., from February 14 to February 15, 2024. The well was investigated as a potential water supply source to support a proposed brewery on the property at 12036 West Coast Road, Jordan River.

It is estimated that the proposed brewery for the subject property would initially need 350,000 L/year (959 L/day) of potable water potentially growing to 3,000,000 L/year (8219 L/day) over 10 years (Totangi Properties, 2024). This would be equivalent to an initial well production rate of 0.18 USgpm growing to 1.51 USgpm, from the well.

This report summarizes the results of pump testing the well and monitoring of potential effects on neighbouring wells. A groundwater assessment report on the southern portion of the property was previously completed by Hy-Geo Consulting (Kohut, 2023).

WELL LOCATION

Well WID 69081 is situated at an elevation just under 55 m, along the southern boundary of PID 9573356 on the north side of West Coast Road at Jordan River (Figure 1). There are numerous existing wells in the general region directly south and west of the property (Figure 1). First Creek lies approximately 360 m west of the well site at an elevation between 45 and 50 m. Another well, WID 18153 (WTN 95648) situated approximately 165 m northeast of WID 69081 was utilized as an observation well during the test pumping of WID 69081.

PUMPED WELL WID 69081 (WTN 128906)

Well WID 69081 is a 6 inch (15.24 cm) diameter well drilled in 2023 by Drillwell Enterprises Ltd., to a depth of 111 feet (33.83 m) and completed with 10 feet (3.05 m) of a screen assembly consisting of 5 feet (1.52 m) of 5 inch (12.7 cm) diameter 50 slot stainless steel well screen set at a depth from 106.5 to 111 feet (32.46 to 33.83 m) in

1

grey sandy gravel and a 2 foot (0.61 m) length of riser pipe with K packer from 104.5 to 106.5 feet (31.85 to 32.46 m). A copy of the well driller's log is provided in Appendix A.

The driller rated the well at 30 USgpm based on a brief 3 hour bailing test. Non-pumping water level recorded in October 2023 was 71 feet (21.64 m) below top of casing with a stickup of 22 inches (55.9 cm) above ground level. The well lies on a glacial-fluvial terrace that slopes gently southwesterly towards the ocean and is completed in a confined glacio-fluvial sand and gravel aquifer system designated as Aquifer 944 under the *BC Aquifer Classification System* (Bernardinucci and Ronneseth, 2002). The aquifer is classified as a IIB aquifer with a moderate level of demand and moderate vulnerability to contamination from surface sources.



Figure 1. Location of pump tested well WID 69081, Observation Well WID 18153 and neighbouring reported wells. Base map from Province of British Columbia (2024a).

OBSERVATION WELL WID 18153 (WTN 95648)

Well WID 18153 is a 6 inch (15.24 cm) diameter well drilled in 2006 by Drillwell Enterprises Ltd., to a depth of 114 feet (34.75 m) and completed open bottom without a screen. The well encountered coarse gravel to 56 feet (17.07 m), and grey sand from 56 to 59 feet (17.07 to 17.98 m) underlain by gravel with sand and cobbles to 114 feet (34.75 m). A copy of the well driller's log is provided in Appendix A. The absence of any reported fine-grained deposits suggests that the aquifer may be unconfined at this location.

The driller rated the well at 10 USgpm based on a brief 1.5 hour air lifting test. Non-pumping water level recorded in July 2006 was 71 feet (21.64 m) below top of casing with a stickup of 18 inches (45.7 cm) above ground level.

CLIMATE

The region is situated in the Coastal Western Hemlock Biogeoclimatic Zone with long, mild, and wet winters, and relatively sunny and dry summers. While a long-term climate station for Jordan River is not available, monthly normal precipitation for the Sooke Lake North climate weather station for the 1981-2010 period has been reported by the Government of Canada (2024) for climate station 1017563 as shown in Figure 2. The region receives about 1497 mm of precipitation on an annual basis (Government of Canada, 2024). Precipitation normally follows a seasonal cycle, with highest rainfall during the fall, winter and early spring months while the summer months are subject to drought conditions.

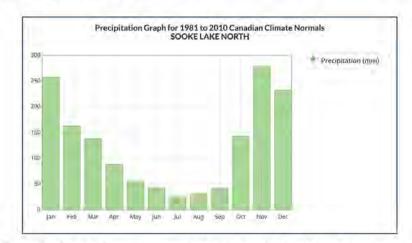


Figure 2. Graph of monthly normal precipitation for Sooke Lake North station (Climate ID. 1017563). Graph from Government of Canada (2024).

REGIONAL WATER LEVEL FLUCTUATIONS

From historic observation well data in unconsolidated deposits on southern Vancouver Island, groundwater levels in surficial wells generally rise and fall with the seasons in response to available precipitation, becoming highest during the late fall, winter and spring months and declining during the May to September period (Kohut *et al.*, 1984). Historic data from the closest provincial Observation Well 469 at Sooke, shows long-term water levels fluctuating over a narrow range of about 2.5 m with highest water levels during the winter months. Similar natural fluctuations might be expected for Aquifer 944 in the Jordan River area with water levels seasonally high in January and February.

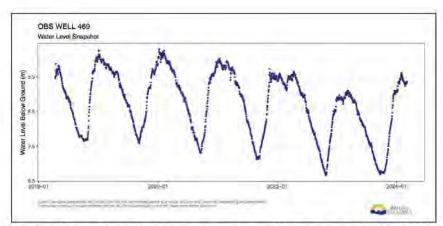


Figure 3. Groundwater level trend in Observation Well 469 at Sooke from 2018 to 2024. Adapted from Province of British Columbia (2024b).

PUMPING TEST OF WELL WID 69081 (WTN 128906)

A minimum 24 hour pumping test is the recommended standard for assessing wells completed in unconsolidated aquifers (Ministry of Environment, 2010). The project well WID 69081 was subsequently pump tested by Independent Pump & Mechanical Ltd., at a near constant rate, averaging 45.07 L/min (11.91 USgpm) for 24.25 hours from 8:00 am February 14 to 8:15 am, February 15, 2024. The pumping rate was determined from a totalizing flow metre and periodic measurements by filling of a 45 gallon drum.

Pumped water was discharged into a drainage ditch 200 feet (61 m) down slope away from the wellhead towards the west. Manual water level readings were taken in the project well during the test at prescribed intervals (Ministry of Environment, 2010) and a Solinst Levelogger® 5 datalogger set in the well also recorded water levels at ten minute intervals. A Solinst Barologger® 5 barometric data logger was also employed on site during the test.

Water levels in the neighbouring Observation well WID 18153 (WTN 95648) were also monitored during the pumping test with a *Solinst Levelogger®* 5 datalogger at ten minute intervals. Upon pump shutdown, recovery water levels in the pumped well WID 69081 were manually taken at prescribed intervals for 7.75 hours. Limited recovery water levels were also taken in Observation well WID 18153 for 5 hours. Recovery water levels were also recorded by the *Solinst Levelogger®* 5 dataloggers in both wells.

Water samples were taken from the pumped well near the end of the test and delivered within 20 hours of sampling with ice packs to the Bureau Veritas laboratory in Esquimalt for analysis of chemical and bacteriological parameters. One of the samples was also field filtered by A. Kohut for determination of dissolved metals. All samples were unadulterated and taken from the pumped well and delivered to the laboratory by A. Kohut.

PUMP TESTING RESULTS

Pumped Well WID 69081

Well test drawdown and recovery data for the pumped well are provided in Appendix B. Appendix C contains a copy of the water quality analytical laboratory report from Bureau Veritas.

The pumping test was started at 8:00 am on February 14 and ended at 8:15 am on February 15, 2024. Figure 4 shows the drawdown in the pumped well during pumping.

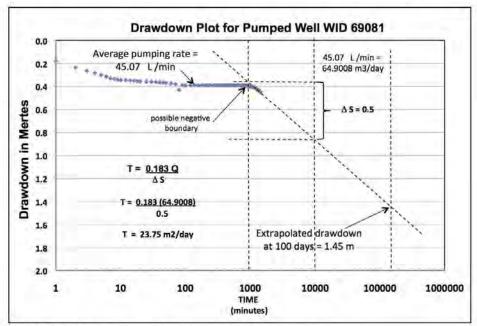


Figure 4. Semi-logarithmic drawdown graph for pumping well.

Drawdown at the end of the test reached 0.45 m below the initial non-pumping water level of 19.12 m below the top of casing at 0.56 m above ground utilizing only 3.5% of the available drawdown of (12.73 m) to the top of the well screen assembly at a depth of 31.85 m (106.5 feet). The water level reached relatively stabilized conditions within 100 minutes of the start of pumping but continued to drawdown slightly as the test progressed. A possible negative boundary condition appears to have been encountered at about 840 minutes into the test (Figure 4). Transmissivity of the aquifer was calculated at 23.75 m²/day based on the latter portion of the test.

Figure 5 shows the water level in the well, prior to during and after the pump test as recorded by the datalogger. Prior to the test the water level in the well was rising gradually (Figure 5). Initially on pumping the well drew down very quickly, becoming relatively stable and then drawing down slightly. Minor fluctuations in water level during the test may be related to pumping effects from nearby wells and possibly tidal effects. Upon shutdown the well recovered almost instantaneously but 0.1 m short of a full recovery. Water levels then continued to fall slowly. Figure 6 shows a semi-logarithmic plot of the recovery plot for the well. Recovery was not 100% complete as water levels were gradually falling slightly during and after the test.

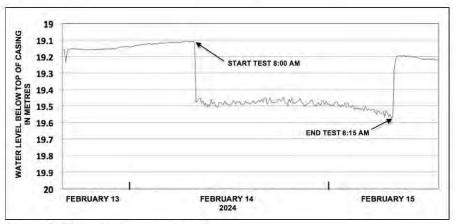


Figure 5. Water level in pumped well.

Given that the well was tested during the wettest time of the year, water levels during the late summer could be much lower reducing the available drawdown in the well by 3.0 metres. Extrapolation of the drawdown in the well to 100 days of continuous pumping as shown in Figure 4, indicates the drawdown would reach 1.45 m. Specific capacity of the well after 100 days would be 46.52 L/min per metre of drawdown. Utilizing this specific capacity and 70 percent of the available summer drawdown of 9.73 m in the well would suggest a long term yield of about 317 L/min or 84 USgpm. It is obvious that the well is capable of supplying much more than the rate at which it was pumped. The ultimate capacity of the well however, would be much less than 317 L/min (84 USgpm) and limited by the well diameter and screen design. Additional pump testing at higher rates would also be required to assess the maximum well capacity. Based on the current test, a well capacity twice that at which it was pumped or 90 L/min (24 USgpm) would be most possible without considering potential well interference effects. The well is therefore, entirely capable of meeting the maximum anticipated projected demand of the brewery for 3,000,00 L/year (8219 L/day). after 10 years. This would be equivalent to a well production rate of 1.51 USgpm (5.72 L/min), from the well.

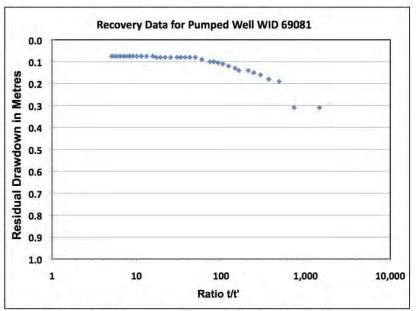


Figure 6. Semi-logarithmic recovery graph for pumped well.

Observation Well WID 18153

Figure 7 shows the water level in the observation well, prior to, during and after the pumping test. The water level in the observation well mirrors the water level response of the pumped well except when the pump is shut down. There is only a very minor water level recovery response in the observation well. This suggests that some dewatering of the aquifer has occurred during the pumping test.

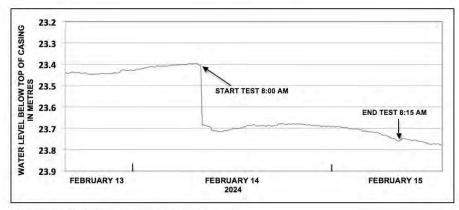


Figure 7. Water level in observation well.

Figure 8 shows the drawdown date for the observation well extracted from the datalogger as the manually taken readings were compromised during the test. Extrapolation of the drawdown data to 100 days indicates that the drawdown would be similar to the extrapolated drawdown in the pumped well.

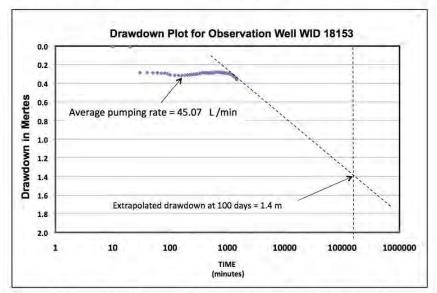


Figure 8. Semi-logarithmic plot of drawdown data in observation well.

Figure 9, indicates the lateral extent of the drawdown cone during the pumping test and after 100 days pumping at a rate of 45.07 L/min (11.91 USgpm). Assuming the aquifer is isotropic, Figure 9 indicates that the pumping test would have affected an area within a radius of 350 m from the pumping well. After 100 days pumping the radius of influence would theoretically extend to 4000 m.

While the radius of the cone of influence of pumping well WID 69801 at a rate of 45.07 L/min (11.91 USgpm) was relatively large (350 m) during the test, the amount of well interference was relatively small at <0.5 m. Similarly, while the radius of the cone of influence pumping well WID 69801 for 100 days would be quite large, again the degree of interference anticipated would also be relatively small at < 1.5m. This degree of well interference would not likely have any significant effect on the safe available drawdown in neighbouring domestic wells.

At a maximum continuous pumping rate of 5.72 L/min or (1.51 USgpm) the projected interference drawdowns would be proportionally much less and only 0.18 m in the observation well after 100 days of pumping. The cone of influence after 100 days, would also not extend to more than 300 m from the pumping well.

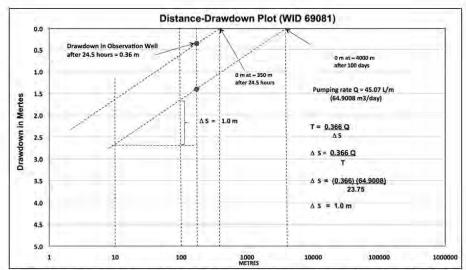


Figure 9. Semi-logarithmic plot of distance versus drawdown with well WID 69081 pumping up to 100 days.

Figure 10 shows the minimum size of the up gradient area that could be contributing recharge to the upper reaches of Aquifer 944 and well WID 69081. Recharge sources would include infiltration of a portion of precipitation falling on the northern portion of Aquifer 944, infiltration from runoff upslope of the aquifer, infiltration from First Creek and from other small creeks up slope. Based on a conservative estimate, for example, of only 2 percent of the annual normal rainfall (1497 mm) over the minimum recharge area, direct infiltration of precipitation, estimated to be 69.54 L/min in itself, would be more than enough to sustain a pumping rate for well WID 69081 at 5.72 L/min or (1.51 USgpm).

Based on the potential extent of the cone of influence of the well up to 300 m after 100 days pumping at 5.72 L/min or (1.51 USgpm) an examination of the location of licensed springs in the vicinity of well WID 69081 was undertaken. Figure 11 indicates that there is one licensed spring, namely Bliss Spring situated within 300 meters of the well.

Bliss Spring is licensed for a total quantity of 29.55 m³/day or equivalent to 20.52 L/min (Table 2). While currently unknown, there is a possibility that continuous pumping of well WID 69801 at a rate of 5.72 L/min or (1.51 USgpm) could have a minor effect on the flow of Bliss Spring.

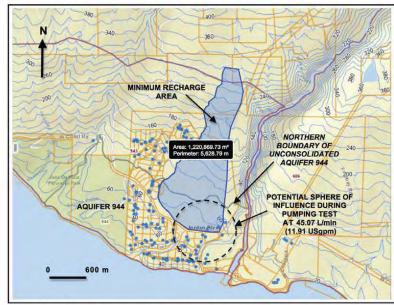


Figure 10. Minimum recharge area and potential cone of influence during pumping test of well WID 69081. Base map from Province of British Columbia (2024a).

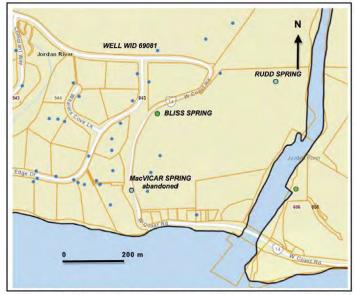


Figure 11. Location of licensed springs in the vicinity of well WID 69801.

Base map from Province of British Columbia (2024a).

Table 2. Licensed springs in vicinity of well WID 69081.

		Stream Name		
F014458	19430909	Bliss Spring	DOMESTIC	2.273
C123888	20080430	Bliss Spring	DOMESTIC	2.273
F011450	19380816	Bliss Spring	DOMESTIC	4.546
F127744	19410616	Bliss Spring	DOMESTIC	2.273
C061320	19840224	Bliss Spring	DOMESTIC	2.273
C110196	19950825	Bliss Spring	COMM. ENTERPRISE: ENTERPR	2.273
F012739	19380816	Bliss Spring	DOMESTIC	4.546
F014742	19491013	Bliss Spring	DOMESTIC	4.546
F110384	19380816	Bliss Spring	DOMESTIC	2.273
F014458	19430909	Bliss Spring	COMM. ENTERPRISE: ENTERPR	2.273
C110715	19960219	Rudd Spring	COMM. ENTERPRISE: ENTERPR	22.73
C110876	19960401	Rudd Spring	CAMPS & PUB FACIL: PUBLIC	2.273
			Total:	54.552

Data from Province of British Columbia (2024a).

WATER QUALITY RESULTS

Laboratory results of the February 15, 2024 sampling (Table 1), indicate that the water quality of the project well met or exceeded the *Guidelines for Canadian Drinking Water* (Health Canada, 2022) for all parameters tested except for pH at 6.47, True Colour at 128 TCU, Turbidity at 9.9 TU, Total and Dissolved Iron at 9220 and 9560 μ g/L respectively and Total and Dissolved Manganese at 202 and 198 μ g/L respectively. **No detectable total coliforms or E.coli., bacteria were reported.**

Manganese levels above 20 μ g/L and total iron above 300 μ g/L are of aesthetic concern and may result in staining of laundry and/or toilet fixtures. Manganese above 120 μ g/L is also a health risk for infants consuming the water if it is used to prepare baby formula as it can have can effects on neurological development and behaviour; deficits in memory, attention, and motor skills.

The overall mineralization of the water is very low with a total dissolved solids (TDS) content of 90 mg/L. The Langelier Index @ 4.4°C is very low at -2.60 indicating the water is aggressive and corrosive for metal piping.

While bacteriologically potable, the presence of elevated levels of iron, manganese, colour, turbidity and low pH would require treatment for commercial purposes. Elevated levels of these parameters could also lead to potential corrosion issues, staining and deposits in the water system.

Parameters/Site and Sampling	WELL	WELL		Canadian	Units
Date	WID 69081 Jordan River Well	WID 69081 Jordan River Well		DWGuideline 2022	
San	Feb 15/24	Feb 15/24			
PHYSICAL TESTS					
True Colour	128 18			< or =15	TCU
Transmittance at 254nm	110				%T/cm
Conductivity	30.9				μS/cm mg/L
Total Hardness (CaCO ₃) pH	6.47			7.0-10.5	pH units
Total Dissolved solids (TDS)	90			< or = 500	mg/L
Turbidity	9.9			<1.0	NTU
ANIONS					
Alkalinity (Total as CaCO ₃)	41				mg/L
Alkalinity (PP as CaCO ₃)	<1.0				mg/L
Bicarbonate	50				mg/L
Carbonate	<1.0				mg/L
Hydroxide	<1.0				mg/L
Chloride	4.4			< or = 250	mg/L
Fluoride	<0.050			1.5	mg/L
Nitrate (N)	<0.020 <0.0050			10	mg/L
Nitrite (N) Total Organic Nitrogen (N)	0.589				mg/L mg/L
Total Ammonia (N)	0.303		-		mg/L
Nitrate plus Nitrite (N)	<0.020				mg/L
Total Nitrogen (N)	0.877				mg/L
Total Organic Carbon (C)	1.5				mg/L
Total Phosphorus (P)	1			625	mg/L
Total Sulphide	0.0058			0.05	mg/L
Sulphide (as H2S)	0.0062 <1.0			0.05 < or =500	mg/L
Sulphate	×1.0			< 01 -300	mg/L
TOTAL METALS	13.3	DISSOLVED	METALS	100 and 2000	uall
Aluminum Antimony	<0.50	5.1 <0.50		100 and 2900 6	μg/L μg/L
Arsenic	8.03	7,78		10	µg/L
Barium	7.0	6.7		2000	µg/L
Beryllium	<0.10	< 0.10			µg/L
Bismuth	<1.0	<1.0		to the total	
Boron	<50	<50		5000	µg/L
Cadmium	0.031	<0.010		7	µg/L
Chromium	<1.0 <0.20	<1.0 <0.20		50	µg/L
Cobalt Copper	2.30	0.81	_	1000 and 2000	μg/L μg/L
Iron	9220	9560		< or = 300	µg/L
Lead	0.20	<0.20		5	µg/L
Manganese	202	198		20 and 120	µg/L
Mercury	<0.0019			1	μg/L
Molybdenum	<1.0	<1.0			µg/L
Nickel	<1.0 <0.10	<1.0 <0.10			µg/L
Selenium	17200	16000		50	µg/L
Silicon	<0.020	<0.020			µg/L µg/L
Strontium	25.5	26.6		7000	µg/L
Thallium	<0.010	<0.010		, 500	py
Tin	<5.0	<5.0			µg/L
Titanium	<5.0	<5.0		-	µg/L
Uranium	<0.10	<0.10		20	µg/L
Vanadium	<5.0	<5.0		C Many Page	µg/L
Zinc	41.9 <0.10	26.9 <0.10		< or = 5000	µg/L
Zirconium Calcium	7.86	<0.10 8.07			μg/L mg/L
Magnesium	2.74	2.84			mg/L
Potassium	0.786	0.786			mg/L
Sodium	6.47	6.32		< or = 200	mg/L
Sulphur	<3.0	<3.0			mg/L
MICROBIOLOGICAL					
Total coliforms	0			ND	CFU/100m
Escherichia coli (E. coli)	0			ND	CFU/100m

Turbidity guideline applies to a surface water source or a groundwater source under the direct influence of surface water.

ND means none detectable. Exceedances shown in red font. The following conclusions on the available water quantity and water quality of well WID 69081 can be made:

- 1 Well WID 69081 was pump tested for 24.25 hours between February 14 and February 15, 2024 by Independent Pump & Mechanical Ltd., at a near constant rate, averaging 45.07 L/min (11.91 USgpm). The maximum well capacity could be as much as 90 L/min (24 USgpm) without considering potential well interference effects. The well is therefore, entirely capable of meeting the initial demand of 350,000 L/year (959 L/day) and potentially growing to 3,000,000 L/year (8219 L/day) over 10 years. This would be equivalent to an initial well production rate of 0.18 USgpm growing to 1.51 USgpm (5.72 L/min).
- Analysis of observation well date indicates that during the pumping test, the drawdown cone likely extended over an affected area with a radius of 350 m surrounding the pumping well.
- While the radius of the cone of influence of the pumping well during the test was relatively large (350 m), the amount of well interference was relatively small at <0.5 m.
- 4. One licensed spring, namely Bliss Spring is situated within 300 meters of well WID 69081. There is a possibility that eventual pumping of well WID 69081 at 5.72 L/min or (1.51 USgpm) could have some minor effect on this water source after 100 days of continuous pumping. Further investigations of this water source may be warranted as part of a water licence application for the well.
- 5. Water samples collected at the end of the pumping test and submitted for laboratory testing indicate the water is of potable quality, with no detectable coliform or E.coli bacteria. The presence of Total Iron, Dissolved Iron, Total Manganese and Dissolved Manganese exceeding the aesthetic levels under Guidelines for Canadian Drinking Water Quality (Health Canada, 2022) will require treatment for commercial purposes. Elevated levels of these elements could also lead to potential corrosion issues, staining and deposits in the water system. Elevated manganese at or above 120 µg/L is also a health risk for infants consuming the water if it is used to prepare baby formula as it can have can effects on neurological development and behaviour; deficits in memory, attention, and motor skills.

RECOMMENDATIONS

 Consideration should be given to equipping the discharge line from the well with a totalizing water flow meter to monitor and record the well use with time and installing a water level sounding tube in the well for taking periodic water level measurements.

- Further water quality sampling should be undertaken to assist with the design of an appropriate water treatment system that will be effective and economical for the intended use of the water for commercial purposes.
- Under the Water Sustainability Act a water licence would be required to operate
 the well for commercial purposes. An application for use would need to be
 submitted to FrontCounter BC in Nanaimo through the website
 https://portal.nrs.gov.bc.ca/web/client/home
- Investigate and assess the conditions surrounding Bliss Spring and any potential for well interference by pumping of well WID 69081.

CLOSURE

This report was prepared in accordance with generally accepted engineering, hydrogeological and consulting practices. It is intended for the prime use of Totangi Properties Ltd., in connection with its purpose as outlined under the scope of work for this project. This report is based on data and information available to the author from various sources at the time of its preparation and the findings of this report may therefore be subject to revision. Data and information supplied by others has not been independently confirmed or verified to be correct or accurate in all cases. Any errors, omissions or issues requiring clarification should be brought to the attention of the author. The author retains full copyright of the material contained in the report. The author and Hy-Geo Consulting accepts no responsibility for damages suffered by any third party as a result of any unauthorized use of this report.

Respectfully submitted,

Alan P. Kohut PEng. Principal and Senior Hydrogeologist

HY-GEO CONSULTING

Permit to Practice Number: 1001034

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APPENDIX A

Well Records

WID 69081 (WTN 128906)

WID 18153 (WTN 95648)

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PPSS-3

APPENDIX B

PUMPING TEST DATA

B1: Pumped Well WID 69081(WTN 128906)

B2: Observation Well WID 18153 (WTN 95648)

APPENDIX B1

Pumping Test Data for Subject Well

Project: Well WID 69081 (WTN 128906) Client;

Reference: all readings from top of sounding tube at top of using
Stick up: 0.56 m (22")
Observation Wells: WID 18153 (WTN 95648)

Location: 12036 West Coast Rd., Jordan River

Date of Test:

Wednesday February 14, 2024 Independent Pump & Mechanical Ltd.

Test Conducted by: Pumped Well:

Pump Start Time: Pump End Time: Analysis by:

8:00 AM 8:15 AM Feb. 14, 2024 Feb. 15, 2024

Pumping Rate:

33.83 m deep (111 feet) 45.07 L/min (11.91 USgpm)

Static Water Level:

19.12 m

A. Kohut, P.Eng.

Drawdown Data:

Recovery Data:

Time (minutes)	Water Level (m)	Drawdown (m)	Time f (minutes)	Time t' (minutes)	Water Level (m)	t/t	Residual Drawdown (m)
1	19.300	0.180	1456	1	19.430	1456.0	0.310
2	19.360	0.240	1457	2	19.430	728.5	0.310
3	19.385	0.265	1458	3	19.310	486.0	0.190
4	19.405	0.285	1459	4	19.300	364.8	0.180
5	19.420	0,300	1460	5	19.280	292.0	0.160
6	19 435	0.315	1461	6	19.270	243.5	0.150
7	19.450	0.330	1462	7	19.260	208.9	0.140
8	19.455	0.335	1464	9	19.260	162.7	0.140
9	19.460	0.340	1465	10	19.250	146.5	0.130
10	19.465	0.345	1467	12	19.240	122.3	0.120
12	19.465	0.345	1469	14	19.230	104.9	0.110
14	19.470	0.350	1471	16	19.225	91.9	0.105
16	19.470	0.350	1473	18	19.220	81.8	0.100
18	19.475	0.355	1475	20	19.220	73.8	0.100
20	19,475	0,355	1480	25	19.210	59.2	0.090
25	19.480	0.360	1485	30	19.200	49.5	0.080
30	19.480	0.360	1490	35	19.200	42.6	0.080
35	19.482	0.362	1495	40	19.200	37.4	0.080
40	19.485	0.365	1500	45	19.200	33.3	0.080
45	19.485	0.365	1505	50	19.200	30.1	0.080
50	19.490	0.370	1515	60	19.200	25.3	0.080
60	19.495	0.375	1525	70	19.200	21.8	0.080
70	19.500	0.380	1535	80	19.200	19.2	0.080
80	19.550	0.430	1545	90	19.200	17.2	0.080
90	19.510	0,390	1555	100	19.195	15.6	0.075
100	19.510	0.390	1575	120	19.195	13.1	0.075
120	19.510	0.390	1595	140	19.195	11.4	0.075
140	19.510	0.390	1615	160	19.195	10.1	0.075
160	19.510	0,390	1635	180	19.195	9,1	0.075
180	19.510	0.390	1655	200	19.195	8.3	0.075
200	19.510	0.390	1675	220	19.195	7.6	0.075
220	19.510	0.390	1695	240	19.195	7.1	0.075
240	19.510	0.390	1725	270	19.195	6.4	0.075
270	19.510	0.390	1755	300	19.195	5.9	0.075
300	19.510	0.390	1785	330	19.195	5.4	0.075
330	19.510	0.390	1815	360	19.195	5.0	0.075
360	19.510	0.390	.1013	300	10.100	0,0	0.07.5
390	19,510	0.390	1				
420	19.510	0.390	1				
450	19.510	0.390					
480	19.510	0.390					
510	19.510	0.390					
540	19,510	0.390	-				
570	19.510	0,390					-
600	19.510	0.390	+		-		
630	19.510	0.390	+				
660	19.510	0.390		-	+	-	-

Drawdown Data:

Recovery Data:

Time (minutes)	Water Level (m)	Drawdown (m)	Time t (minutes)	Time t' (minutes)	Water Level (m)	t/t'	Residual Drawdown (m)
690	19.510	0.390					
720	19.510	0.390					
750	19.510	0.390					
780	19.510	0.390	_		/		
810	19.510	0.390					
840	19.510	0.390					
870	19.515	0.395					
900	19.515	0.395					
930	19.520	0.400					-
960	19.520	0.400					
990	19.520	0.400					
1020	19.525	0.405					
1050	19.525	0.405					C.
1080	19.525	0.405					0
1110	19.525	0.405					
1140	19.530	0.410					
1170	19.530	0.410					
1200	19.530	0.410			-		
1230	19.540	0.420			1		
1260	19.540	0.420					
1290	19.550	0.430					
1320	19.550	0.430			+	-	
1350	19.550	0.430			7		
1380	19.560	0.440		-	1		
1410	19.565	0.445		7			
1440	19.570	0.450					6
1455	19.570	0.450					

APPENDIX B2

Pumping Test Data for Observation Well WID 18153

Project: Well WID 69081 (WTN 128906) Client:

Location: 12036 West Coast Rd., Jordan River Date of Test:

Wednesday February 14, 2024 Independent Pump & Mechanical Ltd. Test Conducted by:

Observation Well: Pumping Rate: 34.75 m deep (114 feet) 45.07 L/min (11 91 USgpm) 23.400

Static Water Level:

Reference: all readings from top of sounding tube

at lop of csing

Obs Well Stick up: 0.30 m (12")

Pumped Well: WID 69081 (WTN 128906)

Pump Start Time: Pump End Time: 8:00 AM 8:15 AM Feb. 14, 2024 Feb. 15, 2024

A. Kohut, P.Eng. Analysis by:

Drawdown		6	Recovery		I sate to a 1 moved I	4.141	T. Bartinar
Time (minutes)	Water Level (m)	Drawdown (m)	Time ((minutes)	Time t' (minules)	(m)	t/t'	Residual Drawdow (m)
10	23.406	0.006					
20	23.411	0.011		1			
- 30	23.686	0.286					
40	23.683	0.283					
50	23.687	0.287					
60	23.687	0.287					
70	23.692	0.292		1. 14			
80	23.690	0.290					3.7
90	23.696	0.296					
100	23.710	0.310					
120	23:714	0.314					
140	23.716	0.316					
160	23.717	0.317					
180	23.714	0.314					
200	23.710	0.310					
220	23.709	0.309		1			
240	23.705	0.305					
260	23.703	0.303					
280	23.701	0.301	1	71			
300	23.702	0.302		1			1
330	23.694	0.294					
360	23.686	0.286					
390	23.687	0.287					
420	23.690	0.290					
450	23.688	0.288		1			
480	23.689	0.289					
510	23.685	0.285		11			
540	23.689	0.289					
570	23.688	0.288					10
600	23.678	0.278					
630	23.684	0.284					10
680	23.680	0.280					
730	23.682	0.282					
780	23.684	0.284					
830	23.687	0.287					
880	23.689	0.289					
930	23.693	0.293		1			
980	23,692	0.292		7		_	
1030	23.694	0.294					4
1080	23.697	0.297					1
1130	23.703	0.303					1
1180	23.705	0.305					
1230	23.715	0.315					
1280	23.719	0.319					
1330	23.731	0.331					
1380	23.738	0.338	Note: All re-	adings durin	g pumping extra	cted fro	m datalogger.
1440	23.757	0.357					
1450	23,760	0.360					

APPENDIX C

LABORATORY WATER QUALITY ANALYSES

FOR WID 69081 (WTN 128906)

February 15, 2024



Your Project #: TOTANGI Your C.O.C. #: WI034487

Attention: AL KOHUT

HY-GEO CONSULTING 4470 Arsens Place VICTORIA, BC Canada V8Z 2M9

> Report Date: 2024/02/26 Report #: R3467520 Version: 1 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C410716 Received: 2024/02/15, 11:29

Sample Matrix: Water # Samples Received: 1

		Date	Date		
Analyses	Quantity	Extracted	Analyzed	Laboratory Method	Analytical Method
Alkalinity @25C (pp, total), CO3, HCO3, OH	1	N/A	2024/02/16	BBY6SOP-00026	SM 24 2320 B m
Chloride/Sulphate by Auto Colourimetry	-1)	N/A	2024/02/21	BBY6SOP-00011 / BBY6SOP-00017	SM24-4500-CI/SO4-E m
Color (True) by Automated Analyzer	1	N/A	2024/02/16	BBY6SOP-00057	SM 24 2120 C m
Conductivity @25C	1	N/A	2024/02/16	BBY6SOP-00026	SM 24 2510 B m
Fluoride	1	N/A	2024/02/21	BBY6SOP-00037	SM 24 4500-F C m
Sulphide (as H2S) (1)	1	N/A	2024/02/21		Auto Calc
Hardness Total (calculated as CaCO3) (3)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Hardness (calculated as CaCO3)	ì	N/A	2024/02/22	BBY WI-00033	Auto Calc
Mercury (Total) by CV	1	2024/02/1	6 2024/02/16	AB SOP-00084	BCMOE BCLM Oct 2013 m
Heterotropic Plate Count (MF) in Water	1	N/A	2024/02/16	BBY4SOP-00003	SM 24 9215D
Iron Related Bacteria (4)	1	N/A	2024/02/16	BBY4SOP-00004	BI BART User Manual
Na, K, Ca, Mg, S by CRC ICPMS (diss.)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Elements by CRC ICPMS (dissolved) (5)	-1	N/A	2024/02/21	BBY7SOP-00002	EPA 6020b R2 m
Na, K, Ca, Mg, S by CRC ICPMS (total)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Elements by CRC ICPMS (total)	1	N/A	2024/02/21	BBY7SOP-00003 / BBY7SOP-00002	EPA 6020b R2 m
Nitrogen (Total)	1	N/A	2024/02/22	BBY6SOP-00016	SM 24 4500-N C m
Ammonia-N (Total)	1	N/A	2024/02/21	AB SOP-00007	SM 24 4500 NH3 A G m
Nitrate + Nitrite (N)	1	N/A	2024/02/16	BBY6SOP-00010	SM 24 4500-NO3- H m
Nitrite (N) Regular Level Water	1	N/A	2024/02/16	BBY6SOP-00010	SM 24 4500-NO2- m
Nitrogen - Nitrate (as N)	ì	N/A	2024/02/17	BBY WI-00033	Auto Calc
Nitrogen (Tot. Organic) Calculation	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
рH @25°C (6)	1	N/A	2024/02/16	BBY6SOP-00026	SM 24 4500-H+ B m
Sat. pH and Langelier Index (@ 4.4C)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Sat. pH and Langelier Index (@ 60C)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
⊤otal Sulphide (1)	1	N/A	2024/02/21	AB SOP-00080	SM 24 4500 S2-A D Fm
Sulphate Reducing Bacteria (4)	1	N/A	2024/02/16	BBY4SOP-00004	BI BART User Manual
Total Dissolved Solids (Filt. Residue)	ì	2024/02/2	1 2024/02/22	BBY6SOP-00033	SM 24 2540 C m
Total Coliform & E.Coli by MF-Chromocult	1	N/A	2024/02/16	BBY4SOP-00143	Merck KGaA Version 1
Carbon (Total Organic) (7)	1	N/A	2024/02/16	BBY6SOP-00053	SM 24 5310 B m
Turbidity	1	N/A	2024/02/16	BBY6SOP-00027	SM 24 2130 B m

Page 1 of 13

Bureau Veritas Burnaby: 4606 Canada Way V5G 1K5 Telephone (604) 734-7276 Fax (604) 731-2386



Your Project #: TOTANGI Your C.O.C. #: WI034487

Attention: AL KOHUT HY-GEO CONSULTING 4470 Arsens Place VICTORIA, BC Canada V8Z 2M9

> Report Date: 2024/02/26 Report #: R3467520 Version: 1 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C410716 Received: 2024/02/15, 11:29

Sample Matrix: Water # Samples Received: 1

	Date	Date		
Analyses	Quantity Extracted	Analyzed	Laboratory Method	Analytical Method
UV Transmittance (2)	1 2024/02/23	3 2024/02/2	3 CAM SOP-00459	SM 24 5910 m

Remarks:

Bureau Veritas is accredited to ISO/IEC 17025 for specific parameters on scopes of accreditation. Unless otherwise noted, procedures used by Bureau Veritas are based upon recognized Provincial, Federal or US method compendia such as CCME, EPA, APHA or the Quebec Ministry of Environment.

All work recorded herein has been done in accordance with procedures and practices ordinarily exercised by professionals in Bureau Veritas' profession using accepted testing methodologies, quality assurance and quality control procedures (except where otherwise agreed by the client and Bureau Veritas in writing). All data is in statistical control and has met quality control and method performance criteria unless otherwise noted. All method blanks are reported; unless indicated otherwise, associated sample data are not blank corrected. Where applicable, unless otherwise noted, Measurement Uncertainty has not been accounted for when stating conformity to the referenced standard.

Bureau Veritas liability is limited to the actual cost of the requested analyses, unless otherwise agreed in writing. There is no other warranty expressed or implied. Bureau Veritas has been retained to provide analysis of samples provided by the Client using the testing methodology referenced in this report, interpretation and use of test results are the sole responsibility of the Client and are not within the scope of services provided by Bureau Veritas, unless otherwise agreed in writing. Bureau Veritas is not responsible for the accuracy or any data impacts, that result from the information provided by the customer or their agent.

Solid sample results, except biota, are based on dry weight unless otherwise indicated. Organic analyses are not recovery corrected except for isotope dilution methods.

Results relate to samples tested. When sampling is not conducted by Bureau Veritas, results relate to the supplied samples tested.

This Certificate shall not be reproduced except in full, without the written approval of the laboratory.

Reference Method suffix "m" indicates test methods incorporate validated modifications from specific reference methods to improve performance.

- * RPDs calculated using raw data. The rounding of final results may result in the apparent difference.
- (1) This test was performed by Bureau Veritas Calgary, 4000 19 St. , Calgary, AB, T2E 6P8
- (2) This test was performed by Bureau Veritas Campobello, 6740 Campobello Road , Mississauga, ON, L5N 2L8
- (3) "Total Hardness" was calculated from Total Ca and Mg concentrations and may be biased high (Hardness, or Dissolved Hardness, calculated from Dissolved Ca and Mg, should be used for compliance if available).
- (4) Presence/Absence Method. Number is an estimate.
- (5) Dissolved > Total Imbalance: When applicable, Dissolved and Total results were reviewed and data quality meets acceptable levels unless otherwise noted.
- (6) The CCME method requires pH to be analysed within 15 minutes of sampling and therefore field analysis is required for compliance. All Laboratory pH analyses in this report are reported past the CCME holding time. Bureau Veritas endeavours to analyze samples as soon as possible after receipt.
- (7) TOC present in the sample should be considered as non-purgeable TOC.

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Bureau Veritas Burnaby: 4606 Canada Way V5G 1K5 Telephone(604) 734-7276 Fax(604) 731-2386



Your Project #: TOTANGI Your C.O.C. #: WI034487

Attention: AL KOHUT HY-GEO CONSULTING 4470 Arsens Place VICTORIA, BC Canada V8Z 2M9

> Report Date: 2024/02/26 Report #: R3467520 Version: 1 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C410716 Received: 2024/02/15, 11:29

Encryption Key

Please direct all questions regarding this Certificate of Analysis to: Michelle Rivest (Hospedales), B.Sc., Customer Solutions Representative Email: michelle.rivest@bureauveritas.com Phone# (604) 734 7276

This report has been generated and distributed using a secure automated process.

Bureau Veritas has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per ISO/IEC 17025, signing the reports. For Service Group specific validation, please refer to the Validation Signatures page if included, otherwise available by request. For Department specific Analyst/Supervisor validation names, please refer to the Test Summary section if included, otherwise available by request. This report is authorized by Raphael Kwan, Senior Manager, BC and Yukon Regions responsible for British Columbia Environmental laboratory operations.

Total Cover Pages : 3 Page 3 of 13

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HY-GEO CONSULTING Client Project #: TOTANG

VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID	/	CJG147		
Sampling Date		2024/02/15 08:20		
COC Number		WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batcl
ANIONS				
Nitrite (N)	mg/L	<0.0050	0.0050	B287596
Calculated Parameters				
Total Hardness (CaCO3)	mg/L	30.9	0.50	B285428
Nitrate (N)	mg/L	< 0.020	0.020	B285468
Total Organic Nitrogen (N)	mg/L	0.589	0.020	B286395
Sulphide (as H2S)	mg/L	0.0062	0.0020	B285763
Misc. Inorganics				
Conductivity	uS/cm	110	2.0	B287440
pΗ	pH	6,47	N/A	B287434
Total Organic Carbon (C)	mg/L	1.5	0.50	B287657
Total Dissolved Solids	mg/L	90	10	B290422
Anions	-			
Alkalinity (PP as CaCO3)	mg/L	<1.0	1.0	B28743
Alkalinity (Total as CaCO3)	mg/L	41	1.0	B28743
Bicarbonate (HCO3)	mg/L	50	1.0	B28743
Carbonate (CO3)	mg/L	<1.0	1.0	B28743
Dissolved Fluoride (F)	mg/L	< 0.050	0.050	B290280
Hydroxide (OH)	mg/L	<1.0	1.0	B28743
Total Sulphide	mg/L	0,0058	0.0018	B289796
Chloride (Cl)	mg/L	4.4	1.0	B29053
Sulphate (SO4)	mg/L	<1.0	1.0	B290536
MISCELLANEOUS				
True Colour	Col. Unit	128	10	B287165
Transmittance at 254nm	%T/cm	18	N/A	B293309
Nutrients				
Total Ammonia (N)	mg/L	0.29	0.015	B290458
Nitrate plus Nitrite (N)	mg/L	<0.020	0.020	B287592
Total Nitrogen (N)	mg/L	0.877	0.020	B290418
Physical Properties				
Turbidity	NTU	9.9	0.10	B287002

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VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID		CJG147		
Sampling Date		2024/02/15 08:20		
COC Number	-	WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batch
Elements				
Total Mercury (Hg)	ug/L	<0.0019	0.0019	B287581
Total Metals by ICPMS				
Total Aluminum (Al)	ug/L	13.3	3.0	B290301
Total Antimony (Sb)	ug/L	< 0.50	0.50	B290301
Total Arsenic (As)	ug/L	8.03	0.10	B290301
Total Barium (Ba)	ug/L	7.0	1.0	B290301
Total Beryllium (Be)	ug/L	<0.10	0.10	B290301
Total Bismuth (Bi)	ug/L	<1.0	1.0	B290301
Total Boron (B)	ug/L	<50	50	B290301
Total Cadmium (Cd)	ug/L	0.031	0.010	B290301
Total Chromium (Cr)	ug/L	<1.0	1.0	B290301
Total Cobalt (Co)	ug/L	<0.20	0.20	B290303
Total Copper (Cu)	ug/L	2.30	0.20	B29030
Total Iron (Fe)	ug/L	9220	5.0	B290303
Total Lead (Pb)	ug/L	0.20	0.20	B29030
Total Manganese (Mn)	ug/L	202	1.0	B29030
Total Molybdenum (Mo)	ug/L	<1.0	1.0	B29030
Total Nickel (Ni)	ug/L	<1.0	1.0	B290303
Total Selenium (Se)	ug/L	<0.10	0.10	B29030
Total Silicon (Si)	ug/L	17200	100	B29030
Total Silver (Ag)	ug/L	<0.020	0.020	B29030
Total Strontium (Sr)	ug/L	25.5	1.0	B290303
Total Thallium (TI)	ug/L	<0.010	0.010	B290303
Total Tin (Sn)	ug/L	<5.0	5.0	B29030
Total Titanium (Ti)	ug/L	<5.0	5.0	B290303
Total Uranium (U)	ug/L	<0.10	0.10	B29030
Total Vanadium (V)	ug/L	<5.0	5.0	B290303
Total Zinc (Zn)	ug/L	41.9	5.0	B29030
Total Zirconium (Zr)	ug/L	<0.10	0.10	B29030
Total Calcium (Ca)	mg/L	7.86	0.050	B285820
Total Magnesium (Mg)	mg/L	2,74	0.050	B285820
Total Potassium (K)	mg/L	0.786	0.050	B285820
Total Sodium (Na)	mg/L	6.47	0.050	B285820

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VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID		CJG147		
Sampling Date		2024/02/15 08:20		
COC Number		WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batch
Total Sulphur (S)	mg/L	<3.0	3.0	B285820
Microbiological Param.				
Heterotrophic Plate Count	CFU/mL	<1	1	B287355
Iron Bacteria	CFU/mL	25	25	B287353
Sulphate reducing bacteria	CFU/mL	<75	75	B287354
Total Coliforms	CFU/100mL	0	N/A	B287351
E. coli	CFU/100mL	0	N/A	B287351
Calculated Parameters				
Langelier Index (@ 4.4C)	N/A	-2.60	N/A	B286396
Langelier Index (@ 60C)	N/A	-1.82	N/A	B286397
Saturation pH (@ 4.4C)	N/A	9.06	N/A	B286396
Saturation pH (@ 60C)	N/A	8.29	N/A	B286397



CSR D. METALS (NO CV-HG)-DISS

Bureau Veritas ID		CJG147		
Sampling Date	41.	2024/02/15 08:20		
COC Number		WI034487	-	
	UNITS	JORDAN R. WELL	RDL	QC Batcl
Calculated Parameters				
Dissolved Hardness (CaCO3)	mg/L	31.8	0.50	B285810
Dissolved Metals by ICPMS			-	-
Dissolved Aluminum (Al)	ug/L	5.1	3.0	B287484
Dissolved Antimony (Sb)	ug/L	< 0.50	0.50	B287484
Dissolved Arsenic (As)	ug/L	7.78	0.10	B287484
Dissolved Barium (Ba)	ug/L	6.7	1.0	B287484
Dissolved Beryllium (Be)	ug/L	<0.10	0.10	B287484
Dissolved Bismuth (Bi)	ug/L	<1.0	1.0	B287484
Dissolved Boron (B)	ug/L	<50	50	B287484
Dissolved Cadmium (Cd)	ug/L	< 0.010	0.010	B287484
Dissolved Chromium (Cr)	ug/L	<1.0	1.0	B287484
Dissolved Cobalt (Co)	ug/L	< 0.20	0.20	B287484
Dissolved Copper (Cu)	ug/L	0.81	0.20	B28748
Dissolved Iron (Fe)	ug/L	9560	5.0	B287484
Dissolved Lead (Pb)	ug/L	<0.20	0.20	B287484
Dissolved Lithium (Li)	ug/L	<2.0	2.0	B287484
Dissolved Manganese (Mn)	ug/L	198	1.0	B287484
Dissolved Molybdenum (Mo)	ug/L	<1.0	1.0	B287484
Dissolved Nickel (Ni)	ug/L	<1.0	1.0	B287484
Dissolved Selenium (Se)	ug/L	<0.10	0.10	B287484
Dissolved Silicon (Si)	ug/⊥	16000	100	B287484
Dissolved Silver (Ag)	ug/L	< 0.020	0.020	B287484
Dissolved Strontium (Sr)	ug/L	26.6	1.0	B287484
Dissolved Thallium (TI)	ug/L	< 0.010	0.010	B287484
Dissolved Tin (Sn)	ug/L	<5.0	5.0	B287484
Dissolved Titanium (Ti)	ug/L	<5.0	5.0	B287484
Dissolved Uranium (U)	ug/L	<0.10	0.10	B287484
Dissolved Vanadium (V)	ug/L	<5.0	5.0	B287484
Dissolved Zinc (Zn)	ug/L	26.9	5.0	B287484
Dissolved Zirconium (Zr)	ug/L	< 0.10	0.10	B287484
Dissolved Calcium (Ca)	mg/L	8.07	0.050	B285811
Dissolved Magnesium (Mg)	mg/L	2.84	0.050	B285811

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CSR D. METALS (NO CV-HG)-DISS

Bureau Veritas ID		CJG147		
Sampling Date		2024/02/15 08:20		
COC Number		WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batch
Dissolved Potassium (K)	mg/L	0.786	0.050	B285811
Dissolved Sodium (Na)	mg/L	6.32	0.050	B285811
Dissolved Sulphur (S)	mg/L	<3.0	3.0	B285811

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GENERAL COMMENTS

Sample CJG147 [JORDAN R. WELL]: Sample was analyzed past recommended hold time for Heterotropic Plate Count (MF) in Water. Sample was analyzed past recommended hold time for Sulphate Reducing Bacteria. Sample was analyzed past recommended hold time for Sulphate Reducing Bacteria. UVT Analysis: Sample received at the analyzing laboratory past the recommended holding time. Analysis performed with client's consent.

Results relate only to the items tested.



QUALITY ASSURANCE REPORT

HY-GEO CONSULTING Client Project #: TOTANGI

			Matrix	5pike	Spiked	Blank	Method	Blank	RPD	
QC Batch	Parameter	Date	% Recovery	QC Limits	% Recovery	QC Limits	Value	UNITS	Value (%)	QC Limits
B287002	Turbidity	2024/02/16			101	80 - 120	< 0.10	NTU	NC.	20
8287165	True Colour	2024/02/16			103	80 - 120	<2.0	Col. Unit	NC.	20
8287434	pH.	2024/02/16			100	97 - 103			0.33	N/A
6287437	Alkalinity (PP as CaCO3)	2024/02/16	-				<1.0	rng/L	NC	20
B287437	Alkalinity (Total as CaCO3)	2024/02/16			97	80 - 120	<1.0	mg/L	0.43	20
8287437	Bicarbonate (HCO3)	2024/02/16					<1,0	mg/L	0.43	20
B287437	Carbonate (CO3)	2024/02/16				- 45	<1,0	mg/L	NC	20
8287437	Hydroxide (OH)	2024/02/16					<1.0	mg/L	NC.	20
B287440	Conductivity	2024/02/16			100	90 - 110	<2.0	u5/cm	-	
B287484	Dissolved Aluminum (AI)	2024/02/21	104	80 - 120	106	80 120	<3.0	ug/L	15	20
B287484	Dissolved Antimony (Sb)	2024/02/21	103	80 - 120	104	SD 120	<0.50	UR/L	1.4	20
B287484	Dissolved Arsenic (As)	2024/02/21	108	80-120	108	80 - 120	<0.10	ug/L	0.96	20
B287484	Dissolved Barlum (Ba)	2024/02/21	100	80 120	103	80 - 120 -	<1.0	ug/L	0.39	20
B287484	Dissolved Beryllium (Be)	2024/02/21	105	80-120	105	80 - 120	<0.10	ug/L	NC	20
B287484	Dissolved Bismuth (Bi)	2024/02/21	99	80 120	101	80 - 120	<1.0	Ug/L	NC	20
B287484	Dissolved Boron (B)	2024/02/21	105	80-120	106	80 - 120	<50	ug/t	NC.	20
8287484	Dissolved Cadmium (Cd)	2024/02/21	104	80 - 120	104	80-120	<0.010	ug/L	NC	20
B287484	Dissolved Chromium (Cr)	2024/02/21	101	80-120	104	80 - 120	<1.0	ug/t	NC	20
6287484	Dissolved Cobalt (Co)	2024/02/21	99	80-120	102	80-120	<0.20	ug/L	NC	-20
B287484	Dissolved Copper (Cu)	2024/02/21	96	80 - 120	101	80 - 120	<0.20	ug/l	0.46	20
B287484	Dissolved Iron (Fe)	2024/02/21	105	80 - 120	105	80 120	<5,0	ug/L	1,5	20
B287484	Dissolved Lead (Ph)	2024/02/21	99	80-120	101	80 - 120	<0.20	ug/L	NC	20
B287484	Dissolved Lithium (Li)	2024/02/21	101	80 - 120	103	80 120	<2.0	ug/L	NC	20
B287484	Dissolved Manganese (Mn)	2024/02/21	99	80-120	102	80 - 120	K1.0	ug/I	0.60	20
B287484	Dissolved Molybdenum (Mo)	2024/02/21	NC	80 - 120	108	80 120	<1.0	ug/L	1.5	20
B287484	Dissolved Nickel (Ni)	2024/02/21	98	80 - 120	102	80 - 120	<1,0	ug/L	NC	20
B287484	Dissolved Selenium (Se)	2024/02/21	102	80 120	105	80 120	<0.10	ug/L	9.3	20
B287484	Dissolved Silicon (Si)	2024/02/21	NC	80 - 120	111	80 - 120	<100	ug/L	0.14	20
B287484	Dissolved Silver (Ag)	2024/02/21	103	80 - 120	103	80 - 120	< 0.020	ug/L	NC	20
B287484	Dissolved Strontium (Sr)	2024/02/71	NC.	80-120	103	80 - 120	<1.0	ug/t	2.6	20
6287484	Dissolved Thallium (11)	2024/02/21	100	80-120	102	80-120	<0.010	Ug/L	NC	20
B287484	Dissolved Tin (5n)	2024/02/21	102	80-120	104	80-120	<5.0	ug/L	NC	-20
6287484	Dissolved Titanium (Ti)	2024/02/21	98	80 - 120	103	80 - 120	<5.0	ug/L	NC	20

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QUALITY ASSURANCE REPORT(CONT'D)

HY-GEO CONSULTING Client Project #: TOTANGI

			Matrix	5pike	Spiked	Blank	Method	Blank	RP	D
QC Batch	Parameter	Date	% Recovery	QC Limits	% Recovery	QC Limits	Value	UNITS	Value (%)	QCLimit
B287484	Dissolved Uranium (U)	2024/02/21	103	80-120	102	80 - 120	<0.10	ug/L	0.83	20
B287484	Dissolved Vanadium (V)	2024/02/21	102	80-120	103	80 - 120	<5.0	ug/L	NC	20
B287484	Dissolved Zinc (Zn)	2024/02/21	99	80 120	103	80-120	<5.0	ug/t	NC.	20
B287484	Dissalved Arcentum (Zr)	2024/02/21	101	80-120	97	80 - 120	< 0.10	ug/L	NC	20
B287581	Total Mercury (Hg)	2024/02/16	87	80 - 120	91	80 - 120	<0,0019	ug/l	NC	20
8287592	Nitrate plus Nitrite (N)	2024/02/16	113	80-120	106	80 - 120	<0.020	mg/L	NC	25
B287596	Nitrite (N)	2024/02/16	106	80 120	105	80 120	<0.0050	mg/L	NC	20
B287657	Total Organic Carbon (C)	2024/02/16			105	80 - 120	<0.50	mg/L		-
B289796	Total Sulphide	2024/02/21	97	80 - 120	94	80 - 120	< 0.0018	mg/L	NC	20
B290280	Dissolved Fluoride (F)	2024/02/21	105	80 - 120	102	80 120	<0.050	mg/L	NC	20
8290301	Fotal Aluminum (Al)	2024/02/21	99	80 - 120	103	SD 120	<3.0	ug/L	4.2	20
B290301	Total Antimony (Sb)	2024/02/21	103	80-120	103	80 - 120	< 0.50	LING/L	NC	20
B290301	Total Assenic (As)	2024/02/21	106	80 120	109	80 120	<0.10	ug/L	0.24	20
B290301	Total Barium (Ba)	2024/02/21	100	80-120	102	80 - 120	<1.0	ug/L	NC	20
B290301	Total Beryllium (Be)	2024/02/21	97	80 120	100	80 - 120	< 0.10	Ug/L	NC	20
B290301	Total Bismuth (Bi)	2024/02/21	95	80-120	103	80 - 120	<1.0	ug/t	NC	20
8290301	Total Boron (B)	2024/02/21	110	80 - 120	112	80-120	<50	ug/L	3.5	20
B290301	Total Cadmium (Cd)	2024/02/21	100	80-120	103	80 - 120	<0.010	ug/L	7.6	20
6290301	Total Chromium (Cr)	2024/02/21	96	80-120	101	80-120	<1.0	ug/L	NC	-20
8290301	Fotal Cobalt (Co)	2024/02/21	97	80-120	100	80 - 120	<0.20	ug/l	NC.	20
B290301	Fotal Copper (Cu)	2024/02/21	.93	80 - 120	100	80 120	< 0.20	ug/L	1.6	20
B290301	Total Iron (Fe)	2024/02/21	100	80-120	104	80 - 120	<5.0	ug/L	0.66	20
8290301	Total Lead (Pb)	2024/02/21	97	80-120	102	80 120	< 0.20	ug/L	0.90	20
B290301	Total Manganese (Mn)	2024/02/71	94	80-120	98	80 - 120	<1.0	ug/L	0.28	20
B290301	Total Molybdenum (Mo)	2024/02/21	108	80 - 120	105	80 - 120	<1.0	ug/L	0.031	20
B290301	Total Nickel (Ni)	2024/02/21	95	80 - 120	101	80 - 120	<1,0	ug/L	NC	20
BZ90301	Total Selenium (Se)	2024/02/21	100	80 120	104	80 120	<0.10	ug/L	NC	20
B290301	Total Silicon (SI)	2024/02/21	NC	80 - 120	116	80 - 120	<100	ug/L	0.48	20
B290301	Total Silver (Ag)	2024/02/21	99	80-120	103	80 - 120	<0.020	ug/L	NC	20
B290301	Total Strontium (Sr)	2024/02/21	NG	80-120	98	80 - 120	<1.0	ug/L	1.3	20
8290301	Total Thallium (11)	2024/02/21	99	80-120	104	80-120	<0.010	Ug/L	NC	20
B290301	Tetal Tin (Sn)	2024/02/21	102	80-120	105	80-120	<5.0	ug/L	NC	20
6290301	Total Titanium (Ti)	2024/02/21	100	80 - 120	102	80 - 120	<5.0	ug/L	NC	20

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QUALITY ASSURANCE REPORT(CONT'D)

HY-GEO CONSULTING Client Project #: TOTANG

			Matrix	5pike	Spiked	Blank	Method	Blank	RP	0
QC Batch	Parameter	Date	% Recovery	QCLimits	% Recovery	QC Limits	Value	UNITS	Value (%)	QCLimits
B290301	Total Uranium (U)	2024/02/21	103	80-120	105	80 - 120	<0.10	ug/L	3.5	20
8290301	Total Vanadium (V)	2024/02/21	98	80-120	99	80 - 120	<5.0	ug/L	NC	20
B290301	Total Zinc (Zn)	2024/02/21	95	80-120	102	80 120	<5.0	ug/t	0.40	20
6290301	Total Zirconium (Zr)	2024/02/21	106	80-120	103	80 - 120	< 0.10	ug/L	NC	20
8290418	Total Nitrogen (N)	2024/02/22		1 7 1	103	80 - 120	<0.020	mg/L	NC	20
8290422	Total Dissolved Solids	2024/02/22	103	80-120	101	80 - 120	<10	mg/L	3.0	20
B290458	Total Ammonia (N).	2024/02/21	105	80 120	100	80 120	<0.015	mg/L	1.7	20
B290536	Chloride (CI)	2024/02/21	107	80 - 120	100	80 - 120	<1.0	mg/L	3.4	20
B290536	Sulphate (SO4)	2024/02/21	92	80 - 120	99	80 - 120	<1.0	mg/L	NC.	20
8293309	Fransmittance at 254nm	2024/02/23		-	99	97 103			15	25

N/A = Not Applicable

Duplicate: Paired analysis of a separate portion of the same sample. Used to evaluate the variance in the measurement,

Matrix Spike: A sample to which a known amount of the analyte of interest has been added. Used to evaluate sample matrix interference.

Spiked Blank. A blank matrix sample to which a known amount of the analyte, usually from a second source, has been added. Used to evaluate method accuracy.

Method Blank: A blank matrix containing all reagents used in the analytical procedure. Used to identify laboratory contamination.

NC (Matrix Spike). The recovery in the matrix spike was not calculated. The relative difference between the concentration in the parent sample and the spike amount was roo small to permit a reliable recovery calculation (matrix spike concentration was less than the native sample concentration)

NC (Duplicate RPD): The duplicate RPD was not calculated. The concentration in the sample and/or duplicate was too low to permit a reliable RPD calculation (absolute difference <= 2x RDL).

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Automated Statchk

HY-GEO CONSULTING Client Project #: TOTANGI

VALIDATION SIGNATURE PAGE

The analytical data and all QC contained in this report were reviewed and validated by:

David Huang, M.Sc., P.Chem., QP, Scientific Services Manager

Anastassia Hamanov, Scientific Specialist

Suwan (Sze Yeung) Fock, B.Sc., Scientific Specialist

Bureau Veritas has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per ISO/IEC 17025, signing the reports. For Service Group specific validation, please refer to the Validation Signatures page if included, otherwise available by request. For Department specific Analyst/Supervisor validation names, please refer to the Test Summary section if included, otherwise available by request. This report is authorized by Raphael Kwan, Senior Manager, BC and Yukon Regions responsible for British Columbia Environmental laboratory operations.

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Bureau Veritas Burnaby: 4606 Canada Way V5G 1K5 Telephone(604) 734-7276 Fax(604) 731-2386

BRITISE COLUMB The Best Place on	EA D	linistry nvironn	of Well	Closure	ction Rep Report n Report	ort	WELL ENTE 4994 Polke Duncan, B.C. Phone: 250-	y Road V9L 6W 746-5268	3	Ministr	y Well ID Plate Number: 4 y Well Tag Number: nfirmation/alternative specs ginal well construction report	attached
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Casing From ft (bgl)	details To ft (bgl)	Dia in	Casing Material /	Open Hole	Wall Thickness in	Drive Shoe	Screen From ft (bgl)	details To	Dia in		Type (see note 18)	Slot Size
00	17'	6"	Steel/Res	moved	.219	OR.	104.6.	1066	5"	Ki S	Schort Risa S. Schaun	.050"
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Registrati Consultar	iller (printerst, last) ion no. (sont (if applie	(see note 2 cable; name	e 19): Scall 20): WD over the and company): on, well alteration of the requirements	Buron 12140	T OHVT C	4Y-GE0	Date of y Started: Comments	work (y)	YYY/MM/DI	D):	Completed: 2023/	10/02

COLU Ministry of	TISH JMBIA Environment	□ Well	Closure Alteration	n Report phone/fax	4394 Policy Hold Juncan, B.C. VSL 6W3 Phone: 250-746-5268	☐ Confirma ☐ Original v	Il Tag Number: 95648 tion/alternative specs, attached vell construction report attached
	-	licates mini	mum manda	atory information.		See reverse for I	notes & definitions of abbrevia
Owner n	address:	UTONS	DOB	ax aby	Town \/(c	tora	Prov.BC Postal Code
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or PID:				ption of well location (attach		+- Work pox	to in plans: 427R, 23
	Zone:	1	LUTES SE	well wer f), E.	Latitude (see n	into 31:
(see note				asting: 10043 180°		Longitude:	ote 31.
				ol mud rotary auger d	1		(specify): Dead Roley
				Ground elevation: 199			
		-		Sub-class I private domestic Twater supply			etrial ather (specify):
200							Strain Council (apocary).
From	То	Relative	See notes 7-1 Colour	 (4) or closure descriptio Material Description (Use recommendation) 	mended terms on reverse.	Estimated Flow	Observations (e.g., fractured, wea
ft (bgl)	ft (bgl)	Hardness	- and	List in order of decreasing a	mount, if applicable)	(USgpm)	well sorted, silty wash), closure of
0	56		Brown	growl, to	ande		
56	59		Great	dond	5 400	WB.	
59	119		Cicar	Grand Sou	d cobbles	W.E	
	-		-	1011110		-	
				Did Not De	cler	-	
		-		grener		+	
-							
-			-	-	- In the second		
-			-			-	
From	details To		sing Material /	Wall Open Hole Thickness Drive in Shoe	Screen details	Dia	Type (see note 18)
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From	To	Dia Carin Carin	ted Ru	Open Hole Thickness in Shoe	From To ft (bgl)	Dia in	
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From ft (bgl)	To ft (bgl)	Dia in Carin 10 Dia Gentaria Carin C	ted Ri	Open Hole Thickness in Drive Shoe Bladaut 219 DR Depth: 15 ft	From To ft (bgl) ft (bgl)	Dia in Servera Material Open bottom ascope Pipes	Uncased hole
From ft (bgl)	To ft (bgl)	Dia in Carin 10 Dia Gentaria Carin C	ted Ri	Open Hole Thickness in Drive Shoe	From To ft (bgl) ft (bgl) Intake: Screen Screen type: Tele Screen material:	Dia in Servera Whateana Po Open bottom escope Pipe s Stainless steel	☐ Uncased hole ize ☐ Plastic ☐ Other (specify):
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APPENDIX B

PUMPING TEST DATA

B1: Pumped Well WID 69081(WTN 128906)

B2: Observation Well WID 18153 (WTN 95648)

APPENDIX B1

Pumping Test Data for Subject Well

Project: Well WID 69081 (WTN 128906) **Client:** Blair Robertson Reference: all readings from top of sounding tube

at top of csing

Location: 12036 West Coast Rd., Jordan River

Stick up: 0.56 m (22")
Observation Wells: WID 18153 (WTN 95648) Date of Test: Wednesday February 14, 2024

Test Conducted by: Independent Pump & Mechanical Ltd.

33.83 m deep (111 feet) 45.07 L/min (11.91 USgpm) Pumped Well: **Pump Start Time:** 8:00 AM Feb. 14, 2024 **Pumping Rate:** Pump End Time: 8:15 AM Feb. 15, 2024 Static Water Level: 19.12 m Analysis by: A. Kohut, P.Eng.

Drawdown Data: **Recovery Data:**

	Data:		Recovery				
Time (minutes)	Water Level (m)	Drawdown (m)	Time t (minutes)	Time t' (minutes)	Water Level (m)	t/t*	Residual Drawdowr (m)
1	19.300	0.180	1456	1	19.430	1456.0	0.310
2	19.360	0.160	1457	2	19.430	728.5	0.310
3	19.385	0.265	1457	3	19.430	486.0	0.310
4	19.405	0.285	1459	4	19.300	364.8	0.190
5	19.420	0.300	1460	5	19.280	292.0	0.160
6	19.435	0.315	1461	6	19.270	243.5	0.150
7	19.450	0.330	1462	7	19.260	208.9	0.130
8	19.455	0.335	1464	9	19.260	162.7	0.140
9	19.460	0.333	1465	10	19.250	146.5	0.140
10	19.465	0.345	1467	12	19.240	122.3	0.130
12	19.465	0.345	1467	14	19.230	104.9	0.120
14	19.470	0.350	1471	16	19.225	91.9	0.105
16	19.470	0.350	1471	18	19.225	81.8	0.100
18	19.475	0.355	1475	20	19.220	73.8	0.100
20	19.475	0.355	1480	25	19.210	59.2	0.090
25	19.480	0.360	1485	30	19.200	49.5	0.080
30					19.200		0.080
35	19.480 19.482	0.360 0.362	1490 1495	35 40	19.200	42.6 37.4	0.080
40	19.485	0.365	1500	45	19.200	33.3	0.080
45	19.485	0.365	1505	50	19.200	30.1	0.080
50	19.490	0.370 0.375	1515	60 70	19.200	25.3	0.080
60	19.495		1525		19.200	21.8	0.080
70	19.500	0.380	1535	80	19.200	19.2	0.080
80	19.550	0.430	1545	90	19.200	17.2	0.080
90	19.510	0.390	1555	100	19.195	15.6	0.075
100	19.510	0.390	1575	120	19.195	13.1	0.075
120	19.510	0.390	1595	140	19.195	11.4	0.075
140	19.510	0.390	1615	160	19.195	10.1	0.075
160	19.510	0.390	1635	180	19.195	9.1	0.075
180 200	19.510 19.510	0.390 0.390	1655 1675	200 220	19.195 19.195	8.3 7.6	0.075 0.075
					19.195		
220 240	19.510 19.510	0.390 0.390	1695 1725	240 270	19.195	7.1 6.4	0.075 0.075
270	19.510	0.390	1755	300	19.195	5.9	0.075
300	19.510	0.390	1785		19.195		
				330		5.4	0.075
330 360	19.510 19.510	0.390 0.390	1815	360	19.195	5.0	0.075
390	19.510	0.390					-
420	19.510	0.390	- 12 55				
450	19.510	0.390	*				
480	19.510	0.390	0.00				
510	19.510	0.390					\vdash
540	19.510	0.390	000				-
570	19.510	0.390	(n n)				
600	19.510	0.390	8 8				
630	19.510	0.390	00 00				
660	19.510	0.390	-	—			-

Drawdown Data:

Recovery Data:

Time (minutes)	Water Level (m)	Drawdown (m)	Time t (minutes)	Time t'	Water Level (m)	t/t*	Residual Drawdown (m)
690	19.510	0.390	- 1	8 8			053.05
720	19.510	0.390	0000	<u> </u>			8
750	19.510	0.390	0.00	-			_
780	19.510	0.390	+	 	h		1
810	19.510	0.390	- 23 10	 			1
840	19.510	0.390					-
870	19.515	0.395	(040)	 			
900	19.515	0.395	0.0				
930	19.520	0.400	***	<u> </u>			
960	19.520	0.400	- 10				+
990	19.520	0.400					1
1020	19.525	0.405	2016				1
1050	19.525	0.405					
1080	19.525	0.405	66				
1110	19.525	0.405	(0)00	1			9
1140	19.530	0.410					1
1170	19.530	0.410	01 00				
1200	19.530	0.410					1
1230	19.540	0.420					
1260	19.540	0.420	65-0				
1290	19.550	0.430	6.0				
1320	19.550	0.430	(196)				4
1350	19.550	0.430					-
1380	19.560	0.440					
1410	19.565	0.445	200				
1440	19.570	0.450	and an				
1455	19.570	0.450	000				

APPENDIX B2

Pumping Test Data for Observation Well WID 18153

Project: Well WID 69081 (WTN 128906) Reference: all readings from top of sounding tube

Client: Blair Robertson Location: 12036 West Coast Rd., Jordan River at top of csing

Obs Well Stick up: 0.30 m (12")

Pumped Well: WID 69081 (WTN 128906)

Wednesday February 14, 2024 Date of Test: Test Conducted by: Independent Pump & Mechanical Ltd.

> Pump Start Time: Pump End Time: 8:00 AM Feb 8:15 AM Feb A. Kohut, P.Eng. Feb. 14, 2024 Feb. 15, 2024

34.75 m deep (114 feet) 45.07 L/min (11.91 USgpm) 23.400 Observation Well:

Analysis by:

Pumping Rate: Static Water Level:

Time	Water Level	Drawdown	Time t	Time t'	Water Level	t/t'	Residual
(minutes)	(m)	(m)	(minutes)	(minutes)	(m)		Drawdown (m)
10	23.406	0.006	0.400				
20	23.411	0.011					
30	23.686	0.286					
40	23.683	0.283				, ,	
50	23.687	0.287	(0.0)				
60	23.687	0.287	00		2		
70	23.692	0.292	(c)			*	
80	23.690	0.290					
90	23.696	0.296					
100	23.710	0.310					
120	23.714	0.314					
140	23.716	0.316	000				
160	23.717	0.317	- 6 6				
180	23.714	0.314	5000			9	
200	23.710	0.310					
220	23.709	0.309			,		
240	23.705	0.305					
260	23.703	0.303					
280	23.701	0.301					
300	23.702	0.302	65				
330	23.694	0.294	Smin0				
360	23.686	0.286					
390	23.687	0.287					
420	23.690	0.290					
450	23.688	0.288					
480	23.689	0.289					
510	23.685	0.285	(ren)				
540	23.689	0.289				1	
570	23.688	0.288	77 65				
600	23.678	0.278					
630	23.684	0.284					
680	23.680	0.280	6 0				
730	23.682	0.282					
780	23.684	0.284	0.00			*	
830	23.687	0.287					
880	23.689	0.289					
930	23.693	0.293	20 Ca				
980	23.692	0.292	(1.4)				
1030	23.694	0.294			:		
1080	23.697	0.297				1	
1130	23.703	0.303	\$n 33				
1180	23.705	0.305					
1230	23.715	0.315	70 P				
1280	23.719	0.319	67 - 18				
1330	23.731	0.331	0000		s		
1380	23.738	0.338	Note: All rea	adings durin	g pumping extr	acted from	datalogger.
1440	23.757	0.357	(n n)				
1450	23.760	0.360					

APPENDIX C

LABORATORY WATER QUALITY ANALYSES

FOR WID 69081 (WTN 128906)

February 15, 2024



Your Project #: TOTANGI Your C.O.C. #: WI034487

Attention: AL KOHUT

HY-GEO CONSULTING 4470 Arsens Place VICTORIA, BC Canada V8Z 2M9

> Report Date: 2024/02/26 Report #: R3467520 Version: 1 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C410716 Received: 2024/02/15, 11:29

Sample Matrix: Water # Samples Received: 1

Analyses	Quantity	Date Extracted	Date Analyzed	Laboratory Method	Analytical Method
Alkalinity @25C (pp, total), CO3,HCO3,OH	1	N/A	2024/02/16	BBY6SOP-00026	SM 24 2320 B m
Chloride/Sulphate by Auto Colourimetry	1	N/A	2024/02/21	BBY6SOP-00011 / BBY6SOP-00017	SM24-4500-CI/SO4-E m
Color (True) by Automated Analyzer	1	N/A	2024/02/16	BBY6SOP-00057	SM 24 2120 C m
Conductivity @25C	1	N/A	2024/02/16	BBY6SOP-00026	SM 24 2510 B m
Fluoride	1	N/A	2024/02/21	BBY6SOP-00037	SM 24 4500-F C m
Sulphide (as H2S) (1)	1	N/A	2024/02/21		Auto Calc
Hardness Total (calculated as CaCO3) (3)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Hardness (calculated as CaCO3)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Mercury (Total) by CV	1	2024/02/1	6 2024/02/16	AB SOP-00084	BCMOE BCLM Oct2013 m
Heterotropic Plate Count (MF) in Water	1	N/A	2024/02/16	BBY4SOP-00003	SM 24 9215D
Iron Related Bacteria (4)	1	N/A	2024/02/16	BBY4SOP-00004	BI BART User Manual
Na, K, Ca, Mg, S by CRC ICPMS (diss.)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Elements by CRC ICPMS (dissolved) (5)	1	N/A	2024/02/21	BBY7SOP-00002	EPA 6020b R2 m
Na, K, Ca, Mg, S by CRC ICPMS (total)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Elements by CRC ICPMS (total)	1	N/A	2024/02/21	BBY7SOP-00003 / BBY7SOP-00002	EPA 6020b R2 m
Nitrogen (Total)	1	N/A	2024/02/22	BBY6SOP-00016	SM 24 4500-N C m
Ammonia-N (Total)	1	N/A	2024/02/21	AB SOP-00007	SM 24 4500 NH3 A G m
Nitrate + Nitrite (N)	1	N/A	2024/02/16	BBY6SOP-00010	SM 24 4500-NO3- H m
Nitrite (N) Regular Level Water	1	N/A	2024/02/16	BBY6SOP-00010	SM 24 4500-NO2- m
Nitrogen - Nitrate (as N)	1	N/A	2024/02/17	BBY WI-00033	Auto Calc
Nitrogen (Tot. Organic) Calculation	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
pH @25°C (6)	1	N/A	2024/02/16	BBY6SOP-00026	SM 24 4500-H+ B m
Sat. pH and Langelier Index (@ 4.4C)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Sat. pH and Langelier Index (@ 60C)	1	N/A	2024/02/22	BBY WI-00033	Auto Calc
Total Sulphide (1)	1	N/A	2024/02/21	AB SOP-00080	SM 24 4500 S2-A D Fm
Sulphate Reducing Bacteria (4)	1	N/A	2024/02/16	BBY4SOP-00004	BI BART User Manual
Total Dissolved Solids (Filt. Residue)	1	2024/02/2	1 2024/02/22	BBY6SOP-00033	SM 24 2540 C m
Total Coliform & E.Coli by MF-Chromocult	1	N/A	2024/02/16	BBY4SOP-00143	Merck KGaA Version 1
Carbon (Total Organic) (7)	1	N/A	2024/02/16	BBY6SOP-00053	SM 24 5310 B m
Turbidity	1	N/A	2024/02/16	BBY65OP-00027	SM 24 2130 B m

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Burgau Veritas Burnaby: 4606 Canana Way VSG 1K5 Telephone(604) 734-7276 Fax(604) 731-2386



Your Project #: TOTANGI Your C.O.C. #: WI034487

Attention: AL KOHUT

HY-GEO CONSULTING 4470 Arsens Place VICTORIA, BC Canada V8Z 2M9

> Report Date: 2024/02/26 Report #: R3467520 Version: 1 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C410716 Received: 2024/02/15, 11:29

Sample Matrix: Water # Samples Received: 1

	Date	Date		
Analyses	Quantity Extracted	Analyzed	Laboratory Method	Analytical Method
UV Transmittance (2)	1 2024/02/23	3 2024/02/2	3 CAM SOP-00459	SM 24 5910 m

Remarks:

Bureau Veritas is accredited to ISO/IEC 17025 for specific parameters on scopes of accreditation. Unless otherwise noted, procedures used by Bureau Veritas are based upon recognized Provincial, Federal or US method compendia such as CCME, EPA, APHA or the Quebec Ministry of Environment.

All work recorded herein has been done in accordance with procedures and practices ordinarily exercised by professionals in Bureau Veritas' profession using accepted testing methodologies, quality assurance and quality control procedures (except where otherwise agreed by the client and Bureau Veritas in writing). All data is in statistical control and has met quality control and method performance criteria unless otherwise noted. All method blanks are reported; unless indicated otherwise, associated sample data are not blank corrected. Where applicable, unless otherwise noted, Measurement Uncertainty has not been accounted for when stating conformity to the referenced standard.

Bureau Veritas liability is limited to the actual cost of the requested analyses, unless otherwise agreed in writing. There is no other warranty expressed or implied. Bureau Veritas has been retained to provide analysis of samples provided by the Client using the testing methodology referenced in this report. Interpretation and use of test results are the sole responsibility of the Client and are not within the scope of services provided by Bureau Veritas, unless otherwise agreed in writing. Bureau Veritas is not responsible for the accuracy or any data impacts, that result from the information provided by the customer or their agent.

Solid sample results, except biota, are based on dry weight unless otherwise indicated. Organic analyses are not recovery corrected except for isotope dilution methods.

Results relate to samples tested. When sampling is not conducted by Bureau Veritas, results relate to the supplied samples tested.

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 $Reference\ Method\ suffix\ "m"\ indicates\ test\ methods\ incorporate\ validated\ modifications\ from\ specific\ reference\ methods\ to\ improve\ performance.$

- * RPDs calculated using raw data. The rounding of final results may result in the apparent difference:
- (1) This test was performed by Bureau Veritas Calgary, 4000 19 St., Calgary, AB, TZE 6P8
- (2) This test was performed by Bureau Veritas Campobello, 6740 Campobello Road , Mississauga, ON, L5N 2L8
- (3) "Total Hardness" was calculated from Total Ca and Mg concentrations and may be biased high (Hardness, or Dissolved Hardness, calculated from Dissolved Ca and Mg, should be used for compliance if available).
- (4) Presence/Absence Method. Number is an estimate.
- (5) Dissolved > Total Imbalance: When applicable, Dissolved and Total results were reviewed and data quality meets acceptable levels unless otherwise noted.
- (6) The CCME method requires pH to be analysed within 15 minutes of sampling and therefore field analysis is required for compliance. All Laboratory pH analyses in this report are reported past the CCME holding time. Bureau Veritas endeavours to analyze samples as soon as possible after receipt.
- (7) TOC present in the sample should be considered as non-purgeable TOC.

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Bureau Veritas Burnaby: 4606 Canada Way VSG 1KS Telephone(604) 734-7276 Fax(604) 731-2386



Your Project #: TOTANGI Your C.O.C. #: WI034487

Attention: AL KOHUT

HY-GEO CONSULTING 4470 Arsens Place VICTORIA, BC Canada V8Z 2M9

> Report Date: 2024/02/26 Report #: R3467520 Version: 1 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C410716 Received: 2024/02/15, 11:29

Encryption Key

Please direct all questions regarding this Certificate of Analysis to:
Michelle Rivest (Hospedales), B.Sc., Customer Solutions Representative
Email: michelle.rivest@bureauveritas.com
Phone# (604) 734 7276

This report has been generated and distributed using a secure automated process.

Bureau Veritas has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per ISO/IEC 17025, signing the reports.

For Service Group specific validation, please refer to the Validation Signatures page if included, otherwise available by request. For Department specific Analyst/Supervisor validation names, please refer to the Test Summary section if included, otherwise available by request. This report is authorized by Raphael Kwan, Senior Manager, BC and Yukon Regions responsible for British Columbia Environmental laboratory operations.

Total Cover Pages : 3 Page 3 of 13

Burgau Veritas Burnaby: 4606 Canada Way VSG 1K5 Telephone(604) 734-7276 Fax(604) 731-2386



VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID		CJG147		
Sampling Date		2024/02/15 08:20		
COC Number	1	WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batcl
ANIONS				
Nitrite (N)	mg/L	<0,0050	0.0050	B287596
Calculated Parameters				
Total Hardness (CaCO3)	mg/L	30.9	0.50	B285428
Nitrate (N)	mg/L	< 0.020	0.020	B285468
Total Organic Nitrogen (N)	mg/L	0.589	0.020	B286395
Sulphide (as H2S)	mg/L	0.0062	0.0020	B285763
Misc. Inorganics				
Conductivity	uS/cm	110	2.0	B287440
рН	рН	6.47	N/A	B287434
Total Organic Carbon (C)	mg/L	1.5	0.50	B287657
Total Dissolved Solids	mg/L	90	10	B290422
Anions				
Alkalinity (PP as CaCO3)	mg/L	<1.0	1.0	B287437
Alkalinity (Total as CaCO3)	mg/L	41	1.0	B287437
Bicarbonate (HCO3)	mg/L	50	1.0	B287437
Carbonate (CO3)	mg/L	<1.0	1.0	B28743
Dissolved Fluoride (F)	mg/L	< 0.050	0.050	B290280
Hydroxide (OH)	mg/L	<1.0	1.0	B28743
Total Sulphide	mg/L	0.0058	0.0018	B289796
Chloride (CI)	mg/L	4.4	1.0	B290536
Sulphate (5O4)	mg/L	<1.0	1.0	B290536
MISCELLANEOUS				7
True Colour	Col. Unit	128	10	B287169
Transmittance at 254nm	%T/cm	18	N/A	B293309
Nutrients				
Total Ammonia (N)	mg/L	0.29	0.015	B290458
Nitrate plus Nitrite (N)	mg/L	< 0.020	0.020	B287592
Total Nitrogen (N)	mg/L	0.877	0.020	B290418
Physical Properties				
Turbidity	NTU	9,9	0.10	B287002

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Bureau Veritas Burnaby: 4506 Canada Way V5G 1K5 Telephone(604) 734-7276 Fax(604) 731-2386



VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID	11	CJG147		
Sampling Date		2024/02/15 08:20		
COC Number		WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batch
Elements				
Total Mercury (Hg)	ug/L	< 0.0019	0.0019	B287581
Total Metals by ICPMS				
Total Aluminum (AI)	ug/L	13.3	3.0	B290301
Total Antimony (Sb)	ug/L	<0.50	0.50	B290303
Total Arsenic (As)	ug/L	8.03	0.10	B290301
Total Barium (Ba)	ug/L	7.0	1.0	B290301
Total Beryllium (Be)	ug/L	<0.10	0.10	B290301
Total Bismuth (Bi)	ug/L	<1.0	1.0	B290301
Total Boron (B)	ug/L	<50	50	B290301
Total Cadmium (Cd)	ug/L	0.031	0.010	B290301
Total Chromium (Cr)	ug/L	<1.0	1.0	B290301
Total Cobalt (Co)	ug/L	<0,20	0.20	B290301
Total Copper (Cu)	ug/L	2,30	0.20	B290301
Total Iron (Fe)	ug/L	9220	5.0	B290301
Total Lead (Pb)	ug/L	0.20	0.20	B290301
Total Manganese (Mn)	ug/L	202	1.0	B290301
Total Molybdenum (Mo)	ug/L	<1.0	1.0	B290301
Total Nickel (Ni)	ug/L	<1.0	1.0	B290301
Total Selenium (Se)	ug/L	< 0.10	0.10	B290303
Total Silicon (Si)	ug/L	17200	100	B290301
Total Silver (Ag)	ug/L	< 0.020	0.020	B290301
Total Strontium (Sr)	ug/L	25.5	1.0	B290303
Total Thallium (Tl)	ug/L	< 0.010	0.010	B290301
Total Tin (Sn)	ug/L	<5.0	5.0	B290301
Total Titanium (Ti)	ug/L	<5.0	5.0	B290301
Total Uranium (U)	ug/L	<0.10	0.10	B290301
Total Vanadium (V)	ug/L	<5.0	5.0	B290301
Total Zinc (Zn)	ug/L	41.9	5.0	B290301
Total Zirconium (Zr)	ug/L	<0.10	0.10	B290301
Total Calcium (Ca)	mg/L	7,86	0.050	B285820
Total Magnesium (Mg)	mg/L	2.74	0.050	B285820
Total Potassium (K)	mg/L	0.786	0.050	B285820
Total Sodium (Na)	mg/L	6.47	0.050	B285820

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VIHA PKG, WELLS/SPRINGS - BURNABY (WATER)

Bureau Veritas ID		CJG147		
Sampling Date	1 = 1	2024/02/15 08:20		
COC Number		WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batch
Total Sulphur (S)	mg/L	<3.0	3.0	B285820
Microbiological Param.				
Heterotrophic Plate Count	CFU/mL	<1	1	B287355
Iron Bacteria	CFU/mL	25	25	B287353
Sulphate reducing bacteria	CFU/mL	<75	75	B287354
Total Coliforms	CFU/100mL	0	N/A	B287351
E. coli	CFU/100mL	0	N/A	B287351
Calculated Parameters				
Langelier Index (@ 4.4C)	N/A	-2.60	N/A	B286396
Langelier Index (@ 60C)	N/A	-1.82	N/A	B286397
Saturation pH (@ 4.4C)	N/A	9.06	N/A	B286396
Saturation pH (@ 60C)	N/A	8.29	N/A	B286397

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CSR D. METALS (NO CV-HG)-DISS

Bureau Veritas ID		CJG147		
Sampling Date		2024/02/15 08:20		
COC Number		WI034487		
	UNITS	JORDAN R. WELL	RDL	QC Batch
Calculated Parameters				
Dissolved Hardness (CaCO3)	mg/L	31.8	0.50	B285810
Dissolved Metals by ICPMS				
Dissolved Aluminum (Al)	ug/L	5.1	3.0	B287484
Dissalved Antimony (Sb)	ug/L	< 0.50	0.50	B287484
Dissolved Arsenic (As)	ug/L	7.78	0.10	B287484
Dissolved Barium (Ba)	ug/L	6.7	1.0	B287484
Dissolved Beryllium (Be)	ug/L	<0.10	0.10	B287484
Dissolved Bismuth (Bi)	ug/L	<1.0	1.0	B287484
Dissolved Baron (B)	ug/L	<50	50	B287484
Dissolved Cadmium (Cd)	ug/L	<0.010	0.010	B287484
Dissolved Chromium (Cr)	ug/L	<1.0	1.0	B28748
Dissolved Cobalt (Co)	ug/L	<0.20	0.20	B287484
Dissolved Copper (Cu)	ug/L	0.81	0.20	B28748
Dissolved Iron (Fe)	ug/L	9560	5.0	B287484
Dissolved Lead (Pb)	ug/L	< 0.20	0.20	B28748
Dissolved Lithium (Li)	ug/L	<2.0	2.0	B28748
Dissolved Manganese (Mn)	ug/L	198	1.0	B287484
Dissolved Molybdenum (Mo)	ug/L	<1,0	1.0	B28748
Dissolved Nickel (Ni)	ug/L	<1.0	1.0	B287484
Dissolved Selenium (Se)	ug/L	< 0.10	0.10	B287484
Dissolved Silicon (Si)	ug/L	16000	100	B287484
Dissolved Silver (Ag)	ug/L	< 0.020	0.020	B28748
Dissolved Strontium (Sr)	ug/L	26.6	1.0	B28748
Dissolved Thallium (TI)	ug/L	< 0.010	0.010	B28748
Dissolved Tin (Sn)	ug/L	<5.0	5.0	B28748
Dissolved Titanium (Ti)	ug/L	<5.0	5.0	B287484
Dissolved Uranium (U)	ug/L	< 0.10	0.10	B28748
Dissolved Vanadium (V)	ug/L	<5.0	5.0	B28748
Dissolved Zinc (Zn)	ug/L	26.9	5.0	B28748
Dissolved Zirconium (Zr)	ug/L	<0.10	0.10	B28748
Dissolved Calcium (Ca)	mg/L	8.07	0.050	B28581
Dissolved Magnesium (Mg)	mg/L	2,84	0.050	B28581

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Gureau Veritas Burnaby: 4606 Canada Way V5G 1K5 Telephone(604) 734-7276 Fax(604) 731-2386



CSR D. METALS (NO CV-HG)-DISS

	CJG147		
	2024/02/15 08:20		
	WI034487		
UNITS	JORDAN R. WELL	RDL	QC Batch
mg/L	0.786	0.050	B285811
mg/L	6.32	0.050	B285811
mg/L	<3,0	3.0	B285811
	mg/L mg/L	2024/02/15 08:20 WI034487 UNITS JORDAN R. WELL mg/L 0.786 mg/L 6.32	2024/02/15 08:20 W/034487 UNITS JORDAN R. WELL RDL RDL MELL M



GENERAL COMMENTS

Sample CJG147 [JORDAN R. WELL]: Sample was analyzed past recommended hold time for Heterotropic Plate Count (MF) in Water. Sample was analyzed past recommended hold time for Sulphate Reducing Bacteria. Sample was analyzed past recommended hold time for Sulphate Reducing Bacteria. UVT Analysis: Sample received at the analyzing laboratory past the recommended holding time. Analysis performed with client's consent.

Results relate only to the items tested.



QUALITY ASSURANCE REPORT

HY-GEO CONSULTING Client Project #: TOTANGI

			Matrix	Spike	Spiked	Blank	Method	Blank	RP	D
QC Batch	Parameter	Date	% Recovery	QC Limits	% Recovery	QC Limits	Value	UNITS	Value (%)	QC Limits
B287002	Turbidity	2024/02/16			101	80 - 120	<0.10	NTU	NC	20
B287165	True Colour	2024/02/16		-	1.03	80 - 120	<2.0	Col. Unit	NC	20
B287434	pH	2024/02/16			1,00	97 - 103			0,33	N/A
B287437	Alkalinity (PP as CaCO3)	2024/02/16					<1.0	mg/L	NC	20
B287437	Alkalinity (Total as CaCO3)	2024/02/16			97	80 - 120	<1.0	mg/L	0,43	20
B287437	Bicarbonate (HCO3)	2024/02/16					<1.0	mg/L	0.43	20
B287437	Carbonate (CO3)	2024/02/16					<1.0	mg/L	NC	20
B287437	Hydroxide (OH)	2024/02/16	[<1.0	mg/L	NC	20
B287440	Conductivity	2024/02/16			100	90 - 110	<2.0	uS/cm		
B287484	Dissolved Aluminum (AI)	2024/02/21	104	80 - 120	106	80 - 120	<3.0	ug/L	15	20
B287484	Dissolved Antimony (Sb)	2024/02/21	103	80 - 120	104	80 - 120	< 0.50	ug/L	1.4	20
B287484	Dissolved Arsenic (As)	2024/02/21	108	80 - 120	108	80 - 120	<0.10	ug/L	0.96	20
B287484	Dissolved Barium (Ba)	2024/02/21	100	80 - 120	103	80 - 120	<1.0	ug/L	0,39	20
B287484	Dissolved Beryllium (Be)	2024/02/21	105	80 - 120	105	80 - 120	< 0.10	ug/L	NC	20
B287484	Dissolved Bismuth (Bi)	2024/02/21	99	80 - 120	101	80 - 120	<1.0	ug/L	NC	20
B287484	Dissolved Boron (B)	2024/02/21	105	80 - 120	106	80 - 120	<50	ug/L	NC	20
B287484	Dissolved Cadmium (Cd)	2024/02/21	104	80 - 120	104	80 - 120	< 0.010	ug/L	NC	20
B287484	Dissolved Chromium (Cr)	2024/02/21	101	80 - 120	1.04	80 - 120	<1.0	ug/L	NC	20
B287484	Dissolved Cobalt (Co)	2024/02/21	99	80 - 120	102	80 - 120	<0.20	ug/L	NC	20
B287484	Dissolved Copper (Cu)	2024/02/21	96	80 - 120	101	80 - 120	< 0.20	ug/L	0.46	20
B287484	Dissolved Iron (Fe)	2024/02/21	105	80 - 120	105	80 - 120	<5.0	ug/L	15	20
B287484	Dissolved Lead (Pb)	2024/02/21	99	80 - 120	101	80 - 120	<0.20	ug/L	NC	20
B287484	Dissolved Lithium (Li)	2024/02/21	101	80 - 120	103	80 - 120	<2.0	ug/L	NC	20
B287484	Dissolved Manganese (Mn)	2024/02/21	99	80 - 120	102	80 - 120	<1.0	ug/L	0.60	20
B287484	Dissolved Molybdenum (Mo)	2024/02/21	NC	80 - 120	108	80 - 120	<1.0	ug/L	1.5	20
B287484	Dissolved Nickel (Ni)	2024/02/21	98	80 - 120	102	80 - 120	<1.0	ug/L	NC	20
B287484	Dissolved Selenium (Se)	2024/02/21	102	80 - 120	105	80 - 120	<0.10	ug/L	9.3	20
B287484	Dissolved Silicon (Si)	2024/02/21	NC	80 - 120	111	80 - 120	<100	ug/L	0.14	20
B287484	Dissolved Silver (Ag)	2024/02/21	103	80 - 120	103	80 - 120	<0.020	ug/L	NC	20
B287484	Dissolved Strontium (Sr)	2024/02/21	NC .	80 - 120	103	80 - 120	<1.0	ug/L	2.6	20
B287484	Dissolved Thallium (TI)	2024/02/21	100	80 - 120	102	80 - 120	< 0.010	ug/L	NC	20
B287484	Dissolved Tin (Sn)	2024/02/21	102	80 - 120	104	80 - 120	<5.0	ug/L	NC	20
B287484	Dissolved Titanium (Ti)	2024/02/21	98	80 - 120	1.03	80 - 120	<5.0	ug/L	NC	20

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Bureau Veritas Burnsby: 4606 Canada Way V5G 1KS Telephone(604) 734-7276 Fax(604) 731-2386



QUALITY ASSURANCE REPORT(CONT'D)

HY-GEO CONSULTING Client Project #: TOTANGI

			Matrix	Spike	Spiked	Blank	Method	Blank	RP	D
QC Batch	Parameter	Date	% Recovery	QC Limits	% Recovery	QC Limits	Value	UNITS	Value (%)	QC Limits
B287484	Dissolved Uranium (U)	2024/02/21	103	80 - 120	102	80 - 120	<0,10	ug/L	0,33	20
B287484	Dissolved Vanadium (V)	2024/02/21	102	80 - 120	1.03	80 - 120	<5.0	ug/L	NC	20
B287484	Dissolved Zinc (Zn)	2024/02/21	99	80 - 120	103	80 - 120	<5.0	ug/L	NC	20
B287484	Dissolved Zirconium (Zr)	2024/02/21	101	80 - 120	97	80 - 120	<0.10	ug/L	NC	20
B287581	Total Mercury (Hg)	2024/02/16	87	80 - 120	91	80 - 120	< 0.0019	ug/L	NC	20
B287592	Nitrate plus Nitrite (N)	2024/02/16	113	80 - 120	106	80 - 120	< 0.020	mg/L	NC	25
B287596	Nitrite (N)	2024/02/16	106	80 - 120	1,05	80 - 120	< 0.0050	mg/L	NC	20
B287657	Total Organic Carbon (C)	2024/02/16			105	80 - 120	<0.50	mg/L		
B289796	Total Sulphide	2024/02/21	97	80 - 120	94	80 - 120	<0.0018	mg/L	NC	20
B290280	Dissolved Fluoride (F)	2024/02/21	105	80 - 120	102	80 - 120	< 0.050	mg/L	NC	20
B290301	Total Aluminum (AI)	2024/02/21	99	80 - 120	103	80 - 120	<3.0	ug/L	4.2	20
B290301	Total Antimony (Sb)	2024/02/21	103	80 - 120	103	80 - 120	< 0.50	ug/L	NC	20
B290301	Total Arsenic (As)	2024/02/21	106	80 - 120	109	80 - 120	<0.10	ug/L	0.24	20
B290301	Total Barium (Ba)	2024/02/21	100	80 - 120	102	80 - 120	<1.0	ug/L	NC	20
B290301	Total Beryllium (Be)	2024/02/21	97	80 - 120	100	80 - 120	<0.10	ug/L	NC	20
B290301	Total Bismuth (Bi)	2024/02/21	95	80 - 120	103	80 - 120	<1.0	ug/L	NC	20
B290301	Total Boron (B)	2024/02/21	110	80 - 120	112	80 - 120	<50	ug/L	3.5	20
B290301	Total Cadmium (Cd)	2024/02/21	100	80 - 120	1.03	80 - 120	< 0.010	ug/L	7.6	20
B290301	Total Chromium (Cr)	2024/02/21	96	80 - 120	101	80 - 120	<1.0	ug/L	NC	20
B290301	Total Cobalt (Co)	2024/02/21	97	80 - 120	100	80 - 120	< 0.20	ug/L	NC	20
B290301	Total Copper (Cu)	2024/02/21	93	80 - 120	100	80 - 120	< 0.20	ug/L	1.6	20
B290301	Total Iron (Fe)	2024/02/21	100	80 - 120	104	80 - 120	<5.0	ug/L	0.66	20
B290301	Total Lead (Pb)	2024/02/21	97	80 - 120	102	80 - 120	<0.20	ug/L	0.90	20
B290301	Total Manganese (Mn)	2024/02/21	94	80 - 120	98	80 - 120	<1.0	ug/L	0.28	20
B290301	Total Molybdenum (Mo)	2024/02/21	108	80 - 120	105	80 - 120	<1.0	ug/L	0.031	20
B290301	Total Nickel (Ni)	2024/02/21	95	80 - 120	101	80 - 120	<1.0	ug/L	NC	20
B290301	Total Selenium (Se)	2024/02/21	100	80 - 120	104	80 - 120	< 0.10	ug/L	NC	20
B290301	Total Silicon (Si)	2024/02/21	NC.	80 - 120	116	80 - 120	<100	ug/L	0.48	20
B290301	Total Silver (Ag)	2024/02/21	99	80 - 120	103	80 - 120	<0.020	ug/L	NC	20
B290301	Total Strontium (Sr)	2024/02/21	NC	80 - 120	98	80 - 120	<1.0	ug/L	1.3	20
B290301	Total Thallium (TI)	2024/02/21	99	80 - 120	104	80 - 120	< 0.010	ug/L	NC	20
8290301	Total Tin (Sn)	2024/02/21	102	80 - 120	105	80 - 120	<5.0	ug/L	NC	20
B290301	Total Titanium (Ti)	2024/02/21	100	80 - 120	1.02	80 - 120	<5.0	ug/L	NC	20

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Bureau Veritas Burnaby: 4606 Canada Way V5G 1K5 Telephone(604) 734-7276 Fax(604) 731-2386



QUALITY ASSURANCE REPORT(CONT'D)

HY-GEO CONSULTING Client Project #: TOTANG

			Matrix	Spike	Spiked	Blank	Method	Blank	RP	D
QC Batch	Parameter	Date	% Recovery	QC Limits	% Recovery	QC Limits	Value	UNITS	Value (%)	QC Limits
B290301	Total Uranium (U)	2024/02/21	103	80 - 120	1,05	80 - 120	<0.10	ug/L	3,5	20
B290301	Total Vanadium (V)	2024/02/21	98	80 - 120	99	80 - 120	<5.0	ug/L	NC	20
B290301	Total Zinc (Zn)	2024/02/21	95	80 - 120	1,02	80 - 120	<5.0	ug/L	0.40	20
B290301	Total Zirconium (Zr)	2024/02/21	106	80 - 120	103	80 - 120	< 0.10	ug/L	NC	20
B290418	Total Nitrogen (N)	2024/02/22	1 1 1 1		103	80 - 120	<0.020	mg/L	NC	20
B290422	Total Dissolved Solids	2024/02/22	103	80 - 120	101	80 - 120	<10	mg/L	3.0	20
B290458	Total Ammonia (N)	2024/02/21	105	80 - 120	100	80 - 120	<0.015	mg/L	1.7	20
B290536	Chloride (CI)	2024/02/21	107	80 - 120	100	80 - 120	<1.0	mg/L	3.4	20
B290536	Sulphate (SO4)	2024/02/21	92	80 - 120	99	80 - 120	<1.0	mg/L	NC	20
B293309	Transmittance at 254nm	2024/02/23	14		99	97 - 103		T - I	1,5	25

N/A = Not Applicable

Duplicate: Paired analysis of a separate portion of the same sample. Used to evaluate the variance in the measurement.

Matrix Spike: A sample to which a known amount of the analyte of interest has been added. Used to evaluate sample matrix interference.

Spiked Blank: A blank matrix sample to which a known amount of the analyte, usually from a second source, has been added. Used to evaluate method accuracy,

Method Blank: A blank matrix containing all reagents used in the analytical procedure. Used to identify laboratory contamination.

NC (Matrix Spike): The recovery in the matrix spike was not calculated. The relative difference between the concentration in the parent sample and the spike amount was too small to permit a reliable recovery calculation (matrix spike concentration was less than the native sample concentration)

NC (Duplicate RPD): The duplicate RPD was not calculated. The concentration in the sample and/or duplicate was too low to permit a reliable RPD calculation (absolute difference <= 2x RDL).

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VALIDATION SIGNATURE PAGE

The analytical data and all QC contained in this report were reviewed and validated by:

David Huang, M.Sc., P.Chem., QP, Scientific Services Manager

Anastassia Hamanov, Scientific Specialist

Suwan (Sze Yeung) Fock, B.Sc., Scientific Specialist

Bureau Veritas has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per ISO/IEC 17025, signing the reports. For Service Group specific validation, please refer to the Validation Signatures page if included, otherwise available by request. For Department specific Analyst/Supervisor validation names, please refer to the Test Summary section if included, otherwise available by request. This report is authorized by Raphael Kwan, Senior Manager, BC and Yukon Regions responsible for British Columbia Environmental laboratory operations.

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Bureau Ventas Burnaby: 4606 Canada Way V5G 1K5 Telephone(604) 734-7276 Fax(604) 731-2386



File: 2205191 March 15, 2023

Totangi Properties Ltd Jordan River BC

Attention:

Re: Preliminary Groundwater Assessment for Wildwood Terrace Neighbourhood Commercial Zone, C-1A at Jordan River

As requested, Hy-Geo Consulting has completed a desktop assessment of the feasibility of obtaining a sufficient supply of potable groundwater involving up to 10 individual water supply wells for the proposed subject property development at Jordan River (Figure 1). Potential impacts of the proposed groundwater use on neighbouring properties and existing water sources including wells and nearby streams has also been assessed. My understanding is that drilling and testing of an initial production well for a proposed brewery on one of the proposed parcels is currently being planned.

Site Location

The subject property is situated along the north side of the West Coast Road at Jordan River (Figure 1) and currently zoned as Wildwood Terrace Neighbourhood Commercial Zone, C-1A under Bylaw No. 2040, "Juan de Fuca Land Use Bylaw, 1992" (CRD, 2023a). In 2021 an amendment to Bylaw No. 2040 under Bylaw No. 4381 included added potential water uses for food and beverage processing and country market (CRD, 2021). The current proposal for the property includes 10 commercial use parcels ranging in size from 0.20 to 0.46 hectares in size (Figure 2). There are numerous existing wells in the general region directly south and west of the property (Figure 3). First Creek lies approximately 175 m (574 feet) west of the western boundary of the property. The site is situated at an elevation of about 55 m (180.4 feet) on a glacial-fluvial terrace that slopes gently southwesterly towards the ocean. Towards the southeast, elevations drop abruptly from the site towards the mouth of the Jordan River.

Climate

The region is situated in the Coastal Western Hemlock Biogeoclimatic Zone with long, mild, and wet winters, and relatively sunny and dry summers. While a long-term climate station for Jordan River is not available, monthly normal precipitation for the Sooke Lake North climate weather station for the 1981-2010 period has been reported

by the Government of Canada (2023) for climate station 1017563 as shown in Figure 4. The region receives about 1497 mm of precipitation on an annual basis (Government of Canada, 2023). Precipitation normally follows a seasonal cycle, with highest rainfall during the fall, winter and early spring months while the summer months are subject to drought conditions.

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Figure 1. Location of subject property at Jordan River. Basemap from Province of British Columbia (2022a).

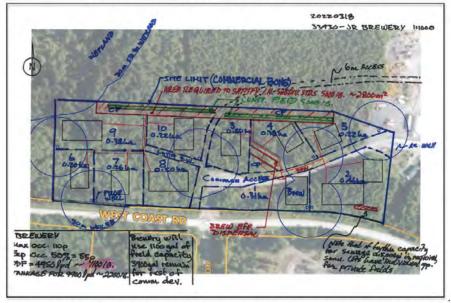


Figure 2. Draft proposed parcel plan for property. Figure from Totangi Properties Ltd., July 14, 2022.



Figure 3. Location of neighbouring water wells and streams. Basemap from CRD (2022b).

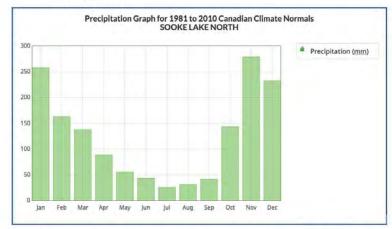


Figure 4. Graph of monthly normal precipitation for Sooke Lake North station (Climate ID. 1017563). Graph from Government of Canada (2023).

Geology and Hydrogeological Setting

The subject property is underlain by a confined glacio-fluvial sand and gravel aquifer system, designated Aquifer 944 under the *BC Aquifer Classification System* (Bernardinucci and Ronneseth, 2002). The aquifer is also classified as a moderately productive and moderately vulnerable IIB aquifer. More detailed descriptions of the aquifer can be found at the *British Columbia Water Resources Atlas* (Province of British Columbia, 2022a).

The British Columbia Water Resources Atlas also shows a fractured crystalline aquifer, (Aquifer 943) comprised of igneous intrusive or metamorphic, meta-sedimentary, and meta-volcanic rocks underlying the unconsolidated deposits of Aquifer 944.

Examination of drilling records in the region carried out under this assessment also indicated descriptions of sedimentary sandstone, conglomerate and siltstone underlying the unconsolidated deposits locally. These latter bedrock units may belong to the Sooke Formation that has been reported to be comprised of cross-bedded sandstone, interbedded with lesser amounts of siltstone, and conglomerate containing cemented pebble to boulder sized clasts (Massey, 1994; Yorath and Nasmith, 1995).

Groundwater occurs within the pore spaces of the unconsolidated deposits and in open fractures in the underlying bedrock as they are encountered during drilling of water wells. Groundwater is likely recharged by infiltration of precipitation and runoff from the upland area north of the aquifer with groundwater moving southerly towards lower elevations and ultimately discharging to the ocean.

Reported Wells

Figure 5 shows the location of reported wells in the vicinity of the subject property. The majority of these are situated south and west of the property. A summary of the wells shown in Figure 5 is provided in Table 1. Wells are identified with a unique, computer generated WTN (well tag number) in the provincial WELLS database (Province of British Columbia, 2022a and 2022b). The wells shown do not necessarily comprise all existing wells in the area and all well locations have not been necessarily verified in the field.

Well records for the region shown in Figure 5 indicate that the unconsolidated deposits comprise a heterogeneous array of materials ranging from glacial till, cobbles and boulders, fine sand and silt to coarse-grained gravels. The unconsolidated deposits range from 33 to 418 feet (10.06 to 127.41 m) in thickness. Most wells are completed in sand and gravel units with or without well screens. Reported well yields range from 2 to 80 USgpm (7.57 to 302.83 L/min) with a median of 10 USgpm (37.85 L/min). About 20 percent of the wells shown in Figure 5 are completed in bedrock at depths ranging from 280 to 598 feet (85.34 to 182.27 m) with well yields in the range 1 to 7 USgpm (3.78 to 26.50 l/min) with a median of 5 USgpm (18.93 L/min).

Groundwater Prospects on the Subject Property

Based on the records of wells situated closest to the subject property (Figure 6), the geologic conditions appear very favourable for constructing relatively shallow wells within the unconsolidated aquifer unit. Figure 7 shows that there may be up to 10 m (32.81 feet) of saturated sand and gravel underlying the site with individual wells potentially yielding 5 to 10 USgpm (18.93 to 37.85 L/min) each.

Potential Water Demands for Future Commercial Uses

CRD Bylaws No. 2040 and Bylaw No. 4381 permit the following principle land uses in the commercial zoned property namely:

- (a) Convenience Store;
- (b) Retall Store, excluding gas bars, gas stations or bulk fuel sales, auto repair or car wash, or any use for which a permit is required under the Environmental Management Act or Regulation:
- (c) Civic Uses;
- (d) Food and beverage processing,
- (e) Country Market.

It is estimated that the proposed brewery for the subject property would initially need 350,000 L/year (959 L/day) of potable water potentially growing to 2,000,00 L/year (5480 L/day) after 5 years (Totangi Properties, 2023). This would be equivalent to an initial well production rate of 0.18 USgpm growing to 1.01 USgpm, from a well on the property. Other parcels at the site would unlikely require as much water for their needs compared to the brewery requirements. While the specific individual business water needs are not currently known, the maximum total potential water use from 10 wells on the site would not likely be more than 3 to 5 USgpm (11.36 to 18.93 L/min). Geological and groundwater conditions based on neighbouring wells indicates this quantity of water could be readily obtained from properly designed and constructed wells on the subject property

Potential Impacts on Neighbouring Wells and Surface Water Sources

Based on a relatively low, continuous water demand of 3 to 5 USgpm (11.36 to 18.93 L/min) from the commercial site, it is unlikely that groundwater use at this rate would have any significant effect on neighbouring wells or the flows of First Creek. Potential wells used for commercial purposes would also need to be adequately tested to support an application for a water licence under the *Water Sustainability Act* and meet provincial guidelines for testing and monitoring (Todd *et al.*, 2016 and 2020) to assess any potential impacts on neighbouring wells or nearby surface water sources.

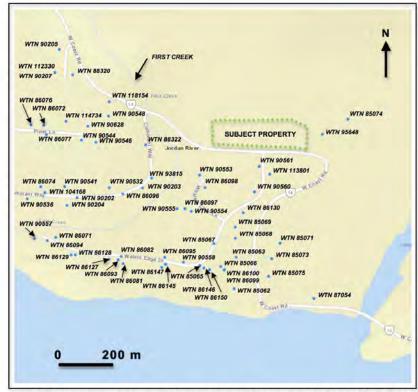


Figure 5. Reported wells in the vicinity of the subject property. Well locations and basemap from Province of British Columbia (2022a).

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No. (WTN)	Well Identification Plate No. (WID)	Depth Drilled or Dug (feet)	Depth Well Drilled (m)	Diameter (inches)	Diameter (cm)	Driller's Estimated Yield Value(Usgpmi	Water Depth (feet)	Weter Depth (m)	Depth to Bedrock (feet)	Depth to Bedrock (m)	Construction Completion Date		Legal District Lot	Plan	Lot No.	Section	Owner When Constructed	Well Purpose
85062		39	11.89	6	15,24	3	14	4.27	39	11.89	03/29/2005	5.5 inch screen set 34.3 to 39 ft, 16 slot, sand and gravel			1	4		Private Domestic
85063		280	85.34	6	15,24	5	165	50.29	40	12.19	04/13/2005	sandstone 40-70 ft. conglomerate 70 to 280 ft. 1 gpm at 240, 3 gpm at 250 and 6 gpm at 280 ft.			2			Private Domestic
85065		280	85.34	6	15,24	6	174	53.04	40	12.19	04/04/2005	sandstone 40-73 ft, conglomerate 73 to 280 ft, 0.5 gpm at 220, 2 gpm at 240 and 4 gpm at 250 ft, 6 gpm at 280 ft			3	4	_	Private Domestic
85066		50.5	15.39	6	15.24	5	28	8.53			04/01/2005	fi.5 inch screen set 43 10° to 50.5 ft, 10 slot, sand and gravel			4	4		Private Donvestio
85067		280	85.34	6	15,24	5	150	45.72	35	10.67	03/30/2005	sandstone 35 -55 ft, conglomerate 55 to 250 ft, 0.5 gern at 220, 2 gern at 240 and 4 gern at 250 ft, 5 gern at 260 ft			5			Private Domestic
85068		280	85.34	6	15.24	5	187	57.00	33	10.08	04/12/2005	sandstone 33 -65 ft, nongiomerate tfl to 280 ft, 0.75 gpm at 230, 1.5 gpm at 240 and 4 gpm at 260 ft, 5 gpm at 280 ft			1	4		Private Domestic
65069		285	86.87	6	15.24	3	213	64.92	54	16.46	04/08/2005	sandstone 54 -72 ft, conglomerate 72 to 28ft ft.			7	4		Private Domestic
85071		280	85.34	6	15.24	7	200	60.96	42	12.80	04/07/2005	sandstone 54 -75 ft, congiowerate 75 to 280 ft, 0.5 gpm at 240, 3 gpm at 260 and 7 gpm at 280 ft			9	4		Private Domesti
85073		300	91.44	6	15.24	6	160	48.77	33	10.06	03/23/2005	sandstone 33 -70 ft, shale 70 - 98, mudstone? 96 -130, conglomerate 130 to 240 ft, sandstone 240-275, conglomerate 275-300, 1.5 gpm et 240, 2 gpm at 260, 5 et 280, and 6 at 300 feet			11	4	-	Private Domesti
85074		200	85.34	6	15.24	6	150	45.72	34	10.36	03/20/2005	sandstone 34 -00 ft, conglomerate 50 to 95 ft, sandstone 95-120, conglomerate 120-280, 1.5 gpm at 240, 4 gpm at 280, 5 at 280			12	•		Private Domesti
85075		44	13.41	6	15.24	10	19	5.79			03/22/2005	drilled to fi2 feet, sand and gravel with boulders, open bottom			14	4		Private Domesti
86071	18003	130	39.62	6	15,24	2	70	21.34			10/17/2006	drilled to 137 ft, sand with little gravel, screen set 123.5 to 130 ft, 18 slot		68644	21	4		Private Domesti
86072	16064	120	36.58	6	15,24	15	86	26.82	-		12/07/2006	gravel and sand, screen set 113.5 to 120 ft, 25 slot		60644	45	4		Private Domesti
86074	18009	120	36.58	6	15.24	10	88	26.82			12/20/2006	gravel with boulders, open hole		60644	36	4		Unknown Well Us
86076	18161	100	30.48	6	15.24	10	69	21.03			12/11/2006	gravel with boulders, open hole		68644	46	4		Private Domestic
86077	18070	134.5	41.00	6	15.24	15	-91	27.74		-	12/06/2006	gravel and sand, screen set 128 to 134.5 ft, 18 slot	-	68644	41	4		Unknown Well Us
86081	18002	154.9	47.21	.6	15.24	3	125	38.10			10/21/2006	sand and gravel, serven set 140 to 154.0 ft, 26 slot		60644	62	4		Private Domestic
86082	18007	151	46.02	6	15.24	2	115	35.05			10/19/2006	sand and gravel, screen set 144.25 to 161, 16 skot		68644	20	4		Private Domestic
86093	18157	518	157.89	6	15,24	2			418	127,41	08/23/2006	completed in sandstone, overlain by silty sand, till and clay		68644	6	4		Private Domestic
86094	18006	132	40.23	6	15.24	5	70	21.34			10/11/2006	gravel with sand, screen set 125.25 to 13 ft2, 12 slot		68644	10	4		Private Domestic
06095	18196	153	46.63	6	15.24	2	134	40.84			10/24/2006	sand with gravel, open hole		68644	18	4		Private Domestic
86096	18067	129	39.32	6	15.24	10	77	23.47			11/16/2006	sand with gravel, open hole		68644	33	4		Private Domesti
86097	18158	147	44.81	6	15.24	2	100	32.92		1 1	11/09/2006	gravel with sand, screen set 140.3 to 147 ft, 12		68644	26	4		Private Domesti
86098	18160	149	45.42	- 6	15.24	7	108	32.92				gravel with sand, open hole		68644	23	4		Private Domestic
86099	18159	298.5	90.98	- 6	15.24	2.5	160	48.77	314	95.71	11/07/2006	sand, screen set 291 to 298.5 ft, 16 slot		68644	16	4		Private Domesti

No. (WTN)	Well Identification Plate No. (WID)	Depth Drilled or Dug (feet)	Depth Well Drilled (m)	Diameter (inches)	(cm)	Driller's Estimated Yield Value(Usopm)	Water Depth (feet)	Water Depth (m)	Depth to Bedrock (feet)	Depth to Bedrock (m)	Construction Completion Date	General Remarks	Legal District Lot	Plan	No.	Section	Owner When Constructed	Well Purpose
86100	18001	305	92.96	6	15.24	6	160	48.77			11/01/2006	sand, screen set 298.5 to 305 ft, 18 slot		68644	1	4		Private Domestic
86127	18162	149	45.42	6.	15.24	0	111	33.63			10/06/2006	sand and gravel, screen set 142.25 to 149 ft. 20 slot		68644	7	4		Private Domestic
86128	10199	590	102.27	6	15.24		150	45.72	408	124.36	10/04/2006	sandstone bedrock, 0.75 gpm at 520 ft, 1 gpm at 598 ft		68644	0	4		Private Domestic
86129	18198	427	130.15	6	15.24	10	150	45.72			09/27/2006	sand and gravel, open hole	1	68644	9	4		Private Domesti
86130	10004	219	66.75	6	15,24	20	154	46.94			09/04/2006	gravel and sand, open hole		68644	15	4		Private Domesti
86145	18195	150	45.72	6	15,24	10	121	39.88			09/14/2006	gravel, open hole		60644	4	4		Private Domesti
86146	18109	157	47.85	6	15.24	0	100	30.48			09/12/2006	gravel and sand, silty, screen set 150.3 to 157 ft, 25 slot		00644	3	4		Private Domesti
86147	18197	187	57.00	- 6	15,24	10	144	43.89			09/18/2006	sandy gravel, open hole		60644	5	- 4		Private Domesti
86150	18200	310	94,49	6	15.24	25+	150	45.72			09/11/2006	sand and gravel, screen set 303,3 to 310 ft, 20 slot	111	60644	2	4		Private Domesti
87054		60	18,29	- 6	15,24	80 to 100					02/08/2005	sand with gravel, screen set 56 to 60 ft, 12 size.		4194	6	2		Unknown Well Ur
80320	18055	56	17.07	- 6	15,24	10	20	6,10			01/16/2007	boulders and gravel, open hole		60644	47	4	_	Private Domesti
80322	18049	121	36.88	- 6	15,24	12	55	16,76			01/05/2007	gravel and sand, open hole		68644	38	4		Private Domesti
90202	18081	- 96	29.26	- 6	15.24	10	45	13.72			01/03/2007	sand and gravel, open hole		68644	29	4		Unknown Well Us
90203	18082	127	38.71	- 6	15.24	10	68	20.73			01/04/2007	gravei, open hole	1	68644	28	4		Unknown Well Us
90204	18084	118	35.97		15.24		n	23.47			01/11/2007	sand, little gravel, screen set 111.5 to 118, 12 slot		60644	30	4		Unknown Well U
90205	16086	59	17.98	6	15.24	10	16	4.88			01/15/2007	gravel, open hole	11 11	68644	50	4		Unknown Well U
90207	18087	59	17.96	.6	15.24	10	16	5,49			01/16/2007	coarse gravel, open hole	1	60544	48	4		Unknown Well U
90532	18572	138	42.06	6.625	16.83	12	-				12/21/2006	coarse gravel, open hole		VID83339	34	2		Private Domest
90536	18570	110	33.53	6.625	16.83	12	55	16.76			12/20/2006	coarse gravel, open hole		VID83339	32	2		Private Domest
90541	18592	238	72.54	6.625	16.83	30	35	10.67			12/16/2006	gravel, open hole		VID83339	35	2		Private Domesti
90544	18561	146	44.50	6:625	16.83	6	112	34.14			12/09/2006	gravel and sand, open hole		VID83339	40	2		Private Domest
90546	18580	155	47.24	6.625	16.83	20	.110	33.53			12/06/2006	coame gravel, open hole		VID83339	39	- 2		Private Domesti
90548	18562	154	46.94	6.625	16.83	19	109	33.22			12/08/2006	gravel and sand, open hole		VID83339	43	- 2		Private Domesti
90553	18581	150	45.72	6.625	16.83	6	87	26.52			11/14/2006	coarse sand and gravel, somer set 146 to 150, 10 slot		VID83339	22	2		Private Domesti
90554	18598	149	45.42	6.625	16.83	10	78	23.77			11/10/2006	coarse sand and gravel, open hole		VID83339	24	2		Private Domesti
90555	18588	134	40.84	6.625	16.83	8.	- 86	26.21			11/08/2006	coarse sand and gravel, open hole.		VID83339	25	2	_	Private Domest
90557	18597	142	43.28	6.625	16.83	18	87	26.52			11/02/2006	gravel, coarse sand, open hole		VID83339	11	2		Private Domest
90558	18596	157	47.85	6.625	16.83	6	317	35.66		-	10/31/2006	gravel and sand, open hole		VID83339	17	2		Private Domesti
90560	18599	119	36.27	6.625	16.83	4	92	28 D4			10/26/2006	gravel and sand, screen set 115 to 119, 20 slot		VID83330	14	2		Private Domesti
90561	18560	70	21.34	6.625	16.83	.20					10/25/2006	gravel and sand, screen set 66 to 70, 18 slot		VID83339	13	2		Private Domesti
90628	18579	154	46.94	6.625	16.83	- 5	112	34.14			12/09/2006	gravel and sand, open hole		VID83339	44	2		Private Domesti
93815	18595	113	34,44	6.625	16.83	6					11/15/2005	gravel and sand		VID83339	.27	2		Private Domest
95646	18153	114	34.75	.6	15.24	10	71	21.64			07/19/2006	gravel , open hole		427R, 23875		4		Private Domest
104168	19818	120	36.58	6.125	15.56	15	98	29.87			04/16/2010	gravel and sand, open hole		20010	36			Private Domesti
112330	34474	300	91.44	6,125	15.56	3			170	51.82	10/29/2014	sittstone, open hole 178,5 to 300 ft	11	VIP68644	48			Private Domesti
113801	52111	96	29.26	6	15,24	- 4	71	23.47	-		10/20/2017	coarse sand with boulders, water-bearing 78 to 96 feet	100	427 R		-		Private Domest
14734	52189	280	85.34	4	10.16	2.5	166	50.60	35	10.67	03/01/2018	gray rock, fracture at 262 feet, perforated liner from 180 to 280 feet		VIP79213	7	4		Private Domesti
118154	53598	114	34.75	6	15.24	10	85	25.91			08/22/2019	gravel, screen set 108 to 114 ft, 40 sket		VIP83894	43	4		Private Dorresti

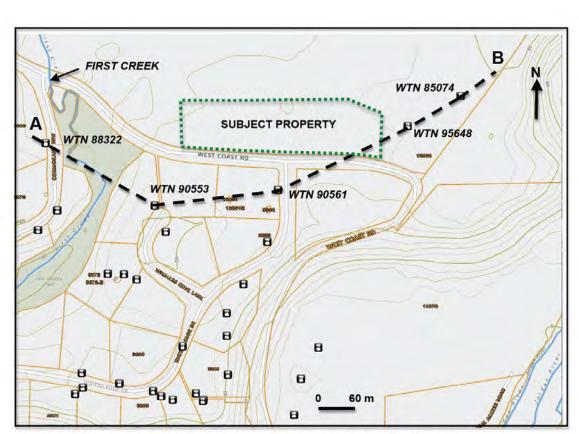


Figure 6. Location of geologic cross section A-B in relation to subject property. Basemap from CRD, 2022a.

9

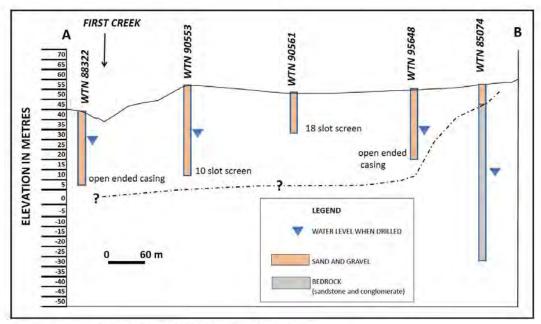


Figure 7. Geologic cross section A-B looking northerly towards subject property.

10

On-site waste water disposal may pose some minor risk to the aquifer and would require properly designed and constructed waste water treatment systems to minimize any potential impacts on the groundwater resource and neighbouring wells. Wells would need to be constructed in compliance with the *Groundwater Protection Regulation* under the *Water Sustainability Act*. The presence of glacial till near the surface in some wells and relatively deep water levels ranging from 55 to 87 feet (16.76 to 26.52 m) as shown in Figure 7 would minimize any potential risks of aquifer contamination.

Conclusions

Based on examination of available geological and groundwater information in the vicinity of the Wildwood Terrace Neighbourhood Commercial Zone, the prospects for constructing individual wells on each of the ten proposed land parcels are very encouraging. There may be up to 10 m (32.81 feet) of saturated sand and gravel underlying the site with individual wells potentially yielding 5 to 10 USgpm (18.93 to 37.85 L/min) each.

The maximum total water demand for ten parcels is estimated to not likely exceed 3 to 5 USgpm (11.36 to 18.94 L/min) on a continuous basis. The proposed brewery on the property would likely be the largest user of water initially at 350,000 L/year (959 L/day) increasing to 2,000,00 L/year (5480 L/day) after 5 years. It is unlikely that groundwater use at a continuous rate up to 3 to 5 USgpm (11.36 to 18.94 L/min) would have any significant effect on neighbouring wells or the flows of First Creek.

On-site waste water disposal may pose some minor risk to the aquifer and would require properly designed and constructed waste water treatment systems to minimize any potential impacts on the groundwater resource and neighbouring wells. The presence of glacial till near the surface and relatively deep water levels ranging from 55 to 87 feet (16.76 to 26.52 m) would also minimize potential risks of aquifer contamination.

Recommendations

The following recommendations are provided for consideration:

- Proceed with the design and construction of a water supply well for the proposed brewery and pump test the well to evaluate the aquifer parameters and to support a water licence application.
- Monitor water levels in a neighbouring well during the pump testing of the proposed brewery well and sample the brewery well for laboratory water quality analysis.
- Develop a Well Protection Plan for the brewery well to minimize any potential risks to water quantity depletion or water quality degradation.

Closure

This report was prepared in accordance with generally accepted engineering, hydrogeological and consulting practices. It is intended for the prime use by Totangi Properties in connection with its purpose as outlined under the scope of work for this project. This report is based on data and information available to the author from various sources at the time of its preparation and the findings of this report may therefore be subject to revision. Data and information supplied by others has not been independently confirmed or verified to be correct or accurate in all cases. The author retains full copyright of the material contained in this report. The author and Hy-Geo Consulting accepts no responsibility for damages suffered by any third party as a result of any unauthorized use of this report. Any errors, omissions or issues requiring clarification should be brought to the attention of the author.

Respectfully submitted,

Alan P. Kohut PEng

Principal and Senior Hydrogeologist

HY-GEO CONSULTING

Permit to Practice Number: 1001034

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Appendix G: Bylaw No. 4598 – Proposed Amendments to the OCP

CAPITAL REGIONAL DISTRICT BYLAW NO. 4598

A BYLAW TO AMEND BYLAW NO. 4001, THE "SHIRLEY-JORDAN RIVER OFFICIAL COMMUNITY PLAN, BYLAW NO. 5, 2018"

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

 Bylaw No. 4598 being the "Shirley- Jordan River Official Community Plan, Bylaw No. 5, 2018" is hereby amended:

A. SCHEDULE A - SECTION 208 REGIONAL GROWTH STRATEGY CONSISTENCY

- (a) By deleting the following text in Schedule A, Section 208 B:
 - "A Commercial Land Use Designation has been applied to lands in Jordan River that are deemed not safe for residential habitation."
- (b) By deleting the following text in Schedule A, Section 385:
 - "The hamlet of Jordan River currently has one small restaurant business serving local and tourist needs. The Commercial Land Use Designation applies to lands adjacent to the Jordan River."
- (c) By deleting the following text in Schedule A, Section 386:
 - "The Commercial Land Use Designation applies to lands in Jordan River where residential and overnight habitation uses are not permitted due to the risk of flooding. The prescribed minimum lot size (120 ha) would prevent further subdivision of these lands."

And replacing with the following:

"The Commercial Land Use Designation applies to lands that provide potential for local services in support of development of the local economy. Except where lands may be restricted with respect to residential and overnight habitation uses due to the risk of flooding, an average density of one *parcel* per 0.4 ha within a plan of subdivision is supported.

(d) By deleting the following text in Schedule A, Section 404:

"The intent of the Commercial Land Use Designation is to support small-scale neighbourhood commercial and light industrial uses in the Jordan River inundation area. Civic, institutional, tourism, recreation, silviculture and community park uses are also supported."

And replacing with the following:

"The intent of the Commercial Land Use Designation is to support small-scale neighbourhood commercial and light industrial uses. Civic, institutional, tourism, recreation, silviculture and community park uses are also supported

- (e) By deleting the text in Schedule A, Section 484 N, and replacing with the following:
 - "For lands designated as Commercial on Schedule B, an average density of one *parcel* per 0.4 hectares with one caretaker dwelling is supported"
- (f) By deleting the text in Schedule A, Section 484 R, and replacing with the following:

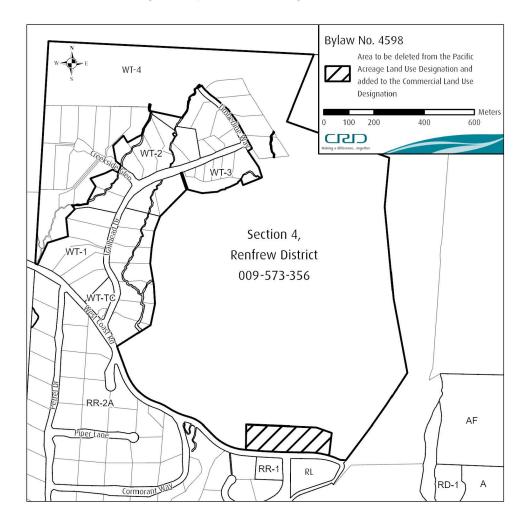
"For lands designated Renewable Resource and Restricted Development on Schedule B, a density of one parcel per 120 hectares is supported. One dwelling per parcel is supported for those lands designated Renewable Resource.

CRD Bylaw No. 4598

B. SCHEDULE B - LAND USE DESIGNATIONS

(a) By deleting that part of Section 4, Renfrew District Except Those Parts In Plans 427R, 23879, VIP68644, VIP79213, VIP80549, VIP82411 And EPP69011, from the Pacific Acreage land use designation and adding to the Commercial land use designation, as shown on Plan No. 1.

Plan No. 1 of Bylaw 4598, an amendment to Bylaw No. 4001



CRD Bylaw No. 4598		3
 This bylaw may be cited as "Shirl Amendment Bylaw No. 2, 2024". 	ey – Jordan River Official Commu	nity Plan, Bylaw No. 5 2018,
READ A FIRST TIME THIS	day of	, 2024.
READ A SECOND TIME THIS	day of	, 2024.
READ A THIRD TIME THIS	day of	, 2024.
ADOPTED THIS	day of	, 2024.
CHAIR		CORPORATE OFFICER

Appendix H: Bylaw No. 4599 – Proposed Amendments to the C-1A

CAPITAL REGIONAL DISTRICT BYLAW NO. 4599

A BYLAW TO AMEND BYLAW NO. 2040, THE "JUAN DE FUCA LAND USE BYLAW, 1992"

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

1. Bylaw No. 2040 being the "Juan de Fuca Land Use Bylaw, 1992" is hereby amended as follows:

A. SCHEDULE A, PART 2, SECTION 6G.0 WILDWOOD TERRACE NEIGHBOURHOOD COMMERCIAL ZONE - C-1A

- (a) By amending section 6G.01 Permitted Uses by adding new subsections under Principal Uses as follows:
 - (f) Restaurant;
 - (g) Personal Services;
 - (h) Offices;
 - (i) Health Services;
- (b) By amending section 6G.01 by deleting the following text from Section 6G.01:

Accessory Uses:

- (f) Residential;
- (g) Screened storage yard;
- (h) Buildings or structures accessory to the above uses pursuant to Part 1, Subsection 4.01.
- Onsite store, picnic area, lounge and special event area accessory to a manufacturer liquor licence subject to the Liquor Control and Licensing Act.
- (c) By adding a new section 6.02G with the following and renumerating the subsequent sections in the C-1A zone:

6G.02 Permitted Accessory Uses:

In addition to the uses permitted by Section 6G.01 of Part 2 of this Bylaw, the following Accessory Uses in conjunction with a permitted Principal Use and no others shall be permitted in the C-1A Zone:

- (a) Residential;
- (b) Screened storage yard;
- (c) Buildings or structures accessory to the above uses.
- (d) Onsite store, picnic area, lounge and special event area accessory to a manufacturer liquor licence subject to the Liquor Control and Licensing Act
- (d) By deleting section 6G.02 Minimum Parcel Size for Subdivision Purposes and replacing with the following:

6G.03 Minimum Parcel Size for Subdivision Purposes:

- (a) The minimum parcel size for subdivision purposes is 0.4 ha;
- (b) Notwithstanding Section 6G.03(a) of Part 2 of this Bylaw, lot averaging is permitted with an average lot size of 0.4 ha and a minimum lot size of 0.2 ha.
- (e) By amending section 6G.04 Height by deleting the text "9 m" and replacing with "12.0m".

CRD Bylaw No. 4599 2

(f) By deleting section 6G.07 Maximum Size of Principal Buildings and replacing with the following:

6G.08 Maximum Size of All Buildings and Structures:

The Total Floor Area and sum of all principal and accessory buildings and structures on a parcel shall not exceed a Floor Area Ratio of 0.4.

(g) By replacing section 6G.08 Yard Requirements with the following:

6G.09 Setback Requirements:

All principal and accessory buildings and structures must meet the following yard requirements:

- (a) Principal buildings and structures are required to be:
 - (i) A minimum of 7.5m from the lot line of a street and or public highway; and
 - (ii) A minimum of 3.0m from the lot line of a parcel; and
 - (iii) Notwithstanding Part 2 Section 6G.09 (a) (ii) above; a minimum of 9.0m is required from the lot lines of parcels in Residential, Rural Residential, or Multiple Family Residential zones.
- (b) Accessory buildings and structures are required to be:
 - (i) A minimum of 7.5m from the lot line of a street and or public highway; and
 - (ii) A minimum of 3.0m from a lot line of a parcel.
- (h) By adding a new section 6G.10 Parking Setbacks as follows:

6G.10 Parking Setbacks:

- (a) Bare land strata lots may provide parking spaces in accordance with this bylaw sited on common property registered on title to those strata lots;
- (b) For lot lines that abut a public highway, parking spaces provided in accordance with this bylaw shall be a minimum of 7.5m; and
- (c) For lot lines that do not abut a public highway, parking spaces provided in accordance with this bylaw shall be a minimum of 3.0m from a lot line.
- 2. This Bylaw may be cited as "Juan de Fuca Land Use Bylaw, 1992, Amendment Bylaw No. 162, 2024".

CHAIR	CORPORATE OFFICE	ER
ADOPTED THIS	day of	2024
READ A THIRD TIME THIS	day of	2024
READ A SECOND TIME THIS	day of	2024
READ A FIRST TIME THIS	day of	2024

Appendix I: Referral Comments

Darren Lucas

From: Kristine Pearson < referrals@pacheedaht.ca>

Sent: Friday, June 07, 2024 9:51 AM

To: Darren Lucas
Cc: lain Lawrence

Subject: Re: Rezoning Application RZ000284 - PFN Comments.

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Thanks Darren - perfect

Get Outlook for iOS

From: Darren Lucas <DLucas@crd.bc.ca>
Sent: Thursday, June 6, 2024 4:20:18 PM
To: Kristine Pearson <referrals@pacheedaht.ca>
Cc: lain Lawrence <ilawrence@crd.bc.ca>

Subject: RE: Rezoning Application RZ000284 - PFN Comments.

Hi Kristine,

As directed by PFN, #3 has been added to the comments provided by PFN regarding RZ000284

Please review the comments below and in a response to this email confirm and or edit these comments accordingly.

At our Friday, May 10, 2024, meeting on RZ000284, the CRD heard from Pacheedaht that:

- 1. There are concerns that the proposal will impact the delivery and capacity of emergency services:
 - a. Specifically for Fire Services, it is recommended that a fire service area should be established or extended to include Jordan River, and in particular, lands subject to the proposal.
- The applicant is directed to be mindful of the water in and on the land subject to this application (the "Land") and the impacts of the proposed development on adjacent lands:
 - Pacheedaht First Nation is currently conducting a water assessment to ensure appropriate quantity and quality are available under the water reservation through the treaty negotiations.
 - Water (including groundwater) is at a critical capacity, contaminated in some areas, and vulnerable to further contamination from certain types of development.
 - c. Existing wells on adjacent lands already have ongoing issues accessing groundwater.
 - There are concerns that the proposed use will impact future development potential in Jordan River as well.
- 3. While the applicant has provided a preliminary ground water study, the applicant is directed to conduct a water assessment to determine if there are any potential impacts to the bliss spring water resource; and any systems utilizing that resource; as a result of the potential development that the proposed bylaw would permit. If impacts are identified, the assessment is required to provide recommendations to mitigate those impacts.
- 4. The applicant is directed to respond to pedestrian accessibility of the site and to surrounding lands, such as but not limited future development of the larger remainder lot zoned WT-4.
- The applicant is directed to respond on how this proposal will impact current and future development activity, such as but not limited to interests related to local economic development.
- The applicant is directed to respond by working with Pacheedaht First Nation on how recognition would be incorporated into the development.

7. Prior to consideration of adoption, Pacheedaht First Nation directs the applicant to have a qualified professional conduct a cultural assessment of the Land, to determine if there are areas of cultural and or archaeological significance, and to provide and implement a plan to protect anything of cultural and or archaeological value.

Darren Lucas, BA, MCP

Planner | Juan de Fuca Local Atea Services Capital Regional District | 3-7450 Butler Road, Sooke, BC V9Z INI T: 250.642.8102 | F: 250.642.5274 | Web: www.crd.bc.ca/jdf



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PO Box 307, Sooke B.C., V9Z 1G1 Ph.: 250 642-3957 Fax: 250 642-7808

14 June 2024

RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone - Jordan River)

File: RZ000282

Dear lain Lawrence,

Thank you for providing the opportunity to review the application. T'Sou-ke Nation will need to be apprised of any archaeological finds when construction starts on this property. There should also be opportunity for the guardians to be onsite when excavation, grubbing and digging is undertaken.

What kind of commercial activity is contemplated? Why is a subdivision being contemplated on commercial property? Prior to any development archaeology studies need to be conducted, T'Sou-ke Nation guardians need to be on site for arch work, any recommendations for further studies need to followed.

There is a possibility that undetermined archaeological resources may be uncovered. When works begin, the prime contractor should provide T'Sou-ke Nation with a copy of its chance find procedure. Please notify T'Sou-ke Nation when construction begins.

Should you have any comments or questions following this review please correspond with the Lands Manager at landsmanager@tsoukenation.com or at 250-642-3957 ext. 227.

Sincerely,

Bonnie Hill

Lands Governance Director, T'Sou-ke First Nation 250-642-3957; landsmanager@tsoukenation.com

From: Towstego, Lucas FOR:EX

To: Wendy Miller

Subject: RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone - Jordan River)

Date: Friday, April 12, 2024 8:04:21 AM

Attachments: image001.png

image002.png image005.png

CRD IT SECURITY WARNING: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Dear Wendy,

Thank you for your archaeological information request regarding PID 009573356 (Legal: SECTION 4 RENFREW DISTRICT EXCEPT THOSE PARTS IN PLANS 427R, 23879, VIP68644, VIP79213, VIP80549. VIP82411, EPP69011 AND EPP117093). Please review the screenshot of the property below (outlined in yellow) and notify me immediately if it does not represent the property listed in your information request.

Results of Provincial Archaeological Inventory Search

According to Provincial records, there are no known archaeological sites recorded on the subject property.

Archaeological potential modelling is not currently available to the Province that describes the potential for previously unidentified archaeological sites to occur in the area.

Archaeology Branch Advice

The Archaeology Branch does not identify a need for archaeological study or Provincial heritage permit(s) at the time of this information request.

Please notify all individuals (e.g., owners, developers, equipment operators) involved in landaltering activities (e.g., home renovations, property redevelopment, landscaping, service installation) that if archaeological material is encountered during development, they **must stop all activities immediately** and contact the Archaeology Branch for direction at 250-953-

Rationale and Supplemental Information

- Archaeological study and Provincial heritage permit(s) are not required in the absence of an archaeological site.
- There is always a possibility for previously unidentified archaeological sites to exist on the property.

Archaeological sites are protected under the *Heritage Conservation Act* and must not be damaged or altered without a Provincial heritage permit issued by the Archaeology Branch. This protection applies even when archaeological sites are previously unidentified or disturbed.

Questions?

For questions about the archaeological permitting and assessment process, please contact the Archaeology Branch at 250-953-3334 or archaeology@gov.bc.ca.

For more general information, visit the Archaeology Branch website at www.gov.bc.ca/archaeology.



Please note that subject lot boundaries (yellow), archaeological site boundaries (red), and areas of archaeological potential indicated on the enclosed screenshot are based on information obtained by the Archaeology Branch on the date of this communication and may be subject to error or change. Archaeological site boundaries may not be identical to actual site extent.

From: Pinches, Ryan MOTI:EX Wendy Miller

RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone - Jordan River) Subject:

Date: Friday, April 05, 2024 8:51:18 AM

CRD IT SECURITY WARNING: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Good morning Wendy,

The proposal falls within Section 52 of the Transportation Act and will require formal Ministry approval and signature.

The Ministry has no objections to the proposed rezoning.

Thank you,

Ryan Pinches

Senior Development Services Officer Highways & Regional Services Division Ministry of Transportation & Infrastructure 240 - 4460 Chatterton Way Victoria, BC V8X 5J2 Ryan.Pinches@gov.bc,ca | 250-419-8992

From: Willcocks, Greg (RCMP/GRC)

Wendy Miller

RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone - Jordan River) Subject:

Friday, April 12, 2024 11:08:23 AM Date:

CRD IT SECURITY WARNING: This Email is from an EXTERNAL source. Ensure you trust this sender before clicking on any links or attachments.

Hi Wendy,

Nothing to add on my end.

Tha KS

Greg

Sent from my Bell Samsung device over Canada's largest network.

----- Original message -----

From: Wendy Miller < wmiller@crd.bc.ca> Date: 2024-04-11 10:38 a.m. (GMT-08:00)

To: "Willcocks, Greg (RCMP/GRC)" <greg.willcocks@rcmp-grc.gc.ca>

Subject: RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral

(Redesignate LUD & Amend C-1A Zone - Jordan River)

Good morning,

I follow up to the below email.

Should you wish to make comment, comment is requested by April 19.

Thank you,

Wendy Miller

Administrative Clerk | JdF Local Area Services T: 250.642.8100 | F: 250.642.5274

Facebook | X | Instagram | LinkedIn | www.crd.bc.ca



Capital Regional District 3 - 7450 Butler Road 500ke BC V92 1N1

 From:
 Shauna Huculak

 To:
 Wendy Miller

Cc: Sandra Allen; Caitlyn Vernon

Subject: RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone

- Jordan River)

Date: Monday, April 15, 2024 3:29:09 PM

Attachments: image001.png

Hi Wendy,

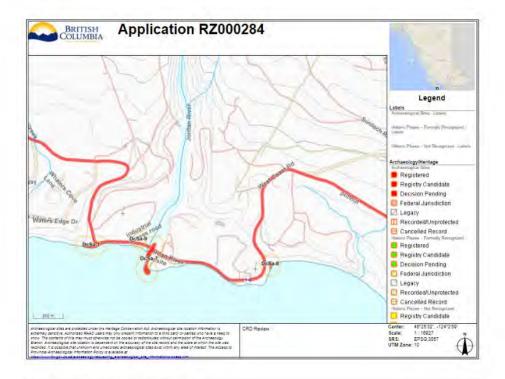
Pls see below for the archaeology recommendation.

A search of the Remote Access to Archaeological Data base(RAAD) manage by the BC Archaeology Branch (Ministry of Forests) was undertaken by the CRD on 15-April-2024 as related to Referral: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone - Jordan River). The search indicated that the closest registered archaeological site is located ~570m south of the application area (see below). Two additional archaeological sites are located within 700m of the application area, with a third located ~1.3km to the southeast (see below). Given that there is no registered archaeological site on the property, a Provincial Heritage Conservation Act permit is not required to undertake the work. However, a Provincial Heritage Conservation Act permit will be required if archaeological deposits, features or materials are exposed and/or encountered during land-altering activities. Unpermitted damage or alteration of a protected archaeological site is a contravention of the Heritage Conservation Act and requires that land-altering activities be halted until the contravention has been investigated and permit requirements have been established. This can result in significant project delays.

The search also indicated that there is no provincial archaeological overview assessment modelling for the area. This is this true for much of the JdF EA. However, the absence of modelling does not mean the area is void of archaeological potential. The application area is located on relatively level terrain, on a south facing aspect, within close proximity (~175m) to potable water (First Creek). These characteristics increase the likelihood that an archaeological site may be present in the application area. Further to this, it is understood that the area has been logged, thus limiting the potential for HCA-regulated culturally modified trees to be present. Pls note that archaeological sites can persist in disturbed settings, such as cultural shell deposits (shell midden) and stone or bone items, etc. Engaging a professional archaeologist to further determine the archaeological potential of the property where landaltering activities are planned is recommended. Engagement with involved First Nations would

form a component of the archaeological potential assessment.

All archaeological sites, whether on Provincial Crown or private land (including land under water) that are known or suspected to predate AD 1846, are automatically protected under the HCA (S.13) this includes culturally modified trees. Certain sites, including human burials and rock art sites with heritage value, are automatically protected regardless of their age. Shipwrecks and plane wrecks greater than two years of age are also protected under the HCA. The Heritage Conservation Act does not distinguish between those archaeological sites which are "intact," (i.e., those sites which are in a pristine, or undisturbed state) and those which are "disturbed" (i.e., those sites which have been subject to alteration, permitted or otherwise). All archaeological sites, regardless of condition, are protected by the HCA, as described above. Heritage Conservation Act -protected archaeological sites or objects cannot be disturbed or altered without a permit issued by the Archaeology Branch (Ministry of Forests).



From: Wendy Miller <wmiller@crd.bc.ca>
Sent: Wednesday, March 20, 2024 4:12 PM

From: Chris J Vrabel
To: Wendy Miller

Subject: RE: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD & Amend C-1A Zone

- Jordan River)

Date: Friday, March 22, 2024 10:57:44 AM

Hi Wendy,

As this falls outside of an established fire service area I will not provide comment. I see there is a covenant requiring all buildings be sprinklered for purposes of fire protection.

Sincerely,

Chris

From: Wendy Miller <wmiller@crd.bc.ca>
Sent: Wednesday, March 20, 2024 4:09 PM
To: Chris J Vrabel <CVrabel@crd.bc.ca>

Subject: OCP Amendment and Rezoning Application RZ000284 - CRD Referral (Redesignate LUD &

Amend C-1A Zone - Jordan River)

Good afternoon,

At its meeting of March 19, 2024, the Juan de Fuca Land Use Committee (LUC) directed referral of proposed Bylaw Nos. 4598 and 4599.

Proposed Bylaw No. 4598 would amend the Shirley-Jordan River Official Community Plan, Bylaw No. 4001, by redesignating a 3.3 ha portion of the subject property from Pacific Acreage (PA) to Commercial (CO) with amendments.

Proposed Bylaw No. 4599 would amend the Wildwood Terrace Neighbourhood Commercial (C-1A) zone of the Juan de Fuca Land Use Bylaw, 1992, Bylaw No. 2040, by permitting additional commercial uses and a smaller average and minimum parcel size to facilitate subdivision.

I attach the staff report considered by the LUC on March 19, 2024.

Referral comments are summarized in the staff report to the LUC; the actual comments received are inserted verbatim into the staff report as an appendix.



Minutes of a Meeting of the Shirley-Jordan River Advisory Planning Commission Held April 23, 2024, at the Shirley Community Hall, 2795 Sheringham Point Road, Shirley, BC

PRESENT: Fiona McDannold (Chair), Emily Anderson, Vivi Curutchet

Staff: Iain Lawrence, Senior Manager, JdF Local Area Services;

Darren Lucas, Planner; Wendy Miller, Recorder

ABSENT: Melody Kimmel
PUBLIC: Approximately 14

The meeting was called to order at 7:00 pm.

lain Lawrence provided a Territorial Acknowledgement.

1. Elections

lain Lawrence called for nominations for the position of Chair of the Shirley-Jordan River Advisory Planning Commission (APC) for 2024 and Fiona McDannold's name was put forward. Iain Lawrence called two further times for nominations and, as there were none, Fiona McDannold was acclaimed Chair.

The Chair called for nominations for the position of Vice Chair of the Shirley-Jordan River APC for 2024 and Emily Anderson and Vivi Curutchet's names were put forward. Emily Anderson declined nomination; Vivi Curutchet accepted nomination. Vivi Curutchet was acclaimed Vice Chair.

2. Approval of the Agenda

MOVED by Emily Anderson, SECONDED by Vivi Curutchet that the agenda be approved.

CARRIED

3. Adoption of the Minutes of February 7, 2023

MOVED by Vivi Curutchet, **SECONDED** by Emily Anderson that the minutes from the meeting of February 7, 2023, be adopted.

CARRIED

4. Planner's Report

No report.

5. Zoning and Official Community Plan Amendment Application

 a) RZ000284 - Section 4, Renfrew District, Except Those Parts in Plans 427R, 23879, VIP68644, VIP79213, VIP80549, VIP82411, EPP69011 and EPP117093 (12036 West Coast Road)

Darren Lucas spoke to the staff report for the request to amend the Shirley-Jordan River Official Community Plan (OCP), Bylaw No. 4001, by redesignating a 3.3 ha portion of the subject property from Pacific Acreage (PA) to Commercial (CO) with amendments and to amend Bylaw No. 2040 to amend the Wildwood Terrace Neighbourhood Commercial (C-1A) zone to permit additional commercial uses and a smaller average and minimum parcel size to facilitate subdivision.

PPSS-35010459-3268

Shirley-Jordan River Advisory Planning Commission Meeting Minutes April 23, 2024

2

The Juan de Fuca Land Use Committee (LUC) considered the application at its meeting of March 19, 2024. At that meeting, the LUC recommended that the application be referred to the Shirely-Jordan River APC for comment.

Correspondence received in response to the notice of meeting was circulated to the APC in advance of the meeting.

The Chair confirmed that the applicant was present.

Applicant comments included:

- Jordan River Brewing Company would be located in the commercial bare land strata subdivision and would be the focus of initial development
- the commercial development would include improvements to support vehicle access and parking
- a groundwater report was commissioned and is included in the staff report
- the lots would be subject to the requirements of Commercial Development Permit Area (DPA) designation
- the residential component proposed by the rezoning was included to assist with housing, staff accommodation and security
- the strata council/strata bylaw would address site maintenance and servicing including contracted waste removal

Public comments included:

- residential growth has seen an increase in children in the community
- the commercial development is located along Highway 14
- support for improved pedestrian and biking access to the commercial development
- concern for water security and springs in the area
- support for the work/live model proposed by the rezoning

Staff responded to comments from the public and the APC advising that:

- OCP amendments have been made previously in response to development applications to designate land as a Commercial DPA
- the 120 ha lot size stipulated by the Restricted Development Permit Area designation would be retained
- funding has been received to develop an Active Transportation Network Plan for the Juan de Fuca Electoral Area that would focus on public safety and connectivity for lands within proximity to the Highway 14 corridor; this could include the Jordan River
- as directed by the LUC, the APCs will be invited to a public information meeting regarding a proposed amendment to the subdivision servicing requirements specified by Bylaw No. 2040 in relation to the provision of potable water
- in response to the small-scale, multi-unit housing regulations introduced by the Province, staff will be working with the applicant on the residential component of the rezoning to clarify that residential use is accessory to a principle use

APC discussion ensued regarding the comments received from the applicant and from the public.

PPSS-35010459-3268

Shirley-Jordan River Advisory Planning Commission Meeting Minutes April 23, 2024

3

MOVED by Fiona McDannold, **SECONDED** by Vivi Curutchet that the Shirley-Jordan River Advisory Planning Commission recommends to the Juan de Fuca Land Use Committee support for Zoning and Official Community Plan Amendment Application RZ000284.

CARRIED

6. Adjournment

	The me	eting adjo	ourned a	at 7:47 pi	m.	
						_
Cha	air					

PPSS-35010459-3268

Juan de Fuca Electoral Area Parks and Recreation Advisory Commission April 23, 2024

3

b) Zoning and Official Community Plan Amendment Application RZ000284 - Section 4, Renfrew District, Except Those Parts in Plans 427R, 23879, VIP68644, VIP79213, VIP80549, VIP82411, EPP69011 and EPP117093 (12036 West Coast Road)
Darren Lucas spoke to the staff report for the application to amend the Shirley-Jordan River Official Community Plan, Bylaw No. 4001, by redesignating a 3.3 ha portion of the subject property from Pacific Acreage (PA) to Commercial (CO) with amendments and to amend Bylaw No. 2040 to amend the Wildwood Terrace Neighbourhood Commercial (C-1A) zone to permit additional commercial uses and a smaller average and minimum

The Juan de Fuca Land Use Committee (LUC) considered the staff report at its meeting of March 19, 2024. At that meeting, the LUC recommended that the application be referred for comment.

The Commission is requested to comment on if its interests are affected by the application. Comments received will be returned to the LUC for consideration.

The subject property was highlighted.

parcel size to facilitate subdivision.

Policies from the Shirley – Jordan River Official Community Plan and the Community Parks and Recreation Strategic Plan which support the establishment of a network of trails for recreation and increased opportunity for safe walking routes and greater community connectivity were outlined.

The Commission acknowledged that the subject property:

- fronts West Coast Road
- is in the vicinity of Juan de Fuca Provincial Park, First Creek Community Park, Jordan River Regional Campground and Jordan River Regional Park

MOVED by Commissioner McAndrews, **SECONDED** by Commissioner Sloan that the Juan de Fuca Electoral Area Parks and Recreation Advisory Commission state to the Juan de Fuca Land Use Committee that the Commission's interests are affected by the proposal (RZ000284) and that the Commission supports continued safe trail connectivity and recreation in the community including connecting backcountry trails and active transportation routes.

CARRIED

Appendix J: Project details



A portion of

12036 West Coast Road

REZONING AND OCP AMENDMENT APPLICATION

December 2023

PROJECT SUMMARY

This is a comprehensive application package for a Rezoning and Official Community Plan Amendment for a portion of 12036 West Coast Road. This portion of the property consists of approximately 8.15-acres or 3.3ha. The intention is to create smaller parcel sizes via a commercial bareland strata, add some additional neighbourhood commercial land uses, and incorporate some additional planning tools to enable appropriately scaled development within each new parcel. The proposed change in parcel size will necessitate an amendment to the OCP.

SITE SUMMARY

The portion of property at 12036 West Coast Road under application is approximately 8.15acres (3.3ha) in size. The subject property is designated 'Pacific Acreage' in the Shirley-Jordan River Official Community Plan (OCP), and is zoned Wildwood Terrace Neighbourhood Commercial (C1-A) under the Juan de Fuca Land Use Bylaw No. 2040. This property has been zoned for neighbourhood-scale commercial purposes for some time, with the landowner preparing to create some additional commercial activity on the property.

Recently, the owner amended the zoning on the property to add Country Market and Food and Beverage Processing to support the microbrewery use at the commercial site (Bylaw 4381), received a development permit to construct the new brewery, and the commercial area is actively being subdivided from the main parcel.

PROPOSAL

The vision for this site is to create a village gathering place for the rural community of Jordan River that will serve locals and support tourism in the region. The position of this property provides an opportunity to build a community gathering place in a location with greater resilience to several known hazards in the area. The intention is to create a number of commercial bareland strata parcels that would enable more diverse ownership and investment of a relatively large commercial site.

The application is to amend the Wildwood Terrace Neighbourhood Commercial Zone (C1-A) to permit additional land uses, reduce the minimum parcel size, introduce the concept of Floor Space Ratio, to consider a reduction to the setback for parking areas, consider reduced setbacks, and increase in building height to support architectural options by way of a site-specific zoning amendment.

The reduced parcel size will necessitate an amendment to the Shirley-Jordan River OCP. Due to the proximity of the Wildwood Neighbourhood commercial area to the Jordan River Village, it is suggested that the property be redesignated 'Commercial' in the OCP. Some

adjustment to policies related to the Commercial designation may need to be contemplated as part of this consideration.

A conceptual subdivision layout and site plan has been attached to this report as a representation of how the site could be developed (Attachment 1). This is not a large departure from what can currently be built, but it does allow much more flexibility surrounding ownership and opportunity.

REZONING RATIONALE

Proposed Zoning Amendments

To help achieve the vision, the following modifications are requested to the C1-A Zone by way of this application.

a. Minimum parcel size; the current zone permits a minimum parcel size of 3.3ha making the parcel un-subdividable. This proposal includes incorporating a minimum parcel size of 0.2ha (2000m²) within the site to accommodate a commercial bareland strata.

Rationale: Commercial properties have unique financing and often need more flexibility to realize the potential of the property. Creating the ability for a property owner to divide the site into individual units provides more certainty for lenders and reduces risk for future commercial owners/operators. From a practical point of view, an 8.15 acre (3.3ha) parcel is a large land area and this amendment would enable potential for new business opportunities for the community.

In addition, other existing commercial properties within the plan area have a minimum parcel size of 900m² and have a zoning of Village Commercial Zone (C-2). In this context, a 2000m² minimum parcel size can be viewed as reasonable and less intensive than other existing commercial areas.

<u>b. Incorporate FSR;</u> In order to better scale commercial buildings, its proposed that the maximum size of principal building area be replaced with the use of a Floor Space Ratio (FSR) of o.4.

Rationale: Introducing FSR to the land use bylaw, used in combination with setbacks, height and lot coverage, ensures buildings are proportionate to the size of each parcel. FSR also encourages more open space on a development site, allowing the owner an opportunity to incorporate more landscaping and natural drainage solutions.

Currently, a total floor area of 2000m² is permitted for the entire parcel. Floor space ratio is proposed as a solution/tool for total floor area cap, so that future buildings would be constructed in relation to the size of the parcel created.

c. Add new permitted uses: including restaurant, personal services, offices, and health services.

Rationale: The proposed new uses are complimentary and in alignment with typical neighbourhood commercial activities. The proposed land uses continue to exclude automobile oriented uses such as gas station, bulk fuel sales, auto repair and carwash.

The proposed uses give those living in the area an opportunity to access some services to meet their daily needs, and include some tourist serving uses. This is in alignment with aspirations of the Shirley-Jordan River Official Community Plan, and is in alignment with uses in the Commercial designation within the Jordan River Village area.

d. <u>Setback exemption for parking stalls</u>; currently a 7.5m setback is required for parking stalls from the road, and a 3m setback is proposed.

Rationale: A 3m setback for proposed parking spaces continues to support a landscaped buffer between the road right of way and the commercial site but is a more typical setback for parking areas. This request is site-specific for this property but could be applied more generally if desired.

e. Building Setbacks; 7.5m front, 3m side yard setback, 5m rear yard setback

Rationale: The setbacks proposed are reasonable for the overall concept and allow for a minimum of 6m building separation within the site. These setbacks are similar to setbacks identified in other commercial zones within the plan area.

f. <u>Building Height increase of 3 metres</u>; currently building is limited to 9 meters. An increase of 3 meters to 12 metres is proposed.

Rationale: A increase in building height to 12 metres will allow for greater architectural flexibility for roof lines and is consistent with other maximum heights for commercial zoning in the plan area such as C-2 Village Commercial.

OCP AMENDMENT RATIONALE

Proposed OCP Amendment

The current land use designation on the property is 'Pacific Acreage'. This land use designation supports primarily rural residential uses, and enables small scale neighbourhood commercial, commercial tourism, parks and civic land uses. The proposal

does not entirely fit within the Pacific Acreage designation due to the residential nature of the designation and the typical residential lot size that is supported.

It is proposed that this property be redesignated 'Commercial' due to its proximity to Jordan River as it will help to achieve the overall OCP vision for the community. However, potential amendments to the Commercial designation may need to be considered, particularly as it relates to lot size.

The applicable OCP policies include:

404 Commercial Land Use Designation

The intent of the Commercial Land Use Designation is to support small-scale neighbourhood commercial and light industrial uses in the Jordan River inundation area. Civic, institutional, tourism, recreation, silviculture and community park uses are also supported.

Analysis: The proposed land use designation of Commercial is appropriate for the land uses proposed. A further text amendment to the policies of the OCP needs consideration regarding the prescribed minimum lot size of 120 ha, which prevents further subdivision of these lands, even for economic development purposes.

483 Objectives for Development and Local Economy

B. Support a range of economic activities at a scale appropriate to the size of the community and its rural nature.

E. Recognize that Shirley and Jordan River are predominantly rural areas where resource-based activities such as forest management and timber harvesting occur.

484 Policies for Development and Local Economy

N. For lands designated as Commercial on Schedule B, a density of <u>one parcel per 120 hectares</u> and no dwelling units is supported.

O. On lands designated as Commercial on Schedule B, commercial, retail, restaurant, civic and light industrial and silviculture uses are supported.

Analysis: An amendment to the above-noted parcel size will be required to the 'Commercial' designation in order to establish a smaller and more appropriate parcel size for this property. Smaller commercial property sizes could be beneficial more broadly to other commercially designated properties and could help to develop a local-serving and tourist-based economy as envisioned in the OCP.

There are several local-serving commercial sites within the JdF Planning Area that have set precedent for the reduced parcel sizes for commercial sites. Many of these neighbourhood

commercial properties serve as a hub for community and serve both local and tourist needs within the area. Existing neighbourhood commercial zones have minimum lot size of 900m2 (0.09ha) within the C-2 Zone of the JdF Land Use bylaw. Further emphasizing that smaller parcel sizes are appropriate in commercial sites elsewhere in the JdF Planning area and its reasonable to be considered in the 'Commercial' designation as well.

It seems that the identified hazard lands in the OCP may be impacting the potential for creating some smaller commercial parcels. In this instance, the commercial designation would apply to a parcel with no identified hazard and located outside of the Restricted Development Land Use area.

Other Relevant OCP Policies

Climate Change Adaptation and GHG reduction

392 Reducing the Number of Vehicle Trips

One of the key ways the residents of Shirley and Jordan River can contribute towards reducing GHGs is through reducing the number of vehicle trips. Home based businesses reduce the need to commute. The use of transit, carpooling and alternative means of transportation, such as cycling and walking, all reduce dependency on cars. Delivery of medical and community outreach programs at a venue in Shirley or Jordan River would see the service providers making one or two round trips to the Plan area instead of multiple trips outside the community by residents travelling elsewhere to access the services. Increased recreational and social opportunities for youth within the Plan area would reduce the need for parents to take their children to and from activities in Sooke. Support for neighbourhood commercial uses and farm gate sales can reduce the amount of travel necessary to purchase food and other goods. Installation of Electric Vehicle infrastructure is supported.

Analysis: provision of some businesses and services in keeping with rural character and scale can lead to reduction in the number of vehicle trips of residents. Enabling some economic development will help support goals related to creating complete communities.

REGIONAL GROWTH STRATEGY AND THE RCS

Consistency with the Regional Context Statement

There are several applicable policies that identify consistency between this proposal and the Regional Context Statement. The following applicable policies have been identified and consistency with the RCS has been outlined.

208 Regional Growth Strategy Consistency (pg. 21-23 of the OCP)

D. To manage regional infrastructure services sustainably, the community water servicing policy provisions for Shirley – Jordan River are not to exceed the existing 126 parcels within the Sheringham Water District. No CRD water systems are proposed in the Plan area. No community sewer systems are proposed in the Plan area and the CRD supports the Ministry of Environment and Island Health in their regulation of sewage.

Analysis: Services to the property will be rural. Water will be provided with wells and there is no need for extending services to the area in order to facilitate the proposal. Sewer will be managed using septic systems. All health approvals will be obtained through the appropriate application processes.

E. To build Shirley and Jordan River as complete communities, a number of policies in this OCP support community safety, such as the Restricted Development Land Use Designation on lands within the flood inundation zone identified by BC Hydro and the designation of DPAs for hazardous conditions. Ways to build a healthy community include community volunteerism and local delivery of health care services, social programs and recreational programs. There is a desire for a community meeting place in Jordan River and improvements to the Shirley Community Hall.

Analysis: This property is located outside of the identified hazard area, and will contribute to making Jordan River a more complete community. This property has the potential to provide a location for residents to gather and/or access services or programs. Amending the designation of this property to Commercial will enable this property, and more broadly other properties, to create a community meeting place/hub within the Village.

H. To strengthen the regional economy, the reliance on other regional centres is recognized in this Plan. Agriculture, home based businesses, renewable resource activities and low-impact tourism uses are viewed as Shirley – Jordan River's contribution to the regional economy.

Analysis: The additional uses proposed, including an appropriate lot size for commercial purposes will strengthen the regional and local economy by complementing resource-based activities with low-impact tourism uses, and the opportunity to provide local services and programs to meet the needs of residents.

Consistency with the Regional Growth Strategy

Outside Urban Containment Policy (pg 13)

Rural/Rural Residential Policy Area – this application supports and is in alignment with the Regional Growth Strategy. The area is rural, with rural servicing requirements. The commercial uses proposed are local serving that complement the rural character, including office, health services, personal services and restaurants in addition to those that are already permitted. These are typical 'neighbourhood commercial' uses. Any building proposal on this parcel will require the rigor of a development permit evaluation for Commercial

development. The proposed parcel size is larger than other commercial zones within the Plan Area, typically zoned C-2, which permits more intensive commercial uses than those being requested.

Protect the Integrity of Rural Communities (Pg 22-24)

Rural and rural–residential communities offer a choice of rural lifestyles and outdoor recreation opportunities that complement the surrounding working landscapes and preserve ecological diversity. This proposal does not include further residential expansion but strengthens the rural qualities of the community by creating an opportunity for a neighbourhood commercial/gathering place for the residents of Jordan River.

The character of this property will reflect the local outdoor enthusiast and the current and historical resource-based economy of the region. A hydrogeologist report has determined that there is adequate well water available to service the site and overall site drainage will enhance natural systems as the site is developed. Detailed rainwater management will be submitted as part of any future subdivision/building application.

5.1 Realize the Region's Economic Potential

Finding ways to expand and diversify the economy of formerly resource-dependent communities in Sooke and the Juan de Fuca Electoral Area, such as through low impact recreation and tourism.

Analysis: The proposed amendment is relatively minor as commercial activities are already permitted on the parcel. What this amendment does is more appropriately designates the property as 'commercial' and enables more flexibility in commercial lot size. It gives the opportunity for diversity in ownership of a large commercial site, adding resiliency for business owners while also increasing the potential of realizing commercial services in the area.

NATURAL ENVIRONMENT

The site has been evaluated by a Qualified Environmental Professional (Attachment 2). No wetlands or watercourses are located on or within 50m of its boundaries.

INFRASTRUCTURE

It is proposed that septic will accommodate any future development. The details of this will be considered as part of the bareland strata subdivision application.

Water will be provided with onsite wells. There are no anticipated concerns with provision of water as part of this proposal. The hydrogeologist report ascertains that, based on the well records situated closest to the subject property, the conditions appear very favourable for constructing relatively shallow wells within the aquifer with individual wells potentially yielding 5 to 10 USgpm (18.93 to 37.85 L/min) each (Attachment 3).

FIRE AND EMERGENCY SERVICING

No impact on fire and emergency servicing is anticipated as a result of the proposed amendments. Commercial activities are already permitted on the property, with the commercial site resulting in additional owners. The property permits civic use and could be used by the community, if so desired, to meet community or emergency planning requirements.

TRAFFIC IMPACTS

No impact is anticipated as a result of the proposed amendments. Commercial activities are already permitted on the property, and access to the site is being sorted out through the subdivision of the land. All Ministry of Transportation and Infrastructure requirements will be addressed through future strata subdivision.

PARKLAND DEDICATION

The applicant has already completed parkland dedication as part of a previous subdivision approval process.

ATTACHMENTS:

- 1. Conceptual Site Plan/Vision
- 2. Environmental Assessment letter Corvidae Environmental Consulting
- 3. Hydrogeologist Report
- 4. Current Certificate of Title



REPORT TO REGIONAL PARKS COMMITTEE MEETING OF WEDNESDAY, OCTOBER 23, 2024

SUBJECT Bylaw No. 4640: Amendment to the Capital Regional District Parks Services and Facilities Fees and Charges Bylaw No. 3675

ISSUE SUMMARY

To amend the Capital Regional District (CRD) Parks Services and Facilities Fees and Charges Bylaw No. 3675, Schedule A.

BACKGROUND

Schedule A of the CRD Parks Services and Facilities Fees and Charges Bylaw No. 3675 outlines the fees and charges for regional parks. As new services are introduced, or as fees are reviewed and revised, Schedule A is amended (Appendix A). On December 13, 2023, the CRD Board passed the following motion regarding gradual pay parking increases at Thetis Lake and Sooke Potholes regional parks:

That pay parking at Thetis Lake and Sooke Potholes regional parks receive a gradual rate adjustment to fair market value starting in 2025, and to continue over three years, and the introduction of a short-term rate.

The bylaw amendment will allow the following changes to the fee schedule:

Year	Short-Term (2 hours)	Daily	Season
2024	n/a	\$2.25	\$20.00
2025	\$2.00	\$4.00	\$30.00
2026	no change	\$5.50	\$45.00
2027	no change	\$7.00	\$60.00

ALTERNATIVES

Alternative 1

The Regional Parks Committee recommends to the Capital Regional District Board:

- 1. That Bylaw No. 4640, "Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 11, 2024", be introduced and read a first, second and third time: and
- 2. That Bylaw No. 4640 be adopted.

Alternative 2

That Bylaw No. 4640, "Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 11, 2024" be referred to staff for changes.

IMPLICATIONS

Environmental & Climate Implications

The CRD's Regional Parks and Trails Strategic Plan 2022-2032 identifies a priority action to align implementation of parking fees (and subsequent fee increases) where regional parks can be easily accessed by transit, walking or cycling – as a disincentive to motor vehicle use and related greenhouse gas emissions. This action supports the priority (4-2) to foster the development of complete and connected communities by improving access to regional parks by transit, electric vehicles, micro mobility, walking or cycling.

Thetis Lake Regional Park is easily accessed by the above modes of transport and Sooke Potholes Regional Park is easily accessed via the Galloping Goose Regional Trail. Keeping pay parking in place with minor increases over the next three years in these two parks encourages visitors to consider alternative, greener modes of transportation to these popular destinations.

Social Implications

Park fees, as utilized in other parks systems, can be a barrier for accessing nature and recreational opportunities. Additionally, currently only two regional parks have pay parking in place, which can be perceived as unfair to those communities in which these parks are located.

Financial Implications

Bringing the price for pay parking in these two parks up to fair market value could ultimately generate \$400,000 in additional annual revenue. With visitation to regional parks and trails increasing by over 40%, from 6.3 million in 2014 to 8.9 million in 2023, there is pressure to continually expand and service parking lots to accommodate personal vehicles, particularly in peak season at these popular destinations.

Demand management in parks systems is often achieved through parking management such as pay parking or day use permits, and parking fees collected during the peak season help offset increasing operational costs for the rest of the year.

Service Delivery Implications

Pay parking systems and enforcement in both Thetis Lake and Sooke Potholes regional parks are currently overseen by a contractor, therefore there are no major service delivery implications related to the increase of pay parking rates in these two regional parks.

Alignment with Existing Plans & Strategies

The Regional Parks and Trails Strategic Plan (2022-2032) identifies priority action 5-1d to "develop a Park Use Permit Policy that gives consideration to providing equitable access to programs, ensuring events and commercial activities align with the values in this Plan, and that fees reflect impacts on park facilities and users." Over the last decade, existing fees in CRD Regional Parks have not been adjusted to keep up with impacts on park facilities or market changes. These fee changes will ensure that fees better reflect impacts on regional park facilities.

CONCLUSION

As new services are introduced, or as fees are reviewed and revised, Schedule A of the Capital Regional District (CRD) Facilities Fees and Charges Bylaw is required to be amended. Over the last decade, existing fees in CRD Regional Parks have not been adjusted to keep up with market changes, and no longer reflect impacts on park facilities and users. In 2020, staff undertook a market review to understand how fees relate to broader provincial revenue generation patterns and proposed adjustments based on that review. On December 13, 2023, the CRD Board approved gradual pay parking increases at Thetis Lake and Sooke Potholes regional parks.

RECOMMENDATION

The Regional Parks Committee recommends to the Capital Regional District Board:

- That Bylaw No. 4640, "Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 11, 2024", be introduced and read a first, second and third time; and
- 2. That Bylaw No. 4640 be adopted.

Submitted by:	Mike Macintyre, Senior Manager, Regional Parks
Concurrence:	Glenn Harris, Ph.D., R.P.Bio., Acting General Manager, Parks, Recreation & Environmental Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT

Appendix A: Bylaw No.4640: Capital Regional District Regional Parks Services and Facilities Fees and Charges Bylaw No. 1, 2010, Amendment Bylaw No. 11, 2024

CAPITAL REGIONAL DISTRICT

BYLAW NO. 4640				
*****	A BYLAW TO AMEND BYLAW NO. 3675 WHICH PROVIDES FOR PARK USE PERMIT FEES AND CHARGES PAYABLE FOR REGIONAL PARKS SERVICES AND FACILITIES WITHIN THE CAPITAL REGIONAL DISTRICT			
WHE	EREAS:			
A		District Regional Parks Services and Facilities Fees and I Board outlines the fees and charges for Regional Parks		
E		es are reviewed and revised, Schedule "A" of the Capita Services and Facilities Fees and Charges Bylaw is d		
(675 to confirm that it is a continuing fee schedule with no provisions for mid-year annual fee changes;		
NOV follov		et Board in open meeting assembled hereby enacts as		
E		egional Parks Services and Facilities Fees and Charges eting Schedule "A" in its entirety and replacing it with the		
	This bylaw may be cited for all purposes as Facilities Fees and Charges Bylaw No. 1, 201	"Capital Regional District Regional Parks Services and 0, Amendment Bylaw No. 11, 2024"		
REA	D A FIRST TIME THIS	day of		
REA	D A SECOND TIME THIS	day of		
REA	D A THIRD TIME THIS	day of		
ADO	PTED THIS	day of		
СНА	JIR	CORPORATE OFFICER		

SCHEDULE "A" PARK USE PERMIT FEES AND CHARGES BYLAW NO. 4640

CAMPING AND PARKING	PERMIT FEE (APPLICABLE TAXES NOT INCLUDED, UNLESS OTHERWISE NOTED)
Camping – in designated campsites at:	
Island View Beach Regional Park Campground Overnight Recreational Vehicle or Tent Camping Additional Vehicle Cancellation fee for on-line reservation	\$25.00/night \$10.00/night One night rate
Jordan River Regional Park Campground Overnight Recreational Vehicle or Tent Camping	\$25.00/night
Additional Vehicle	\$10.00/night
Sooke Potholes Regional Park Campground Overnight Recreational Vehicle or Tent Camping	\$25.00/night
Tent Pad for Cyclists	\$15.00/night
Additional Vehicle	\$10.00/night \$9.00/bundle
Firewood	
	(includes applicable taxes)
Pay Parking – in designated areas at:	2025
Thetis Lake Regional Park	\$2.00/short-term (2 hours)
(May 1 to September 30)	\$4.00/daily rate
Sooke Potholes Regional Park (May 1 to September 30)	\$30.00/seasonal pass
(may to a specime to)	(includes applicable taxes)
	2026
	\$2.00/short-term (2 hours)
	\$5.00/daily rate
	\$40.00/seasonal pass
	(includes applicable taxes)
	2027
	\$2.00/short-term (2 hours)
	\$6.00/daily rate
	\$50.00/seasonal pass
	(includes applicable taxes)
Electric Vehicle Charging – at designated charging stations in regional parks	\$1.00/hour

PARK USE PERMIT SPECIAL USE CATEGORIES	PERMIT FEE (APPLICABLE TAXES NOT INCLUDED, UNLESS OTHERWISE NOTED)
Commercial Filming – motion picture, television and photography.	Filming Outdoor locations \$500/day
апи рпоюдгарну.	Parking \$300/day
	Staff time for monitoring to be assessed on a case-by-case basis and charged at \$50/hour
	Indoor locations to be assessed on a caseby-case basis
	Filming more than 10 days to be assessed on a case-by-case basis
 5. Commercial Service or Activity* – such as guided programs or recreational training. Single trip: 1 day Seasonal: 4 month period Annual: January 1 – December 31 inclusive 	\$80.00/permit \$215.00/permit \$320.00/permit
PARK USE PERMIT SPECIAL USE CATEGORIES	PERMIT FEE (APPLICABLE TAXES NOT INCLUDED, UNLESS OTHERWISE NOTED)
6. Commercial Dog-Walking – Annual (January 1 – December 31 inclusive)	\$465.00/permit
7. Picnic Shelter – Use of group picnic shelters at Beaver Lake, Eagle Beach, Island View Beach or Aylard Farm.	\$50.00/permit
8. Research Activity* – Such as specimen collections, surveys, inventories and monitoring plots.	\$40.00/permit
9. Special Event or Activity* – Such as a festival,	\$145.00/permit
tournament, competition, show or outdoor ceremony that attracts participants and spectators.	Staff time for monitoring to be assessed on a case-by-case basis and charged at \$50/hour
10. Temporary Service Access* – access/ occupancy through a regional park or trail for such purposes as accessing a private property, utility or public works.	\$360.00/permit

*Fee Exemptions:

Special Event or Activity: Fee exemption may be made when all participants are under 18 years of age.

Research Activity and Temporary Service Access: Fee exemption may be made when the activity provides a benefit or improvement to the park or Regional Parks and Trails system.

Commercial Service or Activity: No fees are applied to self-guided programs.

INTERPRETATION	FEE (APPLICABLE TAXES NOT INCLUDED, UNLESS OTHERWISE NOTED)
11. School Programs	\$70.00/class (non-taxable)
Enhanced Naturalist Programs – specialty programs with limited registration or featuring guest experts	\$8.00/person
13. Special Request Program	\$100.00

CAPITAL REGIONAL DISTRICT

		В	YLAW NO. 4640
****	****	************	***************************************
	Р	ARK USE PERMIT FEES AND CHAR	LAW NO. 3675 WHICH PROVIDES FOR GES PAYABLE FOR REGIONAL PARKS SERVICES I THE CAPITAL REGIONAL DISTRICT
****	****	***************	*************************************
WH	IER	EAS:	
	A.		onal District Regional Parks Services and Facilities Fees and onal Board outlines the fees and charges for Regional Parks
	B.		s fees are reviewed and revised, Schedule "A" of the Capital arks Services and Facilities Fees and Charges Bylaw is ; and
	C.		 3675 to confirm that it is a continuing fee schedule with no nal provisions for mid-year annual fee changes;
	W :		strict Board in open meeting assembled hereby enacts as
1.	Вy		t Regional Parks Services and Facilities Fees and Charges deleting Schedule "A" in its entirety and replacing it with the
2.			as "Capital Regional District Regional Parks Services and 2010, Amendment Bylaw No. 11, 2024"
RE.	AD	A FIRST TIME THIS	day of
RE.	AD	A SECOND TIME THIS	day of
RE.	AD	A THIRD TIME THIS	day of
AD	OP ⁻	TED THIS	day of
СН	AIR	1	CORPORATE OFFICER

SCHEDULE "A" PARK USE PERMIT FEES AND CHARGES BYLAW NO. 4640

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Additional Vehicle	\$10.00/night
Sooke Potholes Regional Park Campground Overnight Recreational Vehicle or Tent Camping	\$25.00/night
Tent Pad for Cyclists	\$15.00/night
Additional Vehicle	\$10.00/night
Firewood	\$9.00/bundle
	(includes applicable taxes)
2. Pay Parking – in designated areas at:	2025
Thetis Lake Regional Park	\$2.00/short-term (2 hours)
(May 1 to September 30)	\$4.00/daily rate
Sooke Potholes Regional Park (May 1 to September 30)	\$30.00/seasonal pass
(initial) The coptomison co,	(includes applicable taxes)
	2026
	\$2.00/short-term (2 hours)
	\$5.50/daily rate
	\$45.00/seasonal pass
	(includes applicable taxes)
	2027
	\$2.00/short-term (2 hours)
	\$7.00/daily rate
	\$60.00/seasonal pass
	(includes applicable taxes)
Electric Vehicle Charging – at designated charging stations in regional parks	\$1.00/hour

PARK USE PERMIT SPECIAL USE CATEGORIES	PERMIT FEE (APPLICABLE TAXES NOT INCLUDED, UNLESS OTHERWISE NOTED)
Commercial Filming – motion picture, television and photography.	Filming Outdoor locations \$500/day
апа рпоюдгарну.	Parking \$300/day
	Staff time for monitoring to be assessed on a case-by-case basis and charged at \$50/hour
	Indoor locations to be assessed on a case- by-case basis
	Filming more than 10 days to be assessed on a case-by-case basis
 5. Commercial Service or Activity* – such as guided programs or recreational training. Single trip: 1 day Seasonal: 4 month period Annual: January 1 – December 31 inclusive 	\$80.00/permit \$215.00/permit \$320.00/permit
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6. Commercial Dog-Walking – Annual (January 1 – December 31 inclusive)	\$465.00/permit
7. Picnic Shelter – Use of group picnic shelters at Beaver Lake, Eagle Beach, Island View Beach or Aylard Farm.	\$50.00/permit
8. Research Activity* – Such as specimen collections, surveys, inventories and monitoring plots.	\$40.00/permit
9. Special Event or Activity* – Such as a festival,	\$145.00/permit
tournament, competition, show or outdoor ceremony that attracts participants and spectators.	Staff time for monitoring to be assessed on a case-by-case basis and charged at \$50/hour
10. Temporary Service Access* – access/ occupancy through a regional park or trail for such purposes as accessing a private property, utility or public works.	\$360.00/permit

*Fee Exemptions:

Special Event or Activity: Fee exemption may be made when all participants are under 18 years of age.

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Commercial Service or Activity: No fees are applied to self-guided programs.

INTERPRETATION	FEE (APPLICABLE TAXES NOT INCLUDED, UNLESS OTHERWISE NOTED)		
11. School Programs	\$70.00/class (non-taxable)		
Enhanced Naturalist Programs – specialty programs with limited registration or featuring guest experts	\$8.00/person		
13. Special Request Program	\$100.00		

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	10 th	day of	January,	2024	
READ A SECOND TIME THIS	10 th	day of	January,	2024	
READ A THIRD TIME THIS	10 th	day of	January,	2024	
APPROVED BY MUNICIPAL COUNCIL CONSEN PROCESS PER S.346 OF THE LOCAL GOVERNMENT ACT THIS	IT 12 th	day of	August,	2024	
APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS	9 th	day of	October,	2024	
ADOPTED THIS		day of		202_	
CHAIR	CORPORATE OFFICER				
FILED WITH THE INSPECTOR OF MUNICIPALIT	IES THIS	day c	f		